

**Board of Trustees**  
**Village of Plandome Manor**  
**January 21, 2025 -- 7:00 PM – Public Hearing**  
**AGENDA**

**A. Call to Order**

- a. Verification of Quorum & Pledge of Allegiance

**A. Approval of Minutes**

- a. Recommended Motion: “that the minutes from the November 19, 2024, Board of Trustees meeting be Approved.”

**B. Public Hearing**

**Port Washington Fire Department**  
**2025 Contract**

- **Recommended Motion**: “that the Board of Trustees open the public hearing regarding the 2025 Port Washington Fire Department Contract”
- **Recommended Motion**: “that the Board of Trustees close the public hearing regarding the 2025 Port Washington Fire Department Contract.”
- **Recommended Motion**: “that the Board of Trustees approve the 2025 Port Washington Fire Department contract.”

**C. Audit Report**

Chris Reino, Cullen & Danowski presenting the audit report for fiscal year 2024.

**D. Public Comment**

This is the portion of the meeting where residents of Plandome Manor are given 20 minutes total to address the Board of Trustees on any items of interest. Each individual will be limited to 3 minutes.

**E. Reports**

Treasurer

- Treasurer’s Report
- Request for proposal for auditing services

Village Clerk / Court Clerk

- Neighbor Tech is suggesting the village updates the firewall/router
- The Welsbach 2025 Lighting maintenance contract
- The annual subscription of the Esri ArcGIS online village map
- Professional Irrigation 2025 contract
- Jamacia Ash 2025 Street sweeping contract
- Employee Handbook final version
- The Town of North Hempstead is asking all villages to contribute to their litigation fund against the FAA for noise and the environmental impact of flights to and from JFK.
- Building file digitization information
- Bob Keogh estimate for repairs to the asphalt path to the train station on Circle Drive
- Election updates

Building Inspector

Mayor

Village Attorney

**F. Motions**

- a. **Recommended Motion**: “that the Board of Trustees approve the Abstract of Audited Vouchers dated January 21<sup>st</sup>, 2025, and the Profit & Loss Statement ending December 31, 2024.”
- b. **Recommended 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<sup>st</sup>, 2024.”

- c. **Recommended Motion:** “that the Board of Trustees approve the ‘Street Lighting Maintenance Rates,’ prepared and submitted by Welsbach Electric, for the year 2025.”
- d. **Recommended Motion:** “that the Board of Trustees approve the ‘Renewal Quotation’ for 2025, prepared and submitted by Esri Inc, for the ArcGIS Oline Creator and Viewer Annual Subscription, in the amount of \$813.05
- e. **Recommended Motion:** “that the Board of Trustees approve the 2025 Professional Irrigation service contract for the Plandome Road Triangle, in the amount of \$347.00.”
- f. **Recommended Motion:** “that the Board of Trustees approve Street Sweeping proposal, submitted by Jamaica Ash, for 2025.”
- g. **Recommended Motion:** “that the Board of Trustees approve the Village of Plandome Manor Employee Handbook.”
- h. **Recommended Motion:** “that the Board of Trustees approves the appointment of Election Inspectors Rosemarie Ciani, as Chairman, and Andrea Kaminsky, to be paid at the rate of \$200.00 each.”
- i. **Recommended Motion:** “that the Board of Trustees approve the estimate submitted by Bob Keogh to repair the asphalt path to the LIRR train station, on Circle Drive, in the amount of \$1,860.00.”
- j. **Recommended Motion:** “that the Board of Trustees adopt a retroactive resolution authorizing the Mayor to sign the amendment to the loft lease, between the Village of Plandome Manor and 53 & 55 Manhasset Avenue Realty, LLC, for Village Hall.”

#### **G. New / Future Business**

BOT Meeting - February 18<sup>th</sup>, 2025

Village Election - March 18<sup>th</sup>, 2025

BOT Meeting - March 19<sup>th</sup>, 2025

#### **H. Correspondence**

- Letter from the LIRR about the Stonytown Road train bridge.
- Letter from resident, Pennie Basios, 1 Morgan Court, requesting a crosswalk to be installed on North Plandome Road at Elm Sea Lane.
- NCPD monthly report for October & November 2024

#### **I. Executive Session**