

VILLAGE OF HILLBURN  
Board of Trustees Meeting  
Tuesday, January 25, 2022 – 7:00PM

MINUTES OF THE BOARD OF TRUSTEES MEETING held on Tuesday, January 25, 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. Deputy Treasurer Parquiris DeLeon led in the Salute to the Flag.

**Minutes of the 1/13/2022 Special 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** – No report.

**Village Water System** – No report.

**DPW Report - DPW Supt. Conklin reported:**

- 2008 Truck – Repair done by Suffern Auto Service – Front End – Invoice has not been received at this date.
- 2014 Truck is scheduled to be taken to EST Tires for the installation of 4 New Tires/w Installation (approved at 1/13/22 meeting)
- 2021 Ford F-550 DPW Truck - Genesee Valley Ford Avon – Inv. G1829 (PO #2044) – As approved by Mayor Tursi, full payment was made on 1/19/2022, in the amount of \$54,730.00. (The replacement emblem for the truck has not been received as of this date)
- Road Salt – Two truck loads of road salt were ordered from Atlantic Salt, Inc.: Total Cost: \$5,272.14. **Approved by Village Board.**

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

- Hazardous Waste Collection – Saturday, February 12, 2022 -8:00AM-12:00noon – Terrace Avenue DPW Garage.
- Garbage & Recycling Collection – Breakdown of tonnage and Solid Waste Authority Invoices/Rebates from June-December 2021 was supplied.
- Youth Center – 1/25/2022 Energy Report was received from Honeywell Home.
- Keep Rockland Beautiful – Great American Cleanup – Sponsorship Opportunities.

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

-MES – 1/29/2022 Quote #QT1543390 – RE: Testing of 18 Scott Air-Paks @ \$51.00 each: \$918.00. **Approved by Village Board.**

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

-Mayor Tursi stated that the “shelf life” of air-paks is 15 years and suggested a replacement schedule of possibly 4 new air-paks each year, commencing with next year’s budget.

**RBC Wealth Management**

- Account Statement – 12/1-12/31/2021.
- Prospectus Reports at 1/12/2022.
- 1/13/2022 – Year-end performance report and Annual Market Review.

**SAM Capital Funding Grant Applications**

-SAM Grant #24626 - Sponsored by Assemblyman Lawler’s Office – Revised Funding Application: Pre-Fab Building and Back Hoe – Submitted.

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

- WHEREAS, the Village of Hillburn has been nominated for a State and Municipal Capital Grant (SAM) through the office of NYS Assemblyman Mike Lawler, in the amount of \$125,000.00; and
- WHEREAS, the Village of Hillburn’s project for this grant will be “Purchase of Backhoe and Construction of Pre-Fab Building”; and
- WHEREAS, the amount of funding being requested through the SAM Grant is \$125,000.00 and the estimated cost of project is \$191,510.00; and

THEREFORE, BE IT RESOLVED, that the Village of Hillburn is committed to funding the project costs not covered by the Grant, in the amount of \$66, 510.00, as follows:

General Equipment Reserve Fund:	\$12,500.00
Bond Anticipation Note:	35,000.00
General Fund:	<u>19,010.00</u>
	<u>\$66,510.00</u>

Ayes: Joseph P. Tursi, Mayor  
Bernadette Tarantino, Trustee  
Bonnie O’Blenis, Trustee  
Noes: None

RESOLUTION was unanimously adopted.

-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 Senator has given final legislative sign off and DASNY will begin the DGA process shortly.

-Engineer Mancuso reported that it was determined by DASNY that the budget item of “muck remover”, in the amount of \$1,000 is a maintenance cost and, therefore, not reimbursable.

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

-Quotes for Pre-Fab Building – Quote received last year from Steel Master has increased by 30%. Engineer Mancuso stated she has solicited for a stick-built structure and is waiting for quotes from two contractors (structure only). Demolition of foundation will be done by the DPW, new foundation possibly by Salomone. A quote from an electrical contractor will be needed for lighting and heating.

Sixth St. Culvert (area of Boulder Ave) – Preliminary Cost Estimate provided by Brooker Engineering: \$471,315.00.

-Application filed with FEMA on 11/19/2021 - Response pending.

**DR-4480 COVID-19 Pandemic Hazard Mitigation Grant Program (HMGP)** – Federal Funding Available. The 6<sup>th</sup> Street Culvert may qualify.

**2021 Repavement Project – Funding: CHIPS Program** - Project Areas: 5<sup>th</sup> St (from Mountain Ave. to Hickory Ave.), Hickory Avenue (from 5<sup>th</sup> St. to 6<sup>th</sup> St.), 6<sup>th</sup> St. (from Hickory Ave. to Rockland Ave.)

-A request was filed with NYS DOT on 1/20/2022 for reimbursement of \$56,435.57 (Total Project Cost) through CHIPS. In response to notification received from NYS DOT today, 1/25/2022, a revised application will be filed for reimbursement in the amount of \$34,342.74 through CHIPS and the balance, in the amount of \$22,092.83 will be requested through PAVE NY.

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

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

-Draft Local Law for Amendment of Zoning Law and Comprehensive Plan – Submitted 1/25/2022 - Tabled for review.

-Catania, Mahon & Rider, PLLC – 1/21/2022 Correspondence – RE: Building Department. Attorney Rice will draft a response.

**Town of Ramapo – 2022 Fire District Agreement (District #1 and District #5)**

Full executed Agreement was received on 1/07/2022.

**2022 Agreement with the Town of Ramapo for Dog Control Services**

A MOTION was made by Trustee O’Blenis and seconded by Trustee Tarantino to enter into the 2022 Agreement with the Town of Ramapo for Dog Control Services reflecting a rate of \$70.00 per hour, and to authorize Mayor Tursi to sign the Agreement, with an attached Rider stating that the annual fee is not to exceed the amount reflected in the Village of Hillburn’s 2021-2022 Budget: \$2,500.00.

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None

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

-A Financial Report at 1/20/2022 was supplied.

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

**Insurance** –

NYS Dept. of Civil Service – 2022 Empire Plan Advanced Flexible Formulary Drug List.

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

-A Financial Report at 1/20/2022 was supplied.

**2022 Assessment Roll** – Taxable Status Date: 1/1/2022 – The Tentative Assessment Roll will be filed on 1/31/2022. The Hearing of Complaints will be held on Tuesday, 2/15/2022 from 5:00PM – 9:00PM via GoToMeeting. Required Notices will be posted and published.

**General Code**

Laserfiche – Virtual Training is scheduled for 2/15 & 16/2022.

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

**Village Website**

Mayor Tursi reported the new Website is near completion.

**Zoning Board of Appeals** – No report.

**Planning Board** – No report.

**Building/Fire Inspector's Report** – Building/Fire Inspector Gordon not present.

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

**Escrow** – A Status of Escrow Accounts Report dated 1/20/2022 was supplied.

-Noved Building Mgmt – 4/4/2019 Planning Board Application

-8/6/2021 Statement – Nelson Pope Voorhis (Invoice #20848 & 211542: \$340.00 – Payment remains pending)  
Additional escrow to be filed by Noved Building Mgmt.

**Senior Citizens** – Notification has been received from the Senior Citizens President that meetings have been suspended until further notice due to COVID.

-Mayor Tursi reported that the Village had received a limited supply of COVID-19 test kits that will be available to Village residents 65 years of age and older beginning 1/26/2022. One test kit will be given per person. Proof of residency and age is required. Kits can be obtained at the Village Office during normal business hours.

**Recreation** – No report.

**2022 Village Election – 3/15/2022**

-Appointment of Election Inspectors

A MOTION was made by Trustee Tarantino and seconded by Trustee O'Blenis that the following individuals be appointed to serve as 2022 Inspectors of Election and be compensated at \$12.50/hr: Joseph Gage, Jennifer Gage, Roberta Doremus, and one to be named at a later date.

Ayes: Mayor Tursi, Trustees Tarantino & O'Blenis

Noes: None

**Public Comments**

**Chevron Torres (54 5<sup>th</sup> St.)** stated she was not aware of the 1/13/2022 Special Meeting, as it was not on the Village's Facebook page and she does not go out.

-Mayor Tursi stated that although it was not posted on the Village's Facebook page, it was duly posted at the Village Office, Post Office and on the Village's website.

**Habitat for Humanity** – Mayor Tursi reported that he and Trustee Tarantino had attended the Ribbon Cutting Ceremony held at the newly refurbished house at 32 Second Street on 1/21/2022 and welcomed the Aguilar Family as new residents of the Village of Hillburn. Of the 10 projects completed by Habitat for Humanity in Rockland County, 4 have been in Hillburn.

**Items Needing Approval**

General Code – Invoice #GC00115406 – eCode 360 Annual Maintenance: \$1,195.00. **Approved by Board.**

Ayes: Mayor Tursi, Trustees Tarantino & O'Blenis

Noes: None

Protected Harbor – Replacement of Docking Stations: \$200.00 (\$50 each for 4 stations) **Approved by Board.**

Ayes: Mayor Tursi, Trustees Tarantino & O'Blenis

Noes: None

**Requests for Use of Village Buildings**

-Eleanor DeGraw – Hillburn Snr Citizens – 3/26/2022 – 9AM-5PM – Defensive Driving Course - **Approved by Board**

-Eleanor DeGraw – Hillburn Ladies Aux. - 1/27/22 (7-9PM) & 3/19/22 (12-9PM) – Hero Night - **Approved by Board**

Ayes: Mayor Tursi, Trustees Tarantino & O'Blenis

Noes: None

-Patricia Osterhoudt has notified that she will not be utilizing the Youth Center/Recreation Field on 4/22/22 and 4/23/22 – Reason: The event, Matt's Movement-Recovery Revival, has grown and requires a larger venue. (It will now be held at the St. Lawrence Center)

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

-Sterling National Bank – 1/2022 Notice – Merger with Webster Bank.

-Misselbeck Family – 1/17/22 note advising they have moved out of the Village and extending appreciation to the DPW for the quality of service they received while residents.

NYCOM – 1/18/2022 Advocacy Update – Governor Hochul signs legislation extending authorization for remote Public Meetings.

**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:** Tuesday – February 8 & 22, 2022 - 7:00PM

Meeting was adjourned at 7:40PM.