

VILLAGE OF HILLBURN
Board of Trustees Meeting
Tuesday, March 22, 2022 – 7:00PM

MINUTES OF THE BOARD OF TRUSTEES MEETING held on Tuesday, March 22, 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
Bonnie O’Blenis, Trustee
Terry Rice, Village Attorney (online)
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. Trustee O’Blenis led in the Salute to the Flag.

Minutes of the 3/08/2022 Meeting - Approved by Village Board.

Ayes: Mayor Tursi & Trustee Tarantino
Noes: None
Abstention: Trustee O’Blenis (absent from 3/8/2022 meeting)

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

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

Police Commissioner’s Report – No report.

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

Draft Local Law – RE: Maximum Weight of Garbage/Refuse Receptacles – Submitted 1/25/2022 – Remained tabled for review.

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 is still in the process of making amendments/revisions, including regulating cell towers.

LED Lighting in Village Buildings – Mayor Tursi reported that, in addition to the proposals received on 2/23/2022 from TASS of New York, Inc., he had obtained proposals from Pacific Noah’s Ark International Group, LLC. Copies were distributed to the Village Board and Village Clerk.

As recommended by the Village Attorney, and in accordance with the Village’s Procurement Policy requiring at least 3 proposals, Mayor Tursi will obtain one additional proposal.

Insurance –

April 2022-April 2023 Insurance (Present Policy Expires April 15, 2022) - The Village’s insurance agent, Seeley & Durland, recommended revision in the Village of Hillburn’s contract agreement, in regards to required insurances, and provided a sample. Attorney Rice stated his approval of the recommended revisions that will replace the existing insurance requirements.

Village Water System

-SUEZ Water New York – Bill of 3/11/2022: \$12,345.51 **Approved by Village Board.**

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

-RC Dept. of Health – Water Testing: 1st Half of 2022: \$1,400.00. **Approved by Village Board.**

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

DPW Report - DPW Supt. Conklin

The DPW has begun repairing storm drains and, when hot mix is available, potholes will be repaired.

Municipal Building Fence – Two proposals have been obtained by Supt. Conklin. (one more proposal to be obtained)

Hillburn Clean Up Day – 4/16/2022 from 8:00am – 12:00noon (No Rain Date) – Meet at Community Room. - Refreshments will be discussed at the next Board meeting.

Personnel - The new DPW employee, Mathew Bates, started work on 3/7/2022 and is doing well.

Proposal from Perfect Cut – Removal of Tree in the Area of 23 4th Street: \$900.00 – Supt. Conklin reported the tree has dead branches and is infested with ants. **Approved by Village Board.**

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

-Mayor Tursi questioned the status of the ground damaged by Perfect Cut when removing a tree at Veterans Memorial Park - Supt. Conklin stated that, due to the location of the tree, the damage was unavoidable. The DPW will rake and seed the area.

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

-RBS Wealth Management – ADV Part 2B Brochure Supplement.

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 – Awaiting receipt of the Grant Disbursement Agreement (GDA)

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. The next conference call is scheduled for 4/07/2022.

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:

2022 Stormwater II Education Program Agreement (4/1/2022-3/31/2023) – Village Cost: \$1,325.00 – Engineer Mancuso recommended entering into the Agreement. **Approved by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None

Specs for Pre-Fabricated Building – The Village has received one proposal for a metal building and one proposal for a stick-built building. Both proposals exceed the current available funding.

-Other options to be reviewed: Obtaining a proposal for a cinderblock building and pursuing the project in phases.

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.) – Completed.

-Reimbursement by CHIPS and PAVE NY is expected by mid-March.

2022 CHIPS Program –

Proposed Project: Sidewalks – Supt. Conklin will provide locations to Engineer Mancuso for proposal specifications.

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

-No change to Financial Report supplied at 3/08/2022.

Auditor’s Service – FYE 5/31/2022 is the last year of the current 5 year contract with Berard & Assoc. CPA’s P.C.

Requests for proposals were sent to Berard & Assoc. CPA’s P.C. and PKF O’Connor Davies

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 – The Final Assessment Roll will be completed on or before April 1, 2022.

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

-No change to Financial Report supplied at 3/08/2022.

Village Website

Mayor Tursi reported that he is working with equaTek to finalize the new Website.

Zoning Board of Appeals – No report.

Planning Board – Next Meeting: 3/23/2022

Building/Fire Inspector’s Report

-The Village Board acknowledged receipt of copies of correspondence from the Bldg/Fire Insp. & Asst. Bldg Insp.

Escrow – No change to the 3/8/2022 Status of Escrow Accounts Report.

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 –Upcoming meeting 3/28/2022 – 3:00PM.

Recreation

-Summer Camp Program and After School Program – Under review by the Village Board.

-Easter Egg Hunt – Trustee Tarantino will be organizing this event that will be held at 11:00AM on Saturday, 4/9/2022, at Veterans Memorial Park.

2022 Village Election – 3/15/2022 –

The Village Clerk read the Statement of Canvass of votes cast at the 3/15/2022 Election, as supplied by the Inspectors of Election:

Office of Trustee (2 Year Term)
David H. McNally: 85 Votes
Eleanor DeGraw: 50 Votes

Office of Village Justice (4 Year Term)
Jerome Jefferson: 80 Votes

Annual Reorganizational Meeting – Scheduled for Monday, April 4, 2022 at 7:00PM in the Hillburn Community Room.

Public Comments

Mayor Tursi responded to **Dwaine Perry (13 Boulder Avenue)** regarding his inquiry at the 3/8/2022 Board Meeting pertaining to the LED conversion. Mayor Tursi stated that although it would take several years to recoup the initial cost, it would ultimately save the Village through an estimated 40% decrease in electrical costs and the cost/labor of replacing the existing bulbs/ballasts, while also providing more efficient lighting.

Items Needing Approval

-Nelson Pope Voorhis – Invoice #26279 – Tabled for Review.

-NYCOM – 2022 Annual Meeting: May 4-6, 2022 – Registration, Lodging and Related Expenses for the Attendance of Mayor Tursi and Trustee Tarantino. **Approved by Board.**

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None

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

Town of Clarkstown - Notice of Public Hearing – 3/22/2022 - RE: Proposed Lease with Homeland Towers, LLC.

Division of Local Government & School Accountability – 4/5/2022 Webinar – Fiscal Stress Monitoring System.

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

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None

Upcoming Village Board Meetings: Annual Organizational Meeting: Monday, 4/4/2022 – 7:00PM

Regular Board Meetings: Tuesdays, 4/12 & 4/26/2022 - 7:00PM

Mayor Tursi, Trustee Tarantino and officials present at the meeting expressed their appreciation to outgoing Trustee Bonnie O’Blenis for her service to the Village of Hillburn and wished her well in the future.

A MOTION was made by Trustee O’Blenis and seconded by Trustee Tarantino to adjourn the meeting at 7:50PM.

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None