



**Town Supervisor**  
LINDA D. PUGLISI

# TOWN OF CORTLANDT

**OFFICE OF THE SUPERVISOR**

Town Hall  
1 Heady Street  
Cortlandt Manor, NY 10567  
Main #: 914-734-1002  
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**Town Board Members**

RICHARD H. BECKER  
DEBRA A. COSTELLO  
JAMES F. CREIGHTON  
FRANCIS X. FARRELL

## **REGULAR MEETING**

### **TOWN BOARD AGENDA – JANUARY 15, 2019**

**PLACE:**

**TOWN HALL**

**TIME:**

**7:00 PM**

*“Happy New Year”*

## **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 December 3, 2018 Special Meeting, the December 10, 2018 Special Meeting, and the December 11, 2018 Regular Meeting

**PUBLIC HEARINGS**

1. Public Hearing to consider Agreements with various fire departments with respect to fire protection services (Continental Village Fire Department, Montrose Fire Department and the Village of Croton.)
  - a. Close Public Hearing
  - b. Adopt a Negative Declaration
  - c. Adopt Resolutions
  
2. Public Hearing to consider a Zoning Text and Map Change for property located at 2226 Crompond Road (Cortlandt Pitch).
  - a. Close Public Hearing
  - b. Adopt Negative Declaration
  - c. Adopt Resolution regarding Local Law

**BID REPORTS**

**HEARING OF CITIZENS – AGENDA ITEMS ONLY**

**REPORTS**

**Receive and File the following:**

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

2018 Annual Report from the Town Clerk.

**OLD BUSINESS:**

**Receive and File the following:**

1. Letter from Regional Director of NYS Department of Transportation in response to the Town of Cortlandt's concerns about Annsville Circle traffic improvements.
  
2. Report from DOTS and DES in response to request from Mr. Luciano.

**NEW BUSINESS**

**Receive and File the following:**

1. Letter from Commissioner of NYS Department of Economic Development regarding an award to Town of Cortlandt for Economic Development.

**RESOLUTIONS**

1. Appoint or re-appoint members to the following:
  - a. PRC Advisory Board
  - b. Town Safety Committee
  - c. Architectural Review Council
  - d. Alarm Appeals Board
  - e. Planning Board
  - f. Zoning Board of Appeals
2. Adopt the salary resolution for Town employees for the year 2019.
3. Appoint the following:
  - a. Deputy Town Supervisor for the year 2019.
  - b. Town Board Liaison for Personnel Matters.
  - c. Town Board Liaison for solar energy issues.
  - d. Town Board Liaison to Hudson Valley Chamber of Commerce.
  - e. Town Board Liaison to Shared Services Task Force and staff members to serve with the Supervisor as Chairperson.
  - f. Dani Glaser as the Town Consultant to assist with Green Team/Energy Conservation/Sustainable Issues.
  - g. EFPR Group LLP (CPA's) as Town Auditors
  - h. Election Coordinator and Local Liaison with Westchester County BOE.
  - i. Bingo Inspector
  - j. Town Board Liaisons to Departments
  - k. Triad Group LLC as Manager of Town of Cortlandt Self-Insured Workers' Compensation Fund.

4. Adopt the following:
  - a. Rules of Procedure for the Town Board Meetings
  - b. Designate the 2019 Official Newspaper and alternates.
  - c. Designate the 2019 Depositories
  - d. Designate the Supervisor and Human Resource Coordinator as authorizing authorities to execute all Civil Service Forms.
  - e. Set the mileage reimbursement for Town Officials and employees.
  - f. Purchasing Manual for 2019.
  - g. IT Security Policy for 2019
  - h. Drug and Alcohol Policy for 2019
  - i. Social Media Policy for 2019
  - j. Sexual Harassment Policy for 2019
5. Authorize Town Officials to attend the Association of Towns training sessions in February in NYC.
6. Designate the Voting Delegate and Alternate for the Association of Towns Annual Business Session.
7. Authorize the Supervisor to execute the following 2019 Agreements and/or Contracts:
  - a. All contracts on behalf of the Town Awarded by the Purchasing Department.
  - b. Applications for pool and concession permits
  - c. Applications for State Aid for Youth and Senior Citizens.
  - d. Agreement with Westchester County with respect to Youthful Drug Abuse Prevention Program funding.
  - e. Agreement with the City of Peekskill covering Nutrition Meals under Title 3C of the Older Americans Act.
  - f. Inter-Local Agreements for Nor-West Regional Services.

- g. All nutrition contracts.
  - h. Agreements with respect to covering shared equipment.
  - i. Agreement with the Villages authorizing the Town Purchasing Director to advertise bids on behalf of the Villages.
  - j. All Personal Service Contracts.
8. Authorize an Agreement with Capital Markets Advisors for financial advisory services.
  9. Authorize Agreements with Peekskill Community Volunteer Ambulance Corps., the Village of Croton on Hudson and Cortlandt Volunteer Ambulance Corp. with respect to calls within the Town of Cortlandt.
  10. Authorize the Supervisor to execute contracts with Westchester County with respect to CDBG projects for 2019.
  11. Authorize an Intermunicipal Agreement with Westchester County with respect to remote access to land and legal records.
  12. Authorize an Agreement with Woodward and Curran for GIS and Tax Map Services.
  13. Authorize the Supervisor to enter into an Amended Utility Easement for Cortlandt Crossing.
  14. Establish the Deputy Town Attorney as the Town of Cortlandt Claims Management Supervisor.
  15. Authorize an RFP for a new fence at the Cook Pool Tennis Court and the painting of the former Parks building at the pool location.
  16. Authorize merge of Day Play Camp and Day Camp in the Recreation Department.
  17. Establish a Montrose Business District Sewer District and develop the map, plan and report for Phase I.
  18. Authorize DOTS/DES to seek grants for green technology at Town Hall and proceed with the evaluation and costs to implement green technology.
  19. Agenda Items for DOTS:

- a. Authorize DOTS to design and prepare bid specifications for the Sherwood Road transite water main replacement and obtain surveying services as part of the 2019 Capital Improvement Plan.
  
- b. Authorize consultant Contract with Bar Down Studios for the Charles J. Cook Pool Bathhouse and Snackbar reconstruction.
  
- c. Authorize DOTS to seek grants for additional sidewalks in the Town of Cortlandt.
  
- d. Authorize DOTS to seek grants for the prevention of invasive aquatic species.

20. Agenda items from DES:

- a. Authorize water sample testing for EPA's UCMR4 program.
  
- b. Authorize reimbursement of overpayment for water account 301030-0
  
- c. Authorize ACA Environmental Services, Inc. for emergency abatement work at 167 Roa Hook Road.
  
- d. Authorize enhanced fire hydrant evaluation and repair program.

21. Appoint Albert Alvarez to fill the Kitchen Sub vacancy at the Community Center.

22. Schedule a Public Hearing for March 12, 2019 to consider the establishment of a Montrose Business District Sewer District.

**ADDITIONS TO THE AGENDA**

**BUDGET TRANSFERS**

**REPORTS FROM VARIOUS DEPARTMENTS**

**REPORTS FROM STANDING & SPECIAL COMMITTEES**

**SECOND HEARING OF CITIZENS**

**ADJOURNMENT**

**NEXT TOWN BOARD MEETING**

February 12, 2019 at 7:00 pm  
Town Hall Web Site address: [www.townofcortlandt.com](http://www.townofcortlandt.com)