

**INC. VILLAGE OF PLANDOME HEIGHTS
MEETING OF THE BOARD OF TRUSTEES
PLANDOME HEIGHTS VILLAGE HALL
OCTOBER 2, 2017
MINUTES OF MEETING**

Present: Mayor Kenneth C. Riscica
Trustee Daniel Cataldo
Trustee Silva Ferman
Trustee Dianne Sheehan
Trustee Alvin Solomon
Trustee Norman Taylor
Clerk-Treasurer Arlene Drucker
Village Attorney Christopher Prior, Esq.

Absent: Trustee Gus Panopoulos

Also Present: Amelia Camurati Blank Slate Media
Mary Jane Whalen Resident
Paul Whalen Resident

At 7:30 p.m. Mayor Riscica called the meeting to order and called for the Pledge of Allegiance. The Mayor noted the unexpected passing of long-time resident, Dr. Fouad (Fred) Lajam. The Mayor then asked for a moment of silence, which was observed, to honor Dr. Lajam, as well as all the lives lost at the deadly mass shooting at a Las Vegas concert.

The Mayor noted that the first order of business was the approval of the minutes. The Trustees confirmed that they had read the draft minutes of the September 12, 2017 Board of Trustees Meeting and no changes were proposed. After discussion, upon motion by Trustee Sheehan, seconded by Trustee Taylor, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the minutes of the Board of Trustees Meeting held on September 12, 2017, are hereby accepted and approved.

Mayor Riscica then moved the discussion to the Manhasset Women's Coalition Against Breast Cancer request for a permit for the 19th annual 5K race through the streets of our Village. After discussion, upon motion by Trustee Ferman, seconded by Trustee Sheehan, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the request of the race committee of the Manhasset Women's Coalition Against Breast Cancer is approved to permit the road race route to include portions of the Village on Sunday, October 22, 2017.

Mayor Riscica then addressed the extension of the building permit for 200 The Tideway, Mr. Cheung. Clerk Drucker discussed the progress report provided by Building Inspector, Ed Butt, that Mr. Cheung was either on, or ahead of, the completion plan schedule. A discussion ensued. After discussion, upon motion by Trustee Sheehan, seconded by Trustee Ferman, the following resolution was unanimously adopted by all present:

RESOLVED, that the Building Permit extension issued to Andy Cheung for construction at 200 The Tideway, which was issued on December 17, 2016 on a month-to-month basis for a

period not to exceed twelve months, to not later than December 17, 2017, shall be continued from October 17, 2017 through November 17, 2017.

Mayor Riscica then moved the discussion to the 2018 Village Election. After discussion and upon motion by Trustee Cataldo, seconded by Trustee Solomon, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that, in accordance with the provisions of the Election Law of the State of New York, the 2018 Annual Village Election in the Village of Plandome Heights shall be held on Tuesday, March 22, 2018 at Plandome Village Hall, 65 South Drive, Plandome, New York.

The Mayor then addressed street sweeping and storm drain cleaning. The Mayor stated that it was appropriate for the Board to approve work under the existing contracts for street sweeping and storm drain cleaning with contractor Dejana Industries and asked the Board for authority to authorize Dejana to perform such work that is normally done at this time of year. After discussion, upon motion by Trustee Taylor, seconded by Trustee Sheehan, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the Village engage Dejana to sweep the streets and clean the storm drains under the terms of the Village's existing contract with Dejana.

Mayor Riscica opened the Public Hearing at 7:48 pm to consider Bill #7 of 2017, to restrict parking on Plandome Court South at the corner of Plandome Road.

Residents Mary Jane and Paul Whalen spoke in opposition to the proposed bill as written: no parking anytime from the east curblin of Plandome Road, east for a distance of 150' feet on both the North and South side of Plandome Court. They suggested that the Board consider changing the restriction to 75' instead of 150' and only on the North side. They also indicated that, as there is a fire hydrant on the South side of the street, effectively there is no parking allowed in the vicinity of the hydrant.

At 8:06 pm the public hearing for Bill #7 of 2017 was closed. The Board reserved decision on Bill #7 of 2017 to the November meeting of the Board of Trustees, to provide an opportunity for the Trustees to visit the site and review the issues that Mr. and Mrs. Whalen raised.

The Mayor then moved the discussion to operations. Since the last meeting, the Village painted stop lines and traffic lines at the Plandome Court triangle. Residents have responded positively to the lines and the effect they have had on public safety and traffic. In addition, a new sign was installed at the island by Plandome Court and Heights Road.

Next, the Mayor informed the Board that NYCOM has requested that Villages write to the Governor to oppose four proposed bills before the NYS Legislature. The Village does not oppose the purpose of the bills, but rather the State mandating that municipalities incur the cost associated with the bills. The Village provided such letters in support of NYCOM's efforts.

The Mayor updated the Board on the meeting held by Nassau County Shared Services Panel at Nassau County's Office of Emergency Management in Bethpage, on September 13, 2017 to vote on the Countywide Shared Services Property Tax Savings Plan. The plan was approved almost unanimously. The Village's savings plan was represented in the overall plan. The Mayor gave the Trustees a summary of the two large items in the plan and presented a copy of the plan for their review.

The Mayor informed the Board that the Town held its public hearing on a proposed Town bill to ban gas leaf blowers and took no action in light of opposition.

The Mayor then moved the conversation to address the income available to the Village with respect to its bank deposits. The Mayor noted that since the 2008 "Great Recession," there has been nominal yield on bank

deposits, noting that the Village maintains deposits with Flushing National Bank, First National Bank of Long Island ("FNBLI"), and with TD Bank.

However, the Mayor noted, in recent months interest rates have increased, and banks have begun to increase the interest rates that they pay on deposits. The Mayor noted that the Village is bound by the NYS General Municipal Law to have collateral in place to secure Village funds deposited with banks in amounts that exceed FDIC limits. The Mayor reported that the Village has, to this point, availed itself of the very conservative collateral packages in its contracts with its depository and collateral custodian banks, even though applicable NYS law authorizes a wider array of collateral to secure municipal funds on deposit with banks.

In exploring the Village's options, the Mayor has learned that the use of letters of credit as collateral securing Village deposits with banks, an authorized form of collateral for such purposes, will result in increased interest rates paid to the Village for its deposits. The Mayor noted that representatives of one of the village depository banks, First National Bank of Long Island ("FNBLI"), advised that other villages are now using the letter of credit as collateral option. The Mayor has confirmed that to be so with representatives of other neighboring villages. The Mayor reported on his conversations with representatives of both FNBLI and Flushing Bank, noting that shifting to L/C collateral packages will increase the interest rates paid to the Village at those banks from approximately 0.25% to approximately 0.9%. The Mayor noted that he estimated an annual increase in income from nominal to approximately \$7,000 with further increases possible as rates may increase. A discussion ensued in which questions were asked and answered.

After discussion and upon motion by Trustee Cataldo, seconded by Trustee Taylor, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the Village be, and it hereby is, authorized to deposit Village funds, in such amounts as are deemed appropriate by the Mayor and the Village Treasurer, in accordance with applicable provisions of the New York State General Municipal Law, with such depository banks as are approved from time to time by the Board of Trustees, including deposits in the form of certificates of deposits and money market deposit accounts, and to enter into, or, as applicable, maintain and/or amend existing, third-party collateral agreements with such depository banks and with such banks as are duly qualified and competent to serve as custodians of third-party collateral, in order to authorize the use of letters of credit issued by the Federal Home Loan Bank of New York, a AAA-rated issuer, as a permitted form of collateral securing the Village deposits with said depository banks in excess of amounts secured through the FDIC.

The Mayor then proposed a review of the Procurement Policy. The Mayor noted that the Village has flexibility with the monetary thresholds of transactions that trigger the need for different levels of review of purchases under the policy, and that small transactions do not warrant the time and expense of detailed exploration of alternatives, as same may not be in the best interests of the taxpayer. Therefore, the Village will be reviewing the policy and such thresholds.

The Mayor then moved the discussion to the Multi-Year Operating and Capital Plan. The Mayor commented that our multi-year operating and capital plan provides us with the perspective we need to address the needs of the Village now and over the longer term. Mayor Riscica indicated that this is part of financial "best practices" for municipalities recommended by the NY State Comptroller. The Mayor then gave an overview of the Village's long-term and short-term operating plans as well as the capital plan until the year 2023. A discussion ensued with questions asked and answered.

Mayor Riscica then moved the discussion to annual Village financial reporting. Mayor Riscica referred to the financial statements together with the report of our independent auditors for the year ended May 31, 2017 and

the related reports and recommendations prepared by our auditors. The Mayor then summarized each of those reports for the Trustees, including the assessments and recommendations contained therein. A discussion ensued in which questions were asked and answered. After discussion, upon motion by Trustee Cataldo, seconded by Trustee Ferman, the following resolutions were adopted by all Trustees present:

RESOLVED, that the financial statements of the Village as of and for the fiscal year ended May 31, 2017 as prepared by the Village and audited by Skinnon & Faber are hereby ratified and approved; and be it further

RESOLVED, that the filing of reports containing such financial statements and financial information by the duly appointed officers of the Village with the State of New York and others as required by law is hereby ratified and affirmed; and be it further,

RESOLVED, that the reports of Skinnon and Faber resulting from the audit including SAS 114 letter, SAS 115 letter and the management report are hereby acknowledged and accepted.

The Mayor then noted that PATV will be participating in the 2nd Annual Celebration of National Community Media Day on Friday, October 20, 2017. Mayor Riscica presented a draft proclamation to recognize and honor PATV's accomplishments for this event. After discussion, upon motion by Trustee Ferman, seconded by Trustee Solomon, the following resolution was adopted unanimously by all Trustees present:

RESOLVED, that a Proclamation recognizing Public Access Television (PATV) for its accomplishments and value to the community, be presented to PATV on October 20, 2017 in the form presented at the meeting.

Mayor Riscica then moved the discussion to snow plowing. Mayor Riscica noted that, in 2016, following the competitive bidding process, the Village awarded the Snow Plow and Salting/Sanding Contract to Creative Snow by Cow Bay, Inc. for one (1) year with options to renew it yearly through Snow Season 2025-2026 for a total of ten (10) years. After discussion, upon motion by Trustee Taylor, seconded by Trustee Solomon, the following resolution was adopted unanimously by all Trustees present:

RESOLVED, to exercise the Village option to extend for Snow Season 2017 – 2018 the Village's Snow Plow and Salting/Sanding Contract with Creative Snow by Cow Bay, Inc., while reserving all future options thereunder, and that the Mayor is hereby authorized to execute any and all Notices of Award, Contracts and materials in conjunction with or incident to this resolution.

The Mayor stated that the next order of business was the approval of the Abstract of Claims. After discussion, upon motion by Trustee Cataldo, seconded by Trustee Panopoulos, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the October Abstract of Claims Number 5 of the Budget Year 2017 – 2018 for claim numbers 110 – 138 in the amount of \$38,878.46 is hereby accepted, as amended.

At 9:46 p.m. Mayor Riscica moved to enter into Executive Session in order to seek the advice of counsel and to discuss personnel matters. This motion was seconded by Trustee Ferman. All Trustees present were in favor.

The Mayor announced that executive session ended at 10:10 p.m. with no action taken.

The Mayor then moved the discussion to tree trimming. The Walnut tree at the Village Preserve needs to be trimmed. The Village has received a quote, in accordance with the Village procurement policy, from Hefferin Tree and Landscape Inc. for this work as well as additional trimming nearby. After discussion, upon motion by

Trustee Taylor, seconded by Trustee Sheehan, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the Village is hereby authorized to hire Hefferin Tree and Landscape Inc. to remove the Walnut tree at the Village Preserve as well as additional tree trimming work at a cost of \$750.00 and further that the Mayor and the Clerk-Treasurer are empowered to enter into such contracts, purchase orders or agreements as are necessary to effectuate this resolution.

There being no further business, Trustee Solomon motioned to adjourn the meeting and such motion was seconded by Trustee Ferman. All Trustees present were in favor.

The meeting was adjourned at 10:14 p.m.

Respectfully submitted,

Arlene Drucker, Clerk-Treasurer