

**MINUTES OF  
PUBLIC HEARING/REGULAR MEETING  
OF THE BOARD OF TRUSTEES  
Monday, November 2, 2020**

The regular monthly meeting of the Board of Trustees was held on November 2, 2020. This meeting was held virtually by conference call and internet. The meeting was called to order at 7:31 PM by Mayor Herrington with the following in attendance:

|                   |                             |
|-------------------|-----------------------------|
| Brian Herrington  | Mayor                       |
| Randall Rosenbaum | Deputy Mayor                |
| Jay Beber         | Trustee                     |
| Gary Lewandowski  | Trustee                     |
| Frank Genese      | Trustee                     |
| Mary Jo Collins   | Trustee                     |
| Claire Dorfman    | Trustee                     |
| Jeff Blinkoff     | Village Attorney            |
| Ronnie Shatzkamer | Village Administrator       |
| Suzanne Tangredi  | Village Treasurer           |
| Peter Albinski    | Building Superintendent     |
| Robert Rockelein  | Code Enforcement Officer    |
| Richard Falcones  | Superintendent Public Works |
| Steven Lawniczac  | Village Engineer            |

**Community Partners Presentation**

Peter Forman, Commissioner of the Port Washington-Manhasset Office of Emergency Management gave a presentation on what their organization does to help its member villages to coordinate and respond to emergencies.

Mr. Forman led the assembly in the Pledge of Allegiance.

**Public Hearing**

The public hearing portion of the meeting was opened on motion of Mayor Herrington, seconded by Trustee Dorfman.

The hearing was regarding proposed Local Law K – 2020, “Ratifying Local Law 5 – 2019, entitled ‘A Local Law Amending Village Code Chapter 30 (Planning Board) by re-naming said chapter, “Planning Board Powers of the Board of Trustees”” The law was previously adopted by the Board of Trustees on May 6, 2019.

On motion of Mayor Herrington, second by Trustee Genese, the public hearing was adjourned to January 4, 2021 and public hearing portion of the meeting was closed.

The Board was polled as follows:

|                        |     |
|------------------------|-----|
| Trustee Genese         | Aye |
| Trustee Beber          | Aye |
| Trustee Lewandowski    | Aye |
| Trustee Collins        | Aye |
| Trustee Dorfman        | Aye |
| Deputy Mayor Rosenbaum | Aye |
| Mayor Herrington       | Aye |

*See the stenographic record for further details.*

### **Regular Meeting**

#### **Approval of Minutes**

On motion of Trustee Beber, seconded by Deputy Mayor Rosenbaum., the minutes of the October 5, 2020 Public Hearing/Regular Meeting/Annual Organizational Meeting were unanimously approved.

#### **Treasurer's Report**

The monthly claims were approved on motion of Mayor Herrington, seconded by Deputy Mayor Rosenbaum.

#### **Building Inspector's Report**

Mr. Albinski reported on the Architectural Review Committee's meeting of October 27, 2020. The committee recommended approval as presented for 181 Dogwood Lane for additions and alterations and 1 Maple Drive for a one-story addition, portico and exterior renovations. The committee recommended approval with conditions on applications of 44 Dogwood Lane for a front portico and 6 The Spur for solar panels. The committee took no action on 102 Boulder Road for a new house and 1045 Northern Blvd. for commercial building exterior.

On motion of Trustee Lewandowski seconded by Trustee Dorfman, the Board unanimously approved the findings of the ARC.

#### **Public Works Superintendent Report**

The crew is in the process of leaf removal, there will be several more sweepings before the end of leaf season. He has been in touch with National Grid and they are preparing a letter outlining the cost sharing of the paving of Country Club, Greenbriar and Hewlett after they replace the gas lines on those roads.

#### **Village Engineer's Report**

Mr. Lawniczak reported that the 2020 Pavement and Drainage project is progressing well. The Mayor asked that the residents of Hemlock Road be notified of traffic impacts before the milling and paving begins on their street. Condos Brothers has set a date for the repair of the sports wall in the park.

#### **Administrator's Report**

Ms. Shatzkamer notified the Board that an RFP for stenographic services has been issued with a return prior to the December meeting. She notified the Board that there is a new state requirement that the Village have a Public Employer Emergency Plan by April 1, 2021. When the document is in draft-form she will circulate it to the Board members for comment. In relation to the plan a new policy was introduced, addressing personal travel during a pandemic. On motion of Mayor Herrington, second by Trustee Collins, the Board unanimously approved the policy

#### ***VILLAGE OF FLOWER HILL EMPLOYEE PERSONAL TRAVEL DURING A PANDEMIC POLICY***

*The Village of Flower Hill may make inquiries into an employee's personal travel plans provided the inquiry is equally made for all employees and the inquiry is consistent with business necessity.*

*Employees are required to disclose any travel plans or recent travel and be aware of CDC recommendations regarding travel and any mandatory state or local self-isolation or quarantine periods post-travel.*

*Employees are required to self-quarantine or isolate following CDC, New York State Department of Health and/or Governor's Executive Order guidelines. The quarantine period may not be cut short by a negative test, unless expressly authorized by the applicable order.*

*Non-essential workers shall telecommute during the quarantine period. If non-essential workers cannot telecommute, they may use their vacation, personal or sick leave time for the quarantine period.*

*Exceptions to the travel advisory are permitted for essential workers and are limited based on the duration of time in designated states. The Commissioner of Health may additionally grant an exemption to the travel advisory based upon extraordinary circumstances, which do not warrant quarantine, but may be subject to the terms and conditions applied to essential workers or terms and conditions otherwise imposed by the Commissioner in the interest of public health.*

*Essential workers shall comply with regulations put in place by the CDC, New York State Department of Health and/or Governor's Executive Order guidelines.*

### **Attorney's Report**

Mr. Blinkoff reported on the October 21, 2020 Board of Zoning Appeals hearing.

### **Mayor's Report**

The Mayor has met with Inspector Begis of the 6<sup>th</sup> Precinct along with other Manhasset Mayors. He also separately met with the Village's POP officers. Crime is at an all time low with the most frequent incidents being related to car break-ins. The Village received a security assessment by the Dept. of Homeland Security. They produced a report with some suggestions for increasing the safety and security of Village Hall and will work with the Administrator to identify and obtain grants for those improvements.

The Mayor attended the Aquifer Protection Committee meeting. They are seeking to institute an education campaign on the importance of protecting the aquifer.

The Mayor will be meeting with other area Mayors to discuss hiring a consultant to analyze the area's electric grid and suggestions for improvement so that we can go to PSEG and ask for necessary updates to the system.

### **Trustees Report**

Trustees Lewandowski and Collins updated the Board on the work of the Park and Beautification Committee. They are continuing to meet and are looking forward to beginning a few projects in the spring.

Trustee Genese presented an engagement letter for Firefly Inc. to manage the Port Washington Fire Dept.'s LOSAP plan.

### **Resolution No. 58 – November 2, 2020**

#### **AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT**

The following resolution was offered by Trustee Genese, second by Deputy Mayor Rosenbaum:

**WHEREAS**, the Village is one of seven co-sponsors of a Length of Service Award Program (LOSAP) on behalf of the Port Washington Fire Department (Fire Department) in accordance with Article 11-A of the New York State General Municipal Law (GML); and

**WHEREAS**, the sponsors seek to retain Firefly Admin Inc., 6 Brunswick Road, Troy, NY as the administrator of the Port Washington Fire Department Service Award for the period commencing January 1, 2021 until December 31, 2021.

**THEREFORE**, after review by the Village Attorney, the Board of Trustees agrees to authorize Mayor Brian Herrington to enter in said agreement.

The Board was polled as follows:

|                        |     |
|------------------------|-----|
| Trustee Genese         | Aye |
| Trustee Beber          | Aye |
| Trustee Lewandowski    | Aye |
| Trustee Collins        | Aye |
| Trustee Dorfman        | Aye |
| Deputy Mayor Rosenbaum | Aye |
| Mayor Herrington       | Aye |

Trustee Dorfman reported on the Sustainability Committee. She reviewed the requirements for Flower Hill becoming a NY State Climate Smart Community and asked the Board to consider adopting a resolution to that effect at the December meeting. Trustee Lewandowski noted that the state has recently expanded their clean energy standards.

Trustee Lewandowski asked if there was anything the Volunteer Corps could do for the November General Election. Ms. Shatzkamer suggested that there was a need for poll workers and will forward the appropriate information.

### **New Business**

Mrs. Buzzitta of 6 Colony Lane asked the Board to waive the replant requirement imposed by her tree permit as she believes there is no place on her property to add another tree. After reviewing the layout of the front yard, the Board asked that a tree be planted adjacent to the street, in the Village right-of-way, in front of the large oak tree that was removed. The Village Arborist will work with the homeowner to determine the site and the type of tree to be planted.

### **Resolution No. 59 – November 2, 2020**

#### **RESOLUTION INTRODUCING LOCAL LAW L-2020, AMENDING SECTION 195-11(B)(2) “STREETS AND SIDEWALKS”, “APPLICABILITY”**

The following resolution was offered by Trustee Beber, seconded by Mayor Herrington:

**BE IT RESOLVED**, that Local Law “L” of the Year 2020, regarding structures in the Right-of-Way, has been introduced; and

**BE IT FURTHER RESOLVED**, that the Board of Trustees hold a public hearing on said proposed Local Law at a virtual meeting to be held at 7:30 p.m. on Monday, December 7, 2020 and

**BE IT FURTHER RESOLVED**, that the Village Administrator publish or cause to be published a public notice in the official newspaper of the Village of said public hearing at least three days prior thereto.

The Board of Trustees was polled as follows:

|                        |     |
|------------------------|-----|
| Trustee Genese         | Aye |
| Trustee Beber          | Aye |
| Trustee Lewandowski    | Aye |
| Trustee Collins        | Aye |
| Trustee Dorfman        | Aye |
| Deputy Mayor Rosenbaum | Aye |
| Mayor Herrington       | Aye |

The Mayor informed the Board that he believes the Village Code regarding signs as relating to political and other signs in the Village ROW needs clarification.

Ms. Shatzkamer reviewed a long-term planning document with input from each department addressing the changes and improvements they would like to see within the next five years. The Mayor asked that the Board schedule a meeting to review this.

**Old Business**

Village Historian Rhoda Becker forwarded a report on the origins of the Village. The Board will consider how to publish these reports as they would be of great interest to the community.

On motion of Trustee Collins, second by Trustee Beber, the meeting was adjourned at 9:01 pm.

Respectfully submitted,

Ronnie Shatzkamer  
Village Administrator