

**PUTNAM VALLEY TOWN BOARD**  
**REGULAR TOWN BOARD MEETING**  
**WEDNESDAY, JULY 18, 2018**  
**6:00 PM**

1. Pledge of Allegiance
2. Departmental Reports
3. Auditor's Report for 2017 presented by Chris Knopf, Partner, O'Connor Davies.
4. Supervisor's Opening Comments
5. County Legislator Report
6. School Report - Dr. Wills and Jill Figarella
7. Putnam Valley Ambulance Corps resolution to be designated as Putnam Valley's Official comfort station
8. Presentation by Jake Lomas on turtle crossing signs
9. Resolve to adopt the 2019 Service Award Point System for (LOSAP)
10. Discussion regarding private road snow districts
11. Set Public Hearing date for Tinker Hill Town Law
12. Approval of Minutes

**DEPARTMENTS**

13. **Building Department**
  - a. Daily Fee Summaries
14. **Parks and Recreation**
  - a. Personnel additions/changes
  - b. Refunds
15. Budget Transfers
16. Public Comment
17. Audit of Monthly Bills

**PUTNAM VALLEY TOWN BOARD**  
**REGULAR TOWN BOARD MEETING**  
**WEDNESDAY JULY 18, 2018**  
**6:00 PM**

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

**ALSO PRESENT:** Town Clerk Sherry Howard  
Town Counsel Florence

Pledge of Allegiance and moment of silence for our armed forces

**DEPARTMENTAL REPORTS**

Presented by Councilperson Annabi

Fire Department Chief David Anderson reported on the Department's calls for the month of June 2018:

3 Fuel Leak  
1 Standby/mutual aid  
1 CO Detectors  
2 Controlled burn/rubbish  
1 Public Assist  
1 Rescue  
6 PIAA's  
2 Wires Down  
5 Automatic Alarms  
1 Investigation  
4 EMS Assists

27 calls for the month – 652.07 man hours. Chief Anderson thanked his Firefighters for the great job they have handling three (3) fires on July 4<sup>th</sup>. It was a tough day and thanks for coming out on a holiday. Supervisor Oliverio also thanked the Fire Department for the fast and efficient job they did when a boat on Oscawana Lake sprung a gasoline leak.

Councilperson Wendy Whetsel reminded everyone that we are participating with the Commission for the Conservation of the Environment, the DEC, and The Hudson Highlands Land Trust to update our Natural Resources Maps (NRI). It is very important that the people of Putnam Valley also participate - especially with our scenic view mapping. The maps will consist of over a dozen GIS maps which will feature cultural, natural and historical features of the Town. You go to the Hudson Highlands Land Trust website (HHLT.org) and scroll down; you will see a place with an interactive map with instructions. If there are areas in Putnam Valley that you feel are scenic or special you will be able to put a dot there, with a brief description of why you feel it is scenic. It will show up on our map, and moving forward hopefully those areas will be protected for our future. Please take the time to participate in this wonderful project.

**AUDITOR'S REPORT FOR 2017 PRESENTED BY CHRIS KOPF, PARTNER,  
O'CONNOR DAVIES.**

Presented by Supervisor Oliverio

Supervisor Oliverio introduced Chris Kopf, the Partner on our audit firm O'Connor Davies. He started his presentation and 2017 financial results by saying that the Town Board will be pleased with the results of the Town's 2017 financial audit. On the first page of the audit report that he read at the podium he explained that they gave their "unmodified opinion", which is also known as a "clean opinion" and it is the highest level of assurance that they can give to a client.

Mr. Kopf next spoke about our Primary Operating Fund – which is the General Fund. Based on planned spending versus what was actually spent and what was brought in we show a positive fund balance of \$1.8 million. This is 34% of the budget. The unassigned budget is 1.4 million of that. This is about 27% of the budget; and is an increase from the prior year. (Supervisor Oliverio said we do have some unexpected costs such as the generator we are putting in, so we will be using some of that money for that). Mr. Kopf focused on two (2) areas that helped make this happen. One (1) is the increase in license and permit fees due to the increase of inspection fees in the Building Department and the high amount of construction going on in Town. Another is State Aid - we came in over budget on our mortgage tax by about \$90,000.00. This is a good indication of property sales in your community. Almost all of our Departments have come in under budget as well – which is good news. The Worker's Compensation and Health Insurance also came in under budget by about \$220,000.00. Mr. Kopf then discussed the Highway Fund (which can be found on page 65). The fund shows good usage of their budget again this year as the entire budgeted amount was not used. Mr. Kopf said we have a nice healthy fund balance, and that we did a good job staying within budget. Supervisor Oliverio thanked Maria Angelico for doing such a good job and also mentioned the Department Heads for being so vigilant.

Mr. Kopf added that Town has only a few outstanding BANS. BANS are a short term way to finance at a low interest rate. The Town has about \$695,000.00 outstanding as of December. We have been aggressive with even our short term debt. As of next month our long term debt will be totally gone as it will be paid off completely.

On page 12, which is the government wide financial statement, it shows where we would stand if we were a business. This schedule shows a deficit of 6 million dollars which is primarily due to the GASB requirements (the government accounting standards board that regulates book entries for future potential events. On page 16 there is a reconciliation of that deficit, so don't panic - the health of the Town is excellent. Supervisor Oliverio hates the GASB because it's just paperwork and puts a negative spin on our books. This is just a projected deficit. The annual audit report is available on line and in the Supervisor's office.

The Town Board thanked Ms. Angelico, and the Department heads for taking care of the Town and being fiscally responsible to the community.

Putnam Valley Ambulance Corp. Captain Stuart Wells came up and gave his report. The Ambulance Corp. responded to 74 calls in the month of June 2018. There has been an increase in call volume. Our members have been stepping up to the plate. Our Youth Corp has become very active. Special thanks to our members who made it possible for a very ill member of our community to be able to attend an important graduation. Supervisor Oliverio also thanked Captain Wells for doing that. He added that the population of Putnam Valley is aging – maybe that is why your call volume has increased. Councilperson Annabi also thanked the Ambulance Corp for bringing that resident to the graduation.

### **SUPERVISOR'S OPENING COMMENTS**

Presented by Supervisor Oliverio

Supervisor Oliverio said on August 21<sup>st</sup> there will be a vote on whether or not to build a cell tower right here on Town Property by the Highway Garage. He said if Homeland Towers can't build it here they will build it somewhere else right on this ridge. That is the truth and the facts - it's that simple. The Town Board and I believe that we will be good stewards of the tower and it will have good continual oversight. In the hands of a private person the care is not going to be there. Again, the vote is being held on August 21<sup>st</sup> in the Town Hall Courtroom from 12 noon to 8:00 PM. You must be registered to vote and absentee ballots will be available. Councilwoman Annabi asked the Town Clerk to bring some absentee ballot forms to the Senior Center.

Supervisor Oliverio continued and said - this Saturday July 21<sup>st</sup> at 10:00 AM in the Court Room or at the Fire House if there are many people, there is an informational meeting about the purchasing of the CYO Hill Camp property located on Brookfalls Road.

There will be a video playing with a presentation of the parcel which is 161 acres. This proposition will be on the back of the ballot at the vote in November. Most of Saturday's meeting will be questions and answers. This meeting will be recorded and played on our website and channel 20.

### **LEGISLATIVE REPORT**

Presented by Supervisor Oliverio

County Legislators Scuccimarra and Gouldman were unable to attend the meeting due to a County meeting that they had to attend.

### **SCHOOL DISTRICT REPORT**

Presented by Councilperson Mackay

School Superintendent Doctor Fran Wills was unable attend the meeting tonight.

### **PRESENTATION BY JAKE LOMAS ON TURTLE CROSSING SIGNS**

Presented by Councilperson Annabi

Jake Lomas read the following letter to the Town Board:

June 15, 2018

Dear Mr. Oliverio,

My name is Jake Lomas and I am 9 years old. Recently my family was in the car and a turtle was crossing the road. We almost hit the turtle, but my mom stopped in time. This wasn't the first time that it happened. There have been several times when we have seen turtles trying to cross the road to get to Bryant Pond. I am asking if you can put a turtle crossing sign on the side of the road near Butterfly Lane. Also, I am willing to raise money to buy the sign if the Town is not able to purchase it. If you would like to contact me, please call me at (845) XXX-XXXX.

From,

Jake Lomas

Jake added some facts about turtles and the dangers female turtles face crossing the road to lay their eggs. Councilperson Whetsel agreed with Jake and supports the sign as does Supervisor Oliverio. He added that Jake should someday run for an office because he would be a great leader.

Supervisor Oliverio will have the Highway Department put up turtle crossing sign on Bryant Pond Road and Butterfly Lane. Councilpersons Annabi, Mackay and Luongo are also in favor of the signage and thanked Jake for his initiative.

**PUTNAM VALLEY VOLUNTEER AMBULANCE CORPS RESOLUTION TO BE DESIGNATED AS PUTNAM VALLEY'S OFFICIAL COMFORT STATION**

Presented by Councilperson Luongo

Supervisor Oliverio is grateful to the Ambulance Corps for providing this service for the Town but would like to change a couple of words in the Resolution. **He would like to change a "place to obtain supplies" to a "place to get dry ice and water"**. He would like that specifically stated. Supervisor Oliverio added that the Ambulance Corp has been good enough to realize that this Town lacks a true comfort station in case of emergencies. We need to be proactive and prepared. There is one (1) shower which is handicap assessable and so are the bathrooms. The great thing is there are volunteers already in the building and this is very much appreciated. We will notify the proper authorities. The comfort station will be available immediately - the shelter will take a little longer.

**RESOLUTION # R18-234**

**RESOLVED** that the Town Board authorize the Supervisor to sign a Resolution making the Putnam Valley Ambulance Corp building an official comfort station and shelter.



218 Oscawana Lake Rd. • Putnam Valley, NY 10579

## ***Resolution***

**Whereas**, the Town of Putnam Valley, with its beautiful, rural setting and character, can occasionally provide challenges to daily living, particularly in times of inclement weather with extended losses of power, heat, water, and the ability to easily travel, as well as from other disasters and emergencies both natural and man-made,

**and whereas**, in times of such an emergency, there may be a need for a place to get warm, a place to get dry, a place to obtain supplies and information provided by the Town or County, and a place to recharge both your electronic devices and your spirits,

**and whereas**, such emergency situations may also result in the need for people to evacuate their homes for a limited time, and therefore require a safe place to obtain shelter, a place to sleep, food and water, health services, critical information, as well as emotional support, mental health services and spiritual care,

**and whereas**, the people of the Town of Putnam Valley, with their love and their funds, built a building for their volunteer ambulance corps with both space and resources, a facility that, with the assistance of Putnam County and the American Red Cross, can provide additional basic necessities for them and their neighbors in times of emergency,

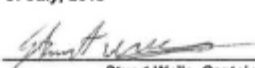
**and whereas**, the people of Putnam Valley take care of each other and their neighbors, as evidenced by the services the Putnam Valley Volunteer Ambulance Corps provides to those in need each and every day,

**Therefore be it resolved** that the Putnam Valley Volunteer Ambulance Corps will, at the call and direction of the Putnam Valley Town Supervisor, offer service as Putnam Valley's official Comfort Station,

and with approval of the Putnam Valley Town Supervisor and at the call and direction of the Putnam County Executive and the Putnam County Bureau of Emergency Services, offer its facilities to serve as an American Red Cross Managed Emergency Shelter, to be located at 218 Oscawana Lake Rd. in Putnam Valley.

Dated this 1<sup>st</sup> day of July, 2018

  
William Kirkwood, President

  
Stuart Wells, Captain

  
Natalie Stockinger, Board Chairman

Seconded by Councilperson Mackay, unanimously carried.

**RESOLVE TO ADOPT THE 2019 SERVICE AWARD POINT SYSTEM FOR LOSAP**

Presented by Councilperson Mackay

Supervisor Oliverio said this does not begin until January 1, 2019.

**RESOLUTION #R18-235**

**RESOLVED** that the Town Board authorize the Supervisor to adopt the Putnam Valley Volunteer Fire Department 2019 service awards Program Point System.



PUTNAM VALLEY VOLUNTEER FIRE DEPARTMENT  
2018 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 maximum
  - 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. STAND-BY – 20 points maximum
  - a. Stand=By - 1 point each  
A stand-by is a line of duty activity of the volunteer fire company lasting four hours not falling under one of the other categories.
- D. ELECTED OR APPOINTED OFFICE (25 points maximum)

Line Officer:

Chief	20 points
1 <sup>st</sup> Assistant Chief	19 points
2 <sup>nd</sup> Assistant Chief	18 points
Captain	16 points
1 <sup>st</sup> Lieutenant	14 points
2 <sup>nd</sup> 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

- E. ATTENDANCE AT MONTHLY MEETING – 15 points maximum or more)
- F. DEPARTMENT RESPONSES – 25 points maximum – must attend 10% of yearly calls (based on 0-500 yearly Department responses)
- G. 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. Special Drills – 1 point per drill (i.e., FAST)
- H. DISABILITY – 50 points maximum – In the event that any active firefighter is either totally and temporarily disabled or partially and permanently disabled, as certified by the worker's compensation board or other competent authority approval by the sponsor of the service award program, and the disability occurs during the course of service as a volunteer, while actively engaged in providing line of duty services, as defined in subdivision one of section five of the volunteer firefighter's benefit law, the firefighter shall receive five points for each full month of such disability.
- I. TEACHING FIRE PREVENTION CLASSES -- 5 points maximum – An active volunteer firefighter who at the direction of his company, district or department and for no remuneration, presents to a public education class on fire prevention to a school, not-for-profit corporation, or civic organization organized and existing under the laws of this State authorized to conduct activities in this State. 1 point per class.
- J. MILITARY – A participant whose volunteer fire service is interrupted by full time extended obligatory military service or by a single voluntary enlistment not to exceed four years in the armed forces of the United States shall be considered on military leave. During such period of military leave, the participant shall receive active volunteer service credit of fifty points for each full year, prorated for service of less than a year.

Seconded by Councilperson Annabi;  
Councilperson Luongo recused himself.  
Councilperson Whetsel, Councilperson Mackay and Supervisor Oliverio voted Aye.  
By a vote of 4 to 0 the Resolution passes.

### **DISCUSSION REGARDING PRIVATE ROAD SNOW DISTRICTS**

Presented by Supervisor Oliverio

Supervisor Oliverio contacted the Comptrollers and the Attorney General's Offices about plowing private roads. They both concurred that this is gifting and cannot be done. The best solution is to make a snow district. You would need a simple majority of the residents to sign a petition - which is half plus one. We would honor the petition. The next step would be to go out to bid and that cost would be assessed onto the tax rolls of those residents in that snow district.

Councilperson Luongo said he lives on a private road and snow removal can be very costly and nobody wants their taxes to go up. Also, where he lives, he does not believe he could even get a simple majority to sign the petition.

Resident, Aaron Podhurst who resides at 59 White Rock Road spoke. He said he understands the aspect of gifting, but there is also a moratorium in place which is discouraging developers from obtaining public road status. This moratorium is not allowing the Town to take over any roads. This is a quality of life issue, what happens if there is an emergency in the winter and an ambulance cannot get through. Your solution of making a district and then going out to bid will cost me more and I am already paying the same taxes as everybody else. Councilman Mackay said White Rock Road meets all the specs needed to be able to plow there. There may be other roads in the same situation. Some roads that are being plowed are much harder to get through than some of the private roads. Attorney Florence said a developer would have to ask the purchaser for more money if he has to build a public road rather than leaving it as a private road. The developer can make more money if he does not make a capital investment in building a public road. Councilwoman Whetsel suggested everyone who lives on these roads get together much like a co-op which might keep the cost down. Supervisor Oliverio would like to schedule a Public Hearing on this topic in September or October. Mr. Podhurst said the problem with the hiring of a snow plower is the amount owed would be an unknown number as it depends on the amount of snow gotten in one (1) season; the more snow storms, the more we would owe that season. Councilperson Luongo wondered where his money goes if he is paying the same taxes and he is not getting the same services. He did know when he bought the house it was a private road; but he and a few other people are looking for a solution.

Resident, Tom Carano said the Latin term “caveat emptor” which translates to “let the buyer beware” applies here. Where would you put the snow on a small cul-de-sac without causing property damage? He would leave things the way they are. Supervisor Oliverio just worries about emergency vehicles getting through, and a snow district seems to be the answer.

### **SET PUBLIC HEARING DATE FOR TINKER HILL TOWN LAW**

Presented by Supervisor Oliverio

#### **RESOLUTION #R18-236**

**RESOLVED** that the Town Board authorize the Supervisor to set a Public Hearing on creating a Town Law restricting large commercial vehicles, (which will be determined by tonnage), from coming down Tinker Hill. Local Deliveries to this road will be exempt. A fine will be attached to this new law of \$1,000.00 for the first offense, \$2,000.00 for a second offense. The Public Hearing will take place on August 8<sup>th</sup> at 6:00 PM before the regularly scheduled work session.

Seconded by Councilperson Annabi, unanimously carried

**APPROVAL OF MINUTES**

Presented by Councilperson Annabi

**RESOLUTION #R18-237**

**RESOLVED** that the Town Board authorize the Supervisor to approve the minutes from the June 13, and June 20, 2018 Town Board Meetings.

Seconded by Councilperson Mackay, unanimously carried.

**BUILDING DEPARTMENT REPORT- JUNE 2018**

Presented by Councilperson Luongo

**RESOLUTION #R18-238**

**RESOLVED**, that the Town Board accept the Building Department daily fee report and summary for the month of June 2018, for filing with the Town Clerk.

**TOWN OF PUTNAM VALLEY**  
**OFFICE OF BUILDING & ZONING**  
**265 Oscawana Lake Road**  
**Daily Fee Report - Summary**

13

From: 6/1/2018 To: 6/30/2018

<b>Fee Type</b>	<b>Count</b>	<b>Amount</b>
ANTENNA	1	\$1,950.00
BEDROOM COUNT REQUEST	3	\$150.00
CW	2	\$150.00
DECK	1	\$192.00
ELECTRI APP/NY ELEC	10	\$300.00
ELECTRIC APP/SWIS	9	\$270.00
FENCE/WALL	1	\$75.00
GAS/PROPANE	5	\$375.00
GENERATOR PERMIT	5	\$375.00
HVAC	3	\$225.00
MG	1	\$200.00
MI	7	\$800.00
OIL TANK	3	\$375.00
OPERATING PERMIT	2	\$200.00
PERM	19	\$7,051.00
PL	5	\$420.00
RE	4	\$1,029.00
RHCS	1	\$250.00
SEARC	24	\$3,600.00
SI	1	\$200.00
WETADM	1	\$50.00
WETL	1	\$100.00
WOOD STOVE PERMIT	1	\$75.00
WT/S	1	\$100.00
<b>Total Fees Collected:</b>	<b>111</b>	<b>\$18,512.00</b>
<b>Cash</b>	<b>7</b>	<b>\$1,245.00</b>
<b>Check</b>	<b>104</b>	<b>\$17,267.00</b>

Seconded by Councilperson Whetsel, unanimously carried.

**PARKS & RECREATION- PERSONNEL APPOINTMENTS/ ADJUSTMENTS**

Presented by Councilperson Mackay

**RESOLUTION #R18-239**

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

1. Jaycen Fowler, Seasonal Lifeguard, @ \$12.00 per hour. (turns 16)
2. Magen Meenan, PVCC Rec. Ass't., @ \$9.00 per hour.

Seconded by Councilperson Whetsel, unanimously carried.

**PARKS & RECREATION- REFUNDS**

Presented by Councilperson Whetsel

**RESOLUTION #R18-240**

**RESOLVED**, that the Town Board approve the following refund:

To: Town Board  
From: Frank DiMarco, Parks and Recreation  
Subject: Refunds  
Date: June 25, 2018

Andrea Pierce 67 Winnebago Road Putnam Valley, NY 10579	\$ 150.00 Boys Basketball Camp Unable to attend
Melissa Moeller 59 Orchard Road Putnam Valley, NY 10579	\$ 150.00 Boys Basketball Camp Unable to attend
Natalina Franco 17 Rosemary Couutt Yorktown Heights, NY 10598	\$ 150.00 Girls Basketball Camp Unable to attend – Vacation
Wanda Rodriguez 21 Pugsley Parkway Cortlandt Manor, NY 10567	\$ 228.00 Boys Basketball Camp Unable to attend
Nina Esposito 96 Marsh Hill Road Putnam Valley, NY 10579	\$285.00 Intramural Camp (last week) Unable to attend
Kathleen Moriarty 53 Lincoln Road Putnam Valley, NY 10579	\$ 135.00 Intramural Camp (last week) Unable to attend
Brian Garay 41 Brookside Avenue Putnam Valley, NY 10579	\$ 500.00 Lake Peekskill Community Center refundable rental deposit
Kevin Brown 3163 Lincoln Drive Mohegan Lake, NY 10547	\$ 150.00 Wrestling Camp Unable to attend

Seconded by Councilperson Mackay, unanimously carried







They have been offered the property across from the Indian Church in which to park the food truck, but they can't do it with the Town Ordinance as it stands; only push carts are allowed. Attorney Florence said the law can be changed to state that food trucks would be allowed only in certain areas and the Town would license the truck. If you allocate certain spots the trucks would not be in competition with the brick and mortars, and not interfere with traffic. Councilperson Mackay suggests we hold a Public Hearing and let the community say what they want. Supervisor Oliverio said we would have to limit the amount of food trucks allowed or they will be on every corner. Mr. Anderson said this is what they do in Peekskill. Councilperson Luongo said we should issue a yearly renewable license which can be revoked early if the truck is not doing the right thing. Supervisor Oliverio will do some research and the topic can be brought up again at the meeting on August 1<sup>st</sup>. He added that our Town law currently states that you cannot have a motorized food truck anywhere on the streets of Putnam Valley; just a hand push cart is allowed and that's it. You have to enforce the laws that are currently on the books. Supervisor Oliverio asked Attorney Florence to put something together they can work with for when we have the Public Hearing.

**AUDIT OF MONTHLY BILLS**

Presented by Supervisor Oliverio

**RESOLUTION # R18-242**

**RESOLVED**, that the Town Board approve the following bills, after audit, being paid:

<b><u>VOUCHER NUMBERS</u></b>	<b><u>AMOUNTS</u></b>
23678 – 23807	\$555,889.94

Seconded by Councilperson Mackay, unanimously carried.

Supervisor Oliverio closed the meeting at 7:46 PM

Seconded by Councilperson Annabi, unanimously carried.

Respectfully Submitted

Sherry Howard  
07-26-2018