

BOARD OF TRUSTEES MEETING
VILLAGE OF PLANDOME MANOR
PUBLIC HEARING
January 16, 2024

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 16, 2024, at 7:00 p.m.

Present:	Barbara Donno	Mayor
	Matthew Clinton	Deputy Mayor
	Tony DeSousa	Trustee
	Patricia O'Neill	Trustee
	James Baydar	Trustee

Also Present:	Katherine Hannon	Village Clerk
	Edward Butt	Building Inspector
	Marie DePalo	Village Treasurer
	John Farrell, Esq.	Village Attorney
	Peggy Sweeney	Resident

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.

Minutes

Mayor Donno called for the approval of the minutes from the Board of Trustees meeting held on November 21, 2023.

Trustee O'Neill made a motion to accept the minutes, seconded by Trustee Baydar.

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

Trustee Baydar: Aye Trustee DeSousa: Aye

Approved. VOTE: 5/0 - Motion passes

Public Hearings

Port Washington Fire Department

Trustee Baydar made a motion that the Board of Trustees open the public hearing regarding the 2024 Port Washington Fire Department Contract. The motion was seconded by Trustee O'Neill.

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

Trustee Baydar: Aye Trustee DeSousa: Aye

Approved. VOTE: 5/0 - Motion passes

No members of the public spoke with respect to the presentation.

Deputy Mayor Clinton made a motion that the Board of Trustees close the public hearing regarding the 2024 Port Washington Fire Department Contract. The motion was seconded by Trustee Baydar.

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

Trustee Baydar: Aye Trustee DeSousa: Aye

Approved. VOTE: 5/0 - Motion passes

Deputy Mayor Clinton made a motion that the Board of Trustees approve the 2024 Port Washington Fire Department contract. The motion was seconded by Trustee Baydar.

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

Trustee Baydar: Aye Trustee DeSousa: Aye

Approved. VOTE: 5/0 - Motion passes

Trustee O'Neill made a motion that the Board of Trustees open the public hearing on proposed Local Law 1 of 2024 repealing Chapter 42. 'Planning Board.' The motion was seconded by Trustee Baydar.

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

Approved. VOTE: 5/0 - Motion passes

Village Attorney Farrell provided a brief synopsis of Local Law 1 of 2024. The Village Attorney's remarks can be found in the public hearing transcript.

Trustee O'Neill made a motion that the Board of Trustees close the public hearing on proposed Local Law 1 of 2024 repealing Chapter 42. 'Planning Board.' The motion was seconded by Deputy Mayor Clinton.

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

Approved. VOTE: 5/0 - Motion passes

Deputy Mayor Clinton made a motion that the Board of Trustees adopt Local Law 1 of 2024 repealing Chapter 42. 'Planning Board.' The motion was seconded by Trustee Baydar.

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

Approved. VOTE: 5/0 - Motion passes

Local Law 2 of 2024 amending Chapter 20. 'Design Review Board'

Trustee Baydar made a motion that the Board of Trustees open the public hearing on proposed Local Law 2 of 2024 amending Chapter 20. 'Design Review Board.' The motion was seconded by Trustee O'Neill.

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

Approved. VOTE: 5/0 - Motion passes

Village Attorney Farrell provided a brief synopsis of Local Law 2 of 2024. The Village Attorney's remarks can be found in the public hearing transcript.

Trustee O'Neill made a motion that the Board of Trustees close the public hearing on proposed Local Law 2 of 2024 amending Chapter 20. 'Design Review Board.' The motion was seconded by Trustee Baydar.

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

Approved. VOTE: 5/0 - Motion passes

Trustee Baydar made a motion that the Board of Trustees approve Local Law 2 of 2024 amending Chapter 20. 'Design Review Board.' The motion was seconded by Deputy Mayor Clinton.

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

Approved. VOTE: 5/0 - Motion passes

Public Comment

The Mayor opened the public comment portion of the meeting. No members of the public were present.

Reports:

Village Treasurer

The Village Treasurer updated the Board on the following items:

- Treasurer, Marie DePalo, provided the report on the Abstract Report of Audited Vouchers dated January 16th, 2024 and the Profit and Loss Statement ending December 31st, 2024.
- The Treasurer presented the audited Financial Report submitted by Cullen and Danowski, LLP for the fiscal year 2022-2023.

- The Treasurer presented information for a bond for the paving project of Gristmill Lane, Papermill Road, and a portion of Rockhollow Road. The Treasurer presented a debt service schedule. She mentioned that the bond had closed on December 18th, 2023, and the 1st principal interest will be due in payable June 15th, 2024, and semiannually each June and December till 2028.

Village Clerk

The Village Clerk updated the Board on the following items:

- The Clerk reported that the Treasurers computer was replaced as it had not been replaced since 2017. The cost for replacing the computer was \$1,532.99.
- The Clerk then moved the discussion to the request from the Plandome Mills Association for installing sprinklers at the entrance to Gristmill Lane.
 - Resident and Chair of the Plandome Mills Association spoke regarding the request. Mrs. Sweeney provided the board with an overview of the scope of the project. Mrs. Sweeney explained that currently, where the sprinklers would be installed, other residents are watering the area. The Building Inspector stated that the proposed area for the sprinklers to be installed is in the village right of way. The Mayor then stated that if the village were to participate in this project, then it may entice other homeowners associations to request similar projects from the village. Mrs. Sweeney asked the board would cover part of the cost. Deputy Mayor Clinton then asked if the association could use their beautification funds and straddles the project over a few years to cover the cost. Deputy Clinton also expressed that a project as such as the one proposed should be done in the village. Village counsel stated his concerns regarding the project, and that an indemnity agreement would be needed as the sprinklers are proposed to be placed in the village right of way and that he would research the matter.
- The Clerk presented the 2024 Welsbach Lighting Maintenance contract. The Clerk stated that in the 2023 contract o the 2024 contract, there was not an increase in the rates. The mayor added that there was s light out on Gristmill Road, near the Plandome Country Club tennis courts.
- The Clerk presented the annual subscription renewal for the Esri ArcGIS online village map. The Clerk stated that in addition to the one creator user, the village would be adding a view only user in which the mayor responded by stating the read only user would allow the trustees to view the map as well.
- The Clerk reported that the wooden guardrail project on North Plandome Road had been completed and that the next step is to close out the grant requirements from Nassau County to be fully reimbursed for the project.
- The Clerk presented the estimate from LandTek group for the guardrail on Stonytown Road. The Clerk mentioned that at the previous Board of Trustees meeting, the board had approved the contract not to exceed \$12,000 and that the estimate cam in at \$15,085. The Board was in agreement to amend their previous motion and to approve the estimated price.
- The Clerk mentioned that the snow removal contract with CowBay is set to expire in May 2024.
- The Clerk reported that Trustee O’Neill has requested that a No Outlet sign be installed on Circle Lane due to a recent accident where a driver thought Circle Lane was a through street.

Building Inspector

The Building Inspector updated the Board on the following items:

- The Building Inspector presented the emergency repairs to the jogging path in front of 1999 North Plandome Road.
- The Building Inspector presented the estimate from Bob Keogh for the repairs to the jogging path on North Plandome Road. The mayor added that part of the proposal includes repairs to the jogging path that is on Nassau County property and that the village should not be responsible for repairing it. The mayor added that an IMA with Nassau County should be drafted by village counsel to address county land in the village that is not properly maintained. The mayor also explained the history of the county property and if the village were to obtain the property from the county, the property would have to remain as park land.
- The Building Inspector reported on the storm drains and catch basins in the village. The Building Inspector explained that there has been a clog at the Papermill Road storm drains and the storm drains would be water jetted and clear the clog. The Building Inspector also mentioned that he would be evaluating all of the storm drains in the village with the village engineer.

Mayor

The Mayor updated the Board on the following items:

- The Mayor addressed the recent crime and break-ins in neighboring villages. The Mayor mentioned that there was break ins in the Village of Flower Hill and the Village of Plandome. The Mayor stated that the Village of Flower Hill is researching having license plate readers installed, the police Commissioner has stated that the license plate readers can be effective but most of the time the vehicles that the criminals are using are stolen or have plate covers, and majority of the time they are not helpful. The Mayor stated that the Commissioner has said that Ring cameras are helpful in catching the criminals. The Mayor also has stated that car keys should be kept upstairs in homes as criminals are breaking in to get car keys. The Mayor also mentioned that the Village of Flower Hill is looking at hiring private security patrols and the village had priced it at \$300,000 a year for overnight patrols. Deputy Mayor Clinton added that \$300,000 would be 50% of Plandome Manor's tax rate.
- The Mayor discussed the additional space next to Village Hall.

Motions:

Deputy Mayor Clinton made a motion that the Board of Trustees approve the Abstract of Audited Vouchers dated January 16, 2024, and the Profit & Loss Statement ending December 31, 2023. The motion was seconded by Trustee Baydar.

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

Approved. VOTE: 5/0 - Motion passes

Trustee Baydar made a motion that the Board of Trustees the resolution to approve the Audited Financial Report prepared and submitted by Cullen and Danowski, LLP for the fiscal year ended May 31, 2023. The motion was seconded by Deputy Mayor Clinton.

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

Approved. VOTE: 5/0 - 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 2024. The motion was seconded by Trustee DeSousa.

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

Approved. VOTE: 5/0 - Motion passes

Trustee Baydar made a motion that the Board of Trustees approves the 'Renewal Quotation' prepared and submitted by Esri Inc, for the ArcGIS Oline Creator and Viewer Annual Subscription, in the amount of \$650.85. The motion was seconded by Trustee O'Neill.

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

Approved. VOTE: 5/0 - Motion passes

Trustee Baydar made a motion that the Board of Trustees set a date and time for the public hearing on the Planning Board Application for 280 Stonytown Road. Hearing date: February 6, 2024, at 7:00pm. The motion was seconded by Trustee O'Neill.

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

Approved. VOTE: 5/0 - Motion passes

Deputy Mayor Clinton made a motion that the Board of Trustees approve the contract with LandTek for the replacement of the white fence along Stonytown Road, at the bottom of North Drive, with a wooden guardrail, in the amount of \$16,085.00. The motion was seconded by Trustee DeSousa.

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

Approved. VOTE: 5/0 - Motion passes

Trustee Baydar 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 O'Neill.

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

Approved. VOTE: 5/0 - Motion passes

Trustee DeSousa 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 O'Neill.

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

Approved. VOTE: 5/0 - Motion passes

Trustee O'Neill made a motion that the Board of Trustees adopt a Resolution authorizing the Village Clerk to advertise for bids for the Village's garbage contract, which bids must be received by January 31, 2024 at noon and shall be opened by the Village Clerk on February 14, 2024 at noon. The motion was seconded by Deputy Mayor Clinton.

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

Approved. VOTE: 5/0 - Motion passes

Trustee O'Neill made a motion that the Board of Trustees approve repairs the jogging path on Plandome Road by Bob Keogh in an amount not to exceed \$5,000.00. The motion was seconded by Deputy Mayor Clinton

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

Approved. VOTE: 5/0 - Motion passes

Correspondence:

The Village Clerk presented the Board with the following piece of correspondence:

1. The Nassau County Police Department reports for October & November 2023.

Motions:

Trustee DeSousa made a motion that the Board of Trustees adjourn the meeting. The motion was seconded by Trustee Baydar.

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

Approved. VOTE: 5/0 - Motion passes

Signed by Katherine Hannon

Katherine Hannon
Village Clerk