

**INC. VILLAGE OF PLANDOME HEIGHTS
MEETING OF THE BOARD OF TRUSTEES
BY VIDEO CONFERENCE
JANUARY 3, 2022; 6:00 PM
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: Kathryn Gross Special Project Associate (Arrived 7:15)
Rosemary Mascali Resident, President Plandome Heights Civic Association

A Meeting of the Board of Trustees was called to order by the Mayor at 6:11 PM on Monday, January 3, 2022 telephonically, with no “in-person” location, pursuant to special legislation (S.50001/a.40001) extending virtual access to public meetings under New York State’s Open Meetings Law, which allows New York government agencies to virtually conduct public meetings during the COVID-19 pandemic. The meeting was recorded for later transcription.

The Mayor then moved the discussion to ratify the following resolution in honor of the passing of Carmela (Lina) Mollica Iucolano, mother of long term resident Lorraine Cataldo and mother-in-law to Trustee Daniel Cataldo. After discussion, upon motion by Mayor Riscica, seconded by Trustee Sheehan the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the action taken on December 30, 2021 is hereby ratified by the Trustees, specifically that the flag of the Village of Plandome Heights be lowered to half-staff in respect of the passing of Carmela (Lina) Mollica Iucolano, on December 28, 2021, mother of longtime resident, Lorraine Cataldo, and that such flag shall remain in that state for approximately one week.

The Mayor then moved the discussion to the approval of the minutes of the Board of Trustees’ December 6, 2021 Regular Meeting. The Trustees confirmed that they had read the draft minutes. After discussion, upon motion by Trustee Sheehan, seconded by Trustee Solomon, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the minutes of the December 6, 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 moved the discussion to the upcoming Village Election. After discussion, upon motion by Trustee Solomon, seconded by Trustee Sheehan, the following resolutions were 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 notice concerning the Annual General Village Election, that all polling shall take place at the Plandome Village Hall, 65 South Drive, Plandome, New York on Tuesday, March 15, 2022, which notice shall be published after the last day for filing nominating petitions for said election, but not less than ten days prior to the date of said election. Said notice shall contain the following information:

1. The street address of the polling place for the Village Election, to wit:
Plandome Village Hall, 65 South Drive, Plandome, New York 11030.
2. The date and hours during which the polling place will be open shall be 12:00 noon until 9:00 p.m.
3. The names and addresses of all those who have been duly nominated for Village office and the term of the office for which they have been nominated.

IT IS FURTHER RESOLVED, that the Board of Trustees has previously eliminated Village Personal Registration Day. All residents interested in registering for the Village Election must be registered with the Nassau County Board of Elections. All Village residents registered with the Nassau County Board of Elections are eligible to vote in the Village Election.

IT IS FURTHER RESOLVED, that the following persons are appointed to the position of Election Inspector for the Village's Election Day at the aforementioned date, times and place:

Marie Dalton Buono as Election Inspector Chair

Robert Anastasia as Election Inspector

Mayor Riscica then moved the discussion to unpaid taxes. The Clerk informed the Trustees that all village property taxes have been paid. Thus, there is no need to submit the Unpaid Tax Statement to the Trustees.

The Mayor then moved the discussion to the sidewalk issue at 163 Plandome Court. The roots of the Village tree in the right of way abutting the property are lifting the sidewalk, creating a potentially hazardous situation. Trustee Taylor met with the homeowner, Mr. Yu, who asked to remove the tree to resolve the sidewalk issue. Trustee Taylor advised the homeowner that the tree should survive if the roots are cut back. After discussion, Mr. Yu agreed to discuss cutting the roots with a certified arborist as a solution to the issue. No action was taken by the board.

The Mayor then moved the discussion to digital records and Trustee Cataldo made a presentation to the board. Mr. Riscica described the two meetings that the Village's Digital Records team had with the representative of NYS Archives, the state agency with jurisdiction over aspects of record-keeping by governmental agencies, and then with digital records software vendor, Municipity. Further meetings are planned in January.

The Mayor then moved the discussion to the renewal of the office lease. Mayor Riscica noted that under the current office lease for Village Hall at 37 Orchard Street, the Village has an option, exercisable through January 31, 2022 to extend the lease for another three years, until July 31, 2025. The Mayor also noted that despite attempts to "stretch" our space, the current 717 square feet of space is a challenge. However, the Village has an advantageous lease rate and so the renewal period would permit the Village time to evaluate different space options with a relatively low exit cost should that be necessary or

desirable. After discussion, upon motion by Trustee Cataldo, seconded by Trustee Sheehan, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the Mayor is authorized to execute the option to extend the existing lease on behalf of the Village through July 31, 2025 with 39 Orchard Street Development Company Inc., as assignee from Lois Silva, as Landlord under the Lease originally dated July 2008 (the “Original Lease”), with respect to the premises at 37 Orchard Street, Manhasset, New York, at which the Village Hall and offices are located (the “Premises”), as such Original Lease has subsequently been extended, including by most recent amendment through July 31, 2022.

The Mayor then moved the discussion to the Great Neck/North Shore Cable Commission (the “Commission”) franchise agreements with Verizon and Altice. The Commission was formed in part to enable fifteen villages to negotiate collectively as a single entity, with the cable providers. The arrangement gives member villages two clear advantages: a robust negotiating position and the avoidance of the costs of individual legal representation. In 2018, all participating villages paid a pro-rated share of the expected legal bills based on the number of subscribers in their Village. The Commission has depleted the original money collected from the villages and is asking for another payment since they are not close to completing the negotiations. After discussion, upon motion by Trustee Ferman, seconded by Trustee Taylor, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the Village is authorized to make a payment to the Great Neck/North Shore Cable Commission in the amount of \$492 to pay for legal fees related to negotiating franchise agreements with Verizon and Altice.

The Mayor then moved the discussion to an Intermunicipal Agreement (IMA) with the Village of Plandome Manor (VPM) in regards to employee, Katherine Hannon. The Mayor explained that the IMA would accommodate and enhance both the Village of Plandome Heights and the Village of Plandome Manor in their government services through the use of the shared VPH employee. The Mayor then noted that the IMA sets forth the terms under which the Village of Plandome Manor would be able to use the services of Village employee Hannon on a shared basis, paying the Village for the compensation costs incurred by the Village and allocable to the time expended by the employee for the benefit of Plandome Manor. After discussion, upon motion by Trustee Solomon, seconded by Trustee Ferman, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the Village is authorized to enter into an Intermunicipal Agreement (IMA) pursuant to Article 5G of the General Municipal Law with the Village of Plandome Manor, authorizing Plandome Manor to use the services of Village employee Katherine Hannon, in consideration for Plandome Manor paying the Village for the compensation costs incurred by the Village and allocable to the time expended by the employee for the benefit of Plandome Manor, such IMA to be in the form prepared by the Village Attorney and presented to the Board, with such amendments and modifications thereto as are acceptable to the Mayor and the Village Attorney.

The Mayor then moved the discussion to the maximum balance to be maintained at each bank as per the Village’s Investment Policy, which is updated by Board resolution at the annual meeting, and which most recently was addressed in a September 21 Board resolution. The Mayor noted that the money recently received from National Grid to pay portions of the cost of the Village road restoration project requires that the maximum amount be increased again. After discussion, upon motion by Trustee Sheehan, seconded by Trustee Solomon, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the maximum balance of Village moneys to be maintained at the Village's authorized depository institutions as per the Investment Policy, shall be increased by \$100,000 to \$600,000 to be reviewed at the Village Annual Meeting in April.

The Mayor stated that the next order of business was the approval of the Abstract of Claims. After discussion, upon motion by Trustee Sheehan, seconded by Trustee Cataldo, who comprise the Board's temporary audit committee during the pandemic, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the Abstract of Claims Number 7 of the Budget Year 2021 – 2022 for claim numbers 219 - 248 in the amount of \$35,889.50 has been reviewed by Trustee Sheehan and is hereby approved and accepted, subject to review and approval by Trustee Cataldo, in his capacity as member of the Village's temporary audit of claims committee.

The meeting was adjourned at 8:44 p.m.

Respectfully submitted,

Arlene Drucker
Clerk-Treasurer