

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

MINUTES OF THE BOARD OF TRUSTEES MEETING held on Tuesday, March 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. H.F.D. Chief Edward Kelly led in the Salute to the Flag.

Minutes of 2/24/15 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 (Police Officer arrived later)

DPW Report – DPW Supt. Thomas Conklin reported:

4th Street Railroad Bridge – Patching was done today.

-Mayor Flanagan reported he and Supt. Conklin will be meeting with Tony Sharon of the Town of Ramapo regarding a more permanent repair of the road surface.

-Arbor Day Event – 3/14/15 – Location has been changed to corner of Rockland Avenue & 4th Street – 12:00noon.

-Annual Hillburn Clean-Up Day – 4/11/15 (Rain Date: 4/18/15) - Supt. Conklin requested guidance as to refreshments. The Village Board authorized the same catering as the 2014 Clean-Up Day.

-DPW will begin opening storm drains tomorrow.

-5th Street DPW Garage – Building shifted due to snow load. Door will not close. Tarp will be placed over opening. Matter being followed up with Village’s insurance company.

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

-CFR – 3/08/15 Accident – While responding to a structure fire, the CFR was damaged. All reports have been filed.

-A completed VF-1 Insurance Form was supplied (RE: C. Winter - Fall on Ice while responding to alarm).

-The HFD has had good response to fire calls.

-Re-Certification of Volunteer Fire Personnel for CPR and AED - Authorized by Village Board.

-Telephone in Radio Room – Repair is needed (hardwired). Matter will be followed up on.

-H.F.D. Driver’s List – Revisions have been made. Tabled for discussion at the 3/11/15 meeting with H.F.D.

- Penflex Award Program 2014 Data Request Package – Tabled for discussion at the 3/11/15 meeting with H.F.D.

-ISO Report has been received. Chief Kelly stated the items cited include County Dispatching system and manpower (basically the same as the report completed 15 years ago)

LOSAP

-9/15/14 Correspondence – RE: Free RBC Investment Assistance Account – (Tabled)

-Penflex Award Program 2014 Data Request Package (reported earlier – Tabled)

-RE: LOSAP Investment Policy Statement (IPS) –Tabled for further review.

-Village Attorney recommended a conference with the current broker prior to contacting alternate brokers.

Ramapo Police Officer arrived at meeting and stated the Village was quiet.

Community Development

-Use of 2013 CD Fund Balance – Re-programming of Balance – No further response from CD Office.

-2015 CD Program – (Application filed) No response from CD Office.

Village Attorney’s Report

2015 Agreement with Town of Ramapo for Dog Control Services – Fully executed Agreement has been received from the Town of Ramapo.

-2015 Agreement with Town of Ramapo for Fire Protection District #1 – Fully executed Agreement has been received from the Town of Ramapo.

-Introductory Local Law #1, 2015 – A local law to authorize a property tax levy in excess of the limit established in General Municipal Law §3-c

-The draft local law was read into the record by Attorney Cassidy who advised the Board that adoption of the local law will deem the Village ineligible for the rebate program.

A MOTION was made by Trustee DeGraw and seconded by Trustee O’Blenis to ratify the scheduling of a Public Hearing for March 24, 2015 at 7:30PM.

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

Insurance Proposals (4/15/15-4/15/16)

One Insurance proposal was received from CLG Insurance, presented by D. Scott Liebert, CIC. (copy provided to Village Attorney for review)

-The Village Clerk-Treasurer advised that the internet service in the Village Office has been inoperable; therefore, additional proposals may have been emailed.

-Action tabled by Village Board.

5th Street DPW Garage – Pursuant to an inspection, the Village Engineer provided a written report stating the shifting of the garage was caused by snowload. A claim was filed with the Village's current insurance carrier, Warwick Resource, who disagreed with the Village Engineer's conclusion and denied coverage.

-Village Attorney Cassidy will further review the Village's insurance policy and will discuss matter further with the Village Engineer.

7:25 PM

A MOTION was made by Trustee DeGraw and seconded by Trustee O'Brien to adjourn from the regular meeting in order to hold an Executive Session regarding pending litigation.

Ayes: Mayor Flanagan, Trustees DeGraw & O'Brien

Noes: None

7:40PM

A MOTION was made by Trustee DeGraw and seconded by Trustee O'Brien to resume the regular meeting.

Ayes: Mayor Flanagan, Trustees DeGraw & O'Brien

Noes: None

A MOTION was made by Trustee DeGraw and seconded by Trustee O'Brien authorizing the Village Attorney to proceed with a settlement offer regarding the Town of Ramapo Tax Certiorari matter.

Ayes: Mayor Flanagan, Trustees DeGraw & O'Brien

Noes: None

Village Election – 3/18/15

All is in order for the Election. Offices to be filled: Office of Mayor and Office of Trustee. Polls will be open from 12:00noon to 9:00PM at 31 Mountain Avenue, Hillburn, NY.

2015 Tentative Assessment Roll

A workshop meeting was scheduled for 6:30PM on 3/24/15.

-Responses have been received to the Village Attorney's 2/25/15 demand letters.

-Attorney Cassidy reported her office had sent letters to two petitioners requesting their presence on 3/24/15 at 6:30PM.

Arbor Day Event – Saturday, 3/14/15 – 12:00noon. (reported on earlier in meeting)

Zoning Board of Appeals

The ZBA Clerk reported two applications have been received: Fireplaces by Design (variance for sign) and Salamone Redi-Mix (height variance). Scheduling of Public Hearings is pending.

Planning Board

Next Meeting is scheduled for 3/19/15.

Building/Fire Inspector's Report – Inspector Adam Gordon not present.

-The Village Board is in receipt of copies of various correspondence.

Escrow Accounts

United Water - Application for Building Permit filed 2/17/15 - A written recommendation was received from Martin Spence, the Village's Consulting Engineer for the United Water Project, pertaining to the establishment of an escrow account and Performance Bond.

A MOTION was made by Trustee DeGraw and seconded by Trustee O'Brien that an escrow account be established in the amount of \$10,000.00 for professional reviews by the Village's Consulting Engineer and Building/Fire Inspector and

FURTHER, that United Water New York be required to provide a Performance Bond in the amount of \$25,296.

Ayes: Mayor Flanagan, Trustees DeGraw & O'Brien

Noes: None

-Attorney Cassidy is to contact United Water New York to discuss specifications regarding the filing of a Performance Bond.

-Claim Filed by Spence Engineering - \$1,640.00. (Claim pending establishment of escrow account by United Water New York)

A MOTION was made by Trustee DeGraw and seconded by Trustee O'Brien to approve payment of the claim of Spence Engineering in the amount of \$1,640.00, subject o the establishment of the required escrow account by United Water New York.

Ayes: Mayor Flanagan, Trustees DeGraw & O'Brien

Noes: None

-The Village Board was in receipt of the Status of Escrow Accounts Report at 3/5/15 as prepared by the Village Clerk-Treasurer.

-A workshop meeting was scheduled for 6:00PM on 3/24/15 to discuss the close out of escrow accounts.

Senior Citizens

3/05/15 Trip Request – Westchester Broadway Theatre – 4/16/15 – Village's Share: \$288.00 (48 Participants at \$6.00 Each). **Approved by Village Board.**

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

Recreation – The written report provided by the Recreation Department was read aloud by Trustee O'Brien:

-RE: Easter Egg Hunt – Saturday, 3/28/15 at Veterans Memorial Park, subject to the melting of snow.

-RE: Breakfast with the Easter Bunny – 3/21/15 – Youth Center. Request for the DPW to bring 8 tables from the Community Room and 50 Chairs to the Youth Center on 3/20/15. **Approved by Village Board.**

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

-RE: Open Gym – Friday, 3/27/15 – 6:00PM-8:00PM – Youth Center. **Approved by Village Board.**

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

Youth Center Hours

Friday, 3/13/15 - Due to used snow days, school will be in session. Therefore, the Youth Center will be open regular hours (originally scheduled to be open 9:00AM-5:00PM)

Tuesday, 3/24/15 and Monday, 3/30/15 – (Half-Day School) Youth Center will be open from 11:00AM – 5:30PM.

Historical Society – Chair Beverly Flanagan not present. No report.

2015 Hillburn Day – Saturday, 8/2/15 - First meeting of Committee was held on 2/25/15. Second meeting scheduled for 3/30/15.

Public Comments –

Stephen Foubester (23 Hickory Avenue) – Questioned who could attend the CPR and AED Training. (Mayor Flanagan replied only volunteer fire personnel)

-Mr. Foubester questioned the term and salary of the Office of Trustee. Mayor Flanagan replied the term is 2 years and the salary is \$3,000 per year, with an additional \$500 if appointed Deputy Mayor)

Applications for Use of Hillburn Community Room - Approved Village Board:

-Shelly Flanagan-Ramos – (4) Applications – Dates/Times: 3/30 - 7:00PM – Hillburn Day Meeting
4/22, 5/27, 6/29 & 7/28 - 7:00PM - Hillburn Day Meetings
7/31 - 6:00PM - 8:00PM – Hillburn Day Meeting
8/01 7:00AM - 5:00PM – Hillburn Day
(Rain Date: 8/02)

-Eleanor DeGraw – Dates/Times: 3/23/15 – 7:00PM – Hillburn Ladies Auxiliary Meeting

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

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

-Arlene Miller – RC Planning Federation – RE: Annual Dinner

-Williamson Law Book Co. – Water Program Software Support - Notice of 10% increase in fee effective 1/01/16.

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

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

Matter ID 344752-Bill #19593368 – A.F.K.O.S. v. Village of Hillburn -	\$ 491.95
Matter #344577 – Bill #19593367 – Town of Ramapo v. Village of Hillburn -	1,565.00
Matter #344496 – Bill #19593357 – Gen. Tax Assess. Advice & Client Updates: -	717.50

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

Annual Organization Meeting – Scheduled for Monday, April 6, 2015 – 7:00PM – Community Room.

Protected Harbor – 24 Month Agreement for Computer Maintenance – Commencing 3/1/15 - Monthly Fee: \$450.00

A MOTION was made by Trustee DeGraw and seconded by Trustee O'Brien to enter into the 24 Month Agreement with Protected Harbor, commencing 3/01/15, at the monthly fee of \$450.00.

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

A MOTION was made by Trustee DeGraw and seconded by Trustee O'Brien to adjourn meeting at 8:05PM.

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