**VILLAGE OF HILLBURN**
**Board of Trustees Meeting**
**Tuesday, February 24, 2026 – 7:00PM**

**MINUTES OF THE BOARD OF TRUSTEES MEETING held on Tuesday, February 24, 2026, in the Municipal Meeting Room, 31 Mountain Avenue, Hillburn, New York 10931, commencing at 7:00PM.**

**PRESENT:** **Joseph P. Tursi, Mayor**
**Bernadette Tarantino, Trustee**
**David H. McNally, Trustee**
**Terry Rice, Village Attorney (via GoToMeeting)**
**Eve Mancuso, Village Engineer**
**Thomas Conklin, DPW Superintendent**

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

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The Honorable Mayor Joseph Tursi called the meeting to order. DPW Supt. Tom Conklin led in the Salute to the Flag.

The Village Board extended its appreciation to Supt. Conklin and the DPW Staff for their hard work and dedication to keep the roads clear during the 2/22-23/06 storm that deposited approx. 1.5' of snow

**Auditor's Report – FYE 5/31/25 – Auditor Berard & Assoc.**
The Village Board was provided with hardcopies of the summary report submitted by Berard & Assoc., that highlights pertinent aspects of the Financial Report for FYE 5/31/2025. Donalee Berard reviewed the report with the Village Board, noting significant items:

- The Village received an unmodified opinion on the May 2025 Financial Statements.
- The General Fund gain at year-end is $38,655 without LOSAP and after the purchase of a garbage truck in the amount of $264,700. (Last year's gain: $376,046)
- The Statements of Revenues and Expenditures reflect positive balances in the General and Water Funds.
- General Fund Unassigned is $1,974,292 (1¼ year of expenses).
- The Village of Hillburn is in sound financial shape, in accordance with the FYE 5/31/25 Audit.

The Village Board thanked Ms. Berard and the staff from Berard & Assoc. for the preparation and presentation of the Audit for FYE 5/31/2025.

**Auditor's Report – FYE 5/31/25 – Berard & Associates CPA's P.C.**
A MOTION was made by Trustee McNally and seconded by Trustee Tarantino to accept the Audit Reports for FYE 5/31/2025: Financial Report and AFR .
Ayes: Mayor Tursi, Trustees Tarantino & McNally
Noes: None

**Minutes of the 1/20/2026 Meeting - Approved by Village Board**
Ayes: Mayor Tursi, Trustees Tarantino & McNally
Noes: None

**Street & Water Commissioner's Reports (Dated 2/24/2026) Approved by Village Board**
Ayes: Mayor Tursi, Trustees Tarantino & McNally
Noes: None

RE: 4th St Railroad Bridge – 2023 Bridge - Mayor Tursi reported the MTA has commenced setting up for the repair. Letters of thanks will be sent to the NYS DOT for installing signs on Rte. 59.

**Police Commissioner's Report – Police Commissioner, Mayor Tursi**
Parking on Village Streets During Snowstorms – Prohibited under Section 230-6 of the Hillburn Village Code.
-Supt. Conklin stated that there were no cars parked on the street during the recent snowstorm.

**Village Engineer's Report – Engineer Eve Mancuso reported:**
2026 NYS DEC MS-4 Report & 2 Interim Updates – Engineer Mancuso stated that work is being done to complete the NYS MS-4 Report and Stormwater Maintenance Plan.
-Claim filed by Weston & Sampson: – Inv. #2262075 - $875.00 (Claim #2 – 2026 MS-4) **Approved by Village Board**
Ayes: Mayor Tursi, Trustees Tarantino & McNally
Noes: None

2025 Sidewalk Improvements – Project is complete. Retainage at this date: $2,446.25.
NYS CHIPS – Reimbursement Claim #2 was filed on 2/10/2026 in the amount of $6,581.50.
Veterans Mem. Park Pond – A meeting will be held with Brian Brooker of Weston & Sampson to discuss pending claims.

**Status of Grants:**
SLFRF: $100,820.01 – Veterans Mem. Park Pond – Report filed – RE: Obligation of Grant Balance: Engineering Costs.
Hurricane IDA– FEMA–DR 4615–6th St. Culvert – $154,679.86 (Portion of SOW 1 filed 2/12/2024) was received on 2/2/2026. Pending Requests: Extension of 9/5/2026 deadline (Village & State) and SOW 2 filed 8/30/2024.

**Village Water System –**
-Veolia – Notice Testing/replacement of water meters (Rte 59 & Rte 17). DPW Supt. scheduled the testing for 3/4/2026.
-11/7/2025 Notice – Annual Backflow Preventer Testing – Confirmation that notice was sent in error is pending.

-Proposed Sale of Water Distribution System – Mayor Tursi reported that, as approved at the 1/20/2026 meeting and subsequent to meeting with Josh Meyers of West Group Law, on 2/19/2026 he had signed an Agreement with West Group Law PLLC to provide legal services to the Village in regards to the proposed sale of its water system.

**DPW Report – Supt. Thomas Conklin reported:**
-2/25-26/2026 Snowstorm – As reported earlier, there were no cars parked on the street during the snowstorm. Also, residents complied with the notice regarding the delay of garbage collection until Tuesday.
-Keep Rockland Beautiful – A date (and rain date) will be determined by the next Board Meeting.
-Installation of 3 Fire Hydrants and Repair of 1 Hydrant – Agreement signed by Environmental Construction is pending. DPW Supt. will follow up.
-Backhoe Service – 12/18/2025 Quote H.O. Penn – A Purchase Order was sent. Service to be scheduled.
-U-Dig – 3/4/2026 Spring into Safety Seminar – 10AM – The DPW will be attending. Garbage will be collected after.
-O & R Rockland – 2/18/2026 Notice – Installation of free Natural Gas Detectors in Village owned buildings.
-Ford Motor Company – 2/2/2026 Safety Recall Notice – RE: 2021 F-550 Ford Truck – High-pressure fuel pump.
-Youth Center – RC Department of Health Food Service Establishment Permit (2/1/2026-1/31/2028) received 2/8/2026.
-5th St. DPW Garage – Invoices from Electrolock - Invoices remain tabled.

**Municipal Building**
Surveillance and Security
-As approved at the 1/20/2026 meeting, Electrolock has installed indoor and outdoor cameras with a monitor and keypad door access.

Village Office
-Supt. Conklin and the DPW staff reconfigured the Municipal Building lobby. The doors to the lobby have been removed and replaced with a half wall and visitor window. The lobby area is now accessible from the Village Office providing much needed additional workspace.

A MOTION was made by Trustee Tarantino and seconded by Trustee McNally to a accept the following proposals:

-Monsey Glass - 2/10/2026 Proposal – Installation of Tempered Glass Window: $1,515.66
-Granite Guys - 2/10/2026 Proposal – Installation of Granite Countertop: $ 915.00

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

Removal of Wallpaper/Painting of Meeting Room – Three (3) quotes were received:

- 12/23/2025 - Paul Benvenuto - Estimate #12770: $4,200.00
- 2/12/2026 - Spilotras Painting - Proposal #SP021202: $4,675.00
- 2/24/2026 - CertaPro Painters - Proposal #Courtroom Painting: $7,176.06

A MOTION was made by Trustee McNally and seconded by Trustee Tarantino to a accept the lowest proposal submitted by Paul Benvenuto in the amount of $4,200.00.

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

**Village Attorney's Report – Attorney Terry Rice reported:**
Introductory Law No. 1 of 2026 - Senior Citizens Tax Exemption – A Local Law to provide necessary tax relief to its elderly residents by excluding Social Security benefits from the income calculation for the real property tax exemption provided under RPTL §467. A Public Hearing was scheduled for Tuesday, March 24, 2026 at 7:15PM.

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

Introductory Law No. 2 of 2026 - A local law to authorize a property tax levy in excess of the limit established in General Municipal Law §3-c. A Public Hearing was scheduled for Tuesday, March 24, 2026 at 7:30PM.

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

**H.F.D. Report – Chief Shane Starr not present:**
-AHA Adult, Pediatric, Infant AED CPR Course – Instructor: Evan Humphrey – Invoice #26002 - $1,000.00. This course, held on 2/4 & 11/2026 at the HFD building, was completed by members of the HFD, the DPW Supt. Conklin, Asst. Clerk-Treasurer DeLeon and Clerk Landrum. **Ratified by Village Board**

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

**2026 Budget for Town of Ramapo Fire Protection District No. 1: $120,525.00 & District No. 5: $70,000**
Two checks were received from the Town of Ramapo on 2/10/2026: #445379: $120,525.00 and #445381: $70,000.00.

**IWS Host Agreement Contract Expires 10/2025** – Awaiting a return call from Tom Farinaro of IWS. A letter will be prepared. Host Fees will continue to be received under the terms of the expired contract.

**2026 Village Election – Wednesday, March 18, 2026** –
-Sample Ballot – The Sample Ballot was provided to the respective Candidates, the Village Board, and is posted.
-Appointment of Election Inspectors - Penny Mann has advised that she is not sure she can be available to serve as an Election Inspector. Subsequently, Trevor McIntosh was contacted and has agreed to service.

A MOTION was made by Trustee McNally and seconded by Trustee Tarantino to appoint Trevor McIntosh to serve as 2026 Inspector of Election, to be compensated at $16.50/hr, to replace Penny Mann.

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

**Tax Certioraris –** Pending: 2 for 2023 Assessment Year; 2 for 2024 Assessment Year; 2 for 2025 Assessment Year.
-Attorney Rice reported Assessor Shedler is following up on pending SCAR filings.

**2026 Assessment Roll**
-Tentative 2026 Roll was available on 1/30/2026.
-The Hearing of Complaints was held on Tuesday, February 17, 2026, from 4:00PM to 8:00PM. Pursuant to closing the Hearing, the Board of Assessment Review took action on the filed grievances.

**2026-2026 Tentative Budget** – Being prepared by Mayor Tursi.

**Insurance** –
-Selective - Package Policy Renewal – (4/15/2026-4/15/2027) – Selective Insurance is preparing a renewal proposal.
-Comp Alliance – 2/13/2026 Notice – Upcoming distribution of Loyalty Awards.

**9/16/16 BAN: $205,000** – No update to 12/31/2025 report.

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

**Planning Board** – No Report.

**Building/Fire Inspector's Report** - The Board acknowledged receipt of correspondence sent by the Bldg/Fire Inspector.

**Escrow** – No change to the 1/20/2026 Escrow Report.

**NYSER – Standard Work Day Reporting – Elected and Appointed Officials**
The following RESOLUTION was offered by Trustee McNally and seconded by Trustee Tarantino who moved its adoption:

BE IT RESOLVED that the Village of Hillburn hereby establishes the following standard workday for Village Justice Ernest Buonocore and will report the official to the New York and Local Retirement System based on his record of activities: (Full Resolution attached)

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

**Senior Citizens** – No report.

**Recreation** – Easter Egg Hunt – March 28, 2026 – Trustee Tarantino requested $200.00 for the purchase of supplies. **Approved by Village Board**

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

**Public Comments** - None

**Applications for Use of Community Room –**
-Hillburn Ladies Aux. – 2/17/2026 – 7:00PM - Scholarship Meeting **Ratified by Village Board**
-Hillburn Com. Scholarship Committee - 2/19/2026 – 6:30PM – Scholarship Meeting **Ratified by Village Board**
-Hillburn Ladies Aux. – 2/26/2026 – 6:30PM – Sandwich Night Meeting **Approved by Village Board**
-RC Board of Elections – 6/23/2026 (Primary) & 11/3/2026 (General Election) **Approved by Village Board**
5:30AM – 9:30PM – Fee: $120.00 - Insurance Certificate provided.

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

**Correspondence** - The Village Board acknowledged receipt of correspondence, regular and email
-Hillburn Community Scholarship Committee – 2026 Scholarship Application.
-NYS DEC – Advanced Clean Trucks Medium/Heavy Duty Vehicle One-Time Fleet Reporting – Report is being completed.
-NYSDOT – Notice of Anticipated Traffic County Locations.
-RC Dept. of Personnel – New Legislation – RE: Appointment/Promotion Notice Requirements.
-Town of Ramapo – Notice of Availability of Final Scoping Document – GEIS and Comprehensive Plan Amendment
-O&R – Notice that the Drone Team will be conducting a flight in the area of the 4th St. Bridge on 2/17/2026 – RE: video footage in support of a gas main inspection.
-NYSOPRHP – RE: EAP for the Lake Sebago Dam and the Kanawauke Dam.
-Township of Mahwah – Notice of Public Hearing – 2/23/2026 – RE: Adoption of 2026 Master Plan & Development Regulations Reexamination and the Township's Amended 2025 Housing Element & Fair Share Plan.

**Voucher Claims and Budgetary Transfers to Cover Approved Expenditures**

**Upcoming Meetings:** 3/24/2026 - 7:00PM

A MOTION was made by Trustee McNally and seconded by Trustee Tarantino to adjourn the meeting at 8:00PM.

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