

**BOARD OF TRUSTEES MEETING**  
**VILLAGE OF PLANDOME MANOR**  
**PUBLIC MEETING**  
November 19<sup>th</sup>, 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, November 19<sup>th</sup>, 2024, at 7:00 p.m.

Present:	Barbara Donno	Mayor
	Matthew Clinton	Deputy Mayor
	James Baydar	Trustee
	Patricia O'Neill	Trustee
	Peter Kulka	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 7:05 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 September 10<sup>th</sup>, 2024. Deputy Mayor Clinton made a motion to accept the minutes, seconded by Trustee Baydar.

Mayor Donno: Aye                      Deputy Mayor Clinton: Aye

Trustee Baydar: Aye

**Approved. VOTE: 3/0 - Motion passes**

Mayor Donno called for the approval of the minutes from the Board of Trustees meeting held on October 15<sup>th</sup>, 2024. Trustee O'Neill made a motion to accept the minutes, seconded by Trustee Kulka.

Mayor Donno: Aye                      Trustee O'Neill: Aye

Trustee Baydar: Aye                      Trustee Kulka: Aye

**Approved. VOTE: 4/0 - 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 November 19<sup>th</sup>, 2024, and the Profit and Loss Statement ending October 31<sup>st</sup>, 2024.

**Village Clerk**

The Village Clerk updated the Board on the following items:

- The Clerk presented the Board with a draft of the Village Employee Handbook. After reviewing, the Board noted various additions to be added to the handbook.
- The Clerk informed the Board of election information and deadlines for the March Village election.
- The Clerk presented the Board with the 2025 calendar of dates and resolution for all Village Boards and the Village Court meeting dates.

- The Clerk reported that the public hearing for the 2025 Port Washington Fire Department contract would be on January 21<sup>st</sup>, 2025. The Board reviewed the contract and noted a small increase from the previous year.
- The Clerk presented the final version of the Village utility shed. The Clerk added the cost came under of the project is under the previously approved budget. The Building Inspector added that landscaping will be added in the spring and the proposed location of the shed meets all setbacks.

**Building Inspector**

The Building Inspector updated the Board on the following items:

- The Building Inspector presented the cost from John McGowan & Sons, Inc for the asphalt and gutter drainage repairs project on North Plandome Road in the amount of \$24,500. The Building Inspector mentioned that the Village Engineer put the project out to multiple contractors. The Clerk added that the cost associated with the project would be covered under the DASNY grant, which was \$30,000. The Clerk stated that the remaining \$5,500 would cover the engineering costs that were spent on the project. The Building Inspection also mentioned that the project is slated to be completed by December.

**Mayor**

The Mayor updated the Board on the following items:

- The Mayor provided the Board with an update on the Intermunicipal Agreement with Nassau County regarding the County’s property on North Plandome Road. The Mayor mentioned that the IMA has been signed by the Village but the Nassau County DPW rejected it. The Mayor mentioned that she is still working with County to get the IMA executed.
- The Mayor informed the Board about the NYS Governor’s regionalization plan. The Mayor elaborated on the details on the plan and the implications it would have on school districts and school taxes.
- The Mayor also mentioned to the Board the MTA congestion pricing has passed the state legislature. The Mayor stated that there is bipartisan support to repeal the congestion pricing.
- The Mayor informed the Board that there are cars parking on Elm Sea Lane to fish. Trustee Kulka added that there is parking for the fisherman available at the Science Museum. The Mayor also mentioned that there is commuter parking on Gristmill Lane and Papermill Road.
- The Mayor presented the Board with a resolution in support of an increase in AIM funding (aid money for municipalities). The Mayor elaborated on the details of the resolution. The Treasurer added that the Village receives \$3,829 from the State each year with no increase each year.

**Motions:**

Deputy Mayor Clinton made a motion that the Board of Trustees approve the Abstract of Audited Vouchers dated November 19<sup>th</sup>, 2024, and the Profit & Loss Statement ending October 31st, 2024. The motion was seconded by Trustee Baydar.

Mayor Donno: Aye                      Deputy Mayor Clinton: Aye                      Trustee Kulka: Aye  
 Trustee Baydar: Aye                      Trustee O’Neill: Aye

**Approved. VOTE: 5/0 - Motion passes**

Trustee Kulka made a motion that the Board of Trustees approve a resolution providing that the Village election will be held on Tuesday, March 18, 2025. The motion was seconded by Trustee O’Neill.

Mayor Donno: Aye                      Deputy Mayor Clinton: Aye                      Trustee Kulka: Aye  
 Trustee Baydar: Aye                      Trustee O’Neill: Aye

**Approved. VOTE: 5/0 - Motion passes**

Trustee O’Neill made a motion that the polling place for the Village election to be held on Tuesday, March 18, 2025, be at the Village Hall, 55 Manhasset Ave, Manhasset, NY and that the polling hours will be open from 12 noon – 9pm. The motion was seconded by Deputy Mayor Clinton.

Mayor Donno: Aye                      Deputy Mayor Clinton: Aye                      Trustee Kulka: Aye

Trustee Baydar: Aye                      Trustee O'Neill: Aye

**Approved. VOTE: 5/0 - Motion passes**

Trustee O'Neill made a motion that there shall be no Village registration day for Village election. The motion was seconded by Trustee Kulka.

Mayor Donno: Aye                      Deputy Mayor Clinton: Aye                      Trustee Kulka: Aye

Trustee Baydar: Aye                      Trustee O'Neill: Aye

**Approved. VOTE: 5/0 - Motion passes**

Deputy Mayor Clinton made a motion that the Board of Trustees adopt a resolution providing the schedule of board meetings in the year 2025. The motion was seconded by Trustee Baydar.

Mayor Donno: Aye                      Deputy Mayor Clinton: Aye                      Trustee Kulka: Aye

Trustee Baydar: Aye                      Trustee O'Neill: Aye

**Approved. VOTE: 5/0 - Motion passes**

Trustee Kulka made a motion that the Board of Trustees set a date for the public hearing on the 2025 Port Washington Fire Department Contract. Hearing date: January 21<sup>st</sup>, 2025. The motion was seconded by Trustee Baydar.

Mayor Donno: Aye                      Deputy Mayor Clinton: Aye                      Trustee Kulka: Aye

Trustee Baydar: Aye                      Trustee O'Neill: Aye

**Approved. VOTE: 5/0 - Motion passes**

Deputy Mayor Clinton made a motion that the Board of Trustees award the asphalt and gutter drainage repairs project on North Plandome Road to John McGowan & Sons, Inc., in the amount of \$24,500.00. The motion was seconded by Trustee O'Neill.

Mayor Donno: Aye                      Deputy Mayor Clinton: Aye                      Trustee Kulka: Aye

Trustee Baydar: Aye                      Trustee O'Neill: Aye

**Approved. VOTE: 5/0 - Motion passes**

Trustee O'Neill made a motion that the Board of Trustees adopt a resolution in support of increased state aid for local governments. The motion was seconded by Trustee Kulka.

Mayor Donno: Aye                      Deputy Mayor Clinton: Aye                      Trustee Kulka: Aye

Trustee Baydar: Aye                      Trustee O'Neill: Aye

**Approved. VOTE: 5/0 - Motion passes**

**Correspondence:**

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

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

**Motions:**

Trustee Baydar made a motion that the Board of Trustees convene into executive session to discuss an IMA with the Village of Plandome. The motion was seconded by Deputy Mayor Clinton.

Mayor Donno: Aye                      Deputy Mayor Clinton: Aye                      Trustee Kulka: Aye

Trustee Baydar: Aye                      Trustee O'Neill: Aye

**Approved. VOTE: 5/0 - Motion passes**

Trustee O'Neill made a motion that the Board of Trustees convene into regular session. The motion was seconded by Trustee Kulka.

Mayor Donno: Aye                      Deputy Mayor Clinton: Aye                      Trustee Kulka: Aye

Trustee Baydar: Aye                      Trustee O'Neill: Aye

**Approved. VOTE: 5/0 - Motion passes**

Trustee Kulka made a motion that the Board of Trustees adjourn the meeting. The motion was seconded by Trustee O'Neill.

Mayor Donno: Aye

Deputy Mayor Clinton: Aye

Trustee Kulka: Aye

Trustee Baydar: Aye

Trustee O'Neill: Aye

**Approved. VOTE: 5/0 - Motion passes**

*Signed by Katherine Hannon*

Katherine Hannon

Village Clerk

APPROVED