

*Incorporated Village of*  
**P L A N D O M E**



Summer 2023

Dear Residents, Friends, and Neighbors,

*Mayor*

Thomas S. Minutillo

*Trustees*

*Deputy Mayor and  
Utilities Commissioner*  
Donald Richardson

*Public Safety Commissioner*  
Robert Broderick

*Public Works Commissioner*  
James Corcoran

*Building Dept. Commissioner*  
Jake Kurkjian

*Village Office*  
*Village Clerk/Treasurer*  
Barbara Peebles

*Deputy Village Clerk  
and Court Clerk*  
Kim Femminella

*Building Inspector*  
David DeRienzis

*Other Officials*  
*Village Justice*  
James D. Kiley

*Associate Village Justice*  
Edward Henderson

*Fire Chief*  
Sean Byrne

*Zoning Board Chairman*  
Andrew Bartels

*Planning Board Chairman*  
Richard Lombard

*Public Works Foreman*  
Steven Flynn

It has been my pleasure to serve as your Mayor since 2019 and work alongside our dedicated Board of Trustees. I was grateful to have Barbara, Steve, Kim, Dan, Mike and David working tirelessly for our fine village during my term in office.

My family and I are moving to Munsey Park later this month and I regret to inform you that I am now ineligible to continue to perform my duties as the Mayor of Plandome.

I leave you in good hands, as Trustee Jake Kurkjian, who has served on the Board of Trustees since 2020 has accepted the appointment as Mayor effective August 23, 2023. The Board is also fortunate to announce that Damien Quinn has accepted the position of Trustee vacated by Jake Kurkjian. Damien will take office at the September 18<sup>th</sup> meeting. They will both run for re-election in March 2024 to finish terms that were scheduled to end in March 2025.

We have worked hard to ensure a continued quality of life for our community and implemented multiple capital projects to improve our infrastructure. I am proud of the collective accomplishments of each one of the Board members. Deputy Mayor Don Richardson, and Trustee Jim Corcoran, Trustee Dr. Bob Broderick, and Trustee Jake Kurkjian who are dedicated to their commission, ensuring that the village operations, Boards, and budgetary aspects of each department have proper oversight and advocacy. Please see the attached description on each commission.

Barbara Peebles, our Village Clerk and Treasurer has over 25 years of corporate business experience, most of which was spent at American Express. Barbara combined her corporate knowledge with 10 years' experience in municipal government operations. She currently serves as City Councilwoman for the City of Glen Cove where she resides. Barbara is focused on expense management, opportunities for savings, and has successfully obtained local and state grants that benefit the Village and it's Fire Department. Our village is a better place with Barbara Peebles working at Village Hall and overseeing all aspects of the operation.

Steve Flynn, our head of the Public Work Department, has recently reached a milestone achievement as he has now worked in Plandome for over 25 years. His dedication and commitment to our village is commendable. We are lucky to have him and his staff on call at any given notice.

The Village Budget for the fiscal year June 1, 2023 - May 31, 2024 was approved unanimously at the Annual Organizational Meeting & Public Hearing. I would like to share a few highlights of the previous year and some plans for the upcoming year.

First and foremost, the Village is in excellent fiscal condition. We moved our operating fund to a short-term, highly liquid investment fund, designed specifically for the public sector; thereby earning the village four times the interest revenue year-to-date. This helps offset some of the increasing costs of operation. Our credit rating remains at the highest level with an S&P rating of AAA, the NY State Office of the Comptroller reported we have zero fiscal stress, and we have a healthy reserve.

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PLANDOME

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The year ending May 31, 2023 had some unforeseen drain repairs, and unbudgeted increases to operational expenses, however the village is still projected to have a surplus of approximately \$50,000 that will be added to the capital fund.

Other highlights for the Village include:

- ✓ An installation of a beautiful and meaningful vintage Village Clock.
- ✓ Willets Lane repaired, repaved and Belgium blocks replaced.
- ✓ The area of erosion around The Village Green was enhanced with Belgian block and new asphalt which will minimize future erosion.
- ✓ South Drive replacement of an aged drainage system.
- ✓ LIRR Station complete renovation underway funded by MTA.
- ✓ Enacted new legislature including wireless telecommunications amendment and new septic system requirements to protect our community for years to come.

As we look at 2023-2024, the Board of Trustees has approved several Capital Plan road projects that will be scheduled in August, others to follow.

- Oakwood Lane to be repaired and repaved.
- Parkwood Road to be repaired and repaved.
- The Terrace to be repaired and repaved.
- Beautification efforts will include the forested areas along Stonytown Road , as well as Oakwood Lane and Parkwood Road islands.
- LIRR Station parking lot repaved, restriped with landscaping enhancements.

On behalf of the Board of Trustees I thank you for your feedback and support over the years. I also want to express my sincere appreciation to all of you that serve on our Village Boards, volunteer in our Civic groups, and especially the members of our Plandome Fire Department. All of you make the Village of Plandome a special place to live and raise our families.

My wife Lynn, our children TJ, Kayla, and Matthew and I have been blessed to live in Plandome for the past 11 years. I believe there is no place on earth like our beloved Village, and I was honored to serve in my role as your Mayor. The memories we have from our time here in Plandome will be cherished forever.

Respectfully,



Thomas Minutillo  
Mayor, Inc. Village of Plandome

TRUSTEE COMMISSION APPOINTMENTS FOR INC. VILLAGE OF PLANDOME

**DR. ROBERT BRODERICK** ~ Public Safety Commissioner

Fire and Police protection including administrative oversight of Village Fire Dept., and liaison with Nassau County Police Dept. / Zoning Code / Traffic control / Dog control / Liaison for Board of Zoning Appeals / Liaison with Planning Board / Compensation Committee / Parking permits / Care and improvements for IVP land, Properties and Facilities including Village Hall, Public Works Yard.

**DONALD RICHARDSON** ~ Utilities Commissioner & Officer of Emergency Management

Water supply, including contract with MLWD, pricing, metering and billing / Refuse collection / Street lighting / Telecommunications franchises /, LIRR , PSEG, Plandome Civic Association, Woman's Club, Field & Marine Club and Scouts. Liaison to the Manhasset Bay Protection Committee

**JAMES CORCORAN, ESQ.** ~ Public Works Commissioner

Maintenance, up-keep, repairs and improvements to Infrastructure including: roads, drainage and water distribution system / Field personnel and equipment / Street cleaning, snow and leaf removal / Liaison with Highway Engineer and Water Engineer / Village Green, Parks, RR Station and Highway Garage complex

**JOHN "JAKE" KURKJIAN** ~ Design / Building Department Commissioner

Liaison with Design Review Board and Building Inspection/Code Enforcement Department, and PATV liaison.

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Expectation of Meeting Attendance and Reporting:

- Board of Trustee Work Sessions – 1<sup>st</sup> Monday of each month, at 6:00pm *as needed*
- Board of Trustee Regular Meetings (& Public Hearings) – 2<sup>nd</sup> Monday of each month, at 7:00pm
- Meetings suspended for the month of August
- Public Hearings – scheduled as required by law.
- Special Meetings or Emergency Meetings – ad hoc if required
- Commission/Committee meetings and reporting as related to area of responsibility.