BOARD OF TRUSTEES MEETING
VILLAGE OF PLANDOME MANOR
PUBLIC HEARING
October 20, 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, October 20, 2026, at 7:00 p.m.

Present:	Barbara Donno	Mayor
	Matthew Clinton	Deputy Mayor
	Patricia O'Neill	Trustee
	Peter Kulka	Trustee
Also Present:	Katherine Hannon	Village Clerk/Court Clerk
	Marie DePalo	Treasurer
	John Farrell, Esq.	Village Attorney
	Edward Butt	Building Inspector

Mayor Donno called the meeting to order at 7:02 p.m. and verified the presence of a quorum.

The Pledge of Allegiance
Mayor Donno led the Pledge of Allegiance.

Public Comment
No members of the public were present.

Public Hearings

Local Law 1 of 2026
Amending Article 1 §1. Penalties and Assessments

Trustee Kulka made a motion that the Board of Trustees open the public hearing on proposed Local Law 1 of 2026: 'Amending Article 1 §1. Penalties and Assessments. The motion was seconded by Trustee O'Neill.
Mayor Donno: Aye Deputy Mayor Clinton: Aye
Trustee Kulka: Aye Trustee O'Neill: Aye
Approved. VOTE: 4/0 - Motion passes

The presentation and discussion regarding Local Law 1 of 2026: Amending Article 1 §1. Penalties and assessments, can be found in the hearing transcript.

Trustee O'Neill made a motion that the Board of Trustees close the public hearing on proposed Local Law 1 of 2026: 'Amending Article 1 §1. Penalties and Assessments. The motion was seconded by Deputy Mayor Clinton.
Mayor Donno: Aye Deputy Mayor Clinton: Aye
Trustee Kulka: 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 1 of 2026,: 'Amending Article 1 §1. Penalties and Assessments. The motion was seconded by Trustee O'Neill.
Mayor Donno: Aye Deputy Mayor Clinton: Aye
Trustee Kulka: Aye Trustee O'Neill: Aye
Approved. VOTE: 4/0 - Motion passes

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Local Law 2 of 2026
Amending §225-16. Artificial turf

Trustee O'Neill made a motion that the Board of Trustees open the public hearing on proposed Local Law 2 of 2026: 'Amending §225-16. Artificial turf. The motion was seconded by Trustee Kulka.
Mayor Donno: Aye Deputy Mayor Clinton: Aye
Trustee Kulka: Aye Trustee O'Neill: Aye
Approved. VOTE: 4/0 - Motion passes

The presentation and discussion regarding Local Law 2 of 2026: 'Amending §225-16. Artificial turf can be found in the hearing transcript.

Trustee Kulka made a motion that the Board of Trustees close the public hearing on proposed Local Law 2 of 2026: 'Amending §225-16. Artificial turf. The motion was seconded by Trustee O'Neill.
Mayor Donno: Aye Deputy Mayor Clinton: Aye
Trustee Kulka: 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 2 of 2026:'Amending §225-16. Artificial turf. The motion was seconded by Trustee Kulka.
Mayor Donno: Aye Deputy Mayor Clinton: Aye
Trustee Kulka: Aye Trustee O'Neill: Aye
Approved. VOTE: 4/0 - Motion passes

Reports:
Treasurer
The Treasurer updated the Board on the following items:

- The Treasurer provided the report on the Abstract Report of Audited Vouchers dated October 17, 2026, and the Profit and Loss Statement ending September 30, 2026.

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

- The Village Clerk reported that Plandome Park had inquired whether beautification funds could be used to repair its entrance columns. The Board discussed previous beautification expenditures, including irrigation improvements, and agreed that the proposed column repairs would qualify as an appropriate beautification expense.
- The Village Clerk presented the Board with a proposed driveway paving permit application to address instances of property owners expanding their driveways without obtaining the required building permit. The proposed application would apply only to the repaving of existing driveways and driveway aprons, with a fixed fee of $250 and required contractor insurance documentation. Any driveway expansion would continue to require a building permit and site plan review, while drainage work would require a separate plumbing permit. The Board also discussed adding a requirement to the application that the connection between the roadway and driveway or apron across the curb cut be properly sealed to prevent water infiltration and protect the Village roadway.
- The Village Clerk reported that the Town of North Hempstead had approved repairs to the damaged guardrail near the culvert on North Plandome Road and that the work had been scheduled.
- The Village Clerk reported that she and the Deputy Clerk met with representatives from the New York State Archives to review the Village's existing records management program and discuss potential funding opportunities through the Local Government Records Management Improvement Fund grant program. The representatives reviewed the Village's Building Department records, filing procedures, and

existing organizational systems. They provided recommendations for preparing a competitive grant application, emphasizing the importance of documenting the Village's need for digitization, including the volume of physical records, Freedom of Information Law requests, staff time required to retrieve records, and preservation concerns. The Clerk explained that digitizing Building Department records remains the Village's primary objective. The maximum grant award discussed is $75,000, and the Village will continue compiling supporting information for the application. The Board discussed how digitizing the records would improve accessibility and make retrieving documents more efficient.

- The Village Clerk provided the Board with an update on the North Plandome Road crosswalk project, reporting that the poles for the new solar-powered pedestrian crossing signals had been delivered. Installation was anticipated to begin the following week, along with repainting of the crosswalk lines.

Building Inspector
The Building Inspector updated the Board on the following items:

- The Board discussed the proposed removal of approximately twenty hazardous trees as part of the triangle widening project. The Mayor, Building Inspector, and Trustee O'Neill were scheduled to meet with the affected homeowner to discuss the proposed tree removal and restoration plan. Additionally, the Board discussed sightline concerns involving recently installed landscaping along North Plandome Road.

Mayor
The Mayor updated the Board on the following items:

- The Mayor reported to the Board that Nassau County had installed concrete sidewalks on County-owned property near the beach along North Plandome Road and is extending the pathway to Water Lane.
- The Mayor discussed the need to fill vacancies on the Design Review Board and Board of Zoning Appeals and expressed appreciation for residents who had volunteered to serve. The following appointments were presented to the Board:
    - Candida Cicaro: Design Review Board, Alternate Member
    - Janine Barry: Design Review Board, Member
    - Ashley Buhr: Design Review Board, Member
    - Benjamin Barry: Board of Zoning Appeals, Member

Village Attorney
The Village Attorney updated the Board on the following items:

- The Village Attorney provided the Board with an update on the repairs to Stonytown Road.

Motions:
Deputy Mayor Clinton made a motion that the Board of Trustees approve the Abstract of Audited Vouchers dated October 20, 2026, and the Profit & Loss Statement ending September 30, 2026. The motion was seconded by Trustee O'Neill.
Mayor Donno: Aye Deputy Mayor Clinton: Aye
Trustee Kulka: 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 to amend the Schedule of Fees. The motion was seconded by Trustee Kulka.
Mayor Donno: Aye Deputy Mayor Clinton: Aye
Trustee Kulka: Aye Trustee O'Neill: Aye
Approved. VOTE: 4/0 - Motion passes
Trustee O'Neill made a motion that the Board of Trustees approve the Mayor's appointment of the following positions and names: Design Review Board: Candida Cucharo – alternate member, Jeanine Barry – member, &

Ashley Buhr – member. Board of Zoning and Appeals: Benjamin Barry – member. The motion was seconded by Deputy Mayor Clinton.
Mayor Donno: Aye Deputy Mayor Clinton: Aye
Trustee Kulka: Aye Trustee O'Neill: Aye
Approved. VOTE: 4/0 - Motion passes

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

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

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 O'Neill: Aye
Approved. VOTE: 4/0 - Motion passes

Signed by Katherine Hannon
Katherine Hannon
Village Clerk

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