

VILLAGE OF HILLBURN
Board of Trustees Meeting
Tuesday, January 24, 2023 – 7:00PM

MINUTES OF THE BOARD OF TRUSTEES MEETING held on Tuesday, January 24, 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) (left early)
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. Trustee Bernadette Tarantino led in the Salute to the Flag.

Minutes of the 1/10/2023 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

Village Attorney's Report – Village Attorney Terry Rice reported

-Draft of Local Law for Amendment of Zoning Law & Comprehensive Plan – The Village Board has reviewed the Village Planner's response to comments contained in the RC Planning GML Review, along with revisions to the draft local law. As recommended by Attorney Rice,

A MOTION was made by Trustee McNally and seconded by Trustee Tarantino to refer the Zoning Local Law Amendments to the Hillburn Planning Board for review and comment.

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

-2/16/2022 Claim from Nelson Pope Voorhis: Invoice #28557: \$560.00 **Approved by Village Board.**

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

-Petition filed by Dwaine C. Perry on 1/9/2023 – Attorney Rice stated a motion to dismiss will be filed. Affidavits are being prepared for signatures.

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

(Attorney Rice was excused from meeting)

Police Commissioner's Report – No report.

Village Water System - 1/23/2023 email notification that Veolia will be performing testing and/or replacement of 2 meters: #55240190 and #55255384. DPW Supt. Conklin will contact Veolia to make an appointment.

DPW Report - DPW Supt. Conklin

-Plow Blade – Quote: Glenco (rec'd at 1/10/2023 meeting): \$330.00 Z (Tabled 1/10/2023)
Quote: Traffic Safety & Equip Co. (rec'd 1/18/2023): \$198.00 Accepted - Purchase Order issued.
Ayes: Mayor Tursi, Trustees Tarantino & McNally
Noes: None

-Youth Center Roof – Repairs to the Youth Center roof have been completed by On-Time Contracting.

-Application and Permit for Road Work in Rockland County, NY – The Village Board and Village Attorney were in receipt of a copy of the Application. Supt. Conklin reported that Rockland County would like all towns and villages to utilize this standard form. Engineer Mancuso will be supplied with a copy for review and comment.

NYS DOT – CHIPS Program - 1/11/2023 Notice – Deadline for Quarterly SFY 2022-23 Reimbursements: 2/10/2023.

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

Servicing of Jaws of Life Units – State Line Fire & Safety, Inc. - 12/6/2022 Estimate: \$2,420.00 (Approved by Village Board on 12/13/2022. 1/17/2023 Inv. #133700: \$5,427.15. Chief Irv Stryko and Asst. Chief Nelson Scott reported that the increased cost was due to the need for replacement of hoses and fluids. **Approved by Village Board.**

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

2022 Volunteer Fire Assistance Grant (12/6/2022 Notice of Award) – Terms: Grant Share: \$1,500.00 (50% of Purchase up \$3,000.00). A quote for items to be purchased under this grant was previously received from Home Depot in the amount of \$3,683.99. (Current quote will be obtained – may differ slightly). **Increase in Village Share Approved by Village Board.**

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

Purchase of New Gas Meter – 1/10/2023 Quote #QT1654685 – MES: \$1,096.88. **Approved by Village Board.**

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

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

5-CFR – Charging System – Chief Stryko reported that Hendrickson Fire inspected the issue and diagnosed a failed charger. Parts have been ordered. Cost has not been determined.

Knox Box Key – Chief Stryko stated that a replacement key is needed for Assistant Chief (key cracked).

CPR & AED Training – Training administrators will be looked into.

HFD Membership – A flyer requesting volunteers has been prepared by the HFD. Chief Stryko requested placement on the Village's website and facebook pages.

RBS Wealth Mgmt – 2022 Q4 Performance Report and Global Insight Weekly publication.

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

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) – Current expenditures at 1/10/2023: \$17,750.00.

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 – Pending Approval. Project Deadline extended to 3/31/2024.

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. The Town of Ramapo will be contacted – RE: shredding service.

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 stated the specifications are being prepared. A discussion was held regarding whether or not to keep existing block shell.

-6th Street Culvert – An analysis is being done to determine if the culvert is sufficient for the volume; as well as the logistics of maintaining traffic access during construction.

-Suffern Rd Water Main – A hydrologist from Brooker Engineering reported a possible leak in the water main. An inspection will be made.

-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.

-Veterans Memorial Park Pond Restoration – (5) Samples for sieve testing have been obtained from Allied Drilling. Testing will be performed by Frank Getchell of Weston & Sampson.

-4th St. Curb and Sidewalk Project - Engineer Mancuso will contact MFD Quality Construction, Inc. regarding the Bond to be held for a year, thus allowing the retainage to be paid and filed for CHIPS reimbursement.

Claims filed by Brooker Engineering:

-Veterans Memorial Park Pond – Inv. #164924 – \$695.50 (Funding: SAM Grant #24595) – **Approved by Village Board**

-6th St. Culvert Repairs – Inv. #164925 - \$1,456.25 (Funding: FEMA–DR 4615) – **Approved by Village Board**

-2022 Curb & Sidewalk Improvements – Inv. #164926 - \$45.50 (Funding: CHIPS) – **Approved by Village Board**

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

1/13/2023 Maturity of \$100,000 BAN – In accordance with the Village Board's resolution, BAN was paid, in full, on 1/13/2023.

Various Capital Improvements (In accordance with 9/1/16 BAN) – No change to 1/10/23 Financial Report.

\$125,000 BAN Dated 1/14/2021 (DPW Vehicle DPW Garage & Misc Off. Equip) – No change to 1/10/23 Financial Report.

Insurance –

Annual Training – Workplace Sexual Harassment and Violence Prevention – The Village's insurance agent provided the website information for the Selective Insurance HR Essentials Services for training. **Approved by Village Board**

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

2023 Tentative Assessment Roll – The Village Assessor is in the process of preparing the 2023 Tentative Assessment Roll that will be filed on 2/1/2023.

-Firefighters Tax Exemption - The Village Board acknowledged receipt of information. No action will be taken – instituted after Village's January 1st Taxable Status Date.

2023 Village Election – Tuesday, 3/21/2023 –

-Appointment of Election Inspectors

A MOTION was made by Trustee McNally and seconded by Trustee Tarantino to appoint the following four (4) individuals to serve as 2023 Inspectors of Election and be compensated at \$15.00/hr: Joseph Gage, Jennifer Gage, Roberta Doremus, Carolyn Van Dunk.

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

Zoning Board of Appeals –

RE: ZBA Application Filed 1/9/23 Owner: Fulton Estates, LLC/Applicant: Joseph Levy – A Public Hearing has been scheduled for Wednesday, 2/15/2023. The Village of Hillburn is in receipt of Letters to Abutting Property Owners, along with a copy of the Public Hearing Notice.

Planning Board – Upcoming Meeting: 1/25/2023

Building/Fire Inspector’s Report - The Board acknowledged receipt of copies of the Bldg/Fire Insp’s correspondence.
-Youth Center – Campbell Fire Equipment advised that the suppression system in the kitchen is due for service.

Escrow – Status of Escrow Accounts Report dated 1/24/2023 was supplied.

Claims Against Escrow – Brooker Engineering

-RE: O&R Tower 163 Repair (Flood Plain Develop. Application) – Inv. #164923: \$182.00 **Approved by Village Board**
Ayes: Mayor Tursi, Trustees Tarantino & McNally
Noes: None

-RE: ZBA Application – 19 Fulton Place (Joseph Levy) – Inv. #164927 (Pending ZBA Approval)

Senior Citizens – No report.

Recreation –

Proposed use of Youth Center by Max McClintock for a summer youth program – A workshop will be scheduled.

Public Comments – None

Requests for Use of Village Buildings

-Y. Van Dunk – Hillburn Ladies Aux. – 1/17/2023 – 7-9:00PM – Hero Night Mtg **Ratified by Village Board**
-B. Tarantino – Hillburn Scholarship Com. – 1/26/2023 – 6:00PM – Meeting **Approved by Village Board**
-Y. Van Dunk – Hillburn Ladies Aux. – 2/08/2023 – 7-9:00PM – Tricky Tray Mtg **Approved by Village Board**
-Y. Van Dunk – Hillburn Ladies Aux. – 3/23/2023 – 3-9:00PM – Hero Night/Set Up **Approved by Village Board**
Ayes: Mayor Tursi, Trustees Tarantino & McNally
Noes: None

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

- O&R - Request for Paving & Road repair schedules.
 - Notification that O&R will be installing natural gas detectors in homes/buildings.
- RC Economic Develop.-Filming Coordinator – Request for 2022 Annual Film Revenue Report – No filming revenue.
- NYS Comptroller – Upcoming Webinars.

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: 2/14/2023, 2/28/2023 - 7:00PM

A MOTION was made by Trustee Tarantino and seconded by Trustee McNally to adjourn the meeting at 7:55PM.
Ayes: Mayor Tursi, Trustees Tarantino & McNally
Noes: None