



**INC. VILLAGE OF PLANDOME  
BOARD OF TRUSTEES  
Work Session Agenda  
Mon., April 2, 2018 7:00pm**

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- 1) Election Results
  - a. Sign Oath  
*Barbara Peebles formally announced results of election, posted on bulletin board and on website. Andrew Bartels and Ray Herbert to sign oath cards this week.*
  
- 2) Public Hearing and Annual Meeting Items
  - a. Budget
    - i. Draft posted 4/2/18  
*Proposed budget - summary and details posted on website, copy available in clerk's office*
  - b. Annual Resolutions – *reviewed for accuracy*
  - c. Annual Appointments – *reviewed for accuracy*
  - d. Replacement members on Boards? - *identified potential board members for ZBA, PB and DRB as vacated. Trustees and Barbara will ensure notification and acceptance.*
  
- 3) Department Reports – *no updates at this time, will share at April 9<sup>th</sup> meeting.*
  - a. Public Works
  - b. Public Safety, MBPC
  - c. Design & Building
  - d. Utilities, OEM
  - e. Treasurer
  
- 4) Clerk/Treasurer Transition Update – *provided Rev/Exp report and stress report results but no additional commentary or analysis as too new to job.*
  
- 5) Unfinished Business
  - a. Proposed changes to the Zoning Code – *Barbara posted updated proposal, Zoning law and Public hearing to website. Public hearing dates to be submitted to Manhasset Press. May 14<sup>th</sup> and June 11<sup>th</sup>.*
  - b. Other?.....
  
- 6) New Business
  - a. Personnel, Public Works – *Executive Session. Board and Village Attorney came to an agreement on next steps to resolve employee issue.*
  - b. *Andrew Lavin is interviewing out of state and will most likely be resigning soon. Board discussed new hire plan with Steve on phone. Agreed best to overlap new hire a few weeks while Andrew still here. Busy season.*

- c. Dan Dereinzis – requesting title “Assistant Building Inspector” (liability issue) - *Board agreed that the appointment of title is fine but wait until Lloyd weighs in. Barbara to speak to Lloyd.*
- d. Tree Arborist – need replacement for Betty Craco - *discussed concern for someone to pick up on the Village Tree Program and Betty has resigned/will resign very soon. Betty is invited to next work session may 7<sup>th</sup> and will provide detailed update and recommendations.*
- e. Water Reports – recommendation
  - i. Annual MS4 Storm Water Report – Jim Antonelli (\$1600)
  - ii. Annual Water Quality Report
  - iii. Annual Water Conservation Report
  - iv. Emergency Water Plan (overdue, every 5 years due Jan 2018.)

} Requested quote from D&B Swaroop Puchalapalli

*Barbara outlined what needs to happen and when with regard to a variety of water reports. . Board approved that Stormwater MS4 completed by West Side Engineering, Barbara spoke to Liz who agreed that price was very good. Barbara to evaluate other report requirements and compare with D&B pricing and make follow up recommendation to the Board.*

7) Communications

- a. Newsletter - *Board agreed that target date for Spring newsletter mid-April. (formerly Winter/Spring). Barbara will update draft and get information from PWC and FD.*
- b. *Barbara to e-blast reminders to all residents regarding Public Hearing for Budget and Zoning proposed changes.*
- c. *Resident issue: can the Board revisit ordinance to lawns. Some feel landscapers start too early and some complain they work too late and disrupt afternoon BBQ's.*
- d. *Resident issue: garbage complaints that the collection is off schedule. (due to storms and staff absences), they also do not want pick up before 730am on Saturday. Barbara to contact Meadow carting to remind them of agreement.*
- e. *FD new LED lighting – Steven Flynn brought up lighting upgrade needed in FD area. Board suggested he get quote and we discuss when Lloyd returns.*

8) Financials - *Barbara provided all documents presented to Board*

- a. Rev/Exp Report
- b. Abstract of Claims
- c. NYS Controller Fiscal Stress Report

9) Next working session May 7<sup>th</sup>

- a. Proposed changes to the Zoning Code (May or June agenda?)
- b. Public Works – Lighting

- c. Village Insurance – Salerno *Katie spoke to Andy at Salerno to see if they have any insight or additional details. Estimate approximately \$200-\$300 per eligible firefighter. Katie to add line to proposed budget for 5 months ~ \$5000 2018-2019. Also looking into vehicle schedule. Suggested 5% increase for budgetary purposes. Actual policy rates tbd.*
- d. Fire Truck – funding – *set aside \$50,000 in budget towards purchase of new truck.*
- e. Tree Arborist, Betty Craco – requested to present

Minutes submitted by:

  
Barbara Peebles, Village Clerk & Treasurer