



# TOWN OF PUTNAM VALLEY

## Town Board Meeting

January 25<sup>th</sup>, 2023

Town Hall

6 PM

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### AGENDA

#### Meeting called to Order

#### Pledge of Allegiance

1. Public Hearing: Amended Law for Senior Citizen Tax Exemption
2. Public Hearing: Disability Tax Exemption
3. Public Hearing: Hearing for Opt-Out of Solar Farm Tax Benefit
4. Departmental Reports
5. Supervisor's Comments
6. Legislative Reports
7. Approval of Minutes
8. Appoint Commission for the Conservation of the Environment (CCE) Member
9. Approve Culligan Water Co
10. Approve Roemer Wallens Gold & Mineaux LLP Contract
11. Highway:
  - a. Approve Hourly Increase in Salary
  - b. Equipment Purchase
12. Parks & Recreations:
  - a. January 2023 Refunds
  - b. Additional Personnel
13. Public Comment
14. Audit of Monthly Bills
15. Budget Transfers and Amendments

#### Adjournment

Next Town Board Meeting: Work Session, Wednesday February 8, 2023, 5 PM

Town of Putnam Valley Local Law No. \_\_\_ of 2023

LOCAL LAW TO AMEND ARTICLE I OF CHAPTER 108 OF THE TOWN CODE OF THE TOWN OF PUTNAM VALLEY BY INCREASING THE INCOME THRESHOLD OF THE SENIOR CITIZEN PROPERTY TAX EXEMPTION

BE IT ENACTED, by the Town Board of the Town of Putnam Valley, Putnam County, New York, as follows:

Part 1. Title

This Local Law shall be known as the "Local Law to Amend Article I of Chapter 108 of the Town code of the Town of Putnam Valley by Increasing the Income Threshold of the Senior Citizen Property Tax Exemption"

Part 2. Enactment

This Local Law is adopted and enacted pursuant to the authority and power granted by §10 of the Municipal Home Rule Law of the State of New York.

Part 3. Amendment of the Town Code

Article I, Chapter 108: "Senior Citizens Exemption" of the Town of Putnam Valley Code is amended as follows:

Replace

§108-3 (B): All of the provisions, conditions and requirements of §467 of the Real Property Tax Law and amendments thereto shall apply to the application for and the granting of such exemption on the assessment rolls of the Town as they apply to the Town of Putnam Valley except that no exemption shall be granted if the income of the owner or the combined income of the owners of the property for the income tax year immediately preceding the date of making application for exemption is: for the year 2023, the sum of \$48,400 or more; for the year 2024, the sum of \$53,400 or more; for the year 2025, the sum of \$58,400 or more.

§108-3 (C): Real property owned by persons 65 years or over shall be exempt from certain Town taxes up to a maximum of 50% of the assessed valuation pursuant to the following schedule:

1) For the year 2023:

| Annual Income                             | Percentage of Assessed Value Exempt From Taxation |
|-------------------------------------------|---------------------------------------------------|
| \$40,000 and less                         | 50%                                               |
| More than \$40,00 but less than \$41,000  | 45%                                               |
| More than \$41,000 but less than \$42,000 | 40%                                               |
| More than \$42,000 but less than \$43,000 | 35%                                               |
| More than \$43,000 but less than \$43,900 | 30%                                               |
| More than \$43,900 but less than \$44,800 | 25%                                               |
| More than \$44,800 but less than \$45,700 | 20%                                               |
| More than \$45,700 but less than \$46,600 | 15%                                               |

|                                           |     |
|-------------------------------------------|-----|
| More than \$46,600 but less than \$47,500 | 10% |
| More than \$47,500 but less than \$48,400 | 5%  |

2) For the year 2024

| Annual Income                             | Percentage of Assessed Value Exempt From Taxation |
|-------------------------------------------|---------------------------------------------------|
| \$45,000 and less                         | 50%                                               |
| More than \$45,00 but less than \$46,000  | 45%                                               |
| More than \$46,000 but less than \$47,000 | 40%                                               |
| More than \$47,000 but less than \$48,000 | 35%                                               |
| More than \$48,000 but less than \$48,900 | 30%                                               |
| More than \$48,900 but less than \$49,800 | 25%                                               |
| More than \$49,800 but less than \$50,700 | 20%                                               |
| More than \$50,700 but less than \$51,600 | 15%                                               |
| More than \$51,600 but less than \$52,500 | 10%                                               |
| More than \$52,500 but less than \$53,400 | 5%                                                |

3) For the year 2025

| Annual Income                             | Percentage of Assessed Value Exempt From Taxation |
|-------------------------------------------|---------------------------------------------------|
| \$50,000 and less                         | 50%                                               |
| More than \$50,00 but less than \$51,000  | 45%                                               |
| More than \$51,000 but less than \$52,000 | 40%                                               |
| More than \$52,000 but less than \$53,000 | 35%                                               |
| More than \$53,000 but less than \$53,900 | 30%                                               |
| More than \$53,900 but less than \$54,800 | 25%                                               |
| More than \$54,800 but less than \$55,700 | 20%                                               |
| More than \$55,700 but less than \$56,600 | 15%                                               |
| More than \$56,600 but less than \$57,500 | 10%                                               |
| More than \$57,500 but less than \$58,400 | 5%                                                |

**§108-3 (D):** The income of the owner or the combined income of the owners of the property for the income tax year immediately preceding the date of the application for exemption from all sources, as set forth in § 467, must be less than \$48,400 for the year 2023; \$53,400 for the year 2024; and \$58,400 for the year 2025. "Income tax year" shall mean the twelve-month period from which the owner or owners file a federal personal income tax return or, if no such return is filed, the calendar year. When title is vested in either the husband or wife, the combined income of both may not exceed such sum.

**§108-3 (E):** This article shall apply to the assessment roll as follows: for §108-3(C)(1) commencing for the year 2023 and for the taxable year 2023/2024; for §108-3(C)(2) commencing for the year 2024 and for the taxable year 2024/2025; for §108-3(C)(3) commencing for the year 2025 and for the taxable year 2025/2026.

**Part 4. Severability**

The invalidity of any part or provision (e.g., word, section, clause, paragraph, sentence) of this Local Law shall not affect the validity of any other part of this Law which can be given effect in the absence of the invalid part or provision.

**Part 5. Effective Date**

This Local Law shall take effect immediately upon the filing with the Office of the Secretary of State of the State of New York, in accordance with the applicable provisions of law, and specifically, Article 3, Section 27 of the New York State Municipal Home Rule Law.

Town of Putnam Valley Local Law No. \_\_\_ of 2023

LOCAL LAW TO AMEND ARTICLE IV OF CHAPTER 108 OF THE TOWN CODE OF THE TOWN OF PUTNAM VALLEY BY INCREASING THE INCOME THRESHOLD OF THE DISABLED PERSONS PROPERTY TAX EXEMPTION

BE IT ENACTED, by the Town Board of the Town of Putnam Valley, Putnam County, New York, as follows:

Part 1. Title

This Local Law shall be known as the "Local Law to Amend Article IV of Chapter 108 of the Town code of the Town of Putnam Valley by Increasing the Income Threshold of the Disabled Persons Property Tax Exemption"

Part 2. Enactment

This Local Law is adopted and enacted pursuant to the authority and power granted by §10 of the Municipal Home Rule Law of the State of New York.

Part 3. Amendment of the Town Code

Article I, Chapter 108: "Exemption for Disabled Persons with Limited Income" of the Town of Putnam Valley Code is amended as follows:

Replace

§108-25: All of the provisions, conditions and requirements of § 459-c of the Real Property Tax Law and amendments thereto shall apply to the application for and the granting of such exemption on the assessment rolls of the Town as they apply to the Town of Putnam Valley except that no exemption shall be granted if the income of the owner or the combined income of the owners of the property for the income tax year immediately preceding the date of making application for exemption is: for the year 2023, the sum of \$48,400 or more; for the year 2024, the sum of \$53,400 or more; for the year 2025, the sum of \$58,400 or more.

§108-25 (A): Real property owned by persons with disabilities shall be exempt from certain Town taxes up to a maximum of 50% of the assessed valuation pursuant to the following schedule:

1) For the year 2023:

| Annual Income                             | Percentage of Assessed Value Exempt From Taxation |
|-------------------------------------------|---------------------------------------------------|
| \$40,000 and less                         | 50%                                               |
| More than \$40,00 but less than \$41,000  | 45%                                               |
| More than \$41,000 but less than \$42,000 | 40%                                               |
| More than \$42,000 but less than \$43,000 | 35%                                               |
| More than \$43,000 but less than \$43,900 | 30%                                               |
| More than \$43,900 but less than \$44,800 | 25%                                               |
| More than \$44,800 but less than \$45,700 | 20%                                               |

|                                           |     |
|-------------------------------------------|-----|
| More than \$45,700 but less than \$46,600 | 15% |
| More than \$46,600 but less than \$47,500 | 10% |
| More than \$47,500 but less than \$48,400 | 5%  |

2) For the year 2024

| Annual Income                             | Percentage of Assessed Value Exempt From Taxation |
|-------------------------------------------|---------------------------------------------------|
| \$45,000 and less                         | 50%                                               |
| More than \$45,00 but less than \$46,000  | 45%                                               |
| More than \$46,000 but less than \$47,000 | 40%                                               |
| More than \$47,000 but less than \$48,000 | 35%                                               |
| More than \$48,000 but less than \$48,900 | 30%                                               |
| More than \$48,900 but less than \$49,800 | 25%                                               |
| More than \$49,800 but less than \$50,700 | 20%                                               |
| More than \$50,700 but less than \$51,600 | 15%                                               |
| More than \$51,600 but less than \$52,500 | 10%                                               |
| More than \$52,500 but less than \$53,400 | 5%                                                |

3) For the year 2025

| Annual Income                             | Percentage of Assessed Value Exempt From Taxation |
|-------------------------------------------|---------------------------------------------------|
| \$50,000 and less                         | 50%                                               |
| More than \$50,00 but less than \$51,000  | 45%                                               |
| More than \$51,000 but less than \$52,000 | 40%                                               |
| More than \$52,000 but less than \$53,000 | 35%                                               |
| More than \$53,000 but less than \$53,900 | 30%                                               |
| More than \$53,900 but less than \$54,800 | 25%                                               |
| More than \$54,800 but less than \$55,700 | 20%                                               |
| More than \$55,700 but less than \$56,600 | 15%                                               |
| More than \$56,600 but less than \$57,500 | 10%                                               |
| More than \$57,500 but less than \$58,400 | 5%                                                |

**§108-25 (B):** The income of the owner or the combined income of the owners of the property for the income tax year immediately preceding the date of the application for exemption from all sources, as set forth in §459-c, must be less than \$48,400 for the year 2023; \$53,400 for the year 2024; and \$58,400 for the year 2025. "Income tax year" shall mean the twelve-month period from which the owner or owners file a federal personal income tax return or, if no such return is filed, the calendar year. When title is vested in either the husband or wife, the combined income of both may not exceed such sum.

**§108-25 (C):** This article shall apply to the assessment roll as follows: for §108-25(A)(1) commencing for the year 2023 and for the taxable year 2023/2024; for §108-25(A)(2)

commencing for the year 2024 and for the taxable year 2024/2025; for §108-25(A)(3) commencing for the year 2025 and for the taxable year 2025/2026.

**Part 4. Severability**

The invalidity of any part or provision (e.g., word, section, clause, paragraph, sentence) of this Local Law shall not affect the validity of any other part of this Law which can be given effect in the absence of the invalid part or provision.

**Part 5. Effective Date**

This Local Law shall take effect immediately upon the filing with the Office of the Secretary of State of the State of New York, in accordance with the applicable provisions of law, and specifically, Article 3, Section 27 of the New York State Municipal Home Rule Law.

**Town of Putnam Valley Local Law No. \_\_\_ of 2023**

**Town of Putnam Valley Solar and Wind Energy Real Property Tax Exemption Opting Out Law of 2023**

BE IT ENACTED, by the Town Board of the Town of Putnam Valley, Putnam County, New York, as follows:

**Part 1. Title**

This Local Law shall be known as the “Town of Putnam Valley Solar and Wind Energy Real Property Tax Exemption Opting Out Law of 2023”

**Part 2. Enactment**

This Local Law is adopted and enacted pursuant to the authority and power granted by §10 of the Municipal Home Rule Law of the State of New York.

**Part 3. Amendment of the Town Code**

Chapter 108: “Taxation” of the Town of Putnam Valley Code is amended as follows:

*Add*

**Article IV: Solar and Wind Energy Systems Exemption Opt-Out**

**§108-35: Short Title**

This article shall hereafter be known as the “Town of Putnam Valley Solar and Wind Energy Real Property Tax Exemption Opting Out Law of 2023.”

**§108-35: Legislative Intent**

Section 487 of the state Real Property Tax Law grants a fifteen-year exemption from real property taxation of the increase in assessed value attributable to the construction or installation of qualifying solar energy systems, wind power systems, and farm waste energy systems. Real Property Tax Law § 487(8)(a) also authorizes a municipality to opt out of granting that property tax exemption by adoption of a local law. The Town of Putnam Valley wishes to protect the Town's tax base by adoption of this article, which requires that solar energy systems, wind power systems and farm waste energy systems are subject to the payment of Town taxes.

**§108-36: Legislative Authority**

This article is enacted pursuant to Subdivision (8) of § 487 of the Real Property Tax Law of the State of New York.

**§108-37: Exemption Not Permitted**

Notwithstanding the provisions of Subdivision (2) of Real Property Tax Law § 487, no real property tax exemption of Town taxes shall be granted to solar energy systems, wind power



systems or farm waste energy systems which began construction after the effective date of this article.

**Part 4. Severability**

The invalidity of any part or provision (e.g., word, section, clause, paragraph, sentence) of this Local Law shall not affect the validity of any other part of this Law which can be given effect in the absence of the invalid part or provision.

**Part 6. Supersession**

This Local Law is intended to supersede any provisions of the Town Law, the laws of the Town of Putnam Valley, and the New York State General Municipal Law which are inconsistent with the provisions of this Local Law.

**Part 7. Effective Date**

This Local Law shall take effect immediately upon the filing with the Office of the Secretary of State of the State of New York, in accordance with the applicable provisions of law, and specifically, Article 3, Section 27 of the New York State Municipal Home Rule Law.

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January 17, 2023

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 December 14, 2022, January 3, 2023 (Organizational Meeting), and January 11, 2023.

Thank-you,

Sherry Howard

Town Clerk



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**JACQUELINE ANNABI**  
**TOWN SUPERVISOR**

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**TO:** TOWN BOARD  
**FROM:** JACQUELINE ANNABI, TOWN SUPERVISOR  
**SUBJECT:** Commission for the Conservation of the Environment (CCE)  
**DATE:** January 12, 2023

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RESOLVE, that the Town Board appoint AUBREY CARTER as Member to the CCE for the term 1/25/2023-12/31/2024.

# Aubrey Carter

## Education

Indiana University  
Bloomington, IN  
2012 - 2016  
*Biology, B.S.*  
Minor: Spanish

## Skills

Tree, plant, fungi, & bird identification

Continuous knowledge of ecosystem restoration

Physical capability and comfort with utilizing equipment/machinery

Strong verbal and written communication

Disciplined and adaptable work ethic

## Relevant Coursework

Molecular Biology

Microbiology

Organic Chemistry I & II

## Interests

Running

Mushroom Cultivation

Hiking & Camping

Reading

Nutrition

Tennessee Titans

## About

A budding naturalist, both fascinated and humbled by the natural world. Areas of primary interest are ecological restoration, mycology, ornithology, and sustainable agriculture. Over four years of experience restoring and preserving woodlands in Central Park and Stamford, CT.

## Experience

**Central Park Conservancy, New York, NY**  
*Natural Areas Technician II*  
August 2017 - Present

- Promoted from Groundskeeper to current role of restoring and maintaining the park's natural areas. This includes planting native species, removing invasive species, pruning, general landscaping, and water body restoration.
- Created an ongoing project of censusing, documenting, and identifying all mushrooms found in the park. Includes a weekly email that goes out to 75+ people, "Mushroom Monday", with a profile and photograph of a mushroom found in the park.
- Extensive use of equipment such as scag mowers, leaf blowers, weed whackers, sod cutters, and other machinery.

**Stamford Land Conservation Trust, Stamford, CT**  
*Board Member and Chief Land Steward*  
June 2017 - Present

- Manage a group of fourteen volunteer land stewards that help maintain 450 acres of preserved land across 57 parcels.
- Organize and direct corporate volunteer events comprising 30-50 volunteers where we remove invasive plant species and replant native wildflowers.
- Recently partnered with the American Chestnut Foundation to reintroduce functionally extinct American Chestnuts on multiple preserves.

**Westchester Land Trust, Bedford Hills, NY**  
*Native Plant Propagation Intern*  
April 2017 - October 2017

- Propagated native plants from seed, cuttings, and plant division. Transplanted seedlings and mature plants while maintaining the integrity of the native plant enclosure.
- Collected, cleaned, and stored seed from native wildflower, grass, and tree species. Removed invasive species and controlled pest problems in afflicted areas.



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**JACQUELINE ANNABI**  
TOWN SUPERVISOR

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TO: TOWN BOARD  
FROM: JACQUELINE ANNABI, TOWN SUPERVISOR  
SUBJECT: Culligan Water Co  
DATE: January 17, 2023

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RESOLVE, that the Town Board authorize the Town Supervisor to enter into a contract with Culligan Water Co to replace the Town's current supplier Ready Refresh, as it is a much more cost effective option.



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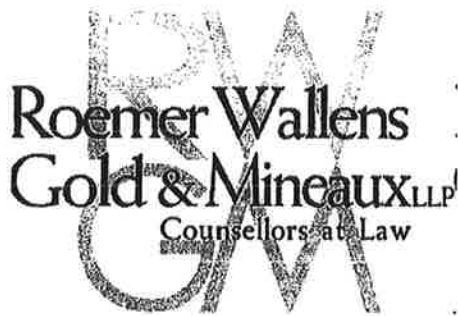
**JACQUELINE ANNABI**  
TOWN SUPERVISOR

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TO: TOWN BOARD  
FROM: JACQUELINE ANNABI, TOWN SUPERVISOR  
SUBJECT: Roemer Wallens Gold & Mineaux LLP  
DATE: January 19, 2023

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RESOLVE, that the Town Board authorize the Town Supervisor to enter into a contract with Roemer Wallens Gold & Mineaux, LLP for the continued engagement of their services as labor relation attorneys.



VIA EMAIL ONLY – [jannabi@putnamvalley.com](mailto:jannabi@putnamvalley.com)

January 19, 2023

Jacqueline Annabi, Supervisor  
Town of Putnam Valley  
265 Oscawana Lake Road  
Putnam Valley, New York 10579

**Re: Town of Putnam Valley and Roemer Wallens Gold & Mineaux LLP – Teamsters Mediation**

Dear Supervisor Annabi:

This will confirm that the Town of Putnam Valley (the “Town”) has retained our firm as its Labor Relations Attorneys and Consultants, which includes collective bargaining and mediation, between the Town and Local 456, International Brotherhood of Teamsters, Warehousemen and Helpers of America (the “Teamsters”), and other Labor and Employment matters as assigned. I forward this proposed retainer letter which is intended to establish the relationship between our firm and the Town.

1. Scope of Representation. We will represent the Town with respect to the Negotiations/Mediation with the Teamsters Unit, and any other Labor and Employment matters as assigned by the Town.
2. Professional Services and Payment Policy. The hourly rate will be \$295.00. Hourly charges shall include all legal research, analysis, memoranda, correspondence, telephone conversations with you or other persons, preparation for, and appearances at meetings, and any other tasks necessary to represent you in this undertaking.
3. Payment Policy and Separate Billings. We will send you statements on a monthly basis which shall set forth, in increments no less than one tenth of one hour, the time spent by our firm on the Town’s behalf along with detailed descriptions of our related activities. Additionally, we will include all out-of-pocket costs and disbursements on such statements.

13 Columbia Circle  
Albany, New York 12203

Ph. 518.464.8292  
Fx. 518.464.1010

[wwallens@rwgmlaw.com](mailto:wwallens@rwgmlaw.com)

Jacqueline Annabi, Supervisor  
January 19, 2023  
Page 2 of 3

4. Withdrawal. We reserve the right to withdraw from representation at any time if financial commitments to us are not honored, or, of course, in the event we perceive any conflict of interest or other ethical consideration.
5. Arbitration. In the event that a dispute arises between us relating to our fees, you may have the right to arbitration of the dispute pursuant to Part 137 of the Rules of the Chief Administrator of the Courts, a copy of which will be provided to you upon request.
6. Records Retention. In accordance with our records retention policy, we will maintain all documents, papers and other items relating to our representation of the Town pursuant to this retainer agreement (the "Records") for a period of four (4) years from the date we cease providing the Town with legal services hereunder. If the Town desires to maintain the Records beyond that date, you will need to retain your own copies or request the Records in writing before the end of the four (4) year period. After that time, all of the Records will be destroyed.
7. Discharge. The Town has the absolute right to discharge us for any reason at any time. We will promptly turn the files over to the new attorney on request. The Town will remain responsible for all fees and costs incurred through the date of discharge, but payment of our final statement is not a precondition to the release of the file.

We cannot and do not warrant or predict results of final developments. Be assured, however, that it is our desire to afford the Town conscientious, faithful, and diligent service, seeking at all times to achieve solutions that are just and reasonable. If the foregoing is satisfactory to you, kindly indicate the Town's consent and approval by signing this letter in the space provided on this original and scan and email a copy to our office.

Thank you for choosing our law firm and me to assist the Town with the Mediation.

Very truly yours,

Roemer Wallens Gold & Mineaux LLP



William M. Wallens

WMW:ejb  
Encs.



Jacqueline Annabi, Supervisor

January 19, 2023

Page 3 of 3

The undersigned hereby acknowledges that she has read and understands this letter in its entirety, has had a full opportunity to consider its terms, has had a full and satisfactory explanation of same, and fully understands its terms and agrees to such terms. The undersigned fully understands and acknowledges that there are no additional or different terms or agreements other than those expressly set forth in this letter and acknowledges that the undersigned was provided with and has read the Statement of Client's Rights, a copy of which is attached to this letter.

Town of Putnam Valley

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

Name: Jacqueline Annabi

Title: Supervisor

Dated: \_\_\_\_\_

## **Statement of Client Rights**

(As adopted by the Administrative Board of the Courts)

1. You are entitled to be treated with courtesy and consideration at all times by your lawyer and the other lawyers and personnel in your lawyer's office.
2. You are entitled to an attorney capable of handling your legal matter competently and diligently, in accordance with the highest standards of the profession. If you are not satisfied with how your matter is being handled, you have the right to withdraw from the attorney-client relationship at any time (court approval may be required in some matters and your attorney may have a claim against you for the value of services rendered to you up to the point of discharge).
3. You are entitled to your lawyer's independent professional judgment and undivided loyalty uncompromised by conflicts of interest.
4. You are entitled to be charged a reasonable fee and to have your lawyer explain at the outset how the fee will be computed and the manner and frequency of billing. You are entitled to request and receive a written itemized bill from your attorney at reasonable intervals. You may refuse to enter into any fee arrangement that you find unsatisfactory. In the event of a fee dispute, you may have the right to seek arbitration; your attorney will provide you with necessary information regarding arbitration in the event of a fee dispute, or upon your request.
5. You are entitled to have your questions and concerns addressed in a prompt manner and to have your telephone calls returned promptly.
6. You are entitled to be kept informed as to the status of your matter and to request and receive copies of papers. You are entitled to sufficient information to allow you to participate meaningfully in the development of your matter.
7. You are entitled to have your legitimate objectives respected by your attorney, including whether or not to settle your matter (court approval of a settlement is required in some matters).
8. You have the right to privacy in your dealings with your lawyer and to have your secrets and confidences preserved to the extent permitted by law.
9. You are entitled to have your attorney conduct himself or herself ethically in accordance with the Code of Professional Responsibility.
10. You may not be refused representation on the basis of race, creed, color, age, religion, sex, sexual orientation, national origin or disability.

Shawn Keeler  
Highway Superintendent  
SKEELER@PUTNAMVALLEY.GOV

265 Oscawana Lake Road  
Putnam Valley, NY 10579

David Conklin  
General Foreman

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

Margaret Bradley  
Senior Clerk Typist

Hours of operation:  
7:00 AM - 3:30 PM

Alexis Acevedo  
Part-time Clerk

1/10

## Town of Putnam Valley Highway Department

January 12, 2023

### MEMORANDUM

TO: JACQUIE ANNABI  
MEMBERS OF THE TOWN BOARD

FROM: SHAWN M. KEELER

RE: ALEXIS ACEVEDO

Alexis has been working at the highway department since March 1, 2021 as a part-time clerk. I would like to raise her hourly rate to \$18.00 effective immediately. This increase is within my budget.

Sincerely,  
Shawn M. Keeler

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

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Town of Putnam Valley Highway Department

January 20, 2023

MEMORANDUM

TO: Jacquie Annabi  
Members of the Town Board

FROM: Shawn Keeler

RE: Equipment Purchase

The Highway Department is purchasing a BILLYGOAT DEBRI LOADER with a trailer for leaf clean up from Ossining Lawnmower for the price of \$10,400.00. The cost of this purchase is within my budget.

Sincerely,  
Shawn M. Keeler  
Highway Superintendent

12a

To: Town Board  
From: Frank DiMarco, Parks and Recreation Director  
Subject: Parks and Recreation Refunds  
Date: January refunds 2023

|                                                                      |                                                                          |
|----------------------------------------------------------------------|--------------------------------------------------------------------------|
| Ezra Mason<br>44 Argyle Street<br>Lake Peekskill, NY 10537           | \$500.00<br>LPCC<br>Deposit refund                                       |
| Amy Trezza<br>9 Pembroke Court<br>Putnam Valley, NY 10579            | \$500.00<br>LPCC<br>Deposit refund                                       |
| Roger Phillips<br>161 Tanglewylde Road<br>Lake Peekskill, NY 10537   | \$500.00<br>LPCC<br>Deposit refund                                       |
| Grace Urbina<br>66 Tanglewylde Road<br>Lake Peekskill, NY 10537      | \$500.00<br>LPCC<br>Deposit refund                                       |
| Joanna Munoz<br>928 Peekskill Hollow Road<br>Putnam Valley, NY 10579 | \$500.00<br>LPCC<br>Deposit refund                                       |
| Eve Sheehan<br>4 East Hill Road<br>Cortlandt Manor, NY 10567         | \$ 120.00<br>Basketball refund<br>Injured before it began, doctor's note |
| Doodnath Ramdhanie<br>306 Lake Drive<br>Lake Peekskill, NY 10537     | \$500.00<br>LPCC<br>Deposit refund                                       |
| Hans Urbina<br>107 Kramers Pond Road<br>Putnam Valley, NY 10579      | \$500.00<br>LPCC<br>Deposit refund                                       |

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**From: Frank DiMarco, Parks and Recreation**

**Subject: Personnel**

**Date: January 19, 2023**

Please approve the following additions/changes to personnel.

1. Ricky Meister, Basketball doorkeeper @ \$15.00 hr.
2. Stephen Brindisi, Basketball doorkeeper @ \$15.00

15


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**Town of Putnam Valley**

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**TO:** Town Board  
**FROM:** Maria Angelico   
**SUBJECT:** Budget Transfers and Amendments  
**DATE:** January 18, 2023

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Hereby request your approval of the attached Budget Transfers and Amendments for Year-To-Date December 31, 2022.

# TOWN OF PUTNAM VALLEY

## Budget Adjustment Form

|                                                 |                        |                           |                          |
|-------------------------------------------------|------------------------|---------------------------|--------------------------|
| Year: 2022                                      | Period: 12             | Trans Type: B1 - Transfer | Status: Posted           |
| Trans No: 116326                                | Trans Date: 12/30/2022 | User Ref: MANGELICO       |                          |
| Requested:                                      | Approved:              | Created by: MANGELICO     | 01/18/2023               |
| Description: DECEMBER YTD BUDGET TRANSFERS 2022 |                        |                           | Account # Order: Yes     |
|                                                 |                        |                           | Print Parent Account: No |

| Account No. | Account Description                     | Amount    |
|-------------|-----------------------------------------|-----------|
| A.1010.400  | TOWN BOARD.PLANNING/LEGAL CONSULTING    | 487.02    |
| A.1110.110  | JUSTICE COURT.PERSONAL SERVICE          | 2,127.65  |
| A.1110.130  | JUSTICE COURT.COMP EMPLOYEES            | -2,127.65 |
| A.1110.130  | JUSTICE COURT.COMP EMPLOYEES            | -1,442.00 |
| A.1110.424  | JUSTICE COURT.CONTRACTUAL               | 1,442.00  |
| A.1220.120  | DEPUTY SUPERVISOR.PERSONAL SERVICE      | 0.06      |
| A.1220.130  | SUPERVISOR.COMP EMPLOYEES               | 2,373.58  |
| A.1220.424  | SUPERVISOR.CONTRACTUAL                  | 349.69    |
| A.1310.100  | DIR OF FINANCE.PERSONAL SERVICE         | 400.00    |
| A.1310.200  | DIRECTOR OF FINANCE.EQUIPMENT           | -400.00   |
| A.1320.400  | AUDITOR.CONTRACTUAL                     | -0.20     |
| A.1320.400  | AUDITOR.CONTRACTUAL                     | -179.00   |
| A.1340.110  | BUDGET OFFICER.PERSONAL SERVICE         | 0.20      |
| A.1355.110  | ASSESSMENT.ASSESSOR                     | -503.38   |
| A.1355.130  | ASSESSMENT.COMP EMPLOYEES               | 503.38    |
| A.1355.410  | ASSESSMENT.SPEC LEGAL EXP               | -5,125.00 |
| A.1375.400  | CREDIT CARD FEES.CONTRACTUAL            | 179.00    |
| A.1410.130  | TOWN CLERK.COMP EMPLOYEES               | -411.78   |
| A.1410.424  | TOWN CLERK.CONTRACTUAL                  | 411.78    |
| A.1420.400  | LAW.SPECIAL LEGAL COUNSEL               | 5,125.00  |
| A.1440.410  | ENGINEER.STORMWATER PHASE II            | -1,357.96 |
| A.1440.410  | ENGINEER.STORMWATER PHASE II            | -684.01   |
| A.1620.200  | BUILDINGS.EQUIPMENT                     | 684.01    |
| A.1620.400  | BUILDINGS.CONTRACTUAL                   | 1,357.96  |
| A.1620.410  | TH BUILDINGS.HEATING & FUEL             | 1,041.23  |
| A.1620.411  | BUILDINGS.WATER EXPENSES                | -1,041.23 |
| A.1620.411  | BUILDINGS.WATER EXPENSES                | -206.13   |
| A.1620.411  | BUILDINGS.WATER EXPENSES                | -3,160.70 |
| A.1620.412  | P&R BUILDING.HEAT & FUEL                | 206.13    |
| A.1620.440  | BUILDINGS.SUPPLIES & MAINTENANCE        | 1,485.70  |
| A.1620.478  | BUILDINGS.CLEANING & MISC               | 1,675.00  |
| A.1650.100  | CENTRAL COMMUNICATIONS.PERSONAL SERVICE | 1,735.00  |
| A.1650.200  | CENTRAL COMMUNICATIONS.EQUIPMENT        | -1,735.00 |



**TOWN OF PUTNAM VALLEY****Budget Adjustment Form**

| <b>Account No.</b> | <b>Account Description</b>                      | <b>Amount</b> |
|--------------------|-------------------------------------------------|---------------|
| A.1650.200         | CENTRAL COMMUNICATIONS.EQUIPMENT                | -129.38       |
| A.1650.200         | CENTRAL COMMUNICATIONS.EQUIPMENT                | -572.30       |
| A.1650.400         | CENTRAL COMMUNICATIONS.CONTRACTUAL              | 129.38        |
| A.1650.424         | CENTRAL COMMUNICATIONS.SUPPLIES                 | 572.30        |
| A.1660.410         | CENTRAL SERVICE.PRINTING & ADV                  | 641.81        |
| A.1680.200         | DATA PROCESSING.EQUIPMENT                       | 475.12        |
| A.1680.400         | DATA PROCESSING.CONTRACTUAL                     | -475.12       |
| A.1990.400         | CONTINGENT ACCOUNT                              | -487.02       |
| A.1990.400         | CONTINGENT ACCOUNT                              | -0.06         |
| A.1990.400         | CONTINGENT ACCOUNT                              | -2,723.27     |
| A.1990.400         | CONTINGENT ACCOUNT                              | -641.81       |
| A.1990.400         | CONTINGENT ACCOUNT                              | -3,464.07     |
| A.1990.400         | CONTINGENT ACCOUNT                              | -781.78       |
| A.1990.400         | CONTINGENT ACCOUNT                              | -1,051.60     |
| A.3620.110         | INSPECTORS.PERSONAL SERVICE                     | -3,809.22     |
| A.3620.130         | INSPECTORS.COMP EMPLOYEES                       | 3,809.22      |
| A.5010.110         | HIGHWAY SUPT.PERSONAL SERVICE                   | 0.04          |
| A.5010.130         | HIGHWAY SUPT.COMP EMPLOYEES                     | 3,464.03      |
| A.5132.400         | GARAGE.CONTRACTUAL                              | -198.93       |
| A.5182.400         | STREET LIGHTING.CONTRACTUAL                     | 198.93        |
| A.7020.110         | RECREATION.PERSONAL SERVICE                     | 1,780.10      |
| A.7020.120         | RECREATION.OFFICE STAFF                         | 2,977.85      |
| A.7020.130         | RECREATION.SR REC ASSISTANT                     | 648.68        |
| A.7020.150         | RECREATION.REC - KINGDOM FAIRE PERSONAL SERVICE | -5,406.63     |
| A.7020.400         | RECREATION.CONTRACTUAL                          | -46.32        |
| A.7020.450         | RECREATION.KINGDOM FAIRE                        | -200.00       |
| A.7020.450         | RECREATION.KINGDOM FAIRE                        | -581.96       |
| A.7021.400         | PROGRAMS.SUPPLIES                               | 200.00        |
| A.7022.400         | CAMP.SUPPLIES                                   | 581.96        |
| A.7110.100         | PARKS/SPORTS.ADMINISTRATION                     | 3,155.37      |
| A.7110.110         | PARKS.PERSONNEL                                 | -3,155.37     |
| A.7110.110         | PARKS.PERSONNEL                                 | -4,971.48     |
| A.7110.110         | PARKS.PERSONNEL                                 | -13,928.62    |
| A.7110.400         | PARKS.CONTRACTUAL                               | 4,971.48      |
| A.7310.100         | CHILDRENS CENTER.ADMINISTRATION                 | 2,360.46      |
| A.7310.110         | CHILDRENS CENTER.PERSONNEL                      | 11,568.16     |
| A.7310.400         | CHILDRENS CENTER.CONTRACTUAL                    | 46.32         |

# TOWN OF PUTNAM VALLEY

## Budget Adjustment Form

| Account No. | Account Description         | Amount      |
|-------------|-----------------------------|-------------|
| A.8010.130  | ZONING.COMP EMPLOYEES       | 781.78      |
| A.8160.420  | TOWN SERVICE - BULK PICK UP | 1,051.60    |
|             | <b>Total Amount:</b>        | <u>0.00</u> |