

MINUTES OF THE BOARD OF TRUSTEES MEETING held on Tuesday, October 24, 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

ABSENT: Thomas Conklin, DPW Superintendent (Vacation)

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 10/10/2023 Meeting - Approved by Village Board.

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

Minutes of the 10/19/2023 Special 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

Auditor's Report – FYE 5/31/23 – Berard & Associates CPA's P.C.

Donalee Berard presented hardcopies of a summary of the FYE 5/31/23 audit to the Village Board. The summary was also displayed on the Village's TV monitor. Ms. Berard narrated the report, noting significant items.

- A new requirement is in effect for Lease reporting; however, the Village has no lease agreements for f/y/e 5/31/2023.
- The Statements of Revenues and Expenditures reflect positive balances.
- The Village of Hillburn is in sound financial shape, in accordance with the f/y/e 5/31/23 Audit.
- Update of the Village's 5-Year Plan is recommended.
- The Water Fund is stable and reflects a positive balance.
- Ms. Berard thanked the Village staff for all their help.
- The Village Board thanked Ms. Berard and the staff from Berard & Assoc. for the preparation and presentation of the Audit for f/y/e 5/31/2023.

Police Commissioner's Report – Mayor Tursi stated he had no report.

Village Water System –

-Dept. of Health - 5/12/2023 Corres– RE: RC Lead & Copper Rule Revisions–Lead Service Line Inventory Information - Deadline to submit initial service line material inventory, including all SLs regardless of ownership – 10/16/2024.

DPW Report - DPW Supt. Conklin (Not present – Vacation)

-Loose Leaf Pick-Up Schedule: 10/18/2023 – 12/8/2023.

H.F.D. Report – Chief Irving Stryko not present. Written report supplied.

-HFD Building – 10/10/2023 Proposal for Replacement of Gutter - On-Time Contracting: \$5,800.00. **Approved by Village Board**

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

-HFD President Robert Cirincione reported that the HFD is scheduled to participate in the Village's 10/31/2023 Halloween Parade, as well as three Holiday Parades, as approved by the Village Board at the 10/10/2023 meeting: (Mutual Aide Coverage to be coordinated) - 11/25/2023 Totowa, West Paterson and Little Falls Annual Holiday Parade, 12/2/2023 Village of Suffern Parade, 12/9/2023 Orangeburg Parade.

Town of Ramapo – 2024 Budgeted amounts for Ramapo Fire Protection Districts No. 1 & No. 5 – No response to Mayor Tursi's 9/7/2023 letter requesting the following: Fire District #1: \$150,000; Fire District #5: \$95,000

Status of Grant Applications:

SLFRF Funding – \$100,820.01 - Project: Veterans Memorial Park Pond Restor. – Current expenditures: \$4,561.75.

SAM Grant #24595 - \$75,000.00 – Veterans Memorial Park Pond Restoration - Current Expenditures: \$56,144.57.

SAM Grant #24626 - \$49,500.00 – Pre-Fab Building - Current Expenditures: \$27,317.00.

Hurricane IDA– FEMA – DR 4615 – RE: 6th St. Culvert –

-Cat. C Project: Roads/Bridges - Current expenditures: \$75,430.50. Cat Z Project: Mgmt Costs - Obligated: \$26,806.26.

NYS Archives (LGRMIF) Grant – Approved Funding: \$12,850.00 – Amount Received: \$6,425.00 (50%). Invoice from NYSID: \$12,350.00. A Budget Amendment has been filed to utilize the \$500.00 balance to purchase a desktop scanner.

-2022 Crest Grant – Proposed Projects: Garbage Truck & Pre-Fab Garage – Letter/Application filed. (pending)

-Legislative Grant – Sponsored by Senator Bill Weber – Prelim. Applica. filed 7/10/2023 – Requested Funding: \$275,000.00 - Proposed Project: Purchase of Garbage Truck. (Response pending)

RC Community Development – CDBG Program for Fiscal Years 2024-2026 – No Report.

Village Engineer's Report – Engineer Mancuso reported:

6th Street Culvert – Project has been advertised for bid - Bid return date: 11/14/2023. As of this date, bid specifications have been issued to seven companies. A Pre-Bid Meeting/Walk Through will be held on 11/1/2023. The project will require some means of access (i.e. temporary bridge).

RE: NYS DEC Permit Restriction: Trout Time of Year - No in-stream work is allowed between Oct. 1st and Apr. 30th – The current deadline to complete the project is 3/4/2024. Due to this restriction, a second extension request will be filed with FEMA.

5th St. DPW Garage – Specifications are near completion.
-Mayor Tursi reported that funding for this project was discussed at the workshop meeting held today with the Village’s Bond Counsel, Robert Smith of Hawkins, Delafield & Wood; and financial advisors Noah Nadelson & Joseph Nocerino of Munistat Services, Inc.

-Veterans Memorial Park Pond – Phase I of project is being finalized. This will determine if the new well will provide adequate water.

2023 Road Improvements - Engineer Mancuso reported that the contractor, Tilcon, is working in Suffern. She is waiting for confirmation of a start-up date.

RC Hazard Mitigation Plan 2024 Update – Engineer Mancuso will assist the Village Clerk in completing the required questionnaires.

Proposed Bond
Mayor Tursi reported that the Bond was originally going to fund four projects/purchases. However, upon consideration of alternate funding, and subsequent to meeting with the financial advisor, the following was determined as follows:

- 5th Street DPW Garage – A Bond Resolution will be prepared.
- Purchase of Garbage Truck – A Bond Resolution will be prepared. (Due to the delivery date of the Garbage Truck is estimated at 18-24 months, securing of funds will be postponed)
- Veterans Memorial Park Pond Rehabilitation – Phase I Funding: Balance of funding in the ARPA/SLFRF Grant and SAM Grant #24595.
- Purchase of Dump Truck – Purchase will be funded through the Village’s Special Sewer Account, as per Resolution adopted on 10/19/2023

Village Attorney’s Report – Village Attorney Terry Rice reported
Village of Hillburn and Village of Hillburn Building/Fire Inspector, Plaintiffs vs. 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 – Remediation of Site
-Judge Eisenpress signed the amended Order to Remediate the Site, that include new deadline dates for compliance.
-The Cianciaruso Defendants have changed their Attorney. Mr. Lechins has been replaced by Valerie Palma DeLuisi. Attorney DeLuisi has filed a Notice of Appeal from the Court’s 9/18/2023 Decision and Order which dismissed their Contempt application against the Village.

Tenant Registry (Local Law No. 3 of 2023) – An Application Form is being prepared by Village Attorney.

Tax Certioraris – 2023 Assessment Year – Two Tax Certioraris remain in effect.
-ACA Holding Corp. – Attorney Rice stated that, upon his receipt, he will supply a signed copy of the Stipulation.

2024 Village Election – Tuesday, March 19, 2024

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

WHEREAS, the next general election for officers will be held on Tuesday, March 19, 2024, and
WHEREAS, the Board of Trustees must designate by resolution and publish the office(s) which are to be filled in such election and the term(s) therefore.
NOW, THEREFORE, BE IT RESOLVED:

Section 1. That the Board of Trustees designates the following office(s) as vacant at the end of the current year, and to be filled at the Village Election to be held on Tuesday, March 19, 2024 for the following term:

OFFICE OF TRUSTEE two year term

Section 2. The Village Clerk is hereby directed to publish this resolution in the Journal News.

Section 3. This resolution shall take effect immediately.

**Ayes: Joseph P. Tursi, Mayor
 Bernadette Tarantino, Trustee
 David McNally, Trustee**
Noes: None

RESOLUTION was unanimously adopted.

Insurance –
-Partners in Safety – 10/1/2023 Notification that “motor carriers” with fewer than 10 drivers will be combined into a consortium and charged a per driver annual rate. An Invoice #1738.2024 was received, in the amount of \$208.00, along with a 2024 Service Agreement. **Approved by Village Board**
Ayes: Mayor Tursi, Trustees Tarantino & McNally
Noes: None

-Comp Alliance – New Comp Academy Live – Enables users to access courses and earn certificates for completion.

-NYS Deferred Compensation Plan – No Village employees active in the plan.

Warrant to Rockland County of Unpaid 2023 Village Taxes – Warrant will be sent to Rockland County on 11/1/2023.

Verizon Franchise Renewal – Current franchise expires May 20, 2024 - Attorney Rice is following up on same.

2024 Village Assessment Year – No Report

1/14/21 BAN: \$125,000 (DPW Vehicle, DPW Garage, Misc. Off. Equip) – No change to 9/30/2023 Financial Report.

Various Capital Improvements (In accordance with 9/1/16 BAN) – No change to 9/30/2023 Financial Report.

Zoning Board of Appeals – No report

Planning Board – No report.

Building/Fire Inspector's Report - The Board acknowledged receipt of correspondence sent by the Bldg/Fire Inspector.

Escrow – A Status of Escrow Accounts Report at 10/24/2023 was supplied.

Senior Citizens – No report.

Recreation – No report.

Hillburn Day – October 7, 2023 (Rain Date: 10/8/2023) – The proceeds of the 50/50 Raffle, in the amount of \$110.00, were donated to the Hillburn Community Scholarship Committee.

Annual Interfaith Service – A planning meeting was held this evening at 6:00PM.

Annual Christmas Tree Lighting Celebration – Sunday, 12/3/2023.

Public Comments

Bonnie O'Blenis (124 Sixth St) stated that the potholes on Route 17 need repair. (Mayor Tursi stated that the NYS DOT will be contacted)

-She is very concerned regarding young men occupying residences with no supervision. She has witnessed several walking the street and they appear to be under the influence. Ambulances arrive at the residences; however the police are not called. (Trustee Tarantino stated that she has contacted the Ramapo Police and was advised that ambulances can be called without contacting the police).

Delores Hunter (16 Fox Hollow Rd) stated that it is very scary as the young men solicit drugs and there are many young children in the area. (Mayor Tursi stated that the Ramapo Police Dept. should be called)

-Ms. Hunter thanked the Village Board for approving the use of Veterans Memorial Park for the 11/4/2023 Native Pride Walk. The Certificate of Insurance will be supplied to the Village Office.

Action Forms

-10/16/2023 –Noise coming 230 Route 17 at 4:30AM – Garbage Collectors. Ramapo Police were called.

Items Requiring Board Action

-Williamson Law Book – Annual Software Support Contract (11/1/2023-10/31/2024): \$1,332.00

Approved by Board.

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

-NYS Society of Municipal Finance Officers – Annual Dues Invoice: \$40.00 **Approved by Board.**

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

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

-Sabharwal, Globus & Lim, LLP (representing, Taly Ron & Dotan Pollak) – RE: Maintenance of Brandt Road – Request for meeting to discuss matter (response pending) Village Board will follow up.

-O & R Utilities – RE: Notice that they will be installing natural gas detectors in homes and buildings.

Personnel Manual - Updates Needed: Pandemic Protocol, Sexual Harassment-Annual Training, and Holidays.

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

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None

Upcoming Village Board Meetings: Tuesdays, November 14th and December 12th – 7:00PM

A MOTION was made by Trustee Tarantino and seconded by Trustee McNally to adjourn the meeting at 8:04PM.

Ayes: Mayor Tursi, Trustees Tarantino & McNally

Noes: None