

**VILLAGE OF HILLBURN  
Board of Trustees Meeting  
Tuesday, February 24, 2015 – 7:00PM**

**MINUTES OF THE BOARD OF TRUSTEES MEETING held on Tuesday, February 24, 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. Ramapo Police Chief Peter Brower led in the Salute to the Flag.

**Minutes of 2/10/15 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 welcomed Ramapo Police Chief Brower to the meeting.

Chief Brower reported on the following:

- Overnight Park Prohibition is being enforced – tickets being issued.
  - He and RC District Attorney attended a recent meeting of the Senior Citizens and made a presentation regarding scams.
  - A two night training session with the Ramapo Police Department and all first responders throughout the Town of Ramapo, including the H.F.D., is being coordinated. This training will enhance the working relationship between agencies when responding to emergencies.
  - Chief Brower offered sincere condolences regarding the passing of Hillburn Youth Director Michelle Noel.
  - Mayor Flanagan stated the Ramapo Police Department provided excellent funeral escort services that were greatly appreciated by Michelle’s family.
- Chief Brower left the meeting. (7:15PM)

**DPW Report – DPW Supt. Thomas Conklin reported:**

Annual Hillburn Clean-Up Day – Supt. Conklin requested authorization to hold the Clean-Up Day on Sat. 4/11/15 with a rain date of 4/18/15; and to obtain quotes for flyers and refreshments. (Approved by Board)

\*Arbor Day Event – 3/14/15 – Corner of Mountain Avenue & 4<sup>th</sup> Street – 12:00noon. Ability to plant a tree at the event will be contingent on the weather/ground thaw.

2015-16 Hauler’s Permits – Application will be completed with the new license plate numbers.

Firehouse Repairs – Work will continue tomorrow.

-Snow Removal – Hydrants have been cleared and some snow has been taken away.

-DPW Trucks – Trucks have been repaired and back in service.

-RC Highway Assoc. Luncheon – 2/26/15 - DPW Supt.’s attendance will be contingent on workload.

-Hudson Valley Waterworks Conference – 4/21/15 – DPW Supt. has been registered to attend.

\*\$1,000 Grant Award was received from NYS Forestry Council (12/2/14 Application)

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

-RE: Brandt Road (Private Road) – Requested a letter be sent to Brandt Road property owners advising that the road is not accessible by the H.F.D. due to ice/snow. (Mahwah F.D. does provide mutual aid to the area).

Mayor Reported: NYS Award Agreement - Amount: \$7,500.00 – (Request filed for 2013 Funding) – Purchase of Server (Village Office) and Bunker Gear (H.F.D.) – Chief Kelly stated the H.F.D. is not in need of bunker gear at this time; however, bail-out gear is needed. A request will be made to NYS Assemblywoman Jaffee to re-purpose bunker gear to bail-out gear. Chief Kelly will supply quotes for bail-out gear.

**LOSAP**

2014 Data Request Package Report – Chief Kelly stated the report has been prepared and on the desk of the Clerk-Treasurer.

A MOTION was made by Trustee DeGraw and seconded by Trustee O’Blenis to file the 2014 LOSAP Report.

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

9/15/14 Correspondence – RE: Free RBC Investment Assistance Account – Attorney Cassidy stated she had reached out to RBC regarding this matter and determined it would provide a comprehensive year end summary. There would be no underlying change in the account and there are no legal impediments. (memo supplied to Village Board) Matter tabled by Village Board.

2/15/15 Correspondence – RE: LOSAP Investment Policy Statement (IPS) – Tabled by Village Board.

Mayor Flanagan requested the Village Attorney to review alternate administrators for the Village’s LOSAP Program.

**Village Engineer's Report**

No Report.

**Community Development Program –**

**RE: Use of 2013 CD Fund Balance** - Project eligibility still being reviewed by RC CD Office (getting advice from HUD).  
**2015 CD Application** – No response has been received at this date.

**Village Attorney's Report – Attorney Elizabeth Cassidy reported:**

**RE: Property Tax Cap** – The Village Board authorized the Village Attorney to draft an Introductory local law to authorize a property tax levy in excess of the limit established in General Municipal Law §3-c. A Public Hearing will be scheduled for Tuesday, March 24, 2015 at 7:30PM. **Approved by Board**

Ayes: Mayor Flanagan, Trustees DeGraw &amp; O'Blenis

Noes: None

Attorney Cassidy advised that the Village would not be eligible for Tax Cap Freeze Rebate Programs, if a Local Law to override the tax cap is adopted.

**RE: Town of Ramapo Dog Control Agreement 2015** – Fully executed Agreement from the Town of Ramapo not received at this date.

-The Village Clerk-Treasurer reported she had called the Town and was advised the signed Agreement will be sent.

**RE: 2015 Town of Ramapo Agreement – Fire Protection District #1 –**

A MOTION was made by Trustee O'Blenis and seconded by Trustee DeGraw to ratify the acceptance of the 2015 Agreement with the Town of Ramapo for Fire Protection District #1 in the amount of \$105,000.00, as signed by Mayor Flanagan on 2/17/15 and filed with the Town of Ramapo.

Ayes: Mayor Flanagan, Trustees DeGraw &amp; O'Blenis

Noes: None

**2015 Assessment Roll**

-The Hearing of Complaints was held on Tuesday, 2/17/15. The Board of Assessors was present at Village Hall from 6:00PM-9:00PM at which time the filed Grievance Applications were reviewed.

| <u>Date Filed</u> | <u>Property ID</u>   | <u>Property Owner</u>  | <u>Board Action – All Applications Tabled</u>                                  |
|-------------------|--|--|--|
| 2/04/2015         | 47.15-1-4  | Hillburn Park Corp.  | <u>Demand Letter sent by Village Attorney</u>                                  |
| 2/04/2015         | 847.19-2-2   | T.B.S. Realty  | <u>Demand Letter sent by Village Attorney</u>                                  |
| 2/11/2015         | 47.15-1-1  | United Water New York  | <u>Demand Letter to be sent by Village Attorney</u>                            |
| 2/12/15           | 47.14-2-1  | The Fujita Trust   | <u>Demand Letter sent by Village Attorney</u>                                  |
| 2/13/15           | 47.15-2-12   | Town of Ramapo   | <u>Demand Letter to be sent by Village Attorney</u>                            |
| 2/17/15           | 47.41-1-11<br>*47.14-1-11<br>*(Correct Prop. ID)                 | Dynamic Developers<br>(Application filed by<br>Daniel A. Johnson)  | <u>Demand Letter sent by Village Attorney</u>                                  |
| 2/17/15           | 47.18-1-10   | American Friends of<br>Kollel Oitzer Shas Canada   | <u>Grievance Pertains to Exemption Status -<br/>Attorney to Review Further</u> |
| 2/17/15           | *847.18-1-10<br>(Included with 47.18-1-10<br>on Village Records) | American Friends of<br>Kollel Oitzer Shad Canada   | <u>Grievance Pertains to Exemption Status -<br/>Attorney to Review Further</u> |
| 2/17/15           | 47.14-1-8  | Kollel Shas Keren Hatorah*<br>(*Village Record Owner:<br>American Friends of<br>Kollel Oitzer Shas Canada) | <u>Grievance Pertains to Exemption Status -<br/>Attorney to Review Further</u> |

Hearing was held open until 3/24/15 to allow time for respective property owners to respond to Demand Letters supplied by the Village Attorney. Representatives from the Town of Ramapo and United Water New York will be requested to be present at 6:30PM on 3/24/15.

-The Village Clerk-Treasurer stated the deadline for filing the Final Assessment Roll is 4/1/15.

**RE: 2015-2016 Insurance** – Proposals for the 2015-2016 year are due by 3/10/15 (4:30PM).

**2015 Village Election – Wednesday, 3/18/15**

A Sample Ballot was supplied to the Village Board reflecting the Candidates for the 2015 Village Election and their respective parties. (copy attached)

**ZBA Report – Appointment of a New Member to fill the Unexpired Term ending April 2018**

The Board approved the Mayor's appointment of Dennis Anderson, who was present at the meeting.

Ayes: Mayor Flanagan, Trustees DeGraw &amp; O'Blenis

Noes: None

Village Attorney Cassidy administered the Oath of Office to Mr. Anderson.

**Planning Board Report**

- Next meeting will be held on 2/25/15 – Application on Agenda: Salomone Redi-Mix.
- The Village Board was in receipt of copies of various correspondence.

**Building/Fire Inspector – Adam Gordon not present.**

NYSBOC Seminar – 4/28 & 29/15 – Inspector Gordon is registered to attend.

NFSA Seminar – 2 Day Sprinkler System Plan Review – 3/4 & 5/15 - Troy, NY. Registration Fee: \$300.00.

Building/Fire Inspector's attendance was **Approved by Board**

Ayes: Mayor Flanagan, Trustees DeGraw & O'Brien

Noes: None

- Village Board was in receipt of copies of various correspondence/Violation Notices issued by the Bldg/Fire Inspector.

**Escrow**

-Status of Escrow Accounts Report @ 2/24/15 - Supplied to the Village Board by the Clerk-Treasurer.

-Pending Claims Against Escrow:

|                                 |  |   |            |
|---------------------------------|--|---|------------|
| Brooker Engineering             | - Claim Against Salomone Bros, Inc. Escrow   | - | \$ 910.00  |
| Law Office of Elizabeth Cassidy | - Claim Against Salomone Bros, Inc. Escrow   | - | \$2,092.50 |
|                                 | - Claim Against Hillburn Pk/Monsey Liquid.   | - | \$ 172.50  |
|                                 | - Claim Against TBS Realty/TAT Group         | - | \$ 195.00  |
|                                 | - Claim Against Hillburn Pk/Good Qual. Paper | - | \$ 195.00  |
|                                 | - Claim Against Hillburn Pk/Nerbulb          | - | \$ 195.00  |

A MOTION was made by Trustee DeGraw and seconded by Trustee O'Brien authorizing payment of the claims, subject to review and approval by the Hillburn Planning Board.

Ayes: Mayor Flanagan, Trustees DeGraw & O'Brien

Noes: None

- Attorney Cassidy stated a list of escrow accounts that can be closed will be sent tomorrow for referral to appropriate Boards.

**Hillburn Senior Citizens – President Judy Starr not present:**

Next Meeting: 3/2/15.

**Recreation – Recreation Commissioner, Trustee O'Brien reported:**

-Open Gym for Ages 8-15 – 2/27/15 from 6:00PM-8:00PM.

-Mayor Flanagan reported on the accomplishment of Camryn McIntosh, a 15 year old Hillburn youth who broke a National Record for the 600 Meter Race that had stood for 10 years. (Congratulatory message to be placed on sign)

**Historical Society – Chair Beverly Flanagan not present.**

A presentation will be made at the 3/2/15 Hillburn Senior Citizens meeting.

**2015 Hillburn Day** (Date to be Determined) - At present, 11 residents have signed up to serve on the Planning Committee. First Meeting of Committee: 2/25/15 at 7:00PM in the Community Room. (Trustee O'Brien stated she will be on Committee)

**Public Comments –**

**Dennis Anderson (35 Rockland Avenue)** questioned the location of the proposed cement business.

Mayor Flanagan replied Salomone Redi-Mix is before the Planning Board to occupy 60 Torne Valley Road.

-Attorney Cassidy advised Mr. Anderson that he is welcome to attend the 2/25/15 Planning Board meeting. Application will also require ZBA approval.

**Applications for Use of Hillburn Community Room -**

-Lisa Morgan - Date/Time: Saturday, 3/15/15 3/29/15\* / 2:00PM – 6:00PM Purpose: Baby Shower (\*Mayor Flanagan stated Mrs. Morgan had verbally requested date change) (Certificate of Insurance and \$150.00 Fee Required) **Approved Village Board.**

Ayes: Mayor Flanagan, Trustees DeGraw & O'Brien

Noes: None

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

NYCOM – Annual Membership Fee: \$727.00 (Due June 2015) **Approved Village Board.**

Ayes: Mayor Flanagan, Trustees DeGraw & O'Brien

Noes: None

- 2015 Legislative Program – Mayor Flanagan & Attorney Cassidy have copies.

-2015 RCC Foundation Leadership Award Luncheon - Friday, 3/27/15–12:00noon, Hilton Pearl River - \$60.00 per person. Mayor Flanagan stated he and Building/Fire Inspector Gordon would like to attend the luncheon, as Honorees include Gordon Wren Jr., Director of the RC Office of Fire & Emergency Services. **Approved Village Board.**

Ayes: Mayor Flanagan, Trustees DeGraw & O'Brien

Noes: None

-RC Solid Waste Mgmt Authority – Flow Control Law (Rec'd 2/23/15) – Filing of Updated implementation Schedule (copies supplied to Village Board and DPW Supt.) Fees imposed for multiple family residences in the Village of Hillburn still being debated.

United Water New York – Appointment of new Director of External Affairs (copy to Village Attorney). (Present Agreement with United Water New York to be reviewed)

Hospice of Rockland – Thank you letter for donation in memory of Michelle Noel.

Arbor Day Association – Membership Application – Fee: \$100.00. **Approved Village Board.**

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

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

-BOND Schoeneck & King - Three (3) Invoices – **Approved Village Board**

Invoice #344496 – General Tax Assess. Advice Client Updates - \$2,187.50  
Invoice #344577 – Town of Ramapo v. Village of Hillburn - 105.00  
Invoice #344752 – A.F.K.O.S. v. Village of Hillburn - 1,050.00

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

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

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