

INC. VILLAGE OF PLANDOME
BOARD OF TRUSTEES
WORKING SESSION
Mon. May 6, 2019 at 7:00pm



Present: Tom Minutillo, Andy Bartels, Don Richardson, Ray Herbert, Barbara Peebles
Absent: Greg Westfall
Guest: none

1. Expense Review

Clerk Peebles reviewed some of the projected variances at year-end and the "clean up activities" that include budget transfers. Contingency fund to cover legal expenses, CHIPS fund can rollover but expenses need to be submitted within few months, FD budget – anticipated expenses were not processed in time for year-end as we advised. Building fees projected to come in close to budget.

Also items we need to consider with new budget: legal counsel fees, Garbage carting contract, unemployment payments, potential server replacement needed – all expected to exceed budget.

2. Quarterly Safety "committee update"

Clerk Peebles reminded the Board that safety training needs to be provided to employees on a "regular" (quarterly) basis. Comp Alliance provides on-line webinars that suffice. Staff will be scheduled as appropriate.

3. Comp Time Reporting/Tracking

Discussion on how comp time is managed, and the policy may need to be reviewed. Meanwhile, status quo remains, and the Clerk is responsible for tracking.

4. Unpaid tax list

Clerk Peebles reported a handful of unpaid taxes for year-end, but each property owner was sent reminder notices and called. There is a high confidence level that all will be paid with the exception of one – that may require legal action. This was brought to the attention of Village Attorney. Consensus of the Board was not to sell lien at this time. John Ritter will have his office send notification to homeowner. No LIRR Parking permit will be issued.

5. LIRR Parking Permit Fees

A preliminary discussion regarding an increase the LIRR Parking permits for next year. General agreement among the Board but that progress should be made on parking lot improvements. Ideally the permit fund should assist in the upkeep and maintenance.

6. Executive Session (*entered into E.S. at 8:30pm to discuss contract negotiation*)

7. Miscellaneous

- Carting Garbage/Trash Bid – Clerk Peebles advised that the bid process on target. Anticipate at least 3 responses. Bid opening date May 24th, start service July 1, 2019.
- Storm Water Report – resolution next week
- Synagogue Security – Clerk Peebles spoke to Sylvia to ask whether added security and safety measures were implemented.
- Notice of Violation when artificial turf is on the village berm. Not allowed per code.
- Other - tbd

Added item: Capital Plan and Bond – Trustee Andy Bartels reviewed the options for funding capital projects with a 10-year bond of approximately \$600k – expected rate about 2.5%, Clerk Peebles will begin process of seeking Bond Counsel and coordinate with Dave Tanner of Liberty Capital.

Reminders:

🔊 Regular BOT Meeting & Public Hearing Mon., May 13, at 8:00pm. John Ritter confirmed.

There being no further business before the Board, Trustee Don Richardson moved to exit Executive Session and close the meeting at 9:00pm. The motion was seconded by Trustee Andy Bartels and unanimously approved.

Minutes submitted by Barbara Peebles
August 5, 2019

Approved September 3, 2019

Barbara Peebles 9/3/19
Village Clerk/Treasurer Date