

Board of Trustees
Village of Plandome Manor
October 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, Building Inspector Edward Butt, Village Clerk Randi Malman, Village Counsel Rachel Scelfo, Code Enforcement Officer and Deputy Road Commissioner Robert Rockelein, Plandome Manor residents Chuck Sockett and Homsy Irani and Harrison Marder from the Manhasset Times.

Mayor Donno opened the meeting at 7:00 PM with the Pledge of Allegiance & verification of a quorum.

Approval of Minutes

Trustee DeSousa made a motion to accept the minutes from the September 15, 2015 Board of Trustees meeting. The motion was seconded by Trustee O'Neill.

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

Approved. VOTE: 3/0 - Motion passes

Trustee Clinton arrived at 7:05PM

Reports

Village Clerk

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

- The Village Newsletter has been mailed out to all Village residents.
- There was a car break in on Circle Drive. The Village Clerk alerted all the residents of the Village via North Shore Alert and reported the break in to the Nassau County Police Department.
- The Village Clerk has contacted the Port Washington Water District Superintendent to ask for an update on the Circle Drive Water Main Project. Once she receives the updates she will distribute it to the residents of Circle Drive via North Shore Alert.

Trustee O'Neill informed the Board that she had a conversation with D&B Engineers regarding the Circle Drive Water Main Project and was told that the water main installation will be completed by the end of the week and that should reduce the amount of heavy equipment being stored in the area. The project is currently 2 weeks ahead of schedule. The crews on the job have found it very difficult to sweep the streets due to the clay soil but they are doing their best to keep the area as neat as possible.

Village Clerk Randi Malman presented the Board with the snow contract bid documents that were received from Creative Snow by Cow Bay, Inc. This was the only bid the Village received. The prices went up \$500 for each of the three snow events, 0-4 inches, 4-8 inches and 8 or more inches of snow. The contract is capped at \$55,000 which is a \$5,000 increase from the last contract. This contract is good for one, two or three years.

- The Board requested that the address of the salt storage location be changed to Cow Bay's facility
- There was a second change regarding a price for just salting not plowing.

Trustee DeSousa made a motion that the Board of Trustees approve the three year snow contract with Creative Snow by Cow Bay Inc., Port Washington, NY, subject to the changes discussed. The motion was seconded by Trustee O'Neill.

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

Approved. VOTE: 4/0 - Motion passes

Treasurer's Report

Village Treasurer Valerie Giacinto gave an overview of the Abstract Report of Audited Vouchers and the Profit and Loss Statement. Ms. Giacinto also reviewed the year-end audit performed by Skinnon and Faber CPA and discussed their list of recommendations.

Trustee Clinton made a motion that the Board of Trustees approve the Abstract of Audited Vouchers dated October 20, 2015 and the Profit & Loss Statement ending September 30, 2015. The motion was seconded by Trustee DeSousa.

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

Approved. VOTE: 4/0 - Motion passes

Trustee Clinton made a motion that the Board of Trustees approve the Year End Audit, which the Board had for review since September 15, 2015, prepared by Skinnon & Faber CPA's for year-end May 31, 2015. The motion was seconded by Trustee O'Neill.

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

Approved. VOTE: 4/0 - Motion passes

Building Inspector

Building Inspector Edward Butt updated the Board on the following items:

- Mr. Butt agrees that the Board should consider a weight restriction on North Plandome Road due to the condition of the culvert. He presented the Board with information that included the average weight of trucks and emergency vehicles. The weight restriction would be targeted at large construction vehicles and cement trucks. His recommendation would be a 30 ton weight restriction, but will check with the fire departments and carting company to see how much their vehicles weigh.
- The Village Engineer has submitted plans for the jogging path along Stonytown Road. The Building Inspector would like to meet with the two homeowners of 250 and 260 Stonytown to discuss the plans.
- An underground pipe has collapsed in front of 7 Papermill Road creating a small sinkhole. Robert Keogh, Inc. has submitted an estimate and the Building Inspector recommends this be treated as an emergency repair. This portion of the road serves as a bus stop.

Trustee O'Neill made a motion that the Board of Trustees approve the estimate submitted by Robert Keogh, Inc., Port Washington, NY, for the emergency repair of a collapsed pipe on Papermill Road and Gristmill Lane in the amount of \$15,910. The motion was seconded by Trustee Clinton.

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

Approved. VOTE: 4/0 - Motion passes

Road Commissioner

Deputy Road Commissioner and Code Enforcement Officer Robert Rockelein updated the Board on the following items:

- The tree stumps on Stonytown Road have been removed to make way for the jogging path.
- Both speed signs in the Village are working.
- Mr. Rockelein has been monitoring the conditions on Circle Drive daily and has spoken with the contractors about sweeping the streets in connection with the Circle Drive Water Main Project.

Mayor

Mayor Donno updated the Board on the following items:

- The Town of North Hempstead budgeted \$50,000 for the drainage project on North Plandome Road, which was included in their 2015 Capital Plan. The project was supposed to be completed this year, however the Town says that the bids they have received show that the project will cost about double what they originally planned. The flooding on North Plandome Road is caused by the fence along Leeds Pond which is Town property.
 - The Board discussed the possibility of placing a sign about flooding/icing to warn drivers
- The shared services agreement the Village participated in with Nassau County has been approved by the state. This is in compliance with the Tax Freeze and eligible Plandome Manor residents will be receiving a refund check from the state.
- NYCOM is holding its annual legislative priorities meeting in Albany, which Mayor Donno will be attending both as the Mayor of a Village and the President of the Nassau County Village Officials Association.
- The Board received a letter from NYPIRG requesting permission to conduct door-to-door outreach and solicit minor donations. The Village code does not allow for door-to-door solicitation so the request was denied.

Village Attorney

Ms. Scelfo presented the Board with proposed changes to Sections 189-1 and 189-2 of the Village Code regarding Street Opening Permits.

Trustee DeSousa made a motion that the Board of Trustees set the date for the hearing on Local Law 3 of 2015 regarding street opening permits for November 17, 2015. The motion was seconded by Trustee O'Neill.

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

Approved. VOTE: 4/0 - Motion passes

Trustee Clinton made a motion that the Board of Trustees adopt a Resolution authorizing the Village Clerk to advertise for bids for the Village's garbage removal contract, which bids must be received by November 17, 2015 at noon and shall be opened by the Village Clerk on November 17, 2015 at noon. The motion was seconded by Trustee DeSousa.

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

Approved. VOTE: 4/0 - Motion passes

Public Comment

Charles Sockett of 250 Plandome Road pointed out that during rush hour the Plandome Manor parking lot is filled with cars picking commuters up from the train. He requested that there be more police presence or that the Code Enforcement Office patrol the lot at that time of day.

Homsy Irani of 5 Stonytown Road requested that the Building Inspector speak with Nassau County about extending the sensor at the traffic light on Stonytown Road heading towards Plandome Road. Cars frequently stop beyond the sensor and do not trigger the light to turn green. He also suggested that the stop bar be placed in its original location to avoid any confusion and alleviate some of the traffic at the intersection.

Correspondence

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

1. NCPD monthly report for September
2. Email from Sarah Meriggi dated September 23, 2015 re: car break in on Circle Drive
3. D&B letter to Merrick Utility dated October 14, 2015 re: Circle Drive Project

Trustee Clinton made a motion that the Board of Trustees adjourn the 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

Respectfully submitted by:

Randi I. Malman

Village Clerk