

**TOWN BOARD MEETING
WORK SESSION
WEDNESDAY, FEBRUARY 08, 2017**

6:00 P.M.

AGENDA

PRESENTATION BY HUDSON VALLEY GATEWAY CHAMBER OF COMMERCE

1. Pledge of Allegiance
2. Discussion of final version of zoning codes – Bruce Barber
3. Approve Putnam Valley Volunteer Fire Department 2017
LOSAP Service Awards Program Point System
4. **DISTRICTS**
Appoint Robert Chesnut to plow fire lanes at Roaring Brook Lake
5. **FACILITIES**
 - A. Appoint Frank Cassidy Temporary Maintenance 2-10-17 to 2-16-17
 - B. Appoint Daniel Gibbs as the Bulk Drop-Off Attendant
 - C. Amend Resolution #R-17-46 regarding ground water sampling by Hydro Environmental Solutions.
6. **PLANNING AND ZONING**
 - A. Approve attendance of Michael Raimondi and Tom Carano at NY Planning Federation Conference 3/26/17 – 3/28/17.
 - B. Approve attendance of Peter Belefant at the NY Planning Federation Conference 3/26/17 – 3/28/17.
7. **PARKS AND RECREATION**
 - a. Personnel
 - b. Refunds

PUTNAM VALLEY
WORK SESSION MEETING
6:00 P.M.
WEDNESDAY, FEBRUARY 08, 2017

Present: Supervisor Oliverio
Councilwoman Whetsel
Councilwoman Annabi
Councilman Mackay
Councilman Luongo

Also Present: Sherry Howard, Town Clerk
William Florence, Town Counsel

Supervisor Oliverio opened the meeting at 6:00 pm.

SUPERVISOR'S OPENING COMMENTS

Presented by Supervisor Oliverio

Supervisor Oliverio welcomed everyone to the Work Session. He told the residents to be safe tomorrow as there will be a heavy snowfall, (6- 12 inches expected), and Town Hall will be closed due to this approaching storm.

Pledge of Allegiance and Moment of Silence.

PRESENTATION BY HUDSON VALLEY GATEWAY CHAMBER OF COMMERCE

Presented by Council

Deb Milone, Executive Director of the Hudson Valley Gateway Chamber of Commerce spoke at the podium. She is here to discuss the Gateway Chamber of Commerce's relationship with the Town of Putnam Valley. She distributed the Gateway's Membership Directory to the Town Board and said that Putnam Valley is included in the Directory because in the early 1980's several Putnam Valley business owners formed a partnership with the Peekskill/Cortlandt Chamber of Commerce - but they still remained a semi independent entity. What they arranged to do at that time was have the Gateway be the regional voice - but Putnam Valley would have its own small Business Association. The Gateway would then support Putnam Valley's activities etc. There was at one time a small monetary account that was used to support these Putnam Valley activities but this account was wiped out a long time ago. Due to this past relationship, Putnam Valley is still included in the Gateway's Directory, on their website, and on their promotions. In 1988 the name changed from the Peekskill/Cortlandt Chamber of Commerce to the current Hudson Valley Gateway Chamber of Commerce. They are a regional Chamber and they provide opportunities that a smaller Chamber can't provide. Putnam Valley could also join the Yorktown and Mahopac Chambers if they so choose.

All the larger businesses in Putnam Valley belong to the Gateway Chamber including the School District. The Chamber gives out a yearly \$1,000.00 scholarship to a Putnam Valley High School graduating senior. Ms. Milone went on to say that the Town is currently a member of the Putnam County Chamber of Commerce. She made sure, by asking Legislator Gouldman, if Putnam Valley was represented at the table. She was willing to pay dues to the Putnam County Chamber of Commerce if necessary for Putnam Valley. He told her that we are represented and that there was no need to pay the dues. There is no competition between these two (2) Chambers, so there is no reason not to join the Gateway. It only costs \$275.00 a year to join the Gateway Chamber.

Supervisor Oliverio told Ms. Milone that the Town Board already voted to join and she should have received the check by now. Ms. Milone said she did not receive it but will check and get back to Beverly. Ms. Milone would like to work more closely with the Town. She would like to be made aware of any new businesses coming into Town. Watson's has joined the Chamber and an event will now be held there. The local needs of this community are very important and she wants to assist with this. She can bring back regional information to the Town. They do business networking events. They recently honored Tompkins Landscaping for their amazing growth. They want someone from Putnam Valley on their Board of Directors to keep everyone connected. Stacey Tompkins has been a great member of the Chamber and always advocates for Putnam Valley. Councilwoman Annabi said that our local Chamber is very active and would benefit from working together with the Gateway Chamber. We could have joint mixers. Ms. Milone looks forward to a fruitful relationship.

DISCUSSION OF FINAL VERSION OF ZONING CODES – BRUCE BARBER

Presented by Supervisor Oliverio

Supervisor Oliverio said this has been worked on extensively since last year and there have been multiple revisions. He would like to finalize it so we can plan a public hearing in April and notify the parties involved and get this set to be adopted. He went on to say that we put this together to make Putnam Valley more business attractive and a lot of our special use permits did not allow businesses in. Mr. Barber gave us a plethora of information, I have reviewed it many times and I am good with it. He also gave us a resolution on the Stone Chambers and a resolution on the size of accessory apartments. This involves a SEQRA process and we have already declared ourselves the lead agency on this and we need a Public Hearing - there are businesses waiting to come into Town!

Bruce Barber came to the front table to address the concerns of the Town Board and answer any of their questions. Councilwoman Whetsel said she is confused about the definition of multi-family which will now be allowed in an R3; but in our Master Plan R3 is described as low density residences. The definition of multi-family housing with the changes will be stated as three or more dwelling units. Councilwoman Whetsel is afraid there could possibly be a four story building with 20 units. Why is it being allowed in an R3? Mr. Barber said the Town Board knows that the Comprehensive Plan is the driving element behind these changes and the changes must be in compliance with the Comprehensive Plan. He had sent this particular instance, and others, to the Town Board last month in an email for them to take a look at. He said that the density is such in an R3 that the property sizes are relatively large - three (3) acres or more.

He continued that this may be a reasonable use in an R3 but he wants to make sure that it comports with the Comprehensive Plan and that the Town Board is comfortable with this. Councilwoman Whetsel feels the word "multi" needs to be defined more specifically. There could be 50 people - we want to make sure it is not now high density development. Mr. Barber agreed and said that a cap could be added or the "or more" could be removed. He will do some research and see what is realistic due to the applicability of septic systems etc. He could look into this and get some answers back in a day or two (2). Councilwoman Whetsel agreed that there should be a cap and the availability of water should also be looked into as it is a concern. Since we are not on Municipal Water; and I don't think you can have 20 units in an R3 area.

Councilwoman Whetsel was also looking at a Special Use for putting a Convalescent Home in a Preservation District. The definition of a Preservation District in our Master Plan is that it is land publicly owned, tax exempt and its primary use is for permanent open space purposes or low intensity recreation purposes, generally located in the northern half of the Town. A convalescent home is something that can support five (5) people or 50 people. We do have camps in our Preservation Districts. Maybe it should be called a retreat as opposed to a convalescent home. A convalescent home can also be a hospital. Mr. Barber said the definition of a convalescent home as currently stated in the code is a building for the use or accommodation of care for persons recuperating from an accident, surgery, trauma, illness, or bodily disorder - it is a very broad definition. Councilwoman Whetsel agreed that it is a broad definition and noted that size is again not mentioned. Are we talking about a big huge building that can accommodate 500 people? Mr. Barber said that the convalescent home appeared in several of the zoning districts prior to these changes - now it remains only in this one. He added that it can be defined more succinctly or added to another zone instead. Supervisor Oliverio said that they decided to add it to the Preservation District because we did not want it in an R3 District. It makes the most sense here because we don't want it in a Residential Area; an open area would be better, and because it is a Special Permitted Use it would have to comply with all the building codes and Board of Health Regulations. Supervisor Oliverio has no problem if the Presbyterian Hospital wants to build a wing here in one of our PD Districts. A convalescent home is short term care, and would not be in the middle of a residential neighborhood where people would be inconvenienced. Mr. Barber said that you could enact certain criteria such as size criteria or certain other restrictions that must be met. Supervisor Oliverio repeated that since this would be a Special Permitted Use it would be decided by our ordinances anyway. Mr. Barber briefly explained what the abbreviations for the Districts are and what they stand for i.e. CC1, CC2, R2, LP, CN, AG etc. Councilwoman Whetsel said she thought the convalescent home would work better in a Conservation District rather than a Preservation District. Councilwoman Annabi agreed and said a convalescent home would work better in a Conservation District, because there are other things located there such as Church, accessory apartments etc. and it is not a preserved area. Supervisor Oliverio and Mr. Barber agreed.

Councilwoman Whetsel then said she was confused about the PUD (planned unit development) in an R3 which would include commercial and multi-family housing - this does not seem compliant with what an R3 (which is low density development) is supposed to be. Mr. Barber said in doing the analysis of the PUD and consulting with the Town Assessor they found that there were very few properties that would be applicable to the development of a PUD. They went back and looked very carefully at the present language in the incentive zoning ordinances.

They found that the language is much broader in the sense that you can have smaller parcels where the Town Board can apply additional uses above the base uses under the zoning code, and can look at potential incentives that would provide additional open space etc. Under the constraints of a typical PUD, which is mixed residential and some mixed commercial, the incentive zoning would work better for the town since the parcels that would be encumbered under the PUD would be very few and if you remove that incentive zoning you'd really only have a couple of parcels to deal with - with that business type of incentive use. The Town Board could possibly consider not having the PUD and maintain the incentive zoning it is now, which can be used in any zone there is not a parcel size restriction - it boils down to septic and water. Councilwoman Whetsel said that the Town is considered a bedroom community and it is difficult for commercial business. Many of the businesses that are here are home based such as plumbers electricians etc. Commercial centers don't seem to survive because here because there is much commercial development very close to here. She asked, if it's limited why would we even think of having more when we can't even support what we have? Mr. Barber said they were looking at the potential in the Town as we did have some smaller businesses that were interested in considering incentive zoning - so to add additional restrictive components might hurt in the long run in terms of reducing the potential for creative uses that may want to come in. Supervisor Oliverio agreed and said that there are many hoops to jump through to fulfill the requirements of the Special Use Permit such as, water, septic, health department etc. that's the whole purpose of this. He does not want to dissuade somebody, because people think we are anti-business. Councilman Mackay said this was the fact a long time ago but we are now open to sensible business. Councilwoman Annabi said we want businesses that are vested here and want to work with us. Councilman Luongo said we are not going backwards - nothing is going to happen to the businesses that are already here. Mr. Barber said the environmental aspects of the Town are not being touched; we are trying to achieve a balance.

Supervisor Oliverio is content what has been proposed and accepts the changes of the convalescent home and what the definition of multi-family will exactly be defined as. No more than five (5) families seem to be suitable, and not too restrictive; but we need to keep in mind that we don't want five (5) floors. There should be no more than three (3) floors. In addition, we need to make sure there is adequate water.

Councilwoman Annabi does not see anything about property management on the list. Should this be on here? Does this have to be a separate resolution? High Fields and Mill Ponds are being handled by outside management companies but they are not vested in our town. Supervisor Oliverio asked Town Attorney Florence if these outside management companies need to have a license to come in here and register with the Town Clerks' Office like the garbage companies and other businesses. Councilwoman Annabi said we are not looking to oversee them but we want them to be vested in our community - so if they pay for a license they are more likely to be vested. Attorney Florence said that this will be difficult because we are not supervising and we have set up a standard by which they will be measured. Supervisor Oliverio asked Attorney Florence to do some research on that and we can talk about it next week.

Councilman Luongo asked about the situation that had happened with someone who wanted to open a veterinarian hospital, but couldn't have it as it was considered a storefront. He asked if this was remedied in the new zoning codes. Mr. Barber said yes it has been added in the new codes under CC1, CC2, and CD - it is a Special Permitted Use.

Councilwoman Annabi asked about Uber and Lyft, which has now been passed by the state, can it be brought to Putnam Valley? Uber, Lyft and Air B N B's are now covered.

Mr. Barber brought up one of the last two topics for tonight - which is stone wall preservation. There are two choices by which this can be handled. One way, which is the choice of Supervisor Oliverio, is to make it a separate free standing ordinance that would provide protection for all the historic stone walls wherever they are in Town. The other way is simpler which provides protection for the stone walls just lining the roads. If the Board has had the opportunity to review this we can decide which way they want to go. Supervisor Oliverio discussed the stone walls and the stone chambers and how they should be protected as because they are historic. He believes the stone chambers are Celtic or Viking in origin. So the decision is to pass the free standing ordinance.

Mr. Barber said the last question has to do with accessory apartments. The question came up at the last Planning Board meeting about the size of the apartments in existing residences. The Comp. Plan suggests that the accessory apartment can't be more than 35% of the existing gross flooring area of the house or 1,200 square feet. The reason it came up is because people are fixing up their garages and adding that to the area of the apartment space they are renting. They didn't exceed the zoning code but they were in excess of 35% of the gross flooring. Does the Board want to add something to accessory apartments to quantify the apartment size such as making it 50% of the size of the home? This is important because you must keep in mind the septic system of the home. The apartments are now becoming as large as the living space of the homeowner. Attorney Florence said there are 3 residences that can house 10 people each on 1/2 acre each - that is 30 people on an acre and 1/2. Nobody has demonstrated the depths of any wells or the amount of water produced by these wells. The whole point of this is the intensity of the user and are we being too lax? We need to have the ability to tell homeowners that this is too much. The living arrangements are year round, this is not a camp situation, and we don't know what the water capacity could be. Supervisor Oliverio said we should make sure they are living on at least one (1) acre. A 1/2 acre is too small. What are these wells going to be able to produce? Right now the homeowner only has to produce proof that the water is potable. Supervisor Oliverio would like the code to state that these homes with apartments are on at least one acre. Mr. Barber said it is hard to check on how many people are living in these apartments so the way to reduce the occupancy is to reduce the size of the apartments. This is something you need to think about and it does not have to be added to this new code right now. Supervisor Oliverio said these apartments do need two bedrooms and affordable housing has to be provided in this Town. Mr. Barber asked if we are precluding people who need these apartments for their parents or children. Attorney Florence said the neighbors whose wells may be affected need to be considered. This is exactly what happened in Mill Ponds. We need to do some research at the Health Department. This will be tabled for now.

Mr. Barber will make the changes and do the necessary research discussed tonight and have everything ready for the Board on Friday. At the next meeting they can look at the final draft and schedule the Public Hearing. The Board thanked Mr. Barber for all his hard work.

**APPROVE PUTNAM VALLEY VOLUNTEER FIRE DEPARTMENT 2017 LOSAP
SERVICE AWARDS PROGRAM POINT SYSTEM**

Presented by Councilman Mackay

RESOLUTION # R17-87

RESOLVED that the Town Board authorize the Supervisor to approve the Putnam Valley Volunteer Fire Department 2017 LOSAP service awards program point system. Eligibility is established by being an Active Member and earning a minimum of fifty points per year as

follows:

PUTNAM VALLEY VOLUNTEER FIRE DEPARTMENT
YEAR 2017 SERVICE AWARDS PROGRAM POINT SYSTEM

Eligibility is established by being an Active Member and earning a minimum of fifty (50) points per year as follows:

- A. TRAINING COURSES – 25 point minimum
 - a. Courses under 20 hours duration – 1 point per hour to a maximum of 5 points per course.
 - b. Courses from 20 to 45 hours duration – 5 points plus 1 point per hour to a maximum of 10 points per course.
 - c. Course over 45 hours duration – 15 points per course.
- B. DRILLS (2 hour minimum) – 20 points maximum
 - a. Department Drill – 1 point per drill
- C. ELECTED OR APPOINTED OFFICE (25 points maximum)

Line Officer:

Chief	20 points
1 st Assistant Chief	19 points
2 nd Assistant Chief	18 points
Captain	16 points
1 st Lieutenant	14 points
2 nd Lieutenant	12 points
Company Engineer	10 points
Company Engineer Assistant	5 points
Safety Officer	10 points
Safety Officer Assistant	5 points

Fire Police:

Captain	10 points
Lieutenant	6 points

Board of Directors:

Chairman	20 points
Recording Secretary	15 points
Member	10 points

Company Officers:

President	20 points
Vice-President	10 points
Treasurer	10 points
Financial Secretary	10 points
Recording Secretary	10 points

Committee Points see attached

- D. MEETING ATTENDANCE – 2 point maximum (2 points for 6 meetings or more)
- E. MILITARY/DISABILITY – 60 points maximum – 5 points per month
- F. STANDBY – 1 point for each in-house standby four hours or longer
- G. DEPARTMENT RESPONSES – 30 points maximum – must attend 10% of yearly calls
- H. MISCELLANEOUS ACTIVITIES – 15 points maximum
 - a. Work Details – 1 point per activity
 - b. Special Activities – 1 point per activity
 - c. Kitchen Duty – 1 point per activity
 - d. Parades – 1 point per parade
 - e. Parade Preparation – 1 point per activity
 - f. Special Drills – 1 point per drill

Seconded by Councilwoman Annabi, Councilman Luongo recused himself.
By a vote of 4 to 0 the resolution passes.

APPOINT ROBERT CHESNUT TO PLOW FIRE LANES AT ROARING BROOK LAKE

Presented by Councilwoman Whetsel

RESOLUTION #R17-88

RESOLVED, that the Town Board appoint Robert Chesnut to plow the five (5) fire lanes at Roaring Brook Lake as listed below for a fee of \$150.00 for minor storms up to six (6) inches of snow and \$250.00 for major storms of more than six (6) inches. The fire lanes are –
Dam Access Road

Shore Lane
Ferber's Landing
North Beach
Spur Beach

Councilman Mackay seconded for discussion. He suggested tabling this to next week. Are these fire lanes accessible to the trucks? Are we plowing lanes that are unusable? Supervisor Oliverio said that Chief Anderson and Superintendent Cobb checked and thought these were the best and would be okay. Councilman Mackay said as long as they were checked and approved he was okay with it.

Seconded by Councilwoman Annabi, unanimously carried.

APPOINT FRANK CASSIDY TEMPORARY MAINTENANCE FEBRUARY 10, 2017 TO FEBRUARY 16, 2017.

Presented by Councilwoman Annabi

RESOLUTION #R17-89

RESOLVED that the Town Board appoint Frank Cassidy as temporary maintenance staff for the time period of February 10th through February 26th 2017 at \$15.00 per hour. Frank will be filling in for Mark Backus as he will be out on medical leave.

Seconded by Councilman Mackay, unanimously carried.

APPOINT DANIEL GIBBS AS THE BULK DROP OFF PERSON

Presented by Councilman Luongo

RESOLUTION #R17-90

RESOLVED, that the Town Board appoint Daniel Gibbs as the Bulk Drop-Off Attendant Seasonal Employee April 22nd, June 17th, August 19th and October 21st 2017. Hours of operation 8:45 AM to 11:45 AM. Rate of pay is \$15.00 per hour.

Seconded by Councilman Mackay, unanimously carried.

AMEND RESOLUTION # R-17-46 REGARDING GROUNDWATER SAMPLING BY HYDROENVIRONMENTAL SOLUTIONS IN CROFTS CORNERS AREA

Presented by Councilman Mackay

RESOLUTION #R17-91

RESOLVED that the Town Board authorize the Supervisor to sign the 2017 contract with Hydro Environmental Solutions, Inc. to perform bi-annually samplings of groundwater for road salts in the Crofts Corners area, annual cost no more than \$6,457.50; associated laboratory fees in the amount of no more than \$2,576.00 to be paid by the Town.

Seconded by Councilwoman Annabi, unanimously carried.

APPROVE ATTENDANCE OF MICHAEL RAIMONDI AND TOM CARANO AT NY PLANNING FEDERATION CONFERENCE MARCH 26, 2017 TO MARCH 28, 2017

Presented by Councilwoman Whetsel

RESOLUTION # R17-92

RESOLVED that that Town Board authorize Michael Raimondi and Tom Carano be able to attend the NY Planning Federation Conference which will be held in Saratoga Spring, NY on March 26 thru March 28, 2017. The Planning Registration fee is \$199.00 for full registration, and \$155.00 for one day registration fee. The hotel cost is \$278.00. Michael Raimondi is requesting the registration fee and the hotel cost. Tom Carano is requesting registration fee for one day. A total cost of \$632.00.

Seconded by Councilwoman Annabi, unanimously carried.

APPROVE ATTENDANCE OF PETER BELEFONT AT NY PLANNING FEDERATION CONFERENCE MARCH 26, 2017 TO MARCH 28, 2017

Presented by Councilwoman Annabi

RESOLUTION # R17-93

RESOLVED that that Town Board authorize Peter Belefont be able to attend the NY Planning Federation Conference which will be held in Saratoga Spring, NY on March 26 thru March 28, 2017. The Planning Registration fee is \$199.00 for full registration. The hotel cost is \$278.00. Peter Belefont is requesting the registration fee and the hotel cost for a total cost of \$477.00.

Seconded by Councilwoman Annabi, unanimously carried.

PARKS & RECREATION-PERSONNEL

Presented by Councilman Luongo

RESOLUTION #R17-94

RESOLVED, that the Town Board approve the following additions/changes to personnel

1. Kevin Gallagher, Youth Basketball Scorekeeper @ \$15.00 per hour.
2. Joe Redondo, Basketball Referee, @ \$45.00 per hour.
3. Beth Miench, Adult Woman's Volleyball League Coordinator @ 350.00 for season 9/12/16 through 1/23/17.
4. Pete Miench, Women's Volleyball League Champ. Game Referee @ \$25.00.
5. Mary Seminara, Woman's Volleyball League Winner @ \$100.00.

Seconded by Councilman Mackay, unanimously carried.

PARKS & RECREATION- REFUNDS

Presented by Councilman Mackay

RESOLUTION #R17-95

RESOLVED, that the Town Board approve the following refunds:

Ernest Tuitt 56 Orchard Road Putnam Valley, NY 10579	\$75.00 Basketball Now Coaching
Mark Bourgie 31 Oak Drive Putnam Valley, NY 10579	\$430.45 Refund for PVCC Withdrawal – Dad on medical leave

Seconded by Councilwoman Annabi, unanimously carried.

Councilwoman Whetsel read a flyer about an upcoming event being held at the Putnam Valley Free Library being sponsored by the Putnam Valley Historical Society and Friends of the Library on March 25 from 10AM to noon. There is a \$10.00 registration fee and advanced registration is strongly recommended.

Supervisor Oliverio moved to go into Executive Session to discuss a contractual issue with the Putnam Valley Volunteer Ambulance Corp at 7:15 PM. No further business will be conducted.

Seconded by Councilman Mackay

Respectfully submitted,

Sherry Howard
Town Clerk
02-10-2017