

VILLAGE OF HILLBURN
Board of Trustees Meeting
Tuesday, March 14, 2023 – 7:00PM

MINUTES OF THE BOARD OF TRUSTEES MEETING held on Tuesday, March 14, 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. Trustee David H. McNally led in the Salute to the Flag.

7:00PM – Opening Bids – 5th Street DPW Garage

The Notice to Bidders was duly published and posted. -A total of three (4) bids were received. Bids were opened and read aloud in the order received:

Bidder:	9 West Construction Corp. 84 N. Route 9W, Suite D Congers, NY 10920	A-Tech Concrete Co. 11 Taylor Road Edison, NJ 08817	ZN Construction, LLC 185 E. 54 th Street Emwood Park, NJ 07407	Skopye, LLC 40 Henry Road Newton, NJ 07860
Total:	621,000.00	493,500.00	469,330.00	509,599.90
Alternate Bid:	43,989.00	34,000.00	6,800.00	14,000.00

Minutes of the 2/28/2023 Meeting - Approved by Village Board.

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

Street & Water Commissioners' Reports (2/28/23 & 3/14/23) – Approved by Village Board.

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

Police Commissioner's Report – Mayor Tursi acknowledged the presence of Town of Ramapo Police Officer Grant, who stated that an Officer would once again be in attendance at Board Meetings.

-Mayor Tursi advised of complaints received regarding motorists speeding on Mountain Avenue and failing to stop at the intersections of 5th & 6th Streets. Officer Grant made a note of the complaints and stated he would share the information with other sector cars.

-DPW Supt. Conklin requested patrol of 6th St. by the gate, as people congregate in the area and leave trash.

-Supt. Conklin also reported he had noticed 4 tickets were issued to cars parked on the street during the recent snowstorm.

Village Water System - Bill of 3/3/2023: \$10,113.03 (inc. adjustment for rate increase effective 2/1/2023) **Payment Approved by Village Board.**

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

-**Testing of Meter (Route 17 Back-Up Meter)** - National Meter was contacted to schedule testing. Awaiting a response.

DPW Report - DPW Supt. Conklin

Keep Rockland Beautiful – Date Scheduled: 4/1/2023 (Rain Date 4/8/2023) – Cost for refreshments/supplies will be reported at the next Village Board meeting.

Collection of Hazardous Waste/E-Waste – Held on 3/4/2023 from 8AM– 2noon.

-Surplus Equipment - HFD: 1 Laptop; Youth Center: 15 Laptops/computers, 4 monitors, 2 printers and 1 Wifi Access Point. Declared surplus and disposed of as e-waste on 3/4/2023. **Ratified by Village Board**

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

RC Health Dept. – 2023 Mosquito Control Service – Veterans Memorial Park Pond – Fee: \$625.00 **Approved by Village Board.**

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

2023 Pond Treatment - Princeton Hydro has advised that they will no longer be serving this area; however, they will provide other contractors to treat the pond. Engineer Mancuso confirmed that, due to the Veterans Memorial Park Pond Rehabilitation project has not even gone out to bid and spring is here, treatment of the pond is needed.

NYS DOT Annual Certification of Local Highway Mileage – DPW Supt. Conklin reported that the slight change in highway mileage (7.36 to 7.38) was due to the inclusion of the “Sixth Street spur” (Route 17/Sixth St. entrance by Mt. Fuji, near the traffic light) Certification was signed and filed.

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

5-CFR – Charging System – Repair pending by Hendrickson Fire.

Hi-Tech – Quote for Turn-Out Gear requested by Asst. Chief Scott – **tabled.**

RBC Wealth Mgmt – Changes to the Insured Deposits, and February 2023 Portfolio

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 – Bids for project opened earlier in meeting. A reimbursement claim was filed on March 9, 2023 for \$19,030.50.

-SAM Grant #24595 - Sponsored by Senator Elijah Reichlin-Melnick’s Office – Veterans Memorial Park Pond Restoration
A reimbursement claim will be submitted for \$19,177.50.

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

-6th St. Culvert – 3/31/2023 Project Deadline extended to 3/3/2024. Current expenditures at this date total \$13,996.75.

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 – Notification pending.

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. Files are being prepared for scanning.

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.

The required inspection of the purchase equipment was made by a NYS DEC Forest Ranger. Reimbursement pending.

-2024 Community Project Funding - Sponsored by Congressman Lawler’s Office - deadline: 3/15/23 – the Mayor and Clerk-Treasurer attended a webinar regarding the project. (only 15 projects will be awarded within the whole district, so the chances are slight). Request will include one or all three of the following projects: DPW Garage – 250,000.00; DPW Garbage Truck – 250,000.00; Veterans Memorial Park Pond – 250,000.00.

Village Engineer’s Report – Engineer Mancuso reported

-5th Street DPW Garage – Bids for building opened earlier – tabled. RFP for Electrical Work - Exterior lighting was added to RFP, quotes can be solicited.

-6th Street Culvert – Work on project continues.

-Paving of Upper End of Sixth Street – Specifications are being developed. Engineer Mancuso has not heard back from Tilcon regarding Town of Ramapo’s award of bid. She also stated that if a company was not from Town of Ramapo’s list, the Village would have to bid the project. A discussion was held on funding. Awaiting notification of 2023-2024 CHIPS apportionment.

-Veterans Memorial Park Pond – Work on project continues.

-Proposed County – Wide Road Opening Permit – Engineer Mancuso provided an email on 3/14/23. Section A is acceptable, however Section B consists of addressing construction of single-family dwelling, side walk, etc., which the village handles in other ways. Engineer Mancuso recommends acceptance of the first portion of the application, but not the second portion. Village Attorney Rice will review the application.

-4th St. Curb and Sidewalk Project – Upon receipt of the requested Bond, Ck# C514, dated 3/14/23, in the amount \$842.80 (retainage) was issued to MFD Quality Construction, Inc. Reimbursement of this amount will be filed with CHIPS.

Claims filed by Brooker Engineering:

-MS-4 Stormwater Mapping Grant – Inv. #165371 – \$5,421.00 – Approved by Village Board

-5th Street DPW Garage – Inv. #165374 – \$7,281.00 (Funding: SAM Grant: #24626) – Approved by Village Board

-6th St. Culvert – Inv. #165389 – \$18,136.50 (Funding: Hurricane IDA– FEMA – DR 4615) – Approved by Village Board

-Veterans Memorial Park Pond – Inv.# 165373 – \$97.50 (Funding: SAM Grant: #24595) – Approved by Village Board

-Creelman Road Code Violations – Inv.# 165370 – \$273.00 (Funding: General Fund) – Approved by Village Board

-Site Plan, Noved Building Management – Inv. #165372 – \$182.00 (Funding: General Fund) – Approved by Village Board

Ayes: Mayor Tursi, Trustees Tarantino and McNally

Noes: None

-Planning Board Informal Meeting- **Claimed Denied**- No Escrow was established

Village Attorney’s Report – Village Attorney Terry Rice reported

-Draft of Local Law for Amendment of Zoning Law & Comprehensive Plan – Attorney Rice reported that since the last meeting, the Mayor and he are working on the fine points

-Rental Registry – A draft law was forwarded to the Board for review. (The Village Attorney will discuss the draft law with the Building/Fire Inspector to determine if the NYS Building Code includes Housing Standards)

-Introductory Local Law 1 of 2023 - A local Law to Override the Tax Levy Limit Established in General Municipal Law §3-c - Public Hearing scheduled for March 28, 2023, at 7:15PM.

-Draft Contract between Max McClintock and the Village Board – RE: Rental of the Youth Center for a summer program. Attorney Rice is preparing same.

\$125,000 BAN – Dated 1/14/2021 (DPW Vehicle, DPW Pre-Fab Garage & Misc. Office Equipment) – No change

Various Capital Improvements (In accordance with 9/1/16 BAN) – No change

Insurance

–**Package Policy- Expiration 4/15/23** – Questionnaires provided by the Village’s insurance agent, Garrett Durland, are being completed for 2023-2024 policy year.

–VFIS National Fire Insurance Co. - Fire Fighter Cancer Renewal Policy – Received from Seely & Durland on 3/1/2023 - **Acknowledged by Village Board**

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

2023 Final Assessment Roll – The Village Board acknowledged receipt of a summary of the Assessment Roll at 2/22/2023. The Village Assessor will finalize the Roll by the deadline date of 4/1/2023.

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

2023-2024 Tentative Budget – Mayor Tursi is preparing same.

2023 Village Election – Tuesday, 3/21/2023 – The polls will be open from 12:00noon to 9:00PM.

Zoning Board of Appeals –

Applicant: Joseph Levy (Owner: Fulton Estates LLC) - The 3/8/2023 Public Hearing has been adjourned to 4/17/2023.

Planning Board –3/15/23 Meeting Canceled

Building/Fire Inspector’s Report

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

–Application Filing fees – Attorney Rice will determine if filing fees can be adopted by a resolution rather than a local law.

Escrow – No change to 2/28/2023 report.

Senior Citizens –The Hillburn Senior Citizens held a meeting on Monday, March 13, 2023, at 3:00PM.

Recreation – Proposed Agreement with Max McClintock for a summer youth program is being prepared by Attorney Rice.

Public Comments –

Tanya Cirincionne (36 Hickory Avenue) recommended the Village have a Welcome Committee to inform new residents of programs and services offered by the Village. The Village Board authorized Mrs. Cirincionne to chair this committee.

Requests for Use of Village Buildings

-Y. Van Dunk–Hillburn Ladies Aux. –3/28/2023–7PM–9PM–Ladies Auxiliary Tricky Tray Meeting **Approved by Village Board**

-Y. Van Dunk – Hillburn Ladies Aux. – 3/11/2023 – 9AM– 12PM – Pre-sales Hero Night **Ratified by Village Board**

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

including:

Town of Ramapo – The fees for Fire Protection Districts #1 and #5 were received.

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

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

Personnel Manual – Update Pending

Upcoming Village Board Meetings: 3/28/23 - 7:00PM

A MOTION was made by Trustee Tarantino and seconded by Trustee McNally to adjourn the meeting at 8:05PM.

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None