

**Village of Suffern  
Village Board Meeting Minutes  
Monday, July 1, 2019 - 7:00 p.m.**

A Regular Meeting of the Village Board of Trustees was held on Monday, July 1, 2019.

**Present:**       **Edward Markunas, Mayor**  
                  **Steven Alpert, Trustee**  
                  **Paul Girard, Trustee**  
                  **Frank Hagen, Trustee**  
                  **Moira Hertzman, Trustee**  
                  **Ralph DeMarco Village Attorney**  
                  **Amy Paffenroth, Village Clerk**

**UPCOMING MEETINGS:**

A Village Workshop Meeting will not be held in July. The next regular meeting of the Board of Trustees will be held August 5, 2019 at 7:00 p.m.

**PUBLIC HEARING – Lafayette Avenue Vehicle and Traffic:**

A public hearing was held at 7:05 p.m. to consider a local law to provide for additional handicapped parking spaces in the Central Business District, establishing Passenger Loading Zones in the Central Business District, and establish limits on idling vehicles in the Central Business District. A motion to open the public hearing at 7:05 p.m. was made by Steven Alpert, seconded by Frank Hagen, and passed unanimously by the Board.

**A LOCAL LAW AMENDING CHAPTER 254 OF THE CODE OF THE VILLAGE OF SUFFERN - ARTICLE III – PARKING, STANDING AND STOPPING**

The following Draft Local Law was presented to the Board by Rob Magrino:

Section 1. Section 254 of the Code of the Village of Suffern, entitled Vehicle and Traffic, is hereby amended to provide for amendments to Article III, entitled Parking, Standing and Stopping, to provide for the definition of Passenger Loading Zones. As amended the said section of the Code shall read as follows (Additions are underlined, deletions are ~~strikethrough~~):

**§ 254-23.1 Loading zones. (Amended from § 254-23 to § 254-23.1 to include the Passenger Loading Zones in the Chapter)**

The locations described in Schedule XVIII (§ ~~254-68~~), attached to and made a part of this chapter, are hereby designated as loading zones. Such loading zones shall be off limits to other than vehicles using them for the purposes intended during such hours and on such days as may be posted thereon for the information of the public. Loading zones shall be barred to parking by the general public during the hours posted thereon. At times other than those reserved for its purpose, the loading zone shall be available for public parking subject to all other generally applicable laws and regulations. The days and hours of operation of the loading zones shall be such as are prescribed from time to time by resolution of the Village Board.

**§ 254-23.2 Passenger Loading zones. (New Chapter and Definition)**

Passenger loading zones are defined as all on street parking locations in the Central Business District, including handicapped parking spaces, and 15-minute parking spaces, except those locations as designated as Loading Zones as described in § 254-23.1 with locations described in Schedule XVIII (§ 254-68), attached to and made a part of this chapter. Such passenger loading zones shall be off limits to vehicles using them for the purposes other than intended during such hours and on such days as may be posted thereon for the information of the public.

Section 2. Section 254 of the Code of the Village of Suffern, entitled Vehicle and Traffic is hereby amended to provide for amendments to Article VIII “Schedules”. As amended the said section of the Code shall read as follows (Additions are underlined, deletions are ~~strikethrough~~):

254-65 Schedule XV: Time Limit Parking:

<b>Name of Street</b>	<b>Side</b>	<b>Time Limit</b>	<b>Location</b>
<del>Orange Avenue</del>	<del>East</del>	<del>2 Hours; 9:00 a.m. to 6:00 p.m. Monday</del> <del>to Thursday and Saturday; 9:00 a.m. to</del> <del>8:00 p.m., Friday; except Sundays and</del> <del>Holiday days</del>	<del>100 Feet south of</del> <del>Lafayette Avenue</del>
<u>Orange Avenue</u>	<u>East</u>	<u>3 Hours 9:00 a.m. to 4:00 p.m. Monday</u> <u>To Saturdays, except Sundays and</u> <u>Holiday days</u>	<u>83 Feet north from</u> <u>corner of Blauvelt</u> <u>Way to 114 Orange</u> <u>Avenue</u>

254-67 Schedule XVII: Handicapped Parking Spaces:

<b>Name of Street</b>	<b>Side</b>	<b>Location</b>
<u>Lafayette Avenue</u>	<u>North</u>	<u>24 Lafayette Avenue</u>
<u>Lafayette Avenue</u>	<u>North</u>	<u>76 Lafayette Avenue</u>
<u>Suffern Place</u>	<u>East</u>	<u>7 Suffern Place</u>

**A PROPOSED LOCAL LAW AMENDING CHAPTER 254 OF THE CODE OF THE VILLAGE OF SUFFERN - ARTICLE III – PARKING, STANDING AND STOPPING - TO ADD SECTION 254-18.2 – VEHICLES, IDLING OF**

Attorney Robert Magrino presented the following additional Draft Local Law to the Board for review:

Section 1. Section 254 of the Code of the Village of Suffern, Article III, entitled Parking, Standing and Stopping, § 254-18 No Standing, is amended to add § 254-18.2 Vehicles, Idling Of. As amended, the said section of the Code shall read as follows (Additions are underlined, deletions are ~~strikethrough~~):

**§ 254-18.1 No standing.**

No person shall stand a vehicle upon any of the streets or parts of streets described in Schedule XIII (§ 254-63), attached to and made a part of this chapter.

**§ 254-18.2 Vehicle, Idling Of.**

**A. Legislative intent.**

The Board of the Village of Suffern hereby intends to reinforce and supplement, and to be construed in a manner not inconsistent with, the Sanitary Code of the County of Rockland as enacted by the Board of Health of the Rockland County Health District pursuant to § 347 of the Public Health Law and as from time to time may be amended.

**B. Operation of motor vehicle; idling of engine restricted.**

1. No person shall cause or permit the engine of a motor vehicle, except to idle for longer than three consecutive minutes when the motor vehicle is not in motion.
2. Notwithstanding Subsection A, this article shall not be construed to restrict the idling of any emergency:
  - a. Any vehicle in use by law enforcement, public safety or police officers, emergency service officials, first aid, medical technicians and personnel, and fire safety personnel in the performance of duties or in the course or responding to an emergency.
3. In any proceeding relating to a violation of the restrictions on idling, it shall not be a defense that a sign required by this section was absent at the time of the violation.

**C. Penalties for offenses.**

1. Criminal penalties.

Any person who violates this law shall be guilty of an offense; namely, a violation, punishable on conviction for a first offense by a fine not exceeding \$250 or by imprisonment for not exceeding 15 days, or both; and for a second or subsequent offense, by a fine not exceeding \$500.
2. Civil penalties.
  - a. Any person who violates this chapter shall be subject to the imposition of a civil penalty by the Commissioner of Health not exceeding \$1,000 for each single violation of this chapter.
  - b. The penalty provided for by this section may be sued for and recovered by the Commissioner of Health in any court of competent jurisdiction.
  - c. Each day or a part of a day on which a violation continues shall constitute a separate violation.

A motion to close the public hearing at 7:16 p.m. pending further evaluation by the DOT and further review of existing studies was made by Steven Alpert, seconded by Frank Hagen, and passed unanimously by the Board. A public hearing notice will be required to reopen the public hearing.

The Village Board agreed that parking on Lafayette Avenue and the adjacent streets needs to be studied further before a recommendation can be made. The Mayor will review previously prepared parking studies to determine if additional information may be needed. Attorney Magrino stated that the DOT should review the Draft Local for time limit parking, handicapped parking, passenger unloading and vehicle idling.

**PUBLIC HEARING – Chestnut Street and Orange Avenue Parking:**

A public hearing was held to consider a local law to consider additional parking on the corner of Chestnut Street and Orange Avenue. A motion to open the public hearing at 7:17 p.m. was made by Paul Girard, seconded by Frank Hagen, and passed unanimously by the Board.

**A PROPOSED LOCAL LAW AMENDING CHAPTER 254 OF THE CODE OF THE VILLAGE OF SUFFERN - ARTICLE III – SCHEDULES, § 254-65 SCHEDULE XV: TIME LIMIT PARKING**

Attorney Robert Magrino presented the following Draft Local Law to the Board for review:

Section 1. Section 254 of the Code of the Village of Suffern, entitled Vehicle and Traffic, Article VIII Schedules, § 254-65 Schedule XV: Time Limit Parking, is hereby amended to modify the location and time limit for parking on Orange Avenue. As amended the said section of the Code shall read as follows (Additions are underlined, deletions are ~~strikethrough~~):

254-65 Schedule XV: Time Limit Parking:

<b>Name of Street</b>	<b>Side</b>	<b>Time Limit</b>	<b>Location</b>
<del>Orange Avenue</del>	<del>East</del>	<del>2 Hours; 9:00 a.m. to 6:00 p.m. Monday</del> <del>to Thursday and Saturday; 9:00 a.m. to</del> <del>8:00 p.m., Friday; except Sundays and</del> <del>Holiday days</del>	<del>100 Feet south of</del> <del>Lafayette Avenue</del>
Orange Avenue	East	2 Hours; 9:00 a.m. to 4:00 p.m. except Sundays and holiday days	From the corner of Lafayette Avenue and Chestnut Street
<u>Orange Avenue</u>	<u>East</u>	<u>3 Hours 9:00 a.m. to 4:00 p.m. Monday</u> <u>To Saturdays, except Sundays and</u> <u>Holiday days</u>	<u>83 Feet north from</u> <u>corner of Blauvelt</u> <u>Way to 114 Feet</u> <u>North on Orange</u> <u>Avenue</u>

A motion to close the public hearing at 7:25 p.m. was made by Paul Girard, seconded by Steven Alpert and passed unanimously by the Board.

The Board agreed that the Department of Public Works would remeasure the distance for allowed time limit parking from the corner of Blauvelt way and Orange Avenue to ensure that the appropriate sight distance at the corner of Orange Avenue for traffic making a left hand turn onto Orange Avenue. The Department of Public Works will also measure the distance from the exit of the Sheldon located on Orange Avenue in relationship to the existing fire hydrant to ensure

the appropriate sight distance for traffic making a left hand turn onto Orange Avenue when existing the Sheldon. Finally, the time limit parking on Orange Avenue from the corner of Lafayette Avenue will be remeasured to confirm current time limit parking conditions.

Pending the final measurements, a public hearing to discuss parking on Orange Avenue will be re-noticed. The Board agreed that since the current on street parking spaces were not authorized to be striped by the Village of Suffern, the Department of Public Works would adjust the striping on Orange Avenue to reflect the proposed start of time limit parking beginning at 83 feet north from the Corner of Blauvelt Way. This will require the removal of two unauthorized parking space at this time.

**FIRE DEPARTMENT:**

The resolution to authorizing a Mutual Aid Agreement with Allendale, NJ was not considered at this meeting. This matter will be presented to the Board upon the development of a formal Mutual Aid Agreement.

**CULTURE AND RECREATION:**

Cathy Mills advised the Board that the Suffern Memorial Pool opened on June 29. Ms. Mills also provided an overview of the previous month's recreation activities as well as the upcoming month's planned activities.

**POLICE DEPARTMENT:**

**RESOLUTION NO. 126 OF 2019 - ACCEPTING A DONATION FROM STEVE'S LAWN, INC. FOR THE DARE PROGRAM**

The Board of Trustees accepted a donation from Steve's Lawn, Inc., in the amount of \$605.00 to the DARE Program. A motion to approve the foregoing resolution was made by Trustee Steve Alpert, seconded by Trustee Frank Hagen, and passed unanimously by the Board.

**RESOLUTION NO. 127 OF 2019 - AUTHORIZING DETECTIVE CAWLEY TO ATTEND THE "CRIMES AGAINST CHILDREN" CONFERENCE IN DALLAS, TEXAS AUGUST 12 THROUGH AUGUST 15**

The Village Board 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. The Board of Trustees authorized Detective Anne Cawley to attend the "Crimes Against Children" conference in Dallas, Texas, August 12 through August 15, at no cost to the Village. A motion to approve the foregoing resolution was made by Trustee Moira Hertzman, seconded by Trustee Frank Hagen, and passed unanimously by the Board.

**DEPARTMENT OF PUBLIC WORKS:**

**RESOLUTION NO. 128 OF 2019 - AUTHORIZING CHARLES SAWICKI TO PUBLICLY ADVERTISE FOR BID SOLICITATIONS FOR THE ROADWAY IMPROVEMENTS – PHASE 10 PROJECT**

The Village Board authorized Mr. Charles Sawicki to publicly advertise for bid solicitations for the Roadway Improvements - Phase 10 Project. The bids will be due on July 25, 2019 at 3:00 p.m. A motion to approve the foregoing resolution was made by Trustee Frank Hagen, seconded by Trustee Paul Girard, and passed unanimously by the Board.

**RESOLUTION NO. 129 OF 2019 - AUTHORIZING CHARLES SAWICKI TO PUBLICLY ADVERTISE FOR BID SOLICITATIONS FOR THE CURB REPLACEMENT PROJECT**

The Village Board authorized Charles Sawicki to publicly advertise for bid solicitations for the Curb Replacement Project. The bids will be due on July 25, 2019 at 2:30 p.m. A motion to approve the foregoing resolution was made by Trustee Frank Hagen, seconded by Trustee Paul Girard, and passed unanimously by the Board.

**RESOLUTION NO. 130 OF 2019 - AUTHORIZING CHARLES SAWICKI TO PUBLICLY ADVERTISE FOR BID SOLICITATIONS FOR THE WAYNE AVENUE SIDEWALK PROJECT**

The Village Board authorized Charles Sawicki to publicly advertise for bid solicitations for the Wayne Avenue Sidewalk Project. The bids will be due on July 30, 2019 at 3:00 p.m. A motion to approve the foregoing resolution was made by Trustee Paul Girard, seconded by Trustee Frank Hagen, and passed unanimously by the Board.

**RESOLUTION NO. 131 OF 2019 - AUTHORIZING PAYMENT NO. 3 TO TILCON NEW YORK – PHASE 9 ROADWAY IMPROVEMENT PROJECT**

The Village Board authorized the final payment, Payment No. 3, in the amount of \$33,785.98 to Tilcon New York, 162 Old Mill Road, West Nyack, New York for the Phase 9 Roadway Improvement Project. The AIA Document G702-1992 (Application and Certification for Payment) and the certified payroll have been reviewed by Charles Sawicki and have been deemed acceptable for payment. A motion to approve the foregoing resolution was made by Trustee Frank Hagen, seconded by Trustee Moira Hertzman, and passed unanimously by the Board.

**RESOLUTION NO. 132 OF 2019 - APPOINTING CHRISTOPHER HARTFIELD, JR. AS LABORER EFFECTIVE JULY 8, 2019**

The Village of Suffern Board of Trustees appoints Christopher Hartfield, Jr. to the vacant position of Laborer in the Refuse Department, effective July 8, 2019, at a pay rate of \$17.30 per hour, Position Control Number 340135. A motion to approve the foregoing resolution was made by Trustee Moira Hertzman, seconded by Trustee Frank Hagen, , and passed unanimously by the Board.

**TREASURER:**

**RESOLUTION NO. 133 OF 2019 - AMENDING CAPITAL PROJECT 2019-002 - 2019 ROADWAY IMPROVEMENTS**

The Village of Suffern Superintendent of Public Works has requested a final payment against Project 2019-002 2019 Roadway Improvements (the “Project”). The final Project total expenditures are below the amounts originally adopted for the Project. Capital project number 2019-002 entitled 2019 Roadway Improvements be amended as follows:

Decrease Revenue – State Aid CHIPS	\$115,973.00
Decrease Revenue – State Aid PAVE-NY	\$ 2,919.78
Increase Revenue – State Aid Extreme Weather	\$ .54
Decrease Appropriations – Roadway Improvements	\$118,892.24

A motion to approve the foregoing resolution was made by Trustee Steve Alpert, seconded by Trustee Frank Hagen, and passed unanimously by the Board.

**RESOLUTION NO. 134 OF 2019 - AUTHORIZING THE AWARDING OF A CONTRACT TO AQUARIUS CAPITAL OF PORT CHESTER, NEW YORK FOR FISCAL YEARS ENDING MAY 31, 2019 THROUGH 2024**

The Village Board passed Resolution No. 7 of 2015 awarding a contract to Aquarius Capital of Port Chester, New York (Vendor) for actuarial services to determine the Village's other post-employment benefits (OPEB) costs and liabilities as required by generally accepted accounting principles. The Vendor's performed the terms and conditions of the contract in a satisfactory manner. The Vendor has proposed to continue the aforesaid actuarial services for fiscal years ended/ending May 31, 2019 through 2024 at the same rates and with the same terms and conditions of the previous contract. The Village Treasurer recommended that the proposal of the Vendor for a new contract be accepted. The Village Board authorized the Village Treasurer to execute contract to Aquarius Capital of Port Chester, New York, for fiscal years ended/ending May 31, 2019 through 2024 for other post-employment benefits (OPEB) actuarial and consulting services in a form approved by the Village Attorney. A motion to approve the foregoing resolution was made by Trustee Moira Hertzman, seconded by Trustee Frank Hagen, and passed unanimously by the Board.

**RESOLUTION NO. 135 OF 2019 - AUTHORIZING THE VILLAGE TREASURER TO MAKE NECESSARY FISCAL YEAR-END BUDGET AMENDMENTS**

The Village Treasurer was authorized to make any necessary budget amendments that may be required to close the books for fiscal year ended May 31, 2019 ("Fiscal Year") and to provide a report to the Village Board of any such budget amendments:

The Village Treasurer is responsible for the orderly recording of all finances associated with the operations of the Village. Certain budget amendments may be necessary, as determined by the Village Treasurer, the independent auditors for the Village, or the Office of State Comptroller to close the financial records for the Fiscal Year. The Village Treasurer is hereby authorized to make all necessary amendments to the budget for the Fiscal Year. The Village Treasurer shall report any such budget amendments to the Village Board upon the completion of the audit for the Fiscal Year by the independent auditors for the Village. A motion to approve the foregoing resolution was made by Trustee Steve Alpert, seconded by Trustee Paul Girard, and passed unanimously by the Board.

**RESOLUTION NO. 136 OF 2019 - DECLARING CERTAIN COMPUTER EQUIPMENT AS SURPLUS**

The Village Treasurer has 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:

Make	Description	Model	Serial Number
HP	Desktop	DG058A#ABA	2UA34606RS
Dell	Desktop	Dimension 3000	27L2361
Dell	Server	Precision T3400	9KCMML1
Dell	Desktop	OptiPlex 980	D9RP9P1
Dell	Desktop	OptiPlex 390	G3HPJS1
Dell	Desktop	OptiPlex 380	FBCLCP1
Dell	Desktop	OptiPlex 380	JLLZOR1
Dell	Desktop	OptiPlex 380	4XVKJM1
HP	Printer	Q5400A	CNGXB38740
Dell	Multi-Function Printer	E515dw	4F2FG62
Gateway	Monitor	7004951	405013053
Dell	Monitor	E173FPc	CN-0F5035-64180-496-3CPS
Benq	Monitor	FP931-D	99LOG72YSA5050500298TLD'

The foregoing described computer equipment declared surplus. The Village Treasurer was 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 Frank Hagen, seconded by Trustee Paul Girard, and passed unanimously by the Board.

**RESOLUTION NO. 137 OF 2019 - AUTHORIZING THE PURCHASE OF TWO POLICE VEHICLES**

The Village is in need of two replacement police vehicles. Commonwealth of Pennsylvania's cooperative purchasing program "PA COSTARS" Contract 013-0177 offers a contract through Beyer Ford of Morristown, New Jersey with a low bid of \$43,341.88 for a fully-equipped unmarked 2019 Ford Police Interceptor and \$48,734.38 for a fully-equipped marked 2019 Ford Police Interceptor. New York State General Municipal Law and the Village of Suffern Procurement Policy authorize the use of contracts let by other states. The Village of Suffern Chief of Police has advised that the aforesaid PA COSTARS Contract 013-0177 offers the lowest price available from a local automobile dealer. The Village Treasurer recommended that the funding for such vehicles be set at \$95,000 to cover the contract cost of the vehicles plus incidentals that may be required to bring such vehicles into service. The purchase of these vehicles will be financed by installment purchase contracts. The Board of Trustees established capital project number 2020-001 entitled 2020 Police Vehicles in the amount of \$95,000 to be funded by installment purchase contracts. The Board of Trustees authorized the purchase of the aforesaid vehicles. A motion to approve the foregoing resolution was made by Trustee Moira Hertzman, seconded by Trustee Frank Hagen, and passed unanimously by the Board.



**ATTORNEY:**

**RESOLUTION NO. 138 OF 2019 - AUTHORIZING THE MAYOR TO EXECUTE A LICENSE AGREEMENT WITH THE COUNTY OF ROCKLAND FOR PARKING AT HALLETT PLACE**

The Village owns certain property known as Hallett Place, “H” Lot, where the County of Rockland has requested to use a portion thereof for the purposes of providing park and ride commuter bus services to the public, including passenger pick up and bus layovers. The Village and the County have tentatively agreed that the County will pay to the Village a monthly fee of \$1,600.00, including snow removal, plus \$10,000.00 for capital improvements to the lot, for a total amount not to exceed \$48,400.00 for the period of January 1, 2019 through and including December 31, 2020. General Municipal Law Article 5-G expressly authorizes municipal governments to perform together that which each such government individually is authorized to perform by means of an inter-municipal agreement. The Village Board approved an agreement by and between the County of Rockland and the Village of Suffern, which agreement was previously approved by Resolution 258 of 2019 of the Rockland County Legislature, pursuant to which the County shall be granted a license by the Village for the use of Hallett Place “H” Lot for purposes of park and ride passenger pick up and bus layovers for the period of January 1, 2019 through December 31, 2020 for a monthly fee of \$1,600.00, in addition to \$10,000.00 for capital improvements, for a total of \$48,400.00, subject to review by the Village of Suffern Attorney. The Mayor or his designee was authorized to sign such agreement and to take further steps as may be necessary to effectuate its terms. A motion to approve the foregoing resolution was made by Trustee Steve Alpert, seconded by Trustee Frank Hagen, and passed unanimously by the Board.

**MAYOR:**

**RESOLUTION NO. 139 OF 2019 - ESTABLISHING THE THREE POSITIONS OF REFRESHMENT STAND ATTENDANT**

The Board of Trustees established three positions of Refreshment Stand Attendant 1, as summer positions in the Recreation Department, effective June 28, 2019, Nunc Pro Tunc. A motion to approve the foregoing resolution was made by Trustee Moira Hertzman, seconded by Trustee Frank Hagen, and passed unanimously by the Board.

**RESOLUTION NO. 140 OF 2019 - A RESOLUTION APPOINTING THREE REFRESHMENT STAND ATTENDANTS FOR THE SUFFERN MEMORIAL POOL SUMMER 2019 PROGRAM**

The Village of Suffern Board of Trustees appointed Emily Byrnes, Rachel Lijoi, and Kevin Genito, as Refreshment Stand Attendant I in the Recreation Department, for the Suffern Memorial Pool effective June 28, 2019, Nunc Pro Tunc, at a pay rate of \$10.00 per hour. The Mayor explained to those in attendance that the Suffern Snack Shack came to be because of two Suffern college students, Rachel Lijoi and Emily Burns. The Ms. Lijoi and Ms. Burns approached him with their idea of having the Village of Suffern manage the concession stand. When they reached out to him, it was their understanding that the concession stand was going to be managed by an outside vendor. They presented this idea to him as an alternative for next year. The Ms. Burns and Ms. Lijoi took this task upon themselves because they saw that there was an opportunity for the Village to provide something nice for the members of our pool while providing a potential revenue stream for the Village. Since no one bid on the concession stand, the only alternative

that had been suggested was to offer vending machines as is the case in the Sloatsburg and Rockland pools. The Mayor believed this was not a viable alternative for the members of the Suffern pool. The Mayor applauded Ms. Byrnes and Ms. Lijoi for their initiative and for helping to quickly put their idea into motion this year. A motion to approve the foregoing resolution was made by Trustee Moira Hertzman, seconded by Trustee Frank Hagen, and passed unanimously by the Board.

**ADJOURNMENT:**

A motion to adjourn the meeting at 8:29 was made by Frank Hagen, seconded Moira Hertzman, and approved unanimously by the Board.