

**Village of Suffern  
Village Board Meeting Minutes  
Monday, December 3, 2018  
(Held Immediately Following the Village of Suffern Organization Meeting)**

The Regular Meeting of the Village Board of Trustees was held on Monday, December 3, 2018, immediately following the Village of Suffern Organization Meeting.

**Present:**       **Edward Markunas, Mayor**  
                  **Steve Alpert, Trustee**  
                  **Paul Girard, Trustee**  
                  **Frank Hagen, Trustee**  
                  **Moira Hertzman, Trustee**  
                  **Robert Magrino, Acting Village Attorney**  
                  **Amy Paffenroth, Village Clerk**

**UPCOMING MEETINGS:**

A Village Board Workshop Meeting will be held Wednesday, January 2, 2019 at 7:00 p.m. The regular meeting of the Village of Suffern Board of Trustees will be held Monday, January 7, 2019 at 7:00 p.m.

**PUBLIC HEARING:**

A Public Hearing scheduled for 7:05 p.m. was held at 8:06 p.m. to consider a local law to define permitted uses of PODS and/or dumpsters. A motion to open the public hearing was made by Trustee Frank Hagen, seconded by Trustee Paul Girard, and approved unanimously by the Board. The purpose of the public hearing was to address concerns residents raised about the length of time dumpsters have remained on residential properties that have not been permitted for construction. The Board determined that it needed additional time to evaluate the proposed local law. At 8:19 p.m. a motion to continue the public hearing on January 7, 2019 at 7:05 p.m. was made by Trustee Paul Girard, seconded by Trustee Steve Alpert, and approved unanimously by the Board.

**PUBLIC HEARING:**

A Public Hearing scheduled for 7:10 p.m. was held at 8:20 p.m. to propose a local law to establish school zone signage on Suffern Place at Iqra Darul Ehsan. A motion to open the public hearing was made by Trustee Frank Hagen, seconded by Trustee Moira Hertzman, and approved unanimously by the Board. Based upon additional documents that have been requested on this matter from the Board of Education that have not yet been received, it was determined that the public hearing will be continued on January 7, 2019. At 8:21 p.m. a motion to continue the public hearing on January 7, 2019 at 7:10 p.m. was made by Trustee Frank Hagen, seconded by Moira Hertzman, and approved unanimously by the Board.

**FIRE DEPARTMENT:**

**MOTION TO ACCEPT NEW MEMBERS:**

A motion to accept new member Mohammad Rabr, over 18 member, to the Suffern Hose Company was made by Trustee Paul Girard, seconded by Trustee Frank Hagen, and approved unanimously by the Board.

**MOTION TO HOLD A SPECIAL MEETING OF THE VILLAGE BOARD:**

A motion to hold to Special Meeting of the Village Board on January 17, 2019 at 7:00 p.m. for a discussion with Suffern Fire Department Line Officers was made by Trustee Paul Girard, seconded by Trustee Frank Hagen and approved unanimously by the Board. The meeting will be held at the Hose Company No. 1 Firehouse. A notice for this meeting will be published by the Village Clerk.

**CULTURE AND RECREATION:**

Cathy Mills provided the Board with an update of upcoming Events for December.

**GRANT WRITER:**

Fred Rella provided an update on recent grant activity. Tree City designation will occur in the spring, the Village received a \$7,000 from a Criminal Justice Grant (\$5,000 toward DARE Programs and \$2,000 for Clifford Theater activities), \$250,000 in grant funds were obtained for the digester boiler project, three grants totaling \$565,000 are currently under review by the EFC, and the Village will receive \$125,000 in grant funding for the purchase of a DPW backhoe and \$115,000 toward a pavement project.

**POLICE DEPARTMENT:**

Chief Osborn advised the Board there were 540 police blotters and calls in November. Two Suffern Police Officers, Officers Adams and Ortiz, received a Rockland County PBA Lifesaving Award for saving a senior citizen on Washington Avenue from hypothermia. The Police Department is implementing a state-of-the-art records management system which is provided for through funding by the County. The DARE Toy Drive is underway with many donations already received. The police will be participating in-service training including the use of tasers, weapons, and low-light systems.

**AUDIENCE PARTICIPATION:**

Pat O'Brien, of Cross Street, would like the Village Board to be aware of that a large depression formed because of the gas main under Orange Avenue near Boynton Place. Mr. O'Brien inquired about the possibility of the utility company paving the depression to the road level. The Mayor asked Charles Sawicki to investigate this issue. Mr. O'Brien suggested to that the Village update the Village bulletin board at Avon Park to a more visible electronic bulletin board. Mayor Ed Markunas said that the current bulletin board was donated by the Suffern Rotary Club and he would speak to the Rotary to see if they would consider making another donation for a more modern upgraded electronic bulletin board.

Glenda Saunders, of Ramapo Cirque, received an email from the new Trustees Paul Girard and Steve Alpert asking residents how they could be of assistance and to reach out to them if residents had concerns. In response to their email, Ms. Saunders decided to attend a Board Meeting to ask the Village Board for help. The residents of the Cirque have been trying for years to relocate the siren/alarm that is located on their property at the intersection of Hemion Road and Montebello Road. The siren/alarm belonging to the Tallman Fire Department is extremely loud and very disruptive, creating a terrible living environment for families living in the Cirque. The Cirque community has contacted Representative Nita Lowy's office and the various local fire departments asking for their help to no avail. Mayor Markunas will investigate this matter further.

Carol Verano, in response to Ms. Saunders comments, stated that the purpose of the audible siren located on the Cirque's property, is to alarm all residents in an emergency in the event there is no electronic communication. Carol used the California wildfires as a perfect example of how an audible siren could save lives in an emergency. During the wildfires, people were trapped in their buildings and were not receiving electronic communications. Possibly there might have been a different outcome for some people if they were able to hear an audible siren/alarm like the siren/alarm in Suffern warning them of the emergency. The audible alarm is for the benefit, safety and protection of all those who are within the area of the alarm sound. Both Ms. Saunders and Ms. Verano have very valid points regarding this issue stated Mayor Markunas however, more research is needed to resolve this issue for the benefit of all the residents.

Ms. Verano is concerned that the massive size and larger footprint of the new Sheldon Building is causing limited street access for emergency vehicles. Another concern Ms. Verano has is construction material being left piled on the sidewalk and on Chestnut Street obstructing both the sidewalk and street even after work at the Sheldon has ended for the day. The Mayor said he would investigate the possibility of construction deliveries being delivered after working hours causing sidewalk and street obstructions. Ms. Verano is also worried about future droughts and a lower water table due to higher water usage because of the Sheldon Building. Both the Mayor and Ms. Verano agreed that Suffern needs to protect our natural resources.

**DEPARTMENT OF PUBLIC WORKS:**

Charles Sawicki provided an update on Waste Water Treatment Plant operational excellence program activities and an update on Chestnut Street, Blauvelt Way, and Orange Avenue paving.

**TREASURER:**

**RESOLUTION NO. 284 OF 2018 - A RESOLUTION TO RETURN UNUSED FUNDS ORIGINALLY PROVIDED BY THE GENERAL FUND TO THE CAPITAL PROJECTS FUND AND TO PROVIDE GENERAL FUND CONTRIBUTIONS TO CERTAIN CAPITAL PROJECTS**

Project 2011-008 CDBG Façade Program has been completed and requires a contribution from the General Fund in the amount of \$785.59. Project 2014-006 2014 Lafayette Theater Drainage has been completed and has a balance of \$7,100.00 remaining in funds that were originally contributed to the project by the General Fund. Project 2016-010 2016 Sewer Abatement Project has been completed and requires a contribution from the General Fund in the amount of

\$2,019.90. The Board of Trustees of the Village of Suffern authorized the Village Treasurer to transfer \$4,294.51 from the Capital Projects Fund to the General Fund, representing the transfer of \$785.59 from the General Fund to Project 2011-008; the transfer of \$7,100.00 from Project 2014-006 to the General Fund, and the transfer of \$2,019.90 from the General Fund to Project 2016-010. The Village Treasurer is authorized to amend the budgets of the 2018-2019 General Fund and aforesaid capital projects as necessary for the transfer of such funds, Nunc Pro Tunc. A motion to approve the foregoing resolution was made by Trustee Frank Hagen, seconded by Trustee Paul Girard, and approved unanimously by the Board.

**RESOLUTION NO. 285 OF 2018 - A RESOLUTION TO TRANSFER FUNDS AND CLOSE COMPLETED CAPITAL PROJECTS**

Various capital projects in the Capital Projects Fund have been completed and the aforesaid capital projects have a remaining deficit fund balance, the total of which has been recorded in the General Fund as an advance to the Capital Projects Fund. The generally accepted accounting principles provide that advances to a fund that are unlikely to be paid should be reclassified as a transfer to that fund. The Board of Trustees of the Village of Suffern authorized the Village Treasurer to reclassify the General Fund advance to the Capital Projects Fund, in whole or in part, as a transfer to the Capital Projects Fund for the following projects:

PROJECT 2009-009	2009 SWEEPER TRUCK	\$48,000.00
PROJECT 2010-002	2010 FIRE EQUIPMENT	38,633.70
PROJECT 2010-003	2010 SEWER PLANT IMPROVEMENTS	29,257.25
PROJECT 2010-005	2010 DOWNTOWN STREET LIGHTING	39,132.00
PROJECT 2012-004	2012 DPW LOADER TRUCK	14,907.28
PROJECT 2012-005	2012 ROAD IMPROVEMENTS	144,883.62
<u>Total</u>		<u>\$314,813.85</u>

The Village Treasurer is authorized to amend the budgets of the aforesaid capital projects as necessary for the aforesaid transfer of funds, Nunc Pro Tunc. A motion to approve the foregoing resolution was made by Trustee Steve Alpert, seconded by Trustee Frank Hagen, and approved unanimously by the Board.

**RESOLUTION NO. 286 OF 2018 - RESOLUTION AUTHORIZING AMENDMENT TO CAPITAL PROJECT 2018-001 2018B SEWER SYSTEM IMPROVEMENTS FOR DASNY SAM GRANT**

On October 1, 2018, the Village Board increased the total estimated cost of Project 2018-001 2018B Sewer System Improvements (the “Project”) to \$1,143,780 and the \$1,143,780 was to be financed in part by \$503,780 of \$1,100,000 million debt authorized by resolution of the Village Board adopted on June 6, 2016 (the “2016 Authorization”), together with \$640,000 of debt authorized by resolution of the Village Board adopted on September 5, 2017 (the “2017 Authorization”), both of which remain authorized but unissued. The Project includes an appropriation of \$400,000 for the replacement of wastewater treatment plant digester boilers. The Village has been awarded a State and Municipal Facilities Program (“SAM”) grant from the

Dormitory Authority of the State of New York (“DASNY”) in the amount of \$250,000 to offset a portion of the cost of the digester boilers. The Village Board has determined that the appropriate sources of funding the \$1,143,780 would be \$250,000 from the DASNY SAM grant; \$503,780 from the 2016 Authorization and \$390,000 from the 2017 Authorization. The budget for capital project number 2018-001 entitled 2018B Sewer System Improvements is amended to add an estimated revenue from DASNY SAM Grant in the amount of \$250,000 and to reduce the estimated revenue from the 2017 Authorization in the amount of \$250,000. A motion to approve the foregoing resolution was made by Trustee Paul Girard, seconded by Trustee Frank Hagen, and approved unanimously by the Board.

**RESOLUTION NO. 287 OF 2018 - AMENDING THE 2018-2019 GENERAL FUND BUDGET TO TRANSFER FUNDS FROM CONTINGENCY TO VILLAGE ATTORNEY LEGAL SERVICES**

The cost of outside legal services will exceed the original amount appropriated in the adopted 2018-2019 General Fund Village Attorney Contractual budget by an estimated amount of \$55,000 and sufficient funds to cover the aforesaid additional estimated amount is available in the General Fund Contingent Account. The Village Board of the Village of Suffern amended the 2018-2019 adopted General Fund budget by transferring \$55,000 from the General Fund Contingent Account to the General Fund Village Attorney Contractual account. A motion to approve the foregoing resolution was made by Trustee Frank Hagen, seconded by Trustee Moira Hertzman, and approved unanimously by the Board.

**RESOLUTION NO. 288 OF 2018 - ADOPTING A TECHNOLOGY USE POLICY**

The Village of Suffern recognizes that use of the Internet, websites, social media, e-mail, computers, networks, copiers, telephones, fax machines and other technology is necessary in the workplace and an official, employee, or volunteer using Village-owned technology is encouraged to use it responsibly, as unacceptable use can place the Village and others at risk. The Village Treasurer has prepared and presented to the Village Board of Trustees the attached Technology Use Policy (Policy) for consideration of adoption. The Village Board of Trustees reviewed the Policy and found it to be acceptable as written. The Technology Use Policy prepared and presented to the Village Board of Trustees was adopted. A motion to approve the foregoing resolution was made by Trustee Frank Hagen, seconded by Trustee Moira Hertzman, and approved unanimously by the Board.

**RESOLUTION NO. 289 OF 2018 - ACCEPTING A DONATION FROM THE RAMAPO VETERANS MEMORIAL BUILDING CORP FOR THE PURPOSE OF PURCHASING AND INSTALLING VARIOUS PARK IMPROVEMENTS**

The Ramapo Veterans Memorial Building Corp. has offered to pay for the purchase and installment of various improvements to Village parks to honor veterans. The estimated costs of such improvements is approximately \$7,000. The Village of Suffern Board of Trustees accepted a donation from the Ramapo Veterans Memorial Building Corp and the Village Treasurer is authorized to amend the 2018-2019 General Fund budget to reflect the costs of said improvements and the receipt of said donation in the amount of the final costs by increasing Street Maintenance – Parks Maintenance Expenditures and Gifts and Donations Revenue. The

Village Treasurer will report back to the Village Board as to the final costs of such improvements and the actual amounts of the associated budget amendment. A motion to approve the foregoing resolution was made by Trustee Steve Alpert, seconded by Trustee Paul Girard, and approved unanimously by the Board.

**RESOLUTION NO. 290 OF 2018 - RESOLUTION TO DECLARE CERTAIN COMPUTER EQUIPMENT AS SURPLUS**

The Village Treasurer advised the Village Board that the following Village-owned computer equipment is no longer necessary or useful to the Village and should be declared surplus:

<u>Make</u>	<u>Description</u>	<u>Model</u>	<u>Serial Number</u>
Dell	Desktop	Optiplex 330 MiniTower	2SRFKH1
Dell	Desktop	Optiplex 780 MiniTower	B0ZYCP1

The described computer equipment is declared surplus and the Village Treasurer is authorized and directed to dispose of the foregoing described computer equipment in a manner that is in the best interest of the Village of Suffern. A motion to approve the foregoing resolution was made by Trustee Paul Girard, seconded by Trustee Frank Hagen and approved unanimously by the Board.

**ADJOURNMENT:**

A motion to close the meeting was made by Trustee Frank Hagen, seconded by Trustee Moira Hertzman, and approved unanimously by the Board. The meeting was adjourned at 9:10 p.m.