

**MEETING OF THE BOARD OF TRUSTEES
PLANDOME HEIGHTS VILLAGE HALL
JANUARY 6, 2025; 7:00 PM
MINUTES OF MEETING**

Present:	Mayor	Kenneth C. Riscica
	Trustee	Daniel Cataldo
	Trustee	Mary Hauck
	Trustee	Norman Taylor
	Trustee	Eric Carlson
	Clerk	Marie Brodsky
	Deputy Clerk	Susan Martinez
	Village Attorney	Christopher Prior, Esq.

Attended
(via Zoom) Trustee Gerard Love (non-voting)

Also Present:	Rosemary Mascali	Resident, President Plandome Heights Civic Association
	Paul Mascali	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 to approve the minutes of the Board of Trustees' December 2, 2024 Regular Meeting. The Mayor mentioned that minor adjustments to the minutes were necessary due to changes in several of the expenditure estimates under the State and Local Fiscal Recovery Funds (SLFRF) program under the American Rescue Plan Act (ARPA). Following discussion and upon motion of Trustee Lobosco, seconded by Trustee Carlson, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the minutes of the December 2, 2024, Regular Meeting of the Board of Trustees, upon the modifications identified by the Mayor, are hereby accepted and approved and the Clerk-Treasurer is hereby instructed to file the minutes in the minutes book of the Village.

The Mayor then addressed the minutes of the Board of Trustees' December 30, 2024, Special Meeting, at which the Board resolved to spend or commit remaining available ARPA funds for various eligible purposes. The Mayor stated that the amount of certain such expenditures or commitments were still being finalized, as reviews of bills and proposals resulted in requests to vendors for adjusted amounts, but the draft minutes reflect amounts that are in all material respects final and committed for expenditures to be made (or committed) before the program deadline of December 31. Following discussion and upon motion of Trustee Hauck, seconded by Trustee Carlson, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the minutes of the December 30, 2024 Special Meeting of the Board of Trustees, are hereby accepted and approved as presented, and the Mayor is hereby authorized to amend same to insert corrected amounts of authorized expenditures, as applicable, and the Clerk-

Treasurer is hereby instructed to file the minutes in the minutes book of the Village after same are amended to reflect corrected amounts as directed by the Mayor.

The Mayor asked Trustee Love to provide an update on his recent meeting regarding the Verizon Franchise Renewal Agreement and Public Hearing. Trustee Love reported that this is the tentative agreement with Verizon on cable franchise renewal for municipalities designated to receive Verizon cable service. After discussion, and upon motion by Trustee Love, seconded by Trustee Carlson, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the Village authorizes notice of the public hearing to be published in the Village's official newspapers and the Agreement be made available for public inspection once the date, time and place are established.

The Mayor then initiated a discussion regarding Village operations. He provided an update on living conditions of a long-time resident (unnamed), previously addressed during the December 2, 2024, Board of Trustees meeting. The Mayor informed the Board that the resident is now receiving assistance from a close friend, and noticeable improvements have been made to the situation and property.

The Mayor also addressed another Village resident in need. He explained that the resident's family had approached the Mayor for help with clearing the resident's home in the Village. The Mayor informed the Board that he has contacted a local Boy Scout troop to assist the family. He committed to providing a further update at a future meeting.

The Mayor then moved the discussion to the Town of North Hempstead county wide petition against FAA over noise and air pollution. The Mayor reported that the Town of North Hempstead is requesting that the Village Board consider allocation of funds toward the collective FAA litigation fund. The Mayor pointed out that, to the extent that the Town expenditure is paid out of the General Fund (i.e., not the "Outside Village Tax" which Village residents do not pay), then Village residents are already contributing toward this expense through their payment of Town taxes. It was decided that the matter will be tabled at this time and that the Mayor would attempt to gather further information on the matter.

The Mayor then briefly mentioned resident letters regarding Sanitation and the upcoming Snow season. There were no questions or any other discussion from the Board regarding such letters.

Mayor Riscica then moved the discussion to the proposed renewal of the annual time and material for the street lighting maintenance contract with contractor Welsbach. The matter was tabled from the December 3, 2024 Board meeting until the Clerk was able to provide a comparison between the 2024 prices and the proposed 2025 pricing. Upon review, the Mayor noted that the contractor proposed a slight increase for each operation performed or services provided by the contractor from the prices in the 2024 contract. Upon motion by Trustee Cataldo, seconded by Trustee Hauck, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the Village approve the Welsbach proposal for maintenance of Village street lighting for calendar year 2025 as stated.

The Mayor then provided an update on his discussions with representatives (primarily with Nick Fasano) of the Metropolitan Transportation Authority and the Long Island Rail Road ("MTA/LIRR"), regarding the Webster Avenue Bridge project; The Mayor noted the following: (i) The MTA/LIRR has asked the Village to waive any requested payment regarding this matter and (ii) the Mayor, Clerk and Deputy Clerk

have examined the jobsite and believe that the removal of 22 Village trees will be involved in the project. A discussion ensued regarding the burden on the Village of the project and the fact that removal of trees without permission of the Village subjects the offender to fines of \$2,500 per tree.

After discussion, upon motion by Trustee Hauck, seconded by Trustee Lobosco, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the Board rejects the request by MTA/LIRR for permission to remove in excess of 20 Village trees with no compensation to the Village.

The Trustees asked that Village counsel contact MTA/LIRR counsel regarding the consequences of their proposed actions.

The Mayor then provided an update on the balance of funds granted to the Village under the American Rescue Plan Act (ARPA). The Mayor detailed how the ARPA funds have been used to date. A discussion ensued, with the Board members agreeing with the Mayor's proposed suitable uses for the funds.

The Mayor then addressed the Justice Court Audit Report prepared by the Village's independent auditor, Skinnon & Faber, CPAs, P.C., for the period October 1, 2023 to September 30, 2024. The Mayor noted the recommendations contained in the audit report and a discussion of those recommendations ensued, including a discussion of corrective actions that have been taken. After discussion, upon motion by Trustee Hauck, seconded by Trustee Lobosco, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the Justice Court Audit Report for the Village for the period from October 1, 2023 to September 30, 2024 submitted by Skinnon & Faber, CPAs, P.C is hereby accepted.

The Mayor then moved the discussion to the upcoming Village Election. After discussion, upon motion by Trustee Cataldo, seconded by Trustee Lobosco, 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 18, 2025, 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, upon acceptance, 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, at a salary of \$175 for the day

Robert Anastasia as Election Inspector, at a salary of \$150 for the day

Mayor Riscica then moved the discussion to unpaid taxes. The Clerk reported that as of January 8, 2025, all Village property taxes have been paid.

The Mayor stated that the next order of business was the approval of the Abstract of Claims. The Mayor explained that the ARPA expenditures on the Abstract remained incomplete as the Clerk-Treasurer awaits finalized invoices. After discussion, upon motion by Trustee Cataldo, seconded by Trustee Hauck, that the general funds listed on abstract be approved and the ARPA expenditures remain subject to adjustment, and the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the December Abstract of Claims Number 8 of the Budget Year 2024 - 2025 for claim numbers 216-237 in the amount of \$33,882.81, as listed only in the general funds, has been reviewed and approved by the Trustees, and is hereby accepted.

At 8:15 p.m. Trustee Cataldo moved to enter into Executive Session in order to discuss personnel and occupancy matters. This motion was seconded by Trustee Hauck. All Trustees present were in favor.

The Mayor announced that the executive session ended at 9:09 p.m., and that no action was taken. The Mayor then addressed Clerk-Treasurer Marie Brodsky. He noted that Ms. Brodsky's compensation was set in April 2024 for the current year, when there were improvements needed in her Treasury skills. Since that time, Ms. Brodsky's skills have improved such that she has credibly taken on the many of the additional responsibilities as Treasurer and, as such, the activity of our Treasury assistant and special projects assistant has been reduced significantly. As Ms. Brodsky has taken on more responsibility, the Village is benefiting and her compensation should be adjusted accordingly. After discussion and upon motion of Mayor Riscica, seconded by Trustee Hauck, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that after completing one-year of service (temporary and permanent), Clerk Marie Brodsky has taken on additional valuable responsibilities and in recognition thereof, her compensation shall be adjusted from \$71,500 to \$74,000 per year beginning on January 1, 2025.

There being no further business the meeting was adjourned at 9:15 p.m.

Respectfully submitted,

Marie Brodsky
Clerk-Treasurer

INDEX OF EXHIBITS

**SPECIAL MEETING OF THE BOARD OF TRUSTEES
PLANDOME HEIGHTS VILLAGE HALL
JANUARY 6, 2025; 7:00 PM
MINUTES OF MEETING**

Exhibit 1. Mayor's ARPA Program Outline

Plandome Heights
 ARPA Program End - BOT 120224

Draft

Approximate balance to spend \$17,430.18

	<u>Total</u>	<u>Reason</u>
<u>Items</u>		
<u>Spend Now, 12/04/24:</u>	<u>Payee</u>	<u>Pd.</u>
Clerk, reimburse for laptop	Clerk 790.52 X	Necessary for touchless
BI, Emergency dash light	VPH CC 94.95 X	Public safety
NYS Comptroller	NYS Comtr. 85.00 X	One time training for Treasurer
SWMP, MS-4	VPH 6,120.00 X	Stormwater mgt. and update
New flags - USA	VPH CC 152.08 X	Public patriotism
New flags - VPH	Minuteman 465.50 X	Public patriotism
Stormwater matter	Uarius 530.00 X	Water main leak clean up
TNH sign damaged	TNH 273.33 X	Public safety
A+ Graphics street name signs	VPH 862.00 X	Public safety
Hefferin Brookwold/BRS	Hefferin 250.00 X	Public safety
	<u>9,623.38</u>	
<u>Pay Later in December:</u>		
Minuteman	541.91	Public health and safety notice
Teletechie, tablet consultation	160.00	Touchless Board Book
Amazon, Tablets, test run	216.97	Touchless Board Book
Amazon, Tablet, test verticle case	21.06	Touchless Board Book
Amazon, 3 tablets, 6 cases, etc	781.35	Touchless Board Book
Amazon, 3 tablets fo fill out	599.97	Touchless Board Book
Minuteman, sanitation update	541.91	Sanit. - Public health and safety
Minuteman, snow safety	541.91	Snow - Public safety
NYS Comptroller, follow up training	85.00	One-time training for Treasurer
Meadow, Street sweep	2,200.00	Stormwater mgt.
Meadow, Storm drain clean	2,200.00	Est. - Stormwater mgt.
Lantier, complete 2024 agenda	602.00	Various
	<u>8,492.08</u>	
subtotal	18,115.46	5
potential over	-685.28	
<u>"Insurence items" -Commit in '24 but spend in '25:</u>		
Marijo Lantier, 2025 projects	1,500.00	Various
Stasi, landing at flag	2,000.00	Safety
25 Trees, approx.	2,000.00	Public health
	<u>5,500.00</u>	