

VILLAGE OF HILLBURN
Board of Trustees Meeting
Tuesday, April 25, 2023 – 7:00PM

MINUTES OF THE BOARD OF TRUSTEES MEETING held on Tuesday, April 25, 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 McNally led in the Salute to the Flag.

Minutes of the 4/11/2023 Meeting - Approved by Village Board.

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

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

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

Police Commissioner's Report – Police Commissioner, Mayor Tursi, acknowledged the presence of Ramapo Police Officer Small and Officer Dodrill.

-Mayor Tursi stated he had left a message with Captain Hyman regarding an issue at the top of Sixth Street, pass the gate.
-DPW Supt. Conklin stated that vehicles are bypassing the gate and congregating at the top of Sixth Street, leaving trash behind. He had spoken to a Ramapo Police Detective who advised that if the Village provided the Ramapo Police with a key to the gate, the sector car would patrol the area. Officer Small stated he would follow up on same.

RE: Dog Control Officer – Mayor Tursi questioned if a Dog Control Officer had been appointed by the Town.

-Officer Small replied yes – a gentleman named Dan was appointed approx. 5-6 months ago.

Village Engineer's Report – Engineer Mancuso reported:

-**5th Street DPW Garage** – An updated quote was received from ClearSpan that includes materials, delivery and installation of a pole building: \$193,497.90. Concrete slab and electric are separate. Funding mechanism to be determined.

-**Upper Sixth Street Paving Project** – Bid documents prepared. Bid date pending receipt of CHIPs Funding.

-**Veterans Memorial Park Pond** – Quotes are being obtained for the installation of second shallow well.

-**6th Street Culvert** – NYS DEC has responded – project application has been received and is being reviewed.

7:15PM

A MOTION was made by Trustee Tarantino and seconded by Trustee McNally to suspend the regular meeting in order to hold the duly scheduled Public Hearing.

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

Public Hearing – Introductory Local Law 2 of 2023 – Rental Properties

The Village Clerk read the duly posted and published Notice of Public Hearing.

Attorney Rice summarized the purpose of the local law inasmuch as requiring the owner of a rental property to register with the Village and obtain a permit that requires inspection.

-Attorney Rice stated he still has not received Trustee McNally's comments.

Hearing was opened for public comments. There were none.

A MOTION was made by Trustee McNally and seconded by Trustee Tarantino to adjourn the public hearing to allow time for review of Trustee McNally's comments regarding the introductory local law, and to continue the public hearing on May 9, 2023 at 7:15PM.

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

7:30PM

Public Hearing – Introductory Local Law 3 of 2023 – Truck Parking on Streets within the Village Limits

The Village Clerk read the Notice of Public Hearing that was duly posted and published.

Mayor Tursi summarized the introductory local law. The recent parking of large trucks along streets in the Village, in some instances impeding traffic, has necessitated this regulation.

-Although the introductory local law reflects a weight limit of 10 tons, it was determined that the weight should be decreased to 5 tons.

Hearing was opened for public comments. There were none.

A MOTION was made by Trustee Tarantino and seconded by Trustee McNally to close the Public Hearing.

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

The following Resolution was offered by Trustee McNally and seconded by Trustee Tarantino who moved its adoption:

WHEREAS, a duly noticed public hearing was held on April 25, 2023 regarding Introductory Local Law No. 3 of 2023, a Local Law Amending Section 230-7 of the Code of the Village of Hillburn to Prohibit the Parking of Trucks with a Gross Weight of 10 Tons or more on Streets in the Village of Hillburn

WHEREAS, the Village Board determined that the introductory local law be amended to prohibit trucks with a gross weight of 5 Tons or more from parking on streets in the Village of Hillburn; and

WHEREAS, the Village Board determined that the adoption of this local law is a Type II action and no further environmental review is required;

NOW THEREFORE, BE IT RESOLVED that the Village Board of Trustees hereby adopts Introductory Local Law No. 3 of 2023 as Local Law No. 2 of 2023, as amended. Said Local Law will take effect immediately upon filing with the Secretary of State.

Ayes: Joseph P. Tursi, Mayor
Bernadette Tarantino, Trustee
David McNally, Trustee

Noes: None

Resolution was unanimously adopted.

-Purchase of No Parking Signs – RE: Trucks – Traffic Safety & Equip. Co., Inc. – 4 Signs at \$70.00 = \$280.00. Approved by Village Board.

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

-Attorney Rice confirmed that signs should not be posted until the Secretary of State confirms filing of the Local Law.

Village Water System –

-RE: Two High Water Bills for the Billing Period Ending 3/31/2023 – Letters were sent to the two respective property owners offering the opportunity to pay the bills within a 6 month period, without penalty or relevy. At this date, one property owner has requested to meet with the Mayor to discuss the bill.

-Testing of Meter (Route 17 Back-Up Meter) – Testing by National Meter still pending.

DPW Report - DPW Supt. Conklin

Hydrant Flushing – 90% complete.

Purchase of New Mower – Supt. Conklin reported he notified Pomona Power Equip. regarding a slight oil leak in mower.

Annual Purchase of American Flags – Quotes are being obtained.

Trees - Veterans Memorial Park – SiteOne Landscape Sup. – Supt. Conklin to follow up on obtaining trees, at quoted price.

Backhoe – Supt. Conklin had contacted HO Penn – RE: high water level in the backhoe. Fuel was drained and two filters were replaced. System still reads high water level; however, the backhoe is working. No harm to motor.

H.F.D. Report – Asst. Chief Nelson Scott was present. Written report submitted.

Request to Purchase Equipment

- (1) Battery for Chiefs Vehicle – Portable High Band Radio - Cost: \$ 51.00 Vendor: Amazon
- Work Gloves 2 Boxes of 3 Pairs (Size XXL & LG) - Cost: \$ 79.96 (39.98/box) Vendor: Amazon
- (1) 14” Wood Blade for Demo Saw - Cost: \$ 60.50 Vendor: Amazon
- (2) Cases of 2 Stroke Fuel for Equipment - Cost: \$167.52 (\$83.76/case) Vendor: Home Depot

Approved by Village Board

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

-On 4/14/2023, the HFD responded to a fire along the train tracks in Haverstraw and Congers. A 4/24/2023 email was received from RC Fire Coordinator Christopher Kear stating the possibility of reimbursement by CSX and recommending the responding fire departments document their response.

-Asst. Chief Scott advised that one chain saw was damaged at the fire; however, it was replaced by Home Depot at no charge.

-Penflex – The Annual Actuarial Report was received on 4/21/2023.

-RBC Wealth Mgmt – Portfolio Review – Period Ending 3/31/2023.

Status of Grant Applications:

SAM Grant #24626 - Sponsored by Assemblyman Lawler’s Office – Pre-Fab Building - RE: 3/9/2023 reimbursement claim: \$19,030.50 – received 4/19/2023. Expenditures pending reimbursement at this date: \$7,742.50.

-SAM Grant #24595 - Sponsored by Senator Elijah Reichlin-Melnick’s Office – Veterans Memorial Park Pond Restoration Reimbursement claim was filed on 4/18/2023: \$20,856.20.

Hurricane IDA– FEMA – DR 4615 – RE: 6th St. Culvert - Current expenditures at this date: \$32,133.25.

NYS Archives – (LGRMIF) Grant – Grant Balance: \$6,425.00 (50%). Files are being prepared to be sent 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.

Village Attorney’s Report – Village Attorney Terry Rice reported

-4/14/2023 Petition for Zone Change (Rec’d 4/20/2023) – MS Realty of New York, LLC (Property ID: 47.14-2-42)

Attorney Rice recommended Petition be reviewed by Bonnie Fransen, Village Planner; and that an escrow account be established by the Petitioner in an amount to be determined. **Approved by Village Board**

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

-Draft of Local Law for Amendment of Zoning Law & Comprehensive Plan – Public Hearing remains open at this date.

-Attorney Rice stated that, while there is no deadline for scheduling a date to continue the Public Hearing, Notices would have to be reposted/republished.

Tax Certioraris – 2023 Assessment Year – Four Tax Cerioraris have been filed and supplied to the Board of Assessment Review (Village Board), Village Attorney and Village Assessor.

Insurance

-Comp Alliance – Workers’ Compensation

-4/14/2023 Letter – RE: Virtual loss control survey conducted on 4/14/2023 – Results: No workers’ compensation loss control recommendations for improvements at this time.

2023-2024 Tentative Budgets

A MOTION was made by Trustee McNally and seconded by Trustee McNally to adopt the 2023-2024 General Fund Budget, as presented at the 4/11/2023 Public Hearing.

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

A MOTION was made by Trustee McNally and seconded by Trustee McNally to adopt the 2023-2024 Water Fund Budget, as presented at the 4/11/2023 Public Hearing.

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

\$125,000 BAN – Dated 1/14/2021 (DPW Vehicle, DPW Pre-Fab Garage & Misc. Office Equipment) – A 4/25/2023 Financial Report was provided to the Village Board.

Various Capital Improvements (In accordance with 9/1/16 BAN) – A 4/25/2023 Financial Report was provided to the Village Board.

Zoning Board of Appeals –

Applicant: Joseph Levy (Owner: Fulton Estates LLC) - The 3/8/2023 Public Hearing has been adjourned to 5/15/2023.

Planning Board – Upcoming Meeting: 5/17/2023

Building/Fire Inspector’s Report

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

-Application Filing fees – On hold.

Verizon Franchise Renewal – Current franchise expires May 20, 2024.

-Attorney Rice stated that he still has not received a response to his calls and emails.

Escrow – A Status of Escrow Accounts Report dated 4/25/2023 was supplied.

Senior Citizens – Schedule of meetings was supplied.

Recreation

License Agreement with Max McClintock, Rockland After School Programs, Inc. d/b/a The Summer Spot Day Camp: 6/1/2023 - 8/31/2023 Use of Hillburn Youth Center to hold a Summer Camp (6/1/2023-8/31/2023)

-Max McClintock held two “Meet and Greets” at the Youth Center on Sun., 4/16/2023 and Wednes., 4/18/2023, to introduce himself to Hillburn residents and provide information on his program.

-Insurance Requirements -Village insurance agent’s recommendation for additional insurance coverage. Attorney Rice stated that the coverage stated in the License Agreement is sufficient at this time.

Memorial Day Parade & Service – Monday, May 29, 2023 – 9:00AM

-Arrangements are being made. Bike decorations will be ordered.

-Mayor Tursi reported he had received an invitation from RC Sheriff Falco III to attend the Annual Memorial Service on 5/21/2023 at the RC Police Memorial site at the RC Courthouse.

Village Historian Position – Mayor Trustee stated that he would like to contact Craig Long to request if he would be interested in the position (currently serves as Historian for the Village of Suffern and Town of Ramapo). **Approved by Board.**

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

Public Comments – None

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

-RC Dept. of Finance – 12/1/22-2/28/2023 Sales Tax Payment - \$5,807.00.

-Shining Lights Helping Hands – 4/13/2023 letter – RE: Blocking off 5th St. for Community Wide Yard Sale on 4/22/2023.

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

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

Personnel

Mayor Tursi reported a high school student has requested to serve as an intern at the Village Office (days/time/compensation to be determined) **Approved by Board.**

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

Upcoming Village Board Meetings: Tuesdays, May 9th & 23rd –7:00PM

A MOTION was made by Trustee Tarantino and seconded by Trustee McNally to adjourn the meeting at 8:03PM.

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None