



TOWN OF PUTNAM VALLEY

Town Board Meeting

October 20th 2021 6PM

Pledge of Allegiance

1. Public Hearing of Preliminary Budget.
2. Resolve to compensate the District clerk.
3. Supervisor's Comments.
4. Departmental Reports.
5. Legislator's Report.
6. School Report.
7. Possible Acceptance of Manger's Contract's.
8. Contractual Discussion of Budget.
9. Resolve to Approve Van De Water & Van De Water Contract.
- 10. District's:**
 - a. Wildwood Knolls Sign.
- 11. Parks & Recreation:**
 - a. Please approve the Following changes to Personnel.
- 12. Parks & Recreation Refund:**
- 13. Highway Department:**
 - a. *Request* to go bid for Materials.
- 14. Building:**
 - a. Daily Fee Reports.
- 15. Zoning:**
 - a. Appointment of Zoning Board Member
- 16. Approval minute**

VAN DEWATER AND VAN DEWATER, LLP

COUNSELORS AT LAW

John B. Van DeWater (1892-1968)
Robert B. Van DeWater (1921-1990)
Gerard J. Comatos, Jr.
Kyle W. Barnett
Daniel F. Thomas III
Danielle E. Strauch

Rebecca S. Mensch

Sarah E. Ryan

85 CIVIC CENTER PLAZA, SUITE 101
P.O. BOX 112
POUGHKEEPSIE, NEW YORK 12601

(845) 452-5900
Fax (845) 452-5848

Noel deCordova, Jr. (1929-2013)
Edward vK Cunningham, Jr. (1935-2018)
Ronald C. Blass, Jr. (1951-2018)

John K. Gifford
James E. Nelson
Jeffrey S. Battistoni
Counsel

WEBSITE ADDRESS:
www.vandewaterlaw.com

GENERAL E-MAIL ADDRESS:
info@vandewaterlaw.com

October 12, 2021

Via Email

Sam Oliverio, Jr., Supervisor
Town of Putnam Valley
265 Oscawana Lake Road
Putnam Valley, NY 10579

Re: Tax Certiorari Matters - 2022

Dear Supervisor Oliverio:

This letter sets forth the terms and conditions under which Van DeWater & Van DeWater, LLP, is engaged by you in connection with the defense of tax certiorari proceedings. The scope of services are to provide representation to the Town, the Assessor and Board of Assessment Review involving challenges to real property tax assessments in both Article 7 and Article 78 proceedings including negotiations, court appearances, discovery, motion practice and trial and advise the Assessor and the Town Board on legal issues pertaining to the same.

We believe a letter of engagement advances our mutual interest of arriving at a clear understanding concerning the nature of our representation and the manner in which we will be compensated. Further, we are required by court rule to provide our clients with a written retainer agreement explaining, among other things, the manner in which fees and expenses will be billed.

We will bill you for our legal services on an hourly basis. I and other attorneys who work on your behalf will bill at an hourly rate of \$220.00 per hour. If the efficient management of the work would be advanced by the involvement of paralegals, we will bill for their time at the rate of \$100.00 per hour.

In addition to our legal fees, we will be reimbursed for any expenses which are reasonably and necessarily incurred by the firm as a result of our engagement. These expenses typically include long distance telephone charges, photocopy expense, travel expenses, filing fees, fees for transcripts, witness fees, other litigation expenses and the like.

We will bill for our legal fees and disbursements on a monthly basis. Payment is due within 30 days.

Under New York State law, clients have the right to arbitrate fee disputes in civil matters for amounts of at least \$1,000 but less than \$50,000. Members of an arbitration panel are impartial and will be familiar with the area of law in dispute. You should know that the outcome of arbitration is final and binding on all parties.

At the conclusion of this matter, we will retain your legal files for a period of seven years after we close your file. At the expiration of the seven-year period, we will destroy these files unless you notify us in writing that you wish to take possession of them. We reserve the right to charge administrative fees and costs associated with researching, retrieving, copying and delivering such files.

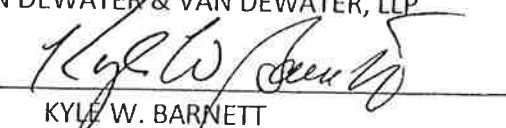
If you have any questions about this letter or the services we provide for you, we encourage you to call or write. If you have any questions about any of our invoices, please call as soon as you receive the statement. If we have not heard from you within 30 days of the date of the invoice, we will assume that you have reviewed it and find it acceptable, and we will expect payment in a timely manner.

Thank you for your interest in retaining my firm. I look forward to working with you.

Sincerely,

VAN DEWATER & VAN DEWATER, LLP

By:


KYLE W. BARNETT

KWB:lac


cc: Sheryl Luongo, Assessor

The undersigned hereby accept the terms and conditions set forth herein.

 
Dated: 10/13/21

**TOWN OF PUTNAM VALLEY
DISTRICTS**

Memo

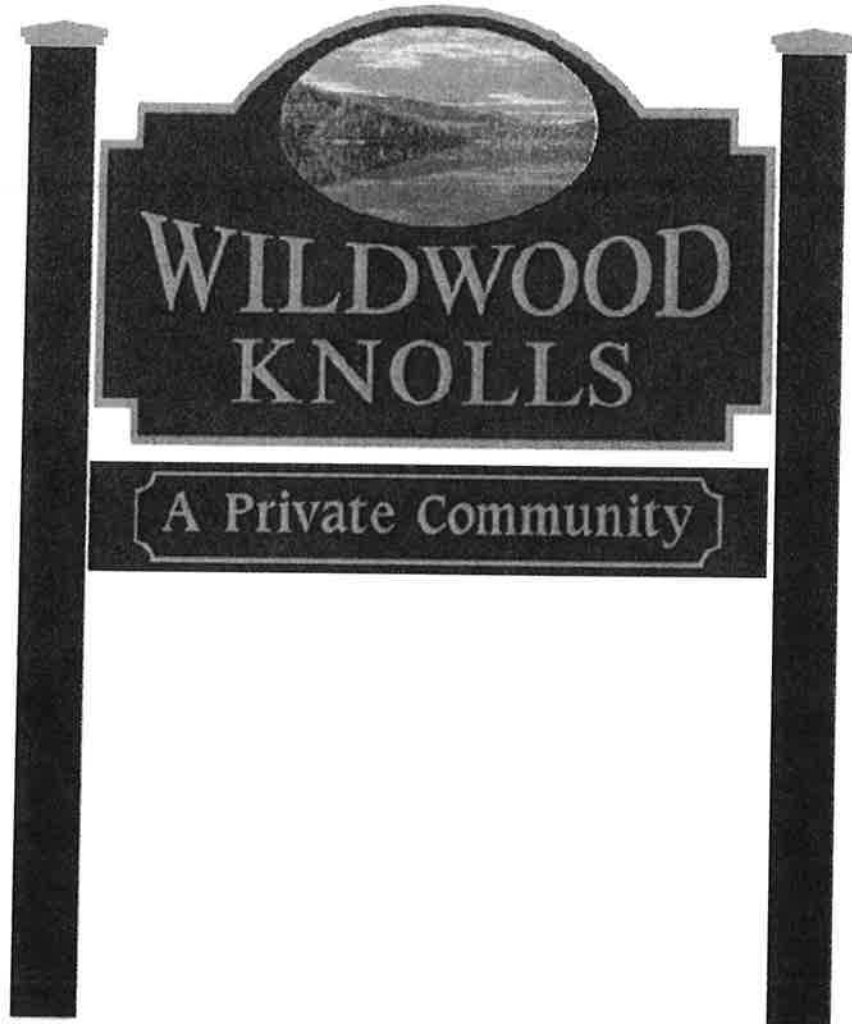
To: Putnam Valley Town Board
From: Karen Kroboth, District Clerk 
Date: 10/20/2021
Re: Wildwood Knolls Sign

I formally request that the Town Board authorize the expenditure of \$1,585.00 for the replacement of the missing Wildwood Knolls sign. The proposal from McCaffrey Signs is attached and includes the design, delivery and installation. The money will come from the District Budget as was discussed at the District Budget meeting.



Proposal #1224

9/16/2021



This artwork is Copyright (c) 2020 McCaffrey Signs
Use of this artwork by any party other than McCaffrey Signs for any purpose whatever is prohibited without a signed release from McCaffrey Signs

11A

To: Town Board
From: Frank DiMarco, Parks and Recreation
Subject: Personnel
Date: October 2021

Please approve the following additions/changes to personnel.

1. Kristina Cabreja, PV Children's Center (turned 18), @ \$13.00 hr.
2. Gianna Bianco, PV Children's Center, @ \$13.00 hr.

To: Town Board
From: Frank DiMarco, Parks and Recreation Director
Subject: Parks and Recreation Refunds
Date: October refunds 2021

Jessica Mimnaugh 10 Cayuga Road Putnam Valley, NY 10579	\$500.00 LPCC Deposit refund
Robert Jandelli 11 Point Drive North Lake Peekskill, NY 10537	\$500.00 LPCC Deposit refund
Eric Grecco 40 Lincoln Road Putnam Valley, NY 10579	\$138.00 PVCC Not using PVCC Oct 2021
Donna Castro 123 Oscawana Lake Road Putnam Valley, NY 10579	\$160.00 Programs- Taekwondo Refund from cancelled program
Tana Pocock 5 Melnick Road Lake Peekskill, NY 10537	\$500.00 LPCC Deposit refund

Larry Cobb
Highway Superintendent

David Conklin
General Foreman

Margaret Bradley
Senior Typist

Alexis Acevedo
Part-time Clerk

265 Oscawana Lake Road
Putnam Valley, NY 10579

(845) 526-3333 phone
(845) 526-4729 fax

E-MAIL ADDRESS:
HIGHWAY@PUTNAMVALLEY.COM

HOURS OF OPERATION:
7:00 AM - 3:30 PM Monday - Friday

BA

Town of Putnam Valley Highway Department

October 21, 2021

MEMORANDUM

TO: Samuel Oliverio
Members of the Town Board

FROM: Larry Cobb

RE: Request to go to bid for materials

I respectfully request to go to bid for materials to be used by the Highway Department in 2022.

Sincerely,
Larry Cobb

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

14A

From: 9/1/2021 To: 9/30/2021

Fee Type	Count	Amount
ADDITION/ALTERATION	2	\$2,602.00
BEDROOM COUNT REQUEST	1	\$50.00
CW	7	\$525.00
DECK	1	\$591.00
DEM/R	1	\$100.00
ELECTRI APP/NY ELEC	6	\$180.00
ELECTRIC APP/SWIS	14	\$420.00
FENCE/WALL	4	\$300.00
GAS/PROPANE	6	\$575.00
GENERATOR PERMIT	4	\$300.00
HVAC	11	\$1,575.00
MG	1	\$75.00
MI	6	\$525.00
OIL TANK	9	\$1,050.00
OPERATING PERMIT	1	\$100.00
PERM	7	\$1,371.00
PL	2	\$150.00
RE	2	\$514.00
RHCS	1	\$250.00
RU	1	\$125.00
SEARC	22	\$3,300.00
SOLAR PANELS	3	\$1,340.00
TENT	1	\$125.00
WETADM	1	\$50.00
WETL	1	\$100.00
WT/S	3	\$300.00
Total Fees Collected:	118	\$16,593.00
Cash	3	\$180.00
Check	114	\$16,338.00
Money Order	1	\$75.00

see attached list

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



15A

**TOWN OF PUTNAM VALLEY
ZONING BOARD OF APPEALS
265 OSCAWANA LAKE ROAD
PUTNAM VALLEY, NEW YORK 10579**

Phone : (845) 526-2439

EMAIL: mbabnik@putnamvalley.com

To: Supervisor Oliverio

Cc: Town Board

From: Michele Babnik, Planning and Zoning Senior Clerk

Date: October 15, 2021

Re: Appointment of Zoning Board Member

Please appoint Susan Caddoo as Zoning Board Ad-Hoc member term to begin on 10/20/ 2021 and expire 12/31/2021.

This Ad-Hoc position is vacant.

Michele Babnik

From: SUSAN CADD00 <susancaddoo@yahoo.com>
Sent: Thursday, September 30, 2021 11:44 AM
To: Michele Babnik
Subject: Zoning board seat

Hi Michelle and Zoning Board Members,

My name is Susan Caddoo, and I would like to be considered for the opening on the Zoning Board in Putnam Valley.

My family first purchased a home in Putnam Valley in 1973, and I've been a full-time Putnam Valley Resident since 1994. I am officially retiring from my job of 30 years today, September 30, 2021. I will now have time to get involved locally, with Putnam Valley and possibly Putnam County being my main areas of interest. Becoming active in my community is something I've wanted to do for a long time, but like many others with good intentions, I was limited by a full-time job and finite energy! But as of this week, I find I have a lot of energy and nowhere to direct it! So I'm hoping that I can be of some service to my town. Please let me know if you need any additional information, or if you have any questions, I'll be happy to answer them!

Thank you for considering me,

Sue Caddoo
32 Clubhouse Rd.
Putnam Valley New York, 10579
914 760-0887
Susancaddoo@yahoo.com

Sent from Yahoo Mail for iPhone

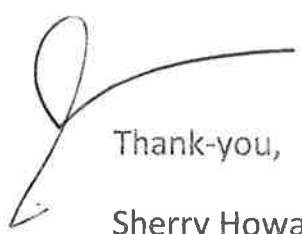
October 13, 2021

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 meeting minutes from September 15th, September 22nd and October 06, 2021.



Thank-you,

Sherry Howard

Town Clerk