

**MEETING OF THE BOARD OF TRUSTEES  
PLANDOME HEIGHTS VILLAGE HALL  
DECEMBER 5, 2022; 7:00 PM  
MINUTES OF MEETING**

<b>Present:</b>	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
	Deputy Clerk	Susan Martinez
	Village Attorney	Christopher Prior, Esq.

<b>Also Present:</b>	Rosemary Mascali	Resident, President Plandome Heights Civic Association
	Roxanne Fitzig	Resident, Board Member, Plandome Heights Civic Association
	Mary Oleske	Resident, Board Member, Plandome Heights Civic Association

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

The Mayor noted that the minutes of the November 7, 2022 Board of Trustees Meeting were not ready and the minutes will be presented for approval at the January meeting.

The Mayor then moved the discussion to the scheduling of the January Board of Trustees Meeting. Currently the meeting is scheduled for Monday, January 2, 2023 which is the federally observed New Year's holiday. After discussion, upon motion by Trustee Musalo, seconded by Trustee Cataldo, the following resolution was adopted by all Trustees present:

**RESOLVED**, that the January 2023 meeting of the Board of Trustees be moved from January 2, 2023, to Tuesday, January 10, 2023, subject to the clerk confirming no conflict with other Village Board meetings, and making the required notifications.

The Mayor then moved the discussion to the digitizing project. The original proposal from NYSID through Seery Systems is for \$50,000 plus another \$13,000 for the iCloud contract. Recently, an additional add on proposal was offered at an additional cost of \$19,400. The Mayor noted that this additional cost would take the project over the permissive referendum limits applicable to the recently adopted Board resolution authorizing an expenditure for the project from the Village's capital reserve fund. After discussion, upon motion by Trustee Musalo, seconded by Trustee Cataldo, the following resolution was adopted by all Trustees present:

**RESOLVED**, that the original proposal from NYSID for \$49,996.00 and Seery Systems for \$13,060.64 is approved pending discussion and agreement from the Building Inspector that the additional add-on proposal should not be included in the project.

Mayor Riscica then moved the discussion to the annual Village financial reporting. Mayor Riscica referred to the financial statements together with the report of the Village's independent auditors, for the year ended May 31, 2022 and the related reports and recommendations prepared by the auditors for the attention of the Trustees. The Mayor then presented each of those reports for the Trustees, including the assessments and recommendations contained therein. After discussion, upon motion by Mayor Riscica, seconded by Trustee Cataldo, 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, 2022 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 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.

The Mayor then addressed street sweeping and storm drain cleaning. The Mayor stated that it was appropriate for the Board to approve work under the existing contracts for street sweeping with contractor Dejana Industries and asked the Board for authority to authorize Dejana to perform such work that is normally done at this time of year. Mayor Riscica recommended that the storm drains wait until the spring for cleaning. After discussion, upon motion by Trustee Taylor, seconded by Trustee Hauck, the following resolution was unanimously adopted by all Trustees present:

**RESOLVED**, that the Village engage Dejana to sweep the streets under the terms of the Village's existing contract with Dejana.

The Mayor then moved the discussion to the capital project. The Mayor informed the Trustees that the punch list has been completed, which is one of the final steps necessary for approving the final payment, \$13,785.71, to the contractor, Posillico-Civil. The final payment is on the abstract of audited claims and the Board will approve this payment when approving the abstract.

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

**RESOLVED**, that the November Abstract of Claims Number 8 of the Budget Year 2022 – 2023 for claim numbers 175 – 205 in the amount of \$42,731.69, has been reviewed and approved by the Trustees, and is hereby accepted, as amended.

At 8:03 p.m. Mayor Riscica moved to enter into Executive Session in order to discuss Real Estate matters. This motion was seconded by Trustee Hauck. All Trustees present were in favor.

The Mayor announced that executive session ended at 9:13 p.m. with no action taken.

The meeting was adjourned at 9:13 p.m.

Respectfully submitted,

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Arlene Drucker  
Clerk-Treasurer