

TOWN OF PUTNAM VALLEY

Town Board Work Session

October 9th, 2024

Town Hall

5 PM

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### Pledge of Allegiance

1. 2025 Budget Discussions
2. Approve Supplemental Memorandum of Agreement to CSEA Contract
3. Review VFW Request for Waiver of Permit Fees
4. Approve Appointment of New Employee
5. Highway: Approve Additional Hours for Part-Time Employee
6. Districts:
  - a. Review Wetlands and Building Fee Waiver Requests
  - b. Approve RBL Fall Cleanup and Sand Reclamation
  - c. Approve Barger Pond Equipment Purchase
7. Daily Fee Report: Summary September 1, 2024 – September 30, 2024

### Adjournment

TOWN OF PUTNAM VALLEY  
TOWN BOARD WORK SESSION  
OCTOBER 9, 2024

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**TOWN OF PUTNAM VALLEY**  
**TOWN BOARD WORK SESSION**  
**WEDNESDAY, OCTOBER 9, 2024**  
**5:00 PM**

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

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

Recitation of the Pledge of Allegiance.

Supervisor Annabi asked for a moment of silence us to remember all those in the middle of the disaster of hurricane Milton and for all those soldiers who are fighting for our rights to be here tonight.

**AMENDMENTS TO THE AGENDA**

Presented by Supervisor Annabi

**RESOLUTION # R24-333**

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

**ADD:** an Executive Session at the end of the meeting to discuss litigation with counsel with no further business afterward.

Seconded by Councilman Russo, unanimously carried.

**2025 BUDGET DISCUSSIONS**

Supervisor Annabi said right now our budget is down to 3.12 which is above the tax gap because we have to pay back an \$8.5 million loan for storm repair for our infrastructure.

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We are paying back the interest on this loan right now. Our managers and districts did a great job working on and getting this great budget. Our budget discussion and public hearing will remain open until Wednesday, November 6<sup>th</sup> at 4 PM. There will be a public hearing at the Town Board meeting on Wednesday, October 16<sup>th</sup> at 6 PM to discuss it further.

**APPROVE SUPPLEMENTAL MEMORANDUM OF AGREEMENT TO CSEA CONTRACT**

Supervisor Annabi explained CSEA is to update their Memorandum of Agreement between us and their employees. There is a position here in Town Hall that requires a payroll assistant and a position in the Town Clerk's office. This requires one person to do two jobs. That position is requiring us to do a mutual agreement to include that employee as part of the CSEA.

Presented by Councilman Russo

**RESOLUTION #R24-334**

**RESOLVED**, that the Town Board approve the Town Supervisor entering into a Supplemental Memorandum of Agreement to the CSEA Contract to include the title of Assistant Payroll Clerk in the same. The salary schedule referenced therein is for the calendar years 2024 and 2025 for Steps I through 7 and all terms and conditions of employment thereunder will be set forth in the CSEA contract that are applicable to all members of the bargaining unit.

Supervisor Annabi said that this is a correction: it is a Payroll Clerk/Clerk, so it is two titles, not one title.

Seconded by Councilwoman Tompkins, unanimously carried.

Second to accept the Resolution as amended.

Seconded by Councilwoman Tomplins, unanimously carried.

## Supplemental Memorandum of Agreement

**BY AND BETWEEN THE TOWN SUPERVISOR AND TOWN BOARD OF PUTNAM VALLEY**, hereinafter referred to as "The Town" and **THE CIVIL SERVICE EMPLOYEES ASSOCIATION, LOCAL 1000 AFSCME, AFL-CIO, UNIT 8151, TOWN OF PUTNAM VALLEY UNIT**, hereinafter referred to as the "CSEA";

**WHEREAS**, the Town and the CSEA wish to modify Article 1, the Recognition Clause of the parties' Collectively Negotiated Agreement dated January 1, 2022 through December 31, 2025, (hereinafter the "CSEA contract") to the title Assistant Payroll Clerk/Clerk; and

**WHEREAS**, the Town and the CSEA wish to create salary schedules for the newly added title; and

**WHEREAS**, the parties have agreed to add the aforementioned title to the bargaining unit, negotiated salary schedules for the title as well as agreed that the newly added title shall receive all of the same terms and conditions of employment applicable to employees in the bargaining unit;

1. The parties will modify the Recognition Clause at Article 1 of the CSEA contract to include the following title: Assistant Payroll Clerk/Clerk.
2. The title in Paragraph 1 above will be placed on the following salary schedules which shall be incorporated in the CSEA contract during the next round of bargaining:

### Assistant Payroll Clerk/Clerk

| Step | <u>2024</u> | <u>2025</u> |
|------|-------------|-------------|
| 1    | 45,500      | 46,865      |
| 2    | 46,855      | 48,261      |
| 3    | 48,240      | 49,687      |
| 4    | 49,663      | 51,122      |
| 5    | 51,113      | 52,646      |
| 6    | 52,621      | 54,200      |
| 7    | 54,173      | 55,798      |

3. The title set forth in Paragraph 1 of this Agreement shall be eligible to receive the longevities applicable to 12-month employees when they reach the number of years of service set forth in the CSEA contract.

4. The title in Paragraph 1 shall receive all the terms and conditions of employment set forth in the CSEA contract that are applicable to all members of the bargaining unit.
5. Any issues that may arise from the interpretation/implementation of this MOA will be processed the grievance procedure that is outlined through collective bargaining agreement.

**SO AGREED THIS \_\_\_\_\_ DAY OF AUGUST 2024 SUBJECT TO APPROVAL OF THE TOWN BOARD.**

**THE TOWN**

**BY: \_\_\_\_\_**

**MS. JACQUELINE ANNABI**

**TOWN SUPERVISOR**

**THE CSEA**

**BY:**

A handwritten signature in black ink, appearing to read 'NH', is written over a horizontal line.

**NEIL HEARD**

**CSEA LRS**



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**REVIEW VFW REQUEST FOR WAIVER OF PERMIT FEES**

Presented by Councilwoman Howard

**RESOLUTION #R24-335**

**RESOLVED**, that the Town Board waive the fees for the permits associated with the remodeling/repair of the VFW facility located at 154 Oscawana Lake Road, Putnam Valley, NY 10579.

Seconded by Councilman Russo, unanimously carried.



# Veterans of Foreign Wars

Gillen-Vinscotski Memorial Post 391, Veterans of Foreign Wars, Inc.  
154 Oscawana Lake Road  
Putnam Valley, NY 10579

September 19, 2024

Dear Colleagues and Team at Putnam Valley,

We are writing to request a waiver of fees for the permits associated with the remodeling/repair of our facility located at 154 Oscawana Lake Road, Putnam Valley, NY 10579. As you are aware, we are a 501 C-19 Not for Profit that collects funds by the generosity of our community for the operation and upkeep of facilities for Veteran and community use. This ultimately limits how we conduct business and how much service we may offer to our nation's most treasured Veterans who have served in combat and peacetime. Without your support, we would fail in our mission.

Please note, that we have been in contact with the Putnam Valley Building and Zoning office, and the following permits are needed for our construction project to commence. They are:

\*Building Permit (Remodel and Roofing Replacement)

\*HVAC Permit (Removal of unserviceable heating boiler and replacement with 3 Split Unit Heating/AC units)

\*Plumbing Permit (Replacement of faulty sump pump and repair of sink plumbing)

We respectfully request any assistance the town may supply to us for this project, including the waiver of fees for these permits, which will greatly impact the funding we must produce for its completion. Thank you for your assistance, consideration, and commitment to your local Veterans and the Veterans of Foreign Wars mission.

Respectfully,

*Sr. Vice Commander & Judge Advocate*  
154 Oscawana Lake Road  
Post 391 Putnam Valley, NY

**APPROVE APPOINTMENT OF NEW EMPLOYEE**

Presented by Councilwoman Tompkins

**RESOLUTION #R24-336**

**RESOLVED**, that the Town Board approve the appointment of Amy Fiorentino as part-time Assistant Payroll Clerk in the Finance Department and part-time Clerk in the Town Clerk's Office at a shared salary of \$45, 500. (as per Step 1 Assistant Payroll Clerk/Clerk in the CSEA Contract), with benefits, which cost shall be split equally between both departments.

Seconded by Councilwoman Howard, unanimously carried.

**APPROVE ADDITIONAL HOURS FOR PART-TIME EMPLOYEE**

Presented by Councilwoman Howard

**RESOLUTION #R24-337**

**RESOLVED**, that the Town Board approve Sarah Caporale to work additional hours per week as coordinator as required for the new MS4 mandates effective immediately. She would be paid the current hourly wage.

Seconded by Councilman Russo, unanimously carried.

**REVIEW WETLANDS AND BUILDING FEE WAIVER REQUESTS**

Presented by Councilman Russo

**RESOLUTION #R24-338**

**RESOLVED**, that the Town Board waive any and all wetlands and building permitting fees for tax map 62.63-1-20. This application is for a dock that will be repaired/replaced in the Abele Park District.

Seconded by Councilwoman Tompkins, unanimously carried.



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**APPROVE RBL FALL CLEANUP AND SAND RECLAMATION**

Presented by Councilman Russo

**RESOLUTION #R24-339**

**RESOLVED**, that the Town Board authorize the proposal from Landwork Contractors to include all labor, material, equipment and clean up necessary to complete the following scope of work in Roaring Brook Lake:

- Park Beach –
  - a. Fall clean up \$2,650.
  - b. Sand Reclamation – \$1,450.
- Children's Beach –
  - a. Fall clean up \$2,850.
  - b. Sand Reclamation - \$1,950.
- Dam and spillway –
  - a. Fall clean up \$2,050.
- Moon Beach –
  - a. Sand Reclamation - \$1,250.

All leaves will be dumped at the Town Highway organic waste pile and all sand reclamation will be done in accordance with DEC regulations.

This expense was not included in the 2024 budget, but the district requested that it be paid for from their fund balance. The total cost is \$12,200.

Seconded by Councilwoman Tompkins, unanimously carried.



144 Buckshollow Road  
Mahopac, NY 10541  
(914) 479-2537/Fax: (914) 293-0094  
[www.landworkcontractors.com](http://www.landworkcontractors.com)

**Proposal to:** Town of Putnam Valley  
**Attention:** Karen Kroboth District Clerk 845-526-2160  
**Proposal dated:** September 10, 2024

Landwork Contractors, Inc. submits its proposal to include all labor, material, equipment and clean up necessary to complete the following scope of work:

1. Park Beach fall Clean up including raking up the gravel from the beach area. \$2,650.00
2. Children's Beach fall clean up. \$2,850.00
3. Pile up the sand from Children's Beach into a stockpile (install silt erosion fence around the pile). Work to be completed with a Bobcat in compliance with DEC regulations. Cover the sand pile with a new tarp. \$1,950.00
4. Dam and spillway fall clean up. \$2,050.00
5. Pile up the sand from Park Beach into a stockpile (install silt erosion fence around the pile). Work to be completed with a Bobcat in compliance with DEC regulations. Cover the sand pile with a new tarp. \$1,450.00
6. Pile up the sand from Moon Beach into a stockpile (install silt erosion fence around the pile). Work to be completed with a Bobcat in compliance with DEC regulations. Cover the sand pile with a new tarp. \$1,250.00

All leaves to be dumped at Town Highway organic waste pile.

I look forward to working with you.  
Please feel free to contact me with any questions.

Regards,  
Joe Ruggiero  
(914) 646-4846 cell  
President, Landwork Contractors, Inc.

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**APPROVE BARGER POND EQUIPMENT PURCHASE**

Presented by Councilman Russo

**RESOLUTION #R24-340**

**RESOLVED**, that the Town Board authorizes the purchase of a park grill and two picnic tables for the beach area at Barger Pond. This purchase is not to exceed \$1,600. This purchase will be paid for by the district and they will come from their fund balance as a one-time purchase.

Seconded by Councilwoman Howard, unanimously carried.

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

Presented by Councilwoman Tompkins

**RESOLUTION #R24-341**

**Town of Putnam Valley**

M5 Standard Fee Report Paid Only  
From 09/01/2024 To 09/30/2024

| Count by Type         |     |             |
|-----------------------|-----|-------------|
| Above Ground Pool     | 1   | \$125.00    |
| ADDITION/ALTERATION   | 5   | \$7,992.00  |
| BEDROOM COUNT REQUEST | 1   | \$50.00     |
| CW                    | 4   | \$300.00    |
| DECK                  | 1   | \$216.00    |
| DEM/R                 | 1   | \$100.00    |
| ELECTRI APP/NY ELEC   | 3   | \$120.00    |
| ELECTRIC APP/SWIS     | 14  | \$560.00    |
| FENCE/WALL            | 2   | \$150.00    |
| GAS/PROPANE           | 4   | \$300.00    |
| GENERATOR PERMIT      | 3   | \$225.00    |
| HVAC                  | 2   | \$225.00    |
| MI                    | 1   | \$75.00     |
| OIL TANK              | 5   | \$525.00    |
| PERMIT FEE            | 12  | \$1,602.00  |
| PL                    | 5   | \$465.00    |
| RENEWAL               | 13  | \$10,732.00 |
| RU                    | 3   | \$500.00    |
| SEARCH                | 17  | \$3,400.00  |
| TENT                  | 1   | \$125.00    |
| WELL                  | 1   | \$75.00     |
| WETADM                | 3   | \$150.00    |
| WETL                  | 3   | \$500.00    |
| WT/S                  | 2   | \$200.00    |
|                       | 107 | \$28,712.00 |

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                                |

Seconded by Councilman Russo, unanimously carried.

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Supervisor Annabi wanted to thank Assemblyman Matt Slater and State Senator Rob Rolison. They recently came to talk to us about including some of our lakes into Round 5 of a DEC grant. The only lake that is included now is Lake Oscawana. We met with our state representatives along with residents of Roaring Brook, Lake Peekskill and Barger Pond to discuss including these three lakes in the next round. This is the first time this has been presented to our state representatives. We don't know if DEC will follow suit and push for it. There are very strict guidelines to obtaining these grants, as Joe Pavarotti from the Board of Health explained to our residents, but we are trying.

She wanted to thank our representatives for a letter they sent to DEC which is a push forward to make this happen. (see attached.)





MATTHEW J. SLATER  
Assemblyman 94<sup>th</sup> District

THE ASSEMBLY  
STATE OF NEW YORK  
ALBANY

RANKING MINORITY MEMBER  
Libraries and Education  
Technology

COMMITTEES  
Government Operations  
Labor  
Oversight  
Real Property  
Transportation

October 3, 2024

Chief, Watershed Implementation Section  
Division of Water  
Department of Environmental Conservation

To Whom It May Concern:

Communities in the Hudson Valley continue to struggle with obsolete infrastructure that is resulting in deteriorating environmental conditions. Specifically, our property owners continue to seek help with failing septic systems in communities that do not have sewer infrastructure in place, which is why we are writing to request the State's Septic System Replacement Fund expand its eligibility of certain lakes in the Putnam Valley community.

In the Town of Putnam Valley in Putnam County we have met with local officials and homeowners surrounding Lake Peekskill, Roaring Brook Lake, Barger Pond, and Lake Oscawana about ways New York State can provide assistance to these are critical parts of our respective districts. We are requesting that Lake Peekskill, Roaring Brook Lake, and Barger Pond be added to the priority waterbody list of lakes whose nearby residents are eligible to receive funding from the Department of Environmental Conservation's Septic System Replacement Fund Program. Currently the State only allows residents around Lake Oscawana to participate in the program but Putnam Valley, which is known as the Town of Lakes, has several others that have significant Harmful Algal Blooms and other problems related to aging septic systems and cesspools that have led to beach closures and other necessary actions for health and safety reasons.

The potential environmental and overall health and safety impacts of these systems as they age and begin to break down is an issue of significant concern to our constituents, many of whom lack the financial resources to install new systems without assistance and thus mitigate such harmful effects. We believe the State has an obligation to assist these property owners which will ultimately help our local environment and improve the overall health of our residents.

Thank you for your consideration.

Sincerely,

Matt Slater  
New York State Assemblyman  
94th District

Rob Rolison  
New York State Senator  
39<sup>th</sup> District

cc: Jacqueline Annabi, Putnam Valley Supervisor  
Joe Pavarati, Putnam County Department of Health

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Supervisor Annabi said there will be a second Public Hearing on the Town Budget next Wednesday, October 16, 2024 at 6:00 PM. We will also be having a visit from our town Girl Scouts who want to know a little about Government.

She made a motion to close the meeting at 6:20 PM and to go into Executive Session to discuss litigation with counsel, with no further business afterward.

Seconded by Councilwoman Tompkins, unanimously carried.

Respectfully submitted,

A handwritten signature in cursive script, reading "Kathy Diomedes".

Kathy Diomedes

Town Clerk

Dated: October 9, 2024