

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

Board of Trustees Regular Meeting - MINUTES

Monday, March 14, 2022 at 7:00pm



Present:

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

Also present: Robert Morici, Esq., Paul Pepper, Esq.

AGENDA

I) Pledge of Allegiance

II) Administrative:

a. Approval of Minutes (February 7, 2022, Special Meeting March 4, 2022)

Motion to approve minutes by Deputy Mayor Don Richardson, 2nd by Trustee Jim Corcoran, unanimously approved.

III) Department Reports:

a. Public Works – Trustee Jim Corcoran

Trustee Jim Corcoran reported that the Willets Lane project will move forward as soon as schedule can be coordinated with the watermain work along Plandome Road. The LIRR Parking Lot #1, northside of Stonytown Road is on hold until the project is properly scoped. A resolution will follow to approve a topographical map study to identify sanitary and drainage issues and responsibilities.

b. Public Safety – Trustee Bob Broderick

Trustee Bob Broderick indicated that the communication is good between him and Chief Tom Carroll. A discussion regarding the Fire Department budget to be scheduled next week. The Police report as not received in time for meeting but there is little to no activity or concerns.

c. Design & Building, PATV – Trustee Jake Kurkjian

Trustee Jake Kurkjian has been in regular contact with Building Inspector to review upcoming projects. There are three projects on the next DRB agenda, no Zoning Board of Appeals nor Planning Board meeting scheduled at this time.

Trustee Jake Kurkjian mentioned that resident Katie McEnroe is fully entrenched in the North Shore TV (formerly known as Public Access TV); she attends all meetings and is willing to remain as liaison. Katie will report to the Board of Trustees at the June 2022 meeting.

In addition, Trustee Jake Kurkjian reported that the Village Attorneys will provide an "orientation/overview" to the members of the Design Review Board.

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

Deputy Mayor Don Richardson reminded the Board that the Gov. Hochul attempt to allow Accessory housing units to be built without regard to local zoning laws has been rescinded at this time. The Mayor and Village Clerk/Treasurer were very vocal. Barbara Peebles joined many elected officials at a press rally to push back on this unacceptable attempted legislation buried in the NY State budget.

e. Financial Update - Clerk Treasurer Barbara Peebles

i. Budget Process & Highlights 2022-2023

Clerk/Treasurer Barbara Peebles provided an update on the financial health of the village – and highlighted the following: Anticipated surplus at year-end will range between \$48,000 - \$60,000 for reduced expenses. Line items that were reduced due to Covid are now on the upswing, i.e. parking permits, film permits, and bank rates lightly increasing. The Village was reimbursed for large expense items such as litigation (over \$300,000 in legal fees), as well as insurance recoveries for damage to the Fire Truck, (~\$100,000). In addition Clerk Treasurer Barbara Peebles worked hard to receive multiple grants in excess of \$200,000 which will replenish the capital fund for projects.

ii. Notice Report – unpaid tax report is appended to the minutes.

IV) Unfinished business

- a. LIRR Parking Lot bid proposal [R-03-2022-C] partial – topographical study.
- b. Approval of Final Settlement – ExteNet [R-03-2022-D]
- c. Approval to award Willets Lane capital project contract [R-03-2022-E]

V) New Business

- a. Disbursement of Kings Trust Interest [R-03-2022-F]
- b. Resolution to increase fees for road opening. [R-03-2022-G].

All Resolutions are appended to the minutes.

VI) Abstract of Claims: Period 10-2021

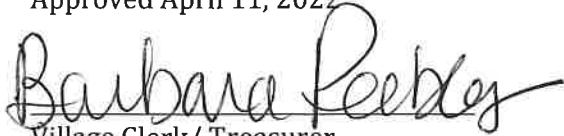
Board of Trustees reviewed the abstract report, and related invoices for the Abstract of Claims #10-2021-2022 ; General Fund \$122,700.04, Water Fund \$15,696.25, Capital Fund - \$800.00, Trust & Agency \$13,483.79. TOTAL. \$152,680.96. Motion to approve the Abstract was made by Trustee Bob Broderick, 2nd by Trustee Jake Kurkjian, and unanimously approved.

VII) Executive Session – motion at 8:25pm to enter Executive Session to discuss legal and personnel matters. Motion to exit Executive Session at 9:05pm by Deputy Mayor Don Richardson, Trustee Jim Corcoran 2nd, passed unanimously.

There being no further business before the Board, motion to close the meeting by Trustee Jim Corcoran, 2nd by Trustee Bob Broderick, and unanimously approved. Meeting ended at 9:06pm.

Minutes submitted by Barbara Peebles
on April 7, 2022

Approved April 11, 2022


Village Clerk/ Treasurer

Next Regular Board of Trustee Meeting: Public Hearing Budget, Annual Organizational Meeting
Monday, April 11, 2022, at 7:00pm *in person*

Village of Plandome Resolution 03-2022-C

Resolution to approve the proposal from Russell H. Lewis – Topographic Survey

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BE IT RESOLVED the Board of Trustees approve the proposal submitted by Russell H. Lewis for survey services.

WHEREAS, the Village requires a Topographic Survey at the Plandome LIRR Parking Lot#1, Northside – Tax Map Section 5, Block 152, Lot 120 & 121.

WHEREAS fee is not to exceed \$5,000; combining the original quote \$3,000 and any unforeseen professional engineering services required;

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 03-2022-D

Resolution to approve Stipulation of Settlement – ExteNet

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SEE ATTACHMENT

R-03-2022-D

AMENDMENT NO. 1 - STIPULATION OF SETTLEMENT

WHEREAS, the Village of Plandome through its Village Board (“Village”) entered into a Stipulation of Settlement (the “Stipulation of Settlement”) regarding the installation of ten (10) Wireless Telecommunication Distributed Antenna System (“DAS”) nodes (collectively, the “Small Cells”) in the Village;

WHEREAS, the Village Board approved the Stipulation of Settlement by Resolution R-02-02-2022-B;

WHEREAS, the Village received objections to the Stipulation of Settlement concerning Node 46 from one or more residents of the Village;

WHEREAS, the Village and ExteNet (collectively, the “Parties”) engaged in additional discussions regarding final and approved design and aesthetic criteria for Node 46;

WHEREAS, the Parties desire to enter into this Amendment No. 1 to the Stipulation of Settlement regarding final and approved design and aesthetic criteria for Node 46; and

NOW, THEREFORE, without any admission of wrongdoing or violation of law by any of the Parties, and subject to the terms and conditions set forth below, the Parties stipulate and agree as follows:

1. The table set forth as Exhibit A to the Stipulation of Settlement, which sets forth the approved modified locations, designs and configurations for the Small Cells, is amended and superseded by the table set forth as Exhibit A hereto, which reflects changes and modifications to the design and configuration for Node 46.

2. This Amendment is subject to vote and approval of the Village Board at a public meeting, which shall be promptly scheduled.

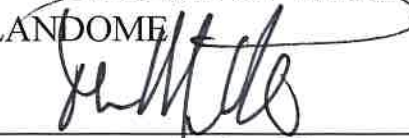
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22/5/18 ss 09/ P3

EXTENET SYSTEMS, LLC.

By: _____

VILLAGE OF PLANDOME and
VILLAGE BOARD OF VILLAGE
of PLANDOME

By:  _____

Thomas S. Minutillo, Mayor



Village of Plandome
Extenet Settlement - Schedule A
Feb. 2022

NOID	LOCATION / ADDRESS / NEARBY STREET ADDRESS	LATITUDE	LONGITUDE	Photo Reference	Aesthetics Location	POLE HEIGHT (FT. AGJ)	Overall Structure Height (FT. AGJ)	Annual Fees	Comments
42	12 Middle Drive	40.80838886	-73.70246518	Plan View, Street View, and Photosimulation	comm zone	23.00	38.5 MAX	\$270, if located in Village ROW	Property owner and Extenet resolving use of existing utility pole which was determined to be on private property. All Extenet equipment to be painted to conform with the existing utility pole. No street furniture. If access to private property is not obtained, a replacement pole will be installed towards the Middle Drive curb in the Village ROW (and the pole on private property will be removed so as not to add an additional pole in the area).
44	Plandome LIRR Station	40.80974857	-73.69496793	Plan View, Street View, and Photosimulation	pole top	40.00	41.00	\$270**	New mid-span wooden pole to address sagging wires at train station parking lot. All Extenet equipment to be painted to conform with the existing utility pole. No street furniture. ** License Agreement to be executed if Village-owned property.
46	5 North Drive	40.81007600	-73.70030700	Plan View, Street View, and Photosimulation	pole top	26.50	27.50	\$270	The existing metal pole in the Village ROW and streetlight will be removed and replaced with a Class 2 wood pole (height of 25 ft above grade) and decorative Flatbush style streetlight at same location. The existing pole and cobrahead fixture to be salvaged upon removal and delivered to the Village DPW yard. Antenna (brown radome) mounted on top of new pole, with identical brown-colored antenna base shroud/taper into the top of the wood pole. All Extenet equipment and electric meter to be mounted on the wood pole and painted to match the wood pole. Extenet equipment box to face north (away from street) and to be mounted at a height of 6 ft or more above grade. Electric meter to also be mounted at 6 ft or more above grade and to face away from street or as otherwise required by PSE&G. Any visible cable conduit to be mounted down north side of pole (away from street) and to be painted brown. Street sign to be re-attached to wood pole at Village's discretion. No street furniture. Extenet to install Flatbush Model (https://www.nycstreetdesign.info/lighting/flatbush-avenue-pole or similar from a different manufacturer) light fixture station (brushed metal with muted gray color) as high on wood pole as feasible. Extenet to provide warm 53-Watt LED fixture (or as otherwise required by the Village) and work with Village to match bulb cover with that of the existing street lights in neighborhood. Extenet to maintain pole / pole appearance over time. Extenet to coordinate landscaping in the ROW with the Village, and include a plantings plan (species, height at planting, location) for Village review prior to construction.
47	1060 Plandome Road	40.80922700	-73.70656600	Plan View, Street View, and Photosimulation	Pole top. Existing Pole to be used.	35.00	36.00	\$270	Confirmed use of existing utility pole in Village ROW (no replacement needed). All Extenet equipment to be painted to conform with existing utility pole. No street furniture.
50	21 Rockwood Road West	40.80709100	-73.69454900	Plan View, Street View, and Photosimulation	Pole top. Existing Pole to be used.	40.00	41.00	\$270	Confirmed use of existing utility pole in Village ROW (no replacement needed). All Extenet equipment to be painted to conform with existing utility pole. No street furniture.
51	65 South Drive (Village-owned Property)	40.8078023531*	-73.701039255*	Plan View, Street View, and Photosimulation (Option 2)	pole top	49.00	50.00	Per Village License Agreement	* Village Board shall elect one of the following options at the public meeting to vote on the approval of the settlement: OPTION 1: Lattice tower to remain. New wooden Extenet pole adjacent to the lattice tower (on southeast side of lattice tower). OPTION 2: Extenet to remove lattice tower and install new replacement wooden pole at same location. Restore or replace siren and other Village equipment on new pole. No ground-based equipment for either option.

52	NE corner of Rockwood and Woodedged	40.80639400	-73.69231028	Plan View, Street View, and Photosimulation	pole top	40.00	41.00	\$270 **	Replacement wood pole at location of existing 25 ft stub pole on Village-owned property. All Extenet equipment to be painted to conform with the wooden replacement pole. No street furniture. ** License Agreement to be executed if Village-owned property.
53	Woodedged Road (cul-de-sac)	40.806668400	-73.68828400	Plan View and Street View. White Flagpole consistent with Munsey Park photo.	New Pole	40.00	41.00	\$270	New, white flagpole (with flag) located on north side of cul-de-sac in Village ROW. Outside sump area fence to left of gate. Extenet to install U.S. Flag and tether, and replace as needed over time. Small post for electric meter to be placed behind (north) of flagpole, no greater than 4 ft in height or as otherwise required by PSE&G. No other street furniture. Extenet to maintain pole / pole appearance over time. Extenet to replace during construction and maintain any landscaping within 20 ft of flagpole / post. Extenet to install conduit for uplighting. Village to install and maintain uplighting including fixture, electricity, and timing mechanism for light (or otherwise maintain flag in accordance with U.S. flag protocols).
56	Across from 463 Dogwood Lane	40.80537000	-73.68899800	Plan View, Street View, and Photosimulation	pole top	40.00	41.00	\$270	Replacement wood pole at same location as existing, or closer to curb, in the Village ROW. Antenna to be located on top of utility pole. All Extenet equipment to be painted to conform with the wooden utility pole. No street furniture.
57	16 Rockwood Road East	40.80787101	-73.69330885	Plan View and Street View. Photosimulation (prior Option for pole located across the street).	pole top	40.00	41.00	\$270	Existing guy pole (east side of street) in Village ROW. Replacement Wood Pole to be installed at this location. All Extenet equipment to be painted to conform with the wooden utility pole. No street furniture.

Refer to Schedule A Node Map and Photo References

- COMMON CONDITIONS:**
1. All proposed equipment (antennas, equipment boxes, cables, and other visible portions of Extenet equipment) will be of a matte finish and of color to match the new, existing or replacement poles (or as otherwise indicated above).
 2. Unless otherwise approved by the Village, conister antennas (pole top or in comm zone) shall be no more than 24" in height and 14.6" in diameter, in accordance with photosimulations and Appended antenna spec sheet.
 3. Existing vegetation shall be maintained or replaced if damaged during construction. No existing tree/branch removal or disturbance of existing ground vegetation is permitted without prior to notification and approval from the Village Building Department. Electric, fiber, and telco connections shall be routed below grade to the extent practicable.
 4. For Building Permit at each node - submit Drawing Set with final details of each node including all proposed equipment within 30 days prior to node installation (as feasible).
 5. As-Built set for each node shall be submitted to the Building Department within 60 days of node installation. Major settlement items (node location, pole and equipment details/dimensions, antenna height and model, equipment colors), electrical and utility connections, small FCC RF signage with location, landscaping (new and/or to be maintained), and other node-specific items such as flagpole features shall be included. A structural certification of each support structure (existing or new wood or metal pole) shall also be submitted to the Building Department.
 6. Inform the Village of any maintenance performed at the facility. If a flag or decorative street sign is included, such will be maintained by Extenet for the life of the facility.
 7. Changes in the Verizon operational frequencies or class of service (e.g., 5G) shall be reported to the Village Building Department.
 8. Any plans to modify a node from settlement conditions, or plans for co-location by another commercial carriers (other than Verizon), shall be reported to the Village before operations. A Building Permit from the Village will be needed.
 9. In addition to any and all permit, approval, inspection and reporting provisions and requirements set forth in the Village Code, ExteNet shall submit inspection reports to the Village for any and all approved and as-built nodes and wireless facilities as follows: (a) 1 year after each node is installed; (b) 1 year after any modification, addition and/or co-location; and (c) every 5 years thereafter or sooner if so required by the Village Code. The inspection reports shall be submitted to the Village Building Department.
 10. Construction shall be conducted in accordance with all local, State, and Federal rules and regulations.
 11. Extenet is responsible for maintaining the nodes in compliance with all local, State, and Federal (including FCC) rules and regulations.

Village of Plandome Resolution 03-2022-E

Resolution to award American Paving, Inc. the contract to repave and repair Willets Lane.

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BE IT RESOLVED the Board of Trustees approve the proposal submitted by American Paving, Inc. for the repaid and repaving of Willets lane;

WHEREAS Jim Antonelli, the Village Engineer, of Westside Engineering, P.C. has reviewed all the bids for accuracy and adherence to the project specifications;

WHEREAS, the Village awards the contract in the amount of \$62,810.00 as American Paving was the lowest responsible bidder, and;

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 03-2022-F

Resolution to issue interest payment to Fire Dept for Kings Trust.

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BE IT RESOLVED the Board of Trustees approve the payment of \$2114,37 for interest earned on the Flushing Bank Account designated for the Kings Trust.

WHEREAS, the total payment includes \$935.00 as carry over interest as identified by Skinnon and Faber during the year-end audit,

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

Village of Plandome Resolution 03-2022-G

Resolution to increase fees Road Openings and Curb Cut.

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BE IT RESOLVED the Board of Trustees approve the change to Road Opening and Curb Cut permit fees to be in alignment with surrounding communities.

WHEREAS Road Openings will increase from \$250.00 to \$500.00 and Curb Cut from \$50.00 to \$250.00;

WHEREAS, the Village will revise permit forms to include revised fees and rates are in effect immediately, and;

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