



TOWN OF PUTNAM VALLEY

Town Board Work Session

January 11th, 2023

Town Hall

5 PM

Meeting called to Order

Pledge of Allegiance

1. Set Public Hearing for Proposed Law for Senior & Disability Tax Exemption
2. Set Public Hearing for Opt-Out of Solar Farm Tax Benefit
3. Approve Time Shred Services, Inc. Contract 2023
4. Highway: Approve Snow Plow Riders 2023-2024 Season
5. Facilities Department:
 - a. Authorization to go to Bid Open Top Containers
 - b. Approve Bulk Drop-Off Attendant - 2023
6. Districts:
 - a. Appoint Roaring Brook Lake Carp Fence Cleaner
 - b. Authorize 2023 NYSFOLA C-SLAP Membership for Lake Peekskill Volunteers
 - c. Authorize 2023 NYSFOLA C-SLAP Membership for Barger Pond Volunteers
 - d. Authorize 2023 NYSFOLA C-SLAP Membership for Roaring Brook Lake Volunteers
 - e. Appoint Egg Adler for Roaring Brook Lake 2023
7. Parks & Recreation: Approve Additional Personnel
8. Daily Fee Report:
 - a. Month of December (12/01/2022 through 12/31/2022)
 - b. Year 2022 (01/01/2022 through 12/31/2022)

Adjournment

Next Town Board Meeting: Wednesday, January 18th, 2023 6 PM



3

JACQUELINE ANNABI
TOWN SUPERVISOR

TO: TOWN BOARD
FROM: JACQUELINE ANNABI, TOWN SUPERVISOR
SUBJECT: Community Shred Event
DATE: January 9, 2023

RESOLVE, that the Town Board authorize the Town Supervisor to enter into a contract with Time Shred Services, Inc. for the purposes of a community shred event in the Town Hall Parking Lot on Sunday, April 23rd, 2023 and Sunday, October 22nd, 2023.



TOWN OF PUTNAM VALLEY

COMMUNITY SHRED EVENT CONTRACT 2023

This contract, is made by and between the Town of Putnam Valley, NY, a municipal corporation, hereinafter referred to as the "Town", located at 265 Oscawana Lake Road, Putnam Valley, NY 10579, and Time Shred Services, Inc., a for-profit corporation hereinafter referred to as the "Time Shred", located at 195 Croton Avenue, Mount Kisco, NY 10579.

WHEREAS, the parties desire to enter into an agreement pursuant to which Time Shred will provide mobile shredding services for two (2) community shredding events hosted by the Town as set forth below:

Date of Events: Sunday, April 23, 2023
 Sunday, October 22, 2023
 (hereinafter referred to as the "Event")

Location: Town of Putnam Valley Parking Lot
 265 Oscawana Lake Road
 Putnam Valley, NY 10579
 (hereinafter referred to as the "Location")

Time: 10:00 a.m. through 2:00 p.m.

WHEREAS, Time Shred shall provide one (1) driver and one (1) large truck, with the capacity to hold up to fifteen thousand pounds (15,000 lbs) of paper, for the purposes of providing on-site mobile shredding services as outlined above. Time Shred hereby confirms that its driver will remove all paper, and residue materials, from the Location at the end of the Event.

WHEREAS, Time Shred understands that the Event is open to the community at large in the municipality of Putnam Valley, in the style of a drive-through event, and that the Town has no indication or prediction of how many residents will attend the Event or how many pounds of paper will be generated at the Event.

WHEREAS, the Town shall pay Time Shred the total sum of One Thousand One Hundred and Ninety-Six Dollars (\$1,196.00) for each Event, which reflects Time Share's rate of Two Hundred and Ninety Nine Dollars (\$299.00) per hour for a period of four (4) hours on each of the dates of the Event referenced above. The Town is a tax-exempt entity and shall provide evidence of the same upon request.

By: _____
 Jacqueline Annabi
 Supervisor for the Town of Putnam Valley

Dated: _____

By: _____

Dated: _____

TIME SHRED SERVICES, INC.

4

Shawn Keeler
Road
Highway Superintendent
10579
SKEELER@PUTNAMVALLEY.GOV

265 Oscawana Lake
Putnam Valley, NY

David Conklin
phone
General Foreman

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

Margaret Bradley
Senior Clerk Typist

Hours of operation:
7:00 AM -

3:30 PM
Alexis Acevedo
Part-time Clerk

Town of Putnam Valley Highway Department

January 3, 2023

MEMORANDUM

TO: Jacque Annabi
Members of the Town Board

FROM: Shawn Keeler

RE: snow plow riders 2023-2024 season

Please appoint the following as snow plow riders at the rate of \$16.00 per hour with no overtime or benefits.

Milton Eagens
Joseph Cotone
Treavor McGee
Cody Sharp

Sincerely,
Shawn M. Keeler



5a

JACQUELINE ANNABI
TOWN SUPERVISOR

TO: TOWN BOARD
FROM: JACQUELINE ANNABI, TOWN SUPERVISOR
SUBJECT: Authorization to Bid Open Top Containers
DATE: January 9, 2023

RESOLVE, that the Town Board authorize the Facilities Department to advertise for bids for the 2023 Open Top Containers for Bulk Drop-Off. Bulk Drop-Off will be held on the following dates:

April 22nd, 2023

June 17th, 2023

August 19th, 2023

October 21st, 2023



56

JACQUELINE ANNABI
TOWN SUPERVISOR

TO: TOWN BOARD
FROM: JACQUELINE ANNABI, TOWN SUPERVISOR
SUBJECT: Approve Bulk Drop-Off Attendant - 2023
DATE: January 9, 2023

RESOLVE, that the Town Board authorize the Facilities Department to appoint Daniel Gibbs as Bulk Drop-Off Attendant, as a seasonal employee on April 22nd, June 17th, August 19th and October 21st. The hours of operation are from 8:45 a.m. to 11:45 a.m., at a rate of pay of \$30.00 per hour. This expense has been included in the 2023 Budget.

6a

**TOWN OF PUTNAM VALLEY
DISTRICTS**


To: Putnam Valley Town Board
From: Karen Kroboth, District Clerk (KK)
Date: 1/3/2023
Re: Appoint RBL Carp Fence Cleaner

I formally request the Town Board appoint Dennis Berdecia to clean the carp fences for the Roaring Brook Lake District for the year 2023 at a rate of \$75 per cleaning with no benefits. The cost will be paid by the District.

66

**TOWN OF PUTNAM VALLEY
DISTRICTS**

To: Putnam Valley Town Board

From: Karen Kroboth, District Clerk 

Date: 1/3/2023


Re: Authorize the 2023 expenditure for Lake Peekskill volunteers to participate in the NYSFOLA C-SLAP program and membership

I formally request the Town Board authorize the expenditure of \$470 for the volunteers in Lake Peekskill to participate in the New York Federation of Lakes C-SLAP program (Citizens Statewide Assessment program) for the year 2023 as a shallow site.

The fee of \$370 is for the shallow site and \$100 is for the NYSFOLA membership as a medium association. The District will cover the cost.

bc

**TOWN OF PUTNAM VALLEY
DISTRICTS**

To: Putnam Valley Town Board
From: Karen Kroboth, District Clerk 
Date: 1/3/2023
Re: Authorize the 2023 expenditure for Barger Pond volunteers to participate in the NYSFOLA C-SLAP program and membership


I formally request the Town Board authorize the expenditure of \$420 for the volunteers in Barger Pond to participate in the New York Federation of Lakes C-SLAP program (Citizens Statewide Assessment program) for the year 2023 as a shallow site.

The fee of \$370 is for the shallow site and \$50 is for the NYSFOLA membership as a small association. The District will cover the cost.

6d

**TOWN OF PUTNAM VALLEY
DISTRICTS**

To: Putnam Valley Town Board

From: Karen Kroboth, District Clerk 

Date: 1/3/2023

Re: Authorize the 2023 expenditure for Roaring Brook Lake volunteers to participate in the NYSFOLA C-SLAP program and membership

I formally request the Town Board authorize the expenditure of \$570 for the volunteers in Roaring Brook Lake to participate in the New York Federation of Lakes C-SLAP program (Citizens Statewide Assessment program) for the year 2023 as a deep site.

The fee of \$470 is for the deep site and \$100 is for the NYSFOLA membership as a medium association. The District will cover the cost.

6e

**TOWN OF PUTNAM VALLEY
DISTRICTS**

To: Putnam Valley Town Board

From: Karen Kroboth, District Clerk



Date: 1/4/2023

Re: Appoint Egg Addler for Roaring Brook Lake, 2023 season

I formally request the Town Board appoint Ina Cholst, as egg addler for the Roaring Brook Lake District for the year 2023 for \$300.00 with no benefits. The District will cover the cost of the addling.

7

From: Frank DiMarco, Parks and Recreation

Subject: Personnel

Date: January 4, 2023

Please approve the following additions/changes to personnel.

1. Lauren Seiler, Basketball doorkeeper @ \$15.00 hr.
2. Alissa Aurigemma, PV Children's Center @ \$15.20 hr.
3. Amber Keeler, PV Children's Center @ \$15.20 hr.
4. Coribeth Serbay, PV Children's Center @ \$15.20 hr.

1/3/2023

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



From: 12/1/2022 To: 12/31/2022

Fee Type	Count	Amount
ADDITION/ALTERATION	1	\$172.00
ADDITIONAL FEE	1	\$111.00
BEDROOM COUNT REQUEST	1	\$50.00
CW	3	\$225.00
ELECTRI APP/NY ELEC	3	\$90.00
ELECTRIC APP/SWIS	16	\$480.00
FENCE/WALL	1	\$75.00
GAS/PROPANE	5	\$375.00
GENERATOR PERMIT	6	\$450.00
HVAC	2	\$375.00
MI	2	\$424.00
OIL TANK	3	\$375.00
PERM	10	\$1,489.00
PL	5	\$390.00
RE	7	\$2,969.00
RU	1	\$125.00
SEARC	9	\$1,800.00
SI	1	\$200.00
SOLAR PANELS	1	\$882.00
WT/S	1	\$100.00
Total Fees Collected:	79	\$11,157.00
Cash	3	\$275.00
Check	76	\$10,882.00

SEE ATTACHED

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/Swis
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

1/3/2023

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

From: **1/1/2022** To: **12/31/2022**

Fee Type	Count	Amount
ADDITION/ALTERATION	33	\$24,649.00
ADDITIONAL FEE	7	\$3,428.00
ANTENNA	7	\$44,750.00
BEDROOM COUNT REQUEST	1	\$50.00
CW	53	\$4,200.00
DECK	17	\$4,694.00
DEM/R	5	\$500.00
ELECTRI APP/NY ELEC	61	\$1,830.00
ELECTRIC APP/SWIS	137	\$4,110.00
FENCE/WALL	25	\$2,025.00
GAS/PROPANE	62	\$5,025.00
GENERATOR PERMIT	37	\$2,850.00
HVAC	48	\$4,500.00
IN GROUND POOL	3	\$1,575.00
MG	6	\$450.00
MI	24	\$4,045.00
OIL TANK	45	\$5,275.00
OPERATING PERMIT	5	\$500.00
PELLET STOVE	2	\$150.00
PERM	164	\$59,869.00
PERNC	2	\$22,510.00
PL	75	\$7,035.00
RE	96	\$36,779.00
REINSPECTION FEE	1	\$50.00
RHCS	4	\$1,000.00
RU	26	\$3,650.00
SEARC	186	\$36,350.00
SI	3	\$600.00
SOLAR PANELS	22	\$10,833.00
SP	1	\$75.00
TENT	3	\$275.00
TREE	9	\$675.00
WELL	1	\$75.00
WETADM	16	\$800.00
WETL	18	\$2,050.00
WOOD STOVE PERMIT	2	\$150.00
WT/S	32	\$3,490.00
Total Fees Collected:	1239	\$300,872.00
Cash	66	\$6,901.00

1/3/2023

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

From: 1/1/2022 To: 12/31/2022

Fee Type	Count	Amount
Cashiers Check	9	\$5,236.00
Check	1158	\$288,375.00
Money Order	6	\$360.00

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