

**VILLAGE OF FLOWER HILL  
MINUTES OF  
REGULAR MEETING  
OF THE BOARD OF TRUSTEES  
June 6, 2016**

The regular monthly meeting of the Board of Trustees was held on June 6, 2016. The meeting was called to order at 7:32 PM by Mayor Phillips with the following in attendance:

Elaine Phillips	Mayor
Robert McNamara	Deputy Mayor
Randall Rosenbaum	Trustee
Gary Lewandowski	Trustee
Brian Herrington	Trustee
Jay Beber	Trustee
Ronnie Shatzkamer	Village Administrator
Kathy Wade	Village Treasurer
James Gilhooly	Building Superintendent
Robert Rockelein	Code Enforcement Officer
Scott Hislop	Highway Superintendent

Resident Anita Ellstein of the Village led the assembly in the Pledge of Allegiance. There were fourteen members of the public present.

**Public Hearing**

The first public hearing was to consider a special use permit for a fireworks display at the North Hempstead Country Club on July 1 at approximately 9:30 pm. General Manager Dan Rogers gave the presentation. He noted that the club changed the date for the September fireworks display from September 1 to September 4 which will require a new notice and hearing.

**Resolution No. 27 – June 6, 2016  
RESOLUTION TO HOLD A PUBLIC HEARING**

The following resolution was offered by Trustee Rosenbaum, seconded by Trustee Beber:

**BE IT RESOLVED**, that the Board of Trustees will hold a special use exception permit application hearing for a fireworks display under section 240-6(M) for the North Hempstead Country Club, 291 Port Washington Blvd., Port Washington, NY for a fireworks display to be held on September 4, 2016, and

**BE IT FURTHER RESOLVED**, that the Board of Trustees hold a public hearing on said special use exception permit application at the Village Hall in the Incorporated Village of Flower Hill at the address of One Bonnie Heights Road, Manhasset, New York at 7:30 p.m. on Monday, July 11, 2016 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 Rosenbaum	Aye
Trustee Herrington	Aye
Trustee Lewandowski	Aye
Trustee Beber	Aye
Deputy Mayor McNamara	Aye
Mayor Phillips	Aye

**Resolution No. 28 – June 6, 2016**

**1RESOLUTION GRANTING A SPECIAL USE PERMIT FOR A FIREWORKS DISPLAY**

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

**WHEREAS**, the Village requires a special exception permit in order to have a fireworks display within the Village, and

**WHEREAS**, the Board of Trustees having been made aware that an application for such a permit has been made by the North Hempstead Country Club for a display on July 1, 2016 in honor of Independence Day at approximately 9:30 pm, and

**WHEREAS**, the North Hempstead Country Club intends, as in years past, to include within the viewing area space for residents and families to observe the fireworks, and the Board being of the opinion that doing so serves a useful purpose within the Village,

**NOW THEREFORE**, as all appropriate insurances have been provided, and fire marshal, police and fire departments have been notified, it is resolved that the permit is approved and normally required fees relative to the issuance of the permit described above be, and the same hereby are, waived under the circumstances.

The Board of Trustees was polled as follows:

Trustee Rosenbaum	Aye
Trustee Herrington	Aye
Trustee Lewandowski	Aye
Trustee Beber	Aye
Deputy Mayor McNamara	Aye
Mayor Phillips	Aye

The second public hearing was a continued Site Plan/Change of Use permit hearing for 1045 Northern Blvd. to change the use from vehicle rental to retail/spa use. Attorney Anthony Guardino gave the presentation. The hearing focused on the retaining wall and fence abutting the neighboring residential properties and the landscaping along said area. After comments by the Board and neighbors it was agreed that the Mayor, neighbors and landscape architect will meet on the property and that the case would be adjourned to allow for presentation of a lighting sight line study. On Motion of Deputy Mayor McNamara, seconded by Trustee Rosenbaum, the hearing was adjourned to July 11, 2016 at 7:30 pm.

The third hearing was to consider Local Law D – 2016, “A LOCAL LAW AMENDING THE FLOWER HILL ADMINISTRATIVE CODE IN RELATION TO PROCUREMENT”.

**Section 1. Findings/Purpose.** The Village of Flower Hill Administrative Code shall be amended to add a new section allowing the Village to benefit from efficiencies to be gained through changes by New York State to the public contracting provisions of General Municipal Law. Such statutory changes permit a Village to adopt a local law and elect to use a "best value" analysis in the context of awarding procurement contracts subject to the state's municipal bidding requirements. State Finance Law § 163 defines the term "best value" as being "the basis for awarding contracts for services to the offerer which optimizes quality, cost and efficiency, among responsive and responsible offerers. Such basis shall reflect, wherever possible, objective and quantifiable analysis. Such basis may also identify a quantitative factor for offerers that are small businesses or certified minority-or women owned business enterprises [as such terms are further defined within Executive Law] to be used to evaluate offers for awarding of contracts for services."

**Section 2.** The Village of Flower Hill may award contracts for certain goods and services on the basis of a best value offer as an alternative to awarding such contracts to the lowest responsible bidder, consistent with the bidding requirements of General Municipal Law § 103.

In electing to award a contract on the basis of an offer determined to be the best value to the Village of Flower Hill the Village Administrator shall provide for a documented process for each such contract, including maintenance of a procurement record regarding the specific evaluation criteria used, the manner in which offers were evaluated, and the offer selected to proceed to an awarded contract. The evaluation criteria shall be quantifiable, whenever possible, and shall be determined and documented in advance of the initial receipt of offers to the extent practicable.

**Resolution No. 29 – June 6, 2016**  
**RESOLUTION TO ADOPT LOCAL LAW 4 – 2016**

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

**BE IT RESOLVED**, that the Board of Trustees has determined that it is in the best interests of the Village to be able to participate in group purchasing contracts based on best value rather than lowest price; and

**BE IT FURTHER RESOLVED**, that Local Law “D” of the Year 2016 providing for an amendment to the Administrative Code of the Village of Flower Hill by adding a Chapter entitled

“Procurement” would provide the Village with the ability to participate in such contracts;

**NOW, THEREFORE BE IT RESOLVED**, that Local Law “4” of the Year 2016 providing for an amendment to the Administrative Code of the Village, “Procurement” is hereby adopted.

The Board of Trustees was polled as follows:

Trustee Rosenbaum	Aye
Trustee Herrington	Aye
Trustee Lewandowski	Aye
Trustee Beber	Aye
Deputy Mayor McNamara	Aye
Mayor Phillips	Aye

The final hearing was a property maintenance hearing regarding 80 Drake Lane, Manhasset, NY owned by Dorothy Marinelli. Notice had been properly served observing that there were violations of the New York State Property Maintenance Code, at Sections 302.1, 302.7 and 304.2 and Chapters 172 and Section 1-14 of the Municipal Code of the Village. No appearance was made by the resident. Code Enforcement Officer Rockelein presented evidence that there was some compliance with the notice. On motion of the Mayor, seconded by Trustee Herrington, the hearing was continued to July 11, 2016 at 7:30 pm.

On motion of Trustee Beber, seconded by Trustee Rosenbaum, the public hearing portion of the meeting was closed at 9:05 pm. *See the stenographic record for further detail.*

**Approval of Minutes**

On motion of Mayor Phillips, seconded by Deputy Mayor McNamara, the minutes of the May 2, 2016 Regular Meeting were approved as submitted by all those who attended the meeting.

**Treasurer's Report**

On motion of Trustee Rosenbaum, seconded by Deputy Mayor McNamara, all the claims presented were unanimously approved.

**Resolution No.30 – June 6, 2016**  
**2RESOLUTION ADOPTING BUDGETARY TRANSFER**

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

WHEREAS, the Village budget currently includes an amount of \$13,609.11 in line A1001 which pertains to Real Property Taxes Current, and

WHEREAS, review by the Treasurer has determined that this amount should properly be included in budget line A1081 which pertains to Payment in Lieu of Taxes,

NOW, THEREFORE, IT IS RESOLVED, that a budgetary adjustment is hereby approved and that the amount of \$13,609.11 shall be included in line A1081 and deleted from line A1001, and that the Treasurer is to note this adjustment as may be necessary in any journal entries.

The Board of Trustees was polled as follows:

Trustee Rosenbaum	Aye
Trustee Herrington	Aye
Trustee Lewandowski	Aye
Trustee Beber	Aye
Deputy Mayor McNamara	Aye
Mayor Phillips	Aye

**Resolution No.31 – June 6, 2016**  
**RESOLUTION TO ACCEPT TAX WARRANT**

The following resolution was offered by Trustee Beber, seconded by Trustee Lewandowski:  
**BE IT RESOLVED** that Mayor Phillips shall be authorized to issue the 2016/2017 Tax Warrant to Village Treasurer, Kathy Wade as follows:

**“YOU ARE HEREBY COMMANDED** to receive and collect from the several persons named in the Final 2016/2017 Assessment roll the several sums named in the last column thereof opposite their respective names for the following purpose: Taxes are levied to provide services necessary for the maintenance, upkeep & betterment of the Village. As shown on the tax roll, the total amount for this purpose is \$1,929,933.00 and total Village Assessments are \$3,933,401.00. You will proceed to collect such taxes and assessments and all interest and penalties payable thereon in the manner provided by law.”

The Board of Trustees was polled as follows:

Trustee Rosenbaum	Aye
Trustee Herrington	Aye
Trustee Lewandowski	Aye
Trustee Beber	Aye
Deputy Mayor McNamara	Aye
Mayor Phillips	Aye

**Architectural Review Committee Report**

Mr. Gilhooly reported on the May 23, 2016 meeting. No Action was taken on the following applications: Sami, 6 East High Road for an addition; Desmoulins, 58 Country Club Drive for a new portico; Herman, 11 Sycamore Drive for a new one family dwelling. Approved with conditions was the application of Romano, 465 Manhasset Woods Road for a driveway, entrance piers, retaining walls, terraces. Approved as submitted were the applications of Burton, 21 Bonnie Heights Road for solar panels; Scott, 95 Drake Lane for a detached garage; Lee, 238 Dogwood Lane for a 1 story rear addition and Bahar, 10 Greenbriar Lane for a 2<sup>nd</sup> story addition. In addition the Board of Zoning Appeals asked the Committee to give their recommendations on an application by Strianese, 64 Elderfields Road for driveway piers, gates and fencing. The Committee did not recommend the plans. The Committee also did a consultation for Frankel, 16 Bayberry ridge for additions.

On motion of Deputy Mayor McNamara, seconded by Trustee Lewandowski, the Board unanimously approved the recommendations of the Committee.

**Building Superintendent’s Report**

Mr. Gilhooly reported on the progress of the committee to review zoning code changes and the revisions regarding FAR definitions.

**Engineer’s Report**

Mayor Phillips signed an agreement with SHL Engineering as they have provided sufficient liability insurance to meet the Village’s requirements. Mr. Lawniczac reported that he has completed engineering plans for the handball court in the park however the project is on hold at the current time.

**Highway Superintendent’s Report**

Mr. Hislop reported that the Country Club traffic island is complete as the DOT will not approve any further plantings. He has been in touch with National Grid regarding the re-paving of Middle Neck Road. They referred him to Asplundh as they are the sub-contractor. They will contact him as soon as the gas line work is complete. The climber addition to the playground is complete and in use, he plans to re-seed the area and move some sprinkler heads. The catch basin filters are half done and he is awaiting shipment of more filters.

**Administrator’s Report**

Ms. Shatzkamer presented a revised filming policy to the Board. Trustee Herrington was assigned to work with her on further revisions. The Board declined to consider reducing the size

of the Board to seven members. In the absence of Mr. Blinkoff, Ms. Shatzkamer presented the BZA update.

### **Trustee's Report**

Trustee Beber reported that the web site is progressing well. The newsletter went out and was extremely well received.

Trustee Herrington introduced a social media policy for the Village. The Board will review and discuss again at the July meeting.

### **Mayor's Report**

The Mayor reported on resident concerns regarding the proposed speed signs on Port Washington Blvd.

### **Old Business**

The Greenway traffic issue is on hold until the data being collected by the speed sign is downloaded.

### **New Business**

The Mayor advised the Board of the Substance Abuse workshop to be held at the Village Hall on June 8, 2016 at 7 pm.

### **Public Comment**

Al Kuna of 1 Knollwood asked the Board to consider closing of the entrance to Knollwood Road from Port Washington Blvd.

On motion of Trustee Rosenbaum, seconded by Trustee Beber, the Board moved to close the public meeting and adjourn to executive session to discuss legal matters.

No action was taken. The Board adjourned at 10:50 pm on motion of Trustee Herrington, second by Trustee Rosenbaum.

Respectfully submitted,

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Ronnie Shatzkamer  
Village Administrator