

**INC. VILLAGE OF PLANDOME**

**BOARD OF TRUSTEES**

**Board of Trustees Regular Meeting - MINUTES**

**Monday, November 14, 2022 at 7:00pm– 2<sup>nd</sup> floor**



**Attendance:**

**Present:**

Tom Minutillo, Jake Kurkjian, Bob Broderick, Jim Corcoran, Don Richardson, Barbara Peebles

**Also present:** Robert Morici, Esq., Paul Pepper, Esq., David DeRienzis

**Meeting Agenda**

I) Pledge of Allegiance

II) Guest – Skinnon & Faber, Michele Adamcyck – Annual Audit (*Board of trustees received DRAFT financial statements Sep. 28, 2022 for review. A Special Meeting is scheduled for Nov. 21, 2022 for our auditor to provide an overview as she was unable to attend in person due to illness. The approval of the Annual Audit has been tabled until the Dec 12, 2022 meeting.*)

III) Approval of minutes (Sep.19, 2022, Oct.17, 2022) *Minutes approved.*

IV) Department Reports:

a. Public Works – Trustee Jim Corcoran

*Trustee Jim Corcoran reported that the pot-hole job was done well especially at the LIRR Station. Clerk/Treasurer Barbara Peebles has submitted for reimbursement from NYS CHIPS Pave Our Potholes program. The Village Green Improvement Project bids will be opened Nov 17th and weather permitting the project will commence before spring.*

b. Public Safety – Trustee Bob Broderick

*Trustee Bob Broderick reported that The Fire Department Finance Committee has not scheduled a meeting as of yet. He also reported that Inspector Vitelli was very responsive to the recent concerns of young people causing trouble in the village. The resident was invited to the meeting to provide a 1st hand account of the incident to the Board of Trustees.*

c. Design & Building, PATV – Trustee Jake Kurkjian

*Trustee Jake Kurkjian reported that granting the re-installment of low stone wall along the village berm at 32 North Drive is not setting precedent and that an agreement is forthcoming to indemnify the village. Trustee Jim Corcoran will coordinate the agreement and speak to the Village Attorneys.*

*Other matters will be addressed later in the meeting as presented by Lina Haase Kane, Chairperson of the Design Review Board.*

d. Utilities, OEM, MBPC - Deputy Mayor Don Richardson

*Deputy Mayor Don Richardson indicated there is no OEM matters to report, but the next meeting is scheduled before the end of November 2022.*

*Manhasset Bay Protection Committee provides detailed quarterly reports which will be shared with Board of Trustees going forward. Clerk/Treasurer Barbara Peebles reported that the Leeds Pond extension on Stonytown Road is in dire condition and working with Nassau County to address.*

*Deputy Mayor Don Richardson shared an update on the septic system replacement program where grants are available to residents. A link will be posted on the village website.*

e. Financial Update - Clerk Treasurer Barbara Peebles

*Village Clerk/Treasurer reported on the variances to the Revenue/Expense report and explained the budget transfers during the October meeting and now affixed to the report and approved by the Board of Trustees.*

V) Unfinished business

a. Resident request/s – 32 North Drive (McKeown) *The Board of Trustees agreed to approve the resident request pending an agreement to be presented.*

b. Historic Task Force - *discussion*

VI) New Business

a. Resolution to appoint a "Tree Board" – *A resolution passed to appoint the Board of Trustees as the Plandome Tree Board. This will enable the village to apply for grants. [R-11-2022-B]*

b. Oakwood Ln. and Parkwoods Rd. – *beautification of islands - tabled*

c. LENS program for Plandome Volunteer Fire Department - *A resolution passed to enroll all Volunteer Fire Dept. members and village employees that drive village vehicles to participate in the NY State LENS program effective immediately. [R-11-2022-C]*

d. Police matters – *discussion*

VII) Abstract of Claims: Period 5-2022/23

*The Board of Trustees reviewed the abstract report, and related invoices for the Abstract of Claims #06-2022-2023 ; General Fund \$69,124.53, Water Fund \$73,771.88, Capital Fund - \$2568.09, Trust & Agency \$0. TOTAL. \$145,464.50. Motion to approve the Abstract was made by Trustee Bob Broderick, 2nd by Trustee Jake Kurkjian, and unanimously approved.*

VIII) Guest – Design Review Board – various topics.

*A motion was made at 9:00pm to enter into Executive Session by Trustee Jake Kurkjian to discuss legal matters, unanimously approved. A motion was made by Trustee Jake Kurkjian at 9:35pm to end Executive Session, 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. Meeting ended at 9:50pm*

Next Regular Board of Trustee Meeting: Monday, December 12, 2022 at 7:00pm.

Minutes submitted by Barbara Peebles  
December 12, 2022

Approved December 12, 2022

Barbara Peebles

Village Clerk/Treasurer

Date

12/12/22

**INC. VILLAGE OF PLANDOME RESOLUTION R-11-2022-A & R-11-2022-B**

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RESOLUTIONS TO GRANT RELIEF ON YANG PROJECT PER THE REQUEST OF THE  
DESIGN REVIEW BOARD DATED NOV 14, 2022

**R-11-2022-A**

1. A Resolution to Grant relief to Mr. Yang of 15 Rockwood Road East (Sec. 3, Block, 67, Lot 707), from Section 125-3 of the Village Code, permitting the regrading associated with the construction of the "Proposed Boulder Walls" as shown and detailed on the "Wall Plan" dated 10/18/2022, as prepared by Northeast Civil Land Surveying & Civil Engineering.

**R-11-2022-B**

2. A Resolution to Grant relief to Mr. Yang of 15 Rockwood Road East (Sec. 3, Block, 67, Lot 707), from Section 139-10(E) of the Village Code, permitting a 22.8' wide curb cut (where only an 18' curb cut is permitted), as shown and detailed on the "Wall Plan" dated 10/18/2022, as prepared by Northeast Civil Land Surveying & Civil Engineering.

**INC. VILLAGE OF PLANDOME RESOLUTION R-11-2022-C**

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RESOLUTION TO APPOINT BOARD OF TRUSTEES AS THE TREE BOARD  
DATED NOV 14, 2022

BE IT RESOLVED that the Board of Trustees has been appointed as the Village Tree Board;

WHEREBY, the Tree Board is dedicated to the preservation of the existing trees throughout the village community and the repopulation of trees that have been removed or can no longer survive.

FURTHER, the Tree Board is needed to preserve the integrity of the village's commitment to continued enhancement and beautification of the village, and to support the village tree laws;

THEREFORE, NOW BE IT RESOLVED, that the Board of Trustees of the Incorporated Village of Plandome, hereby serves as Plandome Tree Board.

The forgoing resolution was moved by Trustee Jim Corcoran, and seconded by Trustee Bob Broderick, and unanimously approved.

**INC. VILLAGE OF PLANDOME RESOLUTION R-11-2022-D**

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RESOLUTION TO APPROVE LENS PROGRAM TO BE IMPLEMENTED IN THE VILLAGE  
OF PLANDOME - DATED NOV 14, 2022

BE IT RESOLVED that the Board of Trustees has been approved the Village's participation in the License Event Notification Service (LENS) program;

WHEREBY, any employee or volunteer that drives a Village vehicle will be enrolled by the Village Clerk in the DMV LENS reporting program.

FURTHER, the Village Attorneys and Village Insurance broker support the LENS program which serves to reduce liability to the Village;

THEREFORE, NOW BE IT RESOLVED, that the Board of Trustees of the Incorporated Village of Plandome, hereby direct the Village Clerk to enroll employees of the Village and all members of the Volunteer Fire Department that drive Village vehicles.

The forgoing resolution was moved by Trustee Jim Corcoran, and seconded by Trustee Bob Broderick, and unanimously approved.

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Benefits appended below:

- confidence in the credentials of your drivers
- determination of a driver's license status immediately
- ability to produce an abstract at any time (including CDL abstracts)
- identification of problem drivers
- pre-employment screening
- preparation for DOT & Insurance audits