

**INC. VILLAGE OF PLANDOME HEIGHTS
MEETING OF THE BOARD OF TRUSTEES
PLANDOME HEIGHTS VILLAGE HALL
AUGUST 6, 2018
MINUTES OF MEETING**

Present: Mayor Kenneth C. Riscica
Trustee Gus Panopoulos
Trustee Alvin Solomon
Trustee Norman Taylor
Clerk-Treasurer Arlene Drucker
Village Attorney Christopher Prior, Esq.

Absent: Trustee Dan Cataldo
Trustee Silva Ferman
Trustee Dianne Sheehan

Also Present: Jing Du Resident

At 7:33 p.m. Mayor Riscica called the meeting to order and called for the Pledge of Allegiance.

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 July 2, 2018 Regular Board of Trustees Meeting and the July 17, 2018 Special Board of Trustees Meeting. After discussion, upon motion by Trustee Panopoulos, seconded by Trustee Solomon, the following resolution was adopted by all Trustees present:

RESOLVED, that the minutes of the Regular Meeting, held on July 2, 2018 and the Special Meeting held on July 17, 2018, are hereby accepted and approved, as amended.

The Mayor then moved the discussion to renewal of the office lease. The Board of Trustees approved the extension of the office lease at the special meeting on July 17, 2018. Since then a few changes were made to the lease. The Mayor presented the revised lease to the Trustees. After discussion, upon motion by Trustee Panopoulos, seconded by Trustee Taylor, the following resolution was adopted by all Trustees present:

RESOLVED, that the Mayor is authorized to execute on the revised lease to the landlord in place of the version of the lease approved at the July 17, 2018 Special Board of Trustee Meeting.

The Mayor then moved the discussion to Capital Expenditures. The Village has various road projects that include repairing three storm drains, all in the Bournadales section of the Village, a manhole cover in front of 9 Bayview Circle that doesn't fit properly and various asphalt repairs throughout the Village. As per our procurement policy, the Village has received multiply bids for most of this work. By combining the work and requesting Stasi Brothers, the lowest bidder, to complete all projects, we will receive a volume discount from the vendor. In the past, the Village has completed this work out of the general budget. This work can be completed under the Capital Program. Since the Village recently received \$19,000 in CHIPS money for the Capital Account, the Mayor is recommending that this work be done as a Capital Project. In 2014, the Village approved a permissive referendum for \$300,000 which was increased to \$375,000 in 2017. To date, the Village has spent \$349,000 of the permissive referendum. The available money is enough to cover the road projects just described but not enough to cover all of the additional work related to improvements of Village Hall since the lease is being renewed. Therefore, the Mayor suggested the Village consider requesting an additional permissive referendum for \$50,000. After discussion, upon motion by Trustee Panopoulos, seconded by Trustee Taylor, the following resolutions were adopted by all Trustees present:

RESOLVED, that this Board appropriate the sum not to exceed \$50,000, from the Village's Capital Reserve Fund to pay for costs relating to the Village's road improvements, lease upgrades and park improvements, subject to separate Board resolutions authorizing specific expenditures against such appropriation; and that this

RESOLUTION is subject to a permissive referendum pursuant to the provisions of the General Municipal Law; and it is hereby further

RESOLVED, that the Village Clerk be, and she hereby is, authorized and directed to cause to be published in the official newspaper of the Village a notice of the adoption of this resolution, and that this resolution is subject to permissive referendum.

The Mayor then moved the discussion to request approval of the road improvement project under the 2017 permissive referendum available funds. After discussion, upon motion by Trustee Panopoulos, seconded by Trustee Solomon, the following resolution was adopted by all Trustees present:

RESOLVED, that Mayor is authorized to enter into a contract with Stasi Brothers for the road improvements including three storm drain repairs, the manhole cover at 9 Bayview Circle and various asphalt repairs on the streets utilizing the funds from the CHIPS reimbursement in the capital fund.

The Mayor then moved the discussion to Records Management. The Village invited Lorraine Hill-Campbell from the New York State Education Department to review our situation and make recommendations on various improvements and grants that the Village could apply for related to records management. This will be a process that will take time to evaluate our needs but the Village should be able to apply and qualify for a records management grant.

The Mayor then moved the discussion to the change in ownership, and name change, of Dejana Industries, Inc. to Dejana Industries, LLC. After discussion, upon motion by Trustee Panopoulos, seconded by Trustee Taylor, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the Mayor is authorized disperse the June payments for street sweeping and garbage collection to Dejana Industries, Inc. with the commitment that Dejana is working on sending us the proper paperwork so that the Village can review and approve the assignment of the street sweeping contract to Dejana Industries, LLC.

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

RESOLVED, that the August Abstract of Claims Number 4 of the Budget Year 2018 – 2019 for claim numbers 50 – 72 in the amount of \$34,752.85 have been reviewed and approved by the Trustees and is hereby accepted.

The Mayor then moved the discussion to review four (4) trees. They are: 1) Tree #331 at 56 Cove Drive, the residence of Mr. and Mrs. Carroll 2) Tree #545 at 27 Chester Drive, the residence of Mr. and Mrs. Carlson, 3) Tree #235 at 20 Grandview, the residence of Mr. Lin and Mrs. Du and 4) Tree #62 at 46 Brookwold Drive, the residence of Mr. and Mrs. Cotumaccio. Based on input provided by Village personnel, the Board determined that all of these trees are either dead or declining and can be removed. A discussion ensued. After discussion, upon motion by Trustee Taylor, seconded by Trustee Panopoulos, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the Village authorizes Mr. and Mrs. Carroll, Mr. and Mrs. Carlson, Mr. Lin/Mrs. Du and Mr. and Mrs. Cotumaccio, at their cost and expense, to remove tree # 331, #545, #235, and #62, respectively, including stump grinding, with no need to replace the trees.

At 8:19 p.m. Mayor Riscica moved to enter into Executive Session in order to seek the advice of counsel to discuss financial matters. This motion was seconded by Trustee Solomon. All Trustees present were in favor.

At 8:22 p.m., the Mayor announced that executive session ended with no action taken.

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

The meeting was adjourned at 8:29 p.m.

Respectfully submitted,

Arlene Drucker, Clerk-Treasurer