



TOWN OF PUTNAM VALLEY

Town Board Meeting

May 15th, 2024

Town Hall

6 PM

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### AGENDA

#### Pledge of Allegiance

1. Public Hearing: Proposed Towing Law
2. Vote on Proposed Occupancy Tax Law
3. Introduce Proposed Law on Ground Mount Commercial Solar Energy Systems
4. Introduce Amendment to Law on Incentive Zoning
5. Community Reports
6. Supervisor's Comments
7. Legislative Reports
8. Approval of Minutes
9. Districts:
  - a. Approve Release of Deposit Funds
  - b. Approve Leave of Absence from and Appointment to the RBL Preservation Committee
10. Facilities:
  - a. Ratify Optimum Agreement for Town Hall
  - b. Ratify Optimum Agreement for Community Media
11. Highway:
  - a. Approve Hiring New Laborer
  - b. Accept Retirement of Employee
12. Parks & Recreation:
  - a. Approve May 2024 Refunds
  - b. Approve Changes in Personnel
  - c. Approve 2024 Lifeguards
  - d. Approve Sunset Series Coordinator
13. Public Comment (Three-Minute Limit Per Person)
14. Audit of Monthly Bills
15. Budget Transfers and Amendments
16. Daily Fee Report: Summary April 1, 2024 – April 30, 2024

TOWN OF PUTNAM VALLEY  
PUBLIC HEARING & TOWN BOARD MEETING  
MAY 15, 2024

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**TOWN OF PUTNAM VALLEY**  
**REGULAR TOWN BOARD MEETING**  
**WEDNESDAY, MAY 15, 2024**  
**6:00 PM**

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

**ALSO PRESENT:** Town Clerk Kathy Diomedede  
Town Counsel Sarah Ryan

Recitation of the Pledge of Allegiance.

Councilwoman Howard asked for a moment of silence to honor our troops stationed at home and around the world.

**AMENDMENTS TO THE AGENDA**

Presented by Supervisor Annabi

**RESOLUTION# R24-215**

Presented by Supervisor Annabi

**RESOLVED** that the Town Board **ADD/CHANGE** the following items to the agenda:

**ADD: #8A** – Letter of Support for the City of Peekskill for a Grant Request

Seconded by Councilwoman Tompkins, unanimously carried

**ADD:** an Executive Session at the end of the meeting to discuss an Attorney/Client Issue with no further business afterward.

**MOVE:** Community Reports to #2; and

**MOVE:** #2 - Vote on Proposed Occupancy Tax Law to # 5.

Seconded by Councilwoman Tompkins, unanimously carried.

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**PUBLIC HEARING: PROPOSED TOWING LAW**

Supervisor Annabi said that the proposed law will allow towing companies to register with the Town of Putnam Valley, and then allow them to be licensed in our Town and to get on a list with our Sheriff and State Troopers.

Supervisor Annabi said there were questions raised regarding the Towing Law, for example: heavy duty and light duty liability; auto liability for each occurrence; requirements for towing companies to have a flatbed; clarification of gross vehicle weight; where stickers should be displayed and the number of companies the Town should have.

The Board had a lengthy discussion and has to make a decision, so this will remain open and will be discussed at the next work session on Wednesday, June 12<sup>th</sup> at 5 PM and reintroduced with the changes.

Supervisor Annabi made a motion to close the Public Hearing for today.

Seconded by Councilwoman Tompkins.

**COMMUNITY REPORTS**

Presented by Supervisor Annabi

Parks and Recreation Director Frank DiMarco gave the following report:

## **Recreation Report**

We continue to upgrade and get our camp facility ready for the summer. We just completed the cafeteria project and will start moving on to some of the other facilities such as the gym roof. Aside from the FEMA projects, we've had the opportunity to do quite a bit with the grant opportunities that the town has been able to secure.

The playgrounds are also completed as well. Both of them are comprised of completely new equipment. We had the opportunity to this at about half the usual costs. The park itself is up to speed maintenance wise and pretty much in full swing on the nicer days.

## **Currently Running Programs**

All programs can be found on our website at [PVPR.com](http://PVPR.com) along with the registration process. Many of our summer programs are also out, so I urge people to get online or call the office sooner than later.

## **Fire Department report.**

The common theme every month is the need for new members. While we still are able to cover calls, we can always use more help, especially during the day. If anyone is remotely interested Please reach out.

I'd like to call up Bruce Johnson. Chairman of the Putnam Valley Fire Department Board of Directors

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Supervisor Annabi asked if we have cameras in the Town Park. When confirmed, she said we caught those who vandalized the new swing set and they are being handled accordingly.

Fire Department Chief Frank DiMarco gave the following report:

- 9 PIAA's
- 3 Wires Down
- 6 EMS Assist
- 12 Automatic Alarms
- 2 Standby/mutual aid
- 3 Vehicle Fires

There were 46 calls for the month, for a total of 373.83 man hours for April.

Fire Department Chief DiMarco introduced Bruce Johnson, Chairman of the Putnam Valley Fire Department Board of Directors. He said the following:

## Town Board Members:

On March first, 2024, the president of the fire department received an email from the NYS Comptroller's Office regarding a risk assessment of the fire department's finances they were about to undertake, and a list of documents and files they would need to do this assessment, and the auditors would be on site in four days. The list of documents and files was in the hundreds and included: Board and company meeting minutes, contracts, bank names and account numbers, bank statements, adopted budgets, inventory lists of equipment, vehicles, and any other assets, purchase orders, vouchers, vendors' bills, cancelled checks, written policies and procedures, complete access to financial files, including our QuickBooks archives, our bylaws, audited financial statement completed within the last five years, and more. They also wanted the president, vice president, treasurer, financial secretary, Chief, and Board Chairman to make time for in-person interviews. Needless to say, this was a huge imposition on the lives of our volunteers who have families, jobs, fire department responsibilities, and who also respond to emergencies day and night. However, in spite of the onerous task and an unreasonable time constraint, we were able to pull together everything they needed thanks to the diligence and dedication of our volunteers, and the fact that we keep impeccable records of our financial affairs.

Two accountants from the Comptroller's Office arrived and spent days going over the information requested. They spent countless hours interviewing the company officers and one of our volunteers was with them the entire time, to safe guard our documents, and provide answers to any questions they might have. We also made the immediate past treasurer available since the current treasurer only recently took office on January 1<sup>st</sup>. Some officers were re-interviewed after the auditors had a chance to review all the documents. They returned the following week asking for even more documents and additional interviews.

When they were done, they told us their report would be reviewed by the Albany office and we would not hear from them again, unless further investigation was warranted.

On April 30th a representative of the Comptroller's office told our president that there were no anomalies found, that our procedures were found to follow proper accounting practices, there would be no further action taken by their office and that the examination was prompted by a complaint from a resident whose name they would not reveal.

Several weeks later we received a letter from the Comptroller's Office. I would like to read that letter, if I may.

## LETTER

Thank you for your time, and we are happy to get a clean bill of health, as I'm sure you are also, and to receive validation that our financial house is in order and that we are being diligent stewards of the money we receive from taxpayers.

Thank you.



**THOMAS P. DiNAPOLI**  
STATE COMPTROLLER

STATE OF NEW YORK  
**OFFICE OF THE STATE COMPTROLLER**  
110 STATE STREET  
ALBANY, NEW YORK 12236

**ROBIN L. LOIS, CPA**  
DEPUTY COMPTROLLER  
DIVISION OF LOCAL GOVERNMENT  
AND SCHOOL ACCOUNTABILITY  
Tel: (518) 474-4037 Fax: (518) 486-6479

April 30, 2024

Sheryl Luongo, President  
Putnam Valley Volunteer Fire Department  
P.O. Box 21  
Putnam Valley, NY 10579

Dear President Luongo:

A primary objective of the Office of the State Comptroller is to identify areas where local governments can improve their operations and provide guidance that will assist local officials in making those improvements. We believe that regular contact with local governments constitutes one of the major components in effectively and efficiently accomplishing this objective.

In accordance with this objective, we recently conducted a risk assessment of the Department's internal controls and assessed whether operational improvement opportunities exist for the Department, and to determine if we should perform further services. This assessment was limited to interviews with key Department personnel, observations, and inspection of financial records, reports, contracts and various other documents. Our procedures were not designed to provide assurance as to the internal control structure or extent of compliance with statutory and regulatory requirements. During our assessment nothing came to our attention indicating that the Department was in need of further services from us at this time.

Thank you for your assistance and cooperation during this process. If you have any questions, please feel free to contact the Newburgh Regional Office at 845-567-0858.

Sincerely,

***Dara Disko-McCagg***

Dara Disko-McCagg  
Chief Examiner

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Supervisor Annabi said she knows this entire Board and appreciates everything our first responders do, from the Fire Department, Ambulance Department, the President, past Presidents, Trustees, all of the members, all taking time out of their days to help us, keeping our Town safe at all times.

Highway Superintendent Keeler's report is as follows:



Good Evening Ladies and Gentlemen

I'd like to take a moment to thank the men and women of the Highway dept. for their continued hard work and dedication

We have been out and will continue to be cutting dead trees as needed.

We have added 3 more basins and another 257 feet of 12 inch pipe on walnut road in Lake Peekskill this project was slowed down by ledge rock which had to be drilled and split which was a challenge but we completed it and moved on to Posey Road where we replaced 45 feet of 18 inch pipe 48 feet of 24 inch pipe and 42 feet of 12 inch pipe we still have to replace 44 more feet of 12 inch pipe which will hopefully be completed by Friday. We will then start the replacing of 24 inch pipe on Hillside Drive in Brookdale Gardens we will be replacing it with a 36 inch pipe as well as realigning it to alleviate a drainage issue in the area this project should take 2 or 3 days. We will then move to Lake Drive in Lake Peekskill where we will be adding several basins and about 400 feet of pipe to assist with water issues

We also have been out repairing washouts on dirt roads.

We have been out mowing and are hoping that by getting an early start we will be able to stay on top of it

Our Vac-all has been out in the Lake Oscawana area cleaning basins as well as gutters on the sides of the roads. We cleaned 553 basins in the last month which is 886 Basins year to date, which if you compare to 2023 we didn't reach that # till September so we are quite a bit ahead. I'd like to Thank David Anderson Jr. for handling the operation of our vac-all .With getting such an early jump on basins this year we should be able to get the basins in lake communities cleaned twice this year.

We have been out Blacktop patching all over Town.

Speaking of Blacktop with the State finally finalizing their budget we know where we stand for CHIPS money even though we didn't get an increase we should be able to the roads we need to do to stay on progression.

On May 31 2024 Joseph Keith Haviland Aka Cowboy will be retiring after 33 years of service to Town Of Putnam Valley we wish Keith the best in his retirement.

The phones at highway are monitored 24 / 7 and I ask residents with issues to call us and not post on Facebook as we don't troll for complaints

I can always be reached in my Office 845-526-3333 on my cell 845-745 -0795 and [SKEELER@PUTNAMVALLEY.GOV](mailto:SKEELER@PUTNAMVALLEY.GOV)

223 Days till Christmas

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Mark Weiss of the Tompkins Corners Cultural Center gave the following report:

Mark Weiss said their mission is to bring cultural events to our Town at Tompkins Corners and preserve our 130 year old Church and build our community.

We had an annual Pete Seeger Event on May 5<sup>th</sup>.

- May 17<sup>th</sup> – Tim Eriksen
- Saturday, May 18<sup>th</sup> – Wiccopee Road clean-up
- Sunday, May 19<sup>th</sup> – Poet's Corner
- June Events – find online @ [Tompkinscorners.org](https://Tompkinscorners.org)
- 3 Big Bands this summer
- Farmers' Market Opening Day – June 7<sup>th</sup> from 3-6 PM.

Town resident Charisse Greene spoke.

She and a friend have noticed how much garbage is thrown from cars around town. They made arrangements with Supervisor Annabi and Highway Superintendent Keeler to organize a small group of people to pick-up the garbage on Wiccopee Road from 9-11 AM on Saturday, May 18<sup>th</sup>. Afterwards there will be a party at 11-12:30 AM at Tompkins Corners and the Putnam Valley Land Trust and the Hudson Highlands Land Trust will speak about how to more deeply preserve this land.

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Library Director Amina Chaudhri gave the following report:

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May 15, 2024  
Putnam Valley Library  
Director's Report  
Amina Chaudhri

Good evening, here at the Putnam Valley Library we are having Crystal Bowl Healing and Kirtan with Jane. We are also planning an adult Henna program for June. Our other regular programs continue, including Chess and Mahjong clubs, knitting and crocheting instruction, ham radio workshops and book clubs.

The Putnam Valley Library Food Pantry has returned for the 2024 season and is stocked with some canned goods, cereal, juice, peanut butter and more. We also have free frozen meals made locally by Second Chance Foods and supported by Cornell Cooperative Extension. We also have a variety of vegetable and flower seeds.

To keep the children busy, we have Theater Tuesdays, Lego Club, Cooking with Chef Sharon, Reading to Sunny Boy (the dog), high school math tutoring and storytimes. We've also received some visits from local daycare centers. An ongoing series of Dungeons and Dragons will begin in May. The children's 2024 Summer Reading kickoff will take place on June 22nd.

Putnam Valley Library also offers tech help (please call ahead for an appointment), computer, fax and printer usage, museum passes, digital materials, 3D printing, wi-fi, EZ Pass purchases and more! Please learn more about us at [putnamvalleylibrary.org](http://putnamvalleylibrary.org), or give us a call.

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**VOTE ON PROPOSED OCCUPANCY TAX LAW**

**RESOLUTION #R24-216**

**RESOLUTION ADOPTING LOCAL LAW NO. 2 OF 2024 ENTITLED “TAXATION  
OF HOTEL ROOM OCCUPANCY”**

WHEREAS, a local law was introduced to be known as Local Law No. 2 of 2024,  
entitled “TAXATION OF HOTEL ROOM OCCUPANCY;” and

WHEREAS, a public hearing in relation to said local law was held on April 17, 2024 and  
closed on May 14, 2024; and

WHEREAS, notice of said public hearing was given pursuant to the terms and provisions  
of the Municipal Home Rule Law of the State of New York; and

WHEREAS, the Town Board classified this action as a Type II Action for purposes of the  
State Environmental Quality Review Act (SEQRA), requiring no further environmental review;  
and

WHEREAS, the said local law has been on the desks of the members of the Town Board  
of the Town of Putnam Valley for at least seven (7) days, exclusive of Sunday.

NOW, THEREFORE, BE IT RESOLVED, that the local law annexed hereto is hereby  
enacted; and

BE IT FURTHER RESOLVED, that the Town Clerk shall file a certified original of this  
local law in the office of the Town Clerk and one (1) certified copy in the Office of the Secretary  
of State, State of New York, such certified copy to have attached thereto a certificate that it  
contains the correct text of the enactment of this local law.

Councilman Luongo left the meeting early due to a prior commitment.

Dated: May 15, 2024

Moved: Supervisor Annabi

Seconded: Councilman Russo

Motion passes: Ayes 4 Nays 0

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|                                      | AYE           | NAY           | ABSENT        |
|--------------------------------------|---------------|---------------|---------------|
| PRESENT/ABSENT Councilwoman Howard   | <u>X</u>      | <u>      </u> | <u>      </u> |
| PRESENT/ABSENT Councilwoman Tompkins | <u>X</u>      | <u>      </u> | <u>      </u> |
| PRESENT/ABSENT Councilman Russo      | <u>X</u>      | <u>      </u> | <u>      </u> |
| PRESENT/ABSENT Councilman Luongo     | <u>      </u> | <u>      </u> | <u>X</u>      |
| PRESENT/ABSENT Supervisor Annabi     | <u>X</u>      | <u>      </u> | <u>      </u> |

Supervisor Annabi said that this Article IX "Taxation of Hotel Room Occupancy" will be in effect as soon as it is filed with the State. We will have plans and a check list for our short term rental policy and procedures, and will present it to the public and to the Planning and Zoning Board within the next few weeks.

**INTRODUCE PROPOSED LAW ON GROUND MOUNT COMMERCIAL SOLAR ENERGY SYSTEMS**

Presented by Councilman Russo

**RESOLUTION #R24-217**

**RESOLVED**, that the Town Board proposes that a Town Zoning Code local law amendment be made to Town Code Chapter 165, entitled "Zoning," specifically to §§165-111 (D) relating to siting of ground mount commercial solar energy systems.

Seconded by Councilwoman Tompkins, unanimously carried.

**RESOLUTION 5:15 - #\_\_\_\_ OF 2024**

WHEREAS, the Town of Putnam Valley Town Board hereby proposes that a Town Zoning Code local law amendment be made to Town Code Chapter 165, entitled "Zoning," specifically to §§165-111(D) relating to siting of ground mount commercial solar energy systems; and

WHEREAS, the proposed amendments are annexed hereto as Exhibit A and incorporated herein as if recited verbatim, and the Town Board does direct that said amendments be spread across the record as if they, in fact, had been read verbatim; and

WHEREAS, this action to amend the Zoning Law is a Type I Action under the New York State Environmental Quality Review Act (SEQRA), and a Full Environmental Assessment Form (FEAF) is attached hereto; and

WHEREAS, the Town Board has determined that the proposed amendment must be referred to the Putnam County Department of Planning, Development and Public Transportation for review and recommendation; and

WHEREAS, the amendments require a public hearing.

NOW, THEREFORE BE IT RESOLVED THAT:

1. The Town Board hereby states that because only the Town Board can consider and adopt changes to the Town Code that it is the only involved agency, and the Board hereby declares that it is the Lead Agency and will conduct the environmental review of this matter pursuant to Article 8 of the Environmental Conservation Law; and

2. The Town Board hereby sets a public hearing on the proposed amendments for June 19, 2024, at 6:00pm, or as soon thereafter as the matter may come to be heard, in the Town Hall, 265 Oscawana Lake Road, Putnam Valley, New York; and
3. The Town Board refers this matter to the Putnam County Department of Planning, Development and Public Transportation for a recommendation pursuant to GML §239-m; and
4. The Town Board directs the Town Clerk to notify the Town Clerks of each of the surrounding municipalities of the public hearing pursuant to GML §239-nn.

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

Moved: \_\_\_\_\_

Seconded: \_\_\_\_\_

Motion passes/ fails: Ayes \_\_\_\_\_ Nays \_\_\_\_\_

|                                      | AYE   | NAY   | ABSTAIN |
|--------------------------------------|-------|-------|---------|
| PRESENT/ABSENT Councilwoman Howard   | _____ | _____ | _____   |
| PRESENT/ABSENT Councilman Luongo     | _____ | _____ | _____   |
| PRESENT/ABSENT Councilwoman Tompkins | _____ | _____ | _____   |
| PRESENT/ABSENT Councilman Russo      | _____ | _____ | _____   |
| PRESENT/ABSENT Supervisor Annabi     | _____ | _____ | _____   |



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Supervisor Annabi said that a public hearing will be set up for our next Town Board Meeting on June 19<sup>th</sup> at 6 PM.

**INTRODUCE AMENDMENT TO LAW ON INCENTIVE ZONING**

Presented by Councilwoman Tompkins

**RESOLUTION #R24-218**

**RESOLVED**, that the Town Board proposes that certain Town Code local law amendments be made to the Town Code, specifically, to repeal, in its entirety, Article XXIII (§§165-103 through 110), entitled "Incentive Zoning".

**RESOLUTION 5:15 - #\_\_\_\_ OF 2024**

WHEREAS, the Town of Putnam Valley Town Board hereby proposes that certain Town Code local law amendments be made to the Town Code, specifically, to repeal, in its entirety, Article XXIII (§§165-103 through 110), entitled "Incentive Zoning"; and

WHEREAS, the proposed amendment is annexed hereto as Exhibit A and incorporated herein as if recited verbatim and the Town Board does direct that said amendments be spread across the record as if they, in fact, had been read verbatim; and

WHEREAS, this action to amend the Town Code is a Type II Action under the New York State Environmental Quality Review Act (SEQRA) requiring no further environmental review; and

WHEREAS, the amendment requires a public hearing.

NOW, THEREFORE BE IT RESOLVED, that the Town Board hereby sets a public hearing on the proposed amendments for June 19, 2024, at 6:00pm, or as soon thereafter as the matter may come to be heard, in the Town Hall, 265 Oscawana Lake Road, Putnam Valley, New York; and

BE IT FURTHER RESOLVED, that the Town Clerk is hereby directed to post and provide notice of the public hearing as required by law.

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

Moved: \_\_\_\_\_

Seconded: \_\_\_\_\_

Motion passes/ fails: Ayes \_\_\_\_\_ Nays \_\_\_\_\_

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|                                      | AYE   | NAY   | ABSTAIN |
|--------------------------------------|-------|-------|---------|
| PRESENT/ABSENT Councilwoman Howard   | _____ | _____ | _____   |
| PRESENT/ABSENT Councilwoman Tompkins | _____ | _____ | _____   |
| PRESENT/ABSENT Councilman Russo      | _____ | _____ | _____   |
| PRESENT/ABSENT Councilman Luongo     | _____ | _____ | _____   |
| PRESENT/ABSENT Supervisor Annabi     | _____ | _____ | _____   |

Supervisor Annabi said that the way the law is written, it is not a benefit to businesses or the community, but a burden, which is not its intent. We are purposely repealing the way it is written and will begin working of a way it is a benefit to our businesses and community and for future businesses that come in to our Town.

The Board agrees that in order to get a better understanding of the way the law is written, they will have a public hearing on it.

Counsel Sarah Ryan said that the Town Board is always empowered to rezone a property, but what it can't do is to do it for the benefit of an individual and not the community as a whole.

Seconded by Councilwoman Howard, unanimously carried.

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SUPERVISOR'S COMMENTS

The monthly highlights of the Town:

- RBL – Annual Plant Sale – Sat May 18<sup>th</sup> -Children's Beach – 9AM – Noon
- Wiccopee Road Clean-up – Sat. May 18<sup>th</sup> – meet at Tompkins Corners – 11AM
- School Vote – May 21<sup>st</sup> – PVES from 6 AM – 9PM
- First Sunset Series show – Town Park, May 23<sup>rd</sup> at 7 PM
- Memorial Day – May 27<sup>th</sup>- meet at Town Hall at 11 AM – go to memorial at Lake Peekskill and then to VFW Hall
- PVVFD Blood Drive – May 30<sup>th</sup> - at PVFD from 9 AM to 7:30 PM
- Town Day – Sat. Sept. 21<sup>st</sup>. Taking applications for vendors.

The Town Board would like to thank the Putnam Valley Historical Society, the Putnam County Historian's Office and NY Parks and Recreation Historic Preservation for their part in research for the first and only All Black Cemetery located here in Putnam Valley since 1927. This is a 20 acre cemetery located on 120 acres off Barger Street. It has been known as Lawsonville, Emmanuel Inn or Larksbury. It holds historical importance as it was established by Bishop Robert Lawson of Temple Refuge Church in NYC. Bishop Lawson created recreation opportunities for urban black families at a time when others failed to exist. It was a thriving resort for black Americans until a 1964 Civil Rights Act allowed other resorts to open. It has been found that over 30 members, including Bishop Lawson, are interred there. With the help of NYS Preservation and the Putnam County Historian's office, our Putnam Valley Historical Society was able to get a historic marker to be placed at the cemetery. The marker will be unveiled at our Town Hall on June 19<sup>th</sup> at 2 PM, and will then be taken to the cemetery to be installed. We thank Sherry Howard, the Voluntary President of the Historical Society, along with Sallie Sypher and Jennifer Cassidy, who found this site and got it historically marked.

## Putnam Valley Town Board Meeting – 5/15/24

Legislator Gouldman has a conflict tonight so he will not be able to be here, so he has asked me to give his report.

The Peekskill Hollow Road Project is now moving quickly. As the construction is being done there have been individuals concerns, which Legislator Gouldman has been able to address. If you have a concern about it, please give him a call.

**\*\*We have all seen garbage being dumped on the side of the road. Please do not throw garbage out of your car.**

We should all understand the total cost of littering.

- It pollutes the environment
- It affects and can kill wildlife
- It also affects the aesthetic look of our community.

Let's all work together for the betterment of our Town and help keep our community a cleaner greener place to live.

We do live in a beautiful area. Let's keep it that way.

If you would like to put together a team to clean up an area, please reach out to Bill, he will supply everything you need to do the job.

**\*\*On June 9<sup>th</sup>, the Putnam County Youth Bureau will be putting on a Youth Business Market which will be held at Tilly Foster. If you know of a kid who has a great product to sell, sign them up. For more information, go to the county website.**

**\*\* He would like to thank the residents who have contacted him about issues they need help with.**

**\*\* He is interested in your concerns. His door is always open. If you see something or have a problem or issue, just give my office a call at 845-808-1020. If he can correct your issue, he will.**

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**APPROVAL OF MINUTES**

Presented by Supervisor Annabi

**RESOLUTION #R24-219**

**RESOLVED**, that the Town Board authorize the Supervisor to accept the Town Board meeting minutes for April 10<sup>th</sup> and April 17<sup>th</sup>, 2024.

Seconded by Councilwoman Tompkins, unanimously carried.

**LETTER OF SUPPORT FOR THE CITY OF PEEKSKILL FOR A GRANT REQUEST**

Presented by Supervisor Annabi

**RESOLUTION #R24-220**

**RESOLVED**, that the Town Board give a letter of support to the City of Peekskill for a grant to revitalize the Division Street Area of Peekskill.

Seconded by Councilwoman Tompkins, unanimously carried.

Supervisor Annabi said she will get the letter out first thing tomorrow.

**APPROVE RELEASE OF DEPOSIT FUNDS**

Presented by Councilwoman Tompkins

**RESOLUTION #R24-221**

**RESOLVED**, that the Town Board release the bond of \$4,240.00 to Mike's Blue Wheel Service, 225 Wood Street, Mahopac, NY 10541 for the demolition of the Wildwood Knolls water tank and shed. The job is complete.

Seconded by Councilman Russo, unanimously carried.

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**APPROVE LEAVE OF ABSENCE FROM AND APPOINTMENT TO THE RBL  
PRESERVATION COMMITTEE**

Presented by Councilwoman Tompkins

**RESOLUTION #R24-222**

**RESOLVED**, that the Town Board accept Andrew Brown's request for a temporary leave of absence from RBL Preservation Committee, effective immediately.

Also, that the Town Board appoints Abbey O'Brien to fill Andrew's vacancy on the RBL Preservation Committee until Andrew's return or until his term expires, whichever comes first.

Seconded by Councilman Russo, unanimously carried.

**RATIFY OPTIMUM AGREEMENT FOR TOWN HALL**

Presented by Councilwoman Howard

**RESOLUTION #R24-223**

**RESOLVED**, that the Town Board ratify an increase of the Town's Internet upload speed and change over to Fiber for Optimum a/c 07803-277473-01. The purpose of this change over is for increased outbound bandwidth to accommodate long-term cloud based archiving. Cost will decrease from \$214.95/month to \$150.00/month for 2 years.

Seconded by Councilman Russo, unanimously carried.

**RATIFY OPTIMUM AGREEMENT FOR COMMUNITY MEDIA**

Presented by Councilwoman Howard

**RESOLUTION #R24-224**

**RESOLVED**, that the Town Board ratify an increase of the Town's upload speed and change over to Fiber for Optimum a/c 07803-586977-01. The purpose of this increase and change -over is for new bandwidth upgrade to improve customer experience when viewing slides & video located in-house. Also to improve the remote upload & download of files while remotely programming & transferring files to/from the system. Cost will decrease from \$219.95/month to \$150.00/month for 2 years.

Seconded by Councilman Russo, unanimously carried.

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**APPROVE HIRING NEW LABORER**

Presented by Councilman Russo

**RESOLUTION #R24-225**

**RESOLVED**, that the Town Board appoint Trevor McGee of Brookdale Road, Putnam Valley, NY as a full time laborer at the probationary rate of \$32.11 per hour, effective June 3, 2024. He will be replacing Keith Haviland, who will be retiring on May 31<sup>st</sup>.

Seconded by Councilwoman Tompkins, unanimously carried.

**ACCEPT RETIREMENT OF EMPLOYEE**

Presented by Councilman Russo

**RESOLUTION #R24-226**

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Dear Mr. Keeler,

I am writing to inform you of my decision to retire from my job with the Putnam Valley Highway Department, with my last effective workday of May 31<sup>st</sup>, 2024.

It has been an honor and a privilege to serve the Putnam Valley community for 33 years. I have enjoyed working alongside my colleagues and contributing to the growth and development of our town.

I will do my best to ensure a smooth transition of my responsibilities before my departure. Please let me know if there are any specific tasks or projects that require attention during this transition period.

Thank you for your support and guidance throughout my tenure. I will cherish the memories and friendships I have made here.

Sincerely,

Joseph K. Haviland  
Operator



Seconded by Councilwoman Tompkins, unanimously carried.



TOWN OF PUTNAM VALLEY  
PUBLIC HEARING & TOWN BOARD MEETING  
MAY 15, 2024

**APPROVE MAY 2024 REFUNDS**

Presented by Councilwoman Tompkins

**RESOLUTION #R24-227**

**RESOLVED**, that the Town Board approve Parks and Rec May 2024 refunds.

|                                                                           |                                                   |
|---------------------------------------------------------------------------|---------------------------------------------------|
| Obed Noguera<br>95 Lake Drive<br>Lake Peekskill, NY 10537                 | \$500.00<br>LPCC<br>Deposit refund                |
| Livia Ordonez<br>5 Peekskill Hollow Turnpike<br>Cortlandt Manor, NY 10537 | \$500.00<br>LPCC<br>Deposit refund                |
| Michelle Scherb<br>238 Maple Road<br>Mahopac, NY 10541                    | \$156.10<br>PV Day Camp<br>refund for overpayment |
| Veronica O'Connor<br>627 Peekskill Hollow Road<br>Putnam Valley, NY 10579 | \$500.00<br>LPCC<br>Deposit refund                |

Seconded by Councilwoman Howard, unanimously carried.

**APPROVE CHANGES IN PERSONNEL**

Presented by Councilwoman Tompkins

**RESOLUTION #R24-228**

**RESOLVED**, that the Town Board approve the following additions/changes to personnel

- 1) Catherine Montaldo, PV Children's Center @ \$15.70 hr.

Seconded by Councilman Russo, unanimously carried.

**APPROVE 2024 LIFEGUARDS**

Presented by Councilwoman Tompkins

TOWN OF PUTNAM VALLEY  
PUBLIC HEARING & TOWN BOARD MEETING  
MAY 15, 2024

**RESOLUTION #R24-229**

**Request for approval of the 2024 Lifeguard pay scale.**

**The following is a list of potential lifeguards for the 2024 season. Lifeguards will be selected pending verification of required certifications and availability.**

**Per hour salary based on number of seasons employed as a lifeguard. Starting 2024 salary is \$17.00 hr. with Jr. Guards at \$16.00 hr.**

- |                         |                          |
|-------------------------|--------------------------|
| 1. Rachel Berdecia      | @\$17.25 hr.             |
| 2. Dakota Bourgie       | @\$16.00 hr. Jr. LG      |
| 3. Charles Broas        | @\$17.25 hr. weekend sub |
| 4. Eliana Broccolo      | @\$17.00 hr. sub         |
| 5. Maggie Caputo        | @\$17.00 hr.             |
| 6. James Carlsen        | @\$17.25 hr.             |
| 7. Isabella Coletti     | @\$16.00 hr. Jr. LG      |
| 8. Logan Dalton         | @ \$17.00 hr.            |
| 9. Juilia Dimichele     | @ \$16.00 hr. Jr. LG     |
| 10. Nicholas Dimichele  | @\$17.25 hr.             |
| 11. Jaiden Donohue      | @\$17.00 hr.             |
| 12. Olivia Downes       | @\$17.00 hr.             |
| 13. Alec Dreessen       | @ \$17.00 hr.            |
| 14. Jonathan Duraes     | @ \$17.00 hr.            |
| 15. Andrew Figueroa     | @ \$17.00 hr.            |
| 17. Theodore Gannon     | @\$17.25 hr.             |
| 18. Chloe Goessl        | @ \$16.00 hr. Jr. LG     |
| 19. Sophie Goessl       | @ \$16.00 hr. Jr. LG     |
| 20. Christian Gundersen | @\$17.00 hr.             |
| 21. Leah Harman         | @\$16.00 hr. Jr. LG      |
| 22. Allison John        | @\$16.00 hr. Jr. LG      |
| 23. Madison Keeler      | @\$17.00 hr.             |
| 24. Patrick Keeley      | @\$17.00 hr.             |
| 25. Abigail Lowder      | @\$18.25 hr.             |
| 26. James Mazzarisi     | @\$18.75 hr.             |
| 27. Kate Mulqueen       | @ \$16.00 hr. Jr. LG     |
| 28. Amanda Orlando      | @\$18.75 hr. weekend sub |
| 29. Jessica Parubi      | @\$16.00 hr. Jr. LG      |
| 30. Noah Patafio        | @\$17.25 hr.             |
| 31. Leland Petrash      | @\$17.50 hr.             |
| 32. Gabriella Randazzo  | @\$17.50 hr.             |
| 33. Sophia Randazzo     | @\$17.00 hr.             |
| 34. James Russo         | @\$18.50 hr.             |
| 35. Tim Sainz           | @\$19.50 hr.             |
| 36. Maria Smit          | @\$17.25 hr.             |
| 37. Hudson Sperrazza    | @\$17.50 hr.             |

TOWN OF PUTNAM VALLEY  
PUBLIC HEARING & TOWN BOARD MEETING  
MAY 15, 2024

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38. Parker Sperrazza @\$17.50 hr. weekend sub  
39. Jaden Teshar @\$17.25 hr.

**Day Camp Lifeguards:**

|                     |                   |                                         |
|---------------------|-------------------|-----------------------------------------|
| 1. Victoria Deluca  | @ \$20.50 hr.     | Water Safety Instructor/Lifeguard Mgmt. |
| 2. Amanda Orlando   | @ \$19.75 hr.     |                                         |
| 3. Parker Sperrazza | @ \$18.50.hr.     |                                         |
| 4. Charlie Broas    | @ \$18.00 hr.     |                                         |
| 5. Hudson Sperrazza | @ \$18.00 hr. Sub |                                         |

Seconded by Councilman Russo, unanimously carried.

**APPROVE SUNSET SERIES COORDINATOR**

Presented by Councilwoman Tompkins

**RESOLUTION #R24-230**

**RESOLVED**, that the Town Board accept the personnel additions of the Parks and Recreation Department for the 2024 Concert Series.

Sherry Howard – Sunset Series Coordinator @ \$4,200 for the season.

This has been accounted for in the accepted 2024 budget.

Seconded by Councilman Russo, unanimously carried.

TOWN OF PUTNAM VALLEY  
PUBLIC HEARING & TOWN BOARD MEETING  
MAY 15, 2024

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**PUBLIC COMMENTS**

Supervisor Annabi asked the public to check our town website to for activities and to sign up for "Alerts",

We have 2 public hearings in June and there is a Blood Drive on May 30<sup>th</sup>.

**AUDIT OF MONTHLY BILLS**

Presented by Supervisor Annabi

**RESOLUTION #R24-231**

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

| <b><u>VOUCHER NUMBERS</u></b> | <b><u>AMOUNTS</u></b> |
|-------------------------------|-----------------------|
| 46792-47085                   | \$364,358.76          |
| 46816-47080                   | \$100,796.54          |
| 46783-47083                   | \$135,791.33          |

Seconded by Councilwoman Tompkins, unanimously carried.

**BUDGET TRANSFERS AND AMENDMENTS**

Presented by Supervisor Annabi

**RESOLUTION #R24-232**

**RESOLVED**, that the Town Boar approve the attached Budget Transfers and Amendments for Year-to-Date May 2024.

## TOWN OF PUTNAM VALLEY

## Budget Adjustment Form

Year: 2024 Period: 5 Trans Type: B1 - Transfer Status: Posted  
Trans No: 119093 Trans Date: 05/14/2024 User Ref: MANGELICO  
Requested: Approved: Created by: MANGELICO 05/14/2024  
Description: MAY 15 YTD BUDGET TRANSFERS Account # Order: Yes  
Print Parent Account: No

| Account No.   | Account Description           | Amount    |
|---------------|-------------------------------|-----------|
| A.1420.400    | LAW.SPECIAL LEGAL COUNSEL     | 3,002.65  |
| A.1440.411    | MS4.COUNTY CONTRACT           | 27.71     |
| A.1620.200    | BUILDINGS.EQUIPMENT           | 569.98    |
| A.1620.400    | BUILDINGS.CONTRACTUAL         | -569.98   |
| A.1990.400    | CONTINGENT ACCOUNT            | -3,002.65 |
| A.1990.400    | CONTINGENT ACCOUNT            | -27.71    |
| A.1990.400    | CONTINGENT ACCOUNT            | -1,347.16 |
| A.3310.200    | SIGNS.TRAFFIC SIGNS           | 1,347.16  |
| A.5010.424    | HIGHWAY SUPT.CONTRACTUAL      | 17.98     |
| A.5132.400    | GARAGE.CONTRACTUAL            | -17.98    |
| A.7110.200    | PARKS.EQUIPMENT               | 1,615.67  |
| A.7110.400    | PARKS.CONTRACTUAL             | -1,615.67 |
| A.7310.200    | CHILDRENS CENTER.EQUIPMENT    | 1,025.98  |
| A.7310.400    | CHILDRENS CENTER.CONTRACTUAL  | -1,025.98 |
| SM01.1640.210 | GARAGE.TIRES                  | 191.00    |
| SM01.1640.220 | GARAGE.TOOLS AND EQUIPMENT    | -191.00   |
| SM05.1630.400 | ADMIN & CLERICAL.EXPENSE      | -17.15    |
| SM05.7180.400 | BEACH.SUPPLIES                | 17.15     |
| SM06.7180.410 | BEACH.TAGS & PARKING STICKERS | 329.00    |
| SM06.7180.471 | BEACH.MAINTENANCE AND REPAIRS | -329.00   |
| SM07.7180.200 | BEACH.EQUIPMENT               | 561.61    |
| SM07.7180.210 | BEACH IMPROVEMENTS            | -561.61   |
| SM07.7180.400 | BEACH.SUPPLIES                | 22.25     |
| SM07.7180.410 | BEACH.TAGS & PARKING STICKERS | -22.25    |
| SM08.7180.200 | BEACH.EQUIPMENT               | -51.00    |
| SM08.7180.400 | BEACH.SUPPLIES                | 51.00     |
| SM10.7180.400 | BEACH.SUPPLIES                | 8.00      |
| SM10.7180.471 | BEACH.MAINTENANCE AND REPAIRS | -8.00     |
| Total Amount: |                               | 0.00      |

TOWN OF PUTNAM VALLEY  
PUBLIC HEARING & TOWN BOARD MEETING  
MAY 15, 2024

Date Prepared: 05/14/2024 03:49 PM

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

GLR4150 1.0

Page 1 of 1

Year: 2024 Period: 5 Trans Type: B2 - Amend Status: Posted  
Trans No: 119094 Trans Date: 05/14/2024 User Ref: MANGELICO  
Requested: Approved: Created by: MANGELICO 05/14/2024  
Description: MAY 15 2024 YTD BUDGET AMENDMENTS Account # Order: Yes  
Print Parent Account: No

| Account No.   | Account Description                       | Amount    |
|---------------|-------------------------------------------|-----------|
| A.1010.416    | TOWN BOARD.DEVELOPMENT PROJECTS           | 20,075.00 |
| A.1930.400    | JUDGMENTS & CLAIMS                        | 8,536.61  |
| A.1950.400    | TAXES & ASSESSMENTS ON PROPERTY           | 1,372.58  |
| A.3620.424    | INSPECTORS.CONTRACTUAL                    | 6,310.86  |
| A.6326.400    | ECONOMIC OPPORTUNITY PROGRAMS.CONTRACTUAL | 1,950.00  |
| A.7550.400    | TOWN DAY.EXPENSES                         | 1,400.00  |
| SM01.1640.471 | GARAGE.GAS, OIL, AND GREASE               | 12,921.30 |
| SM08.7180.210 | BEACH.IMPROVEMENTS                        | 7,461.44  |
| SM11.9730.600 | BOND ANTICIPATION NOTES.PRINCIPAL         | 5,000.00  |
| Total Amount: |                                           | 65,027.79 |

Seconded by Councilwoman Howard, unanimously carried.

**DAILY FEE REPORT: SUMMARY APRIL 1, 2024 – APRIL 30, 2024**

Presented by Supervisor Annabi

**RESOLUTION #R24-233**

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

From: 4/1/2024 To: 4/4/2024

| Fee Type                     | Count     | Amount            |
|------------------------------|-----------|-------------------|
| CW                           | 1         | \$75.00           |
| DECK                         | 1         | \$641.00          |
| ELECTRIC APP/SWIS            | 1         | \$40.00           |
| GAS/PROPANE                  | 1         | \$75.00           |
| HVAC                         | 1         | \$150.00          |
| MI                           | 2         | \$150.00          |
| OIL TANK                     | 1         | \$125.00          |
| PERM                         | 3         | \$275.00          |
| <b>Total Fees Collected:</b> | <b>11</b> | <b>\$1,531.00</b> |
| <b>Check</b>                 | <b>11</b> | <b>\$1,531.00</b> |

New System \$15,927.00  
 Old System 1,531.00  
 Total \$17,458.00

# Town of Putnam Valley

M5 Standard Fee Report Paid Only  
From 04/05/2024 To 04/30/2024

| Count by Type       |    |  |             |
|---------------------|----|--|-------------|
| ADDITION/ALTERATION | 46 |  | \$7,234.00  |
| ADDITIONAL FEE      | 1  |  | \$75.00     |
| CW                  | 1  |  | \$75.00     |
| DECK                | 1  |  | \$463.00    |
| DEM/C               | 1  |  | \$0.00      |
| ELECTRI APP/NY ELEC | 3  |  | \$120.00    |
| ELECTRIC APP/SWIS   | 9  |  | \$360.00    |
| FENCE/WALL          | 2  |  | \$150.00    |
| GAS/PROPANE         | 1  |  | \$75.00     |
| GENERATOR PERMIT    | 1  |  | \$75.00     |
| HVAC                | 5  |  | \$675.00    |
| MI                  | 4  |  | \$1,345.00  |
| OIL TANK            | 2  |  | \$250.00    |
| PERMIT FEE          | 5  |  | \$375.00    |
| PL                  | 2  |  | \$180.00    |
| RENEWAL             | 7  |  | \$1,775.00  |
| SEARCH              | 9  |  | \$1,800.00  |
| WETADM              | 4  |  | \$200.00    |
| WETL                | 4  |  | \$400.00    |
| WT/S                | 3  |  | \$300.00    |
|                     | 67 |  | \$15,927.00 |

New Computer System



# Town of Putnam Valley

M5 Standard Fee Report Paid Only

From 04/05/2024 To 04/30/2024

## Fee Counts by Pay Type

|               |           |                    |
|---------------|-----------|--------------------|
| 0000          | 1         | \$0.00             |
| Cash          | 4         | \$2,925.00         |
| Check         | 60        | \$12,852.00        |
| Money Order   | 2         | \$150.00           |
| <b>Total:</b> | <b>67</b> | <b>\$15,927.00</b> |

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                                |

Seconded by Councilwoman Tompkins, unanimously carried.

TOWN OF PUTNAM VALLEY  
PUBLIC HEARING & TOWN BOARD MEETING  
MAY 15, 2024

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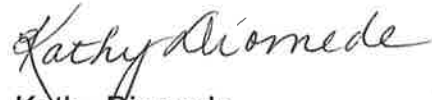
Supervisor Annabi moved to go into Executive Session with no further business afterward.

Seconded by Councilwoman Tompkins, unanimously carried.

Supervisor Annabi made a motion to close the meeting at 7:20 PM.

Seconded by Councilwoman Tompkins, unanimously carried.

Respectfully submitted,

A handwritten signature in cursive script that reads "Kathy Diomedes".

Kathy Diomedes  
Town Clerk  
5/15/2024