



TOWN OF PUTNAM VALLEY

Town Board Meeting

July 15th, 2020

Town Hall

6 PM

~~~~~

### **Pledge of Allegiance**

Meeting called to Order

Departmental Reports

Presentation of 2019 Audit

Supervisor's Comments

Legislative Reports

School Report

1. **Declaration of SEQR findings Lead Agency**
2. **Set Public Hearings for Wednesday, August 5<sup>th</sup> @ 5 PM**
  - Zoning Changes
  - Large Scale Solar Energy Moratorium
  - Controlled Substance Restrictions
  - PVVFD 5 Year Contract
3. **Districts**
  - A. Authorize to go out to bid on a new Harvester for Lake Oscawana
4. **Parks and Recreation**
  - A. Refunds
5. **Facilities**
  - A. Authorize Supervisor to sign Broker Services Agreement with Spain Agency
6. **Building and Zoning**
  - A. Daily Fee Reports for the month of June (6/1/2020-6/30/2020)
7. Approval of Minutes
8. Audit of Monthly Bills
9. Budget Transfers and Amendments

### **Discussion:**

- Wake-Boats on Lake Oscawana
- Air BnBs

### **Adjournment**

**Next Town Board Meeting: Pre-Session, Wednesday, August 5th, 2020, 5PM, TBD**

①

Resolved that over the past 34 days having received no comments of opposition to the Town of Putnam Valley Town Board being the Lead Agency for the proposed zoning code changes and related regulation/law changes; the Town of Putnam Valley Town Board hereby proclaims itself as the Lead Agency in those proposed changes.

1

**Town of Putnam Valley Town Board  
Putnam County, New York**

Type I Action - Coordinated Review

**INVOLVED AND INTERESTED AGENCIES  
DECLARATION OF INTENT TO BE LEAD  
AGENCY**

Date Mailed: 6/12/2020

Dear Involved or Interested Agency:

PLEASE TAKE NOTICE, at its meeting held on June 10, 2020, the Town of Putnam Valley Town Board declared its intent to serve as Lead Agency for the coordinated environmental review of the proposed Type I Action described below; agreement among the Involved and Interested Agencies is requested pursuant to the applicable requirements set forth in SEQR, 6 NYCRR Part 617.

The Town of Putnam Valley Town Board is proposing to amend the following chapters of the Town Code; Chapter 120 (Vehicles and Traffic), Chapter 161 (Tree Cutting) and Chapter 165 (Zoning). A full description of each proposed change is attached to the Part I Environmental Assessment Form (EAF).

**SEORA CLASSIFICATION AND IDENTIFIED INVOLVED AGENCIES**

The proposed action has been classified as a Type I Action, pursuant to 6 NYCRR Part 617. The following potential Involved and Interested Agencies have been identified:

**INVOLVED AGENCIES:**

Putnam Valley Town Board  
Putnam Valley Town Hall 265  
Oscawana Lake Road  
Putnam Valley, NY 10579

**INTERESTED AGENCIES**

Putnam Valley Planning Board  
Putnam Valley Town Hall  
265 Oscawana Lake Road  
Putnam Valley, NY 10579

Putnam Valley Zoning Board of Appeals  
Putnam Valley Town Hall  
265 Oscawana Lake Road  
Putnam Valley, NY 10579

Putnam Valley Committee on  
the Conservation of the  
Environment  
Putnam Valley Town Hall  
265 Oscawana Lake Road  
Putnam Valley, NY 10579

Town of Philipstown Town Clerk  
PO Box 155  
Cold Spring, NY 10516

Town of Carmel Town Clerk  
60 McAlpin Avenue  
Mahopac, NY 10541

Town of Kent Town Clerk  
25 Sybil's Crossing  
Kent Lakes, NY 10512

Town of Cortlandt Town Clerk  
1 Heady Street  
Cortlandt Manor, NY 10567

Town of Yorktown Town Clerk  
363 Underhill Avenue  
Yorktown Heights, NY 10598

Putnam County Department of Planning, Development and Public  
Transportation  
2 Route 164, Suite #1  
Patterson, NY 12563

Westchester County Department of Planning  
148 Martine Avenue  
White Plains, NY 10601

NYS Office of Parks, Recreation and Historic Preservation  
625 Broadway  
Albany, NY 12207

### COORDINATED ENVIRONMENTAL REVIEW PROCEDURES

Under the applicable standards of SEQRA, 6 NYCRR Part 617, the Town Board of the Town of Putnam Valley has concluded that it is the appropriate agency to serve as Lead Agency for the coordinated environmental review of the proposed Type I Action. At its regular meeting held on June 10, 2020, the Town Board of the Town of Putnam Valley declared its intent to serve as Lead Agency and authorized the Town Clerk to circulate this notice to the other Involved and Interested Agencies.

This notification along with a copy of the Long-form Environmental Assessment Form (EAF), and attached narrative will be sent to all Involved and Interested Agencies. The Town Board is requesting that each Involved Agency fill out the attached consent form. However, if any Involved Agency does not agree that the Town of Putnam Valley Town Board should be designated as the Lead Agency, it may follow the procedures set forth in SEQR, 6 NYCRR Part 617. If you have any questions or comments, you may contact:

Ms. Sherry Howard, Town Clerk  
Town of Putnam Valley Town Hall  
265 Oscawana Lake Road  
Putnam Valley, NY 10579  
Phone: (845) 526-3740 Fax: (845) 526-3307

The Town Board of the Town of Putnam Valley asks that each Involved Agency fill out the attached "*Lead Agency Agreement*" form either consenting or not consenting to the Town Board of the Town of Putnam Valley serving as Lead Agency. Please return the completed form, and any comments you may have on the application, within 30 days of the date on which it was mailed to the TOWN CLERK at the above address.

If you do not respond within 30 days, it will be interpreted as consent that the Town of Putnam Valley Town Board serve as Lead Agency.

TOWN OF PUTNAM VALLEY TOWN BOARD  
TYPE I ACTION- COORDINATED ENVIRONMENTAL REVIEW

Amendment to Town Code  
LEAD AGENCY AGREEMENT

On behalf of \_\_\_\_\_  
(INSERT NAME OF AGENCY)

I acknowledge receipt of the Lead Agency notice on the above referenced matter, which was mailed on \_\_\_\_\_

The above named Involved Agency hereby:

*(Please Check One)*

- AGREES that the Town of Putnam Valley Town Board serve as Lead Agency for the coordinated environmental review of the proposed action and requests that the undersigned continue to be notified of all filings and hearings on this matter.
- DOES NOT AGREE to the Town of Putnam Valley Town Board serving as Lead Agency and wishes that \_\_\_\_\_ serve as Lead Agency.  
*To contest Lead Agency designation, the undersigned intends to follow the procedures in accordance with SEQR 6 NYCRR Part 617.6.*

Please return within 30 days of the mailing of this correspondence. In addition, please specify the jurisdiction that your agency has over this project and what issues you believe are relevant in connection with this project.

Ms. Sherry Howard, Town Clerk  
Town of Putnam Valley  
265 Oscawana Lake Road  
Putnam Valley, NY 10579  
Phone: (845) 526-3740 FAX: (845) 526-3307

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



**Town of Putnam Valley Town Board**  
265 Oscawana Lake Road  
Putnam Valley, New York 10579  
(845)526-2120 Fax (845)526-2130  
www.putnamvalley.com

**June 10, 2020**

**TOWN CODE: CHAPTER 165: ZONING AMENDMENTS**  
**CHAPTER 161: TREE CUTTING AMENDMENTS**  
**CHAPTER 120: VEHICLES AND TRAFFIC AMENDMENTS**

**INTENT TO DECLARE LEAD AGENCY**

**WHEREAS**, the Town of Putnam Valley Town Board has reviewed Chapter 165 of the Town of Putnam Valley Town Code entitled; “Zoning”, Chapter 161 of the Town of Putnam Valley Town Code entitled “Tree Cutting, and Chapter 120 of the Town of Putnam Valley Town Code entitled “Vehicles and Traffic; (“the revisions”) and

**WHEREAS**, the Town Board finds that the revisions to these chapters (attached) are in order to provide clarification to code; and

**WHEREAS**, the proposed revisions of the town code constitutes the proposed action; and

**WHEREAS**, the Town Board has reviewed a long-form environmental assessment form and finds that the proposed action is a Type I Action; and

**WHEREAS**, pursuant to SEQRA regulations a Lead Agency must be established; and

**WHEREAS**, the Town Board has determined that it is the agency with the broadest jurisdiction qualifications to serve as lead agency;

**THEREFORE BE IT RESOLVED**, the Town Board hereby declares its intent to retain the designation of Lead Agency for reviews of the proposed action; and

**BE IT FURTHER RESOLVED**, the Town Board hereby directs that the involved and interested agencies be notified of the Board’s intent to be the Lead Agency and that a copy of the EAF, and the proposed revisions to Chapter 165 of the Town Code be delivered to said agencies seeking their consent to the Town Board acting as Lead Agency.


Motion: Councilman Smith

Second: Councilwoman Annabi

|                   | YEA | NAY | Abstention | Absent |
|-------------------|-----|-----|------------|--------|
| Sam Oliverio Jr.  | ✓   |     |            |        |
| Jacqueline Annabi | ✓   |     |            |        |
| Louie Luongo      |     |     |            | ✓      |
| Ralph Smith       | ✓   |     |            |        |
| Wendy Whetsel     | ✓   |     |            |        |

Date: 6/10/2020

I Certify that the above Resolution was adopted by the Town of Putnam Valley Town Board at a meeting of the Board on the date set forth.

BY:   
\_\_\_\_\_  
Sherry Howard, Town Clerk



**Town of Putnam Valley Proposed Town Code Changes  
Town of Putnam Valley, New York**

**Environmental Assessment Part 1**

**Intent for Lead Agency**

Town of Putnam Valley Town Board  
265 Oscawana Lake Road  
Putnam Valley, New York 10579  
Contact: Mr. Sam Oliverio, Supervisor  
(845) 526-2121-

June, 2020

## **1.0: INTRODUCTION: LOCATION, DESCRIPTION AND PURPOSE OF PROPOSED ACTION.**

### **1.1: Introduction**

Pursuant to the New York State Environmental Quality Review Act (SEQR), the proposed action discussed in the Full Environmental Assessment Form (EAF), is the adoption of the revisions to the Town of Putnam Valley Town Code, specifically Chapters 120 (Vehicles and Traffic), Chapter 161 (Tree Cutting) and Chapter 165 (Zoning). In accordance with recommendations of the 2007 Comprehensive Plan, the Town Board of Putnam Valley is proposing to support farming, increase environmental protection to wetlands and trees, prohibit the use of any building, structure or premises for the sale or distribution of marijuana in all zoning districts, and to provide safe, off-street parking for recreational vehicles.

### **1.2 Project Location**

The town of Putnam Valley is located in Putnam County, New York. The population was 11,809 at the 2010 census. Its location is northeast of New York City, in the southwest part of Putnam County. Midtown Manhattan is a forty five to fifty minute drive. .

The town has a total area of 43.0 square miles (111 km<sup>2</sup>), of which 41.4 square miles (107 km<sup>2</sup>) is land and 1.6 square miles (4.1 km<sup>2</sup>), or 3.72%, is water. 14,089 acres of Clarence Fahnestock State Park lies within the boundaries of Putnam Valley and 1,000 acres is owned by the Hudson Highlands Land Trust, an environmental preservation trust in the Hudson Valley<sup>[5]</sup>

At the 2000 census there were 10,686 people, 3,676 households and 2,874 families residing in the town. The population density was 258.2 per square mile (99.7/km<sup>2</sup>). There were 4,253 housing units at an average density of 102.7 per square mile (39.7/km<sup>2</sup>).

### **1.3 Study Land Use Area**

The land use study area is comprised of the entire town of 43.0 square miles. Within the study area there a broad range of uses ranging from single family residential to light industrial. Residential uses are primarily concentrated around the lake communities of Lake Peekskill, Lake Oscawana and Roaring Brook Lake as well as in two cooperative communities: Floradan Estates and Three Arrows. Mixed commercial uses are focused in the Lake Peekskill hamlet as well as at several “corners” which are situated at road intersections and provide local shopping. There are several public parks as well as a regional senior center.

## **1.4 Project Description**

### **Background**

In the spring of 2020, the Town Board at the recommendation of the Planning Board as well as from input from town residents determined that certain chapters of the Town Code required supplement and revision:

- Streamlining the Planning Board application review process
- Preserving existing farming while maintaining environmental protection
- Prohibit the use of any building, structure or premises for the sale or distribution of marijuana in all zoning districts.
- Prohibit street parking of recreational vehicles and permit parking of recreational vehicles in side-yards.

Revisions to the zoning and tree cutting chapter will allow the Planning Board, with a super majority vote to waive certain site plan requirements thereby streamlining the review process and reducing cost and time to residents.

The zoning revisions changes are intended to ensure that farming operations and requirements will remain while environmental resources will be protected by the removal of the RA zoning district.

Prohibition of the use of buildings, structures or premises for sale or distribution of marijuana is intended to ensure the safety of all residents.

Prohibition of street parking of recreational vehicles will provide greater road safety for residents. Side yard parking of recreational vehicles will provide a viable alternative to street parking.

### **Existing Zoning and Code Chapters**

The existing zoning presently permits a property located in an AG district to continue to benefit from certain code requirements and regulations when the property is no longer part of the AG district by conversion to the RA district. This conversion allows the property owner to continue to be exempt from certain local laws while not committing to be included in the Putnam County Agricultural District (town AG district). The proposed change does not reduce any of the existing provisions in the town code regarding farm operation uses.

The town Planning Board is charged with the review and approval of site plan applications. Site plans must meet zoning code requirements in order to be complete. The proposed revision will permit the Planning Board to waive certain requirements by super majority vote if the Board determines that the requirements are not applicable to the project under review.

Presently the town code does not include the regulation of the sale or distribution of marijuana.

The town code does not contain a regulation that prohibits on street parking of recreational vehicles.

**Proposed Code Revisions:**

Generally, the proposed revisions are intended to provide the following:

- Flexibility to the Planning Board in the review of site plan applications in order to reduce cost and time to residents without compromising existing requirements.
- The continuance of farming in the town while strengthening resource protection to those properties not included in the AG zone.
- Prohibiting the sale and distribution of marijuana except for duly registered marijuana dispensing facilities dispensing duly prescribed Medical Marijuana
- Prohibition of on street parking of recreational vehicles will enhance the protection and safety of residents.

Specifically the proposed revisions involve:

- Removal of the RA zoning district from the zoning code
- Providing the ability of the Planning Board to waive certain site plan requirements.
- Prohibit the sale and distribution of marijuana with exemption for duly registered marijuana dispensing facilities dispensing duly prescribed Medical Marijuana
- Prohibit on-street parking and permitting side yard parking of recreational vehicles.

**Text of Proposed Revisions:**

1. **That the second sentence of Town Code Section 165-21.1(A)(1) be amended to state:**

“Upon receipt of a complete set of development approval plans (residential districts) or site plans (nonresidential districts), the Planning Board may forward a set of all pertinent materials to the Town of Putnam Valley Committee for the Conservation of the Environment ("CCE") for its review and recommendations.”

2. **That Town Code Section 161-7(B)(1) shall be amended to state:**

“In all cases, the approving authority may refer any application submitted to it pursuant to this chapter to the CCE for review and report. The date of referral from the approving authority shall be deemed to be the date of the first regularly scheduled monthly meeting of the CCE after receipt of a complete set of pertinent materials from the approving authority.”

3. **That the following sections of Town Code Article VIIA entitled “Special Provisions for County Agricultural District Properties” shall be amended as follows:**

§ 165-26.1 is hereby stricken in its entirety and replaced with the following:

**“Purpose.** The purpose of this Article VIIA is to create an Agricultural District Overlay Zone which provides special regulations with respect to properties located in agricultural districts created under Article 25-AA of the New York State Agriculture and Markets Law and § 283-a of the New York State Town Law, in recognition of § 305-a(1) of the Agriculture and Markets Law (hereinafter referred to as the “AG District Overlay Zone.”

§ 165-26.2 is stricken in its entirety and replaced with the following:

**“Districts**

A. The following overlay zoning district is hereby created:

| <b>Zoning District Name</b>        | <b>Abbreviated Designation</b> |
|------------------------------------|--------------------------------|
| Agricultural District Overlay Zone | AG                             |

B. Properties falling within the Agricultural District (AG) overlay zone shall be those properties included within the County Agricultural District under Article 25-AA of the New York State Agriculture and Markets Law. The Agricultural (AG) District shall be an overlay zone corresponding to and including only those properties so designated. Removal or withdrawal of a property from the County Agricultural District shall result in that property's being located in the base zoning district in effect as of the date of removal or withdrawal.”

§ 165-26.3 is stricken in its entirety and replaced with the following:

**“Permitted Uses: bulk and site development plan regulations:**

A. AG Agricultural Overlay District.

(1) Permitted uses: farm operations as defined in Agriculture and Markets Law § 301(11);

(2) Special permit uses: bed-and-breakfasts, commercial stables, camps and outdoor recreational facilities.

(3) Accessory uses: residential uses to house the owner of the farm operation, his/her immediate family, and those exclusively employed by him/her in connection with the farm operation.

(4) Lot and bulk regulations.

(a) All lots shall contain at least the minimum size required to be included in the County Agricultural District; all principal and accessory structures other than fences and walls shall be no closer than 50 feet to any lot line; all structures designed for the housing, care and/or feeding of livestock shall be no closer than 100 feet to any lot line; and no structure (except for silos) shall exceed 35 feet in height.

(b) Any lot which lawfully existed on the effective date of enactment of this

Article VIIA, which fails to meet the minimum lot area requirement of a lot, shall be considered a legal nonconforming lot and may be employed for farm operations subject to all other dimensional regulations specified herein. Any abutting nonconforming lot(s) located in the AG District, which is/are owned by the same owner or owners, shall be considered as one merged lot for the purposes of this chapter.

(5) Site development plan review in agricultural districts. Activities which comprise farm operations in agricultural districts shall be subject to the site development plan approval procedures outlined in this Subsection **A(5)**, rather than §§ **165-16** or **165-21** of this Code, unless the proposed activity poses a threat to public health or safety, including ground and surface water, in which case the provisions of §§ **165-16** and/or **165-21**, shall apply to the fullest extent authorized by Ag and Markets law 8 Article 25-AA.

(a) Site development plan submission requirements:

[1] Application form, required fees and escrow.

[2] A scaled drawing of the site and location map showing boundaries and dimensions and identifying contiguous properties and any recorded easements and roadways, prepared by a New York State licensed architect, engineer, or land surveyor.

[3] Existing contours showing elevations at two-foot intervals.

[4] Illustration of regulated wetlands, wetland buffers, water bodies and/or watercourses and buffers associated with the water bodies and/or watercourses delineated in accordance with Chapter **144** of the Putnam Valley Town Code.

[5] Illustration of existing and proposed water supply and sewage disposal systems.

[6] Proposed location and arrangement of buildings and structures on site, including means of ingress and egress, parking, circulation of traffic, and signage, exterior dimensions of buildings and structures along with any available blueprints, plans or drawings.

[7] A description of the project including the intended use of the land and proposed buildings, structures, signs and any anticipated changes in the existing topography and natural features of the site to accommodate the changes. The application shall also include a certified copy of the County approval for the admission of the property into the Agricultural District and the application submitted to the County such admission/review.

[8] A soil erosion and sediment control plan shall be prepared in conformance with state requirements and Chapter **155** of the Code of the Town of Putnam Valley to the fullest extent under Ag and Markets Law Article 8 25-AA.

[9] A stormwater pollution prevention plan under Chapter **102** of the

Putnam Valley Town Code to the fullest extent authorized under Ag and Markets Law Article 8 25-AA.

[10] Additional information as required by the Planning Board.

(b) Procedure:

[1] Application shall be submitted to the Planning Board and shall be placed on the next available agenda.

[2] An application will be deemed complete when all the information and documentation required under Subsection 5(a) above has been received and reviewed by the Planning Board.

[3] The Planning Board may require a public hearing for applications in which there is substantial public interest. The public hearing shall be conducted at the Planning Board's next regular meeting following the day it deems the application complete. The Planning Board shall mail a notice of said hearing to the applicant, all abutting property owners, and those property owners within 200 feet of the subject site at least 10 days prior to said hearing and shall give public notice of said hearing in a newspaper of general circulation in the Town at least five days prior to the date thereof.

[4] The Planning Board shall approve the proposed farm operation upon the applicant's demonstrating that:

[a] The proposed project constitutes a farm operation within the meaning of Agriculture and Markets Law § 301(11) and conforms to the farm operations represented in the application for admission/renewal to the Agricultural District and all terms and conditions of such approval.

[b] The proposed project complies with the requirements of paragraph 2(a) and does not pose a threat to public health or safety, including unnecessary degradation to streams, wetlands, water bodies, and/or groundwater.

[5] The Planning Board shall issue its decision at its next meeting after it deems an application complete. If the Planning Board requires a public hearing under this section, it shall issue its decision no later than 30 days after such public hearing.

[6] The Planning Board may impose reasonable conditions upon the approval.”

§ 165-26.4 is hereby stricken.

S 165-26.5 is stricken and replaced with the following:

**“Future Subdivisions:**

Future subdivisions of all lots now or hereafter included within the AG District shall be subject to the following criteria and shall require Planning Board approval under the procedures applicable to lots outside the AG District.

A. The maximum number of lots into which any AG lot may be subdivided may not exceed that number of lots into which the AG lot could have been subdivided prior to that lot's inclusion in the AG District. This calculation shall be made by the Planning Board based on submission of requisite documentation provided by the applicant prior to any site disturbance, shall be certified by the Town's planning, engineering and wetland consultants, and shall be filed with the Town Clerk.

B. Where the above calculations cannot be made because an AG parcel has already been disturbed to facilitate farm operations, all lots resulting from any future subdivisions of that parcel shall conform to the bulk requirements of the CD Zoning District, except that no lot shall contain fewer than 10 acres of net lot area.”

A new 165-26.6 shall be added to ARTICLE VII of the Town Code stating as follows:

**“Future Zoning and Building Requirements”**

Parcels and buildings which are no longer included in the County Agricultural District must comply with the base zoning district requirements and the New York State Building Code in effect as of the date the property is no longer included the County Agricultural District.”

Town Code Section 165-16B is hereby amended to add a new subsection (5) stating as follows:

“Any farm operation in PD, CD, R-1, R-2, and R-3 Zoning Districts, except for those properties located in the Agricultural Overlay District (AG) regulated under Section 165-26 of the Town Zoning Code.”

**4. A New Town Code Section 165.65.1 is hereby added to state:**

Section 1. Legislative Intent.

The Town Board has recognized that several states, in addition to permitting the distribution of medical marijuana, have also permitted the distribution of marijuana for



recreational purposes. The Town Board also recognizes that the legalization of marijuana in New York is a subject of current discussion and community forums organized by the State, and that the New York State Commissioner of Health has recommended that the recreational use of marijuana be considered for legalization in New York. A public hearing having been held before the Town Board, and the Town Board has found that Town residents are greatly concerned about the retail sale of marijuana in the Town if it should become legal in New York. Accordingly, it is the intent of the Town Board to prohibit the use of any building, structure or premises for the sale or distribution of marijuana in all zoning districts.

## Section 2.

A new Section 165-65.1 shall be added to the Town Code stating as follows:

### § 165-65.1 Prohibitions

A. No building, structure or premises approved and licensed as a Medical Marijuana Facility pursuant to Article 33 of the New York Public Health Law may be used for the sale of any product containing Tetrahydrocannabinol (THC) other than lawfully prescribed and dispensed Medical Marijuana for medical conditions.

B. Except for duly registered marijuana dispensing facilities dispensing duly prescribed Medical Marijuana, no building, structure or premises within any use district in the Town of Putnam Valley may be used for the sale or distribution of Marijuana and/or substances containing THC, including but not limited to Marijuana, cannabis vaporizers, cannabis tea, Cannabis edibles, cannabis capsules, oils, and creams (Marijuana Products).

## Section 3.

If any clause, sentence, paragraph, subdivision, or part of this Local Law or the application thereof to any person or circumstance shall be adjudged by any court of competent jurisdiction to be invalid or unconstitutional, such order or judgment shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of this article or in its application to the person or circumstance directly involved in the controversy in which such judgment or order shall be rendered.

## Section 4.

This Local Law shall take effect upon filing with the Secretary of State.

### **5. A New Town Code Section 120-11.1 is hereby added to state as follows:**

“No Recreation Vehicle, as same shall be defined in the Town Zoning Code, shall be parked on a Town highway for a period of more than 24 hours during any month, and no

Recreation Vehicle shall be used as living quarters while parked on a Town Highway”.

Town Code Section 165-27 J(2) is hereby amended to strike the words “or side yard”.

### **1.5 Project Impacts**

The overall effect of the proposed code revisions will be:

- To continue existing allowable farmland use in the code while improving natural resource protection.
- Reduce cost and time by streamlining the review process of applications before the Town Planning Board.
- Provide for the safety and security of residents by the prohibition of the sale and distribution of marijuana and on-street parking of recreational vehicles

These revisions can be anticipated to result in a number of positive impacts for stakeholders in the town. There are no changes made to farming as a permitted use currently allowed in the town code. Natural resources will be more fully protected by requiring farms no longer in the AG district to observe the requirements of the zoning district in which the property is located and obtain all applicable permits presently required to conduct work in environmentally sensitive areas.

The Planning Board will have greater ability to apply discretion in the application of site plan requirements when applications are submitted for minor projects which do not have substantial adverse environmental impacts. This will result in streamlining applications with a reduction in time and cost to applicants while still maintaining all applicable environmental regulations.

The prohibition of the sale and distribution of marijuana except for duly registered marijuana dispensing facilities dispensing duly prescribed Medical Marijuana will result in greater safety and improve public welfare.

The proposed revisions will not result in any land disturbance, increases in pollutants or additional community services.

### **2.1 Full Environmental Assessment Form**

Part I of this Full Environmental Assessment Form (EAF) evaluates the potential for environmental impacts to be created by the approval of the amendments by the Town of Putnam Valley Town Code by the Town of Putnam Valley Town Board. This legislation is generic in nature, not site-specific, and does not directly result in physical change to the environment. Nonetheless, this Environmental Assessment addresses the impacts of the proposed zoning changes on the environment that are likely to result from the proposed local laws, if any.

The form that follows is published by the New York State Department of Environmental Conservation, and portions are designed for site-specific actions rather than area-wide or

generic proposals. As a result, consistent with the form's directions, these non-relevant sections (contained in Sections D and E on pages 3-13 of the form) are not completed.

**Full Environmental Assessment Form  
Part 1 - Project and Setting**

**Instructions for Completing Part 1**

**Part 1 is to be completed by the applicant or project sponsor.** Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification.

Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information; indicate whether missing information does not exist, or is not reasonably available to the sponsor; and, when possible, generally describe work or studies which would be necessary to update or fully develop that information.

Applicants/sponsors must complete all items in Sections A & B. In Sections C, D & E, most items contain an initial question that must be answered either "Yes" or "No". If the answer to the initial question is "Yes", complete the sub-questions that follow. If the answer to the initial question is "No", proceed to the next question. Section F allows the project sponsor to identify and attach any additional information. Section G requires the name and signature of the project sponsor to verify that the information contained in Part 1 is accurate and complete.

**A. Project and Sponsor Information.**

|                                                                                                                                                                                                                                                                                                                                                      |                 |                                                               |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|---------------------------------------------------------------|
| Name of Action or Project:<br>Town of Putnam Valley Town Code Revisions                                                                                                                                                                                                                                                                              |                 |                                                               |
| Project Location (describe, and attach a general location map):<br>Town-wide                                                                                                                                                                                                                                                                         |                 |                                                               |
| Brief Description of Proposed Action (include purpose or need):<br>Amendments to Chapter 165 of the Code of the Town of Putnam Valley entitled; Zoning, an amendment to Chapter 120 of the Code of Putnam Valley entitled; Vehicles and Traffic and and Amendment to Chapter 161 of the Code of Putnam Valley entitled; Tree Cutting (see attached). |                 |                                                               |
| Name of Applicant/Sponsor:<br>Town of Putnam Valley Town Board                                                                                                                                                                                                                                                                                       |                 | Telephone: 845-526-2121<br>E-Mail: SOLiverio@putnamvalley.com |
| Address: 265 Oscawana Lake Road                                                                                                                                                                                                                                                                                                                      |                 |                                                               |
| City/PO: Putnam Valley                                                                                                                                                                                                                                                                                                                               | State: New York | Zip Code: 10579                                               |
| Project Contact (if not same as sponsor; give name and title/role):<br>N/A                                                                                                                                                                                                                                                                           |                 | Telephone:<br>E-Mail:                                         |
| Address:                                                                                                                                                                                                                                                                                                                                             |                 |                                                               |
| City/PO:                                                                                                                                                                                                                                                                                                                                             | State:          | Zip Code:                                                     |
| Property Owner (if not same as sponsor):<br>N/A                                                                                                                                                                                                                                                                                                      |                 | Telephone:<br>E-Mail:                                         |
| Address:                                                                                                                                                                                                                                                                                                                                             |                 |                                                               |
| City/PO:                                                                                                                                                                                                                                                                                                                                             | State:          | Zip Code:                                                     |

**B. Government Approvals**

**B. Government Approvals, Funding, or Sponsorship.** ("Funding" includes grants, loans, tax relief, and any other forms of financial assistance.)

| Government Entity                                                                                                             | If Yes: Identify Agency and Approval(s) Required          | Application Date (Actual or projected)                              |
|-------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|---------------------------------------------------------------------|
| a. City Council, Town Board, <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No or Village Board of Trustees | Town Board Approval of amendments                         |                                                                     |
| b. City, Town or Village <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Planning Board or Commission     |                                                           |                                                                     |
| c. City Council, Town or <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Village Zoning Board of Appeals  |                                                           |                                                                     |
| d. Other local agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No                                   | Adjoining Towns and Villages (Town Law 264(2))            |                                                                     |
| e. County agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No                                        | Putnam County Department of Planning (239-m)              |                                                                     |
| f. Regional agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No                                      |                                                           |                                                                     |
| g. State agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No                                         | NYS Office of Parks, Recreation and Historic Preservation |                                                                     |
| h. Federal agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No                                       |                                                           |                                                                     |
| i. Coastal Resources.                                                                                                         |                                                           |                                                                     |
| i. Is the project site within a Coastal Area, or the waterfront area of a Designated Inland Waterway?                         |                                                           | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| ii. Is the project site located in a community with an approved Local Waterfront Revitalization Program?                      |                                                           | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| iii. Is the project site within a Coastal Erosion Hazard Area?                                                                |                                                           | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |

**C. Planning and Zoning**

**C.1. Planning and zoning actions.**

Will administrative or legislative adoption, or amendment of a plan, local law, ordinance, rule or regulation be the YesNo only approval(s) which must be granted to enable the proposed action to proceed?

- If Yes, complete sections C, F and G.
- If No, proceed to question C.2 and complete all remaining sections and questions in Part 1

**C.2. Adopted land use plans.**

a. Do any municipally- adopted (city, town, village or county) comprehensive land use plan(s) include the site YesNo where the proposed action would be located?

If Yes, does the comprehensive plan include specific recommendations for the site where the proposed action YesNo would be located?

b. Is the site of the proposed action within any local or regional special planning district (for example: Greenway YesNo Brownfield Opportunity Area (BOA); designated State or Federal heritage area; watershed management plan; or other?)

If Yes, identify the plan(s):

Environmental Management District-Ground and Surface Water Protection

---



---

c. Is the proposed action located wholly or partially within an area listed in an adopted municipal open space plan, YesNo or an adopted municipal farmland protection plan?

If Yes, identify the plan(s):

---



---



---

**C.3. Zoning**

a. Is the site of the proposed action located in a municipality with an adopted zoning law or ordinance.  Yes  No  
If Yes, what is the zoning classification(s) including any applicable overlay district?

The Town of Putnam Valley Zoning Districts include: PD, CD, R-3, R-2, R-1, LP, CN, CC-1, CC-2, PC, AG, RA. The response to question C.3.b below is N/A.

b. Is the use permitted or allowed by a special or conditional use permit?  Yes  No

c. Is a zoning change requested as part of the proposed action?  Yes  No  
If Yes,

i. What is the proposed new zoning for the site? Removal of existing RA district.

**C.4. Existing community services.**

a. In what school district is the project site located? Putnam Valley Central School District

b. What police or other public protection forces serve the project site?

New York State Police and Putnam County Sheriff's Department

c. Which fire protection and emergency medical services serve the project site?

Putnam Valley Fire Department

d. What parks serve the project site?

Putnam Valley Town Park, Clarence Fahnestock Memorial State Park.

**D. Project Details**

**D.1. Proposed and Potential Development**

a. What is the general nature of the proposed action (e.g., residential, industrial, commercial, recreational; if mixed, include all components)?

b. a. Total acreage of the site of the proposed action? \_\_\_\_\_ acres  
b. Total acreage to be physically disturbed? \_\_\_\_\_ acres  
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? \_\_\_\_\_ acres

c. Is the proposed action an expansion of an existing project or use?  Yes  No  
i. If Yes, what is the approximate percentage of the proposed expansion and identify the units (e.g., acres, miles, housing units, square feet)? % \_\_\_\_\_ Units: \_\_\_\_\_

d. Is the proposed action a subdivision, or does it include a subdivision?  Yes  No  
If Yes,

i. Purpose or type of subdivision? (e.g., residential, industrial, commercial; if mixed, specify types)

ii. Is a cluster/conservation layout proposed?  Yes  No

iii. Number of lots proposed? \_\_\_\_\_

iv. Minimum and maximum proposed lot sizes? Minimum \_\_\_\_\_ Maximum \_\_\_\_\_

e. Will proposed action be constructed in multiple phases?  Yes  No

i. If No, anticipated period of construction: \_\_\_\_\_ months

ii. If Yes:

- Total number of phases anticipated \_\_\_\_\_
- Anticipated commencement date of phase 1 (including demolition) \_\_\_\_\_ month \_\_\_\_\_ year
- Anticipated completion date of final phase \_\_\_\_\_ month \_\_\_\_\_ year

• Generally describe connections or relationships among phases, including any contingencies where progress of one phase may determine timing or duration of future phases: \_\_\_\_\_

f. Does the project include new residential uses?  Yes  No  
 If Yes, show numbers of units proposed.

|               | <u>One Family</u> | <u>Two Family</u> | <u>Three Family</u> | <u>Multiple Family (four or more)</u> |
|---------------|-------------------|-------------------|---------------------|---------------------------------------|
| Initial Phase | _____             | _____             | _____               | _____                                 |
| At completion | _____             | _____             | _____               | _____                                 |
| of all phases | _____             | _____             | _____               | _____                                 |

g. Does the proposed action include new non-residential construction (including expansions)?  Yes  No  
 If Yes,

i. Total number of structures \_\_\_\_\_

ii. Dimensions (in feet) of largest proposed structure: \_\_\_\_\_ height; \_\_\_\_\_ width; and \_\_\_\_\_ length

iii. Approximate extent of building space to be heated or cooled: \_\_\_\_\_ square feet

h. Does the proposed action include construction or other activities that will result in the impoundment of any liquids, such as creation of a water supply, reservoir, pond, lake, waste lagoon or other storage?  Yes  No  
 If Yes,

i. Purpose of the impoundment: \_\_\_\_\_

ii. If a water impoundment, the principal source of the water:  Ground water  Surface water streams  Other specify: \_\_\_\_\_

iii. If other than water, identify the type of impounded/contained liquids and their source. \_\_\_\_\_

iv. Approximate size of the proposed impoundment. Volume: \_\_\_\_\_ million gallons; surface area: \_\_\_\_\_ acres

v. Dimensions of the proposed dam or impounding structure: \_\_\_\_\_ height; \_\_\_\_\_ length

vi. Construction method/materials for the proposed dam or impounding structure (e.g., earth fill, rock, wood, concrete): \_\_\_\_\_

**D.2. Project Operations**

a. Does the proposed action include any excavation, mining, or dredging, during construction, operations, or both?  Yes  No  
 (Not including general site preparation, grading or installation of utilities or foundations where all excavated materials will remain onsite)

If Yes:

i. What is the purpose of the excavation or dredging? \_\_\_\_\_

ii. How much material (including rock, earth, sediments, etc.) is proposed to be removed from the site?

- Volume (specify tons or cubic yards): \_\_\_\_\_
- Over what duration of time? \_\_\_\_\_

iii. Describe nature and characteristics of materials to be excavated or dredged, and plans to use, manage or dispose of them. \_\_\_\_\_

iv. Will there be onsite dewatering or processing of excavated materials?  Yes  No  
 If yes, describe. \_\_\_\_\_

v. What is the total area to be dredged or excavated? \_\_\_\_\_ acres

vi. What is the maximum area to be worked at any one time? \_\_\_\_\_ acres

vii. What would be the maximum depth of excavation or dredging? \_\_\_\_\_ feet

viii. Will the excavation require blasting?  Yes  No

ix. Summarize site reclamation goals and plan: \_\_\_\_\_

b. Would the proposed action cause or result in alteration of, increase or decrease in size of, or encroachment into any existing wetland, waterbody, shoreline, beach or adjacent area?  Yes  No  
 If Yes:

i. Identify the wetland or waterbody which would be affected (by name, water index number, wetland map number or geographic description): \_\_\_\_\_

ii. Describe how the proposed action would affect that waterbody or wetland, e.g. excavation, fill, placement of structures, or alteration of channels, banks and shorelines. Indicate extent of activities, alterations and additions in square feet or acres:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

iii. Will proposed action cause or result in disturbance to bottom sediments?  Yes  No

If Yes, describe: \_\_\_\_\_

iv. Will proposed action cause or result in the destruction or removal of aquatic vegetation?  Yes  No

If Yes:

- acres of aquatic vegetation proposed to be removed: \_\_\_\_\_
- expected acreage of aquatic vegetation remaining after project completion: \_\_\_\_\_
- purpose of proposed removal (e.g. beach clearing, invasive species control, boat access): \_\_\_\_\_
- \_\_\_\_\_
- proposed method of plant removal: \_\_\_\_\_
- if chemical/herbicide treatment will be used, specify product(s): \_\_\_\_\_

v. Describe any proposed reclamation/mitigation following disturbance: \_\_\_\_\_

c. Will the proposed action use, or create a new demand for water?  Yes  No

If Yes:

i. Total anticipated water usage/demand per day: \_\_\_\_\_ gallons/day

ii. Will the proposed action obtain water from an existing public water supply?  Yes  No

If Yes:

- Name of district or service area: \_\_\_\_\_
- Does the existing public water supply have capacity to serve the proposal?  Yes  No
- Is the project site in the existing district?  Yes  No
- Is expansion of the district needed?  Yes  No
- Do existing lines serve the project site?  Yes  No

iii. Will line extension within an existing district be necessary to supply the project?  Yes  No

If Yes:

- Describe extensions or capacity expansions proposed to serve this project: \_\_\_\_\_
- Source(s) of supply for the district: \_\_\_\_\_

iv. Is a new water supply district or service area proposed to be formed to serve the project site?  Yes  No

If Yes:

- Applicant/sponsor for new district: \_\_\_\_\_
- Date application submitted or anticipated: \_\_\_\_\_
- Proposed source(s) of supply for new district: \_\_\_\_\_

v. If a public water supply will not be used, describe plans to provide water supply for the project: \_\_\_\_\_

vi. If water supply will be from wells (public or private), maximum pumping capacity: \_\_\_\_\_ gallons/minute.

d. Will the proposed action generate liquid wastes?  Yes  No

If Yes:

i. Total anticipated liquid waste generation per day: \_\_\_\_\_ gallons/day

ii. Nature of liquid wastes to be generated (e.g., sanitary wastewater, industrial; if combination, describe all components and approximate volumes or proportions of each): \_\_\_\_\_

iii. Will the proposed action use any existing public wastewater treatment facilities?  Yes  No

If Yes:

- Name of wastewater treatment plant to be used: \_\_\_\_\_
- Name of district: \_\_\_\_\_
- Does the existing wastewater treatment plant have capacity to serve the project?  Yes  No
- Is the project site in the existing district?  Yes  No
- Is expansion of the district needed?  Yes  No



- Do existing sewer lines serve the project site?  Yes  No
  - Will line extension within an existing district be necessary to serve the project?  Yes  No
- If Yes:
- Describe extensions or capacity expansions proposed to serve this project: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

iv. Will a new wastewater (sewage) treatment district be formed to serve the project site?  Yes  No

- If Yes:
- Applicant/sponsor for new district: \_\_\_\_\_
  - Date application submitted or anticipated: \_\_\_\_\_
  - What is the receiving water for the wastewater discharge? \_\_\_\_\_

v. If public facilities will not be used, describe plans to provide wastewater treatment for the project, including specifying proposed receiving water (name and classification if surface discharge, or describe subsurface disposal plans):  
 \_\_\_\_\_  
 \_\_\_\_\_

vi. Describe any plans or designs to capture, recycle or reuse liquid waste: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

e. Will the proposed action disturb more than one acre and create stormwater runoff, either from new point sources (i.e. ditches, pipes, swales, curbs, gutters or other concentrated flows of stormwater) or non-point source (i.e. sheet flow) during construction or post construction?  Yes  No

If Yes:

i. How much impervious surface will the project create in relation to total size of project parcel?

\_\_\_\_\_ Square feet or \_\_\_\_\_ acres (impervious surface)

\_\_\_\_\_ Square feet or \_\_\_\_\_ acres (parcel size)

ii. Describe types of new point sources. \_\_\_\_\_  
 \_\_\_\_\_

iii. Where will the stormwater runoff be directed (i.e. on-site stormwater management facility/structures, adjacent properties, groundwater, on-site surface water or off-site surface waters)?  
 \_\_\_\_\_  
 \_\_\_\_\_

- If to surface waters, identify receiving water bodies or wetlands: \_\_\_\_\_  
 \_\_\_\_\_

- Will stormwater runoff flow to adjacent properties?  Yes  No

iv. Does proposed plan minimize impervious surfaces, use pervious materials or collect and re-use stormwater?  Yes  No

f. Does the proposed action include, or will it use on-site, one or more sources of air emissions, including fuel combustion, waste incineration, or other processes or operations?  Yes  No

If Yes, identify:

i. Mobile sources during project operations (e.g., heavy equipment, fleet or delivery vehicles)  
 \_\_\_\_\_

ii. Stationary sources during construction (e.g., power generation, structural heating, batch plant, crushers)  
 \_\_\_\_\_

iii. Stationary sources during operations (e.g., process emissions, large boilers, electric generation)  
 \_\_\_\_\_

g. Will any air emission sources named in D.2.f (above), require a NY State Air Registration, Air Facility Permit, or Federal Clean Air Act Title IV or Title V Permit?  Yes  No

If Yes:

i. Is the project site located in an Air quality non-attainment area? (Area routinely or periodically fails to meet ambient air quality standards for all or some parts of the year)  Yes  No

ii. In addition to emissions as calculated in the application, the project will generate:

- \_\_\_\_\_ Tons/year (short tons) of Carbon Dioxide (CO<sub>2</sub>)
- \_\_\_\_\_ Tons/year (short tons) of Nitrous Oxide (N<sub>2</sub>O)
- \_\_\_\_\_ Tons/year (short tons) of Perfluorocarbons (PFCs)
- \_\_\_\_\_ Tons/year (short tons) of Sulfur Hexafluoride (SF<sub>6</sub>)
- \_\_\_\_\_ Tons/year (short tons) of Carbon Dioxide equivalent of Hydrofluorocarbons (HFCs)
- \_\_\_\_\_ Tons/year (short tons) of Hazardous Air Pollutants (HAPs)

h. Will the proposed action generate or emit methane (including, but not limited to, sewage treatment plants, landfills, composting facilities)?  Yes  No

If Yes:

- i. Estimate methane generation in tons/year (metric): \_\_\_\_\_
- ii. Describe any methane capture, control or elimination measures included in project design (e.g., combustion to generate heat or electricity, flaring): \_\_\_\_\_

i. Will the proposed action result in the release of air pollutants from open-air operations or processes, such as quarry or landfill operations?  Yes  No

If Yes: Describe operations and nature of emissions (e.g., diesel exhaust, rock particulates/dust):

\_\_\_\_\_

j. Will the proposed action result in a substantial increase in traffic above present levels or generate substantial new demand for transportation facilities or services?  Yes  No

If Yes:

i. When is the peak traffic expected (Check all that apply):  Morning  Evening  Weekend  
 Randomly between hours of \_\_\_\_\_ to \_\_\_\_\_.

ii. For commercial activities only, projected number of semi-trailer truck trips/day: \_\_\_\_\_

iii. Parking spaces: Existing \_\_\_\_\_ Proposed \_\_\_\_\_ Net increase/decrease \_\_\_\_\_

iv. Does the proposed action include any shared use parking?  Yes  No

v. If the proposed action includes any modification of existing roads, creation of new roads or change in existing access, describe:

\_\_\_\_\_

vi. Are public/private transportation service(s) or facilities available within 1/2 mile of the proposed site?  Yes  No

vii. Will the proposed action include access to public transportation or accommodations for use of hybrid, electric or other alternative fueled vehicles?  Yes  No

viii. Will the proposed action include plans for pedestrian or bicycle accommodations for connections to existing pedestrian or bicycle routes?  Yes  No

k. Will the proposed action (for commercial or industrial projects only) generate new or additional demand for energy?  Yes  No

If Yes:

i. Estimate annual electricity demand during operation of the proposed action: \_\_\_\_\_

ii. Anticipated sources/suppliers of electricity for the project (e.g., on-site combustion, on-site renewable, via grid/local utility, or other):

\_\_\_\_\_

iii. Will the proposed action require a new, or an upgrade to, an existing substation?  Yes  No

l. Hours of operation. Answer all items which apply.

i. During Construction:

- Monday - Friday: \_\_\_\_\_
- Saturday: \_\_\_\_\_
- Sunday: \_\_\_\_\_
- Holidays: \_\_\_\_\_

ii. During Operations:

- Monday - Friday: \_\_\_\_\_
- Saturday: \_\_\_\_\_
- Sunday: \_\_\_\_\_
- Holidays: \_\_\_\_\_

m. Will the proposed action produce noise that will exceed existing ambient noise levels during construction, operation, or both?  Yes  No  
 If yes:  
 i. Provide details including sources, time of day and duration:  
 \_\_\_\_\_  
 \_\_\_\_\_

ii. Will proposed action remove existing natural barriers that could act as a noise barrier or screen?  Yes  No  
 Describe: \_\_\_\_\_  
 \_\_\_\_\_

---

n. Will the proposed action have outdoor lighting?  Yes  No  
 If yes:  
 i. Describe source(s), location(s), height of fixture(s), direction/aim, and proximity to nearest occupied structures:  
 \_\_\_\_\_  
 \_\_\_\_\_

ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen?  Yes  No  
 Describe: \_\_\_\_\_  
 \_\_\_\_\_

---

o. Does the proposed action have the potential to produce odors for more than one hour per day?  Yes  No  
 If Yes, describe possible sources, potential frequency and duration of odor emissions, and proximity to nearest occupied structures: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

---

p. Will the proposed action include any bulk storage of petroleum (combined capacity of over 1,100 gallons) or chemical products 185 gallons in above ground storage or any amount in underground storage?  Yes  No  
 If Yes:  
 i. Product(s) to be stored \_\_\_\_\_  
 ii. Volume(s) \_\_\_\_\_ per unit time \_\_\_\_\_ (e.g., month, year)  
 iii. Generally describe proposed storage facilities: \_\_\_\_\_  
 \_\_\_\_\_

---

q. Will the proposed action (commercial, industrial and recreational projects only) use pesticides (i.e., herbicides, insecticides) during construction or operation?  Yes  No  
 If Yes:  
 i. Describe proposed treatment(s):  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

ii. Will the proposed action use Integrated Pest Management Practices?  Yes  No

---

r. Will the proposed action (commercial or industrial projects only) involve or require the management or disposal of solid waste (excluding hazardous materials)?  Yes  No  
 If Yes:  
 i. Describe any solid waste(s) to be generated during construction or operation of the facility:  
 • Construction: \_\_\_\_\_ tons per \_\_\_\_\_ (unit of time)  
 • Operation : \_\_\_\_\_ tons per \_\_\_\_\_ (unit of time)  
 ii. Describe any proposals for on-site minimization, recycling or reuse of materials to avoid disposal as solid waste:  
 • Construction: \_\_\_\_\_  
 \_\_\_\_\_  
 • Operation: \_\_\_\_\_  
 \_\_\_\_\_

iii. Proposed disposal methods/facilities for solid waste generated on-site:  
 • Construction: \_\_\_\_\_  
 \_\_\_\_\_  
 • Operation: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

s. Does the proposed action include construction or modification of a solid waste management facility?  Yes  No

If Yes:

i. Type of management or handling of waste proposed for the site (e.g., recycling or transfer station, composting, landfill, or other disposal activities): \_\_\_\_\_

ii. Anticipated rate of disposal/processing: \_\_\_\_\_

- \_\_\_\_\_ Tons/month, if transfer or other non-combustion/thermal treatment, or
- \_\_\_\_\_ Tons/hour, if combustion or thermal treatment

iii. If landfill, anticipated site life: \_\_\_\_\_ years

t. Will proposed action at the site involve the commercial generation, treatment, storage, or disposal of hazardous waste?  Yes  No

If Yes:

i. Name(s) of all hazardous wastes or constituents to be generated, handled or managed at facility: \_\_\_\_\_

ii. Generally describe processes or activities involving hazardous wastes or constituents: \_\_\_\_\_

iii. Specify amount to be handled or generated \_\_\_\_\_ tons/month

iv. Describe any proposals for on-site minimization, recycling or reuse of hazardous constituents: \_\_\_\_\_

v. Will any hazardous wastes be disposed at an existing offsite hazardous waste facility?  Yes  No

If Yes: provide name and location of facility: \_\_\_\_\_

If No: describe proposed management of any hazardous wastes which will not be sent to a hazardous waste facility: \_\_\_\_\_

**E. Site and Setting of Proposed Action**

**E.1. Land uses on and surrounding the project site**

a. Existing land uses.

i. Check all uses that occur on, adjoining and near the project site.

- Urban  Industrial  Commercial  Residential (suburban)  Rural (non-farm)
- Forest  Agriculture  Aquatic  Other (specify): \_\_\_\_\_

ii. If mix of uses, generally describe: \_\_\_\_\_

b. Land uses and covertypes on the project site.

| Land use or Covertype                                                                    | Current Acreage | Acreage After Project Completion | Change (Acres +/-) |
|------------------------------------------------------------------------------------------|-----------------|----------------------------------|--------------------|
| • Roads, buildings, and other paved or impervious surfaces                               |                 |                                  |                    |
| • Forested                                                                               |                 |                                  |                    |
| • Meadows, grasslands or brushlands (non-agricultural, including abandoned agricultural) |                 |                                  |                    |
| • Agricultural (includes active orchards, field, greenhouse etc.)                        |                 |                                  |                    |
| • Surface water features (lakes, ponds, streams, rivers, etc.)                           |                 |                                  |                    |
| • Wetlands (freshwater or tidal)                                                         |                 |                                  |                    |
| • Non-vegetated (bare rock, earth or fill)                                               |                 |                                  |                    |
| • Other Describe: _____                                                                  |                 |                                  |                    |

c. Is the project site presently used by members of the community for public recreation?  Yes  No  
 i. If Yes: explain: \_\_\_\_\_

d. Are there any facilities serving children, the elderly, people with disabilities (e.g., schools, hospitals, licensed day care centers, or group homes) within 1500 feet of the project site?  Yes  No  
 If Yes,  
 i. Identify Facilities: \_\_\_\_\_  
 \_\_\_\_\_

e. Does the project site contain an existing dam?  Yes  No  
 If Yes:  
 i. Dimensions of the dam and impoundment:  
 • Dam height: \_\_\_\_\_ feet  
 • Dam length: \_\_\_\_\_ feet  
 • Surface area: \_\_\_\_\_ acres  
 • Volume impounded: \_\_\_\_\_ gallons OR acre-feet  
 ii. Dam's existing hazard classification: \_\_\_\_\_  
 iii. Provide date and summarize results of last inspection: \_\_\_\_\_  
 \_\_\_\_\_

f. Has the project site ever been used as a municipal, commercial or industrial solid waste management facility, or does the project site adjoin property which is now, or was at one time, used as a solid waste management facility?  Yes  No  
 If Yes:  
 i. Has the facility been formally closed?  Yes  No  
 • If yes, cite sources/documentation: \_\_\_\_\_  
 ii. Describe the location of the project site relative to the boundaries of the solid waste management facility: \_\_\_\_\_  
 \_\_\_\_\_  
 iii. Describe any development constraints due to the prior solid waste activities: \_\_\_\_\_  
 \_\_\_\_\_

g. Have hazardous wastes been generated, treated and/or disposed of at the site, or does the project site adjoin property which is now or was at one time used to commercially treat, store and/or dispose of hazardous waste?  Yes  No  
 If Yes:  
 i. Describe waste(s) handled and waste management activities, including approximate time when activities occurred: \_\_\_\_\_  
 \_\_\_\_\_

h. Potential contamination history. Has there been a reported spill at the proposed project site, or have any remedial actions been conducted at or adjacent to the proposed site?  Yes  No  
 If Yes:  
 i. Is any portion of the site listed on the NYSDEC Spills Incidents database or Environmental Site Remediation database? Check all that apply:  Yes  No  
 Yes – Spills Incidents database Provide DEC ID number(s): \_\_\_\_\_  
 Yes – Environmental Site Remediation database Provide DEC ID number(s): \_\_\_\_\_  
 Neither database  
 ii. If site has been subject of RCRA corrective activities, describe control measures: \_\_\_\_\_  
 \_\_\_\_\_  
 iii. Is the project within 2000 feet of any site in the NYSDEC Environmental Site Remediation database?  Yes  No  
 If yes, provide DEC ID number(s): \_\_\_\_\_  
 iv. If yes to (i), (ii) or (iii) above, describe current status of site(s): \_\_\_\_\_  
 \_\_\_\_\_

- v. Is the project site subject to an institutional control limiting property uses?  Yes  No
- If yes, DEC site ID number: \_\_\_\_\_
  - Describe the type of institutional control (e.g., deed restriction or easement): \_\_\_\_\_
  - Describe any use limitations: \_\_\_\_\_
  - Describe any engineering controls: \_\_\_\_\_
  - Will the project affect the institutional or engineering controls in place?  Yes  No
  - Explain: \_\_\_\_\_

**E.2. Natural Resources On or Near Project Site**

a. What is the average depth to bedrock on the project site? \_\_\_\_\_ feet

b. Are there bedrock outcroppings on the project site?  Yes  No  
 If Yes, what proportion of the site is comprised of bedrock outcroppings? \_\_\_\_\_ %

c. Predominant soil type(s) present on project site: \_\_\_\_\_ %  
 \_\_\_\_\_ %  
 \_\_\_\_\_ %

d. What is the average depth to the water table on the project site? Average: \_\_\_\_\_ feet

e. Drainage status of project site soils:  Well Drained: \_\_\_\_\_ % of site  
 Moderately Well Drained: \_\_\_\_\_ % of site  
 Poorly Drained: \_\_\_\_\_ % of site

f. Approximate proportion of proposed action site with slopes:  0-10%: \_\_\_\_\_ % of site  
 10-15%: \_\_\_\_\_ % of site  
 15% or greater: \_\_\_\_\_ % of site

g. Are there any unique geologic features on the project site?  Yes  No  
 If Yes, describe: \_\_\_\_\_

**h. Surface water features.**

i. Does any portion of the project site contain wetlands or other waterbodies (including streams, rivers, ponds or lakes)?  Yes  No

ii. Do any wetlands or other waterbodies adjoin the project site?  Yes  No

If Yes to either *i* or *ii*, continue. If No, skip to E.2.i.

iii. Are any of the wetlands or waterbodies within or adjoining the project site regulated by any federal, state or local agency?  Yes  No

iv. For each identified regulated wetland and waterbody on the project site, provide the following information:

- Streams: Name \_\_\_\_\_ Classification \_\_\_\_\_
- Lakes or Ponds: Name \_\_\_\_\_ Classification \_\_\_\_\_
- Wetlands: Name \_\_\_\_\_ Approximate Size \_\_\_\_\_
- Wetland No. (if regulated by DEC) \_\_\_\_\_

v. Are any of the above water bodies listed in the most recent compilation of NYS water quality-impaired waterbodies?  Yes  No

If yes, name of impaired water body/bodies and basis for listing as impaired: \_\_\_\_\_

i. Is the project site in a designated Floodway?  Yes  No

j. Is the project site in the 100 year Floodplain?  Yes  No

k. Is the project site in the 500 year Floodplain?  Yes  No

l. Is the project site located over, or immediately adjoining, a primary, principal or sole source aquifer?  Yes  No

If Yes:  
 i. Name of aquifer: \_\_\_\_\_

m. Identify the predominant wildlife species that occupy or use the project site:

\_\_\_\_\_  
\_\_\_\_\_

n. Does the project site contain a designated significant natural community?

Yes  No

If Yes:

i. Describe the habitat/community (composition, function, and basis for designation): \_\_\_\_\_

ii. Source(s) of description or evaluation: \_\_\_\_\_

iii. Extent of community/habitat:

- Currently: \_\_\_\_\_ acres
- Following completion of project as proposed: \_\_\_\_\_ acres
- Gain or loss (indicate + or -): \_\_\_\_\_ acres

o. Does project site contain any species of plant or animal that is listed by the federal government or NYS as endangered or threatened, or does it contain any areas identified as habitat for an endangered or threatened species?

Yes  No

p. Does the project site contain any species of plant or animal that is listed by NYS as rare, or as a species of special concern?

Yes  No

q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing?

Yes  No

If yes, give a brief description of how the proposed action may affect that use: \_\_\_\_\_

### E.3. Designated Public Resources On or Near Project Site

a. Is the project site, or any portion of it, located in a designated agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304?

Yes  No

If Yes, provide county plus district name/number: \_\_\_\_\_

b. Are agricultural lands consisting of highly productive soils present?

Yes  No

i. If Yes: acreage(s) on project site? \_\_\_\_\_

ii. Source(s) of soil rating(s): \_\_\_\_\_

c. Does the project site contain all or part of, or is it substantially contiguous to, a registered National Natural Landmark?

Yes  No

If Yes:

i. Nature of the natural landmark:  Biological Community  Geological Feature

ii. Provide brief description of landmark, including values behind designation and approximate size/extent: \_\_\_\_\_

d. Is the project site located in or does it adjoin a state listed Critical Environmental Area?

Yes  No

If Yes:

i. CEA name: \_\_\_\_\_

ii. Basis for designation: \_\_\_\_\_

iii. Designating agency and date: \_\_\_\_\_

e. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on, or has been nominated by the NYS Board of Historic Preservation for inclusion on, the State or National Register of Historic Places?  Yes  No

If Yes:

i. Nature of historic/archaeological resource:  Archaeological Site  Historic Building or District

ii. Name: \_\_\_\_\_

iii. Brief description of attributes on which listing is based: \_\_\_\_\_

---

f. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?  Yes  No

---

g. Have additional archaeological or historic site(s) or resources been identified on the project site?  Yes  No

If Yes:

i. Describe possible resource(s): \_\_\_\_\_

ii. Basis for identification: \_\_\_\_\_

---

h. Is the project site within five miles of any officially designated and publicly accessible federal, state, or local scenic or aesthetic resource?  Yes  No

If Yes:

i. Identify resource: \_\_\_\_\_

ii. Nature of, or basis for, designation (e.g., established highway overlook, state or local park, state historic trail or scenic byway, etc.): \_\_\_\_\_

iii. Distance between project and resource: \_\_\_\_\_ miles.

---

i. Is the project site located within a designated river corridor under the Wild, Scenic and Recreational Rivers Program 6 NYCRR 666?  Yes  No

If Yes:

i. Identify the name of the river and its designation: \_\_\_\_\_

ii. Is the activity consistent with development restrictions contained in 6NYCRR Part 666?  Yes  No

**F. Additional Information**


Attach any additional information which may be needed to clarify your project.

If you have identified any adverse impacts which could be associated with your proposal, please describe those impacts plus any measures which you propose to avoid or minimize them.

**G. Verification**

I certify that the information provided is true to the best of my knowledge.

Applicant/Sponsor Name Sam Oliverio, Jr. Date 6/12/20

Signature  Title Town of Putnam Valley Supervisor



3A

# Memorandum

---

**To:** TOWN BOARD MEMBERS  
**From:** JUDY TRAVIS, DISTRICT CLERK  
**Date:** 7/6/2020  
**Re:** NEW AQUATIC WEED HARVESTER

---

I formally request the Town Board's authorization to go out to bid for a new aquatic weed harvester for Lake Oscawana.



4A

To: Town Board  
From: Frank DiMarco, Parks and Recreation Director  
Subject: Parks and Recreation Refunds  
Date: August 7, 2020

Daniel Delgado  
9 Woodleigh Road  
Putnam Valley, NY 10579

\$500.00  
LPCC  
Refund deposit cancellation

Yadira Fuschillo  
91 Traverse Road  
Lake Peekskill, NY 10537

\$650.00  
LPCC  
Refund deposit and rental fee  
Cancelled.



5A

## Town of Putnam Valley

**To:** Putnam Valley Town Board

**From:** Susan L. Manno

**Date:** July 7, 2020

**Subject:** Authorize Supervisor to Sign Brokers Service Agreement  
Brown & Brown of NY, Inc. D/B/A Spain Agency

*Susan L. Manno*

I formally request that the Putnam Valley Town Board authorize the Town Supervisor to sign the Broker Services Agreement with the Spain Agency for services rendered concerning the Workers' Compensation Insurance for the Putnam Valley Volunteer Ambulance Corps. The cost for this service is \$547.00 and has been included in the 2020 budget. The policy is through the New York State Insurance Fund.

## BROKER SERVICES AGREEMENT

THIS BROKER SERVICES AGREEMENT (this "Agreement"), effective July 1, 2020 (the "Effective Date"), is made by and between PUTNAM VALLEY AMBULANCE CORP C/O TOWN OF PUTNAM VALLEY ("Client"), and BROWN & BROWN OF NEW YORK, INC. D/B/A SPAIN AGENCY ("Broker").

### Background

Client wishes to retain Broker to perform certain specified insurance services as described in this Agreement. Broker wishes to perform such services according to the terms and conditions in this Agreement for the compensation set forth in this Agreement. The parties agree as follows:

1. **Term.** The term of this Agreement shall commence on the Effective Date and continue for a period of one (1) year, unless sooner terminated as herein provided.

2. **Relationship of Parties.** Broker is an independent contractor and nothing in this Agreement is intended nor shall be construed to create an employer/employee relationship, a joint venture relationship or partnership relationship. In consideration of the compensation paid to the Broker by the Client, Broker will provide services to the Client as an insurance broker. Client acknowledges that Broker, or its parent company, Brown & Brown, Inc. ("Parent"), and related or affiliated companies (collectively with Parent, "B&B Affiliates"), may provide services as an insurance agent on behalf of certain insurance carriers or risk-bearing entities. Client expressly consents to such relationship, if applicable, in the rendition of services by Broker under this Agreement.

3. **Broker Services.** Broker, subject to the terms of this Agreement, shall provide certain services set forth in the attached Schedule A (the "Services"), but only in relation to the lines of insurance identified in Schedule A ("Lines of Insurance").

**Nothing in this Agreement shall be construed to impose any obligations on Broker or limitations on Broker's compensation, relative to any lines of insurance or coverages other than as specifically delineated in Schedule A.**

4. **Client Responsibilities.** In consideration of the Services provided by Broker, Client agrees as follows:

(a) Client shall cooperate fully with Broker and the insurance companies with whom Broker solicits in the performance of Broker's obligations under this Agreement.

(b) Client shall timely produce and complete accurate information including, but not limited to, current financial information, statements of values, loss information and any other information, necessary for the effectuation of insurance coverage at the request of Broker. Client further agrees to provide Broker with notice of any material changes in Client's business operations, risk exposures or in any other material information provided under this Agreement. In addition, Client shall carefully read each insurance policy issued to Client in order to confirm the accuracy of the facts reflected therein and that the policy(ies) contain(s) the terms and coverages desired. Client is responsible for recommending any changes to insurance policies issued to Client.

(c) Client shall timely pay all premiums and fees.

(d) Client shall provide Broker with at least ninety (90) days notice in advance of any policy effective date in the event Client intends to allow competing agents or brokers to solicit or market insurance to Client.

5. **Compensation.** In consideration of the Services, Client shall compensate Broker as set forth in Schedule B (the "Broker Services Fee"). With regard to the Broker Services Fee, Client and Broker acknowledge and agree as follows:

(a) **The Broker Services Fee is not a part of, but rather is in addition to, any premium that may be paid by the Client for the Lines of Insurance.**

(b) It is understood and agreed that Broker, or B&B Affiliates, may receive contingent payments or allowances from insurers based on factors which are not client-specific, such as the performance and/or size of an overall book of business produced with an insurer. Such contingent payments or allowances are not subject to this Agreement, and will not be credited against the

balance of the Broker Services Fee owed to Broker pursuant to this Agreement or paid to Client.

(c) Broker may utilize insurance intermediaries (such as a wholesale insurance broker, managing general agent (MGA), managing general underwriter or reinsurance broker) for the placement of Client's insurance. In addition to providing access to the insurance Client, the intermediary may provide the following services: (i) risk placement; (ii) coverage review; (iii) claims liaison services with the insurance Client; (iv) policy review; and (v) current market intelligence. The compensation received by the insurance intermediary for placements and, if applicable, the services above is typically in the range of 5% to 15% of policy premium. There may be an intermediary utilized in the placement of your insurance, which may or may not be a B&B Affiliate. Any payments or allowances paid to the intermediary are not subject to this Agreement, and will not be credited against the balance of the fee owed to Broker pursuant to this Agreement or paid to Client.

(d) If Client chooses to finance its premiums, Broker may assist Client in the arrangement of such financing. Any payments or allowances paid to Broker for arranging premium financing are not subject to this section, and will not be credited against the balance of the fee owed to Broker pursuant to this Agreement or paid to Client.

(e) Broker may, in the ordinary course of its business, receive and retain interest on premiums paid by the Client from the date received by Broker until the date the premiums are remitted to the insurance Client or intermediary. Any interest income retained by Broker on these premiums are not subject to this section, and will not be credited against the balance of the fee owed to Broker pursuant to this Agreement or paid to Client.

(f) Compensation for the Services specified under this Agreement is exclusive of all federal, state and local sales, use, excise, receipts, gross income and other similar taxes and governmental charges and fees. Any such taxes, charges or fees for the Services under this Agreement, now imposed or hereafter imposed during the term of this Agreement, shall be in addition to the compensation, premiums and charges set forth in this Agreement and shall be paid by Client upon request.

(g) Client acknowledges and agrees that the Broker Services Fee is reasonable in relation to the Services to be provided by Broker hereunder.

6. **Confidentiality.** To the extent consistent with performances of Broker's duties under this Agreement, Broker and Client agree to hold in

confidence Confidential Information (defined below). Client acknowledges, however, that Broker will disclose Confidential Information as reasonably required in the ordinary course of performing the Services to insurance companies and other insurance intermediaries. "Confidential Information" means all nonpublic information and all documents and other tangible items (whether recorded information, on paper, in computer readable format or otherwise) relating to the disclosing party's business (including without limitation business plans, manner of doing business, business results or prospects), proposals, recommendations, marketing plans, reports, any of which (i) at the time in question is either protectable as a trade secret or is otherwise of a confidential nature (and is known or should reasonably be known by receiving party as being of a confidential nature) and (ii) has been made known to or is otherwise learned by receiving party as a result of the relationship under this Agreement. Confidential Information should be protected with the same reasonable care as each party protects its own Confidential Information.

Confidential Information will not include any information, documents or tangible items which (i) are a matter of general public knowledge or which subsequently becomes publicly available (except to the extent such public availability is the result of a breach of this Agreement), (ii) were previously in possession of receiving party as evidenced by receiving party's existing written records, or (iii) are hereafter received by receiving party on a non-confidential basis from another source who is not, to receiving party's knowledge, bound by confidential or fiduciary obligations to disclosing party or otherwise prohibited from transmitting the same to receiving party. In the event that Broker or Client become legally compelled to disclose any of the Confidential Information, they shall provide the other party with prompt notice so that such party may seek a protective order or other appropriate remedy and/or waive compliance with the provisions of this Agreement. In the event that such protective order or other remedy is not obtained, or that the other party waives compliance with the provisions of the Agreement, such party may disclose such information as is necessary or advisable to comply with the legal process.

## 7. Termination.

(a) Either party may terminate this Agreement, without cause and for any reason whatsoever, by giving written notice of termination to the other party at least ninety (90) days prior to the effective date of termination, which shall be specified in such written notice.

(b) Notwithstanding the provisions in sub-paragraph (a) above, Client may terminate this Agreement upon the happening of any one of the following causes: (i) Suspension or termination of Broker's insurance license in the State of if not cured by Broker within sixty (60) days following such suspension or termination; (ii) Broker's participation in any fraud; or (iii) Broker's material failure to properly perform its duties and responsibilities hereunder because of Broker's gross neglect, proven dishonesty, or commission of a felony.

(c) Notwithstanding the provisions in sub-paragraph (a) above, Broker may terminate this Agreement upon the happening of any one of the following causes: (i) Client's failure to pay any Broker Services Fee more than five (5) days after such payment is due; (ii) Client's participation in any fraud; or (iii) Client's material failure to properly perform its duties and responsibilities hereunder because of Client's gross neglect, proven dishonesty, or commission of a felony.

Termination for any cause enumerated in sub-paragraphs (b) or (c) shall become effective upon the delivery of written notice of termination to the breaching party or at such later time as may be specified in the written notice.

(d) Termination of this Agreement shall not release Client from any accrued obligation to pay any sum to Broker (whether then or thereafter payable) or operate to discharge any liability incurred prior to the termination date.

8. **Notices.** Any notices required or permitted to be given under this Agreement shall be sufficient if in writing by Certified Mail to:

If to Client:

Putnam Valley Ambulance Corp c/o Town of Putnam Valley  
Putnam Valley, NY 10579  
Attn: Susan Manno  
Email: [smanno@putnamvalley.com](mailto:smanno@putnamvalley.com)

If to Broker:

Brown & Brown of New York, Inc. d/b/a Spain Agency  
625 Route 6  
Mahopac, NY 10541  
Attn: Brian Miles  
Email: [bmiles@spainins.com](mailto:bmiles@spainins.com)

With copy to:

Brown & Brown, Inc.  
220 S. Ridgewood Avenue  
Daytona Beach, FL 32114  
Attn: General Counsel

or such other address as either shall give to the other in writing for this purpose.

9. **Severability.** The invalidity or unenforceability of any provision of this Agreement shall in no way affect the validity or enforceability of any other provision.

10. **New York Law Applies; Venue.** This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of New York without regard to its conflicts of laws principles. Exclusive venue is agreed to be in a state or federal court of competent jurisdiction in or for Putnam County, New York.

11. **Limitation of Liability; Waiver of Jury Trial.** THE PARTIES WAIVE ANY RIGHT TO A TRIAL BY JURY IN THE EVENT OF LITIGATION ARISING OUT OF THIS AGREEMENT. IN NO EVENT WILL EITHER PARTY BE LIABLE TO THE OTHER PARTY OR ANY OTHER PERSON FOR ANY CONSEQUENTIAL, INDIRECT, SPECIAL, OR INCIDENTAL DAMAGES, INCLUDING LOSS OF PROFITS, REVENUE, DATA OR USE, EVEN IF SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH POTENTIAL LOSS OR DAMAGE.

12. **Assignment.** Neither this Agreement nor any of the rights, interests or obligations hereunder shall be assigned by any of the parties hereto (whether by operation of law or otherwise) without the prior written consent of the other party, which consent shall not be unreasonably withheld, conditioned or delayed. This Agreement will be binding upon, inure to the benefit of, and be enforceable by the parties and their respective successors and permitted assigns.

13. **Entire Agreement.** This Agreement (including the schedules, documents and instruments referred to herein or attached hereto) constitutes the entire agreement and supersedes all prior agreements and understandings, both written and oral, between the parties with respect to the subject matter hereof. The Agreement shall not be modified except by a written agreement dated subsequent to the date of this Agreement and signed on behalf of Client and Broker by their respective duly authorized representatives.

**Remainder of page intentionally left blank – signature page follows.**

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date.

**CLIENT:**

**Putnam Valley Ambulance Corp c/o  
Town of Putnam Valley**

**BROKER:**

**Brown & Brown of New York, Inc. d/b/a Spain Agency  
a New York corporation**

By: \_\_\_\_\_

Name: Sam Oliverio, Jr.

Title: Supervisor Town of  
Putnam Valley

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_



## SCHEDULE A

### **BROKER SERVICES**

Subject to the terms of this Broker Services Agreement, Broker shall provide the Services listed below, but only in relation to the following Lines of Insurance: (a) Workers' Compensation

**Services are as follows:**

- a. Evaluate Client's business practices with regard to risk and possible transfer of risk to third parties and conduct regular, scheduled meetings with Client to review Client's risk management program.
- b. Review and analyze Client's existing insurance coverage and identify potential lines of coverage or coverage enhancements to improve Client's insurance program.
- c. Analyze current insurance market conditions and advise Client of significant implications for Client's insurance program.
- d. Facilitate, market, and procure quotations from carriers; review and analyze quotations and provide proposals for review by Client.
- e. Secure and bind all coverage accepted by Client.
- f. Coordinate loss prevention services provided by any insurance Client with those services provided by Broker.
- g. Analyze past and current claim and loss history information and advise Client of significant implications for Client's insurance program.

## SCHEDULE B

### COMPENSATION

#### Broker Services Fee:

In consideration of the Services, Client shall compensate Broker in the amount of **FIVE HUNDRED FORTY-SEVEN DOLLARS AND 00/100 (\$547.00)** (the "Broker Services Fee"). The Broker Services Fee shall be fully earned and payable upon Client's execution and delivery of this Agreement. The Broker Services Fee is not a part of, but rather is in addition to, any premium that may be paid by the Client.

#### Insurer Commissions:

Broker agrees that it will not receive any commission for the placement of Client's insurance business pursuant to this Agreement. If Broker receives any such commission payments from an insurer in error or otherwise, Broker agrees to refund the Broker Service Fees in the amount of such commission payment, credit the commission against the Broker Services Fee or take such other action, if any, as shall in all cases comply with applicable law.

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

From: 6/1/2020 To: 6/30/2020

| Fee Type                     | Count      | Amount             |
|------------------------------|------------|--------------------|
| ADDITION/ALTERATION          | 2          | \$787.00           |
| CW                           | 1          | \$75.00            |
| DECK                         | 1          | \$75.00            |
| DEM/R                        | 3          | \$300.00           |
| ELECTRI APP/NY ELEC          | 10         | \$300.00           |
| ELECTRIC APP/SWIS            | 20         | \$600.00           |
| FENCE/WALL                   | 2          | \$150.00           |
| GAS/PROPANE                  | 13         | \$925.00           |
| GENERATOR PERMIT             | 7          | \$525.00           |
| HVAC                         | 14         | \$1,425.00         |
| MG                           | 4          | \$300.00           |
| MI                           | 7          | \$666.00           |
| OIL TANK                     | 6          | \$750.00           |
| OPERATING PERMIT             | 2          | \$200.00           |
| PERM                         | 14         | \$1,550.00         |
| PL                           | 4          | \$405.00           |
| RE                           | 13         | \$13,995.00        |
| SEARC                        | 25         | \$3,750.00         |
| TENT                         | 1          | \$125.00           |
| TREE                         | 1          | \$75.00            |
| WOOD STOVE PERMIT            | 1          | \$75.00            |
| WT/S                         | 4          | \$400.00           |
| <b>Total Fees Collected:</b> | <b>155</b> | <b>\$27,453.00</b> |
| <b>Cash</b>                  | <b>8</b>   | <b>\$1,765.00</b>  |
| <b>Check</b>                 | <b>147</b> | <b>\$25,688.00</b> |

FEE TYPES

|                            |                                                  |
|----------------------------|--------------------------------------------------|
| ADDITION/ALTERATION        | Permits for Additions/Alterations                |
| BLASTING                   | Permits to Blast                                 |
| CW                         | Commence Work Permit                             |
| CREDIT CARD FEE            | Credit Card Fee charged for usage of credit card |
| DEM/R                      | Demolition/Residential                           |
| ELECTRIC APP/NY ELECTRICAL | Electric application/NY Electrical               |
| ELECTRIC APP/SWISS         | Electric application/Swiss                       |
| FENCE/WALL                 | Permit for Fence/Wall                            |
| GAS/PROPANE                | Permit for Propane Gas Installation              |
| GENERATOR PERMIT           | Generator Installation                           |
| HVAC                       | Heating, Vent., A/C Permit                       |
| IN GROUND POOL             | Permit for In Ground Pool                        |
| MG                         | Minor Grading Permit                             |
| MI                         | Miscellaneous Building Permit                    |
| OPERATING PERMIT           | Operating Permits /Commercial                    |
| PERM                       | Building Permits                                 |
| PERNC                      | New Construction Permits                         |
| PL                         | Plumbing Permits                                 |
| RE                         | Renewal Building Permits                         |
| RHCS                       | Rock Hammer Crush Shatter Rock Permit            |
| RU                         | Spec. Use Renewal                                |
| SEARC                      | Municipal Search                                 |
| TENT                       | Tent Permit                                      |
| TREE                       | Tree Permit                                      |
| WETADM                     | Wetland Administrative Fee                       |
| WETL                       | Wetland Permit Application Fee                   |
| WT/S                       | Wetland Screening                                |

7

July 08, 2020

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 June 10<sup>th</sup>, June 17<sup>th</sup>, and July 1<sup>st</sup>, 2020

Thank-you,

Sherry Howard

Town Clerk


---

---

**Town of Putnam Valley**

---

---

**TO:** Town Board  
**FROM:** Maria Angelico   
**SUBJECT:** Budget Amendments and Transfers  
**DATE:** July 15, 2020

---

Hereby request your approval of the attached Budget Amendments and Transfers for year-to-date July 2020.

# TOWN OF PUTNAM VALLEY

## Budget Adjustment Form

Year: 2020 Period: 7 Trans Type: B2 - Amend Status: Posted  
 Trans No: 113257 Trans Date: 07/13/2020 User Ref: MANGELICO  
 Requested: Approved: Created by: MANGELICO 07/13/2020  
 Description: JULY 2020 YTD BUDGET AMENDMENTS Account # Order: Yes  
 Print Parent Account: No

| Account No.          | Account Description                  | Amount          |
|----------------------|--------------------------------------|-----------------|
| A.1010.400           | TOWN BOARD.PLANNING/LEGAL CONSULTING | 1,710.00        |
| A.1420.400           | LAW.SPECIAL LEGAL COUNSEL            | 2,812.50        |
| SM05.1630.400        | ADMIN & CLERICAL.EXPENSE             | 87.75           |
| SM05.7180.210        | BEACH.IMPROVEMENTS                   | 2,780.00        |
| SM05.7180.230        | BEACHES/LAKE & SAND                  | 27.00           |
| SM06.1630.400        | ADMIN & CLERICAL.EXPENSE             | 27.75           |
| <b>Total Amount:</b> |                                      | <u>7,445.00</u> |

# TOWN OF PUTNAM VALLEY

## Budget Adjustment Form

|                                             |                        |                           |                          |
|---------------------------------------------|------------------------|---------------------------|--------------------------|
| Year: 2020                                  | Period: 7              | Trans Type: B1 - Transfer | Status: Posted           |
| Trans No: 113256                            | Trans Date: 07/13/2020 | User Ref: MANGELICO       |                          |
| Requested:                                  | Approved:              | Created by: MANGELICO     | 07/13/2020               |
| Description: JULY YTD 2020 BUDGET TRANSFERS |                        |                           | Account # Order: Yes     |
|                                             |                        |                           | Print Parent Account: No |

| Account No.          | Account Description                  | Amount    |
|----------------------|--------------------------------------|-----------|
| A.1320.410           | AUDITOR.GASB CONSULTANT              | -24.69    |
| A.1380.400           | FISCAL AGENT FEES.CONTRACTUAL        | 24.69     |
| A.1620.200           | BUILDINGS.EQUIPMENT                  | 2,103.47  |
| A.1620.440           | BUILDINGS.SUPPLIES & MAINTENANCE     | -2,103.47 |
| A.1620.440           | BUILDINGS.SUPPLIES & MAINTENANCE     | -8.52     |
| A.1620.478           | BUILDINGS.CLEANING & MISC            | 8.52      |
| A.1990.400           | CONTINGENT ACCOUNT                   | -262.07   |
| A.3310.200           | SIGNS.TRAFFIC SIGNS                  | 209.08    |
| A.8510.200           | COMMUNITY IMPROVEMENT/BEAUTIFICATION | 52.99     |
| SM01.1630.400        | ADMIN & CLERICAL.EXPENSE             | 2.75      |
| SM01.1630.481        | UNIFORMS                             | -2.75     |
| SM01.1640.200        | GARAGE.TRUCKS AND EQUIPMENT          | 232.46    |
| SM01.1640.240        | GARAGE.EQUIPMENT                     | -232.46   |
| SM01.7111.400        | COMMUNITY CENTER.CONTRACTUAL         | -160.45   |
| SM01.7111.430        | COMMUNITY CENTER.MAINT & REPAIRS     | 160.45    |
| SM03.1610.130        | CLERICAL COMPENSATION                | 0.01      |
| SM03.1630.400        | ADMIN & CLERICAL.EXPENSE             | 47.75     |
| SM03.7180.230        | BEACHES/LAKE & SAND                  | 68.00     |
| SM03.7180.471        | BEACH.MAINTENANCE AND REPAIRS        | -115.76   |
| SM04.7180.210        | BEACH.IMPROVEMENTS                   | -147.00   |
| SM04.7180.230        | BEACHES/LAKE & SAND                  | 147.00    |
| SM07.1630.400        | ADMIN & CLERICAL.EXPENSE             | 62.75     |
| SM07.7180.471        | BEACH.MAINTENANCE AND REPAIRS        | -62.75    |
| SM10.1630.400        | ADMIN & CLERICAL.EXPENSE             | 86.36     |
| SM10.7180.471        | BEACH.MAINTENANCE AND REPAIRS        | -86.36    |
| <b>Total Amount:</b> |                                      | 0.00      |