

INC. VILLAGE OF PLANDOME

BOARD OF TRUSTEES

REGULAR MEETING

Monday, March 11, 2019 at 8:00pm



Present: Ray Herbert, Andy Bartels, Don Richardson, Katie Saville, Barbara Peebles
Absent: Lloyd Williams
Guest: John Ritter

AGENDA

I) Pledge of Allegiance

II) Approval of Minutes (Regular BOT Meeting – February 11, 2019, Work Session March 4, 2019)
Motion to approve minutes with minor edit. Motion approved, Trustee Saville abstain March 4th minutes.

III) Department Reports:

a. Public Works

Trustee Bartels advised that two road projects will be revisited and scheduled for April: Willets Lane drainage after meeting with residents again. Rockwood Culvert is being scoped and Village Engineer is completing DEC Report. In addition work will begin on small triangle South Drive, Belgium blocks and shrubbery. Village Engineer is also looking into Plandome Road repair and LIRR parking lot again.

Trustee Saville requested that the larger triangle on Oakwood Lane get repaired.

b. Public Safety, MBPC

Deputy Mayor Herbert read current Police reports for January and February, appended to minutes. No Fire Department report was available Manhasset Bay Protection Committee (MBPC) A preliminary report on storm surge barriers is under review. Deputy Mayor is unable to attend next meeting March 14, 2019.

c. Design & Building, PATV

Trustee Saville reported that the minutes of the latest Design Review Board (DRB) meeting were not available. Trustee moved to appoint Caitlyn McEnroe as her replacement on the PATV Committee due to her business travel schedule. Motion carried with unanimous approval.

Trustee Saville raised a question regarding Open Meeting Law and whether the Village Boards i.e. Planning, Zoning Board of Appeals (ZBA), DRB, are following standard procedures. Meetings are posted in website calendar, bulletin board and all notices are published as required. Follow up to ensure agenda, meeting minutes, and decisions are published as required. (Note: transcripts are on file for ZBA and Planning Board meetings) John Ritter to contact Chair of DRB and coordinate a refresher training.

d. Utilities, OEM

Trustee Richardson reported that the Port Washington - Manhasset Office Office of Emergency Management (PWM OEM) Emergency Operations Center (EOC) has opened. This is a command center for PWM OEM, whose mission is the education, preparation, notification and coordination with and between our 9 village

members, and our local first responders (fire, police, EMS), along with coordination with the Nassau County OEM, for any serious community-wide emergency. In addition, it will provide a back-up EOC for any Village's own EOC in the event that is unable to be used. Deputy Mayor Herbert and Trustees Bartels and Richardson visited the PWM OEM EOC one evening the previous week for a private tour and presentation by Commissioner Forman.

Trustee Richardson moved that the new 2019 Village Comprehensive Emergency Management Plan (CEMP) be approved by the BoT. The motion was seconded by Trustee Bartels and approved unanimously. This official document is required by the Federal government and by FEMA in particular, in order to be eligible for reimbursement in a future qualifying emergency. It was requested that the Clerk prepare three hard copies; one for the Village EOC, the Mayor, and EM Richardson, respectively.

Trustee Richardson questioned the status of the ExteNet application and whether the Village would re-engage CMS Consulting (Richard Comi). (Agenda IV.b) Clerk Peebles confirmed that payment was released to Richard Comi with fee deducted from the ExteNet escrow account. Village Attorney John Ritter instructed Clerk to send Richard Comi full application packet. Board members reiterated that the Village was not interested in any out of pocket expenses for the new application. John Ritter will follow up with Richard Comi.

e. Clerk/Treasurer Update

i. 2019/2020 Tentative Budget

Board reviewed draft budget and items highlighted by Clerk Peebles. Fire Department was sent their budget awaiting their input. Discussion of Tax Cap with agreement to approve Local Law in the event it is needed but the Board intent is to avoid piercing the 2% Tax Cap. Final Tax Roll Assessment will be approved at Special Board meeting March 18th, 2019.

Trustee Saville requested complete Budget workbook with historical data as relates to Salary & Benefits, Tax Levy. Clerk Peebles will update open items and send to Board.

IV) Unfinished Business

a. Appointment of Election Inspectors

Election Inspector names were presented by Clerk Peebles. Trustee Saville questioned why one of the replacement Inspectors was not a resident of Plandome and preferred we give opportunity to a resident. Policy doesn't require Inspectors to be resident of Plandome and there were no other certified inspectors on file. Trustee Bartels motioned to approve the Election Inspectors, motion carried by unanimous approval. Resolution annexed to minutes.

b. ExteNet Application

Item discussed above in III) d.

c. LIRR pending agreement

Clerk Peebles updated the Board on the LIRR project and their request to have an office trailer on Village property on east side of entrance to Public Works yard. Clerk Peebles negotiated \$1500 per month for 8 months. Board approved to move forward with specific requirements including insurance. [Note: The LIRR could have located the work trailer on the LIRR parking lot since the project is to the safety thereof. The Board supported alternate location to benefit commuters as well as receiving \$12,000 permit fee to help fund work required at parking lot.]

V) New Business

a. Village Tax Grievances

The Board of Trustees sat as Board of tax Assessors and reviewed the list of Complaints on Real property filed against the 2019-2020 Tax Assessment Roll, (A copy of complaints appended to these minutes). Trustee Bartels moved to deny each complaint individually. Board unanimously agreed and voted to decline. Humes & Wagner will notify all applicants of denial and advise them of their right to file SCAR claims.

b. Introduction of Proposed Local Law A-2019 "Property Tax Cap Override"

The Board introduced Local Law in the event that the budget will require an override of 2%. John Ritter will provide draft of law. It is the intent of the Board not to override the 2% tax cap, tentative budget at 1.9%. Draft Local Law appended to these minutes.

VI) Abstract of Claims.

BOT reviewed all vouchers, Motion to approve by Trustee Saville, 2nd by Trustee Bartels; upon motion by Deputy Mayor Herbert the abstract of Claims #09-2018-2019 was unanimously approved; General Fund \$443,767.92, Water Fund \$15,134.95, Capital Fund - \$640.00, Trust & Agency \$31,494.00 Total \$491,036.87

There being no further business before the Board, motion to close the meeting by Trustee Saville, 2nd by Trustee Bartels. Unanimously approved. Meeting ended at 9:45pm.

Special BOT Meeting -Monday March 18, 2019 at 300pm)

Next Working Session Mon. April 1, 2019 at 7:00pm

Regular BOT Meeting & Public Hearing (Budget) Mon. April 8, 2019 at 8:00pm

Minutes submitted by Barbara Peebles
April 7, 2019

Approved April 8, 2019

Barbara Peebles 4/9/19
Village Clerk/Treasurer Date

APPOINTMENT OF INSPECTORS OF ELECTION

The Village Clerk noted that the Village's general election will be held on March 19, 2019. She noted that the following persons are available to act as Inspectors of Election. Accordingly, on motion duly made and seconded, the Board unanimously

RESOLVED, that the following persons be, and they hereby are, designated and appointed Inspectors of Election, and they shall meet on March 19, 2019, between the hours of noon and 9:00 p.m., inclusive, at the place designated for such Village election for the purpose of conducting the Village election:

Mr. Anthony Bianco (Chairman), Ms. Jeryl Costello, and Ms. Judith Cronin

and it is

FURTHER RESOLVED, that Anthony Bianco be, and he hereby is, designated to act as Chairperson of the Inspectors of Election; and it is

FURTHER RESOLVED, that the compensation for each of the Inspectors of Election be, and it hereby is, established as \$140.00 for their service; and the Chairperson is established as \$170.00 for his service.

FURTHER RESOLVED, the Board reaffirmed that the Inspectors of Election do not have to reside within the Village to serve.

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