

**PUTNAM VALLEY TOWN BOARD**  
**WORK SESSION**  
**WEDNESDAY, JANUARY 12, 2022**  
**5:00 PM**

Pledge of Allegiance

Supervisor's Comments

**WORK SESSION AGENDA**

1. Roaring Brook Lake Carp Fence Maintenance 2022
2. RJ Chesnut snowplowing Glenmar Gardens 2022
3. CEMCO Contract – Glenmar Gardens
4. CEMCO Contract – Mill Ponds
5. KARACO Maintenance Contract for LP Community Center
6. Highway Dept. – Auction of surplus equipment
7. Appoint Part Time Administrative Assistant
8. Audit of Monthly Bills

**PUTNAM VALLEY TOWN BOARD**  
**WORK SESSION**  
**WEDNESDAY, JANUARY 12, 2022**  
**5:00 PM**

**PRESENT:** Supervisor Annabi  
Councilman Russo  
Councilman Smith  
Councilman Luongo

**ALSO PRESENT:** Town Clerk Sherry Howard  
Town Counsel Sarah Ryan

**ABSENT:** Councilwoman Tompkins

Pledge of Allegiance and moment of silence for our men and women in our armed forces.

**AMENDMENTS TO THE AGENDA**

Presented by Supervisor Annabi

**RESOLUTION #22-62**

**RESOLVED** that the Town Board **ADD** the following item to the agenda

#7A – Millennium Strategies Grant Consulting Services  
#7B – Parks and Recreation – Truck purchase authorization  
#7C – Discussion on 4 Corners Commercial District Use

Seconded by Councilman Smith, unanimously carried.

**ROARING BROOK LAKE CARP FENCE MAINTENANCE 2022**

Presented by Councilman Luongo

**RESOLUTION #R22-63**

**RESOLVED** that the Town Board appoint Dennis Berdecia to clean the carp fences on Roaring Brook Lake at a rate of \$75.00 per cleaning with no benefits.

Seconded by Councilman Smith, unanimously carried.

**RJ CHESNUT SNOW PLOW – GLENMAR GARDENS**

Presented by Councilman Smith

**RESOLUTION #22-64**

**RESOLVED** that the Town Board authorize the Supervisor to sign the proposal from RJ Chesnut Construction Company for snowplowing services to clear the access road to the Glenmar Gardens water pump shed for the period of January 1, 2022 to December 31, 2022. The price of a minor storm is \$80.00 for accumulations of 6 inches or less. The price of a major storm is \$120.00 for accumulations of 6 inches or more.

Seconded by Councilman Luongo, unanimously carried

**CEMCO CONTRACT – GLENMAR GARDENS**

Presented by Councilman Russo

**RESOLUTION #R22-65**

**RESOLVED**, that the Town Board authorize the Supervisor to sign the CEMCO contract for the professional operation, administration and supervision of the water treatment facility located at Glenmar Gardens. The term of this contract will be for a period of three (3) years, starting January 1, 2022 and ending on December 31, 2024.

CEMCO will bill 12 equal monthly installments of \$648.00 for an annual total of \$7,776.00.

Services not included in the operational contract will be billed as line items. These services include engineering, accounting and legal fees, utility costs, chemical costs, laboratory fees, supplies and materials, and emergency repairs.

Seconded by Councilman Luongo, unanimously carried.

**CEMCO CONTRACT – MILL PONDS**

Presented by Councilman Luongo

**RESOLUTION #R22-66**

**RESOLVED**, that the Town Board authorize the Supervisor to sign the CEMCO Contract for the Mill Pond Water District. The term of this contract will be for a period of three (3) years, starting January 1, 2022 and ending on December 31, 2024.

CEMCO will bill \$540.00 per month for the operating fee and \$324.00 per month for meter readings. This will be a total of \$10,368.00 per year.

Seconded by Councilman Smith, unanimously carried

**KARACO MAINTENANCE CONTRACT FOR LP COMMUNITY CENTER**

Presented by Councilman Smith

**RESOLUTION #R22-67**

**RESOLVED**, that the Town Board authorize the Supervisor to accept and sign the proposal from KARACO Heating and Cooling, for the maintenance of the heating and air conditioning systems at the Lake Peekskill Community Center for the period of January 1, 2022 to December 31, 2022. The total price is \$662.00.

Seconded by Councilman Luongo, unanimously carried.

## **HIGHWAY DEPARTMENT – AUCTION OF SURPLUS EQUIPMENT**

Presented by Councilman Russo

### **RESOLUTION #R22-68**

**RESOLVED** that the Town Board authorize the auction of surplus equipment from the Highway Department. The equipment is as follows:

1. 1994 Champion Grader 720A – Vin # 720AVHP24806. Runs needs new batteries, needs some work.
2. 2006 International 7500 Dump Truck/ Sander w/10 ft Henkle Plow. Vin # 1HTTWMAZR66J261675. Runs, needs some care
3. 1 small 3 yard slide – in stainless sander – needs some work.
4. (1) Medium 4 yard slide – in stainless sander – needs some work.
5. (3) Large 7-8 foot yard slide – in stainless sanders – needs some work.
6. (3) 8 foot unimount western plows - for parts
7. (1) 9 foot unimount western plow – for parts.

Councilman Luongo, seconded the motion, unanimously carried.

Councilman Luongo asked what happened with the cars up for auction that were mentioned in a previous meeting. Supervisor Annabi said they are still here – nothing has been done yet. Councilman Russo asked if the surplus equipment has been given a value. Highway Superintendent Keeler said it has all been sitting around for quite a while (some as long as 10 years). It will be put up for auction on a Municipal specific website; and if they feel the price being offered is fair they will take it. Superintendent Keeler said we will get more right now in an auction than in the scrap yard. The money garnered in the auction goes into the Highway Department's budget.

## **APPOINT PART TIME ADMINISTRATIVE ASSISTANT**

Presented by Councilman Luongo

### **RESOLUTION #R22-69**

**RESOLVED** that the Town Board appoint Nancy Taus as a part-time Administrative Assistant to the Facilities and Finance Departments, not to exceed 17.5 hours per week, at a rate of \$14.25 per hour for the year 2022. No benefits will be included with this position.

Seconded by Councilman Smith, unanimously carried.

### **DISCUSSION ON MILLENNIUM STRATEGIES**

Presented by Supervisor Annabi

Supervisor Annabi said one (1) of the things she has wanted to do is to get a grant company in to help our Town. There are a lot of grants out there that we are eligible for. She, the Town Counsel, and our Consultants met with Millennium Strategies and we have some great opportunities, from Lake Grants, to Highway, to Parks and Recreation. The Grant Company does all the research, they do everything but the administration part and this is something our Consultants can do. Our Counsel reviewed the Proposal and what the Company is offering us. Counsel Ryan thought the Proposal was very reasonable for what is being offered. Supervisor Annabi said this Company has a great reputation and we can use the ARPA funds for this so it won't cost the taxpayers anything. Millennium Strategies are ready to go, so we just need to get a Resolution for this and we will do that next week. The Town Board is in agreement and thinks this is a great step forward for our Town.

### **PARKS AND RECREATION – TRUCK PURCHASE AUTHORIZATION**

Presented by Supervisor Annabi

#### **RESOLUTION #R22-70**

**RESOLVED** that the Town Board authorize the Parks and Recreation Department to purchase a new Ford F-250 XL 4X4 SD Super Crew from Park Ford of Mahopac in the amount of \$41,616.93 (less \$1,000.00 down payment). Bid results were as follows:

1. State Bid OGS #4575 – no offers
2. Park Ford of Mahopac - \$41,616.93
3. Sunshine Ford – no bid, could not fulfill
4. Brewster Ford – no bid, could not fulfill

Seconded by Councilman Luongo, unanimously carried.

**DISCUSSION ON 4 CORNERS COMMERCIAL DISTRICT USE**

Presented by Supervisor Annabi

Supervisor Annabi said she has had some meetings about increasing our Town’s tax base and would like to create commercial neighborhoods in the four (4) corners. The four (4) corners in Putnam Valley are: a. Oregon Corners, b. Adams Corners, c. Tompkins Corners; and d. Croft’s Corners. We could create a small commercial base in these areas which would help increase our tax base. Obviously we would not be putting up large box stores -we have to comply with the codes in our Town. We would need information from our Consultants, Bruce Barber and Todd Atkinson as to what each Corner would allow, how much space is at each one (1) which is usable, and what they would be comfortable with. By doing this we are also in compliance with our Comprehensive Plan. Councilman Luongo thinks this is great step, and yes we do need facts from our Consultants to see if we should go forward with this – but we will never know if we don’t try.

Presented by Councilman Luongo

**RESOLUTION #R22-71**

**RESOLVED**, that the Town Board approve Town Consultants Todd Atkinson and Bruce Barber to come up with a proposal for the four (4) corners ( a. Oregon Corners, b. Adams Corners, c. Tompkins Corners; and d. Croft’s Corners) in Putnam Valley to see what businesses can feasibly go there.

Seconded by Councilman Smith, unanimously carried.

**AUDIT OF MONTHLY BILLS**

Presented by Councilman Smith

**RESOLUTION #R22-72**

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

<b><u>VOUCHER NUMBERS</u></b>	<b><u>AMOUNTS</u></b>
N/A	N/A

Seconded by Councilman Luongo, unanimously carried.

Supervisor Annabi moved to go into Executive Session to discuss a personnel and a contractual issue.

Seconded by Councilman Luongo, unanimously passed.

No business will be conducted afterward.

Supervisor Annabi moved to close the meeting at 5:17 PM.

Seconded by Councilman Luongo, unanimously carried.

Supervisor Annabi reminded everyone that Town Hall is open from 8AM to 5PM the third Wednesday of every month. This starts next Wednesday and coincides with our Regular Town Board Meeting each month.

Respectfully Submitted

Sherry Howard  
Town Clerk  
01-18-2022