



TOWN OF CORTLANDT

OFFICE OF THE TOWN CLERK

Town Clerk
LAROUÉ R. SHATZKIN

Deputy Town Clerk
CHRISTINE B. COTHREN

Town Hall
1 Heady Street
Cortlandt Manor, NY 10567
P: 914-734-1020 F: 914-734-1102
www.townofcortlandt.com/townclerk

Town Supervisor
RICHARD H. BECKER, MD

Town Board Members
JAMES F. CREIGHTON
CRISTIN JACOBY
ROBERT E. MAYES
JOYCE C. WHITE

NOTICE:

Clickable Agenda from Town Clerk, Laroue Shatzkin

Dear Viewer,

In an effort to make online information easier to access and interact with, the Agenda has been updated to be “Clickable”. You can access these features in two ways.

1. From any device, click directly on the Agenda Item you wish to view, and you will be taken to that page of the packet.
2. If accessing from a computer, you will have a Table of Contents and thumbnails available.

- a. Open your options using this button on the top left of the screen:



- b. Thumbnails should automatically appear. To see the table of contents, click this button:



- c. and this will pop up:

> AGENDA

- d. Click the arrow next to the word Agenda, and a fully clickable Table of Contents becomes available.

I hope you enjoy these features as I continue to work to improve your experience. Please feel free to reach out to me at the office if you have feedback or suggestions.

Warmly,

Laroue Shatzkin



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REGULAR MEETING

TOWN BOARD AGENDA – MARCH 12, 2024

PLACE:

TOWN HALL

TIME:

7:00 PM

ORDER OF BUSINESS

MEETING CALLED TO ORDER

PLEDGE TO THE FLAG

SUPERVISOR'S PROCLAMATIONS & REPORTS

ROLL CALL

TOWN BOARD REPORTS

APPROVAL OF THE MINUTES

Approve the Minutes for the February 12, 2024 Regular Meeting.

DANGEROUS BUILDING PROCEEDINGS

1. To consider evidence that 3275 Lexington Ave is a dangerous building.
 - a. Adjourn to April 16th, 2024

PUBLIC HEARINGS

1. Public Hearing to Consider Omnibus Zoning Text and Map Amendments.
 - a. Open Public Hearing
 - b. Adjourn to April 16th, 2024
2. Public Hearing to Consider a Local Law concerning the Disability Exemption.
 - a. Close Public Hearing
 - b. Adopt Negative Declaration
 - c. Adopt Resolution

HEARING OF CITIZENS – AGENDA ITEMS ONLY

REPORTS

Receive and File the following:

For the month of January 2024 from the Department of Recreation.

For the month of February 2024 from the Office of the Aging, Purchasing Department, Receiver of Taxes and the Town Clerk.

OLD BUSINESS:

Receive and File the following:

NEW BUSINESS

Receive and File the following:

1. Request from Cortlandt Town Center LLC to reduce Sanitary Sewer Assessment for U-Haul Tenant Space. (See Resolution 8e)
2. Letter from Resident of 8 Red Mill Road requesting the Town Petition Westchester County for reinstatement back into the Peekskill Sanitary Sewer District. (See Resolution 8g)

RESOLUTIONS

1. Authorize the Supervisor to execute the updated Indian Point PILOT Agreement.
2. Award the Transit Oriented District Study.
3. Circulate Notice of Intent to Serve as Lead Agency Under SEQRA for grants and financing pertaining to the Dickerson Pond Sewer District.
4. Circulate Notice of Intent to Serve as Lead Agency Under SEQRA for grants and financing pertaining to the Annsville Waterfront Enhancement District.
5. Renew Town Insurance Policies.
6. Adopt the Pro-Housing Communities Pledge.
7. Authorize additional funding to the Local Waterfront Revitalization Plan.
8. Authorize purchase and installation of Automated External Defibrillators at Town owned and leased Recreation Sites in Cortlandt.
9. Authorize purchase of vehicle for the Senior Center/Nutrition Program with Westchester County Grant Funds.
10. Authorize the Supervisor to execute documents to participate in Westchester County's Textile Recycling Program.
11. Award Bid 24-04 for Senior Coach Bus.
12. Agenda Items for Department of Technical Services:
 - a. Award TE Contract 2024.03 – Cortlandt Lake Dam Maintenance and Improvements.
 - b. Award TE Contract 2024.04 – Furnace Brook Lake Dam Maintenance and Improvements.
 - c. Award TE Contract 2024.06 – Cortlandt Waterfront Playground.
 - d. Authorize Purchase of Aviation Themed Playground Equipment.
 - e. Approve Sanitary Benefit Unit Assessment Reduction for Cortlandt Town Center.
 - f. Amend Consultant Service Contract with Schnabel Engineering regarding Westchester Lake Dam.

- g. Forward letter petitioning to have parcel on Red Mill Road incorporated into the Peekskill Sanitary Sewer District to Westchester County for their consideration.
13. Agenda Items for the Department of Environmental Services:
- a. Award Bid 24-02 for Grass Cutting.
 - b. Award Bid 24-03 for Garage Door Replacement.
 - c. Award Bid 24-05 for Hardware Supplies.
 - d. Award Bid 24-06 for Equipment Services.
 - e. Award Bid 24-08 for Fuel Oil.
14. Appoint Heather LaVarnway to the title of Planner (Planning) in the Department of Planning.
15. Amend Resolution 90-24 and Authorize a Salary Adjustment for the Assistant to the Director of the Department of Technical Services – Code Enforcement.
16. Authorize Seasonal Workers for DES.
17. Appoint a Seasonal Worker in Town Hall.
18. Schedule a Public Hearing for April 16, 2024 to consider adopting the Indian Brook-Croton Gorge Watershed Overlay Zone.

ADDITIONS TO THE AGENDA

BUDGET TRANSFERS - NONE

REPORTS FROM VARIOUS DEPARTMENTS

REPORTS FROM STANDING & SPECIAL COMMITTEES

SECOND HEARING OF CITIZENS

ADJOURNMENT

NEXT TOWN BOARD MEETING

April 16, 2024 at 7:00 pm
Town Hall Web Site address: www.townofcortlandt.com



DRAFT

A **Regular Meeting** of the Town Board of the Town of Cortlandt was conducted on **February 12, 2024** with the following elected officials and appointed staff in attendance:

The **Regular Meeting** was originally scheduled for **February 13, 2024 7:00 P.M.**, but was moved to **February 12, 2024, 6:00 P.M.** due to impending severe snow storm.

RICHARD H. BECKER	Supervisor
JOYCE WHITE	Councilmember
CRISTIN JACOBY	Councilmember
ROBERT MAYES	Councilmember
JAMES CREIGHTON	Councilmember

Also present:

TOM WOOD	Town Attorney
MICHAEL CUNNINGHAM	Assistant Town Attorney
LAROUÉ ROSE SHATZKIN	Town Clerk
CHRISTINE B. COTHREN	Deputy Town Clerk
PATRICIA ROBCKE	Comptroller
MICHAEL PREZIOSI	Director, DOTS
CLAUDIA VAHEY	Human Resources Coordinator
STEPHEN FERREIRA	Director, DES
JOE BASSELL	Junior Network Specialist

MEETING CALLED TO ORDER

The meeting was called to order at 6:02 p.m.

PLEDGE TO THE FLAG

SUPERVISOR’S PROCLAMATIONS & REPORTS

Supervisor Becker spoke about the following:

2/3/24 Eagle fest was a great success at both locations in Croton, and Verplanck. The events were very well attended.

Disco night at the Town ice skating rink. The event was enjoyed by many of our youth in the community.

The next few weeks events:

Ice skating rink will be closing on 3/3/24 to allow time to take down ice skating rink and set up for Pickleball season.

10th Annual Senior Citizens Academy Awards at the Community Center .

1st Repair Café, Saturday, 3/16/24, 10:00 A.M. – 2:00 P.M. at the Community Center.

Annual Easter Egg Hunt on 3/23/24.

Spring Summer Recreation Planner brochure coming out soon.

TOWN BOARD REPORTS

Councilperson James Creighton gave his report **OF NOTE:**

Councilperson Creighton spoke about the following:

Operation Snowflake program.

Eagle fest being a very fabulous event, and he was able to meet an eagle very up close.

Repair Café opening in March.

Bus camera legislation, and he spoke with Westchester County legislators who will be very involved in the prosecution of offenders passing school buses.

Association of Towns meeting will be held in NYC next week, and he will be in attendance with Supervisor Becker. There is an enormous amount of information to be shared at this event, and is looking forward to it.

Councilperson Joyce White gave his report **OF NOTE:**

Councilperson White spoke about the following:

Attending the PTA Advocacy Committee meeting where they have a very informative presentation on the bus patrol. She will continue to follow up on this, and report back to the Town.

**Councilperson Robert Mayes gave his report
OF NOTE:**

Councilperson Mayes spoke about the following:

He commented on the school bus presentation, and is glad to see this camera legislation come out, and be enforced for the safety of our children.

He spoke about the Agenda item regarding proposals for upgrading several of the Town's recreation facilities. It should really help on envisioning a long term use of the future of such facilities.

Lastly, he wanted to remind the community about Operation Snowflake, which is a Town run program that pairs residents in need of snow removal with Town of Cortlandt youth residents that will help them. This is free of charge, and the individuals are employed by the Town of Cortlandt. He advised all to stay off the roads until the Town Highway Department has time to clear the roads.

**Councilperson Cristin Jacoby gave her report
OF NOTE:**

Councilperson Jacoby spoke about the following:

Art Show Program at Town Hall is a great success, and thanked Erin, the art curator for her valued time and work into the program. She had the privilege to be part of the participation/show process, as her two children had submitted are pieces of art work.

Improvements to the Town website have been underway for a long time, and they are working to make information to Town residents more accessible than it currently does.

APPROVAL OF THE MINUTES

Approve the Minutes for the January 23, 2024 Regular Meeting

Councilperson Mayes made a motion to approve the above Minutes, seconded by Councilperson Jacoby with all voting **AYE**.

DANGEROUS BUILDING PROCEEDINGS

To consider evidence that 3275 Lexington Ave is a dangerous building.

- a. Adjourn to March 12, 2024

Supervisor Becker stated that the property owner is still repairing the property, and they will adjourn for an update on the matter next month.

Councilperson Jacoby made a motion to adjourn to the March 12, 2024 Town Board Meeting, seconded by Councilperson Creighton, with all voting **AYE**.

PUBLIC HEARINGS

Public Hearing to Consider Omnibus Zoning Text and Map Amendments.

The Public Hearing was opened at 6:19 P.M.

Supervisor Becker stated that the Town Board will be adjourning this matter to March 12, 2024. The meeting was rescheduled due to weather today, and they want the public to have ample time to comment on the matter.

Councilperson Creighton made a motion to adjourn the Public Hearing to March 12, 2024, seconded by Councilperson White, with all voting **AYE**.

The Public Hearing was adjourned at 6:20 P.M.

Public Hearing to Consider a Local Law concerning the Disability Exemption.

The Public Hearing was opened at 6:20 P.M.

Supervisor Becker stated that they would also be adjourning this item so the public has time to comment.

- a. ~~Close Public Hearing~~
- b. ~~Adopt Negative Declaration~~
- c. ~~Adopt Resolution~~
- d. *Adjourn to March 12, 2024*

Councilperson White made a motion to adjourn the Public Hearing to March 12, 2024, seconded by Councilperson Mayes, with all voting **AYE**.

The Public Hearing was adjourned at 6:21 P.M.

HEARING OF CITIZENS – AGENDA ITEMS ONLY

Bernard Vaughey, Town resident appeared before the Board. He wanted clarification on the V&T items that were on the agenda this evening.

Stephen Ferreira, Dir. DES explained where the parking restrictions were going to be placed, the corner of 6th St. and Riverview.

REPORTS

Receive and File the following:

2023 Annual Reports from the Planning Board, DOTS – Division of Code Enforcement, and the Recreation Department.

For the month of December 2023 from the Recreation Department.

For the month of January 2024 from the Office of the Aging, Purchasing Department, Receiver of Taxes and the Town Clerk.

OLD BUSINESS:

Receive and File the following:

NEW BUSINESS

Receive and File the following:

Councilperson Mayes made a motion to receive and file the above, seconded by Councilperson Jacoby with all voting **AYE**.

Supervisor Becker wanted to comment on how the activity level in the Recreation Department has returned back to pre- COVID numbers, and they are happy about that.

RESOLUTIONS

RESOLUTION NO. 67-24 RE: Authorize Planning Consultant List for 2024 Grant Applications.

RESOLUTION NO. 69-24 RE: Authorize the Supervisor to solicit proposals for the evaluation of certain recreational facilities.

RESOLUTION NO. 70-24 RE: Amend Resolution 347-23 for Updated Water Rates to become effective April 1st, 2024.

RESOLUTION NO. 71-24 RE: Authorize a Leak Adjustment for 225 Red Mill Road.

RESOLUTION NO. 72-24 RE: Authorize a Water Refund to Dickerson Pond Condo I.

RESOLUTION NO. 73-24 RE: Appoint Jennifer Montero as a Sub-Registrar of Vital Statistics.

RESOLUTION NO. 74-24 RE: Accept the 2023 Member List of Volunteer Ambulance Workers for the Cortlandt Community Volunteer Ambulance Award Program.

RESOLUTION NO. 75-24 RE: Authorize 3 Park Rangers with Westchester County for the 2024 Season.

Councilperson Jacoby made a motion to adopt the above, seconded by Councilperson Creighton with all voting **AYE**.

Agenda items for DOTS:

RESOLUTION NO. 76-24 RE: Award TE Contract 2024.01 - Animal Care Services.

RESOLUTION NO. 77-24 RE: Award TE Contract 2024.02 - Spy Pond Evaluation.

RESOLUTION NO. 78-24 RE: Authorize Supplemental Agreement with Barton & Loguidice related to Dickerson Pond Sewer District/Valeria.

RESOLUTION NO. 79-24 RE: Authorize 2024 Dam Safety Engineering Services with French & Parrello Associates, PA for Cortlandt Lake Dam.

RESOLUTION NO. 80-24 RE: Authorize 2024 Dam Safety Engineering Services with French & Parrello Associates, PA for Furnace Lake Dam.

RESOLUTION NO. 81-24 RE: Authorize Lead & Asbestos Testing for Nor-West Building Demo, 293 Furnace Dock Road.

RESOLUTION NO. 82-24 RE: Authorize DOTS to design and bid sidewalk improvements along Kings Ferry Road.

Supervisor Becker commented that they met with the Village of Buchanan regarding the agenda item for Kings Ferry Rd., which is located in both the Village of Buchan, and the Town of Cortlandt, and have decided to work cooperatively in making the necessary sidewalk improvements on Kings Ferry Rd.

Councilperson Creighton made a motion to adopt the above, seconded by Councilperson White with all voting **AYE**.

Agenda items for DES:

- a. Authorize No Parking signs at two locations in Verplanck:

RESOLUTION NO. 83-24 RE: On the west side of 6th Street for approx. 75 feet near intersection with Riverview Avenue/Kings Ferry Road.

RESOLUTION NO. 84-24 RE: Riverview Avenue near intersection with 6th Street/Kings Ferry Road for first approx. 150 feet on Riverview.

RESOLUTION NO. 85-24 RE: Authorize restricted parking on Fridays for two parking spaces at 137 7th Street.

RESOLUTION NO. 86-24 RE: Authorize Contract Extension for BID 22-26 Town-Wide Fencing.

RESOLUTION NO. 87-24 RE: Authorize Contract Extension for BID 20-02 Electrical Services.

Councilperson White made a motion to adopt the above, seconded by Councilperson Mayes with all voting **AYE**.

RESOLUTION NO. 88-24 RE: Appoint Nancy Sinchi to the Title of Office Assistant – Automated Systems (Spanish Speaking) in the Justice Court.

RESOLUTION NO. 89-24 RE: Appoint Seasonal Workers in DES.

Councilperson White made a motion to adopt the above, seconded by Councilperson Mayes with all voting **AYE**.

Supervisor Becker wanted to recognize and congratulate Nancy Sinchi who was being appointed in the Justice Court.

ADDITIONS TO THE AGENDA

RESOLUTIONS:

RESOLUTION NO. 90-24 RE: Confirm Reorganization of the Code Enforcement Division.

Councilperson Mayes made a motion to receive and file, and adopt the above, seconded by Councilperson Jacoby with all voting **AYE**.

BUDGET TRANSFERS- NO

REPORTS FROM VARIOUS DEPARTMENTS

REPORTS FROM STANDING & SPECIAL COMMITTEES

SECOND HEARING OF CITIZENS

ADJOURNMENT

Councilperson Mayes made a motion to adjourn the meeting, seconded by Councilperson Jacoby with all voting **AYE**.

The meeting was adjourned at 6:30 P.M. in memory of Ann Galleli, Village of Croton-on-Hudson Trustee for many years.

NEXT TOWN BOARD MEETING

March 12, 2024 at 7:00 pm
Town Hall Web Site address: www.townofcortlandt.com

Respectfully submitted,

Laroue Rose Shatzkin
Town Clerk

Christine B. Cothren
Deputy Town Clerk



TOWN OF CORTLANDT

DEPARTMENT OF TECHNICAL SERVICES

CODE ENFORCEMENT DIVISION

Michael Preziosi, P.E.

Director – D.O.T.S

Martin G. Rogers, P.E.

*Director of Code
Enforcement / D.O.T.S.*

Holly Haight

*Assistant Director of Code
Enforcement / D.O.T.S.*

Town Hall, 1 Heady Street
Cortlandt Manor, NY 10567

Main #: 914-734-1010

Fax #: 914-293-0991

Town Supervisor

Richard H. Becker

Town Board

James F. Creighton

Francis X. Farrell

Cristin Jacoby

Robert Mayes

DANGEROUS BUILDING EVALUATION

3275 Lexington Avenue
Town of Cortlandt, New York
Tax ID 23.6-2-11

Prepared by:

Martin G. Rogers, P.E.,
Director of Code Enforcement – Dept. of Technical Services
November 22, 2023

Submitted to the Town Board December 2023

Background:

The property is zoned R-40 and is approximately 5.3 acres. There are a multiple residential structures on the property.

A Violation was issued on June 13, 2023 (Complaint CODE-23-169) for fire damage and structural issues; electrical and plumbing.

The property has remained in a state of disrepair. A recent site inspection was performed on November 7, 2023. The purpose of the inspection was to evaluate whether or not the structure can be deemed dangerous in accordance with Chapter 135 of the Town of Cortlandt Town Code.

Dangerous Building Evaluation:

The main residential building was deemed dangerous and an evaluation from the perimeter of the building was conducted. The lower level was secured and inaccessible. As taken from Chapter 135-1 Dangerous Buildings, all buildings or structures which have any or all of the following defects (responses in bold text) are dangerous.

B. Those which, exclusive of the foundation, show thirty-three percent (33%) or more of damage or deterioration of the supporting member or members, or fifty percent (50%) of damage or deterioration of the non-supporting enclosing or outside walls or covering.

The roof shows signs of bowing and portions were damaged due to a tree falling on it.

C. Those which have improperly distributed loads upon the floors or roofs or in which the same are overloaded or which have insufficient strength to be reasonably safe for the purpose used.

The framing in the basement supporting upper level and roof are damaged or insufficient to support the imposed loads. The roof shows signs of bowing.

D. Those which have been damaged by fire, wind or other causes so as to have become dangerous to life, safety, morals or the general health and welfare of the occupants or the people of the Town of Cortlandt.

The structure has been damaged by fire and a tree falling on it.

G. Those which have parts thereof which are so attached that they may fall and injure members of the public or property.

The framing and roofing have been damaged and may collapse or fall.

I. Those which because of their condition are unsafe, insanitary or dangerous to the health, morals, safety or general welfare of the people of this town.

The main structure is in a state of disrepair. Access to the building is dangerous.

J. Those buildings existing in violation of any provision of the Building Code of this town or any provision of the Fire Prevention Code or other ordinance of this Town.

As taken from the Property Maintenance Code of New York State (NYSPM):

- **301.3** *“All vacant structures and premises thereof or vacant land shall be maintained in a clean, safe, secure and sanitary condition as provided herein so as not to cause a blighting problem or adversely affect the public health or safety.”*

As outlined in the evaluation above the building and premises are unsafe.

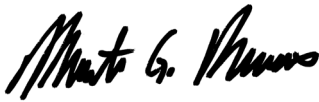
- **304.4 Structural members.** All structural members shall be maintained free from deterioration, and shall be capable of safely supporting the imposed dead and live loads.

As stated the building was damaged and is in a state of deterioration impacting the ability to safely support imposed loads.

Refer to the Appendix for photograph evidence of the building.

Conclusion:

The main building meets the criteria set forth in Chapter 135 and should be demolished. All applicable local and state code for demolition procedures must be followed (i.e. lead and asbestos testing and abatement, pest management, property maintenance, etc....) and a demolition permit obtained through the Code Division.



Martin G. Rogers, P.E.
Director of Code Enforcement – DOTS
3275 Lexington Ave Dangerous Bldg Rpt.Docx



APPENDIX













RESOLUTION

NUMBER 61-24

**(SCHEDULE A PUBLIC HEARING FOR OMNIBUS ZONING TEXT AND MAP
AMENDMENTS FOR FEBRUARY 13, 2024)**

WHEREAS, periodically, the Town Board approves zoning text amendments in order to make necessary clarifications; and

WHEREAS, there are various amendments that the Town Board will consider including, but not limited to, lighting standards, height of accessory structures, and zoning map changes;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board schedules a Public Hearing for February 13, 2024 at 7:00 PM at Town Hall, 1 Heady Street, Cortlandt Manor, NY 10567 for Omnibus Zoning Text Amendments.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ ROSE SHATZKIN
TOWN CLERK**

**Adopted January 23, 2024
At a Regular Meeting
Held at Town Hall**

Local Law No. ___ of 2024

(OMNIBUS ZONING TEXT AND MAP AMENDMENTS)

Section 1: Legislative Intent

Periodically, the Supervisor and Town Board ask staff to review the Zoning Code and associated provisions in other chapters of the Town Code to ensure that the Code remains modern, friendly to business, and responsive to the concerns of residents. The following amendments seek to make improvements and clarifications to the Town Code.

Section 2: Amendments to Section 77-21 of the Town Code

Section 77-21 currently requires the voting meeting and work session to be on separate evenings for the Planning Board and Zoning Board of Appeals, which does not benefit the Town, the public, or the applicants. The following sentences shall be **deleted** from Section 77-21(A) of the Town Code:

“Each of these sessions will be on separate evenings and will be open to the public for their attendance. Should either Board need to hold a special meeting, the special meeting may be combined with a work session.”

Section 3: Amendments to Chapter 131 of the Town Code

Chapter 131 of the Town Code, pertaining to Building Construction, shall be amended as follows:

- Section 131-1 of the Town Code shall be amended to state as follows:

The Town Board of the Town of Cortlandt recognizes the applicability of the New York State Uniform Fire Prevention and Building Code (Uniform Code) to the Town of Cortlandt in accordance with the provisions of § 381 of the Executive Law. All references to the former New York State Building Construction Code contained elsewhere in the ordinances, rules and regulations of the Town of Cortlandt shall, from and after the effective date hereof, be deemed to refer to the New York State Uniform Fire Prevention and Building Code (the Uniform Code) and the State Energy Conservation Construction Code (the Energy Code), or so much thereof as shall pertain within the Town of Cortlandt.

- Section 131-3 of the Town Code shall be amended to state as follows:

A. No building shall be erected, moved, altered, added to or enlarged and no excavation for any building shall be begun until a building permit for such work has been issued by the Director of Code Enforcement or authorized designee. Every application for a building permit shall be filed through the approved permitting software or other approved policy and procedure. Each application shall fully set forth the purpose for which the building is proposed to be used, lot dimensions, lot and block numbers and subdivision name, if any, and shall be accompanied by construction drawings and plans showing compliance with the Uniform and Town Code.

B. Every application for a building permit shall be accompanied by a fee in accordance with the fee schedule set by resolution of the Town Board. Applications shall be deemed void if no activity has occurred for 90 days from the date of initial application.

C. No building permit shall be issued or reissued for a building to be used for any purpose for which a special permit is required pursuant to the regulations set forth in the Town Code until a special permit has been issued by the approving Board(s).

D. If the work for which a building permit has been issued is not commenced within six months after the date of such issuance or such longer period as the Director of Code Enforcement may authorize, in writing, because of the occurrence of conditions unforeseen at the time of issuance, such permit shall expire, and a renewed permit shall be obtained before such work is commenced. If the work for which a building permit has been issued is not completed within one year from and after the date of issuance of the permit or such longer period as the Director of Code Enforcement may authorize, in writing, for the completion of work under way, said building permit shall expire, and no further work shall be undertaken until a new building permit has been obtained.

E. Where a proposed use of land, buildings, and other structures or a proposed building or other structure involves the installation, extension, relocation or reconstruction of a private sewage disposal or private water supply system, no building permit shall be issued and no application for a certificate of occupancy shall be approved until such systems have been approved by the Westchester County Department of Health.

- Section 131-4 of the Town Code shall be amended to state as follows:

A. A certificate of occupancy shall be obtained from the Director of Code Enforcement for any of the following:

- (1) Occupancy and use of a building hereafter erected, structurally altered or moved.**
- (2) Change in the use of an existing building, except to another use of the same type.**
- (3) Occupancy and use of vacant land, except for any use consisting primarily of tilling the soil.**
- (4) Change in the use of land, except to another use of the same type and except for any use consisting primarily of the tilling of the soil.**
- (5) Any change in use of a nonconforming use.**
- (6) Establishment of any use of a building or of land for which a special permit is required.**

B. No such occupancy, use, or change of use shall take place until a certificate of occupancy has been issued by the Director of Code Enforcement. No certificate of occupancy shall be issued or reissued for any use of a building or of land for which a special permit is required pursuant to the regulation set forth in the Town Code unless and until a special permit for such use has been issued by the approving Board(s). Every certificate of

occupancy for a use for which a special permit has been issued or in connection with which a variance has been granted in accordance with the provisions of the Town Code shall contain a detailed statement of such special permit or variance and of any condition to which the same is subject.

C. Written application for a certificate of occupancy for a new building or for an existing building which has been altered shall be made prior to a request for a Final Inspection. Such certificate shall be issued after the erection or alteration of such building or part thereof has been completed in conformity with the provisions of the Uniform and Town Code. Pending the issuance of such certificate of occupancy, a temporary certificate of occupancy may be issued by the Director of Code Enforcement for a period not exceeding 90 days during the completion of any alterations which are required under the provisions of any law or ordinance. Such temporary certificate shall not be construed as in any way as altering the respective rights, duties or obligations of the owner or the Town relating to the use or occupancy of the land or building or any other matter covered by the ordinance, and such temporary certificate shall not be issued except under such restrictions and provisions as will adequately assure the safety of the occupants of the building, land and adjacent buildings and land.

D. Application for a certificate of occupancy for the use of vacant land or for a change in the use of land or of a building for a change of use of a nonconforming use, as provided herein, shall be made to the Director of Code Enforcement.

E. Every certificate of occupancy shall state that the building or the proposed use of a building or land complies with all the provisions of law and of this article and of all other ordinances of the Town.

F. If the occupancy and use of a building or of land for which a certificate of occupancy has been issued is not commenced within six months after the date of such issuance or such longer period as the Director of Code Enforcement may authorize, in writing, because of the occurrence of conditions unforeseen at the time of issuance, such certificate of occupancy shall expire, and a new certificate of occupancy shall be obtained before such occupancy and use are commenced.

G. A certificate of occupancy shall be deemed to authorize and is required for both initial and continued occupancy and use of the building or land to which it applies and shall continue in effect so long as such building and the use thereof or the use of such land is in full conformity with the provisions of this article and any requirement made pursuant thereto. On the conviction of any violation of any of said provisions or requirements with respect to any building or the use thereof or of land as provided in § 131-4, the certificate of occupancy for such use shall thereupon, without further action, be null and void, and a new certificate of occupancy shall be required for any further use of such building or land.

H. A record of all certificates of occupancy shall be kept in the office of the Director of Code Enforcement, and copies shall be furnished to any Board of the Town or any person having a proprietary or tenancy interest in the building or land affected.

Section 4: Amendments to Chapter 149 of the Town Code

Chapter 149 of the Town Code, pertaining to Code Administration and Enforcement, shall be amended as follows:

- Section 149-1 of the Town Code shall be amended to state as follows:

The Town Board is desirous of establishing the responsibility for the administration and enforcement of all Town local laws and ordinances dealing with building and zoning under one department. The benefits will be more efficient, less costly administration and enforcement and a simplified process wherein any property owner in the Town may make application in one Department for approval to conduct legal activities upon their land. It is in furtherance of these purposes that the Town Board does hereby adopted this chapter.

- Section 149-12(D) shall be amended to state as follows:

Above ground swimming pools containing less than 24 inches of water.

- Section 149-14(A) shall be amended to state as follows:

The application for a building permit and its accompanying documents shall contain sufficient information to permit a determination that the intended work accords with the requirements of the Uniform Code, Energy Code, the Zoning Ordinance, and all other applicable local laws and ordinances.

- Section 149-16 shall be amended to state as follows:

A. All dwelling units in a multifamily dwelling shall be inspected for the purpose of determining compliance with safety requirements of the Uniform Code at least once in every 36 month period. The common areas of such buildings, such as halls, foyers, staircases, etc., shall also be inspected at least once in every 36 months.

B. Fire safety inspections of buildings or structures with areas of public assembly, as defined in the Official Compilation of Code, Rules and Regulations of the State of New York, shall be performed at least once in every 12 months.

C. All other building uses and occupancies (except one- and two-family dwellings) shall be inspected at least once in every 36 months.

D. An inspection of a building or dwelling unit shall be performed at any other time upon the request of the owner or authorized agent and payment of fee upon receipt of a written statement specifying the ground upon which the writer believes a violation of the Uniform Code exists or upon other reasonable and reliable information that such violation exists. Such inspection shall be performed by the Department of Code Administration and Enforcement.

E. Construction Inspections

(a) Work to remain accessible and exposed. Work shall remain accessible and exposed until inspected and accepted by an employee in the Division of Code Enforcement. The Permit Holder shall notify the Code Enforcement Officer when any element of work described in subdivision (b) of this section is ready for inspection.

(b) Elements of work to be inspected. The following elements of the construction process shall be inspected, where applicable:

- (1) work site prior to the issuance of a Building Permit;**
- (2) footing and foundation;**
- (3) preparation for concrete slab;**
- (4) framing;**
- (5) structural, electrical, plumbing, mechanical, fire-protection, and other similar service systems of the building;**
- (6) fire resistant construction;**
- (7) fire resistant penetrations;**
- (8) solid fuel burning heating appliances, chimneys, flues, or gas vents;**
- (9) inspections required to demonstrate Energy Code compliance, including but not limited to insulation, fenestration, air leakage, system controls, mechanical equipment size, and, where required, minimum fan efficiencies, programmable thermostats, energy recovery, whole-house ventilation, plumbing heat traps, and high-performance lighting and controls;**
- (10) installation, connection, and assembly of factory manufactured buildings and manufactured homes; and**
- (11) a final inspection after all work authorized by the Building Permit has been completed.**

(c) Remote inspections. If an in-person inspection is not practical, at the discretion of the Director of the Department of Technical Services or the Director's designee, a remote inspection may be performed in lieu of an in-person inspection when the remote inspection can be performed to the same level and quality as an in-person inspection and the remote inspection shows to the satisfaction of the Code Enforcement Officer or by such authorized Inspector that the elements of the construction process conform with the applicable requirements of the Uniform Code and Energy Code.

(d) Inspection results. After inspection, the work or a portion thereof shall be noted as satisfactory as completed, or the Permit Holder shall be notified as to the manner in which the work fails to comply with the Uniform Code or Energy Code, including a citation to the specific code provision or provisions that have not been met. Work not in compliance with any applicable provision of the Uniform Code or Energy Code shall remain exposed until

such work shall have been brought into compliance with all applicable provisions of the Uniform Code and the Energy Code, re-inspected, and found satisfactory as completed.

Section 5: Amendments to Section 179-5 Determination of Boundaries; Compliance Required; Permit Application and Procedures

The language in Section 179-5(A)(3) shall be updated and amended to read as follows:

As a policy, the determination and delineation of wetlands will only be conducted during the growing season, as determined by a qualified professional. Wetland delineations may be re-evaluated every 24 months (or two years) to the satisfaction of the approving authority.

Section 6: Amendments to 307 Attachment 2: Table of Permitted Uses

- The following provision shall be added to the Table of Permitted uses under the subheading “Automobile Repair, Services and Parking” and shall be a Permitted Use in the CC, HC, CD, MD-M-1, and HC-9A zones:

“Parking for no more than two commercial vehicles, including vehicles designed primarily for the transportation of petroleum products so long as the petroleum products are emptied from the vehicles(s) prior to parking and the truck(s) is (are) screened from the street. All parked vehicles shall meet all stormwater and environmental standards as required by the Department of Technical Services”.

- The table of Permitted Uses shall be amended regarding “Public Warehousing and Storage”:

“Public Warehousing and Storage” shall be a Permitted use in the HC-9A Zone, and a note shall be added to the Table of Permitted Uses that “Public Warehousing and Storage” shall only be permitted south of Memorial Drive.

Section 7: Amendments to Section 307 Attachment 3; Table of Dimensional Regulations, Residential Districts

Note 1 Section 307, Attachment 3 shall be amended as follows:

The height of accessory residential buildings shall be one story above grade as defined in the New York State Uniform Fire Prevention and Building Code and limited to 10 feet from the finished floor to the top of exterior wall plate (eave) or underside of the ceiling joists and the height to the top of the ridge shall not exceed seven feet.

Section 8: Restrictions on Contractor Operations in Residential Zones

The Town has received increasing complaints related to contractor’s yards in residential zones. The last amendment pertaining to Contractor’s Yards in Residential Zones was enacted approximately two decades ago and it had a sunset provision. The Town Board now wishes to update this section to fit the current needs of the community. The following shall occur:

1. The Term “**Contractor’s Yard in a Residential Zone**” shall be removed from Section 307-4 of the Town Code.
2. The Definition of “**Contractor’s Yard**” shall be amended to read as follows:

CONTRACTOR'S YARD

Any space, whether inside or outside a building on a parcel of land, used for the storage or keeping of construction supplies, materials, equipment, machinery or vehicles or parts thereof, whether they are in operable or inoperable condition or in active or inactive use by a person or other entity. Contractor’s Yards are prohibited in residential zones, but one commercial vehicle owned by a property owner may be parked in the driveway of a property in the residential zone, and shall not result in the property being considered a Contractor’s Yard so long as the commercial vehicle is not more than 25 feet in length nor more than 6,000 pounds in net chassis weight.

Section 9: Amendments to § 307-46: Residential Office Uses

In order to ensure an appropriate amount of parking on residential streets, Section 307-46(B)(3) shall be amended to read as follows:

The applicant must provide adequate off-street parking as determined by the Department of Technical Services. No employee parking shall be permitted on the street except in the case of a person assisting an occupant of the property with health needs or childcare needs.

Section 10: Special Permit for Rock Crushing in the M-1A Zone

The Town permitted rock crushing by Special Permit in the M-1A Zone pursuant to an amendment in the Code. The standards and conditions in Section 307-65.9(B) of the Town Code shall be amended to read as follows:

- (1) The property must be in the M-1A Zone.**
- (2) Processing of natural rock and other construction and demolition debris with a beneficial use shall only occur within the limits of any permits granted by the DEC.**
- (3) Any person or legal entity who wishes to engage in rock crushing must obtain an operating permit to be renewed yearly by the Department of Technical Services. The Director of the Department of Technical Services may deny the permit renewal or shut down a crushing facility prior to the permit renewal period if it is determined that debris from the crushing operation is migrating off-site.**
- (4) All special permits are subject to the approval of the Planning Board.**
- (5) Any applicant for this special permit must establish an escrow account to cover the Town's monitoring of the operation.**

Section 11: Amendments to Section 307-4 of the Town Code

The definition for “Story” shall be amended to read as follows:

STORY

That portion of a building included between the surface of any floor and the surface of the floor next above it or, if there is no floor above it, then the space between the floor and the ceiling next above it. A basement shall be counted as a "story" if it is considered a story above grade as defined in the New York State Uniform Fire Prevention and Building Code.

Section 12: Adoption of Updated Zoning Map

The Town of Cortlandt adopts the Updated Zoning Map attached as part of this Local Law.

Section 13: Severability

If any provisions of this local law are held to be unconstitutional or otherwise invalid by any court of competent jurisdiction, the remaining provisions of the local law shall remain in effect.

Section 14: Effective Date

This local law shall take effect immediately upon filing with the Secretary of State.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ ROSE SHATZKIN, TOWN CLERK**

**Adopted April 16, 2024
At a Regular Meeting
Held at Town Hall**

RESOLUTION

NUMBER 66-24

**(SCHEDULE A PUBLIC HEARING FOR FEBRUARY 13, 2024 TO CONSIDER
INCREASING DISABILITY TAX EXEMPTION)**

WHEREAS, periodically, the State updates permissible tax exemption limits for various groups; and

WHEREAS, to effectuate these changes, a local law must be passed by the Town Board; and

WHEREAS, the Supervisor and Town Board wish to schedule a public hearing to solicit feedback from the public on increasing the exemption for Disabled individuals as found in Chapter 275 of the Town Code;

NOW, THEREFORE, BE IT RESOLVED that the Town Board will schedule a Public Hearing for a local law concerning increasing the Disability exemption for qualifying residents for February 13, 2024 at 7:00 PM at Town Hall located at 1 Heady Street, Cortlandt Manor, New York 10567.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ ROSE SHATZKIN
TOWN CLERK**

**Adopted January 23, 2024
At a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER _____

(RE: NEGATIVE DECLARATION RE: A LOCAL LAW AMENDING THE TOWN CODE WITH RESPECT TO THE EXEMPTION FOR PERSONS WITH DISABILITIES AND LIMITED INCOMES)

WHEREAS, the Town Board of the Town of Cortlandt has expressed its intent to consider, after conducting a Public Hearing hereon, a local Law Amending the Town Code with Respect to the Exemption for Persons with Disabilities and Limited Incomes; and

WHEREAS, in accordance with the requirements of the New York State Environmental Quality Review Act (“SEQRA”), the Town Board must make a determination as to the Environmental Impact of this proposed action; and

WHEREAS, in accordance with 6 NYCRR, Part 617.6, the Town Board is the only Agency required to approve the proposed action, and is therefore the Lead Agency; and

WHEREAS, a short Environmental Assessment Form has been prepared, signed by the Supervisor, and accepted by the Town Board; and

WHEREAS, the Town Board has duly considered all of the environmental aspects of the proposed action;

NOW, THEREFORE, BE IT RESOLVED, based on a review of the Project, there appear to be no significant adverse environmental impacts; and

BE IT FURTHER RESOLVED, that based upon the Environmental Assessment Form submitted to and reviewed by the Town Board, that this is an Unlisted Action; and

BE IT FURTHER RESOLVED, that based upon the Environmental Assessment Form, the Town Board of the Town of Cortlandt does hereby **ADOPT** the attached **NEGATIVE DECLARATION** with respect to this matter.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ ROSE SHATZKIN
TOWN CLERK**

**Adopted on March 12, 2024
At a Regular Meeting
Held at Town Hall**

State Environmental Quality Review
NEGATIVE DECLARATION
Notice of Determination of Non-Significance

Project Number _____

Date: _____

This notice is issued pursuant to Part 617 of the implementing regulations pertaining to Article 8 (State Environmental Quality Review Act) of the Environmental Conservation Law.

The _____ as lead agency, has determined that the proposed action described below will not have a significant adverse environmental impact and a Draft Impact Statement will not be prepared.

Name of Action:

SEQR Status: Type 1 G
 Unlisted G

Conditioned Negative Declaration: G Yes
 G No

Description of Action:

Location: (Include street address and the name of the municipality/county. A location map of appropriate scale is also recommended.)

Reasons Supporting This Determination:

(See 617.7(a)-(c) for requirements of this determination ; see 617.7(d) for Conditioned Negative Declaration)

If Conditioned Negative Declaration, provide on attachment the specific mitigation measures imposed, and identify comment period (not less than 30 days from date of publication in the ENB)

For Further Information:

Contact Person:

Address:

Telephone Number:

For Type 1 Actions and Conditioned Negative Declarations, a Copy of this Notice is sent to:

Chief Executive Officer , Town / City / Village of

Other involved agencies (If any)

Applicant (If any)

Environmental Notice Bulletin, 625 Broadway, Albany NY, 12233-1750 (Type One Actions only)

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information			
Name of Action or Project:			
Project Location (describe, and attach a location map):			
Brief Description of Proposed Action:			
Name of Applicant or Sponsor:		Telephone:	
		E-Mail:	
Address:			
City/PO:		State:	Zip Code:
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation?		NO	YES
If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.		<input type="checkbox"/>	<input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency?		NO	YES
If Yes, list agency(s) name and permit or approval:		<input type="checkbox"/>	<input type="checkbox"/>
3. a. Total acreage of the site of the proposed action? _____ acres			
b. Total acreage to be physically disturbed? _____ acres			
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres			
4. Check all land uses that occur on, are adjoining or near the proposed action:			
5. Urban Rural (non-agriculture) Industrial Commercial Residential (suburban)			
<input type="checkbox"/> Forest Agriculture Aquatic Other(Specify):			
<input type="checkbox"/> Parkland			

5. Is the proposed action, a. A permitted use under the zoning regulations? b. Consistent with the adopted comprehensive plan?	NO	YES	N/A
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels? b. Are public transportation services available at or near the site of the proposed action? c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____ _____	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____ _____	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ _____	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places? b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency? b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest Agricultural/grasslands Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
49. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor/name: _____ Date: _____ Signature: _____ Title: _____		

Project:

Date:

***Short Environmental Assessment Form
Part 2 - Impact Assessment***

Part 2 is to be completed by the Lead Agency.

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept “Have my responses been reasonable considering the scale and context of the proposed action?”

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?		
2. Will the proposed action result in a change in the use or intensity of use of land?		
3. Will the proposed action impair the character or quality of the existing community?		
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?		
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?		
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?		
7. Will the proposed action impact existing:		
a. public / private water supplies?		
b. public / private wastewater treatment utilities?		
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?		
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?		
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?		
11. Will the proposed action create a hazard to environmental resources or human health?		

Project:

Date:

Short Environmental Assessment Form Part 3 Determination of Significance

For every question in Part 2 that was answered “moderate to large impact may occur”, or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.

Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

Name of Lead Agency

Date

Print or Type Name of Responsible Officer in Lead Agency

Title of Responsible Officer

Signature of Responsible Officer in Lead Agency

Signature of Preparer (if different from Responsible Officer)



TOWN OF CORTLANDT
DEPARTMENT OF RECREATION AND CONSERVATION



Town Supervisor
RICHARD H. BECKER, MD

Town Board Members
JAMES F. CREIGHTON
CRISTIN JACOBY
ROBERT E. MAYES
JOYCE C. WHITE

Town Hall
1 Heady Street
Cortlandt Manor, NY 10567
MAIN PHONE: 914-734-1050
FAX: 914-734-1059
www.townofcortlandt.com/rec
tocrec@townofcortlandt.com

Director
KEN SHERMAN
914-734-1058
Deputy Director
LESLEY POPKIN
914-734-1057

March 4, 2024

TO: Supervisor Richard H. Becker

RE: ATTENDANCE - REGISTRATION - RECREATION

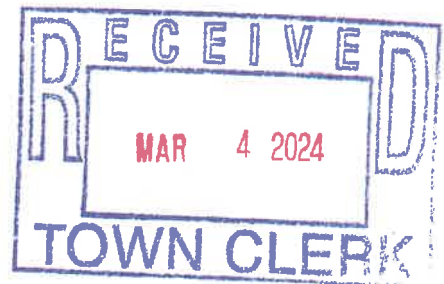
Attached for your information are various reports compiled by the Cortlandt Recreation Division.

1. Indicates the total monthly attendance in our programs beginning January 2015.
2. Provides a detailed attendance report for our YOUTH recreation programs conducted during the month of January 2024.
3. Provides a detailed attendance report for our ADULT recreation programs conducted during the month of January 2024.
4. The summary sheet analyzes the figures reported and explains the reasons why there was an increase or decrease in attendance.

Sincerely,

Kenneth Sherman
Director, Recreation & Conservation

attend/cover-ji



MONTHLY ATTENDANCE REPORT

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
JANUARY	10,931	9,159	8,329	10,343	10,193	9,309	727	6,026	8,135	7,192
FEBRUARY	10,286	10,045	9,166	9,179	9,061	10,044	948	6,334	7,396	
MARCH	6,559	7,620	6,787	6,087	7,046	3,500	1,092	4,420	6,163	
APRIL	10,593	12,792	9,437	7,699	8,448	8,027	3,708	2,392	11,347	
MAY	16,210	14,267	15,092	12,887	11,480	110	8,696	8,755	10,951	
JUNE	15,038	18,065	18,196	15,840	12,541	54	13,769	10,754	12,700	
JULY	37,604	21,151	31,056	29,060	38,686	3,003	20,742	29,166	33,781	
AUGUST	18,773	16,242	14,485	14,944	17,904	5,196	10,445	14,751	14,322	
SEPTEMBER	13,111	10,614	9,449	9,208	8,968	5,391	8,000	10,001	10,731	
OCTOBER	16,108	15,129	12,515	13,401	12,183	7,237	10,056	10,899	18,401	
NOVEMBER	8,502	7,764	7,645	6,793	7,084	1,866	4,441	6,601	7,032	
DECEMBER	4,120	4,109	4,047	3,765	3,575	720	3,161	4,457	4,412	
TOTAL	167,835	146,957	146,204	139,206	147,169	54,457	85,785	114,556	145,371	7,192

**TOWN OF CORTLANDT RECREATION
MONTHLY ATTENDANCE REPORT
YOUTH ACTIVITY - 2024**

Activity	# of Sessions	Totals	# of Sessions	Totals	Difference	2024 Daily
	Jan. '24	Jan. '24	Jan. '23	Jan. '23	Jan. '24-Jan. '23	Average
Babysitting Skills					0	#DIV/0!
Baseball Camp					0	#DIV/0!
Baseball-Travel Tryout					0	#DIV/0!
Baseball-Travel Practice					0	#DIV/0!
Baseball-Travel Ruth Games					0	#DIV/0!
Basketball-Trav Scrimmage					0	#DIV/0!
Basketball-Boys Trav Team Games	8	280	10	420	-140	42
Basketball-Trav Team Tryouts-Boys					0	#DIV/0!
Basketball- Trav Team Boys Prac	12	120	14	190	-70	13.57142857
Basketball-Girls Trav Team Game	3	105	5	175	-70	35
Basketball-Girls Trav Team Tryouts					0	#DIV/0!
Basketball-Girls Trav Team Prac	4	38	9	90	-52	10
Basketball-League Meetings					0	#DIV/0!
Basketball-Midget Girls Games					0	#DIV/0!
Basketball-Midget Girls Practice					0	#DIV/0!
Basketball-Midget Girls Tryouts					0	#DIV/0!
Basketball-Pee Wee Games	4	900	4	1200	-300	300
Basketball-Pee Wee Practice	14	352	16	416	-64	26
Basketball-Pee Wee Tryouts					0	#DIV/0!
Basketball-Cub Boys Games	4	900	4	900	0	225
Basketball-Cub Boys Praticce	14	326	13	346	-20	26.61538462
Basketball-Cub Boys-Tryouts					0	#DIV/0!
Basketball-Jr Boys Games					0	#DIV/0!
Basketball-Jr Boys Practice					0	#DIV/0!
Basketball-Jr Boys-Tryouts					0	#DIV/0!
Basketball-9th/10th-Practice					0	#DIV/0!
Basketball-9th/10th-Games					0	#DIV/0!
Basketball-11th/12th-Practice					0	#DIV/0!
Basketball-11th/12th-Games					0	#DIV/0!
Basketball-Cub/Midget Girls Games					0	#DIV/0!
Basketball-Cub Girls-Tryouts					0	#DIV/0!
Basketball-Cub/Midget Girls Practice					0	#DIV/0!
Basketball-Cub Girls-Games	4	600	4	600	0	150
Basketball-Midget Girls-Practice	14	224	10	149	75	14.9
Basketball-Midget Girls-Games	4	600	4	600	0	150
Basketball-Cub Girls-Practice	14	212	6	144	68	24
Basketball Camp-Sailors					0	#DIV/0!
Basketball-Jr Girls Games					0	#DIV/0!
Basketball-Jr Girls Practice					0	#DIV/0!
Basketball-Jr Girls Tryout					0	#DIV/0!
Basketball-Free Play FGL					0	#DIV/0!
Basketball-Free Play FW	4	48	4	51	-3	12.75
Basketball - Free Play 6-10 grade-Winter					0	#DIV/0!
Basketball - Free Play 3-5 grade-Winter					0	#DIV/0!
Basketball Clinic (1st & 2nd Grade)	4	256	4	248	8	62
Basketball Camp - Derek					0	#DIV/0!
Basketball Camp-Red Devil					0	#DIV/0!
Basketball-Dinners					0	#DIV/0!
Bowling-After School	4	28			28	#DIV/0!
Bowling-Bumper Bowl	4	20			20	#DIV/0!
Cheerleading Camp					0	#DIV/0!
CPR\for Prof. Rescuer					0	#DIV/0!
Game Caf� at the CUE					0	#DIV/0!
Parents Night (Camp)					0	#DIV/0!
Camp Orientation					0	#DIV/0!
C.I.T. Seminar					0	#DIV/0!
Day Camp-(1-4)					0	#DIV/0!
Day Camp-(7,8)					0	#DIV/0!

**TOWN OF CORTLANDT RECREATION
MONTHLY ATTENDANCE REPORT
YOUTH ACTIVITY - 2024**

Activity	# of Sessions	Totals	# of Sessions	Totals	Difference	2024 Daily
	Jan. '24	Jan. '24	Jan. '23	Jan. '23	Jan. '24-Jan. '23	Average
Day Camp- (5,6)					0	#DIV/0!
Day Camp-Day Play					0	#DIV/0!
Environ. Prog.-mommy, daddy & me					0	#DIV/0!
Environ. Prog.-Hidden Signs of Animals					0	#DIV/0!
Environ. Prog.-Pond Study					0	#DIV/0!
Environ. Prog.-Things, creep crawl & fly					0	#DIV/0!
Environ. Prog.-Trailblazers					0	#DIV/0!
Explorers					0	#DIV/0!
First Aid					0	#DIV/0!
Football - Clinic - Flag					0	#DIV/0!
Football-Punt, Pass & Kick					0	#DIV/0!
Football Coaches Meeting					0	#DIV/0!
Football Tryouts - Juniors					0	#DIV/0!
Football Tryout - Seniors					0	#DIV/0!
Football League-Games					0	#DIV/0!
Football League-Practice					0	#DIV/0!
Football League-Uniforms					0	#DIV/0!
Football-Cranberry Bowl-Coach Wolff					0	#DIV/0!
Football-Dinner					0	#DIV/0!
Flute Choir					0	#DIV/0!
Golf					0	#DIV/0!
Guitar Lessons					0	#DIV/0!
Halloween - Parade					0	#DIV/0!
Halloween - Party					0	#DIV/0!
Ice Skating	9	174	19	283	-109	14.89473684
Inline Skating Lessons					0	#DIV/0!
Junior Explorers					0	#DIV/0!
Karate					0	#DIV/0!
Krafty Kids					0	#DIV/0!
Lacrosse Camp					0	#DIV/0!
Lacrosse Clinic					0	#DIV/0!
Lacrosse 5 & 6 Grade Team					0	#DIV/0!
Lacrosse Elem.League Practice					0	#DIV/0!
Lacrosse Elem. League Games					0	#DIV/0!
Lacrosse League - Summer League					0	#DIV/0!
Lacrosse League-Tryouts					0	#DIV/0!
Lacrosse Intramurals					0	#DIV/0!
Learn to Skateboard					0	#DIV/0!
Lego-Oh!					0	#DIV/0!
Lifeguard Test					0	#DIV/0!
Lifeguard Training					0	#DIV/0!
Mad Science					0	#DIV/0!
Moms & Toddlin Tots					0	#DIV/0!
Movie Night					0	#DIV/0!
Mini-Multi Sports Camp					0	#DIV/0!
Multi Sports Camp					0	#DIV/0!
Music,Movement & Crafts					0	#DIV/0!
Nor-West	4	31	7	49	-18	7
National Youth Sports Coaches -Clinic					0	#DIV/0!
Painting/Drawing					0	#DIV/0!
Piano					0	#DIV/0!
Playgrounds-FG Lindsey					0	#DIV/0!
Playgrounds-West Brook					0	#DIV/0!
Playtime					0	#DIV/0!
Sailor Fitness					0	#DIV/0!
Sailor Softball Camp					0	#DIV/0!
Skate Park					0	#DIV/0!
Skateboard Camp					0	#DIV/0!

**TOWN OF CORTLANDT RECREATION
MONTHLY ATTENDANCE REPORT
YOUTH ACTIVITY - 2024**

Activity	# of Sessions	Totals	# of Sessions	Totals	Difference	2024 Daily
	Jan. '24	Jan. '24	Jan. '23	Jan. '23	Jan. '24-Jan. '23	Average
Skateboard Summer Jam					0	#DIV/0!
Soccer Camp					0	#DIV/0!
Soccer Clinic 1st Grade					0	#DIV/0!
Soccer Clinic					0	#DIV/0!
Soccer Draft/Coaches Meet					0	#DIV/0!
Soccer League-Evaluations					0	#DIV/0!
Soccer League-Midget Games-Boys					0	#DIV/0!
Soccer League-Midget Games-Girls					0	#DIV/0!
Soccer League-Junior Games-Boys					0	#DIV/0!
Soccer League-Junior Games-Girls					0	#DIV/0!
Soccer League-PeeWee Games-Boys					0	#DIV/0!
Soccer League-PeeWee Games-Girls					0	#DIV/0!
Soccer League-Midget Prac.-Boys					0	#DIV/0!
Soccer League-Midget Prac.-Girls					0	#DIV/0!
Soccer League-Junior Prac.-Boys					0	#DIV/0!
Soccer League-Junior Prac.-Girls					0	#DIV/0!
Soccer League-PeeWees Pract.-Boys					0	#DIV/0!
Soccer League-PeeWee Pract.-Girls					0	#DIV/0!
Soccer - Awards Night					0	#DIV/0!
Soccer - Parent & Me					0	#DIV/0!
Soccer Travel Tryouts					0	#DIV/0!
Soccer Travel Games - High School - Boys					0	#DIV/0!
Soccer Travel Games - U09 Boys					0	#DIV/0!
Soccer Travel Games - U10 Boys					0	#DIV/0!
Soccer Travel Games - U11 Boys					0	#DIV/0!
Soccer Travel Games - U12 Boys					0	#DIV/0!
Soccer Travel Games - U13 Boys					0	#DIV/0!
Soccer Travel Games - U14 Boys					0	#DIV/0!
Soccer Travel Games - U15 Boys					0	#DIV/0!
Soccer Travel Games - U11 Girls					0	#DIV/0!
Soccer Travel Games - U12 Girls					0	#DIV/0!
Soccer Travel Games - U13 Girls					0	#DIV/0!
Soccer Travel Games - U14 Girls					0	#DIV/0!
Soccer Travel Meetings					0	#DIV/0!
Soccer Travel Practice - High School - Boys					0	#DIV/0!
Soccer Travel Practice - U09 Boys					0	#DIV/0!
Soccer Travel Practice - U10 Boys					0	#DIV/0!
Soccer Travel Practice - U11 Boys					0	#DIV/0!
Soccer Travel Practice - U12 Boys					0	#DIV/0!
Soccer Travel Practice - U13 Boys					0	#DIV/0!
Soccer Travel Practice - U14 Boys					0	#DIV/0!
Soccer Travel Practice - U15 Boys					0	#DIV/0!
Soccer Travel Practice - U11 Girls					0	#DIV/0!
Soccer Travel Practice - U12 Girls					0	#DIV/0!
Soccer Travel Practice - U13 Girls					0	#DIV/0!
Soccer Travel Practice - U14 Girls					0	#DIV/0!
Sports Squirts					0	#DIV/0!
Super Hero Camp					0	#DIV/0!
Swim-Competitive Swim Clinic					0	#DIV/0!
Swim Instruction- 1,2,3					0	#DIV/0!
Swim - Cook Staff Orientation					0	#DIV/0!
Swim-Pre-School					0	#DIV/0!
Swim - Tiny Tot					0	#DIV/0!
Swim Team-Party					0	#DIV/0!
Swim Team - Swim Practice					0	#DIV/0!
Swim Team - Dive Practice					0	#DIV/0!
Swim Team - Dive Meet					0	#DIV/0!
Swim Team - Swim Meet					0	#DIV/0!

TOWN OF CORTLANDT RECREATION
MONTHLY ATTENDANCE REPORT
YOUTH ACTIVITY - 2024

Activity	# of Sessions	Totals	# of Sessions	Totals	Difference	2024 Daily
	Jan. '24	Jan. '24	Jan. '23	Jan. '23	Jan. '24-Jan. '23	Average
Swim & Dive Orientation					0	#DIV/0!
Swim & Dive Pictures					0	#DIV/0!
Swim Instr.- Registration-CJC					0	#DIV/0!
Swim Instr.- CJC Camp					0	#DIV/0!
Swim Instr.-Croton					0	#DIV/0!
Tennis Camp 5-8 yr. olds					0	#DIV/0!
Tennis Camp 9-14 yr. olds					0	#DIV/0!
Tennis Camp - Advanced					0	#DIV/0!
Tennis Camp - Junior Aces					0	#DIV/0!
Tennis Camp - Mini Mites					0	#DIV/0!
Tennis Instr- Youth - Indoor Premier					0	#DIV/0!
Tennis Instr - Youth Indoor					0	#DIV/0!
Tennis Instr - Youth Outdoor					0	#DIV/0!
Town Hall Tours					0	#DIV/0!
Track Meet					0	#DIV/0!
Volleyball Camp - 3 camps					0	#DIV/0!
Volleyball Development					0	#DIV/0!
Yoga for Little Learners			2	10	-10	5
Youth Employment-Hen Hud	31	328	31	283	45	9.129032258
Youth Employment-Walter Panas	31	363	31	324	39	10.4516129
Youth Center	22	332	25	677	-345	27.08
Y.C.S - Canteens	6	64	8	86	-22	10.75
Y.C.S. - Courses (performance) & trips					0	#DIV/0!
Y.C.S. - 5th Grade Fun Club-After School					0	#DIV/0!
Y.C.S. - DJ Nights, Karaoke, YC got talent	1	15	1	18	-3	18
Y.C.S. - Lifeskills: 6th & 7th					0	#DIV/0!
Y.C.S. - Lifeskills: booster					0	#DIV/0!
Y.C.S. - Too Good for Violence-6th					0	#DIV/0!
Y.C.S. - Too Good for Violence-7th					0	#DIV/0!
Y.C.S. - Too Good for Violence-8th					0	#DIV/0!
Y.C.S. - Special Event					0	#DIV/0!
Y.C.S. - Sports Programs	3	12	1	10	2	10
Y.C.S. - Rock Wall, Weight Training	22	81	25	177	-96	7.08
Y.C.S.- Open Gym	3	12	3	41	-29	13.66666667
Y.C.S - Gaming for Seniors	5	0	5	0	0	0
Y.C.S - 5th & 6th and 7th & 8th grade camp trips					0	#DIV/0!
Y.C.S - After Camp Program					0	#DIV/0!
Y.C.S - Open House					0	#DIV/0!
Y.C.S - Healthy Snack Club					0	#DIV/0!
Y.C.S - Birthday Parties/Rental	7	70	3	63	7	21
Y.C.S.- Ice Skating	22	56			56	#DIV/0!
TOTAL	281	6547	268	7550	-1003	28.17164179

**TOWN OF CORTLANDT RECREATION
MONTHLY ATTENDANCE REPORT
ADULT ACTIVITY - 2024**

Activity	# of Sessions	Totals	# of Sessions	Totals	Difference	2024 Daily
	Jan. '24	Jan. '24	Jan. '23	Jan. '23	Jan. '24-Jan. '23	Average
Awareness Through Movement					0	#DIV/0!
Badminton			2	20	-20	10
Basketball - 30 & Older	4	92	3	69	23	23
Basketball - 18 & Older	4	80	3	72	8	24
Boating & Seamanship					0	#DIV/0!
Body Sculpting					0	#DIV/0!
Choosing a College Major					0	#DIV/0!
CPR Review					0	#DIV/0!
CPR/AED for the Professional Rescuer					0	#DIV/0!
Defensive Driving					0	#DIV/0!
Environmental Programs					0	#DIV/0!
Exertone - Mon./Wed.					0	#DIV/0!
Golf Outing					0	#DIV/0!
Golf Instruction					0	#DIV/0!
Guitar Lessons					0	#DIV/0!
Healthy Nutrition					0	#DIV/0!
Hip Hop					0	#DIV/0!
Karate					0	#DIV/0!
Mambo-Beginner	2	20			20	#DIV/0!
Navigating College Admission Process					0	#DIV/0!
Navigating College Financial Aid Process					0	#DIV/0!
Nor-West	14	235	15	307	-72	20.46666667
Oxygen Administration					0	#DIV/0!
Piano					0	#DIV/0!
Pickleball	3	30			30	#DIV/0!
Pilates					0	#DIV/0!
Run, Jog, Walk					0	#DIV/0!
Soccer-Referee Course					0	#DIV/0!
Softball League - Meeting					0	#DIV/0!
Softball League - Umpires Meeting					0	#DIV/0!
Softball - Men Fall Arc Ball					0	#DIV/0!
Softball - Men Games					0	#DIV/0!
Softball - Mens/Tournament					0	#DIV/0!
Softball - Women's Games					0	#DIV/0!
Special Events/Supervisor					0	#DIV/0!
Summer Staff - Directors Meeting					0	#DIV/0!
Swim - Adult Beginner					0	#DIV/0!
Swim Facilities - CJC					0	#DIV/0!
Tai Chi					0	#DIV/0!
Tennis Instruction-Premier					0	#DIV/0!
Tennis Team (Men's League)					0	#DIV/0!
Tennis Team (Women's League)					0	#DIV/0!
Track & Field Meets					0	#DIV/0!
Volleyball - Co-Ed					0	#DIV/0!
Volleyball - Adv.					0	#DIV/0!
Water for a City					0	#DIV/0!
Waterfront Lifeguarding					0	#DIV/0!
Woga I	2	24	1	10	14	10
Woga II	2	38	1	12	26	12
Yoga Anyone					0	#DIV/0!
Yoga-Gentle	2	30	1	15	15	15
Yoga Core & Stretch	2	36	2	46	-10	23
Yoga II	2	34	2	24	10	12
Yoga Lite	2	26	1	10	16	10
TOTAL	39	645	31	585	60	18.87096774

ATTENDANCE - FIGURE COMPARISONS

Jan-24

2024 7,192

2023 8,135

DIFFERENCE (943)

PRINCIPLE PROGRAMS AFFECTING DECREASE IN PROGRAM ATTENDANCE		
basketball-boys travel team games	2 less sessions held	-140
basketball-boys travel team practice	2 less sessions held	-70
basketball-girls travel team games	2 less sessions held	-70
basketball-girls travel team practice	5 less sessions held	-52
basketball-pee wee games	decrease in program participation	-300
basketball-pee wee practice	2 less sessions held	-64
ice skating	10 less sessions held	-109
youth center	3 less sessions held	-345
YCS-rock wall weight training	3 less sessions held	-96
Northwest - youth	1 less session held	-72

PRINCIPLE PROGRAM AFFECTING INCREASE IN PROGRAM ATTENDANCE		
basketball-girls midget practice	4 additional sessions held	75
basketball-girls cub practice	6 additional sessions held	68

TOTAL -1318

TOTAL 143



Town Supervisor
RICHARD H. BECKER, MD

Town Board Members
JAMES F. CREIGHTON
CRISTIN JACOBY
ROBERT E. MAYES
JOYCE C. WHITE

TOWN OF CORTLANDT
DEPARTMENT OF RECREATION AND CONSERVATION
OFFICE FOR SENIOR SERVICES

MURIEL H. MORABITO COMMUNITY CENTER
29 WESTBROOK DRIVE
CORTLANDT MANOR, NY 10567
MAIN PHONE: 914-528-1572
FAX: 914-528-1585
www.townofcortlandt.com/seniors



DAWN J. MAHONEY
Director
OFFICE FOR SENIOR SERVICES
DAWNM@TOWNOFCORTLANDT.COM

February 29, 2024

To: Town Clerk Laroue Rose Shatzkin

Re: Senior Citizen Monthly Attendance

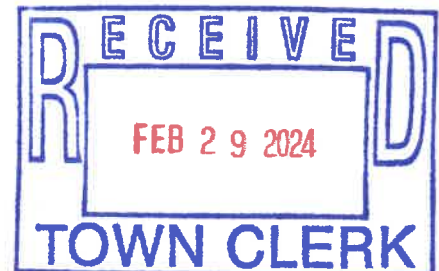
Enclosed are the statistics related to the programs conducted at the Muriel Morabito Community Center, during the month of February, for the senior citizens of the Town of Cortlandt under my direction.

In addition to a detailed report of attendance, I have explained the program's fluctuations.

Sincerely,

A handwritten signature in cursive script that reads "Dawn Mahoney".

Dawn Mahoney
Director of Senior Services



Senior Citizen Clubs:

We had 3 large club meetings this month with an average of 120 in attendance at each. Verplanck Seniors continue to meet at the Schoolhouse each week.

Nutrition Program:

The Home Delivered Meal Program is sporadic in nature, due in part to the fragile health of those involved. February yielded a few new additions to the program.

The Congregate Meal Program varies in accordance with the menu as put forth by Westchester County Senior Programs and Services. We continued and increased the number of congregate meals this month, in addition to the GRAB & GO meal service.

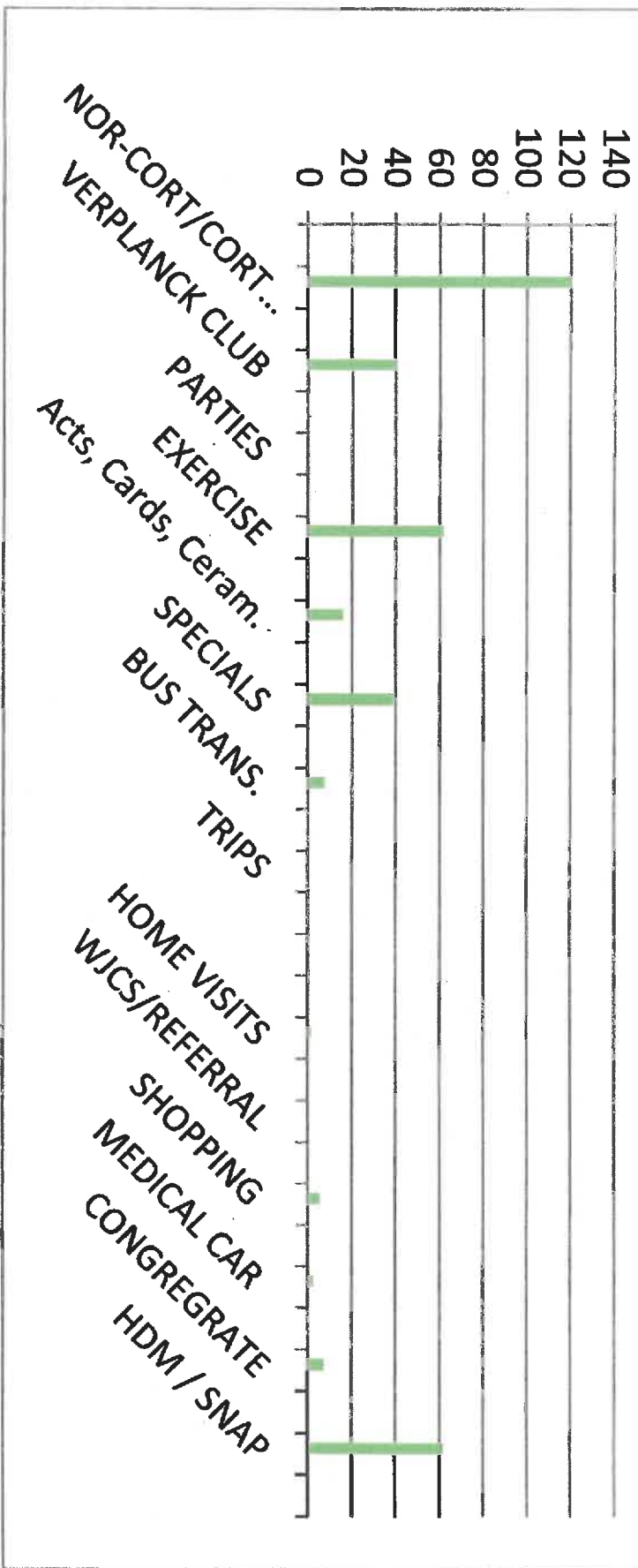
Other Services:

I've attached our monthly February calendar so you can reference all the other offerings at the Center. In addition, to our regularly scheduled programs, we had a Travelogue Series on Italy, Pickleball Clinic for Beginners, Healthy Cooking Class and a Drawing Class with Charcoal. This winter we packed the days with activities.

2024-FEBRUARY




Activity	# of sessions	Totals	Avg/ session
NOR-CORT/CORT CLUB	3	360	120
VERPLANCK CLUB	5	200	40
PARTIES	n/a	n/a	n/a
EXERCISE	15	747	62
Acts, Cards, Ceram.	10	162	16.2
SPECIALS	11	429	39
BUS TRANS.	8	62	7.75
TRIPS	n/a	n/a	n/a
HOME VISITS	3	5	1.67
WJCS/REFERRAL	18	76	4.22
SHOPPING	5	29	5.8
MEDICAL CAR	17	45	2.65
CONGREGRATE	19	140	7.37
HDM / SNAP	19	1173	61.74

Senior Citizen Activities for February 2024



TOWN OF CORTLANDT - The Golden Connection

FEBRUARY 2024

Monday	Tuesday	Wednesday	Thursday	Friday
<p>29 Westbrook Dr., Cortlandt Manor (914) 528-1572</p>		<p>NOTICE: CALENDARS SUBJECT TO CHANGE WITHOUT PRIOR NOTICE!</p>	<p>1 Chair Yoga 10:30am Wii Bowling 11:45am Mahjong/Chinese Mahjong, Cards, Canasta and Board Games 12:00pm Bereavement Group 12:00pm Verplanck Mtg. 10am, Hendrick Hudson Library Craft day @Schoolhouse</p>	<p>2 Low Impact 10:15am Zumba 12:15pm Pizza & Movie 1:00pm "Love Again"</p>
<p>5 Line Dancing 10:30am-11:30am Drawing Class 12:00pm-3:00pm Coffee Hour 12:00pm Healthy Cooking Class 12:00pm Shopping Trip to Uncle G's and Trader Joe's</p>	<p>6 Nor-Cort/Cortlandt Meeting 10:30am Lunch Bingo</p>	<p>7 Intro to Pickleball, first Session 9:00am & Second Session 10:30am Men's Discussion Group 12:00pm Craft Day 12:00-2:00pm Drop in Pickleball 12:00-3:00pm</p>	<p>8 Chair Yoga 10:30am Wii Bowling 11:45am Mahjong/Chinese Mahjong, Cards, Canasta and Board Games 12:00pm Verplanck Mtg. 10am @Schoolhouse</p>	<p>9 Low Impact 10:15am Zumba 12:15pm</p>
<p>12 Line Dancing 10:30am-11:30am Drawing Class 12:00pm-3:00pm Coffee Hour 12:00pm</p>	<p>13 Nor-Cort/Cortlandt Meeting 10:30am Lunch Bingo</p>	<p>14 Intro to Pickleball, first Session 9:00am & Second Session 10:30am Men's Discussion Group 12:00pm Drop in Pickleball 12:00-3:00pm</p>	<p>15 Chair Yoga 10:30am Wii Bowling 11:45am Mahjong/Chinese Mahjong, Cards Canasta and Board Games 12:00pm Trip Lottery Deadline: Winery Train Verplanck Mtg. 10am Schoolhouse</p>	<p>16 Low Impact 10:15am Zumba 12:15pm Salsa w/Suzi 1:15 - 2:00pm Line Dance 2:00-3:00pm (Make-up class for (2/19 class)</p>
<p>19 Center Closed </p>	<p>20 Nor-Cort/Cortlandt Meeting 10:30am Lunch Bingo</p>	<p>21 Intro to Pickleball, first Session 9:00am & Second Session 10:30am Men's Discussion Group 12:00pm Drop in Pickleball 12:00-3:00pm</p>	<p>22 Chair Yoga 10:30am Wii Bowling 11:45am Mahjong/Chinese Mahjong, Cards, Canasta and Board Games 12:00pm Verplanck Mtg. 10am @Schoolhouse</p>	<p>23 Low Impact 10:15am Zumba 12:15pm Travel Series Italy 1:00-2:30pm</p>
<p>26 Line Dancing 10:30am-11:30am Drawing Class 12:00pm-3:00pm Coffee Hour 12:00pm</p>	<p>27 Nor-Cort/Cortlandt Meeting 10:30am Lunch Big Bingo 12:30pm</p>	<p>28 Intro to Pickleball, first session 9:00am & Second Session 10:30am Men's Discussion Group 12:00pm Swing Dance 1:30pm-3:00pm NO Drop in Pickleball</p>	<p>29 Chair Yoga 10:30am Wii Bowling 11:45am Mahjong/Chinese Mahjong, Cards, Canasta and Board Games 12:00pm Verplanck Mtg. 10am @Schoolhouse</p>	<p>Program Information on Reverse Side! </p>

TOWN OF CORTLANDT

"GOLDEN CONNECTION"

SCHEDULE OF EVENTS

PIZZA & MOVIE: Friday, February 2nd at 1:00pm. "Love Again". Starring Priyanka Copra Jonas, Sam Heughan, Nick Jonas and Celine Dion. Coping with the loss of her fiancé, Myra Ray sends a series of texts to his old cellphone number not realizing it was reassigned to someone else. \$5.00 includes pizza, beverage and dessert. Must pre-register no later than 1 week prior with payment.

HEALTHY COOKING CLASS: Join Alyssa, Nutritionist, on Monday, February 5th at 12 Noon in making apple-sage rice recipe. Must pre-register one week prior. Free

PICKLEBALL FOR BEGINNERS W/PAUL: Join us to learn the basics of Pickleball. These sessions are for beginners or anyone who needs a refresher on the basics. These sessions will cover fundamental shots like the serve, return, ground stroke and volley. You'll also learn all about the non-volley zone or "kitchen" defense, basic strategy and more. At the end of class, you'll walk away with a solid foundation in the rules and how to play and be able to confidently join open play sessions. Starting Wednesday, February 7th from 9:00am-10:30am or 10:30am-12:00pm. (Four Sessions, \$20.00) Class full—wait list.

SENIOR CRAFT AFTERNOON: Join Cheris from Hendrick Hudson Library here at the Center on Wednesday, February 7th from 12:00-2:00pm for a fun afternoon creating crafts and memories. Free, register in advance.



SALSA W/SUZU: Friday, February 16th, brush up on or learn your favorite Latin dance styles including salsa, rumba, merengue and cha-cha from 1:15pm-2:00pm.

NEW - TRAVEL LOG SERIES:

Friday, February 23, Italy 1:00-3:00pm, cost \$2.00. Chase away the winter blues as we watch a short travelogue on Italy, then enjoy a tasty treat from that country. Pre-register no later than 1 week prior w/payment.

BIG BINGO: Tuesday, February 27th at 12:30pm. Entrance fee is \$7.00, paid in advance, includes card for each game. Additional cards, daubers and bonus games will be available for purchase. Pre-registration with payment is required to reserve your spot.

SWING DANCE: Wednesday, February 28th from 1:30pm - 3:00pm. Instructor Cameron Kelly will teach the steps to various types of dance in the first half of class The second half just dance and have fun.



COMING IN MARCH:

1. 10TH Annual "Cortlandt Seniors Academy Awards Afternoon" Tuesday, March 5th, Snow Date, March 6th. Walk the Red Carpet...Vote on your Fav's... Be Voted best Dressed...Enjoy a Catered Lunch. An afternoon of glam, glitz, goodies and priciest Gowns, suits, glam and garb are encouraged! Walk the Red Carpet and strut your stuff. Cost \$7.00, must pre-register.



2. Belly Dancing with Sarah Bell: Wednesdays, starting March 13th, four (4) Sessions. Get fit, have fun, and make friends while learning World Dance. Class is suitable for women of all age & size, Low aerobic exercises and fitness for the entire body. Dance styles Bollywood, Turkish, Latin, Egyptian Pop. Pre-registration with \$10.00 is required no later than one week before.

3. An Interactive Fitness and Healthy Aging Workshop, Wednesday, March 13th, 12:00pm-1:00pm. Join the staff of M2 Speed, Strength and Performance and Haven Physical therapy for an interactive workshop that will equip you to live, work and move better. Free, pre-registration required no later than one week prior.

4. Drawing & Pastel Painting Cats and Dogs from Photographic Reference. March 16 & 25 (2 Sessions) from 12:00pm-3:00pm. Materials will be included. Fee \$30. Pre-registration required.

If the Lakeland School District is Delayed or Cancelled, All Senior Programs and Transportation Services at the Community Center are cancelled. Announcements of School Closing & Delays are on the scroll bar of Channel 12.6 Channel



RICHARD H. BECKER
Town Supervisor

TOWN OF CORTLANDT

Purchasing Department
Town Hall
1 Heady Street
Cortlandt Manor, NY 10567
914-734-1046

Town Board Members
JAMES F. CREIGHTON
CRISTIN JACOBY
ROBERT E. MAYES
JOYCE C. WHITE

Purchasing Director
Jennifer Glasheen

PURCHASING DEPARTMENT
REPORT TO THE TOWN BOARD
MONTH OF FEBRUARY 2024

PURCHASE ORDERS PROCESSED **225**
APPROXIMATE PURCHASING VOLUME **\$1,515,237**
AWARDED BIDS/RFP

- RFB#24-02 Grass Cutting -Town wide***
- RFB#24-03 Garage Door Replacement - DES***
- RFB#24-04 Coach Bus Transportation – Senior Trips***



SCHEDULED BIDS/RFP'S

- RFB#23-03 Asphalt Concrete Repair – Gentile Construction Corp.- Renewal 3/22/2024 -3/22/25***
- RFB#24-05 Hardware Supplies***
- RFB#24-06 Equipment Services***
- RFB#24-08 Fuel Oil***
- RFB#24-10 Emergency Tree Work***

Respectfully yours,

Jennifer Glasheen

Jennifer S. Glasheen
Director of Purchasing



TOWN OF CORTLANDT

Town Hall
1 Heady Street
Cortlandt Manor, NY 10567
Main #: 914-734-1030

DEBRA A CARTER
RECEIVER OF TAXES

March 1, 2024

Honorable Richard Becker
Supervisor, Town of Cortlandt
Town Hall
1 Heady Street
Cortlandt Manor, NY 10567

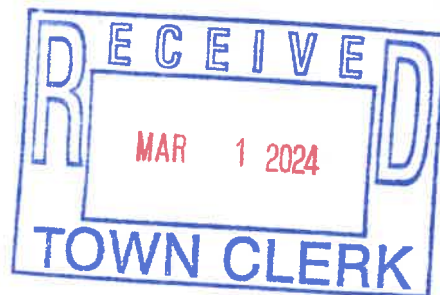
Dear Supervisor Becker:

Pursuant to Chapter 283, Section 281 of the Westchester County Administrative Code 1948, I herewith submit this statement of all monies collected by the Tax Office for the month of February 2024.

Sincerely,


Debra A Carter

Receiver of Taxer



TOWN OF CORTLANDT
RECEIVER OF TAXES
February 1, 2024 to February 29, 2024

COLLECTION	OPENING BALANCE	COLLECTION	UNAPPLIED	CREDIT CARD FEES	MEMO/CHK FEES	MISC	OVER/SHORT	CLOSING BALANCE
School Taxes 2023-2024								
Croton Harmon	414,482.73	481,690.31						(67,207.58)
Hendrick Hudson	424,611.04	575,990.90						(151,379.86)
Lakeland	691,331.16	483,922.98						207,408.18
Putnam	32,976.28	68,384.13						(35,407.85)
Yorktown	34,684.95	21,034.44						13,650.51
Total School Taxes	1,598,086.16	1,631,022.76						(32,936.60)
School Penalty 2023- 24		57,745.43						
Town & County 2023	243,843.30	11,725.33						232,117.97
Town & County Pentalty 2023		1,407.04						
Total Town, School,County, Pen	1,841,929.46	1,701,900.56						
Liens	2,060,128.71	23,353.54						2,036,775.17
Lien Interest		4,467.63						
Installation Plan	31,369.73	1,948.80						29,420.93
Installation Plan Interest		489.09						
Total Lien & Interest		30,259.06						
TOTALS Base & Interest	1,841,929.46	1,732,159.62		858.75	235.00	113.13	0.53	1,733,367.03

NSF CK#2249 amt f \$2130.50 for 22-8-2-29 replaced ck 2300 in the amount of \$2150.50 includes a \$20 NSF fee deposited 2/5/24
 Replacing NSF chk#1026 in the amt of \$4740.00on 31.13-1-16
 1st half school payment applied incorrectly, reapplied payment 24-19.1-14 walker.

Account#	Account Description	Fee Description	Qty	Local Share
	Marriage License	marriage license	7	122.50
	TOWN CLERK FEES	Birth Certificates	96	960.00
		Carting License	13	3,250.00
		Death Certificates	346	3,460.00
		EZPass	5	125.00
		Marriage Copy	5	50.00
		Marriage Officiant	1	25.00
		Sub-Total:		\$7,992.50
A2544	Dog Licensing	Exempt Dogs	1	0.00
		Female, Spayed	21	189.00
		Female, Unspayed	3	45.00
		Male, Neutered	20	180.00
		Male, Unneutered	4	60.00
		Replacement Tags	1	5.00
		Sub-Total:		\$479.00
Total Local Shares Remitted:				\$8,471.50
Amount paid to: NYS Ag. & Markets for spay/neuter program				62.00
Amount paid to: Nystatedept. For Marriage Lic.				157.50
Total State, County & Local Revenues:		\$8,691.00	Total Non-Local Revenues:	
			\$219.50	

To the Supervisor:

Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Laroue Rose Shatzkin, Town Clerk, Town of Cortlandt, during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

Richard H. Beel 3/5/24
Supervisor Date

Christine B. Cathen, Deputy 3/6/24
Town Clerk Date

CORTLANDT TOWN CENTER, LLC

Town of Cortlandt
Town Supervisor
1 Heady Street
Cortlandt Manor, NY 10567

February 26, 2024

RE: Benefit Unit Assessment - Request for Adjustment

Honorary Town Supervisor and Members of the Board,

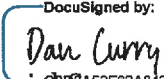
On behalf of Cortlandt Town Center, LLC, I am requesting a reduction of its sanitary sewer assessment for the U-Haul Tenant Space located at the Cortlandt Town Center to lowest assessment charge allowed. This tenant space is mostly unoccupied and uses less than 2000 gallons average annual flow, having limited contributory sanitary flow to the system. I have spoken with Michael Preziosi, Director - Dept. of Technical Services regarding this manner. Mr. Preziosi has provided me the protocol which includes submitting this request and supporting documentation to the Town for his review.

I request that the information is provided, and the benefit unit assessment is reduced for both the Cortlandt Central and West Sewer Improvement Areas, in which the Town Center is included. I further request an adjustment to the 2024 sewer assessment roll with credit applied to next year's tax roll.

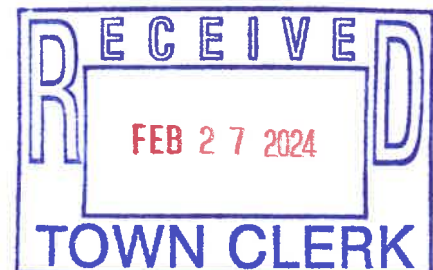
I further understand that this reduction will be waived if access consumption is provided in subsequent years or if there is a change to the tenant space.

Kindly receive and file this request and place on an upcoming Town Board Agenda to review and refer to applicable staff.

Sincerely,

DocuSigned by:

Daniel Curry
Senior Property Manager
Cortlandt Town Center, LLC
Acadia Realty Limited Partnership, as managing agent.

CC: Town Legal
Director DOTS
Town Clerk



February 15, 2024

Supervisor Becker and Town Board
Town of Cortlandt
1 Heady Street
Cortlandt Manor, NY10567

RE: Request to Reinstate Parcel into
Peekskill Sanitary Sewer District.

Dear Supervisor Becker and Town Board:

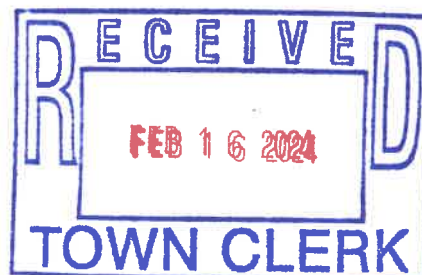
As the owner of the following parcel, I am requesting that you please petition Westchester County to reinstate the parcel located at 8 Red Mill Road, Cortlandt Manor, New York, 13.13-1-27 into the Peekskill Sanitary Sewer District located in the Town of Cortlandt.

This parcel was removed from the Peekskill Sanitary Sewer District tax rolls in 1998 for the 1999 tax year.

If you have any questions please do not hesitate to contact me at (914)318-1566

Sincerely,

Jasmin and Mark Fleming

Two handwritten signatures in blue ink. The top signature is more legible, appearing to be 'Jasmin Fleming'. The bottom signature is more stylized and cursive, likely belonging to Mark Fleming.

DRAFT

RESOLUTION

NO.

(AUTHORIZE THE TOWN SUPERVISOR TO EXECUTE A NEW PILOT AGREEMENT FOR THE INDIAN POINT ENERGY CENTER)

WHEREAS, the Town of Cortlandt, County of Westchester, and Hendrick Hudson School District have been negotiating as a team for a new Payment In Lieu of Taxes (“PILOT”) Agreement with the owner of the Indian Point Energy Center (“IPEC”); and

WHEREAS, the Town has historically entered into PILOT agreements with the owner of IPEC, which has provided stability and a predictable payment structure; and

WHEREAS, as part of these negotiations, the Town, School District, and County obtained an appraisal to assist in the negotiations; and

WHEREAS, after further review and negotiations, Town staff recommend the following payment schedule to be received by the Town of Cortlandt with a percentage being paid to the Verplanck Fire District:

2024:	\$440,000
2025:	\$363,904
2026:	\$363,904
2027:	\$363,904
2028:	\$363,904
2029:	\$363,904

WHEREAS, the Verplanck Fire District would receive \$75,000 each year for equipment as part of this proposal in addition to their allotted share of the PILOT; and

WHEREAS, under this PILOT agreement, the Town, School District, and County would still be able to obtain cessation funds from the State of New York to offset the loss of revenue;

NOW, THEREFORE, BE IT RESOLVED, that the Town Supervisor is authorized to enter into a New PILOT agreement with Holtec and the other Taxing Jurisdictions for the Indian Point Energy Center pursuant to the terms described in this resolution.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ ROSE SHATZKIN, TOWN CLERK**

**Adopted March 12, 2024
At a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER _____

(RE: RETAIN KARC TO ASSIST THE TOWN IN DEVELOPING A TRANSIT ORIENTED DISTRICT (TOD) AROUND THE CORTLANDT METRO-NORTH STATION)

WHEREAS, the 2016 Sustainable Master Plan “*Envision Cortlandt*” adopted by the Town Board had four key strategies for Economic Development, and

WHEREAS, the areas of focus for development included the Medical Oriented District (MOD), the Waterfront Sustainability District (WSD), the Cortlandt Boulevard Area (CBA) and the Transit Oriented District (TOD), and

WHEREAS, since 2016 the Town has worked on implementing these four key strategies and has completed the MOD, adopted the Annsville Waterfront Enhancement (AWE) zone and continues to work on improving the Cortlandt Boulevard (Route 6) corridor, and

WHEREAS, the Town received a \$77,500 grant from Empire State Development (ESD) to help fund the creation of a Transit Oriented District (TOD) located in the area surrounding the Cortlandt Metro-North Station located on Route 9A and Memorial Drive in Montrose as called for in the 2016 Sustainable Master Plan, and

WHEREAS, the Department of Planning & Community Development sent Request for Proposals to six qualified Planning firms to assist the Town in undertaking a public engagement process to work with the residents of the hamlet of Montrose to create the TOD, and

WHEREAS, the Department of Planning received two proposals and reviewed both proposals, and

WHEREAS, based on an interview and reference checks Planning staff recommends the Town Board retain **KARC Planning Consultants, PO Box 924, Poughkeepsie, NY 12602** in an amount not to exceed \$142,870 with 50% of the cost paid for by the Empire State Development Grant.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ SHATZKIN
TOWN CLERK**

**Adopted on March 12, 2024
At a Regular Meeting
Held at the Town Hall**

DRAFT

RESOLUTION

NO.

(CIRCULATE NOTICE OF INTENT TO SERVE AS LEAD AGENCY UNDER SEQRA FOR GRANTS AND FINANCING PERTAINING TO THE DICKERSON POND SEWER DISTRICT)

WHEREAS, the Dickerson Pond Sewer District serves the residents of the Valeria Community; and

WHEREAS, the Town is pursuing grants and other financing solutions for the District for sewer and water; and

WHEREAS, the Town Board is the proper agency to serve as Lead Agency under the State Environmental Quality Review Act (“SEQRA”);

NOW, THEREFORE, BE IT RESOLVED that Town Staff is authorized to circulate the Town Board’s Notice of Intent to serve as Lead Agency pursuant to 6 NYCRR 617.6 for grants and financing opportunities pertaining to the Dickerson Pond Sewer District.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ ROSE SHATZKIN
TOWN CLERK**

**Adopted March 12, 2024
At a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NO.

**(CIRCULATE NOTICE OF INTENT TO SERVE AS LEAD AGENCY UNDER SEQRA
FOR GRANTS AND FINANCING PERTAINING TO THE ANNSVILLE
WATERFRONT ENHANCEMENT DISTRICT)**

WHEREAS, the Annsville Waterfront Enhancement District serves as the gateway not only to the Town of Cortlandt, but also to Westchester County; and

WHEREAS, the Town is pursuing grants and other financing solutions for the District for sewer and water; and

WHEREAS, the Town Board is the proper agency to serve as Lead Agency under the State Environmental Quality Review Act (“SEQRA”);

NOW, THEREFORE, BE IT RESOLVED that Town Staff is authorized to circulate the Town Board’s Notice of Intent to serve as Lead Agency pursuant to 6 NYCRR 617.6 for grants and financing opportunities pertaining to the Annsville Waterfront Enhancement District.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ ROSE SHATZKIN
TOWN CLERK**

**Adopted March 12, 2024
At a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NO.

(RENEW TOWN INSURANCE LIABILITY POLICIES)

WHEREAS, the Town's insurance brokers have presented an insurance program to the Town; and

WHEREAS, this insurance program renewal includes all of the Town's insurance policies except for the Town's Workers' Compensation policies; and

WHEREAS, the proposed increase in the program is approximately 8%; and

WHEREAS, Town staff have recommended to the Town Board to bind coverage under the proposed insurance program from the Town's broker, Arthur J. Gallagher & Co.;

NOW, THEREFORE, BE IT RESOLVED that the Town is authorized to renew its insurance program for an amount not to exceed \$400,000.

BE IT FURTHER RESOLVED that the Supervisor, Comptroller, Town Attorney, and Deputy Town Attorney are authorized to execute forms to bind coverage.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ ROSE SHATZKIN
TOWN CLERK**

**Adopted March 12, 2024
At a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NO.

(ADOPT PRO-HOUSING COMMUNITIES PLEDGE)

WHEREAS, Town of Cortlandt (hereinafter “local government”) believes that the lack of housing for New York residents of all ages and income levels negatively impacts the future of New York State’s economic growth and community well-being;

WHEREAS, the housing crisis has negative effects at regional and local levels, we believe that every community must do their part to contribute to housing growth and benefit from the positive impacts a healthy housing market brings to communities;

WHEREAS, we believe that supporting housing production of all kinds in our community will bring multiple benefits, including increasing housing access and choices for current and future residents, providing integrated accessible housing options that meet the needs of people with sensory and mobility disabilities, bringing economic opportunities and vitality to our communities, and allowing workers at all levels to improve their quality of life through living closer to their employment opportunities;

WHEREAS, we believe that evidence showing that infill development that reduces sprawl and supports walkable communities has significant environmental and public health benefits; and

WHEREAS, we believe that affirmatively furthering fair housing and reducing segregation is not only required by law, but is essential for keeping our community strong and vibrant;

NOW, THEREFORE, IT IS HEREBY RESOLVED that Town of Cortlandt, in order to take positive steps to alleviate the housing crisis, adopts the Pro-Housing Communities pledge, which will have us endeavor to take the following important steps:

1. Streamlining permitting for multifamily housing, affordable housing, accessible housing, accessory dwelling units, and supportive housing.
2. Adopting policies that affirmatively further fair housing.
3. Incorporating regional housing needs into planning decisions.
4. Increasing development capacity for residential uses.
5. Enacting policies that encourage a broad range of housing development, including multifamily housing, affordable housing, accessible housing, accessory dwelling units, and supportive housing.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ ROSE SHATZKIN, TOWN CLERK**

**Adopted March 12, 2024
At a Regular Meeting
Held at Town Hall**

DRAFT

DRAFT

RESOLUTION

NUMBER _____

(RE: AUTHORIZE ADDITIONAL FUNDING IN AN AMOUNT NOT TO EXCEED \$35,000 FOR BEHAN PLANNING AND DESIGN FOR ADDITIONAL WORK ON THE LOCAL WATERFRONT REVITALIZATION PLAN LWRP)

WHEREAS, the Town received a \$250,000 grant, requiring a 25% match of in-kind services from the Town staff, from the New York State Department of State for the completion of a Local Waterfront Revitalization Plan (LWRP) and retained Behan Planning & Design, and

WHEREAS, the draft LWRP was submitted to NYS and they provided extensive and detailed comments on the draft, and

WHEREAS, Planning staff is working closely with Behan to address the comments and move the document to a final document ready for public hearings and adoption but given the nature and complexity of the State's comments additional funding is required for Behan to complete their work;

NOW THEREFORE BE IT RESOLVED, that additional funding, in an amount not to exceed \$35,000, is approved for Behan Planning & Design to complete the LWRP.

BE IT FURTHER RESOLVED that the Comptroller is authorized to amend the budget, as needed.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ SHATZKIN
Town Clerk**

**Adopted on March 12, 2024
At a Regular Meeting Held
at the Town Hall**

DRAFT

RESOLUTION

NO.

**(RE: AUTHORIZE THE PURCHASE OF 10 AUTOMATED EXTERNAL
DEFIBRILLATORS AND 7 LOCKED STORAGE CABINETS FOR VARIOUS FIELDS
USED BY THE RECREATION DEPARTMENT)**

WHEREAS, to be in compliance with New York State legislation, it is the desire of the Town Board to have secure AEDs; and

WHEREAS, the units will be readily available for use by youth sports programs and camp participants; and

WHEREAS, units will be placed at 10 locations throughout the Town of Cortlandt and secured in locked temperature-controlled cases in locations where there is no existing infrastructure for storage;

NOW, THEREFORE BE IT RESOLVED, that the Directors of Recreation and Parks are hereby authorized to work with the Town's Purchasing Director to purchase Automated External Defibrillators and cases in an amount not to exceed \$26,000.

BE IT FURTHER RESOLVED, that the Town Comptroller is hereby authorized to amend the budget accordingly to account for the AED machines, storage cases, and associated training.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUE ROSE SHATZKIN, TOWN CLERK**

**Adopted March 12, 2024
At a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NO.

**(AUTHORIZE THE SUPERVISOR TO EXECUTE DOCUMENTS TO PARTICIPATE
IN WESTCHESTER COUNTY'S TEXTILE RECYCLING PROGRAM)**

WHEREAS, the County of Westchester through its Department of Environmental Facilities has partnered with an outside vendor, Helpsy, to expand its textile recycling program; and

WHEREAS, under this program, residents will be able to schedule a free pickup with Helpsy for used textiles; and

WHEREAS, this program will not cost the Town of Cortlandt anything; and

WHEREAS, this is a green initiative that promotes recycling and reduces waste;

NOW, THEREFORE, BE IT RESOLVED that the Town Supervisor is authorized to execute the necessary documents with the County of Westchester to participate in the Textile Recycling Program.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ ROSE SHATZKIN
TOWN CLERK**

**Adopted March 12, 2024
At a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER _____

(RE: AWARD BID WITH RESPECT TO COACH BUS TRANSPORTATION TO HUDSON VALLEY CHARTER SERVICES RFP#24-04)

WHEREAS, the Purchasing Director previously advertised for bids for **COACH BUS TRANSPORTATION**; and

WHEREAS, said bids were received and opened by the Purchasing Director on **FEBRUARY 27, 2024**; and

WHEREAS, the **LOWEST RESPONSIBLE BIDDER FOR COACH BUS TRANSPORTATION** was **HUDSON VALLEY CHARTER SERVICES 6 Dogwood Rd, Cortlandt NY 10567**, whose bid was \$16,100; AND \$175.00 HR RATE.

WHEREAS, it is the recommendation of the Departments that the bid be awarded to the lowest responsible bidder;

NOW, THEREFORE, BE IT RESOLVED, that the Supervisor be, and hereby is, authorized to execute contracts in accordance with the bid specifications previously prepared; and

BE IT FURTHER RESOLVED, the Comptroller is authorized to amend the Budget if necessary.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ ROSE SHATZKIN
TOWN CLERK**

**Adopted March 12, 2024
At a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER _____

RE: (AWARD TE CONTRACT 2024.03, “CORTLANDT LAKE DAM MAINTENANCE AND IMPROVEMENTS”)

WHEREAS, sealed bids were received and opened by the Town of Cortlandt for “Cortlandt Lake Dam Maintenance and Improvements” (Contract No. TE 2024.03); and

WHEREAS, bids were received in the amounts shown below:

<u>Company</u>	<u>Base Bid</u>
Abbott & Price, Inc. 5 Schuman Road Millwood, NY 10546	\$159,808.00
Coastal Engineering, LLC 2 Seneca Hill Greenwood Lake, NY 10925	\$221,745.00
Doyle Contracting, Inc. 210 Gilbert Avenue Pearl River, NY 10965	\$286,584.00
Paladino Concrete Creations Corp. 315 N. MacQuesten Parkway Mount Vernon, NY 10550	\$297,460.00
Tam Enterprises, Inc. 114 Hartley Road Goshen, NY 10924	\$328,000.00

and;

WHEREAS, the lowest responsible bidder, Abbott & Price, Inc., 5 Schuman Road, Millwood, NY 10546 has indicated that providing a Letter of Credit for performance security represents a hardship; and

WHEREAS, the Department of Technical Services has reviewed the bids and recommends awarding the contract to Abbott & Price, Inc., 5 Schuman Road, Millwood, NY 10546; and

NOW, THEREFORE, BE IT RESOLVED, that a variance is hereby granted under Section 237-5 of the Town Code and performance and payment bonds may be accepted in lieu of the normally required Letter of Credit.

BE IT FURTHER RESOLVED, that a contract be awarded to the lowest responsible bidder, Abbott & Price, Inc., 5 Schuman Road, Millwood, NY 10546, in the amount of One Hundred Fifty-Nine Thousand Eight Hundred Eight Dollars and No Cents (\$159,808.00).

BE IT FURTHER RESOLVED, that the Supervisor is hereby authorized to execute the contract documents subject to approval of the same by the Town Attorney.

BE IT FURTHER RESOLVED, that the Director of Technical Services is hereby authorized to extend the engineering consulting service contract to French & Parello Associates, 1800 Route 34, Suite 101, Wall Township, NJ 07719, for inspection and administration in an amount not to exceed Twenty-One Thousand Seven Hundred Fifteen Dollars (\$21,715.00).

BE IT FURTHER RESOLVED, that the Town Comptroller is hereby authorized to utilize ARPA funds, as necessary, for this project.

BE IT FURTHER RESOLVED, that the Town Comptroller is hereby authorized to amend the budget accordingly.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROU SHATZKIN
TOWN CLERK**

**Adopted on March 12, 2024
at a Regular Meeting
Held at the Town Hall**



RESOLUTION

NUMBER _____

RE: (AWARD TE CONTRACT 2024.04, “FURNACE BROOK LAKE DAM MAINTENANCE AND IMPROVEMENTS”)

WHEREAS, sealed bids were received and opened by the Town of Cortlandt for “Furnace Brook Lake Dam Maintenance and Improvements” (Contract No. TE 2024.04); and

WHEREAS, bids were received in the amounts shown below:

<u>Company</u>	<u>Base Bid</u>
Abbott & Price, Inc. 5 Schuman Road Millwood, NY 10546	\$193,682.00
Jablko Construction, Inc. 2 Young Road Katonah, NY 10536	\$220,750.00*
Doyle Contracting, Inc. 210 Gilbert Avenue Pearl River, NY 10965	\$248,500.00
Tam Enterprises, Inc. 114 Hartley Road Goshen, NY 10924	\$298,000.00
Legacy Supply, LLC 14 Railroad Avenue Valhalla, NY 10567	\$524,250.00

* Mathematical error

and;

WHEREAS, the lowest responsible bidder, Abbott & Price, Inc., 5 Schuman Road, Millwood, NY 10546 has indicated that providing a Letter of Credit for performance security represents a hardship; and

WHEREAS, the Department of Technical Services has reviewed the bids and recommends awarding the contract to Abbott & Price, Inc., 5 Schuman Road, Millwood, NY 10546; and

NOW, THEREFORE, BE IT RESOLVED, that a variance is hereby granted under Section 237-5 of the Town Code and performance and payment bonds may be accepted in lieu of the normally required Letter of Credit.

BE IT FURTHER RESOLVED, that a contract be awarded to the lowest responsible bidder Abbott & Price, Inc., 5 Schuman Road, Millwood, NY 10546, in the amount of One Hundred Ninety-Three Thousand Six Hundred Eighty-Two Dollars and No Cents (\$193,682.00).

BE IT FURTHER RESOLVED, that the Supervisor is hereby authorized to execute the contract documents subject to approval of the same by the Town Attorney.

BE IT FURTHER RESOLVED, that the Director of Technical Services is hereby authorized to extend the engineering consulting service contract to French & Parello Associates, 1800 Route 34, Suite 101, Wall Township, NJ 07719, for inspection and administration in an amount not to exceed Twenty-One Thousand Seven Hundred Fifteen Dollars (\$21,715.00).

BE IT FURTHER RESOLVED, that the Town Comptroller is hereby authorized to utilize ARPA funds, as necessary, for this project.

BE IT FURTHER RESOLVED, that the Town Comptroller is hereby authorized to amend the budget accordingly.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUE SHATZKIN
TOWN CLERK**

**Adopted on March 12, 2024
at a Regular Meeting
Held at the Town Hall**

RESOLUTION

DRAFT

NUMBER _____

RE: (AWARD TE CONTRACT 2024.06, “CORTLANDT WATERFRONT PLAYGROUND”)

WHEREAS, sealed bids were received and opened by the Town of Cortlandt for the “Cortlandt Waterfront Playground,” TE Contract 2024.06 on Thursday, March 7, 2024; and

WHEREAS, bids were received in the amounts shown below:

<u>Company</u>	<u>Base Bid</u>
Luna Landscape Corp. 28 Jefferson Street West Harrison, NY 10604	\$ 533,369.50
Paladino Concrete Creations Corp. 315 N. MacQuesten Parkway Mount Vernon, NY 10550	\$ 632,465.00
Jablko Construction, LLC 2 Young Road Katonah, NY 10536	\$ 633,804.00
Pat Corsetti, Inc. 610 Fenimore Road Mamaroneck, NY 10543	\$ 688,461.00
Papitto Construction Co. Inc. 867 Fain Street Carmel, NY 10512	\$ 694,960.00
ADP Group Inc. 27 East 33 rd Street Paterson, NJ 07514	\$ 793,770.00
Northbrook Contracting Corp. 7 Corporate Drive Peekskill, NY 10566	\$ 836,275.00
WD Excavation & Contracting, Inc. 411 Yorktown Road Croton-on-Hudson, NY 10520	\$1,076,890.00

and;

WHEREAS, the lowest responsible bidder, Luna Landscape Corp. has indicated that providing a Letter of Credit for performance security represents a hardship; and

WHEREAS, Westchester County Department of Planning the Department has provided a recommendation letter for Luna Landscape Corp. after reviewing all bids; and

WHEREAS, the Department of Technical Services has also reviewed the bids and recommends awarding the contract to Luna Landscape Corp.; and

WHEREAS, that the project is partially funded by a Two Hundred Thousand Dollars (\$200,000.00) Community Development Block Grant from Westchester County.

NOW, THEREFORE, BE IT RESOLVED, that a variance is hereby granted under Section 237-5 of the Town Code and performance and payment bonds may be accepted in lieu of the normally required Letter of Credit.

BE IT FURTHER RESOLVED, that a contract be awarded to the lowest responsible bidder Luna Landscape Corp.; in the amount of Five Hundred Thirty-Three Thousand, Three Hundred Sixty-Nine Dollars and Fifty Cents (\$533,369.50).

BE IT FURTHER RESOLVED, that the Supervisor is hereby authorized to execute the contract documents subject to approval of the same by the Town Attorney.

BE IT FURTHER RESOLVED, that the Town Comptroller is hereby authorized to utilize ARPA funds, as necessary, for this project.

BE IT FURTHER RESOLVED, that the Town Comptroller is hereby authorized to amend the budget accordingly.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUE SHATZKIN
TOWN CLERK**

**Adopted on March 12, 2024
at a Regular Town Board Meeting
Held at the Town Hall**

DRAFT

RESOLUTION

NUMBER _____

RE: (AUTHORIZE PURCHASE OF PLAYGROUND EQUIPMENT FOR CORTLANDT WATERFRON PARK)

WHEREAS, the Town of Cortlandt is desirous to construct a playground at the Cortlandt Waterfront Park and has previously authorized the Department of Technical Services (DOTS) to design and bid the project; and

WHEREAS, a quote from BCI / Burke, American Recreational Products 144-1 Remington Blvd., Ronkonkoma, NY 11779 was provided in the amount of One Hundred Thirty-One Thousand Four Hundred Thirty Dollars and Ten Cents (\$131,430.10) for the purchase of playground equipment, benches and ancillary supplies;

WHEREAS, the Town of Cortlandt is a member of Sourcewell Purchasing Cooperative which is a local government unit, public corporation and public agency pursuant to the Minnesota Constitution; and

WHEREAS, BCI Burke / American Recreation Products is an approved vendor for “Playground Equipment”, Sourcewell Contract 010521-Bur.

NOW THEREFORE BE IT RESOLVED, the Town Legal Department has reviewed the Sourcewell Contract and has confirmed the Town may purchase directly from this cooperative program as a member.

BE IT FURTHER RESOLVED, that the Town Supervisor may execute the purchasing agreement with the above vendor in the amount identified above subject to final review and acceptance by the Town’s Legal Department.

BE IT FURTHER RESOLVED, that a contingency of Ten Thousand Dollars (\$10,000.00) be authorized to cover miscellaneous project expenses including but not limited to shipping, handling, off-loading and storage of material.

BE IT FURTHER RESOLVED, that the Town Comptroller be authorized to amend the budget with regards to the same.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ ROSE SHATZKIN
TOWN CLERK**

**Adopted on March 12, 2024
at a Regular Meeting
Held at the Town Hall**

DRAFT

RESOLUTION

NUMBER _____

RE: (AUTHORIZE NWJWW TO ADJUST SANITARY SEWER BILLING FOR CORTLANDT TOWN CENTER “U-HAUL” TENANT SPACE)

WHEREAS, the Cortlandt Town Center with legal address 3121 – 3131 E. Main Street and Tax Lot 24.10-1-3, is assessed sanitary sewer charges associated for the Cortlandt Boulevard Central and West Sewer Improvement Area; and

WHEREAS, the Owner has requested a reduction of sanitary charges for the “U-Haul” tenant space due to low water usage; and

WHEREAS, the Owner has supplied evidence to the Department of Technical Services demonstrating low flow; and

WHEREAS, the Department of Technical Services has reviewed said data and agrees with the information provided; and

NOW THEREFORE BE IT RESOLVED, that Tax Lot 24.10-1-3 be credited \$227.28 for sanitary sewer charges for the Cortlandt Boulevard Central Sewer Improvement Area.

BE IT FURTHER RESOLVED, that Tax Lot 24.10-1-3 be credited \$153.71 for sanitary sewer charges for the Cortlandt Boulevard West Sewer Improvement Area.

BE IT FURTHER RESOLVED, that future assessment for the U-Haul tenant space shall be designated at ½ benefit unit provided water consumption remains at its current level.

BE IT FURTHER RESOLVED, that this benefit unit reduction only applies to the tenant space in its current use and leased space.

BE IT FURTHER RESOLVED, that Northern Westchester Joint Water Works (NWJWW) is authorized to credit the account.

BE IT FURTHER RESOLVED, that no such reimbursement shall be made until the Town Center provides satisfactory proof that the Tenant has received compensation in the amounts shown below.

BE IT FURTHER RESOLVED, that the Comptroller is hereby authorized to amend the budget accordingly.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROU SHATZKIN
TOWN CLERK**

**Adopted on March 12, 2024
at a Regular Meeting
Held at the Town Hall**

DRAFT

RESOLUTION

NUMBER -24

(RE: AUTHORIZE REQUEST TO HAVE A PARCEL LOCATED WITHIN THE TOWN REINSTATED INTO THE PEEKSKILL SANITARY SEWER DISTRICT AND FORWARD SAME TO WESTCHESTER COUNTY FOR CONSIDERATION)

WHEREAS, by letter dated February 15, 2024 from Jasmin and Mark Fleming, Owners of Section 13.13, Block 01, Lot 27 property described below was received by the Town Board of the Town of Cortlandt at the Town Board Meeting held March 12, 2024 for a parcel located at 8 Red Mill Road, Cortlandt Manor, New York 10567; and

WHEREAS, the owner(s) has requested the Town of Cortlandt petition the County of Westchester to have said property reinstated into the Peekskill Sanitary Sewer District; said property is designated as follows:

Section 13.13, Block 01, Lot 27
8 Red Mill Road
Cortlandt Manor, NY 10567

Owner(s): Mark & Jasmin Fleming

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Cortlandt, on behalf of the above-mentioned owner and contract vendee in the Town of Cortlandt, does hereby petition the County of Westchester to reinstate said parcel designated above into the Peekskill Sanitary Sewer District; and

BE IT FURTHER RESOLVED, the Town Clerk shall notify the Town's Receiver of Taxes and Town Assessor upon reinstatement of the parcel in the County and Town sewer districts.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROU ROSE SHATZKIN
TOWN CLERK**

**Adopted March 12, 2024
At a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER _____

(RE: AWARD BID WITH RESPECT TO GRASS CUTTING RFB#24-02)

WHEREAS, the Purchasing Director previously advertised for bids for **GRASS CUTTING**; and

WHEREAS, said bids were received and opened by the Purchasing Director on **FEBRUARY 22ND, 2024**; and

WHEREAS, the **LOWEST RESPONSIBLE BIDDER FOR GRASS CUTTING BID#24-02** was **LANDWORK CONTRACTORS INC, 144 BUCKSHALLOW ROAD, MAHOPAC, NEW YORK 10514**, whose bid was \$87,200 FOR SECTION A, WEEKLY CUTTING; \$8,200 FOR SECTION B PUMP STATIONS AND WATER TANK AREAS; \$10,050 SECTION C FALL CLEANUP; \$90.00 PER HOUR FOR SECTION D, OTHER GRASS CUTTING; TOTAL FOR SECTIONS A-C IS \$105,450 FOR A TERM OF APRIL 1, 2024 – NOVEMBER 15, 2024 WITH OPTION OF SECOND- AND THIRD-YEAR RENEWAL; and

WHEREAS, it is the recommendation of the Departments that the bid be awarded to the lowest responsible bidder;

NOW, THEREFORE, BE IT RESOLVED, that the Supervisor be, and hereby is, authorized to execute contracts in accordance with the bid specifications previously prepared; and

BE IT FURTHER RESOLVED, the Comptroller is authorized to amend the Budget if necessary.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ ROSE SHATZKIN
TOWN CLERK**

**Adopted March 12, 2023
At a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER _____

**(RE: AWARD BID FOR GARAGE DOOR REPLACEMENT WITH DUTCHESS
OVERHEAD DOORS INC.- RFB#24-03)**

WHEREAS, the Purchasing Director previously advertised for bids for **GARAGE DOOR REPLACEMENT - DES**; and

WHEREAS, said bids were received and opened by the Purchasing Director on **FEBRUARY 21ST, 2024**; and

WHEREAS, the **LOWEST RESPONSIBLE BIDDER FOR GARAGE DOOR REPLACEMENT** was **DUTCHESS OVERHEAD DOORS INC, 40 ARLINGTON AVE, POUGHKEEPSIE NY 12603** whose bid was for a **TOTAL** of \$63,992; Two (2) 14' x 14' Iron Rollup Doors for \$14,796 each; and Two (2) 16' x 16' Iron Rollup Doors for \$17,200 each to be installed at Sanitation, 167 Roa Hook Road, Cortlandt NY 10567.

WHEREAS, it is the recommendation of the Departments that the bid be awarded to the lowest responsible bidder;

NOW, THEREFORE, BE IT RESOLVED, that the Supervisor be, and hereby is, authorized to execute contracts in accordance with the bid specifications previously prepared; and

BE IT FURTHER RESOLVED, the Comptroller is authorized to amend the Budget if necessary.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ ROSE SHATZKIN
TOWN CLERK**

**Adopted March 12, 2024
At a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER _____

(RE: AWARD BID WITH RESPECT TO HARDWARE SUPPLIES RFP#24-05)

WHEREAS, the Purchasing Director previously advertised for bids for **HARDWARE SUPPLIES**; and

WHEREAS, said bids were received and opened by the Purchasing Director on **FEBRUARY 28, 2024**; and

WHEREAS, the **LOWEST RESPONSIBLE BIDDER FOR HARDWARE SUPPLIES** was **BUCHANAN HOME CENTER, 3119 Albany Post Road, Buchanan, NY 10511** whose bid was **STANDARD 10% ON ALL PRODUCTS**;

WHEREAS, it is the recommendation of the Departments that the bid be awarded to the lowest responsible bidder;

NOW, THEREFORE, BE IT RESOLVED, that the Supervisor be, and hereby is, authorized to execute contracts in accordance with the bid specifications previously prepared; and

BE IT FURTHER RESOLVED, the Comptroller is authorized to amend the Budget if necessary.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUE ROSE SHATZKIN
TOWN CLERK**

**Adopted March 12, 2024
At a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER _____

(RE: AWARD BID WITH RESPECT TO EQUIPMENT SERVICES RFP#24-06)

WHEREAS, the Purchasing Director previously advertised for bids for **EQUIPMENT SERVICES**; and

WHEREAS, said bids were received and opened by the Purchasing Director on **FEBRUARY 29, 2024**; and

WHEREAS, the **TOWN WILL AWARD MULTIPLE BIDDERS FOR EQUIPMENT SERVICES FOR THE LOWEST CATEGORY PRICING** was

FRED COOK, PO Box 70, Montrose NY 10548, whose bid was SECTION 19-22 Plus Septic Tanker Part II; AND

WD EXCAVATION, 411 Yorktown Road, Croton-on-Hudson NY 10520 whose bid was SECTION 1-16 and 27-34 AND

GENTILE 451 Old Nepperhan Ave, Yonkers, NY 10703, whose bid was SECTION 1-16 and 27-34 plus Part II

WHEREAS, it is the recommendation of the Departments that the bid be awarded to the lowest responsible bidders;

NOW, THEREFORE, BE IT RESOLVED, that the Supervisor be, and hereby is, authorized to execute contracts in accordance with the bid specifications previously prepared; and

BE IT FURTHER RESOLVED, the Comptroller is authorized to amend the Budget if necessary.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ ROSE SHATZKIN
TOWN CLERK**

**Adopted March 12, 2024
At a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER _____

(RE: AWARD BID WITH RESPECT TO FUEL OIL RFP#24-08)

WHEREAS, the Purchasing Director previously advertised for bids for **FUEL OIL**; and

WHEREAS, said bids were received and opened by the Purchasing Director on **FEBRUARY 29, 2024**; and

WHEREAS, the **LOWEST RESPONSIBLE BIDDER FOR FUEL OIL** was **CHECK OIL, 701 North Division Street, Peekskill Y 10566**, whose bid was **Published Price from Journal of Commerce NY Barge Price, Plus \$.27 per gallon price differential**;

WHEREAS, it is the recommendation of the Departments that the bid be awarded to the lowest responsible bidder;

NOW, THEREFORE, BE IT RESOLVED, that the Supervisor be, and hereby is, authorized to execute contracts in accordance with the bid specifications previously prepared; and

BE IT FURTHER RESOLVED, the Comptroller is authorized to amend the Budget if necessary.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ ROSE SHATZKIN
TOWN CLERK**

**Adopted March 12, 2024
At a Regular Meeting
Held at Town Hall**

RESOLUTION

DRAFT

NUMBER -24

**RE: (APPOINT HEATHER LAVARNWAY TO THE TITLE OF PLANNER
((PLANNING)) IN THE DEPARMENT OF PLANNING)**

WHEREAS, the Planning Department is in need of an additional staff member; and

WHEREAS, the Civil Service List for the title of Planner (Planning) was canvassed in accordance with Westchester County Rules and Procedures; and

WHEREAS, the list was cleared per Civil Service Guidelines; and

WHEREAS, an advertisement was placed, interviews were conducted and the Provisional Appointment of Heather LaVarnway is being recommended by Director of Planning Chris Kehoe, Supervisor Richard Becker, and Director of Operations Claudia Vahey; and

WHEREAS, the Town Board has agreed to said request; and

NOW, THEREFORE, BE IT RESOLVED, that Heather LaVarnway of PO Box 973 in Millbrook, NY be and hereby is appointed provisionally to the title of Planner (Planning). Ms. LaVarnway will be paid an annual salary of \$112,164 Teamster 14T – Grade 1. This is a provisional appointment for Civil Service purposes. This appointment is subject to the successful completion of drug screening, background check, reference checks, and pre-employment physical.

BE IT FURTHER RESOLVED, this appointment is effective March 13, 2024.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ ROSE SHATZKIN
TOWN CLERK**

**Adopted on March 12, 2024
At a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER -24

(RE: AMEND RESOLUTION 90-24)

RESOLVED, that Resolution 90-24 is hereby amended to reflect an additional stipend of \$5,000 for the Assistant to the Director of DOTS-Code Enforcement for their additional administrative operational duties.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ ROSE SHATZKIN
TOWN CLERK**

**Adopted on March 12, 2024
at a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER -24

**(RE: AUTHORIZE THE APPOINTMENT OF THE FOLLOWING SEASONAL EMPLOYEES
IN THE DEPARTMENT OF ENVIRONMENTAL SERVICES FOR THE YEAR 2024)**

NOW THEREFORE BE IT RESOLVED, the following seasonal employees will be appointed in the Department of Environmental Services, with a start date of (See Below) and an end date four months thereafter. This appointment is subject to completion of drug screening.

	NAME	START DATE
SANITATION	Jacob Kendel	03/13/2024
	Emmanuel Wooley	03/13/2024
	Jayme Gooding	03/13/2024

BE IT FURTHER RESOLVED, all temporary employees in the Department of Environmental Services shall be compensated at an hourly rate of pay of \$18.00.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ ROSE SHATZKIN
TOWN CLERK**

**Adopted on March 12, 2024
at a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER -24

(RE: APPOINT 2024 SUMMER SEASONALS)

RESOLVED, pursuant to Town Board Policy adopted on February 11, 1997, that the following be and hereby are appointed as seasonal employees in the Town of Cortlandt Government to work in various departments and divisions with a start date of May 28, 2024 and an end date of September 2, 2024.

TOWN HALL	NAME	DEPARTMENT
	Cesarini, Sydney	Clerk

BE IT FURTHER RESOLVED, all temporary seasonal employees in Town Hall shall be compensated at an hourly rate of pay of \$18.00.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ ROSE SHATZKIN
TOWN CLERK**

**Adopted on March 12, 2024
at a Regular Meeting
Held at Town Hall**

RESOLUTION

DRAFT

NUMBER _____

(RE: SCHEDULE A PUBLIC HEARING FOR APRIL 16, 2024 ON THE INDIAN BROOK-CROTON GORGE OVERLAY ZONE AND DECLARE INTENT TO BE LEAD AGENT UNDER THE STATE ENVIRONMENTAL QUALITY REVIEW ACT SEQRA)

WHEREAS, the Town received a \$50,000 NYSDEC Estuary Grant to work with the Village of Croton-on-Hudson, the Town and Village of Ossining and the Town of New Castle to develop an Overlay Zone for the Indian Brook-Croton Gorge watershed which encompasses parts of all 5 communities, and

WHEREAS, the Overlay Zone was a recommendation from the 2008 Indian Brook-Croton Gorge Action Plan completed by Westchester County in 2008, and

WHEREAS, Town Planning staff has met regularly with the other communities and the NYSDEC to develop an overlay zone that will help to protect the important natural resources of the area which include the Indian Brook Reservoir that serves as a drinking water source for the Town and Village of Ossining and contains a highly prolific aquifer that supplies the water source for the Village of Croton-on-Hudson water supply system.

NOW THEREFORE BE IT RESOLVED, that the Town Board hereby schedules a public hearing on the proposed Indian Brook-Croton Gorge Overlay Zone for April 16, 2024, and

FURTHER BE IT RESOLVED, that the Town Board declares it's Intent to Be Lead Agent as required by the New York State Environmental Quality Review Act (SEQRA) and authorizes the Planning Department to circulate the proposed overlay zone to all interested and involved agencies as required.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ SHATZKIN
TOWN CLERK**

**Adopted on March 12, 2024
At a Regular Meeting
Held at the Town Hall**