

**Minutes of the regular meeting of the Village of Upper Nyack Board of Trustees held at
7:00 pm on Thursday, March 14, 2024 held as a hybrid meeting.**

PRESENT	Karen Tarapata Michael Esmay Alison Crowther Jeffrey Epstein Kennon Rothchild III	Mayor Deputy Mayor Trustee Trustee Trustee
ALSO PRESENT	Georgia Grandstaff PO Niles Davies Richard Fortunato	Village Clerk Clarkstown Police Village Treasurer

ABSENT -

Meeting called to order at 7:00 pm.

- **Police Report (see recording).**
- **Treasurer Report (see attached).**
- **Set Public Hearing for 2024-25 Village Budget.**

Motion to set a Public Hearing for the 2024-25 Village Budget made by Trustee Epstein, seconded by Trustee Crowther, and so accepted.

On Call for a Vote:

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

NOES:

Abstain:

- **Set Public Hearing for Zoning Code amendment.**

Discussion: The Nyack Joint Fire District is looking into buying property in Upper Nyack, but a fire house is not explicitly listed as an “accepted use” under

our Zoning Code. The Village is amenable to adding it to the Zoning Code and will have a public hearing to make the decision.

Motion to set a public hearing for proposed Local Law # of 2024 to amend For next regular made by Trustee Esmay, seconded by Trustee Rothchild, and so accepted.

On Call for a Vote:

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

NOES:

Abstain:

- **Approval of Village Assessor recommendations.**

Motion to accept the recommendations made by the Village Assessor made by Trustee Rothchild, seconded by Trustee Esmay, and so accepted.

On Call for a Vote:

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

NOES:

Abstain:

- **Community Solar Discussion**

Discussion: The Villages of Nyack and Upper Nyack Climate Smart Communities Committee and Joule Assets wants to embark on a solar education campaign to help residents navigate the solar opt in/opt out process. Peggy Kurtz, Co-chair of the Climate Smart Communities Task Force, explained that this campaign will be consolidating the billing process which has caused much confusion amongst residents that have opted into community solar. The Board of Trustees needs to pass a resolution to participate in this effort. The Board had a lengthy discussion clarifying some questions about the program.

Motion that Nyack Climate Smart Communities Committee and the Upper Nyack Climate Smart Communities Task Force will partner on a community solar campaign in the Villages of Nyack and Upper Nyack made by Trustee Rothchild, seconded by Trustee Epstein, and so accepted.

On Call for a Vote:

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

NOES:

Abstain:

- **Approval of minutes from January 18, 2024 regular meeting of the Board of Trustees.**

Motion to accept the minutes from the February 15th, 2024 regular meeting of the Board of Trustees made by Trustee Epstein, seconded by Trustee Crowther, and so accepted.

On Call for a Vote:

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

NOES:

Abstain:

- **Accept gifts from Friends of River Hook.**

Discussion: The Friends of River Hook would like to make several donations to the Village of Upper Nyack adding up to \$19,004.60 including two additional teak benches, a play structure, and the reinstallation of the Still Here: Women of the Ramapough Lenape Nation banners.

Motion to accept gifts from the Friends of River Hook, made by Trustee Esmay, seconded by Trustee Epstein, and so accepted.

On Call for a Vote:

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

NOES:

Abstain:

- **3rd Party Electrical Inspector.**

Discussion: The Village received a request from Statewide Inspection services to act as an approved agency for 3rd party electrical inspections for electrical work

conducted in the Village of Upper Nyack. They are licensed to work in Rockland County. The board has already granted the Building Inspector power to approve electrical inspectors.

- **Approval of new Building Inspector position.**

Discussion: The Board of Trustees must ratify the creation of the new full-time Building Inspector position (to be filled at a later date) with a salary of \$60,000.00.

Motion to ratify the creation of the full-time Building Inspector position, made by Trustee Crowther, 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 8:02 pm.

Motion to adjourn the regular meeting of the Board of Trustees, made by Trustee Crowther, seconded by Trustee Rothchild, and so accepted.

On Call for a Vote:

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

NOES:

Abstain:

Village of Upper Nyack
Balance Sheet
As of March 14, 2024

	Mar 14, 24
ASSETS	
Current Assets	
Checking/Savings	
NY Class-Capital Projects 002	648,779.68
NY Class-General Fund 001	976,068.85
Webster-General Operating 693	471,311.89
Webster-General Payroll 706	154,517.08
Webster-Trust & Agency Fund714	10,821.10
Total Checking/Savings	2,261,498.60
Total Current Assets	2,261,498.60
TOTAL ASSETS	2,261,498.60
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due To/From Other Funds	
Capital Projects Fund Payable	604,038.00
Trust & Agency Fund Payable	10,774.00
Total Due To/From Other Funds	614,812.00
Security Deposit - Rent	2,000.00
Total Other Current Liabilities	616,812.00
Total Current Liabilities	616,812.00
Total Liabilities	616,812.00
Equity	
3950 Unappropriated Fnd Balance	1,410,172.93
Net Income	234,513.67
Total Equity	1,644,686.60
TOTAL LIABILITIES & EQUITY	2,261,498.60

Village of Upper Nyack
Profit & Loss Budget vs. Actual
June 1, 2023 through March 14, 2024

	<u>Jun 1, '23 - Mar 14, 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
Income			
1001 Real Property Tax	2,192,121.25	2,210,000.00	-17,878.75
1090 Int./Pen. Taxes	2,993.45	5,000.00	-2,006.55
1130 Gross Utility Fees	53,617.08	64,000.00	-10,382.92
2110 Zoning Fees	1,300.00	1,000.00	300.00
2115 Planning Board Fees	4,550.00	6,000.00	-1,450.00
2401 Interest Earnings	87,693.26	48,000.00	39,693.26
2410 Office Rental	21,500.00	25,800.00	-4,300.00
2555 Co & Violations Search	3,375.00	8,000.00	-4,625.00
2560 Road Opening Permit	950.00	2,000.00	-1,050.00
2590 Building Permits	23,568.78	25,000.00	-1,431.22
2591 Tree Permit	3,700.00	2,500.00	1,200.00
2770 Other Revenue	59,596.24	35,000.00	24,596.24
2771 Clarkstown - Bulk Pickup	49,781.00	38,000.00	11,781.00
3001 State Aid	233,779.00	325,000.00	-91,221.00
3002 NYS - CHIPS	0.00	100,000.00	-100,000.00
3005 R.C. - Mortgage Tax	24,296.52	55,000.00	-30,703.48
3006 R.C. - Sales Tax	26,707.00	50,000.00	-23,293.00
3600 Sewer Rent	47,909.49	50,000.00	-2,090.51
4000 Transfer from Surplus	0.00	150,000.00	-150,000.00
Total Income	<u>2,837,438.07</u>	<u>3,200,300.00</u>	<u>-362,861.93</u>
Total Income	<u>2,837,438.07</u>	<u>3,200,300.00</u>	<u>-362,861.93</u>
Gross Profit	<u>2,837,438.07</u>	<u>3,200,300.00</u>	<u>-362,861.93</u>
Expense			
1325 FINANCE			
1325.01 Treasurer Services	38,981.34	51,975.00	-12,993.66
Total 1325 FINANCE	<u>38,981.34</u>	<u>51,975.00</u>	<u>-12,993.66</u>
1355 ASSESSMENT			
1355.40 Assessor Services	0.00	8,000.00	-8,000.00
Total 1355 ASSESSMENT	<u>0.00</u>	<u>8,000.00</u>	<u>-8,000.00</u>
1410 VILLAGE CLERK			
1410.01 Village Clerk	44,788.58	63,000.00	-18,211.42
1410.02 Village Clerk- Asstnt 2	47,250.00	63,000.00	-15,750.00
1410.03 Village Clerk- Asstnt 1	47,981.34	60,375.00	-12,393.66
1410.41 Supplies	1,964.48	8,000.00	-6,035.52
1410.43 Postage	84.96	1,000.00	-915.04
1410.44 Legal Advertizing	4,167.50	5,000.00	-832.50
1410.45 Public Information	0.00	1,000.00	-1,000.00
1410.47 Telephone	2,643.63	3,000.00	-356.37
1410.49 Contractual Services	29,670.00	25,000.00	4,670.00
1410.50 Meetings / Seminars	170.00	500.00	-330.00
1410.51 Promotion / Good Will	349.55	5,000.00	-4,650.45
Total 1410 VILLAGE CLERK	<u>179,070.04</u>	<u>234,875.00</u>	<u>-55,804.96</u>
1420 LEGAL			
1420.40 Attorney Contractual	80,598.89	100,000.00	-19,401.11
Total 1420 LEGAL	<u>80,598.89</u>	<u>100,000.00</u>	<u>-19,401.11</u>
1440 ENGINEERING			
1440.40 Engineer Contractual	31,202.50	48,000.00	-16,797.50
Total 1440 ENGINEERING	<u>31,202.50</u>	<u>48,000.00</u>	<u>-16,797.50</u>

Village of Upper Nyack
Profit & Loss Budget vs. Actual
June 1, 2023 through March 14, 2024

	Jun 1, '23 - Mar 14, 24	Budget	\$ Over Budget
1450 ELECTIONS			
1450.40 Elections Contractual	0.00	500.00	-500.00
Total 1450 ELECTIONS	0.00	500.00	-500.00
1620 VILLAGE HALL			
1620.20 Equipment	2,803.75	10,000.00	-7,196.25
1620.40 Cleaning	3,200.00	3,600.00	-400.00
1620.41 Heating	2,210.00	3,500.00	-1,290.00
1620.42 Electric	1,294.02	4,000.00	-2,705.98
1620.44 Repairs	4,446.24	10,000.00	-5,553.76
1620.47 Water	237.84	420.00	-182.16
Total 1620 VILLAGE HALL	14,191.85	31,520.00	-17,328.15
1630 BROADWAY GARAGE			
1630.51 Heating	349.52	500.00	-150.48
1630.52 Electricity	443.84	500.00	-56.16
1630.54 Repairs	21.97	1,500.00	-1,478.03
1630.57 Water	186.12	300.00	-113.88
Total 1630 BROADWAY GARAGE	1,001.45	2,800.00	-1,798.55
1640 STONE MEETING HOUSE			
1640.42 Utilities	1,896.58	5,000.00	-3,103.42
1640.44 Repairs & Maintenance	138,404.16	100,000.00	38,404.16
1640.56 Contractual Misc.	3,350.62	3,000.00	350.62
Total 1640 STONE MEETING HOUSE	143,651.36	108,000.00	35,651.36
1660 RIVER HOOK PRESERVE			
1660.10 Utilities	660.95	1,500.00	-839.05
1660.20 Repair and Maintenance	206,202.03	260,000.00	-53,797.97
1660.30 Supplies	1,019.48	3,000.00	-1,980.52
Total 1660 RIVER HOOK PRESERVE	207,882.46	264,500.00	-56,617.54
1910 INSURANCE			
1910.10 Insurance	53,804.08	55,000.00	-1,195.92
Total 1910 INSURANCE	53,804.08	55,000.00	-1,195.92
3620 BUILDING/CODE ENFORCEMENT			
3620.10 Building Inspector Svc	26,825.12	36,750.00	-9,924.88
3620.41 Supplies	254.71	4,000.00	-3,745.29
3620.48 Training	810.00	500.00	310.00
Total 3620 BUILDING/CODE ENFORCEME...	27,889.83	41,250.00	-13,360.17
5110 HIGHWAY DEPARTMENT			
5110.01 Highway Svcs Personnel	212,661.97	255,000.00	-42,338.03
5110.02 Highway Svcs OverTime	0.00	50,000.00	-50,000.00
5110.20 Equipment	173,515.41	160,000.00	13,515.41
5110.41 Truck Maintenance	23,172.02	25,000.00	-1,827.98
5110.42 Truck Fuel	8,343.96	12,000.00	-3,656.04
5110.43 Equip Maintenance	2,809.64	5,000.00	-2,190.36
5110.44 Road Repair/Maint.	16,645.70	25,000.00	-8,354.30
5110.45 Contr. Road Repair	124,339.44	120,000.00	4,339.44
5110.46 Building Repair	2,549.83	10,000.00	-7,450.17
5110.47 Telephone	148.73	500.00	-351.27
5110.48 Utilities	8,534.99	12,000.00	-3,465.01

Village of Upper Nyack
Profit & Loss Budget vs. Actual
June 1, 2023 through March 14, 2024

	Jun 1, '23 - Mar 14, 24	Budget	\$ Over Budget
5110.49 Training	25.00	1,000.00	-975.00
5110.52 Tree Safety	18,700.00	10,000.00	8,700.00
5110.53 Supplies	2,492.09	6,000.00	-3,507.91
5110.57 Catch Basin Repair	544.52	10,000.00	-9,455.48
5110.59 Cablevision	625.54	1,000.00	-374.46
5110.61 Contr. Service	10,768.59	12,000.00	-1,231.41
Total 5110 HIGHWAY DEPARTMENT	605,877.43	714,500.00	-108,622.57
6560 PAYROLL EXPENSES			
6566 Soc.Sec / Medicare	35,414.01	50,000.00	-14,585.99
6567 Unemployment	2,356.43	2,000.00	356.43
6569 Payroll Service	4,217.25	3,800.00	417.25
9010 State Retirement	71,152.00	68,000.00	3,152.00
9040 Workers Compensation	17,221.00	20,000.00	-2,779.00
9060 Health Insurance	150,583.24	180,000.00	-29,416.76
9061 Medicare Reimbursement	4,986.70	9,000.00	-4,013.30
Total 6560 PAYROLL EXPENSES	285,930.63	332,800.00	-46,869.37
8020 PLANNING / ARB			
8020.10 Planning Personnel	43,827.70	56,280.00	-12,452.30
8020.40 Planning Contractual	1,350.00	4,000.00	-2,650.00
Total 8020 PLANNING / ARB	45,177.70	60,280.00	-15,102.30
8120 SEWER SYSTEM			
8120.42 Pumphouse Utilities	2,346.35	4,000.00	-1,653.65
8120.44 Repair & Maint.	0.00	50,000.00	-50,000.00
8120.60 Treatment	252,608.12	400,000.00	-147,391.88
8120.70 Pump Station Debt Svc	16,147.82	28,000.00	-11,852.18
Total 8120 SEWER SYSTEM	271,102.29	482,000.00	-210,897.71
8130 REFUSE COLLECTION			
8130.40 Refuse Contractual	245,193.77	292,000.00	-46,806.23
Total 8130 REFUSE COLLECTION	245,193.77	292,000.00	-46,806.23
9600 BONDS & BANS			
9614 Open Space Bond - Prin	95,000.00	95,000.00	0.00
9615 Open Space Bond - Interest	64,068.78	65,000.00	-931.22
9616 Refunding Bond - Principle	165,000.00	165,000.00	0.00
9617 Refunding Bond - Interest	47,300.00	47,300.00	0.00
Total 9600 BONDS & BANS	371,368.78	372,300.00	-931.22
Total Expense	2,602,924.40	3,200,300.00	-597,375.60
Net Ordinary Income	234,513.67	0.00	234,513.67
Net Income	234,513.67	0.00	234,513.67