



**VILLAGE OF SUFFERN
BOARD OF TRUSTEES
SPECIAL MEETING MINUTES
MONDAY, APRIL 25, 2022**

Present: Michael F. Curley, Mayor
Jo Meegan-Corrigan, Deputy Mayor
Steven Alpert, Trustee
Frank Hagen, Trustee
Fred Sauberman, Trustee
Robert Magrino, Assistant Village Attorney
Melissa B. Reimer, Village Clerk
Michael A. Genito, Village Treasurer

CALL TO ORDER

Mayor Curley called the meeting to order and led everyone in the Pledge of Allegiance. The Mayor requested a moment of silence for all our veterans and all people of need.

UPCOMING MEETINGS

- A Regular Meeting is scheduled for Monday, May 2, 2022, at 7:00 P.M.
- A Regular Meeting is scheduled for Monday, June 6, 2022, at 7:00 P.M.
- A Workshop Meeting is scheduled for Monday, June 27, 2022, at 7:00 P.M.

PRESENTATION OF PLAQUES

Mayor Curley and the Board of Trustees awarded Bruce McClintock and Daniel Moran for Fifty (50) years of Fire Department Service

1. PUBLIC HEARING:

A public hearing will be held on May 2, 2022 at 7:02 P.M. to consider the acceptance of the annual NYS DEC MS4 Report

2. ATTORNEY:

Mr. Robert Magrino, Deputy Village Attorney, explained that the Community Choice Aggregate Agreement has been signed. Joule Associates will send out bids for a provider. There will be much more information about it on the Village website. Residents may wish to opt out of the program; there will be information for that as well.

3. FIRE DEPARTMENT:

Chief Jeremy Kaufer shared the statistics of fire calls through the end of March. The Hose Company is in the early planning stages of performing a “Wet Down” of the fire truck on September 17, 2022. This will be an invitation only event. A resolution will be presented to the Village Board at the May 2, 2022 Village Board meeting to consider approving the Suffern Fire Department Local Service Award Program (“LOSAP”) Report for 2021

4. POLICE DEPARTMENT:

Chief Andrew Loughlin shared the statistics of police calls for the month of April 2022. The first DARE dance of 2022 will be held this coming Friday, April 29, 2022. The Chief sent the Community Survey to the Village Board. May 11 through May 17, 2022, is National Police Week. The Chief would like to hold a short award ceremony at the May 2, 2022, Village Board meeting. A resolution will be presented to the Village Board at the May 2, 2022, Village Board meeting to consider declaring Police Radar Equipment as surplus

5. GRANT PROGRAM:

Mr. Fred Rella, Grant Writer for the Village explained that an application was submitted to the New York State Environmental Facilities Corp. (“EFC”) for a New York State Water Infrastructure Improvement Act (“WIIA”) grant to assist in financing a Village project to remove perfluorooctanoic acid (“PFOA”) and perfluorooctanesulfonic acid (“PFOS”) contaminants from the Village’s drinking water supply. The Village’s estimated cost for this project is \$532,800. The Village was awarded a grant of 60% of that, which is \$319,680. Obtaining the grant was a team effort by Michael Genito, Charles Sawicki, Danielle Curtain, and Mr. Rella. The Village was the only municipality in Rockland County to receive a grant for this type of project. Mr. Rella explained that the Department of Public Works has two resolutions to be considered by the Village Board for Parking Lot B Paving and Drainage Project, and that the project estimated costs have increased over the past two or three years. The project is being partially funded with two Community Development Block Grants totaling approximately \$170,000. He is trying to explain to Rockland County Community Development that the grant should be considered as two projects, one being paving and the other being drainage. Mr. Rella noted that Rockland County Community Development must approve each step of the project before the project can proceed. Otherwise, the Village may lose part, or all of the grant funds currently planned to partially finance the project.

6. CULTURE AND RECREATION:

Ms. Cathy Mills, Recreation Coordinator, discussed events planned for the next weekend. Ms. Mills and the rest of the Recreation leaders are interviewing lifeguards for the pool.

7. DEPARTMENT OF PUBLIC WORKS:

Mayor Curley and Mr. Sawicki discussed the four (4) water wells in the Village and the health of the wells. The Village Board will be presented with the following resolutions at the May 2, 2022, Village Board meeting:

- a. **RESOLUTION** – Authorize payment of application No. 8 to Pitingaro & Doetsch Consulting Engineers for the Backup Power for Critical Facilities Project
- b. **RESOLUTION** – Authorize payment of application No. 8 to Pitingaro & Doetsch Consulting Engineers for Hardening of Water Treatment Plant Project
- c. **RESOLUTION** – Authorize payment of application No. 2 to Tam Enterprises, Inc. for Hardening of Water Treatment Plant Project
- d. **RESOLUTION** – Awarding the bid for 25% Sodium Hydroxide to JCI Jones Chemical
- e. **RESOLUTION** – Awarding the bid for Liquid Sodium Hypochlorite Solution to Coyne Chemical

- f. **RESOLUTION** – Awarding the bid for Lot B Pavement Improvements to Tilcon New York, Inc.
- g. **RESOLUTION** – Awarding the bid for Lot B Drainage Improvements to Covino & Sons
- h. **RESOLUTION** – Authorizing Joseph Hunt and William Barish to attend the CSEA Conference for Peer Leader Training May 2-5, 2022, in Saratoga Springs, New York

8. TREASURER:

Mr. Michael Genito, Village Treasurer, offered for the Village Board’s consideration two resolutions, one to adopt changes to the 2022-2023 Tentative Budgets and another to adopt the 2022-2023 budgets for the General Fund, Water Fund, Sewer Fund, and Debt Service Fund, including the 2022-2023 real property tax rate, solid waste fee rates, water rates, sewer rates, and the Comprehensive Financial Policies. Mr. Genito advised that between April 4, 2022 (the date of the 2022-2023 public hearings) and this special Village Board meeting of April 25, 2022, more information regarding expenditures was gathered as well as a slight uptick in the taxable assessed valuation. As a result of these changes, Resolution 82 of 2022, is taking all of those adjustments and putting them together while retaining a zero percent real property tax increase.

Mr. Genito stated that the New York State Comptroller does a budget review every year. This year, as with every year since 2016, they found nothing to report on. The Village 2022-2023 Tentative Budget appropriations and estimated revenues seem appropriate. We received a NYS Comptroller report that there were no issues with both the Constitutional Tax Limit and the Village Tax Levy Limit.

**RESOLUTION NO. 82 OF 2022
ADOPTING CHANGES TO THE TENTATIVE BUDGETS FOR FISCAL YEAR
ENDING MAY 31, 2023**

WHEREAS, Section 5-508 of Village Law provides that the 2022-2023 budget for fiscal year ending May 31, 2023, must be adopted on or before May 1, 2022; and

WHEREAS, the 2022-2023 Tentative Budgets (“Tentative Budgets”) were transmitted by the Mayor to the Village Clerk on March 7, 2022; and

WHEREAS, the Tentative Budgets were transmitted by the Village Clerk to the Village Board on March 7, 2022; and

WHEREAS, a public hearing on the Tentative Budgets was held on April 4, 2022; and

WHEREAS, a public hearing on the proposed 2022-2023 water rates and the proposed 2022-2023 sewer rates was held on April 4, 2022; and

WHEREAS, members of the Village Board have considered various amendments to the Tentative Budgets.

NOW, THEREFORE, BE IT RESOLVED, that the Village Board of the Village of Suffern hereby adopts the amendments to the Tentative Budgets as presented on the attached Schedule A to this resolution

A roll call vote was recorded as follows:

	YES	NO	ABSENT
Trustee Alpert	X		

Trustee Hagen	X		
Trustee Meegan-Corrigan	X		
Trustee Sauberman	X		
Mayor Curley	X		

Village of Suffern, New York
 Schedule A - Changes from 2022-2023 Tentative Budget to Adopted Budget
 As Adopted April 25, 2022

		Increase (Decrease)
General Fund:		
A1325.4 Village Treasurer	Contractual Expenses	\$ 9,635
A1410.1 Village Clerk	Personal Services	8,573
A1410.4 Village Clerk	Contractual Expenses	2,990
A1420.1 Village Attorney	Personal Services	1,724
A1420.4 Village Attorney	Contractual Expenses	8,975
A1910.4 Unallocated	Unallocated Insurance	10,000
A3120.1 Police	Personal Services	(34,703)
A5110.1 Street Maintenance	Personal Services	6,178
A8160.1 Curbside Solid Waste	Personal Services	(6,178)
A8160.4 Curbside Solid Waste	Contractual Expenses	(2,662)
A9010.8 Employee Benefits	State Retirement	(1,125)
A9030.8 Employee Benefits	Social Security	(1,200)
A9031.8 Employee Benefits	MTA Commuter Tax	(72)
A9045.8 Employee Benefits	Life Insurance	20,500
A9060.8 Employee Benefits	Hospital & Medical Ins.	25,000
Total Change in Appropriations		\$ 47,635
A1001 Revenues	Real Property Tax Levy	\$ 56,475
A3265 Revenues	Curbside District Solid Waste Fees	(8,840)
Total Change in Estimated Revenues		\$ 47,635
Water Fund:		
F8310.1 Administration	Personal Services	\$ 4,426
F4810 Administration Benefits	State Retirement	562
F4830 Administration Benefits	Social Security	300
F4810 Source of Supply Benefits	State Retirement	562
F4831 Source of Supply Benefits	MTA Commuter Tax	13
F4845 Source of Supply Benefits	Life Insurance	(5,400)
Total Change in Appropriations		\$ 463
F3214 Revenues	Estimated Metered Water Sales	\$ 463
Sewer Fund:		
G8110.1 Administration	Personal Services	\$ 4,426
G4810 Administration	State Retirement	562
G4830 Administration	Social Security	300
G4831 Wastewater Treatment Plant	MTA Commuter Tax	13
G4845 Wastewater Treatment Plant	Life Insurance	(5,200)
Total Change in Appropriations		\$ 101
G2120 Revenues	Sewer Rents	\$ 101

RESOLUTION NO. 83 OF 2023

TO ADOPT THE FISCAL YEAR 2022-2023 BUDGETS FOR THE GENERAL FUND (INCLUDING THE CURBSIDE SOLID WASTE DISTRICT AND THE CONTAINER SOLID WASTE DISTRICT), THE WATER FUND, THE SEWER FUND AND THE DEBT SERVICE FUND FOR FISCAL YEAR ENDING MAY 31, 2023

WHEREAS, Section 5-508 of Village Law provides that the 2022-2023 budget for fiscal year ending May 31, 2023, must be adopted on or before May 1, 2022; and

WHEREAS, the 2022-2023 Tentative Budgets (“Tentative Budgets”) were transmitted by the Mayor to the Village Clerk on March 7, 2022; and

WHEREAS, the Tentative Budgets were transmitted by the Village Clerk to the Village Board on March 7, 2022; and

WHEREAS, a public hearing on the Tentative Budgets was held on April 4, 2022; and

WHEREAS, a public hearing on the proposed 2022-2023 water rates and the proposed 2022-2023 sewer rates was held on April 4, 2022; and

WHEREAS, on April 25, 2022, the Village Board of Trustees adopted a resolution amending the Tentative Budgets.

NOW THEREFORE BE IT RESOLVED, that the Village Board of the Village of Suffern does hereby adopt the 2022-2023 budgets for the General Fund (including the Curbside Solid Waste District and the Container Solid Waste District), the Water Fund, the Sewer Fund and the Debt Service Fund for fiscal year ending May 31, 2023, as follows:

General Fund:

Appropriations	\$ 16,125,428
Less: Estimated revenues other than real property taxes	<u>(4,042,049)</u>
Real property tax levy	12,083,379
Taxable assessed valuation	<u>132,666,900</u>
Tax rate per \$1,000 taxable assessed valuation	<u><u>\$91.09</u></u>

Curbside Solid Waste District:

Appropriations	\$ 1,131,255
Less: Estimated revenues other district service charges	<u>-</u>
Amount to be raised by district service charges	1,131,255
Units to be serviced	<u>1,870</u>
Annual service charge per unit	<u><u>\$605.00</u></u>

Container Solid Waste District:

Amount to be raised by district service charges	\$ 356,661
Units to be serviced	<u>1,723</u>
Annual service charge per unit	<u><u>\$207.00</u></u>

Water Fund:

Appropriations	\$ 2,179,555
Less: Estimated revenues other than water rents	<u>(32,000)</u>
Amount to be raised by metered water sales	<u>\$ 2,147,555</u>
Per unit water rates within Village:	
Minimum charge up to 10 units	\$35.00
For the portion over 10 but less than 71 units	\$3.75
For the portion over 70 units	\$4.89
Per unit water rates outside Village limits:	
Minimum charge up to 10 units	\$60.00
For the portion over 10 units	\$5.63

Sewer Fund:

Appropriations	\$ 2,856,810
Less: Estimated revenues other than sewer rents	<u>(25,500)</u>
Amount to be raised by sewer rents	<u>\$ 2,831,310</u>
Per unit sewer rates within Village:	
Minimum charge	\$25.00
Per unit of water consumed	\$13.48
Per unit sewer rates outside Village limits:	
Minimum charge	\$25.00
Per unit of water consumed	\$16.85

Debt Service Fund:

Appropriations	<u>\$ 1,386,884</u>
Estimated Revenues	<u><u>\$ 1,386,884</u></u>

BE IT FURTHER RESOLVED, that the Village Board of the Village of Suffern does hereby adopt the Comprehensive Financial Policies of the Village of Suffern as presented in the 2022-2023 Adopted Budget document.

A roll call vote was recorded as follows:

	YES	NO	ABSENT
Trustee Alpert	X		
Trustee Hagen	X		
Trustee Meegan-Corrigan	X		
Trustee Sauberman	X		
Mayor Curley	X		

Mr. Genito advised that RealTerm Energy is overseeing the LED Streetlighting Project. They have completed the Task 1, which is a GIS Audit of all the streetlights. The Village is awaiting the deliverable for Task 1, which is a report of the inventory and discussion with RealTerm Energy as to how that compares to the inventory that is carried by Orange & Rockland Utilities.

The following resolutions will be offered to the Village Board for their consideration at the May 2, 2022 Village Board Meeting:

- a. **RESOLUTION** – Amend Project 2021-001 Police Body Worn Cameras
- b. **RESOLUTION** – Amending Resolution 214 of 2021 ARPA Funds for Ford 550 Chassis and Garbage Truck
- c. **RESOLUTION** – Authorizing \$694 of 2021 ARPA Funds to partially finance the \$50,694 purchase of a Fire Department ATV with Trailer. The remaining \$50,000 of financing is being provided by a New York State State and Municipal (“SAM”) Facilities Grant through the Dormitory Authority of the State of New York (“DASNY”).

10. TRUSTEES

Ms. Jo Meegan-Corrigan, Deputy Mayor, said that she liked the new garbage cans that were placed in various locations on Lafayette Avenue.

11. MAYOR

Mayor Curley thanked the Fire and Police Departments for their work in keeping everyone safe during the fire at 23 Riverside Drive today. People were displaced because of the fire and the Mayor called in the Red Cross. Mayor Curley explained to the public that the fire was an accident (a heating system malfunction). Mayor Curley thanked Mr. Sawicki and Mr. Hunt for working on the lighting in the Village. All of the lights in the Village are working, except for one light, which was damaged by a vehicular accident, and will soon be replaced. The Mayor explained that a new bench with a table was placed in front of Village Hall. More benches and garbage cans with recycle bins will be installed so that the public can enjoy a clean and vibrant Village downtown experience. The following resolutions will be offered to the Village Board for their consideration at the May 2, 2022 Village Board Meeting:

- a. **RESOLUTION** – Adopting the Record of Activities for Elected and Appointed Officials

- b. **RESOLUTION** – Approval of March 28, 2022, Board of Trustees Workshop Meeting Minutes
- c. **RESOLUTION** – Approval of April 4, 2022, Board of Trustees Meeting Minutes

ADJOURNMENT

A motion to adjourn the meeting at 7:45 p.m. was made by Trustee Sauberman, seconded by Trustee Corrigan, and passed unanimously by the Board.

Respectfully,

Melissa B. Reimer, CPA
Village Clerk