

VILLAGE OF HILLBURN  
Board of Trustees Meeting  
Tuesday, March 9, 2021 – 7:00PM

MINUTES OF THE BOARD OF TRUSTEES MEETING held on Tuesday, March 9, 2021, via GoToMeeting.com, commencing at 7:00PM.

**PRESENT:** Joseph P. Tursi, Mayor  
Bernadette Tarantino, Trustee  
Bonnie O’Blenis, Trustee  
Terry Rice, Village Attorney (left early)  
Eve Mancuso, Village Engineer  
Thomas Conklin, DPW Superintendent (arrived late)

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

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The Hon. Mayor Joseph Tursi called meeting to order. Trustee Tarantino led in the Salute to the Flag.

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

Hillburn vs. Noved/Nicholas Cianciaruso, et. al – 12/1/20 Decision and Order signed by Judge Eisenpress  
-Attorney Rice stated McCarthy and Fingar, LLC have filed the Judgement with the Rockland County Clerk.  
-Order regarding Remediation of Site – (Judge is awaiting the outcome of pending NYS DEC administrative proceedings against Mr. Cianciaruso and the property owner (VanShaik).  
-Attorney Rice reported that Mr. Getchell of Weston and Sampson (Engineering firm selected to do the soil sampling) is preparing a written synopsis regarding the needed remediation. Upon receipt, Attorney Rice will approach the Judge to order the remediation of the site.  
-Mayor Tursi stated that Assemblyman Lawler’s office is following up with the NYS DEC.

Introductory Local Law No. 3 of 2021 - A local law to Override the Tax Levy Limit established in General Municipal Law §3-C.

A MOTION was made by Trustee Tarantino and seconded by Trustee O’Blenis to schedule a Public Hearing for Tuesday, March 23, 2021, at 7:15PM.

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

**Minutes of the 2/34/2021 Board Meeting - Approved by Village Board.**

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

**Street & Water Commissioners’ Reports – Approved by Village Board.**

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

**Police Commissioner’s Report** – Mayor Tursi reported he had spoken with Ramapo Police Captain Hyman regarding an incident that occurred on 3/6/2021 whereby 26 ATVs travelled through the Village (Terrace Avenue & 4<sup>th</sup> Street bridge). Matter will be followed up on.

**Village Water System**

-SUEZ Water New York – 2/12/2021 Bill: \$77,266.26 (Current Charges: \$37,229.66, Previous Balance (COW): \$40,036.60 – Payment Protested by the Village of Hillburn)  
-Mayor Tursi stated that the RC Sewer District has offered its support in the acquisition of the Village’s water system by SUEZ Water.  
-Mayor Tursi stated he had left a message with a representative of SUEZ Water New York, who is in a high managerial position, to discuss the ongoing high readings/surcharges.

**H.F.D. Report – Chief Shane Starr not present – no report.**

**SAM Capital Funding Grant Application** – Funding Application: Purchase of ~~\*Scott Air Packs~~ and Back Hoe – (\*Scott Air Packs purchased with alternate funding. Item on Application to be revised) – No further report.

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

Preparation of 2020 MS-4 Annual Report – Proposal from Brooker Engineering: \$1,200.00. **Approved by Village Board.**

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

NYS DEC – MS-4 Audit – 1/29/2021 - No written report has been received at this date.

MS-4 Mapping Grant – Round 15 – Grant Funds: \$7,500 / Village’s Match: \$3,379 - Engineer Mancuso reported that Round 15 is now active. The balance of the claims, in excess of the Round 12 funding, has been credited to the Village’s Match of Round 15.

Veterans Memorial Park Pond – Mayor Tursi and Engineer Mancuso will meet to determine options for sealing the pond to retain water.

**7:15PM**

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

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

**Public Hearing – Introductory Local Law No. 2 of 2021** - A Local Law to Amend §205-1 of the Code of the Village of Hillburn regarding Snow Removal

-The duly published and posted Notice of Public Hearing was read aloud by Mayor Tursi.

-Attorney Rice summarized the amendment to the local law requiring owners of property to remove snow from around fire hydrants in the area of their homes. A provision is included in the local law that exempts physically disabled owners of single-family dwellings from the requirements of removing snow and ice from fire hydrants, if they notify the Village Clerk prior to November 1 of each year.

Hearing was opened for public comments. There were none.

A MOTION was made by Trustee Tarantino and seconded by Trustee O’Blenis to close the Public Hearing.

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None

A MOTION was made by Trustee O’Blenis and seconded by Trustee Tarantino to reopen the regular Board meeting.

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None

The following **RESOLUTION** was offered by Trustee Tarantino and seconded by Trustee O’Blenis who moved its adoption:

**WHEREAS**, proposed Local Law No. 2 of 2021, a local law to amend §205-1 of the Code of the Village of Hillburn regarding Snow Removal, was introduced at the Village Board’s regular meeting held on February 23, 2021;

**WHEREAS**, a duly noticed public hearing was held on March 9, 2021 at 7:15PM;

**NOW THEREFORE, BE IT RESOLVED** that the Village Board of Trustees hereby adopts Introductory Local Law No. 2 of 2021 as Local Law No. 2 of 2021. Said Local Law will take effect immediately upon filing with the Secretary of State.

Ayes: Joseph Tursi, Mayor  
Bernadette Tarantino, Trustee  
Bonnie O’Blenis, Trustee

Noes: None

Abstentions: None

**RESOLUTION** was unanimously adopted.

Village Attorney Rice was excused from the meeting.

**RE: 2020 Repavement Project – Project Funding: CHIPS** – Pending Balance for Reimbursement : \$27,688.16

-Mayor Tursi stated that he and the DPW Supt. have begun discussions on a 2021 Road Repavement Project.

**\$125,000 BAN – Dated 1/14/2021 (DPW Vehicle, DPW Pre-Fab Garage & Misc. Office Equipment)**

-No change to 2/23/2021 Financial Report.

-Purchase of Ford F-550 XL 4WD Diesel Truck w/ 11’ Dump Body (Genesee Valley Ford \$54,730.00. Estimated Delivery: April/May 2021)

-DPW Pre-Fab Garage – Mayor Tursi stated that the cinderblock building in the rear of the lot will be removed and a new slab will be installed. Engineer Mancuso stated that this would minimize the cost. A meeting with the Engineer Mancuso will be scheduled.

-Misc. Office Equipment – Proposal from Protected Harbor: (4) Laptop Computers, Monitors & Keyboards: \$5,550.00

**Approved by Village Board**

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None

**2020 Assessment Roll**

**-TOKNY Realty Group, LLC v. Hillburn Board of Assessors – Index No. 031947/2020 – Petition: Tax Year 2020/2021 (Received 6/1/2020) – No further report.**

**2021 Tentative Assessment Roll** – Taxable Status Date: 1/01/2021 –

2021 Filed Grievances - At the meeting of the Board of Assessment Review/Village Board held at 6:00PM this evening, the Board reviewed the documentation supplied by the property owners/representatives in response to letters sent by the Village Attorney requesting additional information.

**Action taken on 3/9/2021 by the Board of Assessment Review:**

TOKNY Realty Group, LLC - Denied: Insufficient proof to substantiate a reduction in assessment.

ACA Holding Corp. - Denied: Insufficient proof to substantiate a reduction in assessment.

**Insurance** –

**April 2021-April 2022 Insurance (Present Policy Expires April 15, 2021)** - The Village’s insurance agent, Seeley & Durland, has provided an updated Municipal supplemental application from Selective Insurance that will be completed and returned.

**DPW Report - DPW Supt. Conklin** (arrived at meeting)

**Hillburn Clean-Up Day** – In accordance with Keep Rockland Beautiful, the date is 4/24/2021 (Rain Date: 5/5/2021). Due to COVID, refreshments will not be offered at the Youth Center; however, Supt. Conklin has been in contact with a representative of McDonald’s regarding the possibility of obtaining meal vouchers to distribute to volunteers.

**Street Lights** – 8 streets lights are in need of repair. Info. will be supplied to the Village Office for reporting to O & R.

-Terrace Ave. DPW Garage - Wilke Williams (OnTime Roofing) will supply a proposal for repairs of the roof and soffets.

**-Village Municipal Building**

-Gutters – Mayor Tursi stated that, until the gutters can be repaired, the DPW has cordoned off the sidewalk at the corner of Mountain Avenue & 5<sup>th</sup> Street.

-Intercom Locking System was installed by Electrolock, Inc. on Thursday, 2/25/2021.

-Purchase of Fuel – Only diesel fuel is being purchased from the Village of Suffern, as their regular gas pump is down. The DPW is still purchasing regular fuel from Pilot.

-Request to Surplus DPW Equipment: 2004 F350 Dump Truck and 1991 Elgin Sweeper – DPW Supt. Conklin reported both vehicles are out of service. **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 – Competitive alternatives being offered by O & R regarding LED lighting – no further report.

-Annual Upgrade - Locations for the (4) free LED upgrades: area of 33 Terrace Ave., corner of Suffern Rd & Lake Ave., corner of Lake Ave. & Fifth St., and on Mountain Ave. To date, approx. 50% of street lights have been upgraded to LED.

**Water Leak Detection**

Engineer Mancuso questioned the status, as the consumption still remains high after recent water leak repairs. DPW Supt. Conklin reported he will contact Northeast Water Technology to schedule a date to do the leak detection on the west side of Route 17.

-Mayor Tursi commented on SUEZ’s water meter located on Route 17. Determination needs to be as to why this meter is registering water usage and the Village is being billed.

**Tropical Storm Isaias – Public Assistance - NYS Dept. of Homeland Security & Emer. Services (DHSES)** –The Village Clerk-Treasurer is following up with FEMA for reimbursement of expenses incurred by the Village.

**Emergency Preparedness Plan – Pending (Filing date: April 1, 2021)** – Needed: Add’l Language by Village Attorney

**Personnel Manual** – As discussed at the 1/26/21 meeting, Manual is to be updated to include COVID-19 protocol.

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

-No change to Financial Report dated 2/23/2021.

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

Proposed Revisions to the Zoning Local Law – Due to work schedules, the scheduled phone conference among the Mayor, Village Attorney, Building/Fire Inspector and Bonnie Franson is pending.

**General Code Publishers**

-Proposal/Estimate for Updating Village Code Book - Between \$6,985.00 and \$7,630.00. (Tabled at 8/18/20 meeting until proposed revisions are made to Zoning Code). Tabled

-Proposal for Laser fiche – Tabled.

**2021 Village Election** – Tuesday, 3/16/2021.

Everything is in order for the Election.

**Zoning Board of Appeals** – No report.

**Planning Board** – No report.

**Building/Fire Inspector’s Report** – Building/Fire Inspector Gordon not present.

-The Village Board acknowledged receipt of copies of various correspondence from the Building/Fire Inspector and Asst. Building Inspector.

-Tri-State Inspection – Request to be approved as an Electrical Inspector for the Village of Hillburn. The Building/Fire Inspector provided a written opinion: there is no need for the Village of Hillburn to have more than one electrical inspection agency.

A MOTION was made by Trustee Tarantino and seconded by Trustee O’Blenis to deny the request of Tri-State Inspection.

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None

**Escrow** – Status of Escrow Accounts Report @ 2/23/21.

**Hillburn Sewer Committee (Hillburn Village Board)** - No report.

**Public Comments** - None

**Annual Organizational Meeting** – Monday, April 5, 2021 at 7:00PM – Hillburn Community Room.

**RE: Electronic Bill Pay Program**

Deputy Treasurer, Parquiris DeLeon, reported she had researched available programs. MuniPay offers the following features: No cost to the Village (user fee will be charged to payer), Water Bill payments and Tax Bill payments can be credited to respective accounts, can pay online, via phone or in-person (there is a one-time fee of \$150.00 for credit card machine).

A MOTION was made by Trustee Tarantino and seconded by Trustee O’Blenis authorizing the Village Clerk-Treasurer to establish an account with MuniPay for use by the Village of Hillburn.

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

**Protected Harbor (Village IT)**

Mayor Tursi reported he has been in contact with a representative from Protected Harbor to supply a proposal to update the Village’s website that is outdated.

-Computer Maintenance & Rental Quote & Agreement (36 Months commencing on 3/1/2021): \$475.00 per month – Agreement was signed by Mayor Tursi on 2/25/2021. **Ratified by Village Board.**

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

**Applications for Use of Community Room**

-Boy Scouts of America - Sunday, 3/21/2021 – 1:00PM-3:00PM – Purpose: Boy Scouts Crossover

-RC Board of Elections -Tuesdays, 6/22/2021 & 11/2/2021 – 5:30AM–9:30PM - Purpose: Primary & General Election

**Approved by Village Board.**

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

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

-RC Dept. of Health – New guidelines for gatherings of greater than 50 persons for catered parties beginning 3/15/2021.

-Town of Clarkstown – Notice of Public Hearing–Proposed Local Law to Amend Chapter 5 (lengthen performance guaranty on plantings)

**Voucher Claims and Budgetary Transfers to Cover Approved Expenditures - Approved by Board.**

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

**Personnel**

**RE: DPW**

-Vincent Skokos – Application for Full Time Employment as DPW Laborer - Mayor Tursi stated he and DPW Supt. Conklin had interviewed Vincent Skokos and recommend his appointment to the full- time position of DPW Laborer.

A MOTION was made by Trustee O’Blenis and seconded by Trustee Tarantino to approve the appointment of Vincent Skokos to the full-time position of DPW Laborer, at the rate of \$21.00, effective March 22, 2021 or March 29, 2021. Position is subject to the approval of the RC Department of Personnel.

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

MOTION was made by Trustee O’Blenis and seconded by Trustee Tarantino to adjourn the meeting at 8:07PM.

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