

PUTNAM VALLEY TOWN BOARD
PRE-WORK SESSION
6:00 P.M.
AGENDA
WEDNESDAY, OCTOBER 03, 2018

1. Pledge of Allegiance
2. Accept Tentative Budget from Town Clerk, Sherry Howard
3. Bond Resolutions from Finance Director, Maria Angelico
4. Appoint Special Prosecutor
5. Approve Putnam Valley camp tours bus driver @ \$20.50 per hour.
6. Approve Parks and Recreation refunds.
7. Authorization to re-bid Town Hall Generator Project
8. Authorize acceptance of a former employee's change in status regarding health insurance and reimbursement of monies expended for health insurance. (name excluded due to HIPAA rules).

PUTNAM VALLEY TOWN BOARD
PRE-WORK SESSION
6:00 P.M.
WEDNESDAY, OCTOBER 03, 2018

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

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

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

ACCEPT TENTATIVE BUDGET FROM TOWN CLERK, SHERRY HOWARD

Presented by Councilperson Luongo

RESOLUTION # R18-276

RESOLVED that the Town Board accept the 2019 Town/Highway/ District tentative budget presented by the Town Clerk.

Seconded by Councilperson Annabi, unanimously carried

Supervisor Oliverio said that this begins our budget process. Our Chief Financial Officer, Maria Angelico, always does a bang up job on our budget. This is our tentative budget. Right now our budget is down to about 4.5%, which is still unacceptable to this Board. We would like to get it down to the Tax CAP which is just around 2.0%. For every one percentage point we take off of the budget it represents around \$140,000.00. So to get it down to the 2% Tax Cap we will have to cut well over \$200,000.00 and I don't know if that's a possibility this year but we will try. Supervisor Oliverio continued by saying he has asked all of the Department Mangers to look and see if there are any expenses they have put into their budgets for next year that can be purchased this year instead. The Highway Department can't do that as we don't know what the weather will bring and we have to be prepared. Our adoption date for this budget is November 14th and the public hearing will be on November 7th.

Supervisor Oliverio said he met with the Ambulance Corps and they asked for a budget increase of about 30% which is not tenable. One of their big ticket items is a new furnace which will cost about \$24,000.00. If we purchase a furnace for them now out of the General Fund that would reduce their request to a 3% increase. It is what we are giving the Fire Department and the Library. The Ambulance Corps is also becoming a Town Shelter so we will hopefully expend that money for a furnace now. The Town Board needs to decide on this. According to our Auditors, our General Fund is a little high, so we can reduce it this way by buying items that would increase our next year's tax. Ambulance Corps member Linda Lee Turtenwald said that Putnam Valley needs a shelter after all the storms we had last year. Supervisor Oliverio agreed and added we can't rely on the County. The County would have to bring in their own people and pay them. Your facility is right on the main road and you have volunteers that will already be on the premises. The County will provide a comfort station at the Senior Center but not a shelter. The German American Club is also a comfort station not a shelter. You have showers and plenty of room to put in cots. The Red Cross is coming to take a tour of your facility. You have a fairly big facility. Ambulance Corps Member Billy Kirkwood said during the big storm last season the 24 members of the Ambulance Corps that stayed in the building all stayed downstairs which left the very large room upstairs open and empty, so there would be plenty of room for the community to use in case of emergency. He continued that the furnace is old and the fuel costs are large. A new furnace would save money on fuel.

Councilperson Whetsel asked about line # A7022.424 which is the Day Camp rental fee. She asked if the proposition passes and we do buy the camp what happens to the \$80,000.00 put in this line. Ms. Angelico said if it passes that line item will go away. Supervisor Oliverio said the vote on the day camp property is before the vote on the budget so we will know before the budget passes. Ms. Angelico said if that line item disappears, the bond money which we are using to buy the camp is already accounted for in the budget from the rollover of the Park Bond – with just this item gone the budget jumps down to 3.75%. Supervisor Oliverio said if the camp passes we will announce it at the Public Hearing and remove it from the budget.

Chief Financial Officer, Maria Angelico said, in the past few years, the Districts have chosen to take their budget increases out of the fund balance because they were small increases. We are at the point where we cannot keep doing that; and now have to catch them up, which makes their tax increase look kind of high. This is also a factor in putting us over the CAP. The Highway Department is also part of this because in the past Larry Cobb has been able to give us back some money out of his Fund Balance. He can't do it this year, because this past bad winter beat the heck out of his fund balance. He has to replace some of his equipment which broke.

Councilperson Whetsel also noted the large increases we get every year in medical costs found on page 11 (9060.88). Ms. Angelico said she tracks from the NYSHIP schedule and puts into the budget "middle of the road" increases. She said we have spent \$625,000.00 this year already on medical costs. This number includes dental and vision for the employees and retirees as well. Supervisor Oliverio said he does not want to play with this number, but could the requested amount of \$940,000.00 be lowered by \$20,000.00? He thinks we will hit \$800,000.00 in this line by the end of this year and probably \$900,000.00 next year. Ms. Angelico said that is conservative - it could easily go higher. Councilperson Whetsel said if we lower it and go over we could take it out of the General Fund. Ms. Angelico and Supervisor Oliverio agreed that we would have to but that raises taxes. Ms. Angelico said there is some wiggle room there if you wish. Councilwoman Annabi does not have a problem with the current number, and lowering it might cause one. Councilperson Luongo would like to drop next years budgeted amount of \$940,000.00 to \$900,000.00, instead of the suggested \$920,000.00. Supervisor Oliverio thinks that is too low; he would rather be safe. Councilperson Mackay agrees with Councilperson Luongo; he thinks it is a gamble worth taking. Councilperson Luongo suggested they compromise and settle on \$910,000.00 which is a \$30,000.00 decrease. Supervisor Oliverio agreed as did Councilperson Mackay. Ms. Angelico said this number is only one piece of the medical expense so with the \$30,000.00 out she will have to reapportion. They are going to try lowering line item 9060.88 to \$910,000.00.

Councilperson Annabi pointed out on page 10, (8020.200), under Planning Equipment, there is a line for printing of signs. These signs are used to notify the public. Can we buy these signs this year? Supervisor Oliverio said we will buy the signs this year and remove the \$2,000.00 from next year's budget. Councilperson Mackay asked about the 3.70% increase on the same page 10, line A 8510.200. Ms. Angelico said this is the contract for the Town Clock repair. Councilperson Annabi said this is really only a \$25.00 increase and it covers everything the clock might need.

Councilperson Annabi asked about line item # 3620-210 on page 7 - Inspectors Scanning Software and Updates. There is \$10,000.00 in this line and this year only \$2,000.00 has been spent. Maybe we should buy the machine this year? What is that money for? Supervisor Oliverio said we already have the machine here and he believes that line is for the large paper needed to make the maps and oversize copies. He will check with the Building Inspector to see exactly what this line is being used for.

Councilperson Annabi pointed out on page 5 item #1620-200 which is designated for a defibrillator. She feels we should buy it now and Supervisor Oliverio agreed. This takes out about ½ of the \$4,500.00 budgeted amount in this line because it also includes building maintenance supplies. So far this year nothing has been used from this line. Councilman Luongo said that it doesn't make sense because we sign P.O.'s all the time for maintenance supplies.

Ms. Angelico said that the building supplies and building maintenance lines can sometimes blur. Councilman Luongo understood that and is okay with it. Ms. Angelico said to also look at the telephone line because we are over on that line by about \$6,000.00. Supervisor Oliverio said that is because we needed a new system this year and had to buy one. Maybe we can bring this line down for next year.

Supervisor Oliverio asked Ms. Angelico to make all the changes that were discussed on the budget and if they are all good – please bring the adjustments to the next meeting.

AMENDMENTS TO THE AGENDA

Presented by Supervisor Oliverio

RESOLUTION # R18-277

RESOLVED that the Town Board authorize the Supervisor to **add** the following resolutions to the agenda:

#5 Approve Putnam Valley camp tours bus driver @ \$20.50 per hour.

#6 Approve Parks and Recreation refunds.

#7 Authorization to rebid Town Hall Generator Project

#8 Authorize acceptance of a former employees change in status regarding health insurance and reimbursement of monies expended for health insurance

Seconded by Councilperson Mackay, unanimously carried.

BOND RESOLUTIONS FROM MARIA ANGELICO, FINANCE DIRECTOR

Presented by Councilperson Luongo

RESOLUTION # R18-278

RESOLVED that the Town Board authorize the Supervisor to accept the Proposition for the Town's Special Election which will be held on November 6, 2018 concurrently with the General Election. The Town Clerk read the Proposition that will be submitted as follows:

"Shall the Bond Resolution, dated October 3, 2018, authorizing the issuance of \$1,900,000.00 serial bonds of the Town of Putnam Valley to pay the cost of the acquisition of land for the Town, including any preliminary and incidental costs related thereto, at a maximum estimated cost of \$1,900,000.00, providing the period of probable usefulness of said specific object or purpose is 30 years, and that the maximum maturity of such serial bonds may exceed five years, delegating to the Town Supervisor the power to sell and issue such serial bonds and to authorize the issuance of and to sell bond anticipation notes in anticipation of the issuance of and sale of said serial bonds, and pledging the faith and credit of said Town to the payment of the principal of and interest on such obligations be approved?"

Seconded by Supervisor Oliverio for discussion:

Supervisor Oliverio explained that we are not approving the bond but we are approving the beginning aspects of putting this bond together. There is a time line that must be followed by law. Next week is the Public Hearing and the vote is being held at the same time as the General Election on November 6, 2018. We are simply allowing Ms. Angelico to move forward setting up the bond itself in anticipation that it passes - if it doesn't nothing happens - it goes away. Councilperson Whetsel pointed out that the payment for the Town Park bond ended in September of 2018. So this has already been in the budget so there is no tax impact because this will simply be a rollover. Supervisor Oliverio said the property was appraised and it came in at \$1,985,000.00 which is a little higher than what we offered. He is afraid that if we don't get it someone will develop it - this way it will stay a camp.

Roll Call Vote:**Vote cast:**

COUNCILPERSON LUONGO	AYE
COUNCILPERSON MACKAY	AYE
COUNCILPERSON ANNABI	AYE
COUNCILPERSON WHETSEL	AYE
SUPERVISOR OLIVERIO	AYE

By a unanimous vote of 5 to 0 the Resolution is carried.

APPOINT SPECIAL PROSECUTOR

Presented by Councilperson Annabi

RESOLUTION # R18-279

RESOLVED that the Town Board authorize the Supervisor to appoint Andres D. Gil, Esq. as the Special Prosecutor on a pending local law case in the Putnam Valley Justice Court; as Gordon Fine recused himself on this case. Special Prosecutor Gil will receive the rate of \$200.00 per hour.

Seconded by Supervisor Oliverio for discussion. He said that Mr. Fine has represented this person in the past and knows him so he cannot represent the Town on this case. The court requested we hire Prosecutor Gil.

Seconded by Supervisor Oliverio, unanimously carried.

APPROVE PUTNAM VALLEY CAMP TOURS BUS DRIVER

Presented by Councilperson Whetsel

RESOLUTION # R18-280

RESOLVED that the Town Board approve Nan Crocker, Putnam Valley camp tours bus driver @ \$20.50 per hour.

Supervisor Oliverio said there will be two (2) days of camp tours if anyone wants to see the property. One (1) will be in October and one (1) will be in November. Please check the Parks and Recreation website to for dates and times – a reservation is needed. Councilperson Annabi thinks the first tour is this Saturday and everyone is meeting at the High School.

Seconded by Councilperson Luongo, unanimously carried

PARKS AND RECREATION REFUNDS

Presented by Councilperson Whetsel

RESOLUTION # R18-281

RESOLVED that the Town Board approve the Parks and Recreation Refunds s follows:

Maureen Duppel 12 Agnes Place Lake Peekskill, NY 10537	\$500.00 LPCC rental deposit refund deposit
Josh Fernandez 10 Knollwood Road Cortlandt Manor, NY 10567	\$350.00 Men's Softball League Team not playing
Catalina Hamblin 3 Tyler Court Putnam Valley, NY 10579	\$100.00 Pavilion Reimbursement

Seconded by Councilperson Annabi, unanimously carried

AUTHORIZATION TO RE-BID TOWN HALL GENERATOR PROJECT

Presented by Councilperson Mackay

RESOLUTION # R18-282

RESOLVED that the Town Board authorize the Facilities Department to re-bid the Town Hall/Parks and Recreation Generator Project. A mandatory Pre-Bid Conference was held on October 1st and only one contractor attended. It would be in the Town's best interest to re-bid the project to attract more bidders.

Seconded by Supervisor Oliverio seconded for discussion. He said we did have one (1) individual come forward. We sent out the bids to only people in Putnam Valley who do generator work. We gave them all a bid package and then we had a pre-bid conference to which only one (1) individual showed up. We have now rebid and sent it out more widely. This job does require prevailing wage.

Seconded by Supervisor Oliverio, unanimously carried

**AUTHORIZE ACCEPTANCE OF A FORMER EMPLOYEES CHANGE IN STATUS
REGARDING HEALTH INSURANCE AND REIMBURSEMENT OF MONIES
EXPENDED FOR HEALTH INSURANCE**

Presented by Councilperson Mackay

RESOLUTION # R18-283

RESOLVED that the Town Board authorize the Supervisor to accept the change in status for a former employee to “retired disabled” as accepted by the Social Security Administration and the NY State Retirement System for purposes of health insurance coverage. Additionally, authorize the Finance Director, Maria Angelico, to reimburse the former employee for monies expended for health insurance prior to this classification in the amount of \$11,076.79.

Seconded for discussion by Supervisor Oliverio. He said this individual got severely injured on the job and they have now labeled him completely disabled. He was getting no money until this classification came through. He was a tremendously hard worker and we will miss him.

Seconded by Supervisor Oliverio, unanimously carried.

Councilperson Mackay announced that Northern Westchester Putnam BOCES is hosting monthly tours for parents. They offer more than 40 programs in which you can earn High School and College credits. The next tours are being held on October 23rd, November 20th and December 11th from 8:15 AM to 9:45 AM. Please call 914-248-3676 for further info or ggilmore@pnwboces.org. Look at the opportunities BOCES has for you. You can learn a trade, computers, vet tech, culinary arts or train for something in the medical field. These are high paying skilled jobs. Councilperson Luongo commented on the shortage of workers the trades are experiencing

Supervisor Oliverio closed the meeting at 7:02 PM. Seconded by Councilperson Luongo, unanimously carried.

Respectfully submitted,

Sherry Howard
Town Clerk
10/09/2018