

**VILLAGE OF FLOWER HILL
MINUTES OF
REGULAR MEETING
OF THE BOARD OF TRUSTEES
August 1, 2016**

The regular monthly meeting of the Board of Trustees was held on August 1, 2016. The meeting was called to order at 7:35 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
Ronnie Shatzkamer	Village Administrator
Jeffrey Blinkoff	Village Attorney
Kathy Wade	Village Treasurer
James Gilhooly	Building Superintendent
Scott Hislop	Highway Superintendent
Steve Lawniczak	Village Engineer

Randall Rosenbaum led the assembly in the Pledge of Allegiance. There were three members of the public present.

Public Comment

Kate Hirsch, 10 Knolls Lane, asked the Board to consider creating a three way stop at the intersection of Knolls Road and Bonnie Heights Road in order to address speeding on Bonnie Heights. The Board discussed several other alternatives and agreed to get the police to sit in resident driveways to catch speeders and place a flashing speed sign on Bonnie Heights.

Maria Corbo, 7 Country Club Drive, requested help in stopping cars from using the Country Club (at Port Washington Blvd.) traffic island as a way to circumvent the red light at that intersection. She also noted that the curving exit off the Blvd. allows cars to speed around onto Country Club as they needn't stop for the light. She would like to see the island dismantled and the road made into a standard four way intersection. Mayor Phillips will have the police park along her driveway during the morning rush to the train station to prevent the u-turning and will send a letter to the DOT asking them to study the intersection to correct the problems.

Public Hearing

Trustee Lewandowski made a motion to open the public hearing portion of the meeting at 8:00 pm, seconded by Trustee Herrington.

The first hearing was to consider Proposed Local Law E – 2016 “Amending Section 227-8 “Stop Intersections”, Schedule V, to designate Walnut Lane northbound at the intersection with Boulder Road as a stop intersection.”

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Proposed Local Law E of the Year 2016

A Local Law amending Chapter 227 of the Municipal Code of the Incorporated Village of Flower Hill entitled “Vehicles and Traffic” as follows:

Be it enacted by the Board of Trustees of the Incorporated Village of Flower Hill, New York as follows:

Section 1. Amending Section 227-8 “Stop Intersections”, Schedule V, to designate Walnut Lane northbound at the intersection with Boulder Road as a stop intersection.

Section 2. Amend Schedule V as follows:

Stop sign on	Direction of travel	At intersection of
Walnut Lane	Northbound	Boulder Road

Section 3. Exercise of supersession authority. The Village hereby exercises the power of supersession granted to it pursuant to Municipal Home Rule Law 10(1)(ii)(e)(3) with respect to the within local law and hereby supersedes Village Law section 7-706(2) to the extent it requires notice for publication other than has been, or will be, provided as to the within local law.

Section 4. Effective Date. This law shall take effect immediately.

Resolution No. 40 – August 1, 2016
RESOLUTION TO ADOPT LOCAL LAW 5 – 2016

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

BE IT RESOLVED, that the Board of Trustees has determined that it is in the best interests of safety to enact proposed Local Law “E” of the Year 2016 providing for an amendment to the Vehicle and Traffic Code of the Village of Flower Hill by adding a stop sign on Walnut Lane at the intersection with Boulder Road;

NOW, THEREFORE BE IT RESOLVED, that Local Law “5” of the Year 2016 providing for an amendment to Chapter 227 of the Municipal Code of the Village, entitled “Vehicles and Traffic” is hereby adopted.

The Board of Trustees was polled as follows:

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

The second public hearing was to consider proposed Local Law F – 2016 “Amend Chapter 240 “Zoning” Article III “Nonconforming Uses, Buildings and Lots”, Section 240-20 “Regulations and Limitations”, Sub-section B to add the word “structure”. As per requirements for adopting zoning legislation, the notices to municipalities within 500 feet of the Village as well as Nassau County Planning were not mailed in a timely manner, the following approvals are conditional upon the Village receiving no negative feedback from them.

2VILLAGE OF FLOWER HILL
PROPOSED LOCAL LAW F – 2016

A Local Law amending a Chapter of the Village Code of the Incorporated Village of Flower Hill
entitled “Zoning”

Section 1. Amending the Chapter to read as follows:

AMEND CHAPTER 240 “Zoning” Article III “Nonconforming Uses, Buildings and Lots”, Section 240-20 “Regulations and Limitations”, Sub-section B to add the word “structure”

“No alteration to a nonconforming use, building, **structure** or lot shall be permitted if it results in an enlargement of the nonconforming condition or creates a new nonconforming condition.”

Section 2. Exercise of supersession authority. The Village hereby exercises the power of supersession granted to it pursuant to Municipal Home Rule Law 10(1)(ii)(e)(3) with respect to the within local law and hereby supersedes Village Law section 7-706(2) to the extent it requires notice for publication other than has been, or will be, provided as to the within local law.

Section 3. Effective Date. This law shall take effect immediately.

Resolution No. 41 – August 1, 2016
RESOLUTION TO ADOPT LOCAL LAW 6 – 2016

The following resolution was offered by Trustee Lewandowski, 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 enact proposed Local Law “F” of the Year 2016 providing for the addition of the word “structure” to Article III “Nonconforming Uses, Buildings and Lots”, Section 240-20 “Regulations and Limitations”, Sub-section B to read “No alteration to a nonconforming use, building, **structure** or lot shall be permitted if it results in an enlargement of the nonconforming condition or creates a new nonconforming condition.”,

NOW, THEREFORE BE IT RESOLVED, that Local Law “6” of the Year 2016 is hereby adopted.

The Board of Trustees was polled as follows:

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

The third public hearing was to consider proposed Local Law G – 2016 “Amend Chapter 240 “Zoning”, Article II, “Districts”, Section 240 – 7 “Residence R-1 District”, Subsection F to add the aggregate width.”

LOCAL LAW 7 – 2016

A Local Law amending a Chapter of the Village Code of the Incorporated Village of Flower Hill entitled “Zoning”

Section 1. Amending the Chapter to read as follows:

AMEND CHAPTER 240 “Zoning”, Article II, “Districts”, Section 240 – 7 “Residence R-1 District”, Subsection F to add the aggregate width.

“There shall be two side yards, one on each side of the main or accessory building, ***the aggregate width which shall be at least 60 feet.*** Neither side yard shall be less than 20 feet. In the case of a corner lot, the side yard adjacent to the side street shall have a depth of at least 60 feet.”

Section 2. Exercise of supersession authority. The Village hereby exercises the power of supersession granted to it pursuant to Municipal Home Rule Law 10(1)(ii)(e)(3) with respect to the within local law and hereby supersedes Village Law section 7-706(2) to the extent it requires notice for publication other than has been, or will be, provided as to the within local law.

Section 3. Effective Date. This law shall take effect immediately.

Resolution No. 42 – August 1, 2016

RESOLUTION TO ADOPT LOCAL LAW 7 – 2016

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

BE IT RESOLVED, that the Board of Trustees has determined that it is in the best interests of the Village to enact proposed Local Law “G” of the Year 2016 providing for the addition of the definition of aggregate width to Chapter 240 “Zoning”, Article II, “Districts”, Section 240 – 7 “Residence R-1 District”, Subsection F to read “There shall be two side yards, one on each side of the main or accessory building, ***the aggregate width which shall be at least 60 feet.*** Neither side yard shall be less than 20 feet. In the case of a corner lot, the side yard adjacent to the side street shall have a depth of at least 60 feet.”

NOW, THEREFORE BE IT RESOLVED, that Local Law “7” of the Year 2016 is hereby adopted. The Board of Trustees was polled as follows:

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

On motion of Trustee Herrington, seconded by Deputy Mayor McNamara, the public hearing portion of the meeting was closed at 8:10 pm. *See the stenographic record for further detail.*

Approval of Minutes

On motion of Deputy Mayor McNamara, seconded by Trustee Rosenbaum, the minutes of the July 11 2016 Regular Meeting and Public Hearing were approved as submitted by all those who attended the meeting.

Treasurer's Report

On motion of Deputy Mayor McNamara, seconded by Trustee Lewandowski, the claims were approved with the exception of the claim for Port Washington Manhasset OEM for \$1000. It was agreed that the claim will be held until Mr. McNamara attends their next meeting to determine if their services would add value to the Village.

Architectural Review Committee Report

Mr. Gilhooly reported on the July 25, 2016 meeting. No action was taken on the following application: Furelli, 9 Country Club Drive for Additions. Approved with conditions were the applications of Tiglias, 1023 Northern Blvd. for a new commercial building; Ng, 181 Mason Drive for an addition and alterations. Approved as submitted was the application of Downey, 150 Elderfields Road for rear alterations.

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

Engineer's Report

Mr. Lawniczask asked the Board if he should continue to move forward on plans for the handball court and Ridge Drive West traffic island. The Board agreed to wait until grant funding is approved by the State Dormitory Authority.

Administrator's Report

Ms. Shatzkamer reported that the Village has received the first 2016 CHIPS appropriation of \$106,003.49 along with \$24,196.35 in PAVE-NY funding.

The Building Dept. is anticipating receipt of an application for sub-division of the Vincent Smith School property. Mr. Gilhooly advised that the application would involve relief from both the Planning Board and the Zoning Board.

Ms. Shatzkamer asked the Board for permission to attend the NYCOM Fall Training School in Saratoga Springs, September 12 to 16. The Mayor deferred approval to a later date.

The NCVOA annual dinner will be held on September 15 honoring outgoing President Mayor Barbara Donno. All Board members are urged to attend.

Attorney's Report

Mr. Blinkoff presented a report on the July 13 Board of Zoning Appeals decision.

Trustee's Report

Trustee Herrington reported that the Village Facebook page has gone live and has already received about 30 "likes".

Mayor's Report

The Mayor made the following appointments:

Frank Genese as PWFD LOSAP representative, Brian Herrington as Social Media Liaison, Kathy Wade & Ronnie Shatzkamer as Social Media Administrators and Brian Meyerson as Deputy Prosecutor.

The Mayor explained the Port Washington Water District's new conservation program and how they are aiming for a 15% reduction in water use.

Old Business

The Board reviewed the new proposed filming permit policy with the edits proposed by Trustee Herrington.

Resolution No. 43 – August 1, 2016

RESOLUTION TO ADOPT A FILMING PERMIT POLICY

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

BE IT RESOLVED that the Board of Trustees hereby adopts a Filming Permit Policy to supplement Chapter 121 of the Village Code, "Filming" and that this policy shall proscribe the application for filming along with all rules and regulations pertaining thereto;

BE IT FURTHER RESOLVED that this policy may be altered or amended from time to time by motion of the Board of Trustees.

The Board of Trustees was polled as follows:

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

VILLAGE OF FLOWER HILL FILMING POLICY & APPLICATION

Name of Applicant _____

Company _____

Address _____

Telephone & Cell _____

Contact Person (if different than above) _____

Phone/Cell/E-Mail _____

On-Site Emergency Contact Person Name/Email/Phone: _____

Purpose & Use of Filming _____

Specific location of each property used in film: _____

Dates & times each property will be used (include set-up & break-down time):

Name/Address/Email/Telephone and Emergency Contact of Property Owner(s):

Will generators or other machinery or equipment that produces substantial noise be used? If so indicate location: _____

Addresses of neighbors to be notified: _____

I affirm that I have delivered a Notice of Filming to all of the above addresses (use additional sheet if needed) no less than 48 hours prior to the start of production and that all statements made in this application are true and correct.

SIGNED _____

DATED _____

Sworn to before me

This _____ day of _____ 20__

Notary Public _____

FEES

\$1,000.00 1st day

\$1,500.00 each additional day

A day shall constitute a 12 hour period: 7 am – 7 pm

Night is 7 pm – 7 am – additional \$500 differential per night in addition to usual fee

A project that runs later than 7 pm and ends by midnight shall pay an additional \$100.00 per hour instead of the overnight fee.

Fees must be paid for all Project dates including all rigging, de-rigging and rain dates.

BOND

A refundable bond in the amount of \$2,500.00 is required to ensure that all properties and public areas used in filming are left in the same condition that they were found prior to filming.

INSURANCE

Insurance certificate or policy of general liability naming the Village of Flower Hill as an additional insured as follows:

Commercial General Liability

Coverage and Limits

Occurrence - 1988 ISO or equivalent

General Aggregate \$2,000,000

Products & Completed Operations \$2,000,000

Personal & Advertising Injury \$1,000,000

Per Occurrence Limit \$1,000,000

Fire Damage \$ 50,000

Medical Expense \$ 5,000

Additional Insured: Inc. Village of Flower Hill, all elected and appointed officials, employees and volunteers using ISO Form CG2010 (B) or equivalent including Products and Completed Operations.

Extension – Mandatory Aggregate Limits to apply per project.

Contractual Liability to extend to hold harmless

Extension – If possible Endorsement showing that this policy is considered primary and non-contributory.

Waiver of Subrogation in favor of the additional insured.

Your company name must exactly match the insured name on your certificate of insurance (including LLC, Inc., Corp, etc.).

NOTICES

When filming in a residential neighborhood or business district, proper notification is to be provided to each merchant or neighbor who is directly affected by the company (this includes parking, base camps and meal areas) at least 48 hours prior to filming. If a road is to be closed notice must be given to all property owners on the road at least 7 days ahead of time unless a special exemption is given. The filming notice should include:

☐ Name of company

☐ Name of production/phone number of production

☐ Kind of production (e.g. feature film, TV pilot, commercial, etc.)

☐ Type of activity, and duration (i.e., times, dates and number of days, including prep and strike, days and times road will be closed to through traffic)

☐ Company contact (location manager, unit production manager) name and cell number

PARKING & VEHICLES

No more than 15 of the following vehicles may park along one side of the street only and are included in the permit:

7-Passenger vans, personal cars, crew cars, SUVs, vehicles with NYP license plates, trucks, campers, honeywagons, 15 passenger vans, cargo vans, satellite trucks with NYP license plates

Vehicles must display a copy of the permit in the windshield.

All efforts should be made to restrict the number of cars parked on the street to as few as possible. Crews may utilize the site driveway and privately arrange with neighboring property owners for driveway rental.

Parking off site must be provided for additional vehicles. The Village Hall parking lot is available for rental at \$250.00 per day (7 am – 9 pm)

The following vehicles are NOT included in the permit and require a separate permit (\$250):

- Process trailers/tow rigs.
- Lifts/cranes.

Filming of moving cars on public streets requires coordination with the Nassau County Police.

MISC.

No location may be used for more than one shoot per six month period. A location is defined as a particular home on lots of 1 acre plus, for all other lots a location is a particular block.

When your project is shooting at an exterior location which requires traffic control, or has a scene with prop firearms, weapons or actors in police uniforms, you must request that the Nassau County Police Dept. be assigned to your location.

Productions that film prior to 8:00am and after 9:00pm must keep noise to a minimum. Filming of exterior gunshots or explosions must occur between the hours of 9:00am and 10:00pm in residential neighborhoods and be cleared with the Nassau County Police Dept.

CONDUCT

Production vehicles arriving on location in or near a residential neighborhood shall not enter the area before the time stipulated on the permit, turning off engines as soon as possible. Engine idling is prohibited. Permits are never issued before 7 am in residential areas unless filming occurs overnight. Do not park generator trucks or campers with running generators in front of residential buildings if possible.

We strictly enforce start and finish times. Crew arrival and set up are included in the permit time.

All trash must be disposed of properly upon completion of each day. Production cannot use trash cans or leave trash bags at curbside among residential or business trash.

Removing, trimming and/or cutting of vegetation or trees without proper authorization is prohibited.

Always keep roads clear for passing traffic and allow clearance for emergency vehicles. Do not block driveways. Keep equipment in front of buildings that are working directly with the shoot only. Do not trespass onto other neighbors' private property without permission.

Ensure safe pedestrian passage through and around your set at all times. Cover cables with mats, keep equipment curbside or in curb lanes, don't allow crew members to congregate in pedestrian passageways.

All crew members, including parking P.A.s, shall wear and display I.D. badges at all times.

Cast and crew, including parking P.A.s shall refrain from the use of aggressive or physically threatening behavior when interacting with the general public. Crews should be polite and respectful.

Clean up after your shoot. Make a clean sweep of the area to ensure that nothing is left behind, including equipment, garbage, all resident letters, NO PARKING signs, (and tape) that your production posted.

All productions are expected to adhere to this policy or face possible revocation of its film permit or other action.

I have read and agree with the above directives. I will distribute copies of this document to all employees of this production.

Signature of Producer or Production Manager _____

Title _____ Date _____

Print Name of Producer or Production Manager _____

Production Company / Studio Project Name _____

The Board adjourned at 9:05 pm on motion of Trustee Herrington, second by Trustee Rosenbaum.

Respectfully submitted,

Ronnie Shatzkamer
Village Administrator

