

**BOARD OF TRUSTEES MEETING**  
**VILLAGE OF PLANDOME MANOR**  
**PUBLIC HEARING**  
January 21, 2025

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, January 21, 2025, at 7:00 p.m.

Present:	Barbara Donno	Mayor
	Matthew Clinton	Deputy Mayor
	Patricia O'Neill	Trustee
	James Baydar	Trustee
	Peter Kulka	Trustee

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

Mayor Donno called the meeting to order at 7:07 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 November 19, 2024.

Trustee Kulka made a motion to accept the minutes, 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**

**Public Hearings**

**2025 Port Washington Fire Department Contract**

Trustee O'Neill made a motion that the Board of Trustees open the public hearing regarding the 2025 Port Washington Fire Department Contract. 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**

No members of the public spoke with respect to the presentation.

Trustee Baydar made a motion that the Board of Trustees close the public hearing regarding the 2025 Port Washington Fire Department Contract. 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 O'Neill made a motion that the Board of Trustees approve the 2025 Port Washington Fire Department contract. 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**

**Audit Report**

Chris Reino from Cullen & Danowski presented the audit report for fiscal year 2024 and highlighted the financial condition of the village at the end of the fiscal year.

### **Public Comment**

The Mayor opened the public comment portion of the meeting. No members of the public were present.

### **Reports:**

#### **Village Treasurer**

The Village Treasurer updated the Board on the following items:

- Treasurer, Marie DePalo, provided the report on the Abstract Report of Audited Vouchers dated January 21st, 2025, and the Profit and Loss Statement ending December 31<sup>st</sup>, 2024.
- The Treasurer informed the Board that the village will be putting out a request for proposals for auditing services.

#### **Village Clerk**

The Village Clerk updated the Board on the following items:

- The Clerk presented a proposal and recommendation for NeighborTech for the replacement of the firewall/router in the amount of \$2,939.00. The Clerk added that the current firewall/router is about six years old. Upon discussion, the Board directed the Clerk to get an estimate for extending the Wi-Fi and combined the two in the same proposal.
- The Clerk presented the 2025 Welsbach Lighting Maintenance contract. The Clerk stated that in the 2024 contract and that 2025 contract, there was only a \$5 increase in the rates.
- The Clerk presented the annual subscription renewal for the Esri ArcGIS online village map and one additional viewer user. The Clerk stated that there was an increase of \$162.20 from the previous year's subscription.
- The Clerk presents the Professional Irrigation 2025 contract for the triangle sprinklers for the turn-on and turn-off services in the amount of \$347.00. The Clerk noted that the contract price for 2024 was \$351.95. The Board further discusses the installation of sprinklers at the Elm Sea island and that the village would move forward with installing a sprinkler system on the island in the Spring.
- The Clerk presented the 2025 Jamacia Ash street sweeping rates and mentioned that Jamacia Ash had purchased Dejana's street sweeping division. The Clerk explained that the rate for the initial sweep is \$4,057.00 and each additional sweep is \$1,725.00 in the 2025 contract. Under the 2024 Dejana contract, the initial sweep was \$3,845.00 and each additional sweep was \$1,565.00.
- The Clerk presented to the Board the final version of the Village of Plandome Manor Employee Handbook.
- The Clerk mentioned to the Board that the Town of North Hempstead has requested all villages to contribute to their litigation fund against the FAA for noise and environmental impacts from flight arriving and departing from JFK. The Board discussed the matter but did not decide whether the Village would contribute.
- The Clerk presented as an estimate from Bob Keogh for repairs to the asphalt path to the Plandome train station on the village lot in the amount of \$1,860.00.
- The Clerk informed the Board that the Mayor had signed the lease agreement for Village Hall on January 7<sup>th</sup>, 2025.
- The Clerk provided the Board with updates regarding the March 18<sup>th</sup>, 2025, election.

#### **Mayor**

The Mayor updated the Board on the following items:

- The Mayor addressed two letters she had received from a Village resident and a Port Washington resident regarding the installation of crosswalk signs on North Plandome Road near Elm Sea Lane and Luquer Road. Upon discussion with the Board the Mayor mentioned that the Village would seek the assistance of Legislator Pilip in addressing the residents concerns.

### **Motions:**

Deputy Mayor Clinton made a motion that the Board of Trustees approve the Abstract of Audited Vouchers dated January 21st, 2025, and the Profit & Loss Statement ending December 31, 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 Baydar made a motion that the Board of Trustees approve a 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. 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 Kulka made a motion that the Board of Trustees approve the 'Street Lighting Maintenance Rates,' prepared and submitted by Welsbach Electric, for the year 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 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. 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 the 2025 Professional Irrigation service contract for the Plandome Road Triangle, in the amount of \$347.00. 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**

Deputy Mayor Clinton made a motion that the Board of Trustees approve the Street Sweeping proposal, submitted by Jamaica Ash, for 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 Baydar made a motion that the Board of Trustees approve the Village of Plandome Manor Employee Handbook. 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 Kulka made a 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. 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 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. 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 Baydar made a 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. 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 reports for October & November 2024.
2. Letter from resident, Pennie Basios, 1 Morgan Court, requesting a crosswalk to be installed on North Plandome Road at Elm Sea Lane.
3. Letter from the LIRR regarding the Stonytown Road train bridge.

**Motions:**

Trustee Baydar 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

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PUBLIC HEARING  
OF THE  
BOARD OF TRUSTEES  
OF THE  
INCORPORATED VILLAGE OF  
PLANDOME MANOR

-----X

PRESENT:           BARBARA DONNO,           Mayor  
                  MATTHEW CLINTON,       Trustee  
                  JAMES BAYDAR,           Trustee  
                  PETER KULKA,           Trustee  
                  PATRICIA O'NEILL,       Trustee

DATE:               January 21, 2024

TIME:               7:00 P.M.

PLACE:              VILLAGE HALL  
                      55 Manhasset Avenue  
                      Manhasset, NY 11030

VILLAGE ATTORNEY:       JOHN FARRELL, ESQ.

VILLAGE CLERK:         KATHERINE HANNON

VILLAGE TREASURER:     MARIA DePALO

BUILDING INSPECTOR:   EDWARD P. BUTTS

REPORTED BY:           WENDY SILAS

Motion:   2025 Port Washington FD contract

1 Port Washington FD 2025 Contract 2

20:09:59 2 (Pledge of Allegiance recited at  
20:10:02 3 this time.)

20:11:13 4 MAYOR DONNO: I asked if anyone  
20:11:17 5 wanted Chris Bollerman here and I  
20:11:20 6 didn't hear back so I'm assuming  
20:11:22 7 everybody is okay. It's not a big  
20:11:23 8 increase anyway.

20:11:25 9 Can I have a motion that the  
20:11:26 10 Board of Trustees open the public  
20:11:27 11 hearing regarding the 2025 Port  
20:11:29 12 Washington Fire Department contract?

20:11:32 13 TRUSTEE O'NEILL: Motion.

20:11:33 14 MAYOR DONNO: Second?

20:11:34 15 TRUSTEE KULKA: Second.

20:11:35 16 MAYOR DONNO: All those in favor?

20:11:36 17 TRUSTEE KULKA: Aye.

20:11:36 18 TRUSTEE O'NEIL: Aye.

20:11:36 19 MAYOR DONNO: Aye.

20:11:36 20 TRUSTEE CLINTON: Aye.

20:11:37 21 TRUSTEE BAYDAR: Aye.

20:11:39 22 MAYOR DONNO: Just so you know,  
20:11:40 23 there was one issue in the budget about  
20:11:46 24 the emergency management, the EMS  
20:11:49 25 situation, where we are -- they are

1 Port Washington FD 2025 Contract 3

20:11:52 2 allowed to collect from the insurance  
20:11:55 3 companies.

20:11:56 4 TRUSTEE O'NEILL: Um-hum.

20:11:56 5 MAYOR DONNO: One of the few fire  
20:11:59 6 departments that can do that.

20:12:01 7 They thought that there would  
20:12:03 8 only be -- or they were concerned that  
20:12:05 9 it would cover.

20:12:07 10 It turned out that they have a  
20:12:10 11 windfall of money from the --

20:12:13 12 TRUSTEE O'NEILL: Wow.

20:12:14 13 MAYOR DONNO: Yeah, I think they  
20:12:15 14 were able to collect somewhere around a  
20:12:17 15 million dollars.

20:12:17 16 They didn't give it back and they  
20:12:20 17 had told us the previous year that they  
20:12:22 18 were -- if that happened they were  
20:12:23 19 going to give it back in -- back to the  
20:12:27 20 residents.

20:12:28 21 They didn't this year and he  
20:12:30 22 explained because the senate needs to  
20:12:33 23 extend this they weren't sure that the  
20:12:36 24 senate was going to extend it and they  
20:12:39 25 would maybe need that million in order

20:12:41 2 to make up for this year until they can  
20:12:46 3 the senate to pass it.

20:12:48 4 It is in the legislative --

20:12:51 5 TRUSTEE CLINTON: Records.

20:12:52 6 MAYOR DONNO: -- records.

20:12:53 7 So I think the governor or the  
20:12:55 8 senate -- the senate I know is going to  
20:12:57 9 submit a bill for that.

20:13:00 10 So it -- they were -- Chris  
20:13:03 11 Bollerman was questioned about it.

20:13:06 12 I know Bob Weitener was  
20:13:08 13 particularly concerned, but when we  
20:13:10 14 talked to him, he's Port North, he  
20:13:13 15 said, "I'm willing to give him the year  
20:13:16 16 on this and let's see what happens on  
20:13:17 17 the bill." He suggested, "Let's give  
20:13:56 18 him this year and then next year if he  
20:13:58 19 doesn't -- if it continues to be a  
20:14:01 20 windfall for the Port Washington Fire  
20:14:05 21 Department and he doesn't give it back  
20:14:07 22 to the residents which he had said he  
20:14:09 23 would do in the budget -- "

20:14:11 24 MR. FARRELL: That's going to  
20:14:14 25 be -- I worked on something similar.



20:14:16 2 They can't give it back to the  
20:14:17 3 residents.

20:14:18 4 MAYOR DONNO: Well --

20:14:19 5 MR. FARRELL: The only thing they  
20:14:20 6 can do is do a tax reduction or hold --  
20:14:23 7 or not do any increases.

20:14:25 8 MAYOR DONNO: Right.

20:14:25 9 MR. FARRELL: Because to give it  
20:14:26 10 back --

20:14:29 11 MAYOR DONNO: Give it back, John,  
20:14:31 12 I did mean that it would be in the  
20:14:32 13 budget.

20:14:33 14 MR. FARRELL: Okay.

20:14:33 15 MAYOR DONNO: That it would be a  
20:14:34 16 reduction in the tax levy.

20:14:36 17 MR. FARRELL: Gotcha. I just  
20:14:39 18 wanted to clarify.

20:14:40 19 MAYOR DONNO: Thank you.

20:14:41 20 But this year he's not doing  
20:14:42 21 that. He's letting it sit so we'll see  
20:14:45 22 what happens. It's up to the governor,  
20:14:48 23 it's up to the state legislature, what  
20:14:51 24 happens with this EMS contract.

20:14:54 25 But that was the only concern

1 Port Washington FD 2025 Contract 6

20:14:57 2 that we had in listening to the budget.

20:15:00 3 Our end of it is very little.

20:15:03 4 TRUSTEE O'NEILL: Right.

20:15:04 5 MAYOR DONNO: I think our budget

20:15:06 6 increase was something like 854,

20:15:10 7 somewhere in that --

20:15:12 8 MS. DePALO: Exactly, yep.

20:15:14 9 MAYOR DONNO: So it wasn't very

20:15:15 10 much.

20:15:16 11 So does anybody have any

20:15:17 12 questions?

20:15:18 13 TRUSTEE KULKA: No.

20:15:19 14 TRUSTEE O'NEILL: No.

20:15:20 15 MAYOR DONNO: Can I have a motion

20:15:21 16 that the Board of Trustees close the

20:15:23 17 public hearing regarding the 2025

20:15:25 18 Port Washington Fire Department

20:15:27 19 contract?

20:15:29 20 TRUSTEE BAYDAR: Motion.

20:15:29 21 MAYOR DONNO: Second?

20:15:30 22 TRUSTEE KULKA: Second.

20:15:31 23 MAYOR DONNO: All those in favor?

20:15:33 24 TRUSTEE KULKA: Aye.

20:15:33 25 TRUSTEE O'NEILL: Aye.

20:15:33 2 MAYOR DONNO: Aye.

20:15:33 3 TRUSTEE CLINTON: Aye.

20:15:34 4 TRUSTEE BAYDAR: Aye.

20:15:34 5 MAYOR DONNO: Can I have a motion

20:15:35 6 that the Board of Trustees approve the

20:15:37 7 2025 Port Washington Fire Department

20:15:39 8 contract?

20:15:41 9 TRUSTEE O'NEILL: Motion.

20:15:42 10 MAYOR DONNO: Can I have a

20:15:43 11 second?

20:15:43 12 TRUSTEE CLINTON: Second.

20:15:44 13 TRUSTEE KULKA: Second.

20:15:45 14 MAYOR DONNO: All those in favor?

20:15:46 15 TRUSTEE KULKA: Aye.

20:15:46 16 TRUSTEE O'NEILL: Aye.

20:15:46 17 MAYOR DONNO: Aye.

20:15:47 18 TRUSTEE CLINTON: Aye.

20:15:49 19 TRUSTEE BAYDAR: Aye.

20:15:49 20 (Public hearing concludes

20:15:50 21 7:10 p.m.)

22 \* \* \* \*  
23 It is hereby certified that the  
24 foregoing is a true and accurate  
25 transcript of the proceedings.

25 *Wendy Silas*  
WENDY SILAS  
OFFICIAL COURT REPORTER