

INC. VILLAGE OF PLANDOME

BOARD OF TRUSTEES

REGULAR MEETING

Monday, December 9, at 8:00pm

MINUTES
APPROVED



Present: Tom Minutillo, Andy Bartels, Ray Herbert, Barbara Peebles
Absent: Don Richardson, Greg Westfall
Also present: John Ritter ESQ

AGENDA

- I) Pledge of Allegiance
- II) Approval of Minutes - Work Session Dec 2, 2019 – *tabled pending legal wordsmith edits.*
- III) Department Reports:

- a. Public Works

Trustee Andy Bartels reported that a permanent easement will be drawn up between owners of 15 Rockwood Road and the Village in order to allow a walkway over the culvert. John Ritter outlined process: a) John Ritter will speak to Jim Antonelli by the end of the week to obtain technical details, b) John Ritter will draft agreement, granting permanent easement to Village for use of property, c) The Board will approve, and send to property owner who will approve, sign and accept.

- b. Public Safety, MBPC

Deputy Mayor Ray Herbert and Trustee Andy Bartels met with the three Fire Chiefs to discuss NY State definition of "active firefighter" as well as Plandome Volunteer Fire Department by-laws with regard to eligibility to participate in the Village health benefits and tax exemption status. The Fire Chief will send reminder to all members so that he can provide the annual attestation to the Village Clerk.

A Special Meeting will be noticed in order to award the Fire Truck bid and contract. December 13, 2019.

- c. Design & Building, PATV - *tabled absent*
 - d. Utilities, OEM - *tabled absent*
 - e. Clerk/Treasurer Update
 - i. Resolution for budget transfers for unbudgeted expenses from Contingency [R12Dec-2019-H]

Clerk Barbara Peebles reviewed the Rev/Exp Comparison Report Period 1_6 with no issues other than budget transfers required or unbudgeted expenses. Appended to the minutes. Trustee Andy Bartels motioned to approve four budget transfers, 2nd by Deputy Mayor Ray Herbert, unanimously approved.

IV) Unfinished Business

See above – III. A, regarding Rockwood Culvert project.

V) New Business

- a. Resolution to refund 5% deposit McGowan & Sons replaced by Maintenance Bond.
[R12Dec-2019-D] Village Engineer, Jim Antonelli reviewed work and approved.
Trustee Andy Bartels motion to refund Maintenance Bond, 2nd by Deputy Mayor Ray Herbert, unanimously approved.
- b. Resolution to approve Tree Maintenance Bid not to exceed budgeted amount.
[R12Dec-2019-E] *Motion to award the Maintenance and Tree Removal contract awarded to the lowest responsible bidder, Hefferin Landscaping, Inc. in the amount of \$10,600. by Deputy Mayor Ray Herbert, 2nd by Trustee Andy Bartels, unanimously approved. Agreement appended to the minutes.*
- c. Resolution to revise Work Session and Regular Board Meeting schedule.
[R12Dec-2019-F] *Trustee Andy Bartels motion to change times of the Work Session to start at 6:00pm and Regular Board Meeting to start at 7:00pm. Motion 2nd by Deputy Mayor Ray Herbert, unanimously approved.*
- d. Resolution to approve village holiday schedule for 2020.
[R12Dec-2019-G] *Motion to approve the 2020 village calendar by Deputy Mayor Ray Herbert, 2nd by Trustee Andy Bartels, unanimously approved.*

VI) Abstract of Claims

The Board reviewed all vouchers, Motion to approve by Trustee Andy Bartels, 2nd by Deputy Mayor Ray Herbert; upon motion the abstract of Claims (December 2019) #07-2019_2020 was unanimously approved; General Fund \$439,041.61, Water Fund \$60,472.28, Capital Fund - \$7,838.83, Trust & Agency \$3538.65; TOTAL \$510,891.37.

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There being no further business before the Board, motion to close the meeting by Trustee Greg Westfall, 2nd by Deputy Ray Herbert. Unanimously approved. Meeting ended at 7:53pm.

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Minutes submitted by Barbara Peebles
February 11, 2020

Approved March 16, 2020

Barbara Peebles 4/1/2020
Village Clerk/Treasurer Date

Next BoT Working Session Tue. Jan. 21, 2020 at 6:00pm

Next Regular BoT Meeting & Public Hearing (ExteNet application) Tue. Jan 21, 2020 at 8:00pm