

**INC. VILLAGE OF PLANDOME  
BOARD OF TRUSTEES MINUTES  
Work Session  
Tuesday, September 8, 2015, 7:00 pm**

**PRESENT:**                   **MAYOR Lloyd Williams**  
                                  **DEPUTY MAYOR Ray Herbert**  
                                  **TRUSTEE Andrew Bartels**  
                                  **TRUSTEE Katie Saville**  
                                  **CLERK/TREASURER, Elizabeth Kaye**

*Absent*                                *TRUSTEE Donald Richardson*

Mayor Williams opened the work session 7:00 pm.

Sean McCarthy, formerly Commanding Officer of the Third Precinct and Officer Jason Vineberg were present to discuss traffic calming measures with the Board, specifically reducing speed to 25 miles per hour, enforcement, etc... C.O. McCarthy supported the Board's plans to collect data using a speed radar sign. Inspector McCarthy indicated that other municipalities were considering reducing the speed limit to 25 mph. The Board also discussed the problem at the train station with pick- up lines during rush hour. C.O. McCarthy concurred with the Mayor that redesigning the traffic flow utilizing the adjacent Plandome Manor lot had merit. The Clerk will confer with the Westbury School District which recently redesigned a drop off/pick-up area at one of its schools. C.O. McCarthy indicated that monitoring train station activity does not fall within the duties of the Auxiliary Police.

Upon a motion by Trustee Saville and seconded by Deputy Mayor Herbert, the Board unanimously moved to authorize purchase of the SafePace 100 Speed Radar Sign from Traffic Logix Inc. at a quoted price of \$2,924.00 and place it on Heights Road at an exact location to be determined.

*(sitting as the Board of Fire Commissioners)*

Chief Peter Burger addressed the Board about a proposed change to the Fire Department's Mutual Aid policy. Due to the increase in the number of Mutual Aid calls responded to by the Plandome Fire Department as compared to 1997 when the existing policy was written, the new policy proposes that PFD will respond to mutual aid calls with the following minimum manpower on responding PFD truck:

- MPO Operator (minimum rating of 2 or higher)
- 3 Class A Fire Fighters
- No Probationary Fire Fighters

If the Village of Plandome gets a call, the PFD mutual aid team will respond back to the Plandome call, as long as it's on "standby duty" and not involved at the fire scene. If PFD team is involved at fire scene, Firecom will immediately direct another neighboring firehouse to the Village. Trustee Bartels suggested that Highway employees who are volunteer firefighters, not respond to Mutual Aid calls. The Board agreed that the Fire Department should meet with the Board twice a year to keep the Board up-to-date on Fire

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Department matters .

*(sitting as the Board of Trustees)*

The Board discussed the overtime policy for Highway personnel when they work past the regular day and confirmed that the intention is to pay overtime for hours worked, distinguishing it from the guaranteed four-hour minimum which is paid when a Highway employee leaves work and is called back for emergency reasons, snow plowing, etc. The Board discussed other aspects of the overtime policy and agreed to discuss further at a later date.

Upon a motion by Trustee Bartels and seconded by Trustee Saville, the Board unanimously approved disposition of records per schedule presented by the Clerk in accordance with the NYS Records Retention and Disposition Schedule MU-1 (copy of disposition list filed with the minutes).

Upon a motion by Trustee Bartels and seconded by Trustee Saville, the Board unanimously ratified approval of the August vouchers which were approved by two Trustees and Mayor Williams during the August break.

The Board addressed a letter from Mr. Brittingham from 38 Willets Lane regarding a deteriorating drainage metal grating and concrete catch basin at the base of his driveway on Willets Lane. Mr. Brittingham requested that the Village repair the drainage system as it is causing damage to his car when he enters his driveway. The Mayor will ask the Building Inspector to pull the survey from the files and measure the distance from the home to verify that the drainage system is on public property.

There being no further business before the Board, Trustee Bartels moved to close the meeting at 9:05 pm. The motion was seconded by Deputy Mayor Herbert and unanimously approved.

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Elizabeth Kaye, Clerk/Treasurer