

8

January 10, 2019

To: Town Board

From: Sherry Howard

Subject: Approval of minutes

I respectfully request the Putnam Valley Town Board authorize the Supervisor to accept the Town Board minutes from December 19, 2018, January 2, and January 9, 2019.

Thank-you,

Sherry Howard

Town Clerk

13

Tompkins Corners Cultural Center, Inc.

A Not for Profit 501(c)(3) organization

729 Peekskill Hollow Road Putnam Valley New York 10579

Tel: (914) 506-0387

Arts, Theater, Music, Culture  
Bringing Tradition, the Arts and Community  
Together

[www.tompkinscorners.org](http://www.tompkinscorners.org)

Supervisor Sam Oliverio &  
Town Council Persons  
Town of Putnam Valley  
265 Oscawana Lake Road  
Putnam Valley, New York 10579

January 4, 2019

Re: Tompkins Corners Cultural Center, LLC.  
729 Peekskill Hollow Road  
Putnam Valley, N.Y. 10579

Town Board,

Tompkins Corners Cultural Center is a 501(c) (3), not for profit organization. Our mission is to provide a variety of cultural arts to the greater community. As the 2019 season begins, We anticipate another successful year due to the support we receive.

TCCC is interested in performing drainage improvements intended to improve site drainage.

TCCC is formally requesting Town Board consideration to waive the Putnam Valley Building Department fees associated with this project.

We would like to thank the Town Board for your continued support towards our organization.

Sincerely,

Michael Doebbler  
TCCC Secretary

14

Tompkins Corners Cultural Center, Inc.

Arts, Theater, Music

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Supervisor Sam Oliverio &  
Town Council Persons  
Town of Putnam Valley  
265 Oscawana Lake Road  
Putnam Valley, New York 10579

January 4, 2019

Re: Tompkins Corners Cultural Center, LLC.  
729 Peekskill Hollow Road Road  
Putnam Valley, N.Y. 10579

Dear Town Board,

Tompkins Corners Cultural Center is a 501(c)(3), not for profit organization. Our mission is to provide various cultural arts to the greater community. The 2018 season has been a great success due to all the support we have received and we look forward to 2019

TCCC is formally requesting Town Board consideration to waive a one hundred dollar (\$100.00) 2019 Operating Permit Fee required by the Putnam Valley Building Department.

We would like to thank the Town Board for your continued support towards our organization.

Sincerely,

Michael Doebbler  
TCCC Secretary

# Memorandum

15

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**To:** TOWN BOARD MEMBERS  
**From:** JUDY TRAVIS  
**Date:** 1/4/2019  
**Re:** LAKE PEEKSKILL EGG ADDLER

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I formally request that the Town Board appoint Friedel Muller-Landau as egg addler for Lake Peekskill for the year 2019 at a salary of \$200.00.

# Memorandum

16

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**To:** TOWN BOARD MEMBERS  
**From:** JUDY TRAVIS  
**Date:** 1/4/2019  
**Re:** ROARING BROOK LAKE EGG ADDLER

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I formally request that the Town Board appoint Friedel Muller-Landau as egg addler for the Roaring Brook Lake Park District for the year 2019 at a salary of \$300.00.

# Memorandum

17.

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**To:** TOWN BOARD MEMBERS  
**From:** JUDY TRAVIS  
**Date:** 1/4/2019  
**Re:** BARGER POND EGG ADDLER

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I formally request that the Town Board appoint Friedel Muller-Landau as egg addler for Barger Pond for the year 2019 at a salary of \$200.00.



18A

## Town of Putnam Valley

To: Putnam Valley Town Board  
From: Susan L. Manno  
Date: January 10, 2019  
Subject: Authorize Town Supervisor to sign Maintenance Agreement  
With Coastal Clock and Chime

I formally request that the Putnam Valley Town Board authorize the Town Supervisor to sign the agreement with Coastal Clock and Chime for yearly maintenance of the town clock located at Oregon Corners. The fee for this service is \$725.00 and has been included in the 2019 budget. This company has been servicing the town clock for the past three years and has kept it in good working order.

# Coastal Clock and Chime

Bells • Carillons • Clocks

[coastalclockandchimeoffice@gmail.com](mailto:coastalclockandchimeoffice@gmail.com)

November 30, 2018

P.O. Box 2722  
Cinnaminson, NJ 08077  
856.786.8688  
856.786.8688 FAX

## MAINTENANCE AGREEMENT

<b>Town of Putman Valley</b>  <b>265 Oscawana Lake Rd</b>  <b>Putman Valley, NY 10579-2045</b>  <b>PID # NYPU001</b>	<b>Contact: Susan Manno</b>  <b>Phone: 845-526-9114</b>     <b>4 Faced Post Clock</b>
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<b>SPECIFY ONE:</b>	<input checked="" type="checkbox"/> <b>Renewal</b>	<input type="checkbox"/> <b>New</b>
<b>Start Date: January 1, 2019</b>	<b>Expiration Date: December 31, 2019</b>	
<b>Approval: _____</b>	<b>Date: _____</b>	

The following equipment will be covered by this agreement:

- CAST BRONZE BELLS
- ELECTRONIC CARILLON
- BELL RINGING EQUIPMENT
- CLOCKS
- STREET CLOCKS

<b>TOTAL</b>
<b>1 CALL @ \$725.00</b>

Coastal Clock and Chime will service and maintain the equipment specified in this agreement under the following terms and conditions:

- Service will include normal maintenance. It will not include reconditioning, renovation or replacing parts.
- Access to equipment to be provided by customer.
- Services provided under this agreement do not include.... repairs, or replacement of parts cause by: unauthorized tampering or modification of any equipment. Also accident, misuse, damage or disaster, including but not limited to fire, flood, or neglect.
- Parts, cables, power supplies and/or accessories external to the equipment specified.
- Agreements include one or two maintenance visits during the term as specified.
- Agreements are payable in advance.
- **Neither party shall use the other party's confidential information except to fulfill the terms of this agreement.**
- **By authorizing the purchase of a maintenance agreement, you acknowledge that you have read and agree to be bound by its terms and conditions.**

**Comments:** \_\_\_\_\_

\_\_\_\_\_

**Signature** \_\_\_\_\_ **Date** 1/3/19



18B

To: Town Board  
From: Frank DiMarco, Parks and Recreation Director  
Subject: Parks and Recreation  
Date: January 10, 2019

Please approve the following additions/changes.

1. Kerri Seiler, Basketball doorkeeper @ \$15.00 hr.
2. Patricia Singer, Day Camp office hours @ \$20.50 hr.
3. ToniAnn Cortina, Day Camp office hours @ \$20.50 hr.
4. Hugh Rennalls Jr., Basketball Referee @ \$45.00 hr.
5. Willie Totten, Basketball Referee @ \$45.00 hr.

18c

January 11, 2019

To: Town Board

From: Supervisor Oliverio

Subject: Assignment Change

Announce change in assignments:

Announce change in two liaison assignments made at the January 2, 2019 Reorganizational meeting. Councilperson Annabi will now be the liaison for the Hilltop Community; and Councilperson Whetsel will now be the liaison to Abele Park.

18D

**RESOLUTION**

RESOLVED, <sup>re-</sup> to appoint Larry McLaughlin to the Board of Assessment Review from  
10/1/18 to 9/30/23.

#18E

January 14, 2019

To: Town Board

From: Sherry Howard

A 30 day Notice to the Municipality, (which is part of the application for a N.Y. State Liquor License), has been filed in the Town Clerks office for the Brookside Grille which is located at 1 Oscawana Lake Road, Putnam Valley, New York 10579 by Andrea O'Brien, Liquor License Consultant for 21 Oscawana Lake Road, Inc. Ms. O'Brien is respectfully requesting a waiver on the 30 day waiting period so the application can be filed as soon as possible.

Thank-you,

Sherry Howard

Town Clerk

Resolved to waive the 30 day waiting period for a New York State Liquor License for the 21 Oscawana Lake Road, Inc. (Brookside Grille), which is located at 1 Oscawana Lake Road, Putnam Valley, NY 10579.

**ANDREA O'BRIEN**  
**NYS ABC LAW CONSULTING GROUP**  
**LIQUOR LICENSE CONSULTANT**  
[WWW.NYSLIQUOR.COM](http://WWW.NYSLIQUOR.COM)  
[ANDREA@LIQUORAUTHORITY.ORG](mailto:ANDREA@LIQUORAUTHORITY.ORG)  
914-980-9717

January 8, 2019

Town Clerk, Putnam Valley  
265 Oscawana Lake Rd.  
Putnam Valley, NY 10579

Re: Matt And Cliff Inc  
Dbas Brookside Grille  
1 Oscawana Lake Rd.  
Putnam Valley, NY 10579

Dear Town Clerk:

Enclosed herewith is a 30 Day Notice to the Municipality, part of the application for a NY State Liquor License. The above-mentioned applicant, 21 Oscawana Lake Road Inc. respectfully requests that you consider waiving this 30-day waiting period so that the application can be filed as soon as possible.

If you have any questions or need any additional information, please do not hesitate to contact me.

Regards,



Andrea O'Brien  
Liquor License Consultant

Encl.

JAN 08 2019

### Standardized NOTICE FORM for Providing 30-Day Advance Notice to a Local Municipality or Community Board

1. Date Notice was Sent: 1-8-2019 1a. Delivered by: Personal Delivery with Proof of Receipt

2. Select the type of Application that will be filed with the Authority for an On-Premises Alcoholic Beverage License:  
 New Application  Renewal  Alteration  Corporate Change  Removal  Class Change  Method of Operation Change

For **New** applicants, answer each question below using all information known to date  
For **Renewal** applicants, answer all questions  
For **Alteration** applicants, attach a complete written description and diagrams depicting the proposed alteration(s)  
For **Corporate Change** applicants, attach a list of the current and proposed corporate principals  
For **Removal** applicants, attach a statement of your current and proposed addresses with the reason(s) for the relocation  
For **Class Change** applicants, attach a statement detailing your current license type and your proposed license type  
For **Method of Operation Change** applicants, although not required, if you choose to submit, attach an explanation detailing those changes

**This 30-Day Advance Notice is Being Provided to the Clerk of the Following Local Municipality or Community Board:**

3. Name of Municipality or Community Board: Town of Putnam Valley

**Applicant/Licensee Information:**

4. Licensee Serial Number (if applicable): \_\_\_\_\_ Expiration Date (if applicable): \_\_\_\_\_

5. Applicant or Licensee Name: Matt And Cliff Inc

6. Trade Name (if any): Brookside Grille

7. Street Address of Establishment: 1 Oscawana Lake Rd.

8. City, Town or Village: Putnam Valley, NY Zip Code: 10579

9. Business Telephone Number of Applicant/Licensee: (845) 603-6008

10. Business E-mail of Applicant/Licensee: \_\_\_\_\_

11. Type(s) of alcohol sold or to be sold:  Beer & Cider  Wine, Beer & Cider  Liquor, Wine, Beer & Cider

12. Extent of Food Service:  
 Full food menu; full kitchen run by a chef or cook  Menu meets legal minimum food availability requirements; food prep area at minimum

13. Type of Establishment: Restaurant (full kitchen and full menu required)

14. Method of Operation: (check all that apply)  
 Seasonal Establishment  Juke Box  Disc Jockey  Recorded Music  Karaoke  
 Live Music (give details i.e., rock bands, acoustic, jazz, etc.): \_\_\_\_\_  
 Patron Dancing  Employee Dancing  Exotic Dancing  Topless Entertainment  
 Video/Arcade Games  Third Party Promoters  Security Personnel  
 Other (specify): \_\_\_\_\_

IAN 03 2019

15. Licensed Outdoor Area: (check all that apply)  
 None  Patio or Deck  Rooftop  Garden/Grounds  Freestanding Covered Structure  
 Sidewalk Cafe  Other (specify): \_\_\_\_\_

OFFICE USE ONLY

Original    Amended   Date \_\_\_\_\_

49

16. List the floor(s) of the building that the establishment is located on: main level & basement
17. List the room number(s) the establishment is located in within the building, if appropriate: N/A
18. Is the premises located within 500 feet of three or more on-premises liquor establishments?    Yes    No
19. Will the license holder or a manager be physically present within the establishment during all hours of operation?    Yes    No
20. If this is a transfer application (an existing licensed business is being purchased) provide the name and serial number of the licensee:
- |      |               |
|------|---------------|
|      |               |
| Name | Serial Number |
21. Does the applicant or licensee own the building in which the establishment is located?    Yes (if YES, SKIP 23-26)    No

**Owner of the Building in Which the Licensed Establishment is Located**

22. Building Owner's Full Name: Robert Lena
23. Building Owner's Street Address: 420 N Lake Blvd
24. City, Town or Village: Mahopac   State: NY   Zip Code: 10541
25. Business Telephone Number of Building Owner: (914) 497-6538

**Representative or Attorney Representing the Applicant in Connection with the Application for a License to Traffic in Alcohol at the Establishment Identified in this Notice**

26. Representative/Attorney's Full Name: Andrea O'Brien
27. Representative/Attorney's Street Address: 6 Mathes Court
28. City, Town or Village: Lake Peekskill   State: NY   Zip Code: 10537
29. Business Telephone Number of Representative/Attorney: (914) 980-9717
30. Business E-mail Address of Representative/Attorney: andrea@liquorauthority.org

I am the applicant or licensee holder or a principal of the legal entity that holds or is applying for the license. Representations in this form are in conformity with representations made in submitted documents relied upon by the Authority when granting the license. I understand that representations made in this form will also be relied upon, and that false representations may result in disapproval of the application or revocation of the license.

By my signature, I affirm - under Penalty of Perjury - that the representations made in this form are true.

31. Printed Principal Name: Cliff Mascarenhas   Title: President

Principal Signature: *Cliff Mascarenhas*

JAN 08 2019

18F

Approve expenditure of \$250 (\$125. Each) for Wendy Whetsel and Sherry Howard to attend the Association of Town Annual Meeting to be held in February, 2019.