

BOARD OF TRUSTEES MEETING
VILLAGE OF PLANDOME MANOR
PUBLIC MEETING
May 20, 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, May 20, 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
	Marie DePalo	Village Treasurer
	John Farrell, Esq.	Village Attorney

Mayor Donno called the meeting to order at 7:10 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 April 22, 2025. 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 Comment

No members of the public were present.

Reports:

Treasurer

The Village Treasurer updated the Board on the following items:

- The Treasurer provided the report on the Abstract Report of Audited Vouchers dated May 20th, 2025, and the Profit and Loss Statement ending April 30th, 2025.
- The Treasurer presented budget modifications for the 2024-2025 adopted budget. The Treasurer mentioned that the State Comptroller and the Village Auditors recommend budget modifications at the close of the fiscal year. The Treasurer also presented the Board with a resolution to increase the expenditure budget for the 2024-2025 budget.
- The Treasurer presented the Village General Liability insurance renewal, underwritten by Tokio Marine HCC. The Treasurer added that the increase in the renewal was \$1,000 less than the previous year's renewal, 2025 - \$31,903.00.
- The Treasurer presented the PERMA Worker's Compensation insurance renewal for 2025 - \$5,137.00. The Treasurer noted that the renewal decreased \$242 from the previous year's renewal.
- The treasurer notified the Board that the Village tax bill had been prepared and would be mailed out the last week in May. The Treasurer also mentioned that the Village would offer an online payment option

through AllPaid, which would go live on Monday, June 2nd at 8am and shut off on July 1st at 5pm, and there is a 2.95% credit/debit card transaction fee.

Mayor

The Mayor updated the Board on the following item:

- The Mayor mentioned to the Board that the Home Rule in the State Assembly and Senate for the Village would be expiring in December 2025. The Mayor explained that the bills in the Assembly and Senate allows the Village to hold tax lien sales on overdue unpaid taxes. The Mayor mentioned that the Senate and Assembly are currently working on passing the two renewal bills prior to the recess in June, and once passed the Village will need to hold a special meeting to adopt a resolution.

Village/Court Clerk

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

- The Clerk presented the Verizon Cable Franchise Agreement and resolution. The Mayor added that herself, Trustee Baydar, and Trustee O'Neill all attended that joint public hearing for the agreement. The Mayor noted that in the current agreement the villages only receive 2% franchise fees and North Shore TV (NSTV), 1%. Once Cablevision signs the agreement the villages will receive 4% in fees and Verizon will continue to fund NSTV.
- The Clerk presented the Board with an estimate from Metro Paving for the repaving of Stonytown Road. The Mayor added that the project would be done in conjunction with the Village of Flower Hill, utilizing the Town of North Hempstead contract with Metro Paving. The Mayor also mentioned that in the NYS budget, there was an increase in CHIPs funding which will help to offset the repaving costs.
- The Clerk informed of the emergency repair of potholes on Stonytown Road.
- The Clerk presented the Board with two estimates for moving companies, Kalfur Bros. Inc., \$1,000 and Men on the Move, \$1,207.53 to move the building files, bookshelf, and tables to the new Village Hall space.
- The Court Clerk presented the Board with a letter from the Village Justice, Hon. Susan Katz Richman for the 2024-2025 Justice Court Audit.
- The Court Clerk provided the Board with an update in the case of the People v. Paul Livigni. The Clerk reported that Mr. Paul Livigni was found guilty of twelve village ordinance violations on April 7th, 2025, and that Mr. Livigni has since filed an appeal.

Village Attorney

The Village Attorney updated the Board on the following items:

- The Village Attorney presented Local Law 2 of 2025: Amending §225 Zoning. of the Village Code.
- The Village Attorney presented Local Law 3 of 2025: Notice of Defect. Upon discussion with the Board, it was determined that due to precedent set in case of Calabrese v. The City of Albany, defining a written notice of defect in the Village Code can minimize the risk of litigation and liability.

Mayor

The Mayor updated the Board on the following items:

- The Mayor provided the Board with a summary of the 2025-2026 adopted state budget.
- The Mayor mentioned to the Board that a volunteer from the Cornell Cooperative would be willing to do an assessment of Village trees.
- The Mayor mentioned to the Board that she and the Clerk had attended a webinar hosted by the New York Conference of Mayors regarding the new requirements for village and town websites.

Motions:

Deputy Mayor Clinton made a motion that the Board of Trustees approve the Abstract of Audited Vouchers dated May 20, 2025, and the Profit & Loss Statement ending April 30, 2025. 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 Baydar made a motion that the Board of Trustees adopt the resolution to increase the expenditure budget in the 2024-2025 adopted budget. 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

Deputy Mayor Clinton made a motion that the Board of Trustees approve the budget modifications for the 2024-25 adopted budget. 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 village insurance policy renewal, underwritten by Tokio Marine HCC, for the 2025-2026, in the amount of \$31,903.00. 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 approve the PERMA Worker's Compensation Insurance renewal for 2025-2026, in the amount of \$5,137.00. 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 adopt the resolution authorizing the execution of a cable franchise agreement between the Village of Plandome Manor and Verizon New York Inc. 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 estimate submitted by Kalfur Bros, Inc. for moving village files and equipment, in the amount of \$1,000.00. 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

Trustee O'Neill made a motion that the Board of Trustees set a date for the public hearing on proposed Local Law 2 of 2025: Amending §225 Zoning, of the Plandome Manor Village Code and on proposed Local Law 3 of 2025: Notice of Defect. Hearing date: June 17th, 2025. 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 adjourn the meeting. 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

Signed by Katherine Hannon

Katherine Hannon

Village Clerk

APPROVED