MEETING OF THE BOARD OF TRUSTEES
PLANDOME HEIGHTS VILLAGE HALL
October 5, 2026; 7:00 PM
MINUTES OF MEETING

Present:	Mayor	Kenneth C. Riscica
	Trustee	Mary Hauck
	Trustee	Norman Taylor
	Trustee	Daniel Cataldo
	Trustee	Eric Carlson
	Clerk	Marie Brodsky
	Village Attorney	Christopher Prior, Esq.
Absent:	Trustee	Kristina Lobosco
	Trustee	Jerry Love
Also Present:	Miao Li	L.I. Press

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 review and approval of the minutes of the Board of Trustees' September 14, 2026 Regular Meeting. The Mayor asked the Trustees to review the updated draft minutes. After discussion, upon motion by Trustee Hauck, seconded by Trustee Taylor, the following resolution was unanimously adopted by all Trustees present:

> **RESOLVED**, that the minutes of the September 14, 2026 Regular Meeting of the Board of Trustees, as presented by the Village Clerk-Treasurer are hereby approved and the Clerk-Treasurer is hereby instructed to file the minutes in the minutes book of the Village.

The Mayor presented an update regarding the 2027 Sanitation contract renewal, reporting on a recent meeting with the owner and manager of the Village's current provider, Jamaica Ash & Rubbish Removal Co., Inc. The meeting was called to discuss service levels and market conditions. The Mayor suggested that the Village monitor economic conditions in the coming months relating to inflation, interest rates and fuel prices. Based on current inflation, interest rates and fuel prices, the Village should consider both a long-term (10 years) and short term (one or two years) strategy to the bidding process. The Mayor also emphasized the need for financial certainty ahead of the Board's Tentative Budget meeting in March, and the April public hearing on the budget. The Mayor recommended that the Village Clerk and the Village attorney have the draft sanitation bid documents available by December 2026, to allow the Board to review the documents in January, with the official bidding process scheduled to go out in January 2027 and be returnable by mid to late February 2027.

The Mayor then updated the Board on the meeting with Shelter Rock Church representatives on September 25, 2026. The Mayor, Trustee Eric Carlson, and Building Inspector Edward Butt attended the meeting on behalf of the Village, while Shelter Rock Church was represented by Senior Pastor Henry Fuhrman, Pastor Blake Henderson, and parishioner John Turano. They discussed the church's compliance with applicable building and zoning rules, including conditions under the 1992 decision by the Village Board of Appeals, which conditionally granted zoning variances allowing the church's expansion. The Church Representatives stated they would work to ensure parishioners comply with local parking regulations as well as the restrictions in the 1992 BZA decision on how the facility may be used. The Mayor and Trustee Carlson felt the meeting went well.

The Mayor then stated that he and Trustee Taylor are scheduled to meet with Brian and Mark D'Alonzo of Creative Snow by Cow Bay on October 9, 2026 to discuss the upcoming 2026-2027 snow season. The Mayor will update the Board after the meeting.

The Mayor then addressed the proposed legislation that would establish process by which the Village may designate landmarks in the Village. The Mayor explained that there are a few structures existing in the Village that, based upon their antiquity, historical significance, might be considered for Landmark status. As such, it would be in the interests of the Village if the Board of Trustees would consider adopting a new law to create that process. A draft of the proposed law was prepared by attorney Christopher Prior and presented to the Board, which, if enacted, would amend the Village Code to add a new Landmarks and Historical Preservation Chapter (see exhibit #1).

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

RESOLVED, that the Board of Trustees hereby introduces VPH Bill No. 3 of 2026, a proposed local law to schedules a Public Hearing on said proposed -Local Law No. __ of 202_ amend the Village Code to add a new Landmarks and Historical Preservation Chapter, and that a public hearing to consider Bill No. 3 of 2026 be held on November 2, 2026, at 7 p.m., at the Village Hall, at which time all interested parties will be given an opportunity to be heard; and

BE IT FURTHER RESOLVED, that the Village Clerk is authorized and directed to publish and post the required legal notice of said Public Hearing as mandated by law.

The Trustees also discussed a proposed landmark plaque, including the design, location, wording and estimated cost. Discussion was tabled until the next regular meeting pending revised design renderings.

The Mayor then reported a resident's complaint on the application of current Village Parking Rules to Village residents. A discussion ensued about the nature and circumstances of the request. Village attorney, Christopher Prior, advised that NYS law does not permit VPH to enact legally enforceable rules that permit Village residents to park on Village streets while excluding non-residents. A discussion ensued about possible alternatives or changes. Trustee Hauck observed that some of the suggestions made could be misunderstood by residents. Trustee Carlson noted that the Village is conducting a review or all parking restrictions and that any changes should be considered in the context of all proposed

changes. Further discussion ensued. After discussion, it was agreed that no action would be taken at this time.

The Mayor then updated the Board on the Village Tree matters. Village Clerk Marie Brodsky then reported on the recent Tree Survey. Clerk Brodsky reported that out of the notices initially sent to 51 residents, approximately 80% had been completed and only 12 were in need of a follow up reminder.

The Board reviewed a tree removal request for the Village tree in front of 1 The Beachway, which was determined to be dead by both Trustee Taylor and the resident's landscaper. This tree was included by the Village in the Tree Survey mentioned above as needing evaluation. After polling the Trustees by email for agreement, the removal was pre-authorized ahead of the meeting. Following a brief discussion confirming that the removal complied with Village standards, After discussion, upon motion by Trustee Cataldo, seconded by Trustee Hauck, the following resolution was unanimously adopted by all Trustees present:

> **RESOLVED**, that the Board of Trustees hereby ratifies the tree removal at 1 The Beachway, confirming final municipal approval of the action taken.

The Mayor then informed the Board that he saw the opportunity to plant several new Village trees in the following areas:

1. 1 Beachway at Shore (replacement)
2. 69 Shore Road (replacement)
3. 656 Plandome Road (replacement)
4. 960 Plandome Road (replacement); possibly 2 trees.

A proposal has been requested from provider Cutting Edge Tree & Landscaping, Inc.("Cutting Edge") The Mayor suggested that he believed the net cost to the Village of the new plantings, after resident participations, would be approximately $2,000 and that this was a worthwhile investment in the landscape of the Village. The Mayor noted that Cutting Edge planted 15 trees in the Village last Fall and was a competitive and reliable, quality vendor. After discussion and upon motion of Trustee Taylor, seconded by Trustee Carlson, it was

> **RESOLVED**, that the Village seek a proposal from Cutting Edge Tree & Landscaping, Inc. for the acquisition and planting of approximately 4 new Maple trees of approximately 3" caliper in the Village right-of-way in various locations in the Village in cooperation with residents, where appropriate, under the Village Tree Program, and so long as the net cost to the Village, after resident reimbursements, does not exceed $2,000, then the Mayor and the Clerk-Treasurer are empowered to execute such agreements and orders to effectuate the same.

Further updates from the Mayor regarding Matters of Village Operations included:

a. <u>Plandome Subdivision Application</u> – Last month, the Mayor advised that a pending subdivision application before the planning board of neighboring Village of Plandome, may come before the Village of Plandome Heights under "concurrent subdivision jurisdiction" for neighboring villages pursuant to Nassau County law. That is likely to occur if the Plandome Planning Board approves the requested subdivision in light of the

parcel's proximity to the Village boundary. As of the September 24, 2026, the matter was denied by the Plandome Village Zoning board and we were advised that an Article 78 proceeding is expected to be initiated by the applicant. No further information is available at this time.

b. Dead Tree - 26 Cove/35 Bay Driveway, reported to PSEG. No update to report.

c. 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. (see exhibit #2) The current year allocation is about $43,000 raising the total amount available to the Village to approximately $ 197,000.00. The Mayor reports that this is excellent news.

d. At the June 1, 2026 Regular Board of Trustees' meeting the Mayor presented two proposals for landscaping improvements to the island on Willow Court from U. Arias Corporation. Subsequently a third proposal was requested and given for seeding Willow Court. The least expensive alternative was a proposal for sod given in June, 2026. The Clerk was asked to verify that the cost remains the same as the original estimate of $600 submitted in June, 2026 (see exhibit 3). After discussion, upon motion by Trustee Hauck, seconded by Trustee Cataldo, the following resolution was unanimously adopted by all Trustees present:

> **RESOLVED**, to accept the U. Arias Corporation proposal as presented in June, 2026 for work on Willow Court. This work includes and is limited to Sod/Turf the island at Willow Court plus labor to supply and install topsoil and sod to take place in October (cooler months would allow for sod survival without irrigation) at the cost of $600.00.

e. A new sign "Slow Children at Play" was installed on Summit Drive at Plandome Road as requested by a resident.

f. Atlaz Computers and Consulting Proposal for IT support. The Mayor has requested an update on the proposal for the hardware and software corrections that were discussed. Then the Mayor will have a discussion with our Technology Trustee in order to move this forward.

g. The Mayor informed the Board that he noticed a damaged speed limit sign and overgrown shrubbery adjacent to the sidewalk of the Webster Avenue bridge. The Village Clerk was asked to notify the Town of North Hempstead of these concerns via the Town's 311 notification system. As of the Board meeting, the sign has been corrected but the shrubbery remains overgrown.

h. 9 Bayview Circle pothole in street was filled last year by Robert Keogh, and appears to be sinking again due to unremedied subsurface water conditions. Robert Keogh has informed the Village that the project is scheduled to be completed by October 12, 2026.

i. The Mayor suggested that Village of Plandome Heights DO NOT SOLICIT door decals (see exhibit #4) might be a welcome aid to residents' desire not to be disturbed by solicitors. These would be provided free of charge to residents on our Do Not Solicit Registry. The Mayor presented the Board with a sample, and a cost estimate for the item and related mailing and recommended proceeding with the purchase and distribution to residents. Following a brief discussion regarding distribution methods, the Board expressed consensus that the decals would benefit the community and unanimously

approved moving forward with the project. After discussion, upon motion by Trustee Cataldo, seconded by Trustee Hauck, the following resolution was unanimously adopted by all Trustees present:

> **RESOLVED**, that the proposal of Minuteman Press to provide Village of Plandome Heights DO NOT SOLICIT door decals is hereby approved, not to exceed $500.00 as well as any expenditures for the related costs for postage and mailing.

j. The matter of Cablevision Systems v. New York State Department of Taxation and Finance (Index No. 907687-25) is an active corporate franchise tax dispute in the New York Supreme Court, Albany County. Village Attorney Christopher Prior informed the Board that this matter involves a challenge by the carrier to an assessment made by a NYS agency, as to which the Village is not a party, and that the outcome is immaterial to the Village in light of the minimum amount of potential revenue implicated by the challenge.
k. The Board acknowledged the publication of the Village Stormwater Program – MS4 30-Month Progress Report (see exhibit #5) on the Village website. Building Inspector and Stormwater Management Officer Edward Butt, AIA, overseen by the Village, coordinated the submission. This interim progress certification satisfies the New York State Department of Environmental Conservation (NYSDEC) state-mandated 30-month reporting compliance interval for Municipal Separate Storm Sewer System (MS4) operators
l. Verizon has informed the Village of an escalated complaint for 74 Shore Rd. A doublewood (two poles) is causing low lines across the customer's driveway. The old pole is rotted and leaning. The clerk has requested that Welsbach Electric Corp. of L.I. transfer Village lighting fixtures from the old pole to the new pole so Verizon can remove the old pole. Welsbach Electric Corp. of L.I. has put this work on the schedule.
m. The Mayor attended a Propel NY Energy update. He states that the New York State Public Service Commission (NYSPSC) recently granted the critical $3.26 billion downstate electric transmission project its formal Certificate of Environmental Compatibility and Public Need. Following this milestone, the project is advancing through local regulatory reviews with initial site preparatory work targeted to begin by the end of 2026.

Next, the Mayor updated the Board on the following matters of policy and reporting mandates. More information will be given to the Board as it becomes available.

a. <u>New Elections Reporting Requirement</u>, the Clerk will update when training becomes available.

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

> **RESOLVED,** that the July Abstract of Claims Number 5 of the Budget Year 2026 – 2027 for claim numbers 130 - 166 in the amount of $31,374.21 has been reviewed and approved by the Trustees, and is hereby accepted.

At 8:30 p.m., upon motion by Trustee Carlson, seconded by Trustee Hauck, the Board RESOLVED to enter into Executive Session to discuss personnel matters and to receive advice of counsel.

At 9:00 p.m. the Mayor announced that the executive session was ended. A discussion ensued about costs necessary to reasonably pursue real estate opportunities including a proposal from N2 Design for architectural services. A discussion ensued. The Mayor noted that such costs would be an appropriate expenditure from the Capital Projects Fund since they are not normal operating costs and are non-recurring. The Mayor noted that the N2 Design proposal (see exhibit #6) was for $6,500 but that the Board should authorize a higher amount to allow for flexibility in an uncertain endeavor. After discussion, upon motion by Trustee Cataldo, seconded by Trustee Hauck, the following resolution was unanimously adopted by all Trustees present:

RESOLVED, that the proposal of N2 Design +Architecture PC to provide architectural services associated with Village occupancy needs and opportunities be and hereby is approved and further that an expenditure under such proposal, and related costs, be made from the Capital Projects Fund in amounts not to exceed $10,000.

The meeting was adjourned at 9:15 p.m. by motion of Trustee Taylor and seconded by Trustee Cataldo.

Respectfully submitted,

_____

Marie Brodsky
Clerk-Treasurer

INDEX OF EXHIBITS

THE BOARD OF TRUSTEES
PLANDOME HEIGHTS VILLAGE HALL
OCTOBER 5, 2026
MINUTES OF MEETING

Exhibit 1 VPH Bill No. 3 of 2026-Local Law No. __ of 202_ amending Village Code to Add Landmarks and Historical Preservation Chapter 4914-9423-7542.6

Exhibit 2 The 2026 – 27 letter of allocation of Consolidated Local Street and Highway Improvement Program (CHIPS) (and related) money.

Exhibit 3 June 2026 proposal for landscaping improvements of the island on Willow Court from U. Arias Corporation.

Exhibit 4 Village of Plandome Heights DO NOT SOLICIT door decals

Exhibit 5 Village Stormwater Program – MS4 30-Month Progress Report

Exhibit 6. N2 Design +Architecture PC Proposal

Exhibit 1 VPH Bill No. 3 of 2026-Local Law No. __ of 202_ amending Village Code to Add Landmarks and Historical Preservation Chapter 4914-9423-7542.6

Local Law Filing

New York STATE DEPARTMENT OF STATE
41 STATE STREET, ALBANY, NY 12231

(Use this form to file a local law with the Secretary of State.)

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate new matter.

~~County~~
~~City~~
~~Town~~ of Plandome Heights
Village

Bill __ of 202_

Local Law _____ of the year 202_

(Insert Title)

A local law amending Village Code to add new Chapter 71, "Landmarks and Historical Preservation," to establish process for designation and protection of historical sites and structures within Village

Be it enacted by the Board of Trustees of the
(Name of Legislative Body)

~~County~~
~~City~~
~~Town~~ of Plandome Heights Village

Section 1. Legislative Findings and Intent. The Board of Trustees (the "Board") of the Village of Plandome Heights (the "Village"), has determined that that the preservation of historical structures within the Village fosters a greater stability within the Village, creates an appreciation of our historical heritage, and furthers the education of our future generations. Therefore, preservation of historical structures will further the general health, safety, and welfare of our residents. The Board finds that owners of structures located within the Village should be provided the opportunity to pursue

designation by the Village of such structures, and the lots upon which they are situated, as an historical site, upon application to the Village and after a public hearing on such application. Furthermore, a duly authorized [I am ok with this] board or commission [But should the BOT or the Mayor have this authority under our simplified structure?]of the Village may on its own motion propose that such a structure and the site upon which it is located be designated as an historical site, provided that, in such event, no such designation shall be effective with respect to the subject structure or site unless the owner of such site or structure consents to such designation.

The Board recognizes that there are few structures existing in the Village that, based upon their antiquity, historical significance, or uniqueness of architectural or cultural characteristics, are reasonably likely candidates for designation as historical structures, and so the Board finds that any Village body tasked with the responsibilities contemplated under this Chapter will have only very infrequent opportunities to engage in the contemplated function. As a result, many years may intervene between meetings of such a Village body. Due to such expected infrequency of meetings and minimal need for the Landmarks Preservation Commission function, the members of a separate such Commission will likely not have the opportunity to become familiar with relevant property and land use issues within the Village or in neighboring jurisdictions, but would be burdened by the obligation to satisfy annual training requirements for Village land use boards that will rarely be put to use. However, the members of the Board of Trustees collectively meet regularly to address the many issues that arise in the Village, including those that pertain to property and land use issues. The Trustees receive briefings and presentations relating to property, zoning and land use matters from time to time from the Village Attorney and the Village Building Inspector. In addition, through the Village's membership in the New York Conference of Mayors and the Nassau County Village Officials Association, the Trustees have access to property, zoning and land use materials and information from those organizations. Furthermore, in a small Village like Plandome Heights, there is an inherent difficulty in identifying and securing residents who are ready, willing and able to serve the Village in a voluntary, uncompensated role such as that of member of a separate commission to perform the function contemplated hereunder. Therefore, the Board finds that the interests of the Village and its residents will be best served if the Board of Trustees as constituted from time to time shall serve as the Landmarks Preservation Commission created hereunder.

Section 2. A new Chapter 71, "Landmarks and Historical Preservation," is hereby added to the Code of the Village of Plandome Heights, to read in its entirety as follows:

" Chapter 71 Landmarks and Historical Preservation

§ 71-1 **Findings and intent.**

A. The Board of Trustees finds that the preservation of historical sites and structures within the Village fosters greater stability within the Village, creates an appreciation of our historical heritage, and furthers the education of our future generations. Therefore, preservation of historical sites will further the general health, safety, and welfare of our residents.

B. It is the intent of this Chapter to set forth procedures and criteria to designate certain structures of significance to the Village based upon their antiquity, historical significance, or uniqueness of architectural or cultural characteristics, and the sites upon which they are situated, as historical sites, when determined to be significant in the history of the Village on any of those bases, and to restrict exterior alterations thereof, and to avoid the active or passive destruction of sites and structures so designated.

§ 71-2 **Definitions.**

As used in this Chapter, the following terms shall have the meanings indicated:

ALTERATION

Any act or process, including but not limited to demolition, alteration, construction, or relocation of a structure, which changes, at a historical site, one or more of the exterior architectural features of a structure.

ARCHITECTURAL CONSULTANT

An architect, licensed in the State of New York, with experience and familiarity with historical structures and design, to be designated by the Mayor, subject to the approval of the Board of Trustees, to serve as consultant to the Commission. The architectural consultant shall serve for a one year term that shall coincide with the Village's official year; provided, however, that the Mayor is authorized to appoint an alternate architectural consultant to consult with the Commission in connection with any application before the Commission whenever the duly appointed architectural consultant is unavailable for any reason. The architectural consultant shall not have any vote with respect to any application before the Commission.

[Note: include LPC consulting architect *[not LPC members*] in Village Code Section 1-19, "Residency Requirements," as exception to Village residency requirement.]

ARCHITECTURAL FEATURES

The architectural style, design, general arrangement, and components of all the exterior surfaces of any structure, including, but not limited to, the kind, color, and texture of the building material and the type and style of all windows, doors, fences, lights, signs, and other fixtures appurtenant to the structure.

BOARD OF TRUSTEES

The Board of Trustees of the Village.

COMMISSION

The Landmarks Preservation Commission created by this Chapter, which shall be comprised of the duly elected and acting members of the Board of Trustees.

COMMISSIONER

The Landmarks Preservation Commissioner of the Village.

HISTORICAL SITE

Any premises or structure of historical value by reason of its antiquity, historical significance, or uniqueness of architectural or cultural characteristics of the Village, town, county, state, or nation.

HISTORICAL SITE MAP

A map to be prepared and maintained by the Board of Trustees identifying the location of all designated historical sites in the Village.

PERSON

An individual, partnership, unincorporated association, corporation, or any other legal entity or organization.

STRUCTURE

Any building or other assembly or combination of materials, whether or not intended for occupancy or use and whether or not actually being occupied or used.

STYLES OF ARCHITECTURE

A style recognized by any one of the following organizations:

A. The National Register of Historic Places;
B. Historic American Buildings Survey;
C. Historic American Engineering Records, U.S. Department of the Interior National Park Service;
D. Division of Historic Preservation, New York State Office of Parks and Recreation;
E. Nassau County Museum;
F. National Trust for Historic Preservation; and
G. Society of Architectural Historians.

BUILDING INSPECTOR

The Village Building Inspector.

VILLAGE

The Incorporated Village of Plandome Heights.

§ 71-3 **Establishment, membership, powers and duties of Commission.**

A. Appointment of members and terms of office. The Commission shall consist of seven members, who shall be the duly elected and acting members of the Board of Trustees, including the Mayor,. One member shall be designated by the Mayor, with the approval of the Board of Trustees, as the Landmarks Preservation Commissioner, who shall serve as chairman for a oneyear term. The Building Inspector shall act in an advisory capacity without voting power.

B. Vote necessary for decision. No decision shall be made by the Commission without the concurring vote of at least a majority of the members of the full Commission.

C. Meetings. The Commission shall meet as required at the call of the Chairman or any three members.

D. Powers and duties of the Commission. In addition to the other powers and duties granted to the Commission by this Chapter, the Commission shall have the following powers and duties:

(1) To determine whether any subject structure and the site at which it is located, should be designated as an historical site.

(2) To determine whether any applications or requests for alterations to any historical site be approved or disapproved.

(3) To retain qualified consultants, including, but not limited to, technical experts, engineers, architects and historians, to advise in the preparation of any plans or projects, or to render assistance and advice in connection with any project to fulfill the duties of the Commission. Any contract to retain such consultants which involves the expenditure of Village funds shall be subject to the approval of the Board of Trustees.

(4) To accept grants, private donations, and other funds, and spend such funds for the purposes for which the Commission was created, such spending to be subject to the approval of the Board of Trustees.

§ 71-4 **Procedures for designation of historical sites.**

A. Any owner of property within the Village may request designation of such property as an historical site by written application to the Commission. Such written application shall be in a form provided by the Board of Trustees for that purpose, or such other form as is acceptable to the Commission. Each such application by an owner requesting designation of property as an historical site shall be accompanied by a nonrefundable fee, in an amount to be established from time to time by resolution adopted by the Board of Trustees, together with such deposits to pay for all Village expenses in connection with such application, as are established from time to time by resolution adopted by the Board of Trustees.

B. The Commission may, on its own motion, initiate proceedings for the designation of an historic site, in which case the owner of the property concerned will be notified immediately by certified mail, return receipt requested, and by first-class mail. Any determination to designate an historic site initiated on the Commission's own motion shall require the signed, written consent of the owner of the subject property in order for such designation to be effective.

Historical site designation may be awarded to the property only after a public hearing by the Commission within a period of 90 days after the public hearing is finally closed unless an owner of the subject property grants the Board of Trustees additional time.

C. The owner of the property under consideration for historical site status shall be sent written notice of all hearings affecting such property, at least 20 days prior to the scheduled hearing.

D. When the Commission approves or denies an application, the Building Inspector and the owner or owners of the subject property shall be notified in writing by the Village Clerk.

E.. When the Commission approves an application for historical site status, the Village shall provide to the owner of the subject property a plaque or monument, the size, shape, style, material and content of which shall be determined by the Board of Trustees, evidencing such status so approved, to be erected at the subject property or on a structure at the subject property and visible to passers-by.

§ 71-5 **Permits for alterations within proposed historical sites.**

A. Upon receipt of notice that the Commission is considering a site or structure for designation as an historical site, the Building Inspector shall not issue any permit for the alteration of said site or structure for a period of 120 days unless prior to the expiration of said period there is a final determination by the Commission that said site or structure has not qualified as an historical site. If

within said period the Commission designates the property in question as an historical site, then no building permit shall be issued, except pursuant to § **71-6** of this Chapter.

B. Upon notification that the Commission has designated a site as an historical site, the Building Inspector shall cause such property to be so designated on the Village Zoning Map.

§ 71-6 **Alterations, improvements and new construction in historical sites.**

A. The exterior of any site or structure designated as an historical site shall not be altered except in compliance with the requirements set forth in this Chapter.

B. Any owner of property within the Village that has been designated as an historical site may request to make alterations to such historical site by written application to the Commission. If the Commission does not act upon the application and forward its recommendation to the Board of Trustees within 90 days after the application has been filed, then the application will automatically be submitted to the Board of Trustees for consideration. Such written application shall be in a form provided by the Commission for that purpose, or such other form as is acceptable to the Commission. Each such application by an owner requesting approval to make alterations to an historical site shall be accompanied by a nonrefundable fee, in an amount to be established from time to time by resolution adopted by the Board of Trustees, together with such deposits to pay for all Village expenses in connection with such application, as are established from time to time by resolution adopted by the Board of Trustees. The Commission shall review all plans for the alteration of sites or structures designated as historical sites. No building permit for the proposed activity shall be granted without the approval of the Board of Trustees.

C. It shall be the duty of the Commission with respect to any application to exercise sound historical and architectural judgment to maintain the desirable character of all of the historical sites and to prevent any alteration which is out of harmony with the existing structures, insofar as style, materials, color, line, and detail are concerned, and to prevent any change to the topography or landscaping which would subvert the intent of this Chapter, and thus to prevent degeneration of property, safeguard public health, prevent fire, promote safety, and preserve the beauty and character of the historical sites. In considering any application, the Commission shall take into account, in addition to any other pertinent factors, the historical and architectural value and significance, architectural style, general design, arrangement, texture, materials and colors of the exterior architectural features involved and the relationship thereof to the exterior architectural features of other structures in the immediate vicinity.

D. Moving of structures designated as historical sites may be allowed as an alternative to demolition.

E. Nothing in this section shall be construed to prevent ordinary maintenance or repair with like materials of similar quality and color, of any place, site, or structure designated as an historical site, or to require any remediation of natural aging and weathering of any structure, or portion thereof that occurs in the ordinary course and that does not impair the function or stability of such structure or portion thereof.

F. New construction shall be consistent with the architectural styles of historical value at the historical site. However, the Commission may approve the construction of structures which have a dissimilar architectural style to that of the historical site, if the Commission determines that such new construction will be in the best interests of the historical site.

G. The Commission shall act upon all plans relating to the exterior features of a structure, for the purpose of approval or disapproval of such proposed exterior features, but shall have only advisory jurisdiction, when requested by the property owner, over interior walls, interior arrangements, and interior structures.

H. Procedures for the review of plans:

(1) Application for a building permit for alterations to any place, site, or structure designated as an historical site shall be made to the Building Inspector, except as provided hereinafter. The application shall state that the property is an historical site. Plans shall be submitted showing the structure in question and also giving its relation to adjacent sites, or structures and the alteration sought to be accomplished. Submissions shall be in such form and quantity as may be reasonably required by the Building Inspector.

(2) The Building Inspector shall forward the application and the plans to the Commission.

(3) The Commission shall then review the plans according to the provisions of this Chapter. In reviewing the plans, the Commission may confer with the applicant or the applicant's authorized representative concerning the building permit.

(4) Notwithstanding any other provisions of this Chapter, if the applicant establishes to the satisfaction of the Commission that there is unnecessary hardship in the strict application of the provisions of this Chapter:

(a) A notice to proceed will be granted if the applicant provides proof acceptable to the Commission that the following facts and conditions exist:

[1] The land or improvement in question cannot yield a reasonable return if the proposed alteration is not permitted; or **[2]** That:

[a] The hardship of the applicant is due to unique circumstances; and

[b] The proposed alteration will not alter the essential character of the area; and

[c] The hardship is the result of the application of this Chapter and is not the result of any act or omission by the applicant; and

[d] Any relief granted shall be consistent with the objectives of this Chapter.

(5) The Commission shall make its determination to approve, modify and approve, or disapprove such application and plans within 90 days after receiving the application and said plans, in a written decision setting forth its relevant findings, which shall be provided to the Building Inspector and the applicant. If the Commission fails to act within 90 days of receipt of the application, then the application shall be deemed to have been approved, unless an owner of the property grants the Commission an extension of time to act.

I. This Chapter shall not apply in any case where the Building Inspector or any authorized Village enforcement agency orders or directs the alteration of any improvement in an historical site for the purpose of remedying conditions determined to be unsafe or dangerous to the life, health, safety or property of any person.

J. Any person who causes, suffers or permits the demolition, alteration, erection, construction, reconstruction, repair, conversion, maintenance, or use of any site or structure in violation of the provisions of this Chapter shall immediately restore same to the condition in which same existed before such unauthorized demolition, alteration, erection, construction, reconstruction, repair, conversion, maintenance or use took place.

§ 71-7 **Required maintenance and repair**

A. No owner or person with an interest in a parcel of real property designated as an historical site shall cause, permit, suffer or allow the property, or any portion thereof, or any structure therein or thereon, to deteriorate, decay or to fall into a state of disrepair so as to result in the deterioration or decay of any exterior feature, or of any structural component, which would, in the judgment of the Commission, have a detrimental effect upon the character of the historical site within which the structure is located, or which would, or would be reasonably likely to, threaten the viability or structural integrity of any structure therein or thereon, or any portion of any such structure. Nothing herein is intended or shall be deemed to require any remediation of natural aging and weathering of any

structure, or portion thereof that occurs in the ordinary course and that does not impair the function or stability of such structure or portion thereof
[WHAT IF THIS NATURAL "AGING AND WEATHERING" IS UNSIGHTLY? SEEMS

LIKE A CATCH-ALL OUT – MAYBE THE BELOW COVERS THIS?]

B. Every owner and occupant of a parcel of real property designated as an historical site shall maintain in good repair:

(1) All of the exterior portions of any structure on such parcel; and

(2) All interior portions thereof which, if not so maintained, may cause or tend to cause the exterior portions of such improvement to deteriorate, decay or become damaged or otherwise to fall into a state of disrepair.

C. The following shall constitute instances of disrepair or deterioration to a structure that, if caused, permitted, suffered or allowed by an owner or occupant of a designated historical site, shall constitute a violation of this Chapter:

(1) Deterioration or disrepair of exterior walls or any exterior or interior vertical supports;

(2) Deterioration or disrepair of roof or other horizontal members or any portions thereof;

(3) Deterioration of chimneys;

(4) Deterioration of exterior finishes, including walls, fenestration, architectural features;

(5) Water damage to exterior walls, roofs or foundations;

(6) Ineffective waterproofing of exterior walls, roofs or foundations, including broken windows or doors; or

(7) Deterioration of any feature of any structure so as to create a condition reasonably likely to threaten the viability and safe condition of the structure or any portion thereof.

D. The provisions of this section shall be in addition to, and not in lieu of, all other provisions of law requiring any such property or structure to be maintained in good repair and safe condition.

§ 71-8 **Penalties for Offenses**

A. Each and every violation of, or failure to comply with, any provision of this Chapter shall constitute a violation, punishable as follows: for a conviction of a first offense, by a fine not more than $_____, or imprisonment for a period not to exceed 15 days, or both such fine and imprisonment; for a conviction of a second offense, both of which were committed within a period of five years, by a fine not less than $_____, nor more than $_____, or imprisonment for a period not to exceed 15 days, or both such fine and imprisonment; and for a conviction of a third or subsequent offense, all of which were committed within a period of five years, by a fine not less than $_____, nor more than $_____, or imprisonment for a period not to exceed 15 days, or both such fine and imprisonment.

B. The imposition of the penalties in this Chapter shall not preclude the Village Attorney from instituting any appropriate action or proceeding to prevent an unlawful erection, construction, reconstruction, demolition, alteration, repair, conversion, maintenance or use, or to restrain, correct or abate a violation (including, but not limited to, requiring a person who violates this chapter to repair, reconstruct and/or replace the place, site, building or structure as it existed before the violation took place) or to prevent an illegal act in violation of this chapter at any premises within the Village."

Section 3. Effective Date.

This local law shall take effect immediately upon filing with the Secretary of State.

Exhibit 2 The 2026 – 27 letter of allocation of Consolidated Local Street and Highway Improvement Program (CHIPS) (and related) money.

NEW YORK STATE OF OPPORTUNITY. Department of Transportation

KATHY HOCHUL
Governor

MARIE THERESE DOMINGUEZ
Commissioner

September 24, 2026

KENNETH RISCICA
MAYOR
VILLAGE OF PLANDOME HEIGHTS
37 ORCHARD ST
MANHASSET NY 11030

Dear Mr. RISCICA:

The next quarterly SFY 2026-27 CHIPS, PAVE-NY, EWR and POP reimbursements are scheduled to be made on December 17, 2026. Requests for the December payments must be for expenditures made on or after June 17, 2025 through October 26, 2026. Refer to the Program Guidelines on the CHIPS website **(www.dot.ny.gov/programs/chips)** regarding eligible project activities and program requirements**.** The Village of Plandome Heights has the following funding amounts available for the December payments.

Program	Cumulative Rollover Balance	26-27 Apportionment Balance	Total Balance
CHIPS	$104,243.74	$29,122.27	$133,366.01
PAVE NY	$17,803.26	$5,784.53	$23,587.79
EWR	$20,005.64	$4,702.96	$24,708.60
POP	$11,549.16	$3,856.35	$15,405.51

The instructions for applying for the December 17, 2026 reimbursements are located on the back of this letter and on the CHIPS website. The New York State Department of Transportation (NYSDOT) Regional Office must receive all program payment submission items no later than **November 02, 2026.** Please sign the certification on each page of the reimbursement request forms and keep a copy of the completed forms for your files. Your NYSDOT municipal code for entry on the forms is 031396.

Municipalities may mail or e-mail their Documentation Checklists, reimbursement request forms, and supporting documentation to their NYSDOT Region. Guidance for e-mail submissions may be obtained on the CHIPS website. Contact information:

Mark Decanio
NYSDOT Regional CHIPS Representative
New York State Department of Transportation
State Office Building, 250 Veterans Memorial Hwy
Hauppauge, NY 11788
dot.sm.r10.CHIPS@dot.ny.gov

If you have any questions, please contact Mark Decanio at 631-952-6125.

Respectful
ly yours,



Matthew T. Haas
Director, Office of Integrated Modal Services

***Please note:** CP Forms for all CHIPS programs have been updated on the website. Send any contact information updates to your Regional Representative.

INSTRUCTIONS FOR APPLYING FOR REIMBURSEMENT

Each program payment submission should include a Documentation Checklist (found on the CHIPS website, under Forms and Instructions), summary reports of Checklist information, ADA compliant curb ramp photos (if applicable), invoices, and proof of payment. **Failure to submit the required supporting documentation for each program payment submission may delay the processing of your reimbursement requests.**

APPLYING FOR CHIPS/PAVE-NY/EWR/POP CAPITAL PAYMENT FUNDS

REMAINING FROM PREVIOUS STATE FISCAL YEARS (ROLLOVER FUNDS) AND/OR CURRENT STATE FISCAL YEAR CAPITAL FUNDS

WHAT ARE ROLLOVER FUNDS? "Rollover" funds are a municipality's unreimbursed CHIPS/PAVE-NY/EWR/POP Capital funds from one or more previous State Fiscal Year (SFY) apportionments.

HOW DO YOU KNOW IF YOU HAVE ROLLOVER FUNDS AVAILABLE? For municipalities with rollover funds remaining, the total cumulative rollover amount available is stated in the letter on the reverse of these instructions.

RULES FOR REIMBURSEMENT OF ROLLOVER FUNDS:

A. There is an 18-month look back cut-off date for this payment. This means that **expenditures incurred prior to the date indicated in the letter would not be eligible for reimbursement,** even if a municipality has rollover balances from an earlier CHIPS/PAVE-NY/EWR/POP apportionment.

B. Eligible expenditures made for CHIPS/PAVE-NY/EWR/POP Capital projects between the dates noted in the letter will be eligible for reimbursement from the CHIPS/PAVE-NY/EWR/POP Capital rollover fund balances before any payment can be made from the current CHIPS/PAVE-NY/EWR/POP Capital apportionment.

SHOWING THE USE OF ROLLOVER FUNDS AND CURRENT STATE FISCAL YEAR FUNDS ON THE REIMBURSEMENT REQUEST FORMS FOR THE CURRENT CHIPS /PAVE-NY /EWR /POP CAPITAL PAYMENT

Requestors can enter expenditure dates that cross state fiscal years on the CHIPS/PAVE-NY/EWR/POP form(s).

1. The beginning expenditure date entered for this payment should be the 18-month look back cut-off date referenced in the letter; expenditures incurred prior to this date would **not** be eligible for reimbursement.

2. The ending expenditure date entered for this payment should be the ending expenditure date referenced in the letter.

NOTE: THE CERTIFICATION SIGNATURE DATE ENTERED ON THE CP FORMS MUST FALL WITHIN OR AFTER THE EXPENDITURE DATES WHICH WERE ENTERED ON SUCH FORMS **BUT SHOULD NOT OCCUR AFTER THE SCHEDULED PAYMENT DATE FOR THIS PAYMENT CYCLE.**

Exhibit 3 June 2026 proposal for landscaping improvements of the island on Willow Court from U. Arias Corporation.

www.uarias.com
U. Arias Corp
1855 Imperial Ave
New Hyde Park, NY 11040
516-869-0025 Fax: 516-767-7039

PROPOSAL

Please sign and return to the office.

Job Name: **Sod Installation w/out Irrigation Installation**

Date: Thursday, May 28, 2026

Incorporated Village Of Plandome Heights
Sir or Ma'am
P.O. Box 1384
Manhasset, NY 11030

Work:516-627-1136

Worksite: 34 Grandview Cir
Manhasset, NY 11030

Salesperson: Not Assigned

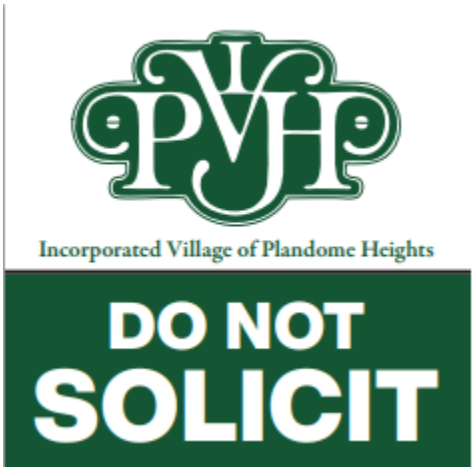
#	Item	Description	Qty	Cost
1		**Sod/Turf** Install sod at Willow Court -Includes labor to supply and install topsoil and sod. -Install would take place in October (cooler months would allow for sod survival without irrigation).	0	**$600.00**

Subtotal:	$600.00
Tax:	$0.00
Total:	**$600.00**

Signature _____ Date _____

Page 1 of 1

Exhibit 4 Village of Plandome Heights DO NOT SOLICIT door decals



MS4 Interim Progress Certification —30 Month Requirements (January 3, 2026 - June 30, 2026)

version 1.0

(Submission #: HQR-HPXW-YW9EG, version 1)

Details

Originally Started By James Antonelli

Alternate Identifier NYR20A162

Submission ID HQR-HPXW-YW9EG

Status Draft

Active Steps Form Submitted

Form Input

MS4 Operator Information

Permit ID #:
NYR20A162

Municipality Name or Legal Entity Name
Village of Plandome Heights

Report Preparer

Report Preparer Title	First and Last Name	Phone	Email
Contract Engineer	James Antonelli	516-541-8530	jimantonelli@westsideengineering.net

MS4 Operator Type
Traditional land use control

Compliance Schedule Review

Compliance Schedule Resources

Use the following links for more information on the permit and compliance schedule:
MS4 Permit Webpage

MS4 Toolbox

Have you reviewed compliance items due within three years of EDC, January 2, 2027? Yes

Have you reviewed compliance items due within four years of EDC, January 2, 2028? Yes

Have you reviewed compliance items due within five years of EDC, January 2, 2029? Yes

Have you reviewed compliance items which need to be completed routinely (annually, every five (5) years, etc.)? Yes

Please enter any comments related to the questions in this section.
NONE PROVIDED

Certification

The ranking elected official or Principal Executive Officer for the MS4 Operator will be signing the form. Yes

As the Ranking Elected Official or Principal Executive Officer, please download the certification form using the link below. Complete and sign the certification. Then, upload the certification form to this Interim Progress Certification and/or Annual Report. Certification Form

Attach completed certification form.
NONE PROVIDED
Comment
NONE PROVIDED

Status History

Date	User	Processing Status
9/13/2026 12:53:05 PM	James Antonelli	Draft

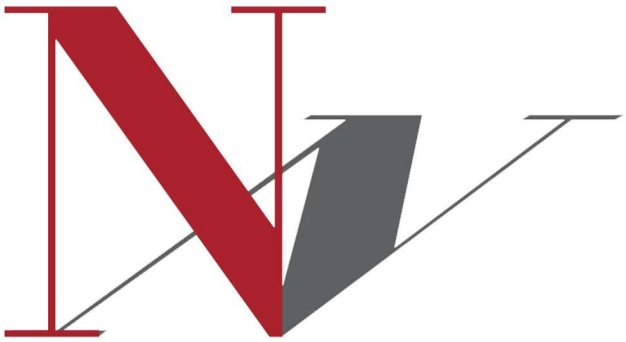
Processing Steps

Step Name	Assigned To/Completed By	Date Completed
Form Submitted		

Step Name	Assigned To/Completed By	Date Completed
Accepted		

Certification Statement

By clicking the “Submit Form” button below, I certify that all information, including the MS4 Operator Certification Form, has been completed and that I am authorized to submit it to the New York State Department of Environmental Conservation.



Feasibility Study

Village of Plandome Heights

Prepared for:
The Mayor and Board of Trustees

Prepared by:

N2 Design+Architecture, P.C.

October 5, 2026

N2 Design+Architecture PC 315 Main Street Port Washington New York 11050
516.883.4907

PROJECT DESCRIPTION

N2 Design+Architecture PC (N2) proposes to provide architectural services as required to prepare multiple feasibility schematics to assist the village in understanding project viability and for helping to establish construction cost estimates.

All work will be done in accordance with the requirements of the Town of North Hempstead and the New York State building code.

SCOPE OF WORK

PROPERTY REVIEW AND FEASIBILITY STUDY

- Evaluate current conditions on site and survey existing buildings.
- Investigate available record documents at the Town of North Hempstead building department and/or as provided by client.
- Generate as-built floor plans onto AutoCad digital files to provide base drawing information for the schematics of the feasibility study.
- Review and validate the existing zoning analysis of the property.
- Counsel client, if required, on any potential zoning code issues.
- Generate preliminary conceptual design studies to illustrate the various concepts and annotate drawings as needed. The studies shall be limited to maximum three schemes and no more than one revision per scheme.
- Review and discuss drawings with the village and assist in establishing construction cost studies.

N2 Design Architecture PC 315 Main Street Port Washington New York 11050
516.883.4907

COMPENSATION

Compensation for the services outlined above shall be on an hourly fee basis, plus reimbursable expenses, and all applicable sales tax. Billing will be monthly and payable within 15 days of receipt.

For the scope of the work indicated above, N2 proposes a Not to Exceed fee of $6,500. An initial payment of $1,500 will be required upon agreeing to this proposal.

Services will be charged at the hourly rate schedule below:

2026 Hourly rates

Principal	$275.00
Project Manager	$225.00
Staff Level 3	$185.00
Staff Level 2	$160.00
Staff Level 1	$130.00
Admin support	$ 95.00

Reimbursable expenses include the following and are in addition to our fee:

Blueprint reproduction, plotting, and related preparation material.

Messengers, postage, and special deliveries.

Photocopying and faxes.

ADDITIONAL SERVICES (if required)

The services in this agreement are limited to what has been outlined here. Beyond the work scope indicated here, the client may engage N2 for additional services. In such case, the agreement may be appropriately amended, or a new agreement may be drafted accordingly.

EXCLUSIONS OF SERVICES

- Existing MEP systems analysis
- Land surveying
- Legal consulting
- Construction Cost Estimating

N2 Design Architecture PC 315 Main Street Port Washington New York 11050
516.883.4907

CONDITIONS AND RESPONSIBILITIES

N2 shall perform the services outlined herein in accordance with such work schedules as shall be established at the beginning of a project. This schedule shall identify the priorities and schedule for the work.

The client agrees to indemnify N2 for any delays in schedule and performance of this agreement caused by, or requested by, the client, owner, tenants of the property, or for any delays caused by unforeseen or adverse conditions or limitations or false, inaccurate, or non-compliant information provided by the client or the client's consultants/agents.

Time charges for this project (or any area of service) will be billed as incurred and are due within 30 days of presentation. Any questions or disputes regarding these time charges must be brought to the attention of N2 in writing within 2 weeks of receiving the invoice. Failure to bring such disputes to the attention of N2 within 2 weeks of receiving the invoice constitutes acceptance on the part of the client and any discounts or credits are provided purely at N2's discretion. Adherence to the two-week time frame enables a substantive discussion regarding any charges and increases the chance of being able to rectify any disagreements due to both parties' ability to remember the specifics of what transpired. Please note that finance charges will accrue at the rate of 1% monthly (12% yearly) for accounts past due over 30 days.

Drawings, specifications, and other documents prepared by N2 are N2's Instruments of Service and are for the client's use solely with respect to constructing the project. N2 shall retain all common law, statutory and other reserved rights, including the copyright. Upon completion of the construction of the project, provided that the client substantially performs its obligations under this agreement, N2 grants to the client a license to use N2's Instruments of Service as a reference for maintaining, altering, and adding to the project. The client agrees to indemnify N2 from all costs and expenses related to claims arising from the client's use of the Instruments of Service without retaining N2. When transmitting copyright-protected information for use on the project, the transmitting party represents that it is either the copyright owner of the information or has permission from the copyright owner to transmit the information for its use on the project.

If the client fails to make payments to N2 in accordance with this agreement, such failure shall be considered substantial nonperformance and cause for termination. In the event of termination, not the fault of N2, N2 shall be compensated for services performed prior to termination, together with reimbursable expenses.

It is understood that the relationship between the client and N2 is that of client employing the Architect/Designer to render professional services for the aforesaid services.

In dealing with contractors and suppliers, the Architect/Designer will act as an agent for the client and the client shall be solely responsible for any neglect or failure on the part of the contractors and suppliers to perform their agreements. It is agreed that the Architect/Designer's liability to the client for Architect/Designer's professional negligent acts, errors or omissions shall not exceed the total fees paid to the Architect/Designer.

This proposal is valid for sixty days from the date of issuance, pending the client's authorization to proceed. The hourly rates reflected herein shall remain in effect for one year from the authorization date. If the work continues for a period greater than one year from the authorization date, N2 reserves the right to update and adjust the hourly rate schedule for the project.

If the above meets with your approval, an authorized signature below and the retainer in the amount indicated above will indicate acceptance of the terms of this agreement.

N2 is looking forward to continuing this collaboration and are confident that you will be satisfied with our services.

_____ _____

N2 Design+Architecture, PC Date Agreed to and accepted by: Date

Authorized Signature

N2 Design Architecture PC 315 Main Street Port Washington New York 11050
516.883.4907