

BOARD OF TRUSTEES MEETING
VILLAGE OF PLANDOME MANOR
PUBLIC HEARING
May 19, 2026

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 19, 2026, at 7:00 p.m.

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

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| Also Present: | Katherine Hannon | Village Clerk/Court Clerk |
| | Marie DePalo | Village Treasurer |
| | John Farrell, Esq. | Village Attorney |
| | Edward Butt | Building Inspector |
| | Oscar Martinez | Long Island Press |
| | Esther Alian | Resident |

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 April 21, 2026. Trustee O'Neill made a motion to accept the minutes, seconded by Trustee Kulka.

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| 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 spoke.

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 19, 2026, and the Profit and Loss Statement ending April 30, 2026.
- The Treasurer presented budget modifications for the 2025-2026 fiscal year.
- The Treasurer and the Clerk mentioned that the 2026-2027 Village tax bills would be going out the third week in May. They also mentioned that online payments were available on June 1st at 8 am to July 1st at 5 pm, and that there is a 2.95% credit/debit transaction fee. The Board discussed exploring the option of ACH payments for next year.

Village/Court Clerk

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

- The Clerk presented the Board with the Village’s insurance renewal information for the upcoming policy year. The Board reviewed the general liability insurance renewal, noting an increase from the prior year: \$31,903.00 for 2025-2026 and \$34,833.39 for 2027-2027. The Clerk advised that alternative pricing had been explored and that the proposed renewal remained competitive. The Board also reviewed the PERMA workers’ compensation renewal, which reflected a decrease in cost: \$5,137.00 for 2025-2026 and \$4,788.00 for 2026-2027.
- The Clerk presented the Board with a report on Stonytown Road from the Village Engineer, Jim Antonelli, and a letter from the contractor, Metro Paving.
- The Court Clerk presented the Board with a letter from the Village Justice, Hon. Susan Katz Richman, regarding the 2025-2026 court audit.
- The Clerk provided the Board with an update on the North Plandome Road Crosswalk project. The Clerk mentioned that all items have been submitted to Nassau County for the Community Revitalization Project grant, and that the Village is awaiting approval prior to the purchase of the materials for the project.

Building Inspector

The Building Inspector updated the Board on the following items:

- The Building Inspector provided the Board with an update on the ongoing building activity throughout the Village, including several pending and anticipated projects. The Board also discussed the importance of property maintenance during construction and while applications are pending.

Mayor

- The Board discussed hiring a part-time Deputy Clerk to assist with open permits, correspondence, file digitization, policy review, emergency management plan updates, and other administrative work.
- The Mayor reported to the Board that the tax lien bill was submitted to Senator Martins’ office and Assemblymember Norber’s office. The Mayor also reported that Assembly Minority Leader Ed Ra’s office was contacted and may assist with advancing the bill.
- The Mayor reported on the NYCOM annual conference at Sagamore. The Mayor discussed attending a fiscal oversight workshop presented by the State Comptroller’s Office. Topics included monthly financial reports, budget oversight, tax levy considerations, reserve planning, ethics policies, cash receipts, and annual review and re-adoption of Village policies.

Village Attorney

The Village Attorney presented the following items to the Board:

- The Village Attorney presented the Board with revisions to the GOGov contract, including special conditions regarding the protection of resident email addresses and personal information.

Motions:

Deputy Mayor Clinton made a motion that the Board of Trustees approve the Abstract of Audited Vouchers dated May 19, 2026, and the Profit & Loss Statement ending April 30, 2026. 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 budget modifications for the 2025-26 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 O'Neill made a motion the Board of Trustees approve the GOGov contract, commencing June 1st, 2026, for one year in the amount of \$4,000.00, subject to negotiations of terms with Village Counsel. 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 approve the village insurance policy renewal, underwritten by Tokio Marine HCC, for 2026-2027, in the amount of \$34,883.39. 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 PERMA Workers' Compensation Insurance renewal for 2026-2027, in the amount of \$4,788.00. 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 Kulka made a motion that the Board of Trustees adopt a resolution approving Linda Mignardi to serve as Deputy Clerk, as a part-time employee of the Village. Start date: June 3rd, 2026. 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

Correspondence:

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

1. The Nassau County Police Department reports for March 2026.

Motions:

Trustee Baydar made a motion that the Board of Trustees convene into executive session to discuss legal matters. 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 convene into regular session. 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 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

DRAFT