

**MINUTES OF
REGULAR MEETING/PUBLIC HEARING/
ANNUAL VILLAGE ORGANIZATIONAL MEETING
OF THE BOARD OF TRUSTEES
April 1, 2019**

The regular monthly meeting, public hearing and organizational meeting of the Board of Trustees was held on April 1, 2019. The meeting was called to order at 7:30 PM by Mayor McNamara with the following in attendance:

Robert McNamara	Mayor
Brian Herrington	Deputy Mayor
Randall Rosenbaum	Trustee
Gary Lewandowski	Trustee
Jay Beber	Trustee
Frank Genese	Trustee
Kate Hirsch	Trustee
Jeffrey Blinkoff	Village Attorney
Ronnie Shatzkamer	Village Administrator
Suzanne Tangredi	Village Treasurer
Peter Albinski	Building Superintendent
Rich Falcones	Superintendent of Public Works
Steven Lawniczak	Village Engineer
Rhoda Becker	Village Historian

Ms. Becker led the assembly in the Pledge of Allegiance. There were six members of the public present.

Annual Organizational Meeting

The Trustees were sworn in just prior to the start of the meeting

RESOLUTION NO. 019– April 1, 2019

ANNUAL ORGANIZATIONAL MEETING RESOLUTION

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

- 1) **RESOLVED** that the Board of Trustees herewith sets the next Annual Meeting of the Board of Trustees for the 6th day of April, 2020 in the Village Hall, 1 Bonnie Heights Road, Manhasset, New York, 7:30 PM
- 2) **RESOLVED** that the 1st Monday of each month at the Village Hall, 1 Bonnie Heights Road, Manhasset, New York, at 7:30PM, is designated as the time and place for the Regular Meeting of the Board of Trustees
- 3) **RESOLVED** that the Official Newspapers of the Village be The Manhasset Press, The Port Washington News and the Roslyn News.
- 4) **RESOLVED** that the Official Banks be The First National Bank of Long Island and thus is authorized as the depository of Village monies.
- 5) **RESOLVED** that the Village Treasurer and Mayor are authorized to invest and re-invest monies received by the Village in the various General and Capital Funds, which are not appropriated to any particular purpose or are not immediately required to be expended for the purpose for which they were appropriated, in Certificates of Deposit, Day of Deposit Day of Withdrawal Savings, Treasury Notes, irrevocable letter of credit issued in favor of the village by a federal home loan bank whose commercial paper and other unsecured short-term debt obligations are rated in the highest rating category by at least one nationally recognized statistical rating organization, as

security for the payment of 100% of the aggregate amount of deposits and the agreed-upon interest rate, if any, Money Market or CLASS-MBIA investment accounts at the best interest rates available in the following banking & financial institutions:

CLASS – MBIA

The First National Bank of Long Island

AND IT IS FURTHER RESOLVED that the foregoing investments shall be in accordance with applicable laws, rules and regulations of the State of New York and the United States Government.

BE IT FURTHER RESOLVED that the resolutions of each banking institution for the deposit of said monies be adopted as resolution of this Board.

7) RESOLVED, that any two of the following Village officials be and hereby are authorized as signatories and co-signatories on the general fund account and capital fund accounts of the Village: Treasurer, Village Administrator, Mayor and Deputy Mayor.

8) RESOLVED that the Board of Trustees authorize payment in advance of audit, claims for the following recurring charges: Public utility services, sanitation, postage, insurance premiums, taxes, payroll and deferred compensation. All such claims must be presented at the next regular meeting for audit.

9) RESOLVED that pursuant to Village Law Section 4-412(2), the rules of procedure of the Board of Trustees shall be as recommended by the New York State Conference of Mayors, a copy of which is on file with the Village Administrator.

10) RESOLVED that the Mayor, Board of Trustees, Village Administrator, Village Treasurer, Village Justice, Acting Village Justice, and Court Clerk are authorized to attend various meetings and conferences to be held during the coming fiscal year and are to be reimbursed for actual and necessary expenses. However attendance is not authorized, nor can reimbursement be applied for unless the Board of Trustees approves attendance in advance.

11) RESOLVED that fixed rate set by the IRS be reimbursed to officials and employees of the Village who use their personal automobiles while performing their official duties on behalf of the Village.

12) RESOLVED that Nassau County act as Assessors of the Village of Flower Hill for the current fiscal year.

13) RESOLVED that pursuant to New York Village Law §3-306, the Village Administrator, Treasurer, Village Justices, and all other officers and employees are considered to have executed an undertaking which shall be in the form of employees and officers liability insurance.

14) RESOLVED the following Village policies shall be renewed and deemed effective for the 2019 – 2020 fiscal year: Agency Fund Policy, Alcohol & Drug Policy, Anti-Fraud Policy, Anti-Smoking Policy, Budgeting Practices Policy, Building Dept. Post Disaster Policy, Cell Phone Policy, Computer and Internet Usage Policy, Credit Card Security Policy, Cyber Security Citizens Policy, Dress Code and Uniform Policy, Emergency Management Policy, Employee Policy, Equal Employment Opportunity Policy, Ethics Policy, Fraud Policy, Fund Balance Policy, Independent Contractor’s Insurance Policy, Investment Policy, Meeting Procedure Policy, Notice of Committee Meeting Policy, Procurement Policy, Records Retention Policy, Reimbursement Policy, Road Opening Restoration Policy, Sexual and Other Harassment Policy, Social Media Policy, Workplace Violence Policy.

The Board of Trustees was polled as follows:

Trustee Lewandowski	Aye
Trustee Genese	Aye
Trustee Rosenbaum	Aye
Trustee Beber	Aye
Trustee Hirsch	Aye
Deputy Mayor Herrington	Aye
Mayor McNamara	Aye

RESOLUTION NO. 020– April 1, 2019
RESOLUTION ADOPTING BUDGET TRANSFER, CAPITAL ASSET
AND CRISIS HANDLING POLICIES

The following resolution was offered by Trustee Hirsch, seconded by Trustee Rosenbaum:
BE IT RESOLVED that the Budget Transfer, Capital Asset and Crisis Handling policies are hereby adopted by the Village of Flower Hill as per best practices and upon recommendation of the Village Auditor.

The Board of Trustees was polled as follows:

Trustee Lewandowski	Aye
Trustee Genese	Aye
Trustee Rosenbaum	Aye
Trustee Beber	Aye
Trustee Hirsch	Aye
Deputy Mayor Herrington	Aye
Mayor McNamara	Aye

Policies are appended to the minutes.

On motion of Deputy Mayor Herrington, second by Trustee Rosenbaum and unanimously approved by the Board, the following Mayoral appointments are to be effective for a one year term, ending April, 2020, followed by other appointments for various terms:

Deputy Mayor: Brian Herrington

Associate Village Justice: J. Bruce Byrne

Zoning Board Chair: Michael Sahn

Village Historian: Rhoda Becker

Village Arborist: Ann Frankel

Planning Board Chair: Rob Seiden

Ethics Board Chair: Robert McNamara

Architectural Review Committee Chair: Peter Albinski

Emergency Manager: Rich Falcones, Randall Rosenbaum

Jeffrey Blinkoff, Village Attorney

Steven Lawniczak, Village Engineer

Veritext, Inc., Village Stenographer

Appoint William Clemency as a member of the Zoning Board of Appeals for a five year term expiring April 2024.

Appoint Glen Rubin and Norman Glavas as alternate member to the Zoning Board of Appeals for a one year term, ending April 2020

Appoint Rhoda Becker as a member of the Ethics Board for a five year term, ending April, 2024

Appoint Gary Lewandowski as a member of the Architectural Review Committee for a four year term, expiring April 2023

Appoint Rhoda Becker as member of the Planning Board for a five year term ending April 2024

Appoint Robert McNamara, Ronnie Shatzkamer, Peter Albinski and Robert Rockelein as Code Compliance Officers for a one year term, ending April, 2020.

Public Hearing

On motion of Trustee Hirsch, second by Deputy Mayor Herrington the public hearing portion of the meeting was called to order at 7:37 pm.

The first hearing was to consider proposed Local Law F “Establishing a Moratorium Prohibiting Retail Sales of Recreational Marijuana in the Village.” As the State Budget did not include a provision for such sales, the Board agreed that the proposed law was moot at this time.

RESOLUTION NO. 021– April 1, 2019
WITHDRAWL OF PROPOSED LOCAL LAW F - 2019

The following resolution was offered by Mayor McNamara, seconded by Trustee Lewandowski: **BE IT RESOLVED** that proposed Local Law F-2019 “Establishing a Moratorium Prohibiting Retail Sales of Recreational Marijuana in the Village” is hereby withdrawn from consideration until such further time when it may be considered a timely matter.

The Board of Trustees was polled as follows:

Trustee Lewandowski	Aye
Trustee Genese	Aye
Trustee Rosenbaum	Aye
Trustee Beber	Aye
Trustee Hirsch	Aye
Deputy Mayor Herrington	Abstain
Mayor McNamara	Aye

The second public hearing was to consider the adoption of the 2019-2020 Tentative Budget. Highlights of the budget include a 1.1% increase over the previous year with a .75% increase in property taxes.

RESOLUTION NO. 022– April 1, 2019
RESOLUTION TO ADOPT THE 2019-2020 VILLAGE BUDGET

The following resolution was offered by Trustee Genese, seconded by Trustee Rosenbaum: **BE IT RESOLVED** that the Board of Trustees has reviewed the tentative budget in accordance with Section 5-508 of the General Municipal Law and all required publications have been timely made; and

BE IT FURTHER RESOLVED that upon completion of a public hearing the tentative budget has been found acceptable,

THEREFORE BE IT FURTHER RESOLVED, that the Tentative Budget of the Inc. Village of Flower Hill for the fiscal year commencing June 1, 2019 and ending May 31, 2020 be and hereby is adopted as the Final Budget; and

BE IT FURTHER RESOLVED, that the provisions of this resolution shall take effect immediately.

The Board of Trustees was polled as follows:

Trustee Lewandowski	Aye
Trustee Genese	Aye
Trustee Rosenbaum	Aye
Trustee Beber	Aye
Trustee Hirsch	Aye
Deputy Mayor Herrington	Aye
Mayor McNamara	Aye

A copy of the budget is appended to these minutes.

On motion of Trustee Genese, second by Trustee Hirsch the public hearing portion of the meeting was closed at 7:50 pm

See the stenographic record for further detail.

Regular Meeting

Approval of Minutes

The minutes of the March 11, 2019 regular meeting/public hearing and March 25 budget meeting were approved as submitted on motion of Mayor McNamara, seconded by Trustee Beber.

Treasurer's Report

The claims were unanimously approved on motion of Mayor McNamara, seconded by Mayor McNamara.

RESOLUTION NO. 023– April 1, 2019

RESOLUTION AUTHORIZING A BUDGET AMENDMENT

The following resolution was offered by Mayor McNamara, seconded by Deputy Mayor Herrington: **WHEREAS** that due to a billing error the Roslyn Highlands Fire Dept. did not submit a bill for the second half of 2017-2018 budget year, and

FURTHER the Dept. has submitted a bill for the past amount due in the current 2018-2019 fiscal year causing this year's budget to be negative in the amount of \$59,595.00;

THEREFORE, BE IT RESOLVED that the Board of Trustees hereby authorizes a budget amendment to increase the budget line in the amount of \$59,595.00 with the funding source being the fund balance.

The Board of Trustees was polled as follows:

Trustee Lewandowski	Aye
Trustee Genese	Aye
Trustee Rosenbaum	Aye
Trustee Beber	Aye
Trustee Hirsch	Aye
Deputy Mayor Herrington	Aye
Mayor McNamara	Aye

Architectural Review Committee Report

Mr. Albinski reported on the recommendations from the March 26, 2019 meeting. The applications of 55 Fernwood for a retaining wall and 3B Woodland for a swimming pool, patio and accessories were approved as submitted. The applications of 20 Bonnie Heights Road for retaining walls, swimming pool and patio; 145 Northwoods for a new one family dwelling and 97 Dogwood for one and two story additions were approved with conditions. The application of 10 Mason for a two story addition was adjourned to the next meeting.

On motion of Mayor McNamara, seconded by Trustee Rosenbaum, the Board unanimously approved the recommendations of the Architectural Review Committee.

Mr. Thomas Gary of 146 Northwoods expressed his concern about trees being removed at 145 Northwoods. He would like to see trees replaced with similar species of a large size.

Public Works Superintendent Report

Mr. Falcones reported that the new truck has been ordered from Gabrielli Truck Sales. We are getting a Kenworth single axle dump truck with a 12' stainless steel dump body and plow. The final price is \$234,807.00. The truck is due for delivery around October-November 2019.

Engineers Report

Based on a budget amount of \$270,000, Mr. Lawniczac reduced the scope of the 2019 roadwork project. Included are drainage projects on Elderfields, Northwood, Dogwood, Country Club, and Hewlett; paving on Dogwood, Dartmouth and Maple. Gutters on Hemlock , transverse gutter on Greenbriar and remedy ponding at 160 Northwoods.

Administrator's Report

Ms. Shatzkamer informed the Board that Munsey Park was holding a hearing on April 10 regarding the installation of a 50' flagpole cell tower at the entrance to Flower Hill on Manhasset Woods Road. She will notify nearby residents of the date and time.

She is in the process of getting competitive insurance quotes from other companies as per direction of the Board.

As Mr. Blinkoff had not yet arrived at the meeting she offered the BZA report on the March 13 Hearing. 5 Walnut Drive proposed an outdoor kitchen in the side yard setback. The Board approved the application conditional upon reducing the non-conformity.

Trustees Report

Trustee Hirsch reported on her progress toward informing the Village of the Extenet hearings on May 6. Deputy Mayor Herrington held a meeting of the "rock" committee to be heretofore known as the Right of Way Committee.

Mayor's Report

The Mayor reported that Meadow Carting had offered a reduction of \$2,000.00 annually for 2x garbage/1x recycling service. The Board felt that this was not enough of a discount to warrant changing the service.

Old Business

Deputy Mayor Herrington will hold a committee meeting to review rocks in the right-of- way on Tuesday, March 19 at 7 pm.

On motion of Mayor McNamara, second by Deputy Mayor Herrington, the Board unanimously approved a contract with D&B Engineering for preparation of the 2019 DEC Stormwater Report, however they asked for a new RFP for stormwater services go out next year.

New Business

The Board confirmed the public hearing for Extenet's proposed installation of 18 small cell nodes throughout the Village on May 6, 2019 at 7:30 pm. Ms. Shatzkamer will send a letter to Extenet informing them of the date and time, the requirement of a deposit towards expenses, mailing of notices, etc.

RESOLUTION NO. 024– April 1, 2019 RESOLUTION PROCLAIMING ARBOR DAY

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

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

WHEREAS, Arbor Day is now observed throughout the nation and the world, and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air produce life-giving oxygen and provide habitat for wildlife, and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

WHEREAS, trees in our village increase property values, enhance the economic vitality of business areas and beautify our community, and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal.

NOW, THEREFORE, I Robert McNamara, Mayor of the Village of Flower Hill do hereby proclaim that the last Friday in April of each year as Arbor Day in the Village of Flower Hill and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

FURTHER, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

BE IT FURTHER RESOLVED that the provisions of this resolution shall take effect immediately.

The Board of Trustees was polled as follows:

Trustee Lewandowski	Aye
Trustee Genese	Aye
Trustee Rosenbaum	Aye
Trustee Beber	Aye
Trustee Hirsch	Aye
Deputy Mayor Herrington	Aye
Mayor McNamara	Aye

The Village will hold an Arbor Day observance on Friday, April 26 between 10 am and noon, by holding a clean-up of the historic Flower Hill cemetery on Country Club Drive consisting of pulling ivy off trees, trimming dead branches and generally improving the look of the area.

RESOLUTION NO. 025– April 1, 2019

RESOLUTION INTRODUCING LOCAL LAW G-2019 ABOLISHING THE PLANNING BOARD AND TRANSFERRING THOSE POWERS TO THE BOARD OF TRUSTEES

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

WHEREAS, the Village of Flower Hill has the authority to abolish the existing Village’s Planning Board and transfer those powers to the Board of Trustees under Section 7-718 of the Village Law of New York, and;

WHEREAS, the Village of Flower Hill maintains a body of law, The Code of the Village of Flower Hill, New York, to administer the Planning Board, Chapter 30 of the Code;

THEREFORE it is proposed that Chapter 30 be renamed Planning Board Powers of the Board of Trustees and said chapter be amended to reflect said change.

The Board of Trustees was polled as follows:

Trustee Lewandowski	Aye
Trustee Genese	Aye
Trustee Rosenbaum	Aye
Trustee Beber	Aye
Trustee Hirsch	Aye
Deputy Mayor Herrington	Aye
Mayor McNamara	Aye

New Business

A request for a reduction in filming permit fees was proposed by Randi Howard Sloane of 20 Bayberry Ridge for a self-produced film to be shot at their home. After much discussion the Board passed the following resolution.

RESOLUTION NO. 026– April 1, 2019

RESOLUTION GRANTING A REDUCTION OF FEES UNDER SECTION 121-1

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

WHEREAS Mr. and Mrs. Howard Sloane have asked for relief from filming permit fees imposed by Chapter 121 “Filming” for a self-produced production to be filmed at their home., 20 Bayberry Ridge, Roslyn, NY on April 27 and 28, 2019, and

WHEREAS based on the findings of the Board of Trustees, the Board hereby grants a reduction of fees to \$500 providing a completed filming application along with proof of notification to all neighbors and insurance is provided to the Village prior to the start of filming.

The Board of Trustees was polled as follows:

Trustee Lewandowski	Aye
Trustee Genese	Aye
Trustee Rosenbaum	Nay
Trustee Beber	Aye
Trustee Hirsch	Aye
Deputy Mayor Herrington	Nay
Mayor McNamara	Nay

The Board discussed the imposition of a hotel tax within the Village as an additional source of income. An inquiry will be made to the State to assess whether the Village has the power to impose such a tax.

The Board considered raising the sign permit fees by one third and the food license fees by \$150 by resolution of the Board as per Chapter A243-7 “Waiver, reduction or increase of fees and deposits”. In addition the Board will create a policy whereby all fees will be re-evaluated every five years. Ms. Shatzkamer will prepare the appropriate resolutions for the May 6 meeting.

The Board had a discussion on the merits of prohibiting the Architectural Review Board from making decisions that inhibit the rights derived from the zoning code. Mr. Blinkoff will prepare a memorandum of law regarding the issue for further discussion.

On motion of Trustee Hirsch, second by Trustee Genese, the Board unanimously granted permission to the Katie Oppo Research Fund to conduct a memorial run/walk through the Village starting and ending at the Village Park on June 2, 2019 between 9:30 and 11:30 am.

On motion of Mayor McNamara, second by Trustee Beber the meeting was adjourned at 9:35 pm.

Respectfully submitted,

Ronnie Shatzkamer
Village Administrator