MEETING OF THE BOARD OF TRUSTEES
PLANDOME HEIGHTS VILLAGE HALL
JULY 6, 2026; 7:00 PM
MINUTES OF MEETING

Present:	Mayor	Kenneth C. Riscica
	Trustee	Mary Hauck
	Trustee	Norman Taylor
	Trustee	Kristina Lobosco
	Trustee	Eric Carlson
	Trustee	Jerry Love
	Clerk	Marie Brodsky
	Village Attorney	Christopher Prior, Esq.
Absent:	Trustee	Daniel Cataldo
Also Present:	Miao Li	L.I. Press
	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 the minutes of the Board of Trustees' June 1, 2026 Regular Meeting. The Mayor asked the Trustees to review and confirm the updated draft minutes. After discussion, upon motion by Trustee Love, seconded by Trustee Hauck, the following resolution was unanimously adopted by all Trustees present:

> **RESOLVED**, that the minutes of the June 1, 2026 Regular Board of Trustees Meeting, as presented by the Village Clerk-Treasurer are hereby accepted and approved and the Clerk-Treasurer is hereby instructed to file the minutes in the minutes book of the Village.

The first order of business was a discussion on Personnel.

- Deputy Clerk Search
  The Board discussed the ongoing search for the position of Deputy Clerk. The Clerk reported that the search has been narrowed down to two strong candidates. Discussions with one of the candidates are fairly advanced and may result in an offer.
- Intern
  The Board reviewed the hiring of the Village intern. William Auger was highly recommended by the clerk of Plandome Manor. After discussion, upon motion made by Trustee Hauck, seconded by Trustee Carlson, the following resolution was unanimously adopted:

  RESOLVED, that the Board of Trustees hereby ratifies and approves the retention of William Auger as a Village intern to perform special projects as a 1099 independent contractor, at a compensation rate of $18.00 per hour for up to 15 hours per week. Initially such projects include organizing building files remaining to be organized after the Village's electronic records conversion from 2024 as well as such other discrete projects as the Mayor and Clerk may assign.

- Temporary Deputy Clerk
  The Board discussed the placement of a Temporary Deputy Clerk to ensure operational continuity in the Village office. Kim Porcelli is a Village resident who was recommended by former Mayor Marion Endrizzi for the temporary position. After discussion, upon motion made by Trustee Hauck and seconded by Trustee Carlson, the following resolution was unanimously adopted:

  RESOLVED, that the Board of Trustees hereby ratifies and approves the retention of Kim Porcelli as the Temporary Deputy Clerk to provide interim administrative staffing assistance for the Village, with a compensation rate of $25.00 per hour, to assist with providing administrative support to the Clerk and other special projects. Ms. Porcelli is retained to work approximately 25 hours per week on a schedule that she will set so long as it conforms to the regular working hours of the Village.

The Mayor then noted that the fiscal year ended May 31, 2026 will likely result in: (a) a minor surplus on "regular operations" with operating expenses estimated to be approximately $541,000 and operating revenues estimated to be approximately $554,000 and (b) a larger surplus that is driven by building fees significantly over budget due to the very high level of building activity (and related fees) in our building department as well as interest income over budget due to interest rates remaining high due to economic conditions and continued high cash balances. Mayor Riscica reminded the Trustees that the principle that drives our financial management is *Planning Beyond One Year* in order to maintain *Low and Stable Taxes*. With that in mind, our 2026 planning reflected 4 key factors:

- Our Budget has proven to be "durable," meeting our needs in various circumstances,

- Our operating revenues need to meet our operating expenses,

- Non-recurring items should be treated separately from operations, and

- The 5-year spike in inflation can be addressed gradually, over time, not all at once.

The Mayor suggested that the FY 2026 surplus, currently estimated to be approximately $140,000, be added to the General Fund – Appropriated for Capital projects, and that such capital projects include the possible purchase of a Village Hall to house Village operations. After discussion, upon motion by Trustee Lobosco, seconded by Trustee Love, the following resolution was unanimously adopted by all Trustees present:

> **RESOLVED,** that the Village transfer the approximate amount of the fiscal year end May 31, 2026 surplus, currently estimated to be approximately $140,000, to General Fund – Appropriated for future capital needs, and that such further capital needs include possible occupancy needs to house Village operations.

The Mayor noted that our independent auditors have begun their audit of our financials and they expect their fieldwork to occur on-site on July 16, 2026. We expect to report to NY State on time at the end of July.

The Mayor noted the next order of business was to acknowledge the continued sorrow of the Village over the loss of life of three young residents five years ago. On the night of Saturday, July 24, 2021, James P.

Farrell, Michael O. Farrell and Ryan J. Kiess, lost their lives in a car accident in Quogue. Their companion, Briana Miglio, fiancé of Ryan Kiess, suffered extensive injuries. After discussion, upon motion by Trustee Taylor, seconded by Trustee Hauck the following resolution was unanimously adopted by all Trustees present:

> **RESOLVED,** that the flag of the Village of Plandome Heights shall be lowered to half-staff on July 24, 2026 in respect of the 5th anniversary of the passing of James P. Farrell and Michael O. Farrell, sons of long-time residents Elene and James Farrell, and Ryan J. Kiess, son of long-time residents Nina and Kurt Kiess, and that such flag shall remain in that state for three days, one day for each of them. May God bless their souls and comfort their families.

Next, the Mayor provided an update regarding the ongoing compliance review of Shelter Rock Church. On April 20, 2026, Village Attorney Christopher Prior emailed a letter to the church regarding potential non-compliance with a 1992 Board of Zoning Appeals (BZA) decision, which restricts church use to parishioners only. The Mayor reported that the church has not yet responded to the attorney's correspondence. Following a discussion, the Board decided that the Mayor, Trustee Eric Carlson will request a meeting with church officials to discuss and resolve the matter.

The next order of business was new Village Operation matters.

The Mayor began with new business. The Mayor presented an update on the Village's 2026 MS4 Stormwater Management Program and MS4 Stormwater Progress Report, highlighting the latest progress report on local stormwater management and water quality initiatives, a copy of which was in the materials provided to the Trustees for this meeting. The Board reviewed the ongoing compliance measures, which include public education, illicit discharge detection, and runoff controls designed to protect local waterways. Following a brief discussion on the report's findings, the update was formally received and placed on file for the official record.

The Mayor then introduced the topic of considering changes to the existing parking restrictions in the Village. Trustee Carlson expressed his view that the existing parking restrictions were established in a different time and for specific reasons that were "quality of life" issues at the time. He further explained that he believes that the Village now confronts different issues, created by significant growth in parishioners and activities of the Shelter Rock Church as well as the success of local businesses in the nearby strip of stores. The result is additional parking on our local streets, some of which is intrusive to residents (i.e. blocking their driveways) and some of which is not adequately addressed by existing restrictions. The Trustees discussed whether different or additional parking restrictions were in order to be considered. After discussion, it was agreed that the Trustees would present their thoughts on the matter for discussion at a future meeting.

Next, the Mayor moved to Tree matters.

Matter 1. Several months ago, the Village detected four dead and declining Maple trees posing a potential safety hazard within the narrow Village easement located adjacent to 109 Summit Road. After exploring availability and pricing with several vendors, the Village engaged Cutting Edge Tree and Landscaping to perform the necessary emergency removal services and complete debris disposal to ensure public safety and maintain the easement. After discussion, upon motion by Trustee Taylor, seconded by Trustee Carlson the following resolution was unanimously adopted by all Trustees present:

> **RESOLVED**, that the Board of Trustees hereby ratifies and approves the retention of Cutting Edge Tree and Landscaping to perform work at the Village easement adjacent to 109 Summit Road, consisting of the removal of four dead and declining Maple trees and

the clean-up of the resulting debris for the sum of $4,600.00. A significant storm subsequent to this proposal resulted in damage to a 5th tree that needed removal and debris removal and so the final bill presented, including that "change order" resulted in an aggregate payment of $5,600 and such change order is similarly ratified and approved.

Matter 2. Emergency Tree Removal Services at 69 Shore Road where a fallen tree on Shore Drive within the Village created an immediate obstruction and safety hazard requiring emergency intervention. Emergency removal and clean-up services were performed on June 9, 2026, by Santelli Tree Service (Santelli and Sons) to clear the roadway and restore safe conditions. As is usual in the circumstances, damage and debris existed at the adjacent homeowners and after discussion, the Mayor agreed that the homeowners would pay an aggregate of $1,000 (i.e., $500 each), for the portion of the work related to their property leaving the Village with the bulk of the bill since the bulk of the tree fell on the Village street. After discussion, upon motion by Trustee Taylor, seconded by Trustee Hauck the following resolution was unanimously adopted by all Trustees present:

> **RESOLVED**, that the Board of Trustees hereby ratifies and approves the emergency tree removal work performed by Best Tree Care c/o Santelli Tree Service at 69 Shore Road/Shore Drive for the invoice amount of $3,400.00 and further that the Village shall collect an aggregate of $1,000 from the adjacent neighbors (i.e., $500 each), for the portion of the work that relates to debris on their property.

Matter 3. On 82 Shore Road, a large hazardous tree was identified, communicated to the resident and was removed by resident.

Matter 4. A Tree Survey was conducted by the Mayor, Trustee Taylor, and Village Consultant Kim Porcelli on July 1, 2026. Specific homes were identified, and letters will be sent to residents requesting that they "lift and thin" trees and remove obstructions of streets, sidewalks, signs and street lights. An update will be forthcoming.

Matter 5. The Village requires infrastructure work to furnish and install a new riser for the street lighting power feed on a new PSEG pole; Welsbach Electric Corp. of L.I. has submitted a proposal to perform the necessary electrical installation and provisioning services for this project. After discussion, upon motion by Trustee Carlson, seconded by Trustee Hauck the following resolution was unanimously adopted by all Trustees present:

> **RESOLVED**, that the Board of Trustees hereby approves the contract work with Welsbach Electric Corp. of L.I. to furnish and install the new street lighting power feed riser for the exact amount of $2,100.00, and authorizes the Village Treasurer to issue payment upon completion of the work.

At the June 1, 2026 Regular Board of Trustees' meeting the Mayor presented two proposals for landscaping improvements of the island on Willow Court from U. Arias Corporation. Trustee Love attempted to find a lower proposal from another landscaper. After some research, Trustee Love recommended that the Village accept the proposal from U. Arias Corporation. Trustee Taylor suggested that, at this point in the season, seed would be as good a solution as sod and would be less expensive. As such, after discussion, upon motion by Trustee Taylor, seconded by Trustee Love the following resolution was unanimously adopted by all Trustees present:

> **RESOLVED**, that the Board of Trustees hereby directs the Clerk-Treasurer to instruct the village landscaper, U Arias to lay grass seed on the traffic island on Willow Court.

The Mayor then reported to the Board that the Village received our 2026 – 27 letter of allocation of Consolidated Local Street and Highway Improvement Program (CHIPS) (and related) money. The current year allocation is about $43,000 raising the total amount available to the Village to approximately $196,000. The Mayor reports that this is excellent news.

The Mayor referred to the discussion at the prior meeting, initiated at the request of a resident, regarding a proposed restriction on the seasonal use of gas-powered leaf blowers, and scheduled at that resident's request to be continued at this meeting. The Mayor noted that the resident was not present. However, the Trustees decided to have the discussion in any event. The Clerk presented a email memorandum from the Clerk of the Village of Plandome Manor ("VPM") describing VPW's reasons for not banning gas blowers. The Mayor observed that VPW's reasons are similar to our Village's reasons. One reason cited by VPM was the inability to enforce such a ban. It should be noted that VPM has Code Enforcers authorized under the VPM Village Code and still concluded enforcement was a problem. The Mayor noted that not only does the Village not have Code Enforcement officers, but our Code does not authorize same. Trustee Lobosco pointed out that the Board previously considered restrictions on gas powered blowers and determined not to act. She then questioned how much more time the Board should spend on this issue given this fact. The Mayor indicated that the Trustees could take action on the matter now, or could simply take no action. The Board took no action.

The Mayor stated that the next order of business was the approval of the Abstract of Claims. After discussion, upon motion by Trustee Hauck, seconded by Trustee Lobosco, the following resolution was unanimously adopted by all Trustees present:

> **RESOLVED,** that the June Abstract of Claims Number 2 of the Budget Year 2026 – 2027 for claim numbers 29 – 63 in the amount of $44,470.38, has been reviewed and approved by the Trustees, and is hereby accepted.

At 8:45 p.m., upon motion by Trustee Carlson, seconded by Trustee Lobosco the Board RESOLVED to enter into Executive Session to discuss personnel matters and to receive advice of counsel.

At 9:20 p.m. the Mayor announced that the executive session was ended with no action taken.

The meeting was adjourned at 9:20 p.m.

Respectfully submitted,

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Marie Brodsky
Clerk-Treasurer