

**Village of Suffern
Board Meeting
Monday, May 1, 2017
7:00 p.m.**

A Regular Board Meeting was held on Monday, May 1, 2017.

Present: **Edward Markunas, Mayor**
 Frank Hagen, Trustee
 Moira Hertzman, Trustee
 Dan Kraushaar, Village Attorney
 Virginia Menschner, Village Clerk
 Amy Paffenroth, Deputy Village Clerk
 Joseph Russo, Trustee
 Henry Sussman, Trustee

CALL TO ORDER:

Mayor Markunas called the meeting to order at 7:00 p.m., leading the Pledge of Allegiance and a Moment of Silence in honor of our service men and women.

UPCOMING MEETINGS:

The dates were set for June Meetings as follows: the Board Workshop will be held Tuesday, May 30, 2017 p.m.; the Regular Board Meeting will be held Monday, June 5, 2017.

FIRE DEPARTMENT:

MOTION TO ACCEPT STEVEN OURELIO AS A MEMBER IN THE SUFFERN FIRE DEPARTMENT

A motion was requested by the Mayor to accept Steven Ourelio as a member in the Suffern Fire Department Hose Company. Mr. Ourelio is a former member of the Hose Company. He resigned to start his career with NYPD but wishes now to return to membership. He is currently still working as a NYPD officer.

A motion to accept the foregoing was made by Trustee Joe Russo, seconded by Trustee Hank Sussman, and passed unanimously by the Board.

MOTION TO ACCEPT THE FIRE DEPARTMENT (PFRS) PENSION PLAN

A motion was requested by the Mayor to accept the Fire Department (PFRS) Pension Plan following the 30-day posting period. The motion to accept the foregoing was made by Trustee Joe Russo, seconded by Trustee Hank Sussman, and passed unanimously by the Board.

CULTURE AND RECREATION:

A summary of events for the Month of May was provided by Cathy Mills. The Train Museum is open on Saturdays; a fundraiser will be held May 4 for the Suffern Varsity Cheer Team; the Memorial Day Parade will be held on May 29 with a barbeque afterward; the Fishing Derby will be held on June 10 with a barbeque following. The Keep Rockland Beautiful Program cleaned up

Fox Wood Pond in preparation of the Fishing Derby. The Suffern Pool opens June 24 and will stay open until Labor Day. A new camera is ready for use with pool registration photos. The kick-off for the Walk With The Mayor Program will be held May 3 at 10:00 a.m. with a 1.3-mile loop walk around the Village which will be held each Wednesday.

RESOLUTION AUTHORIZING MAYOR TO SIGN THE AGREEMENT HIRING HAL KESHNER AS MUSICAL DIRECTOR FOR THE CLIFFORD THEATER SUMMER PROGRAM

The Board of Trustees authorized the Mayor to sign the agreement hiring Hal Keshner as Musical Director for the Clifford Theater summer program at the sum of \$1100 effective April 10 through August 6, 2017, Nunc Pro Tunc.

A motion to accept the foregoing resolution was made by Trustee Joe Russo, seconded by Trustee Frank Hagen, and passed unanimously by the Board.

GRANT WRITER:

Fred Rella provided a summary of activities. An Arbor Day celebration was held Saturday, April 29. Deputy Mayor Frank Hagen, Cathy Mills, and Charles Sawicki along with Boys Scott Troop 21, planted three Eastern Redbud trees at Yorkshire Park across from the DARE Hockey Rink.

The Village will be receiving \$5000 for the DARE Program for the Department of Criminal Justice Services which is sponsored by Ellen Jaffe.

The Wayne Avenue Sidewalk Project has been awarded \$110,000 from Rockland County Community Development. The next step of the project is to conduct an environmental assessment which is now becoming standard procedure for these types of projects. The environmental assessment will be completed by the Village in conjunction with Rockland County Community Development.

RESOLUTION AUTHORIZING THE MAYOR TO SIGN THE AGREEMENTS WITH FIVE PROPERTY OWNERS FOR THE SIGN AND AWNING FACADE PROGRAM

The Board authorized the Mayor to sign the agreements with the five property owners listed below for the sign and awning facade program.

1. Bagel Train (Richard Schiekofer) – 146 Orange Avenue
2. Forgia & Hallel Meats (F G & J Inc.) – 1 Suffern Place
3. Suffern Food Mart (James Loy) – 18-20 Lafayette Avenue
4. Wow That's Unique (Sara Sonne) – 22 Lafayette Avenue
5. O'Hanlon Realty Corp. – 1-5 Wayne Avenue

A motion to accept the foregoing resolution was made by Trustee Joe Russo, seconded by Trustee Frank Hagen, and passed unanimously by the Board.

ASSISTANT VILLAGE ATTORNEY:

RESOLUTION AUTHORIZING THE MAYOR TO SIGN THE ORANGE AVENUE PROJECT PARKING AGREEMENT DECLARATION OF COVENANTS ON BEHALF OF THE VILLAGE OF SUFFERN

The Mayor was authorized to sign the Declaration of Covenants on behalf of the Village of Suffern for the Orange Avenue Project-Parking Agreement. The Orange Avenue Apartments,

LLC, as successor in title to Orange Avenue Associates, LLC is the owner of certain property within the Village of Suffern located at Orange Avenue and Blauvelt Place and identified on the Town of Ramapo tax map as Section 54.35, Block 2, Lot 6. The owner received approval to develop the property in accordance with a site plan approval granted by the Village of Suffern Planning Board on March 29, 2016, and the owner is required to provide thirteen (13) off-site parking spaces in accordance with this approval.

The owner requested that the Village allow the owner to obtain thirteen (13) overnight parking permits for residents of the proposed development to park in designated Suffern municipal parking lots, and in order to meet the requirement of site plan approval, that the owner provide such additional spaces for the residents of the development. The Village required that the owner enter into a Covenant declaring the terms of conditions of the Village granting said annual overnight parking permits to the owner under certain terms and conditions as required by the Village.

The Village agreed that the owner of the property located at Orange Avenue and Blauvelt Place and identified on the Town of Ramapo tax map as Section 54.35, Block 2, Lot 6, may purchase thirteen (13) annual overnight parking permits permitting the residents of the property to park in municipal lots of the Village pursuant to the rules and regulations of the Village of Suffern Village Code and in accordance with the terms and conditions of a Declaration of Covenant which was annexed hereto and hereby approved by the Board. Said Covenant shall be recorded in the Rockland County Clerk's Office at the expense of the owner of the property, with the original Covenant to be returned to the Village Clerk.

A motion to accept the foregoing resolution was made by Trustee Frank Hagen, seconded by Trustee Joe Russo, and passed unanimously by the Board.

RESOLUTION ACCEPTING THE VILLAGE OF SUFFERN TO ACCEPT, RECEIVE AND FILE A DECLARATION OF COVENANT FOR THE ANNUAL INSPECTION OF STORM WATER MAINTENANCE FACILITIES FROM THE ORANGE AVENUE APARTMENT PROJECT – SWMA

The Village of Suffern accepted and will file a Declaration of Covenant for the Annual Inspection of Storm Water Maintenance Facilities from Orange Avenue Apartments, LLC for the property located on Orange Avenue and identified on the Town of Ramapo tax map as Section 54.35, Block 2, Lot 6, along with the sum of \$5,000.00 to be held in escrow by the Village to ensure performance of said inspections. Said Covenant shall be recorded in the Rockland County Clerk's Office at the expense of the owner of the property, with the original Covenant to be returned to the Village Clerk. The site plan map will be in order and ready for the signature of the Clerk upon receiving the performance bond and letter of credit from Sterling National Bank as a condition of approval.

The owner received approval to develop the property in accordance with a site plan approval granted by the Village of Suffern Planning Board on March 29, 2016, and the owner is required pursuant to said site plan approval to provide for a Declaration of Covenant for the Annual Inspection of Storm Water Maintenance Facilities at the property.

The owner has provided such Covenant to the Village, which has been reviewed and approved by the Department of Public Works and the Village Attorney's Office, and the owner has also

provided the sum of \$5,000.00 to be held in escrow by the Village to ensure performance by the owner pursuant to the declaration.

A motion to accept the foregoing was resolution made by Trustee Joe Russo and seconded by Trustee Hank Sussman and approved unanimously by the Board.

POLICE DEPARTMENT:

RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT BETWEEN THE COUNTY OF ROCKLAND AND THE VILLAGE OF SUFFERN (RIRC REIMBURSEMENT)

The Board authorized to execute the Agreement between the County of Rockland and the Village of Suffern (RIRC Reimbursement) commencing July 1, 2016, and terminating December 31, 2016, Nunc Pro Tunc, with the County agreeing to pay the Village of Suffern a sum not to exceed fifteen thousand eight hundred thirty-three dollars and 49 cents (\$15,833.49) solely and exclusively to be used for the purpose of reimbursement of law enforcement overtime related to Regional Investigative Resource Center confidential investigation.

The County never sent the Village a new contract, so the Village is operating under the old contract. The Village Attorney is expecting receipt of a new contract covering a period of January 1, 2017 through July 1, 2017, sometime after July 1, 2017.

A motion to accept the foregoing resolution was made by Trustee Joe Russo, seconded by Trustee Hank Sussman, and passed unanimously by the Board.

Police Department Information Items:

The Police Department recorded 607 police blotter incidents and 24 arrests in April. The police have heavily implemented the downtown business district police patrol detail including walking and bicycling the area. The Mayor has received excellent feedback from residents and merchants regarding this program.

The Police will be assisting RP Connor with their Bike Rodeo on May 20. Commercial vehicle enforcement checks will be beginning this month. DARE Hockey has 10 teams in the middle high school division this season. The police will be helping out the Salvation Army Community Day on May 13 with the K9 Unit and possibly a squad truck participating. Fire arms qualifications will take place this month.

AUDIENCE PARTICIPATION:

A resident indicated she was not happy with the results of the Orange Avenue Project environmental assessment in that she felt the height of the proposed building was too high for the Village in general as compared to other buildings. She stated going over four stories may cause issues with the water supply and parking. She further referenced her historical concern regarding parking issues at Squires Gate. The Mayor indicated that there are new formulas in place to determine the required amount of parking for new construction.

VILLAGE CLERK:

The minutes from the Regular Board Meeting from February 6, 2017 and March 4, 2017 were approved by the Board.

Suffern Pool Concession Stand:

The Mayor requested that a motion be made to award the bid to Ms. Jean Hennlley in the amount of \$101.00 for use of the Concession Stand at the Suffern Memorial Pool during the 2017 pool season.

A motion to accept the foregoing was made by Trustee Frank Hagen, seconded by Trustee Joe Russo, and passed unanimously by the Board.

DEPARTMENT OF PUBLIC WORKS:

Department of Public Works Update:

The Sanitary Replacement Project on James Street is underway. A preconstruction meeting will be held on Thursday, May 4 and the work will commence within the week.

A Public Hearing to present the Annual NYS DEC MS4 Report was scheduled for Wednesday, May 10, 2017, at 12:00 noon.

RESOLUTION AUTHORIZING THE MAYOR AND BOARD OF TRUSTEES TO ACCEPT THE RESIGNATION OF MR. DANIEL MORGAN

The Mayor and Board of Trustees accepted the resignation of Mr. Daniel Morgan, a Department of Public Works Laborer, effective April 21, 2017, Nunc Pro Tunc. A motion to accept the foregoing resolution was made by Trustee Joe Russo, seconded by Trustee Hank Sussman, and passed unanimously by the Board.

RESOLUTION AUTHORIZING THE MAYOR TO APPOINT VICTOR J. SANCHEZ TO THE VACANT LABORER'S POSITION IN THE REFUSE DEPARTMENT

The Mayor appointed Mr. Victor J. Sanchez to the vacant laborer's position within the Refuse Department at a pay rate of \$17.30 per hour starting May 8, 2017. Mr. Sanchez is a U.S. Army Veteran and has been approved by the Rockland County Department of Personnel. This is a provisional appointment pending successful completion of a 6-month probationary period.

A motion to accept the foregoing resolution was made by Trustee Joe Russo, seconded by Trustee Frank Hagen, and passed unanimously by the Board.

Request for Executive Session:

Charles Sawicki requested that an Executive Session be held to discuss two new positions within the Water Department. The request for an Executive Session was granted by the Board to be held at the end of the meeting.

FINANCE DEPARTMENT:

RESOLUTION AUTHORIZING MICHAEL GENITO TO BE PLACED ON THE CAPITAL ONE ACCOUNTS AND TO HAVE BARBARA COTTIERS TAKEN OFF THE ACCOUNTS

The Board authorized Treasurer Michael Genito to be placed on the Capital One accounts as a signee for said accounts and Barbara Cottiers' removal from these accounts, effective April 22, 2017, Nunc Pro Tunc. A motion to accept the foregoing was made by Trustee Hank Sussman, seconded by Trustee Joe Russo, and passed unanimously by the Board.

VILLAGE ATTORNEY:

In order to address the parking of vehicles and placement of garbage cans at the location of Suffern Place, a request was made by the Village Attorney to have a title search conducted to determine the fee title owner to clarify if the Village is the owner of record. This information will be used to determine the Village's authority to address potential and existing problems.

RESOLUTION AUTHORIZING THE HIRING OF A TITLE COMPANY TO DO A TITLE SEARCH FOR SUFFERN PLACE, 115 FEET ± NORTH OF THE INTERSECTION OF LAFAYETTE AVENUE, AS SHOWN ON TAX MAP 54-35

The Village is the presumptive owner of tax parcel 54.35 on the Ramapo Tax map, commonly known as a portion of "Suffern Place;" and the Board is desirous of determining for legal certainty if it is the fee title holder. The Board of Trustees hereby authorizes the hiring of a title company to determine the fee title owner of the subject property by having them perform a title search. This title search should not cost more than \$350.00.

A motion to accept the foregoing was made by Trustee Moira Hertzman, seconded by Trustee Frank Hagen, and passed unanimously by the Board.

OFFICE OF THE TRUSTEES:

Trustee Moira Hertzman requested that Charles Sawicki check into the large orange cone covering a hole that is located on Orange Avenue near the front of Tequila Sal Y Limon. Charles indicated it may be work performed by the State DOT since that location is a State highway. He indicated he would look into it to make sure the protective grate was put back in place and that he would get back to Trustee Hertzman.

Trustee Frank Hagen thanked Cathy Mills, Charles Sawicki, and Boy Scout Troop 21 for their help and participation in the Arbor Day Celebration at Yorkshire Park.

OFFICE OF THE MAYOR:**RESOLUTION AUTHORIZING THE MAYOR AND BOARD OF TRUSTEES TO ACCEPT THE RESIGNATION OF MR. DANIEL MCINERNEY**

The Mayor and Board of Trustees accepted the resignation of Mr. Daniel McInerney as Deputy Treasurer effective April 9, 2017, Nunc Pro Tunc. A motion to accept the foregoing resolution was made by Trustee Joseph Russo, seconded by Trustee Moira Hertzman, and passed unanimously by the Board.

RESOLUTION AUTHORIZING THE MAYOR AND BOARD OF TRUSTEES TO ACCEPT THE RESIGNATION OF AMY PAFFENROTH FROM THE SUFFERN JUSTICE COURT

The Mayor and Board of Trustees accepted the resignation of Amy Paffenroth from her position in the Suffern Justice Court office effective April 5, 2017, Nunc Pro Tunc. A motion to accept the foregoing resolution was made by Trustee Joseph Russo, seconded by Trustee Hank Sussman, and passed unanimously by the Board.

RESOLUTION AUTHORIZING THE CREATION OF A SENIOR ACCOUNT CLERK POSITION FOR THE TREASURER'S OFFICE

The Board authorized the creation of a full-time Senior Account Clerk position for the Treasurer's Office. The Village Clerk shall take all steps necessary to formalize the creation of this position with the Rockland County Personnel Office. A motion to accept the foregoing resolution was made by Trustee Frank Hagen, seconded by Trustee Moira Hertzman, and approved unanimously by the Board.

RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A DEPUTY VILLAGE CLERK POSITION FOR THE VILLAGE CLERK'S OFFICE

The Board authorized the establishment of a full-time Deputy Village Clerk position which was signed by the Commissioner of Rockland County Personnel effective May 2, 2017, for the Village Clerk's Office, Nunc Pro Tunc. A motion to accept the foregoing resolution was made by Trustee Frank Hagen, seconded by Trustee Moira Hertzman, and approved unanimously by the Board.

RESOLUTION AUTHORIZING DANIEL PLESSNER TO SERVE AS AN UNPAID INTERN IN THE VILLAGE OF SUFFERN TREASURER'S OFFICE FROM MAY 1, 2017 THROUGH DECEMBER 31, 2017

Village Treasurer Michael Genito requested that the Board authorize Daniel Plessner to work in his office as an unpaid intern from May 1, 2017, through December 31, 2017, in order that Mr. Plessner be able to earn college credit and, also, as it would benefit the Village by having someone assist him in various special assignments. The Board of Trustees authorized Daniel Plessner to serve as an unpaid intern in the Village Treasurer's office from May 1, 2017, through December 31, 2017. Mr. Plessner is a Ramapo College student and a Village of Suffern resident majoring in the area of Finance. He will be an asset to Mr. Genito and the Village to conduct special projects as required and will also help him earn his degree. Mr. Plessner will be working from time-to-time during this period as work requires.

A motion to accept the foregoing resolution was made by Trustee Joseph Russo, seconded by Trustee Hank Sussman, and passed unanimously by the Board.

EXECUTIVE SESSION AND ADJOURNMENT:

The Mayor requested a motion to enter into Executive session and to adjourn the meeting since no further would require a vote of the Board of Trustees. A motion to close the meeting was made by Trustee Russo, seconded by Trustee Hagen, and approved unanimously by the Board. The meeting adjourned at 7:55 p.m.