

INC. VILLAGE OF PLANDOME

BOARD OF TRUSTEES

Board of Trustees Special Meeting – MINUTES

Monday, August 14, 2023 – 5:00pm



Present:

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

Also Present: Paul Pepper, Esq.

Meeting Agenda

I) Pledge of Allegiance

II) Unfinished business

- a. Approval of Minutes (June 12, 2023 and July 10, 2023)
- b. Mayor's Annual letter

III) New Business

- a. Appointment of vacated Mayor per Village Law Section 3-312 [R-08-2023-A]
- b. Appointment of vacated Trustee position [R-08-2023-B]
- c. Approval of Village Preserve Landscaping [R-08-2023-C]
- d. Approval to accept Cornell University bulb planting [R-08-2023-D]
- e. Recognition Award bonus for employee service award [R-08-2023-E]

IV) Abstract of Claims: Period 03-2023/24

The Board of Trustees reviewed the abstract report, and related invoices for the Abstract of Claims #03-2023-2024 ; General Fund \$90,559.11, Water Fund \$77,517.38, Capital Fund - \$102,750.45, Trust & Agency \$0. TOTAL. \$270,526.94. 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, September 18, at 7:00pm

There being no further business before the Board of Trustees , motion to close the meeting by Trustee Jim Corcoran, 2nd by Deputy Mayor Don Richardson, and unanimously approved. The meeting ended at 5:32pm.

Submitted by Barbara Peebles
September 15, 2023

Approved September 18, 2023

Barbara Peebles 9/19/23
Village Clerk/Treasurer Date

Village of Plandome Resolution R-08-2023-A

Dated August 14, 2023

Resolution Appointment of vacated Mayor per Village Law Section 3-312

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WHEREAS the Board of Trustees accepts the resignation of Thomas S. Minutillo as Mayor of the Inc. Village of Plandome effective August 23, 2023,

WHEREAS, Village Law Section 3-312 allows for the remaining Board of Trustees to select an interim Mayor until the next election,

BE IT FURTHER RESOLVED, the Board of Trustees made a motion to appoint Jake Kurkjian as Mayor effective August 23, 2023; and that all signatory responsibilities be transferred from the former Mayor Tom Minutillo to Jake Kurkjian; including banking, payroll, contracts, and any other documents that legally require the Mayor's signature;

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

Vote:

Mayor Tom Minutillo – recused

Trustee Jake Kurkjian – recused

Trustee Bob Broderick – aye

Trustee Jim Corcoran – aye

Deputy Mayor Don Richardson - aye

Village of Plandome Resolution R-08-2023-B
Dated August 14, 2023

Resolution Award village preserve clean up to We Care Tree Service

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WHEREAS the Board of Trustees agreed to clear the overgrowth and dead trees in the village forested preserve on the west side of the LIRR Parking Lot #2, and the south side of Stonytown Road (west side of East Drive).

WHEREAS, We Care Tree Service provided an original quote of \$16,000 and appended to \$17,000 to include the removal of debris as noted on detailed invoice and appended to the minutes,

WHEREAS, the project was deemed time-sensitive, and We Care Tree Service has been proven to be reliable to complete this work within an immediate and specific timeframe,

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

**Village of Plandome Resolution R-08-2023-C**  
**Dated August 14, 2023**

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Resolution to accept the services of Cornell University Horticultural Coop to plant bulbs

WHEREAS the Village Arborist has arranged a donation from Cornell University to the Village of Plandome to utilize their special planting machinery to plant over 6500 tulip and daffodil bulbs to beautify the Village property.

WHEREAS, the Village will only have to pay for the bulbs as selected by the Village Clerk and Treasurer and approved by the Board of Trustees;

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

**Village of Plandome Resolution R-08-2023-D**

**Dated August 14, 2023**

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Resolution - Appointment of vacated Trustee position per Village Law Section 3-312

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WHEREAS the Board of Trustees appointed Trustee Jake Kurkjian as Mayor of the Inc. Village of Plandome effective August 23, 2023,

WHEREAS, Village Law Section 3-312 allows for the Mayor to appoint a vacated Trustee position remaining until the next election,

BE IT FURTHER RESOLVED, the Mayor made a motion to appoint Damien Quinn as Trustee effective at the next Board of Trustee meeting September 18, 2023;

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

**Village of Plandome Resolution R-08-2023-E**

**Dated August 14, 2023**

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Resolution – Employee Service Award

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WHEREAS the Board of Trustees will recognize two dedicated employees for their long-term service to the Village Of Plandome;

WHEREAS, Kim Femminella has worked for the Village for 30 years effective August 2023, and Steve Flynn has worked for the village for 25 years effective July 2023,

BE IT FURTHER RESOLVED, the Board of Trustees will recognize each employee at the next Board of Trustee Meeting September 18, 2023 with a customized plaque and a check in the amount of \$500.00;

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