

**VILLAGE OF FLOWER HILL
MINUTES OF
REGULAR MEETING OF THE BOARD OF TRUSTEES
MARCH 3, 2014**

A regular monthly meeting of the Board of Trustees was held on March 3, 2014. The meeting was called to order at 8:07 PM by Mayor Elaine Phillips with the following in attendance:

Elaine Phillips	Mayor
Karen Reichenbach	Trustee
Randall Rosenbaum	Trustee
Gary Lewandowski	Trustee
Eileen Mills	Trustee
Jeffrey Blinkoff	Village Attorney
Ronnie Shatzkamer	Village Administrator
Scott Hislop	Highway Superintendent
James Gilhooly	Building Superintendent
Kathy Wade	Treasurer
Robert Rockelein	Code Enforcement Officer

The assembly recited the Pledge of Allegiance led by Attorney Blinkoff. There were two member of the public present.

Approval of Minutes

On motion of Trustee Rosenbaum, seconded by Trustee Mills, the minutes of the February 3, 2014 meeting were unanimously approved by those who attended that meeting.

Treasurer's Report

On motion of Mayor Phillips, seconded by Trustee Rosenbaum, the claims were unanimously approved.

Architectural Review Committee

Mr. Gilhooly reported on the February 24, 2014 Committee meeting. The permit application of Guido, 35 Northwoods Rd. was recommended to be approved as submitted. The applications of Fields, 24 Greenbriar La.; Klarman, 16 Wood Valley La.; Neocleous, 21 Sunnyvale Rd.; and Calleo, 39 Sycamore Dr. were all recommended to be approved pending submission of modifications. The application of Zarabi, 5 Sycamore Dr., was requested to be resubmitted. On motion of Trustee Reichenbach, seconded by Trustee Rosenbaum and unanimously approved, the Board approved all permits except Zarabi.

Building Dept. Report

Mr. Gilhooly noted that two new houses will be built simultaneously on Sycamore Drive this summer. He is recommending that there be no parking on one side only during the course of construction. He updated the Board on upcoming construction at St. Francis Hospital.

Administrator's Report

Ms. Shatzkamer reported that the 2014 food license applications have been mailed.

She informed them of the upcoming Municipal Officials Conference on the Management of Septic Systems and Cesspools to Protect Long Island's Waters on Tuesday, March 25. Ms. Shatzkamer and Mr. Rockelein will attend and possibly the Mayor and Trustee Mills as well.

The Citizens Campaign for the Environment will be canvassing in the Village at the end of April. They have been advised to follow the Do Not Solicit list. The Mayor asked that the next newsletter highlight information on how to join the list.

She requested approval for attendance at Cornell Municipal Clerk's Institute in July for herself and Treasurer Kathy Wade. The cost is \$800 but scholarships are readily available and will be applied for. On motion of Mayor Phillips, seconded by Trustee Reichenbach, attendance was approved.

Congress has authorized the Transportation Alternatives Program (TAP). Ms Shatzkamer requested permission to apply for a grant to construct a pedestrian/bicycle path in the Village leading to the Plandome train station and Munsey Park School. In order to write the grant in a timely manner, a request was made to issue an RFP seeking the services of a professional planner/grant consultant.

Resolution No. 07 – March 3, 2014 RESOLUTION TO ISSUE AN RFP

The following resolution was offered by Mayor Phillips, seconded by Trustee Mills:

BE IT RESOLVED that the Village Administrator is hereby authorized to issue an RFP requesting the services of a professional consultant to assist in the application for a 2014 TAP grant in order to create a pedestrian/bicycle path in the Village of Flower Hill.

BE IF FURTHER RESOLVED that the cost of services is not to exceed \$3500.

The Board was polled as follows:

Trustee Reichenbach	Aye
Trustee Rosenbaum	Aye
Trustee Lewandowski	Aye
Trustee Mills	Aye
Mayor Phillips	Aye

Attorney's Report

Mr. Blinkoff reported on the February 19, 2014 Board of Zoning Appeals meeting.

The need for a resolution confirming non-resident, county resident appointed officials (such as employees) was considered and tabled as the same resolution was previously passed.

He updated the Board on the Port Washington Fire Dept. LOSAP EEOC suit. The Village has filed an answer and denied liability.

Trustee's Report

Trustee Mills reported on her research into building department fees compared to other Villages and found that we are either on target or on the low side. She found however that our permitting information was confusing and recommended we create a booklet, both print and on the web

page, clarifying the permit process along with frequently asked questions. Ms. Shatzkamer is working on this and hopes it will be completed in a month or two.

Mayor's Report

The Mayor and Kathy Wade explained the Financial Statement that the Trustees received. It is the annual report prepared by our auditors explaining their findings of the Village's financial condition. This year's report gave the Village an excellent rating.

The Mayor asked Scott Hislop to give the Board a storm update. Mr. Hislop reported that there have been thirteen storms since December 14, 2013. The highway crew has logged in 140 hours of overtime and we have used 389 tons of salt.

The Budget Committee was appointed with Trustee McNamara as Chair and the Mayor and Trustee Rosenbaum as members. The Mayor appointed resident Frank Genese as an alternate member of the Architectural Review Committee.

The Mayor reported on the Roslyn Water District Freon remediation project. Unfortunately there will be water restrictions this coming summer as the equipment to treat the contaminated water will not be in place until next year.

The Manhasset Lakeville Water District will hold a meeting on Wednesday, March 5 to discuss the new water tower they will be installing on Dogwood Lane. They plan to erect the new tower before dismantling the old one.

The Mayor received a letter from the President of PSEGLI stating that they plan to replant trees along Port Washington Blvd. to soften the look of the new poles and resulting tree trim. She will keep pressure on PSEG to make sure this is done as this is a great opportunity to beautify Port Blvd. at no cost to taxpayers.

Old Business

Scott Hislop reported on the cost of changing all light bulbs in Village street lamps to LED. The cost is approximately \$10,000 for all 41 lights. The life of the bulbs is about 10 years. The switch would cut the electric bill in half and it would take about four years to recoup the cost. Once we make the changeover we could eliminate the monthly service contract with NY Trenchless at \$130 a month. On motion of Trustee Reichenbach, seconded by Trustee Rosenbaum, the Board approved the changeover of all bulbs pending a thorough financial analysis.

New Business

RESOLUTION NO. 08 – March 3, 2014

RESOLUTION TO HOLD THE ANNUAL VILLAGE ORGANIZATIONAL MEETING AND 2014-15 BUDGET HEARING

The following resolution was offered by Mayor Phillips, seconded by Trustee Reichenbach:
BE IT RESOLVED, that the Board of Trustees of the Inc. Village of Flower Hill shall conduct the annual Village Organizational Meeting and 2014-15 Budget Hearing on April 7, 2014, commencing at 8:00 PM at the Village Hall, 1 Bonnie Heights Rd., Manhasset, NY; and
BE IT FURTHER RESOLVED, that the Village Administrator shall post notice of this meeting Village Hall and the Village newspaper of record.

The Board was polled as follows:

Trustee Reichenbach	Aye
Trustee Rosenbaum	Aye
Trustee Lewandowski	Aye
Trustee Mills	Aye
Mayor Phillips	Aye

RESOLUTION NO. 09 – March 3, 2014

RESOLUTION TO HOLD ASPECIAL MEETING FOR THE PRESENTATION OF THE 2014/2015 TENTATIVE BUDGET TO THE BOARD OF TRUSTEES

The following resolution was offered by Mayor Phillips, seconded by Trustee Mills:

BE IT RESOLVED, that the Board of Trustees of the Inc. Village of Flower Hill shall conduct a Special Meeting on March 18, 2014, commencing at 8:00 PM at the Village Hall, 1 Bonnie Heights Rd., Manhasset, NY for the presentation of the tentative Village budget for the fiscal year commencing June 1, 2014, and ending May 31, 2015 to the Board of Trustees; and **BE IT FURTHER RESOLVED**, that the Village Administrator shall post notice of this meeting in the Village Hall and in the Village newspaper of record.

The Board was polled as follows:

Trustee Reichenbach	Aye
Trustee Rosenbaum	Aye
Trustee Lewandowski	Aye
Trustee Mills	Aye
Mayor Phillips	Aye

RESOLUTION NO. 10 – March 3, 2014

RESOLUTION TO CONTRACT WITH D&B ENGINEERING FOR PREPARATION OF THE 2015 STORM WATER REPORT

The following resolution was offered by Trustee Rosenbaum, seconded by Mayor Phillips:

BE IT RESOLVED that the Board of Trustees hereby approves the proposal by D&B Engineers PC to assist the Village in complying with the NYSDEC General Permit for Stormwater Discharges from MS-4s by preparing the 2014 SWMP Annual Report at a cost of \$3,500.00

The Board was polled as follows:

Trustee Reichenbach	Aye
Trustee Rosenbaum	Aye
Trustee Lewandowski	Aye
Trustee Mills	Aye
Mayor Phillips	Aye

RESOLUTION NO. 11– March 3, 2014

RESOLUTION INTRODUCING LOCAL LAW “A” OF THE YEAR 2014 AND PROVIDING FOR PUBLIC NOTICE AND HEARING

The following resolution was offered by Trustee Reichenbach, seconded by Trustee Lewandowski

BE IT RESOLVED, that Local Law “A” of the Year 2014 providing for an amendment to Chapter 172 “Property Maintenance, Section 172-3(K) entitled “Responsibilities of property owners”, to replace that section with a regulation requiring property owners to keep fire hydrants clear of snow and ice and allow access to firefighters, shall be brought before the Board of Trustees for its consideration, and

BE IT FURTHER RESOLVED, that the Board of Trustees hold a public hearing on said proposed Local Law at the Village Hall in the Incorporated Village of Flower Hill at the address of One Bonnie Heights Road, Manhasset, New York at 8:00 p.m. on Monday, April 7, 2014, 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 was polled as follows:

Trustee Reichenbach	Aye	
Trustee Rosenbaum		Aye
Trustee Lewandowski		Aye
Trustee Mills		Aye
Mayor Phillips		Aye

The Mayor announced the introduction of a monthly e-newsletter to be edited by Trustee Mills and distributed each month after the Board of Trustees meeting updating residents on what occurred at the meeting and any other newsworthy items relevant to the Village. Staff will move forward in exploring the best option for gathering email addresses and method of distribution.

On motion of Trustee Reichenbach, seconded by Trustee Mills, the Board went into executive session to discuss a personnel issue at 10:10 pm. No action was taken.

On motion of Trustee Reichenbach, seconded by Trustee Mills the Board came out of executive session and adjourned the meeting at 10:32 pm.

Respectfully submitted

Ronnie Shatzkamer
Village Administrator