

**VILLAGE OF HILLBURN
Annual Organizational Meeting
Monday, April 4, 2022
7:00PM**

MINUTES OF THE ANNUAL ORGANIZATION MEETING held on Monday, April 4, 2022, in the Community Room, 37 5th Street, Hillburn, NY, commencing at 7:00PM.

PRESENT: Joseph P. Tursi Mayor
Bernadette A. Tarantino, Trustee
David H. McNally, Trustee

RECORDER OF MINUTES: Robin Miele, Clerk-Treasurer

Meeting was called to order by the Honorable Mayor Joseph P. Tursi.

Mayor Tursi recognized the presence of Town of Ramapo Police Chief Martin Reilly and Officer Daniel Hyman and Nelcy García De León, State Sen. Elijah Reichlin-Melnick’s Constituent Services Director.

Ramapo Police Chief Reilly led in the Pledge of Allegiance.

The Invocation was offered by Pastor Paul DeLalla of Lighthouse Worship Center.

The Oath of Office was administered by Justice Ernest Buonocore to re-elected Village Justice Jerome Jefferson for the four-year term commencing April 4 2022 and ending on April 2026.

The Oath of Office was administered by Village Justice Jerome Jefferson to the newly elected Trustee, David H. McNally, for the two-year term commencing April 4 2022 and ending on April 6, 2024.

The Oath of Office was administered by Village Justice Jerome Jefferson to Ernest Buonocore to serve as Associate Justice for the official 2022-2023 year.

Mayoral Appointments and Designations (Official Year 2022-2023)

DEPUTY MAYOR.....	<u>Bernadette A. Tarantino</u>
ASSOCIATE VILLAGE JUSTICE.....	<u>Ernest Buonocore</u>
VILLAGE CLERK and TREASURER.....	<u>Robin G. Miele</u>
ASST VILLAGE CLERK and TREASURER.....	<u>Mary M. Boone</u>
DEPUTY CLERK.....	<u>Yvonne Van Dunk</u>
DEPUTY TREASURER.....	<u>Parquiris DeLeon-Van Dunk</u>
VILLAGE ATTORNEY.....	<u>Terry Rice</u>
VILLAGE PROSECUTOR.....	<u>Eric Holzer</u>
VILLAGE ENGINEER.....	<u>Brooker Engineering, PLLC</u>
VILLAGE AUDITOR.....	<u>Berard & Associates CPAs P.C.</u>
PLANNING CONSULTANT.....	<u>Nelson, Pope & Voorhees</u>
CO-STREET COMMISSIONERS.....	<u>Bernadette A. Tarantino & David H. McNally</u>
WATER COMMISSIONER.....	<u>Joseph P. Tursi</u>
POLICE COMMISSIONER.....	<u>Joseph P. Tursi</u>
CO-RECREATION COMMISSIONERS (Youth & Seniors)...	<u>Bernadette A. Tarantino & David H. McNally</u>
YOUTH RECREATION ACTIVITIES COORDINATOR.....	_____
ASST. RECREATION ACTIVITIES COORDINATOR.....	_____
YOUTH RECREATION AIDES.....	_____
DEPARTMENT OF PUBLIC WORKS SUPERVISOR.....	<u>Thomas M. Conklin</u>
ASST. DEPT. OF PUBLIC WORKS SUPERVISOR.....	<u>Shane S. Starr</u>
BUILDING and FIRE INSPECTOR.....	<u>Lawrence McMannis</u>
ASSISTANT BUILDING INSPECTOR.....	_____
BUILDING DEPARTMENT CLERKS.....	<u>Parquiris DeLeon-Van Dunk</u>
	<u>Yvonne Van Dunk</u>
PLANNING BD. CLERK, COURT CLERK.....	<u>Yvonne Van Dunk</u>
DEPUTY COURT CLERK.....	<u>Parquiris DeLeon-Van Dunk</u>
ZONING BOARD OF APPEALS CLERK.....	<u>Robin G. Miele</u>
CLERK-TYPIST.....	<u>Robin G. Miele</u>
WATER DEPT. CLERKS.....	<u>Robin G. Miele</u>
	<u>Yvonne Van Dunk</u>
FIRE ALARM INTALLATION/MONITORING.....	<u>Electro-Lock, Suffern, NY</u>

The following RESOLUTION was offered by Trustee Tarantino and seconded by Trustee McNally who moved its adoption:

WHEREAS, the Mayoral appointments and designations have been made for the 2022-2023 official year,
BE IT RESOLVED that the appointments and designations are hereby approved by the Hillburn Village Board; and
BE IT FURTHER RESOLVED that the salaries and wages for the appointees shall be as set forth in the 2022-2023 budget.

Ayes: Joseph Tursi, Mayor
Bernadette Tarantino, Trustee
David McNally, Trustee
Noes: None

Retention of Services

IT WAS RESOLVED by the Village Board to retain the following contractual services for the 2022-2023 official year:

- Village Attorney - Terry Rice
- Village Engineer - Brooker Engineering, PLLC (3/7/2022 Proposal)
- Village Auditor - Berard & Associates CPAs, P.C. (5 Year Agreement dated 3/25/22)

Ayes: Joseph Tursi, Mayor
 Bernadette Tarantino, Trustee
 David McNally, Trustee
 Noes: None

Appointment of Zoning Board of Appeals Members:

Unexpired 5 Year Term Ending April 2025 – Appointment Tabled

5 Year Term Ending April 2027

IT WAS RESOLVED by the Village Board to approve Mayor Tursi’s re-appointment of Nelson Hadley to the Zoning Board of Appeals for the five-year term ending April 2027.

Ayes: Joseph Tursi, Mayor
 Bernadette Tarantino, Trustee
 David McNally, Trustee
 Noes: None

Appointment of Planning Board Member - 5 Year Term Ending April 2027

IT WAS RESOLVED by the Village Board to approve Mayor Tursi's appointment of Susan Murphy to the Planning Board for the 5-Year Term April 2027.

Ayes: Joseph Tursi, Mayor
 Bernadette Tarantino, Trustee
 David McNally, Trustee
 Noes: None

Schedule of Regular Meetings and the Scheduling Procedure of Special Meetings

The following RESOLUTION was offered by Trustee Tarantino and seconded by Trustee McNally who moved its adoption:

WHEREAS, the Regular Meetings of the Village Board of Trustees are held twice a month,

BE IT RESOLVED, that the Regular Meetings of the Board of Trustees be held on the 2nd & 4th Tuesdays of each month;

AND WHEREBY, it is the desire of the Mayor and the members of the Village Board of Trustees of the Village of Hillburn that Special Meetings of the Village Board shall be held when deemed necessary; and

WHEREAS, such Special Meetings should be held when deemed necessary by either the Mayor or either one of the Trustees;

NOW, THEREFORE, BE IT RESOLVED that a Special Meeting can be called by any member of the Village Board on a 24 hour notice by notifying the Village Clerk who shall notify the other members of the Board as to the time and place of the Special Meeting and to fully comply with the Open Meetings Law that requires notifying the public and the news media.

Ayes: Joseph Tursi, Mayor
 Bernadette Tarantino, Trustee
 David McNally, Trustee
 Noes: None

Designation of Village Depositories

IT WAS RESOLVED by the Village Board to designate the following banks as the Village Depositories:

- J.P. Morgan Chase
- Manufacturers and Traders Trust Company (M & T Bank)
- CLASS (MBIA – Municipal Investors Service Corporation)
- Webster Bank (formerly Sterling National Bank)

Ayes: Joseph Tursi, Mayor
 Bernadette Tarantino, Trustee
 David McNally, Trustee
 Noes: None

Designation of Village Newspaper and Other Media

IT WAS RESOLVED by the Village Board to designate **The Journal News** as the Village Newspaper, and FURTHER, other newspapers may be designated to carry the Village's legal notices, in addition to the Village website.

Ayes: Joseph Tursi, Mayor
 Bernadette Tarantino, Trustee
 David McNally, Trustee
 Noes: None

Procurement Policy Review (Updated Policy Adopted 4/5/2021)

Mayor Tursi stated that the Procurement Policy is under review and will be acted on at the 4/12/2022 Board Meeting.

Insurance

Insurance Renewal Proposals from Selective Insurance: (Present Policy Expires 4/15/2022) –

A MOTION was made by Trustee Tarantino and seconded by Trustee McNally to accept the following renewal proposals from Selective Insurance:

Package Policy:	\$41,088.00
Public Officials Policy:	<u>3,029.00</u>
Total:	\$44,117.00

Ayes: Joseph Tursi, Mayor
Bernadette Tarantino, Trustee
David McNally, Trustee
Noes: None

RESOLUTION - Election to Use Standard Allowance for ARPA21 Funds

WHEREAS, On January 6, 2022, the U.S. Department of the Treasurer adopted a final rule (“Final Rule” on implementing the receipt and use of Coronavirus State and Local Fiscal Recovery Funds (“ARPA21 Funds”) for Non-Entitlement Units, including the Village of Hillburn; and

WHEREAS, the Final Rule permits recipients to determine the amount of revenue lost due to the COVID-19 pandemic (“Pandemic”) either according to a formula, or by claiming a standard allowance of up to \$10 million, not to exceed their total award allocation (“Standard Allowance”); and

WHEREAS, a recipient that plans to use the Standard Allowance must make a one-time election and report it to Treasury through regular programmatic reporting.

NOW, THEREFORE BE IT RESOLVED that the Village of Hillburn Board of Trustees hereby makes a one-time election to use the Standard Allowance in lieu of determining the amount of revenue lost due to the Pandemic.

A MOTION to approve the foregoing RESOLUTION was made by Trustee McNally and seconded by Trustee Tarantino.

Ayes: Joseph Tursi, Mayor
Bernadette Tarantino, Trustee
David McNally, Trustee
Noes: None

Mayoral Address was delivered by the Honorable Mayor Joseph P. Tursi

“I would like to begin by welcoming Trustee David McNally to the village board. As you may know, Dave is a teacher for Suffern Central School district where he also serves as a coach for lacrosse, football and various other sports. Dave and his wife Ann have lived in the village since, I believe, 1986 and they raised their four children here. Dave also served for many years on the zoning board of appeals, most recently in the capacity of chairperson. I believe that Dave's knowledge and commitment to the village will be an asset to the entire community. On behalf of the village board and staff, I would like to say congratulations and we look forward to working with you.

I would also like to congratulate Village Justice Jerry Jefferson on being re-elected to another four-year term. If you aren't aware, the Judge is a huge baseball fan. Sadly though, he's a Red Sox fan. That being said, he is a good man and I believe that he has the village's best interests at heart when he is on the bench. Congratulations, Your Honor.

Also, on behalf of the board and staff, I would like to thank Bonni O'Blenis for her many years of service to the village as trustee. Bonni has served alongside three mayors. A lifelong village resident with a large family I am sure that she is ready to start enjoying retirement. Best of luck Bonni.

I would like to bring you up to date about some of the issues that we are working on here in the village.

With the assistance of State Senator Reichlin-Melnick, the village is very close to receiving a \$75,000 grant to be used for improvements to the Veterans Memorial Park pond. These funds will require an equal match of funds by the village. The initial disbursement of these funds will be used for engineering and design of the pond. As the centerpiece of the village, we believe that it is necessary to begin this project and restore the pond to a natural habitat that will be enjoyed by not only future generations of residents, but wildlife as well.

The past three years utilizing Consolidated Local Street and Highway Improvement Program funds provided by the state, the village did some long overdue paving projects. This year we intend to apply that funding towards sidewalk repairs around the village. Without these funds, it would be nearly impossible for the village to take on these projects.

In an effort to be more environmentally friendly, and to cut down on utility bills for the village, we are looking at a project to convert the lighting in village buildings to LED. The initial phase of the project will be for the replacement of the fixtures in the firehouse and here, in the community room. The next phase will be village hall. This project will save the village approximately 40 percent savings in electric usage. We will apply for state reimbursement programs to offset the cost of this project.

I believe that it would also be prudent for the village board to seek proposals and grants to take the village off of the electric grid by going solar in the near future.

After months of design, we will be launching our newly updated website this week. The village contracted with Equitek of Rochester NY to design and host the webpage.

On September 18 of 2020, the village lost one of its most community minded citizens, Judy Starr. Judy was a 46-year member of the Hillburn Ladies Auxiliary. She served as president of the auxiliary for 25 years. She pursued the annual Christmas caroling event, originally organized by Rita Mariano, that visited, sang carols and gave gifts to our homebound seniors.

She was also a member of the Hillburn Seniors Organization where she served as President from January 2013 until December 2016.

In 2012, she was named as Hillburn Citizen of the Year.

Judy was predeceased by her husband Ed. She is survived by her children Michael, Jaime, Brandi and Shane and of course grandchildren.

So this evening in recognition of Judy's unwavering commitment to the Hillburn Community, I would like to ask for a motion by the Village Board to dedicate this very room to Judy and that it will now be known as the Judy L. Starr Community Center.

The following RESOLUTION was offered by Trustee Tarantino and seconded by Trustee McNally who moved its adoption:

WHEREAS, it is the desire of the Hillburn Village Board of Trustees to recognize Judy L. Starr for her many years of sincere dedication and devoted service to the Village of Hillburn as a volunteer member and President of the Hillburn Ladies Auxiliary and Hillburn Senior Citizens; and
 WHEREAS, Judy L. Starr spent many hours in the Hillburn Community Center for activities associated with her duties in the Hillburn Ladies Auxiliary and the Hillburn Senior Citizens;
 NOW, THEREFORE, BE IT RESOLVED, that the Hillburn Community Center is hereby dedicated to Judy L. Starr; and
 FURTHER, this dedication is hereby memorialized with a sign renaming the room as the "Judy L. Starr Community Center".

Ayes: Joseph Tursi, Mayor
 Bernadette Tarantino, Trustee
 David McNally, Trustee
 Noes: None

At this time, I would like to invite Ladies Auxiliary President Tanya Cirrincione and Hillburn Fire Department Treasurer Sandy Jeannette to say a few words about Judy. Heartfelt comments were made.

I am a strong believer that teamwork makes the dream work, as working together works! And because of that teamwork, we can focus on the day-to-day management of village business, undertake and complete large projects and be available to our residents. I would like to thank Robin, Mary, Yvonne and Day of the office staff, Tommy, Shane, Nelson and Matt of the DPW department for their continued dedication to our village.

I would also like to acknowledge the Hillburn Fire Department for their dedicated volunteer service to our community. Chief Shane Starr who has served the past six years as chief will be stepping down this month. I would like to thank you, personally Chief, for leading the department and it was a pleasure working with you.

Thank you all for being present here this evening and showing an interest in the village."

-2022-2023 Tentative Budget – A Public Hearing is scheduled to be held on Tuesday, 4/12/2022 at 7:15PM.

Trustee McNally thanked residents for their support in electing him as Trustee.

The Benediction was offered by Pastor Irene DeLalla of the Lighthouse Worship Center.

Meeting was adjourned. **Approved by Village Board.**

Ayes: Joseph Tursi, Mayor
 Bernadette Tarantino, Trustee
 David McNally, Trustee
 Noes: None