

**PUTNAM VALLEY TOWN BOARD
REGULAR TOWN BOARD MEETING
6:00 PM
WEDNESDAY, SEPTEMBER 20, 2017**

1. Pledge of Allegiance
2. Departmental Reports
3. Supervisor's Comments
4. School Report
5. County Legislator's Report
6. Set October 11th as the first Public Hearing and budget discussion on preliminary Fire Department budget.
7. Set October 18th as the date for a Public Hearing on the preliminary Town Budget.
8. Approval of Town Board Minutes from Aug. 16, Aug. 23rd, and September 6th.

DEPARTMENTS

9. Building Department Report
 - A. Report for August Fee Summary
10. Districts
 - A. Wildwood Knolls Facilities Revenue Report
 - B. Waiver of Wetland Permit Waiver Fees
11. Facilities
 - A. Authorize Supervisor to sign computer lease purchase agreement
12. Parks & Recreation
 - A. Refunds
 - B. Personnel Changes
13. Public Comment
14. Budget Transfers
15. Audit of Monthly Bills

**PUTNAM VALLEY TOWN BOARD
REGULAR TOWN BOARD MEETING
6:00 PM
WEDNESDAY, SEPTEMBER 20, 2017**

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

ALSO PRESENT: Town Clerk Sherry Howard

ABSENT: Town Counsel Bill Florence

Pledge of Allegiance and moment of silence for our armed forces.

Supervisor Oliverio opened the meeting at 6:00 p.m.

SUPERVISOR'S OPENING COMMENTS

Presented by Supervisor Oliverio

Supervisor Oliverio wished those who celebrate a Happy New Year. He said that sunset begins at 7:08 PM so the meeting will be short and focused and will end by 7:00 PM out of respect.

DEPARTMENTAL REPORTS

Presented by Councilwoman Annabi

Marjorie Federici the Director of the Putnam Valley Free Library spoke about the libraries exciting updates:

She believes the vehicular bridge will be completed and open for use in early November.

The Library will have a booth at Town Day. There will be free books, library card sign up, a \$5.00 or under book sale, (which is a fund raiser), "Squiddy" will make a return appearance, and the new library video will be introduced.

There will be a series of workshops in October which is being called "mindfulness month". This is an umbrella term that covers a bunch of disciplines such as reiki, meditation, and yoga. The first workshop will be with Priscilla Keresey on self-hypnosis being held this Saturday. Please check the website for all of our programs.

In addition, their first newsletter just went out.

Next, Chief Anderson reported on the Fire Department's month of August 2017 calls:

4 PIAA'S

2 Wires down

2 Rubbish fires

4 Automatic alarms

2 Investigations

4 EMS assists

18 for the month – which is 221.62 man hours. There have been 220 calls year to date. The cold weather is coming please have your chimneys and fire places cleaned out.

Larry Cobb, Highway Superintendent, came to the podium next. He said they are cleaning out and fixing the catch basins in Lake Peekskill and all over town. They are also raising the basins to get ready for winter. The paving of the roads will be complete before winter. They have done much paving lately. He would like to thank his guys and the residents as the paving takes time, and the guys put in a lot of hours - and the residents were very patient. They are cutting trees and removing limbs. The roads will be restriped. As to the Horton Hollow Road paving project – they will be going about this properly- to that end Mr. Cobb has met with the Town Engineer, Wetlands Inspector, and he has calls into the D.E.C. to make sure about the Environmental Impact Study. He will also be working with the Town Board to see if this will be done in different phases or all at once. Supervisor Oliverio said he knows that the drainage is a priority. Superintendent Cobb said that he acknowledges that there are some issues that need to be addressed and corrected (re: the wetlands), but that can be handled in-house. It will be discussed and is on the docket. Lake Peekskill bulk pick-up went very well. The dumpsters worked beautifully. If you have any questions please call (845) 526-3333.

Stuart Wells, Captain of the Ambulance Corps. was next. He reported that there were 63 dispatches for the month of August 2017. They treated over 30 patients. There were 47 medical emergencies, 1 car accident and they did standby at the High School Football games. There were 900 miles logged on the ambulances. Members logged over 480 hours of roster time. They are offering classes in CPR, First Aid and Blood Borne Pathogens, and several other classes in-house. If our schedule is not good for you or if you have a group we will work with you to set up a class. Please check our website. We are always looking for new members. Please call me at (845) - 526-3119 ext. 201.

SCHOOL REPORT

Presented by Councilwoman Annabi

Dr. Wills, Superintendent of Putnam Valley Schools, gave a shout out to the Library in recognition of their new and continued partnership. She said it's a wonderful thing that all the groups in Town do things together and depend on each other. She added that the School District's theme this year is "sustain P.V. - building relationships". We don't often think about that aspect of schools. Our students who are involved with their teachers and peers in positive ways - creates an entire environment that is a social and emotional place that is safe for a student to learn. That's a focus for us and sustainability is part of that - because you cannot have a community without sustaining the relationships within that community. We are involved with the "Ruler Program" this teaches the Staff and ultimately the students about how to regulate and understand your emotions in order to be successful. Research is very clear about career success - people lose jobs because they cannot get along with others not because of their competency and performance. This is the most frequent cause of losing a position. So, by promoting the emotional and social aspect of learning, we are dealing with this aspect of their success. Today we had a new student breakfast where their families were also invited. The parents of these students not only want a quality education for their children but they also want a place where their students want to be. They would like a sense of belonging. In addition, we are adopting a school in Houston who has lost everything. The Make-a-Difference Club is spearheading this initiative. This is all about positive relationships and is quite important to learning.

COUNTY LEGISLATOR'S REPORT

Legislator Gouldman said that County Legislator Scuccimarra apologized but was unable to attend the Town Board Meeting.

The flu season this year is expected to be worse than last year. The Putnam County Health Department has scheduled three (3) clinics which will administer flu shots. They will be given to you by skilled and experienced Public Health Nurses. Please go on the Putnam County website to find the times and locations that are good for you.

Putnam County Tourism has a new website that is very good. Please check it out. There is a section in it where businesses can promote themselves. If you have a business that could benefit by this please contact them 845-808-1015.

School is open please be careful on the roads.

The Putnam County Industrial Development Agency has an opening on their Board. Currently there is no one representing Putnam Valley. They are looking for members. They are the economic vitality for Putnam County. If you feel you could be an asset to this Board - please send me a resume. If you have any questions please call me at 845-808-1029 or email at William.gouldman@putnamcountynewyork.gov.

Church Road is back to normal. The metal plate has been removed and the road beneath it has been repaired and repaved. Thanks to the community for their patience. More work will have to be done on the other side of the bridge; I will keep you updated. I will speak to the Sheriff's Department about stepping up the patrols in Putnam Valley. There are some areas that are having issues that need to be corrected.

On September 30th, in recognition of National Passport Awareness Month, the Putnam County Clerk will be hosting a Passport Saturday at the Carmel Town Hall located at 60 McAlpin Avenue in Mahopac from 9 AM to 1 PM. They will be there to give out information and accept passport applications from US citizens.

On October 7th, Putnam County will be holding a hazardous waste collection day at the Donald B. Smith Building, located at 110 Old Route 6 in Carmel. Preregistration is required, so go to the Putnam County Website for more information.

County Legislator Bill Gouldman said we live in a beautiful County so please keep it clean if you see someone throwing garbage outside please call the Sheriff's Department at 845-225-4300.

Councilman Mackay thanked County Legislator Gouldman for getting the metal plate fixed as it has been there for nine (9) years. Councilman Mackay was very appreciative because he took the issue personally and made sure it got done. He thanked him for his hard work.

Councilwoman Annabi announced that Saturday, September 23rd is Town Day. Parking will only be at the High School with four (4) shuttle buses taking you to the Town Park. This is a safety issue. There will be a large amount of people and a small parking area. Fireworks start at 8:30 PM.

SET OCTOBER 11, 2017 AS THE FIRST PUBLIC HEARING AND BUDGET DISCUSSION ON THE TOWN'S PRELIMINARY BUDGET

Presented by Councilman Luongo

RESOLUTION # R17-287

RESOLVED that the Town Board authorize the Supervisor to set October 11, 2017 as the first Public Hearing and Budget Discussion on the Town's Preliminary Budget for 2018.

Seconded by Councilman Mackay, unanimously carried.

Supervisor Oliverio said the budget will be put on the website on October 5th. The Town Board will be receiving the budget itself officially from the Town Clerk on October 4th and it will be put on the website the next day. This is a draft not the final budget. The Board will discuss and modify the budget for the next four (4) meetings in a row.

SET OCTOBER 18, 2017 AS THE FIRST PUBLIC HEARING AND BUDGET DISCUSSION ON THE TOWN'S PRELIMINARY BUDGET

Presented by Councilwoman Annabi

RESOLUTION # R17-288

RESOLVED that the Town Board authorize the Supervisor to set October 18, 2017 as the first Public Hearing and Budget Discussion on the Town's Preliminary Budget for 2018.

Seconded by Councilman Luongo, unanimously carried

APPROVAL OF TOWN BOARD MINUTES

Presented by Councilwoman Whetsel

RESOLUTION #R 17-289

RESOLVED, that the Town Board approve the minutes of August 16, August 23, and September 6, 2017.

Seconded by Councilman Luongo, unanimously carried.

BUILDING DEPARTMENT REPORT

Presented by Councilman Mackay

RESOLUTION #R 17-290

RESOLVED, that the Town Board accept the August 2017 Building Department Report and Daily Fee Summary.

Seconded by Councilman Luongo, unanimously carried

WILDWOOD KNOLLS FACILITIES REVENUE REPORT

Presented by Councilman Luongo

RESOLUTION #R 17-291

RESOLVED, that the Town Board accept the 2017 year end Wildwood Knolls Revenue Report. It is 11 families @ \$100.00 per family = \$1,100.00.

*Please note: Eight (8) families chose not to use this facility in 2017, so we collected \$800.00 less than the \$1,900.00 Wildwood Knolls Facilities Warrant originally presented to the Town Board.

Seconded by Councilman Mackay, unanimously carried

WAIVER OF WETLANDS PERMIT WAIVER FEES

Presented by Councilwoman Annabi

RESOLUTION #R 17-292

RESOLVED, that the Town Board waive any Town of Putnam Valley Wetlands Waiver fees associated with the reclaiming of sand on Children's Beach in Roaring Brook Lake.

Seconded by Councilman Luongo, unanimously carried

AUTHORIZE SUPERVISOR TO SIGN COMPUTER LEASE PURCHASE AGREEMENT

Presented by Councilwoman Whetsel

RESOLUTION #R17-293

RESOLVED that the Town Board authorize the Town Supervisor to sign the Computer Lease with Hewlett-Packard Financial Services Company pending approval from the Town Attorney. The computers will be purchased through CDWG Government from the Hewlett-Packard I.T. Umbrella Package on New York State Bid. The terms are as follows:

10 Computers

HP ProDesk 600 G3-Corei5 6500
3.2 GHz-8256 GB
@\$791.01 Each \$7,910.10
10 Monitors

HP Elite Display
E202 20" LED
LCD- Black
@ \$147.51 Each = \$1,475.10

Total Cost \$9,385.20

(36) Month Lease @ 3.75% with Hewlett-Packard Financial Services, monthly payment \$276.15 total interest over three (3) years is \$556.20. These computers will be used by Town Staff and at the end of the lease the Town will own the computers. This item has been included in the 2017 Town Budget.



HP Financial Services

Financial Services Proposal

Prepared for: Town of Putnam Valley
Submitted: September 15th, 2017

With technology changing everyday, leasing provides you with the flexibility you need to meet your ongoing business needs, as well as being a cost effective way to use operating capital and preserve bank credit lines. The following payment alternatives are available from HP Financial Services.

Tax Exempt Installment Sale (\$1 Buyout)

In a Tax-exempt Installment Sale structure, payments consist of both principal and interest, with the interest being excludable from the Lessor's gross income for Federal income tax purposes. During the term of the Lease the Concluding Payment – primarily consisting of unpaid principal would decline as each Lease Payment was made and applied. Under this structure Title typically passes to the Lessee at the Lease Acceptance and the Lessor would file a security interest in the equipment. Once the original base Lease Payments are made the Lessee owns the equipment free and clear.

Quote#(s):	JGFX393
Product cost	\$9,385.20
Purchase Option	TEIS
3 yr Monthly Payment(s):	\$276.15

Pricing is valid only if product is delivered and accepted by October 31st, 2017.

We appreciate the opportunity to provide you with this proposal. Please call me if you have any questions, or if I can be of further help.

Sincerely,

Amy Hunter
Financial Area Manager
908-723-0779 Phone
908-345-6811 Fax
Amy.hunter@hpe.com

Confidentiality: This letter is delivered to you with the understanding that neither this letter nor its substance shall be disclosed by Lessee to any third party.

Basis of Proposal: This letter is a proposal for discussion purposes only and does not represent either an offer or a commitment of any kind on the part of HPFS. It does not purport to be inclusive of all terms and conditions that will apply to a leasing transaction between us. Neither party to the proposed transaction shall be under any legal obligation whatsoever until, among other things, HPFS has obtained all required internal approvals (including credit approvals) and both parties have agreed upon all essential terms of the proposed transaction and executed mutually acceptable definitive written documentation. This proposal can be modified or withdrawn by HPFS at any time.

Either party may terminate discussions and negotiations regarding a possible transaction at any time, without cause and without any liability whatsoever.

Seconded by Councilman Mackay, unanimously carried

PARKS & RECREATION REFUNDS

Presented by Councilman Mackay

RESOLUTION #R 17-294

RESOLVED, that the Town Board approve the following refunds:

Jenna Case-Lee	\$194.00
159 Lake Shore Road	PVCC
Putnam Valley, NY 10579	Child not attending

Seconded by Councilman Luongo, unanimously carried.

PARKS & RECREATION PERSONNEL

Presented by Councilman Luongo

RESOLUTION #R 17-295

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

1. Diane O'Rourke, Recreation Assistant for Magma Program, @ \$20.00 per hour.
2. Jennifer Zimmerman, Recreation Assistant for Magma Program @ \$20.00 per hour.

Seconded by Councilman Mackay, unanimously carried

AMENDMENTS TO THE AGENDA

Presented by Supervisor Oliverio

RESOLUTION #R 17-296

RESOLVED, that the Town Board amend the agenda to reflect the following addition:

#15 – Add State Bid mower purchase for Parks and Recreation.

Seconded by Councilman Mackay, unanimously carried.

STATE BID MOWER PURCHASE

Presented by Councilwoman Annabi

RESOLUTION #R 17-297

RESOLVED, that the Town Board approve the following Parks and Recreation purchase of a replacement mower, Kubota F3990 with a 72” deck, and debris blower for the combined price of \$27,859.99 of the national and state bid process. Justification and clarifications have been attached to the quote for your perusal.

Parks and Recreation

Memo

To: Town Board
From: Frank DiMarco 
CC: Sherry Howard; Beverly Kelly
Date: 9/20/2017
Re: State Bid Mower purchase

Town Board Members,

The Parks and Recreation department and its Commission request authorization to purchase a replacement mower, Kubota F3990 with a 72" deck, and debris blower for the combined price of \$27,859.99 of the national and state bid process. Justification and budgeting clarifications have been attached to the quote for your perusal.

Seconded by Councilman Mackay, unanimously carried.

PUBLIC COMMENT

Presented by Supervisor Oliverio

There was no public comment but Supervisor Oliverio reiterated that parking is only at the HS/MS with the exception of vendors and people with handicap tags. This is for safety reasons. Please come and enjoy Town Day.

BUDGET TRANSFERS & AMENDMENTS

Presented by Councilman Mackay

RESOLUTION #R 17-298

RESOLVED, that the Town Board approve the following budget transfers and amendments as submitted by Finance Director Angelico:

Supervisor Oliverio moved to go into executive session at 6:28 PM to discuss a personnel matter with no business being conducted afterward.

Seconded by Councilwoman Annabi, unanimously carried.

Respectfully submitted,

Sherry Howard
Deputy Town Clerk
9-27-2017