

VILLAGE OF HILLBURN  
Board of Trustees Meeting  
Tuesday, July 12, 2022 – 7:00PM

MINUTES OF THE BOARD OF TRUSTEES MEETING held on Tuesday, July 12, 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 Strysko led in the Salute to the Flag.

**Minutes of the 6/28/2022 Meeting - Approved by Village Board.**

Ayes: Deputy Mayor Tarantino & Trustee McNally  
Noes: None  
Abstention: Mayor Tursi (absent from meeting)

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

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

**Police Commissioner's Report –**

Police Commissioner Mayor Tursi reported that a Ramapo Police Officer had stopped by the Village Office on 7/7/2022 to advise of the increase in larcenies and auto thefts. Residents should remove keys/fobs from vehicles and to lock doors.  
-Trustee Tarantino reported the Ramapo Police responded very quickly to a call she had placed on Sunday.

**Village Water System**

-Veolia Water New York– Bill of 7/05/2022: \$14,090.25 **Approved by Village Board.**

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

-Veolia (formerly SUEZ Water NY) – Repair to 4<sup>th</sup> St. Valve (4/18-20/2022) – Bill to SUEZ/Veolia for services rendered by the DPW staff in association with the valve repair. (Total - 4 DPW Employees: \$2,031.38).  
5/12/2022 email from Veolia that they are not responsible.

-Engineer Mancuso reported that following a phone conversation, she also sent an email to Bill Madden of Veolia explaining that the service of the DPW was in direct response to a Veolia's (SUEZ) broken valve. (The Village Board received a copy of same). Mr. Madden will forward the email to the Maintenance Dept. Matter remains pending.

Mayor Tursi reported he had received an email from Bill Madden of Veolia – RE: Purchase of the Village water system.

**DPW Report - DPW Supt. Conklin**

LED Lighting in Village Building – HFD Building/Community Room – Contractor: TASS of New York, Inc. – The remainder of the lights have been delivered. Installation may be done on Saturday, 7/16/2022. DPW Supt. stated he kept documenting the project and will not sign off until all lights are installed in accordance with the contract.

-Deputy Mayor Tarantino stated that the contractor had left the building in an unacceptable condition and questioned DPW Supt. Conklin if the old lighting and trash that were strewn throughout the rooms had been removed.  
Supt. Conklin stated that the contractor separated and loaded the items onto DPW trucks for proper disposal.

-2016 Ford F-550 – 6/7/2022 Accident – 7/11/2022 Payment from Selective Insurance: \$5,364.15\*

-\*7/7/2022 Email from Selective advised that should additional damages be discovered during repair process, the repair shop is to contact Selective directly to address supplements to original estimate.

Supt. Conklin stated that since the repair will take 1-2 weeks, rental of a vehicle may be needed. (Selective will be contacted to determine if rental of a vehicle is covered)

A MOTION was made by Trustee McNally and seconded by Trustee Tarantino authorizing Autohaus to perform the repairs to the vehicle, subject to the issuance of a Purchase Order; and  
FURTHER, if repair costs exceed the insurance payment of \$5,364.15, Autohaus is to advise Selective Insurance directly.

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

-2016 Ford F-550 – Safety Recall received from Ford Motor Co. on 7/11/2022 – RE: Steering Wheel Airbag.

Frankild Plumbing & Heating, LLC – Inv. #3016 - 8/8/2022 Service at Municipal Bldg: \$840.00. **Approved by Board.**

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

-Rockland Green – Needs Request – Recycling containers, leaf bags – DPW Supt. is following up on same.

-Pond Treatment – Contract with Princeton Hydro - Inv. #44712: \$1,250.00 – For 2022 Pond Treatment Service through 6/16/2022 – DPW Supt. Conklin reported that treatment of the pond was rendered on 6/30/2022. **Approved by Village Board.**

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

-NYS DOT – Update – Installation of traffic signals generator transfer switches.

**H.F.D. Report – Chief Strysko reported:**

-5-Quad – Back in service - Required Repairs: Remove/Rebuild Tank to Pump and Tank Fill Valves (RO #00-28840) – Authorized Estimated Cost: \$10,617.55 – Actual Cost: Invoice #001-117762: \$7,169.13. **Approved by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

-5-CFR – Back in service - The annual maintenance revealed batteries are needed.

- MES Quote #Q1598091 – 2 Kevlar Lining & 4-Strap Harness @ \$346.51 each = \$693.02. **Approved by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

-RBS Wealth Management – Account State: June 2022.

**SAM Capital Funding Grant Applications**

-SAM Grant #24626 - Sponsored by Assemblyman Lawler's Office – Revised Funding Application: Pre-Fab Building and Back Hoe –The fully executed Grant Disbursement Agreement (GDA) has been filed. Reimbursement requisitions may now be submitted by the Village. An updated quote for a back-hoe will be obtained.

-SAM Grant #24595 – Sponsored by Senator Elijah Reichlin-Melnick's Office – Project: Veterans Memorial Park Pond Restoration – The fully executed Grant Disbursement Agreement (GDA) was received on 4/5/2022.

Engineer Mancuso reported that research is still being done to determine ways to restore a water source. Inspection of the pump by Barmore Pump & Electric Co. will be scheduled for early next week.

**Tropical Storm Isaias – FEMA - DR 4567** – An email was sent for the status of the Cat Z Payment. Awaiting response.

**Hurricane IDA – FEMA – Disaster DR 4615** – Status of Proposed Projects:

-RE: 6<sup>th</sup> St. Culvert – All documentation has been filed and review by FEMA is moving forward.

-RE: Suffern Road Water Main Armoring – A Site Inspection Phone Call Meeting was held on 6/30/2022.

**DR-4480 COVID-19 Pandemic Hazard Mitigation Grant Pro. (HMGP)** – Application filed 6/1/2022

-Project: Purchase of standby power generators for each of the 4 Village owned buildings: Village Office, Terrace Ave DPW Garage, Com. Room/Firehouse Bldg & Youth Ctr. Estimated total cost: \$165,500.00. Pending

**NYS Archives – Local Records Management Improvement Fund (LGRMIF) Grant** – Application filed 3/21/2022.

-6/28/2022 Email Notification – The Village has been tentatively awarded a grant in the amount of \$12,850.00. A final approval notice from SED's Grants Finance Unit is pending.

3/15/2022 Quote from NYSID for Scanning Services: \$2,850.00 - **Accepted by Village Board, subject to final award.**

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

**Corona Virus State and Local Fiscal Recovery Funds (SLFRF)** – The Project and Expenditure Report was submitted by the due date of 4/30/2022 – Designated Project: “Veterans Memorial Park Pond Restoration”.

-NYS Div of the Budget-7/8/22 Email–RE: Disburse of 2<sup>nd</sup> 50% payment (Summer 2022): \$50,410.10 (payment pending).

**Grant Funding through REDC and CFA** – Eligible projects will be reviewed.

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

4th St. Thruway Bridge Curbing – A discussion was held on this project, to be funded through CHIPS.

-Mayor Tursi confirmed that the curbing repair is the Village's responsibility.

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

2022 Assessment Roll – Pending Tax Certioraris: Hillburn Park Corp, TBS Realty, TOKNY Realty & ACA Holding

-Attorney Rice reported the normal litigation process is ongoing. The Town of Ramapo is a party on the Certioraris and will have the properties appraised. He will meeting with Village Assessor Scott Shedler to discuss TOKNY Realty.

4/22/22 Revised Draft of Local Law for Amendment of Zoning Law and Comprehensive Plan – A Workshop to review the draft zoning local law was held at 6:30PM this evening. The Village Planner will supply the final draft of the local law and will prepare the required EAF. Same will be referred to the Hillburn Planning Board for filing with the RC Planning Dept. for GML Review. The required Public Hearing will be scheduled for sometime in September.

-Claims from Nelson Pope Voorhis:

Inv. #26279 (rec'd 3/10/2022): \$525.00, and #26793 (rec'd 4/4/2022): \$210.00. (Tabled on 4/12/2022 – remain tabled)

Inv. #27300 (rec'd 6/28/2022): \$560.00 – (Tabled 6/28/2022 - remain tabled)

Verizon Franchise Renewal (Current Franchise expires 5/20/24) – Attorney Rice is awaiting a response to his phone call.

**Application for Firework Display – TOKNY Realty Group (Mt. Fuji)**

A meeting was held on 7/7/2022 with representatives of Mt. Fuji, Mayor Tursi, Trustee Tarantino, Building/Fire Inspector McMannis and Fire Chief Strysko. Mayor Tursi read the 7/7/2022 letter Mt. Fuji stating the request and confirming their compliance with all requirements.

A MOTION was made by Trustee McNally and seconded by Trustee Tarantino to approve the request, subject to receipt of insurance acceptable by the Village Attorney, proper notification to the Ramapo Police Department, and compliance to all guidelines and safeguards set forth at the 7/7/2022 meeting.

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

New York State Thruway vs. Outdoor Properties, LLC, et al – Attorney Rice provided a copy of an email received from the NYS Attorney General advising that the Thruway had issued work permits to NAC to collect samples on the Thruway's property. Scheduled Dates: 7/14 & 15/2022. (DPW Supt. Conklin will provide access by removing barriers)

Draft Local Law – RE: Maximum Weight of Garbage/Refuse Receptacles – Remained tabled for review.

**\$125,000 BAN – Dated 1/14/2021** (DPW Vehicle, DPW Pre-Fab Garage & Misc. Office Equipment) - A Financial Report dated 7/12/2022 was supplied.

**Various Capital Improvements (In accordance with 9/1/16 BAN)** - A Financial Report dated 7/12/2022 was supplied.

**Insurance** –

**2008 Ford – 4/20/2022 Accident** – The Village Clerk reported that Selective Insurance will require the unsigned Title, along with a letter stating that the Village will retain the vehicle. Selective will send the title to Motor Vehicle and Motor Vehicle will supply the Village with a new title and due to its age, may or may not be branded as “salvage”.

Attorney Rice reported that although he has not received a response to his phone message to Selective, the unsigned Title and letter can be sent. A draft letter will be prepared and supplied to the Village Attorney for review and approval.

**Approved by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

**NYS Workers’ Compensation Board** – Update on Status of Pending Case

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

**2022 Assessment Roll** – Discussed under Village Attorney’s report.

**2023 Assessment Roll** – Final Equalization Rate: 15.63

**Village Website** - Updates are still being made.

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

**Planning Board** – Next Meeting: 7/27/2022

-Rockland Municipal Planning Federation – Certificates of Completion of Certification Courses: Planning Board member Rhonda Jennings and Deputy Village Clerk/Planning Board Clerk Yvonne Van Dunk.

**Building/Fire Inspector’s Report** –

-The Village Board acknowledged receipt of copies of correspondence from the Bldg/Fire Inspector.

**Escrow** – No change to Status of Escrow Accounts Report dated 6/28/2022.

**Noved Bldg Mgmt** - 4/4/2019 Planning Board App. - Additional escrow to be filed by Noved Bldg Mgmt. for outstanding claims of Nelson Pope Voorhis - 8/6/2021 Statement (Inv #20848 & 211542, 21994): \$490.00 Payment pending.

\*Outstanding Escrow due to the Village of Hillburn from Noved for Escrow Claims Paid 4/30/2020: \$5,429.57.

**Senior Citizens** – No report.

**Recreation** – Mayor Tursi reported that he has been in contact with Max McClintock, who is interested in providing camp/after school programs at the Youth Center. Mr. McClintock has 22 years of experience running recreation programs.

**Public Comments** –

Boy Scout Preston House, addressed the Village Board and requested information regarding Constitutional Rights and Obligations of US Citizens. Attorney Rice cited 10 amendments to the US Constitution. Obligations of US Citizens include: Obeying federal, state and local laws; paying taxes; serving on a jury when summoned; registering with the Selective Service (when in effect). Preston House thanked the Village Board and Village Attorney.

**Requests for Use of Village Buildings**

-Youth Center: **R. Scott/Shining Lights Helping Hands** – 8/6-13/22 – Set up for Back to School Give Away – **Approved**

-Youth Center: **T. Cirincionne/Ladies Auxiliary** – 8/8/2022 / 1-9PM – Fire Prev. Halloween Easter Egg Hunt – **Approved**

-Community Room - **Hillburn Community Scholarship Committee** – 7/13/2022 – 6:30PM – Meeting - **Approved**

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

**Items Needing Village Board Action**

**NYS Society of Municipal Financial Officers** – Annual Dues for P/E 9/30/2023: \$40.00. **Approved by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

**RC Board of Elections** – Federal Primary: Use of Hillburn Community Room for Polling Site 8/23/2022 – DPW Supt. to provide access and closing. **Approved by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

**RC Community Development** – RE: Information on joining the Consortium and draft Cooperation Agreement.

A MOTION was made by Trustee McNally and seconded by Trustee Tarantino to opt out of joining the RC Community Development Consortium.

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

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

-Keep Rockland Beautiful – 6/25/22 thank you letter to Village Board for supporting the 2022 Great American Cleanup.

-RC Dept. of Personnel – RE: Eligible List Dates for Appointments.

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

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

**Sewer Rebate Application** – Approved by Sewer Commission (Village Board).

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

**Upcoming Village Board Meeting:** 8/16/2022 - 7:00PM

A MOTION was made by Trustee Tarantino and seconded by Trustee McNally to adjourn the meeting at 8:07PM.

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None