

VILLAGE OF HILLBURN
Board of Trustees Meeting
Tuesday, May 11, 2021 – 6:30PM

MINUTES OF THE BOARD OF TRUSTEES MEETING held on Tuesday, May 11, 2021, in the Municipal Meeting Room, 31 Mountain Avenue, Hillburn, New York 10931, via GoToMeeting.com and Facebook Live, commencing at 6:30PM.

PRESENT: (In Person)

Joseph P. Tursi, Mayor
Bernadette Tarantino, Trustee
Thomas Conklin, DPW Superintendent (arrived late)

PRESENT: (Online)

Bonnie O’Blenis, Trustee
Terry Rice, Village Attorney (left early)
Eve Mancuso, Village Engineer

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

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The Hon. Mayor Joseph Tursi called meeting to order. Deputy Treasurer Parquiris DeLeon led in the Salute to the Flag.

Minutes of the 4/27/2021 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 stated he had no report.

Trustee O’Blenis reported the police surveillance on the west side of the Village has improved.

Village Water System

-Mayor Tursi reported he had received an email from Bill Madden of SUEZ requesting information for the proposed acquisition of the Village of Hillburn’s water system.

-SUEZ Water Meter – National Meter did not perform the testing/replacement of SUEZ’s water meter on 4/30/2021, as scheduled.

-Leak Detection on West Side of Route 17 – No further report.

H.F.D. Report – Chief Shane Starr not present:

-Repair to 5-Quad – NJEV – 4/27/2021 Invoice #0077906-IN: \$903.83 – **Ratified by Village Board.**

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

-RBC Wealth Management: LOSAP – 5/7/2021 Notice of required retroactive adjustment.

SAM Capital Funding Grant Application – Revised Funding Application: Pre-Fab Building and Back Hoe –

Following a discussion on items to be included, Engineer Mancuso stated she will prepare a cost estimate for the Pre-Fab Building). DPW Supt. Conklin will contact HO Penn for an updated quote for the backhoe.

Village Engineer’s Report – Engineer Mancuso reported:

2021 Stormwater II Education Program Agreement – Membership Cost to Village: \$1,250.00

Approved by Village Board.

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

4th St. Thruway Bridge Curbing – -Mayor Tursi stated that Assemblyman Lawler had advised that the Village of Hillburn is responsible for the decking of the 4th Street Thruway Bridge. NYS Thruway Authority will be apprised of the current condition of the curbing and the proposed remediation plans.

-RE: RFQ prepared by Village Engineer Mancuso – Two Quotes were received and **Tabled by the Village Board:**

Bellville Landscaping, Inc.:	\$28,150
MFD Quality Construction, Inc.:	\$33,390

2021 Repavement Project – Proposed Areas: 5th St (from Mountain Ave. to Hickory Ave.), Hickory Avenue (from 5th St. to 6th St.), 6th St. (from Hickory Ave. to Rockland Ave.)

Deferred until DPW Supt. Conklin arrives at meeting.

Village Attorney’s Report – Attorney Rice reported:

User Fees –Attorney Rice reported he had obtained department fees from several Villages and emailed same to the Village Board for review.

Personnel Manual – Manual is to be updated to include COVID-19 protocol.

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

-No change to Financial Report dated 4/27/2021.

2021 Assessment Roll - Two petitions were filed on 4/29/2021 and were supplied to Village Assessor Scott Shedler:

ACA Holding Corp. and TOKNY Realty Group, LLC.

Insurance

Disability Coverage for Village Employees – A representative from Seeley & Durland, the Village’s insurance agency, has advised that she had reviewed rates from other carriers. The Village’s current carrier, The State Insurance Fund, continues to have the best rates for the NYS DBL.

Selective - Commercial & Village Officials Renewal Policies (4/15/2021 – 4/15/2022) – Bill of 4/25/2021: \$39,726.96. Partial payment of \$19,869.96 was paid on 5/5/2021. **Approved by Village Board.**

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

NYS Dept. of Labor – Notice received 4/21/2021 - In accordance with Gov. Cuomo's Executive Order No. 202.45, the DOL Commissioner issued an Order providing that New York employers "shall not be charged for the duration of the claim for benefits paid to a claimant during the COVID-19 pandemic." Subsequently, on 5/3/2021, the Village of Hillburn received an Unemployment Insurance Refund Check in the amount of \$7,444.00.

2021 Water Relevy

A MOTION was made by Trustee Tarantino and seconded by Trustee O'Brien that water bills remaining unpaid as of 5/14/2021 be relevied (relevy fee to be included) on the respective property owners' 2021 Village Tax Bills.

Ayes: Mayor Tursi, Trustees Tarantino & O'Brien

Noes: None

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

Proposed Revisions to Zoning Local Law – Attorney Rice reported that Bonnie Franson will provide information soon.

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

-No change to Financial Report dated 4/27/2021.

DPW Report - DPW Supt. Conklin

-Terrace Ave. DPW Garage – On-Time Contracting & Gutter Service provided a revised Contract reflecting changes/additions:

RE: Contract Signed 3/24/2021 - PO #2053 - \$6,500.00 less \$500.00 deduction (cost for repair of the flat roof – determined that roof needs replacement)

RE: Proposal Dated 4/28/2021 - PO #2066 - \$6,800.00 plus additional \$1,275.00 for materials (plywood) - New roof.

A MOTION was made by Trustee Tarantino and seconded by Trustee O'Brien to ratify the 4/28/2021 proposal and issuance of PO #2066 for a new roof; to ratify the revised contract, as signed by Mayor Tursi on 5/10/2021, and to authorize payment to On-Time Contracting & Gutter Service as follows:

PO #2053:	\$ 6,000.00
PO #2066:	<u>8,075.00</u>
Total	<u>\$14,075.00</u>

Ayes: Mayor Tursi, Trustees Tarantino & O'Brien

Noes: None

-Village Municipal Building – 3/29/2021 Proposal - On-Time Contracting – Gutters/Soffits, etc.: \$7,500.00. **Ratified by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & O'Brien

Noes: None

-Purchase of Flags (Telephone Poles along Memorial Day Parade Route) –

5/04/2021 Quotes received from Gates Flag & Banner: **Approved by Village Board**

Quote #139565: 27 flags with aluminum poles (Telephone Poles along Memorial Day Parade Route): \$1,181.25

Quote #139566: 11 flags (Village Buildings and Parks): \$566.40

Ayes: Mayor Tursi, Trustees Tarantino & O'Brien

Noes: None

Veterans Park Pond –

-Princeton Hydro – 1st treatment of pond is scheduled for next week.

-The pump in the pond has stopped working. A quote for repair will be requested from Salomone Bros.

-NY Metropolitan Chapter of the American Public Works Assoc. – 31st Annual Equipment and Products Exposition – Wednesday, 5/19/2021 – Town of Orangetown Highway Department – The Village Board authorized the attendance of DPW Supt. Conklin and Asst. DPW Supt. Shane Starr at the cost of \$15.00 each.

Ayes: Mayor Tursi, Trustees Tarantino & O'Brien

Noes: None

2021 Repavement Project – Proposed Areas: 5th St (from Mountain Ave. to Hickory Ave.), Hickory Avenue (from 5th St. to 6th St.), 6th St. (from Hickory Ave. to Rockland Ave.)

-Engineer Mancuso reported she has received proposals from Cavaliere Industries for milling and Tilcon New York for paving.

-DPW Supt. Conklin reported he had not yet received a quote from All County Paving.

East Hillburn Park – Swing Set – A resident called to request mulch be placed around the recreation equipment, and reported that there are sharp edges on the swing set that need repair. DPW Supt. Conklin will obtain quotes for the fibar and will follow up on the repair to the swing set.

Tropical Storm Isaias – Public Assistance - NYS Dept. of Homeland Security & Emer. Services (DHSES) – Notification has been received that FEMA has approved, and the NYS Department of Homeland Security and Emergency Services (DHSES) concurs with, the Village's Category A – Debris Removal – project (168268) in the amount of \$9,496.95. The project has been moved forward in the Grants Portal by DHSESE leadership and signed by the Clerk-Treasurer. The next step is to file for Category Z project for management costs. A record of time spent on administrative work in preparing the Village project has been submitted for review.

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.

Zoning Board of Appeals – Two applications have been filed with the ZBA.

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.

Senior Citizens – Mayor Tursi reported that on 5/3/2021 he had attended Seniors' 1st meeting, since COVID closures. (Future meeting dates were scheduled with new starting time of 4:00PM)

Escrow – No change to Status of Escrow Accounts Report @ 4/27/21.

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

Memorial Day Parade & Service – Monday, May 31, 2021 at 9:00AM – Bike decorations for Village youth have been ordered and, when received, notices will be posted.

Special Dedication Event – July 10, 2021 – 11:00AM - Mayor Tursi reported that a committee has been appointed, consisting of the Village Board, Village Clerk-Treasurer and Asst. Clerk-Treasurer, and Tim Gulick, to plan a special Dedication in memory of Brian L. Miele and James R. Brown, former Village Mayors who recently passed away. The first meeting of the committee was scheduled for Wednesday, 5/19/2021 at 4:00PM.

2021 Summer Concerts

Three proposals were received: **Approved by Village Board:**

5/6/2021 Proposal – The Mojo Hand Band – Saturday, 7/31/2021 - 3 Hour Band Performance: \$1,000.00

No Exit Entertainment Services, LTD – 5/10/2021 Proposals:

- Chris Bolger and Red Shoes Band – Friday, 6/18/2021 - 3 Hour Band Performance: \$1,000.00

- Country Fresh Band – Saturday, 8/28/2021 - 4 Hour Band Performance: \$1,000.00

Ayes: Mayor Tursi, Trustees Tarantino & O'Blenis

Noes: None

Upcoming Community Event – Mayor Tursi announced that Brook Presbyterian Church will be hosting a Pasta Dinner on 5/15/2021 from 12noon to 4:00PM.

NYSER Standard Workday Report

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

BE IT RESOLVED that the Village of Hillburn hereby establishes the following standard work days for the title of Village Assessor and will report the official to the New York and Local Retirement System based on time keeping system records or his record of activities: (Full Resolution attached)

Ayes: Mayor Tursi, Trustees Tarantino & O'Blenis

Noes: None

Public Comments

Chevron Torres (54 5th St.) suggested that a tree be planted at the Youth Center in memory of Olivia Lee, who passed away recently at the young age of 14.

-The Village Board approved this recommendation and requested Ms. Torres to obtain quotes for a tree and a plaque.

Village Attorney Rice left meeting.

NYCOM – Annual Membership Dues (June 1, 2021 – May 31, 2022): \$727.00. **Approved by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & O'Blenis

Noes: None

Preparation of GASB 75 – FYE 5/31/2021 – Danziger & Markhoff, LLP – Fee: \$3,325.00. **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 Board of Elections – Notice that the Hillburn Community Room will not be used for the 6/22/2021 Primary Election.

-RC Dept. of Personnel – Text changes in the RC Rules and Appendices effective 1/13/2021: Rule VII – Applications; Rule XI – Certification. A revision to Rule XXII – Certification of Payrolls will be effective 2/10/2021.

-NYS Dept. of Public Service – Notice of Public Statement Hearings (virtual) – 5/12/2021 - RE: 2 proposals filed by DPS Staff in the Gas Planning Procedure filed 2/12/2021.

-Cornell Cooperative Extension of RC – RE: NYSDEC – Grants for Local Government to repair dams.

-NYCOM – Advocacy Update – April 30, 2021.

-AKRF – SEQRA Notice of Completion of Draft EIS and Notice of Public Hearing – RE: World Headquarters of Jehovah's Witnesses Audio/Video Production Center in the Town of Ramapo and Town of Tuxedo.

NYS Dept. of Homeland Security and Emergency Services – RE: Hazard Mitigation Funds.

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

Ayes: Mayor Tursi, Trustees Tarantino & O'Blenis

Noes: None

MOTION was made by Trustee Tarantino and seconded by Trustee O'Blenis to adjourn the meeting at 7:30PM.

Ayes: Mayor Tursi, Trustees Tarantino & O'Blenis

Noes: None