

VILLAGE OF HILLBURN  
Board of Trustees Meeting  
Tuesday, December 13, 2022 – 7:00PM

MINUTES OF THE BOARD OF TRUSTEES MEETING held on Tuesday, December 13, 2022, 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 (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. HFD Chief Irving Stryko led in the Salute to the Flag.

**Minutes of the 11/15/2022 Meeting - Approved by Village Board.**

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

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

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

**Police Commissioner's Report –**

**RE: Agreement with Town of Ramapo - Dog Control Services** – Mayor Tursi reported he had spoken to Town Supervisor Specht who advised that the Dog Control Officer had retired in January 2022 and a replacement has not yet been hired.

**Village Water System** -Veolia Water Bill of 12/1/2022: \$9,637.14. (Payment was approved by Village Board)

-Water Bills for the 4-month period ending 11/30/2022 were sent out on 12/1/2022.  
-The Village Board acknowledged receipt of a 4-Month Summary Report for p/e 11/30/2022.

**DPW Report - DPW Supt. Conklin**

-Quotes are being obtained for curb protectors to be placed on the outside of the plows.  
-2008 Ford F350 – Salvage Examination/Title Inspection – The Salvage Title was received on 12/8/2022.  
-2016 Ford F-550 – A quote for rear tires will be submitted.  
-The DPW distributed notices to several residents – RE: Removal of Basketball Hoops from curbside.  
-Snow/Rain is forecasted for Thursday into Friday. Road salt will be monitored and ordered when needed.

**-Resurfacing Upper End of Sixth Street Road to the Tank**

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

**BE IT ENACTED** by the Board of Trustees of the Village of Hillburn as follows:

**WHEREAS**, on 11/15/2022, the Board of Trustees approved the proposal of D.S. Meyer Enterprises, in the amount of \$40,745.00, for paving of the upper end of Sixth Street; and

**WHEREAS**, it was determined that the proposal was approved in error, due to the following factors:

- The proposal of D.S. Meyer Enterprises was not the lowest proposal submitted;
- The proposal of D.S. Meyer Enterprises, in the amount of \$40,745.00, exceeds the \$35,000.00 threshold requiring competitive bidding as set forth in the Village of Hillburn's Procurement Policy;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of the Village of Hillburn that the approval of the proposal submitted by D.S. Meyer Enterprises on 11/15/2022 is rescinded and declared to be void, and

**FURTHER, BE IT RESOLVED** that the Village Board hereby authorizes the Village Engineer to prepare bid specifications for this project, stipulating a bid return date in January or February 2023 with the project to commence in spring 2023, as the 2022 paving season has expired.

AYES: Joseph P. Tursi, Mayor  
Bernadette Tarantino, Trustee  
David McNally, Trustee

NOES: None

**H.F.D. Report – Chief Irving Stryko reported:**

**Jaws of Life** – Quotes for Annual Servicing (excluding airbags - servicing to be done in warmer weather)

Municipal Emergency Services (MES): \$2,603.75  
State Line Fire & Safety, Inc.: \$2,420.00

A MOTION was made by Trustee Tarantino and seconded by Trustee McNally to accept the 12/6/2022 proposal from State Line Fire & Safety, Inc., in the amount of \$2,420.00, to service to Jaws of Life equipment.

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

**Gas Detector** – Quote for servicing will be obtained from MES.

**MES – Notice - RE: Flow Testing of Scott Air-Paks** – Chief Stryko stated the HFD's air-paks are not due until next year.

-Mayor Tursi requested Chief Stryko to obtain quotes for four air-paks, so that they can be rotated and kept up to date (air-paks must be replaced after 15 years).

**12/7/2022 Email from the Chief's Association** – Notice that Hendrickson Truck Center purchased Ruscon Truck Ser. and are looking for temporary space to provide fire apparatus repairs & service in Rockland County. If repairs can't be made here, they will provide a driver to take the vehicle to their shop on Long Island (70 miles from Rockland in Islandia, NY).

**Industrial Parks located at 143 & 201 Rte. 59** – Chief Stryko stated his concern regarding unauthorized opening/demolishing of walls separating buildings, as it could endanger the lives of responding firefighters.

-Chief Stryko was advised that the Building/Fire Inspector has been notified of the unauthorized opening of the wall between Buildings A2 and A3 and is following up on same. Disregard for required permitting continues to be a problem.

-Engineer Mancuso stated that the property owner is required to provide updated site plans.

Penflex, Inc. – LOSAP Data Request Package (Deadline for Filing: 3/31/2023) – Original to HFD Chief for completion.

-LOSAP – A review meeting with representatives from RBC Wealth Mgmt is pending.

-RBS Wealth Mgmt – November 2022 Account Statement.

Proposals for Purchase/Rental of 25 Two-Way Radios/Accessories – Goosetown Com. (NYS Contract) - Remain Tabled.

Mayor Tursi reported on NYS's 10% property tax credit for volunteer fire/ambulance service members beginning 1/1/2022.

Town of Ramapo Adopted 2022-2023 Budget - Ramapo Fire Protection Districts No. 1 and No. 5 – Budget reflects no change in the fees for the Village HFD's coverage: Fire District #1: \$120,525; Fire District #5: \$70,000.

#### **Status on Grant Applications:**

SAM Grant #24626 - Sponsored by Assemblyman Lawler's Office – Pre-Fab Building and Back Hoe –

-Back Hoe - Reimbursement, in the amount of \$75,500.00 (NYS Share), was received on 10/17/2022.

-Pre-Fab Building – Discussed under Village Engineer's report.

SAM Grant #24595 - Sponsored by Senator Elijah Reichlin-Melnick's Office – Veterans Memorial Park Pond Restoration (discussed under Village Engineer's Report)

Tropical Storm Isaias – FEMA - DR 4567 – Cat Z – Administration – Notification was received on 12/9/2022 that payment of \$474.85 has been processed.

Hurricane IDA– FEMA – DR 4615 –Proposed Projects: -RE: 6<sup>th</sup> St. Culvert and Suffern Road Water Main Armoring.

-6<sup>th</sup> St. Culvert – 3/31/2023 Project Deadline extended to 3/3/2024. Discussed under Village Engineer's Report.

-Suffern Rd Water Main Armoring – Pending Approval. Extension of 3/31/2023 deadline to 3/31/2024 has been requested.

DR-4480 COVID-19 Pandemic Hazard Mitigation Grant Pro. (HMGP) – Application filed 6/1/2022 – Project: Purchase of 4 Standby Power Generators for 4 Village owned buildings – No further report.

NYS Archives – Local Records Management Improvement Fund (LGRMIF) Grant – 50% of the grant, in the amount of \$6,425.00, was received on 10/14/2022.

Corona Virus State & Local Fiscal Recovery Funds (SLFRF) – \$100,820.01 - Project: "Veterans Memorial Park Pond Restoration" – Current expenditures at this date total \$3,902.75.

2022 Crest Grant – Proposed Projects: Garbage Truck and Pre-Fab Garage – Application has been filed.

2022 Volunteer Fire Assistance Grant – Proposed Purchase: Search & Rescue Equipment – Application has been filed,

#### **Village Engineer's Report** – Engineer Mancuso reported:

-4<sup>th</sup> St. Curb and Sidewalk Project - Project is complete. Engineer Mancuso will request the MFD Quality Construction, Inc. to provide a Bond to be held for a year, thus allowing the retainage to be paid and filed for CHIPS reimbursement.

-6<sup>th</sup> Street Culvert – Following proper notification to property owners of the need to enter their respective properties, the surveyor has been advised to proceed. Determination of absence or presence of wetlands may have to wait until spring.

-5<sup>th</sup> Street DPW Garage – Engineer Mancuso stated the specifications for a block building are 90% complete (not a prefab). Discussions will be held with the DPW Supt. regarding required temperature to determine insulation on roof, door size, etc. Electrical work will be an individual phase of the project and awarded separately.

-Veterans Memorial Park Pond Restoration – Drilling is complete. A proposal is forthcoming from Allied for sieve testing (5 samples) to be able to design a screen for the well. The cost for each sample should not exceed \$200.00.

#### **Claims filed by Brooker Engineering:**

-Veterans Memorial Park Pond – Inv. #164639 – \$1,305.00 (Funding: SAM Grant #24595) – **Approved by Village Board**

-6<sup>th</sup> St. Culvert Repairs – Inv. #164640 - \$2,365.00 (Funding: FEMA–DR 4615) – **Approved by Village Board**

-2022 Curb & Sidewalk Improvements – Inv. #164641 - \$910.00 (Funding: CHIPS) – **Approved by Village Board**

-DPW Garage – 40 5<sup>th</sup> St. – Inv. #164642 - \$5,748.00 (Funding: SAM Grant #24626) – **Approved by Village Board**

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

Stormwater Mapping Grant Round 15 – 12/12/2022 Qtrly Reporting - Engineer Mancuso confirmed there are no claims.

#### **1/13/2023 Maturity of \$100,000 BAN**

A MOTION was made by Trustee McNally and seconded by Trustee Tarantino authorizing the Village Attorney to seek interest bids for a \$50,000 BAN to renew, in part, the \$100,000 BAN; and

FURTHER, interest bids are to be submitted by 12:00noon on 1/5/2023.

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

#### **Amendments to 2022-2023 Budget**

A MOTION was made by Trustee McNally and seconded by Trustee Tarantino to amend the 2022-2023 Budget as follows:

Consolidated Highway Aid (CHIPS) A3501 - Estimated Revenue: Increase from \$25,000 to \$50,000

Permanent Improvements (CHIPS) A51122 - Appropriations: Increase from \$25,000 to \$50,000

BAN – Various Cap. Improvements A97308 - Appropriations: Increase from \$25,000 to \$50,000

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

#### **Village Attorney's Report – Village Attorney Terry Rice reported**

-Draft of Local Law for Amendment of Zoning Law & Comprehensive Plan – Attorney Rice reported that the Village Planner, Bonnie Franson, has been ill. Revisions to the draft local law, in response to the comments contained in the RC Dept. of Planning GML Review, will be provided in a day or two. The Hillburn Planning Board's review of the Draft Zoning Local Law is also pending. When received, a Public Hearing can be scheduled.

-Draft Local Law – RE: Maximum Weight of Garbage/Refuse Receptacles – Remains tabled.

**LED Lighting in Municipal Building/Courthouse** – Mayor Tursi reported he had spoken to the contractor who advised that the work is scheduled for this weekend, 12/17-18/2022.

**Various Capital Improvements (In accordance with 9/1/16 BAN)** – A Financial Report dated 12/13/2022 was supplied.

**General Code – Updating of Village Code - Inv. #PG00030646 – PO #2196: \$8,354.76**

Funding: \$7,000.00 (9/1/2016 BAN) \$1,354.76 (General Fund) **Approved by Village Board**  
 Ayes: Mayor Tursi, Trustees Tarantino & McNally  
 Noes: None

**\$125,000 BAN – Dated 1/14/2021 (DPW Vehicle, DPW Pre-Fab Garage & Misc. Office Equip)** – A Financial Report dated 12/13/2022 was supplied.

**Insurance** –

2008 Ford – 4/20/2022 Accident – Salvage Title received. Claim complete.

2016 Ford F-550 – 6/7/2022 Accident – RE: Truck Rental from U-Haul – Reimbursement for truck rental from U-Haul, in the amount of \$976.83, was received from Selective on 11/28/2022. Claim complete.

5-CFR Fire Truck - 7/20/2022 Accident – Truck will need to be taken to a different facility to have the back-up alert mechanism repaired.

Comp Alliance – 2021 Safe Workplace Awards were received: Village Employee Pol: \$3,436.00, H.F.D. Pol: \$840.00. NYSHIP –2022 Empire Plan Report, 2023 Flexible Formulary Drug List & 2023 Out-of-Network Reimburse. Disclosure.

Annual Training – Workplace Sexual Harassment and Violence Prevention – The Village’s insurance agent was contacted and is looking into providers through Selective Insurance.

**2023 Village Election – Tuesday, 3/21/2023** – (duly scheduled)

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

**Planning Board** – Recognition and appreciation was given to the late Rhonda Jennings, who served on the Planning Board from October 2017 to October 2022. Mayor Tursi extended his appreciation to her daughter, Ashleigh Jennings, for her willingness to serve on the Planning Board and recommended her appointment to serve for the unexpired 5-Year Term ending April 2023.

**Approved by Village Board.**

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

**Building/Fire Inspector’s Report** - The Board acknowledged receipt of copies of the Bldg/Fire Insp’s correspondence.

**9/22/2022 Application filed by Leonard Gluck: Informal Meeting with Building Inspector – Fee Paid: \$200.00**

Application was returned to applicant on 11/15/2022 with a letter advising that an application for Informal Meeting should be filed with the Planning Board, and that the application fee would be retained and applied to new application. Since a new Application has not been filed at this date, the \$200.00 application fee is to be returned. **Approved by Village Board.**

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

**Escrow** – Status of Escrow Accounts Report dated 11/30/2022 was supplied.

**Claims against Escrow filed by Brooker Engineering:**

RE: J. Kim – Bldg Permit #072022 (One Family Home & Bridge) – Inv. #164638: \$ 91.00 **Approved by Village Board**

RE: O & R Tower 163 Repair (Flood Plain Develop. Application) – Inv. #164637: \$637.00 **Approved by Village Board**

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

**Senior Citizens** – Mayor Tursi reported he had sworn in the newly elected 2023-2025 Senior Citizens Officers at their 12/12/2022 meeting: President: Diana DeGroat, Vice President: Mavis Radel, Treasurer: Eleanor DeGraw, Asst. Treasurer: Patricia VanDunk. The position of Secretary is vacant.

**Recreation** – Proposed use of Youth Center by Max McClintock for a summer youth program is pending.

**Public Comments** – None

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

-Solar Simplified – RE: Solar program available to residents. Mayor Tursi stated the Board will further discuss.

-RC Personnel Dept. – Memo – RE: Provisional Appointment following reduction of list of eligible.

-Cornell Cooperative Extension of RC – RE: “Halting the Salt”. Flyer posted on Village’s website.

-Ramapo Supervisor Specht – Invitation to attend a meeting on 12/12/2022 – RE: shared services. (Mayor Tursi attended and reported on several topics discussed, including traffic safety and a community alert system funded by the Town).

-RC Executive’s Office – Notice of Shared Services meeting on 12/14/2022. (Mayor Tursi will be attending).

-NYCOM – Winter Legislative Meeting: February 5-7, 2023 – Marriott Albany.

-RC Planning Dept. – Educational opportunities.

-Town of Clarkstown – 12/13/2022 Public Hearing – RE: Abandonment/Deletion from Official Town of Clarkstown Map.

-NYCOM – Publication – “Civil Service Administration”.

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

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

**Personnel Manual** Updates Needed: Pandemic Protocol, Sexual Harassment-Annual Training and update to Holidays.

**Upcoming Village Board Meetings:** 1/10/2023 and 1/24/2023 - 7:00PM

A MOTION was made by Trustee Tarantino and seconded by Trustee McNally to adjourn the meeting at 7:54PM.

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