

**Board of Trustees
Village of Plandome Manor
January 20, 2015 ~ 7:00 PM - Public Meeting
MINUTES**

Call to Order

Present: Mayor Barbara Donno, Deputy Mayor Matthew Clinton, Trustees Tony DeSousa, Patricia O'Neill, James Baydar, Treasurer Valerie Giacinto, Building Inspector Edward Butt, Village Clerk Randi Malman and Village Counsel Rachel Scelfo. Also in attendance was, Plandome Heights Village Clerk Arlene Drucker, Robert J. Kropacek from the Port Washington Fire Department and Michael Sero from the Manhasset Press.

Mayor Donno opened the meeting at 7:01 PM with the Pledge of Allegiance & verification of a quorum.

Approval of Minutes

Trustee DeSousa made a motion to accept the minutes from the November 18, 2014 Board of Trustees meeting. The motion was seconded by Trustee O'Neill.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Aye
Trustee Baydar: Aye Mayor Donno: Aye

Approved. VOTE: 5/0 - Motion passes

Public Hearing

Trustee DeSousa made a motion that the Board of Trustees open the public hearing regarding the 2015 Port Washington Fire Department Contract. The motion was seconded by Trustee O'Neill.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Aye
Trustee Baydar: Aye Mayor Donno: Aye

Approved. VOTE: 5/0 - Motion passes

Robert J. Kropacek of the Port Washington Fire Department made a presentation relative to the 2015 contract. In the proposed contract, the Port Washington Fire Department shall receive a sum of \$39,534.25 from the Village of Plandome Manor for fire and emergency medical services. This is a \$574 increase from last year.

Trustee DeSousa made a motion that the Board of Trustees close the public hearing regarding the 2015 Port Washington Fire Department Contract. The motion was seconded by Trustee Baydar.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Aye
Trustee Baydar: Aye Mayor Donno: Aye

Approved. VOTE: 5/0 - Motion passes

Trustee Clinton made a motion that the Board of Trustees approve the proposed agreement with the Port Washington Fire Department and authorize the Mayor to execute any and all documents related to the agreement subject to review and by the approval of the Village Attorney. The motion was seconded by Trustee O'Neill.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Aye
Trustee Baydar: Aye Mayor Donno: Aye

Approved. VOTE: 5/0 - Motion passes

Reports

Village Clerk / Court Clerk

Village Clerk Randi Malman updated the Board on the following items:

- The new SafeSpace 100 with Solar Panel and 3-Cell Battery back-up and mounting bracket have been ordered and should be delivered to the Village Office in about four weeks.
- The Village Clerk attended the NYCOM Election Workshop on January 14, 2015 to prepare for the upcoming Village election in March.

Building Inspector

Building Inspector Edward Butt presented the board with a quote from NDSC for a replacement desktop. NDSC Technology has suggested that Mr. Butt's office computer be replaced because of poor performance due to age.

Trustee Clinton made a motion that the Board of Trustees approve up to \$2,000 for the cost of a new computer for the Building Inspector. The motion was seconded by Trustee O'Neill.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Aye
Trustee Baydar: Aye Mayor Donno: Aye

Approved. VOTE: 5/0 - Motion passes

Building Inspector Edward Butt presented the Board with an estimate from Robert Keogh Inc. to cut, frame and cover two manholes on Elm Sea Lane. Mr. Butt explained to the Board that the manhole covers have been filled in with silt and no longer serve a purpose. One of the manhole covers is cracked and cannot be replaced. Due to the age of the manhole cover the utility name is illegible. The Village has contacted utility companies in the area but no one is claiming the manhole.

Trustee Baydar made a motion that the Board of Trustees approve up to \$1,200 for Robert Keogh to cut, frame and cover the two manholes on Elm Sea Lane. The motion was seconded by Trustee DeSousa.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Aye
Trustee Baydar: Aye Mayor Donno: Aye

Approved. VOTE: 5/0 - Motion passes

Treasurer's Report

Treasurer Valerie Giacinto presented the Board with the 2015 contract from Robert Keogh Inc. for snow removal of all Village sidewalks and walk ways.

Village Treasurer Valerie Giacinto gave an overview of the Abstract Report of Audited Vouchers and the Profit and Loss Statement.

Trustee Clinton made a motion that the Board of Trustees approve the Abstract of Audited Vouchers dated January 20, 2015 and the Profit & Loss Statement ending December 31, 2014. The motion was seconded by Trustee DeSousa.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Aye
Trustee Baydar: Aye Mayor Donno: Aye

Approved. VOTE: 5/0 - Motion passes

Mayor

Mayor Donno updated the Board on the following items:

- Newsday interviewed the Mayor and Building Inspector for an article on the culvert. The Mayor presented the Board with a copy of the article.
- The Town of North Hempstead has the grant paperwork and the culvert project is moving forward. The project should break ground in Spring 2016.
- The Village of Plandome Manor is trying to set up a meeting with Supervisor Bosworth and Councilwoman DeGiorgio to discuss drains on North Plandome Road.
- The Village is currently working on plans for a jogging path and sidewalk repairs. The Mayor would like to extend the sidewalk along Circle Drive to the train station in order to make the walkway safer for pedestrians.
- At a previous meeting the Board discussed replacing the guardrail along Plandome Road. The Mayor requested an estimate for repairs to the guardrail to compare.
- Robert Keogh has requested that the Village consider purchasing a tool shed to store Village equipment and signs. The Mayor has spoken to the Village of Plandome about the possibility of renting space for a tool shed.

Village Attorney

Village Attorney Rachel Scelfo updated the Board on the following items:

- The Notice of Claim filed by Harold and Marion Grobe has been forwarded to the Village's insurance carrier.
- The agreement regarding the property at 71 Lake Road has been finalized.

Trustee Baydar made a motion that the Board of Trustees approve the following Resolution:

Be it resolved that the Village election will be held on Wednesday, March 18, 2015.

The motion was seconded by Trustee O'Neill.

Trustee Clinton: Aye

Trustee DeSousa: Aye

Trustee O'Neill: Aye

Trustee Baydar: Aye

Mayor Donno: Aye

Approved. VOTE: 5/0 - Motion passes

Trustee Baydar made a motion that the polling place for the Village election to be held on Wednesday, March 18, 2015 be at the Village Hall, 55 Manhasset Ave, Manhasset, NY and that the polling hours will be open from 12 noon – 9:00pm. The motion was seconded by Trustee Clinton.

Trustee Clinton: Aye

Trustee DeSousa: Aye

Trustee O'Neill: Aye

Trustee Baydar: Aye

Mayor Donno: Aye

Approved. VOTE: 5/0 - Motion passes

Trustee Baydar made a motion that there shall be no Village registration day for the March 18, 2015 Village election. The motion was seconded by Trustee O'Neill.

Trustee Clinton: Aye

Trustee DeSousa: Aye

Trustee O'Neill: Aye

Trustee Baydar: Aye

Mayor Donno: Aye

Approved. VOTE: 5/0 - Motion passes

Trustee Baydar made a motion that there shall be no Village registration day for Village elections. The motion was seconded by Trustee O'Neill.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Aye

Trustee Baydar: Aye Mayor Donno: Aye

Approved. VOTE: 5/0 - Motion passes

Trustee Clinton made a motion that the Board of Trustees approves the appointment of Election Inspectors Rosemarie Ciani, as Chairman and Colin Sauvigne to be paid at the rate of \$150.00 each. The motion was seconded by Trustee O'Neill.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Aye

Trustee Baydar: Aye Mayor Donno: Aye

Approved. VOTE: 5/0 - Motion passes

Trustee Clinton made a motion that the Board of Trustees approves the appointment of alternate election inspectors, Lisbeth Shibley, Semiarmis Geiger & Katherine Dunn. The motion was seconded by Trustee Baydar.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Aye

Trustee Baydar: Aye Mayor Donno: Aye

Approved. VOTE: 5/0 - Motion passes

Trustee DeSousa made a motion that the Board of Trustees approve the following Resolution:

RESOLUTION OF INC. VILLAGE OF PLANDOME MANOR BOARD OF TRUSTEES ADOPTING MEETING DATES FOR THE 2015 CALENDAR YEAR

WHEREAS the Board of Trustees of the Incorporated Village of Plandome Manor wishes to set its calendar of meeting dates for the 2015 calendar year, including meeting dates for the Board of Trustees, Zoning Board of Appeals and Design Review Board; and

NOW, THEREFORE, BE IT RESOLVED that Board of Trustees hereby adopts the following schedule for board meetings in the year 2015:

Board of Trustees:

January 20, 2015
February 17, 2015
March 17, 2015
April 21, 2015
May 19, 2015
June 16, 2015
July 21, 2015
September 15, 2015
October 20, 2015
November 17, 2015
December 15, 2015

All meetings shall start at 7:00 p.m.

Zoning Board of Appeals:

January 15, 2015
February 19, 2015
March 19, 2015
April 16, 2015
May 21, 2015
June 18, 2015

July 16, 2015
September 17, 2015
October 15, 2015
November 17, 2015
December 17, 2015

All meetings shall start at 8:00 p.m.

Design Review Board:

January 22, 2015
February 26, 2015
March 26, 2015
April 23, 2015
May 28, 2015
June 25, 2015
July 23, 2015
September 24, 2015
October 22, 2015

November and December meeting dates to be determined.

All meetings shall start at 8:00 p.m.

The motion was seconded by Trustee Baydar.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Aye

Trustee Baydar: Aye Mayor Donno: Aye

Approved. VOTE: 5/0 - Motion passes

Correspondence

The Village Clerk Randi Malman presented the Board with the following pieces of correspondence received and address to the Board:

- NCPD monthly report
- Paul Toubas complaint regarding potholes on Plandome Road dated 12/12/14
- Grobe Notice of Claim. Notice has been forwarded to Village insurance carrier dated 12/18/14
-

The Board considered Paul Toubas' request for reimbursement for alleged damage done to his car, which he claimed happened on Plandome Road. The Board denied the request.

Trustee DeSousa made a motion to convene into Executive Session to discuss a contract matter. The motion was seconded by Trustee O'Neill.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Aye

Trustee Baydar: Aye Mayor Donno: Aye

Approved. VOTE: 5/0 - Motion passes

Trustee DeSousa made a motion to convene back into regular session. The motion was seconded by Trustee Baydar.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Aye

Trustee Baydar: Aye Mayor Donno: Aye

Approved. VOTE: 5/0 - Motion passes

Trustee DeSousa made a motion to close the meeting. The motion was seconded by Trustee Baydar. The meeting adjourned.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Aye

Trustee Baydar: Aye Mayor Donno: Aye

Approved. VOTE: 5/0 - Motion passes

Respectfully submitted by:

Randi I. Malman
Village Clerk