

**VILLAGE OF HILLBURN  
Board of Trustees Meeting  
Tuesday, April 28, 2020 – 10:00AM**

**MINUTES OF THE BOARD OF TRUSTEES MEETING held on Tuesday, April 28, 2020, via GoToMeeting.com, commencing at 10:00AM.**

**PRESENT:** Joseph P. Tursi, Mayor  
Bernadette A. Tarantino, Trustee  
Terry Rice, Village Attorney  
Eve Mancuso – Brooker Engineer, Village Engineer  
Thomas Conklin, DPW Superintendent

**ABSENT:** Bonnie O’Blenis, Trustee  
(unable to gain access to GoToMeeting Site)

**RECORDER OF MINUTES:** Robin Miele, Clerk-Treasurer

Meeting was called to order by the Hon. Mayor Joseph Tursi. Clerk-Treasurer Robin Miele led in the Salute to the Flag.

*Mayor Tursi announced the passing of former Mayor James R. Brown on April 19, 2020. To honor Mayor Brown for his service to our community in many capacities, and to allow residents an opportunity to pay their respects, during the COVID-19 pandemic, the H.F.D. escorted the funeral procession through the Village, via 4<sup>th</sup> Street and Mountain Avenue, at 11:30AM on Saturday, April 25, 2020.*

COVID-19 Update - Mayor Tursi reported:

-The Town of Ramapo provided 300 reusable masks and they were distributed to Hillburn residents on Saturday, April 25, 2020 in front of the H.F.D. building on 5<sup>th</sup> Street.

-Mayor Tursi extended appreciation to the Village Office staff, DPW staff and the H.F.D. members for providing essential services; NYS Governor Cuomo, Rockland County Executive Day and Town of Ramapo Supervisor Specht for providing supplies and keeping the Village informed; and Village residents for their compliance to health regulations that has kept the cases of COVID-19 at a minimum in our community. According to the RC Department of Health website, as of this date, the Village of Hillburn has lowest number of cases in Rockland County: 24.

**Minutes of the 3/31/20 Meeting - Approved by Village Board.**

Ayes: Mayor Tursi & Trustee Tarantino  
Noes: None

**Street & Water Commissioner’s Report** – No written report - Mayor Tursi stated that the DPW has been on limited duties, including collecting garbage and recyclables, and are on call, if needed.

**Water** – Bill received from SUEZ Water NY for period from 2/4/20 – 3/9/20: \$22,000.00 - Mayor Tursi reported he had been advised by DPW Supt. Conklin that SUEZ had replaced the meter. SUEZ provided amended billing as follows:

2/04/20-3/09/20:	\$18,385.42
3/09/20-3/31/20:	11,896.45
4/01/20-4/07/20:	<u>4,647.51</u>
TOTAL	<u>\$34,929.38</u>

**Approved by Village Board**

Ayes: Mayor Tursi & Trustee Tarantino  
Noes: None

-SUEZ 2019 Water Quality Data Template – The 2019 water quality data was provided via email and posted on the Village’s website. Hard copies will also be available.

**Police Commissioner’s Report**

Mayor Tursi reported he had spoken with Ramapo Police Captain Hyman who advised that enforcement of vehicle & traffic laws has been reduced due to COVID-19.

**DPW Report**

Mayor Tursi deferred this report until later in the meeting, when DPW Supt. Conklin is available on video meeting.

**H.F.D. Report**

RBC Wealth Management – Correspondence: 1<sup>st</sup> Quarter Performance Report with Global Insight Weekly; Account Statement for March 2020.

**FireGrants Help** – Grant Application: Brush/Quick Attack Truck Replacement Project – The \$3,000.00 Full Application Assembly Grant Writing Fee has been paid by the Village. No further information has been received.

**SAM Capital Funding Grant Application** – Sponsored through Assemblywoman Jaffee’s Office – Funding Application: Purchase of Scott Air Packs and Back Hoe - A preliminary application has been filed.

-Mayor Tursi reported that a response should be received soon, as the NYS Budget was recently adopted.

**10:20AM**

A MOTION was made by Trustee Tarantino and seconded by Mayor Tursi to suspend the regular meeting in order to hold the duly scheduled Public Hearing.

Ayes: Mayor Tursi & Trustee Tarantino  
Noes: None

**Public Hearing – 2020-2021 Tentative Budget**

The Village Clerk read the Notice of Public Hearing that was duly published and posted. The Tentative 2020-2021 Budget was posted on the Village’s website.

Mayor Tursi reviewed the 2020-2021 Tentative General Fund Budget, pointing out changes from last year's budget. Tentative 2020-2021 Tax Rate: \$4.44/\$100 valuation (4.72% increase over 2019-2020 Budget: 4.24/\$100 valuation). Factors attributed to the need for the increase include decreases in assessments such as Special Franchises.

Mayor Tursi reported on the 2020-2021 Tentative Water Fund Budget that reflects a rise in revenue based on the recent water rate increase, and a rise in expenditures due to the escalating cost of purchasing water from SUEZ Water New York.

Hearing was opened for public comment. There were no comments.

The Village Clerk confirmed that no comments were received via email.

A MOTION was made by Trustee Tarantino and seconded by Mayor Tursi to close the Public Hearing.

Ayes: Mayor Tursi & Trustee Tarantino

Noes: None

A MOTION was made by Trustee Tarantino and seconded by Mayor Tursi to reopen the regular meeting.

Ayes: Mayor Tursi & Trustee Tarantino

Noes: None

### **ADOPTION OF BUDGET**

A MOTION was made by Trustee Tarantino and seconded by Mayor Tursi to ADOPT the 2020-2021 Tentative General Fund Budget (with a tax rate of \$4.44/100 valuation) and to ADOPT the 2020-2021 Tentative Water Fund Budget, as presented at the 4/28/20 Public Hearing.

Ayes: Mayor Tursi & Trustee Tarantino

Noes: None

### **LED Street Lighting Upgrade**

O & R – RE: NY Public Service Commission Case 16-E-0226; O & R's Add'l LED Street Lighting Options Available to Municipalities – Supt. Conklin stated he is awaiting a response.

-Mayor Tursi reported that O & R is offering competitive alternatives regarding LED lighting and he is looking into same.

RealTerm Energy LED Street Light Proposal – No further report.

**Village Engineer's Report** – Engineer Mancuso reported:

RE: Water Repairs – Engineer Mancuso suggested the Village enter into a contract for emergency water system repairs.

Cornell Cooperative Extension of Rockland County – 2020 Stormwater II Education Program Agreement - Village Funding: \$1,250.00

Engineer Mancuso requested that, in order to allow her to vote on matters that come before the Consortium, she be appointed as an Administrative Contact, and that DPW Supt. Conklin be appointed as an Alternate Contact.

A MOTION was made by Trustee Tarantino and seconded by Mayor Tursi to approve the expenditure of \$1,250.00 to enter into the 2020 Stormwater II Education Program Agreement with Cornell Cooperative Extension of Rockland County and,

FURTHER, that Engineer Mancuso be appointed as an Administrative Contact, and that DPW Supt. Conklin be appointed as an Alternate Contact.

Ayes: Mayor Tursi & Trustee Tarantino

Noes: None

MS-4 Mapping Grant – Engineer Mancuso reported that Round 12 is complete. Round 15 has been awarded and money will be allocated to Stormwater Consortium members.

MS-4 Annual Report – Engineer Mancuso reported that she will begin gathering information next week.

Claims filed by Brooker Engineering:

-3/09/20 – Invoice #157240 – MS-4 Mapping Grant: \$82.50 (to be submitted under Round 15 Funding) **Approved by Village Board**

Ayes: Mayor Tursi & Trustee Tarantino

Noes: None

**2019 Road Repavement Program** – Mayor Tursi reported that the program is on hold at this time. Areas slated to be repaved include: Rockland Avenue between 4<sup>th</sup> Street & 3<sup>rd</sup> Street; Rockland Avenue/5<sup>th</sup> Street in area of Post Office, and portions of 5<sup>th</sup> Street and Mountain Avenue.

**Village Attorney's Report** – Attorney Rice reported:

RE: Correspondence from David Donovan – ONAIR Communications - Proposal to Lease Village Property for Cell Tower – Attorney Rice reported his review of the proposal revealed a number of issues, including concerns of residents and negotiation of compensation.

**Cablevision Franchise Fee Audit** –

Attorney Rice reported that he has been in contact with Attorney Hoch regarding the wording of the Agreement.

Hillburn vs. Noved/Nicholas Ciancioruso, et. al

Attorney Rice summarized the status of the continuing violations. Video Court conferences are being held. Attorney has sent numerous letters to Judge Eisenpress, with attached photos and videos taken by the Mayor and Building/Fire Inspector, requesting Court action, including the imposing of fines.

Pending Claims (Tabled until establishment of Escrow by Noved Management)

A MOTION was made by Trustee Tarantino and seconded by Mayor Trustee that, as recommended by the Village Attorney, the following claims that have been held subject to the establishment of escrow by Noved Bldg. Mgmt, be paid: (Note: Escrow still pending)

**Jacobowitz & Gubits**

12/17/18 – Invoice #277163 (Noved Bldg. Management Land Use App)	\$ 231.00
01/08/19 – Invoice #277683 (Noved Itemized Service Portion)	\$ 310.88
02/13/19 – Invoice #277963 (Noved Itemized Service Portion)	\$ 913.11
03/19/19 – Invoice #278848 (Noved Itemized Service Portion)	\$ 767.78
04/16/19 – Invoice #279555 (Noved)	<u>\$1,526.80</u>
	<b><u>\$3,749.57</u></b>
04/14/20 – Inv. #286098 (Noved-Court)	<b><u>\$ 900.00</u></b>

**Brooker Engineering**

12/10/18 – Invoice #153729	\$ 960.00
03/15/19 – Invoice #154637 (Rec'd 4/15/19)	<u>\$ 720.00</u>
	<b><u>\$1,680.00</u></b>

3/03/2020 – Inv. #157000

**\$ 342.00**

**Nelson Pope & Voorhis**

04/06/20 – Inv. #21250	<b><u>\$ 615.00</u></b>
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Ayes: Mayor Tursi & Trustee Tarantino

Noes: None

**Insurance****Workers' Compensation Alliance**

-1/1/19-12/31/19 – NYS Assessment Reconciliation Statement – Total 2020 Estimated Assessment Due: \$923.96.

**Approved by Village Board.**

Ayes: Mayor Tursi & Trustee Tarantino

Noes: None

-Availability of Safety Training via Zoom Video Conference.

-Notice that Comp Alliance will be issuing a Member Loyalty Award.

**DPW Report – Superintendent Conklin reported:**

**-Veterans Memorial Park – Pond Treatment** – A quote has been requested from Princeton Hydro.

A MOTION was made by Trustee Tarantino and seconded by Mayor Tursi authorizing an expenditure not to exceed \$2,000.00 for treatment of Veterans Memorial Park Pond by Princeton Hydro, upon receipt of a quote.

Ayes: Mayor Tursi & Trustee Tarantino

Noes: None

-A discussion was held on possibly doing a controlled burn of the duckweed in the pond, to be coordinated with the H.F.D. Proper permitting, health concerns will be determined.

-AGL Welding Supply Co., Inc. – Quote – Acetylene Cylinders - One Year Renewal (5/1/2020-5/1/2021) – 2 Cylinders @ \$75.00 each + \$11.00 (Hazardous Material Charge Leases) = \$161.00. **Approved by Village Board.**

Ayes: Mayor Tursi & Trustee Tarantino

Noes: None

-Supt. Conklin advised that, although Hillburn Clean Up Day was cancelled, the resident of 25 Hickory Avenue has been collecting trash from around the Village and placing it in black bags for DPW collection. A thank you letter will be sent.

**Various Capital Improvements (In accordance with 9/1/16 BAN)**

- Financial Report supplied.

**Claim -Elizabeth K. Cassidy, PLLC - Inv. #1773 (Legal Services):** \$370.00. **Approved by Village Board**

Ayes: Mayor Tursi & Trustee Tarantino

Noes: None

**2016 Master Plan Committee – Comprehensive Plan & Related Zoning – Adopted 1/14/2020**

Mayor Tursi reported that an update is required on the recently adopted Comprehensive & Relating Zoning. Matter is being followed up with the Village Attorney.

**Village Auditor – Contract with Berard & Assoc. CPA's P.C. – Services for FYE 5/31/2020**

A MOTION was made by Trustee Tarantino and seconded by Mayor Tursi to accept the terms and fees for audit services by Berard & Assoc. CPA's P.C. for FYE 5/31/2020, as follows:

Audit of financial statements and all other services:	<u>\$19,800.00</u>
Audit of Justice Court:	<u>\$ 2,100.00</u>
*Optional: Preparation of NYS AUD	<u>\$ 2,100.00</u>
*If Required: Federal Single Audit Compliance Audit	<u>\$ 2,100.00</u>

Ayes: Mayor Tursi & Trustee Tarantino

Noes: None

Zoning Board of Appeals – No Report

Planning Board – No Report

Building/Fire Inspector’s Report – No Report

Escrow –

Status of Escrow Accounts Report @ 4/28/20 was supplied.

Senior Citizens – No report.

Recreation – Mayor Tursi reported all Recreation Programs have been suspended at this time.

-RC Health Department – Application for Summer Camp Program – A discussion regarding the Village’s Summer Camp & Swim Program will be made by the next Board meeting.

2020 Village Election – Due to COVID-19, and in accordance with Governor Cuomo’s Executive Order 202-13, the 2020 Village Elections scheduled for Wednesday, March 18, 2020 were postponed. When a new date is scheduled, notices will be posted.

Hillburn Sewer Committee – No new applications have been filed.

**Public Comments**

**Chevron Torres (54 5<sup>th</sup> St)** stated:

-The Board Meeting minutes have not been updated on the Village’s website.

-RE: Water Bill – Ms. Torres questioned the rate increase and stated the bill should be more detailed to include the rates. Also, she feels that it would be better to be billed directly from SUEZ Water New York on a monthly basis, rather than be billed by the Village.

**Rockland Municipal Planning Federation** – Annual Membership Dues – 2020: \$100.00 **Approved by Village Board.**

Ayes: Mayor Tursi & Trustee Tarantino

Noes: None

**Correspondence** - The Village Board acknowledged receipt of correspondence, regular and email.

-IWS/Action Carting – 3/23/2020 request to defer payment of host fees for up to six (6) months. After discussing matter with the Village Attorney, a reply letter was sent by Mayor Tursi on 4/7/2020 denying the request.

-NYCOM – RE: Federal assistance to all local governments.

**Voucher Claims** were reviewed by the Board who approved payment of same.

**Scheduling of Board Meeting – May 2020** – Meeting was scheduled for Tuesday, 5/12/20 at 11:00AM (video conference).

A MOTION was made by Trustee Tarantino and seconded by Mayor Tursi to adjourn the meeting at 11:55PM.

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None