

BOARD OF TRUSTEES MEETING
VILLAGE OF PLANDOME MANOR
PUBLIC HEARING
April 16th, 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, April 16th, 2024, at 7:00 p.m.

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

Also Present:	Edward Butt	Building Inspector
	Marie DePalo	Village Treasurer
	Alexis Majano, Esq.	Fill in for Village Attorney
	Katherine Hannon	Village Clerk

Mayor Donno called the meeting to order at 7:01 p.m. and verified the presence of a quorum.

The Pledge of Allegiance

Mayor Donno led the Pledge of Allegiance.

Swearing In

Mayor Donno swore Trustee O’Neill and Trustee DeSousa into office.

Minutes

Mayor Donno called for the approval of the minutes from the Board of Trustees meeting held on March 20, 2024.

Trustee DeSousa made a motion to accept the minutes, seconded by Trustee Baydar.

Mayor Donno: Aye Trustee O’Neill: Aye
Trustee Baydar: Aye Trustee DeSousa: Aye

Approved. VOTE: 4/0 - Motion passes

Public Hearing on 2024-2025 Fiscal Year Budget:

Trustee O’Neill made a motion that the Board of Trustees open the public hearing on the Budget for the fiscal year June 1, 2024, to May 31, 2025. 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 gave an overview of the 2024-2025 Village Budget. Please see the hearing transcript for Deputy Mayor Clinton’s remarks.

Trustee DeSousa made a motion that the Board of Trustees close the public hearing on the Budget for the fiscal year June 1, 2024, to May 31, 2025. 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 DeSousa made a motion that the Board of Trustees adopt the Budget for the fiscal year June 1, 2024, to May 31, 2025. 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

Reorganization - Mayoral Appointments:

Trustee DeSousa made motion that the Board of Trustees approve the list of following Mayoral appointments:

- Deputy Mayor – Matthew Clinton (1 year)
- Budget Officer— Matthew Clinton (1 year)
- Code Enforcement Officer – John Mancusi (1 year)
- Road Commissioner – Edward Butt (1 year)
- Associate Justice – Rachel Scelfo Esq. (1 year)
- Village Prosecutor – Richard Prisco Esq. (1 year)
- North Shore Cable Commission – Barbara Donno (1 year)
- Manhasset Bay Protection Committee Representative - Tom Lang (1 year)
- BZA Seat #5 – Alan Shibley (5 years)
- BZA Alternate - Nicholas Cyprus (1 year)
- DRB Alternate - Candida Cucharo (1 year)
- Village Arborist – Ann Frankel (1 year)
- Village Attorney's – Sahn Ward, John Farrell Esq. (1 year)
- Village Auditor—Cullen and Dankowski, LLP (1 year)
- Registrar of Vital Statistics – Town of North Hempstead's Clerk Ragini Srivastava (1 year)
- Deputy Registrar of Vital Statistics - Town of North Hempstead's Clerk Ragini Srivastava (1 year)

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

Reorganization - Resolution:

Trustee O'Neill made motion that the Board of Trustees approve the following organizational resolution:

Be it Resolved,

- a. that in the absence of the Mayor or in his/her inability to act, the Deputy Mayor be and is hereby authorized to assume all the responsibilities and perform all the duties of the Mayor of said Village as are provided by law.
- b. that the Board of Trustees designates Manhasset Press as the Official Newspaper of the Village.
- c. that the Board of Trustees designates the third Tuesday of each month as the regular meeting date for the Board of Trustees.
- d. that the Board of Trustees adopts that Special Meetings may be called by the Mayor or any Trustee with 24 hours' notice by telephone, fax, e-mail or in writing, unless an emergency exists.
- e. that the Board of Trustees designates April 15, 2025, as the date of the next Village Organizational Meeting.

- f. That the Board of Trustees does hereby designate Bank of America, Chase Bank, Wells Fargo, First National Bank of Long Island, TD Bank, Flushing Bank, NYCLASS, and People's United Bank as the official depositories of all money received by the Village.
- g. that the Board of Trustees authorizes the Board of Zoning Appeals, Design Review Board, Mayor, Board of Trustees, Village Justice, Associate Justice, Village Clerk, Treasurer, Building Inspector, and Code Enforcement Officer to attend any training schools and/or conferences.
- h. that the Board of Trustees shall approve reimbursement for actual expenses for attendance at meetings, schools, and conferences.
- i. that the Village Clerk is authorized to execute all documents in relation to grant applications on behalf of the Village.
- j. that the Board of Trustees approve the Comprehensive Emergency Management Plan.

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

Reports

Village Treasurer

The Village Treasurer updated the Board on the following items:

- Treasurer, Marie DePalo, provided the Abstract Report of Audited Vouchers dated April 16th, 2024, and the Profit and Loss Statement ending March 31st, 2024.

Village/Court Clerk

The Village/Court Clerk updated the Board on the following items:

- The Court Clerk reported to the board that the court received \$1,511 in grant monies from the Justice Court Assistance program for the 2023-2024 grant cycle. The Court Clerk added that the court applied for \$2,813 and the money needs to be spent on the applied items by September 1st, 2024.
- The Clerk reported that the village received the reimbursement from Nassau County for the North Plandome Road guardrail grant on April 5th.
- The Clerk presented the estimate for the catch basin clean outs for Plandome Road and North Plandome Road submitted by John McGowan & Sons. The Clerk informed the Board that although the Board had approved the estimate from Dejana Industries at the March meeting, Dejana has not responded to the Clerk to schedule the clean out and the second lowest estimate was provided by John McGowan & Sons.
- The Clerk presented to the board a proof of the street signs from Glenco Supply Inc., with a pineapple top and more decorative bracket than what was presented at the March board meeting. The Clerk stated that the change in the ornamental bracket and the topper does not change the estimate for the more simplified version.
- Trustee O'Neill asked the Court Clerk about tickets being issued to Circle Drive residents for parking overnight in their cut-outs. The Court Clerk reported that the tickets that have been issued for the overnight parking in the cut-outs will be addressed and that the Nassau County 6th precinct has been notified to not ticket those vehicles.

Building Inspector

The Building Inspector updated the Board on the following items:

- The Building Inspector presented the proposal from United Paving Corp. for the Mills drainage pipe work. The Inspector explained to the board that the drainage pipework will need to begin before the roads can be paved and that it will address the flooding problems in the Mills area of the Village. He also stated that the curb replacement portion of the project will take 2 ½ weeks to complete and the milling and paving will take about 3 days. The Clerk added that notifications to the residents will be sent out via mail and email as to the curb/paving start date.

Mayor

The Mayor updated the Board on the following items:

- The Mayor mentioned to the Board that the Village of Plandome plans to pave Stonytown Road. The Mayor stated that the village owns about 1/3 of half of Stonytown Road where the Village of Plandome owns the other half. The Mayor also mentioned that the Village of Plandome Manor portions of Stonytown Road are in decent condition and that she would be meeting with the Village of Plandome to discuss their paving project. Upon discussion, the Board determined that the paving on Stonytown Road is not a current top priority.
- The Mayor provided an overview of the discussion at the meeting with Nassau County Police Commissioner, Patrick Ryder and the mayors in villages in Port Washington, Manhasset, and Roslyn on Wednesday, March 27th. The Mayor mentioned that Nassau County Police is going to be installing license plate readers in strategic areas of the community, the police have stepped up their patrols, and that the police will be meeting again with the Mayors to determine strategic locations for the license plate readers.
- The Mayor provided the Board with an overview of what was discussed in her meeting with Legislator Pilip. The Mayor stated that she addressed the concerns the village has with the Nassau County property along North Plandome Road and the Mayor had mentioned to the Legislator that the Village is currently working on an IMA to address the repairs that are needed. The Mayor also mentioned that the Legislator is very willing to work with the Village in addressing the repair concerns.
- The Mayor reported to the Board that the 'Faith Based Housing' proposal in the NYS Legislature is not moving forward. The Mayor provided the board with an overview of the proposal.

Village Attorney

The Alexis Majano, Esq appearing for the Village Attorney updated the Board on the following items:

- Alexis Majano, for the Village Attorney mentioned to the Board that the Village's motion to dismiss on the Article 78 filed against the Board of Zoning and Appeals was granted.
- Alexis Majano, for the Village Attorney provided the board with a copy of the IMA with the Village and Nassau County. The attorney provided the Board with an overview of the IMA.

Motions:

Deputy Mayor Clinton made a motion that the Board of Trustees approve the Abstract of Audited Vouchers dated April 16, 2024, and the Profit & Loss Statement ending March 31, 2024. 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 DeSousa made a motion that the Board of Trustees approve the 2024-2025 beautification funds request from the residents of Gulls Cove, Circle Drive, Plandome Mills, Plandome Park, and Elm Sea for the sole purpose of improving or maintaining each area for beautification and not to exceed the amount set forth in the 2024-2025 approved village budget. 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 Baydar made a motion that the Board of Trustees approve the 2024 Stormwater System Cleaning estimate prepared and submitted by John McGowan & Sons. 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 Drainage Pipe Work estimate prepared and submitted by United Paving Corp, in the amount of \$3,149.50. 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 authorize the Mayor to sign and enter into an intermunicipal agreement on behalf of the Village of Plandome Manor, with Nassau County, for the maintenance of Nassau County property, located in the Village. 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

Correspondence:

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

1. The Nassau County Police Department report for February 2024.

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