

INC. VILLAGE OF PLANDOME
BOARD OF TRUSTEES
Regular Meeting
Monday, May 11, 2020 at 7:00pm

MINUTES
APPROVED



Present: Tom Minutillo, Ray Herbert, Andy Bartels, Don Richardson, Greg Westfall
Barbara Peebles
Also Present: John Ritter , Village Attorney

Meeting via Video Conference:
<https://www.gotomeet.me/BarbaraPeebles>

Meeting via teleconference:
(872) 240-3212, Access Code: 203-036-269

- Meeting will be recorded and transcribed.

By Executive Order of New York State Gov. Cuomo's - Board Meetings are allowed via video conference or teleconference, however the meeting must also be open for the public to participate. The dial-in information has been posted on the website.

AGENDA

I) Pledge of Allegiance

II) Administrative:

- a. Roll Call
- b. Approval of Minutes (April 6, April 13, April 20, 2020)

Trustee Don Richardson Motion to approve minutes , 2nd by Deputy Mayor Ray Herbert and unanimously approved.

III) Department Reports:

- a. Public Works (LIRR parking lot)

Trustee Andy Bartels reported that he contacted Jim Antonelli to finalize details required for bid book for the LIRR Parking Lot expansion project.

Willets Lane Drainage project is set to go pending approval by NY State Executive Order by Gov. Cuomo that work may proceed.

- b. Public Safety, MBPC

Deputy Mayor Ray Herbert indicated that the Fire Dept and Police Dept. reports were not submitted as of yet and will be reported next month. The Fire Dept. installation of Officers was held via Video Conference on May 19, 2020 and the slate of FD Officers were sworn in accordingly. The FD Chief has determined that

Nassau County Fire Inspectors will be responsible for Village fire inspections.

In addition Deputy Mayor Ray Herbert reported that Plandome firefighters Class A and Class B were provided access to the COVID19 antibody test.

Manhasset Bay Protection Committee – Deputy Mayor Ray Herbert attended the virtual meeting on April 23, 2020.

c. Design & Building, PATV

Trustee Greg Westfall reported that 22 Shore Drive is under review by Design Review Board. Clerk Barbara Peebles added that she spoke to Chairperson Conway and offered to train and facilitate a DRB meeting if they were comfortable. Clerk Peebles hosted a test meeting with Chairperson and David DeRienzis but it was decided to hold off on video conference meeting at this time due to complexity of agenda items.

d. Utilities, OEM (Lighting project)

Trustee Don Richardson reported that he and Steve Flynn reviewed over 60 light poles for repair. Trustee Don Richardson made motion to approve expenditure of approximately \$8,800 to provide the materials. The funds are allocated in the budget. Motion 2nd by Trustee Andy Bartels and unanimously approved.

Trustee Don Richardson advised that Port Washington Office of Emergency Management distributed some supplementary PPE supplies and the Village of Plandome is adequately supplied at this time.

Elite Towers, LLC submitted a proposal for macro facility for wireless telecommunications. The topic will be discussed in Executive Session for legal advice,

e. Clerk/Treasurer Update

Clerk Treasurer Barbara Peebles reported that the year-end activities are underway. After the final abstract of fiscal year, budget transfers and appropriations will be reported and submitted for approval. The Board received monthly year-to-date Revenue/Expense Comparison reports.

Clerk Treasurer Peebles reported that due to excellent expense management the preliminary identification of budget surplus estimates will cover the revenue gap expected due to COVID19 shut down of all building projects.

Water bills were issued timely and water re-levy report estimated to be within \$100 of last year's number. Final water re-levy and batch write-off will be provided at next meeting.

Final administrative quality control and analysis activities on schedule to issue tax bills by June 1, 2020.

IV) New Business

a. Drain investigation expense 6 Brookside

Trustee Andy Bartels motioned to approve drain investigation expenses of \$6,800 for 5 Brookside Drive, 2nd by Trustee Don Richardson and unanimously approved.

b. Accept Annual Storm Water Report

Trustee Andy Bartels motioned to approve final Annual Storm Water Report, 2nd by Trustee Don Richardson and unanimously approved.

c. Election rescheduled or Sep 15, 2020.

Clerk & Election Officer Barbara Peebles announced that Gov. Cuomo has officially rescheduled the Village Election to September 15, 2020. Public Notice will be posted in local paper at the end of August. The revised date has been posted on Village Hall doors, Website and an email blast sent to all residents.

d. Manhasset Lakeville Water District –

Trustee Andy Bartels discussed the options to consider for new contract with details to be discussed in Executive Session.

V) Unfinished Business

a. COVID19

Clerk Barbara Peebles reported that the Village Hall operation is running smoothly and that all resident issues are addressed immediately. Kim and Barbara forward any building related inquiry or requests to David and he handles promptly. The residents are very understanding about Village Hall being closed to public and not one complaint.

Per Steve Flynn the Public Works staff is back to working regular schedule effective May 1, 2020.

VI) Abstract of Claims 11-2020

The Board reviewed detailed Abstract reports. Motion to approve by Trustee Andy Bartels, 2nd by Trustee Don Richardson; upon motion the abstract of Claims (April 2020) #11-2019_2020 was unanimously approved; General Fund \$73,389.47, Water Fund \$11,800.83, Capital Fund - \$234,471.12; TOTAL \$319,661.42. Trustees will visit the Clerk's office to review actual invoices associated with the abstract.

There being no further business before the Board, motion to close the meeting by Deputy Mayor Ray Herbert, 2nd by Trustee Greg Westfall, unanimously approved. Meeting ended at 8:37pm.

Next Work Session – Tentatively Mon. June 1, 2020 at 6:00pm

Next Regular Board of Trustee Meeting Mon. June 8, at 7:00pm

Minutes submitted by Barbara Peebles

August 25, 2020

Approved September 14, 2020

Barbara Peebles 9/16/20
Village Clerk/Treasurer Date

**VILLAGE OF PLANDOME
RESOLUTION R-05-2020-A
WATER ARREARS ASSIGNED TO TAX LEVY 2020-2021**

RESOLVED, that the Board of Trustees of the Village of Plandome hereby confirms, and reappoints the members of the Board of Trustees as members of the Village Board of Water Commissioners, of which the Mayor shall preside as Chairman.

RESOLVED, that when a water charge is in arrears , the Village Clerk/Treasurer shall make a referral to the Board of Water Commissioners / Board of Trustees of said unpaid water charges due to the Village by list stating the property owner, amount due, property address and section, block and lot of said delinquent water account.

RESOLVED, that pursuant to Section 11 1118 of the Village Law, the Board of Trustees hereby directs the Village Clerk/Treasurer to add each item unpaid as of close of business on **May 29,2020** identified by property, the property owner, amount due; including and penalties, property address and section, block and lot of said delinquent water account to the next real estate tax levy and tax bill for the property, and collect the delinquent water charge as part of the Village taxes.

RESOLVED, that only those items on the list approved by the Board of Trustees shall have such action taken as described in the foregoing paragraph taken. Such list shall be attached to this resolution, **in the total amount of \$23,558.12.**

(list to be provided for all unpaid water as of close of business May 29, 2020)

Motion to approve made by Trustee Andy Bartels, 2nd by Trustee Don Richardson.
Unanimously approved.