

**INC. VILLAGE OF PLANDOME HEIGHTS
MEETING OF THE BOARD OF TRUSTEES
PLANDOME HEIGHTS VILLAGE HALL
JULY 2, 2018
MINUTES OF MEETING**

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

Also Present: Amelia Camurati Blank Slate Media

At 7:05 p.m. Mayor Riscica called the meeting to order and called for the Pledge of Allegiance.

Mayor Riscica gave the Trustees a brief synopsis of the recent public meeting for elected officials conducted by County Executive Laura Curran and the new Nassau County police commissioner.

Mayor Riscica advised the Trustees that when the Treasurer had determined that \$19,000 of CHIP's funding was available for the phase II work on the capital plan, the full \$19,000 was drawn down for that purpose. Further, the Mayor advised that in discussions with the Village auditors, it was determined that this draw down should be reflected back to May 31, 2018 fiscal year and in the Capital, not Operating account.

Mayor Riscica then made a presentation about the Village program of investing in short term certificates of deposit ("CD") and money market funds to increase returns. With a CD maturing shortly, the Village will again have the opportunity to increase its earned yield on CD's at Flushing Bank. As such, the Village will transfer additional funds to Flushing Bank to increase the amount invested in CD's at that higher rate. Amounts transferred will remain within the established limits of our Investment Policy.

Mayor Riscica noted that the next order of business was to review the minutes from the June 4, 2018 Board of Trustees Meeting. When all Trustees informed the Mayor that they had reviewed the minutes, a motion to approve the minutes was made by Trustee Sheehan, seconded by Trustee Panopoulos, and unanimously adopted by all present with the exception of Trustee Ferman, who abstained noting that she was not present at the meeting. The motion is as follows:

RESOLVED, that the minutes of the Regular Meeting, held on June 4, 2018, are hereby accepted and approved.

The Mayor then moved the discussion to Baxter Estates' interest in Plandome Heights' 2016 Miscellaneous Roadway Contract awarded to Roadwork Ahead (RWA) via the shared services inclusion in the contract. The Mayor noted that he has spoken with both the owner of RWA, Sam Stasi, and Mayor Haagenon of Baxter Estates. Both parties are aware that the contract expires October 2018 and would like to do the work via this contract. An Intermunicipal Agreement (IMA) is required between Plandome Heights and Baxter Estates to utilize this contract on a "piggyback" basis. Since Chris Prior serves as general counsel to both villages, there is a potential conflict of interest. Therefore, both villages would need to agree to a potential conflict waiver in

this matter or hire separate counsel. After discussion, upon motion by Trustee Solomon, seconded by Trustee Cataldo, the following resolutions were unanimously adopted by all Trustees present:

RESOLVED, that the Mayor is authorized to enter into an Intermunicipal Agreement with the Village of Baxter Estates, substantially in the form presented to the Trustees with such further non-material changes as are agreed by the Mayor and Village Attorney, in order to permit the Village of Baxter Estates to “share services” by utilizing our 206 Miscellaneous Roadway Contract for Baxter Estates’ roadwork.

IT IS FURTHER RESOLVED, that the Trustees view any conflict in using the Village Attorney for a short intermunicipal agreement in this matter is de-minimis and therefore Mayor Riscica is authorized to sign the Waiver of Client Conflict letter presented to the Board of Trustees.

The Mayor then discussed the results of the Village fiscal year ended on May 31, 2018. Mayor Riscica presented an analysis supporting his expectation that the fiscal year will end with a surplus of approximately \$35,000. After discussion, upon motion by Trustee Cataldo, seconded by Trustee Sheehan, the following resolution was unanimously adopted by all present:

RESOLVED, that the transfer of \$35,000 representing the approximate projected surplus for the fiscal year ending May 31, 2018 is hereby authorized from the General Fund - Unrestricted to the General Fund – Assigned which is specifically assigned for future capital projects under the Village Capital Plan effective as of May 31, 2018.

The Mayor then moved the discussion to the award letter from Senator Phillips for a Transportation, Infrastructure, Economic Assistance Grant in the amount of \$125,000 for Plandome Heights. This grant is a few years away from being finalized and should be available at the time the Bournedales will need to be repaved. In addition, Senator Martins had started the process for a grant for \$100,000 for this same work. Therefore, between both grants and the Capital Funds, it is expected that the Village will be financially prepared for this roadwork when necessary.

Mayor Riscica stated that the next order of business was the review of the General Code estimate. Last year the Village adopted 6 laws which will need to be codified into the Village Code for the website and the physical code books. The estimated cost for this work will be between \$1,675 and \$2,045. After discussion, upon motion by Trustee Cataldo, seconded by Trustee Ferman, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the Village is authorized to submit the approved estimate to General Code to codify the recently adopted Village Local Laws not yet codified.

Mayor Riscica then moved the discussion to the Don Scott Memorial Foundation’s request for a permit for the Don Scott Memorial 5k Run in the Village. After discussion, upon motion by Trustee Sheehan, seconded by Trustee Panopoulos, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the request of the race committee of the Don Scott Memorial 5k Run is approved to permit the road race to use certain roads in the Village on Sunday, September 16, 2018.

At 7:35 p.m. Mayor Riscica moved to enter into Executive Session in order to seek the advice of counsel to discuss real estate matters. This motion was seconded by Trustee Sheehan. All Trustees present were in favor.

At 8:50 p.m., the Mayor announced that executive session ended with no action taken.

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

RESOLVED, that the June Abstract of Claims Number 2 of the Budget Year 2018 – 2019 for claim numbers 26 – 48 in the amount of \$31,530.81 have been reviewed and approved by the Trustees and is hereby accepted, as amended.

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 9:05 p.m.

Respectfully submitted,

Arlene Drucker, Clerk-Treasurer