

**MEETING OF THE BOARD OF TRUSTEES
PLANDOME HEIGHTS VILLAGE HALL
SEPTEMBER 8, 2025; 7:00 PM
MINUTES OF MEETING**

Present:	Mayor	Kenneth C. Riscica
	Trustee	Daniel Cataldo
	Trustee	Mary Hauck
	Trustee	Norman Taylor
	Trustee	Eric Carlson
	Trustee	Jerry Love
	Clerk	Marie Brodsky
	Village Attorney	Christopher Prior, Esq.
Absent:	Trustee	Kristina Lobosco
Also Present:	Rosemary Mascali	Resident, 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 approval of the minutes of the Board of Trustees' July 14, 2025 Regular Meeting. The Mayor noted that the minutes presented require two corrections, namely, to reflect (a) authorization for the Mayor to pay the August rent in connection with signing the new lease and (b) approval of the filing of the annual financial report with NY State prior to July 31, 2025 reflecting the numbers previously reported to the Trustees. After discussion, upon motion by Trustee Hauck, seconded by Trustee Love, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the minutes of the July 14, 2025 Board of Trustees Meeting in the form presented by the Village Clerk-Treasurer are hereby accepted and approved, subject to the changes indicated, and the Clerk-Treasurer is hereby instructed to file the minutes, as so amended, in the minutes book of the Village, as may be amended for non-material changes.

The Mayor then reported the passing, in July 2025, of long-time resident Agnes Gaus. The Mayor noted that the Gaus family lived in the Village for approximately 50 years. Agnes was a member of the first graduating class of St. Mary's High School in 1953 and she and her husband Edward were actively involved in St. Mary's Church and American Legion Post 304. Together Agnes and Edward had five children, Mary-Ellen, Regina, and Maureen, who raised 8 children of their own in the community, and Edward Jr. and Billy. As such, they are widely known to multiple generations of residents. Edward Jr. died tragically in a motor vehicle accident and Billy passed recently. Edward Sr. passed several years ago after a long bout with Alzheimer's disease. We are fortunate to have such long-term residents in our village, among many others, and in recognition of this passing, after motion and second, it is hereby unanimously,

RESOLVED, that the flag of the Village of Plandome Heights be flown at half-staff in respect of the passing of long-term resident Agnes Regina Gaus, and that this be communicated to the Gaus family with the following message: All in our community share in the great loss due to Agnes' passing. Our thoughts and prayers are with her daughters, Mary-Ellen, Regina and Maureen and Agnes' many grandchildren and a great grandchild, as well as others who survive her. May God rest her soul and comfort her family.

The Mayor then shifted the discussion to the 50th Anniversary Celebration of American Legion Auxiliary Unit 304. The Mayor proposed that the Village recognize American Legion Auxiliary Unit 304 for their contributions to the community. After discussion, upon motion by Trustee Taylor, seconded by Trustee Love, the following resolution was unanimously adopted by all Trustees present:

WHEREAS, the American Legion was founded by an Act of Congress after World War I, and it fiercely advocates for the unique needs of every generation of veterans, service members, and their families who pledge to protect our nation.

WHEREAS, the mission of the American Legion Auxiliary ("Auxiliary") is to support the American Legion and to honor the sacrifice of those who serve by enhancing the lives of our veterans, military and their families, both at home and abroad, For God and Country, they advocate for veterans, educate our citizens, mentor youth, and promote patriotism, good citizenship, peace and security.

WHEREAS, in addition to serving the veterans of our local unit, Legion Post 304, the Auxiliary serves the community by supporting the annual Memorial Day Parade, supporting the activities of Boy Scout Troop 97, organizing and inspiring our youth in "Operation Shoebox" sending gift items to our troops overseas, sponsoring our youth participation in New York's "Girls State" program, among many other activities.

WHEREAS, the Auxiliary members, friends and community leaders will gather on September 20, 2025 to honor the Auxiliary for 50 years of service, it is therefore

RESOLVED, that the Plandome Heights Board of Trustees hereby proclaims September 20, 2025 as American Legion Post 304 Auxiliary Day, to Recognize and Honor the American Legion Post 304 Auxiliary for 50 Years of Service.

The Mayor then informed the Board that he has been touch with LIRR officials and that the completion of the Webster Avenue Bridge replacement seems to be on or slightly ahead of schedule.

The Mayor then noted that the Village completed the purchase and installation of two (2) additional, yellow 'Slow - children at play' signs that were attached to existing signs on Brookwold and Webster and on Bournedale Road North and Plandome Road as resolved in the July 14, 2025 Regular Board meeting. Additionally, in keeping with the public safety concern that the reopening of the bridge in October is likely to result in more traffic, the Mayor informed the Board that he has requested additional patrol coverage and STOP sign enforcement in the area from the NCPD 6th Precinct.

The Mayor then noted that the Village flagpole fastener recently broke. The Mayor stated that he was able to make a temporary repair, and that we are waiting for CJ Flag & Son, a local contractor, to make a permanent repair with hardware provided by the Village

The Mayor then shifted the discussion to the tree at 46 Winthrope. The tree is on the Village right-of-way and has been deemed dead and unsafe by the Mayor and Trustee Taylor. After discussion, upon motion

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

RESOLVED, that the Village tree located in front of 46 Winthrope is dead and a public hazard, and that the Village Clerk is hereby directed to notify the adjoining property owner that, pursuant to Village Code § 122-5, “Trees on Village property or within Village right-of-way,” the adjoining property owner must remove said tree within the 15-day period commencing with delivery of such notice.

The Mayor then reported that a resident has advised the Village that a tree located on the premises known as 132 Bournedale Road N., was significantly leaning towards one side. The Mayor stated that the Village reported this circumstance to PSEG due to its proximity to LIPA’s electric wires. PSEG advised the Village that it will “top” the tree, which involves cutting down the tree top to below the level of the wires, which PSEG advises will remove the safety concerns. The homeowner can then decide whether to trim or remove the rest of the tree.

The Mayor then provided an update on the pavement conditions on Willow Court. The Mayor noted that after the road restoration following a water main break in 2024, the road has become wavy and uneven. After over a year of “watchful waiting” the road appears to have settled. As such, the Mayor is in discussions with the Manhasset Lakeville Water District about a new repair to eliminate the wavy road.

The Mayor then noted the efforts of Trustee Hauck in addressing possible vandalism, including starting camp-fires, in the Plandome Heights Preserve. Trustee Hauck called police and fire authorities upon observing and taking pictures such activity, and she then directed U. Arias Corporation, the Village landscapers, to the correct location for cleanup.

The Mayor then updated the Board on his recent meeting with the Port Washington/Manhasset Peninsula Mayors, at which they discussed the Propel NY Energy Project, including the status of project routing and the Environmental Management & Construction Plans (EM&CPs). The Mayor noted that some of the Mayors expressed opposition to routing the project along Northern Blvd., and the Mayors discussed approaches to pursue a change of the route.

The Mayor then updated the Board on the recent mandates imposed by NY State regarding website security regulations for municipalities. Last March, NYS implemented the New local government website requirements that require municipalities to prominently post their website privacy policy. The Mayor tasked Trustee Cataldo and Trustee Lobasco with the initial review of the website privacy policy as drafted by the Clerk. This matter will be tabled until such time that the Trustees and counsel are able to review the draft.

The Mayor then relayed the request from the Village Building Department to purchase hard copies of the 2025 New York State Building Codes resources. The total cost will be approximately \$1,145.00. The update of the New York State Building Codes resources is necessary as the Village’s current copies are 2010 editions, and so do not reflect the many subsequent amendments. Building Department staff frequently use the hard copies, including while meeting in person with homeowners, engineers and architects. After discussion, upon motion by Trustee Hauck, seconded by Trustee Cataldo, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the Village is authorized to purchase hard copies of the 2025 New York State Building Codes resources at cost of approximately \$1,145.00, subject to further review of the necessity by the Mayor.

The Mayor then discussed the eCode360 price increase. The Clerk was notified that effective January 1, 2026, the new annual cost for eCode360 will be \$1,295, an increase of \$100. Village counsel strongly

recommended this cost be approved due to the importance of the eCode360 online platform that provides searchable access to a municipality's codified laws. After discussion, upon motion by Trustee Carlson, seconded by Trustee Taylor, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the Village is authorized to continue its use of the eCode360 service at the newly increased annual cost of \$1,295.

The Mayor then asked the Clerk for a report on the collection of village property taxes. The Clerk reported that five tax bills remain outstanding. All properties with outstanding Village property taxes have been assessed fines and penalties each month as required by New York State Law. The Clerk-Treasurer will continue to assess such fines and penalties each month until such taxes are paid in full.

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 and the Trustees expressed their general satisfaction with the contractor's performance. After discussion, upon motion by Trustee Taylor, seconded by Trustee Cataldo, the following resolution was adopted unanimously by all Trustees present:

RESOLVED, that the Village exercise its option to extend for Snow Season 2025 – 2026 the Village's Snow Plow and Salting/Sanding Contract with Creative Snow by Cow Bay, Inc., and that the Mayor is hereby authorized to execute any and all Notices, Contracts and materials in conjunction with or incident to this resolution.

As the Snow Plow and Salting/Sanding Contract with Creative Snow approaches its scheduled termination, the Mayor then addressed the results of competitive bidding for the successor Village Snow Plow contract for years 2026 through 2036. After due notice to the public, a bid opening was held at Village Hall at 11:00 a.m. on August 29, 2025. The Village received one bid from Creative Snow by Cow Bay, Inc. The Mayor noted that there were matters related to the bid that require the advice of counsel and so this matter will be discussed in executive session.

The Mayor then moved the discussion to the filing of the Annual Update Document/Annual Financial Report (AFR). The filing of the report was authorized by Board resolution at the July meeting. The Mayor stated that the report was thereafter completed with the assistance of the Village auditors and filed with NY State within the deadline guidelines established by the NYS Comptroller's Office. The Mayor reviewed the financials as filed for the Trustees, and noted that there were no material changes from the draft version previewed with the Board previously. While the filing of the report was authorized in the July meeting in preliminary form, now that the final report has been reviewed by the Trustees, it is appropriate to ratify that filing. After discussion, upon motion by Trustee Cataldo, seconded by Trustee Carlson, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the filing of Village of Plandome Heights Annual Financial Report, for the Fiscal Period 06/01/2024 - 05/31/2025, made with NYS Office of the State Comptroller by the Mayor and Clerk-Treasurer is hereby ratified and approved.

The Mayor noted that at this time the Financial Statements of the Village, as provided by Skinnon and Faber, for the Fiscal Period 06/01/2024 - 05/31/2025, have been provided for the review of the Board. The report contains the same financial information plus footnotes and disclosures by Generally Accepted Accounting Principles (GAAP). The Mayor asked if the Board had any questions. With there being none,

and upon the upon motion by Trustee Cataldo, seconded by Trustee Love, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the Village of Plandome Heights Financial Statement, for the Fiscal Period 06/01/2024 - 05/31/2025, is approved for publication.

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

RESOLVED, that the September Abstract of Claims Number 4 of the Budget Year 2025 – 2026 for claim numbers 102-131 in the amount of \$39,024.32, has been reviewed and approved by the Trustees, and is hereby accepted.

At 8:30 p.m. Trustee Cataldo moved to enter into Executive Session in order to discuss occupancy matters. This motion was seconded by Trustee Carlson. All Trustees present were in favor.

The Mayor announced that executive session ended at 9:00 p.m. with no action taken.

At 9:00 p.m. Trustee Taylor moved to end the meeting. This motion was seconded by Trustee Cataldo. All Trustees present were in favor.

The meeting was adjourned at 9:00 p.m.

Respectfully submitted,

Marie Brodsky
Clerk-Treasurer