

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

MINUTES OF THE BOARD OF TRUSTEES MEETING held on Tuesday, September 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. Trustee McNally led in the Salute to the Flag.

Minutes of the 8/23/2022 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 –

Trustee Tarantino stated that police visibility has decreased. Mayor Tursi stated that Ramapo Police Captain Hyman would be contacted.

Village Water System

-Veolia (formerly SUEZ Water NY)

-Repair to 4th 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). Payment was received from Veolia on 9/9/2022.

-Bill of 9/06/2022: (Consumption Period: 8/2/2022 – 9/5/2022) \$12,507.98 **Approved by Village Board.**

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

-Water Drought – Rockland County declared a stage two water alert, effective 8/18/2022. Subsequently, Veolia released a notice regarding a “drought rate” to be imposed, effective 30 days after the declaration. It was determined that this rate does not apply to Hillburn.

-Water Period Ending 7/31/2022 – The Village Board acknowledged receipt of the 4 month Summary Report prepared by the Clerk-Treasurer.

DPW Report - DPW Supt. Conklin

Hydrant Flushing – Delayed due to drought restrictions.

-Purchase of Hydrant Extension Kit from Core & Main – P.O. #2191, Inv. #Q809695: \$1,239.95 – **Ratified by Village Board.**

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

Community Room Chairs – As approved, 70 new chairs were purchased from Amazon, at the total cost of \$4,157.28, and were delivered on 9/7/2022. An inventory will be made of old chairs to determine which ones will be saved and which ones will be declared surplus.

Parking on Boulder Avenue – Supt. Conklin reported that cars parked directly across of each other makes it very difficult to pass with the garbage truck, as well as emergency vehicles.

-A letter will be sent to property owners in the area and, if the situation continues, the Village Board will consider limiting parking on Boulder Avenue to one side of the street only.

2008 Ford – 4/20/2022 Accident – Filing of Salvage Examination/Title Application with NYS DMV – Fee: \$200.00 - **Approved by Village Board.**

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

Supt. Conklin stated that information for the purchase of a new truck through a “mini bid” will be compiled.

2016 Ford F-550 – 6/7/2022 Accident –RE: Truck Rental from U-Haul – Upon receipt of a credit by U-Haul for sale tax, Invoice will be submitted to the Village's insurance for reimbursement.

-Pond Treatment – Contract with Princeton Hydro – Claim #3 - Inv. #45420: \$1,250.00 – DPW Supt. Conklin reported that the 3rd pond treatment was rendered today, 9/13/2022. **Approved by Village Board.**

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

H.F.D. Report – 1st Asst. Chief Nelson Scott reported:

5-CFR Fire Truck - 7/20/2022 Accident – It may take between 8-12 weeks for Valtek to receive the part (rear bumper).

Radios – Goosetown Communications can no longer obtain parts for current radios. Price quotes are being obtained. Last purchase of radios will be determined.

RBC Wealth Mgmt

-8/24/2022 Request for update of information on file. (Village Auditor advised that the current Level 2 status is appropriate)

-Qtrly Perform. Report, Annual Recurring Disbursements at 7/18/2022, Portfolio Acct Statement & Prospectus–July 2022.

Status on Grant Applications:

SAM Grant #24626 - Sponsored by Assemblyman Lawler's Office – Pre-Fab Building and Back Hoe – As authorized at the 7/25/2022 Special Board Meeting, the trade in of the 2005 Backhoe and purchase of a 2022 Backhoe from HO Penn was finalized on 8/8/2022. Payment to HO Penn, in the amount of \$106,000.00, was made on 9/7/2022 Grant Share: \$75,500.00)

SAM Grant #24595 - Sponsored by Senator Elijah Reichlin-Melnick's Office – Veterans Memorial Park Pond Restoration -A "Big Check" in the amount of \$75,000.00 was presented by Senator Elijah Reichlin-Melnick to the Village of Hillburn on 7/20/2022 at Veterans Memorial Park. Village Board Members, Village Engineer and DPW Supt. attended.

Tropical Storm Isaias – FEMA - DR 4567 –

-Category A – Debris Removal – Notification was received on 8/23/2022 that NYS DHSES had processed a payment to the Village, in the amount of \$1,187.12. It was determined that this payment represents an increase in FEMA's share from 75% to 90% and New York State's share of 10%, thereby eliminating the Village's Share of \$1,187.12.

-Cat Z Payment pending.

Hurricane IDA– FEMA – DR 4615 –Proposed Projects: -RE: 6th St. Culvert and Suffern Road Water Main Armoring. Phone conferences continue to be held.

-Suffern Road Water Main Armoring – Approved Budget: \$254,344.61 - Federal Share: \$228,910.15.

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 (pending)

NYS Archives – Local Records Management Improvement Fund (LGRMIF) Grant – NYS Archives Grants Administration has advised that final approvals are anticipated in early fall.

Corona Virus State & Local Fiscal Recovery Funds (SLFRF) – Project: "Veterans Memorial Park Pond Restoration".

-NYS Division of the Budget - Disburse of 2nd 50% payment: \$50,410.10 (Received 7/19/2022).

DHPSNY's Planning & Assess. Services – Notification received 9/1/2022: Village of Hillburn was not selected to participate.

Village Engineer's Report – Engineer Mancuso reported

4th St. Thruway Bridge Curbing & Sidewalks – Project Funding: NYS CHIPs Program - Engineer Mancuso reported that the plans and specifications have been prepared.

-It was the consensus of the Village Engineer and Village Board that the work is to be completed by November 1, 2022, or alternatively, may be performed in the spring of 2023. The Notice to Bidders will be published and posted. Hard copies of the Bid Package may be obtained at the Village Office for a non-refundable fee of \$50.00, or in the form of a PDF by contacting the Village Engineer. Bids are to be submitted on or before 4:00PM on 10/11/2022, and will be opened at the Board Meeting on said date. **Approved by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

Veterans Memorial Park Restoration - Engineer Mancuso reported that it has been determined that another location for a well is needed. Prices are being solicited.

Village Attorney's Report – Village Attorney Terry Rice reported

Pending Tax Certioraris: Hillburn Park Corp, TBS Realty, TOKNY Realty & ACA Holding – Attorney Rice stated that there will be no further information until the petitioners file their Note of Issue with the Court. He has been in contact with the Village Assessor, Scott Shedler. This matter does not need to be placed on the agenda.

Draft of Local Law for Amendment of Zoning Law & Comprehensive Plan – The Village Attorney supplied the final draft today, as prepared by the Village Planner, Bonnie Fransen of Nelson Pope Voorhis. Upon review and approval by the Village Board, the Village Planner will prepare an Environmental Assessment Form (EAF). At the next meeting, the Board can declare itself Lead Agency and refer the draft to the Planning Board for review and submittal to the RC Dept. of Planning for GML Review. A date for Public Hearing will be scheduled.

-8/23/2022 Claim filed by Nelson Pope Voorhis – Invoice #27820: \$70.00. **Approved by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

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

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

Satori Energy – Elec. Contract (Current Contract exp. 12/15/22) – Mayor Tursi stated the Village will seek rates.

\$125,000 BAN – Dated 1/14/2021 (DPW Vehicle, DPW Pre-Fab Garage & Misc. Office Equipment) - A Financial Report dated 9/13/2022 was supplied.

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

LED Lighting in Municipal Building/Courthouse – 3/7/2022 Proposal from TASS of New York, Inc. – The Village Board and DPW Supt. questioned the proposed light in the parking lot and the schedule for the work. It was determined that TASS of New York, Inc. be contacted and requested to submit a new proposal.

Insurance –

2008 Ford – 4/20/2022 Accident –Check received from Selective on 8/3/2022: \$23,160.56 – RE: Total Loss Settlement.

-8/12/2022 Notice from Selective – RE: Transfer of claim to the Subrogation Dept.

-A Salvage Examination/Title Application will be filed with NYS DMV.

2016 Ford F-550 - 6/7/2022 Accident – Original Claim: \$5,364.15 (inc. \$500 Deduct.) Rec'd 7/11/22 from Selective

Supplement Claim: 4,490.97 Check sent directly to Autohaus by Selective

Total Claim: \$9,855.12

-Rental: U-Haul – Reimbursement claim will be filed with Selective upon receipt of sales tax credit.

5-CFR Fire Truck - 7/20/2022 Accident – Repair to be made by Valtek upon receipt of part.

NYSIF – 2021 Annual Report

Comp Alliance – Safety Bulletins

NYS Dept. of Civil Service – 2022 General Information Book for Participating Agencies.

NYS Retirement System - Standard Work Day Reporting – Elected and Appointed Officials

-Mayor Tursi and Trustee Tarantino signed Form RS 2419 – Recertification of the Record of Activities

-Trustee McNally will provide a 3 Month Record of Activities.

General Code – A request was sent to General Code for an estimated cost for codification of several local laws. Upon adoption of amended Zoning Law and Comprehensive Plan, it will be sent for codification.

Assessment Roll – Tax Certioraris reported under Village Attorney’s report.

Village Website - Updates are still being made.

Zoning Board of Appeals – Appointment of ZBA Chairperson and Deputy ZBA Chairperson

A MOTION was made by Trustee McNally and seconded by Trustee Tarantino to approve the Mayor’s appointment of Patricia Osterhoudt as ZBA Chairperson and Nelson Hadley as Deputy ZBA Chairperson.

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

Planning Board – Next Meeting: 9/21/2022

Building/Fire Inspector’s Report –

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

-Juan Rodriguez – The Village Board acknowledged receipt of a 9/13/2022 letter requesting a reduction in the After-the-Fact Fee imposed on Building Permit #092622. **Denied by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

Escrow – A Status of Escrow Accounts Report dated 9/13/2022 was supplied.

Senior Citizens – The Village Board acknowledged receipt of a list of dates for upcoming meetings and events.

Recreation – No report.

Fall Festival – 10/22/2022, from 2:00PM to 8:00PM – 5th Street Recreation Field - Trustee Tarantino will follow up with preparations for the event. Vendors are welcome – no fee. A flyer will be prepared.

Public Comments – None

Trustee Tarantino reported that approx. 200 youth received school supplies at the Shining Lights Helping Hands “Back to School Give Away” event held at the Youth Center on 8/13/2022.

Memorial Wreaths for Veterans Monuments – As authorized at the 6/14/2022 meeting, Tanya Cirincionne presented two wreaths, that she handmade with weatherproofed materials. Invoices for materials were supplied.

A MOTION was made by Trustee McNally and seconded by Trustee Tarantino that payment be made to Tanya Cirincionne, in the amount of \$256.26 (Materials: \$ 56.26 (includes double storage bag) + Labor: \$200.00)

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

-The Village Board thanked Tanya for making the beautiful wreaths.

Items Needing Village Board Action

NYS Association of City and Village Clerks – Annual Dues – 10/1/22 – 9/30/23: \$50.00. **Approved by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

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

-RC Community Development – Request for 2021 audited financial statements. (N/A - the Village of Hillburn is no longer a member of the consortium)

-Town of Ramapo Supervisor – Invitation to participate in the Town’s September 11th commemoration event – 6:00PM.

-Mitzie Irving – 8/26/2022 Email to Building/Fire Inspector – RE: Beech Leaf Disease.

-Enbridge – Notice of Algonquin Gas Trans., LLC’s preparations to conduct various maintenance activities of its pipelines.

-Arcadis – 9/6/2022 Construction Completion Report – Ramapo Paint Sludge Site.

-O & R – Tips & incentives to manage the increase in costs for gas and electricity expected. (placed on Village website)

-Township of Mahwah – Notice of Public Hearing on 9/12/2022 – RE: 2022 Master Plan Amendment.

-Hillburn Ladies Auxiliary – Flyer – Halloween Egg Hunt & Fire Prevention – 10/15/2022 – 6:00PM – Youth Center.

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

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

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

Upcoming Village Board Meetings: 9/27/2022, 10/11/2022 and 10/25/2022 - 7:00PM

A MOTION was made by Trustee Tarantino and seconded by Trustee McNally to adjourn the meeting at 7:30PM.

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None