

VILLAGE OF HILLBURN
Board of Trustees Meeting
Tuesday, August 17, 2021 – 7:00PM

MINUTES OF THE BOARD OF TRUSTEES MEETING held on Tuesday, August 17, 2021, in the Municipal Meeting Room, 31 Mountain Avenue, Hillburn, New York 10931, via GoToMeeting.com and Facebook Live, commencing at 7:00PM.

PRESENT:

Joseph P. Tursi, Mayor
Bernadette Tarantino, Trustee
Bonnie O’Blenis, Trustee
Eve Mancuso, Village Engineer
Thomas Conklin, DPW Superintendent

ABSENT:

Terry Rice, Village Attorney

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

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The Hon. Mayor Joseph P. Tursi called meeting to order and led in the Salute to the Flag.

Minutes of the 7/13/2021 - 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 will be contacting the Ramapo Police regarding a decrease in police visibility.
-DPW Supt. reported on an incident whereby a village resident advised him that a vehicle was following her. Mayor Tursi will report this matter to the Ramapo Police also.

Village Water System

-Standing Puddles on west side of Sixth Street – Supt. Conklin reported that a sample test of the water detected no chlorine. He will test it again and monitor the situation.

-SUEZ Water New York – 8/9/21 Water Bill: Current Charge: \$12,786.01 + \$30,895.04 Carryover Balance (COW) -
A MOTION was made by Trustee O’Blenis and seconded by Trustee Tarantino authorizing payment to SUEZ Water in the amount of \$12,786.01 (current billing); and
FURTHER, the remaining balance of \$30,895.04 will be paid upon receipt of water bill payments for p/e 7/31/2021.

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

-Leak Detection on West Side of Rte. 17 – The leak on Fox Hollow Road was repaired on 8/4/2021.

-Summary of 4-Month Water Period Ending 7/31/2021 (Comparison of SUEZ Billed Consumption to the Village of Hillburn and the Village of Hillburn Billed Consumption to Customers) – The Village Board acknowledged receipt of the summary report and noted that the variation in consumption/billing has decreased since the recent water main repairs.

DPW Report - DPW Supt. Conklin

Garbage Truck – Supt. Conklin reported that repair of three cylinders is needed. Two quotes were obtained as follows:

*Sanitation Equipment Corporation: \$3,093.38
American Hose & Hydraulics: \$6,968.51

*Supt. Conklin referenced a notation on the estimate stating that if the packer cylinders cannot be rebuilt; new cylinders are not available (discontinued).

A MOTION was made by Trustee O’Blenis and seconded by Trustee Tarantino to accept the estimate submitted by Sanitation Equipment Corporation, in the amount of \$3,093.38, providing that the results of a second inspection of the truck do not reveal that the packer cylinders cannot be rebuilt.

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

Veterans Memorial Park Pond

-Princeton Hydro – Supt. Conklin reported the 2nd treatment to the pond, scheduled for tomorrow, has been cancelled due to the weather forecast. A new date will be scheduled.

Hazardous Waste Drop-Off – August 21, 2021 – 8:00AM-12:00noon – Terrace Avenue DPW Garage.

Hudson Valley Water Works Conference – 9/16/2021 – Registration for DPW Supt. Conklin to Attend – Cost: \$30.00
Approved by Village Board

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

Recreation Equipment – East Hillburn – Quote from GameTime - Replacement Parts (Deck and Stairs): \$3,477.89.

Approved by Village Board

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

Fibar for Parks – Supt. Conklin is still awaiting a quote.

Street Light Repairs/Upgrades – Mayor Tursi reported that Trish Austin of O & R contacted him and advised that five street lights had been repaired and/or upgraded. Supt. Conklin will make an inspection and confirm.

NYS Dept. of Transportation – Local Highway Inventory Update – The Annual Certificate of Highway Mileage was provided to Supt. Conklin for completion. Deadline date for filing: 12/9/2021.

Ford Motor Company – August 2021 Emission Recall 20E01 - RE: 2016 F-550 Ford Truck – Supt. Conklin will schedule an appointment.

-WEX Fuel Cards – Cards were received and distributed.

Tropical Storm Isaias 2020 – Public Assistance - NYS Dept. of Homeland Security & Emer. Services (DHSES) – Paperwork for reimbursement of Clerical Work (Category Z Project for Management Cost) is being processed.

H.F.D. Report – Chief Shane Starr reported:

NJEV - Quote for Annual Preventative Maintenance for 5-CFR, 5-Quad and 5-MP (Chassis, Pump, Generator) and Inspections **Approved by Village Board Subject to Clarification of Quote Cost**

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None

Active 911 – Emergency Response Software (Expires 9/10/2021) – Annual Subscription Renewal for 30 Devices – Total Cost: \$390.00 **Approved by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None

RBC Wealth Management – July 2021 Account Statement and June 2021 Portfolio Review.

SAM Capital Funding Grant Applications

-SAM Grant - Sponsored by Assemblyman Lawler’s Office – Revised Funding Application: Pre-Fab Building and Back Hoe – Submitted – No further information received.

-SAM Grant – Sponsored by Senator Elijah Reichlin-Melnick’s Office – 6/30/2021 Letter Request for Funding - Proposed Project Application: Veterans Memorial Park Pond Restoration – An email received from Senator Reichlin-Melnick’s office confirmed that the finalizing of projects is still ongoing.

Village Engineer’s Report – Engineer Mancuso reported:

MS-4 Stormwater Mapping Grant – Round 15 – 7/15/2021 Claim from Brooker Engineering (Inv. #160603): \$267.00

Approved by Village Board.

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None

2021 Repavement Project – Funding: CHIPs Program - 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 the tentative date is October 2021.

-Insurance documents are still pending from Cavaliere Industries.

-8/3/2021 Claim of Brooker Eng. (Inv. #160756) – Review of Quotes, Etc. - \$178.00 **Approved by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None

Village Attorney’s Report – Attorney Rice not present

RESOLUTION Endorsing the Sale of Sewer District Property in the Village of Hillburn to the Land Conservancy of New Jersey for the Purpose of Preserving Cultural Resources of Value to the Ramapough Lunaape

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

BE IT ENACTED by the Board of Trustees of the Village of Hillburn as follows:

WHEREAS, the Rockland County Sewer District No. 1 (“Sewer District”) caused the construction of the Advanced Wastewater Treatment Plant (“AWTP”) on property owned by it in the Village of Hillburn; and

WHEREAS, approximately 54.588 acres of the property acquired by the Sewer District for such purpose has been deemed to be excess property for sewer purposes, and

WHEREAS, by Resolution No. 371 of 2018, the Rockland County Legislature authorized the sale of the foregoing excess property; and

WHEREAS, the Ramapough Lunaape Nation has notified the Sewer District of the existence of important cultural resources on the property and wishes for the property to be preserved; and

WHEREAS, the Ramapough Lunaape Nation has contacted The Land Conservancy of New Jersey to assist with preserving the property; and

WHEREAS, The Land Conservancy of New Jersey has indicated its desire to acquire the property for the purpose of preserving the property; and

WHEREAS, the Board of Commissioners, Rockland County Sewer District No. 1, upon the recommendation of the Executive Director, has authorized the Sewer District to enter into an agreement with The Land Conservancy of New Jersey, for the conveyance of said property to The Land Conservancy of New Jersey in order to preserve the Property to protect the important Ramapough Lunaape Nation; and

WHEREAS, the Board of Trustees of the Village of Hillburn concurs that the foregoing property contains important cultural resources for the Ramapough Lunaape Nation; and

WHEREAS, the Board of Trustees of the Village of Hillburn is fully supportive of the conveyance of the property to The Land Conservancy of New Jersey for the purpose of preserving the important cultural resources of value to the Ramapough Lunaape Nation located on the property.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Village of Hillburn that the Village of Hillburn fully supports and endorses the sale of the aforesaid property to The Land Conservancy of New Jersey for the purpose of preserving the cultural resources of value to the Ramapough Lunaape Nation.

AYES: **Joseph P. Tursi, Mayor**
Bernadette Tarantino, Trustee
Bonnie O’Blenis, Trustee

NOES: **None**

The **RESOLUTION** was unanimously adopted.

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

-A Financial Report at 7/28/2021 was supplied.

-DPW Supt. Conklin reported the new truck is scheduled to be delivered the first or second week of September 2021.

2021 Assessment Roll

-NYS Office of Real Property Tax Services: 7/9/2021 - Certificate of Final Telecommunications Ceilings: Verizon & First Light Fiber

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

Insurance

Selective Insurance

-RE: Retrospective Dividend in the Governmental Entities Program – Check #51377884, in the amount of \$858.93, was received 7/14/2021.

-RE: Commercial Policy – Schedule of Coverage at 8/4/2021.

-NYSIF - Paid Family Leave (PFL) –Village Board to review policy with insurance agent.

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

-A Financial Report at 8/17/2021 was supplied.

-Nelson Pope Voorhis – 6/30/2021 Claim (Inv. #24433) – Update of Zoning Code: \$630.00. **Approved by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None

A MOTION was made by Trustee O’Blenis and seconded by Trustee Tarantino that the estimated fee reflected in the 6/14/2016 Contract Agreement with Nelson Pope Voorhis, LLC be increased by \$1,440.00 to cover approved claims, thus making the total Contract \$70,940.00 with Nelson Pope Voorhees, LLC

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None

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

Introductory Local Law No. 5, 2021 - Proposed Revisions to the Zoning Local Law – Public Hearing scheduled for Tuesday, September 14, 2021 at 7:15PM.

-As directed by the Village Attorney, Introductory Local Law No. 5, 2021 was referred to the Hillburn Planning Board for review and referral to the RC Planning Board for GML 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 –

Application filed by Jay Kim - The Public Hearing held on 6/21/2021 and 7/12/2021, will be continued on 9/13/2021.

Planning Board – Next Meeting: 8/25/2021 – Agenda Item: Review of Proposed Revisions to the Zoning Local Law.

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 – No report.

Recreation –

2021-2022 After School Program – Mayor Tursi reported that the After School Program will recommence on 9/13/2021. Registration will be held at the Hillburn Youth Center on Wednesday, 9/8/2021 and Thursday, 9/9/2021. Residents: \$800.00, Non-Residents: \$1,000.00, 50% discount for siblings. Details listed in Village Memo.

Escrow – The Status of Escrow Accounts Report @ 7/28/2021 was supplied.

-**N. Gregorio & E. Perez – 5/11/2021 ZBA Application** –

-Claim - Brooker Engineering (Inv. #160605): \$445.00 - The ZBA approved payment of the claim, subject to the applicant posting additional escrow, in the amount of \$262.00 (Letter to applicant sent 7/29/2021) **Ratified by Village Board**

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None

-**Jay Kim – 4/23/2021 ZBA Application** –

-Claim - Brooker Engineering (Inv. #160604): \$89.00. The ZBA approved payment of the claim. **Approved by Village Board**

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None

-Claim - Brooker Engineering (Inv. #160755): \$356.00. ZBA approval pending *(Posting of additional escrow is required to cover this claim)

Hillburn Sewer Committee (Hillburn Village Board)

-RC Department of Finance – Intermunicipal Cooperation Agreement for 2021 – Check #2390108: \$39,261.26.

8/7/2021 Memorial Tree Event at Youth Center –

-Mayor Tursi stated it was a wonderful and well-attended event.

Chevron Torres expressed her appreciation to the Village Board and all those who helped plan this beautiful event.

-DPW Supt. Conklin stated that the tree may have an odor from spray being applied to keep the deer away.

Public Comments –

Richard and Alison Morales (128 Sixth St) questioned if a Permit has been issued regarding the white metal strips that have been placed on the utility poles in the area of their home; and if the strips cause any danger.

-Mayor Tursi reported that the installation has been suspended until required permits have been obtained and insurance certificates have been provided, as stated in Mayor Tursi's 7/27/2021 letter to Leonard Gluck.

Invoices Needing Approval

-Campbell Fire Protection, Inc. – (4) Invoices – Inspections of Village Buildings (Municipal Building, DPW Garage, HFD Bldg., and Youth Center: Total: \$1,163.70. **Approved by Village Board**

-NYS Society of Municipal Finance Officers – Annual Dues: \$40.00. **Approved by Village Board**

-Town of Ramapo – Invoice for Dog Control Services (Jan.-June 2021): \$1,400.00. **Approved by Village Board**

Ayes: Mayor Tursi, Trustees Tarantino & O'Brien

Noes: None

Requests for Use of Community Room

-David K. Farrison-Hillburn Scholarship Meeting – 8/9/2021 / 6-8:00PM – Scholarship Meeting - **Ratified by Board**

-Tanya Cirincione – Ladies Aux – 8/31/2021 / 6:30-8:30PM – By-Laws Meeting - **Approved by Board**

-Tanya Cirincione – Ladies Aux – 9/2, 10/7, 11/4 & 12/2/21 / 7-8:00PM – Committee Mtgs – **Approved by Board**

Ayes: Mayor Tursi, Trustees Tarantino & O'Brien

Noes: None

Request for Use of Youth Center

-Regina Scott – 8/23 - 28/2021 / 9:00AM - 3:00PM – Back to School Bookbag Giveaway - **Approved by Board**

Ayes: Mayor Tursi, Trustees Tarantino & O'Brien

Noes: None

RE: Filming – Universal Television, LLC and Village of Hillburn – Proximity Location Agreement – Donation Fee Received: Check #1572110045 in the amount of \$2,000.00.

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

-Satori Energy – Electricity Contract Renewal Proposal (tabled to 9/14/2021 meeting)

-Office of the RC Sheriff – Invitation to Annual Memorial Service – Sunday, 9/19/2021 - 11:00AM – County Courthouse.

-RC Dept. of Planning – GML Reviews:

- RE: Village of Suffern/Cannabis – Local Law to Prohibit Retail Dispensaries and On-Site Consumption sites
- RE: Village of Suffern/Penalties for Offenses – Local Law to Amend the Penalties for Offenses

-Town of Clarkstown – Notice of 8/10/2021 Public Hearing – Local Law to Amend Chapter 290 of Town Code; and Notice of continuation of Public Hearing on 9/14/2021.

-Brook Church – Backyard BBQ Picnic or Takeout Fundraiser – 8/14/2021 – 12-4PM.

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

Ayes: Mayor Tursi, Trustees Tarantino & O'Brien

Noes: None

American Rescue Plan Act (ARPA) Coronavirus Local Fiscal Recovery Fund (CLFRF) - Total Allocation to the Village of Hillburn: \$100,410.

-Check #08243447, in the amount of \$50,205.13 was received on 7/26/2021. The amount represents 50% of the funding. The second 50% will be disbursed in the summer of 2022.

Personnel

RE: DPW

-7/12/2021 Letter of Resignation from the position of DPW Laborer submitted by Vincent Skokos - effective date: 7/23/2021. **Accepted by Board**

Ayes: Mayor Tursi, Trustees Tarantino & O'Brien

Noes: None

-7/20/2021 Application for the position of DPW Laborer submitted by Thomas Chamberlain -

A MOTION was made by Trustee O'Brien and seconded by Trustee Tarantino to ratify the Mayor's appointment of Thomas Chamberlain to the position of DPW Laborer, effective 8/2/2021 at the hourly rate of \$21.00.

Ayes: Mayor Tursi, Trustees Tarantino & O'Brien

Noes: None

RE: Recreation – Appointment of Recreation Aides

A MOTION was made by Trustee Tarantino and seconded by Trustee O’Blenis to approve the following 2021-2022 Mayoral appointments and the respective hourly rates:

Angela Flanagan:	\$21.50/hour
Marcella Perrano:	\$19.75/hour
David Zarbaliyeva:	\$12.50/hour

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

Upcoming Event: Concert at Veterans Memorial Park – Country Fresh Band – 8/28/2021 - 6:00PM-10:00PM

Scheduling of September 2021 Village Board Meetings: Tuesdays - 9/14/2021 and 9/28/2021- 7:00PM

MOTION was made by Trustee O’Blenis and seconded by Trustee Tarantino to adjourn the meeting at 7:58PM.

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