

INC. VILLAGE OF PLANDOME  
BOARD OF TRUSTEES

**Regular Meeting**

Monday, December 14, 2020 at 7:00pm

MINUTES  
APPROVED



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

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

**Attendance:**

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

**Absent:** Robert Broderick

**Also in attendance:** Bob Morici, Esq., Paul Pepper, Esq.

**AGENDA**

I) Pledge of Allegiance

II) Administrative:

a. Roll Call

b. Approval of Minutes – *Minutes of the Nov 9, 2020 Board of Trustee Meeting were reviewed and approved. Motion by Deputy Mayor Don Richardson, 2<sup>nd</sup> by Trustee Jim Corcoran, and unanimously approved.*

III) Annual Audit Overview, Michele Adamczyk of Skinnon & Faber, CPA's, P.C.

*Michele Adamczck presented highlights of the Annual Audit, period ending May 31, 2020. A few key positive points: the village is in excellent financial position, in compliance in all financial matters, especially in comparison to other villages during the COVID19 period. The Village has managed expenses very well to result in surplus again, and the village continues to have a healthy reserve.*

IV) Department Reports:

a. Public Works

*Trustee Jim Corcoran indicated that he would schedule an additional meeting with Andy Bartels before he can comfortably report on the capital projects pending. A further discussion with the Trustees is required for the Board of Trustees to review Capital Plan and establish prioritization and timing on projects.*

b. Public Safety

*Trustee Bob Broderick absent.*

c. Design & Building, PATV

*Trustee Jake Kurkjian provided an update on the projects scheduled for Planning and Zoning Board of Appeals.*

d. Utilities, OEM, MBPC

*Deputy Mayor Don Richardson reported that there is no update regarding the ExteNet lawsuit. The PWOEM meeting was cancelled. Manhasset Bay Protection Committee is very active and the minutes of the meeting and other documents will be forwarded. Two key initiatives include: dredging of Manhasset Bay and grants available for septic systems.*

e. Clerk / Treasurer Update

*Clerk/Treasurer Barbara Peebles reported highlights of the Revenue/Expense YTD through period 6. A request for budget transfers from Contingency to Audit (\$1638.00), unbudgeted storm drain repairs (\$14,601), Village Attorney (\$15,977 Humes & Wagner) and Village Arborist (\$1213.00 due to Tropical Storm damage). Balance remaining n contingency line is \$869.00*

V) Unfinished Business

- a. Signage Village Green - *tabled until Spring, revisit depending on the use of LIRR lot.*
- b. NC Police agreement – *per Village attorney review, this agreement benefits Plandome and should remain in place.*

VI) New Business

- a. Plandome Women's Club – carpet – *Carlyn Casey, PWC President would like the carpet replaced on 2<sup>nd</sup> floor and stairs, Approximate cost \$11,000. Clerk Barbara Peebles will ask her to submit justification and bring to the Board during budget planning.*
- b. Nassau County Shared Services Plan (Don) *Deputy Mayor Don Richardson will research further to ascertain whether shared services offer an opportunity for savings to the village.*
- c. Fire Dept. Health Insurance - Optional Benefit. *Clerk Barbara Peebles outlined the justification to implement a \$75.00 annual administrative fee for each Firefighter family enrolled in the village health insurance program. Motion made by Deputy Mayor Don Richardson, 2<sup>nd</sup> by Trustee Jake Kurkjian, unanimously approved. [R12-2020-A]*

VII) Abstract of Claims: Period 6-2020

*Board of Trustees reviewed the abstract report, pending upon review of invoices. Abstract of Claims #06-2020-2021 and was unanimously approved; General Fund \$481,378.10, Water Fund \$47,581.78, Capital Fund - \$3,311.23, Trust & Agency \$1,427.50. TOTAL. \$533,698.61. Trustees visited the Clerk's office 12/16/2020 to review actual invoices associated with the abstract and approved.*

*There being no further business before the Board, motion to close the meeting by Trustee Jake Kurkjian, 2<sup>nd</sup> by Deputy Mayor Don Richardson, unanimously approved. Meeting ended at 8:43pm.*

Next Work Session – none scheduled

Next Regular Board of Trustee Meeting Mon. January 11, 2021 at 7:00pm

Minutes submitted by Barbara Peebles  
January 8, 2021

Approved January 11, 2021

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Village Clerk/Treasurer	Date
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MINUTES

**Resolution 12-2020-A**

Resolution for the Board of Trustees to implement an administrative fee for Fire Department enrollees in the village medical insurance program.

BE IT RESOLVED that the Board of Trustees agreed to implement an annual administrative fee per Fire Fighter family that participates in the village medical insurance program effective January 1, 2021 and is non-refundable.

WHEREAS, the policy will be revised and communicated to the Plandome Fire Department.

WHEREAS, the Village offers this as an optional benefit to active Firefighters according to policy.

RESOLVED, upon a motion by, Deputy Mayor Don Richardson and seconded by Trustee Jake Kurkjian, the foregoing was approved unanimously.