

INC. VILLAGE OF PLANDOME
BOARD OF TRUSTEES
Regular Meeting & PUBLIC HEARING
Monday, April 13, 2020 at 7:00pm

MINUTES
APPROVED



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

Meeting via teleconference: +1 (872) 240-3212, Access Code: 203-036-269

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

AGENDA

I) Pledge of Allegiance

II) Public Hearing:

a. Hearing on the Tentative Annual Budget Fiscal Year June 1, 2020 – May 31, 2021

Clerk Treasurer Barbara Peebles reported that all notices were published as required by law. The Clerk's office did not receive any comments or questions regarding the Public Hearing on the 2020-2021 Budget.

The Board of Trustees reviewed the details of the Tentative Budget. Key area of concern was regarding the uncertainty of the impact to Building Dept revenues. Clerk Peebles indicated primary impact will be to current fiscal year (March-May shut down) and depending upon when building restrictions are lifted the next fiscal period is unknown. The budget was reduced from \$250,000 to \$175,000.

Deputy Mayor Ray Herbert and Trustee Andy Bartels provided justification to the Fire Department increased budget request. Clerk Treasurer Barbara Peebles suggested the additional equipment needed for the new Fire Truck be charged to the Capital Fund as it is a one-time expense and still fits within the anticipated total. Capital Fund Report provided and appended to the minutes.

III) Approval of Minutes (Work Session, April 6, 2020) – *tabled.*

IV) Department Reports: *tabled due to the late hour.*

- a. Public Works
- b. Public Safety, MBPC
- c. Design & Building, PATV
- d. Utilities, OEM

e. Clerk/Treasurer Update

Clerk Treasurer Barbara Peebles submitted a report with a request for 4 budget transfers. Trustee Don Richardson made a motion to approve the transfers from the Contingency fund, 2nd by Deputy Mayor Ray Herbert and unanimously approved. Budget Transfer Report appended to the minutes. [R-04-2020-B]

V) New Business

- a. LIRR Parking Lot Capital project – *tabled until next meeting*
- b. Don Scott Memorial Foundation – 5K run [R-04-13-2020-C]
- c. Annual Lauri Strauss Leukemia Foundation Bike Tour/Walk [R-04-2020-C]

The Board was asked to approve two annual charity fundraisers for a date to be rescheduled. Motion to approve was made by Deputy Mayor Ray Herbert, 2nd by Trustee Don Richardson and unanimously approved.

VI) Abstract of Claims 11-2020

The Board reviewed detailed Abstract reports. Motion to approve by Deputy Mayor Ray Herbert, 2nd by Trustee Andy Bartels; upon motion the abstract of Claims (March 2020) #11-2019_2020 was unanimously approved; General Fund \$73,389.47, Water Fund \$11,800.83, Capital Fund - \$234,471.12; TOTAL \$318,581.42. Trustees will visit the Clerk's office to review actual invoices associated with the abstract.

Executive Session

At 9:21pm Trustee Andy Bartels made a motion to enter Executive Session to discuss employee benefits and compensation with consideration of annual raises.

The Board of Trustees came out of Executive Session at 10:00pm and made two motions:

Trustee Andy Bartels made a motion to approve a 1% annual salary increase for all five employees effective June 1, 2020, 2nd by Trustee Don Richardson and unanimously approved. [R-04-2020-D]

Trustee Don Richardson made a motion to approve the enhanced dental, vision, Life/ADD insurance, and LTD proposal for employees effective June 1, 2020. (schedule appended to the minutes). Motion was 2nd by Trustee Andy Bartels. Motion was approved by Mayor Tom Minutillo, Trustee Andy Bartels, Trustee Don Richardson, Trustee Greg Westfall, and Deputy Mayor Ray Herbert voted no. Motion carried. [R-04-2020-E]

There being no further business before the Board, motion to close the meeting by Trustee Andy Bartels, 2nd by Trustee Don Richardson, unanimously approved. Meeting ended at 10:13pm.

Next Board of Trustee Public Hearing (Budget 2020-2021) Mon. April 20, 2020 at 7:00pm

Next Work Session – Tentatively Mon. May 4, 2020 at 6:00pm

Next Regular Board of Trustee Meeting Mon. May 11, 2020 at 7:00pm

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Minutes submitted by Barbara Peebles

May 1, 2020

Approved May 11, 2020

Barbara Peebles 5/11/2020  
Village Clerk/Treasurer      Date