

VILLAGE OF HILLBURN
Board of Trustees Meeting
Tuesday, February 28, 2023 – 7:00PM

MINUTES OF THE BOARD OF TRUSTEES MEETING held on Tuesday, February 28, 2023, 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. DPW Supt. Conklin led in the Salute to the Flag.

Minutes of the 2/14/2023 Meeting - Approved by Village Board.

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

Street & Water Commissioners' Reports – Will be provided at next Village Board meeting.

Police Commissioner's Report – No report.

Village Water System –

-Testing and/or replacement of 2 meters: #55240190 (4th St.) and #55255384 (Route 17). DPW Supt. Conklin reported the 4th St. meter has been tested; the Route 17 meter testing has to be rescheduled.

DPW Report - DPW Supt. Conklin

Collection of Hazardous Waste/E-Waste – Scheduled for 3/4/2023 from 8AM – 12noon.

Keep Rockland Beautiful – Date Scheduled: 4/1/2023 (Rain Date 4/8/2023)

NYS DOT Annual Certification of Local Highway Mileage – DPW Supt. is following up on completing the report.

Proposed County-Wide Road Opening Permit – Being reviewed by Village Engineer.

H.F.D. Report – Chief Irving Stryko not present

-Penflex– Service Award Program (LOSAP) – The 2022 Data Request Package has been completed by the H.F.D. Chief.

Approved by Village Board.

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

5-CFR – Charging System – Part for the charging unit was ordered by Hendrickson Fire and is expected to arrive 2/20/2023. Cost has not been determined.

2022 Volunteer Fire Assistance Grant (12/6/2022 Notice of Award) – Grant Share: 50% of Purchase up to \$3,000.00. The parts have been purchased from Home Depot. Supt. Conklin reported that the NYS DEC Forest Ranger had met with the Asst. Chief Scott to inspect the equipment.

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).

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

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

-Suffern Rd Water Main Armoring – Project denied – Reason: Insufficient documentation to support claim that the damage was a direct result of the disaster. As stated by Engineer Mancuso, the Village cannot provide the required before/after pictures of the water main taken prior to Hurricane Ida. The Village Board concurred not to appeal.

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 – 2/14/2023 email received stating that it is in the final review stages – notifications to be sent in the next couple of months.

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.

-RE: Shredding Service: Onsite Confidential Shredding – Service Rendered on 2/27/2023: Invoice #70533: \$735.00 (approx. 100 bankers boxes). **Approved by Village Board.**

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

-Purchase of 95 Gallon container was approved for the accumulation of paper to be shredded.

Corona Virus State & Local Fiscal Recovery Funds (SLFRF) – \$100,820.01 - Project: "Veterans Memorial Park Pond Restoration" – Current expenditures at this date total \$4,561.75.

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

2022 Volunteer Fire Assistance Grant – Proposed Purchase: Search & Rescue Equipment – \$1,500 Grant was awarded. Deadline for completion: 6/30/2025. (reported under HFD Report).

Village Engineer's Report – Engineer Mancuso reported:

-5th Street DPW Garage – Engineer Mancuso reported that Bid Specifications are being issued. Bid Filing deadline, 3/14/2023 4:00PM/Bid Opening: 7:00PM.

-Electrical Work – It was determined that exterior lighting needs to be included in the RFP. Same will be updated.

-6th Street Culvert – An analysis has determined that the size of the culvert is sufficient. Temporary construction easements from three surrounding properties may be required. -Suffern Rd Water Main – It has been determined that there is no leak in the water main.

-Veterans Memorial Park Pond Restoration – Work is proceeding on the design.

-Paving of Upper End of Sixth Street – Specifications are being developed. Engineer Mancuso reported the Town of Ramapo has not awarded its bid as of this date.

-4th St. Curb and Sidewalk Project – Still awaiting Bond from MFD Quality Construction, Inc. for the retainage.

NYS DOT – CHIPS Program - Quarterly SFY 2022-23 Requests for Reimbursement have been filed.

Insurance –

-Package Policy – (Present Policy expires 4/15/2023) – The Village’s insurance agent, Seely & Durland, has been requested to seek proposals.

Easter Egg Hunt – Trustee Tarantino reported that the event will take place on Saturday, 3/25/2023 at 11:00AM, at Veterans Memorial Park. Request for Funding: \$250.00. **Approved by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

Village Attorney’s Report – Village Attorney Terry Rice reported (audio via telephone)

-Draft of Local Law for Amendment of Zoning Law & Comprehensive Plan - Tabled

-Proposed Rental Registry – Attorney Rice advised that he will supply a draft local law.

Hillburn vs. Noved/Nicholas Cianciaruso, et. al – 12/1/20 Decision and Order signed by Judge Eisenpress.

-Remediation of Site – Attorney Rice reported he submitted a proposed Order to Remediate the Site with Notice of Settlement. The deadline for the defendant to submit a counter Order has passed. Now awaiting the Judge’s decision to grant all or some of the provisions included in his Order.

-Noved – LOMR-F (Letter of Map Revision) Request filed on 2/7/2023 – The request, originally filed with the Building/Fire Inspector, was forwarded to the Engineer Mancuso, the Flood Plain Administrator, as recommended by the Village Attorney. Upon review, Engineer Mancuso supplied a 2/10/2023 memo stating that, due to the respective property is the subject of court ordered remediation, and the extent of the contaminated fill removal has not been determined, she is unable to sign off on this LOMR request.

-Attorney Rice reported the information was sent to the RC Drainage Agency. He will follow up with responding to the LOMR Request.

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

-Verizon Franchise Renewal (Current Franchise expires 5/20/24) – Attorney Rice is still awaiting a response.

2023 Agreement with Town of Ramapo - Fire District #1 and District #5 – Awaiting receipt of fully executive Agreement from the Town of Ramapo.

Various Capital Improvements (In accordance with 9/1/16 BAN) – No change to 2/14/23 Financial Report.

\$125,000 BAN Dated 1/14/2021 (DPW Vehicle DPW Garage & Misc Off. Equip) – No change to 2/14/23 Financial Report.

2023 Tentative Assessment Roll –The 2023 Tentative Assessment Roll was filed by the Village Assessor on 1/31/2023. The Hearing of Complaints was duly held on 2/21/2023.

2023-2024 Tentative Budget – Mayor Tursi is working on same.

2023 Village Election – Tuesday, 3/21/2023 – The Sample Ballot was provided to the respective Candidates and the Village Board. Ballot was approved by the Candidates and the Village Board.

Zoning Board of Appeals –

RE: ZBA Application Filed 1/9/23 Owner: Fulton Estates, LLC/Applicant: Joseph Levy – Public Hearing has been adjourned to Wednesday, 3/08/2023.

Planning Board – No Report

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

Schedule of Fees – A workshop with the Village Board is pending.

-Attorney Rice confirmed that a Local Law would be required.

Escrow – Status of Escrow Accounts Report dated 2/28/2023 was supplied.

Senior Citizens – No report.

Recreation

Proposed use of Youth Center by Max McClintock for a summer youth program – Mayor Tursi stated that a proposed Contract is being prepared for use of the Youth Center for a 3 month period (Summer Camp Program) and will be supplied to the Village Attorney for review.

Public Comments – None

Requests for Use of Community

-RC Board of Elections – Primary (6/22/2023) and Election (11/7/2023) – **Approved by Village Board**

-Yvonne Van Dunk – Sat, 5/20/2023 / 11:00AM-4:00PM – Graduation Luncheon - **Approved by Village Board** –

Insurance required, Fee waived

-Hillburn Ladies Auxiliary – Sat., 3/4/2023 – 9:00AM-12:00noon – Presales for Hero Night - **Approved by Village Board**

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

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

- Eleanor Garfinkel – Letter of thanks to the Village Board for their kind remembrance of her husband, Alan M. Garfinkel, former Village Engineer.
- NY Assemblyman Brabenec – RE: Request for proposed legislation to address specific needs of Village.
- Protected Harbor – Notice of COLA increase. (in compliance with the Agreement)

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: 3/14/2023 and 3/28/2023- 7:00PM

A MOTION was made by Trustee McNally and seconded by Trustee Tarantino to adjourn the meeting at 7:43PM.

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