



**VILLAGE OF SUFFERN  
BOARD OF TRUSTEES MEETING MINUTES  
MONDAY, FEBRUARY 3, 2025  
7:00 P.M.**

**Present:** Michael F. Curley, Mayor  
Jo Meegan-Corrigan, Deputy Mayor  
Steven Alpert, Trustee  
Clarke Osborn, Trustee  
Angela Hogue, Trustee  
Melissa B. Reimer, Village Clerk  
Gregg Smith, Village Treasurer

**CALL TO ORDER**

Mayor Curley called the meeting to order at 7:00 P.M. and led everyone in the Pledge of Allegiance. He asked for everyone to remain standing for a moment of silence for all the people who died in the airline tragedies.

Mayor Curley introduced Heather Ford as the Village Clerk “trainee” and getting her feet wet.

**UPCOMING MEETINGS**

A Regular Meeting is scheduled for Monday, March 3, 2025, at 7:00 P.M.

A Regular Meeting is scheduled for Monday, April 7, 2025, at 7:00 P.M.

**APPROVAL OF MINUTES**

**MOTION** To Approve January 6, 2025, Board of Trustees Meeting Minutes was moved by Trustee Meegan-Corrigan, seconded by Trustee Osborn, with all in favor.

**MOTION** To Approve January 28, 2025, Board of Trustees Special Meeting Minutes was moved by Trustee Alpert, seconded by Trustee Hogue, with all in favor.

**PUBLIC HEARING**

Consider a Local Law Amending Section 205-3(6) of the Code of the Village of Suffern regarding Vehicle Parking in the Village of Suffern

Mayor Curley said that the public hearing would continue, he still has the Village Planner working on it and the public hearing will be adjourned to March 3, 2025.

**FIRE DEPARTMENT**

Fire Chief Vinny Mastrullo presented the following board resolutions.

**RESOLUTION NO. 017 OF 2025**

**AUTHORIZING THE POSTING OF THE PRELIMINARY SUFFERN FIRE DEPARTMENT SERVICE AWARD PROGRAM REPORT FOR 2024**

**WHEREAS**, in accordance with New York General Municipal Law Section 217, General Requirements of a Service Award Program, Daniel McNerney, Suffern Fire Department LOSAP Administrator, prepared a preliminary report detailing the service award points earned by the members of the Suffern Fire Department for the year 2024.

**NOW, HEREBY BE IT RESOLVED**, the Board of Trustees approves the 2024 Suffern Fire Department Service Award Program preliminary report presented by Mr. McNerney; and

**BE IT FURTHER RESOLVED**, the Board of Trustees authorizes the Suffern Fire Department LOSAP Administrator to conspicuously post a copy of the preliminary report at each Village of Suffern Firehouse for a period of no less than 30-days commencing March 5, 2025, during which time a firefighter could file a written appeal to the service point information contained in the report to the Fire Department.

A motion to approve the foregoing resolution was made by Trustee Meegan-Corrigan and seconded by Trustee Osborn, with all in favor.

**Adopted:** February 3, 2025

**RESOLUTION NO. 018 OF 2025  
ACCEPTING RYAN OSHINSKY AS A NEW MEMBER IN HOOK & LADDER CO.  
NO. 1**

**RESOLVED**, the Village Board of Trustees accepts Ryan Oshinsky (Under 18 years old), as a new member in the Hook & Ladder Co. No. 1, with the approval of the Village Attorney.

A motion to approve the foregoing resolution was made by Trustee Alpert, seconded by Trustee Meegan-Corrigan, with all in favor.

**Adopted:** February 3, 2025

Mayor Curley thanked him for all the night runs and everything they do.

**POLICE DEPARTMENT**

Chief Loughlin presented the Police Department statistics for the month of January 2025. He spoke about Lt. James Giannettino and his retirement. He thanked him for his service and wished him health and happiness in his future endeavors.

Mayor Curley said he remembers when Lt. Giannettino was appointed and that he and the Board wish him the best of luck.

Chief Loughlin then presented the following board resolutions.

**RESOLUTION NO. 019 OF 2025  
NOMINATING FELIX TEJADA AS A PROBATIONARY POLICE OFFICER IN  
THE VILLAGE OF SUFFERN**

**NOW, THEREFORE, BE IT RESOLVED** that Felix Tejada is nominated as a Probationary Police Officer with a salary of \$30.83 per hour, effective on and subject to clearance from the Rockland County Personnel Department, and further subject to a two-year probationary period, commencing upon clearance from the Rockland County Personnel Department.

A motion to approve the foregoing resolution was made by Trustee Meegan-Corrigan and seconded by Trustee Alpert, with all in favor.

**Adopted:** February 3, 2025

Mayor Curley expressed said that he met Mr. Felix Tejada and he is a fine young man. We are happy to have him join the force.

**RESOLUTION NO. 020 OF 2025**

**INCREASING THE HOURLY RATE OF PAY FRANCIS D’ANDREA**

**BE IT ENACTED** by the Board of Trustees of the Village of Suffern as follows:

**NOW, THEREFORE, BE IT RESOLVED** that the hourly rate of Part-Time Records Clerk Francis D’Andrea is increased from \$18.00 per hour to \$25.00 per hour, effective February 4, 2025.

A motion to approve the foregoing resolution was made by Trustee Osborn and seconded by Trustee Meegan-Corrigan, with all in favor.

**Adopted:** February 3, 2025

Mayor Curley stated that he believes this pay increase was fair and equitable, since Mr. D’Andrea had never received a raise while working for the Village.

**RECREATION**

Ms. Cathy Mills reported the following:

- Senior Valentines Luncheon – Friday, February 14 – 12pm – Community Center
- Kids event at the Community Center – Tuesday, February 18 – 12pm – 3pm

**PUBLIC COMMENT** (limited to 4 minutes per speaker)

**MOTION** to open the public comment period was made by Trustee Meegan-Corrigan and seconded by Trustee Hogue, with all in favor.

No comment from the public.

**MOTION** to close the public comment was made by Trustee Osborn and seconded by Trustee Alpert.

**PUBLIC WORKS**

Mr. Charles Sawicki presented the board resolutions.

**RESOLUTION NO. 021 OF 2025**

**AUTHORIZING STEVEN COTTIERS TO ATTEND THE GRADE 1 ADVANCED OPERATIONS AND WATER SYSTEM MANAGEMENT TREATMENT OPERATOR CERTIFICATION COURSE**

**BE IT ENACTED** by the Board of Trustees of the Village of Suffern as follows:

**WHEREAS**, the Board of Trustees adopted Resolution No. 27 of 2015 authorizing attendance at Municipal Conferences at its re-organization meeting on December 7, 2015, with prior approval by the Board of Trustees.

**NOW, THEREFORE BE IT RESOLVED**, the Village of Suffern Board of Trustees hereby authorizes Steven Cottiers to attend the Grade I Advanced Operations & Water System Management Water Treatment Plant Operator Certification Course on April 28, 2025 thru May 2, 2025 in Cortland, New York at a cost of \$1,184.50, as well as the actual and necessary

expenses for travel and meals not already included and in accordance with the Village's policy of reimbursement for such expenses.

A motion to approve the foregoing resolution was made by Trustee Meegan-Corrigan and seconded by Trustee Hogue, with all in favor.

**Adopted:** February 3, 2025

**RESOLUTION NO. 022 OF 2025  
AUTHORIZING SOLICITATION OF FORMAL BIDS FOR THE ED FAGAN DRIVE  
ROADWAY IMPROVEMENTS PROJECT**

**BE IT ENACTED** by the Board of Trustees of the Village of Suffern as follows:

**BE IT RESOLVED** by the Board of Trustees of the Village of Suffern that the solicitation of formal bids for the Ed Fagan Drive Roadway Improvements Project with a return date of February 25, 2025, at 3 P.M.

A motion to approve the foregoing resolution was made by Trustee Osborn, seconded by Trustee Alpert, with all in favor.

**Adopted:** February 3, 2025

**RESOLUTION NO. 023 OF 2025  
AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT WITH PITINGARO &  
DOETSCH FOR EFC ADMINISTRATION SERVICES FOR THE GRANULAR  
ACTIVATED CARBON FILTERS PROJECT IN THE AMOUNT OF \$8,024**

**BE IT ENACTED** by the Board of Trustees of the Village of Suffern as follows:

**WHEREAS**, the Village of Suffern owns and operates a publicly owned treatment works (PO'IW) that treats wastewater generated throughout the Village and discharges the wastewater to the Ramapo River' and

**WHEREAS**, the wastewater must be disinfected prior to discharging; and

**WHEREAS**, the facility currently discharges by means of an Ultraviolet Disinfection (UV) system which is scheduled to be replaced.; and

**WHEREAS**, the replacement project will include a complete new treatment unit to be installed in place of the existing unit; and

**WHEREAS**, contracts for both the general and electrical work will be awarded in accordance with the General Municipal Law bidder provisions; and

**WHEREAS**, Pitingaro & Doetsch has submitted a proposal to provide "complete Construction Management services" for the construction project including construction inspection and construction support services, contract management, shop drawing and submittal review, payment application review, scheduling and coordination and sign-off, coordination of all work with the Village and its treatment system operators, coordination of all pre-design inspections and construction operations based on current operations; and

**WHEREAS**, Pitingaro & Doetsch has submitted a proposal for such work in the amount of \$8,024; and

**WHEREAS**, such work constitutes professional services not subject to competitive bidding; and

**WHEREAS**, the Board of Trustees is desirous of entering into a contract with Pitingaro & Doetsch for such construction management services.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of the Village of Suffern that the Mayor is hereby authorized to execute a contract with Pitingaro & Doetsch for EFC Administration Services for the Granular Activated Carbon Filters Project in the amount of

\$8,024.00, in accordance with the proposal dated March 12, 2024, subject to approval by the Village Attorney.

A motion to approve the foregoing resolution was made by Trustee Osborn and seconded by Trustee Meegan-Corrigan, with all in favor.

**Adopted:** February 3, 2025

Mr. Charles Sawicki discussed three projects within Village Hall. They included the roof, the cornice, and the windows. At the next Board meeting, he will have the Board solicit bids for the roof.

Mayor Curley explained to the Board that it takes a little longer due to asbestos. It is a major job.

Trustee Alpert added that hopefully the bids will include fixing the auditorium ceiling and roof.

### **TREASURER**

Mr. Gregg Smith presented the board resolution.

Mayor Curley said that the transfer of money was to help our court work quickly and efficiently.

### **RESOLUTION NO. 024 OF 2025**

#### **TRANSFER FUNDS FROM BASE SALARY & WAGES ACCOUNT TO PROFESSIONAL & CONSULTING FEES FOR THE VILLAGE JUSTICES DEPARTMENT**

**WHEREAS**, the 2024-2025 General Fund budget for Village Justices Department Professional & Consulting Fees (A.1110.44) has insufficient funds available; and

**WHEREAS**, the 2024-2025 General Fund budget for Village Justices Department Base Salary & Wages (A.1110.41) has available funds to transfer.

**NOW THEREFORE BE IT RESOLVED** that the Village of Suffern Board of Trustees authorizes the transfer of \$16,000 from Base Salary & Wages to Professional & Consulting Fees for the Village Justices Department.

A motion to approve the foregoing resolution was made by Trustee Alpert, and seconded by Trustee Meegan-Corrigan, with all in favor.

**Adopted:** February 3, 2025

Mayor Curley told the public that the Village did get its independent audit, and it was reported with a very clean bill of health. The Village is in great shape, and we will keep moving forward.

### **TRUSTEES**

No comments.

### **MAYOR**

Mayor Curley explained that with the transfer of accounts that were just made, he wanted to pass the following resolutions to get the Court to move quicker, move the cases along, work with the Police Department and bring the cases, if people decide to go to trial or settlements, so the court functions and operates in a timely manner:

### **RESOLUTION NO. 025 OF 2025**

**APPOINTING MICHAEL GLIDDEN AS VILLAGE PROSECUTOR FOR THE VILLAGE OF SUFFERN ON A MONTH-TO-MONTH BASIS**

**WHEREAS**, the Board of Trustees desires to contract with Michael Glidden on an interim, month-to-month to provide such services and an independent contractor.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees hereby appoints Michael Glidden to the position of Village prosecutor on a month-to-month as an independent contractor for a flat fee of \$2,000 per month, subject to the execution of a formal contract for said services.

**BE IT FURTHER RESOLVED** that the Mayor is authorized to sign said contract on behalf of the Village of Suffern.

A motion to approve the foregoing resolution was made by Trustee Osborn and seconded by Trustee Alpert, with all in favor.

**Adopted:** February 3, 2025

**RESOLUTION NO. 026 OF 2025**

**APPOINTING PEARL LEUNG AS ASSISTANT TO THE VILLAGE PROSECUTORS FOR THE VILLAGE OF SUFFERN ON A MONTH-TO-MONTH BASIS**

**WHEREAS**, the Board of Trustees desires to contract with Pearl Leung on an interim, month-to-month to provide such services and an independent contractor.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees hereby appoints Pearl Leung to the position of Assistant to the Village prosecutors on a month-to-month as an independent contractor, at a monthly compensation, not to exceed, \$600, subject to the execution of a formal contract for said services.

**BE IT FURTHER RESOLVED** that the Mayor is authorized to sign said contract on behalf of the Village of Suffern.

A motion to approve the foregoing resolution was made by Trustee Meegan-Corrigan and seconded by Trustee Hogue, with all in favor.

**Adopted:** February 3, 2025

**ADJOURNMENT**

A motion to adjourn the meeting at 7:15 P.M. was made by Trustee Meegan-Corrigan, seconded by Trustee Alpert, with all in favor.

Respectfully,

Melissa B. Reimer, CPA  
Village Clerk