

VILLAGE OF HILLBURN  
Board of Trustees Meeting  
Tuesday, June 13, 2023 – 7:00PM

MINUTES OF THE BOARD OF TRUSTEES MEETING held on Tuesday, June 13, 2023, in the Municipal Meeting Room, 31 Mountain Avenue, Hillburn, New York 10931, commencing at 7:00PM.

**PRESENT:** Joseph P. Tursi, Mayor  
David H. McNally, Trustee  
Terry Rice, Village Attorney (online)  
Thomas Conklin, DPW Superintendent

**ABSENT:** Bernadette Tarantino, Trustee  
(Family Obligation)  
  
Eve Mancuso, Village Engineer  
(Vacation)

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

The Hon. Mayor Joseph P. Tursi called meeting to order. Deputy Treasurer Parquiris DeLeon led in the Salute to the Flag.

**7:00PM – Opening of Bids – 2023 Road Improvements**

The Notice to Bidders was duly published and posted (Village Office and Post Office), as well as on the Village’s website.

A total of two bids were submitted and opened in the order received:

Name/Address	Base Bid	Base Bid	Base Bid	Base Bid
of Bidder	Item #1	Item #2	Item #3	Total
	Mobilization	Milling	Paving	
Tilcon New York, Inc.				
9 Entin Road	\$2,800.00	\$21,875.00	\$47,450.00	<u>\$72,125.00</u>
Parsippany, NJ 07054				
D.S. Meyer Enterprises, LLC				
2 North Street, Suite 2A	\$1,500.00	\$23,750.00	\$47,775.00	<u>\$73,025.00</u>
Waldwick, NJ 07463				

Bids were tabled by the Village Board for review by the Village Attorney and Village Engineer.

**Minutes of the 5/23/2023 Meeting - Approved by Village Board.**

Ayes: Mayor Tursi & Trustee McNally  
Noes: None

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

Ayes: Mayor Tursi & Trustee McNally  
Noes: None

**Police Commissioner’s Report** – No report.

**Village Water System** –

**Veolia Water NY:**

-Bill of 6/1/2023: \$12,287.47 **Approved by Village Board.**

Ayes: Mayor Tursi & Trustee McNally  
Noes: None

-Veolia Annual Drinking Water Quality Report for 2022 – Booklets are available at the Village Office and report is also on the Village’s website.

-Testing/Replacement of Meter (Rte 17 Back-Up Meter) – Supt. Conklin reported the work was done by National Meter.

**-RC Dept. of Health – Lead and Copper Rule Revisions – Lead Service Line Inventory Information**

DPW Supt. stated he met with Tanner Morales of RC Health Department on 5/12/2023 regarding a survey of the Village’s water system. The deadline to prepare a plan regarding the Lead Service Line Inventory is October 2024.

**DPW Report - DPW Supt. Conklin**

-Fibar has been placed at the Youth Center & East Hillburn playground areas.

-RC Health Dept. – Food Service Establishment Inspection at Youth Center – Supt. Conklin reported that the issues stated in the 5/22/23 Summary Report are being rectified: leaks in kitchen hand wash sink; and women’s bathroom sinks.

-The water fountain at the Youth Center is also being repaired.

-Youth Center Deck – Supt. Conklin reported he is following up on covering it with astroturf.

**Purchase of DPW Vehicles** (Proposed Funding: Bond)

-Garbage Truck – Supt. Conklin is meeting with a representative of Sanitation Equip. to obtain an estimate for a new truck.

-Replacement of 2008 Ford F-350 (Currently Registered as Salvage following a Total Loss Settlement from Village’s insurance company due to a 4/20/2022 Accident) – Supt. Conklin requested that the truck be declared surplus, to be replaced upon the purchase of a new truck. A discussion was held on methods to determine availability and estimated cost for the new truck, including an online “mini bid”, or contacting various suppliers.

A MOTION was made by Trustee McNally and seconded by Mayor Tursi authorizing the DPW Supt. to obtain an estimate(s) for the purchase of a new Ford F-350, and

FURTHER, upon the purchase of a new DPW truck, the 2008 Ford F-350 is to be declared surplus – REASON: No longer needed for Municipal purposes.

Ayes: Mayor Tursi & Trustee McNally  
Noes: None

**H.F.D. Report – Chief Irving Stryko report. Written report submitted.**

-HFD Drivers – Chief Stryko requested approval for Andrew Stryko and Daniel Stryko to be added to the Driver's List, following the Village's insurance company clearance of their Motor Vehicle abstract. **Approved by Village Board.**

Ayes: Mayor Tursi & Trustee McNally

Noes: None

-UTV – Purchase of Heavy Duty Springs – Chief Stryko stated that stronger springs are needed to support the added weight of water, equipment and personnel. Name of Vendor to be supplied. Maximum cost: \$1,000.00. **Approved by Village Board.**

Ayes: Mayor Tursi & Trustee McNally

Noes: None

-Joint Drill – Chief Stryko reported that a drill involving multiple Ramapo mutual aid departments will be held on July 15<sup>th</sup> (Rain Date: July 16<sup>th</sup>) in the area past the reservoir – Purpose: Operation of UTVs. **Approved by Village Board.**

Ayes: Mayor Tursi & Trustee McNally

Noes: None

-HFD Membership – Chief Stryko reported that as approved Village Board on 4/11/2023, Anthony Woodson has taken and passed the required physical and has been accepted into the Hillburn Fire Department.

-RBC Wealth Mgmt –May 2023 Account Statement.

**Status of Grant Applications:**

SAM Grant #24626 - Sponsored by Assemblyman Lawler's Office – Pre-Fab Building

-Expenditures pending reimbursement: \$8,286.50.

SAM Grant #24595 - Sponsored by Senator Elijah Reichlin-Melnick's Office – Veterans Memorial Park Pond Restoration

-Reimbursement claim filed on 4/18/2023: \$20,856.20 – Payment received 5/19/2023. Expenditures pending reimbursement: \$3,407.36.

Hurricane IDA– FEMA – DR 4615 – RE: 6<sup>th</sup> St. Culvert –

-Category C Project: Roads and Bridges (Deadline Date: 3/5/2024) Current expenditures: \$62,284.00.

-Category Z Project: Management Costs (Deadline Date: 9/6/2025) On 5/10/2024, FEMA obligated \$26,806.26.

-5/12/2023 Email from FEMA – The projects have been obligated and a Final Close Out Meeting (aka Recovery Transition Meeting) was held on 6/1/2023.

NYS Archives – (LGRMIF) Grant –Grant Balance: \$6,425.00 (50%). Files have been scanned and returned.

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 Engineer's Report** – Engineer Mancuso not present.

-2023 Stormwater II Education Program Agreement – A fully executed Agreement was received on 6/5/2023.

-5<sup>th</sup> St DPW Garage – Pole Building – Supt. Conklin obtaining quotes for concrete and electrical work from Salomone.

Veterans Memorial Park Pond – Quotes Received 5/23/2023 for the construction of a 30' deep well:

1) SB Church:	\$64,285.00	2) MB Drilling:	Gravel Packed Well:	\$29,695.00
			Naturally Developed Well:	\$29,123.00

A MOTION was made by Trustee McNally and seconded by Mayor Tursi to accept the quote received from MB Drilling in the amount of \$29,695.00, and

FURTHER, the amount budgeted for this work, if needed, is not to exceed \$35,000.00.

Ayes: Mayor Tursi & Trustee McNally

Noes: None

6<sup>th</sup> Street Culvert – Engineer Mancuso filed a full submission with the NYS DEC on 6/07/2023.

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

Noved LOMR-F (Letter of Map Revision) filed on 2/7/2023 – Denied by Floodplain Administrator on 2/10/2023

An Order to Show Cause and Supporting Papers to hold Village of Hillburn (Plaintiffs) in Contempt of Court was filed by the Attorney for Nicholas Cianciaruso, NAC Maintenance, Inc., Craig Flanagan, Jr., Outdoor Properties, LLC, Douglas L. VanSchaik, William Cianciaruso a/k/a/ Bill Diamond and Diamond Truck Service, Defendants.

-Attorney Rice summarized the Defendants' motion to hold the Village in Contempt: Noved's request to remove a portion of the property from the floodplain on the basis that they elevated the area with the import of fill was denied due to the fill was placed on the property without proper permits, and has been determined to contain contaminants. Further, the respective property is the subject of court ordered remediation.

-On 6/7/2023, Attorney Rice filed papers with the Court in opposition to the motion to hold the Village in Contempt. On 6/8/2023, a Court Conference was held via zoom. The Judge's decision is pending.

Hillburn vs. Noved/Nicholas Cianciaruso, et. al – Remediation of Site – Order to Remediate Site with Notice of Settlement signed by Judge Eisenpress on 5/5/2023.

-Attorney Service Bureau – Invoices for Service or Order with Notice of Entry - #9974712: \$200.00 (Nicholas Cianciaruso); and Invoice #9974713: \$200.00 (William Cianciaruso). **Approved by Village Board.**

Ayes: Mayor Tursi & Trustee McNally

Noes: None

Introductory Local Law 4 of 2023 – A Local Law Enacting Certain Zoning Amendments to Chapter 250, Zoning, of the Code of the Village of Hillburn to expand the Allowable Uses in the LS Local Shopping Center Zoning District

-Attorney Rice stated that the Introductory Local Law requires Hillburn Planning Board review and RC Planning Dept. GML Review.

**Tax Certioraris – 2023 Assessment Year** – Four Tax Cerioraris have been filed.

**Insurance** - No report.

**\$125,000 BAN – Dated 1/14/2021** (DPW Vehicle, DPW Pre-Fab Garage & Misc. Office Equipment) – No change to 5/23/2023 Financial Report.

**Various Capital Improvements (In accordance with 9/1/16 BAN)** – No change to 5/23/2023 Financial Report.

**Zoning Board of Appeals** – No report

**Planning Board** – No report.

**Building/Fire Inspector’s Report**

- The Village Board acknowledged receipt of copies of correspondence from the Building/Fire Inspector.
- Application Filing fees – Mayor Tursi reported a draft Fee Schedule will be supplied to the Village Attorney.

**Verizon Franchise Renewal** – Current franchise expires May 20, 2024. Attorney Rice stated he has still not received a response to his calls and emails.

**Escrow** – A Status of Escrow Accounts Report dated 6/13/2023 was supplied.

**Senior Citizens** –

- Annual Senior Picnic** was held on 6/12/2023 in the Community Room.

**Recreation** –

**Summer Camp Program - 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 has provided a flier regarding registering for the Summer Spot Day Camp. (posted on door and on the Village’s website)
- Insurance and Fee pending at this date.

**Hillburn Scholarship Committee** – Mayor Tursi reported he and the Village Trustees attended the 2023 Scholarship Award Ceremony held on 6/10/2023. This year’s award honored Patricia Van Dunk, who served the Village in many ways, including Chair of the Recreation Department, Hillburn Planning Board member and Hillburn Ladies Auxiliary member. The five Award Recipients were: Kaya Duran, Mateusz Sobilo, Meghan Tarantino, Nevaeh Torres and Gabrielle Vaval

**Public Comments** – None

**RC Community Development – CDBG Program for Fiscal Years 2024-2026**

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

**WHEREAS**, in order for the County of Rockland to apply for Community Development funds as an Urban County, three year Cooperation Agreements for the Programs Years 2024, 2025 and 2026 must be executed;

**NOW, IT IS THEREFORE** resolved this 13th day of June 2023 that the Village of Hillburn hereby accepts the Cooperation Agreement submitted by the County of Rockland for Community Development Program Years 2024, 2025 and 2026 and be it further;

**RESOLVED**, that the municipal counsel has determined that the Cooperation Agreement complies with State, Town and Village Law and be it further;

**RESOLVED**, that the Chief Executive Officer of the Village of Hillburn is hereby authorized to execute said agreement and to take all steps necessary to implement this Resolution.

Ayes: Joseph P. Tursi, Mayor  
David McNally Trustee

Noes: None

Absent: Bernadette Tarantino, Trustee

**RESOLUTION** was unanimously adopted.

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

**Personnel**

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

Ayes: Mayor Tursi & Trustee McNally  
Noes: None

**Upcoming Village Board Meetings:** Tuesdays, July 11<sup>th</sup> & August 8<sup>th</sup> –7:00PM

A MOTION was made by Trustee McNally and seconded by Mayor Tursi to adjourn the meeting at 7:40PM.

Ayes: Mayor Tursi & Trustee McNally  
Noes: None