

BOARD OF TRUSTEES MEETING
VILLAGE OF PLANDOME MANOR
PUBLIC MEETING
September 10th, 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, September 10th, 2024, at 7:00 p.m.

Present:	Barbara Donno	Mayor
	Matthew Clinton	Deputy Mayor
	Tony DeSousa	Trustee
	James Baydar	Trustee

Also Present:	Edward Butt	Building Inspector
	Marie DePalo	Village Treasurer
	John Farrell	Village Attorney
	Katherine Hannon	Village Clerk

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 July 16th, 2024. Trustee DeSousa made a motion to accept the minutes, seconded by Trustee Baydar.

Mayor Donno: Aye Trustee DeSousa: Aye

Trustee Baydar: Aye

Approved. VOTE: 3/0 - 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 September 10th, 2024, and the Profit and Loss Statement ending August 31st, 2024.
- The Treasurer provided the board with an update on the village tax collection. She mentioned that there were three residences that have outstanding taxes from the current and previous years. Upon discussion, the Board directed Village Counsel to write letters to those residents of an impending tax lien sale.

Village Clerk

The Village Clerk updated the Board on the following items:

- The Clerk presented a letter from the Manhasset Women's Coalition Against Breast Cancer for their annual 5k race on October 6th, between 9:30am and 10:30am. The coalition had requested permission to host part of the race on Stonytown Road, which the Board agreed to.
- The Clerk presented estimated costs for a shed for the village property on Circle Drive. The Clerk mentioned that the Village of Plandome has told the Village of Plandome Manor that they must remove their shed located on the Village of Plandome's property. The Clerk presented estimates for tree removal, the shed base, and the costs of the shed. Upon discussion and review, the Board determined that a larger shed than the existing shed would be needed for all the village's materials.
- The Clerk informed the Board that requests for permits for artificial turf had been submitted to the building department.

- The Clerk mentioned to the Board that there was a training session for Planning Board members being offered at Hofstra on September 20th. The Clerk also mentioned that training can be completed online as well.
- The Clerk informed the Board that NYPIRG (New York Public Interest Research Group Fund) would be doing door to door outreach in the village starting September 9th to November 30th, Monday-Friday, 4pm to 9pm and Saturdays 12pm to 5pm. The Clerk mentioned that the village 'Do Not Disturb' list had been updated and included additional residents that signed up for it, and that it had been sent to NYPRIG.

Building Inspector

The Building Inspector updated the Board on the following items:

- The Building Inspector provided the Board with a breakdown of the second change order to the Plandome Mills paving project and detailed the additional items listed in the change order.
- The Building Inspector provided the Board with an update on the repairs to Janssen Drive. The Inspector reported that when the village had the crack sealing done in the Circle Drive area, the repairs were done on a hot day and that vehicles drove over the drying sealant causing staining on Janssen Drive. He added that in an effort to correct the damage of the staining, the contractor agreed to seal the entirety of Janssen Drive at their own expense. The Inspector reported that the sealing of Janssen Drive had been done and corrected the issue.
- The Building Inspector presented a report from the Village Engineer for the repair and replacement of storm drains on Plandome & North Plandome Road.
- The Building Inspector mentioned to the Board that the Village of Plandome has asked for permission to go through the Village of Plandome Manor train station lot to install a drainage pipe to elevate drainage issues in their parking lot. The Inspector added that the pipe would run under the Village of Plandome Manor's parking lot and would empty into the village's storm drains located on Stonytown Road. Upon discussion of the Board and the Village Attorney, the Board stated that they will require an intermunicipal agreement with the Village of Plandome for the project and an easement to be established. The Board also stated that they would like to see the plan prior to granting permission or agreeing to the project.

Mayor

The Mayor updated the Board on the following items:

- The Mayor mentioned to the board that there have been vehicles and trucks parked on Gristmill Lane at the entrance to the Plandome Mills gates. The Mayor added that some of the cars may be commuters parking and residents of neighboring villages. The Mayor mentioned that 'No Parking' signs have been installed in effort to curb the issue.

Village Attorney

The Village Attorney present the Board with the following item:

- The Village Attorney presented the Board with a draft of proposed Local Law 3 of 2024, amending Chapter 225, 'Zoning' of the Village Code.

Motions:

Deputy Mayor Clinton made a motion that the Board of Trustees approve the Abstract of Audited Vouchers dated September 10th, 2024, and the Profit & Loss Statement ending August 31st, 2024. The motion was seconded by Trustee DeSousa.

Mayor Donno: Aye Deputy Mayor Clinton: Aye

Trustee Baydar: Aye Trustee DeSousa: Aye

Approved. VOTE: 4/0 - Motion passes

Trustee DeSousa made a motion that the Board of Trustees set a date for the public hearing on proposed LL 3 of 2024, amendments and additions to Chapter 225 Zoning of the Village Code of the Village of Plandome Manor. Hearing date: October 15, 2024. The motion was seconded by Trustee Baydar.

Mayor Donno: Aye Deputy Mayor Clinton: Aye
Trustee Baydar: Aye Trustee DeSousa: Aye

Approved. VOTE: 4/0 - Motion passes

Trustee DeSousa made a motion that the Board of Trustees approve the project for a shed on the village lot, in an amount not to exceed \$20,000.00. The motion was seconded by Trustee Baydar.

Mayor Donno: Aye Deputy Mayor Clinton: Aye
Trustee Baydar: Aye Trustee DeSousa: Aye

Approved. VOTE: 4/0 - Motion passes

Correspondence:

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

1. The Nassau County Police Department report for June and July 2024.
2. Letter from resident Ryan Novak at 21 Janssen Drive, requesting reimbursement for damaged shoes and luggage from walking on the west sealant on Janssen Drive during the road closure for repairs.

Motions:

Trustee Baydar made a motion that the Board of Trustees convene into executive session. The motion was seconded by Trustee DeSousa.

Mayor Donno: Aye Deputy Mayor Clinton: Aye
Trustee Baydar: Aye Trustee DeSousa: Aye

Approved. VOTE: 4/0 - 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 Baydar: Aye Trustee DeSousa: Aye

Approved. VOTE: 4/0 - Motion passes

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

Mayor Donno: Aye Deputy Mayor Clinton: Aye
Trustee Baydar: Aye Trustee DeSousa: Aye

Approved. VOTE: 4/0 - Motion passes

Signed by Katherine Hannon

Katherine Hannon
Village Clerk