

INC. VILLAGE OF PLANDOME

BOARD OF TRUSTEES

Board of Trustees Regular Meeting & Public Hearing

MINUTES APPROVED

Monday, December 13, 2021 at 7:00pm



Present:

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

Absent: Jim Corcoran

Also present: Bob Morici, Esq., Special Counsel Ed Ross, Esq.

AGENDA - revised

Pledge of Allegiance

PUBLIC HEARING

- A. Resolution [R-12-2021-A] to adopt Local Law LL1-2021 (fines for dog bites)

Clerk/Treasurer Barbara Peebles reported that notice of public hearing was properly noticed. There were no comments sent in advance of hearing and no comments at the hearing. Motion by Deputy Mayor Don Richardson to close Public Hearing and approve resolution to increase fines for dog bites. [R12-2021-A] 2nd by Trustee Bob Broderick and unanimously approved.

Public Hearing closed at 7:10pm.

REGULAR MEETING

- I) Annual Audit Review – Michele Adamcyck, Skinnon & Faber
a. Resolution [R12-2021-B] to accept Annual Audit dated October 12,2021

Michele Adamcyck reviewed the highlights of the Annual Audit and advised there are no issues of concern. In summary - the Village practices good fiscal controls and conservative expenditures with a healthy reserve equivalent to approximately 30% of total expenses.

- II) Administrative:
a. Approval of Minutes (November 8, 2021)

Motion to approve the minutes by Mayor Tom Minutillo, 2nd by Trustee Jake Kurkjian, and unanimously approved.

III) Department Reports:

- a. Public Works – Trustee Jim Corcoran - *tabled*
b. Public Safety – Trustee Bob Broderick

Trustee Bob Broderick had no update as the Fire and Police reports were not received. Clerk/Treasurer Barbara Peebles reported that Nassau County grant request may be delayed due to the changeover in the

Administration.

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

Trustee Jake Kurkjian reported that Article 78 has been filed in relation to 27 The Terrace ZBA denial.

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

Deputy Mayor Don Richardson reported <<BP missing notes – will need to ask Don>>

- e. Financial Update – Clerk/Treasurer Barbara Peebles

Clerk/Treasurer provided Revenue Expense Report. A separate mid-year review will be sent for the next meeting with highlights or any areas of concern. Other updates included: the reimbursement for the Firetruck was received, Manhasset Glen Escrow has been closed and \$25,000 was transferred to Capital for road repair, Mike Musso updated the Task Order for ExteNet engagement for an additional \$3000.00, the old Dump truck will be sold at auction, further details to follow.

IV) Unfinished business

- a. Haberman Associates, Inc. – tax assessment support

Clerk/Treasurer Barbara Peebles suggested that the Village engage Haberman to assist with tax assessments. There is a significant increase expected since previous years Building Permits and CO's were 2.5 times higher than previous average. In addition the village froze tax roll 2021-2022 so a deeper analysis is required. [R12-2021-F]

V) New Business

- a. Approval of Village Engineer proposal for LIRR Parking Lot #1 - North *tabled, Village Attorney Paul Pepper will follow up with LIRR.*
- b. Approval to authorize Building Inspector to manage and enforce the 1020 Plandome Road/Greenhill Dev. landscaping plan to include Village berm as per SWPPP. *Tabled, Trustee Jake Kurkjian will follow up with David DeRienzis.*
- c. Resolution [R-12-2021-C] renew membership of Manhasset Bay Protection Committee.
- d. Resolution [R-12-2021-D] to appoint Assistant Village Prosecutor
- e. Resolution [R12-2021-E] to approve two firefighters to Plandome Fire Dept. roster
- f. Miscellaneous updates – Technology.

Clerk/Treasurer Barbara Peebles indicated that IT is going to need some updating and enhancements. MuniTrak is ceasing operations by May 2022. Patriot software is recommended to improve the tax assessment process and there may be additional modules that can replace payroll, building permit, and other programs. The "technology project" will be scoped out for further consideration.

VIII) Abstract of Claims: Period 07-2021

Board of Trustees reviewed the abstract report, and related invoices for the Abstract of Claims #07-2021-2022 ; General Fund \$445,983.06, Water Fund \$62,128.21, Capital Fund - \$180,029.47, Trust & Agency \$18,315.78. TOTAL. \$706,456.52. Motion to approve the Abstract was made by Trustee Jake Kurkjian, 2nd by Trustee Bob Broderick and unanimously approved.

Next Regular Board of Trustee Meeting Monday, January 10, 2022 at 7:00pm

There being no further business before the Board, motion to close the meeting by Deputy Mayor Don Richardson, 2nd by Trustee Jake Kurkjian, and unanimously approved. Meeting ended at 9:33pm.

Minutes submitted by Barbara Peebles
January 10, 2022

Approved January 10, 2022

Village of Plandome Resolution 12-2021-A [Local Law 01-2021]

Resolution to amend the penalties as relates to dog bites.

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In the Matter of the amendment to Chapter
Chapter 55: “Animals”; Article I: “Dog Control”;
Section 13: “Penalties for Offenses”, of the Code
of the Village of Plandome.
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WHEREAS, the Village Board of the Incorporated Village of Plandome has noticed a Public Hearing with regard to a proposed amendment to the Village Code regulations the penalties related to violation of Chapter 55 of the Code, entitled “Animals”;

WHEREAS, a Public Hearing on the adoption of the proposed local law was held on December 13, 2021.

WHEREAS, in accordance with the laws of the State of New York, at least 10 days prior to the Public Hearing, notification of same was published in the Official Paper of the Village of Plandome;

NOW THEREFORE, BE IT RESOLVED THAT Section 55-13 of the Village Code of the Incorporated Village of Plandome is hereby amended as follows:

§ 55-13 PENALTIES FOR OFFENSES:

Unless otherwise provided by Article 7 of the New York State Agriculture and Markets Law, any person, firm or corporation who or which shall violate any of the provisions of this chapter shall, upon conviction, be punished as follows:

- (A) For a first offense, by a fine of not more than one thousand dollars (\$1,000.00) or imprisonment for not more than 15 days, or both;
- (B) For a second offense, by a fine of not more than two thousand dollars (\$2,000.00) or imprisonment for not more than 15 days, or both; and
- (C) For a third or subsequent offense within five (5) years by a fine of not more than five thousand (\$5,000.00) or imprisonment for not more than 15 days, or both.

BE IT FURTHER RESOLVED, that if a court determines that any clause, sentence, paragraph, subdivision, or part of this local law or the application thereof to any person, firm or corporation, or circumstances is invalid or unconstitutional, the court’s order or judgment shall not affect, impair, or invalidate the remainder of this local law, but shall be confined in its operation to the clause sentence, paragraph, subdivision, or part of this local law or in its application to the person, individual, firm or corporation or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

BE IT FURTHER RESOLVED, the Village the Board of Trustees approves the amendments to Village Code Chapter 55, as proposed and this local law shall take effect immediately upon filing with the Secretary of State.

Village of Plandome Resolution 12-2021-B

Resolution to accept the Annual Audit Report from Skinnon & Faber dated October 12, 2021.

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WHEREAS the Board of Trustees accept the findings of the Village annual audit provided by Skinnon & Faber, in their letter dated September 20, 2021 and received by the Clerk's office on October 12, 2021;

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

Village of Plandome Resolution 12-2021-C

Resolution to renew annual membership Manhasset Bay Protection Committee

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BE IT RESOLVED the Board of Trustees approve the renewal of the annual membership of Manhasset Bay Protection Committee;

WHEREAS, the annual fee is \$1800.00;

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

Village of Plandome Resolution 12-2021-E

Resolution to approve two additional firefighters to the Plandome Volunteer Fire Department roster.

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WHEREAS, notification was sent to The Village Clerk on November 17, 2021, by direction of Chief Tom Carroll, signed by Frank Pelligrino.

WHEREAS the Board of Trustees approve and accept two new member registrations to the Plandome Volunteer Fire Department effective November 13, 2021, as dated on the memo received by the Fire Department.

BE IT RESOLVED that the Board of Trustees approved the following new members:
Michael Klem, effective October 27, 2021 and Dr. Carole Moodhe, effective December 1, 2016.

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

Village of Plandome Resolution 12-2021-F

Resolution to engage Haberman Associates, Inc. to support tax assessment process.

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BE IT RESOLVED the Board of Trustees approve the engagement letter provided by Haberman & Associates, Inc. to provide support in the tax assessment process.

WHEREAS, the hourly rate is \$150.00, not to exceed \$5250.00;

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