

**INC. VILLAGE OF PLANDOME HEIGHTS  
MEETING OF THE BOARD OF TRUSTEES  
PLANDOME HEIGHTS VILLAGE HALL  
NOVEMBER 1, 2021; 6:00 PM  
MINUTES OF MEETING**

<b>Present:</b>	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:** Rosemary Mascali      Resident

At 6:09 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 approval of the minutes of the Board of Trustees' October 4, 2021 Regular Meeting. The Trustees confirmed that they had read the draft minutes. After discussion, upon motion by Trustee Panopoulos, seconded by Trustee Sheehan, the following resolution was unanimously adopted by all Trustees present:

**RESOLVED**, that the minutes of the October 4, 2021 Regular Meeting of the Board of Trustees in the form presented by the Village Clerk-Treasurer are hereby accepted and approved.

The Mayor then updated the Trustees on Village operational issues. The Mayor noted that the annual kickoff meeting with snow removal contractor Cow Bay went well and that he expects the same good work as they have done in prior years with respect to the Village's snow removal needs.

The Mayor reported that the road work bid opening went well and the Village received bids 10% lower than the engineer's estimate.

Annual required sexual harassment and workplace violence training for the Village boards was discussed and scheduled for November 15, 2021.

The Mayor then moved discussion to resident's request to remove Village trees. Mrs. Corrigan, resident at 15 Cove Drive, requested permission to remove a tree in the Village ROW. As per Village code, the Village requested a certified arborist, Harder Tree and Landscape Service, to review the tree and provide a recommendation. Harder recommended removal of the tree within one year. After discussion and upon motion by Trustee Panopoulos, seconded by Trustee Taylor, the following resolution was unanimously adopted by all present:

**RESOLVED**, that the Village authorizes Mr. and Mrs. Corrigan, at their cost and expense, to remove the Village tree on the village right-of-way abutting their property, including stump grinding, and the Clerk is directed to advise the homeowners of their option to participate in the Village Tree Planting Program.

The Mayor then moved the discussion to the March 2022 Village Election. After discussion and upon motion by Trustee Ferman, seconded by Trustee Sheehan, the following resolution was unanimously adopted by all Trustees present:

**RESOLVED**, that pursuant to the provisions of the Election Law of the State of New York, the Village Clerk-Treasurer is hereby directed to publish a legal notice concerning the Annual General Village Election, noting that the election will be held on Tuesday, March 15, 2022 and the offices to be filled are the office of Mayor, for a two year term and three Trustee positions, each for a two year term.

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, 2021. The Mayor then summarized for the Trustees each of the related reports and recommendations prepared by our auditors, 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 Panopoulos, 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, 2021 as prepared by the Village and audited by Skinnon & Faber are hereby ratified and approved in the form presented to the Trustees with such further non-material changes as are agreed by the Mayor and the Village Auditor; 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 further 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.

At 7:17 p.m. Trustee Panopoulos motioned to enter into Executive Session in order to discuss contract and personnel matters. This motion was seconded by Trustee Sheehan. All Trustees present were in favor.

At 8:36 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 Panopoulos, the following resolution was unanimously adopted by all Trustees present:

**RESOLVED**, that the August Abstract of Claims Number 6 of the Budget Year 2021 – 2022 for claim numbers 155 – 186 in the amount of \$52,115.38 has been reviewed and approved by the Trustees, as amended, and is hereby accepted.

The meeting was adjourned at 8:39 p.m.

Respectfully submitted,

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Arlene Drucker  
Clerk-Treasurer