

January 23, 2018

Town Board Meeting

A **Regular Meeting** of the Town Board of the Town of Cortlandt was conducted on January 23, 2018 in the Vincent F. Nyberg Meeting Room of the Cortlandt Town Hall located at One Heady Street, Cortlandt Manor, NY (10567) with the following elected official and appointed staff in attendance:

LINDA D. PUGLISI	Supervisor
FRANCIS X. FARRELL	Councilmember
DEBRA COSTELLO	Councilmember
RICHARD BECKER	Councilmember
JAMES CREIGHTON	Councilmember

Also present:

LAROUÉ ROSE SHATZKIN	Town Clerk
CHRISTINE B. COTHREN	Deputy Town Clerk
TOM WOOD	Town Attorney
PATRICIA ROBCKE	Comptroller
JEFFREY COLEMAN	Director, DES
MICHAEL PREZIOSI	Director, DOTS
CLAUDIA VAHEY	Human Resources Coordinator

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MEETING CALLED TO ORDER

Supervisor Puglisi called the meeting to order at 7:00 p.m.

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PLEDGE TO THE FLAG

Supervisor Puglisi led all in attendance in a Pledge to the Flag.

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SUPERVISOR’S PROCLAMATIONS AND REPORTS

Supervisor Puglisi wished everyone a very happy and healthy New Year citing how we have so many things to be grateful for and how she is looking forward to things they will be doing together and to making Cortlandt even better. Cortlandt is not just a place, it’s home.

Recently it was the Martin Luther King Holiday with a very important message; equality for all, something we should always live by, and for.

The **Supervisor** stated they held their swearing in ceremony earlier this month with all the new elected councilpersons and officials. She congratulated them all.

Supervisor Puglisi commented that it’s going to be another terrific year for the community with many exciting projects in store such as new improvements to the Town Pool. The **Supervisor** attended an event by the Van Cortlandtville Elementary School called Chase the Chill put together by students. Donations of scarves, hats and gloves

SUPERVISOR’S REPORTS, (cont.)

were collected to give out to those in need. This event was shared with the City of Peekskill and was held at the Field Library.

The **Supervisor** thanked the Town crews for a terrific job during the snowstorms.

Supervisor Puglisi stated they are continuing their efforts with the local community Indian Point task force. There will be another meeting January 25th along with the Hendrick Hudson School District and Village of Buchanan. All issues will be addressed regarding the closure. During this past year there has been a lot of research and the challenges are being addressed. They are also working with the State Tax force to address those issues.

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ROLL CALL

On a roll call attendance taken by Town Clerk Shatzkin all Town Board members indicated their presence.

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TOWN BOARD REPORTS

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TOWN BOARD REPORTS

Councilmember Farrell: Wished everyone a Happy New Year. Councilmember Farrell stated that on tonight’s agenda, if approved, will authorize the Director of DOTS to enter into an agreement with a consultant firm to help design plans for a consolidated DES headquarters. They have been looking forward this for many years to house items indoors so not to be subjected to the elements and have an efficient workplace. This has been needed for a long time.

Councilmember Farrell stated that the Cortlandt Community Rowing Association will be hosting an event at the Youth Center February 3rd. This is the 4th running of the Seaplane 500, an indoor rowing race. He invited residents to attend this event and just to visit the Youth Center with all its activities offered.

On April 29th, the rowing club will also host the Ice Cutter Regatta, a masters (adults) rowing race. Councilmember Farrell explained that Lake Meahagh originally was a man made created lake to harvest ice during the winter months.

Councilmember Creighton: Stated he is excited to work with his colleagues and sorry he wouldn’t be working with Councilmember Freach, but will continue his solar program and hoping to continue with Energize Cortlandt. The new facility for the Highway

TOWN BOARD REPORTS, (cont.)

Department will be sustainable and basically everything that will be done going forward will be with an eye towards sustainability. While the lakes in Cortlandt are mostly frozen, now is the time to get involved with programs to protect the lakes. and he will be a resource for that.

Councilmember Creighton congratulated Alex Borbas from Boy Scout Troop 165 who completed a project in one of the Town's parks working towards his Eagle rank. The Town is very proud and supportive of all the scouts, dedicated parents and scout leaders.

Councilmember Becker: Welcomed Councilmember Creighton, Town Clerk Shatzkin and Town Justice Kimberly Ragazzo. Councilmember Becker commented on the new projects for the Town; new bathhouse and renovations at the pool, the new DES building, and the new Arcadia shopping center where there will be a new Shoprite.

Councilmember Costello: Wished everyone a Happy New Year, a time of new beginnings. Councilmember Costello welcomed the new officials and board members. She thanked Seth Freach, former councilman for his contribution and Ray Reber and Jim Seimarco for their dedication on the ZBA Board. She also thanked the Town's crews for their work during the storms

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APPROVAL OF THE MINUTES

Councilmember Costello moved that the regular minutes of December 5, 2017 and November 27, 2017 special meeting be approved as presented by Town Clerk Shatzkin Councilmember Becker seconded the motion.

All voted **AYE**

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PUBLIC HEARINGS

1. **RE: 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 complete transcript of this Public Hearing is on file in the Office of the Town Clerk.)

The Town Clerk read the Notice of Hearing and presented its Affidavit of Publication from the official Town newspaper.

Supervisor Puglisi called the hearing to order at 7:20 p.m.

Supervisor Puglisi stated that this is a pro forma items that they do each year.

PUBLIC HEARING, (cont.)

Tom Wood explained that there are certain parts of the Town that are not within the established fire district. They are in fire protection areas. So by these agreements, the Town Board is contracting with an established fire department to provide fire service to these three areas that are not within the boundaries of a fire district.

There was no further discussion.

A motion to close the Public Hearing at 7:22 p.m., adopt a Negative Declaration and Adopt Resolutions was made by Councilmember Becker and seconded by Councilmember Costello.

All voted **AYE**

RESOLUTION NO.1A-18 RE: Adopt a Negative Resolution consider Agreements with various fire departments with respect to fire protection services (Continental Village Fire Department, Montrose Fire Department and the Village of Croton.)

RESOLUTION NO.1-18 RE: Authorize an agreement with respect to fire protection services with the Continental Village Fire Department.

RESOLUTION NO.2-18 RE: Authorize an agreement with respect to fire protection services with the Montrose Fire Department.

RESOLUTION NO.3 -18 RE: Authorize an agreement with respect to fire protection services with the Village of Croton Fire Department.

HEARING OF CITIZENS, (AGENDA ITEMS ONLY)

Councilmember Creighton moved that the following reports be received and ordered filed. Councilmember Farrell seconded the motion.

BID REPORTS

REPORTS

For the month of December,2017 from the Office for the Aging, Town Clerk, Receiver of Taxes, Purchasing Department and the November 2017 Receiver of Taxes.

2017 Annual Report from the Town Clerk, Receiver of Taxes and Planning Board.

OLD BUSINESS

Receive and File the Following:

- 1. Report from the Director of DES with respect to Robbie Road speed hump request.

NEW BUSINESS

Receive and File the Following:

- 1. Letter from Nora Hildinger and John Matthews with respect to an existing shed and deck on a Town right of way. Refer to Legal, DES and DOTS.
- 2. Receive and File Notice of Completion of Final Environmental Impact Statement from NYSDEP for Project: Water for the Future and refer to DOTS and DES.

All Voted **AYE**

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RESOLUTIONS

(All resolutions adopted at this meeting are to be found attached to the end of the original document.)

Councilmember Farrell moved that the following resolutions be adopted, seconded by Councilmember Costello

RESOLUTION NO.4-18 RE: Appoint an Economic Development Consultant: AKRF, Inc.

RESOLUTION NO.5-18 RE: Appoint the members to the PRC Advisory Board.

RESOLUTION NO.6-18 RE: Appoint the members to the Town Safety Committee.

RESOLUTION NO.7-18 RE: Appoint the members to the Architectural Review Council.

RESOLUTION NO.8-18 RE: Appoint the members to the Alarm Appeals Board.

RESOLUTION NO.9-18 RE: Appoint Frank Farrell the Deputy Town Supervisor for the year 2018.

Discussion: Supervisor Puglisi thanked Councilmember Farrell for his continuance as Deputy Town Supervisor. The **Supervisor** explained that they had a RFP for the consultant and there were interviews. The consultant will help the Town to bring in more industry, etc.

All Voted **AYE**

RESOLUTIONS, (cont.)

Councilmember Costello moved that the following resolutions be adopted, seconded by Councilmember Creighton

RESOLUTION NO.10-18 RE: Re-appoint Chairwoman Loretta Taylor and Vice-Chairman Tom Bianchi of the Planning Board.

RESOLUTION NO.11-18 RE: Re-appoint David Douglas as ZBA Chairman and Wai Chin as ZBA Vice-Chairman.

RESOLUTION NO.12-18 RE: Adopt the salary resolution for Town employees for the year 2018.

RESOLUTION NO.13-18 RE: Appoint the Town Attorney, Town Comptroller, and the Director of Technical Services as Town Officers; and authorize employment contracts with respect to same.

RESOLUTION NO.14-18 RE: Resolution approving a separation agreement for retired Deputy Town Attorney.

RESOLUTION NO.15-18 RE: Authorize various employment contracts with respect to non-union employees.

RESOLUTION NO.16-18 RE: Appoint Town Board Liaison for solar energy issues.

RESOLUTION NO.17-18 RE: Appoint Town Board Liaison to Shared Services Task Force and staff members to serve with the Supervisor as Chairperson.

RESOLUTION NO.18-18 RE: Appoint Dani Glaser as the Town Consultant to assist with Green Team/Energy Conservation/ Sustainable Issues.

RESOLUTION NO.19-18 RE: Appoint EFPR Group LLP (CPA's) as Town Auditors.

RESOLUTION NO.20-18 RE: Appoint Election Coordinator and Local Liaison with Westchester County BOE.

RESOLUTION NO.21-18 RE: Appoint the Bingo Inspector.

RESOLUTION NO.22-18 RE: Appoint Town Board Liaisons to Departments.

RESOLUTION NO.23-18 RE: Appoint Registrars with respect to Vital Statistics.

RESOLUTION NO.24-18 RE: Appoint Safety National Insurance as the Excess Workers' Compensation Insurance Carrier.

RESOLUTIONS, (cont.)

RESOLUTION NO.25-18 RE: Appoint Triad Group LLC as Manager of Town of Cortlandt Self-Insured Workers Compensation Fund.

RESOLUTION NO.26-18 RE: Appoint Purchasing Director.

Discussion: **Supervisor Puglisi** added that Thomas Wood has done a terrific job as Town Attorney. She thanked Town Comptroller Patty Robcke and Director of DOTS, Michael Preziosi. The **Supervisor** commented how important the solar energy program is and will be picked up by Councilmember Creighton, also that Councilmember Farrell feels very strongly about shared services as does the whole Town Board.

Patty Robcke, Town Comptroller, added they have been very pleased with the service from EFPR Group LLP (CPA's) and will continue with a 3 year contract at the same price. They are also very pleased with the Triad Group handling worker's compensation and with Safety National Insurance.

All Voted **AYE**

Councilmember Creighton moved that the following resolutions be adopted, seconded by Councilmember Farrell

RESOLUTION NO.27-18 RE: Adopt the Rules of Procedure for the Town Board Meetings.

RESOLUTION NO.28-18 RE: Designate the 2018 Official Newspaper and alternates.

RESOLUTION NO.29-18 RE: Designate the 2018 Depositories.

RESOLUTION NO.30-18 RE: Designate the Supervisor and Human Resource Coordinator as authorizing authorities to execute all Civil Service Forms.

RESOLUTION NO.31-18 RE: Set the mileage reimbursement for Town Officials and employees.

RESOLUTION NO.32-18 RE: Adopt the Purchasing Manual for 2018.

RESOLUTION NO.33-18 RE: Authorize Town Officials to attend the Association of Towns training sessions in February in NYC.

RESOLUTION NO.34-18 RE: Designate the voting delegate and alternate.

RESOLUTION NO.35-18 RE: Authorize all contracts on behalf of the Town awarded by the Purchasing Department.

RESOLUTIONS, (cont.)

RESOLUTION NO.36-18 RE: Authorize applications for pool and concession permits.

RESOLUTION NO.37-18 RE: Authorize applications for State Aid for Youth and Senior Citizens.

RESOLUTION NO.38-18 RE: Authorize an agreement with Westchester County with respect to Youthful Drug Abuse Prevention Program funding.

RESOLUTION NO.39-18 RE: Authorize an agreement with the City of Peekskill covering Nutrition Meals under Title 3C of the Older Americans Act.

RESOLUTION NO.40-18 RE: Authorize Inter-Local Agreements for Nor-West Regional Services.

RESOLUTION NO.41-18 RE: Authorize all nutrition contracts.

RESOLUTION NO.42-18 RE: Authorize agreements with respect to covering shared equipment.

RESOLUTION NO.43-18 RE: Authorize an agreement with the Villages covering Freon Disposal.

RESOLUTION NO.44-18 RE: Authorize an agreement with the Villages authorizing the Town Purchasing Director to advertise bids on behalf of the Villages.

RESOLUTION NO.45-18 RE: Authorize all Personal Service Contracts.

Discussion: Supervisor Puglisi commented that they are very proud of the shared services.

All Voted **AYE**

Councilmember Farrell moved that the following resolutions be adopted, seconded by Councilmember Costello

RESOLUTION NO.46-18 RE: 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.

RESOLUTION NO.47-18 RE: Authorize the Supervisor to execute contracts with Westchester County with respect to remote access to land and legal records.

RESOLUTIONS, (cont.)

RESOLUTION NO.48-18 RE: Authorize an Intermunicipal Agreement with Westchester County with respect to remote access to land and legal records.

RESOLUTION NO.49-18 RE: Purchase an LED Gateway sign for Town of Cortlandt notices.

RESOLUTION NO.50-18 RE: Purchase of a battery-operated electric vehicle for DES. (\$26,584.)

RESOLUTION NO.51-18 RE: Authorize a GIS Contract extension.

RESOLUTION NO.52-18 RE: Adopt the 2018 IT Security Policy.

Discussion: Jeff Coleman, Director of DES, explained that the LED sign can be moved around Town and display messages such as emergencies and special events. The vehicle to be purchased will be the Town's first battery operated electric vehicle and will be at Town Hall.

All Voted **AYE**

Councilmember Farrell moved that the following resolutions be adopted, seconded by Councilmember Costello

RESOLUTION NO.53-18 RE: Authorize the replacement of HVAC controls for the Community Center (est. \$21,600).

RESOLUTION NO.54-18 RE: Award Traffic calming study for Trolley Road/Kings Ferry Road (and include Sprout Brook Road) to Maser Consulting for \$13,000 with as needed contingencies.

RESOLUTION NO.55-18 RE: Authorization for DOTS to apply for grant funding through the Hudson River Estuary Program to continue water quality studies for Lake Meahagh and Wallace Pond/Westchester Lake.

RESOLUTION NO.56-18 RE: Authorize the Director of Technical Services to enter into an agreement with Weston and Sampson for consulting services for the design services for the DES consolidated headquarters in the initial amount of \$224,000.

- i. Phase 1- program planning, conceptual design and presentation (\$50,000.)
 1. 2D and 3D renderings of land use and elevations
 2. 3 concepts total/final selection by the Town Board
- ii. Phase 2- Preliminary design, estimate and scheduling (\$174,000)
 1. Long form EAF/supplemental studies

RESOLUTIONS, (cont.)

2. Preliminary floor plans, elevation, building material, SWPPP, utility, IT needs and equipment fit out.

RESOLUTION NO.57-18 RE: Retroactively approve consulting services for Phase 1 environmental site assessment for 167 Roa Hook Road in the amount of \$7,000. to LBG Engineering Services, P.C.

RESOLUTION NO.58-18 RE: Authorize DOTS to execute a surveying contract with Badey & Watson Engineering and Surveying P.C. to complete necessary mapping for filing of the Sprout Brook Park wetland mitigation conservation easement in accordance with the requirements of the Army Corp of Engineers permit.

- i. Not to exceed \$10,000. (Proposal for \$9,120)

RESOLUTION NO.59-18 RE: Authorize DOTS to enter into a 5-year monitoring agreement with Paul j. Jaehning for the wetlands mitigation site constructed with the Sprout Brook Park multi-purpose field in accordance with the requirements of the Army Corps of Engineers permit.

- i. 2017 End of the Year Report \$2,660
- ii. 2018-2021 Annual Report \$1520/year
- iii. Total Cost \$8,740.

RESOLUTION NO.60-18 RE: Release of the \$2,500 maintenance security (PB6-16 Dr. Robert T. Gold).

RESOLUTION NO.61-18 RE: Authorize an Intermittent Leave of Absence for a DOTS-Engineering employee.

RESOLUTION NO.62-18 RE: Authorize an Intermittent Leave of Absence for two (2) DES Employees.

RESOLUTION NO.63-18 RE: Authorize a 12 Week Leave of Absence for DES Employee.

RESOLUTION NO.64-18 RE: Appoint John Schembari to the title of Assistant Building Inspector from the Civil Service List.

RESOLUTION NO.65-18 RE: Authorize a salary change for Carol Pergolia, PT employee in the Muriel H. Morabito Community Center.

Discussion: Jeff Coleman stated that they will have a traffic study regarding the Kings Ferry Road concerns. The Town is activating information signage on the road and have notified police. Michael Preziosi, Director of DOTS, stated they are pleased to award

RESOLUTIONS, (cont.)

the contract regarding the DES headquarters which will be a comprehensive project that will take a few years.

All voted **AYE**

ADDITIONS TO THE AGENDA

Councilmember Becker moved that the following resolutions be adopted.
Councilmember Creighton seconded the motion.

Receive and File:

1. Summary memo, supporting documents and draft resolution from Director of DOTS regarding resident Theresa Gucciardo-Perry's request to install sewer infrastructure along Edgewood Road to connect to the Town System; and Authorize same.

RESOLUTION NO.66-18 RE: Authorize installation of the sewer infrastructure along Edgewood Road.

RESOLUTIONS:

RESOLUTION NO.67-18 RE: Authorize license agreement for use of Ninth Street right of way.

RESOLUTION NO.68-18 RE: Appoint Eileen Henry and Thomas Walsh to fill vacancies on the ZBA and re-appoint Adrian Hunte on the ZBA.

RESOLUTION NO.69-18 RE: Resolution urging NYDEC to issue strict regulations with respect to anchorage in the Hudson River.

Discussion: Supervisor Puglisi stated they will introduce the 2 newest members of the ZBA and she thanked Ray Reber and Jim Seimarco for their years of service.

All Voted **AYE**

BUDGET TRANSFERS

Councilmember Becker moved that the following resolutions be adopted.
Councilmember Creighton seconded the motion.

RESOLUTION NO.70-18 RE: Authorize budget transfers.

Discussion: Patty Robcke, Town Comptroller explained that the transfer is to de-fund the line for Town Historian and transfer it to the Toll House.

All Voted **AYE**

January 23, 2018

Town Board Meeting

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REPORTS FROM VARIOUS DEPARTMENTS

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REPORTS FROM STANDING & SPECIAL COMMITTEES

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SECOND HEARING OF CITIZENS

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ADJOURNMENT

The meeting was adjourned at 8:00 p.m. on a motion by Councilmember Creighton seconded by Councilmember Farrell

All voted **AYE**

Respectfully submitted,

LAROUÉ ROSE SHATZKIN
Town Clerk