

**TOWN OF PUTNAM VALLEY
ORGANIZATIONAL MEETING
WEDNESDAY, JANUARY 2, 2019
6:00 PM
AGENDA**

Pledge of Allegiance
Swearing In
Opening Comments

- 1) Adopt 2019 Rules of the Town Board
- 2) Salaries of Town Officials and Supervisor Appointments
- 3) Schedule of Town Board Meetings and Work Sessions
- 4) Adoption of 2019 Building Department Fees
- 5) Adoption of 2019 Zoning Board and Planning Board Fees
- 6) Adoption of 2019 Highway Department Fees
- 7) Adoption of 2019 Town Clerk Fees
- 8) Adopt Mileage Reimbursement Rate
- 9) Authorize Petty Cash Accounts
- 10) Designate Town Investments and Depositories
- 11) Designate Official Town Newspapers
- 12) Town Law Section 29 (10) – Annual Financial Report
- 13) Appoint Chief Budget Officer and Set Salary
- 14) Appoint Town Counsel and Authorize Supervisor to Sign Contract
- 15) Appoint Planning and Zoning Counsel and Authorize Supervisor to Sign Contract
- 16) Appoint Town Prosecutor and Authorize Supervisor to Sign Contract
- 17) Appoint Town Engineer and Authorize Supervisor to Sign Town Engineer Contract
- 18) Authorize Town Engineer to prepare NYSDEC, MS4 Report and Municipal Compliance Certification and Sign Contract
- 19) Appoint Registrar and Records Management Officer and Set Salary
- 20) Appoint Receiver of Taxes and Set Salary
- 21) Appoint Deputy Town Clerks
- 22) Appoint Deputy Registrar and Sub-Registrar
- 23) Appoint Permanent Part-Time Employees and Set Salaries
- 24) Appoint Building Inspector and Set Salary
- 25) Appoint Fire Prevention Inspector and Set Salary
- 26) Appoint Pump Station Custodian and Set Salary
- 27) Appoint Gas Inspector and Set Salary
- 28) Appoint Parks & Recreation Director and Set Salary
- 29) Appoint Facilities Manager/MS-4 Coordinator and Set Salary
- 30) Set Assessor's Salary
- 31) Appoint Community Media Coordinator & Set Salary
- 32) Authorize Supervisor to sign contract with Advanced Communications Associates
- 33) Appoint Town Webmaster and Sign Contract

- 34) Appoint Roaring Brook Lake Dam Custodian and Set Salary
 - 35) Appoint Wetlands Inspector and Authorize Supervisor to Sign Contract
 - 36) Appoint Town Planner and Authorize Supervisor to Sign Contract
 - 37) Authorization to Attend Association of Town's Annual Training Session for Elected and Appointed Officials
 - 38) Appoint Association of Towns Delegate and Alternate Delegate
 - 39) Authorize Expenditure for 2019 Association of Towns Annual Dues
 - 40) Authorize Supervisor to sign contract with Putnam Valley Volunteer Ambulance Corps
 - 41) Authorize Supervisor to sign contract with Putnam Valley Volunteer Fire Department
 - 42) Authorize Supervisor to sign contract with Putnam Valley Historical Society
 - 43) Authorize Supervisor to sign contract with Putnam Valley Senior Citizens
 - 44) Authorize Supervisor to sign contract with Putnam Valley Library
 - 45) Authorize Supervisor to sign contract with Putnam Valley VFW
 - 46) Authorize Supervisor to sign contract with Putnam Valley American Legion Post
 - 47) Authorize Supervisor to sign contract with Hydro-Environmental Services for Quarterly Sampling of Town Hall Well
 - 48) Authorize Supervisor to sign contract with Hydro-Environmental Services for Quarterly Sampling of Groundwater in Crofts Corners
 - 49) Authorize Supervisor to sign contract with Hydro-Environmental Services for Semi-Annual Sampling of Groundwater at 11 Seifert Lane
 - 50) Authorize Supervisor to sign contract with Hydro-Environmental Services for Semi-Annual Sampling of Groundwater at 17 Harper Street
 - 51) Authorize Supervisor to Sign Contract for Senior Outreach Worker
 - 52) Authorize Supervisor to sign contract for Dog Control Officer- Putnam County Society for the Prevention of Cruelty to Animals
 - 53) Authorize Supervisor to sign Dog Shelter contract- Putnam County Society for the Prevention of Cruelty to Animals
 - 54) Appoint Advisory Board on Architecture and Community Appearance (ABACA) Chairperson and Members
 - 55) Appoint Board of Ethics Chairperson and Member
 - 56) Appoint Marriage Officers
 - 57) Appoint Commission for the Conservation of the Environment Chairperson and Members
 - 58) Appoint Continental Village District Advisory Commission Member
 - 59) Appoint Lake Oscawana Management Advisory Commission (LOMAC) chairperson and members
 - 60) Appoint Parks and Recreation Commission Chairperson
 - 61) Appoint Roaring Brook Lake Preservation Committee Chairperson and Members
 - 62) Appoint Planning Board Chairperson, Member and Ad-hoc
 - 63) Appoint Zoning Board Chairperson, Member and Ad-hoc
 - 64) Appoint Town Historian
- Adjournment

**TOWN OF PUTNAM VALLEY
ORGANIZATIONAL MEETING
WEDNESDAY, JANUARY 2, 2019
6:00 P.M.**

Present: Supervisor Sam Oliverio
Councilwoman Wendy Whetsel
Councilwoman Jackie Annabi
Councilman Steven Mackay
Councilman Louis Luongo

Also Present: Sherry Howard, Town Clerk

Absent: Town Attorney, William Florence

Supervisor Oliverio called this meeting to order at 6:00 PM and asked all to rise for the Pledge of Allegiance.

SWEARING IN CEREMONY

There are no newly elected officials

SUPERVISORS OPENING COMMENTS

Presented by Supervisor Oliverio

Supervisor Oliverio said that this is the meeting where we appoint everyone and sign contracts so we can get started on the year. There will also be some tabled actions tonight.

2019 RULES OF THE TOWN BOARD

Presented by Councilperson Luongo

RESOLUTION #R19-1

2019 RULES OF THE TOWN BOARD

1. The Town Board will adopt the recommendations as set forth in the New York State Town Law Manual, Chapter 4, "Town Board Meetings"; and as set forth in Chapter 6 of the New York State Town Law Manual, particularly Section 6-25, entitled "Voting."
2. The Town Board will hold public meetings on the third Wednesday of each month at 6:00 p.m. Work Sessions will be held on the 1st, 2nd and 3rd Wednesdays of each month at 6:00 p.m. and as needed. All minutes of the previous months

meetings will be available for adoption by the Town Board at the regular monthly meeting

3. All citizen committees of the Town will be appointed by the Supervisor, with a majority of the Town Board approval, the Supervisor will be an ex-officio member thereof.
4. Upon the motion of any member of the Board, duly seconded, any motion, resolution or business before the Board may either be laid on the table and no further action taken or considered until the next regular monthly meeting, at which time, it will be the first order of business, and may not be tabled again, or may be removed from the table by an affirmative vote of all members of the Town Board - whichever action is taken sooner.
Exception: Motion to amend Preliminary Budget or adopt Final Budget will not be subject to table.
5. Each Town Board member will be permitted to speak once on the subject matter before the Board; a member may be permitted to speak a second time with the permission of the Chairperson and only after all other members have had an opportunity to be heard.
6. Seniority members govern and senior members vote last in case of roll call; the order of voting will be as follows

Councilman Luongo
Councilman Mackay
Councilwoman Annabi
Councilwoman Whetsel
Supervisor Oliverio
7. Agenda items for Regular Town Board Meetings to be submitted in writing by Friday noon preceding Wednesday night meetings, with no additions to be permitted after that time, with the exception of items added by majority vote of the Town Board present.
8. Bills against the Town or any Improvement District will be submitted on proper vouchers and/or purchase orders to the Town Clerk who will refer same to the Department Head or the Improvement District as the case may be, for their recommendation and approval, and then will be referred to the Town Board for its action.
9. All correspondence, memoranda, recommendations, applications, or requests, presented to any member of the Board or Town Clerk with respect to Town or District affairs or business, must also be presented to the Town Board & Town Clerk.

10. The Supervisor will appoint a member of the Town Board for the following districts and committees. It will be the duty of this committee to report at Board meetings “as appropriate” on the particular district or area in question:
 - a. Lake Peekskill Improvement District
 - b. Hilltop Estates Improvement District
 - c. Abele Park Improvement District
 - d. Lookout Manor District
 - e. Wildwood Knolls Improvement District
 - f. Roaring Brook Lake District
 - g. Brookdale Gardens Improvement District
 - h. Continental Village Improvement District
 - i. North View Park Improvement District
 - j. Glenmar Gardens Improvement District
 - k. Barger Pond Improvement District
 - l. Putnam Acres Park District
 - m. Sewer District #2
 - n. Lake Oscawana Weed Control District
 - o. Strawberry Knolls Drainage District
 - p. Putnam Chase Drainage District
 - q. Mill Ponds
 - r. Senior Citizens
 - s. Parks & Recreation
 - t. Emergency Services Committee
 - u. Recycling Committee
 - v. Cable / Utilities Committee
 - w. Conservation Committee
 - x. Town Hall Building Committee
 - y. Board of Assessment Review
 - z. Disaster Assistance
 - aa. ABACA
 - bb. Library
 - cc. Employee Safety
 - dd. Ethics
 - ee. Planning Board
 - ff. Zoning Board
 - gg. School District Liaison
 - hh. Highway Department
 - ii. Committee for the Arts
 - jj. Justice Court
 - kk. Assessor’s Liaison
 - ll. PVVFD Liaison
 - mm. PVVAC Liaison

11. All vacancies on Town Boards or Committees will be announced and applications from candidates received. All applications to be reviewed by the Town Board before appointment. Interviews for new Chairperson Positions shall be conducted by the Town Board.

12. Exceptions;

A: In the case of an expiring term, if the current holder of the seat is willing to be re-appointed and the Town Board is unanimous on the reappointment, the Town Board may forego interviews and re-appoint.

B: An open file of all applicants for each seat will be maintained. If a vacancy occurs and a qualified applicant is on file, the vacancy may be filled from the file.

Seconded by Councilperson Annabi, unanimously carried.

SALARIES OF TOWN OFFICIALS AND SUPERVISOR APPOINTMENTS

Presented by Councilperson Annabi

RESOLUTION #R19-2

RESOLVED, that the annual salaries of Town Officials and Supervisor Appointments are as follows:

Town Supervisor	Sam Oliverio	\$75,366.20
Town Councilpersons	Louis Luongo	\$15,000.00
	Steven Mackay	\$15,000.00
	Jackie Annabi	\$15,000.00
	Wendy Whetsel	\$15,000.00
Highway Superintendent	Lawrence Cobb	\$93,013.21
Town Justices	Gina Capone	\$23,017.55
	Louis DiCarlo	\$23,017.55
Town Clerk	Sherry Howard	\$66,578.96
Deputy Supervisor	Unannounced	\$1,500.00
Secretary to Supervisor	Beverly Kelly	\$40,947.15
Director of Finance	Maria Angelico	\$64,945.93

Seconded by Councilperson Luongo, unanimously carried

SUPERVISOR'S APPOINTMENTS

Supervisor Oliverio distributed the following 2019 appointments:

Committee & Board Assignments:

- Sam Oliverio** – PVVFD, Lake Commission, Parks & Rec. Town Hall
Jackie Annabi – ABACA, Assessors Liaison, LOMAC, Cable Utility and Senior Citizens
Wendy Whetsel – Library, Recycling, Arts, Conservation, Justice Court
Steve MacKay – Ethics, BAR, Planning and Zoning Boards, School District Liaison
Louis Luongo – PVVAC, Employee Safety, Emergency Services, Disaster Assistance and Highway

District Assignments:

- Sam Oliverio** – Lake Peekskill
Jackie Annabi – Mill Ponds, Lake Oscawana, Abele Park and Northview
Wendy Whetsel – Roaring Brook, Hilltop, Brookdale and Barger Pond
Steve MacKay – Wildwood Knolls, Lookout Manor, Glenmar Gardens and Continental Village
Louis Luongo – Sewer District, Strawberry Knolls, Putnam Acres and Putnam Chase

Seconded by Councilwoman Whetsel, unanimously carried.

SCHEDULE OF TOWN BOARD MEETINGS AND WORK SESSIONS

Presented by Councilwoman Whetsel

RESOLUTION #R19-3

RESOLVED that the Town Board meet for Town Board Meetings and Work Sessions on the following dates:

Town Board Meeting Dates	Time	
Wednesday, January 2, 2019	6 PM	Organizational Meeting
Wednesday, January 9, 2019	6 PM	Work Session
Wednesday, January 16, 2019	6 PM	Regular Town Board
Wednesday, February 6, 2019	6 PM	Pre-Work Session

Wednesday, February 13, 2019	6 PM	Work Session
Wednesday, February 20, 2019	6 PM	Regular Town Board
Wednesday, March 6, 2019	6 PM	Pre-Work Session
Wednesday, March 13, 2019	6 PM	Work Session
Wednesday, March 20, 2019	6 PM	Regular Town Board
Wednesday, April 3, 2019	6 PM	Pre-Work Session
Wednesday, April 10, 2019	6 PM	Work Session
Wednesday, April 17, 2019	6 PM	Regular Town Board
Wednesday, May 1, 2019	6 PM	Pre-Work Session
Wednesday, May 8, 2019	6 PM	Work Session
Wednesday, May 15, 2019	6 PM	Regular Town Board
Wednesday, June 5, 2019	6 PM	Pre-Work Session
Wednesday, June 12, 2019	6 PM	Work Session
Wednesday, June 19, 2019	6 PM	Regular Town Board
Wednesday, July 10, 2019	6 PM	Work Session
Wednesday, July 17, 2019	6 PM	Regular Town Board
Wednesday, August 7, 2019	6 PM	Pre-Work Session
Wednesday, August 14, 2019	6 PM	Work Session
Wednesday, August 21, 2019	6 PM	Regular Town Board
Wednesday, September 4, 2019	6 PM	Pre-Work Session
Wednesday, September 11, 2019	6 PM	Work Session
Wednesday, September 18, 2019	6 PM	Regular Town Board
Wednesday, October 16, 2019	6 PM	Work Session
Wednesday, October 23, 2019	6 PM	Regular Town Board
Wednesday, November 6, 2019	6 PM	Pre-Work Session
Wednesday, November 13, 2019	6 PM	Work Session
Wednesday, November 20, 2019	6 PM	Regular Town Board
Wednesday, December 4, 2019	6 PM	Pre-Work Session
Wednesday, December 11, 2019	6 PM	Work Session
Wednesday, December 18, 2019	6 PM	Regular Town Board

Seconded by, Councilperson Luongo, unanimously carried.

ADOPTION OF 2019 TOWN FEES

Presented by Councilperson Mackay

RESOLUTION #R19-4

RESOLVED, that the Town Board has tabled the Building Department Town Fees set for 2019 until the next monthly meeting as there is a typo in one (1) of the fees which needs to be corrected.

Seconded by Supervisor Oliverio, unanimously passed

2019 ZONING BOARD OF APPEALS FEES

Presented by Councilperson Luongo

RESOLUTION # 19-5

RESOLVED that the Town Board has tabled the 2019 Zoning Board and Planning Board of Appeals Fees and Escrows until the next Town Board meeting as some of the fees have been reduced which is not reflected.

Seconded by Councilperson Mackay, unanimously carried

HIGHWAY – 2019 FEES

Presented by Councilperson Luongo

RESOLUTION # 19-6

RESOLVED that the Town Board accept the 2018 Highway Department Fees.

HIGHWAY – 2019 FEES

Driveway Opening Permits	\$200.00 each
Road Opening Permit	\$900.00 (\$800.00 refundable if road is satisfactorily restored.

Seconded by Councilperson Mackay, unanimously carried

TOWN CLERK – 2019 FEES

Presented by Councilperson Annabi

RESOLUTION # R19-7

RESOLVED that the Town Board accept the 2019 Town Clerk Fees.

Copies of Documents	
8 ½ x 11"	\$0.25
8 ½ x 14" or 11 x 17"	\$0.50
Oversized Documents	Varies
Zoning Ordinance with Maps	\$30.00
Zoning Map	\$1.50
Returned Check Fee	\$20.00
Alarm Permits (3 years)	
Residential- NEW	\$25.00
Residential- RENEWAL	\$12.50
Commercial- NEW	\$90.00
Commercial- RENEWAL	\$45.00
Boarding House/Hotel License	
Annually	\$100
Each Bed	\$10
Birth Certificates	
Original	NO CHARGE
Certified Copy	\$10.00
Death Certificate	
Certified Copy	\$10.00
Marriage Licenses	
License	\$40.00
Certified Copy	\$10.00
Peddling & Soliciting License (good for 1 year)	
Foot Peddler	\$50.00
Food Truck (one year)	\$250.00
Food Truck (6 months)	\$200.00
Vehicle	\$500.00
Each Additional Vehicle	\$25.00

Solid Waste Carrier License (annual)	
New	\$2000.00
Renewal	\$500.00
Each Medallion Per Truck	\$75.00
Filming Permit	\$500.00 1 st Day \$250.00 every day after
Special Use Permit	
New Tower Construction	\$5,000 plus \$150 for each ten (10)ft. in excess of 100 ft. in height
Co-Location onto Personal Wireless Service Facility	\$2,000
Dog Licenses	
Town Fee Seniors (65+)	\$1.50
Town Fee (altered)	\$10.00
Town Fee (unaltered)	\$15.00
Animal Population Control Fund Fee (altered dogs)	\$1.00 \$3.00
Animal Population Control Fund Fee (unaltered dogs)	\$25.00
Purebred Licenses (1-10 dogs)	\$1.00 per dog
Town Fee	\$3.00 per dog
Animal Population Control Fund Fee (altered dogs)	NO CHARGE
Animal Population Control Fund Fee (unaltered dogs)	\$3.00 (each)
Service Dogs	
Replacement Tags	
Dog Adoption Fee	\$25.00
Dog-Penalties	
Impoundment Fees	
First 24 Hours	As per SPCA
Per day until dog is claimed	
Municipal Fee- Feeding and Maintenance	

Seizure Fee	
First Time	
Second Time	
Third Time	
Fourth Time	

Seconded by Councilperson Luongo, unanimously carried

ADOPT MILEAGE REIMBURSEMENT RATE

Presented by Councilperson Whetsel

RESOLUTION #R19-8

RESOLVED, that the Town Board adopt the Mileage Reimbursement rate at 0.58 cents per mile, the established State Rate for 2019.

Seconded by Councilperson Luongo, unanimously carried

AUTHORIZE PETTY CASH ACCOUNTS

Presented by Councilperson Mackay

RESOLUTION #R19-9

RESOLVED, that the Town Board approved the following petty cash accounts:

Town Clerk/Tax Receiver	\$ 25.00
Town Justice Capone	\$ 25.00
Town Justice DiCarlo	\$100.00
Town General Funds	\$100.00
Parks & Recreation Department	\$100.00
Town Supervisor	\$100.00

Seconded by Councilperson Whetsel, unanimously carried.

DESIGNATE TOWN OF PUTNAM VALLEY'S INVESTMENTS AND DEPOSITORIES

Presented by Councilperson Luongo

RESOLUTION #R19-10

RESOLVED, that the Town Board designate the following firms for the Town of Putnam Valley's Investments and Depositories:

Putnam County Savings Bank
JP Morgan Chase Bank
Mahopac National Bank

Seconded by Councilperson Mackay, unanimously carried

DESIGNATE OFFICIAL TOWN NEWSPAPER

Presented by Councilperson Annabi

RESOLUTION #R19-11

RESOLVED, that the Town Board authorize the Putnam Examiner as the official newspaper for the Town of Putnam Valley for the year 2019.

Seconded by Councilperson Mackay, unanimously carried

Supervisor Oliverio said he has chosen the Examiner because they cover our Town much more than the Putnam County News and Recorder does. They do have some paid subscriptions for out of towners. Councilperson Annabi said this paper is easily available to our residents and they do have paid subscriptions available.

TOWN LAW SECTION 29(10) ANNUAL FINANCIAL REPORT

Presented by Councilperson Whetsel

RESOLUTION #R19-12

WHEREAS, pursuant to Town Law Section 29(10), the Supervisor is otherwise required to file with the Town Clerk, no later than January 30th, an annual financial report; and

WHEREAS, it has been the practice in the Town of Putnam Valley pursuant to Town Law Section 29(10-a), to submit within sixty days after the close of the fiscal year the report to the State Comptroller, and the Town Board wishes to continue this practice;

NOW, THEREFORE, BE IT RESOLVED, that in lieu of preparing the report specified in Town Law Section 29(10), the Supervisor shall instead submit to the Town Clerk within 60 days of the close of the fiscal year, as that date may be extended, the report to the State Comptroller in accordance with Town Law 29 (10-a)

Seconded by Councilperson Annabi, unanimously carried

APPOINT CHIEF BUDGET OFFICER AND SET SALARY

Presented by Councilperson Mackay

RESOLUTION #R19-13

RESOLVED, that the Town Board authorize the appointment of Sam Oliverio as Chief Budget Officer, at an annual salary of \$7,838.08

Seconded by Councilperson Luongo.
By a vote of 4 to 0 the Resolution passes.

Supervisor Oliverio recused himself.

APPOINT TOWN COUNSEL AND AUTHORIZATION TO SIGN CONTRACT

Presented by Councilperson Luongo

RESOLUTION #R19-14

RESOLVED, that the Town Board authorize the appointment of William Florence Esq., as Town Counsel to serve at the pleasure of the Supervisor and the Town Board, and

BE IT FURTHER RESOLVED, that the Town Board authorize the Supervisor to sign the contract for Town Counsel at an annual rate of \$45,000.00

Seconded by Councilperson Annabi, unanimously carried

APPOINT PLANNING & ZONING BOARD COUNSEL AND AUTHORIZATION TO SIGN CONTRACT

Presented by Councilperson Annabi

RESOLUTION #R19-15

RESOLVED, that the Town Board authorize the appointment of Robert Lusardi Esq., as Counsel for the Planning & Zoning Board to serve at the pleasure of the Supervisor and the Town Board.

BE IT FURTHER RESOLVED, that the Town Board authorize the Supervisor to sign the contract for Zoning Board Counsel at an annual rate of \$45,000.00

Seconded by Councilperson Whetsel, unanimously carried

APPOINT TOWN PROSECUTOR AND AUTHORIZATION TO SIGN CONTRACT

Presented by Councilperson Whetsel

RESOLUTION # R19-16

RESOLVED, that the Town Board authorize the appointment of Gordon Fine, Esq., as Town Prosecutor, to serve at the pleasure of the Supervisor and the Town Board, and

BE IT FURTHER RESOLVED, that the Town Board authorizes the Supervisor to sign the contract for Town Prosecutor at an annual rate of \$17,400.00

Seconded by Councilperson Annabi, unanimously carried.

APPOINT TOWN ENGINEER AND AUTHORIZATION TO SIGN CONTRACT

Presented by Councilperson Mackay

RESOLUTION #R19-17

RESOLVED, that the Town Board appoint J. Robert Folchetti and Associates as Town Engineer as per annual contract amount of \$1,500 a month for the year 2019, and

BE IT FURTHER RESOLVED, that the Town Board authorizes the Supervisor to sign a contract with J. Robert Folchetti and Associates for this service.

Seconded by Councilperson Luongo, unanimously carried

AUTHORIZE J. ROBERT FOLCHETTI & ASSOCIATES TO PREPARE NYSDEC MS4 REPORT AND MUNICIPAL COMPLIANCE CERTIFICATION AND AUTHORIZE SUPERVISOR TO SIGN CONTRACT

Presented by Councilperson Luongo

RESOLUTION #R19-18

RESOLVED, that the Town Board authorize J. Robert Folchetti and Associates to prepare NYSDEC MS4 Report and the Municipal Compliance Certification for 2019, and

BE IT FURTHER RESOLVED, that the Town Board authorize the Supervisor to sign a contract with J. Robert Folchetti and Associates in the amount of \$8,500.00 for this service.

Seconded by Councilperson Annabi, unanimously carried.

APPOINT REGISTRAR AND RECORDS MANAGEMENT OFFICER AND SET SALARY

Presented by Councilperson Annabi

RESOLUTION #R19-19

RESOLVED, that the Town Board authorized the appointment of Sherry Howard as Registrar, and Records Management Officer at an annual salary of \$810.01 for the year 2019.

Seconded by Councilperson Whetsel unanimously carried.

APPOINT TOWN RECEIVER OF TAXES AND SET SALARY

Presented by Councilperson Whetsel

RESOLUTION #R19-20

RESOLVED, that the Town Board authorized the appointment of Sherry Howard as Tax Receiver at an annual salary of \$6,545.34

Seconded by Councilperson Annabi, unanimously carried

APPOINT DEPUTY TOWN CLERKS

Presented by Councilperson Mackay

RESOLUTION #R19-21

RESOLVED, that the Town Board authorized the appointment of Kimberly McKeown, Kathy Diomede as Deputy Town Clerks for the year 2019 at no additional salary.

Seconded by Councilperson Luongo, unanimously carried

APPOINT DEPUTY REGISTRAR AND SUB-REGISTRAR

Presented by Councilperson Luongo

RESOLUTION #R19-22

RESOLVED, that the Town Board authorize the appointment of Kimberly McKeown as Deputy Registrar and Kathy Diomede as Sub-Registrar for the year 2019 at no additional salary.

Seconded by Councilperson Whetsel, unanimously carried.

APPOINT PERMANENT PART-TIME EMPLOYEES AND SET SALARIES

Presented by Councilperson Annabi

RESOLUTION #R19-23

RESOLVED, that the Town Board appoint the following permanent part-time employees:

Kathy Diomede	Town Clerk	\$13.50	Per hour- No Benefits
Joanne Carroll	Highway	\$13.50	per hour- No Benefits

Seconded by Councilperson Luongo, unanimously carried

APPOINT BUILDING INSPECTOR AND SET SALARY

Presented by Councilperson Whetsel

RESOLUTION #R19-24

RESOLVED, that the Town Board appoint Richard Quaglietta as Building Inspector for the year 2019 at an annual salary of \$55,754.44

Seconded by Councilperson Mackay, unanimously carried.

APPOINT FIRE PREVENTION INSPECTOR AND SET SALARY

Presented by Councilperson Mackay

RESOLUTION #R19-25

RESOLVED, that the Town Board appoint Richard Quaglietta as Fire Prevention Inspector for the Town of Putnam Valley at an annual salary of \$5,629.20 for the year 2019.

Seconded by Councilperson Whetsel, unanimously carried.

APPOINT PUMP STATION CUSTODIAN AND SET SALARY

Presented by Councilperson Luongo

RESOLVED, that the Town Board appoint Doug Montaruli as Pump Station Custodian for the Town of Putnam Valley at an annual salary of \$5,100.00 for the year 2019.

Supervisor Oliverio moved to **remove this Resolution** as the \$5,100.00 salary has been added to Mr. Montaruli's current salary step and is no longer needed. This position has been integrated into his position.

RESOLUTION #R-26

RESOLVED that the Resolution to appoint Doug Montaruli as Pump Station Custodian be removed from the reorganizational minutes as that position and the \$5,100.00 salary have been integrated into the position he currently holds at Town Hall.

Seconded by Councilperson Annabi, unanimously carried

APPOINT GAS INSPECTOR AND SET SALARY

Presented by Councilperson Annabi

RESOLUTION # R19-27

RESOLVED that the Town Board appoint Richard Quaglietta Building/Zoning Inspector for the Town of Putnam Valley as the designated Gas Inspector for the town at an annual salary of \$3,183.62 for the year 2019.

Seconded by Councilperson Whetsel, unanimously carried

APPOINT PARKS & RECREATION DIRECTOR AND SET SALARY

Presented by Councilperson Whetsel

RESOLUTION #R19-28

RESOLVED, that the Town Board appoint Frank DiMarco to the position of Recreation Director at an annual salary of \$77,648.41 for the year 2019.

Seconded by Councilperson Mackay, unanimously carried

APPOINT FACILITIES MANAGER/MS 4 COORDINATOR AND SET SALARY

Presented by Councilperson Mackay

RESOLUTION #R19-29

RESOLVED, that the Town Board appoint Susan Manno as Facilities Manager/MS-4 Coordinator for the year 2019 at an annual salary of \$62,135.80

Seconded by Councilperson Luongo, unanimously carried

SET ASSESSOR'S SALARY

Presented by Councilperson Annabi

RESOLUTION # R19-30

RESOLVED, that the Town Board set Assessor Sheryl Luongo' s annual salary for the year 2019 at \$65,565.37.

Seconded by Councilperson Mackay

Councilman Luongo recused himself from voting.

By a vote of 4 to 0 the Resolution passes.

APPOINT COMMUNITY MEDIA COORDINATOR AND SET SALARY

Presented by Councilperson Luongo

RESOLUTION #R19-31

RESOLVED, that the Town Board appoint Anthony Arrien to the position of Community Media Coordinator at an annual salary of \$63,102.18 for the year 2019.

Seconded by Councilperson Whetsel, unanimously carried.

AUTHORIZE SUPERVISOR TO SIGN CONTRACT WITH ADVANCED COMMUNICATIONS ASSOCIATES

Presented by Councilperson Annabi

RESOLUTION #R19-32

RESOLVED, that the Town Board authorize the Town Supervisor to sign a contract with Advanced Communications Associates(ACA, LLC) for Technology Maintenance for 2019 at the rate of \$1,500.00 per month to cover "Routine Maintenance of all items covered under Section 1. All services performed above and beyond those that are defined as "maintenance" in Section 1 will be billed on an hourly basis at a rate of \$100 per hour.

Seconded by Councilperson Luongo, unanimously carried

APPOINT TOWN WEBMASTER AND SIGN CONTRACT

Presented by Councilperson Whetsel

RESOLUTION #R19-33

RESOLVED, that the Town Board appoint Glen Baisley as the Town Webmaster for the year 2019 with payment for this service not to exceed \$6,360.00 for the year or payment not to exceed \$530.00 a month. This contract will also include an additional maximum amount of \$900.00 for equipment and maintenance if needed and;

BE IT FURTHER RESOLVED, that the Town Board authorizes the Supervisor to sign the contract with Glen Baisley for this service.

Seconded by Councilperson Luongo, unanimously carried.

APPOINT ROARING BROOK LAKE DAM CUSTODIAN AND SET SALARY

Presented by Councilperson Mackay

RESOLUTION #R19-34

RESOLVED, that Samuel Lee be appointed as Dam Custodian for the Roaring Brook Lake District for the year 2019 at an annual salary of \$1,000.00

Seconded by Councilperson Annabi, unanimously carried

APPOINT WETLANDS INSPECTOR AND AUTHORIZE SUPERVISOR TO SIGN CONTRACT

Presented by Councilperson Luongo

RESOLUTION # R19-35

RESOLVED, that the Town Board appoint Bruce Barber as the Wetlands Inspector for the Town and;

FURTHER BE IT RESOLVED, that the Town Board authorize the Supervisor to sign a one year contract for Bruce Barber's services at the rate of \$85 an hour for the year 2019.

Seconded by Councilperson Whetsel, unanimously carried.

APPOINT TOWN PLANNER AND AUTHORIZE SUPERVISOR TO SIGN CONTRACT

Presented by Councilperson Annabi

RESOLUTION #R19-36

RESOLVED, that Cornerstone Associates be appointed as the Town Planner as per annual contract amount of \$1,150 a month for the year 2019 and;

BE IT FURTHER RESOLVED, that the Town Board authorizes the Supervisor to sign a contract with Cornerstone Associates for this service.

Seconded by Councilperson Whetsel, unanimously carried.

AUTHORIZE ATTENDANCE TO THE NYS ASSOCIATION OF TOWNS ANNUAL TRAINING SESSION FOR ELECTED AND APPOINTED OFFICIALS

Presented by Councilperson Whetsel

RESOLUTION #R19-37

RESOLVED, that the Town Board approve the cost of registration fees and meals (\$20.00 cap on lunch or dinner meal) for attendance at the New York State Association of Towns Training Sessions for those Elected and Appointed officials requesting to attend.

Seconded by Councilperson Annabi, unanimously carried.

APPOINT ASSOCIATION OF TOWNS DELEGATE AND ALTERNATE DELEGATE

Presented by Councilperson Mackay

RESOLUTION #R19-38

RESOLVED, that the Town Board appoint Town Councilwoman Annabi as the Putnam Valley delegate to the Association of Towns annual training session for the year 2019. There is no alternate delegate at this time.

Seconded by Councilperson Luongo

Councilwoman Annabi recused herself

By a vote of 4 to 0 the Resolution passes.

AUTHORIZE THE EXPENDITURE FOR THE ASSOCIATION OF TOWNS ANNUAL DUES

Presented by Councilperson Mackay

RESOLUTION #R19-39

RESOLVED, that the Town Board authorize payment of annual dues to the New York State Association of Towns in the amount of \$ 1,500.

Seconded by Councilperson Whetsel, unanimously carried.

AUTHORIZE SUPERVISOR TO SIGN PVVAC ANNUAL CONTRACT

Presented by Councilperson Luongo

RESOLUTION #R19-40

RESOLVED, that the Town Board authorize the Supervisor to sign the Putnam Valley Volunteer Ambulance Corps. Contract for 2019 for the sum of \$273,915.00.

Seconded by Councilperson Mackay, unanimously carried

AUTHORIZE SUPERVISOR TO SIGN PVVFD ANNUAL CONTRACT

Presented by Councilperson Annabi

RESOLUTION #R19-41

RESOLVED, that the Town Board authorize the Supervisor to sign the Putnam Valley Volunteer Fire Department's Contract for 2019 for the sum of \$1,444,000.00.

Seconded by Councilperson Mackay
Councilman Luongo recused himself from the vote.

By a vote of 4 to 0 the Resolution passes.

AUTHORIZE SUPERVISOR TO SIGN PV HISTORICAL SOCIETY ANNUAL CONTRACT

Presented by Councilperson Whetsel

RESOLUTION #R19-42

RESOLVED, that the Town Board authorize the Supervisor to sign the Putnam Valley Historical Society's 2019 contract for the sum of \$ 13,500.00

Seconded by Councilperson Mackay, unanimously carried.

AUTHORIZE SUPERVISOR TO SIGN SENIOR CITIZENS ANNUAL CONTRACT

Presented by Councilperson Mackay

RESOLUTION #R19-43

RESOLVED, that the Town Board authorize the Supervisor to sign the Putnam Valley Senior Citizen's 2019 contract for the sum of \$9,000.

Seconded by Councilperson Annabi, unanimously carried.

AUTHORIZE SUPERVISOR TO SIGN PUTNAM VALLEY LIBRARY ANNUAL CONTRACT

Presented by Councilperson Luongo

RESOLUTION #R19-44

RESOLVED, that the Town Board authorize the Supervisor to sign the 2019 Putnam Valley Library contract for the sum of \$310,025.00

Seconded by Councilperson Annabi, unanimously carried.

AUTHORIZE SUPERVISOR TO SIGN PUTNAM VALLEY VFW ANNUAL CONTRACT

Presented by Councilperson Annabi

RESOLUTION #R19-45

RESOLVED, that the Town Board authorize the Supervisor to sign the Putnam Valley Veterans of Foreign War's 2019 contract for the sum of \$1,500.00

Seconded by Councilperson Mackay;

Supervisor Oliverio recused himself from the vote as he is a member of the VFW.

By a vote of 4 to 0 the Resolution passes

AUTHORIZE SUPERVISOR TO SIGN AMERICAN LEGION POST ANNUAL CONTRACT

Presented by Councilperson Annabi

RESOLUTION #R19-46

RESOLVED, that the Town Board authorize the Supervisor to sign the Putnam Valley American Legion Post 2019 contract for the sum of \$1,000.00.

Seconded by Councilperson Luongo

Supervisor Oliverio recused himself from the vote as he is a member of the Post.

By a vote of 4 to 0 the Resolution passes.

APPOINT HYDRO ENVIRONMENTAL SOLUTIONS, INC. TO PERFORM QUARTERLY SAMPLING OF TOWN HALL WELL

Presented by Councilperson Whetsel

RESOLUTION #R19-47

RESOLVED, that the Town Board authorize the Supervisor to sign the contract with Hydro Environmental Solutions, Inc. to perform the quarterly sampling of the Town Hall Supply Well for 2019, annual cost \$4,685.00; associated Laboratory fees in the amount of \$608.00 to be paid by the town.

Seconded for discussion by Supervisor Oliverio

Supervisor Oliverio said this is necessary but costing the Town a fortune. Susan Manno has been researching a way to get a company in that specializes in filtering salt through reverse osmosis. This process causes the salt to become a cake which gets removed and thrown away. Councilperson Luongo asked if there are any groundwater grants available. Supervisor Oliverio said there are grants for existing water systems, not new ones. He added that this is something that needs to be resolved. Sue Serino may be able to help us find some money from the State.

This Resolution passed unanimously.

APPOINT HYDRO ENVIRONMENTAL SOLUTIONS TO PERFORM SEMI-ANNUAL SAMPLING OF GROUNDWATER IN CROFTS CORNERS AREA

Presented by Councilperson Mackay

RESOLUTION #R19-48

RESOLVED, that the Town Board authorize the Supervisor to sign the 2019 contract with Hydro Environmental Solutions, Inc. to perform the quarterly sampling of groundwater for road salt in the Crofts Corners area, annual cost no more than \$5,902.50; associated laboratory fees in the amount of no more than \$2,576.00 to be paid by the town.

Seconded by Councilperson Whetsel, unanimously carried.

APPOINT HYDRO ENVIRONMENTAL SOLUTIONS TO PERFORM SEMI-ANNUAL SAMPLING OF GROUNDWATER AT 11 SEIFERT LANE

Presented by Councilperson Luongo

RESOLUTION #R19-49

RESOLVED, that the Town Board authorize the Supervisor to sign the 2019 contract with Hydro Environmental Solutions, Inc. to perform the quarterly sampling of groundwater for road salt at 11 Seifert Lane, annual cost no more than \$487.50; associated laboratory fees in the amount of no more than \$184.00 to be paid by the town.

Seconded by Supervisor Oliverio for discussion.

Supervisor Oliverio said this is an example of what he believes is the County spilling large amounts of salt, rather than contamination by the salt shed as this property is located a large distance away from the salt shed.

This resolution passed unanimously

AUTHORIZE SUPERVISOR TO SIGN CONTRACT WITH HYDROENVIRONMENTAL SOLUTIONS, INC.

Presented by Councilperson Annabi

RESOLUTION #R19-50

RESOLVED that the Town Board authorize the Supervisor to sign the 2019 contract with Hydro Environmental Solutions, Inc. to perform semi-annual samplings of groundwater for road salt at 17 Harper Street, Lake Peekskill, NY cost for this service \$487.50; associated laboratory fees in the amount of no more than \$184.00 to be paid by the Town.

Seconded by Councilperson Luongo, unanimously carried

AUTHORIZE SUPERVISOR TO SIGN CONTRACT WITH PUTNAM COUNTY OFFICE FOR THE AGING FOR SENIOR OUTREACH WORKER

Presented by Councilperson Whetsel

RESOLUTION #R19-51

RESOLVED, that the Town Board authorize the Supervisor to sign a contract between the Putnam County Office of the Aging and the Town of Putnam Valley for the services of a Senior Outreach Worker, the Town's share of compensation to be \$15,000.00 per year.

Seconded by Councilperson Annabi, unanimously carried

AUTHORIZE SUPERVISOR TO SIGN CONTRACT FOR DOG CONTROL OFFICER-PUTNAM COUNTY SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS

Presented by Councilperson Mackay

RESOLUTION # R19-52

RESOLVED that the Town Board authorize the Town Supervisor to sign a contract with the Putnam County Society for the Prevention of Cruelty to Animals, Inc. to undertake the role of Dog Control Officer/Warden for the Town of Putnam Valley at the annual cost of \$20,000.00 effective 1-2-2019 and ending 12-31-2019.

Seconded by Councilperson Luongo, unanimously carried

AUTHORIZE SUPERVISOR TO SIGN DOG SHELTER CONTRACT- PUTNAM COUNTY SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS

Presented by Councilperson Luongo

RESOLUTION # R19-53

RESOLVED that the Town Board authorize the Town Supervisor to sign a contract with the Putnam County Society for the Prevention of Cruelty to Animals, Inc. to become the impounding facility for all “dogs at large” brought by the Town’s Dog Control Officer to the Putnam County Society for the Prevention of Cruelty to Animals and seized as a result of violations of the “dog at large” regulations at an annual cost of \$19,000.00 effective 1-2-2019 and ending 12-31-2019.

Seconded by Councilperson Mackay, unanimously carried

APPOINT ADVISORY BOARD ON ARCHITECTURE AND COMMUNITY APPEARANCE (ABACA) CHAIRPERSON AND MEMBERS

Presented by Councilperson Annabi

RESOLUTION # R19-54

RESOLVED, that Delores Jones be re-appointed as Chairperson to ABACA for the term 1/1/2019-12/31/2019.

BE IT FURTHER RESOLVED that Brian Cook be re-appointed member the term 1/1/2019-12/31/2020.

Seconded by Councilperson Mackay, unanimously carried

APPOINT BOARD OF ETHICS CHAIRPERSON AND MEMBER

Presented by Wendy Whetsel

RESOLUTION # R19-55

RESOLVED, that Anthony Bondi be re-appointed as Chairperson to the Board of Ethics for the term 1/1/2019-12/31/2019.

BE IT FURTHER RESOLVED that Esther McHenry be re-appointed as member the term 1/1/2019-12/31/2023.

Seconded by Councilperson Luongo, unanimously carried

APPOINT MARRIAGE OFFICERS

Presented by Councilperson Mackay

RESOLUTION # R19-56

RESOLVED, that Dan Ricci and Sherry Howard be re-appointed as Marriage Officers for the term 1/1/2019-12/31/2019.

Seconded by Councilperson Annabi, unanimously carried

**APPOINT COMMISSION FOR THE CONSERVATION OF THE ENVIRONMENT
CHAIRPERSON AND MEMBERS**

Presented by Councilperson Luongo

RESOLUTION # R19-57

RESOLVED, that Michael Usai be appointed as Chairperson to Commission for the Conservation of the Environment for the term 1/1/2019-12/31/2019.

BE IT FURTHER RESOLVED that Patricia Grove be appointed as member the term 1/1/2019-12/31/2020.

BE IT FURTHER RESOLVED that Julie Ruben be re-appointed as member the term 1/1/2019-12/31/2020.

BE IT FURTHER RESOLVED that Eileen Reilly be re-appointed as member the term 1/1/2019-12/31/2020.

Seconded by Councilperson Annabi, unanimously carried

APPOINT CONTINENTAL VILLAGE DISTRICT ADVISORY COMMISSION MEMBER

Presented by Councilperson Annabi

RESOLUTION #R19-58

RESOLVED that Sherry Howard be re-appointed to the Continental Village District Advisory Commission for the term 1/1/19-12/31/19.

Seconded by Councilperson Mackay, unanimously carried

**APPOINT LAKE OSCAWANA MANAGEMENT ADVISORY COMMISSION (LOMAC)
CHAIRPERSON AND MEMBERS**

Presented by Councilperson Whetsel

RESOLUTION # R19-59

RESOLVED that Kathleen McLaughlin be re-appointed as Chairperson to LOMAC for the term 1/1/2019-12/31/2019

BE IT FURTHER RESOLVED that Steven David be re-appointed as member for the term 1/1/2019-12/31/2021.

BE IT FURTHER RESOLVED that Judy Dronzek be appointed as member for the term 1/1/2019-12/31/2020.

Seconded by Councilperson Annabi, unanimously carried.

APPOINT PARKS AND RECREATION COMMISSION CHAIRPERSON

Presented by Councilperson Mackay

RESOLUTION # R19-60

RESOLVED that Phil Keating Jr. be re-appointed as Chairperson to the Parks and Recreation Commission for the term 1/1/2019-12/31/2019.

Seconded by Supervisor Oliverio for discussion.

Supervisor Oliverio said Mr. Keating has been the Parks and Recreation Chairman since before 1992. He is the longest serving committee member we have in Town. He would like to stay one (1) more year to make sure our new camp property goes well and is successful.

The Resolution is carried unanimously

APPOINT ROARING BROOK LAKE PRESERVATION COMMITTEE CHAIRPERSON AND MEMBERS

Presented by Councilperson Luongo

RESOLUTION # R19-61

RESOLVED that Roberta Coles be re-appointed as Chairperson to the Roaring Brook Lake Preservation Committee for the term 1/1/2019-12/31/2019.

BE IT FURTHER RESOLVED that Andrew Brown and Friedl Muller-Landau be re-appointed as members for the term 1/1/2019-12/31/2020.

BE IT FURTHER RESOLVED that Sam Lee be re-appointed as member for the term 1/1/2019-12/31/2021.

Seconded by Councilperson Annabi, unanimously carried

APPOINT PLANNING BOARD CHAIRPERSON, MEMBERS AND AD-HOC

Presented by Councilperson Annabi

RESOLUTION #R19-62

RESOLVED that the Town Board re-appoint Thomas Patterson as Chairperson of the Planning Board for the term 1/1/2019-12/31/2019

BE IT FURTHER RESOLVED that the Town Board appoint Patrick Lennon as Member for the term 1/1/2019-12/31/2023.

BE IT FURTHER RESOLVED that the Town Board re-appoint Anthony Williams as Ad-Hoc member for the term 1/1/2019-12/31/2019.

Supervisor Oliverio seconded for discussion.

Councilperson Mackay seconded the appointment of Thomas Patterson and Patrick Lennon ONLY. This was unanimously carried.

Councilperson Annabi would like the following **part** of the above Resolution be tabled until the next Town Board meeting.

Presented by Councilperson Annabi

RESOLUTION # 19-63

The Town Board authorizes the Supervisor table the reappointment of Anthony Williams as Ad-Hoc member for the term 1/1/2019-12/31/2019”.

Seconded by Councilperson Mackay, unanimously carried

APPOINT ZONING BOARD OF APPEALS CHAIRPERSON, MEMBERS AND AD-HOC

Presented by Councilperson Whetsel

RESOLUTION #R19-64

RESOLVED that the Town Board re-appoint William Maskiell as Chairperson to the Zoning Board of Appeals 1/1/2019 - 12/31/2019 and;

RESOLVED that the Town Board re-appoint William Maskiell as Member to the Zoning Board of Appeals 1/1/2019 - 12/31/2023 and;

RESOLVED that the Town Board re-appoint Jim Jackson as Member to the Zoning Board of Appeals 1/1/2019 - 12/31/2023 and;

BE IT FURTHER RESOLVED that the Town Board re-appoint Fred Finger as Member to the Zoning Board of Appeals for the term 1/1/2019-12/31/2023.

Seconded by Councilperson Mackay, unanimously carried

Supervisor Oliverio said that Fred Finger is being utilized as a Building Inspector when the current Building Inspector is not here. He will recuse himself from any decision being made by the Zoning Board of Appeals if he has been involved in it through the Building Department. He is not a full time employee, he being paid per diem.

APPOINT TOWN HISTORIAN

Presented by Councilperson Mackay

RESOLUTION #R19-64

RESOLVED that the Town Board re-appoint Dan Ricci as Town Historian
1/1/2019 - 12/31/2019

Seconded by Councilperson Annabi, unanimously carried.

Supervisor Oliverio moved to go into an Executive Session about a personnel matter. There will no new business conducted afterward. Supervisor Oliverio closed the meeting at 6:56 PM.

Sherry Howard
Town Clerk
01-04-2019