

Mr. Sam Oliverio, Jr.  
2017

May 17,

Supervisor, Town of Putnam Valley  
265 Oscawana Lake Rd, Putnam Valley, NY 10579

Mr. Oliverio;

I would like to be considered for the open seat on the Commission for the Conservation of the Environment. I have been a resident of Putnam Valley for nine years now, and in that time have worked on many environmental issues in the area.

I am an active member of the Lower Hudson Partnership for Regional Invasive Species Management (PRISM), one of eight regional partnerships in the state of New York funded by the Department of Environmental Conservation through the Environmental Protection Fund. I am also a member of the Hudson Highlands Land Trust. I have partnered with Glynwood Farms on Land Management issues.

Additionally, I have organized and/or presented on several educational panels addressing environmental issues, including: deer management; aquatic invasive species; the history of the area's stone walls and stone chambers; "greener" options in building materials and appliances; avoidable toxins in the environment; renewable energy solutions; and composting methods.

I hope my knowledge, skills, and deep interest in environmental conservation would be of use to the Commission. I would be honored to contribute to the Town I now call home.

Respectfully,

Julie Ruben  
8 Ebert Lane, Putnam Valley, NY 10579  
917.856.2919

**Beverly Kelly**

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**From:** Sam Oliverio  
**Sent:** Monday, May 22, 2017 3:14 PM  
**To:** Beverly Kelly  
**Subject:** FW: Possible appointment to the Commission on the Environment  
**Attachments:** Sam Oliverio.docx

For our work session...

*Sam Oliverio*  
Supervisor –Town of Putnam Valley  
845-526-2121  
Carpe Diem!

**From:** Julie Ruben [mailto:julieru@gmail.com]  
**Sent:** Monday, May 22, 2017 2:26 PM  
**To:** Sam Oliverio <SOliverio@putnamvalley.com>  
**Subject:** Possible appointment to the Commission on the Environment

Dear Mr. Oliverio,

Attached is a letter describing my interest and qualifications to be included on the Putnam Valley Commission on the Environment.

Respectfully,

Julie Ruben

--  
julie ruben  
917.856.2919

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# GENERAL CODE PROPOSAL *for*

## MUNICIPALITY VALUE ADDED RESELLER (VAR) CHANGE

### AGREEMENT

between

THE TOWN OF PUTNAM VALLEY

265 Oscawana Lake Road

Putnam Valley, NY 10579

and

GENERAL CODE, CMS, LLC

781 Elmgrove Road

Rochester, New York 14624

PRESENTED BY

GENERAL  
**CODE**

*Information made civil.*

May 24, 2017

Director of Sales: Anthony Craparo  
203-470-3459

[acraparo@generalcode.com](mailto:acraparo@generalcode.com)



**Section 1. Change of VAR.**

Upon the signing of this Agreement, the Town of Putnam Valley changes vendors for the continuing support of its Municipality system to General Code, CMS, LLC. Any future Municipality products or services that the Town of Putnam Valley desires to purchase may be ordered from General Code via a purchase order or change order, in accordance with the "Terms and Conditions" and "License Agreement" which are available at <http://cms.generalcode.com/terms-conditions>

**Section 2. Municipality Software Assurance Plan (MSAP).**

The Town of Putnam Valley shall continue with the Municipality Software Assurance Plan (MSAP) which was created to deliver critical program updates and to provide on-going technical support for the document management system. This is important because Municipality Parcel Management systems are continuously improved to be even more powerful and efficient. Technical support covers all questions that might arise should the system ever not function as designed (as distinguished from training issues).

**Section 3. MSAP Renewal Date and Cost.**

The annual renewal date of the MSAP will be January 15<sup>th</sup>, 2017. The annual cost for the on-going maintenance will be at the then-current support prices for that year. As of January 15, 2017, the prevailing MSAP rate for the current system as outlined below is \$500.00. This annual fee will be billed sixty (60) days prior to and is payable by the renewal date. Any other services requested shall be payable upon delivery of the services or products and submission of an invoice/voucher by General Code.

The Town of Putnam Valley agrees to this change of vendors as outlined above and to the "Terms and conditions" and the "License Agreement" which are available at <http://cms.generalcode.com/terms-conditions>, and authorizes General Code, CMS, LLC to provide the service and support under the MSAP.

**THE TOWN OF PUTNAM VALLEY, NEW YORK**

**GENERAL CODE, CMS, LLC**

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

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## **MUNICIPALITY PARCEL MANAGEMENT SOFTWARE ASSURANCE PLAN PROGRAM DETAILS**

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Included in your MSAP (Municipality Software Assurance Plan) are the following services:

### **Help Desk Support**

Procedural or Technical Questions may be addressed to the Municipality Help Desk by either calling General Code's 1-800 number (1-800-836-8834) or by submitting them to the Municipality Help Desk via e-mail ([munisupport@generalcode.com](mailto:munisupport@generalcode.com)). The Municipality Help Desk is available 8 a.m. - 5 p.m. EST Monday - Friday. General Code will acknowledge any questions phoned or e-mailed into the Help Desk within eight (8) business hours. General Code will attempt to address the issue as quickly as possible. In cases where the issue is not able to be resolved during the initial review, the Help Desk technician will issue a Case number to the customer for future reference. The Case number is used to track the issue in our internal problem tracking system. In some instances, it may be necessary to escalate the issue to the software manufacturer for assistance. In those cases, General Code will act as the mediator with the manufacturer to attempt to get the issue resolved as quickly as possible.

### **Method of Support**

General Code provides its Help Desk support remotely via the internet utilizing web browser tools such as GoToAssist. The customer agrees to provide remote internet access to their file server and client workstation(s) as needed. Broadband internet connectivity at the customer site is preferred, but a minimum of a 56kb modem is required.

### **Regular Software Updates / Patches**

New releases / patches to the Municipality software are made available to customers that are current with their MSAP payment two (2) to four (4) times per calendar year. These releases will be tested by the manufacturer and by General Code staff prior to be installed at the customer's site. The new software releases will be remotely installed to the customer if the release fixes an outstanding issue at the customer site, adds functionality that the customer has requested, or if the customer requests the new release to be installed.

### **Data Recovery**

General Code will assist with the restoring of the Municipality system to a production state after hardware failures or power outages as needed. It is the customer's responsibility to perform regular backups of the Municipality software and data. Daily backups are recommended. General Code is not responsible for any loss of data from the customer's Municipality system.

### **Training**

Basic procedural questions will be addressed by the Help Desk as outlined above. New user training or existing user Refresher training on the use of Municipality is the responsibility of the customer. Training services may be contracted through General Code at an additional fee.

### Customer's Obligation

In order to participate in the MSAP program, the Customer is required:

- To complete and submit the *Customer Registration Form*
- To issue a purchase order for or complete payment on an invoice for the annual MSAP.
- To maintain appropriate backups of the Municipality software, database and associated files.
- To have SQL with management tools installed on a PC accessible on the customer's network remotely via the internet.
- To contact General Code **prior** to implementing significant network changes that have the potential to impact the Municipality system. Some examples would be operating system changes on either the server or PC, replacement of existing PCs or server(s), and changes in network configurations, such as server name, IP address or workgroup on PCs.
- To have Internet access on the Municipality server and all workstations where the Municipality client is installed and be willing to allow our Support Technicians remote access to the Customer's Municipality system via GoToAssist or other acceptable remote access tool.
- To designate an IT contact and to provide the name, phone number and e-mail address on the registration form.
- To describe technical issues completely in order to provide General Code's Help Desk staff sufficient information to be able to diagnose and reproduce the problem, including any identified error codes.



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**TOWN OF PUTNAM VALLEY  
ZONING BOARD OF APPEALS  
265 OSCAWANA LAKE ROAD  
PUTNAM VALLEY, NEW YORK 10579  
Phone: (845) 526-2439 Fax: (845) 526-3307  
EMAIL: [mbabnik@putnamvalley.com](mailto:mbabnik@putnamvalley.com)**

**TO:** HONORABLE SAM OLIVERIO  
TOWN BOARD MEMBERS

**FROM:** MICHELE BABNIK  
PLANNING & ZONING BOARD CLERK

**SUBJECT:** CESAR MORA  
63 MATHES STREET  
CIVIL PENALTIES

The above mentioned applicant obtained a Decision & Order from the Zoning Board of Appeals, on March 30, 2017. At that time the Zoning Board of Appeals granted the variance with the condition that Section 165-91D (4) of the Zoning Code be complied with. The applicant is requesting the Town Board Waive the Civil Penalty. Please find attached copies of Decision & Order and Letter from Applicant.

Putnam Valley Planning Board  
265 Oscawana Lake Rd.  
Putnam Valley, NY 10579

Cesar A Mora  
500 Commerce Street  
Hawthorne, NY 10532  
(914) 438-0429  
5/23/2017

To the members of the Town Board:

My name is Cesar Mora, I own a house on 63 Mathes Street, Lake Peekskill NY, 10537. I am writing this letter to respectfully request forgiveness for any fines that I might incur for building a shed without a permit in my backyard.

My property had an aluminum shed next to an old chicken coop. Both the shed and the chicken coop got destroyed during a major snowstorm. Because there was already a shed and the chicken coop, I thought it was ok to build a shed using the same area that had been used before. I was not aware that I needed to obtain a building permit. However, I was informed by a building inspector that I needed a permit. I had started the process of obtaining a permit, but, during that process, I got very ill. I had two bloods clots in my head, and the doctors discovered I had a tumor in my head which needed to be removed. I was advised by my doctor not work, which caused a significant loss of income. If things couldn't get any worse, my wife and I are no longer together. I have moved out of the house and we are in the process of a divorce. The tumor came back this year, the stress is a lot. I had another surgery to remove it again, and I continue to try to get by everyday with gods grace.

It has been a very rough few years for me, not only because of my health issues, but with a lot of financial burdens. I have to go for more head scans and I am unsure of what my future holds, the stress is a lot. So, I respectfully ask for forgiveness for any fines I my be facing. I have tried very hard to correct this and I went in front of the zoning board and they approved the shed. But just when I thought I had fixed everything, I was told I owe fines. It seems these days the news isn't good, no matter how hard I am trying. But everyday I wake up and thank god that he has given me another day. I try to keep my spirits up.

I wouldn't wish what I have been through on anyone, and I know whoever is reading this may not understand if they never experienced anything like this. It's just like getting kicked constantly when you are trying to fight for your life. I hope this isn't one more stress to add to the list, so I figured I'd write you and let you know what has been going on with me. I thank you in advance for taking your time and consideration to review this matter. God bless.

Sincerely,



**Cesar A Mora**

Town of Putnam Valley  
ZONING BOARD OF APPEALS  
Putnam Valley, New York

**DECISION & ORDER**

Name of Applicant: Cesar Mora

Address: 63 Mathis Street  
Lake Peekskill, NY 10537

Location of Property: 63 Mathis Street TM#91.25-1-62

Nature of Request: Request side and rear yard setback variance to  
legalize shed build without a permit.

Zone: R-3

Date of Advertisement: March 22, 2017

Putnam County News and  
Recorder

Date of Public Hearing: March 30, 2017

Place of Public Hearing: Town Hall, 265 Oscawana Lake Road, Putnam Valley, New York

Members Present:

Bill Maskiell.....Chairman Robert Campo.....Member  
Peter Belefant.....Vice-Chairman Jim Jackson.....Member

The matter having come before a duly convened meeting of the Board on the 30th day of March 2017 and the facts, matters and evidence produced by the applicant, the Zoning Inspector and interested parties having been duly heard, received and considered and due deliberation having been had, the following are the

FINDINGS OF FACTS:

The subject's property is located in an LP Zone with the following setback requirements: Front-50'; Rear-30'; Side-20', with a minimum lot area requirement of 2 acres and a maximum lot coverage of 25%. The applicant is requesting a 19.5 side yard setback variance (20' down to 0.5' requiring a 19.5' variance). A 27.5 rear yard setback variance (27.5 down to 2.5' requiring 27.5' variance). There is also to be no plumbing added to the shed. A civil penalty under Town Code, Section 165-91 D (4).

The applicant has satisfied the Board that the criteria for the requested variances has been met. There was no public opposition to the application. The benefit to the applicant exceeds the detriment to the community. There will not be a substantial change in the character of the neighborhood and the character of the neighborhood will be preserved. This is a minimum variance that will provide relief.

Therefore, based on the finding of facts, it is ordered, that the application be and same hereby granted subject to the following terms and conditions; 1). THE APPLICANT MUST OBTAIN A BUILDING PERMIT WITHIN TWO YEARS OF THE ISSUANCE OF THIS VARIANCE; OTHER WISE THIS VARIANCE WILL BE DEEMED NULL AND VOID.

DURATION OF DECISION & ORDER:

- 1) If this application results from a referral from the Putnam Valley Planning Board, the following shall apply:
  - A) The relief granted herein is limited to the site plan/subdivision and/or special use permit application which generated the referral.
  - B) Should the site plan/subdivision and/or special use permit application be denied by the Planning Board, this Decision & Order shall become null and void.
  - C) Should the site plan / subdivision and /or special use permit be granted, but should said approval(s) lapse without the filing of a final plat (in the case of a subdivision), or the issuance of a building permit (in the case of a site plan and/or special use permit), this Decision & Order shall become null and void.
  - D) Should the site plan / subdivision and/or special use permit be neither granted nor denied within 3 years following the date hereof, this Decision & Order shall become null and void.
- 2) If this application does not result from a Planning Board referral, this Decision & Order shall become null and void unless a building permit is obtained within two years from the date hereof; and the relief granted herein is limited to that shown on the site plan/ survey submitted with the application.
- 3) The relief granted herein is subject to the Applicants payment of civil penalty under Town Code Section 165-91D (4) in an amount to be set by Town Board, or the Town Board's waiver of said penalty for good cause shown.
- 4) This Decision & Order may not be extended. A new application shall be required.

This application is a Type II action under SEQRA.

The decision of the Building and Zoning Inspector is hereby reversed.

Dated, Putnam Valley, New York this 13th day of April 2017.

  
Zoning Clerk

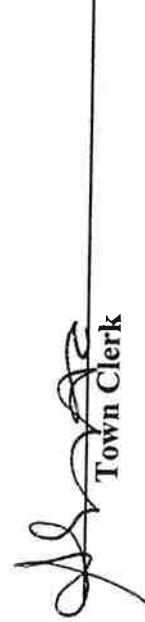
  
Chairman

STATE OF NEW YORK  
COUNTY OF PUTNAM

On the 13th day of April, 2017 before me personally came William Maskiell, Chairman of the Zoning Board of Appeals of the Town of Putnam Valley, New York, to me known as the individual described in and who executed the foregoing instrument, and acknowledged that he executed the same.

  
Notary

Filed, Office of the Town Clerk, Putnam Valley, New York  
on the 13th day of April, 2017.

  
Town Clerk

DOREEN C. PIACENTE  
Notary Public, State of New York  
Commission Filed in Putnam County  
No. 01P14638206  
Term Expires July 31, 2018

Lawrence Cobb  
Highway Superintendent

Joseph K Hertelendy  
General Foreman

Margaret Bradley  
Senior Typist

Joann Carroll  
Part-time Clerk

265 Oscawana Lake Road  
Putnam Valley, NY 10579

(845) 526-3333 phone  
(845) 526-4729 fax

E-mail address:  
LCOBB@PUTNAMVALLEY.COM

Hours of operation:  
7:00 AM - 3:30 PM Monday - Friday

May 23, 2017

Town of Putnam Valley Highway Department

MEMORANDUM

TO: SAMUEL OLIVERIO  
FROM: LARRY COBB  
RE: SEASONAL LABORER

PLEASE APPOINT DAVID ANDERSON III OF 48 WINNEBAGO RD. PUTNAM VALLEY NY AS A SEASONAL LABORER AT \$11.44 PER HOUR WITH NO BENEFITS EFFECTIVE JUNE 5, 2017.

SINCERELY,  
LARRY COBB

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Lawrence Cobb  
Highway Superintendent

Joseph K. Hertelendy  
General Foreman

Margaret Bradley  
Senior Typist

Joann Carroll  
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LCOBB@PUTNAMVALLEY.COM

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7:00 AM - 3:30 PM Monday - Friday

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### Town of Putnam Valley Highway Department

May 10, 2017

#### MEMORANDUM

TO: SAMUEL OLIVERIO  
FROM: LARRY COBB  
RE: SEASONAL LABORER

PLEASE APPOINT PATRICK O'GRADY, 140 NARDIN RD. LAKE PEEKSKILL NY AS A SEASONAL LABORER AT \$11.44 PER HOUR WITH NO BENEFITS EFFECTIVE MAY 22, 2017.

SINCERELY,  
LARRY COBB

Lawrence Cobb  
Highway Superintendent

Joseph K. Hertelandy  
General Foreman

Margaret Bradley  
Senior Typist

Joann Carroll  
Part-time Clerk

265 Oscawana Lake Road  
Putnam Valley, NY 10579

(845) 526-3333 phone  
(845) 526-4729 fax

E-mail address:  
LCOBB@PUTNAMVALLEY.COM

Hours of operation:  
7:00 AM - 3:30 PM Monday - Friday

## Town of Putnam Valley Highway Department

May 19, 2017

### MEMORANDUM

TO: SAM OLIVERIO  
MEMBERS OF THE TOWN BOARD

FROM: LARRY COBB

RE: NEW HIRE

Please appoint a new full time laborer at the rate of \$26.45 to the Highway Department effective June 5, 2017. Thomas Faraone of 3 Rock Meadows, Putnam Valley, NY. He replaces Kevin Pugh who has been moved up as a mechanic effective May 22, 2017.

Sincerely,  
Larry Cobb

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## Town of Putnam Valley

*M. Manno*

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**To:** Putnam Valley Town Board  
**From:** Susan L. Manno  
**Date:** June 9, 2017  
**Subject:** Waive Building Permit Fees Town Hall Roof Repair

I formally request that the Putnam Valley Town Board waive Building Permit Fees for the Town Hall Roof Repair Project.



## Town of Putnam Valley

W3490

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**To:** Putnam Valley Town Board  
**From:** Susan L. Manno  
**Date:** June 9, 2017  
**Subject:** Authorization to Bid Repair Town Hall Roof

I formally request that the Putnam Valley Town Board authorize the Facilities Department to go out to bid for the partial repair (front and side) of the Town Hall Roof. The rear roof was damaged and repaired in 2013 after Super Storm Sandy. This expense has been budgeted in the Building Improvement Line.