

# TOWN OF PUTNAM VALLEY

## Town Board Meeting

October 16<sup>th</sup>, 2024

Town Hall

6 PM

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### AGENDA

#### Pledge of Allegiance

1. Community Reports
2. **Public Hearing:** 2025 Budget
3. Supervisor's Comments
4. Legislative Reports
5. Approval of Minutes
6. **Highway:** Request to Go to Bid for Materials for 2025
7. **Facilities:** Approve Northeast Generator Co. Maintenance/Service Agreement
8. **Parks & Recreation:**
  - a. Approve October 2024 Refunds
  - b. Approve Personnel Changes
9. Approve Re-Appointment of Board of Assessment Review Member
10. **Districts:**
  - a. Approve Wildwood Knolls Cleanup
  - b. Amend Resolution #R24-309 Roaring Brook Lake Drawdown 2024
11. Approve Putnam County Real Property Tax Service Contract 2025
12. Public Comment – Three-Minute Limit Per Person
13. Audit of Monthly Bills
14. Budget Transfers and Amendments

#### Adjournment

TOWN OF PUTNAM VALLEY  
TOWN BOARD MEETING  
OCTOBER 16, 2024

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**TOWN OF PUTNAM VALLEY**  
**REGULAR TOWN BOARD MEETING**  
**WEDNESDAY, OCTOBER 16, 2024**  
**6:00 PM**

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

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

Supervisor Annabi said we have some very special guests here tonight who will be leading us in the Pledge of Allegiance. They are Girl Scout/Brownie Troop 2932.

Recitation of the Pledge of Allegiance.

Supervisor Annabi asked for a moment of silence to remember those troops who are fighting around the world for our rights to be here today.

**AMENDMENTS TO THE AGENDA**

Presented by Supervisor Annabi

**RESOLUTION #R24-342**

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

**ADD: #10C** - Approve Wetlands Fee Waiver for RBL Park Beach Sand Relocation.

Seconded by Councilwoman Tompkins, unanimously carried.

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**COMMUNITY REPORTS**

Presented by Supervisor Annabi

Terry Raskyn of the Putnam Valley Grange gave the following report.

- 10/20/2024 – Poultry and Small Animal Swap
- 11/13/2024 – Into Forest Therapy
- For the holidays we will be scheduling Christmas with Santa and a Crafts Fair in December.

Supervisor Annabi said the Putnam Valley Grange is the last one to stand in the County.

Parks and Recreation Director Frank DiMarco gave the following report:

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**Recreation Report**

Basketball Registration is upon us for ages 4 years old up until 8<sup>th</sup> grade with a deadline of November 1<sup>st</sup>. as always I urge you to register on time as we cannot take late registration when setting up a league of this size. Play starts at the end of November.

Harvest Fest is this Friday October 18<sup>th</sup> – 5:30pm-8:00pm

Pumpkin Decorating Pumpkin (Pre-Register online to assure you get one)

Games- Booklet of 20 Game Tickets

Costume Contest – 6:30pm

The Dog House Food Truck – Food for Purchase

Apple Cider, Donuts & Coffee for Free

Music, Fun & More!

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Fire Department Chief Frank DiMarco gave the following report:

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**Fire Report**

As many of you have noticed, we continue to train at the old substation at Oregon Corners. As I stated last month, this gives our firefighters an opportunity to train in a more realistic setting and has been going very well.

We also will be at the Harvest Fest with a few trucks on display and information about joining the department.

As a reminder, this is the time of year that we all start up our chimneys and wood burning stoves. I urge everyone to make sure everything is properly cleaned and checked. Unfortunately, this is when we get most of our chimney fires including the duct work on the stoves. So again, very important make sure things are serviced.

This time of year also brings unpredictable road conditions so be careful of leaves and frost conditions on our roadways.

**PVWFD CALL STATS**

2 PIAA's  
2 Wires Down  
10 EMS Assist  
9 Automatic Alarms  
4 Standby/mutual aid  
1 Investigation  
2 CO Detector  
2 Controlled Burn/Rubbish Fire

There were 32 calls for the month, for a total of 218 man hours for October, for a total Year-to-Date of 358, and Training/Work Details of 984.

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Linda Thornton of the Tompkins Corners Cultural Center gave the following report:

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Tompkins Corners 10.16.24

Sat., 10/19 from 1 to 5 - Harvest Fest

Sun., 10/20 from 3 to 5 - Poets Corner Open Mic featuring Melissa Joplin Higley

Sun., 11/3 from 2 to 4 - Beata Beach Porter Exhibit Reception

This exhibit, supported through the Anne Anastasia Family Foundation, is a cooperative event between TCCC, Putnam County Historian, Putnam Valley Historical Society, and Putnam Arts Council.

Sat., 11/9 7:30 pm - Back At It

Sun., 11/10 from 3 - 5 Final Poets Corner Open Mic featuring Jim Garber  
Outdoors around a fire pit

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Library Director Amina Chaudhri gave the following report:

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Monthly Report

Putnam Valley Library

Amina Chaudhri

October 16, 2024

For our adult patrons, we have yoga on the 2nd Friday of each month. Furthermore, we have the American Sewing Guild, Chess, Mahjonn as well as mystery and fiction book clubs.

Putnam Valley Library continues to host a variety of storytimes for both homeschooled and public schooled children, as well as our toddler Music and Movement Class. We also offer our monthly cooking classes for children as well as therapy dog visits.

Good news, we are now offering more programs to teens: Dungeons & Dragons is currently in session. Additionally, we're offering an Acting Improv Class with actor Charise Greene and a 3-D Printing Workshop. Community volunteer hours are available for high school students.

Coming up on November 23rd, will be our second Repair Cafe. Folks will be on hand to help with simple wiring projects, sewing repair, book mending and more! This is a great way to give your broken item(s) a second chance!

Don't forget, we also have a Library of Things, EZ Passes for sale, video games, free museum passes, fresh and frozen free food, 3-D and regular printing, computer use and of course ... books and magazines!

[putnamvalleylibrary.org](http://putnamvalleylibrary.org)

Supervisor Annabi thanked all the Community Representatives: the Library, Tompkins Corners, Parks & Rec and the Grange for always coming out and letting us share what you do. We are very grateful that you are letting the Community know what is going on.

Highway Superintendent Shawn Keeler gave the following report:

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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.

I'd also like to thank the residents of Bell Hollow Road for their patience and understanding while the culvert replacement took place that job is very close to beginning finished should be blacktopping in 2 to 3 weeks.

Our mower is out mowing if needed but also blowing off leaves where possible, also our leaf vacuum is out sucking leaves off the sides of roads where we can't just blow them off.

Our Vac-all has been out cleaning basins as well as the sides of the roads. We cleaned 498 basins in the last month which is 3035 Basins year to date. We started over where we began in March and should be able to clean all basins a second time as they are cleaner the 2<sup>nd</sup> time around and is going a bit quicker.

Our tree crew is currently out taken down dead trees along many roads.

Our Blacktop crew was out drag boxing some sections of roads where big patches were needed, Also patching potholes and replacing Berms and aprons where needed. We will be going out to blacktop any roads where we had to rip up to replace or add drainage over the next week or 2.

We were able to knock off a few small drainage jobs we added a basin and 140 feet of 12 inch pipe in Spruce Knolls to alleviate a runoff issue, We replaced 83 feet of 15 inch metal pipe with 83 ft off plastic pipe on Arbutus Road, We added 20 feet of 12 inch pipe to an outlet pipe on Bullet Hole road and North wood street. We also replaced 23 feet of metal 12 inch pipe on Lovers lane with 23 feet of 15 inch Plastic pipe and lastly we replaced 25 feet of 12 inch metal pipe with plastic pipe on Twilight Lane. We will hopefully be starting a major drainage job on Trail Court beginning of November notices will be sent out as we get closer and have exact dates a portion of the road may be closed for a day or 2

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)

69 Days till Christmas

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Supervisor Annabi said we are opening our Public Hearing to discuss our 2025 Budget. Our budget is now 3.12%, however, we are still below the Tax Cap. Maria Angelico is our Financial Director and she will explain it.

Maria Angelico explained that the 3.12% budget is a solid one. She said she worked with Supervisor Annabi, the Town Board and all of Town Hall to keep expenses exactly where we can. We have NY State mandates we cannot avoid.

In 2011 there was a Tax Cap of 2% which is no longer the Tax Cap. For the Town of Putnam Valley there is an increase for inflation and for the tax base that is allowed. Our Tax Cap for 2024 is 2.46%. Because last year we were under our Tax Cap we were able to carry forward some of that benefit. Looking at those numbers today, if we carry forward some of the benefits that the State calculates for our 2025 budget from 2024, we are able to say that our Tax Cap is in reality 3.99%, so coming in at 3.12% we are significantly under what the State of New York is looking for.

Supervisor Annabi said our budget is in general about \$14 million. A lot of the cost is an \$8.5 million loan we had to take out for repairs for the \$9 million storm damage of 2023, and we have to start paying that back. We are currently paying back the interest and paying it down a million dollars. FEMA is paying 75% of the loan; we must pay back 25% of \$8.5 million. So far, since last year we have only received \$486,000 and hopefully another \$200,000 next week.

Supervisor Annabi said our Public Hearing will remain open until our Work Session on November 6<sup>th</sup> at 5 PM and we changed our regular Board Meeting to November 13<sup>th</sup> at 6 PM where we will vote on the Budget.

Girl Scout/Brownie Troop 2932 came to Town Hall this evening to learn a little about how government works and asked the Supervisor and Town Board numerous questions. It was a pleasure to share with them.

Troop 2932 invited all our local Veterans to a spaghetti dinner in their honor on Saturday, November 9<sup>th</sup> at 5 PM at the VFW Hall. Boy Scouts from Troop 41 will be helping to cook and all will play some board games together.

They do this to honor our veterans and serve them since they have served our Community, and our scouts are giving back and celebrating our veterans.

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**SUPERVISOR'S COMMENTS**

Presented by Supervisor Annabi spoke about the following:

- Harvest Fest – Friday, October 18<sup>th</sup> – 5:30 – 8 PM – Town Park
- Bulk Drop-Off – Saturday, October 19<sup>th</sup> – 8:45 -11:45 AM Town Hall Parking Lot
- Town Hall will also be open from 8 AM – 12 Noon
- Shred Event – Sunday October 20<sup>th</sup> – 8 AM – 12 Noon Town Hall Parking Lot
- Harvest Fest also at Tompkins Corners Cultural Center – Saturday, October 19<sup>th</sup> 1 – 5 PM
- Putnam Valley Educational Foundation Trunk or Treat – Sunday, October 27<sup>th</sup> at Putnam Valley Middle School Parking Lot – 2 – 4 PM
- Putnam County HEAP will be open on November 1, 2024
- HEAP Emergency Benefits will open on January 2, 2025
- HEAP Heating Equipment Repair and Replacement Benefits opened October 1<sup>st</sup>.
- HEAP Clean and Tune Benefits opened on October 1<sup>st</sup>.
- “Spellbound” will be held in the Town Park in Kent. They are hiring. Anyone interested should go to their Facebook page under “Spellbound.”

**LEGISLATIVE REPORT**

Presented by Councilman Russo

Councilman Russo read County Legislator Gouldman's report as follows:

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Bill Gouldman is not able to be here today, so he requested I give his report.

**\*\*** On Monday, October 21, Putnam County will be having another Flu Clinic at the Putnam County Dept of Health, 1 Geneva Road, Brewster, from the hours of 2:00 and 6:00 pm. The clinic is open to all Putnam residents from 18 years of age and older. Appointments are needed. Go to the Putnam County Website to make an appointment.

**\*\*** For the last 2 weeks the Legislature has been in the process of reviewing the county budget for 2025. If there are any specific budget issues you are concerned about, please reach out to Bill.

**\*\*** Fire Prevention Week ended on Saturday, October 12th. Legislator Gouldman would like to remind you to test your smoke detector alarms. When there is a fire, smoke spreads quickly. You need a working smoke alarm to give your family time to get out. Protect your family, test your smoke alarm today.

**\*\*Putnam County will be offering a Free Rabies Vaccination clinic on Saturday, November 2 from 10am – 12pm. The clinic is being held at the Putnam County Veterans Memorial Park (Upper Park), 201 Gipsy Trail Road, Carmel, NY and it is open to all Putnam County residents. For more information and directions, please call the Putnam County Department of Health at 845-808-1390 ext. 43160.**

**\*\* Halloween is around the corner. Legislator Gouldman would like to remind everyone to take special caution during this time of year. Have fun drive safely.**

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

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**APPROVAL OF MINUTES**

Presented by Councilwoman Howard

**RESOLUTION #R24-343**

**RESOLVED**, that the Town Board authorize the Supervisor to accept the Town Board Meeting Minutes from September 11 , 2024, and September 18, 2024.

Seconded by Councilwoman Tompkins, unanimously carried.

**REQUEST TO GO TO BID FOR MATERIALS FOR 2025**

Presented by Councilwoman Tompkins

**RESOLUTION #R24-344**

**RESOLVED**, that the Town Board go to bid for materials to be used by the Highway Department in 2025.

Seconded by Councilman Luongo, unanimously carried

**APPROVE NORTHEAST GENERATOR CO. MAINTENANCE/SERVICE AGREEMENT**

Presented by Councilman Luongo

**RESOLUTION #R24-345**

**RESOLVED**, that the Town Board authorize the Town Supervisor to sign Preventative Maintenance Agreement and Master Generator Service Agreement with Northeast Generator Co., 625 John Street, Bridgeport, CT 06604 to perform (1) full major preventative maintenance service and (1) full minor preventative maintenance inspection for the Cummins 50k W Generator at Town Hall for total amount of \$595.00/yr. This does not include additional service calls, replacement parts, materials and repair costs.

Seconded by Councilwoman Tompkins, unanimously carried.

# NORTHEAST GENERATOR CO.

**WE GENERATE CONFIDENCE**

625 John Street  
Bridgeport, CT 06604

(203)336-3031 • Fax: (203)337-1284

Toll Free: (800)-972-4264

www.northeastgenerator.com

9/27/2024

Town of Putnam Valley  
Attn: Margaret DiRubba  
265 Oscawana Lake Road  
Putnam Valley, NY 10579

(C) 845-526-9114

(E) mdirubba@putnamvalley.gov

Re: Preventative Maintenance Agreement – FY 2024-2027

Hello Ms. DiRubba,

We are pleased to provide this quote to provide planned preventative maintenance for the stand-by generator at the below referenced facility. Details are as follows:

- **One (1) Full Major Preventative Maintenance Service** on below referenced generators. Replacement of normal maintenance materials including engine lubricating oil and filters, fuel filters, top off coolant, inspect generator and ATS. Start-up and test. Complete 23-pt. Checklist. Report all findings.
- **One (1) Full Minor PM Inspection** including a complete inspection of generator, ATS, and associated systems. Top off all fluids, clean debris. Start up and Test. Complete 23-pt. Checklist. Report all data and findings.

| <u>Location</u>           | <u>Make</u> | <u>Size</u> | <u>Minor PM</u> | <u>Major PM</u> |
|---------------------------|-------------|-------------|-----------------|-----------------|
| 265 Oscawana<br>Lake Road | Cummins     | 50kW        | \$297.50        | \$297.50        |

\*PM Pricing includes labor, travel and equipment as described above. Pricing does not include replacement parts, materials or costs associated with PM visits, Service Calls or Repairs.

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**APPROVE OCTOBER 2024 REFUNDS**

Presented by Councilman Russo

**RESOLUTION #R24-346**

**RESOLVED**, that the Town Board approve the October refunds for Parks & Rec.

|                                                                    |                                         |
|--------------------------------------------------------------------|-----------------------------------------|
| Obed Noguera<br>95 Lake Drive<br>Lake Peekskill, NY 10537          | \$150.00<br>LPCC<br>Rental fee overpaid |
| Jimena Jimenez<br>56 Mathes Street<br>Lake Peekskill, NY 10537     | \$500.00<br>LPCC<br>Deposit refund      |
| Danielle Rivera<br>207 Lake Drive<br>Lake Peekskill, NY 10537      | \$500.00<br>LPCC<br>Deposit refund      |
| Jennifer Rodas<br>192 Tanglewylde Road<br>Lake Peekskill, NY 10537 | \$500.00<br>LPCC<br>Deposit refund      |

Seconded by Councilwoman Tompkins, unanimously carried.

**APPROVE PERSONNEL CHANGES**

Presented by Councilman Russo

**RESOLUTION #R24-347**

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

1. Dominic Benedetto, PV Children's Center @ \$15.20 hr.
2. Emmanuel Polanco-Rojas, Programs Rec. Asst. @ \$15.00 hr.
3. Jackson Carra, Programs Rec. Asst. @ \$15.00 hr.
4. Ethan Arbeit, Programs Rec. Asst. @ \$15.00 hr.
5. Jacob Lasch, Programs Rec. Asst. @ \$15.00 hr.

Seconded by Councilwoman Howard, unanimously carried.

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**APPROVE RE-APPOINTMENT OF BOARD OF ASSESSMENT REVIEW MEMBER**

Presented by Councilwoman Howard

**RESOLUTION #R24-348**

**RESOLVED**, that the Town Board re-appoint Michael Moculski as a member of the Board of Assessment Review Committee for a five-year term, from October 1, 2024 through September 30, 2029.

Seconded by Councilman Luongo, unanimously carried.

**APPROVE WILDWOOD KNOLLS CLEANUP**

Presented by Councilman Luongo

**RESOLUTION #R24-349**

**RESOLVED**, that the Town Board authorize the expenditure of \$700.00 for the trimming of the ornamental grasses at Wildwood Knolls. The proposal from Landwork Contractors is attached. The district will cover the cost.

In addition, WWK has requested a cleanup of the area starting at the boat ramp to the northern border of the WWK district property. The cost of the cleanup is \$5,950.00. While this expense was not included in the 2024 budget, the district would like to use their fund balance to cover this one-time expense. The proposal is attached.

Seconded by Councilman Russo, 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  
Property Location: Wildwood Knolls  
Contact Information: Karen Kroboth (845) 526-2160  
Proposal Dated: August 29, 2024

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

**Scope of work:** Trim the ornamental grasses at Wildwood Knolls.  
Clippings from the ornamental grasses will be dropped at Putnam Valley Highway Garge.

**Cost and payment schedule:** Total cost for the above scope of work \$700.00

I look forward to working with you on this project.  
If you have any questions or concerns, please don't hesitate to contact me.

Regards,

Joe Ruggiero

President, Landwork Contractors, Inc.

Cell: (914) 646-4846

[joe@landworkcontractors.com](mailto:joe@landworkcontractors.com)



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  
Property Location: Wildwood Knolls  
Contact Information: Karen Kroboth (845) 526-2160  
Proposal Dated: August 29, 2024

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

**Scope of work:** Clean up and remove the downed branches, vines and underbrush from the boat ramp to the northern border of the Wildwood Knolls property.

Trim any branches and bushes growing into a walking path in the defined area.

Trim branches and bushes growing along the beach fence line.

Debris from the above scope of work will be dumped at Putnam Valley Town Hall.

**Cost and payment schedule:** Total cost for the above scope of work \$5,950.00

I look forward to working with you on this project.  
If you have any questions or concerns, please don't hesitate to contact me.

Regards,

*Joe Ruggiero*

President, Landwork Contractors, Inc.

Cell: (914) 646-4846

[joe@landworkcontractors.com](mailto:joe@landworkcontractors.com)

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**AMEND RESOLUTION #R24-309 ROARING BROOK LAKE DRAWDOWN 2024**

Presented by Councilman Luongo

**RESOLUTION #R24-350**

**RESOLVED**, that the Town Board amend #R24-309 authorizing the Roaring Brook Lake Dam Custodian, Sam Lee, to begin lowering Roaring Brook Lake 7 feet instead of the 3.5 feet. Sam will begin lowering the lake October 15<sup>th</sup>, to coincide with their drawdown every presidential election. Sam will take into consideration the existing lake level and weather patterns to determine when to open and close the valve.

Seconded by Councilwoman Tompkins, unanimously carried.

**APPROVE WETLANDS FEE WAIVER FOR RBL PARK BEACH SAND  
RELOCATION**

Presented by Councilman Luongo

**RESOLUTION #R24-351**

**RESOLVED**, that the Town Board waive the wetland fees for the relocation of sand on Park Beach in Roaring Brook Lake, tax map 41.6-2-13. This is district property.

Seconded by Councilwoman Tompkins, unanimously carried.

**APPROVE PUTNAM COUNTY REAL PROPERTY TAX SERVICE CONTRACT 2025**

Presented by Councilwoman Tompkins

**RESOLUTION #R24-352**

**RESOLVED**, that the Town Board authorize the Town Supervisor to enter into and sign an agreement with Putnam County for the purposes of real property tax services for the calendar year 2025.

Seconded by Councilman Luongo, unanimously carried.

Supervisor Annabi said this agreement is something we have to do every year with the County to allow the County to print and send out the tentative tax assessment roll. They do all the bill processing. This is a contract for shared services that the Country Real Property Tax does with every town.

PUTNAM COUNTY REAL PROPERTY TAX SERVICE

TOWN OF PUTNAM VALLEY CONTRACT

2025

AGREEMENT MADE THIS 1<sup>ST</sup> DAY OF JANUARY, 2025, BETWEEN THE TOWN OF PUTNAM VALLEY, HEREINAFTER REFERRED TO AS **THE TOWN** AND THE COUNTY OF PUTNAM, HEREINAFTER REFERRED TO AS **THE COUNTY**, HAVING ITS PRINCIPAL PLACE OF BUSINESS AT 40 GLENEIDA AVENUE, CARMEL, NEW YORK, 10512.

THE PARTIES HEREIN AGREE AS FOLLOWS:

- 1) THE COUNTY SHALL PROCESS AND PRINT THE TENTATIVE ASSESSMENT ROLL FOR THE CALENDAR YEAR OF **2025** AND HAVE A LINK TO IT AVAILABLE ON THE COUNTY WEBSITE TO COMPLY WITH RPTL §1591.
- 2) EVERY TRANSFER OF PROPERTY, CHANGE OF ADDRESS, DESCRIPTION, VALUATION, SPECIAL FRANCHISE, OR PUBLIC UTILITY, SHALL BE DATA ENTERED BY THE ASSESSOR OF THE TOWN OR DESIGNATED STAFF MEMBER. THE ASSESSOR AND/OR DESIGNATED STAFF MEMBER IS RESPONSIBLE FOR ALL RPS SOFTWARE UPDATES TO BE CURRENT AND FOR UPDATING THE REFERENCE TABLES IN RPS (REAL PROPERTY SOFTWARE).
- 3) TENTATIVE ASSESSMENT ROLL: AFTER TAXABLE STATUS DATE ON MARCH 1<sup>st</sup>, ALL CHANGES SHALL BE ENTERED INTO RPS ON OR BEFORE APRIL 14<sup>TH</sup> BY THE TOWN ASSESSOR'S OFFICE, AND PROVIDED TO THE REAL PROPERTY TAX SERVICE AGENCY (RPTSA). THIS IS ESSENTIAL TO HAVE AVAILABLE FOR THE MAY 1<sup>st</sup> DEADLINE.
- 4) FINAL ROLL: ALL GRIEVANCE CHANGES, CORRECTION OF CLERICAL ERRORS, & UNLAWFUL ENTRIES SHALL BE APPROVED BY THE *BOARD OF ASSESSMENT REVIEW* (BAR) AND ENTERED BY THE TOWN ASSESSOR'S OFFICE INTO RPS, BACKED UP AND DELIVERED TO THE RPTSA NO LATER THAN JUNE 16<sup>TH</sup> FOR THE JULY 1<sup>ST</sup> DEADLINE.
- 5) SCHOOL BILL PROCESSING: ALL STAR REPORTS ARE TO BE UPDATED BY THE TOWN ASSESSOR'S OFFICE INTO RPS, BACKED UP, AND DATA BASES DELIVERED TO THE RPTSA NO LATER THAN AUGUST 4<sup>TH</sup>.
- 6) COUNTY/TOWN BILL PROCESSING: ALL CHANGES FOR COUNTY AND TOWN TAX ROLLS SHALL BE ENTERED AND SUBMITTED BY THE TOWN ASSESSOR'S OFFICE TO THE RPTSA ON OR BEFORE NOVEMBER 14<sup>TH</sup>.

- 7) EACH TOWN'S APPLICABLE OFFICE MUST SUBMIT TO THE RPTSA ALL UNPAIDS, TO BE MANUALLY ENTERED BY THE RPTSA, BY NOVEMBER 14<sup>TH</sup>.
- 8) TOWN FINANCIAL OFFICES ARE TO DELIVER TO THE RPTSA A COPY OF THEIR BUDGET FOR COUNTY/TOWN BILL PROCESSING BY NOVEMBER 20<sup>TH</sup>.

PRICE FOR THE PREPARATION OF THE FOLLOWING IS .48 PER PARCEL:

- 1) 1 PRINTED TENTATIVE ASSESSMENT ROLL IN A HARD BINDER
- 2) PRINTED COA LETTERS (Town provided envelopes)
- 3) 1 PRINTED FINAL ASSESSMENT ROLL IN A HARD BINDER
- 4) PDF File of Tentative and Final Rolls
- 5) 1 SET TAX MAPS 24" x 36"
- 6) APPORTIONMENT OF SPECIAL FRANCHISE
- 7) DATA ENTRY FOR PRO-RATAS
- 8) BANK CODE LISTING
- 9) RPS 147D1, 155D1 & 160D1 TAX EXTRACTS
- 10) PDF Files of County/Town & School Tax Bills

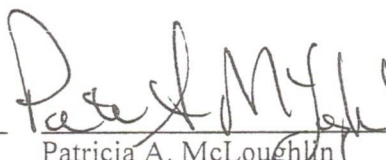
**Optional Items-**

|                                               |                      |
|-----------------------------------------------|----------------------|
| Printed Tax Roll 1 Copy (155P1)               | .04 Per 2-sided Page |
| 1 Set of County/Town Tax Bills in Envelopes   | .20 Per Parcel       |
| 1 set of Printed TSO Lettered Bankcoded Bills | .10 Per Parcel       |
| Inserts (COA Notices and/or Tax Bills)        | .01 Per Piece        |

THE TOWN OF PUTNAM VALLEY HEREBY REPRESENTS THAT THE AGREEMENT HEREIN HAS BEEN APPROVED BY RESOLUTION OF THE TOWN BOARD, A COPY OF WHICH IS ANNEXED HERETO AND MADE A PART HEREOF.

THE PARTIES HAVE EXECUTED THIS AGREEMENT IN NEW YORK, ON THE DATE HEREIN ABOVE SET FORTH.

READ AND APPROVED BY:

|                                    |                                                                                                           |
|------------------------------------|-----------------------------------------------------------------------------------------------------------|
| _____ Date _____                   |  Date <u>10/14/24</u> |
| Kevin M. Byrne<br>County Executive | Patricia A. McLoughlin<br>County Director, RPTSA                                                          |

|                                          |                                     |
|------------------------------------------|-------------------------------------|
| _____ Date _____                         | _____ Date: _____                   |
| Michael Lewis<br>Commissioner of Finance | C. Compton Spain<br>County Attorney |

|                                  |                                      |
|----------------------------------|--------------------------------------|
| _____ Date _____                 | _____ Date: _____                    |
| Mat C. Bruno, Sr<br>Risk Manager | Jacqueline Annabi<br>Town Supervisor |

### **PUBLIC COMMENTS**

Jeff Coren from the Commission for the Conservation of the Environment spoke to the Town Board about the Open Space Inventory.

They have been waiting for the grants to become available. They need the Town Board's approval to help receive the grant from Hudson Highlands. Every other town that applied for the money did have their town's approval.

Supervisor Annabi said the Board cannot give an official answer until the grant process opens.

Mr. Coren said they are just asking that the Board approves doing an Open Space Inventory because it is on the grant application and part of the process.

Supervisor Annabi said the Board is not opposed to the idea of OPE, but asked, "Do you need our blessing to go for the grant?"

Counsel asked him to obtain a copy of the resolution passed by another municipality that have applied for this for the Board to review.

Highway Superintendent Shawn Keeler said that every year the Saturday after Thanksgiving his family hosts "Out Annual House Lighting" to kick off the holidays. This year it will be at 6:00 PM on November 30<sup>th</sup>. There will be busses at the German American Club. You can park there and be transported to his home. The lights will be on every night from 5:00 to 10:00 PM until New Years. Any donations will be given to "United for the Troops."

TOWN OF PUTNAM VALLEY  
TOWN BOARD MEETING  
OCTOBER 16, 2024

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**AUDIT OF MONTHLY BILLS**

Presented by Supervisor Annabi

**RESOLUTION #R24-353**

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

| <b><u>VOUCHER NUMBERS</u></b> | <b><u>AMOUNTS</u></b> |
|-------------------------------|-----------------------|
| 48553-48559                   | \$24,916.31           |

Seconded by Councilwoman Tompkins, unanimously carried.

**BUDGET TRANSFERS AND AMENDMENTS**

Presented by Supervisor Annabi

**RESOLUTION #R24-354**

**RESOLVED,** that the Town Board approve the attached Budget Transfers and Amendments for Year-to-Date October 16, 2024.

Seconded by Councilman Luongo, unanimously carried.

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

Year: 2024 Period: 10 Trans Type: B1 - Transfer Status: Posted  
 Trans No: 119215 Trans Date: 10/15/2024 User Ref: MANGELICO  
 Requested: Approved: Created by: MANGELICO 10/15/2024  
 Description: YTD BUDGET TRANSFERS - OCTOBER 2024 Account # Order: Yes  
 Print Parent Account: No

| Account No. | Account Description                       | Amount     |
|-------------|-------------------------------------------|------------|
| A.1010.416  | TOWN BOARD.DEVELOPMENT PROJECTS           | 3,850.00   |
| A.1220.424  | SUPERVISOR.CONTRACTUAL                    | 1,500.00   |
| A.1380.400  | FISCAL AGENT FEES.CONTRACTUAL             | 17,633.09  |
| A.1410.110  | TOWN CLERK.PERSONAL SERVICE               | -10,000.00 |
| A.1410.130  | TOWN CLERK.COMP EMPLOYEES                 | 10,000.00  |
| A.1420.400  | LAW.SPECIAL LEGAL COUNSEL                 | 11,377.30  |
| A.1420.410  | LAW.TOWN COUNSEL CONTRACT                 | 2,531.71   |
| A.1440.410  | ENGINEER.STORMWATER PHASE II              | 625.00     |
| A.1620.411  | BUILDINGS.WATER EXPENSES                  | -625.00    |
| A.1650.200  | CENTRAL COMMUNICATIONS.EQUIPMENT          | -900.00    |
| A.1650.400  | CENTRAL COMMUNICATIONS.CONTRACTUAL        | 900.00     |
| A.1990.400  | CONTINGENT ACCOUNT                        | -3,850.00  |
| A.1990.400  | CONTINGENT ACCOUNT                        | -1,500.00  |
| A.1990.400  | CONTINGENT ACCOUNT                        | -269.00    |
| A.1990.400  | CONTINGENT ACCOUNT                        | -2,125.00  |
| A.3310.200  | SIGNS.TRAFFIC SIGNS                       | 269.00     |
| A.3620.421  | INSPECTORS.PERSONAL EXPENSE               | -421.55    |
| A.3620.424  | INSPECTORS.CONTRACTUAL                    | 421.55     |
| A.5010.424  | HIGHWAY SUPT.CONTRACTUAL                  | 49.72      |
| A.5132.400  | GARAGE.CONTRACTUAL                        | -49.72     |
| A.6326.400  | ECONOMIC OPPORTUNITY PROGRAMS.CONTRACTUAL | 2,125.00   |
| A.7022.110  | CAMP.PERSONNEL                            | 3,802.90   |
| A.7022.200  | CAMP.EQUIPMENT                            | -897.96    |
| A.7022.400  | CAMP.SUPPLIES                             | 897.96     |
| A.7110.400  | PARKS.CONTRACTUAL                         | 15,891.04  |
| A.7450.400  | MUSEUM.CONTRACTUAL                        | -1,065.61  |
| A.7550.400  | TOWN DAY.EXPENSES                         | 1,065.61   |
| A.8020.400  | PLANNING.CONTRACTUAL                      | -200.00    |
| A.8050.400  | WETLANDS.INSPECTIONS                      | 200.00     |
| A.8540.400  | STORMWATER.DRAINAGE MAINT & REPAIR        | 350.00     |
| A.9060.800  | HOSPITAL & MEDICAL INSURANCE              | -3,802.90  |
| A.9060.800  | HOSPITAL & MEDICAL INSURANCE              | -15,891.04 |
| A.9060.800  | HOSPITAL & MEDICAL INSURANCE              | -350.00    |

TOWN OF PUTNAM VALLEY  
Budget Adjustment Form

| Account No.   | Account Description               | Amount     |
|---------------|-----------------------------------|------------|
| A.9060.800    | HOSPITAL & MEDICAL INSURANCE      | -17,633.09 |
| A.9060.800    | HOSPITAL & MEDICAL INSURANCE      | -13,909.01 |
| A.9730.600    | BOND ANTICIPATION NOTES.PRINCIPAL | -51,437.50 |
| A.9730.700    | BOND ANTICIPATION NOTES.INTEREST  | 51,437.50  |
| Total Amount: |                                   | 0.00       |

## TOWN OF PUTNAM VALLEY

## Budget Adjustment Form

Year: 2024 Period: 10 Trans Type: B2 - Amend Status: Posted  
Trans No: 119216 Trans Date: 10/16/2024 User Ref: MANGELICO  
Requested: Approved: Created by: MANGELICO 10/16/2024  
Description: YTD BUDGET AMENDMENTS - OCTOBER 2024 Account # Order: Yes  
Print Parent Account: No

| Account No.   | Account Description           | Amount    |
|---------------|-------------------------------|-----------|
| SM01.1630.472 | POWER AND LIGHT               | 2,875.24  |
| SM01.1640.230 | GARAGE.IMPROVEMENTS           | 584.00    |
| SM01.7111.210 | COMMUNITY CENTER.IMPROVEMENTS | 25,623.50 |
| SM01.9045.800 | UNION WELFARE BENEFITS        | 1,000.00  |
| SM02.7110.120 | RECREATION.LIFEGUARDS         | 364.75    |
| SM02.7180.471 | PARK & POOL.MAINTENANCE       | 167.73    |
| SM02.9030.800 | SOCIAL SECURITY               | 23.10     |
| SM02.9035.800 | MEDICARE                      | 5.40      |
| SM05.1980.420 | PAYMENT OF MTA PAYROLL TAX    | 2.69      |
| SM05.7110.120 | RECREATION.LIFEGUARDS         | 1,142.00  |
| SM05.7180.200 | BEACH.EQUIPMENT               | 2,111.00  |
| SM05.9030.800 | SOCIAL SECURITY               | 49.10     |
| SM05.9035.800 | MEDICARE                      | 11.48     |
| SM06.1980.420 | PAYMENT OF MTA PAYROLL TAX    | 3.87      |
| SM06.7110.120 | RECREATION.LIFEGUARDS         | 1,137.00  |
| SM06.7180.230 | BEACHES/SAND                  | 63.09     |
| SM06.7180.471 | BEACH.MAINTENANCE AND REPAIRS | 2,572.11  |
| SM08.1420.400 | SPECIAL LEGAL COUNSEL         | 2,180.00  |
| SM08.7110.120 | RECREATION.LIFEGUARDS         | 1,503.50  |
| SS02.8120.400 | MAINTENANCE AND REPAIRS       | 1,740.84  |
| SS02.9030.800 | SOCIAL SECURITY               | 39.77     |
| Total Amount: |                               | 43,200.17 |

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

Year: 2024 Period: 10 Trans Type: B1 - Transfer Status: Posted  
 Trans No: 119217 Trans Date: 10/16/2024 User Ref: MANGELICO  
 Requested: Approved: Created by: MANGELICO 10/16/2024  
 Description: YTD BUDGET TRANSFERS - OCTOBER 2024 DISTRICTS Account # Order: Yes  
 Print Parent Account: No

| Account No.   | Account Description            | Amount    |
|---------------|--------------------------------|-----------|
| SM01.1630.400 | ADMIN & CLERICAL.EXPENSE       | 96.42     |
| SM01.1640.424 | GARAGE.MAINTENANCE AND REPAIRS | -96.42    |
| SM01.1640.471 | GARAGE.GAS, OIL, AND GREASE    | -602.75   |
| SM01.1640.472 | GARAGE.TRUCK MAINTENANCE       | 602.75    |
| SM02.1630.400 | ADMIN & CLERICAL.EXPENSE       | -0.18     |
| SM02.1980.420 | PAYMENT OF MTA PAYROLL TAX     | 0.18      |
| SM03.1980.420 | PAYMENT OF MTA PAYROLL TAX     | 3.45      |
| SM03.7110.120 | RECREATION.LIFEGUARDS          | 351.71    |
| SM03.7180.230 | BEACHES/LAKE & SAND            | -47.23    |
| SM03.7180.471 | BEACH.MAINTENANCE AND REPAIRS  | -400.00   |
| SM03.9030.800 | SOCIAL SECURITY                | 74.62     |
| SM03.9035.800 | MEDICARE                       | 17.45     |
| SM04.1980.420 | PAYMENT OF MTA PAYROLL TAX     | 5.44      |
| SM04.7110.120 | RECREATION.LIFEGUARDS          | 1,599.00  |
| SM04.7180.240 | DISTRICT IMPROVEMENTS          | -1,726.76 |
| SM04.9030.800 | SOCIAL SECURITY                | 99.13     |
| SM04.9035.800 | MEDICARE                       | 23.19     |
| SM07.7180.210 | BEACH IMPROVEMENTS             | -430.00   |
| SM07.7180.230 | BEACH.SAND                     | -10.16    |
| SM07.7180.471 | BEACH.MAINTENANCE AND REPAIRS  | 440.16    |
| SM11.1420.400 | LAW.CONTRACTUAL                | -0.01     |
| SM11.1610.130 | CLERICAL COMPENSATION          | 0.01      |
| SM11.4068.400 | CARP MAINTENANCE               | 560.00    |
| SM11.7180.200 | LAKE.EQUIPMENT                 | -560.00   |
| SM12.1610.400 | CLERICAL SERVICES              | 35.96     |
| SM12.7180.471 | BEACH.MAINTENANCE AND REPAIRS  | -35.96    |
| SS02.1610.130 | CLERICAL COMPENSATION          | 0.03      |
| SS02.1630.400 | ADMIN & CLERICAL.EXPENSE       | -0.03     |
| Total Amount: |                                | 0.00      |

Seconded by Councilwoman Howard, unanimously carried.

TOWN OF PUTNAM VALLEY  
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Supervisor Annabi said that our next Work Session Meeting is November 6<sup>th</sup> at 5:00 PM and our next Town Board Meeting is November 13<sup>th</sup> at 6:00 PM.

Supervisor Annabi made a motion to close the meeting at 7:10 PM.

Seconded by Councilwoman Tompkins, unanimously carried.

Respectfully submitted,

A handwritten signature in cursive script that reads "Kathy Diomedes". The signature is written in dark ink and is positioned above the printed name and title.

Kathy Diomedes  
Town Clerk

Dated: October 16, 2024