



**VILLAGE OF SUFFERN**  
**BOARD OF TRUSTEES MEETING MINUTES**  
**MONDAY, DECEMBER 4, 2023**  
**7:30 P.M.**

**Present:** Michael F. Curley, Mayor  
Jo Meegan-Corrigan, Deputy Mayor  
Steven Alpert, Trustee  
Clarke Osborn, Trustee  
Angela Denis-Hogue, Trustee  
Terry Rice, Village Attorney  
Melissa B. Reimer, Village Clerk  
Michael A. Genito, Village Treasurer

**CALL TO ORDER**

Mayor Curley called the meeting to order at 7:41 P.M. and led everyone in the Pledge of Allegiance.

**UPCOMING MEETINGS**

A Regular Meeting is scheduled for Monday, January 8, 2024, at 7:00 P.M.

A Regular Meeting is scheduled for Monday, February 5, 2024, at 7:00 P.M.

**APPROVAL OF MINUTES**

**MOTION** To Approve November 20, 2023, Board of Trustees Meeting Minutes was moved by Trustee Meegan-Corrigan, seconded by Trustee Hogue, with all in favor.

**PUBLIC HEARINGS**

**MOTION** to Open Public Hearing to Consider the 2024 Community Development Block Grant (CDBG), was moved by Trustee Alpert, seconded by Trustee Meegan-Corrigan, with all in favor.

Mr. Fred Rella explained how the Community Development Block Grant (“CDBG”) works. Federal (HUD) money goes through the Rockland County, who oversees it, and distributes it throughout the County. You must apply for it, and it is on a competitive basis.

Mr. Rella explained some of the previous grants that the Village of Suffern received. He also explained how the CDBG goes by income (low to moderate income in the Village. So, it has to be applied for and spent in a certain area of the village every year. The income is according to the US Census (every 10 years). Only one area in the Village that qualifies for the CDBG grant and that is in the West ward. Mr. Rella also explained the makeup of the CDBG Advisory Committee.

The two road paving projects in the West Ward of the Village of Suffern that the Advisory Committee agreed upon were 1) West Park Place from Ramapo Avenue west (approx. 350’), and

2) West Maple Avenue (350' from Meadow Avenue) estimated cost is \$150 thousand. We are going to ask for \$136 thousand, with a municipal contribution of \$14 thousand. They have not released the application yet. Mr. Rella said that he has a mandatory meeting this week with the County of Rockland regarding CDBG. Mr. Rella mentioned that it is federal money, and they want to see a roll call vote.

Trustee Alpert asked that if the project costs less than what the CDBG grant is does the Village get to keep the difference. Mr. Rella said no, the Village is not allowed to keep the difference. The Village gets a reimbursement for what they spend.... It is a reimbursement grant.

Jim Giannettino – How often do they determine if that area is still in the area that you get the grant? Mr. Giannettino stated that there are a lot of people moving in and moving out. There are a lot of renters that are renting to numerous people. Whose income are they looking at?

Mr. Rella – said that the Census is done every 10 years and they do update the numbers annually. Mr. Rella discussed a project that they had which they had to replace because when the Census data was released, the area was no longer a low to moderate income zone in Suffern.

**MOTION** To Close Public Hearing to Consider the 2024 Community Development Block Grant (CDBG), was moved by Trustee Meegan-Corrigan seconded by Trustee Osborn

**RESOLUTION NO. 201 OF 2023  
ACCEPTING THE VILLAGE OF SUFFERN CITIZEN ADVISORY COMMITTEE  
RECOMMENDATION FOR THE FY2024 CDBG GRANT APPLICATION TO BE  
SUBMITTED FOR THE WEST PARK PLACE AND MEADOW AVENUE PAVING  
PROJECT**

**RESOLVED**, the Village Board of Trustees accept the recommendation of the Village of Suffern Citizen Advisory Committee to seek Community Development Block Grant (CDBG) funding for the West Park Place and Meadow Avenue Paving Project and authorizes the Mayor or his authorized designee to sign and submit the FY2024 CDBG application for the said project; and

**BE IT FURTHER RESOLVED**, The CDBG application will state that the West Park Place and Meadow Avenue Paving Project cost will be \$150,000. Of this total, \$136,000 will be contributed from the Community Development Block Grant and \$14,000 (approximately 10% of the grant) will be contributed from the Village of Suffern (if a lesser amount of CDBG funds are awarded to the Village of Suffern, the village contribution shall remain constant at no more than 10% of any such CDBG award unless the village deems otherwise, i.e. a \$100,000 award will equate to a \$10,000 Village of Suffern contribution); and

**BE IT FURTHER RESOLVED**, additionally, the Village of Suffern contribution can be the cost of a "project coordinator" and/or Village labor (soft) expenses for the development, implementation and oversight of the West Park Place and Meadow Avenue Paving Project.

	YES	NO	ABSENT
Trustee Meegan-Corrigan	X		
Trustee Alpert	X		
Trustee Hogue	X		
Trustee Osborn	X		
Mayor Curley	X		

**Adopted:** December 4, 2023

**RESOLUTION NO. 202 OF 2023**

**APPOINTING RYAN JAGARD AS DISPATCHER FULL TIME**

**RESOLVED**, Mayor Michael F. Curley hereby appoints Ryan Jagard to the vacant position of Dispatcher Full Time, effective, December 11, 2023, at a pay rate of \$24.15 per hour pending approval by the Rockland County Personnel Department and said appointment is hereby confirmed by the Board of Trustees of the Village of Suffern.

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

**Adopted:** December 4, 2023

**RESOLUTION NO. 203 OF 2023**

**AUTHORIZING PAYMENT OF APPLICATION NO. 17 TO TAM ENTERPRISES, INC. FOR THE GOSR HARDENING OF WATER TREATMENT PLANT PROJECT**

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

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of the Village of Suffern that payment of Application No. 17 to TAM Enterprises, Inc. in the amount of \$105,467.00 for Project 2021-005 GOSR NYCR-0255 Hardening of Water Treatment Plant is hereby authorized, subject to approval by the Governor’s Office of Storm Recovery.

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

**Adopted:** December 4, 2023

**RESOLUTION NO. 204 OF 2023**

**AUTHORIZING PAYMENT OF APPLICATION NO. 12 TO DEWBERRY ENGINEERS FOR THE GOSR HARDENING OF WATER TREATMENT PLANT PROJECT**

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

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of the Village of Suffern that payment of Application No. 12 to Dewberry Engineers in the amount of \$14,013.15 for the Hardening of Water Treatment Plant 2021-005 GOSR NYCR-0255. Project is hereby authorized, subject to approval by the Governor’s Office of Storm Recovery.

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

**Adopted:** December 4, 2023

**RESOLUTION NO. 205 OF 2023**

**AUTHORIZING CHANGE ORDER NO. 2 TO COPPOLA SERVICES, INC. FOR THE VILLAGE OF SUFFERN WWTP IMPROVEMENTS PROJECT CONTRACT 1G**

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

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of the Village of Suffern that Change Order No. 2 to Coppola Services, Inc. for the Village of Suffern WWTP Improvements Project Contract 1G, reducing the contract price by of \$108,418.00, for a revised contract price of \$2,690,472.00, is hereby authorized.

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

**Adopted:** December 4, 2023

**RESOLUTION NO. 206 OF 2023**

**AUTHORIZING CHANGE ORDER NO. 1 TO TILCON NEW YORK, INC. FOR THE VILLAGE OF SUFFERN ROADWAY IMPROVEMENTS PHASE 13 PROJECT**

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

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of the Village of Suffern that Change Order No. 1 to Tilcon New York, Inc. for the Village of Suffern Roadway Improvements Phase 13 Project, reducing the contract price by of \$88,749.08, for a revised contract price of \$500,343.42, is hereby authorized.

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

**Adopted:** December 4, 2023

**RESOLUTION NO. 207 OF 2023**

**AUTHORIZING CHANGE ORDER NO. 1 TO TILCON NEW YORK, INC. FOR THE VILLAGE OF SUFFERN PARKING LOT B PAVING PROJECT**

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

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of the Village of Suffern that Change Order No. 1 to Tilcon New York, Inc. for the Village of Suffern Parking Lot B Paving Project, reducing the contract price by of \$59,992.32, for a revised contract price of \$247,657.68, is hereby authorized.

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

**Adopted:** December 4, 2023

**RESOLUTION NO. 208 OF 2023**

**AUTHORIZING CHANGE ORDER NO. 1 TO TILCON NEW YORK, INC. FOR THE VILLAGE OF SUFFERN ROADWAY IMPROVEMENTS PHASE 12 PROJECT**

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

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of the Village of Suffern that Change Order No. 1 to Tilcon New York, Inc. for the Village of Suffern Roadway Improvements Phase 12 Project, reducing the contract price by of \$27,196.60, for a revised contract price of \$517,552.15, is hereby authorized.

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

**Adopted:** December 4, 2023

**RESOLUTION NO. 209 OF 2023**

**ACCEPTING THE RESIGNATION OF MATTHEW TORRES**

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

**NOW, THEREFORE BE IT RESOLVED**, the Village of Suffern Board of Trustees hereby accepts the resignation of Matthew Torres, Laborer, effective December 8, 2023.

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

**Adopted:** December 4, 2023

**RESOLUTION NO. 210 of 2023**

**AMEND 2023-2024 GENERAL FUND BUDGET FOR VILLAGE CLERK ADDITIONAL RESPONSIBILITIES**

**WHEREAS** in addition to her normal duties as Village Clerk, the Village Clerk is undertaking several major projects, including the imaging of all birth and death certificates from 1896 to the present imaged to electronic format and microfilm; the development and implementation of employee manuals and training in various human resource issues as required by federal and state law, and the implementation and coordination between departments of the policies and procedures to effectively administer the Village's rental registration law; and

**WHEREAS** the aforementioned projects would otherwise require the engagement of several professionals at significant additional cost to the Village.

**NOW, THEREFORE, BE IT RESOLVED**, that the Village Board of Trustees hereby approves an increase in the compensation to be paid to the Village Clerk of \$26,800 for the period beginning December 5, 2023, and ending May 31, 2024; and

**BE IT FURTHER RESOLVED** that the Village Treasurer is authorized to transfer \$28,800 from the Contingent Account to Village Clerk Personal Services (\$26,800) and Employee Benefits – FICA (\$2,000), to provide for the additional compensation plus the employer's share of FICA.

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

**Adopted:** December 4, 2023

**RESOLUTION NO. 211 of 2023**

**ELECTION TO PROVIDE SECTION 41(J) PENSION BENEFIT**

**BE IT RESOLVED:** that the Board of Trustees of the Village of Suffern does hereby elect to provide the pension benefit of Section 41(j) of the Retirement and Social Security Law, as presently or hereafter amended.

**BE IT FURTHER RESOLVED:** that the effective date of such shall be the 5<sup>th</sup> day of December 2023.

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

**Adopted:** December 4, 2023

**RESOLUTION NO. 212 OF 2023**

**APPOINTING BRUCE LEVINE AS VILLAGE PROSECUTOR FOR THE VILLAGE OF SUFFERN ON A CONTRACT BASIS EFFECTIVE JUNE 4, 2023, THROUGH JUNE 5, 2024**

**WHEREAS**, the Board of Trustees desires to contract with Bruce Levine on a contract basis effective June 4, 2023, through June 5, 2024 to provide such services and an independent contractor.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees hereby appoints Bruce Levine to the position of Village prosecutor as an independent contractor for a flat fee of \$1,500 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 Alpert and seconded by Trustee Meegan-Corrigan, with all in favor.

**Adopted:** December 4, 2023

## **POLICE DEPARTMENT**

Chief Loughlin congratulated Mayor Curley, Trustee Meegan-Corrigan, Trustee Osborn, and Trustee Hogue. He presented the Police Department statistics for the month of November 2023. Chief Loughlin spoke about the parade and it was the most floats and apparatus participate than ever before. The parade was well attended and could not, as a Police point of view, have gone better. The lineup location and route was changed this year and was less disruptive to Village residents and traffic as a whole. The Chief thanked everyone on the Parade Committee for volunteering their time. He thanked the Rockland County Sheriff's Department, Ramapo PD, Mahwah PD, and the Suffern FD for all of their assistance. Thank you to Joe Hunt, Charles Sawicki, Cathy Mills and all the employees from DPW who helped make the parade a success.

The Chief spoke about the DARE Holiday Toy Drive is in effect. There are active collection locations throughout the Village. The Toy Sorting Event is December 15, 2023 at the Community Center; the public is invited.

## **RECREATION**

Ms. Cathy Mills reported the following:

### **December Events**

- December 7 – Menorah Lighting 6pm
- December 7 – Pearl Harbor Remembrance 7pm
- December 15 – Suffern PD Toy Drive Sort Event

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

A MOTION to open the public comment period was made by Trustee Alpert and seconded by Trustee Hogue, with all in favor.

Patsy Wooters – 19 Mansfield Place – Congratulated the Mayor and the Board and thanked them for their service to the people of the Village of Suffern. Thanked the Village for hosting the Suffern High School Class of '63 Reunion back in September.

Ms. Wooters informed the Board that a streetlight was out on Mansfield Place and asked for it to be repaired. The Mayor asked Charles Sawicki to take care of it. The Mayor explained that the Village has to notify Orange & Rockland.

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

**EXECUTIVE SESSION**

Mayor Curley announced that there will be no further resolutions passed and no votes will be cast after the executive session.

**MOTION TO ENTER INTO EXECUTIVE SESSION FOR A PERSONNEL AND LITIGATION MATTERS**

A motion to enter executive session at 8:10 P.M., for a legal matter was made by Trustee Meegan-Corrigan and seconded by Trustee Osborn, with all in favor.

A motion to close the executive session at 8:58 P.M. was made by Trustee Alpert and seconded by Trustee Meegan-Corrigan, with all in favor.

**TRUSTEES**

Trustee Alpert said that he is very disappointed in the Board of Education voting to change the arrangement of the neighborhood schools by separating by age. He said that he believes that it was a really poor decision.

**MAYOR**

Mayor Curley thanked everyone for their great work on the parade. He said it was a great job!

**ADJOURNMENT**

A motion to adjourn the meeting at 8:58 P.M. was made by Trustee Meegan-Corrigan, seconded by Trustee Osborn, with all in favor.

Respectfully,

Melissa B. Reimer, CPA  
Village Clerk