

**VILLAGE OF HILLBURN  
Board of Trustees Meeting  
Tuesday, May 14, 2019– 7:00PM**

**MINUTES OF THE BOARD OF TRUSTEES MEETING held on Tuesday, May 14, 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. Eric Tursi, Mayor’s son, led in the Salute to the Flag.

**Minutes of the 4/23/19 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** – Police Commissioner, Mayor Tursi, stated he has no report.  
-Trustee O’Blenis stated that she would like additional patrol on the west side of Route 17.

**4<sup>th</sup> Street Railroad Bridge**

The Bid Opening at the Town of Ramapo is scheduled for Thursday, 5/23/19 at 11:00AM. Trustee O’Blenis, Asst. Clerk-Treasurer Mary Boone and DPW Supt. will attend.

**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 4<sup>th</sup> St. – A meeting was held on 5/1/19 with representatives from O & R, Trish Austin and Teri Johnson. The list of (9) streetlights to be upgraded to LED was supplied again (originally supplied to and acknowledged by Ms. Johnson in September, 2017). An email has been received from Ms. Johnson on 5/2/19 acknowledging receipt of the list of streetlights and advising that they have been submitted for design and will then be forwarded to electric operations for scheduling.

-Lack of timely response to reports of street light outages was also discussed.

**HFD Report – Chief Shane Starr reported:**

-Request to Purchase a Forcible Entry Door – Seller: Monsey Fire District - Cost: \$100.00. **Approved by Village Board.**

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

-AED & CPR Training – Chief Starr submitted a 5/15/19 quote from Jenni Salomon – Total Cost: \$1,177.50. **Approved by Village Board.**

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

-Defensive Driving Course – Chief Starr requested authorization to seek prices for a Defensive Driving Course, administered by the RC Fire Training Center. Spaces not reserved for HFD members can be offered to the public. **Approved by Village Board.**

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

-HFD Drivers – Chief Starr requested Sue Starr and Rob McIntosh be placed on the Drivers List. **Approved by Village Board.**

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

-HFD Physicals – As requested by Mayor Tursi, the Village Clerk-Treasurer reported Mahwah Medical has been contacted to determine if special rates are available for volunteer fire departments. No reply at this date.

-RBC Wealth Management – Account Statement (April 1-30, 2019)

**7:15PM – Opening of Bids – Garbage Contract**

The duly posted and published Notice of Advertisement for Bids was read aloud by the Clerk-Treasurer.

One (1) bid was received, opened and read aloud:

Name/Address of Bidder	Three Year Bid			
	One Year Bid 6/1/2019-5/31/2020	Year 1 6/1/2019 – 5/31/2020	Year 2 6/1/2020 – 5/31/2021	Year 3 6/1/2021 – 5/31/2022
Peter Menichetti, President Menichetti Carting, Inc. P.O. Box 913 Tallman, NY 10982	\$ 3,300.00 (Monthly) \$39,600.00 (Annual)	\$ 3,061.00 (Monthly) \$36,732.00 (Annual)	\$ 3,111.00 (Monthly) \$37,332.00 (Annual)	\$ 3,161.00 (Monthly) \$37,932.00 (Annual)

Village Attorney Rice reviewed the bid and stated that it appeared complete.

Bid was tabled by the Village Board for review.

**DPW Report – Supt. Thomas Conklin**

Trees – 5/9/19 Quote – Perfect Cut Tree Service – Total Cost: \$1,500

- Area of 38 5<sup>th</sup> Street - Remove Large Maple/Cutting Stump Low to Ground
- Area of 76 6<sup>th</sup> Street – Remove Rotting Maple/Leave in Wooded Area

**Approved by Village Board.**

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

Road Repavement – Supt. Conklin reported he had met with Engineer Mancuso on 5/5/19 to walk out areas for a repavement. As requested by Supt. Conklin, the information was emailed to Cavaliere Industries for a quote:

4<sup>th</sup> Street Bridge (54x26 Area)  
Brook St. & 6<sup>th</sup> St. Area (90x26)  
Brook St. (235x28)  
Brook St. to Hickory Ave. (133x24)  
Another 20 Foot for Entrance Way

-Mayor Tursi stated that funding for the project will be through CHIPs Program.

-A discussion was held regarding detailed specifications for the project. Engineer Mancuso advised that the specifications developed by the Town of Ramapo will be used by Tilcon and the specifications developed by the County of Rockland will be used by Cavaliere Industries, as they each have contracts with the Town and County.

Purchase of Flags – A quote from Gates Flags & Banners is forthcoming.

A MOTION was made by Trustee O’Blenis and seconded by Trustee Tarantino to authorize an expenditure of up to \$500.00 for the purchase of flags.

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

Veterans Memorial Park – Well for Pond – Supt. Conklin reported he had exposed the old well that had dried up.

-Mayor Tursi reported that Salamone Ready-Mix has offered to do additional drilling at a cost of under \$500.00 (no bidding requirements).

Building/Fire Inspector’s Vehicle – The Building/Fire Inspector has reported stalling issues. The vehicle will be taken to Suffern Sales & Service for a repair estimate.

RC Highway Superintendent – RE: One-Call Excavator Training. Training is not required for employees of local governments performing excavation work, but is required for hired contractors.

Thurgood Marshall Ceremony – The Village Board received an invitation to a press event on 5/17/19 at 11:00AM to announce the naming of a portion of Route 17 in Hillburn “Thurgood Marshall Memorial Highway”.

-Mayor Tursi requested Supt. Conklin to contact the Suffern Central School District Grounds Dept. to have the bushes/grounds surrounding the Thurgood Marshall monument trimmed, prior to the event.

Lighting Under NYS Thruway Bridge – Supt. Conklin reported that new lights have been installed under the deck of the NYS Thruway Bridge that runs over Route 17. Connection to O & R is pending.

RE: Donation of Garbage Truck – Mayor Tursi reported that Salamone Redi-Mix has offered to donate a 1998 Garbage Truck that would allow the Village of Hillburn to collect its own garbage.

-Supt. Conklin stated the benefits of having truck, including not having to lift recycling bins into the dump truck; ability to monitor the tipping fees; and decrease in trips to the dump for recycling and bulk pick-up saving time and fuel.

A quote for insurance has been received from Selective: \$2,370 for full coverage.

A Hauler’s Permit is required at a fee of between \$200.00-\$300.00 annually.

The Village of Suffern has offered the use of a washing station to clean the garbage truck.

-Drivers of the truck will need a CDL License. DPW Supt. Conklin and Asst. Supt. Starr both have CDL Licenses and newly hired laborer Nelson Scott is in the process of obtaining one.

-If the garbage truck happens to break down, the other DPW trucks will be used for collection.

A MOTION was made by Trustee Tarantino and seconded by Trustee O’Blenis to accept the donation of a 1998 Garbage Truck by Salamone Redi-Mix; and

FURTHER, to accept the quote received from Selective Insurance to insure the respective garbage truck at the annual premium of \$2,370.00.

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

-Supt. Conklin advised that the garbage truck is scheduled to be delivered tomorrow.

-2008 DPW Truck – 4/26/19 Repair of Front End by Suffern Sales & Service (PO #1901): \$240.89. **Ratified by Village Board.**

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

RE: Youth Center – As approved by the Village Board at the 4/23/19 meeting, Tony Williams, Inc. will be at the Youth Center tomorrow – RE: Termite Removal.

-RealTerm Energy LED Street Light Proposal – A revised proposal dated 4/29/19 was provided by RealTerm Energy and provided to the Village Board and Village Attorney. Mayor Tursi advised that Sandy Stead of RealTerm will be present at the 5/28/19 Board Meeting to discuss matter.

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

-RE: 2018 MS4 – Engineer Mancuso will be meeting the DPW Supt. and the Clerk-Treasurer to gather information for the report.

-RE: Stormwater Mapping Grant – Cornell Cooperative Extension - Notification of Grant Billing due by 6/1/19.

-RE: TransDev – As listed in the Journal News Legal Notices, a copy of TransDev’s System Safety Plan, as required by State Transportation Law, was requested via phone message by Engineer Mancuso. No response at this date. (Mayor Tursi stated he will follow up on the matter)

-RE: Village of Hillburn NFIP – Engineer Mancuso advised that David Sherman, Environmental Program Specialist, NYS DEC Floodplain Management, has requested a Community Assistance Visit (CAV), to meet with the Village Board, Building Dept., and DPW Supt. The Village Board authorized Engineer Mancuso to schedule the CAV, preferably on 6/11/19. Engineer Mancuso will confirm the scheduled date.

**Village Attorney’s Report – Village Attorney Terry Rice**

Pending Litigation – Village of Hillburn v. Losner – Attorney Rice has reviewed file. A conference is scheduled for next week in Supreme Court.

Noved Building Maintenance – Required additional escrow regarding the Hillburn Planning Board application, in the amount of \$3,000.00 was received on 5/7/19.

-The requested escrow to cover professional services rendered prior to filing of Planning Board Application, in the amount of \$5,429.57, remains pending.

Hillburn vs. Nicholas Ciancioruso, et. al. – Two keys to a gate at Creelman Road were supplied to the Building/Fire Inspector by Bill Ciancioruso. (Key not acceptable by HFD Chief, who stated that a Knox box is needed)

-HFD Chief Starr stated he plans on being present at the next Planning Board and will advise that a Knox box is needed.

**Services of Jacobowitz & Gubits – Special Counsel**

Claim filed by Jacobowitz & Gubits – Invoice #279947 Dated 5/7/19 - \$2,176.11

A MOTION was made by Trustee Tarantino and seconded by Trustee O’Blenis to table the claim for review by Village Attorney Rice.

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None

**Community Energy Savings Program**

Mayor Tursi reported that while attending the NYCOM Annual Meeting, he had received information regarding this program that would be available to all residents. A copy was supplied to the Village Attorney for review.

**Proposed Water Rates** –

The Village Board scheduled a workshop meeting for Thursday, 5/16/19 at 6:00PM to review proposed rates.

**Village Fee Schedules** – Mayor Tursi stated that an increase in fees for Building, Planning and Zoning is being reviewed.

Also, Mayor Tursi stated that the Village should have fees in place for filming. A review of all fees will be made by the Village Board and Village Attorney.

**2019 Tax Warrant**

The 2019 Tax Warrant, that includes Unpaid Water Accounts and Special Assessments, was approved and signed by the Village Board.

**Insurance** –

NYS Firefighter Cancer Benefit Program – Willis Insurance Services of Georgia, Inc. - Invoice #2311753 – Policy #681360 (1/1/19 – 1/1/20): \$2,027.48. **Approved by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None

Fidelity – Renewal of Policy #16BDDHQ0154 – The Hartford: \$169.00. **Approved by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None

**2016 Master Plan Committee** –

The next meeting is scheduled for 6/1/19.

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

No change to Financial Report at 4/23/19, as prepared by the Asst. Village Clerk-Treasurer.

**Cablevision Franchise Fee Audit**

Mayor Tursi reported he had received an email from Joe Messina of MUNI Services advising that, although no definitive monetary offer has been received, Cablevision has informed him that they would like to structure the settlement as a contribution to a summer or autumn event in the Village; and has agreed to amend the franchise agreement to include DVR, equipment, late fees and guide revenue in franchise fee payments effective 1/1/19.

**Zoning Board of Appeals** – Next Meeting: 5/20/19 – Agenda Item: Public Hearing – Application filed by Thomas Scott.

**Planning Board** – Next meeting: 5/29/19

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

-Mayor Tursi reported that he has met with Inspector Gordon regarding amending his scheduled days.

-Notice of Public Hearing received from the Town of Ramapo – RE: Amendment to Local Law to allow issuance of partial Building Permits.

**Escrow** - Status of Escrow Accounts Report @ 5/14/19 was supplied.

-4/1/19 Inv. #421.1-14 filed by Spence Engineering – (RE: SUEZ Water New York - 8/16/18 Building Permit #082218): \$930.00. **Approved by Village Board**

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None

Refund of Escrow - Vulfrano Lazcares (47.18-1-47) – Application to ZBA filed 5/16/18

A MOTION was made by Trustee Tarantino and seconded by Trustee O'Blenis to approve the close out of the escrow account, in accordance with the 4/29/19 recommendation by the Zoning Board of Appeals, and to refund the balance, in the amount of \$562.50, to the Vulfrano Lazcares.

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

**Senior Citizens** – Mayor Tursi and Trustee Tarantino stated they are planning on attending the upcoming meeting.

**Recreation** – A written Report was read by Trustee O'Blenis:

**2019 Summer Camp Program** – (July 8, 2019 – August 9, 2019)

Request for Approval of Orders:

Oriental Trading (Craft Supplies):	\$206.72	<b>Approved by Village Board</b>
S & S Craft Supply (Craft Supplies):	\$602.05	<b>Approved by Village Board</b>
School Health (First Aid Supplies):	\$ 48.80	<b>Approved by Village Board</b>

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

-Although HFD Chief Starr will not be available, he has confirmed HFD members will be present on the first day of Camp for the mandatory fire drill.

-On 5/20/19, the first group of applicants for Camp Counselor positions will visit the site to see how they relate to the children. (Deadline to apply: 5/28/19)

-Angie Flanagan and Marty Perrano will be attending a CPR class on 5/23/19 from 6:00-9:00PM.

**Camp Trips:**

**AMC Movie Theatre** – Invoice: \$7.00 per participant. **Approved by Village Board**

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

**Liberty Science Center** – Amended Invoice rec'd 4/24/19 – Change: from \$696.50 to \$1,059.00 (includes Premium Pass)

**Approved by Village Board**

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

**After School Program** – The Youth Center will be closed on 5/24/19 and 5/27/19 for Memorial Day (No School).

**Memorial Day Parade & Service – Monday, 5/27/19 – 9:00AM**

Bike Decorating Kits will be available at the Village Office. Notices will be posted.

-Mayor Tursi and Trustee Tarantino stated that have each been in contact with members the American Legion regarding resources to assist with Veterans Memorial Park. Matter will be discussed at the next meeting of the American Legion.

**Hillburn Sewer Committee** – No report

**Public Comments** –

**Eric Tursi (28 Terrace Avenue)** commented on the condition of the 4<sup>th</sup> Street railroad bridge. (Mayor Tursi replied it is being addressed)

**Shane Starr, HFD Chief** stated the HFD's concerns regarding the operation of TransDev at 260 Route 17, including the diesel tank, drainage, and structure changes inside of the building, including installation of an elevator. The HFD has no information.

-Mayor Tursi stated he will speak with the Building/Fire Inspector regarding these concerns.

**Harris Computer Systems** – Invoice #MN00002637 – Village's Accounting Program: Info-Fund Program (July 2019-June 2020): \$3,257.38. **Approved by Village Board**

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

**Application for Use of Youth Center**

-Regina Scott – 8/16/19 (6:00PM-10:00PM) and 8/17/19 (10:00AM-6:00PM) – Back to School Supply Give-Away –

**Approved as follows: Fee Waived; Insurance Required.**

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

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

-NYS Office of Real Property Tax Services – Notice of 2019 Tentative State Equalization Rate: 16.10.

-Thomas Scott – Notice of 5/20/19 Public Hearing – ZBA Application filed 2/26/19.

**Scheduling of Upcoming Meetings:** June: 6/11/19 and 6/25/19; July: 7/16/19

**Personnel - RE: Unused Vacation at 5/31/19**

A MOTION was made by Trustee Tarantino and seconded by Trustee O'Blenis authorizing the carry-over of unused vacation @ 5/31/19 to the fiscal year 2019-2020.

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

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

A MOTION was made by Trustee Tarantino and seconded by Trustee O'Blenis to adjourn the meeting at 8:35PM.

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