

**MEETING OF THE BOARD OF TRUSTEES
PLANDOME HEIGHTS VILLAGE HALL
OCTOBER 3, 2022; 7:00 PM
MINUTES OF MEETING**

Present:	Mayor	Kenneth C. Riscica
	Trustee	Daniel Cataldo
	Trustee	Mary Hauck
	Trustee	Kristina Lobosco
	Trustee	Gus Panopoulos
	Trustee	Norman Taylor
	Edward P. Butt	Building Inspector, A.I.A.
	Deputy Clerk	Susan Martinez
	Village Attorney	Christopher Prior, Esq.
Absent:	Trustee	Florence Musalo
	Clerk-Treasurer	Arlene Drucker
Also Present:	Harry Nicolaides	Consultant, A.I.A.
	Commander Vitelli	NCPD 6 th Precinct Commander
	Rosemary Mascali	Resident, President Plandome Heights Civic Association
	Jerry Love	Resident
	Donald O'Brian	
	John Camillo	Resident

At 7:00 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 Space Analysis Presentation. Mayor Riscica noted that the Village had retained Architect Harry Nicolaides, AIA, to prepare a "space analysis" of Village needs and such report has been received in draft. The Mayor noted that Mr. Nicolaides is well respected in the community for his decades of service to clients. In addition to his service as an Architect, Mr. Nicolaides is the former Mayor of the Village of Munsey Park for 17 years. As such, he is uniquely qualified to advise the Village in this matter. The Mayor noted that Mr. Nicolaides interviewed numerous members of leadership and operations in the Village and considered the physical space of Villages in our "peer group" as indicated in his report. The Mayor then presented Mr. Nicolaides' report on the video screen and summarized its findings including:

- that the Village quarters "...are woefully inadequate for even the smallest municipality."
- Mr. Nicolaides' identification of the functions of a municipality that must be considered in allocating space to its operations,
- that Plandome Heights operates out of nearly 60% less space than the 5 comparable villages with similar populations, who have on average, 1,064 residents (compared to 1,005 for VPH) and 1,710 square feet of space (compared to 717 for VPH).
- that privacy concerns are an issue in the current space.
- that 1,400 – 1,800 square feet would be an appropriate amount of space for Village operations.

After that introduction by the Mayor, Harry Nicolaides discussed his analysis and recommendations and answered Trustee and resident questions. Questions were asked and answered including ADA requirements.

The Mayor noted that, as residents are concerned about Public Safety, the next order of business was the introduction of the new NCPD 6th Precinct Commander Inspector Mark Vitelli. After introductions, Inspector Vitelli gave a presentation about public safety in the precinct, addressing car thefts and other matters. Questions were asked and answered.

After the Inspector's presentation and questions, Mayor Riscica then presented a video of a CBS News Report on a recent press conference conducted by the Mayors in the Nassau County Village Officers Association regarding the issues related to Criminal Justice Reform and the impact it is having in Nassau County.

Mayor Riscica then addressed the passing of long-time resident Mr. John F. Keitz. Mayor Riscica noted that Mr. Keitz was Mayor of Plandome Heights for 10 years, from 1988 – 1998. A moment of silence was observed. After discussion, upon motion by Trustee Cataldo, seconded by Trustee Hauck, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the official flag of the Incorporated Village of Plandome Heights be lowered to half-staff in respect of the passing of Mr. John F. Keitz, long-time resident and former Mayor of the Village of Plandome Heights.

The Mayor noted that the next order of business was approval of the minutes of the Board of Trustees' September 12, 2022 Regular Meeting. The Trustees confirmed that they read the draft minutes. After discussion, upon motion by Trustee Panopoulos, seconded by Trustee Lobosco, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the minutes of the September 12, 2022 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 Finances. As discussed at the September Board Meeting, the Mayor noted that with interest rates increasing rapidly, the Village is monitoring its investments to maximize and take advantage of the higher returns where available. NYClass is a money market fund, sanctioned by NY State, exclusively for municipalities. It operates as a classic money market fund with immediate availability of funds and is benefiting from the rate increases. NYClass is, therefore, an additional investment opportunity that the Village should have at this time.

The Mayor noted that NYClass requires electronic banking to participate in this program. Trustees Cataldo and Lobosco agreed to review and evaluate the electronic banking for NYClass. After discussion, upon motion by Trustee Hauck, seconded by Trustee Taylor, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the Village open a money market account with NYClass with an initial investment of \$100 - 150,000, subject to Trustees Cataldo and Lobosco's review of the required electronic banking process. The Clerk-Treasurer is directed to prepare the necessary papers and signature cards in order to open an account with NYClass. It is further resolved that the following Village officials be and hereby are authorized co-signatories on the account, in order of their availability as follows: Mayor & Trustee Cataldo, then Mayor & Trustee Hauck, then Mayor & Trustee Musalo, then Trustee Cataldo & Trustee Hauck then either Trustee Cataldo or Trustee Hauck and Trustee Musalo.

Mayor Riscica then moved the discussion to snow plowing. Mayor Riscica noted that, in 2016, following the competitive bidding process for snow plow services for a term of up to 10 years, the Village awarded the Snow Plow and Salting/Sanding Contract to Creative Snow by Cow Bay, Inc. for a one (1) year term with options in favor of the Village to renew it yearly through Snow Season 2025-2026 for a total of nine (9) one year renewal options. The Mayor noted that the Village has exercised that option each year since award. The Mayor noted that as discussed at the previous board meeting Trustee Taylor and the Mayor met with Cow Bay to discuss the coming snow season. The Mayor and the Trustees expressed their general satisfaction with the contractor's performance and plans for this year. After discussion, upon motion by Trustee Taylor, seconded by Trustee Panopoulos, the following resolution was adopted unanimously by all Trustees present:

RESOLVED, that the Village exercise its option to extend for Snow Season 2022 – 2023 the Village's Snow Plow and Salting/Sanding Contract with Creative Snow by Cow Bay, Inc., while reserving all future options thereunder, and that the Mayor is hereby authorized to execute any and all Notices, Contracts and materials in conjunction with or incident to this resolution.

The Mayor then moved the discussion to Capital Expenditures. The Village has various projects in view encompassing the digitizing of Village records including related matters of software, equipment, layout and other related items, expenditures for which would be made from the Village's Capital Reserve Fund, which expenditures are subject to a permissive referendum. After discussion, upon motion by Trustee Cataldo, seconded by Trustee Lobosco, the following resolutions were adopted by all Trustees present:

RESOLVED, that this Board appropriate the sum not to exceed \$60,000, from the Village's Capital Reserve Fund to pay for costs to be applied to certain capital improvements to existing digitizing Village records, which resolution is subject to permissive referendum and 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.

Mayor Riscica then moved the discussion to the proposal from Snedeker-Jenkins Agency, Inc. to renew the Village Insurance program with NYMIR. Prior to the board meeting, Clerk Drucker discussed the quote with Trustee Cataldo and explained to him that it contained coverage that was consistent with the prior years with the one exception that cyber insurance is now a separate policy due to the increase in cyber claims and the fee for cyber insurance is \$1,292.50. After discussion and upon motion by Trustee Panopoulos, seconded by Trustee Cataldo, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, subject to the further review and approval by Trustees Cataldo and Panopoulos and Mayor Riscica, that the Village is authorized to accept the insurance proposal from NYMIR. for the term 10/20/2022 to 10/20/2023 at a cost of \$16,976.13 and the Mayor and the Clerk are directed to take such actions as are necessary to accomplish this resolution after review and approval from Trustee Cataldo and Panopoulos and Mayor Riscica.

The Mayor stated that the next order of business was the approval of the Abstract of Claims. The Mayor noted that the inclusion of the settlement payment to the Landlord on the abstract is conditioned upon the

landlord fully and unconditionally executing the settlement and release agreement. After discussion, upon motion by Trustee Cataldo, seconded by Trustee Panopoulos, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the September Abstract of Claims Number 5 of the Budget Year 2022 – 2023 for claim numbers 123 – 145 in the amount of \$40,750.05, has been reviewed and approved by the Trustees, and is hereby accepted.

The meeting was adjourned at 9:23 p.m.

Respectfully submitted,

Susan Martinez
Deputy Clerk

Attachment