

INC. VILLAGE OF PLANDOME

BOARD OF TRUSTEES

Board of Trustees Regular Meeting - MINUTES

Monday, February 13, 2023 at 7:00pm - 2nd floor



Attendance:

Present:

Tom Minutillo, Jake Kurkjian, Bob Broderick, Jim Corcoran (via phone), Barbara Peebles

Absent:

Don Richardson

Also Present: Robert Morici, Esq., Paul Pepper, Esq.

Meeting Agenda

- I) Pledge of Allegiance
- II) Approval of minutes (Special Meeting - January 31, 2023)
- III) Department Reports:

- a. Public Works – Trustee Jim Corcoran – call in

Steve Flynn updated the Board regarding the drain issue along South Drive. The investigation and repair project has been designated as an emergency since the road is buckling in multiple places. The Board agreed to have the Village Engineer, West Side Engineering prepare project specs and obtain three quotes to commence the project as soon as possible.

- b. Public Safety

Trustee Bob Broderick reported that car theft incidents in the area are continuing with 1 or 2 in the past months. Residents are to be reminded to remove keys from their vehicles. The Fire Department met with Clerk/Treasurer Barbara Peebles on Feb 6th to review the draft budget, grants, and Capital plan.

- a. Design & Building, NSTV

Trustee Jake Kurkjian advised the Board that they need to appoint a new liaison to the North Shore Public Access TV Commission in April. The Design Review Board has been very active with many houses on their agenda for each meeting.

- b. Utilities, OEM, MBPC

Deputy Mayor Don Richardson was absent.

- c. Clerk/Treasurer Update (YTD Rev/Exp Update, Contingency/Budget Transfers)
 - i. Budget Process and Schedule

Clerk/Treasurer Barbara Peebles provided the Monthly Revenue/Expense highlights and Budget Adjustments. In addition, Clerk/Treasurer Barbara Peebles reviewed the Tax Assessment and forecasted the estimated tax increase required to cover major increases in Nassau County Police costs and other inflation related increases. The draft budget projected the necessity to pierce the Tax Cap.

The Fire Department and Public Works were given their own budgets to provide input.

IV) Unfinished business

- a. Resident issues – Clerk/Treasurer Barbara Peebles reminded the Board of several open requests from residents. Paul Pepper reported that he spoke to the Building Inspector and will follow up with residents/or resident attorney as appropriate.
- b. LIRR – water run-off and Stonytown Road ownership - Village Attorney to send letter of notice to Plandome Manor Mayor Donno.

V) New Business

- a. Notice of Unpaid taxes \$116,001,56 – Late Notices sent to property owners.
- b. Tax Cap Override – Local Law 1-2023
- c. Approval to go out to bid – Roadwork – The Terrace, Oakwood, Parkwoods [R-02-2023-A]
- d. Approval to go out to bid for South Drive Drainage project – Emergency. [R-02-2023-B]
- e. Appointment of Election Inspectors R-02-2023-C]
 - i. Miscellaneous a) Gov. Hochul b) Election reminders c)

VI) Abstract of Claims: Period 9-2022/23

The Board of Trustees reviewed the abstract report, and related invoices for the Abstract of Claims #09-2022-2023 ; General Fund \$90,677.04, Water Fund \$27,097.27, Capital Fund - \$0, Trust & Agency \$0. TOTAL. \$117,774.31. Motion to approve the Abstract was made by Trustee Jake Kurkjian, 2nd by Trustee Bob Broderick, and unanimously approved.

Abstract of Claims: Period 8-2022/23

The Board of Trustees reviewed the abstract report, and related invoices for the Abstract of Claims #08-2022-2023 ; General Fund \$139,372.49, Water Fund \$22,554.45, Capital Fund - \$0, Trust & Agency \$0. TOTAL. \$161,926.94. Motion to approve the Abstract was made by Trustee Jake Kurkjian, 2nd by Trustee Bob Broderick, and unanimously approved

There being no further business before the Board of Trustees , motion to close the meeting by Trustee Jim Corcoran, second by Trustee Jake Kurkjian and unanimously approved. The meeting ended at 8:35pm.

Next Regular Board of Trustee Meeting & Public Hearing : Monday, March 13, 2023 at 7:00pm

Minutes submitted by Barbara Peebles
March 13, 2023
Approved March 13, 2023,
Barbara Peebles 4/9/23
Village Clerk/Treasurer Date

INC. VILLAGE OF PLANDOME RESOLUTION R-02-2023-A

(Resolution dated February 13, 2023)

Title: Resolution to approve preparation bid packet road projects. Oakwood Lane, Parkwood Road, and The Terrace.

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WHEREAS the Board of Trustees has identified the next three roads in need of repair on the Capital Plan.

WHEREAS, The Board authorizes the Village Engineer, Westside Engineering to evaluate the scope and prepare bid packets.

NOW THEREFORE, BE IT RESOLVED, upon a motion by Trustee Jake Kurkjian, and seconded by Trustee Bob Broderick, the foregoing was approved unanimously.

INC. VILLAGE OF PLANDOME RESOLUTION R-02-2023-B

(Resolution dated February 13, 2023)

Title: Resolution to approve preparation bid packet for emergency drain project along South Drive.

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WHEREAS the Board of Trustees has received a report that there is serious drain damage and cracks in pipes along South Drive toward Plandome Road.

WHEREAS, The Board authorizes the Village Engineer, Westside Engineering to evaluate the scope and prepare bid packet.

NOW THEREFORE, BE IT RESOLVED, upon a motion by Trustee Jake Kurkjian, and seconded by Trustee Bob Broderick, the foregoing was approved unanimously.

INC. VILLAGE OF PLANDOME RESOLUTION R-02-2023-C

(Resolution dated February 13, 2023)

Title: Resolution to approve election Inspectors March 2023.

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Resolution for the Board of Trustees to approve the Election Inspectors for Village Election to be held Tuesday, March 21, 2023 at Village Hall.

BE IT RESOLVED that the Board of Trustees approved three Election Inspectors to serve on Tuesday, March 21, 2023 at Village Hall, Plandome.

WHEREAS they will each receive \$140.00 for full day, \$70 for half day, and the Supervisor will receive \$210.00 for a full day.

WHEREAS, notification was sent to Anthony Bianco, Gerry Moran, and Jerly Costello in February 2023 and the Village Clerk/Election Office received confirmation of acceptance.

NOW THEREFORE, BE IT RESOLVED, upon a motion by Trustee Jake Kurkjian, and seconded by Trustee Bob Broderick, the foregoing was approved unanimously.