

**PUTNAM VALLEY TOWN BOARD**  
**WORK SESSION MEETING**  
**WEDNESDAY, APRIL 06, 2022**  
**5:00 PM**

**AGENDA**

Pledge of Allegiance

1. Highway:
  - A. Approve Elite Environmental Services Contract to remove and replace gas tank.
  - B. Approve Emergency Reconstruction Work on the Bell Hollow Bridge.
  - C. Approve Auction Equipment
2. Discuss Clean- Flo International LLC Lake Services Contract Amendment for Lake Peekskill.
3. Discuss Geese Relief
4. Districts:
  - A. Approve waiver of Building Fees for Abele Park District Boat Ramp Project
  - B. 2022 Wildwood Knolls Facilities Warrant
  - C. Bid for District Property Grass Cutting
  - D. Reappoint Karen Kroboth as Senior District Clerk Provisional
5. Authorize Contract with Edmunds Gov Tech
6. Facilities:
  - A. Authorize Town of Putnam Valley to Act as Lead Agency Short Environmental Assessment: Recreation Building Modification – Town Camp
  - B. Authorize Use of Parkland Funding to complete Winterization of Recreation Building – Town Camp
  - C. Award Open Top Container Bid – 2022 Bulk Drop-Off
7. Building Department: March 2022 Daily Fee Report
8. Audit of Monthly Bills

**PUTNAM VALLEY TOWN BOARD**  
**WORK SESSION MEETING**  
**WEDNESDAY, APRIL 06, 2022**  
**5:00 PM**

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

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

Pledge of Allegiance, and moment of silence to remember our troops throughout the world.

**AMENDMENTS TO THE AGENDA**

Presented by Supervisor Annabi

**RESOLUTION #22-160**

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

- #2A - Discuss NY-NJ Watershed Protection Act
- #2B - Highway Department: Approve Seasonal Laborers
- #2C - Approve Handel & Carlini, LLP Contract
- # 2D - Approve Putnam Valley Little League Donation

Seconded by Councilman Luongo, unanimously carried.

**ADD:** An Executive Session at the end of the meeting to discuss contractual matters.  
No further business will be conducted afterward.

Seconded by Councilman Luongo, unanimously carried.

**HIGHWAY - APPROVE ELITE ENVIRONMENTAL SERVICES CONTRACT TO REMOVE AND REPLACE GAS TANK**

Presented by Councilman Luongo

**RESOLUTION #R22- 161**

**RESOLVED** that the Town Board authorize the Supervisor to sign a contract with Elite Environmental Services to remove the existing 2000 gallon above ground fuel tank and replace it with a 5000 gallon double wall skid above ground storage tank. Due to the increase in usage of unleaded fuel, the existing tank is no longer sufficient. The cost of the removal and installation is \$56,000.00. There may be additional charges that may be necessary, if applicable. These costs have been budgeted for; however, ARPA Funds are projected to pay for this project.

Seconded by Councilman Smith, unanimously carried.

**APPROVE EMERGENCY RECONSTRUCTION WORK ON BELL HOLLOW BRIDGE**

Presented by Councilwoman Tompkins

**RESOLUTION #R22- N/A (see below)**

**RESOLVED** that the Town Board approve emergency reconstruction work on the Bell Hollow Bridge. Chemung Supply will be providing the materials for the bridge, and replacing the guardrail for approximately \$68,000.00 The Highway Department will be renting a crane from Costanzi Crane in Kingston for \$12,500.00, and will be performing the work ourselves.

Councilwoman Annabi asked Highway Superintendent Keeler if he was going to inform the residents of Bell Hollow that this is going to happen. Superintendent Keeler said, things are not set yet; he met with Todd today because they may be moving or realigning the bridge, in any case there should be no closing of Bell Hollow. Supervisor Annabi asked if those changes will affect the prices. Superintendent Keeler was not sure because Todd was meeting with the Engineer from Chemung as they both have different takes on the project and how to proceed. Due to this uncertainty, Town Attorney Ryan felt that the Resolution is premature. Supervisor Annabi said she would like to remove this from the agenda until there is more clarity on the cost of the project, and how the project will be moving ahead.

Presented by Supervisor Annabi

**RESOLUTION #R22-162**

**RESOLVED** that the Town Board **remove** the Resolution authorizing emergency reconstruction work on the Bell Hollow Bridge. Chemung Supply will be providing the materials for the bridge, and replacing the guardrail for approximately \$68,000.00 The Highway Department will be renting a crane from Costanzi Crane in Kingston for \$12,500.00, and will be performing the work ourselves This Resolution will be put back on the Agenda when there is more clarity on the cost of the Project and how it will be moving ahead.

Seconded by Councilman Smith, unanimously carried.

**APPROVE AUCTION EQUIPMENT**

Presented by Councilman Smith

**RESOLUTION #R22-163**

**RESOLVED** that Town Board give the Highway Superintendent permission to auction the following as surplus equipment:

**2010 Dodge Ram 5500** – 6.7 Cummins diesel, approx. 53,000 miles. Runs well, needs transmission work. Body has some rusted sections. 11 foot dump body, electric over hydraulic in good shape. Truck has hydraulic hookups for sander body. Also included is 9 foot Boss Plow Controls, in good working order. VIN # 3D6WD7EL4AG114939.

**1995 Komatsu Rubber Tire Excavator PW 170** – VIN #K20425, 102 HP. Operating weight is 38,600 lbs. Perkins 1006-6T engine. Machine has normal wear and tear, needs (4) new batteries (24 volt system). Machine has not run in two (2) years. 2 buckets included.

**2000 Rammer Hydraulic Hammer E66 for excavator**. Normal wear – includes 2 bits (1 used, 1 new)

**2 Doors** – for international 4800 series truck. Good shape (1) right side, (1) left side

**1997 Ford CF7000 H81** – cab and chassis with 10 foot chipper box (hydraulic lift). VIN # - FDXH81COVVA36162. Vehicle in decent shape – runs.

Seconded by Councilwoman Tompkins, unanimously carried.

Councilman Smith asked how our Townspeople could go about bidding on these things if they wanted to. Superintendent Keeler said they would go on Auctions International. You go on and become a member, then you can see items from Municipalities nationwide and Canada.

**DISCUSS CLEAN-FLO INTERNATIONAL LLC LAKE SERVICES CONTRACT  
AMENDMENT FOR LAKE PEEKSKILL**

Presented by Supervisor Annabi

Supervisor Annabi said to the residents of Lake Peekskill, Clean-Flo is the contractor who is doing the aerator and the chemicals for the aerating system. They sent over a new contract that they asked us to sign. The contract is to provide additional bio augmentation products; and to install, service, and maintain an automated dosing system for continual dosing of bio augmentation products during the season. Supervisor Annabi said they had a meeting with residents of Lake Peekskill who were not in favor of this. Supervisor Annabi just wants to make it public to Lake Peekskill residents that this contract is NOT going to be approved.

**RESOLUTION #R22-164**

**RESOLVED** that Town Board will not be approving the contract from Clean-Flo International to provide additional bio augmentation products; and to install, service, and maintain an automated dosing system for continual dosing of bio augmentation products during the season.

Seconded by Councilwoman Tompkins, unanimously carried

**DISCUSS NY-NJ WATERSHED PROTECTION ACT**

Presented by Supervisor Annabi

Supervisor Annabi said we received communication from the Federal Government stating that there is a bill from ScenicHudson.org to be able to put communities that are in the New York State Watershed in a place to be eligible for grant money. The District in Putnam Valley that would fall into would be Lake Oscawana. They are asking for a letter of support, and a Resolution to be passed by the Board which says in essence: "protecting our region's natural resources, robust economy, and quality of life requires active investment in conservation and restoration actions. And these actions need to be taken at the local level where they will deliver tangible, measurable results. The Town of Putnam Valley has a long and deep connection to the river and the watershed that supports it. We are actively advancing the strategic development of green-energy industries that depend upon working with our land owners to protect vital greenspaces, are working to ensure that our drinking water supplies are safe."

**RESOLUTION #R22-165**

**RESOLVED**, that the Town Board approve Town Attorney Ryan write a Resolution in favor of the Town of Putnam Valley joining Scenic New York so Lake Oscawana can be part of the New York State Watershed Protection Act.

Seconded by Councilwoman Tompkins, unanimously carried

Supervisor Annabi said this would bring Lake Oscawana forward towards any further grant money that they require.

**HIGHWAY DEPARTMENT: APPROVE SEASONAL EMPLOYEES**

Presented by Supervisor Annabi

**RESOLUTION #R22-166**

**RESOLVED**, that the Town Board approve an ad in the Putnam County News and Recorder for Four (4) seasonal Laborers for the period of June 6, 2022 through September 2, 2022 at \$14.00 per hour, no benefits.

Seconded by Councilman Luongo, unanimously carried

**APPROVE HANDEL & CARLINI CONTRACT**

Presented by Supervisor Annabi

**RESOLUTION #R22-167**

**RESOLVED**, that the Town Board approve the Town Supervisor to enter into a contract with Handel & Carlini, as outside counsel, for appeal and judgement enforcements.

Seconded by Councilman Smith, unanimously carried.

**APPROVE PUTNAM VALLEY LITTLE LEAGUE DONATION**

Presented by Supervisor Annabi

**RESOLUTION #R22-168**

**BE IT RESOLVED**, that the Town Board of the Town of Putnam Valley does hereby accept, with appreciation, a donation of one (1) set of bleachers from the Putnam Valley Little League, and

**BE IT FURTHER RESOLVED**, that said donation, which was made to our Town in appreciation of the strong relationship between the Town, its Parks and Recreation Department, and the Putnam Valley Little League, will be installed at the Rotary Field on Sunset Hill Road, and used for the benefit of Town Residents and Rotary Field visitors.

**Roll Call Vote**

Councilman Luongo	Votes Aye
Councilman Smith	Votes Aye
Councilwoman Tompkins	Votes Aye
Councilman Russo	Votes Aye
Supervisor Annabi	Votes Aye

Dated: April 6, 2022

Moved by: Supervisor Annabi

Seconded by: Councilman Luongo

Motion passes: 5 Ayes, 0 Nays

**DISCUSS GEESE RELIEF**

Presented by Supervisor Annabi

Lake Peekskill Civic Association Representative, Agnes Powe, said Geese Relief specifically uses dogs and they do not want the dogs. They are still exploring other possibilities; but the more investigating they do, the more they realize there is really nothing that works well. Supervisor Annabi said you should discuss this at your next meeting and get back to us with any ideas you have.

**APPROVE WAIVER OF BUILDING FEES FOR ABELE PARK DISTRICT BOAT RAMP PROJECT**

Presented by Councilman Russo

**RESOLUTION #R22-169**

**RESOLVED**, that the Town Board waive the Wetlands and Building Department Fees for the Abele Park District Boat Ramp Project, tax map #62.63-1.22.

Seconded by Supervisor Annabi for discussion.

Supervisor Annabi said there is no wetlands permit, it has been waived. There is no wetlands permit required. We received a waiver of a wetlands permit from our Wetlands Inspector because there is nothing happening that requires getting the DEC involved; because everything is happening outside of it, and as long as everything is there we are good.

Seconded by Councilman Luongo, unanimously carried.

**2022 WILDWOOD KNOLLS FACILITIES WARRANT**

Presented by Councilman Luongo

**RESOLUTION #22-170**

**RESOLVED** that the Town Board adopt the Wildwood Knolls Facilities Warrant for the year 2022. Facility users – 19 families @ \$200.00 each, for a total of \$3,800.00.

Seconded by Councilman Smith, unanimously carried

**BID FOR DISTRICT PROPERTY GRASS CUTTING**

Presented by Councilwoman Tompkins

**RESOLUTION #R22-171**

**RESOLVED**, that the Town Board accept the lowest bid for District Property Grass Cutting for the 2022 season, received from Landwork Contractors, Inc. 57 Route 6, Suite 208, Baldwin Place, NY 10505. This was the only bid received. The total lump sum is \$12,975.00.

Seconded by Councilman Luongo, unanimously carried

**REAPPOINT KAREN KROBOTH AS SENIOR DISTRICT CLERK PROVISIONAL**

Presented by Councilman Smith

**RESOLUTION #R22-172**

**RESOLVED**, that the Town Board reappoint Karen Kroboth to the position of Senior District Clerk on a 90 day provisional basis. She will be moved permanently when she takes and passes the Senior Clerk Test when it is given. Salary is at Step 1 of the CSEA Senior Clerk Salary Schedule which is \$45,897.00.

Seconded by Councilman Luongo, unanimously carried.



**AUTHORIZE CONTRACT WITH EDMONDS GOV TECH**

Presented by Councilman Russo

**RESOLUTION #R22-173**

**RESOLVED**, that the Town Board authorize the Supervisor to sign the contract with Edmonds Gov Tech for the purposes of licensing software for the building and finance departments, at a total cost of \$98,330.00. It has been budgeted for, and will be covered by ARPA Funds.

Seconded by Councilman Smith, unanimously carried

**AUTHORIZE TOWN OF PUTNAM VALLEY TO ACT AS LEAD AGENCY SHORT ENVIRONMENTAL ASSESSMENT; RECREATION BUILDING MODIFICATION**

Presented by Councilman Russo

**RESOLUTION #R22-174**

**RESOLVED**, that the Town Board authorize the Town of Putnam Valley to act as Lead Agency for the Short Environmental Assessment for the modifications to winterize the existing Recreation Building at 140 Brookfalls Road, Putnam Valley, NY 10579, known as the Town Camp. There will be no disturbance or environmental impact to the site due to construction of a heating system and winterization of the interior of the structure.

Seconded by Councilman Smith, unanimously carried

**AUTHORIZE USE OF PARKLAND FUNDING TO COMPLETE WINTERIZATION OF RECREATION BUILDING – TOWN CAMP**

Presented by Councilwoman Tompkins

**RESOLUTION #R22-175**

**RESOLVED**, that the Town Board authorizes the Facilities and Parks and Recreation Department to use Parkland Funding to complete the project of winterizing a Recreation Building located at the Town Camp. Major funding is provided through a grant, (SAM), State and Municipal Facilities Program, executed by the Dormitory Authority of the State of New York in the amount of \$100,000.00. One (1) of the conditions of the grant is that the Town Board passes a Resolution that they will authorize the additional funding if needed to bring the project to completion.

Seconded by Councilman Smith, unanimously carried

**OPEN TOP CONTAINER BID**

Presented by Councilman Luongo

**RESOLUTION #R22-176**

**RESOLVED**, that the Town Board award the 2022 Open Top Container Bid for Bulk Drop-Off to:

AAA Carting & Rubbish Removal  
480 Furnace Dock Road  
Cortlandt Manor, NY 10567

Bid I: No Charge – thirty yard containers for disposal of white goods and metals only. (No alternate size containers accepted). No weight limit.

Bid II: \$625.00 per thirty yard container, (1<sup>st</sup> container free) for disposal of mixed bulk items. (No alternate size containers accepted). No weight limit.

103a & 103d were signed and bidder enclosed check for \$500.00. Additional bids can be looked at in the Town Clerk's Office.

Seconded by Councilman Smith, unanimously carried.

**BUILDING DEPARTMENT REPORT- MARCH 2022**

Presented by Councilman Smith

**RESOLUTION #R22-177**

**RESOLVED**, that the Town Board accept the Building Department daily fee report and summary for the month of March 2022, for filing with the Town Clerk.

4/4/2022 (+)

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

From: 3/1/2022 To: 3/31/2022

<u>Fee Type</u>	<u>Count</u>	<u>Amount</u>
ADDITION/ALTERATION	1	\$150.00
ANTENNA	1	\$7,800.00
CW	7	\$525.00
DECK	1	\$75.00
ELECTRI APP/NY ELEC	3	\$90.00
ELECTRIC APP/SWIS	8	\$240.00
FENCE/WALL	1	\$75.00
GAS/PROPANE	1	\$75.00
GENERATOR PERMIT	2	\$150.00
HVAC	3	\$225.00
IN GROUND POOL	1	\$525.00
MG	1	\$75.00
OIL TANK	2	\$200.00
PERM	12	\$2,953.00
PL	4	\$480.00
RE	10	\$870.00
RHCS	1	\$250.00
RU	1	\$125.00
SEARC	11	\$2,200.00
SOLAR PANELS	1	\$343.00
TREE	2	\$150.00
WETADM	1	\$50.00
WETL	1	\$100.00
WT/S	4	\$400.00
<b>Total Fees Collected:</b>	<b>80</b>	<b>\$18,126.00</b>
<b>Cash</b>	<b>10</b>	<b>\$1,340.00</b>
<b>Check</b>	<b>69</b>	<b>\$16,756.00</b>
<b>Money Order</b>	<b>1</b>	<b>\$30.00</b>

Seconded by Councilman Russo, unanimously carried

**AUDIT OF MONTHLY BILLS**

Presented by Supervisor Annabi

**RESOLUTION #R22-178**

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

<b><u>VOUCHER NUMBERS</u></b>	<b><u>AMOUNTS</u></b>
<b>37985-38151</b>	<b>89,909.47</b>
<b>37881-38103</b>	<b>90,866.49</b>
<b>36452-38100</b>	<b>225,778.25</b>

Seconded by Councilman Russo, unanimously carried

Councilman Luongo said it is that time for everyone to be outside using their gas grills. Make sure you clean them, make sure everything is tight, and keep them away from the house. Please be safe.

Supervisor Annabi wished everyone a happy and healthy Ramadan, Passover and Easter.

Supervisor Annabi said please remember on the third Wednesday of every month Town Hall is open to 5:00 PM to help anyone who needs the extra hour to get there.

Supervisor Annabi moved to go into Executive Session to discuss a contractual matter. No new business will be conducted afterward.

Seconded by Councilman Luongo, unanimously carried.

Supervisor Annabi made a motion to close the meeting at 5:27PM.

Seconded by Councilman Luongo, unanimously carried.

Respectfully Submitted



Sherry Howard  
Town Clerk  
04-13-2022