

VILLAGE OF HILLBURN
Board of Trustees Meeting
Tuesday, May 12, 2020 – 11:00AM

MINUTES OF THE BOARD OF TRUSTEES MEETING held on Tuesday, May 12, 2020, via GoToMeeting.com, commencing at 11:00AM.

PRESENT: Joseph P. Tursi, Mayor
Bernadette A. Tarantino, Trustee
Bonnie O’Blenis, Trustee
Terry Rice, Village Attorney
Eve Mancuso, Village Engineer
Thomas Conklin, DPW Superintendent

RECORDER OF MINUTES: Robin Miele, Clerk-Treasurer

Meeting was called to order by the Hon. Mayor Joseph Tursi. Trustee O’Blenis led in the Salute to the Flag.

Minutes of the 4/28/20 Meeting - Approved by Village Board.

Ayes: Mayor Tursi & Trustee Tarantino
Noes: None
Abstention: Trustee O’Blenis (Absent-Unable to gain access to GoToMeeting Site)

Street & Water Commissioner’s Report – 4/28/20 Report - **Approved by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis
Noes: None

Water

(5) Month Summary Report – The report reflects a comparison of SUEZ Water New York’s (5) month billing to the Village and the Village’s (5) month billing to residents.

-Mayor Tursi stated that he has been in touch with SUEZ Water New York regarding taking over the Village’s water system, as it is very costly to maintain.

Water Bills – P/E 3/31/2020 –

-Water Account #1-61 - 4/27/2020 Email from water customer/property owner – RE: Discrepancy in Readings of outdoor read-out and the actual meter. DPW Supt. Conklin confirmed that the actual meter reflected a usage much higher than the read-out.

A MOTION was made by Trustee O’Blenis and seconded by Trustee Tarantino that no change/increase be made to the water bill for Account #1-61 for p/e 3/31/2020 and the water meter will be replaced.

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis
Noes: None

Two written complaints were received from water customers who stated they had dropped off their water payments at the Hillburn Post Office on 4/28/2020, however, they were not postmarked until 5/2/2020.

-A discussion was held on the ongoing complaints regarding the Hillburn Post Office, including mail receipt/delivery. Mayor Tursi stated that the complaints have been conveyed to Congresswoman Nita Lowey’s office.

A MOTION was made by Trustee Tarantino and seconded by Trustee O’Blenis to waive the penalty on water bill payments postmarked on or before 5/2/2020.

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis
Noes: None

Police Commissioner’s Report

Trustee O’Blenis reported she had noticed more police presence on the west side of Route 17.

Mayor Tursi stated he had spoken with Ramapo Police Captain Hyman regarding increased patrols in the area.

COVID-19 Update -

Mayor Tursi reported on Governor Cuomo’s strategy to restart NYS’s economy. Each of the state’s 10 regions would have to satisfy seven specific criteria before businesses and services can open again. At present, our region has met five. The Village of Hillburn has remained stable for the past 2 weeks with 24 cases.

DPW Report - DPW Supt. Conklin reported:

-**RE: Entrance Signs & DPW Truck Emblems** - Creative Car Crafts – 5/3/2020 Quote: **Approved by Village Board:**

(2) Village Entrance Signs @ \$400.00 each:	\$800.00
(2) DPW Truck – Village Logo Prints @ \$75.00 per set	<u>\$150.00</u>
	<u>\$950.00</u>

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis
Noes: None

RE: 2004 F350 Truck - 5/6/2020 Inv. #5631 - Suffern Sales and Service, Inc. - Install New Steering Box: \$590.83.

Approved by Village Board.

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis
Noes: None

RE: Purchase of Sanitizer Spray – Inv. #71548113 – Tifco Industries: \$349.95. **Approved by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis
Noes: None

RE: Property Maintenance – Supt. Conklin reported he has been surveying the Village for lawn maintenance, garbage, etc. and advising the Village Office so that letters can be sent to the respective property owners. He will be contacting the Ramapo Police Dept. in order to determine the owner of an unlicensed vehicle being stored on a property.

RE: Veterans Memorial Park

– 5/11/2020 Proposal from Princeton Hydro for Treatment of Pond:

(2) Individual Herbicide Applications (Sonar & Clipper)	@ \$825.00 each =	\$1,650.00
(2) Individual Algaecide Applications	@ \$550.00 each =	\$1,100.00
(2) Herbicide Applications (Aquapro, Habitat & Clearcast)	Total for 2 =	<u>\$2,500.00</u>
		<u>\$5,250.00</u>

Approved by Village Board.

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None

-Fountain Spray – It was determined that the timer for the fountain spray be reset to operate from 7:00AM to 1:00PM and 4:00PM to 8:00PM daily.

RE: DPW Personnel

-Andrew Stryko – Application for Full Time Employment as DPW Laborer - Mayor Tursi stated he had interviewed Andrew Stryko and recommends his appointment to the full- time position of DPW Laborer.

A MOTION was made by Trustee O’Blenis and seconded by Trustee Tarantino to approve the appointment of Andrew Stryko to the full-time position of DPW Laborer, at the rate of \$17.00, effective June 1, 2020.

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None

-Daniel Stryko – Application for Summer Employment as DPW Laborer - Mayor Tursi stated he had interviewed Daniel Stryko and recommends his appointment to the summer position of DPW Laborer.

A MOTION was made by Trustee O’Blenis and seconded by Trustee Tarantino to approve the appointment of Daniel Stryko to the summer position of DPW Laborer, at the minimum wage rate of \$11.80, effective June 1, 2020.

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None

H.F.D. Report

RBC Wealth Management – Correspondence: Account Statement for April 2020.

FireGrants Help – Grant Application: Brush/Quick Attack Truck Replacement Project – The \$3,000.00 Full Application Assembly Grant Writing Fee has been paid by the Village. No further information has been received.

SAM Capital Funding Grant Application – Sponsored through Assemblywoman Jaffee’s Office – Funding Application: Purchase of Scott Air Packs and Back Hoe - A preliminary application has been filed.

-Mayor Tursi reported that a response should be received soon, as the NYS Budget was recently adopted.

LED Street Lighting Upgrade

O & R – RE: NY Public Service Commission Case 16-E-0226; O & R’s Add’l LED Street Lighting Options Available to Municipalities – Supt. Conklin stated he is awaiting a response.

-Mayor Tursi reported that O & R is offering competitive alternatives regarding LED lighting and he is looking into same.

RealTerm Energy LED Street Light Proposal – No further report.

Village Engineer’s Report – Engineer Mancuso reported:

MS-4 Annual Report – Engineer Mancuso reported that she will be contacting the DPW Supt. and Village Clerk to gather the require information. Submission Date: 6/1/2020.

2019 Road Repavement Program – A discussion was held on whether the Village will utilize the Town of Ramapo Contract RFB and the County of Rockland Contract RFB, or go out to bid.

Engineer Mancuso stated that the Town of Ramapo and County of Rockland are both in the 2nd year of a two year contract; therefore, the prices would remain the same as last year.

Village Attorney’s Report – Attorney Rice reported:

Hillburn vs. Noved/Nicholas Ciancirosso, et. al

Attorney Rice summarized the status of the continuing violations. As authorized by Judge Eisenpress, a lock was placed on the gate leading to the property. Within minutes, a truck drove through the gate. A Video Court conference was held on 5/5/20 and the Judge directed that there be no use of the property; that defendants cannot be on the property and that all vehicles and equipment be removed. Attorney Rice stated he had submitted a Proposed Order that, once signed, would make the defendants subject to arrest if violated. In addition, as requested by the Judge, a breakdown of expenses incurred by the Village to date (with attached supporting documentation), totaling approx.. \$127,000.00, was submitted to the Court. The next video conference will be held in a few days.

Cablevision Franchise Fee Audit –

Attorney Rice reported that he had spoken to Attorney Hoch this afternoon to finalize the Settlement Agreement.

Insurance

NYSIF – Notice regarding an increase in premium (HFD Workers’ Comp. Policy) – Information being reviewed.

Workers’ Compensation Alliance - 5/11/2020 Email – RE: Workforce Reduction Credit - Comp Alliance issuing checks to members equal to a 10% reduction in funding for the 6-week period beginning 3/16/2020.

Various Capital Improvements (In accordance with 9/1/16 BAN)

-No change to 4/30/2020 Financial Report.

2016 Master Plan Committee – Comprehensive Plan & Related Zoning – Adopted 1/14/2020

Attorney Rice reported he had emailed Zoning Code revisions Elizabeth Cassidy.

2020 Tax Warrant

A MOTION was made by Trustee Tarantino and seconded by Trustee O’Blenis to approve the Village of Hillburn’s 2020 Tax Warrant that reflects a Tax Levy of \$1,099,073.78; and

FURTHER, all Unpaid Water Accounts and Special Assessments at 5/15/2020 shall be included as a relevy on the Village of Hillburn’s 2020 Tax Warrant.

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None

Zoning Board of Appeals – No Report**Planning Board** – No Report**Building/Fire Inspector’s Report** – Adam Gordon reported.

-Appreciation was extended to Town of Ramapo Police Captain Hyman for providing police presence when he placed the lock on the gate at Creelman Road.

-Present duties include driving throughout the Village to check for property maintenance/unauthorized work.

-The Village Code needs to be updated regarding open fires.

Escrow – No change to Status of Escrow Accounts Report @ 4/28/20.**Senior Citizens** –

Mayor Tursi mentioned the names of several Hillburn senior citizens that have passed away recently: Former Mayor James R. Brown, Beatrice Brown, Helen “Betty” Peterson and Henry “Hank” DeGroat. Condolences were expressed to each of the families.

Recreation –**RE: 2020 Summer Camp & Swim Program** –

A MOTION was made by Trustee O’Blenis and seconded by Trustee Tarantino to cancel the 2020 Summer Camp & Swim Program due to COVID-19; and

FURTHER, refunds will be issued to registrants who have made pre-payments.

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None

2020 Village Election – The March 18, 2020 Village Election was rescheduled, in accordance with Governor Cuomo’s Executive Order 202.26, to Tuesday, September 15, 2020 - 12noon to 9:00PM - Hillburn Municipal Building, 31 Mountain Avenue. The 2020 Ballot is in Place:

Office to be Filled: Office of Trustee - 2 Year Term

Candidates - Bonnie O’Blenis
Richard A. Mellon

Hillburn Sewer Committee –

RE: Intermunicipal Cooperation Agreement – Annual funding received by the Village of Hillburn. The present purpose of this funding is to provide a reimbursement of up to \$1,500.00 to Village residents who hook up to the sewer system. Mayor Tursi reported he had reached out to representatives of the RC Sewer District regarding re-appropriating a portion of the funds for other purposes. Revision to the contract is being reviewed.

-RE: Terrace Avenue DPW Garage – Sewer Connection – Contractor: D & A Construction and Landscaping - Trustee Tarantino questioned the status of this project. The Village Clerk reported that Purchase Order #1978 issued 2/26/2020 was resent to the Contractor today, as per his request.

RC Community Development – Consortium Membership (CDBG Years 2021, 2022 & 2023)

A MOTION was made by Trustee O’Blenis and seconded by Trustee Tarantino to not enter into an agreement for years 2021, 2022 and 2023 between the Village of Hillburn and the Rockland County Consortium at the end of the current period, 2020, due to the Village of Hillburn does not qualify for funding.

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None

Personnel

-Mayor Tursi reported that the DPW and the Village Office will be resuming full-time hours as of Monday, 5/18/2020. The Village Office will be open to the public between the hours of 10:00AM and 2:00PM – Masks must be worn. (Building/Fire Inspector Gordon recommended the installation of plexi-glass on the lobby window to offer additional safeguard - DPW Supt. will follow up on same).

Unused Vacation at 5/31/2020

A MOTION was made by Trustee O’Blenis and seconded by Trustee Tarantino authorizing the carry-over of unused vacation @ 5/31/20 to the fiscal year 2020-2021. (schedule supplied)

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None

Public Comments

Timothy Williams (31 Sixth Street) requested residents be reminded to empty containers with stagnant water to prevent mosquitos (Building/Fire Inspector to follow up on same); and to pick-up after their dogs.

DPW Supt. Tom Conklin requested thank you letters be sent to two Hillburn residents who volunteered to pick up trash throughout the village.

Harris Computer Systems – Info-Fund Maintenance (Financial Computer Program) July 2020-June 2021: \$3,436.54.
Approved by Village Board.

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis
Noes: None

Village’s Capability to Accept Electronic Payments

A MOTION was made by Trustee O’Blenis and seconded by Trustee Tarantino authorizing the Village Clerk to review various options to allow the Village to accept electronic payments.

Ayes: Mayor Tursi & Trustee Tarantino
Noes: None

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

- Rockland Municipal Planning Federation and Cornell Cooperative Extension of RC – Co-Sponsoring an education webinar “Achieving Sustainability of Rockland County Through Sustainable Water Resources” – 5/18/2020.
- Office of the State Comptroller – Webinar “Internal Controls for Inventory and Equipment” – 5/15/2020.
- NYCOM – RE: Extending the Interest-Free Period on Property Tax Payments – Request must be made to and approved by the NYS Governor. (The Village Board does not wish to make a request).
- Notices regarding Various webinars – RE: COVID-19

Voucher Claims were reviewed by the Board who approved payment of same.

Scheduling of Next Board Meeting for May 2020 – Meeting was scheduled for Tuesday, 5/26/20 at 10:00AM (video conference).

A MOTION was made by Trustee Tarantino and seconded by Mayor Tursi to adjourn the meeting at 12:45PM.

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis
Noes: None