

VILLAGE OF HILLBURN
Board of Trustees Meeting
Tuesday, November 16, 2021 – 7:00PM

MINUTES OF THE BOARD OF TRUSTEES MEETING held on Tuesday, November 16, 2021, in the Hillburn Community Room, 37 Fifth Street, Hillburn, New York 10931, via GoToMeeting.com, commencing at 7:00PM.

PRESENT:

Joseph P. Tursi, Mayor
Bernadette Tarantino, Trustee
Bonnie O’Blenis, Trustee
Terry Rice, Village Attorney (via GoToMeeting.com) Periodically Left Meeting
Thomas Conklin, DPW Superintendent

ABSENT:

Eve Mancuso, Village Engineer

RECORDER OF MINUTES: Robin G. Miele, Clerk-Treasurer

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The Hon. Mayor Joseph P. Tursi called meeting to order. Asst. Clerk-Treasurer Mary Boone led in the Salute to the Flag.

Minutes of the 10/26/2021 Meeting - Approved by Village Board.

Ayes: Mayor Tursi & Trustee Tarantino
Noes: None
Abstention: Trustee O’Blenis (not present at meeting)

Street & Water Commissioners’ Reports – Approved by Village Board.

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

Police Commissioner’s Report – Mayor Tursi reported the Ramapo Police Department will be installing License Plate Readers in the Village soon.

-NYS DOT – RE: Project to install traffic signals generator transfer switches at various intersections in RC. Location in Hillburn: Intersection of Route 17, Brook St. & Sixth Street. Project to be constructed in the summer of 2022.

DPW Report - DPW Supt. Conklin reported:

Recreation Equip.–East Hillburn – Replacement Parts were received from GameTime and will be installed.

Highway Superintendents Assoc. of Rockland County – Upcoming Meeting: 11/18/2021

2008 Ford F-350 – 11/9/21 Emergency Repair by Suffern Auto Ser.–Inv #1333: \$705.06. **Approved by Village Board.**

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

Trees – Veterans Memorial Park – 11/8/2021 Estimate from Perfect Cut: \$3,500.00 (Remove one spruce, one maple and four sassafras) **Approved by Village Board.**

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

2021 Ford F-550 DPW Truck (1/11/2021 PO #2044) – Delivered 10/22/2021

-The replacement grill for truck has not been received as of this date.

-Supt. Conklin will go to the DMV to register the new truck.

-Lettering of the truck has been complete. A proposal for lights will be provided by the next meeting.

Village Water System

-Testing of Meter by SUEZ Water New York – RE: Field Test/Change of Water Meter by National Metering Services. DPW Supt. Conklin reported the inspection was made by National Metering Services today and it was determined that it was functioning properly – meter not changed.

-SUEZ Water New York – Bill of 11/08/2021: \$13,256.05 - Approved by Village Board.

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

-Customer Rebate Program – The Village Clerk reported that SUEZ was contacted to determine if Hillburn residents qualify. SUEZ advised that Hillburn residents are ineligible to receive the Customer Rebate, as they are billed by the Village of Hillburn. However, they advise that the matter will be looked into further.

H.F.D. Report – HFD Chief Starr not present.

-Membership – The HFD approved the membership of Thomas Chamberlain. Authorization is needed for the required physical at Mahwah Medical. **Approved by Village Board.**

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

-MES - 11/1/2021 Correspondence – RE: Required testing of Scott Air-Paks. (copy supplied to HFD Chief).

-RBC Wealth Management Correspondence: Portfolio Focus Account Statement – October 31, 2021.

-10/2/21 HFD Mutual Aide to Mahwah FD – An 11/8/2021 letter was sent requesting reimbursement for foam (\$686.84)

Penflex – LOSAP - Service Fee Agreement – 11/1/2021 – 10/31/22

A MOTION was made by Trustee O’Tarantino and seconded by Trustee O’Blenis authorizing the Mayor to sign the 2021-2022 Service Fee Agreement as follows:

Base Fee:	\$3,550.00 (\$0 change from 2020)
Preparation of Financial Statement Disclosures:	
NYS LOSAP Audit Package	495.00 (\$0 change from 2020)
GASB 73 Package	950.00 (\$0 change from 2020)
	<u>\$4,995.00</u>

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

SAM Capital Funding Grant Applications

-SAM Grant - Sponsored by Assemblyman Lawler's Office – Revised Funding Application: Pre-Fab Building and Back Hoe – Submitted – No further response.

-SAM Grant – Sponsored by Senator Elijah Reichlin-Melnick's Office – 6/30/2021 Letter Request for Funding - Proposed Project Application: Veterans Memorial Park Pond Restoration – Sen. Reichlin-Melnick's office advised that the Village's application had been forwarded to DASNY (Dormitory Authority of the State of New York).

-DASNY has requested the filing of various documents. Request is being followed up on.

Village Engineer's Report – Engineer Mancuso not present.

Sixth St. Culvert (area of Boulder Ave) – A report detailing required repairs to culvert was submitted by Brooker Engineering on 10/28/2021. Due to the scope/cost of work, plans and specifications will be needed for a public bid.

-Brooker Eng. - Inv. #161617 dated 11/10/2021 – Inspection of Culvert: \$1,207.00. **Approved by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & O'Brien

Noes: None

2021 Repavement Project – Funding: CHIPs Program - Project Areas: 5th St (from Mountain Ave. to Hickory Ave.), Hickory Avenue (from 5th St. to 6th St.), 6th St. (from Hickory Ave. to Rockland Ave.)

Cavaliere Industries completed milling on 10/30/2021– Invoice #17762 dated 11/09/2021: \$11,988.85

A MOTION was made by Trustee Tarantino and seconded by Trustee O'Brien authorizing payment of Invoice #17762 to Cavaliere Industries, subject to approval by the Village Engineer,

Ayes: Mayor Tursi, Trustees Tarantino & O'Brien

Noes: None

Tilcon New York, Inc. completed paving on 11/3/2021 – Invoice #N2111007 dated 11/8/2021: \$44,268.72

A MOTION was made by Trustee O'Brien and seconded by Trustee Tarantino authorizing payment of Invoice #N2111007 to Tilcon New York, Inc., subject to approval by the Village Engineer,

Ayes: Mayor Tursi, Trustees Tarantino & O'Brien

Noes: None

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

-NYSIF - Paid Family Leave (PFL) – Attorney Rice reported he has reviewed the information regarding the PFL Policy and individual employees may only opt out under limited circumstances. He will review the requirements for the Village to opt out entirely.

-NYCOM Conferences – Attorney Rice stated he would like to attend two webinars at the cost of \$30.00 each – Subjects: Regulating Cannabis Operations (12/7/2021) and Fair Housing Considerations for Municipalities (12/16/2021) **Approved by Village Board.**

Ayes: Mayor Tursi, Trustees Tarantino & O'Brien

Noes: None

Town of Ramapo – 2022 Fire District Agreements (District #1 and District #5)

Mayor Tursi reported he had spoken with Ramapo Supervisor Specht who advised that the Town had held a Public Hearing on its 2022 Budget and confirmed that the Village will receive the same fee amounts for each district as last year. Agreements will be supplied to the Village Board by 12/9/2021.

Verizon – Franchise Renewal (Dated 5/20/2019 – Expires 5/20/2024) – No additional information. (Village Attorney stated that this item can be removed from the Agenda)

\$125,000 BAN – Dated 1/14/2021 (DPW Vehicle, DPW Pre-Fab Garage & Misc. Office Equipment)

-An updated Financial Report will be supplied to the Village Board tomorrow, 11/17/2021.

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

Insurance –

New York State Volunteer Firefighter Cancer Benefit Program (1/1/2019–1/1/2022) (Current Policy is with The Hartford) The Village's insurance agent, Garrett Durland of Seeley & Durland, provided a proposal from VFIS to replace the coverage with Hartford and recommended the Board accept same.

A MOTION was made by Trustee O'Brien and seconded by Trustee Tarantino to accept the proposal from VFIS to provide the New York State Volunteer Firefighter Cancer Benefit Program as of 1/1/2022.

Ayes: Mayor Tursi, Trustees Tarantino & O'Brien

Noes: None

Comp Alliance – Recommendations based on 10/15/2021 Inspection of Village-owned Buildings:

-Affix chairs in the meeting room together – Village Board Determination: N/A

-Replace Slide Bolt Entry Lock System with an Exit Panic Device on Exit Door in Downstairs Area of Community Room (Firehouse): Hillburn Fire Department is following up on installing the new door.

-Implement a Policy regarding the maximum weight limit load for residential garbage pick-up – DPW Supt. is to provide the Village Attorney with a maximum weight to amend §184-8 of the Hillburn Code.

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

-An updated Financial Report will be supplied tomorrow, 11/17/2021.

General Code

-Proposal for Laserfiche – A webex meeting was held this afternoon with a representative of General Code, who will be providing proposals with options to purchase Laserfiche.

Village Website

A fully executed Agreement has been received from equaTek.

Mayor Tursi reported he is working with a representative of equaTek in the development of an updated Village website.

Zoning Board of Appeals – No report.

Planning Board – No report.

Building/Fire Inspector's Report – Building/Fire Inspector Gordon not present.

-The Village Board acknowledged receipt of copies of correspondence from the Bldg/Fire Insp. & Asst. Bldg Insp.

Escrow – A Status of Escrow Accounts Report dated 10/26/2021 was supplied.

Thomas Scott – Building Permit #091220 (Issued 9/03/2020) – Single Family Dwelling

-Claim - Brooker Engineering (Inv. #161616): \$178.00. **Approved by Village Board**

Ayes: Mayor Tursi, Trustees Tarantino & O'Brien

Noes: None

Jay Kim – ZBA Application filed 4/23/2021 (Action taken on 10/12/2021)

-10/26/2021 Claim – Terry Rice, Esq.: \$1,372.50. **Approved by Village Board**

Ayes: Mayor Tursi, Trustees Tarantino & O'Brien

Noes: None

-Noved Building Mgmt – 4/4//2019 Planning Board Application

-8/6/2021 Statement – Nelson Pope Voorhis (Invoice #20848 & 211542: \$340.00 – Payment remains pending)

Additional escrow to be filed by Noved Building Mgmt.

Senior Citizens

2021 Christmas Party – Town of Ramapo Community Center - 12/11/2021 at 1:00PM - \$15.00 per person.

Recreation – No report.

2022 Village Election – 3/15/2022

2022 Assessment Roll – Taxable Status Date: 1/1/2022.

2021 Interfaith Thanksgiving Service – Mayor Tursi reminded, all in attendance, of the Interfaith Service that will be held on Tuesday, 11/23/2021, 7:00PM – Lighthouse Worship Center.

2021 Christmas Tree Lighting Celebration – Sunday, 12/5/2021, 6:00PM – Veterans Memorial Park.

-Memorial Ornaments are available at the Village Office.

7:30PM

A MOTION was made by Trustee O'Brien and seconded by Trustee Tarantino to suspend the regular meeting in order to continue the Public Hearing regarding Introductory Local Law No. 5 of 2021.

Ayes: Mayor Tursi, Trustees Tarantino & O'Brien

Noes: None

7:30PM – Continuation of 9/14/2021 Public Hearing – Introductory Local Law No. 5 of 2021 –

A local law amending Chapter 250 of the Code of the Village of Hillburn

(Adjourned on 9/14/21 to 9/28/2021 allow time for receipt of GML Review from the RC Dept. of Planning; adjourned on 9/28/2021 to 10/12/2021; adjourned on 10/12/2021 to 10/26/2021 to allow response to the recommendations on the GML Review)

-Mayor Tursi stated that a Planning Committee, comprised of Village residents, Village Board, Village Attorney and Village Planner, provided an updated Master Plan and Zoning Local Law that was adopted on 1/14/2020. It was later determined that several additions/revisions were necessary, as detailed in Introductory Local Law No. 5 of 2021 that has been posted online and available for review at the Village Office.

Public Comments – attached

8:05PM

A MOTION was made by Trustee Tarantino and seconded by Trustee O'Brien that the Public Hearing be adjourned to 12/14/2021, at 7:30PM, in the Hillburn Municipal Meeting Room.

Ayes: Mayor Tursi, Trustees Tarantino & O'Brien

Noes: None

8:06PM

A MOTION was made by Trustee O'Brien and seconded by Trustee Tarantino to re-open the regular Board of Trustees meeting.

Ayes: Mayor Tursi, Trustees Tarantino & O'Brien

Noes: None

Silverberg Zalantis, LLC - 11/10/2021 Proposal for Add'l Legal Services – RE: Intro. Local Law No. 5 of 2021

Attorney Rice stated that in order to address the skepticism voiced by the public, a proposal was submitted by Silverberg Zalantis, LLC for legal services to review and comment on the veracity of the proposed amendments outlined in Introductory Local Law No. 5 of 2021 at the cost of \$325.00 per hour.

A MOTION was made by Trustee O'Brien and seconded by Trustee Tarantino to accept the 11/10/2021 proposal from Silverberg Zalantis, LLC for additional legal services pertaining to Introductory Local Law No. 5 of 2021, at the cost of \$325.00 per hour.

Ayes: Mayor Tursi, Trustees Tarantino & O'Brien

Noes: None

10/25/2021 Claim – Nelson Pope Voorhis – RE: Zoning Amendments (8/30/2021-9/28/2021): \$595.00 – No action.

Public Comments –

Tony Powell (121 Sixth St) stated that during Hurricane Ida, rocks and debris were washed down into the brook.

-Mayor Tursi stated he will contact the RC Drainage Agency to have the brook dredged.

Chevron Torres (54 5th St) stated her appreciation to the Village for the bench that was installed on the Recreation Field, near the tree in memory of Olivia Lee. She also stated that she had placed a wrap around the tree to deter the deer.

Action Forms Filed:

-10/12/2021 – RE: 31 Rockland Avenue – RE: Lifting of Walkway on Private Residence (Allegedly from roots of Village tree) – On 10/29/2021, DPW Supt. Conklin was present when the paver was raised and it was confirmed that there were no tree roots causing the issue.

-11/09/2021 – RE: Vehicle & Traffic issue (police matter)

-11/15/2021 – RE: Maintenance of Property at 65 Mountain Avenue (Food/Garbage strewn on property) – Matter referred to Building/Fire Inspector.

Requests for Use of Community Room

-FEMA – Dates: 11/17-18/2021 – 8:30AM – 4:30PM – Hurricane Ida Mobile Disaster Recovery Center **Approved by Board**

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None

-Y. Van Dunk – Ladies Auxiliary – Dates: 12/7-11/2021 / Time: 6:00 – Christmas Caroling/Workshops **Approved by Board**

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None

Request for Use of Youth Center

-Y. Garcia – Dates: 12/8, 15, 22/2021 and 1/5, 12, 19, 26/2022 / 3:30-5:30PM – Indoor Soccer **Approved by Board subject to receipt of \$150.00 Fee and Insurance Documents**

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None

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

-O & R – Notification of increase in gas and electric bills (posted and placed on website)

-Peggy Kurtz – Rockland Community Power – Email thanking Village Board for the opportunity to make a presentation on 10/26/2021.

-Meals on Wheels – Request for volunteers to deliver Thanksgiving meals.

-Rockland County – Request for volunteers for food distribution. (posted)

-NYS Dept. of Public Service – Virtual Public Statement Hearing on 11/17/2021 – RE: Veolia’s Environment S.A.’s acquisition of a majority or all of the outstanding shares of SUEZ.

-NYS Empire Plan – October 2021 Report.

-Bank of Greene County – Availability of banking services.

Personnel

11/16/2021 Letter of Resignation Submitted by Shane Starr

A MOTION was made by Trustee O’Blenis and seconded by Trustee Tarantino to accept, with regret, the resignation of Shane Starr from the position of Asst. DPW Supt., effective 11/30/2021.

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None

Invoice Requiring Approval

Office of Real Property Tax Services – Inv. #RP 21-147 – RPS Annual Licensing - Fiscal Year 2021-22: \$750.00

Approved by Board

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None

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

Ayes: Mayor Tursi, Trustees Tarantino & O’Blenis

Noes: None

Upcoming Village Board Meetings: Tuesday - 12/14/2021 - 7:00PM (to be held in the Municipal Meeting Room)

Meeting was adjourned at 8:30PM.