

VILLAGE OF HILLBURN
Board of Trustees Meeting
Tuesday, July 16, 2019– 7:00PM

MINUTES OF THE BOARD OF TRUSTEES MEETING held on Tuesday, July 16, 2019, in the Municipal Meeting Room, 31 Mountain Avenue, Hillburn, New York 10931, commencing at 7:00PM.

PRESENT: Joseph P. Tursi, Mayor
Bernadette A. Tarantino, Trustee
Bonnie O’Blenis, Trustee
Terry Rice, Village Attorney
Eve Mancuso, Brooker Engineering
Thomas Conklin, DPW Superintendent

RECORDER OF MINUTES: Robin Miele, Clerk-Treasurer

Meeting called to order by the Hon. Joseph P. Tursi, Mayor. Trustee Bonnie O’Blenis led in the Salute to the Flag.

Minutes of the 6/25/19 Meeting - Approved by Village Board.

Ayes: Mayor Tursi & Trustee Tarantino
Noes: None
Abstention: Trustee O’Blenis (absent from Meeting)

Street & Water Commissioners Reports – Approved by Village Board.

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis
Noes: None

Police Commissioner’s Report – Ramapo Police Officer Buckley and Officer Vega were present.

- Mayor Tursi stated that speeding on Terrace Avenue and Route 17 continues, as well as failure to stop at Stop sign(s).
- Trustee O’Blenis stated that increased police visibility on the west side of Route 17 is needed.
- Trustee Tarantino stated she has witnessed a large number of people in the “flat rock” area of the Ramapo River disobeying the “No Swimming” signs leaving trash and broken glass all over.
- HFD Member Robert Cirincione stated that the HFD had responded to a fire call in the area due to people barbequing.
- The Ramapo Police Officers present advised that the area is in the jurisdiction of the RC Sheriff’s Dept.; however, a note regarding same will be made, as well as the other concerns stated.

DPW Report – Supt. Thomas Conklin

RE: Veterans Memorial Park

-Fountain Park Pond Well – Supt. Conklin reported that Salomone Redi-Mix has installed a new pump.

-Gazebo – The following two quotes have been received for repair of the roof:

Add Ventures - Quote dated 6/14/19; received today 6/25/19): Tabled at 6/25/19 Meeting
Option 1: Wood Shingles: \$6,400; Option 2: Asphalt Shingles: \$2,900

On-Time Contracting – Quote dated 7/3/19:
Cedar Shake Roofing: \$6,500

A MOTION was made by Trustee O’Blenis and seconded by Trustee Tarantino to accept the 6/14/19 quote submitted by Add Ventures: Option 2 – Asphalt Shingles: \$2,900.

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis
Noes: None

-Cattails in Pond – Supt. Conklin reported he is still awaiting a quote from Princeton Hydro.

-Installation of Camera – Supt. Conklin reported he is still awaiting a quote from Electro-Lock.

RE: Trees – As approved by the Village Board on 5/14/19, Perfect Cut Tree Service will be in the Village tomorrow, 7/17/19 to remove two trees (Area of 38 5th St. & area of 76 6th Street).

RE: Village Vehicles

-Garbage Truck – 6/27/19 Repair of Gear Box for Power Steering – The truck was taken to the Village of Suffern and the repair was made by Deluxe International Trucks, who services Suffern’s trucks. The cost, in the total amount of \$644.86, has been billed to the Village of Suffern, who will, in turn, bill the Village of Hillburn.

A MOTION was made by Trustee Tarantino and seconded by Trustee O’Blenis to approve payment, in the amount of \$644.86 for repair of the garbage truck, upon receipt of a bill from the Village of Suffern.

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis
Noes: None

-2004 Ford F-350 – 7/1/19 Replacement of Fuel Pump - Suffern Sales and Service, Inc. – Inv. #5562: \$939.38 **Approved by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis
Noes: None

-2003 Expedition (Bldg./Fire Inspector’s Vehicle) – Verbal Quote from Suffern Sales & Service to Replace Fuel Pump: \$1,197.11. Tabled by the Village Board. The vehicle is to be brought back to the Village.

Rockland Water Task Force - RC Water Conservation Stakeholder Meeting – Tuesday, 7/30/19, 9:00AM-12:00PM – Fire Training Center – DPW Supt. Conklin was authorized to attend.

Keep Rockland Beautiful – Thank you letter to DPW Supt. Conklin – RE: Village’s participation and sponsorship in the 2019 Great American Clean-Up.

RE: DPW Uniform Service – Supt. Conklin submitted a proposed Customer Service Agreement from UniFirst.

-Attorney Rice stated that there should be three pages to the Agreement; however only pages 1 and 3 were supplied (DPW Supt. to follow up on obtaining full document). Based on his review, Attorney Rice stated his disapproval of several terms of the Agreement, including:

- Automatic Renewal (60 month periods)
- Annual 5% increase
- The Agreement is governed by Massachusetts Law
- Unresolved matters will be resolved exclusively by final and binding arbitration.

-The Village Attorney will contact UniFirst to discuss the concerns. Village Board tabled the proposed Agreement.

RE: Youth Center

-Trustee Tarantino reported that the faucet is leaking in the kitchen and the air conditioner was running very high during off hours. The DPW Supt. set the program to automatically turn down during hours the building is not in use.

-Jake Containers will deliver the new 20' storage container to the Youth Center next week.

Trustee O'Blenis stated that there is trash along Route 17 and the median, in the area of IWS and could be from garbage trucks going to the facility. DPW Supt. Conklin will stop by IWS.

RE: RC Health Dept. – Mosquito Control Inspection Report – Terrace Ave DPW Garage – Determination: In Compliance.

Rockland County Shared Services - RE: Intermunicipal Shared Services and Collaboration Agreement –

-Attorney Rice stated he was in contact with the Village's insurance agent, Garrett Durland of Seely & Durland, who advised that the required Certificate of Insurance will be provided to comply with the terms of the Agreement.

4th Street Railroad Bridge

-Trustee Tarantino stated she attended a Town meeting held on 7/11/19 and was advised by Supervisor Specht that it will take approximately 2½ weeks until funding is determined.

-Mayor Tursi stated that if no response has been received by 7/22/19, he will again reach out to Supervisor Specht.

HFD Report – Chief Shane Starr not present

-The Village Board was in receipt of a copy of Chief Starr's Meritorious Unit Citation Awards issued to the Hillburn, Tallman and Suffern Fire Depts. for their response to the 2/11/19 accident involving a garbage truck and a single automobile on Route 59.

-Copy of memo to RC Fire Coordinator Adam Feuer requesting Mutual Aid Coverage from 7/7 – 14/19 (HFD Cruise).

LOSAP

-RBC Wealth Management – Account Statement and Portfolio Review (June, 2019).

-Penflex – The following were received – RE: LOSAP

- 6/27/19 Correspondence – RE: 1/1/19 Annual Report – Executive Summaries were supplied to Village Board and Participant Statements as of 12/31/18 (sent to each respective Participant)
- 6/28/19 Correspondence – RE: Audit Package – Y/E 12/31/18
- 6/27/19 Invoice #19-0389 – Service Fees: \$1,289.00. **Approved by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & O'Blenis

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 – Upgrade of 9 streetlights to LED along 4th St. – No further report.

-RealTerm Energy LED Street Light Proposal – Mayor Tursi has been in contact with Sandy Stead. No further action.

Village Engineer's Report – Engineer Mancuso reported:

Road Repavement – Portion of Brook Street/Sixth Street and 4th St. River Bridge –

-7/15/19 Proposal & Contract was submitted by Tilcon Industries: \$46,029.00. The proposal includes increased units not reflected on the 6/11/19 quote submitted by Cavaliere Industries, Inc.

A MOTION was made by Trustee Tarantino and seconded by Trustee O'Blenis to accept the 7/15/19 Proposal & Contract submitted by Tilcon Industries, in the amount of \$46,029.00, utilizing the Ramapo Contract RFB TOR 18-13, thereby precluding the bidding requirement and

FURTHER, Mayor Tursi is authorized to sign the respective Contract between the Village of Hillburn and Tilcon Industries, that is subject to receipt of the required Certificate of Insurance naming the Village of Hillburn as additionally insured, and

FURTHER, this project will be funded through the NYS DOT CHIPs/Pave NY Program.

Ayes: Mayor Tursi, Trustees Tarantino & O'Blenis

Noes: None

-DPW Supt. will contact Cavaliere Industries, Inc. to request an updated quote for the additional work (RE: Milling).

-RE: Road Access - 4th St. bridge access will remain open; Brook St. traffic will be diverted to the Suffern Rd entrance/exit. The Police Officers present suggested contacting Ramapo Police Capt. Reilly for traffic control assistance.

-RE: Millings – Supt. Conklin stated that the millings would be kept by the Village for use in other areas.

RE: Traffic Control on Terrace Avenue –

Installation of "Speed Humps" – Engineer Mancuso provided speed hump specifications. A verbal quote was received from Tilcon, in the amount of \$3,500 each. Proper signage is also required before and at the speed hump. (Supt. Conklin to obtain quote from Glenco)

-DPW Supt. Conklin reported he had spoken with Ramapo Police Lt. Howe regarding placement of a traffic counter on Terrace Avenue. A meeting will be held with NYS DOT representative Jim Morowski later this month.

RE: 7th Street Drainage Repairs (10/24/17 Agreement) – Return of \$ 1,435.00 Retainage to Contractor, Scaffidi's Paving & Drainage - Engineer Mancuso will make an inspection and, if approved, the retainage will be returned to the Contractor.

-RE: Village of Hillburn NFIP – Engineer Mancuso advised that David Sherman of the NYS DEC Floodplain Mgmt. met with Bldg./Fire Inspector Gordon on 6/27/19 for the Community Assistance Visit (CAV).

-RE: MS-4 Mapping Grant – A Balance Statement as of 5/28/19 was received from Cornell Cooperation Extension, along reimbursement check #1021 in the amount of \$1,456.64. The Village has satisfied its required matching funds and the reimbursement reflects the expenditures applied to the remaining grant funds.

-Brooker Engineering - Inv. #155190 – Hillburn General Engineering (June 2019): \$660.00 **Approved by Village Board**
Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis
Noes: None

Village Attorney’s Report – Village Attorney Terry Rice

Hillburn vs. Nicholas Ciancirosso, et. al. – Attorney Rice reported he had appeared in County Court on 7/12/19. Matter has been reassigned to Judge Eisenpress. The next Court appearance will be sometime in early August.

Cablevision Franchise Fee Audit

-Attorney Rice stated he had contacted Mr. Messina of MUNI Services who advised him that the offer from Cablevision is \$1,000.00, non-negotiable. A meeting will be scheduled to discuss the Village’s options, including revocation of franchise agreement and/or commencing a law suit.

RE: Fujita Trust vs. Village of Hillburn – Tax Certiorari – 1/18/18 Order & Judgment

Attorney Rice confirmed that, in accordance with the 1/18/18 Order & Judgment, the respective parcel can be reassessed on the 2020 Assessment Roll.

8/30/19 Maturity of \$110,000 BAN – Various Capital Improvements

A MOTION was made by Trustee Tarantino and seconded by Trustee O’Blenis authorizing the Village Attorney to seek interest bids for a \$55,000 BAN to renew, in part, the \$110,000 BAN; and FURTHER, interest bids are to be submitted by 4:00PM on 8/20/19.

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis
Noes: None

Village Fee Schedules - Village Attorney Rice reported a Local Law is needed to update to the Fee Schedule pertaining to Applications to Building, Planning Board, Zoning Board of Appeals and Village Board and he will prepare same.

Insurance – The Village Board acknowledged receipt of the Workers’ Compensation Selective Loss Report as of 6/30/19.

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

The Village Board acknowledged receipt of Financial Report at 7/16/19, as prepared by the Asst. Village Clerk-Treasurer.

-6/25/19 Claim – Law Office of Elizabeth K. Cassidy, PLLC – Inv. #1391: \$936.25 **Approved by Village Board**

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis
Noes: None

2016 Master Plan Committee - No meeting has been scheduled at this date. The Master Plan is nearing completion.

Zoning Board of Appeals – Next Meeting: 8/6/19.

RE: Application filed by Daniel Johnson

-7/02/19 Claim Against Escrow – Brooker Engineering, PLLC – Inv. #155192: \$165.00

A MOTION was made by Trustee Tarantino and seconded by Trustee O’Blenis to approve payment of the claim of Brooker Engineering, in the amount of \$165.00, subject to approval by the Hillburn ZBA.

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis
Noes: None

Planning Board – Next Meeting: 7/31/19.

RE: Application filed by Noved Building Management, Ltd.

-The Village Board was in receipt of the Hillburn Planning Board’s Notice of Intent for Designation of Lead Agency, along with the Full Environmental Assessment Form, as provided by Bonnie Franson of Nelson, Pope and Voorhis.

-7/02/19 Claim Against Escrow – Brooker Engineering, PLLC – Inv. #155191: \$165.00

A MOTION was made by Trustee O’Blenis and seconded by Trustee Tarantino to approve payment of the claim of Brooker Engineering, in the amount of \$165.00, subject to approval by the Hillburn Planning Board.

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis
Noes: None

Building/Fire Inspector’s Report – Misc. correspondence was acknowledged.

Escrow – The Village Board acknowledged receipt of a Status of Escrow Accounts Report @ 7/16/19.

-6/28/19 Inv. #421.1-16 filed by Spence Engineering – (RE: SUEZ Water New York - 8/16/18 Building Permit #082218): \$1,135.50 **Approved by Village Board**

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis
Noes: None

Senior Citizens – Mayor Tursi and Trustee Tarantino reported they and their spouses had a great time helping out at the Senior Citizens Picnic on Monday, July 15, 2019 at the Hillburn Youth Center by barbequing and serving the seniors.

Recreation –

2019 Summer Camp & Swim Program

RE: RC Health Department

-The Permit to Operate a Children’s Camp was received on 7/8/19.

-Children’s Camp Inspection Summary Report – One (1) violation listed: Deep-water Swim Test not signed off by the Spook Rock Pool WSI. Matter resolved.

A written Recreation Report was read by Trustee O’Blenis:

-Camp is going well. The children enjoyed their 7/10/19 trip to the Movies and Dave & Busters.

-Appreciation is extended to HFD members Joe Neyen and Jody Williams for providing an excellent Fire Safety Program.

-On 8/5/19, Kevin Clark of the ACW Wrestling will be a special guest to demonstrate his wrestling skills for the campers.
 -Hillburn resident, Roberta Herman, is an artist and has as offered to do a project with the children. She will be donating her time; however, the Village would be responsible for the cost of supplies, in the amount of \$141.37. **Approved by Village Board (maximum of \$150.00)**

Ayes: Mayor Tursi, Trustees Tarantino & O'Brien
 Noes: None

-We are planning a Carnival Day for the last day of camp and would like approval to rent a water slide. Tabled by Board – cost needed.

RE: 2019-20 After School Program – Information pertaining to fees is needed. (Mayor Tursi stated he is working on same)

2019 Hillburn Day/Fall Festival - 10/26/19 at Youth Center

Mayor Tursi reported that the 2019 Hillburn Day and Fall Festival will be a combined event. Meetings are being held and plans are being made.

Concerts in the Park (Veterans Memorial Park)

Rich Ranno's All Star Trio – Date: 7/27/19 – 4:00– 6:30PM - Proposals received 7/14/19: **Approved by Village Board**

Mike Stein – PA System Gear & Generator – Total Fee: \$550.00
 Rich Ranno – 2 ½ Hour Band Performance – Total Fee: \$500.00

Ayes: Mayor Tursi, Trustees Tarantino & O'Brien
 Noes: None

The Joe Payne Band - Date: 8/24/19 (Approved on 6/25/19) – The time for the concert has been confirmed for 4:00-6:30PM.

Rental of Temporary Restrooms for 7/27/19 and 8/24/19 Concerts

7/16/19 Proposal – John to Go, Inc.: Standard Temporary Restroom: \$150.00 per event **Approved by Village Board**

Ayes: Mayor Tursi, Trustees Tarantino & O'Brien
 Noes: None

Hillburn Sewer Committee –

-RC Dept. of Finance Check #0002353379, in the amount of \$37,874.27 (2019 Payment – Intermunicipal Cooperation Agreement) was received on 7/1/19.

-Appointment of Mayor Tursi to the RC Sewer District No. 1 Board of Commissioners - Notification has been received from the Clerk to the RC Legislature that a draft referral has been initiated and, when completed, matter will be placed on the 7/30/19 agenda of the Planning & Public Works Committee.

Public Comments – None

Application for Use of Hillburn Youth Center

-Applicant: Brook Presbyterian Church / Date: 7/14/19 Time: 10:00AM–3:00PM: Church Service (**Ratified by Board**)

Ayes: Mayor Tursi, Trustees Tarantino & O'Brien
 Noes: None

-Applicant: Angelo Fabre / Date: 8/10/19 / Time: 1:00PM–7:00PM: Birthday Party

A MOTION was made Trustee O'Brien and seconded by Trustee Tarantino to deny the request submitted by Angela Fabre to utilize the Hillburn Youth Center.

Ayes: Mayor Tursi, Trustees Tarantino & O'Brien
 Noes: None

Annual Membership Dues

-Rockland Municipal Planning Federation Annual membership Dues – 2019: \$100.00 **Approved by Village Board**

-NYS Society of Municipal Financial Officers Annual Dues (P/E 9/30/2020): \$ 40.00 **Approved by Village Board**

Ayes: Mayor Tursi, Trustees Tarantino & O'Brien
 Noes: None

Village of Hillburn Personnel Manual

The Village Board requested Attorney Rice to draft a Local Law to amend the Personnel Manual – RE: Holidays – Part-time employees.

Correspondence - The Village Board acknowledged receipt of correspondence, regular and email, including:

-RC Community Dev. – Request for 2018 audited financial statements. (Hillburn did not receive funding in 2018)

-ReadyRefresh (Village's provider of bottled water service) – Notice of rate changes effective 7/20/19.

-NYCOM – Health Insurance Survey Results

-NYS Comptroller – RE: Statutory Changes - AIM Funding – Notification that municipalities will be now receive payments from the Office of the State Comptroller.

-NYCOM – Copy of 7/2/19 letter of thanks to Assemblywoman Jaffee–RE: Full restoration of Extreme Winter Recovery funds.

-AECOM – RE: NYPA Communications Backbone Execution Plan for Western to Central/Southern New York.

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

August 2019 Board Meeting Schedule - Meeting date was changed from 8/13/19 to 8/20/19. **Approved by Village Board**

Ayes: Mayor Tursi, Trustees Tarantino & O'Brien
 Noes: None

A MOTION was made by Trustee Tarantino and seconded by Trustee O'Brien to adjourn the meeting at 8:48PM.

Ayes: Mayor Tursi, Trustees Tarantino & O'Brien
 Noes: None