



**VILLAGE BOARD REORGANIZATION MEETING MINUTES
MONDAY, DECEMBER 7, 2020 - 7:00 P.M.**

Village of Suffern Reorganization Meeting was held Monday, December 7, 2020 at 7:00 p.m.

Present: Edward Markunas, Mayor
Steven Alpert, Trustee
Charles Barone, Trustee
Jo Meegan-Corrigan, Trustee
Fred Sauberman, Trustee
Amy Paffenroth, Village Clerk
Robert Magrino, Attorney
Richard Glickel, Attorney

1. **CALL TO ORDER:**

Mayor Markunas called the meeting to order at 7:01 p.m.

2. **OATHS OF OFFICE:**

Trustee Steven Alpert and Trustee Fred Sauberman were sworn in as Village of Suffern Board of Trustees each for a two-year term.

3. **ADMINISTRATIVE RESOLUTIONS:**

RESOLUTION NO. 204 OF 2020 - BOARD OF TRUSTEES MEETING SCHEDULE

The Board of Trustees shall hold their monthly meetings at 7:00 p.m. on the first Monday of each month. The Board of Trustees shall hold their workshop meetings at 7:00 p.m. on the last Monday of each month. All meeting of the Village Board of Trustees will be held at Suffern Village Hall, 61 Washington Avenue, Suffern, New York. A motion to approve the foregoing resolution was made by Trustee Steven Alpert, seconded by Trustee Jo Meegan-Corrigan, and passed unanimously by the Board.

RESOLUTION NO. 205 OF 2020 - DESIGNATION OF THE OFFICIAL NEWSPAPER OF THE VILLAGE OF SUFFERN

The official newspaper for the Village of Suffern is the Rockland Journal News. A motion to approve the foregoing resolution was made by Trustee Jo Meegan-Corrigan, seconded by Trustee Charles Barone, and passed unanimously by the Board.

RESOLUTION NO. 206 OF 2020 - DESIGNATED POSTING OF PUBLIC NOTICES

Pursuant to Public Officers Law, Section 104, the place designated for posting of Village of Suffern public notices shall be the Suffern Village Hall Bulletin Board located at 61 Washington Avenue, Suffern, New York. A motion to approve the foregoing resolution was made by Trustee Fred Sauberman, seconded by Trustee Jo Meegan-Corrigan, and passed unanimously by the Board.

RESOLUTION NO. 207 OF 2020 - DESIGNATED LOCATIONS FOR POSTING OF LEGAL NOTICES

The designated places for posting legal notices in the Village of Suffern shall be as follows:

1. Suffern Village Hall Bulletin Board, 61 Washington Avenue
2. Suffern Police Department, 61 Washington Avenue
3. Suffern Post Office, 15 Chestnut Street
4. Suffern Free Library, 210 Lafayette Avenue
5. Community Center, 41 Lafayette Avenue
6. Leo Lydon Building, Cypress Road

A motion to approve the foregoing resolution was made by Trustee Jo Meegan-Corrigan, seconded by Trustee Steven Alpert, and passed unanimously by the Board.

RESOLUTION NO. 208 OF 2020 - HOLIDAY SCHEDULE FOR THE VILLAGE OF SUFFERN

The Village of Suffern recognize and shall be closed for business on the following holidays:

- New Year's Day – January 1, 2021
- Martin Luther King's Birthday – January 18, 2021
- President's Day – February 15, 2021
- Memorial Day – May 31, 2021
- Independence Day – July 5, 2021 (Observed)
- Labor Day – September 6, 2021
- Columbus Day – October 11, 2021
- Veteran's Day – November 11, 2021
- Thanksgiving Day – November 25, 2021
- Day after Thanksgiving – November 26, 2021
- Christmas Eve – December 23, 2021
- Christmas Day – December 24, 2021 (Observed)
- New Year's Day – December 31, 2021 (Observed)

A motion to approve the foregoing resolution was made by Trustee Jo Meegan-Corrigan, seconded by Trustee Charles Barone, and passed unanimously by the Board.

RESOLUTION NO. 209 OF 2020 - REIMBURSEMENT OF EXPENSES FOR AUTHORIZED TRAVEL

Section 77 of the General Municipal Law authorizes the Village of Suffern to pay for the actual and necessary expenses of travel, meals, lodging, registration fees, and tuition fees incurred by officers and employees while attending conferences and other official business. The Office of the New York State Comptroller has a guide entitled *Travel and Conference Expense*

Management published September 2020 to assist the Village in establishing payment and reimbursement guidelines for such expenses. The Village may establish a per diem rate for lodging and meals in lieu of requiring actual receipts, not to exceed the per diem rates provided for by the United States General Services Administration (GSA). The Village of Suffern will pay for or reimburse officers and employees the actual and necessary registration, travel, lodging and meal expenses incurred by said officers and employees as authorized by the Village Board and evidenced by written receipts. The Village of Suffern will pay for or reimburse officers and employees the actual and necessary mileage, at the IRS Standard Mileage Rate in effect at the time of travel, plus parking and tolls, for the use of their personal vehicle for official Village business as measured from the Village of Suffern Village Hall to and from the destination of the official business. In lieu of written receipts, the Village of Suffern will reimburse officers and employees the per diem rates for lodging and/or meals as established by the GSA in effect at the time and location of travel, provided that the cost of such lodging and/or meals was not already included in any registration or other fees associated with such official business. A motion to approve the foregoing resolution was made by Trustee Steve Alpert, seconded by Trustee Charles Barone, and passed unanimously by the Board.

RESOLUTION 210 OF 2020 - APPOINTING TRUSTEE CHARLES BARONE AS DEPUTY MAYOR

Mayor Edward Markunas appointed Trustee Charles Barone to the office of Deputy Mayor, effective December 7, 2020, at the current annual rate of \$9,900, for a one-year term to expire at noon on December 6, 2021. This decision is in the purview of the Mayor and does not require Village of Suffern Board approval for passage.

RESOLUTION NO. 211 OF 2020 - APPOINTING ROBERT V. MAGRINO, ESQ. VILLAGE ATTORNEY FOR A ONE YEAR TERM OF OFFICE

In accordance with Section of the Village Law, §4-400(1)(c) the Mayor, upon the advice and consent of the Village Board of Trustees, desires to appoint Robert V. Magrino, Esq. to Village Attorney, who is currently a resident of Rockland County, New York. Notwithstanding any other provisions of law to the contrary, the Board of Trustees provided that, in lieu of any other residency requirement imposed by law and in accordance with Section 3-300 (2), the Village Attorney may reside within the county in which the Village of Suffern is situated, to wit, Rockland County. The Board recognizes that the position of Village Attorney is of a nature typically available to be called upon at any time and any day to perform duties on behalf of the Village that may include activities that occur outside of the Village of Suffern Municipal Building offices. If Robert V. Magrino, Esq. participates in the New York State Retirement system, he shall be required annually to record or recertify work activities for a period of three consecutive months in accordance with Chapter 315.4, Section (a) Record of Work Activities, of the New York State Retirement System Regulation, Regulation on Reporting for Elected or Appointed Officials. Robert V. Magrino, Esq. was appointed as Village Attorney, effective December 7, 2020 for a one-year term through noon on December 6, 2021, at an annual salary of \$34,000. A motion to approve the foregoing resolution was made by Trustee Steven, seconded by Trustee Charles Barone, and passed unanimously by the Board.

RESOLUTION NO. 212 OF 2020 - APPOINTING STEPHANIE FURGANG ADWAR AS ASSOCIATE VILLAGE JUSTICE FOR A ONE YEAR TERM OF OFFICE

Stephanie Furgang Adwar was appointed to Associate Village Justice, effective December 7, 2020, for a one-year term to expire at noon on December 6, 2021, at a salary of \$8,294.00. If Stephanie Furgang Adwar participates in the New York State Retirement system, she shall be required annually to record or recertify work activities for a period of three consecutive months in accordance with Chapter 315.4, Section (a) Record of Work Activities, of the New York State Retirement System Regulation, Regulation on Reporting for Elected or Appointed Officials. A motion to approve the foregoing resolution was made by Jo Meegan-Corrigan, seconded by Trustee Charles Barone, and passed unanimously by the Board.

RESOLUTION APPOINTING AMY PAFFENROTH AS VILLAGE CLERK/DEPUTY TREASURER THE REMAINDER OF A TWO-YEAR TERM OF OFFICE

Mayor Markunas desired to appoint Amy Paffenroth as Village Clerk/Deputy Treasurer for the remainder of her two-year term. Ms. Paffenroth has been serving in the role since the passing of Village Clerk, Virginia Menschner and currently serving in as a holdover since the Board did not confirm her reappoint at the December 2, 2019 Organization Meeting. The Board once again did not confirm Ms. Paffenroth's appointment, so she will remain as a holdover through the remainder of her two-year term that expires on noon on December 6, 2021.

RESOLUTION NO. 213 OF 2020 – APPOINTING KATHY VAN SICKLE AS DEPUTY VILLAGE CLERK PART-TIME FOR A ONE-YEAR TERM OF OFFICE

Kathy Van Sickle was appointed as Deputy Village Clerk Part-Time, effective December 7, 2020, to a one-year term of office through noon on December 6, 2021, at an annual salary of \$49,000. The Board recognizes that the position of Deputy Village Clerk is of a nature typically available to be called upon at any time and any day to perform duties on behalf of the Village that may include activities that occur outside of the Village of Suffern Municipal Building offices. A motion to approve the foregoing resolution was made by Trustee Jo Meegan-Corrigan, seconded by Trustee Charles Barone, and passed unanimously by the Board.

RESOLUTION NO. 214 OF 2020 - APPOINTING JOANNE CIOFFI AS THE VILLAGE TAX COLLECTOR FOR A ONE-YEAR TERM OF OFFICE

Joanne Cioffi was appointed as Village Tax Collector, effective December 7, 2020, for a one-year term to expire at noon on December 6, 2021. A motion to approve the foregoing resolution was made by Trustee Jo Meegan-Corrigan, seconded by Trustee Steven Alpert, and passed unanimously by the Board.

RESOLUTION NO. 215 OF 2020 - APPOINTING KATHY VAN SICKLE AS DEPUTY VILLAGE TAX COLLECTOR FOR A ONE-YEAR TERM OF OFFICE

Kathy Van Sickle was appointment, effective December 7, 2020, as Deputy Village Tax Collector for a one-year term to expire at noon on December 6, 2021. A motion to approve the foregoing resolution was made by Trustee Jo Meegan-Corrigan, seconded by Trustee Charles Barone, and passed unanimously by the Board.

RESOLUTION NO. 216 OF 2020 - APPOINTING CRAIG LONG VILLAGE HISTORIAN FOR A ONE YEAR TERM OF OFFICE

Craig Long was appointed as Village Historian, effective December 7, 2020, for a one-year term to expire at noon on December 6, 2021, at the annual rate of \$1,980.00. A motion to approve the foregoing resolution was made by Trustee Steven Alpert, seconded by Trustee Fred Sauberman, and passed unanimously by the Board.

RESOLUTION NO. 217 OF 2020 - APPOINTING LYNNE BRYANT REGISTRAR FOR A ONE-YEAR TERM OF OFFICE

Lynne Bryant was appointed as Registrar, effective December 7, 2020, for a one-year term to expire at noon on December 6, 2021, at the annual rate of \$4,800.00. A motion to approve the foregoing resolution was made by Trustee Jo Meegan-Corrigan, seconded by Trustee Charles Barone, and passed unanimously by the Board.

4. **PLANNING BOARD:**

RESOLUTION NO. 218 OF 2020 - APPOINTING JIM GIANNETTINO AS PLANNING BOARD CHAIRMAN FOR A ONE-YEAR TERM OF OFFICE

Jim Giannettino was appointed as Planning Board Chairman, effective December 7, 2020, for a one-year term to expire at noon on December 6, 2021, at an annual rate of \$1,098.20. A motion to approve the foregoing resolution was made by Trustee Charles Barone, seconded by Trustee Fred Sauberman, and passed unanimously by the Board.

RESOLUTION NO. 219 OF 2020 - APPOINTING TIMOTHY MCINERNEY AS PLANNING BOARD MEMBER FOR A FIVE-YEAR TERM OF OFFICE

Timothy McInerney was appointed as Planning Board Member, effective December 7, 2020, for a five-year term to expire at noon on December 1, 2025, at an annual rate of \$753.39. A motion to approve the foregoing resolution was made by Trustee Jo Meegan-Corrigan, seconded by Trustee Steven Alpert, and passed unanimously by the Board.

RESOLUTION NO. 220 OF 2020 - APPOINTING HUDSON VAN SICKLE AS PLANNING BOARD ALTERNATE MEMBER FOR A ONE-YEAR TERM

Hudson Van Sickle was appointed as Planning Board Alternate Member, effective December 7, 2020, for a one-year term to expire at noon on December 6, 2021, at an annual rate of \$753.39. A motion to approve the foregoing resolution was made by Trustee Jo Meegan-Corrigan, seconded by Trustee Charles Barone, and passed unanimously by the Board.

5. **ZONING BOARD OF APPEALS:**

RESOLUTION NO. 221 OF 2020 - APPOINTING BARRY TESSEYMAN ZONING BOARD OF APPEALS CHAIRMAN FOR A ONE-YEAR TERM OF OFFICE

Barry Tesseyman was appointed as the Zoning Board of Appeals Chairman, effective December 7, 2020, for a one-year term to expire at noon on December 6, 2021, at an annual rate of \$1,098.20. A motion to approve the foregoing resolution was made by Trustee Steven Alpert, seconded by Trustee Fred Sauberman, and passed unanimously by the Board.

RESOLUTION NO. 222 OF 2020 - APPOINTING ANDREW ZAVOSKI AS ZONING BOARD OF APPEALS MEMBER FOR A FIVE-YEAR TERM OF OFFICE

Andrew Zavoski was appointed as Zoning Board of Appeals members, effective December 7, 2020, for a five-year term to expire at noon on December 1, 2025, at an annual rate \$753.39. A motion to approve the foregoing resolution was made by Trustee Fred Sauberman, seconded by Trustee Jo Meegan-Corrigan, and passed unanimously by the Board.

RESOLUTION NO. 223 OF 2020 - APPOINTING ZONING BOARD OF APPEALS AD HOC MEMBERS FOR A ONE-YEAR TERM OF OFFICE

Banks Destine and Edward Gonzalez were appointed as Zoning Board of Appeals Ad Hoc members, effective December 7, 2020, for a one-year term to expire at noon on December 6, 2021, at an annual rate \$753.39. A motion to approve the foregoing resolution was made by Trustee Steven Alpert, seconded by Trustee Jo Meegan-Corrigan, and passed unanimously by the Board.

6. **ADVISORY BOARD ON CULTURE & RECREATION:**

RESOLUTION NO. 224 OF 2020 - APPOINTING THE ADVISORY BOARD ON CULTURE AND RECREATION FOR A ONE YEAR TERM OF OFFICE

Cathy Mills, Nancy Christopher, Mary Guccione, Suzanne Joyce, Lynn Limbrick, Denise Schultz, Daryl Schiller, Jodi Schiller, Jonathan A. Theodore, and Kathy Van Sickle were appointed as members of the Advisory Board on Culture and Recreation, effective December 7, 2020, for a one-year term to expire at noon on December 6, 2021. A motion to approve the foregoing resolution was made by Trustee Jo Meegan-Corrigan, seconded by Trustee Jo Meegan-Corrigan, and passed unanimously by the Board.

7. **TREE ADVISORY BOARD:**

RESOLUTION NO. 225 OF 2020 - APPOINTING SANDY STEAD AS TREE ADVISORY BOARD CHAIRMAN FOR A ONE-YEAR TERM OF OFFICE

Sandy Stead was appointed as Chairman of the Tree Advisory Board, effective December 7, 2020, for a one-year term to expire at noon on December 6, 2021. A motion to approve the foregoing resolution was made by Trustee Charles Barone, seconded by Trustee Steven Alpert, and passed unanimously by the Board.

RESOLUTION NO. 226 OF 2020 - APPOINTING TREE ADVISORY BOARD MEMBERS FOR A ONE-YEAR TERM OF OFFICE

Kathleen Bolger, Sheila Foster, Sandy Stead, John Wickes, Charles Sawicki (DPW), and Trustee Charles Barone (Advisor) were appointed as members of the Tree Advisory Board, effective December 7, 2020, for a one-year term to expire at noon on December 6, 2021. One seat on the Tree Advisory Board remains vacant. A motion to approve the foregoing resolution was made by Trustee Jo Meegan-Corrigan, seconded by Trustee Charles Barone, and passed unanimously by the Board.

8. **SEWER RENT APPEALS BOARD:**

RESOLUTION NO. 227 OF 2020 - APPOINTING BRUCE MCCLINTOCK AS SEWER RENT APPEALS BOARD CHAIRMAN FOR A ONE-YEAR TERM OF OFFICE

Bruce McClintock was appointed as the Sewer Rent Appeals Board Chairman, effective December 7, 2020, for a one-year term to expire at noon on December 6, 2021. A motion to approve the foregoing resolution was made by Trustee Steven Alpert, seconded by Trustee Fred Sauberman, and passed unanimously by the Board.

RESOLUTION NO. 228 OF 2019 - APPOINTING BRUCE MCCLINTOCK AS A SEWER RENT APPEALS BOARD MEMBER FOR A THREE-YEAR TERM OF OFFICE

Bruce McClintock was appointed as a Sewer Rent Appeals Board member, effective December 7, 2020, for a three-year term to expire at noon on December 4, 2023. A motion to approve the foregoing resolution was made by Trustee Charles Barone, seconded by Trustee Steven Alpert, and passed unanimously by the Board.

9. **CITIZEN ADVISORY COMMITTEE:**

RESOLUTION NO. 229 OF 2020 - APPOINTING THE CITIZENS ADVISORY COMMITTEE FOR A ONE YEAR TERM OF OFFICE

Ernie Bosco, Frances Glick, Dina Schmidt, Charles Rogers, Kathy Van Sickle, Fred Rella (Advisor), and Charles Sawicki (Advisor) were appointed as members of the Citizens Advisory Committee, effective December 7, 2020, for a one-year term to expire at noon on December 6, 2021. A motion to approve the foregoing resolution was made by Trustee Fred Sauberman, seconded by Trustee Charles Barone, and passed unanimously by the Board.

10. **REPRESENTATIVES TO THE COMMUNITY FOUNDATION:**

RESOLUTION NO. 230 OF 2020 - APPOINTING REPRESENTATIVES TO THE COMMUNITY FOUNDATION FOR A ONE-YEAR TERM OF OFFICE

Jo Meegan-Corrigan and Fred Sauberman were appointed as representatives to the Community Foundation, effective December 7, 2020, for a one-year term of office to expire at noon on December 6, 2021. A motion to approve the foregoing resolution was made by Trustee Steve Alpert, seconded by Trustee Charles Barone.

11. **REPRESENTATIVES TO THE MAHWAH RIVER COMMITTEE:**

RESOLUTION NO. 231 OF 2020 - APPOINTING REPRESENTATIVES TO THE MAHWAH RIVER COMMITTEE FOR A ONE-YEAR TERM OF OFFICE

Steve Alpert and Fred Sauberman were appointed as representatives to the Mahwah River Committee, effective December 7, 2020, for a one-year term of office to expire at noon on December 6, 2021. A motion to approve the foregoing resolution was made by Trustee Jo Meegan-Corrigan, seconded by Trustee Fred Sauberman, and passed unanimously by the Board.

12. **ADJOURNMENT:**

A Motion to adjourn the Organization Meeting was made at 7:30 p.m. by Steve Alpert, seconded by Jo Meegan-Corrigan, and passed unanimously by the Board.