

BOARD OF TRUSTEES MEETING
VILLAGE OF PLANDOME MANOR
February 21, 2023
MINUTES

A regular meeting of the Board of Trustees of the Incorporated Village of Plandome Manor, Nassau County, New York, was held in Village Hall, at 55 Manhasset Avenue, on Tuesday February 21, 2023, at 7:00 p.m.

Present:	Barbara Donno	Mayor
	Matthew Clinton	Deputy Mayor
	Patricia O'Neill	Trustee
	Tony DeSousa	Trustee
	James Baydar	Trustee
Also Present:	Katherine Hannon	Village Clerk
	Edward Butt	Building Inspector
	John Farrell, Esq.	Village Attorney
	Marie DePalo	Village Treasurer

Mayor Donno called the meeting to order at 7:02 p.m. and verified the presence of a quorum.

THE PLEDGE OF ALLEGIANCE

Mayor Donno led the Pledge of Allegiance.

APPROVAL OF MINUTES

Mayor Donno then called for the approval of the minutes from the BOT meeting held on January 17, 2023, as Trustee Baydar was absent from the meeting on January 17, 2022.

Trustee O'Neill made a motion to accept the minutes. The motion was seconded by Trustee DeSousa.

Trustee Clinton: Aye Trustee O'Neill: Aye

Trustee DeSousa: Aye Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

PUBLIC HEARING

Trustee Clinton made a motion that the Board of Trustees adjourn the approval of the proposed agreement with the Port Washington Fire Department for 2023 subject to the approval of the Village Attorney as to the form of the contract, till the next Board of Trustees meeting on March 21, 2023. The motion was seconded by Trustee Baydar.

Trustee Clinton: Aye Trustee O'Neill: Aye Trustee Baydar: Aye

Trustee DeSousa: Aye Mayor Donno: Aye

Approved. VOTE: 5/0 - Motion passes

PUBLIC COMMENT

Eric Kattan, 21 Circle Drive, addressed the Board regarding a tree limb located at 149 Circle Drive. He asked if there was any update on the removal of the limb. The Mayor responded that the contractor who owns the home at 149 Circle Drive is going to remove the limb, in which the Building Inspector confirmed. The Mayor also mentioned that the Village did have the limb looked at by a professional arborist and the homeowner was notified. The Building Inspector mentioned that the homeowner is going to trim the trees on their property at the same time, in which at that time the limb will be removed in the spring. After the matter being addressed by the Mayor and the Building Inspector, Mr. Kattan added he understands and waiting until the spring may cause a dangerous situation. The Mayor responded by mentioning that the professional arborist that examined the limb did not report that it was in danger of falling.

REPORTS

Tom Lang - Manhasset Bay Protection Committee – Village Representative

- Tom Lang, the Village's representative for the Manhasset Bay Protection Committee provided an overview and an update on what is going on with the organization. In Mr. Lang's update, he provided information regarding the introduction of oyster seedlings for the purpose of filtration in Manhasset Bay. He mentioned that the committee filed for a grant for a water quality improvement plan and a watershed management plan. The committee is also promoting the Nassau/Suffolk County septic system replacement program.

Village Clerk

- Village Clerk, Katherine Hannon provided the NCPD monthly report for December 2022 and November of 2023.
- The Village Clerk mentioned that the Manhasset Bay Protection Committee has voted to set the 2023 dues at the same rate as 2022. Due to the Village's 2021 IMA, the expenditure does not need to be approved by the Board of Trustees
- The Village Clerk reported that the public hearing for the approval of Port Washington Fire Department contract which was adjourned at the January Board of Trustees meeting has been postponed until March. It has been postponed due to the Port

Washington Fire Department and the Town of North Hempstead discussions regarding the reassessment of properties withing the PWFJ jurisdiction.

- The Clerk mentioned osprey nest at the beach is cracked in the cement base. We received an estimate from Bob Keogh to fill the cracks in the concrete base with flexible crack sealer and install three (3) large stainless steel metal clamps/straps in the amount of \$470.00. The Building Inspection added that this form of repair will be most effective.
- The Clerk reported new chevron signs for North Plandome Road have been installed.
- The Clerk reported that a request has been submitted to Nassau County to repair the broken walkway at the beach. There is no estimated date when the repair work will be completed.
- The Clerk reported that a request has been submitted to Nassau County to empty the garbage's at the beach. There is no estimated date when they will be emptied.
- The Clerk mentioned that a request has been submitted to Nassau County for the county to replace the metal guardrail on North Plandome Road with a wooden guardrail to match that of the Town of North Hempstead guardrail. The Village also asked if there is an opportunity to apply for a grant for the Village to have the guardrail replaced to wood so that it will appear uniform with the North Hempstead guardrail. The Mayor added that if the Village were to receive a grant, the Village would then assume ownership of the guardrail.
- The Clerk reported that the Village received a request by Mrs. Stam to have a Village tree, located at 6 Janssen Drive & 57 Colonial Drive, to be inspected for removal. Our Village arborist inspected the tree and deemed it to be in good health. The tree does need to be trimmed, the estimate from we care trees was in the \$1,000 range and Marvin's estimate was \$825.00.
- The Clerk mentioned that per the Village's request, the Village has been granted a one-year extension on the SAM Grant, expiring February 9th, 2023. SAM-6061 is a grant for the drainage improvements on North Plandome Road.
- The Clerk reported that the Village is currently inquiring about repurposing grant funds for the Triangle on Plandome/Stonytown Road to fund paving of Papermill and Gristmill. The Mayor mentioned that the Village will be also inquiring that if grant is repurposed, if the Village will be able to apply for a grant for the Triangle in the future.
- The Clerk mentioned that the Village received a request for filming at the Plandome Park Beach. The Clerk has notified the Plandome Park Association, and they are in direct contact with the film location scout. The Village has not received further confirmation if this will be happening, and no filming permit has been filed.
- The Clerk mentioned that a claim has been filed with PSEG for a downed limb that could have possibly destroyed a section of the fence to the Mills. It is unclear if it was PSEG's work on powerlines that caused the damage, but PSEG will be investigating and should respond within 40 days with their conclusion. Trustee DeSousa added that it was most likely that Extenet caused the damage.
- The Village Clerk also reported that the streetlight located near 71 Circle Drive is still on backorder and there is no estimated date of when it will be in.
- The Village Clerk reported that (2) service requests for fixing the guardrail were filed with the Town of North Hempstead. One by the Science Museum that was hit by a car and the second by Water Lane. The Building Inspector added that the Town's DPW and railing person will be replacing it all at the same time.
- The Clerk mentioned that the Village will be creating email addresses for all the Trustees. The Village will also be going from .com to .gov, which will be applied for. The Mayor added that due to all the cyber security attacks, it is a preventative measure.
- The Village will be renewing its access to its online GIS Map with ESRI. The yearly cost will be \$489.00 per year, a reoccurring cost, so that the Village map consultants are able to edit the Village map. The Building Inspector added that the Village will be adding various new items to the map such as storm drainages, streetlights, and signage.
- The Village will also be renewing the GIS Consulting Services with H2M for the maintenance and updates to the Village map, the cost should be around \$8,000 and should not exceed \$10,000, a onetime cost.
- The Clerk mentioned that the Village received the Street Sweeping Proposal from Dejana Industries for the year 2023, the initial sweep has increased \$279.00 and for each additional sweep the cost has increased \$113.00 from 2022.
- The Village Clerk mentioned that she will be sending every resident/current resident an absentee ballot application for the Village election on March 21st, 2023. The application will also be available on the Village website. The Village Attorney mentioned that a cover letter should accompany the application explaining other ways to access the absentee ballot application.
- The Clerk mentioned that the Village received a letter from Tim O'Sullivan, Cow Neck Landing, LLC. He is seeking permission for the Manhasset-Lakeville and Village of Plandome Fire Departments to use his home at 73 Lake Road to do training, prior to the home being demolished. The Trustees agreed to allow Mr. O'Sullivan to have the fire department's training at his home.

Court Clerk

- The Court Clerk presented the resignation of Court Clerk, Randi Malman's.
- The Court Clerk reported that the JCAP grant for 2021-22 has been closed out. The court was awarded \$984.90 and spent \$649.95. Due to other items not being ordered in the timeframe required by the grant, \$334.95 was returned to the Commissioner of Taxation and Finance.

Village Treasurer

- Treasurer, Marie DePalo, provided the report on the Abstract Report of Audited Vouchers for January 2023 and February 2023 and the Profit and Loss Statement.
- The Treasurer also mentioned that a few of the resident funds have been returned from the Trust and Agency account due to permits being closed out.
- The Treasurer presented the investment opportunity with NYCLASS. Trustee Clinton mentioned that NYCLASS will be an excellent investment opportunity for the Village.
- Trustee Clinton presented the proposed budget for fiscal year 2023-2024. Trustee Clinton mentioned that the Village will not be bursting its 2% budget cap. He also mentioned road projects for Gristmill and Papermill will be included in this budget. The Clerk mentioned that Mrs. Maliagros, a member of the Plandome Park Association, has requested, via a letter, an increase in the Plandome Park Association's beautification budget to \$2,500. The Board approved to be included in the budget that the Plandome Park, Elm Sea Lane, Gulls Cove, Circle Drive, Plandome Mills Associations beautification budgets to be increased to \$2,500.

Building Inspector

- Inspector Edward Butt mentioned that the island on Elm Sea Lane has been watered in the past by a resident. The Inspector stated that the Village should install an irrigation system similar to the one located at the Triangle. He mentioned that the system for the Elm Sea Lane island can be connected to the Gulls Cove system. The Inspector will inquire with Bob Keogh about pricing.
- The Inspector reported he has investigated the matter of the new septic systems. He mentioned two towns, Smithtown, and Southampton both are supporting the new septic systems and assisting residents in doing so and have included it in their codes. He mentioned that there are two new types of septic systems, mechanical and passive.
- The Inspector mentioned that there are contractors within the Village working on holidays, and the Village is continuing to police these contractors.

Mayor

- Mayor Donno presented the New York Housing Compact proposed by Governor Hochul in this year's budget. The Mayor mentioned that the Governor included this proposal to address the housing shortage in last year's budget, but it was then pulled out. She mentioned that the Governor is looking to increase housing located near transit stations, a half mile radius and 15 miles from NYC which would encompass the entire Village of Plandome Manor. Her proposal includes 50 units per acre of property within this radius. The Governors plan would eliminate the Villages authority to regulate lot size, single family housing, and height restrictions. The development of additional housing units and mixed-use housing would be on a three-year cycle, the Mayor mentioned that for the Village that would mean the development of 9 new housing units per three years for a 3% increase. She mentioned that the plan would include the establishment of a new state housing board, so if the Village were not to change its zoning laws, applications can be appealed to this board and the zoning laws overruled. The Mayor stated at Long Island is on a sole source aquifer, so the Governor's plan would devastate the environment. Lastly, the Mayor mentioned that the Governor is being very persistent with this plan.

Village Attorney

MOTIONS:

Trustee Clinton made a motion that the Board of Trustees approve the approve the repairs to the osprey nest, located at the beach on North Plandome Road, in the amount of \$470.00. The motion was seconded by Trustee O'Neill.

Trustee Clinton: Aye Trustee O'Neill: Aye Trustee Baydar: Aye

Trustee DeSousa: Aye Mayor Donno: Aye

Approved. VOTE: 5/0 - Motion passes

Trustee Clinton made a motion that the Board of Trustees approve the Abstract of Audited Vouchers dated February 21, 2023, and the Profit & Loss Statement ending January 31, 2023. The motion was seconded by Trustee O'Neill.

Trustee Clinton: Aye Trustee O'Neill: Aye Trustee Baydar: Aye

Trustee DeSousa: Aye Mayor Donno: Aye

Approved. VOTE: 5/0 - Motion passes

Trustee Clinton made a motion that the Board of Trustees approve the resolution authorizing the Village Treasurer to open and maintain an account with NYCLASS for the investment funds subject to the terms and conditions of the Village's Investment Policy.

The motion was seconded by Trustee Baydar.

Trustee Clinton: Aye Trustee O'Neill: Aye Trustee Baydar: Aye

Trustee DeSousa: Aye Mayor Donno: Aye

Approved. VOTE: 5/0 - Motion passes

Trustee O'Neill made a motion that the Board of Trustees approve the tree trimming of the Village tree, located at 6 Janssen Drive/57 Colonial Drive, in the amount of \$825.00. The motion was seconded by Trustee DeSousa:

Trustee Clinton: Aye Trustee O'Neill: Aye Trustee Baydar: Aye

Trustee DeSousa: Aye Mayor Donno: Aye

Approved. VOTE: 5/0 - Motion passes

Trustee Clinton made a motion that the Board of Trustees approve the 'Renewal Quotation,' prepared and submitted by Esri, for the year 2023, for online GIS mapping, in the amount of \$489.00. The motion was seconded by Trustee Baydar.

Trustee Clinton: Aye Trustee O'Neill: Aye Trustee Baydar: Aye

Trustee DeSousa: Aye Mayor Donno: Aye

Approved. VOTE: 5/0 - Motion passes

Trustee Baydar made a motion that the Board of Trustees approve the 'GIS Consulting Services, H2M Proposal No.: LP230230,' prepared and submitted by H2M Architects & Engineers, for the year 2023, for GIS consulting services, not to exceed \$10,000.00. The motion was seconded by Trustee O'Neill.

Trustee Clinton: Aye Trustee O'Neill: Aye Trustee Baydar: Aye

Trustee DeSousa: Aye Mayor Donno: Aye

Approved. VOTE: 5/0 - Motion passes

Trustee Clinton made a motion that the Board of Trustees approve the 'Street Sweeping Proposal,' prepared and submitted by Dejana Industries LLC, for the year 2023, for street sweeping, in the amount of \$3,769.00. The motion was seconded by Trustee O'Neill.

Trustee Clinton: Aye Trustee O'Neill: Aye Trustee Baydar: Aye

Trustee DeSousa: Aye Mayor Donno: Aye

Approved. VOTE: 5/0 - Motion passes

Trustee Baydar made a motion that the Board of Trustees approve the resolution directing the Village Clerk to send applications for absentee ballots to all residents in the Village, by first class mail at the individual's address provided same is located within the geographic boundaries Incorporated Village of Plandome Manor, and the cost of mailing said applications shall be borne by the Village and shall not exceed the amount of six hundred dollars (\$600.00). The motion was seconded by Trustee Clinton.

Trustee Clinton: Aye Trustee O'Neill: Aye Trustee Baydar: Aye

Trustee DeSousa: Aye Mayor Donno: Aye

Approved. VOTE: 5/0 - Motion passes

Trustee O'Neill made a motion that the Board of Trustees accept the resignation of Randi Malman as the Court Clerk with her last date of employment on January 19, 2023. The motion was seconded by Trustee Baydar.

Trustee Clinton: Aye Trustee O'Neill: Aye Trustee Baydar: Aye

Trustee DeSousa: Aye Mayor Donno: Aye

Approved. VOTE: 5/0 - Motion passes

Trustee O'Neill made a motion to adjourn the meeting at 8:30pm. The motion was seconded by Trustee DeSousa.

Trustee Clinton: Aye Trustee O'Neill: Aye Trustee Baydar: Aye

Trustee DeSousa: Aye Mayor Donno: Aye

Approved. VOTE: 5/0 - Motion passes

Signed by Katherine Hannon 3/1/2023

Katherine Hannon, Village Clerk