

**PUTNAM VALLEY TOWN BOARD
6:00 P.M.
WEDNESDAY, FEBRUARY 13, 2019**

**PUTNAM VALLEY TOWN BOARD WORK SESSION
AGENDA**

1. Pledge of Allegiance
2. Presentation regarding repairs needed by PV Historical Soc.
3. Approve purchase of three "Welcome to PV" banners
4. Appoint Philip Ammann for the Board of Assessment Review
5. Consider concept approval of tower.
6. Set date for NRI Public Hearing.
7. Appoint Daniel Gibbs Bulk-Drop-Off Attendant
8. Appoint Jared Buchanan as Zoning Board as hoc member
9. Parks and Recreation Refunds
10. Request to lower the cell tower building permit fee
11. Discuss expenditure for library sign
12. Acceptance of property donated by Mel and Eileen Kowal
13. Discuss LED light conversion for all street lights
14. Begin discussion re: de-icers.
15. Audit of monthly bills.

PUTNAM VALLEY TOWN BOARD
WORK SESSION MEETING
6:00 P.M
WEDNESDAY, FEBRUARY 13, 2019

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

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

Supervisor Oliverio welcomed everyone to the meeting.

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

SUPERVISORS OPENING COMMENTS

Supervisor Oliverio welcomed everyone to the monthly work session meeting. He announced that the Putnam Valley Ambulance Corp is offering NARCAN training on February 21, 2019 from 6:00 PM – 7:30 PM. This is sponsored by the Putnam Valley Business Network. The cost is \$10.00 – and you are given a kit.

Councilperson Annabi said the Putnam Valley Parks and Recreation is holding a Drivers Safety Course this Saturday at a cost of \$35.00; please call 845-528-3292.

AMENDMENTS TO THE AGENDA

Presented by Supervisor Oliverio

RESOLUTION # R19-94

RESOLVED that the Town Board **ADD** to the agenda:

#14A – Authorize Facilities Department to go out to bid.

#14B – Appoint temporary maintenance staff

Seconded by Councilperson Mackay, unanimously carried

PRESENTATION BY MICHAEL ADAMOVICH REGARDING REPAIRS NEEDED TO PUTNAM VALLEY MUSEUM

Presented by Supervisor Oliverio

Historical Society President, Michael Adamovich spoke about the condition of the Putnam Valley Museum building. Mr. Adamovich said the building is the last legacy of the history of this Town. Many people do not realize that this was once a one (1) room school house from the 1880's. A study was made of the condition of that building in 1994. At that time the inspector that did the report said the building is in relatively good shape, but there are things that had to be done, but nothing was done and nothing has happened in all the years since. The building itself is of considerable historic significance to this Town. Arcadia Publishing recently contacted the Museum and expressed interest in putting out a book about the history of Putnam Valley. They are the Company that puts out books dedicated to the history of many Towns and Historic Landmarks. Mr. Adamovich said, "How would it be if they came and found out we have a building in dire need of repairs." Mr. Adamovich suggested that perhaps either the inmate "Alternative to Incarceration" program; or the work release program could do the work without the cost affecting the Town's budget. The building does need insulation, it has extensive wood rot, and when you get into the attic, there are places you can look up and see daylight. Supervisor Oliverio asked what the most pressing project is that needs to be done. Mr. Adamovich said the roof - as the attic is where we store much of the historic documents. Gretchen Weiglein, the Museum Director agreed that the attic should be the priority. Councilperson Annabi spoke in favor of using the Alternative to Incarceration program saying she has worked with them over the last 5 to 6 years and they do a great job. This is their real jobs; and they are very skilled craftsman. They have saved this Town hundreds of thousands of dollars over the years. Supervisor Oliverio said the Town would have to purchase the supplies as the museum has a very small budget. Councilperson Annabi said the Historical Society should hand in an itemized list of what is needed. Mr. Adamovich asked if the Town Board could have the building inspected. Councilperson Luongo said if we can get the building weather tight we can then move on to the inside. Councilperson Annabi asked if the building is on the Historical Registry. Ms. Weiglein said it is not. Councilperson Annabi said that this fact will save us a lot of money. She added that the Town's Building Inspector can look at the building to see what is necessary.

APPROVE PURCHASE OF THREE “WELCOME TO PUTNAM VALLEY SIGNS”

Presented by Councilperson Luongo

RESOLUTION # R19-95

RESOLVED that the Town Board authorize the Supervisor to approve the expenditure of \$656.83 for three (3) new “Welcome to Putnam Valley” signs.

Councilperson Luongo asked if these are new signs or replacement signs. Supervisor Oliverio said they are replacement signs as the old ones are in very bad shape.

Seconded by Councilperson Mackay, unanimously carried

APPOINT PHILIP AMMANN FOR THE BOARD OF ASSESSMENT REVIEW

Presented by Councilperson Annabi

Councilperson Annabi would like to table this appointment until Mr. Ammann has given the Town Board his resume. She said that we ask a resume of every potential appointment – that is our policy. Supervisor Oliverio said Mr. Ammann has already served on this Board, even though it was ten (10 years ago), and did a good job. Our Assessor, has worked with him before, and highly recommends him. He is the top pick by the Board of Assessment Review. Board of Assessment Review Member, Henry Lopez, said that Mr. Ammann is a past BAR member and brings much experience and knowledge to the position. The Town Board agreed to appoint Mr. Ammann pending his handing in his resume to them.

RESOLUTION # R19-96

RESOLVED that the Town Board appoint Philip Ammann to the Board of Assessment Review to fill out the remainder of Michael Cassell’s term which was 10/1/16 – 09/30/21 pending his handing in his resume to the Town Board.

Seconded by Councilperson Mackay, unanimously passed.

CONSIDER CONCEPT APPROVAL OF TOWER

Presented by Councilperson Mackay

This memo comes from Attorney Florence to the Town Board Members.

RESOLUTION # R19-97

RESOLVED that the proposed erection of a cell tower in a neighborhood-commercial zone requires part of the application at §165-21 C (1) (a) 4, requires a conceptual layout of site configurations and improvements for the Town Board to approve. The conceptual requirement has already occurred in public meetings, but the Town Board is now required to formally approve the concept. In this matter, it is to be determined if the proposed activity, among other concerns, is in harmony with the existing uses. In this instance, the Town garage and public works equipment.

Seconded by Councilperson Annabi, unanimously passed.

SET DATE FOR NRI PUBLIC HEARING

Presented by Councilperson Whetsel

Councilperson Whetsel said that all the mapping that was originally done for our Master Plan in 2007 has been updated; it is a process that took over one (1) year to complete. We would like to hold a Public Hearing next month. All of this information has already been sent to the different Boards for review.

RESOLUTION # R19-98

RESOLVED that the Town Board set the date of March 13, 2019 at 6:00 PM for a Public Hearing to adopt the NRI. The Resolution to adopt the NRI will read – “Resolved that the Town of Putnam Valley formally adopts the National Resource Inventory which compiles and describes important naturally occurring resources within a given municipality. Cultural resources such as historic, scenic, and recreational are included in an NRI. It has two (2) purposes. One (1) is to provide building blocks for comprehensive land use and conservation planning, and the second is to allow natural resource information to be included in local planning and zoning. The NRI is a compilation and description of existing natural resource data.

Seconded by Councilperson Mackay, unanimously carried.

APPOINT DANIEL GIBBS BULK DROP-OFF ATTENDANT

Presented by Councilperson Luongo

RESOLUTION #R19-99

RESOLVED that the Town Board appoint Daniel Gibbs as Bulk Drop-Off Attendant, seasonal employee April 27, June 15, August 17 and October 19th, 2019. Hours of operation are from 8:45 to 11:45 AM

Seconded by Councilperson Annabi, unanimously carried

APPOINT JARED BUCHANAN AS ZONING BOARD AD HOC MEMBER

Presented by Councilperson Annabi

RESOLUTION #R19-100

RESOLVED that the Town Board appoint Jared Buchanan as Zoning Board Ad Hoc member; term to begin February 13, 2019 and expiring 12/31/2019.

Seconded by Councilperson Mackay, unanimously carried

PARKS & RECREATION- REFUNDS

Presented by Councilperson Whetsel

RESOLUTION #R19-101

RESOLVED, that the Town Board approve the following refunds:

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

Frank Weller 14 Lent Street Cortlandt Manor, NY 10567	\$ 100.00 Basketball refund Head Coach
Garry Male 39 Oscawana Lake Road Putnam Valley, NY 10579	\$ 100.00 Basketball refund Head Coach
Holly Beloff-Davis 2842 Brookfield Drive Yorktown Heights, NY 10598	\$ 37.50 Basketball refund Half season
Chris Howley 15 Fawn Run Putnam Valley, NY 10579	\$ 100.00 Basketball refund Head Coach

Seconded by Councilperson Annabi, unanimously carried.

REQUEST TO LOWER THE CELL TOWER BUILDING PERMIT FEE

Presented by Councilperson Mackay

RESOLUTION #R19-102

RESOLVED that the Town Board authorize the Supervisor to lower the cell tower building permit fee from \$3,000.00 a linear square foot to \$1,000.00 a linear square foot as a flat fee.

Seconded by Supervisor Oliverio for discussion.

Councilperson Mackay is adamantly opposed to lowering the fee for such a huge corporation. Councilwoman Annabi is opposed to lowering the fee for a multimillion dollar company. Supervisor Oliverio is opposed as well, but said they have the right to ask. Attorney Florence added that we are making certain that we are appropriately compensated for the annual cost of supervision and potential cost of demolition if and when these things become obsolete.

By a vote of 5 to 0 the Town Board unanimously votes **nay** to this Resolution.

DISCUSS EXPENDITURE FOR LIBRARY SIGN

Presented by Supervisor Oliverio

Supervisor Oliverio said this was something that came up during the budget process last year. It was a way for a one (1) time expense, (from any department or agency), to be pulled from our reserve fund. This way it would prevent our budget from increasing. We can't just give the reserve fund back to the public because the next year we would have to raise that money all over again by raising taxes; but using it to purchase one-time expenses makes sense. Nothing has been set in stone yet; but worth discussing. The sign outside of the library is in bad shape, and they would like a digital sign which could be used to announce their programs and any emergency information to the Town. The sign would cost about \$15,000.00; the library will pay for the installation. Councilperson Annabi said this is a want not a need and the library should raise the money for it. We have so many other expenses and if the Town has no power the digital sign would not work for emergency messages anyway. Supervisor Oliverio said there are times when the power at the library stays on when many others are down. Councilperson Mackay said we should spend the money on the museum as that is ours and the library is an outside agency. Councilperson Whetsel said she believes the library should get the sign. She said the library adds much to our Town and people need to be aware of the programs they are offering. Councilperson Luongo said this is not a need they already have a sign. He added that the Town Hall building needs to be updated and the money could be used for that purpose. The library is a contracted agency; and what we do for one (1) we have to do for all. Supervisor Oliverio said it was his idea to have the sign paid out of the general fund rather than having it as a budgeted item. Councilperson Mackay said we also have to pay to reinstall the Silleck Monument. The library should do what the Fire Department does when they need a new truck and put away a little money every year and then they could buy the sign. Library Board Member Gail Bennett thanked the Town Board for their consideration. She said what was written on Facebook was a shame with the large amount of misinformation and unkindness. She said the 3% budget increase the library received from the Town has been eaten up by mandatory state compliance costs; so they are working on a shoe string. Councilperson Mackay said we should not be conducting Town business on Facebook. Supervisor Oliverio said if you let something go without answering – misinformation becomes truth.

ACCEPTANCE OF PROPERTY DONATED BY MEL AND EILEEN KOWAL

Presented by Councilperson Whetsel

Supervisor Oliverio said this is two (2) lots and lot 19 which is the smaller of the two (2), cannot be transferred because the neighbor built a structure on that lot. He contacted Mr. Kowal today and told him we cannot accept it as is. Supervisor Oliverio suggested Mr. Kowal sell this lot to the neighbor. Mr. Kowal was unaware of the situation.

DISCUSS LED LIGHT CONVERSION FOR ALL STREET LIGHTS

Presented by Councilperson Mackay

Supervisor Oliverio said the Town of Putnam Valley has 99 street lights. The conversion will cost around \$5,000.00 to replace the bulbs; but there will be a savings of about \$7,000.00. The LED lights are energy efficient and will reduce our carbon footprint. Tony Arrien said that in order for them not to cause light pollution they will need the full cut off fixture. Supervisor Oliverio said NYSE&G will be replacing the whole fixture because the LED does not fit into the current fixtures. Mr. Arrien said then it is a good idea to do. The Town Board will vote on this matter at the next meeting.

BEGIN DISCUSSION RE – DE-ICERS

Presented by Councilperson Annabi

Councilperson Annabi said this conversation started when we had a resident fall through the ice on Lake Oscawana. There are residents who have a dock which cannot be removed so they use de-icers or bubblers to keep the water from freezing. They are supposed to only be used within a four (4) feet diameter of the dock or boat house and they also have to be pointed in a certain direction. When they are not put in correctly or when they extend past the four (4) feet it causes the center of the ice to split which is dangerous. This is a very active lake all year round. The State does not regulate the de-icers but maybe the Town should issue permits so we know who has them and make sure they are being used correctly. Supervisor Oliverio said if you are using a de-icer you need to put flags and blinking amber lights at least 75 to 100 feet around to make people aware the ice is thin. The de-icers (which are propellers so ice cannot form) also cannot run 24 hours a day. Councilperson Annabi said buoys can also be used instead of lights.

APPOINT TEMPORARY MAINTENANCE STAFF

Presented by Councilperson Luongo

RESOLUTION #R19-103

RESOLVED that the Town Board authorize the Supervisor to appoint Frank Cassidy as temporary maintenance staff to cover for Doug Montaruli when he is on vacation during 2019 at a rate of pay of \$15.00, no benefits.

Seconded by Councilperson Mackay, unanimously carried.

AUTHORIZE FACILITIES DEPARTMENT TO GO OUT TO BID ON OPEN TOP CONTAINERS

Presented by Councilperson Annabi

RESOLUTION #R19-104

RESOLVED that the Town Board authorize the Facilities Department go out to bid for Open Top Containers for the Town's 2019 Bulk Drop-off season. Dates for bulk drop-off are –

April 27, 2019
June 15, 2019
August 17, 2019
October 19, 2019

Hours of Operation are from 8:45 AM to 11:45 AM. Councilperson Annabi said also on these dates you can drop your medicine off at our drop box. Supervisor Oliverio said the County was unable to renew the contract for e-waste but under the shared services - each Town in the County will pay a small fee to have the e-waste trailer. We are planning to have it here by April 27th - the first day of bulk drop-off.

Seconded by Councilperson Luongo, unanimously carried.

AUDIT OF MONTHLY BILLS

Presented by Supervisor Oliverio

RESOLUTION # R19-105

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

<u>VOUCHER NUMBERS</u>	<u>AMOUNTS</u>
25902-25992	\$42,723.64
25877-25952	\$33,039.03
25892-25987	\$15,168.22

Seconded by Councilperson Mackay, unanimously carried

Supervisor Oliverio moved to go into Executive Session to discuss a personnel matter. No further business will be conducted after the Executive Session. The meeting closed at 7:10 PM.

Seconded by Councilman Mackay, unanimously carried.

Respectfully submitted,

Sherry Howard
Town Clerk
2/15/2019