

BOARD OF TRUSTEES MEETING
VILLAGE OF PLANDOME MANOR
PUBLIC HEARING
September 23, 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, September 23, 2025, at 7:00 p.m.

Present:	Barbara Donno	Mayor
	Matthew Clinton	Deputy Mayor
	Patricia O’Neill	Trustee
	James Baydar	Trustee

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

Absent:	Peter Kulk	Trustee
	Marie DePalo	Village Treasurer

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 July 15, 2025. Deputy Mayor Clinton made a motion to accept the minutes, seconded by Trustee O’Neill.

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

Approved. VOTE: 4/0 - Motion passes

Public Hearing

Local Law 4 of 2025
Amending Notice of Defect

Trustee Baydar made a motion that the Board of Trustees open the public hearing on proposed Local Law 4 of 2025, Amending Notice of Defect. The motion was seconded by Deputy Mayor Clinton.

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

Approved. VOTE: 4/0 - Motion passes

The Board’s discussion can be found in the public hearing transcript.

Trustee Baydar made a motion that the Board of Trustees close the public hearing on proposed Local Law 4 of 2025, Amending Notice of Defect. The motion was seconded by Trustee O’Neill.

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

Approved. VOTE: 4/0 - Motion passes

Deputy Mayor Clinton made a motion that the Board of Trustees adopt Local Law 4 of 2025, Amending Notice of Defect. The motion was seconded by Trustee Baydar.

Mayor Donno: Aye Deputy Mayor Clinton: Aye

Trustee Baydar: Aye Trustee O'Neill: Aye

Approved. VOTE: 4/0 - Motion passes

Public Comment

No members of the public were present.

Reports:

Village Clerk

The Village Clerk presented updates from the Village Treasurer:

- The Clerk provided the report on the Abstract Report of Audited Vouchers dated September 23rd, 2025, and the Profit and Loss Statement ending August 31st, 2025.
- The Clerk mentioned that at the July Board of Trustees meeting, the purchase of two CDs was approved and that both CDs were earning a 4.10% interest rate.
- The Clerk also reported that approximately 97% of property taxes had been collected. The Board then discussed conducting a tax lien sale for outstanding unpaid taxes.

The Village Clerk updated the Board on the following items:

- The Clerk reported that the Stonytown Road paving project was set to begin on Monday, October 6th.
- The Clerk informed the Board that the Stonytown Road guardrail suffered a second hit from a car and was scheduled to be repaired in early October. The Clerk also mentioned that the village was already in receipt of the reimbursement for the repair from the driver's insurance company.
- The Clerk mentioned to the Board that the Village was in receipt of a Planning Board application for a subdivision of 280 Stonytown Road. The Board then set the meeting date for the application for the November Board of Trustees meeting on November 18th.
- The Clerk reported that the Village has been notified by Mr. Kattan on Circle Drive that there have been people picking up and dropping off commuters at the Village lot on Circle Drive. The Board reviewed the existing 'No Standing' signs at the lot and discussed a solution to address the issue.
- The Clerk presented the Board with a quote from the Town of North Hempstead sign shop for a village speed limit sign, in the amount of \$586.41. Upon discussion by the Board, the Clerk was instructed to shop for other quotes.
- The Clerk notified the Board that she had submitted a request to Assemblymember Norber for a capital improvement project funding such as a road repaving project. The Board then discussed a capital improvement plan to be created.
- The Clerk informed the Board that Mr. & Mrs. Costello had requested that 'No Parking' signs be installed on Elm Sea Lane to deter fishers from parking. The Board discussed the matter and determined that installing 'No Parking' signs would prevent residents of Elm Sea Lane from parking on the street in front of their own homes. The Board also discussed having the Code Enforcement officer placing flyers on the car parked on the street.
- The Clerk reminded the Board that the Nassau County Village Officials Association was hosting their 100 Year Anniversary Gala on Thursday, October 16th.
- The Clerk presented the Board with an estimate from Bob Keogh to clear the corner area and shoulder of North Plandome Road and Luquer Road. The estimate then led to a discussion of a letter received from Gavin Boyle, a Port Washington resident, and James Carillo of Aspen Gate. The letter detailed a request for consideration regarding the installation of a crosswalk on North Plandome Road by Luquer Road and the extension of the Port Washington sidewalk on North Plandome Road into the Village to Luquer Road. The Board noted that previous engineering reports had been completed regarding both a potential sidewalk

extension and the installation of a crosswalk along this corridor of North Plandome Road. Following discussion, the Board approved the estimate from Bob Keogh to clear and level the area to improve pedestrian access to the existing Port Washington sidewalk.

Mayor

The Mayor updated the Board on the following items:

- The Mayor presented the Board with the Firefly Engagement letter from the PWFD.
- The Mayor provided the Board with an update on the IMA with Nassau County for the maintenance for the Nassau County owned property along North Plandome Road. The Mayor mentioned that the County is reviewing the IMA and approval from the County is anticipated.

Village Attorney

The Village Attorney updated the Board on the following items:

- The Village Attorney presented Local Law 5 of 2025: Amending §225 Zoning. The attorney detailed that the amendment would further define generators as accessory structures.
- The Village Attorney provided the Board with an update regarding the Article 78 that had been filed against the Board of Zoning and Appeals by the resident at 1 Stonytown Road.
- The Village Attorney updated the Board on the status of the tax lien sale for two unpaid property taxes.

Building Inspector

The Building Inspector updated the Board on the following item:

- The Building Inspector provided the Board with an update on the renovations of Village Hall. The Inspector informed the Board that the work would start early October.
- The Building Inspector updated the Board on the project to expand the triangle on Plandome/Stonytown Road. The Inspector mentioned that he would be meeting with the Village Engineer to discuss starting the project.
- The Building Inspector informed the Board that the Elm Sea Lane sprinkler project was set to begin on Wednesday, September 24th.
- The Building Inspector provided the Board with an update on the renovations of Village Hall. The Inspector informed the Board that the work would start early October.

Motions:

Deputy Mayor Clinton made a motion that the Board of Trustees approve the Abstract of Audited Vouchers dated September 23, 2025, and the Profit & Loss Statement ending August 31, 2025. The motion was seconded by Trustee Baydar.

Mayor Donno: Aye Deputy Mayor Clinton: Aye

Trustee Baydar: Aye Trustee O'Neill: Aye

Approved. VOTE: 4/0 - Motion passes

Trustee O'Neill made a motion that the Board of Trustees set the public hearing date for the consideration and adoption of Local Law 5 of 2025: Amending §225 Zoning. Hearing date: October 21st, 2025. The motion was seconded by Trustee Baydar.

Mayor Donno: Aye Deputy Mayor Clinton: Aye

Trustee Baydar: Aye Trustee O'Neill: Aye

Approved. VOTE: 4/0 - Motion passes

Deputy Mayor Clinton made a motion that the Board of Trustees authorize the Mayor to sign the 2026 Port Washington Fire Department Firefly engagement agreement. The motion was seconded by Trustee O'Neill.

Mayor Donno: Aye Deputy Mayor Clinton: Aye

Trustee Baydar: Aye Trustee O'Neill: Aye

Approved. VOTE: 4/0 - Motion passes

Trustee O'Neill made a motion that the Board of Trustees adopt a resolution amending the schedule of fees. The motion was seconded by Trustee Kulka.

Mayor Donno: Aye Deputy Mayor Clinton: Aye

Trustee Baydar: Aye Trustee O'Neill: Aye

Approved. VOTE: 4/0 - Motion passes

Correspondence

The Village Clerk presented the Board with the Nassau County Police Department report for July 2025.

Motions:

Trustee Baydar made a motion that the Board of Trustees convene into executive session to discuss a personnel matter. The motion was seconded by Trustee O'Neill.

Mayor Donno: Aye Deputy Mayor Clinton: Aye

Trustee Baydar: Aye Trustee O'Neill: Aye

Approved. VOTE: 4/0 - Motion passes

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

Mayor Donno: Aye Deputy Mayor Clinton: Aye

Trustee Baydar: Aye Trustee O'Neill: Aye

Approved. VOTE: 4/0 - Motion passes

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

Mayor Donno: Aye Deputy Mayor Clinton: Aye

Trustee Baydar: Aye Trustee O'Neill: Aye

Approved. VOTE: 4/0 - Motion passes

Signed by Katherine Hannon

Katherine Hannon

Village Clerk