

**Minutes of the annual meeting of the Village of Upper Nyack Board of Trustees held at
7:30 pm on Monday, April 1st, 2024 held as a hybrid meeting.**

PRESENT	Karen Tarapata Michael Esmay Jeffrey Epstein Kennon Rothchild III Alison Crowther	Mayor Deputy Mayor Trustee Trustee Trustee
ALSO PRESENT	Georgia Grandstaff Noelle Wolfson	Village Clerk Village Attorney
ABSENT -		

Meeting called to order at 7:30 pm.

- **Mayor - Opening Remarks (attached).**
- **Introduction and oath taking of Elected Trustees.**

Discussion: The Mayor introduced the newly re-elected Village Trustees, Jeffrey Epstein and Kennon Rothchild III, and the Village Clerk administered their oaths of office.

- **Appointments and Resolutions (attached).**

Motion to accept the 2024 list of appointments and resolutions made by Trustee Esmay, seconded by Trustee Epstein, and so accepted.

On Call for a Vote:

AYES: Mayor Tarapata, Trustees Crowther, Epstein, Esmay and Rothchild

NOES:

Abstain:

- **Review of Schedule of Fees**

Discussion: No change.

- **Resolution for Approval: Hocherman Tortorella Wekstein Engagement Letter**

Motion to authorize the Mayor to sign the engagement letter to designate Hocherman, Tortorella and Wekstein as Village Land Use Attorneys made by Trustee Rothchild, seconded by Trustee Epstein, and so accepted.

On Call for a Vote:

AYES: Mayor Tarapata, Trustees Crowther, Epstein, Esmay and Rothchild

NOES:

Abstain:

- **Public Hearing for 2024-25 Village Budget.**

Motion to open the public hearing made by Trustee Crowther, seconded by Trustee Epstein, and so accepted.

On Call for a Vote:

AYES: Mayor Tarapata, Trustees Crowther, Epstein, Esmay and Rothchild

NOES:

Abstain:

Discussion: No discussion or questions.

Motion to close the public hearing made by Trustee Rothchild, seconded by Trustee Crowther, and so accepted.

On Call for a Vote:

AYES: Mayor Tarapata, Trustees Crowther, Epstein, Esmay and Rothchild

NOES:

Abstain:

Motion to accept the 2024-25 proposed budget made by Trustee Esmay, seconded by Trustee Epstein, and so accepted.

On Call for a Vote:

AYES: Mayor Tarapata, Trustees Crowther, Epstein, Esmay and Rothchild

NOES:

Abstain:

- **Executive Session**

Motion to enter into executive session at 7:46 pm to discuss pending legal matters made by Trustee Epstein, seconded by Trustee Rothchild, and so accepted.

On Call for a Vote:

AYES: Mayor Tarapata, Trustees Crowther, Epstein, Esmay and Rothchild

NOES:

Abstain:

Motion to end executive session at 8:07 made by Trustee Rothchild, seconded by Trustee Crowther, and so accepted.

On Call for a Vote:

AYES: Mayor Tarapata, Trustees Crowther, Epstein, Esmay and Rothchild

NOES:

Abstain:

- **Adjournment**

Motion to adjourn the Annual Meeting of the Board of Trustees made by Trustee Epstein, seconded by Trustee Rothchild, and so accepted.

On Call for a Vote:

AYES: Mayor Tarapata, Trustees Crowther, Epstein, Esmay and Rothchild

NOES:

Abstain:

Meeting Adjourned at 8:07 pm.

**List of Appointments and Miscellaneous Resolutions
For Village of Upper Nyack Annual Organizational Meeting April 1, 2024**

RESOLVED:

That the Third Thursday of each month is hereby designated the regular meeting night of the Board of Trustees, and the hour set is 7:00 PM,

That the Second Thursday of each month is hereby designated the workshop meeting night of the Board of Trustees, **should it be needed**, and the hour set is 7:00 PM,

That the Journal News is the official newspaper for publication of legal notices,

That News 12, WRCN 9.10 AM, and Village of Upper Nyack Website page are the official media outlets for notification of a snow emergency when declared by the Mayor,

That the Village Display Board will be used for posting of all official village notices for the Village, Village Board of Trustees, Planning Board, Zoning Board of Appeals, and Architectural Review Board,

That R. Michael Esmay is hereby appointed Deputy Mayor for a term of one (1) year,

That Georgia Grandstaff hereby be appointed Village Clerk for a term of one (1) year,

That Donna Albert hereby be appointed Deputy Village Clerk for a term on one (1) year,

That Thomas Englert is hereby appointed as the Chair of the Zoning Board of Appeals for a term of one (1) year,

That Stephen Lubeck is hereby appointed to the Zoning Board of Appeals for a period of five (5) years and as the Vice-chair of the Zoning Board of Appeals for a term of one (1) year,

That William Pfaff is hereby appointed as the Chair of the Planning Board for a term of one (1) year,

That Karen Olson is hereby appointed as Vice-chair of the Planning Board for a term of one (1) year,

That Joseph Heider is hereby appointed to the Planning Board for a term of five (5) years,

That Michael Williams is hereby appointed to the Architectural Review Board for a term of five (5) years and as Chair of the Architectural Review Board for a term of one (1) year,

That Gretchen Reinheimer is hereby as Vice-chair of the Architectural Review Board for a term of one (1) year,

That Dennis M. Letson, P.E. is hereby appointed as Zoning Inspector and Village Engineer for a term of one (1) year on a consultant basis to be paid by submitted voucher, and as the Flood Plain Administrator for one (1) year (Zoning Law Sec 11.1.1),

That Richard D. Fortunato is hereby reappointed Treasurer for a term of one (1) year on a consultant basis to be paid by submitted voucher,

That Roy Wanamaker is appointed as Code Enforcement Official and the Building Inspector for a term of one (1) year,

That Michael Nolan is appointed as the Assistant Building Inspector and as the duly authorized deputy of the Code Enforcement Official for a term of one (1) year,

That Michael Hays is hereby appointed as Village Historian,

That Addison Chappell and Peggy Kurtz are co-chairs of the Climate Smart Communities Task Force and both fill the position of Climate Smart Communities Coordinator,

That Hocherman Tortorella & Wekstein, LLP, consulting Village attorney for the Village's land use boards, as outlined in its engagement letter dated March 25, 2024 for a term of one (1) year,

That John M. Murtagh of the law firm of Murtagh, Cossu, Vendetti & Castro-Blaco, LLP is appointed as Village Attorney for the limited purpose of prosecuting local code violations on behalf of the Village,

That additional workers working under the Village Clerk shall be paid up to **\$20.00** maximum per hour,

That additional workers working in the Department of Public Works may from time to time be employed and shall be paid up to **\$20.00** maximum per hour,

That the Rockland County Health Department is hereby designated the Village Health Department,

That Webster Bank is hereby designated as the official depository for the Village of Upper Nyack funds for a period of one (1) year,

That Mayor Karen A. Tarapata, Deputy Mayor Michael Esmay, Village Clerk Georgia Grandstaff, Treasurer Richard D. Fortunato, are hereby designated and appointed Bank account signatories, and until otherwise ordered by this Board, the above designated bank is authorized to make payment out of the funds of the Village of Upper Nyack against the checks of the Village when signed by:

Richard D. Fortunato
OR
Georgia Grandstaff
OR
Jeffrey Epstein

With a limit of \$50,000, and anything beyond that limit would require both the Treasurer and Village Clerk to sign jointly,

In the absence of the Treasurer or Village Clerk, two (2) of the others, Mayor and Deputy Mayor to sign (countersigners/Bank Resolutions on file),

RESOLVED, that the following Village Officers and employees are to be covered under Village insurance by the following bonds:

Treasurer	\$100,000
Village Clerk	\$ 2,000

That the Village Board of Trustees of this Village shall act as the Village Board of Assessors with Trustee Rothchild as Chairperson.

That with all appointments, those appointed to serve will serve all or a portion of their terms at the pleasure of the Board of Trustees.

Appointments

PLANNING BOARD

Appointment ends

William Pfaff, <u>Chair</u> , 208 Foss Drive, 353-9124	2025
Karen Olson, Vice Chair, 405 Roseland Road, 358-7914	2026
Joseph Heider, 316 North Broadway, 358-5613	2029
Cynthia Turner, 206 Radcliff Dr., 914 714-2439	2027
Zara Crowley, 18 Castle Heights Ave, 845-274-1159	2027

ZONING BOARD OF APPEALS

Thomas Englert, <u>Chair</u> , 531 North Broadway, 358-4827	2027
Stephen Lubeck, <u>Vice Chair</u> , 122 Highmount Ave., 629-2678	2029
Beth Wittig, 108 Lexow Ave, 212-650-8396	2028
Paul Curley, 211 Kuyper Drive, 917-583-8767	2025
Margaret Fowler, 500 North Broadway, 845-323-3850	2027
ALTERNATE VACANT	2024 (A)

ARCHITECTURAL REVIEW BOARD

Michael Williams, <u>Chair</u> , 312 Fairview Avenue, 494-0118	2029
Gretchen Reinheimer, <u>Vice Chair</u> , 214 Foss Drive, 201 723-1735	2028
Silvia Luzi, 412 Centre Avenue, 358-4254	2027
Eileen M. Sares, 510 North Broadway, 646-704-2124	2026

**(A) Indicates alternate member
(845) area code unless indicated otherwise (3/23/2021)**

Village of Upper Nyack
2024/2025 PROPOSED Budget

	<u>FUNDING SOURCES</u>	<u>31-May-25</u>
<u>A1001</u>	Real Property Tax	2,250,000
<u>A1090</u>	Interest/Pen Taxes	5,000
<u>A1130</u>	Gross Utility Fees	64,000
<u>A2110</u>	Zoning Fees	1,000
<u>A2115</u>	Planning Board Fees	4,000
<u>A2401</u>	Interest Earnings	55,000
<u>A2410</u>	Office & Residential Rental	25,800
<u>A2555</u>	CO & Violation Search	4,000
<u>A2560</u>	Road Opening Permits	2,000
<u>A2590</u>	Building Permits	20,000
<u>A2591</u>	Tree Permits	4,000
<u>A2770</u>	Other Revenue	42,000
<u>A2771</u>	Clarkstown - Bulk Pickup	38,000
<u>A3001</u>	State Aid - State Grant	85,000
<u>A3002</u>	NYS - CHIPS	100,000
<u>A3005</u>	RC Mortgage Tax	50,000
<u>A3006</u>	RC Sales Tax	50,000
<u>A3600</u>	Sewer Rent	50,000
	Transfer from Surplus	125,000
	TOTAL PROJECTED FUNDING SOURCES	2,974,800
<u>A1660</u>	<u>River Hook Preserve</u>	
	1660.30 Supplies	3,000
	1660.20 Repairs & Maintenance	110,000
	1660.10 Utilities	1,000
<u>A6560</u>	<u>Payroll Expenses</u>	
	6566 Social Sec/Medicare Employer	50,000
	6567 Unemployment	2,000
	6569 Payroll Service	4,000
	9010 State Retirement	72,000
	9040 Worker's Compensation	20,000
	9060 Health Insurance	192,000
	9061 Medicare Reimb	7,000
<u>A1325</u>	<u>Finance</u>	
	1325.01 Treasurer Services	53,530
	1325.41 Audit/Reporting	-
<u>A1355</u>	<u>Assessment</u>	
	1355.40 Assessor Contr	8,000
<u>A1410</u>	<u>Village Clerk</u>	
	1410.03 Asstnt Clerk	62,190
	1410.02 Asstnt Clerk	64,890
	1410.01 Village Clerk Services	64,890
	1410.41 Supplies	5,000
	1410.43 Postage	1,000
	1410.44 Legal Advertising	5,000
	1410.45 Public Information	1,000
	1410.47 Telephone/Communication	3,000
	1410.49 Contractual Services	40,000
	1410.50 Meetings & Seminars	500
	1410.51 Promotion & Goodwill	5,000
<u>A1420</u>	<u>Law</u>	
	1420.40 Attorney Contractual	100,000
<u>A1440</u>	<u>Engineering</u>	
	1440.40 Engineer Contractual	48,000
<u>A1450</u>	<u>Elections</u>	
	1450.40 Elections Contractual	500

<u>A1620</u>	<u>Village Hall</u>	
1620.20	VH Equipment	5,500
1620.40	VH Cleaning	3,600
1620.41	VH Heating	3,500
1620.42	VH Electric	4,000
1620.44	VH Repairs	130,000
1620.47	VH Water	530

<u>A1630</u>	<u>Broadway Garage</u>	
1630.51	F&G Heating	500
1630.52	F&G Electricity	500
1630.54	F&G Repairs	1,500
1630.57	F&G Water	300

<u>A1640</u>	<u>Stone Meeting House</u>	
1640.42	Utilities	4,000
1640.44	Repairs & Maintenance	45,000
1640.56	Contractual Misc.	4,000

<u>A1910</u>	Unallocated Insurance	55,000
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<u>A3620</u>	<u>Building & Code Enforcement</u>	
3620.01	Building Inspector & Code Officer Svcs	95,710
3620.41	Supplies	2,000
3620.48	Training	500

<u>A5110</u>	<u>Highway Department</u>	
5110.01	HD - Highway Services	203,990
5110.02	HD - OT Personnel Services	50,000
5110.21	HD - Equipment	20,000
5110.41	HD - Truck Maintenance	25,000
5110.42	HD - Truck Fuel	12,000
5110.43	HD - Equipment Maintenance	5,000
5110.44	HD - Road Repair & Maint	25,000
5110.45	HD - Contract Road Repair	100,000
5110.46	HD - Building Repair	5,000
5110.47	HD - Telephone	500
5110.48	HD - Utilities	12,000
5110.49	HD - Training	1,000
5110.52	HD - Tree Safety	15,000
5110.53	HD - Supplies	6,000
5110.57	HD - Catch Basin Repairs	10,000
5110.59	HD - Cablevision	1,000
5110.61	HD - Contract Services	12,000

<u>A8020</u>	<u>Planning / ARB</u>	
8020.10	Planning Personnel	57,970
8020.40	Contractual Services	4,000

<u>A8120</u>	<u>Sewer System</u>	
8120.42	SS - Pump house Utilities	4,000
8120.44	SS - Repairs & Maintenance	5,000
8120.60	SS - Treatment	440,000
8120.70	SS - Pump Station Debt Service	28,000

<u>A8130</u>	<u>Refuse Collection</u>	
8130.4	Refuse Contractual	292,000

<u>A9600</u>	<u>Bond Payments</u>	
9614	2.2M Open Space Bond - Prin	95,000
9615	2.2M Open Space Bond - Int	60,000
9616	Refunding Bond - Principle	165,000
9617	Refunding Bond - Interest	40,700
	TOTAL PROJECTED EXPENSES	2,974,800
	(SURPLUS) DEFICIT	-