

VILLAGE OF HILLBURN  
Board of Trustees Meeting  
Tuesday, June 9, 2015 – 7:00PM

MINUTES OF THE BOARD OF TRUSTEES MEETING held on Tuesday, June 9, 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. Town of Ramapo Police Chief Peter Brower led in the Salute to the Flag.

Chief Brower addressed the Village Board and the attending residents and announced that he will be retiring from the Ramapo Police Department at the end of June, 2015 and it has been a pleasure to serve such a special community. -Mayor Flanagan thanked Chief Brower for all of the assistance provided to the Village of Hillburn. Chief Brower left meeting at 7:08PM.

**Minutes of 5/26/15 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

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

-Dedication of Youth Center to Michelle A. Noel -Quote for Lettering (Tabled) Attorney to prepare Dedication Resolution

-NYLD Infrastructure - Leak Detection – A technician was in the Village on June 3<sup>rd</sup> and 4<sup>th</sup>. The third approved day will be needed to address several issues that were detected throughout the Village, including the Hillburn Industrial Park.

-Urban Forestry Council Arbor Day Grant - Trees will be purchased/installed upon completion of leak detection project.

-Youth Center Deck – Waiting receipt of two additional quotes.

-Seat Replacement-2004 Ford Truck –AlStar Seating Quote: \$249.90. Max. of \$250.00 **Approved by Village Board.**

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

-5/15/15 Damage to Guardrail – Park Ave & Blakeslee Pl – Letters to the driver & registered owner have been sent by the Village Attorney. The Village Clerk reported the matter has been filed with the Village’s insurance as a third party.

-5/22/15 Proposal from Anchor Fence for Repair of Guardrail: \$1,800.00 **Approved by Village Board.**

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

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

-AED/CPR/First Aid Training was completed on 5/27 & 6/03/15; and Hazmat Training was taken (OSHA Requirement).

-CFR – 3/08/15 Accident – Repaired and back in service.

-Wildland Backpacks have been received and are being distributed.

-NYS Dept. of State - Grant Award Agreement -TM51617 – Application has been completed and filed.

-Request to purchase one additional set of Bail-Out Gear from First Due for Chief Kelly Cost: \$641.99. **Approved by Village Board.**

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

-Bail-Out Gear Training – Cost for 15 H.F.D. Members: \$1,500-\$2,000. Additional information will be obtained.

-Chief Kelly thanked the DPW for re-painting the fire zone stripes.

-Phone in Chief’s Office still not working. The Village Clerk reported Cablevision/Optimum had made a service call. (Matter will be followed up on)

-Purchase of Helmets–Quote from FirstDue Fire Equip – (8) Helmets w/Shields: \$2,334.40. **Approved by Village Board.**

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

**LOSAP**

-Penflex Award Program 2014 Data Request Package – Report has been filed.

-LOSAP Investment Policy Statement – (Under review)

**Village Engineer’s Report – Engineer McCreedy not present**

2015 MS4 Annual Report –

IT WAS RESOLVED by the Village Board to accept the 2015 MS4 Annual Report, as prepared and filed by Eve Mancuso, P.E. of Brooker Engineering. Report is available for public review.

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

**Community Development**

-2015 CD Program – Award Meeting: Monday, 6/15/15 at 10:30AM at the Haverstraw Village Hall. Trustee DeGraw and Trustee O’Blenis will attend.

**Village Attorney’s Report**

RE: TBS Realty – Request to Purchase Old 4<sup>th</sup> Street – Attorney Cassidy reported she had prepared a formal Resolution in regards to the Village Board’s requirement of an escrow account, in the amount of \$2,500.00 to cover professional reviews by the Village Attorney and Village Engineer.

The following RESOLUTION was offered by Trustee O’Blenis and seconded by Trustee DeGraw who moved its adoption:

WHEREAS, TBS Realty Management has expressed a desire to purchase Old Fourth Street in the area adjacent to its property located at 201 Route 59, Hillburn, New York;

WHEREAS, the Village will require the services of the Village Engineer and the Village Attorney in order to properly evaluate the impact of the proposal on the Village of Hillburn and the environment;

NOW THEREFORE BE IT RESOLVED, that TBS Realty Management is to establish an escrow account in the amount of \$2,500 prior to any further action being taken in connection with its request.

Ayes: Mayor Flanagan, Trustees DeGraw & O’Blenis

Noes: None

RE: Stoneworks Estates Request for Zone Change – Attorney Cassidy reported she had prepared a formal Resolution in regards to the Application Fee and the Village Board’s requirement of an escrow account, in the amount of \$2,500.00 to cover professional reviews by the Village Attorney and Village Engineer.

The following RESOLUTION was offered by Trustee DeGraw and seconded by Trustee O’Blenis who moved its adoption:

WHEREAS, the Village has received an informal request from Stoneworks Estates to discuss a potential zoning change for their property located along Route 17A in Hillburn;

WHEREAS, the Village will require the services of the Village Engineer and the Village Attorney in order to properly evaluate the impact of the proposal on the Village of Hillburn and the environment;

NOW THEREFORE BE IT RESOLVED, that Stoneworks Estates is to establish an escrow account in the amount of \$2,500 prior to any further action being taken in connection with its request.

BE IT FURTHER RESOLVED that Stoneworks Estates is to pay an application fee of \$500.00 in accordance with the Village of Hillburn Schedule of Fees.

Ayes: Mayor Flanagan, Trustees DeGraw & O’Blenis

Noes: None

**Tax Freeze/Government Comprehensive Plan** – The Comprehensive Plan has been completed and filed.

**2015 Tax Certioraris**

Attorney Cassidy is working with Special Counsel, BOND, Schoeneck & King. A meeting will be scheduled to discuss the status.

**Zoning Board of Appeals** – No report.

**Planning Board**

-Salomone Redi-Mix of NY, LLC - 5/29/15 Claim against Escrow Account

A MOTION was made by Trustee DeGraw and seconded by Trustee O’Blenis authorizing payment of the \$210.00 claim filed by the Village Attorney against the escrow account of Salomone Redi-Mix of NY, LLC, (11/7/14 Planning Board Application) subject to the approval by the Hillburn Planning Board.

Ayes: Mayor Flanagan, Trustees DeGraw & O’Blenis

Noes: None

**Building/Fire Inspector’s Report** – Inspector Adam Gordon reported:

RE: Property Maintenance – Village-wide inspections are being made.

-copies of correspondence and a report documenting the issuance and status of violations were supplied to Village Board.

**Escrow Accounts**

-A Status of Escrow Accounts Report @ 6/01/15 was supplied to the Village Board by the Clerk-Treasurer.

**Senior Citizens** – President, Judi Starr, not present. No report.

**Recreation** – Trustee O’Blenis read the written Report.

**2015 Summer Camp & Swim Program**

-Registration is complete – 43 Campers are registered to attend.

-Special Guests have been scheduled including AAA and possibly the RC Sheriff’s Department.

-Request to Purchase of Craft Supplies from S & S Supplies – Amount: \$1,378.17. **Approved by Village Board.**

Ayes: Mayor Flanagan, Trustees DeGraw & O’Blenis

Noes: None

-Request for Petty Cash for Snacks, Etc. – Amount: \$500.00. **Approved by Village Board.**

Ayes: Mayor Flanagan, Trustees DeGraw & O’Blenis

Noes: None

-Request to Purchase T-Shirts from Royal Tees, Inc. – Amount: \$429.50. **Approved by Village Board.**

Ayes: Mayor Flanagan, Trustees DeGraw & O’Blenis

Noes: None

-RE: Fire Drill Plan - Mayor Flanagan stated the H.F.D. will attend on first day of camp...

-Michelle A. Noel Scholarship Fund (established through Rockland County) – Scholarships were awarded to three Hillburn youth to attend the 2015 Summer Camp Program.

-CPR/AED & First Aide Training is scheduled for 6/29 & 30/15 at the Clark Recreation Center.

2014-2015 After School Program -Request for \$150.00 for end of year Pizza Party. **Approved by Village Board.**

Ayes: Mayor Flanagan, Trustees DeGraw & O’Blenis

Noes: None

-The Youth Center hours will be extended during the week of 6/22-26/15 (half days of school).

-Jacques Van Dunk’s last day is 6/26/15. Best wishes were extended.

-The Norton Anti-virus Program will be expiring soon. (Matter being followed up on)

**Fall Festival** – Trustee O’Blenis reported the Fall Festival will be held on October 10<sup>th</sup> (Rain Date: 10/17/15).

**Historical Society – Chair Beverly Flanagan reported.**

5/12/15 Authorization of \$100.00 to Purchase Camera – Camera was purchased at the cost of \$129.00. Additional cost was **Ratified by Village Board.**

Ayes: Mayor Flanagan, Trustees DeGraw & O’Blenis

Noes: None

**Hillburn Sewer Rebate Committee**

Trustee DeGraw reported the Hillburn Sewer Rebate Committee was formed pursuant to the dissolution of the Hillburn House Development Fund Corporation. Applications for sewer rebates can be obtained at the Village Office.

-Claim filed by Yvonne Van Dunk, Treasurer-Hillburn Sewer Rebate Committee: \$60.00. **Approved by Village Board/Sewer Rebate Committee.**

Ayes: Mayor Flanagan, Trustees DeGraw & O’Blenis

Noes: None

**2015 Hillburn Day – August 1, 2015**

-Requests for Approvals of the following Rentals/Contracts/Purchases: **Approved by Village Board.**

-Kelly’s Canopy & Party Rentals – Rental of 3 Tents, Cotton Candy & Popcorn Machines:	\$610.00
-Real Amusements – Rental of (2) Carnival Tents/Booths	\$100.00
-Macaroni the Clown – (2) Hours of Meet & Greet	\$250.00
-Promo Direct – Event “Giveaways” (i.e. backpacks, pens, magnets)	\$610.00
-RC Health Department Food Permit	\$ 60.00

Ayes: Mayor Flanagan, Trustees DeGraw & O’Blenis

Noes: None

-Car Show will be held in the Ramapo Central School District Administration Building parking lot.

-Request to Use Municipal Building Parking – Petting Zoo. **Approved by Village Board.**

Ayes: Mayor Flanagan, Trustees DeGraw & O’Blenis

Noes: None

**Public Comments –**

**Tony Powell (121 6<sup>th</sup> St)** questioned when a Master Plan was last adopted.

-The Village Clerk stated that a Draft Master Plan had been prepared (2004) but not adopted.

-Mayor Flanagan stated the preparation/adoption of a new Master Plan will be done.

**Betty Peterson (53 5<sup>th</sup> St)** reported the garage at 51 5<sup>th</sup> St is falling down. (Bldg/Fire Inspector will follow up on same)

**Lewis Dennison (119 6<sup>th</sup> St)** stated he had to assist a truck driver in backing up after being misdirection onto 6<sup>th</sup> St. He suggested a sign be placed in the area. (DPW Supt. to follow up on same)

**Daniel Johnson (30 Boulder Ave)** questioned if there is a current Permit for the stone removal being done near his home (Stoneworks Estates). Attorney Cassidy suggested submitting a FOIL request to the Village.

**Lisa Jennings (120 6<sup>th</sup> St)** questioned if there is an expiration date of the Special Permit. Attorney Cassidy stated she is unaware of the conditions of the Special Permit. **Ms. Jennings** suggested scheduling an informational workshop.

**Amy Peterson (53 5<sup>th</sup> St)** questioned if the work was being done legally. Mayor Flanagan stated the work was reviewed and authorized by the Village Board at that time.

**June Osterhoudt (155 6<sup>th</sup> St)** stated trucks are causing damage to roadway in the area of 179 6<sup>th</sup> St when going to dump area. Also, does Stoneworks Est. own the property in area of the old dump and; if it is Village property, did the Village sell Stoneworks Est. the large rock that is being removed? (Mayor Flanagan replied it was sold to Stoneworks Est.)\*

-**Ms. Osterhoudt** stated it was not advertised and someone else may have wanted to purchase it. \*(Mayor Flanagan stated Stoneworks Estates donated \$1,100 for a scholarship and to Hillburn Day. Also, no one is allowed in the area. A discussion was held on access to the dump area and the recent damage to the gate. DPW Supt. stated he provides access to residents to dump brush.

-**Ms. Osterhoudt** commented on the paint sludge that is in the area. (Mayor Flanagan stated Chuck Stead, former Village Historian and former member of the Cornell Cooperative Extension, has inspected the area and will be appointed to serve on the committee regarding the Village's Master Plan)

-**Patricia Osterhoudt (159 6<sup>th</sup> St)** suggested the Ford Co. be made to clean up the paint sludge.

**Betty Peterson** questioned if the Village Code has a noise restriction, as the carting contractor for the Ramapo Central School District empties the dumpsters between 4:00AM and 5:00AM and creates very loud noise.

**Amy Peterson** also commented on the noise from ConServ on Route 17.

Mayor Flanagan replied ConServ is before the Hillburn Justice Court.

**Beverly Flanagan (17 Blakeslee Pl)** suggested a permitting system for residents to obtain access to the dump area.

Attorney Cassidy advised that there has been no formal application filed by Stoneworks Estates.

**Patricia Osterhoudt** stated residents are worried about a quarry.

**Tony Peterson** stated he is concerned with the future plans of Stoneworks Estates.

**Lisa Jennings** stated the Village could stop the operation.

-Mayor Flanagan stated the he has been in contact with the NYS DEC who has advised that he is within his rights.

**Patricia Van Dunk (23 Mountain Avenue)** stated Stoneworks Estates has been before the Hillburn Planning Board.

**Patricia Osterhoudt** questioned if Stoneworks Est. has moved into the timber rattlesnake restricted areas and disrupted the dens, as there are a lot of snakes in the residential areas. (Mayor Flanagan stated NYS DEC monitors them closely)

**Applications for Use of Village Owned Buildings – Approved by Village Board**

Community Room - Hillburn Day Committee – June 16, July 19 – 7:00PM – Committee Meetings

- Hillburn Scholarship Committee – June 8 & 13– Committee Meeting & Award Ceremony

Youth Center - Bonnie O'Blenis – June 20 – 3-7:00PM – Graduation Party

Ayes: Mayor Flanagan, Trustees DeGraw & O'Blenis

Noes: None

**Correspondence included:**

-Chevy Torres – Email correspondence regarding loose dog – addressed with Ramapo Dog Control Officer.

-RC Sewer District – Right of Entry Agreement - Grinder Pumping Station Installation – 37 5<sup>th</sup> Street (HFD Bldg/Community Room. Authorized by Board – Agreement signed by Mayor Flanagan.

-RC Dept. of Planning – 2015 Tax Maps – (picked up on 5/27/15)

-NYS Deferred Compensation Plan – Offer of information regarding State sponsored retirement benefit.

NYS ORPTS - 2016 STAR Forms - Available at Town of Ramapo.

-RC Board of Elections – Registration forms/voter guides and information to become an Election Inspector.

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

-RE: Year Ended 5/31/15 – A workshop will be held to discuss financials for year ended 5/31/15.

**RE: Vacation @ 6/1/15 (As per Personnel Manual)** – A Summary Report was supplied to the Village Board.

8:10PM

A MOTION was made by Trustee DeGraw and seconded by Trustee O'Blenis to suspend the regular Board Meeting in order to conduct an Executive Session to discuss personnel matters.

Ayes: Mayor Flanagan, Trustees DeGraw & O'Blenis

Noes: None

8:17PM

A MOTION was made by Trustee DeGraw and seconded by Trustee O'Blenis to resume regular Board Meeting.

Ayes: Mayor Flanagan, Trustees DeGraw & O'Blenis

Noes: None

**Applications for Summer Employment – Camp & Swim Program –**

A MOTION was made by Trustee DeGraw and seconded by Trustee O'Blenis to appoint the following individuals to the seasonal position of 2015 Camp and/or Swim Program as follows:

Corrin Miele – Hourly Rate: \$10.00/hr

Alysa Flanagan – Hourly Rate: \$ 8.85/hr

Gabriella Caccamo – Hourly Rate: \$ 8.75/hr

Clifford Joseph – Hourly Rate: \$ 8.75/hr

Ayes: Mayor Flanagan, Trustees DeGraw & O'Blenis

Noes: None

A MOTION was made by Trustee DeGraw and seconded by Trustee O'Blenis to adjourn the meeting at 8:20PM.

Ayes: Mayor Flanagan, Trustees DeGraw & O'Blenis

Noes: None