

**INC. VILLAGE OF PLANDOME
BOARD OF TRUSTEES MINUTES
Work Session
Tuesday, Sept. 6, 2016, 7:00 pm**

PRESENT: **MAYOR Lloyd Williams**
 DEPUTY MAYOR Ray Herbert
 TRUSTEE Andrew Bartels
 TRUSTEE Katie Saville
 TRUSTEE Don Richardson
 CLERK/TREASURER Elizabeth Kaye
 PLANDOME FIRE DEPT.; Chief John Furlong, Deputy Chiefs Paul Becker, Tom
 Carroll, Secretary John Runge

Absent *none*

Mayor Williams opened the meeting at 7:00 pm.

(sitting as the Board of Fire Commissioners)

Chief John Furlong presented the state of Good & Welfare and the Capital needs of the Fire Department. Chief Furlong discussed cutting back on some expenditures and balancing fund raising with associated spending. The Capital needs, other than a \$50,000 grant from Nassau County, would require funding from the Village with the Chiefs' cars being the most immediate need. The Board discussed using Capital Reserves or a leasing option. Discussion would continue at the regular meeting.

(sitting as the Board of Trustees)

Upon a motion by Trustee Bartels and seconded by Trustee Saville, the Board approved the Manhasset Coalition Against Breast Cancer 5K Run for Sunday, October 23, 21016 from 9:30 am to 10:30 am. The Clerk will remind them to clean up water bottles and make them aware of National Grid work at the corner of Rockwood Road and Rockwood Road W.

Mayor Williams appointed Mr. John Sullivan as Alternate #2 to the Design Review Board for the remainder of a one year term ending April, 2017.

The Board discussed a request by the Long Island Railroad to eliminate one parking spot in Lot #1 to allow the Railroad access to a septic tank. The Board suggested having the Railroad notify the Village in advance of maintenance work and the Highway Department will block off the spot.

The Clerk requested approval for temporary help while the Deputy Clerk is out for back surgery. Coverage would be needed for approximately eight weeks. The Board suggested tabling discussion until an exact date is known.

The Clerk discussed the need for records management improvements to better access records and free up file space in the Clerk's office, including possible offsite storage of some records. The Board requested a more detailed plan.

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Trustee Bartels updated the Board on the water meter replacement plans. Mr. Paul Schrader of Manhasset Lakeville Water District and the water meter vendors would be meeting with Trustee Bartels the next day to discuss the project. Discussion would continue at the regular meeting.

Trustee Saville asked for an update on the 8 Hawthorne Lane property. Mayor Williams indicated that he would call the Executor for the estate.

Trustee Richardson reported that he would be providing the Board a copy of the revised Emergency Management Plan.

Motion to adjourn by Trustee Bartels, seconded by Trustee Saville, all approved. Meeting adjourned at 9:17 pm.

Elizabeth Kaye, Clerk/Treasurer