



**VILLAGE BOARD MEETING MINUTES**  
**WEDNESDAY, FEBRUARY 3, 2021 – 7:00 P.M.**

A Regular Meeting of the Village Board of Trustees was scheduled to be held on Monday, February 1, 2021. Due to weather conditions impacting the Suffern area, the meeting was rescheduled for Wednesday, February 3, 2020 at 7:00 p.m. Due to the COVID-19 Pandemic, the meeting was held by teleconference.

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

**CALL TO ORDER:**

Mayor Markunas called the meeting to order at 7:02 p.m.

**UPCOMING MEETINGS:**

A Workshop Meeting is scheduled for Monday, February 22, 2021, at 7:00 p.m. A Regular Meeting of the Village Board of Trustees will be held Monday, March 1, 2021 at 7:00 p.m.

**ANDREW HAGGERTY AWARD PRESENTATION:**

The Andrew Haggerty Award was presented to Sergeant Daniel Kiernan and Sergeant Jim Giannettino for outstanding community efforts for their work with the Suffern Police Department Toy Drive during the COVID-19 Pandemic ensuring that local children and families received support during the holiday season.

**POLICE DEPARTMENT:**

**RESOLUTION NO. 14 OF 2021 - ACCEPTING THE LETTER OF RETIREMENT FROM CRAIG LONG**

The Village Board of Trustees accepted the letter of retirement from Craig Long, Senior Detective, Nunc Pro Tunc, reflecting a retirement effective date of January 21, 2020. 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. Mayor Markunas and the entire Board of Trustees thanked Senior Detective Craig Long for his outstanding service.

**RESOLUTION NO. 15 OF 2021 - AUTHORIZING PAY INCREASE FOR ASSIGNMENT TO DETECTIVE DUTY**

Chief Andrew Loughlin introduced the assignment of Andrew York as Detective. Chief Loughlin made the following statement, “Police officer Andrew Yorke, is being assigned to the role of Detective to fill a vacancy created by the retirement of Sr. Detective Craig Long. Officer Yorke came to our department in 2014 after serving with the NYPD. His performance as a member of the patrol division has been exemplary. He has served as a field training officer, a role in which he has excelled, in training several new officers. Due to his exceptional performance on patrol, he was assigned to the Rockland County Intelligence Unit, where he has shown time and time again his investigative prowess and tenacity in closing cases. This assignment is well deserved for officer Yorke, and I have no doubt he will do a great job in his new position.” Following Chief Loughlin’s statement a Resolution No. 15 of 2021 was adopted as follows:

The Chief of Police has informed the Village Board, as Police Commissioners, that following a recent retirement from the police department, he will be detailing Officer Andrew Yorke to detective duty. Upon his commencement of detective duty, Officer Yorke’s salary shall be increased in accordance with the salary schedule set forth in the current contract between the Village and the Suffern PBA, effective February 3, 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. 16 OF 2021 - APPOINTING MATTHEW IMPERIO TO THE POSITION OF POLICE OFFICER PART TIME**

The Board of Trustees appointed Matthew Imperio as a resignation reinstatement, effective February 1, 2021, Nunc Pro Tunc, at a starting pay rate of \$32.00 per hour. 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. 17 OF 2021 - APPOINTING JULIO VERAS TO THE POSITION OF POLICE OFFICER FULL TIME**

The Board of Trustees appointed Julio Veras to the position of Police Officer Full Time, from the Rockland County Eligible List 16097, effective February 1, 2021, Nunc Pro Tunc, at a starting pay rate of \$28.48 per hour. 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. 18 OF 2021 - AMENDING 2020-2021 BUDGET FOR POLICE FORFEITURE PROCEEDS**

The Village of Suffern Chief of Police has advised that the Village is in receipt of \$58,032 representing the proceeds of forfeited items sold at auction (the “Proceeds”). The Village Board has agreed with the Chief of Police that the proceeds should be used to upgrade Police headquarters (the “Upgrades”). The 2020-2021 General Fund adopted budget did not include

the aforesaid Proceeds or Upgrades. The Village Board authorized the Village Treasurer to amend the 2020-2021 General Fund adopted budget by increasing Estimated Revenues – Fines and Forfeitures and increasing Police Department Contractual Expenditures, each in the amount of \$60,000. Any unspent amounts of the aforesaid increase in Police Department Contractual Expenditures appropriations will lapse at May 31, 2021. A motion to approve the foregoing resolution was made by Trustee Charles Barone, seconded by Trustee Jo Meegan-Corrigan, and passed unanimously by the Board.

**RESOLUTION NO. 19 OF 2021 - APPOINTING MICHAEL BARRY TO THE POSITION OF POLICE OFFICER FULL TIME**

The Board of Trustees amended Resolution 4 of 2021, to appoint Michael Barry to the position of Police Officer Full Time, effective February 1, 2021, Nunc Pro Tunc, at a starting pay rate of \$28.48 per hour, from Rockland County Eligible List 16097 and per the letter of clearance for candidate Police Officer (OC) #69-233 from the Rockland County Department of Personnel. A motion to approve the foregoing resolution was made by Trustee Charles Barone, seconded by Trustee Jo Meegan-Corrigan, and passed unanimously by the Board.

**Police Department Update:**

Chief Andrew Loughlin provided an update to the Board. The Police Department made several arrests last month, charging multiple individuals with Menacing, Burglary, Criminal Contempt 1<sup>st</sup>, Criminal Mischief 4<sup>th</sup>, Criminal Possession of a Weapon, Assault, Menacing 2<sup>nd</sup> degree with a weapon, Unlawful Possession of Marijuana, and several vehicle and traffic related arrests. The Police also made an arrest of a Fugitive from justice who was wanted for robbery in the State of New Jersey. Chief Loughlin updated the Board on a particular arrest that we made while responding to a Domestic Violence incident because he wanted to highlight that the responding personnel acted in a professional and exemplary manner in bringing the incident under control without injury to any parties involved. On January 13<sup>th</sup> at approximately 330 a.m., Dispatcher Meketa received a call from a female resident stating that she was involved in a domestic dispute with her boyfriend and that she had locked herself inside of her bedroom because she was in fear of her safety. She further advised dispatch that her boyfriend was in the process of attempting to stab through her bedroom door with two large knives, as well as kick and break the door down in attempt to get to her. Dispatcher Meketa was able to keep the victim on the phone and provide direction to her while Police Officers Venturini and Careswell responded to the residence. Upon arrival, the officers were able to place the male party in custody without incident. The Officers were also able to gather evidence, including the knives that were being used to stab the door and photographic evidence of the crime scene including damage that was done, which will be invaluable to the prosecution of this individual. This incident could have very easily turned into a deadly force encounter, but the quick response and professionalism of the officers and dispatcher involved resulted in an arrest being made without force being used, and the removal

of the offender from the scene, ultimately protecting the victim in this case. I wanted to ensure that the board was made aware of the professional manner in which the dispatcher and responding officers handled the incident and that they were recognized for their restraint and professional response. The last item Chief Loughlin discussed was a traffic enforcement study and selective enforcement detail that we conducted. The study was initiated by a request from Mayor Markunas, after receiving a complaint from a resident of Wayne Avenue for vehicles speeding in the posted 35 mph zone. Between January 18, 2021 and January 22, 2021, the Police Department conducted several speed enforcement details at this location. The speed of 663 vehicles were measured. The average speed for the vehicles measured was 34.73 mph, with the high speed captured at 55 mph. Again, the posted speed limit for this area is 35 mph. The Police issued four speeding summonses as well as several summonses for various other infractions during this detail and will continue to periodically enforce speed related violations in this area.

**FIRE DEPARTMENT:**

Chief Kaufer advised the Board that there were no resolutions or department business to discuss this month.

**GRANT WRITER:**

Fred Rella provided the Board with an update on grant activities.

**TREE COMMITTEE:**

Sandy Stead provided the Board with an update regarding the assessment of trees in the Village. Ms. Stead also spoke about the Village Plan for the Development of Parkland and Open Spaces at Lake Antrim and Lonergan Drive. She advised the Board that the Tree Committee was excited to begin the projects and committed to providing the leadership for their success.

**PUBLIC HEARING:**

A Public Hearing to consider changes to Chapter 254 of the Code of the Village of Suffern, entitled Vehicles and Traffic was scheduled to be held at 7:05 p.m. A motion to open the Public Hearing at 7:40 p.m. was made by Charles Barone, seconded by Jo Meegan-Corrigan, and passed unanimously by the Board. Attorney Magrino provided the background for the amendments to Chapter 254 as well as an overview of particular changes. No members of the public asked to provide comment. Considering the amount of changes proposed to Chapter 254, Mayor Markunas suggested that the Public Hearing be continued until March 1, 2021, at 7:05 p.m. At 7:48 p.m. a motion to continue the Public Hearing until March 1, 2021 at 7:05 p.m. was made by Trustee Fred Sauberman, seconded by Trustee Steven Alpert, and passed unanimously by the Board.

**CULTURE AND RECREATION:**

Cathy Mills provided the Board with an update of scheduled recreation activities for the upcoming month. Ms. Mills also announced the events planned for the upcoming year but indicated that some activities were contingently scheduled to occur based upon COVID-19 operating conditions. The Suffern Chamber of Commerce spoke about their plans to hold two Street Fairs this year scheduled for June 6 and September 19. A discussion took place regarding COVID-19 operating conditions and the impact on scheduling the Street Fairs. It was decided that the Chamber will move forward with their plans for the identified dates and will make adjustments as necessary for COVID-19.

**DEPARTMENT OF PUBLIC WORKS:**

**RESOLUTION NO. 20 OF 2021 - AUTHORIZING THE SOLICITATION OF BIDS FOR WATER DEPARTMENT CHEMICALS**

Board of Trustees authorizes Charles Sawicki to solicit bids, subject to the review of all required documents by the Village Attorney, for Water Department chemicals (Liquid Sodium Hypochlorite Solution, 25% Sodium Hydroxide, and Zinc Orthophosphate) for the period June 1, 2021 through May 31, 2022, with bids due March 16, 2021 at 3:00 p.m.

**RESOLUTION NO. 21 OF 2021 - AUTHORIZING THE MAYOR TO EXECUTE A MUNICIPAL SNOW AND ICE AGREEMENT WITH THE NYS DEPARTMENT OF TRANSPORTATION (NYS DOT)**

By letter dated January 3, 2021, the NYS DOT forwarded documents related to Municipal Snow and Ice Agreement to the Village of Suffern. The terms of the agreement will be for 5 years, with three consecutive extensions of five years each, for a maximum contract life of twenty years. In order to be eligible for reimbursement for the average annual amount of \$16,755.13, representing a 3-year average based on the amount actually paid by the NYS DOT to the Village of Suffern, the Village of Suffern Board of Trustees is required to authorize said Agreement. The Village of Suffern Board of Trustees accepted the NYS Municipal Snow and Ice Agreement and authorizes Mayor Markunas to execute said Agreement. The Superintendent of Public Works will submit forms as required to the NYS DOT on behalf of the Village of Suffern. 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.

**PUBLIC PARTICIPATION:**

Anna Jordy of 92 Blauvelt Way spoke about the continued noise coming from the shooting range located near Parking Lot F. She asked the Board if there was an update regarding any remediations to help reduce sound levels of gun fire that have been disturbing to residents. Attorney Magrino stated that there has been continued discussion regarding this matter and Chief Loughlin stated that sound proofing measures were planned for the spring.

Gertrude Szyferblatt spoke about the netting that is in Foxwood Pond and asked that the purpose for the netting and its continued use be identified. Ms. Szyferblatt also discussed comments that were made during the August 3, 2020 Village Board Meeting related to the payment of an outstanding bill from the law firm of Keane and Beane.

Bruce Simon provided the Board with an update on the progress of the Suffern Community Foundation’s Fit Challenge and provided encouraging words for those who are currently participating in the Challenge as well as to those who may be considering participating.

**TREASURER:**

**RESOLUTION NO. 22 OF 2021 - AMENDING CAPITAL PROJECTS 2018-001 AND 2019-001**

On December 17, 2020, the New York State Environmental Facilities Corporation (“EFC”) issued the EFC 2020B bonds to provide some of the financing associated with Village of Suffern projects 2018-001 South Street Pump Station Emergency Generator (EFC Project No. C3-5377-05-00) and 2019-001 Phase 2 Sewer Abatement (EFC Project No. C3-5377-02-01). The cost to complete project 2018-001 will exceed the original authorized project budget by \$223. The cost to complete project 2019-001 will exceed the original authorized project budget by \$10,800. Project 2015-009 Sewer System Improvements has an unexpended and unencumbered balance remaining in the amount of \$15,828. The Village of Suffern Board of Trustees amended capital projects 2018-001, 2019-001 and 2015-009 as follows:

|  |          |
|--|----------|
| Project 2018-001 Increase Transfer in from Capital Project | \$ 223   |
| Project 2018-001 Increase Appropriations                   | \$ 223   |
| Project 2019-001 Increase Transfer in from Capital Project | \$10,800 |
| Project 2019-001 Increase Appropriations                   | \$10,800 |
| Project 2015-009 Decrease Appropriations                   | \$11,023 |
| Project 2015-009 Increase Transfer out to Capital Project  | \$11,023 |

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. 23 OF 2021 - AUTHORIZING THE VILLAGE OF SUFFERN TO PARTICIPATE IN A INTERMUNICIPAL AGREEMENT WITH HILLBURN**

The Mayor and Board of Trustees of the Village of Suffern promote the routine intermunicipal sharing of equipment, service, and materials. Hillburn has requested that Suffern provide motor vehicle fuel to motor vehicles owned by Hillburn. Such an Agreement is authorized pursuant to Article 5-G of the New York General Municipal Law. The participation of a Village of Suffern Intermunicipal Agreement for equipment, service, and materials is subject to approval by the Village Board of Trustees. The Village of Suffern agreed to permit the Village of Hillburn to obtain fuel from the Village of Suffern fuel pumps on an as needed basis to Hillburn, which shall reimburse the Village of Suffern for said fuel at the monthly average rate. This Agreement will commence once it is fully executed by all parties and shall continue through February 1, 2022,

with an automatic renewal for one (1 year unless it is otherwise terminated). The Village Board of Trustees authorized the Village of Suffern to participate in a Intermunicipal Agreement permit the Village of Hillburn to obtain motor vehicle fuel for its municipal vehicles from the Village of Suffern. 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.

**BUILDING DEPARTMENT:**

**RESOLUTION NO. 24 OF 2021 - APPOINTING ADAM GORDON AS FIRE INSPECTOR PART TIME EFFECTIVE FEBRUARY 3, 2021**

The position of Fire Inspector Part Time was vacated by the resignation of Mike Stark on December 28, 2020. Rockland County Department of Personnel approved Adam Gordon on December 11, 2020 for the position of Fire Safety Inspector (PT) in accordance with the specification for the position. Adam Gordon was appointed to the position of Fire Inspector Part Time, at an hourly rate of \$35.00, effective February 3, 2021. A motion to approve the foregoing resolution was made by Trustee Fred Sauberman, seconded by Trustee Steven Alpert, and passed unanimously by the Board.

**ATTORNEY:**

**RESOLUTION NO. 25 OF 2021 - AUTHORIZING A PUBLIC HEARING TO BE HELD MARCH 1, 2021 TO CONSIDER AMENDMENTS TO CHAPTER 213-7 OF THE CODE OF THE VILLAGE OF SUFFERN ENTITLED DENIAL OF ACCESS TO RECORDS**

The Board of Trustees authorized holding a Public Hearing on March 1, 2021 to be held at 7:10 p.m. to consider amendments to Chapter 213-7 of the Code of the Village of Suffern, entitled Denial of Access to Records, to designate the processing of FOIL Appeals. 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. 26 OF 2021 - AUTHORIZING A REQUEST FOR PROPOSAL TO REVIEW CURRENT ZONING AND PLANNING REGULATIONS AND TO ADOPT A COMPREHENSIVE PLAN**

The Village Board finds that it is in the best interests of the residents of the Village to review the current zoning and planning regulations and to adopt a Comprehensive Plan as provided for in New York Village Law §7-722, to identify the goals, objectives, principles, guidelines, policies, standards, devices and instruments for the immediate and long-range protection, enhancement, growth and development of the Village. The Village Board authorized the Village Clerk to issue to the general public a Request for Proposals for the purpose of receiving proposals from qualified Engineering, Architectural and/or Planning firms having experience and certifications in Planning, Land Use, and Zoning related services for the preparation of a Village Comprehensive Plan; with the time frames for submissions to be determined in consultation with the Village Attorney. A motion to approve the foregoing resolution was made by Trustee Charles Barone, seconded by Trustee Jo Meegan-Corrigan, and passed unanimously by the Board.

**ADJOURNMENT:**

A motion to adjourn the meeting at 8:34 p.m. was made by Trustee Steven Alpert, seconded by Trustee Jo Meegan Corrigan, and passed unanimously by the Board.