

VILLAGE OF HILLBURN
Board of Trustees Meeting
Tuesday, September 9, 2014 – 7:00PM

MINUTES OF THE BOARD OF TRUSTEES MEETING held on Tuesday, September 9, 2014, 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 (arrived late)
Bonnie R. O’Blenis, Trustee
Elizabeth Cassidy, Village Attorney
Thomas Conklin, DPW Supt.

RECORDER OF MINUTES: Robin Miele, Asst. Clerk-Treasurer

Meeting was called to order by the Hon. Mayor Craig M. Flanagan, Jr. Recreation Leader Michelle Noel led in the Pledge of Allegiance.

Minutes of 8/19/14 Meeting – Approved by Village Board.

Ayes: Mayor Flanagan & Trustee O’Blenis
Noes: None

Street & Water Commissioners– Approved by Village Board.

Ayes: Mayor Flanagan & Trustee O’Blenis
Noes: None

-6-Month Water Summary Report – The Village Board was in receipt of the report covering the period from 01/20/14-07/21/14 as compiled by the Village Clerk-Treasurer. A discussion was held on the 48% disparity between the consumption billed by United Water New York to the Village of Hillburn and the consumption billed by the Village of Hillburn to residents.

Trustee DeGraw arrived at meeting.

Police Commissioner’s Report – Mayor Flanagan reported:

RE: Suffern Road Entrance to Route 17 – Pursuant to reports of vehicles entering Route 17 from Suffern Road and proceeding northbound in the southbound lane, a letter was sent to the NYS DOT advising of the need for enhanced signage. A 9/5/14 response letter was received from the NYS DOT advising that a study would be conducted, time permitting. Mayor Flanagan will meet with DPW Supt. Conklin to discuss possible safety measures, if any, that can be done by the Village in advance of the NYS DOT’s action.

Attorney Cassidy advised that the NYS DOT regulates the placement of signs on NYS highways.

DPW Report – DPW Supt. Thomas Conklin reported:

-Flushing of Hydrants – will be conducted September 23 & 24, 2014. Proper notice to residents will be given.

-Public Works Training School (10/20-22/14) – Authorization for Mayor Flanagan and DPW Supt. Conklin to attend the training school, and to approve all related expenses. **Approved by Village Board.**

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

-Purchase of Sign Posts - 8/21/14 Quote from Traffic Lane Closures – (2) Sign Posts at the total cost of \$474.00. One will be used to replace the sign on Boulder Avenue and one will be used for reserve. **Approved by Village Board.**

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

-Flood Light on Mountain Avenue that Illuminates Municipal Parking Lot – Pursuant to discussions with O&R Utilities, the DPW Supt. and Village Board, it has been determined that the best course of action would be to change the flood light to a regular street light, thus also reducing the cost for same. **Application to O & R was approved by Village Board.**

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

-Installation of Guard Rail at Park Avenue & Blakeslee Place – Pursuant to damages incurred by large commercial trucks, a 9/04/14 quote has been obtained from Anchor Fence in the amount of \$1,900.00 for a guard rail to protect the utility pole and fire hydrant in the area (Funding: CHIPS). **Approved by Village Board.**

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

H.F.D. – Chief Edward Kelly, Jr. not present (Report received via email given to Village Board)

Report was read aloud by Trustee DeGraw:

-The Fire Department won 2nd best pumper under 10 years of age at the Rockland County Parade in Haverstraw.

-Pump test is scheduled for September 21st to comply with ISO.

-On 9/23/14, Firematic will perform the pump servicing on the CFR and Quad, and look at a smell of wires on the Quad.

-Request for permission to take 5-Quad to Wiona Lake to standby during their Orange County Parade on 9/27/14 (Winona Lake covered for the H.F.D. on 9/6/14) **Approved by Village Board.**

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

-RE: 2014 Forestry Grant – \$1,000.00 Matching Grant – Confirmation has not been received from the H.F.D. Chief that the Grant Application had been filed. (Deadline Date: 9/1/14)

Village Engineer's Report

RE: Youth Center HVAC Replacement Project – Bid Packages are being issued – Return Date: 9/23/14 at 7:15PM

RE: Mountain Ave. Drainage Improvement Project - Bid Packages are being issued – Return Date: 9/23/14 at 7:30PM

Community Development Program –

2014 CD Grant Award of \$48,000.00 – Project: Youth Center HVAC Replacement Project – Attorney Cassidy reported on the correspondence received from RC Community Development on 8/28/14 advising that the Village of Hillburn's grant award has been rescinded based on a new method implemented by the NYS HUD to calculate low/moderate income. Attorney Cassidy contacted RC CD Director Ram Nagabundi regarding the status of the funds, possibility of qualifying on a project basis, applying for a different project, and refund to the Village for monies expended for the project. One other option, although costly, is challenging HUD's calculation.

Village Attorney's Report – Attorney Cassidy reported:

RE: United Water New York -5th Amendment to Wholesale Water Supply Agreement – A fully executed Agreement has been received from United Water New York on 9/3/14.

Site Plan Application filed by United Water New York – Attorney Cassidy reported that Brooker Engineering has advised that they are unable to provide engineering review of the respective application, due to a conflict of interest. Subsequently, two proposals for engineering consultant services were obtained from Martin Spence/Spence Engineering and Fusco Engineering.

A MOTION was made by Trustee DeGraw and seconded by Trustee O'Brien to accept the 9/2/14 proposal from Martin Spence/Spence Engineering to provide engineering consultant services for the review of the Site Plan Application of United Water New York, at the cost of \$120.00 per hour, and FURTHER, the fees for the engineering consultant services will be paid out of the \$7,500.00 escrow account established on 9/02/14 by Buck Seifert & Jost, Inc., Engineers for United Water New York.

Ayes: Mayor Flanagan, Trustees DeGraw & O'Brien

Noes: None

Village Attorney Cassidy advised her maternity leave will commence week 9/26/14.

ZBA – No pending applications.

Planning Board – Next Meeting: 9/18/14

Calendar will include the Site Plan Application filed by United Water New York and the Application for Informal Meeting filed by Hudson Valley Real Estate regarding property owned by A.F.K.O.S.

-Attorney Cassidy advised that Pam Richardson will be covering the Planning Board meeting and also recommended the presence of the Building/Fire Inspector Adam Gordon.

Building/Fire Inspector – Adam Gordon not present.

The Village Board is in receipt of copies of correspondence sent by the Building/Fire Inspector, including Appearance Tickets summoning property owners to appear in Hillburn Justice Court to answer outstanding violations.

Escrow –

A Status of Escrow Accounts Report at 9/05/14 was supplied to the Board by the Clerk-Treasurer. The report reflects the escrow established by Buck Seifert & Jost, Inc. (Engineers for United Water New York) in the amount of \$7,500.00, as recommended by the Hillburn Planning Board.

Hillburn Senior Citizens – President Judy Starr not present

-Senior Citizens are on a trip to Lancaster, PA.

Recreation – Senior Recreation Aide Michelle Noel reported:

2014-2015 After School Program

-24 participants are registered at this date.

-The proposed 2014-2015 After School Program Calendar was provided to the Village Board. **Approved by Village Board.**

Ayes: Mayor Flanagan, Trustees DeGraw & O'Brien

Noes: None

-Request to offer Winter Break, Presidents' Day Break and Spring Break Mini-Camps that would run Monday thru Friday from 9:00AM to 5:00PM. Fees: Full Week: - \$125.00 per child; Per Day - \$40.00 per child. **Approved by Village Board.**

Ayes: Mayor Flanagan, Trustees DeGraw & O'Brien

Noes: None

Fall Festival – Saturday, 10/4/14 (Rain Date: 10/11/14) – 3:00PM – 8:00PM – Youth Center Field –

-Requests for Expenditures: **Approved by Village Board not to exceed \$1,800.00**

The Renegades Band – 4 Hour Concert	\$ 700.00
Pumpkins, Hay, Corn Stalks, Cotton Candy & Popcorn Machine	417.50
Crafts, etc. (Oriental Trading)	143.50
Petty Cash (refreshments, table covers, etc.)	400.00
Stage & Jumpy Rental – Town of Ramapo	200.00 (Refundable Deposit)

Ayes: Mayor Flanagan, Trustees DeGraw & O’Blenis

Noes: None

-Request for 2 DPW Employees to assist at the event. **Approved by Village Board.**

Ayes: Mayor Flanagan, Trustees DeGraw & O’Blenis

Noes: None

-Flyers will be posted and notice will be placed on the Notice Board. Volunteers can contact the Youth Center.

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

Public Comments

Rhonda Jennings (54 Fifth Street) commented on the trucks turning into the East Hillburn area and stated she had also witnessed an 18 wheeler UPS truck on 5th Street.

Trustee Bonnie O’Blenis stated that ongoing problem of dog owners not cleaning up after their dogs.

-A discussion was held regarding the possibility of installing dog waste bag dispensers on various poles.

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

-Local Government Records Management Improvement Fund (LGRIMIF) – Arrangements have been made with Sylvia Welch to meet on 9/22/14 to discuss preparations for the project.

-FYE 2014 GASB #45 Actuarial Valuation Report – The report, as prepared and supplied by Danziger & Markhoff, LLP on 8/19/14, was received on 8/19/14. (Village Attorney supplied with a copy of same)

-Village of Suffern – Notice of Public Hearing – 9/3/14* - Local Law to Amend Schedule of General Use Regulations (*Public Hearing was Postponed)

-NYS Dept. of Taxation & Finance – ORPTS – Webinars for the Assessment Community (Supplied to Village Board/Board of Assessors & Village Attorney)

-RC Director of Strategic Communications – Press Release – Rockland Town Hall Meetings.

Application for Use of Hillburn Community Room

-Sandi Jeannette – Hillburn Ladies Auxiliary – Friday, 9/12/14 – 7:00PM – Meeting

Approved by Village Board.

Ayes: Mayor Flanagan, Trustees DeGraw & O’Blenis

Noes: None

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

8/26/14 Claim filed by Elizabeth K. Cassidy in the amount of \$3,588.25 for Legal Fees – Superior Waste & Carting v. Village of Hillburn. **Approved by Village Board.**

Ayes: Mayor Flanagan, Trustees DeGraw & O’Blenis

Noes: None

A MOTION was made by Trustee DeGraw and seconded by Mayor Flanagan to adjourn meeting at 8:06PM.

Ayes: Mayor Flanagan & Trustee DeGraw

Noes: None