

INC. VILLAGE OF PLANDOME  
BOARD OF TRUSTEES

**WORKING SESSION**

Mon. February 4, 2019 at 7:00pm

MINUTES  
APPROVED



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Present: Don Richardson, Andy Bartels, Ray Herbert, Katie Saville Barbara Peebles  
Absent: Lloyd Williams  
Guest: David DeReinzis, Betty Craco

**DISCUSSION ITEMS/AGENDA**

1. Zoning Fees - Building Permit fees - David DeRienzis

*The Board initially considered "impact fees" (similar to Flower Hill) but instead decided to compare the village current Zoning Fee Chapter 174-41 Building fees to neighboring villages. Upon review and discussion with the Building Inspector, the Board decided to make adjustments to the current fees. The Village hasn't raises fees in 8 years, cost of construction has increased and the Board wanted to ensure the fees took into consideration a greater increase for knock down/new homes that impact the roads and infrastructure. Based on these reasons, a motion was made by Trustee Saville to adopt new fee schedule (by resolution herein) to apply to new applicants and 2<sup>nd</sup> by Trustee Richardson, motion carried. Schedule outlined in resolution herein.*

2. Tree Arborist Update – Betty Craco

*Former Trustee Betty Craco shared parting words and useful arborist materials. Trustee Bartels made a motion to recognize Betty for her over twenty-two years of service, especially in her tireless effort to enhance the Village's Tree programs including an annual Tree Survey that ensures a rigorous maintenance and replacement program. The motion was 2<sup>nd</sup> by Trustee Richardson and met with unanimous agreement and appreciation.*

*The Board will have a follow up discussion on a permanent recognition of Betty.*

3. Firefighter – Cancer Insurance (see Village Attorney memo pending)

*The Board evaluated the Census provided by the Plandome Fire Department, the eligibility requirements per the NYS Mandate for Cancer Insurance and cost options provided by Salerno Insurance.*

*Motion to approve coverage for the eligible firefighters by Trustee Bartels, 2<sup>nd</sup> by Trustee Saville. Motion carried with unanimous agreement. Resolution herein.*

4. CEMP – Don Richardson

*Trustee Richardson reviewed entire CEMP document with the Board for accuracy, updates and to obtain feedback. Additional edits to be made and final version to be approved by Board at subsequent Trustee meeting.*

5. Shore Drive – Plandome Field & Marine request to dedicate to Village
  - a. Village Engineer condition review – *tabled*
6. Court Audit Letter

*The Board reviewed the audit findings for Justice Court of the Inc. Village of Plandome provided by Skinnon & Faber, CPA, P.C. in a letter dated December 18, 2018. "substantially in compliance.... with only one recommendation to improve internal controls that the monthly reports be submitted on time." Motion to accept the findings and send copy to Justice Court Judges to serve as a reminder to submit reports by the tenth of the month. Motion carried.*

7. Warrant Unpaid Taxes

*Village Clerk/Treasurer Barbara Peebles presented Unpaid Property Taxes Report. (\$68,018.34) Reminder notices were sent January 21, 2019 and another to be sent February 19, 2019.*

8. The Terrace/Denihan – Performance Bond release

*The Board discussed and await final determination of Village Attorney on agenda for Monday February 11, 2019.*

9. Miscellaneous

- a. Village Hall Cesspool emergency repair \$8500 charged to Contingency Account.
- b. AIM funding issue – letter to Governor – *tabled*
- c. Police Dept. (budget item and tickets) – *tabled*

10. Executive Session

Reminders:

✚ Village Election Day is Tue. March 19th, 12:00pm – 9:00pm. The first day an IN Petition may be filed is February 5th and the last day to submit their Certificate of Acceptance is: February 19th (which gets the candidates on the official ballot).

✚ Regular BOT Meeting Monday, Feb. 11, at 8:00pm. Mayor William absent. John Ritter confirmed.

Minutes submitted by Barbara Peebles  
February 5, 2019

Approved February 11, 2019

Barbara Peebles 2/11/19  
Village Clerk/Treasurer      Date

## AMENDMENT TO CHAPTER 175-41, FEES & DEPOSITS

The Board discussed the current permit fees in Chapter 87, "Fees," Section 175-41 and noted that the Village's Building Inspector recommended, based upon the higher fee imposed by the surrounding villages, and not having increased fees in over 8 years, the Village should increase its fees for certain permits. The Village Clerk circulated a copy of the proposed increases (copy attached) for certain work such as: Building Plan Examination – increase from \$15 to \$18 for each additional \$1,000 fraction; oil burner or gas burner installation from \$15 to \$18 for each additional \$1,000 or fraction thereof; and a new full dwelling construction (a dwelling built on a new foundation, or existing foundation together with any first floor support beam or floor which may also exist) from \$20 to \$28 for each additional \$1,000 or fraction thereof; or otherwise, for all anticipated work plus from \$15 to \$18 for each additional \$1,000 or fraction thereof;

Accordingly, on motion duly made and seconded, the Board unanimously

**RESOLVED**, that the building fees in Section 175-41, be increased as noted on the attached, effective immediately.

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RESOLVED that the Board accepts the Audit results as conducted by Skinnon & Faber, CPS's, P.C. in letter dated December 18, 2018 of Justice Court of the Incorporated Village of Plandome. Upon a motion by Trustee Bartels and seconded by Deputy Mayor Herbert, the foregoing was approved. (audit letter appended to these minutes).

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There being no further business before the Board, Trustee Bartels moved to close the meeting at 10:00 pm. The motion was seconded by Trustee Richardson and unanimously approved.

Minutes submitted by Barbara Peebles  
February 9, 2019

Approved February 11, 2019

Barbara Peebles      2/11/19  
Village Clerk/Treasurer      Date