

VILLAGE OF HILLBURN  
Board of Trustees Meeting  
Tuesday, September 27, 2022 – 7:00PM

MINUTES OF THE BOARD OF TRUSTEES MEETING held on Tuesday, September 27, 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. Deputy Treasurer Parquiris DeLeon led in the Salute to the Flag.

**Minutes of the 9/13/2022 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 she had spoken to Ramapo Police Captain Hyman regarding the lack of police visibility.  
-Supt. Conklin stated the TOR buses are speeding in the Village. Trustee Tarantino will send Captain Hyman an email.

**Village Water System**

-Water Drought – 9/15/2022 email from Veolia – RE: Rockland County had lifted the Modified State II Water Emergency.  
-Annual Drinking Water Quality Report for 2021 – Supplied by Veolia on 9/16/2022. (previously received)

**DPW Report - DPW Supt. Conklin**

**Community Room Chairs** – Supt. Conklin reported that he had made an inventory of the old chairs and 25 chairs were found to be in decent shape and were placed in the storage container at the Youth Center. The HFD will be asked if they would like some or all of the 36 chairs that are left and, if not, they will be declared surplus.

**Parking on Boulder Avenue** – Supt. Conklin reported that the parking situation on Boulder Avenue had improved this past Monday. Letters were sent to the property owners on Boulder Avenue advising that cars should not be parked directly across of each other as it makes it very difficult to pass with the garbage truck, as well as emergency vehicles.

**2016 Ford F-550 and 2021 Ford F-550 Recall Notices** – Supt. Conklin is following up on same with Ford.

**Decals for Back Hoe** – (2) Village Logo decals were purchased from Creative Car Crafts – 9/5/2022 Inv.: \$100.00.  
**Approved by Village Board.**

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

-Trustee Tarantino requested Supt. Conklin obtain a quote for 150 vehicle magnets with the Village Logo.

**Hedge Trimmer Attachment (for Redmax Weedwacker)** – Supt. Conklin submitted Estimate #13557 from Pomona Power Equipment: \$319.99. **Approved by Village Board.**

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

**2016 Ford F-550** – A quote for tires will be submitted at the next meeting.

**Garbage Truck** – A valve is leaking – the part will be purchased tomorrow.

**Veterans Memorial Park** – Replacement (4) of Trees in Park (Approved by Village Board on 6/14/2022) – Due to the extremely hot summer and recent drought conditions, the trees have not been picked up from SiteOne as of this date. Supt. Conklin will contact SiteOne to determine if they will honor the price quote if the trees are not picked up until spring 2023.

**Medical Facility (Urgent Care and HFD Physicals)** – Mahwah Medical has notified that its Agreement with the Village of Hillburn will end on 10/1/2022. Local urgent Care facilities: AFC Urgent Care Airmont and CityMD Ramsey Urgent Care (May or may not offer Firefighter Physicals). **Approved by Village Board.**

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

Mayor Tursi acknowledged the presence of RC District 1 Legislator Douglas Jobson, who addressed the Village Board and public. There is a possibility that, when the new redistricting is adopted, he may be Hillburn's new representative (Current District 12 representative: Charles Falciglia). In that event, he would be privileged to serve the Village of Hillburn.

-Mayor Tursi stated he looks forward to working together, should Legislator Jobson become the representative for Dist. 12.

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

-LOSAP – A review meeting with representatives from RBC Wealth Mgmt will be scheduled.

**Status on Grant Applications:**

-**SAM Grant #24626 - Sponsored by Assemblyman Lawler's Office** – Pre-Fab Building and Back Hoe – A request for reimbursement, in the amount of \$75,500.00 (Village Grant Share – Purchase of Back Hoe) has been submitted.

-**SAM Grant #24595 - Sponsored by Senator Elijah Reichlin-Melnick's Office** – Veterans Memorial Park Pond Restoration (reported under Village Engineer's Report)

-**Tropical Storm Isaias – FEMA - DR 4567** – Cat Z – Administration - Payment expected by November 2022.

-**Hurricane IDA – FEMA – DR 4615** – Proposed Projects: -RE: 6<sup>th</sup> St. Culvert and Suffern Road Water Main Armoring. A phone conference was held today. FEMA determination is expected within 2-3 weeks.

-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. As requested by the NYS Division of Homeland Security & Emergency Services, additional information was supplied on 9/23/2022.

-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” – RE: Related Engineering Claims – Inv. #162241, Inv. #162418, Inv. #163174, Inv. #163418 and Inv. #163829 – Total: \$3,902.75 - Paid out of General Fund and are to be funded out of the SLFRF Funds. **APPROVAL TO TRANSFER** \$3,902.75 expenditure from General Fund to SLFRF.

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

-NY Forward Grant Application – The Village of Hillburn is ineligible.

**Village Engineer’s Report** – Engineer Mancuso reported

2022 Curb & Sidewalk Improvements – Project Funding: NYS CHIPs Program – The Notice to Bidders has been published and posted. Bid Opening: 10/11/2022.

Veterans Memorial Park Restoration - Elite Drilling, Inc. will be providing a proposal for exploratory drilling to determine the best location for a sand and gravel well. Engineer Mancuso presented a map of the area to show where water is predicted. The map also shows a restructuring of the pond that is in the shape of a duck, isolating a portion of the neck and head for a park/garden.

Claims filed by Brooker Engineering:

-Veterans Memorial Park Pond – Inv. #163829 – \$1,331.00 (Funding: SLFRF) – **Approved by Village Board**

-6th St. Culvert – Inv. #163830 - \$546.00 (Funding: General - Pending FEMA Approval) – **Approved by Village Board**

-2022 Curb & Sidewalk Improvements – Inv. #163834 - \$2,496.00 (Funding: CHIPs) – **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 – Attorney Rice reported he has not received the Environmental Assessment Form (EAF) from Village Planner Bonnie Fransen, as she had additional amendments.

-Mayor Tursi stated that the Planning Board Clerk questioned the section regarding “Residential Gatherings”.

-Trustee McNally stated he had reviewed the proposed Zoning Law amendments and has several questions. Attorney Rice recommended Trustee McNally contact him via phone to discuss same.

Verizon Franchise Renewal (Current Franchise expires 5/20/24) – Attorney Rice stated he had sent a letter requesting a return phone call.

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

### 7:31PM

A MOTION was made by Trustee McNally and seconded by Trustee Tarantino to suspend the regular meeting in order to go into an Executive Session for the purpose of discussing a confidential matter with the Village Attorney.

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

### 7:38PM

A MOTION was made by Trustee Tarantino and seconded by Trustee McNally to reopen the regular Board meeting.

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

As directed by the Village Attorney, Mayor Tursi reported that during the Executive Session, a Resolution was offered by Trustee Tarantino and seconded by Trustee McNally to approve a confidential agreement with Veolia Water New York, Inc.

**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)** – No change to Financial Report dated 9/13/2022.

**Various Capital Improvements (In accordance with 9/1/16 BAN)** - A Financial Report dated 9/27/2022 was supplied.

**LED Lighting in Municipal Building/Courthouse** – 3/7/2022 Proposal from TASS of New York, Inc.: \$17,395.00

Mayor Tursi reported that the proposal reflect two outdoor LED lighting wall packs @ \$385.00 each; however, it has been determined that only one is needed.

A MOTION was made by Trustee McNally and seconded by Trustee Tarantino to accept the 3/7/2022 proposal from TASS of New York, Inc., in the revised total amount of \$17,010.00.

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

**Insurance** –

-2008 Ford – 4/20/2022 Accident – Salvage Examination/Title Application with NYS DMV – Filed with DMV.

-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.

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

-Selective Insurance – Refund Check #20628697, in the amount of \$123.00, was received – RE: Credit for Deletion of deleted 2005 BackHoe)

**NYS & Local Retirement System** –

2023 Estimated Contribution – Prepayment Amount Due 12/15/2022: \$56,389.00. **Approved by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

**Standard Work Day Reporting – Elected and Appointed Officials**

The following RESOLUTION was offered by Trustee Tarantino and seconded by Mayor Tursi who moved its adoption:

BE IT RESOLVED that the Village of Hillburn hereby establishes the following standard workday for Village Trustee David McNally and will report the official to the New York and Local Retirement System based on his record of activities: (Full Resolution attached)

Ayes: Mayor Tursi & Trustees Tarantino

Noes: None

Abstention: Trustee McNally

**General Code** – A request was sent to General Code for an estimated cost for codification of several local laws.

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

**Zoning Board of Appeals** – Appointment of a member to the ZBA is needed.

**Planning Board** – Next Meeting: 10/26/2022

-Rhonda Jennings has advised that she is resigning from the Planning Board. Appointment of a new member is needed.

**Building/Fire Inspector's Report**

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

**Escrow** – A Status of Escrow Accounts Report dated 9/27/2022 was supplied.

**Senior Citizens** – No report.

**Recreation** – No report.

**Fall Festival – 10/22/2022, from 2:00PM to 8:00PM – 5<sup>th</sup> Street Recreation Field** – Expenditure for Supplies (Pumpkins, Hay Bales, Stickers for Pumpkin Decorating, etc.) **Approved by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

-Trustee Tarantino reported that in lieu of a band, she is seeking services of a D.J.

**Public Comments** – None

**Requests for Use of Village Buildings**

-Community Room – Mt. Zion A.M.E. Zion Church – 10/15/2022 – 11:00AM-3:00PM - Prayer Brunch & Tricky Tray

-Youth Center – Shining Lights Helping Hands – 12/3-10/2022 – Christmas Help for Families in Need

**Approved by Village Board: Fees Waived, Insurance Required**

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

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

-Shining Lights Helping Hands – “Certificate of Donation” for participating in their “Back-to- School Giveaway”.

-RC Dept. of Finance – Check #0002412154 - \$120.00 – Use of Community Room – August 2022 RC Election Poll Site.

-O & R Utilities – Community Activities – O & R Sponsorship. (information provided)

**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.

**Personnel**

A MOTION was made by Trustee McNally and seconded by Trustee Tarantino authorizing the following:

-Approval of Daniel Stryzko to work as Part-Time DPW Laborer from 12/16/2022 to 1/6/2023 – Wage: \$13.70/hr

-Reclassification of Thomas Conklin from Motor Equipment Operator I to Motor Equipment Operator II\*

-Reclassification of Nelson Scott from Laborer to Motor Equipment Operator I (Increase in Wage to be determined)

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

\*(Later determined Thomas Conklin is currently an MEO II. Shane Starr to be reclassified from MEO I to MEO II)

**Upcoming Village Board Meetings:** 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 8:00PM.

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None