

**INC. VILLAGE OF PLANDOME HEIGHTS  
MEETING OF THE BOARD OF TRUSTEES  
PLANDOME HEIGHTS VILLAGE HALL  
APRIL 7, 2025; 7:00 PM  
MINUTES OF ANNUAL MEETING**

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

**Attended**  
**(via Telephone) Trustee** Jerry Love (non-voting)

**Absent:** Trustee Kristina Lobosco  
 Trustee Eric Carlson

**Also Present:** Rosemary Mascali Resident, President Plandome Heights Civic Association  
 Paul Mascali Resident  
 Donald O'Brien Local community resident  
 Joanne Horrocks Stenographer

At 7:00 p.m. Mayor Riscica called the meeting to order and called for the Pledge of Allegiance.

At Mayor Riscica's request, Clerk-Treasurer Marie Brodsky reported the results of the March 18, 2025 Village Election, for Village Justice, for a 4-year term, and for three seats for two years terms on the Board of Trustees, as shown below:

***CERTIFICATE OF ELECTION RESULTS 2025***

THIS IS TO CERTIFY that the General Election of Officers for the Incorporated Village of Plandome Heights was held on the 18th day of March, 2025 at the Plandome Village Hall, 65 South Drive, Plandome, New York; and that the polls opened at 12:00 noon on said day and remained open continuously until 9:00 pm on said day, at which time they were closed.

[1]

That at said election:

The total number of paper ballots provided was: .....100  
 The total number of paper ballots left unused – post election was.....45

The total number of paper ballots used was.....52  
 The total number of paper ballots spoiled or invalidated was.....1  
 The total number of Absentee Ballots cast was: .....2

[2]

That at said election the total number of votes cast for the Office of Village Justice for a four (4) year term was:

CYE E. ROSS.....50  
 BEN LEE.....1

That at said election the total number of votes cast for the Office of Trustee for a two (2) year term was:

for DANIEL CATALDO .....53  
 for NORMAN TAYLOR.....54  
 for JERRY LOVE.....52  
 for PAUL MASCALI.....1

[3]

That the following persons were duly elected for the offices and terms herein stated:

JUSTICE CYE E. ROSS for a four (4) year term  
 TRUSTEE DANIEL CATALDO for a two (2) year term  
 TRUSTEE NORMAN TAYLOR for a two (2) year term  
 TRUSTEE JERRY LOVE for a two (2) year term

As witnessed by the Election Inspectors of record on the 18<sup>th</sup> day of March 2025, indicated below:

Marie Dalton Bruno      Rober Anastasia

Newly re-elected Trustees Daniel Cataldo and Norman Taylor were sworn in by Village Attorney Christopher Prior.

Mayor Riscica noted that the next order of business was the review of the minutes of the Board of Trustees' March 3, 2025 Regular Meeting. The Trustees confirmed that they had read the draft minutes. After discussion, upon motion by Trustee Hauck, seconded by Trustee Taylor, the following resolution was unanimously adopted by all Trustees not recusing themselves and present:

**RESOLVED**, that the minutes of the March 3, 2025 Regular Meeting of the Board of Trustees in the form presented by the Village Clerk-Treasurer are hereby accepted and approved and the Clerk-Treasurer is directed to file them in the minute's books of the Village.

At 7:10 p.m. Mayor Riscica opened the Public Hearing on the Tentative Budget for the Fiscal Year 2025-2026.

Mayor Riscica made a presentation with respect to the tentative budget. The Mayor began with factors listed in his March 6, 2025 letter to the residents (see Exhibit A) including the NY State Comptroller published data that shows municipal costs growing nearly 20% in 2022 – 2025.

Subsequent to the memo, factors changed specifically, including: (1) the 2025 current facility lease will be higher than estimated, (2) the Federal Reserve has confirmed plans to lower interest rates thus reducing the interest available to “cover” higher costs, (3) sound financial planning, not compliance to an outdated tax cap, should dictate our finances and (4) peer Villages are coming to the same conclusion and are following the concerns of the Comptroller in exceeding the cap.

The Mayor recommends increasing taxes for this shortfall over a period of time beginning this year. He suggests a tax increase of about 4% over the tax cap. This is an additional increase of approximately \$48/average household per year; \$4.00/month. The total tax increase, including the 2.5% tax cap, is 6.5% (4% + 2.5%), or \$77/average household per year; (\$6.40/month). Because of the Village's strong balance sheet and “Planning Beyond One Year” discipline, we do not need to absorb the 10% additional costs all at once.

Lastly, Village property taxes will continue to be the lowest Village taxes in Nassau\* and are 33% less than the same services in the Town; further our tax increases have averaged 1.75%/year for 14 years (\* This excludes two villages with half our population and one that operates on endowment, not taxes. At 7:37p.m Mayor Riscica opened the Public Hearing on the Village budget.).

In order to increase the Tax Levy beyond the current Village Tax Cap, and after discussion, upon motion by Trustee Cataldo, seconded by Trustee Hauck, the following resolution was unanimously adopted by all present:

**RESOLVED**, that on Monday April 21, 2025 at 7:00 PM at Village Hall, the Board of Trustees will hold a PUBLIC HEARING to consider the VPH. Local Law \_\_ of 2025- Bill \_\_ of 2025 Local Law to override 2% property tax levy limit, and further, that the Village Clerk-Treasurer is directed to make all required public notices of the Public Hearing.

On motion by Trustee Cataldo, seconded by Trustee Hauck, the Board unanimously RESOLVED to close the Public Hearing at 7:35p.m.

A verbatim transcript of the Public Hearing was made by a stenographer; a copy of said transcript is deemed incorporated into these minutes at this point.

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

**RESOLVED**, that the Abstract of Claims Number 11 of the Budget Year 2024 – 2025 for claim numbers 295 – 2324 in the amount of \$29,229.87 have been reviewed and approved by the Trustees and is hereby accepted.

Mayor Riscica then asked the Village Clerk to present the list of proposed appointments for various Village offices and positions, as follows:

A.	Zoning and Appeals Board Chair	Eugene O'Connor*	1 Year
B.	Zoning and Appeals Board Member	Vincent Hauck	5 Year
C.	Zoning and Appeals Board Alt. Member -1	Valerie J. Lauriello	1 Year
D.	Zoning and Appeals Board Alt. Member -2		
E.	Architectural Review Board Chair	Maryann Grieco*	1 Year
F.	Architectural Review Board Member	Laura Maurischat	5 Years
G.	Architectural Review Board Alt. Member-1	Erkan Aydag	1 Year
H.	Architectural Review Board Alt. Member-2	Fausto Pugliese	1 Year
I.	Budget Officer	Kenneth Riscica	1 Year
J.	Clerk-Treasurer	Marie Brodsky	1 Year
K.	Records Access Officer	Marie Brodsky	1 Year
L.	Tax Collector	Marie Brodsky	1 Year
M.	Election Officer	Marie Brodsky	1 Year
N.	Building Inspector	Edward Butt	1 Year
O.	Stormwater Management Official	Edward Butt	1 Year
P.	Village Justice	Honorable Cye E. Ross	1 Year
Q.	Village Prosecutor	Mary Corrigan	1 Year
R.	Emergency Management Coordinator	David Lisner	1 Year
S.	Emergency Management Medical Liaison	Dr. Sanjivan Patel	1 Year
T.	Flagmaster	Vacant	1 Year
U.	Historian	Mary Gabriel	1 Year

\* Chairmanships are for one year.

Upon motion by Trustee Hauck, seconded by Trustee Cataldo, the following resolution was unanimously passed by all Trustees present.

**RESOLVED** that the proposed appointments listed above are hereby accepted and approved.

Mayor Riscica requests the proposals of appointment of the persons or firms to be retained on a contract basis for the Village Official Year be tabled until such time as the Clerk-Treasurer Brodsky is able to collect and present to the Board all pertinent proposals.

At Mayor Riscica's request Clerk-Treasurer Brodsky read the Mayor's Advisory appointments not requiring Board action.

Technology Advisory Board Member                      Trey Harragan                      1 Year

Mayor Riscica then read the annual resolutions as follows:

1)        **WHEREAS**, the Village Law defines the "Official Year" as the year beginning at noon on the first Monday of the month following the date of the General Village Election; and,

**WHEREAS**, the Village Law does not provide for an annual meeting,

**NOW THEREFORE, BE IT RESOLVED** that the Board of Trustees of the Inc. Village of Plandome Heights herewith sets the Annual Meeting of the Board for Monday the 6<sup>st</sup> day of April 2026 in Village Hall at 37 Orchard Street Manhasset, NY 11030 at 7:00 PM.

2)        **RESOLVED** that the regular monthly meetings of the Board of Trustees shall be held on the first Monday of each month that does not fall on a federal holiday, at the offices of Plandome Heights, 37 Orchard Street, Manhasset, New York at 7:00 pm. All other meetings called will be noticed as required by law. Therefore, the regular meetings for the year 2023– 24 will be:

- May 5, 2025
- June 2, 2025
- July 7, 2025
- August 4, 2025
- September 1, 2025
- October 6, 2025
- November 3, 2025
- December 1, 2025
- January 5, 2026
- February 2, 2026
- March 2, 2026
- April 6, 2026 (Annual Meeting)

3)        **RESOLVED** that the Official Newspaper of the Village be the Manhasset Press.

4)        **RESOLVED** that the Village Clerk-Treasurer, Mayor and the members of the Board of Trustees are hereby authorized to attend meetings, conferences and schools of the NYS Conference of Mayors, the New York State Government Finance Officers Association, the Long Island Village Clerks & Treasurers Association and the Manhasset Area Clerks & Treasurers Association, subject to: (a) prior approval of the projected cost of attendance (including tuition, fees, travel/lodging and sundries) by the Board of Trustees, and (b) in the case of Village employees, subject to the approval of the Mayor, as attendance may be of benefit to the Village.

5)        **RESOLVED** that the Investment Policy of the Village of Plandome Heights as originally adopted on April 2, 2012 and updated effective April 7, 2025 is hereby adopted and the Village Treasurer, Budget Officer or Mayor is authorized to invest and reinvest monies received by the Village in various General/Unassigned/Assigned, Capital/Assigned/Committed and which are not appropriated to any particular purpose or are not immediately required to be expended for the purpose for which they were appropriated, in Certificates of Deposit, Day-of-Deposit Day-of-Withdrawal savings or other appropriate formats, and in accordance with applicable laws, rules and regulations of the State of New York and the United States, and the Investment Policy of the Village of Plandome Heights,

**BE IT FURTHER RESOLVED** that the resolutions of each bank institution for the deposit of said monies be adopted as resolution of this Board.

**RESOLVED** that the following Village officials be and hereby are authorized co-signatories on all accounts of the Village, in order of their availability as follows: Mayor & Trustee Cataldo, then Mayor & Trustee Hauck, then Trustee Cataldo & Trustee Hauck, then either Trustee Cataldo or Hauck and Trustee Love.

6) **RESOLVED** that the Board of Trustees authorize payment in advance of the audit of claims at the regular meeting of the Board of Trustees for the following recurring charges: Petty Cash, Cablevision, Verizon, Verizon Business, PSEG, Rent, Postmaster-Manhasset (Postage), insurance premiums, and Payroll, related payroll taxes, deferred compensation and medical benefits.

7) **RESOLVED** that the Board of Trustees appoints North Hempstead Town Clerk Ragini Srivastava as Registrar of Vital Records and North Hempstead Town Deputy Clerk Margaret Malito as Deputy Registrar of Vital Records.

8) **WHEREAS**, Section 104-b of the General Municipal Law requires the governing body of every municipality to adopt a procurement policy for all goods and services which are not required by law to be publicly bid, and

**WHEREAS**, the Village originally adopted its Procurement Policy on June 1, 1992 and has periodically updated such policy after comments have been solicited from all officers in the Village involved in the procurement process;

**NOW, THEREFORE, BE IT RESOLVED** that the Village of Plandome Heights does hereby adopt the procurement policy as to all goods and services which are not statutorily required to be publicly bid and updated as of April 7, 2025.

9) **RESOLVED** that the Village adopts the 2025 Emergency Response Plan originally prepared in April 2009 and amended as of April 7, 2025

10) **RESOLVED** that the Village adopts the 2025 Personnel Operating Policies & Procedures originally adopted on January 2019 and updated as of April 7, 2025

11) **RESOLVED** that the Village adopts the 2025 VPH Sexual Harassment Prevention Policy originally adopted on November 5, 2018 and updated as of April 7, 2025

12) **RESOLVED** that the Final NYS Public Employer Public Health Emergency Plan originally adopted on March 1, 2021 and updated as of April 7, 2025

13) **RESOLVED** that the Village adopts the 2025 Beautification of the Village Policy originally adopted on December 3, 2018 and updated as of April 7, 2025

Upon motion by Trustee Taylor, seconded by Trustee Cataldo, all of the above annual resolutions, were unanimously approved by all Board members present.

The Mayor then outlines each trustee's area of responsibility:

- Cataldo Finance, Insurance, Financial Reporting, Technology, Technology/Digital Records, Grants,
- Hauck Liaison to PH Women’s Club, Village Greens
- Lobosco Technology/Digital Records, Manhasset Bay Protection Committee
- Love Great Neck North Shore Television/PATV, Liaison to PWM-OEM, Emergency Management, Signs
- Carlson Real Estate, Lease, Contracts, Legal
- Taylor Sanitation, Snow removal, Roads, Trees, Engineering, Storm Drains

Mayor Riscica then moved the discussion to the NYClass Merger with NYLAF. The Mayor thought this to be pertinent information due to the high volume of Village money deposited into NYClass. After some discussion, the Board all stated they understood the implications of such merger.

Mayor Riscica then moved the discussion to the landscaping proposal from U. Arias Corp, and the catch basin and street sweeping proposals from Meadow Carting, Inc. The Mayor suggests these mattered be tabled until such time as the Clerk-Treasurer Brodsky is able to collect and present to the Board all pertinent proposals.

At 8:10 p.m. upon motion by Trustee Cataldo, seconded by Trustee Hauck, the following resolution was unanimously adopted by all Trustees present:

**RESOLVED**, that the Board enter into Executive Session to discuss budget and real estate, and to obtain advice of counsel.

At 8:45 p.m. the Mayor announced that the executive session ended with no action taken.

The meeting was adjourned at 8:45 p.m.

Respectfully submitted,

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Marie Brodsky  
Clerk-Treasurer

# INDEX OF EXHIBITS

## THE BOARD OF TRUSTEES PLANDOME HEIGHTS VILLAGE HALL April 7, 2025 MINUTES OF MEETING

Exhibit A. Mayor's letter to the Residents from March 7, 2025



### INCORPORATED VILLAGE OF **Plandome Heights**

37 Orchard Street, Manhasset, New York 11030  
Tel: (516) 627-1134 Fax: (516) 627-1393  
www.plandomeheights-ny.gov

March 6, 2025

RE: Tentative Budget – 2025/26

Dear Friends and Neighbors:

I write to continue the dialog on the issues affecting our finances and our approach to addressing them within our *Planning Beyond One Year* approach to *Low and Stable Taxes*. My [Mayor's 2024 Year-end-review](#), and prior reports have put forth these issues.

There is no disputing that inflation has had a significant effect on our costs over the last four years. The NY State Comptroller published data that shows municipal costs growing nearly 20% in 2022 – 2025. Our costs are better than the averages with 17% increase in cost. If you add 2026 budget, those numbers are 18.5% (cost increase) and 9.5% (tax increase). That 9% in cost that we did not pass along to you is about \$60/year per average home in 2025 and will be \$92/year for 2026.

We have been “covering” that 9% shortfall primarily with non-recurring interest income. In addition, unusually high building fees and federal COVID-19 money that expired in 2024, generated surplus beyond this 9% shortfall; surplus is good. But that is all coming to an end.

Comptroller DiNapoli, indicates that the 20% inflation numbers combined with the 2% tax cap, suggests that, “*Local officials should consider these issues as they budget for the coming year,*” implying that municipalities consider this effect on their tax cap. You will hear from your neighbors that many local villages are considering just that this year.

The question for our community is, *now that the effects of inflation leave a lasting shortfall and the temporary “coverage” of that shortfall is over or ending, what do we do to address this?* Because our surplus leave us with a rock-solid balance sheet, and we have a “steady hand,” we can deal with this thoughtfully and over time.

My initial thought is that we can “cover” the shortfall one more year and that may be the best course. So, on March 3, 2025, I presented the Trustees with a Tentative Budget for the fiscal year June 1, 2025 – May 31, 2026 that increases property taxes by about 2.5%; about \$29/home, and within our tax cap. As we further consider this, residents will be able to provide input at our Public Hearing on the Tentative Budget on Monday, April 7, 2022 at the Village Annual Meeting which starts at 7:00 p.m. You can see more at [Tentative Budget Package](#) and [Tentative Budget](#). Transparency and community engagement on this issue is important and will include any developments on occupancy.

Our property taxes will continue to be the lowest Village taxes in Nassau\* and are 33% less than the same services in the Town; further our tax increases have averaged 1.75%/year for 14 years,

Your comments, questions and complaints are cheerfully accepted. I hope to hear from you.

Sincerely,  
INCORPORATED VILLAGE OF PLANDOME HEIGHTS

Kenneth C. Riscica, [Mayor@PlandomeHeights-NY.Gov](mailto:Mayor@PlandomeHeights-NY.Gov)

\* Excludes two villages with half our population and one that operates on endowment, not taxes.

**Kenneth C. Riscica**  
Mayor

**Eric Carlson**  
**Daniel Cafaldo**  
**Mary Hauck**  
**Kristina Lobosco**  
**Jerry Love**  
**Norman Taylor**  
Trustees

**Marie Brodsky**  
Clerk-Treasurer

**Susan Martinez**  
Deputy Clerk

**Katherine Hannon**  
Court Clerk

**Cye E. Ross, Esq.**  
Village Justice

**Mary Breen Corigan**  
Prosecutor

**Edward P. Buff, AIA**  
Building Inspector  
Stormwater Mgmt.  
Officer

**David Lisner**  
Emergency Mgmt.  
Coordinator

**Maryann Grieco**  
Architectural Review  
Board, Chair

**Eugene O'Connor**  
Zoning and Appeals  
Board, Chair

**Trey Harragan**  
Technology Advisory  
Board, Chair

**Mary Gabriel**  
Historian



## Property Tax Cap

### Inflation and Allowable Levy Growth Factors

2022 - 2025 4 year inflation rate = 19.7%

Fiscal Year	Fiscal Years Beginning									
	2021		2022		2023		2024		2025	
	Inflation Factor	Allowable Levy Growth Factor	Inflation Factor	Allowable Levy Growth Factor	Inflation Factor	Allowable Levy Growth Factor	Inflation Factor	Allowable Levy Growth Factor	Inflation Factor	Allowable Levy Growth Factor
Jan 1 - Dec 31	1.56%	1.0156	2.30%	1.0200	7.17%	1.0200	6.26%	1.0200	3.30%	1.0200
Mar 1 - Feb 28	1.46%	1.0146	3.00%	1.0200	7.69%	1.0200	5.43%	1.0200	3.18%	1.0200
Apr 1 - Mar 31	1.43%	1.0143	3.33%	1.0200	7.92%	1.0200	5.06%	1.0200	3.07%	1.0200
Jun 1 - May 31	1.31%	1.0131	4.23%	1.0200	8.06%	1.0200	4.37%	1.0200	2.99%	1.0200
Jul 1 - Jun 30	1.23%	1.0123	4.70%	1.0200	8.00%	1.0200	4.12%	1.0200	2.95%	1.0200
Aug 1 - Jul 31	1.14%	1.0114	5.21%	1.0200	7.91%	1.0200	3.85%	1.0200	2.94%	1.0200
Sep 1 - Aug 31	1.09%	1.0109	5.72%	1.0200	7.75%	1.0200	3.61%	1.0200	Coming March 2025	
Oct 1 - Sep 30	1.16%	1.0116	6.22%	1.0200	7.45%	1.0200	3.49%	1.0200		

As defined in law, the allowable levy growth factor is the lesser of one plus the inflation factor or one and two-one-hundredths. For periods where the inflation factor is less than 2 percent, the allowable levy growth factor is equal to one plus the inflation factor.

