

**VILLAGE OF HILLBURN
Board of Trustees Meeting
Tuesday, February 10, 2015 – 7:00PM**

MINUTES OF THE BOARD OF TRUSTEES MEETING held on Tuesday, February 10, 2015, in the Municipal Meeting Room, 31 Mountain Avenue, Hillburn, New York 10931, commencing at 7:00PM.

PRESENT: **Craig M. Flanagan Jr., Mayor**
 Eleanor J. DeGraw, Trustee
 Bonnie R. O’Blenis, Trustee
 Elizabeth K. Cassidy, Village Attorney
 Thomas Conklin, DPW Supt.

RECORDER OF MINUTES: **Mary Boone, Clerk-Treasurer**

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Meeting was called to order by the Hon. Mayor Craig M. Flanagan, Jr. Hillburn resident Rhonda Jennings led in the Salute to the Flag.

Minutes of 1/13/15 Meeting – Approved by Village Board.

Ayes: Mayor Flanagan, Trustees DeGraw & O’Blenis
Noes: None

Street & Water Commissioners Reports – Approved by Village Board.

Ayes: Mayor Flanagan, Trustees DeGraw & O’Blenis
Noes: None

Police Commissioner’s Report – Mayor Flanagan

Mayor Flanagan deferred the report until the arrival of a Ramapo Police Officer.

DPW Report – DPW Supt. Thomas Conklin reported:

-Repairs to Trucks – Estimates/Invoices – Suffern Sales & Service, Inc. (**Approved by Village Board**) Emergency Repairs: Inv. #3864 - \$234.92 & Inv. #3876 - \$432.55.

Ayes: Mayor Flanagan, Trustees DeGraw & O’Blenis
Noes: None

-H.F.D. – Floor Repairs/Painting – The flooring was completed by SharpWorks as per the accepted proposal. Finishing work, including painting, will be done by the DPW, possibly tomorrow.

-Mayor Flanagan requested the DPW Supt. to place a supply of salt in the Community Room for placement on the sidewalk.

-The low hanging wires in the area of Rockland Avenue and Sixth Street have been taken care of by the respective utility company.

-Hudson Valley Water Works Conference –April 21, 2015, Fishkill, NY – Request to Attend - Registration Fee: \$35.00. **Approved by Village Board.**

Ayes: Mayor Flanagan, Trustees DeGraw & O’Blenis
Noes: None

7:15PM – Public Hearing – 2015 Community Development Program

Village Clerk-Treasurer Mary Boone reported that the Public Hearing, originally scheduled for 1/27/15, was cancelled (inclement weather) and consequently rescheduled to today, 2/10/15. Due to the deadline, for filing the application, was yesterday, 2/9/15, and as directed by the RC Community Development Office, the 2015 Application was filed on 2/09/15 and the required Public Hearing minutes and Resolution will be sent under separate cover.

Notice of Public Hearing, published by the Rockland County Office of Community Development, was read.

Mayor Flanagan acknowledged the members of the 2015 Citizens Advisory Committee who were present: Dennis Anderson, Rhonda Jennings, Beverly Flanagan and Wilma Powell. Members not present: Joseph Alexander, Adam Gosser, Sheree Edwards and Shane Starr. Two meetings of the Committee were held: 11/12/14 and 12/09/14. The Committee recommends the following project for the 2015 Community Development Program:

Hydrant Replacement Project

Hearing was opened for Public Comments.

Shelly Flanagan-Ramos (16 Ramapo Avenue) questioned what will be done.

-DPW Supt. Conklin responded that 5 hydrants will be replaced. Hydrants are antiquated-difficult to open.

-Ms. Flanagan-Ramos questioned how often the hydrants are used/opened?

-DPW Supt. Conklin stated that other than emergency situations, hydrants are flushed at least two times a year.

Beverly Flanagan (17 Blakeslee Place) stated CD Advisory Committee also discussed the size of existing water lines.

-DPW Supt. Conklin stated that matter would be reviewed at a later date.

Shelly Flanagan-Ramos questioned the cost of a hydrant.

-Supt. Conklin replied \$2,000.00.

-Village Clerk Boone stated the cost is \$5,000.00 including installation.

-Ms. Flanagan-Ramos questioned the total amount being applied for.

-Mayor Flanagan replied \$25,000.00. The Village’s matching funds is in the amount of \$5,000.00.

- Ms. Flanagan-Ramos questioned why the Village of Hillburn's 2014 CD Program application was denied.
- Village Attorney Cassidy stated the grant award was cancelled/rescinded based on a new method implemented by the Dept. of HUD to calculate low/moderate income.
- Ms. Flanagan-Ramos questioned when the Village would be notified pertaining to the 2015 Application.
- Village Clerk Boone stated the application was just filed on 2/9/15.

7:23PM – With no further comments, the Public Hearing was closed.

Trustee Eleanor J. DeGraw moved and Trustee Bonnie R. O'Brien seconded the

MOTION to endorse the FY 2015 Community Development Block Grant (CDBG) application for Hydrant Replacement Project in the amount of \$25,000.00. If applicable, authorizes the matching funds for this request in the amount of \$5,000.00.

FURTHER, it is understood that the dollar amount of assistance will be fully forgiven for public service activities if the project has completed its specified purpose.

Ayes: Craig M. Flanagan, Jr., Mayor
Eleanor J. DeGraw, Trustee
Bonnie R. O'Brien, Trustee

Noes: None

Motion passed unanimously.

Mayor Flanagan thanked the 2015 Community Development Citizens Advisory Committee members for their volunteered efforts on behalf of the Village of Hillburn.

H.F.D. - Chief Edward Kelly Jr. reported:

- LOSAP Report - will be ready by the next Village Board meeting.
- Flooring Repair/Painting at H.F.D. Building – Looks great. Questioned if the stair treads will be replaced and advised that the old floor can still be seen when the door to the Captain's Office is closed. (DPW Supt. will follow up on same)
- Desk in Radio Room – Needs replacement (fell apart). Quotes to be obtained.
- Request to Purchase 8 New Helmets w/Shields – 1/25/15 Quote from MES: \$2,333.60. Tabled – Mayor Flanagan to meet with Fire Chief tomorrow night)

Fire Protection District #1 – Mayor Flanagan stated he, the Trustees and representatives from the H.F.D. had attended a meeting of the Ramapo Town Board at which a discussion was held regarding Ramapo Fire Protection District #1.

- A discussion was held regarding the status of the contract inasmuch as the H.F.D.'s response to calls.
- Chief Kelly stated the H.F.D. had responded to 8 calls in the Ramapo Fire Protection District in one month.
- Matter will be followed up on.

Chief Kelly left meeting.

Village Engineer's Report –

RE: Response to 6-Month Water Summary Report (prepared by Village Office) – Report reflects 48% water loss. Engineer recommends the Village contact a Leak Detection company.

Community Development Program –

RE: Use of 2013 CD Fund Balance - Project eligibility being reviewed by RC CD Office.

Village Attorney's Report – Attorney Elizabeth Cassidy reported:

RE: 2015 Town of Ramapo Agreement – Fire Protection District #1 – A letter has been sent to the Town Attorney requesting the status of the Agreement.

RE: Town of Ramapo Dog Control Agreement 2015 - A verbal response to the Village Attorney's letter was received....the contract, with amendments, will be signed.

RE: 2015-2016 Insurance

A MOTION was made by Trustee DeGraw and seconded by Trustee O'Brien authorizing the Village Attorney to send letters to insurance companies requesting insurance proposals for the 2015-2016 year, with a return date of 3/10/15 (4:30PM).

Ayes: Mayor Flanagan, Trustees DeGraw & O'Brien
Noes: None

RC Department of Health – 2015 Service Proposal – Mosquito Control

Proposal was read aloud by Mayor Flanagan. Cost for Mosquito Control Services: \$625.00. **Approved by Village Board.**

Ayes: Mayor Flanagan, Trustees DeGraw & O'Brien
Noes: None

2015 Village Election – Wednesday, 3/18/15

The deadline for Independent Nominating Petitions was 2/13/15. One petition received for the Office of Mayor and two petitions received for the Office of Trustee.

-Appointment of Inspectors of Election –

A MOTION was made by Trustee DeGraw and seconded by Trustee O’Blenis to ratify the appointment of the following Inspectors for the 2015 Village Election: Helen Peterson, Patricia VanDunk, Laurie Gage and Vivian DeGroat.

Ayes: Mayor Flanagan, Trustees DeGraw & O’Blenis
Noes: None

2015 Assessment Roll

New Full Exemption Application – 2 New Full Exemption Applications filed by A.F.K.O.S.

IT WAS RESOLVED by the Village Board to ratify the action taken on the following applications:

Application for 47.14.-1-8 (Vacant Lot): **Denied**
Application for 47.18-1-10 (includes 847.18-1-10) Building Lot: **Denied**

Ayes: Mayor Flanagan, Trustees DeGraw & O’Blenis
Noes: None

-The 2015 Tentative Assessment Roll was duly filed on 1/31/15. Change of Assessment Notices were sent to all respective property owners.

-The Hearing of Complaints will be held on Tuesday, 2/17/15 from 6:00PM-9:00PM at Village Hall.

(2) Grievances have been filed at this date:

TBS Realty Mgmt., LLC (847.19-2-2)
Realty Management/Hillburn Park Corp. (47.15-1-4)

Arbor Day Event – March 14, 2015 (Tentative) – A Committee will be organized..

-Beverly Flanagan volunteered to serve.

ZBA Report –

Appointment of a new member to fill the unexpired term ending April 2018 is still pending.

Planning Board Report

The Village Board was in receipt of a copy of the minutes that include the 1/29/15 Public Hearing regarding the Application of Salomone Bros. Inc.

-Next meeting will be held on 2/25/15.

Building/Fire Inspector – Adam Gordon not present.

A 2/10/15 written report was submitted by the Building/Fire Inspector. (RE: Knox boxes on Village owned buildings). Mayor to discuss matter with Building/Fire Inspector.

Escrow

RE: NYS Thruway Authority Escrow – As recommended by the Building/Fire Inspector, a letter was sent requesting the establishment of a \$5,000 escrow account. A response was received from the NYS Thruway Authority stating it is not obligated to post escrow and that the project has no adverse affect on the Village.

-Mayor Flanagan stated authorization had been given to the Village Engineer to make an inspection of the project as it relates to a pipe that runs under the NYS Thruway, and at one time had provided water to the pond in Veterans Memorial Park. Further, the contractor has requested the Building/Fire Inspector to sign off on a document required by O & R Utilities for this project.

Matter will be further reviewed.

-Status of Escrow Accounts Report @ 2/5/15 - Supplied to the Village Board by the Clerk-Treasurer.

Hillburn Senior Citizens – President Judy Starr not present:

The February meeting was cancelled due to inclement weather. Next Meeting: 3/2/15.

Recreation – Recreation Commissioner, Trustee O’Blenis, read the written report:2015 Camp & Swim Program

Registration for Camp Payment Plan was held on 1/24/15.

Next Registration will be held on 5/16/15 from 10:00am-12:00noon.

-Open Gym for Ages 8-15 – 2/27/15 from 6:00PM-8:00PM. (Staff will volunteer time) **Approved by Village Board.**

Ayes: Mayor Flanagan, Trustees DeGraw & O’Blenis
Noes: None

Breakfast with the Easter Bunny - Saturday, 3/21/15 from 9:00am-12:00noon at the Youth Center. **Approved by Village Board.**

Ayes: Mayor Flanagan, Trustees DeGraw & O’Blenis
Noes: None

-Easter Egg Hunt – Saturday, 3/28/15 at 12:00noon (Rain Date: Sunday, 3/29/15) - Request for \$200.00 for supplies (candy, eggs, prizes, etc.). **Approved by Village Board.**

Ayes: Mayor Flanagan, Trustees DeGraw & O’Blenis
Noes: None

Historical Society – Chair Beverly Flanagan reported.

As requested by the Hillburn Senior Citizens, she will be present at the 3/2/15 meeting to give a presentation.

Public Comments –

Beverly Flanagan (17 Blakeslee Place) questioned if the Village is notified of the time that the Mosquito Control service will be administered..

(The Village Clerk replied notification is given to the DPW Supt.)

Vulfrano Lazcares (39A Sixth Street) addressed the Village Board regarding the status of a Petition he had submitted requesting that the private extension of 7th Street be dedicated to the Village of Hillburn. Also, he requested plowing and salting of the private road by the Village DPW.

-A discussion was held and Mr. Lazcares was advised of the following:

- The petition requires the signatures of all of the homeowners on the private road. Subsequently, a new petition would need to be submitted.
- Legal Title of the roadway is required which would require lengthy research.
- Should the roadway be dedicated to the Village, it would have to be brought up to required specifications which would require Village Attorney and Village Engineer reviews and recommendations.
- There are restrictions regarding the plowing of private roadways by the Village..
- No costs can be incurred by the Village.
- A Road Maintenance Agreement among the property owners would be the most time effective solution.

Matter will be further reviewed.

Rhonda Jennings (54 Fifth Street) questioned if there is a law restricting placement of snow in the roadway.

(Mayor Flanagan replied snow is not to be placed in roadway).

Beverly Flanagan confirmed that garbage cans and recycling bins are to be placed close to the curb.

Computer Maintenance – 18 Month (8/1/13 – 2/1/15) Agreement with Protected Harbor – A meeting with Mr. Richard Luna of Protected Harbor will be scheduled.

Applications for Use of Hillburn Community Room -

-Eleanor DeGraw - Saturday, 1/31/15 / 2:00PM – 9:00PM (Set Up: Friday, 1/30/15) Purpose: Baby Shower (Certificate of Insurance and \$150.00 Fee Fulfilled) **Approval ratified by Village Board.**

Ayes: Mayor Flanagan, Trustees DeGraw & O’Blenis

Noes: None

-Eleanor DeGraw – Hillburn Ladies Auxiliary – Wednesday, February 11, 2015 – 7:00PM – Street Fair Committee Meeting

-Dwayne Perry –RMI- Saturday, March 7, 2015 / 1:00PM-3:00PM - RMI Meeting

Approved by Village Board.

Ayes: Mayor Flanagan, Trustees DeGraw & O’Blenis

Noes: None

Application for Temporary Road Closure

-Eleanor DeGraw – Hillburn Ladies Auxiliary – Fifth Street (between Rockland Avenue & Mountain Avenue) -Street Fair –

Date/Time: Saturday, May 16, 2015 / 10:00AM – 3:00PM

Approved by Village Board.

Ayes: Mayor Flanagan, Trustees DeGraw & O’Blenis

Noes: None

Correspondence – The Village Board was in receipt of correspondence, including:

RC Sewer District – Notification that compensation will no longer be paid to RC Sewer District Board Members.

Village of Suffern – Suffern Calendar of Events and request for Hillburn Calendar of Events to avoid conflict of dates.

Senator David Carlucci – Budget Negotiations for State’s Fiscal Year 2015-2016 – 2/9/15 response sent by Mayor

Flanagan – Proposed Project: Heating/Cooling System at Youth Center.

Insurance – The State Insurance Fund – Renewal Policy – RE: Volunteer Firemen

Voucher Claims were reviewed by the Village Board who approved payment of same.

A MOTION was made by Trustee O’Blenis and seconded by Trustee DeGraw to adjourn meeting at 8:19PM.

Ayes: Mayor Flanagan, Trustees DeGraw & O’Blenis

Noes: None