

BOARD OF TRUSTEES MEETING
VILLAGE OF PLANDOME MANOR
PUBLIC MEETING
June 18th, 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, June 8th, 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:	Edward Butt	Building Inspector
	Marie DePalo	Village Treasurer
	John C. Farrell, Esq.	Village Attorney
	Katherine Hannon	Village Clerk

Mayor Donno called the meeting to order at 7:11 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 May 21st, 2024. Deputy Mayor Clinton made a motion to accept the minutes, 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

Reports

Village Treasurer

The Village Treasurer updated the Board on the following items:

- Treasurer, Marie DePalo, provided the Abstract Report of Audited Vouchers dated June 18th, 2024, and the Profit and Loss Statement ending May 31st, 2024.
- The Treasurer presented the modifications for the 2023-2024 adopted budget. The Treasurer noted that the Article 78 suits against the Board of Zoning and Appeals for 1 Gulls Cove & 1362 N. Plandome Road caused an increase in the Law Contractual Services line. She also mentioned that there was an increase in the Clerk Office Supplies line due to power surges which led to the replacement of village computers and backup batteries.
- The Treasurer presented the board with the proposal for auditing services for the Village and Village Justice Court, for fiscal year 2023-2024, by Cullen & Danowski, LLP.
- The Treasurer provided the board with an update on the village tax collection. She mentioned that as of the date of the meeting, 36% of village taxes had been collected. The Treasurer also mentioned that a large percentage of taxes have not been collected from the mortgage servicers as they are received towards the end of June every year.

Village/Court Clerk

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

- The Clerk gave the board an update of the progress of the paving project in the Plandome Mills section of the village. The Clerk mentioned to the board that the contractor is responsible for and will make all repairs to damage caused to driveways, lawns, sprinklers, and mailboxes.
- The Clerk presented the board with an estimate from Welsbach Electric for a replacement streetlight at 1310 Plandome Road, in the amount of \$2,200.00. The Clerk prefaced that the streetlight had come during a storm in the spring and was unable to be repaired.
- The Clerk provided the board with an estimate from Glenco Supply for the replacement of the street signs throughout the village in the amount of \$32,728.00. The clerk also provided the board with the estimate for the labor for the installation of the signs from Bob Keogh in the amount of \$6,380.00. The Clerk then presented to the board a proof of a sign with 'Private Road' written beneath the street name and surveyed the board if they would like 'Private Road' be written on the signs at the entrances to Plandome Park, Gulls Cove, and Beechtree Lane. Upon review, the board agreed to including 'Private Road' on the street signs in those locations.
- The Clerk provided the board with an estimated start date of the end of June/early July for the road repairs to Luquer Road, North Plandome Road, Stonytown Road, and Circle Drive by Creative Landscaping by Cowboy, Inc. The Clerk mentioned to the board that an estimate for the line striping for North Plandome Road would be received by the July Board of Trustees meeting.
- The Clerk mentioned to the board that the preliminary stages of the catch basin repairs/replacement project on North Plandome Road would begin following the completion of Plandome Mills paving project. The Clerk also mentioned that the village has a DASNY grant in the amount of \$35,000, which has been designated for this project.
- The Clerk asked the board as to when the snow removal bidding should start and be opened. Upon discussion amongst the board, it was determined that the snow removal contract would go out to bid commencing July 1st and the bid opening on July 15th.

Building Inspector

The Building Inspector updated the Board on the following items:

- The Building Inspector presented to the board the Village of Plandome Manor Storm Water Management Plan prepared by the Village Engineer, Jim Antonelli. Upon reviewing the plan, the board discussed various items included, such as the responsibilities and maintenance of catch basins that are located on private roads.

Mayor

The Mayor updated the Board on the following items:

- The Mayor mentioned to the board that a 'No Thru Traffic' sign should be placed at the entrance to Rockhollow Road at the North Plandome Road entrance. The Mayor stated that during the paving project in the Mills, many drivers were using Rockhollow Road as a cut through and had to turn around due to the road work. The Mayor also mentioned that navigation apps, such as Waze and Google Maps, directs drivers onto Rockhollow Road, even though it is considered a park road. The Mayor directed the Clerk to have the road removed on Google Maps to avoid this issue in the future.
- The Mayor discussed with the board about plantings around the new guardrail on North Plandome Road such as planting flowers. The board agreed that there should be landscaping around the guardrail.
- The Mayor mentioned to the board that she would be getting information on obtaining dental insurance for village employees.

Village Attorney

The Village Attorney updated the Board on the following items:

- The Village Attorney provided the board with a status update on the Intermunicipal Agreement (IMA) with Nassau County for the county property located on North Plandome Road for landscape maintenance and repairs. The attorney mentioned that the county is in receipt of the IMA signed by the Mayor, but there is a conflict with the county's department of public works and the terms of the IMA, therefore the IMA is at a standstill.

Motions:

Deputy Mayor Clinton made a motion that the Board of Trustees approve the Abstract of Audited Vouchers dated June 18th, 2024, and the Profit & Loss Statement ending May 31st, 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

Deputy Mayor Clinton made a motion that the Board of Trustees approve the budget modifications for the 2023-24 adopted budget. 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 proposal for auditing services submitted by Cullen & Danowski, LLP for the Village and Village Justice Court audits for fiscal year ended May 31, 2024, in the amount of \$13,000. 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 O’Neill made a motion that the Board of Trustees approve the proposal prepared and submitted by Glenco Supply Inc, for the street signs, in the amount of \$32,728.00. 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 O’Neill made a motion that the Board of Trustees approve the proposal prepared and submitted by Bob Keogh, for the removal and installation of the street signs, in the amount of \$6,380.00. 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 O’Neill made a motion that the Board of Trustees adopt the ‘Village of Plandome Manor Storm Water Management Plan’ prepared by the Village Engineer, Jim Antonelli. 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

Mayor Donno made a motion that the Board of Trustees adopt a resolution authorizing the Village Clerk to advertise for bids for the Village Snow Removal Contract, which bids may be received starting July 1st, 2024, and shall be opened by the Village Clerk on July 15th, 2024 at 12:00pm. 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 April 2024.

Motions:

Trustee O'Neill made a motion that the Board of Trustees convene into executive session. 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 convene into regular session. 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 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