

**Board of Trustees**  
 Village of Plandome Manor  
 September 19, 2017- 7:00 PM - Public Meeting  
**MINUTES**

**Call to Order**

**Present:** Mayor Barbara Donno, Deputy Mayor Matthew Clinton, Trustees Patricia O'Neill, Tony DeSousa, and James Baydar, Village Clerk Randi Malman, Village Counsel Rachel Scelfo, Building Inspector Edward Butt, Code Enforcement Officer and Deputy Road Commissioner Robert Rockelein, and Village Treasurer Phyllis Nowakowski. Also present were Plandome Manor residents Elizabeth Kahl, Dawn Ader, Michael Gilbert, and Peter Stam. Newsday reporter Khristopher Brooks was also present.

Mayor Donno opened the meeting at 7:07 PM with the Pledge of Allegiance & verification of a quorum.

**Approval of Minutes**

Trustee O'Neill made a motion to accept the minutes from the August 31, 2017 Special Board of Trustees meeting. The motion was seconded by Trustee Baydar.

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

**Approved. VOTE: 4/0 - Motion passes**

Trustee Clinton made a motion to accept the minutes from the both the July 18, 2017 Special Work Session and 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 Comment**

Elizabeth Kahl of 235 Circle Drive expressed her opposition to Local Law 4 of 2017, which was approved by the Board on July 18, 2017. Ms. Kahl asked the Board to consider all residents and the impact that the extended parking regulations will have on the residents of Circle Drive. Ms. Kahl expressed her opinion that applying parking restrictions to the entire Circle Drive area will potentially have a negative impact on those residents with small children who have frequent visitors.

Michael Gilbert of 107 Circle Drive expressed his opposition to Local Law 4 of 2017, which was approved by the Board on July 18, 2017. Mr. Gilbert feels that these restrictions should only apply to commuters and should impact residents. He does not feel that the Village has an issue with commuter parking, but asks that the Village take a "common sense approach" to dealing with street parking. Mr. Gilbert made a suggestion for the Board to consider resident parking permits and call logs.

Dawn Ader of 64 Colonial Drive expressed her concern about signage in the Circle Drive area. She received a parking ticket in front of her home but feels the signage on her street is inadequate.

Mayor Donno addressed the residents' concerns. The Mayor stated that this new law was in response to numerous complaints about cars parked on the street in the Circle Drive area during the two restricted time periods, 7:00am-10:00am and 4:00pm to 7:00pm. The Board felt that extending these regulations to the entire area instead of the current portion, 1,500 feet from the train station, would alleviate issues of parking. Cars parking on the street in

this area, whether commuters or residents, makes it difficult for other vehicles, school buses, and snow plows to navigate the narrow roads on and around Circle Drive. The Village is looking into the appropriate signage and reached out to other government agencies to find out any signage regulations that must be followed. The Board has agreed to revisit the issue with the Circle Drive residents, and take suggestions for improvement, three months after the new law has been enforced. She encouraged all residents to sign up for North Shore Alert so when a meeting is scheduled they will be advised through email.

## Reports

### **Village Clerk**

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

- The bid for the repaving of Elm Sea Lane and a portion of North Plandome Road has been awarded to Intercounty Paving. The contract has been given to the contractor to sign. Once they have provided the Village with the appropriate insurance certificates, bonds, and sign contracts, we will schedule a date for the work to be done.
- Robert Keogh has submitted an estimate to the Board to correct the drainage issue on Papermill Road. He believes that he has identified the problem but will only know for sure once the pipe has been exposed.
- Robert Keogh has submitted three options for repairing or replacing the catch basin on Aspen Gate. The grate in front of the inlet is missing bars making the opening larger than it should be.

Trustee O'Neill made a motion that the Board of Trustees approve the estimate from Robert Keogh in the amount of \$5,710 to replace the catch basin slab and curb inlet on Aspen Gate. 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**

Trustee O'Neill made a motion that the Board of Trustees approve the estimate from Robert Keogh in the amount of \$2,330 to replace the collapsed catch basin and pipe on Papermill Road. 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**

### **Village Treasurer**

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

Trustee O'Neill made a motion that the Board of Trustees approve the Abstract of Audited Vouchers dated September 19, 2017 and the Profit & Loss Statement ending August 13, 2017. 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**

## Building Inspector

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

- There have been less complaints regarding the construction project of two new homes on Circle Drive. The contractors have improved the site to deal with runoff issues.
- The new home on Rockhollow Road has started construction. The existing home was demolished and the foundation for the new home has been poured.
- The home at 119 Lake Road has been demolished and construction on the new home should begin soon once all the proper documents have been submitted and a permit is issued.
- The plans from Nelson and Pope for the triangle widening show a number of trees being removed. The Building Inspector will speak with the homeowner that abuts the triangle and present them with a landscape plan. New, year round, trees and shrubs should be put in to replace the trees that will be taken out and create a natural screen.

## Code Enforcement Officer

Code Enforcement Officer Robert Rockelein updated the Board on the following items:

- The Code Enforcement Officer and Arborist have reviewed the trees that will need to be removed at the triangle for the widening project. The root system is not good and these trees are in danger of dying soon. The building inspector's suggestion of year round trees and shrubs will be more sustainable for that area.
- Cars have been lining up on Circle Drive to pick up passengers from the LIRR. The Code Enforcement Officer has been patrolling this area and the Village lot to issue tickets and verbally remind people that they cannot stop or stand in the area.

## Mayor

Mayor Barbara Donno updated the Board on the following items:

- Two stolen cars were reported on Circle Drive and one car was broken into on Rockhollow Road. It appears that the cars were left unlocked and the keys were inside. Nassau County Police Department has been informed and is investigating.
- The Manhasset Mayors will be meeting with the NCPD next month to discuss safety concerns such as speeding and the car break-ins.
- The Mayor attended a Port Washington Office of Emergency Management meeting where the mayors discussed the possibility of setting up a safety room in Sands Point that can be used as an emergency management control center in the event of a major storm.

Trustee O'Neill made a motion that the Board of Trustees grant permission to the Manhasset Women's Coalition Against Breast Cancer to hold their annual walk/run through the Village on Sunday, October 22, 2017 from 9:30am to 10:30am. 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 Clinton made a motion that the Board of Trustees approve the estimate submitted by Anker Electric to replace the street light on Gristmill Lane with a new LED fixture in the amount of \$645. 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**

Village Clerk Randi Malman presented the Board with the following pieces of correspondence:

1. NCPD monthly report for July and August
2. Email from Seth Ader dated 7/25/17 re: cars picking up commuters on Circle Dr
3. Email from Shawn Fitzgerald dated 7/32/17 re: opposition to Circle Drive parking restrictions
4. Email from Avi Navo dated 7/31/17 re: opposition to Circle Drive parking restrictions
5. Email from Elliot Sperber dated 7/31/17 re: opposition to Circle Drive parking restrictions
6. Email from Elizabeth Kahl dated 7/31/17 re: opposition to Circle Drive parking restrictions
7. Email from Jean Kuskowski dated 8/1/17 re: support for Circle Drive parking restrictions
8. Email from Sarah Meriggi dated 8/4/17 re: support for Circle Drive parking restrictions
9. Email chain between Michael Gilbert and Village Clerk re: parking on Circle Dr., jogging path, Village Court

Trustee DeSousa made a motion to convene into executive session to discuss an ongoing litigation 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 O'Neill 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 O'Neill made a motion to adjourn the meeting. 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**

**Respectfully submitted by:**

**Randi I. Malman  
Village Clerk**