

**INC. VILLAGE OF PLANDOME HEIGHTS
MEETING OF THE BOARD OF TRUSTEES
PLANDOME HEIGHTS VILLAGE HALL
JULY 11, 2022; 7:00 PM
MINUTES OF MEETING**

Present:	Mayor	Kenneth C. Riscica
	Trustee	Daniel Cataldo
	Trustee	Mary Hauck
	Trustee	Kristina Lobosco
	Trustee	Florence Musalo
	Trustee	Gus Panopoulos
	Trustee	Norman Taylor
	Clerk-Treasurer	Arlene Drucker (telephonically)
	Village Attorney	Christopher Prior, Esq.

Also Present: Rosemary Mascali Resident, President Plandome Heights Civic Association

At 7:17 p.m. Mayor Riscica called the meeting to order and called for the Pledge of Allegiance.

The Mayor noted the first order of business was to acknowledge the continued sorrow of the Village over the loss of life of three young residents one year ago on July 24, 2022. On the night of Saturday, July 24, 2021, James P. Farrell, Michael O. Farrell and Ryan J. Kiess, lost their lives in a car accident in Quogue. Their companion, Briana Miglio, fiancé of Ryan Kiess, suffered extensive injuries. After discussion, upon motion by Trustee Taylor, seconded by Trustee Hauck the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the flag of the Village of Plandome Heights shall be lowered to half-staff on July 24, 2022 in respect of the anniversary of the passing of James P. Farrell and Michael O. Farrell, sons of long-time residents Elene and James Farrell, and Ryan J. Kiess, son of long-time residents Nina and Kurt Kiess, and that such flag shall remain in that state for three days, one day for each of them. May God bless their souls and comfort their families.

The Mayor noted that the most important topics for the meeting were (a) his Financial Report for the fiscal year ended May 31, 2022 together with analysis of capital reserve funds at May 31, 2022, and (b) the results of the Preliminary Feasibility Analysis of the buy v lease decision in looking at occupancy opportunities. Mayor Riscica noted that both topics are related in that:

- Our Planning Beyond One Year identifies occupancy as a key challenge for the Village as rents are expected to increase significantly in three years and are already under stress,
- Our financial results and capital reserves have a direct bearing on whether the Village can consider a purchase option in meeting its occupancy challenges, and
- Preliminary feasibility analysis will set the “goal posts” of what may be achievable as a purchase.

The Mayor noted that these are consequential considerations for the Village and that hard work and recent events have presented the Village with a tremendous opportunity.

The Mayor noted that the next order of business was approval of the minutes of the Board of Trustees' May 2, 2022 and June 6, 2022 Regular Meetings and the May 17, 2022 Special Board of Trustees Meeting. The Trustees confirmed that they had read the draft minutes. After discussion, upon motion by Trustee Lobosco, seconded by Trustee Musalo, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the minutes of the May 2, 2022 and June 6, 2022 Regular Board of Trustees Meetings and the May 17, 2022 Special Board of Trustees Meeting, in the forms presented by the Village Clerk-Treasurer, are hereby accepted and approved.

The Mayor then moved the discussion to the North Shore TV (NSTV, formally PATV), negotiations for franchise taxes. The Village belongs to a coalition to negotiate the franchise tax rather than hiring our own lawyer to negotiate independently. The current negotiating is considering an increase of 1%, from 4% to 5%, in the franchise fee with a simultaneous increase in the portion of the fee devoted to NSTV from 1% to 2%. As the Village learns more about these negotiations, the Mayor and Trustee Musalo will update the Board of Trustees.

The Mayor then moved the discussion to the councilmanic redistricting that was recently approved by the Town of North Hempstead. Other Villages are considering an Article 78 proceeding challenging the redistricting. Mayor Riscica noted that the Board will go into Executive Session to discuss the potential lawsuit with Counsel. Noting that Civic Association President Rosemary Mascali was present, Mayor Riscica requested that Ms. Mascali share the Civic's point of view on this issue with the board. She did.

The Mayor then presented his Financial Report to the Trustees – Fiscal Year Ended May 31, 2022. Mayor Riscica discussed line items on the report that were significantly better or worse than budget. Mayor Riscica then indicated that the key takeaways of the Financial Report for the fiscal year are:

- Extraordinary success of our Capital Plan – We completed nearly \$500,000 of capital improvements largely with grant and other available funds. This results from *extraordinary management of costs* and *aggressive follow up on all available sources of funding* and is explained in the report.
- Non-recurring revenues result in a surplus year – Despite challenges on several fronts, non-recurring building fees, FEMA reimbursement for Storm Isais and other items offset challenges in costs so we added surplus to our reserve funds for the 13th year.
- Reserve funds set aside – With our roadwork needs met for the coming period, and our occupancy needs presenting challenges for us, we reallocated our reserve funds to be available to support a solution including a possible purchase of a Village Hall.

In discussing the capital reserves, the Mayor noted that Trustee Haucke had participated with him in a meeting with Frank Faber of the Village's Auditor, to discuss our capital reserves. Mr. Faber agreed that it is appropriate, in light of (a) the success of the 10-year capital plan and (b) the challenges faced by occupancy, to set aside capital reserves for the possible purchase of a Village Hall.

The Mayor then presented a report, Preliminary Feasibility of Buy v Lease which analyzes, over a 15 year planning horizon, various purchase options/scenarios as compared to various rental options/scenarios (including the proposal of the current landlord extrapolated out to 15 years). In the Preliminary Feasibility analysis, the Village Hall opportunity comes into focus vs our alternatives. Market rents approximate \$1.1 million for the next 15 years. If we borrow \$750,000 in a 30-year bond (and use \$500,000 of reserve funds set aside for a down payment) our debt service (instead of rent) over 15 years would be approximately \$600,000. That's an opportunity for the Village to save

\$500,000. Mayor Riscica pointed out that rent escalates significantly over time while the debt service stays constant. After discussion, it was agreed that the Mayor should communicate this information in some transparent manner to residents so that they can participate in the dialog on this important issue. After discussion, upon motion of Trustee Cataldo, seconded by Trustee Panopoulos, it was unanimously

RESOLVED, that the Trustees hereby restate, ratify and affirm that an amount, approximating the surplus for the fiscal year ended May 31, 2022 (which is still under audit), approximately \$30,000, shall be assigned within the General Fund to future capital project needs including the possible purchase or construction of a new Village Hall and that such assigned balance shall equal \$520,000 as shown in the Financial Report of Mayor Riscica.

The Mayor stated that the next order of business was the approval of the Abstract of Claims. The Mayor noted that, due to the Clerk's unavailability, the backup documents related to the abstract were not presented to the Board for review. The Mayor noted that, during the pandemic, the Board addressed the inability of the Board members to individually review back-up through establishment of an abstract committee to conduct the review and make recommendations to the Board. After discussion, upon motion by Trustee Cataldo, seconded by Trustee Panopoulos, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that Trustees Hauke and Musalo will comprise the abstract committee to review the July Abstract of Claims Number 2 of the Budget Year 2022 – 2023 for claim numbers 36 – 63 in the amount of \$41,177.39, subject to their review and approval, in their capacity as members of the Village's temporary audit of claims committee, the Abstract of Claims is approved as submitted.

At 9:06 p.m. Trustee Panopoulos motioned to enter into Executive Session in order to discuss possible litigation. This motion was seconded by Trustee Cataldo. All Trustees present were in favor.

At 9:35 p.m., the Mayor announced that executive session ended with no action taken.

The meeting was adjourned at 9:35 p.m.

Respectfully submitted,

Arlene Drucker
Clerk-Treasurer