

**VILLAGE OF HILLBURN
Board of Trustees Meeting
Tuesday, April 12, 2022 – 7:00PM**

MINUTES OF THE BOARD OF TRUSTEES MEETING held on Tuesday, April 12, 2022, in the Municipal Meeting Room, 31 Mountain Avenue, Hillburn, New York 10931, via GoToMeeting.com, commencing at 7:00PM.

PRESENT:

**Joseph P. Tursi, Mayor
Bernadette Tarantino, Trustee
David H. McNally, Trustee
Terry Rice, Village Attorney (online) (left early)
Eve Mancuso, Village Engineer
Thomas Conklin, DPW Superintendent**

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

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The Hon. Mayor Joseph P. Tursi called meeting to order. Mayor Tursi welcomed newly elected Trustee David McNally to the Village Board and requested he lead in the Salute to the Flag.

Minutes of the 3/22/2022 Meeting - Approved by Village Board.

Ayes: Mayor Tursi & Trustee Tarantino
Noes: None
Abstention: Trustee McNally (took office on 4/4/2022)

Minutes of the 4/04/2022 Meeting - Approved by Village Board.

Ayes: Mayor Tursi, Trustees Tarantino & McNally
Noes: None

Street & Water Commissioners' Reports – Approved by Village Board.

Ayes: Mayor Tursi, Trustees Tarantino & McNally
Noes: None

Police Commissioner's Report –

Mayor Tursi acknowledged the presence of Town of Ramapo Police Officer Chris Burns, and advised him of a complaint received from a resident regarding speeding on Lake Avenue.

-Officer Burns noted the complaint and stated that he also will notify other Police Officers in Sector 7. He also suggested reducing the speed limit in specific areas of the Village, as well as obtaining property owners' permission to park a patrol car in a private driveway.

-Mayor Tursi requested patrols throughout the Village on Saturday, 4/16/2022 – RE: Annual Clean-up Day.

-NYS DOT – Notice of DOT's project to install traffic signals generator transfer switches at various intersections throughout Rockland County, including Route 17 at Brook Street and Sixth Street in Hillburn.

Village Attorney's Report – Village Attorney Terry Rice reported:

Draft Local Law for Amendment of Zoning Law and Comprehensive Plan – Submitted 1/25/2022 – Attorney Rice stated that the Village Planner, Bonnie Fransen of Nelson Pope & Voorhis stated that she will be providing a draft of the amended/revised zoning law by the end of the day. When received, he will forward the draft to the Village Board.

-Claims from Nelson Pope Voorhis: Invoice #26279: \$525.00, and #26793: \$210.00. Tabled by the Village Board for discussion with NPV by Village Attorney.

Draft Local Law – RE: Maximum Weight of Garbage/Refuse Receptacles – Submitted 1/25/2022 – Attorney Rice to discuss the draft local law with DPW Supt. Conklin. Remained tabled for review.

Dwaine C. Perry vs. Village of Hillburn et al – Petition Received 3/3/2022

Attorney Rice acknowledged receipt of the Petition and reported he is preparing papers for dismissal.

Filming Regulations – Attorney Rice will follow up on preparing documents.

Attorney Rice left meeting (illness)

7:15PM

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

Ayes: Mayor Tursi, Trustees Tarantino & McNally
Noes: None

Public Hearing – 2022-2023 Tentative Budget – General Fund

Mayor Tursi read the Notice of Public Hearing that was duly published and posted. The Tentative 2022-2023 Budget has been available at the Village Office and is posted on the Village's website.

Mayor Tursi reviewed the 2022-2023 Tentative General Fund Budget, pointing out changes from last year's budget. Tentative 2022-2023 Tax Rate: \$4.83/\$100 valuation (2021-2022 Tax Rate: 4.60/\$100 valuation). Factors attributed to the need for the increase include decreases in revenues and minimal increase to assessed valuations.

Hearing was opened for public comment. There were no comments.

A MOTION was made by Trustee McNally and seconded by Trustee Tarantino to close the Public Hearing and reopen the regular meeting.

Ayes: Mayor Tursi, Trustees Tarantino & McNally
Noes: None

A MOTION was made by Trustee McNally and seconded by Trustee Tarantino to ADOPT the 2022-2023 Tentative General Fund Budget with a Tax Rate of \$4.83/100 valuation.

Ayes: Mayor Tursi, Trustees Tarantino & McNally
Noes: None

The 2022-2023 Water Budget will be acted on at the 4/26/2022 meeting.

Village Water System

-4/1/2022 Notice from SUEZ – RE: Completion of merger with Veolia

-Summary of 4-Month Water Period Ending 3/31/2022 – The Village Board acknowledge receipt of the summary, dated 4/8/2022.

-SUEZ Water New York – Bill of 4/05/2022: \$12,388.16 **Approved by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & McNally
Noes: None

-Water Meter Reader – DPW Supt. Conklin reported the touch reader was sent to Core & Main who determined it could not be repaired. Subsequently, a new touch reader was ordered on 3/24/2022 at the cost of \$552.50 (PO #2146). **Ratified by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & McNally
Noes: None

DPW Report - DPW Supt. Conklin

Repair of Roadways and Storm Drains

-The NYS DOT will be in the Village tomorrow morning to grind down a section of 4th St. so that it can be patched. This work is being performed under the Shared Services Agreement between the NYS DOT and the Village of Hillburn.

-The DPW has patched potholes on the west side of the Village.

-Storm drains are being repaired.

-The HFD Chief's car has been towed to Suffern Auto Sales & Service (unable to gain velocity). Due to a decline in quality of service, the truck may be transferred to Complete Auto Works, or to a Ford Dealership. **Approved by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & McNally
Noes: None

-2016 DPW Truck –The truck has developed a “death wobble” (uncontrollable shaking, specifically in the steering wheel). The truck was still wobbling after two tie rod ends were installed by Suffern Auto Sales & Service (invoice is forthcoming). Supt. Conklin stated he had then installed a steering damper which took away a lot of the wobble. Due to the tie rods were bad, it wore down the tires. He recommends two new tires be purchased from Eastern State Tires at the cost of \$195.50 per tire, plus \$50.00 for mount/balance. Alignment will also be necessary, and he recommends taking the truck to Garnerville Wheel Alignment (only place that can do heavy trucks). **Approved by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & McNally
Noes: None

-AGL Welding Supply Co., Inc. - Lease Renewal – Invoice #40002548: \$225.00. **Approved by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & McNally
Noes: None

-Glenco Supply, Inc. – 3 “No Parking Signs” – Invoice #28107: \$182.75. **Approved by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & McNally
Noes: None

Municipal Building Fence – Three quotes have been obtained by Supt. Conklin for a chain link fence and one gate:

Fesco Fence: \$5,229.60

Anchor Fence: \$3,795.00

Yaboo Fence: \$4,500.00

A MOTION was made by Trustee McNally and seconded by Trustee Tarantino to accept the quote submitted by Anchor Fence to install a fence at the Municipal Building parking lot at the cost of \$3,795.00.

Ayes: Mayor Tursi, Trustees Tarantino & McNally
Noes: None

Hillburn Clean Up Day – 4/16/2022 from 8:00am – 12:00noon (No Rain Date) – Meet at Community Room. – Refreshments: Bagel Train – 3 Dozen Mixed Bagels: \$40.03; BJ's – Two 3' Heros: \$26.99 each. Condiments will also be purchased – Estimated Total: \$150.00. **Approved by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & McNally
Noes: None

Harriman Army Navy – Supt. Conklin reported that he had received the Inv. #19203-4 (2 Winter Coats for DPW): \$529.96. Approved by Village Board at 1/13/2022 meetings (Coats were received).

DPW Seasonal Hours – Supt. Conklin requested the Village Board's authorization to work from 6:00AM – 2:30PM, commencing the first week in May through Columbus Day. **Approved by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & McNally
Noes: None

H.F.D. Report – Chief Irving Stryko not present – written report was read by Mayor Tursi:

HFD Election – Line Officers at 4/5/2022: Chief – Irving Stryko, 1st Asst. Chief – Nelson Scott, 2nd Asst. Chief – Annemarie Conly, Captain: Andrew Stryko, 1st Lieutenant: Susan Starr, 2nd Lieutenant: Daniel Stryko.

-Purchase of Fuel from the Village of Suffern – A fuel expenditure report was submitted.

- HFD Chief's Car – Inspected on 4/6/2022. (Taken to Suffern Auto Sales on 4/10/2022 – reported earlier)
- Main Line Pumpers – Chief Stryko will be addressing the matter of having the Annual Preventive Maintenance completed.
- Insurance Cards – New cards have been placed in all HFD vehicles.
- HFD Calls – HFD responded to a pump out at Brook Church on 4/7/2022.
- Chief Stryko stated that he is looking forward to working with the Village Board.
- RBC Wealth Mgmt – Account Statement 3/1-31/2022.

SAM Capital Funding Grant Applications

- SAM Grant #24626 - Sponsored by Assemblyman Lawler's Office – Revised Funding Application: Pre-Fab Building and Back Hoe – Submitted.
- SAM Grant #24595 – Sponsored by Senator Elijah Reichlin-Melnick's Office – 6/30/2021 Letter Request for Funding - Proposed Project Application: Veterans Memorial Park Pond Restoration – The fully executed Grant Disbursement Agreement (GDA) was received on 4/5/2022.

Tropical Storm Isaias – FEMA - Disaster DR 4567 – Awaiting further information.

Hurricane IDA – FEMA – Disaster DR 4615 – Projects: 6th Street Culvert, Suffern Road Water Main Armoring, and the Mountain Avenue Drainage Construction – Application is moving forward and conference calls with FEMA representatives continue to be held.
-Engineer Mancuso advised that, in an attempt to expedite the process, a “Table-top site inspection” will be scheduled.

DR-4480 COVID-19 Pandemic Hazard Mitigation Grant Program (HMGP) – Federal Funding Available. Deadline for filing has been extended to 6/1/2022. Determination of proposed project is needed.

NYS Archives – Local Records Management Improvement Fund (LGRMIF) Grant – Application was filed on 3/21/2022.

Village Engineer's Report – Engineer Mancuso reported:

Pre-Fabricated Building – Engineer Mancuso and DPW Supt. Conklin met with a contractor to obtain a quote for a cinderblock building with a flat roof. Quote is forthcoming.

Preparation of 2022 MS-4 Annual Report – Proposal from Brooker Engineering: \$1,200.00. **Approved by Village Board.**
Ayes: Mayor Tursi, Trustees Tarantino & McNally
Noes: None

2021 Repavement Project – Funding: CHIPs Program - Project 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.) - Reimbursement by CHIPS and PAVE NY, in the amount of \$56,435.57, was received electronically on 3/10/2022.

LED Lighting in Village Buildings – Three quotes have been received as follows:

	<u>Municipal Building</u>	<u>HFD/Community Center Building</u>
TASS of New York, Inc.	\$15,890.00	\$27,344.00
Pacific Noah's Ark Inter'l Group, LLC	\$20,000.00	\$38,000.00
Gabriel's Design, Inc.	\$22,200.00	\$38,500.00

A MOTION was made by Trustee McNally and seconded by Trustee Tarantino to accept the proposal from TASS of New York, Inc. for installation of LED lighting at the HFD/Community Center Building at the cost of \$27,344.00, to be funded out of the 2021-2022 Budget; and
FURTHER, the proposals received for installation of LED Lighting at the Municipal Building be tabled, as this work will be funded out of the 2022-2023 Budget.

Ayes: Mayor Tursi, Trustees Tarantino & McNally
Noes: None

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

-A Financial Report 4/12/2022 was supplied.

Insurance –

Selective – Renewal Policy (April 2022-April 2023 Insurance) – The renewal policy from Selective, approved at the 4/4/2022 meeting, will be provided in electronic and hard copy form.

Comp Alliance –

RE: 3/24/2022 Virtual Loss Control Survey conducted by Bryan Abramovich, Senior Risk Control Specialist, with the Village Clerk-Treasurer and the Village's Insurance Agent, Garrett Durland of Seely & Durland. As a result of the telephonic survey, there were no recommendations for improvements at this time.

-RE: Training Schedule for Workplace Violence, Right-To-Know, Chemical Safety and Blood-Borne Pathogens.

NYS Dept. of Civil Service – 2021 Empire Plan Certificate that will be mailed to enrollees' homes in March (replaces 2014 Certificate).

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

General Code

Updating of Village Code Book - Pending adoption of amended Zoning Law and Comprehensive Plan.

2022 Assessment Roll –

Two Tax Certioraris were received on 4/5/2022: Hillburn Park Corp. and TBS Realty Mgmt. (supplied to Village Board, Village Attorney and Village Assessor).

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

-A Financial Report 4/12/2022 was supplied.

Procurement Policy Review (Updated Policy Adopted 4/05/2021)

A MOTION was made by Trustee Tarantino and seconded by Trustee McNally to adopt the Procurement Policy with no amendments as of 4/12/2022.

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

Village Website

Mayor Tursi reported that the new Website is active.

-Equatek Interactive, Inc. – Invoice #14185: \$2,423.88: (Hosting 4/8/2022–6/30/2022, Web Dev/Mod, SSL Reg/Integrat., DNN Host Bronze). **Approved by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

Zoning Board of Appeals – No report.**Planning Board** – Next Meeting: 4/27/2022

-RC Planning Dept. – Copy of 3/29/2022 GML Report – Planning Board Application filed by Jay Kim.

Building/Fire Inspector's Report

-The Village Board acknowledged receipt of copies of correspondence from the Bldg/Fire Inspector.

Escrow – Status of Escrow Accounts Report at 4/12/2022 was supplied.**Noved Building Mgmt**

-4/4/2019 Planning Board Application - Additional escrow to be filed by Noved Building Mgmt. for outstanding claims of Nelson Pope Voorhis - 8/6/2021 Statement (Invoice #20848 & 211542, 21994): \$490.00 – Payment remains pending).

-*Outstanding Escrow due to the Village of Hillburn from Noved for Escrow Claims Paid 4/30/2020: \$5,429.57.

Senior Citizens – No report.**Recreation**

-**Easter Egg Hunt** – Trustee Tarantino reported that the event held on Saturday, 4/9/2022, at Veterans Memorial Park was a great success with approximately 50 children participating.

Suffern Hockey Team – 2022 NYS Hockey Championship - Trustee Tarantino reported that on 3/25/2022, she and NYS Assemblyman Mike Lawler were present at the Suffern High School at which time she presented the Village of Hillburn's Certificate to the Suffern Hockey Team.

Hillburn Sewer Committee – Intermunicipal Cooperation Agreement – On 4/8/2022, payment was received from the RC Sewer District No. 1, in the amount of \$41,836.14.

Public Comments - None**Items Needing Approval**

Application for Peddler's License Received 4/11/2022 – Youssef Houkad: Ice Cream Truck

A MOTION was made by Trustee McNally and seconded by Trustee Tarantino to approve the issuance of a Peddler's License to Youssef Houkad, subject to receipt of insurance information, license plate number and a fee in the amount of \$150.00.

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

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

-Village of Sloatsburg – Invitation to Sloatsburg's Memorial Day Program and Parade – 5/30/2022.

-NYS Comptroller – 2021 Annual Update Document – Fiscal Stress Condition.

-Interstate Waste Services – Host Fee.

-NYCOM – AIM Funding

-RC Municipal Planning Federation – Affordable Housing Training Session – 4/13/2022.

-NYS DEC – Annual Brush Burning Prohibition starts 3/16/2022 through 5/14/2022.

-Tilcon – Notice of implementation of a fuel surcharge on cartage rates for all deliveries, effective 3/14/2022.

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

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

Upcoming Village Board Meeting: Regular Board Meetings: Tuesday, 4/26/2022 - 7:00PM

A MOTION was made by Trustee McNally and seconded by Trustee Tarantino to adjourn the meeting at 8:28PM.

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None