

BOARD OF TRUSTEES MEETING
VILLAGE OF PLANDOME MANOR
January 17, 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 January 17, 2023, at 7:00 p.m.

Present:	Barbara Donno	Mayor
	Matthew Clinton	Deputy Mayor
	Patricia O'Neill	Trustee
	Tony DeSousa	Trustee
Absent:	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 7:06 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 November 15, 2022, as Trustee Baydar was absent from the meeting on November 15, 2022.

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

Trustee Clinton: Aye Trustee O'Neill: Aye

Trustee DeSousa: Aye Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

PUBLIC COMMENT

Robert Weinstock, 32 Colonial Drive, addressed the Board regarding the recycling in the Village, which he previously mentioned during the November 15, 2022, Board of Trustees meeting. He explained that New York States requires municipalities to separate recyclables from non-recyclables. In his research he examined neighboring municipalities such as Flower Hill, Plandome, and Town of North Hempstead and found that these municipalities have laws that specifically mention the New York State requirements for recycling. Mr. Weinstock proceeded to recite the Town of North Hempstead's law regarding this requirement as an example.

In response to Mr. Weinstock, the Mayor stated that she would be addressing garbage and recycling later during the Mayors comments portion of the meeting.

Kevin & Kate Dunn, 71 Circle Drive, addressed the Board regarding several workmen assembling something on a pole across from their residence. Mr. Dunn questioned the Board if they knew anything about the work. The Mayor responded that it may have been a utility company performing the work and the Village does not have jurisdiction over utilities. Then Mr. Dunn moved the conversation to ask the Board if the Village of Plandome Manor mandates or approved street lighting, and if the Village is using a utility to install a streetlight. The Mayor responded by stating that Village is still awaiting the streetlight that Mr. & Mrs. Dunn and Mrs. Meriggi requested for their section of Circle Drive. She mentioned that the streetlight has been ordered through Welsbach but is currently on backorder. Mr. Dunn stated that he had mistaken that work that was being conducted across from his home as the installation of the streetlight. Mr. Dunn then said that Mrs. Meriggi was the one that was vocal about the streetlight, and that he should have been more vociferous about the proposed location of the streetlight because it will shine into his bedroom. Mr. Dunn then moved the conversation to discuss that there is already an existing issue with the lights his neighbors has installed on their homes. He mentioned that his neighbor, Mr. Gotthelf, has a light with a sensor that is activated by passing cars at all hours of the night/morning and shines into his home. The Mayor stated that there have been various conversations with the neighbors of Circle Drive as well as Mrs. Dunn in requesting the streetlight. Mrs. Dunn said that she did not request the light but would accept its installation if it were a light that shines down and is not a 360-degree light. Mrs. Dunn mentioned that several of her neighbors have installed lights with sensors that shine into her bedroom and is a intrusive to her sleep. Trustee O'Neill added that with the increase in crime, the streetlight would better provide safety as an extra benefit.

The Mayor and Trustee Clinton suggested that the Dunn's reach out to their neighbors regarding the intrusive lights on their homes to adjust the radius of these lights.

PUBLIC HEARING

Port Washington Fire Department

Trustee O'Neill made a motion that the Board of Trustees open the public hearing regarding the 2023 Port Washington Fire Department Contract. The motion was seconded by Trustee DeSousa.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Aye
Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

The Mayor stated that the Port Washington Fire Department was mentioned at the last meeting on November 15, 2022. The Mayor had attended a meeting with the Port Washington Fire Department to review the contract and budget. She mentioned that the Port Washington Fire Department broke the cap by 2%.

No members of the public spoke with respect to the contract. Mayor Donno requested that Chris Ballerman of the Port Washington Fire Department speak at the next meeting regarding the contract and budget.

Trustee O'Neill made a motion that the Board of Trustees close the public hearing regarding the 2023 Port Washington Fire Department Contract. The motion was seconded by Trustee Clinton.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Aye
Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Trustee O'Neill 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. The motion was seconded by Trustee Clinton.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Aye
Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

REPORTS

Village Clerk

- Village Clerk, Katherine Hannon provided the NCPD monthly report for October and November of 2022. The Village Clerk reported that in October there was an accident on Plandome Road and Rock Hollow Road. The Mayor concluded that this accident may have been the cause for the broken guardrail at that location.
- The Village Clerk reported that the garbage can located at the Science Museum and Rock Hollow Road was replaced on January 7th, 2023 by Nassau County.
- 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 mentioned that two service requests for fixing the guardrails by the Science Museum and by Water Lane have been filed with the Town of North Hempstead.

Village Treasurer:

- Treasurer, Marie DePalo, provided the report on the Abstract Report of Audited Vouchers for December 2022 and January 2023 and the Profit and Loss Statement.
- The Treasurer, Marie DePalo also mentioned that we received our first delivery of salt in January 2023.
- Trustee Clinton mentioned that the Village has started to invest some of the cash balances and CD's, and that the Village is exploring a cooperative NY sponsored investment by municipalities that provides daily liquidity.
- Treasurer, Marie DePalo presented the Village audit for the fiscal year ending May 31st, 2022, prepared by Cullen & Danowski, LLP. The Village closed its fiscal year with a combined capital and general fund balance of \$1,247,091.00. The auditors recommended the adoption of two policies: an employee policy which is almost complete and a fixed asset policy which will be updated. The Treasurer mentioned that there were no comments by the auditors.

Building Inspector

- Inspector, Edward Butt responded to the concerns of Mr. & Mrs. Dunn that was mentioned during the 'Public Comment' portion of the meeting. The Inspection stated that there is a portion of the Village Code that clarifies where light sources can and cannot be. The Inspector said that upon the Village Codes definition, and the description Mr. & Mrs. Dunn gave regarding their neighbor, Mr. Gotthelf's lights, Mr. Gotthelf is in violation of the Village Code. Mrs. Dunn then mentioned that there is a motion detected light above her neighbor, Mrs. Meriggi's garage door that behaves in a similar fashion to that of Mr. Gotthelf's lights, and the Inspector concluded that Mrs. Meriggi would also be in violation of the Village Code. The Inspector followed by mentioning that he would inspect the lights to identify if there is a Village Code violation issue.

- Inspector, Edward Butt mentioned that the Village has received building permit applications for the three properties located on Lake Road. The Inspector stated that the owner will be removing the house on one of the lots and will be removing the arborvitaes that have been causing a traffic issue.
- Trustee Clinton asked the Inspector if there are any other prevailing building related issue, in which the Inspector responded by stating there were several contractors working on the federal holiday of Martin Luther King Day.

Mayor

- Mayor Donno mentioned a break-in that occurred a week prior on Manhasset Woods Road while the residents were asleep.
- Mayor Donno discussed a meeting she attended in Freeport regarding the Sea Gates. She had visited New Bedford, CT to see the Sea Gates that have been installed there as a preventative measure to combat flooding. Due to the flooding in New York City, the Army Core of Engineers is conducting a study to install Sea Gates around the Throgs Neck bridge, which would in turn cause flooding in the Village and areas on the North Shore.
- In response to Mr. Weinstock, Mayor Donno presented the information regarding garbage and recycling she received from the president of Meadow Carting. She mentioned that the Village of Plandome Manor never opted into the flow control program that the Town of North Hempstead uses. By opting out of the program, it saves the Village money. The Mayor stated that Meadow Carting, uses single stream recycling. By using the single stream recycling, our Village does a better job at recycling then the Town of North Hempstead. Trustee Clinton asked Mayor Donno if the Village is compliant with NYS, in which the Mayor responded yes.
- Mayor Donno mentioned landscaper licensing which was previously discussed during the November 2022 meeting. The landscaper licensing would ensure that the landscapers have the proper credentials. A Village landscaper license would be a device to hold landscapers accountable for code violations.
- Mayor Donno then disused the New York Housing Compact proposed by Governor Hochul. The Mayor explained that the NYS Housing Compact would require communities in a half mile radius of a train station to locally rezone for higher density development. The NYS Housing Compact would require all cities, villages, and towns to achieve additional home creation targets on a three-year cycle, beginning January 1st, 2024. For the Village the additional home requirement would be 3% increase in homes. The Mayor stated that the rezoning that Gov. Hochul is targeting would be specifically MTA rail stations, would require localities with rail stations run by the MTA obtain a local rezoning of a higher density multifamily development within a half mile of the station unless they already meet the requirement.

Village Attorney

MOTIONS:

Trustee Clinton made a motion that the Board of Trustees approve the Abstract of Audited Vouchers dated January 17, 2023, and the Profit & Loss Statement ending December 31, 2022. The motion was seconded by Trustee O'Neill.

Trustee Clinton: Aye Trustee O'Neill: Aye
Trustee DeSousa: Aye Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Trustee O'Neill made a motion that the Board of Trustees approve the schedule of Board meetings for 2023 calendar year. The motion was seconded by Trustee Clinton.

Trustee Clinton: Aye Trustee O'Neill: Aye
Trustee DeSousa: Aye Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Trustee Clinton made a motion that the Board of Trustees approve the Audited Financial Report prepared and submitted by Cullen and Danowski, LLP for the fiscal year ended May 31, 2022. The motion was seconded by Trustee O'Neill

Trustee Clinton: Aye Trustee O'Neill: Aye
Trustee DeSousa: Aye Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Trustee O'Neill made a motion that the Board of Trustees approve the 'Street Lighting Maintenance Rates,' prepared and submitted by Welsbach Electric, for the year 2023. 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

Trustee O'Neill made a motion that the Board of Trustees approve a Resolution providing that the Village election will be held on Tuesday, March 21, 2023. The motion was seconded by Trustee Clinton.

Trustee Clinton: Aye Trustee O'Neill: Aye
Trustee DeSousa: Aye Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Trustee Clinton made a motion that the polling place for the Village election to be held on Tuesday, March 21, 2023, be at the Village Hall, 55 Manhasset Ave, Manhasset, NY and the polling hours will be from 12pm – 9pm. 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

Trustee O'Neill made a motion that the Board of Trustees approves the appointment of Election Inspectors Rosemarie Ciani, as Chairman, and Jerald Samuels to be paid at the rate of \$150.00 each. 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

Trustee O'Neill made a motion that the Board of Trustees approves Sarah S. Adams for the appointment of alternate election inspector. The motion was seconded by Trustee Clinton.

Trustee Clinton: Aye Trustee O'Neill: Aye
Trustee DeSousa: Aye Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Trustee Clinton made a motion that the Board of Trustees accept the resignation of Lisa Mancuso as the Village Clerk, after giving her 2-week notice on Wednesday December 14, 2022, with her last date of employment on December 30, 2022. The motion was seconded by Trustee O'Neill.

Trustee Clinton: Aye Trustee O'Neill: Aye
Trustee DeSousa: Aye Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Trustee O'Neill made a motion that the Board of Trustees approve the appointment of Katherine Hannon as interim Village Clerk effective January 3, 2023, to March 31, 2023. The motion was seconded by Trustee Clinton.

Trustee Clinton: Aye Trustee O'Neill: Aye
Trustee DeSousa: Aye Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Trustee O'Neill made a motion that the Board of Trustees adopt Local Law 4 of 2022, regarding Attendance via Videoconferencing consistent with Section 103-a of the Public Officer's Law. 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

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

Trustee Clinton: Aye Trustee O'Neill: Aye
Trustee DeSousa: Aye Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Signed by Katherine Hannon 1/20/2023
Katherine Hannon, Village Clerk

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PUBLIC HEARING
OF THE
BOARD OF TRUSTEES
OF THE
INCORPORATED VILLAGE OF
PLANDOME MANOR

-----X

PRESENT: BARBARA DONNO, Mayor
TONY DeSOUSA, Deputy Mayor
MATTHEW CLINTON, Trustee
PATRICIA O'NEILL, Trustee

DATE: January 17, 2023

TIME: 7:00 P.M.

PLACE: VILLAGE HALL
55 Manhasset Avenue
Manhasset, NY 11030

VILLAGE ATTORNEY: JOHN FARRELL, ESQ.

TREASURER: MARIE DePAOLO

VILLAGE CLERK: KATIE HANNON

BUILDING INSPECTOR: EDWARD P. BUTT

REPORTED BY: WENDY SILAS

Public Hearing: 2023 Port Washington FD
contract

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MAYOR DONNO: Happy New Year,
everyone. Welcome.
We do have a quorum and if you
would stand with me for the pledge?
(Pledge of Allegiance recited at
this time.)
MAYOR DONNO: This is the hearing
for the Port Washington Fire Department
contract.
Can I have a motion to open the
public hearing regarding the 2023 Port
Washington Fire Department contract?
TRUSTEE O'NEILL: Motion.
MAYOR DONNO: Can I have a
second?
TRUSTEE DeSOUSA: Second.
MAYOR DONNO: All those in favor?
TRUSTEE O'NEILL: Aye.
TRUSTEE CLINTON: Aye.
TRUSTEE DeSOUSA: Aye.
MAYOR DONNO: Is there -- I know
we spoke about the Port Washington --
the contract at the last board meeting.
I had gone to the hearing. They

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19:27:40 2 did go through the whole contract with
19:27:43 3 us. There is an increase. I don't
19:27:46 4 honestly --

19:27:49 5 TRUSTEE CLINTON: I don't see the
19:27:50 6 numbers.

19:27:52 7 MAYOR DONNO: It did go up a
19:27:53 8 little more than -- I believe they
19:27:57 9 broke the cap, but he had some pretty
19:28:00 10 good reasons for doing so.

19:28:04 11 So for us it's not -- you know,
19:28:07 12 we're such a small component in the
19:28:09 13 Port Washington Fire Department that
19:28:12 14 it's really not a large increase for
19:28:15 15 us.

19:28:16 16 Marie, do you remember what the
19:28:18 17 increase was?

19:28:19 18 MS. DePALO: I remember I was not
19:28:20 19 happy with it.

19:28:23 20 I could go check. I have it
19:28:24 21 inside.

19:28:25 22 MAYOR DONNO: I think it's in
19:28:26 23 here.

19:28:34 24 TRUSTEE CLINTON: This just has
19:28:35 25 the absolute number.

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It doesn't sound like it's

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dramatic in percentage terms, it's

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small, \$35,000. I seem to recall it

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was in the low 30s.

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MAYOR DONNO: Yes.

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TRUSTEE DeSOUSA: It was.

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MAYOR DONNO: I know it wasn't --

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they did -- this was such a long time

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ago. It was the beginning of November

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or the end of October when they went

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over the budget with all of us. They

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do call all of the mayors in. They go

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over extensively the budget in each

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firehouse so we know what everybody is

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doing, what the budget is for every

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firehouse.

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He did say that they had to --

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they went over the cap which was, you

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know, two percent. I don't remember

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what it was exactly. But then I think

19:29:32

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we talked about it in November.

19:29:38

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TRUSTEE CLINTON: With eight

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percent inflation going over a two

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percent cap is not -- is

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understandable.

MAYOR DONNO: 17,746 will be made before the 30th day of June and the second payment is the same, 17 --

TRUSTEE CLINTON: 35,492.

MAYOR DONNO: And I believe it was around 30 the last time -- yeah, 35,492.

MR. FARRELL: Yeah, 35,492 is the number.

TRUSTEE O'NEILL: Did they say they are buying new equipment?

MAYOR DONNO: It depends on which firehouse it is.

We do have another meeting coming up where they're now going to discuss the ambulance services and the ability now -- I think the Congress -- the legislature gave them the ability to -- instead of the taxpayer footing the bill they're able to -- they're going to be able to bill for that.

TRUSTEE O'NEILL: So is that the Schedule A that I see here right after

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the little --

MAYOR DONNO: At the time they weren't sure what was going on.

TRUSTEE O'NEILL: Okay.

MAYOR DONNO: And they're going to explain that to us in another week or so.

TRUSTEE O'NEILL: Okay.

MAYOR DONNO: And I will send it out to all of you if you are interested.

TRUSTEE O'NEILL: I am.

TRUSTEE CLINTON: Do you have it?

MS. DePALO: I do.

So current year our bill is 24,196 and now it will be 35,492. So it went up 11,000.

TRUSTEE CLINTON: Did the allocation change?

MS. DePALO: Two hundred ninety-six.

MAYOR DONNO: There's something that has to do with the assessment, too. It's how the reassessment was

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done.

MS. DePALO: I didn't see anything on the reassessment.

MAYOR DONNO: We did talk about that also.

TRUSTEE CLINTON: Because I know it came down, the assessment.

MS. DePALO: It did, it came down a couple of years ago.

TRUSTEE O'NEILL: Page 8, C.

MAYOR DONNO: We do have the contract if anybody wants to take a look at it. It is here.

TRUSTEE O'NEILL: Are we the smallest?

MAYOR DONNO: Yes, yes.

If you would like we can ask them to come to our next meeting.

TRUSTEE CLINTON: Yeah, a 40-percent increase, it's got to be the allocation.

MAYOR DONNO: Should we put it off until next month?

TRUSTEE O'NEILL: Can we?

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I think we should.

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MAYOR DONNO: Okay, so we're

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going to --

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TRUSTEE CLINTON: Yeah, I would

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like to understand the allocation

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issue.

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MAYOR DONNO: Sure.

19:33:09

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TRUSTEE CLINTON: Because I can't

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imagine the total budget is up 40

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percent. There's got to be an

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allocation.

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TRUSTEE DeSOUSA: Maybe they

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bought new trucks.

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MR. FARRELL: If they weren't

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budgeted for they would have been

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financed.

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TRUSTEE CLINTON: Yes, they

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capitalize and depreciation, you

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wouldn't take the hit.

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MAYOR DONNO: Katie, would you

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reach out to them?

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MS. HANNON: Um-hum.

19:33:42

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MAYOR DONNO: And we'll -- what

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we'll do -- can I have a motion to hold

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this over until next month?
TRUSTEE O'NEILL: Motion.
MAYOR DONNO: Can I have a
second?
TRUSTEE CLINTON: I'll second.
MAYOR DONNO: All those in favor?
TRUSTEE O'NEILL: Aye.
TRUSTEE CLINTON: Aye.
TRUSTEE DeSOUSA: Aye.
MAYOR DONNO: Can I have a motion
to close the public hearing?
TRUSTEE O'NEILL: Motion.
MAYOR DONNO: Second?
TRUSTEE CLINTON: I'll second.
MAYOR DONNO: All those in favor?
TRUSTEE O'NEILL: Aye.
TRUSTEE CLINTON: Aye.
TRUSTEE DeSOUSA: Aye.
(Public hearing concludes 7:22

p.m.)

* * * * *
It is hereby certified that the
foregoing is a true and accurate
transcript of the proceedings.

Wendy Silas
WENDY SILAS
OFFICIAL COURT REPORTER