

**INC. VILLAGE OF PLANDOME
BOARD OF TRUSTEES**

Board of Trustees Regular Meeting - MINUTES APPROVED

Monday, May 9, 2022 at 7:00pm

Meeting to be held via Zoom due to COVID



Present:

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

Also present: Robert Morici, Esq.

AGENDA

I) Pledge of Allegiance

II) Administrative:

- a. Approval of Minutes (April 11, 2022) *Motion to approve the minutes by Trustee Jake Kurkjian, 2nd by Mayor Tom Minutillo, unanimously approved.*

III) Department Reports:

- a. Public Works – Trustee Jim Corcoran

Trustee Jim Corcoran reported that Willets Lane start date has been delayed due to the pending watermain project on Plandome Road. Village Attorney Paul Pepper will advise property owner for 1029 Plandome Road to decide whether or not he is dropping out of the joint project bid so that the project can be awarded.

LIRR Parking Lot #1 North – Clerk/Treasurer Barbara Peebles has followed up with the LIRR as their engineer department is reviewing. Next steps to be determined once the LIRR report is received.

- b. Public Safety – Trustee Bob Broderick

Trustee Bob Broderick confirmed that the Fire Dept. policy has been accepted with regard to annual physicals. The Fire Dept. has mentioned the need to replace approximately 80 sets of turn out gear. This will be added to their Capital request and/or a grant has been submitted by Clerk/Treasurer to Assemblywoman Sillitti. Clerk/Treasurer discussed staggering 10-15 sets annually so that the useful use period does not occur at the same period again.

Trustee Bob Broderick will contact Mayor Ken Risica to improve communication with local Police.

- c. Design & Building, PATV – Trustee Jake Kurkjian

Trustee Jake Kurkjian reported that his regular meetings with the Building Inspector have been valuable. Training is still to be scheduled between Village Attorney Paul Peebles and the Design Review Board.

The Fire Dept. has been cleared to utilize 20 The Ridge for training prior to the demolition.

The open Article 78 case (1029 Plandome Road) deadline to appeal is June 22, 2022.

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

Deputy Mayor Don Richardson reported that there have been no PWOEM Meetings, but he will call the President Peter Foreman for any update. Manhasset Bay Protection Committee – there was no meeting however their next report will be shared with the Board.

e. Financial Update - Clerk Treasurer Barbara Peebles

Clerk/Treasurer Barbara Peebles provided the Revenue/Expense Comparison report with highlights that include a forecasted \$50,000 in revenue surplus. There were no budget transfers and year-end adjustments are underway. Grants have been awarded in excess of \$300,000 for the fiscal year. The Village Capital Plan will be reviewed at the next meeting.

IV) Unfinished business

- a. 7 Hawthorne Lane – tree removal [R-50-2022-A]
- b. Resolution for emergency repair drainage on North Drive [R-05-2022-B]

V) New Business

- a. Approve Water Re-levy [R-05-2022-C]
- b. Approve post-settlement engagement HDR wireless consultant [R-05-2022-D]
- c. Approval of Annual MS4 Stormwater Report [R-05-2022-E]
- d. Appoint members of the Fire Dept. Kings Trust Finance Committee [R-05-2022-F]
- e. Discussion items:
 - i. ExteNet – HDR will collaborate with Clerk/Treasurer and Building Inspector to ensure permits and installations are in compliance with the settlement.
 - ii. Lawn signs code - tabled
 - iii. Village Clock – location to be reviewed. ZBA process should be mirrored to advise homeowners within 500 feet of installation.
 - iv. Consider an “approved” Tow Company – declined

VI) Abstract of Claims: Period 11-2021/22

Board of Trustees reviewed the abstract report, and related invoices for the Abstract of Claims #11-2021-2022 ; General Fund \$96,698.32, Water Fund \$25,953.15, Capital Fund - \$640.00, Trust & Agency \$50.00. TOTAL. \$123,341.47. Motion to approve the Abstract was made by Mayor Tom Minutillo 2nd by Trustee Bob Broderick, and unanimously approved.

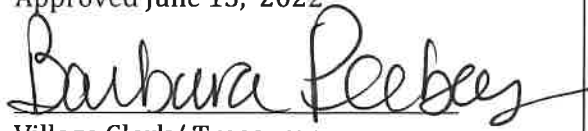
Work Session – none scheduled

Next Regular Board of Trustee Meeting: Monday, June 13, at 7:00pm

There being no further business before the Board, motion to close the meeting by Trustee Jim Corcoran, 2nd by Deputy Mayor Don Richardson, and unanimously approved. Meeting ended at 8:47pm.

Minutes submitted by Barbara Peebles
on June 10, 2022

Approved June 13, 2022


Village Clerk/ Treasurer

Village of Plandome Resolution 05-2022-A

Resolution to approve removal of tree at 7 Hawthorne Lane.

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BE IT RESOLVED that the Board of Trustees approves the removal of the tree as indicated on Jose and Sylvie Gomes' Tree Permit Application dated March 7, 2021,

WHEREFORE, the Board of Trustees of the Incorporated Village of Plandome has the authority to overturn the determination of the Village Arborist in consideration of extenuating circumstances, and

WHEREFORE, the Board of Trustees, after due deliberation and consideration [Village code 153A-5.A(3)] have determined that the tree in question is causing undue fear to the homeowners safety due to its height and proximity to their home and removal is warranted;

THEREFORE, NOW BE IT RESOLVED, that the Board of Trustees of the Incorporated Village of Plandome, hereby approves the tree removal with two conditions, 1) a replacement tree, species approved by the Village Arborist, be planted within their property line, and 2) that all unauthorized trees and shrubs be removed from the village berm at the homeowners expense.

The forgoing resolution was moved by Mayor Tom Minutillo, and seconded by Trustee Jake Kurkjian, and adopted as follows:

Mayor Thomas Minutillo:	aye
Deputy Don Richardson:	aye
Trustee Dr. Robert Broderick:	aye
Trustee James Corcoran:	aye
Trustee John "Jake" Kurkjian:	aye

Dated: May 9, 2022

Filed: Clerk's Office

Signed: _____

Barbara Peebles, Village Clerk/Treasurer

Village of Plandome Resolution 05-2022-B

Resolution to approve emergency repair drain North Drive & Brookside Drive

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BE IT RESOLVED that the Board of Trustees approves the emergency repair of drain on North Drive near Brookside,

WHEREBY, Stasi Brothers submitted a detailed quote, appended to the minutes,

THEREFORE, NOW BE IT RESOLVED, that the Board of Trustees of the Incorporated Village of Plandome, hereby approves the engagement at the cost of no more than \$7000.00,

The forgoing resolution was moved by Trustee Jake Kurkjian, and seconded by Trustee Bob Broderick, and unanimously approved.

Village of Plandome Resolution 05-2022-C

Resolution to approve water re-levy

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BE IT RESOLVED that the Board of Trustees approves the annual re-levy of the delinquent water bills to be transferred to the homeowners real property tax bill per Village policy,

WHEREFORE, the Village Clerk & Treasurer Barbara Peebles has reported the amount to be \$19,397.93, and

THEREFORE, NOW BE IT RESOLVED, that the Board of Trustees of the Incorporated Village of Plandome, hereby approves the annual re-levy, with the detailed report appended to the minutes,

The forgoing resolution was moved by Trustee Jake Kurkjian, and seconded by Trustee Bob Broderick, and unanimously approved.

Village of Plandome Resolution 05-2022-D

Resolution to task order – HDR Engineering Wireless Consultant post settlement.

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BE IT RESOLVED that the Board of Trustees approves the Task Order 2021-02 as provided by Hennington, Durham & Richardson Architecture Engineering, P.C. (HDR) dated April 28, 2022,

WHEREFORE, the Board of Trustees of the Incorporated Village of Plandome has engaged HDR to ensure the ExteNet applications and installation of the small nodes are in compliance with the final settlement,

WHEREFORE, the details are appended to the minutes per the task order for a period to commence April 28, 2022 through July 31, 2022;

THEREFORE, NOW BE IT RESOLVED, that the Board of Trustees of the Incorporated Village of Plandome, hereby approves up to \$4,400.00 total expense.

The forgoing resolution was moved by Trustee Jake Kurkjian, and seconded by Trustee Bob Broderick, and unanimously approved.

Village of Plandome Resolution 05-2022-E

Resolution to approve the Annual Stormwater Management Report

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BE IT RESOLVED the Board of Trustees approve the Annual Stormwater Management Report.

WHEREAS, the Inc. Village of Plandome completed the Annual Storm Water Management Report on April 12, 2022. The report was prepared by James Antonelli of West Side Engineering for the period March 2021, to March 2022. The draft report had been posted on the Village website on April 12, 2022, and available at the Village Hall for review by the public. To date, no comments have been received.

WHEREAS the Inc. Village of Plandome Board of Trustees acknowledged that the Annual Report was to be filed with the New York State Department of Environmental Conservation no later than June 1, 2022. On May 10, 2022, Mayor Thomas Minutillo signed the MS4 Municipal Compliance Certification (MCC) Form that was included in the final Storm Water Management Annual Report submission to the New York State Department of Environmental Conservation.

WHEREAS , upon discussion and review of the requirements, a copy of the report was directed to be annexed to the minutes,

NOW THEREFORE, BE IT RESOLVED, upon a motion by Trustee Jake Kurkjian, and seconded by Trustee Bob Broderick, the foregoing was approved unanimously.

Village of Plandome Resolution 05-2022-F

Resolution to renew the Fire Department Kings Trust Finance Committee

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RESOLUTION put forth to the Board of Trustees to approve the members of the Fire Department Kings Trust Finance Committee.

WHEREAS the Fire Department Kings Trust Finance Committee shall include the following members: Trustee Bob Broderick (as Public Safety Commissioner), PFD Treasurer Stephen Reilly, PFD Chief Sean Byrne (as Committee Chair/Chief of the Department), PFD First Deputy Chief Rob Saville (as Secretary) and one ex-PFD Chief Tom Carroll.

WHEREAS the members term shall be effective immediately and expire May 31, 2023, and members shall be re-appointed by the Board of Trustees on an annual basis, and

WHEREAS the Fire Department Kings Trust Finance Committee will report to the Board of Trustees as needed via the Safety Commissioner as a member of the Fire Department Kings Trust Finance Committee.

BE IT RESOLVED that the Board of Trustees approves the recommendation put forth by the Chiefs of the Plandome Volunteer Fire Department per the email dated May 4, 2022.

RESOLVED, upon a motion by Trustee Jake Kurkjian, and seconded by Trustee Bob Broderick, the foregoing was approved unanimously.