

**INC. VILLAGE OF PLANDOME
BOARD OF TRUSTEES MINUTES
Work Session
Monday, July 1, 2013, 7:00 pm**

PRESENT: **MAYOR Lloyd Williams**
 DEPUTY MAYOR Ray Herbert
 TRUSTEE Judy Bode
 TRUSTEE Andrew Bartels
 TRUSTEE Katie Saville
 ELIZABETH KAYE, Clerk/Treasurer

Absent *none*

Mayor Williams opened the work session at 7:00 pm.

Jeffrey Butler, consulting engineer with Gannett Fleming, presented Phase I of the water study which examined water alternatives for the Village. Mr. Butler discussed the costs and economics of the Village reactivating its water system, comparing ground vs. elevated storage, operating costs and also emergency supply back-up with Port Washington Water District. Discussion ensued. The Board asked Mr. Butler to prepare an estimate for Phase II; viability of the water supply and estimate for Phase III, engineering design.

Trustee Bode discussed the economics of bonding to reactivate the wells as compared to the cost of purchasing water from Manhasset-Lakeville Water District. Manhasset Lakeville Water District's net capital asset base which has been increasing each year is used by the District as a basis to calculate the return/mark-up charged to the Village. Over time, funding to reactivate the wells at a fixed rate would cost less than purchasing bulk water from MLWD.

Trustee Bartels moved to approve the bid submitted by General Contractors to replace the shed at the Highway Depot and replace the metal garage doors, at a cost of \$4,950 and \$16,200, respectively. In accordance with the procurement policy, a second bid was received from Falcone Contracting for \$28,600 for both items and a third bid was solicited but none forthcoming. The motion was seconded by Trustee Bode and unanimously approved.

Discussion of the road project for North and Brookside was tabled for the regular Board meeting.

A new Act, which became effective on June 15, 2013, amended New York's General Municipal Law to allow notices of claim against cities and villages to be served on the New York Secretary of State as agent for New York's public corporations.

Trustee Bartels moved to adopt the following resolution:

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WHEREAS General Municipal Law § 53 requires local governments to file a certificate with the Secretary of State designating the Secretary of State as an agent for service of a notice of claim; and

WHEREAS, General Municipal Law § 53 requires the certificate to include the applicable time limit for filing the notice of claim and the name, post office address and electronic mail address, if available, of an officer, person, for the transmittal of notices of claim served upon the Secretary as the Village of Plandome's agent; and

WHEREAS, pursuant to General Municipal Law § 50-e(1)(a), the applicable time limit for the filing of a notice of claim upon a city or village is 90 days after the claim arises, or in the case of a wrongful death action, 90 days from the appointment of a representative of the decedent's estate; it is hereby

RESOLVED, that the Plandome Board of Trustees designates, Elizabeth Kaye, in her capacity as Clerk/Treasurer, to receive notices of claims served upon the Secretary of State by mail at Inc. Village of Plandome, 65 South Drive, Plandome, NY 11030 and email at clerk@villageofplandome.org

BE IT FURTHER RESOLVED, that the Board of Trustees of the Village of Plandome hereby directs the Village Attorney to file a certificate with the Secretary of State informing him of the Village of Plandome's designation and applicable time limitation for filing a notice of claim with the Village of Plandome on or before July 14, 2013.

The foregoing was seconded by Trustee Saville and unanimously approved.

Trustee Bode moved to grant a waiver of the Village's review of a minor subdivision of a Nassau County Recharge Basin located in Plandome Heights. The County intends to subdivide the Plandome Pond Park section from the Recharge Basin and transfer title to the Town of North Hempstead. The Village of Plandome Heights signed an IMA with the Town which ensures that any proposed changes to the Park section must come before the Village of Plandome Heights. The Clerk was instructed to notify the attorney representing the Town of North Hempstead of Plandome's waiver.

Trustee Bode moved to authorize the closing of two inactive bank accounts with NYCLASS; a General Fund account and a Capital Fund account. The motion was seconded by Deputy Mayor Herbert and unanimously approved.

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Trustee Bode moved to approve year-end Budget Transfers (copy appended to these minutes). The motion was seconded by Trustee Bartels and unanimously approved.

Trustee Bode moved to retain Liberty Capital Fiscal Advisors at a rate of \$150.00, capped at \$3500.00 to provide financial analyses regarding capital planning needs. The motion was seconded by Trustee Bartels and unanimously approved.

There being no further business before the Board, Deputy Mayor Herbert moved to close the meeting at 10:30 pm. The motion was seconded by Trustee Bode and unanimously approved.

Elizabeth Kaye, Clerk/Treasurer