



TOWN OF PUTNAM VALLEY
Town Board Work Session

September 10th, 2025
Town Hall 5 PM

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**Meeting called to Order**

**Pledge of Allegiance**

1. ***Public Hearing:*** Wildwood Knolls Park District User Facility List
2. Re-Appoint Board of Assessment Review Member
3. ***Parks & Recreation:*** Approve 2025 Children's Center Employee Salaries
4. ***Building Department:***
  - a. Daily Fee Report Summary August 1, 2025–August 31, 2025
  - b. Approve Waiver of Electrical Fees for Court Cameras
  - c. Approve the Arc Mid-Hudson Agreement related to Scanning Documents

**Adjournment**

**Next Town Board Meeting: Wednesday, September 17<sup>th</sup>, 2025 6 PM**



**JACQUELINE ANNABI**  
TOWN SUPERVISOR

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**TO:** TOWN BOARD  
**FROM:** JACQUELINE ANNABI, TOWN SUPERVISOR  
**SUBJECT:** Board of Assessment Review  
**DATE:** August 27, 2025

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**RESOLVE**, that the Town Board RE-APPOINT Henry Lopez as a member of the Board of Assessment Review Committee for a five-year term, from October 1, 2025 through September 30, 2030.

TO: Putnam Valley Town Board  
 FROM: Annmarie Spinelli, PV Children's Center  
 SUBJECT: 2025 Children's Center Employee Salaries  
 DATE: 9/4/2025  
 CC: Frank DiMarco

| NAME             | TITLE              | 2026     |
|------------------|--------------------|----------|
| Vicky McDonald   | Childcare Asst. II | \$27.00  |
| Jonathon Aguilar | Childcare Asst. I  | \$18.00  |
| Alissa Aurigemma | Childcare Asst. I  | \$18.00  |
| Patricia Barone  | Childcare Asst. I  | \$ 20.00 |
| Kim Braun        | Childcare Asst. I  | \$18.00  |
| Ava Broccolo     | Childcare Asst. I  | \$18.00  |
| Liliana Caldwell | Childcare Asst. I  | \$18.00  |
| Katie Calloway   | Childcare Asst. I  | \$18.00  |
| Jackson Cara     | Childcare Asst. I  | \$18.00  |
| Marlet Dath      | Childcare Asst. I  | \$18.00  |
| Avery Demaio     | Childcare Asst. I  | \$18.00  |
| Carol Esponeira  | Childcare Asst. I  | \$18.00  |
| Dawn Federico    | Childcare Asst. I  | \$18.00  |
| Parker Fisco     | Childcare Asst. I  | \$16.00  |
| Janet Fochetti   | Childcare Asst. I  | \$18.00  |
| Tammy Holowiak   | Childcare Asst. I  | \$18.00  |
| Reece Horan      | Childcare Asst. I  | \$16.00  |
| Carter Horan     | Childcare Asst. I  | \$16.00  |
| Maria Hoyrt      | Childcare Asst. I  | \$18.00  |
| Ava McGinty      | Childcare Asst. I  | \$18.00  |

|                   |                   |         |
|-------------------|-------------------|---------|
| Elena Melfi       | Childcare Asst. I | \$18.00 |
| Karen Meslener    | Childcare Asst. I | \$19.00 |
| Cathy Montaldo    | Childcare Asst. I | \$18.00 |
| Lourdes Noguera   | Childcare Asst. I | \$18.00 |
| Marcos Olivera    | Childcare Asst. I | \$18.00 |
| Tatiana Rodriguez | Childcare Asst. I | \$18.00 |
| Ariella Rogers    | Childcare Asst. I | \$18.50 |
| Coribeth Serbay   | Childcare Asst. I | \$18.00 |
| Wendy Staffieri   | Childcare Asst. I | \$19.00 |
| Arianna Tenesaca  | Childcare Asst. I | \$18.00 |
| Samantha Vulcano  | Childcare Asst. I | \$18.00 |
| Samantha Wilders  | Childcare Asst. I | \$18.00 |
| Stacey Zwick      | Childcare Asst. I | \$18.00 |

# Town of Putnam Valley

## M5 Standard Fee Report Paid Only

From 08/01/2025 To 08/31/2025

Count by Type

| Fee Type            | Count | Total       |
|---------------------|-------|-------------|
| ADDITION/ALTERATION | 9     | \$4,638.00  |
| ANTENNA             | 2     | \$14,100.00 |
| CW                  | 8     | \$600.00    |
| DECK                | 5     | \$954.00    |
| DEM/R               | 2     | \$200.00    |
| ELECTRI APP/NY ELEC | 9     | \$320.00    |
| ELECTRIC APP/SWIS   | 20    | \$800.00    |
| FENCE/WALL          | 3     | \$225.00    |
| FIRE INSPECTION     | 1     | \$100.00    |
| GAS/PROPANE         | 5     | \$425.00    |
| GENERATOR PERMIT    | 1     | \$75.00     |
| HVAC                | 11    | \$975.00    |
| MI                  | 2     | \$158.00    |
| OIL TANK            | 4     | \$400.00    |
| OPERATING PERMIT    | 3     | \$300.00    |
| PELLET STOVE        | 1     | \$75.00     |
| PERMIT FEE          | 14    | \$1,993.00  |
| PL                  | 4     | \$345.00    |
| RENEWAL             | 13    | \$5,525.00  |
| RHCS                | 1     | \$500.00    |
| RU                  | 4     | \$500.00    |
| SEARCH              | 15    | \$3,000.00  |
| SI                  | 2     | \$400.00    |
| SOLAR PANELS        | 3     | \$1,914.00  |
| STR Application     | 2     | \$1,000.00  |
| TREE                | 2     | \$150.00    |
| WETADM              | 1     | \$50.00     |
| WETL                | 1     | \$200.00    |
| WT/S                | 2     | \$200.00    |
|                     | 150   | \$40,122.00 |

List of Building Fee Types

|                   |                                      |
|-------------------|--------------------------------------|
| CW                | Commence Work Permits                |
| DEM/R             | Demolition/Residential               |
| FENCE             | Fence/Wall Permits                   |
| GENERATOR PERMIT  | Generator Installation Permits       |
| GEO THERMAL WELL  | Geo Thermal Well Permits             |
| HVAC              | Heating, Vent. Air Condition Permits |
| MG                | Minor Grading Permit                 |
| MI                | Miscellaneous Building Permits       |
| OPERATING PERMIT  | Commercial Operating Permits         |
| PERM              | General Building Permits             |
| PI                | Plumbing Permit                      |
| RE                | Renewal Building Permits             |
| REINSPECTION FEE  | Reinspection Fee                     |
| RHCS              | Rock Hammer Permit                   |
| RU                | Special Use Renewal – Accessory Apt. |
| SEARC             | Municipal Search                     |
| SP                | Penalty – Bldg. w/o Permit           |
| STR APPLICATION   | Short Term Rental Application        |
| TENT              | Tent Permit                          |
| TREE              | Tree Permit                          |
| WOOD STOVE PERMIT | Wood Stove Installation Permit       |
| WT/S              | Wetland Screening Fee                |

RICHARD QUAGLIETTA  
Code Enforcement Officer  
Building & Fire Inspector

PATRICIA A. SMITH  
Zoning Inspector

DOREEN C. PIACENTE  
Sr. Clerk to the Building Dept.

STEPHANIE CONTE  
Clerk to the Building Dept.



TOWN HALL

265 Oscawana Lake Road  
Putnam Valley, NY 10579

Tel: 845 526-2377  
Fax: 845 526-8806

**TOWN OF PUTNAM VALLEY**  
**BUILDING & ZONING DEPARTMENT**

Date: August 29, 2025

To: Town of Putnam Valley Town Board  
c/o Elaine McGinty

From: Richard Quaglietta  
Building Department

Subject: Waive Electrical Fee for Court Cameras

To the Putnam Valley Town Board:

Please accept this request to waive the \$40 electrical fee for the work being done in Putnam Valley Town Hall for the court's new camera installation.

Sincerely,

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**Richard Quaglietta**  
Code Enforcement Officer  
Building & Fire Inspector

emailed 8/29

# New York Electrical INSPECTION SERVICES

150 White Plains Road, Tarrytown, NY 10591  
Phone: 914-347-4390, FAX: 914-347-4394

|                                                                                                                         |                   |                                                                                     |                                                                                                                                   |
|-------------------------------------------------------------------------------------------------------------------------|-------------------|-------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| JOB SITE INFO & PERMIT                                                                                                  |                   | ELECT. PERMIT NO.<br>2025-053                                                       |                                                                                                                                   |
| CITY OR VILLAGE<br>Putnam Valley                                                                                        | ZIP CODE<br>10579 | BLDG PERMIT NO.                                                                     |                                                                                                                                   |
| STREET AND NO. OR ROAD<br>265 Oscawana Lake RD                                                                          |                   | BUILDING DEPT<br>Putnam Valley                                                      | COUNTY<br><input type="checkbox"/> Westchester<br><input checked="" type="checkbox"/> Putnam<br><input type="checkbox"/> Dutchess |
| CROSS STREET                                                                                                            | SECTION<br>72.16  | BLOCK<br>1                                                                          | LOT<br>23                                                                                                                         |
| OCCUPANT'S NAME<br>Putnam Valley Justice Court                                                                          |                   | Residential <input type="checkbox"/> Commercial <input checked="" type="checkbox"/> |                                                                                                                                   |
| OWNER'S NAME AND ADDRESS<br><input checked="" type="checkbox"/> Check here if same as Occupant<br>Town of Putnam Valley |                   |                                                                                     |                                                                                                                                   |

CURRENT SUPPLIED BY:  Central Hudson  Orange & Rockland  
 Con Edison  NYSE & G  Other \_\_\_\_\_

WHERE is the work that is to be inspected? (check all that apply)  
 Outside  Basement  Inside  Garage  Other \_\_\_\_\_  
 Floor:  1st floor  2nd floor  3rd floor  4th floor  Other floor \_\_\_\_\_

WORK DESCRIPTION/INSPECTION TYPE (check all that apply)  
 Reinspection  Renovation  Generator  New home  Septic  Other \_\_\_\_\_

REMARKS: Wiring of (7) indoor cameras + (3) outdoor cameras, Wiring's Low Voltage

SIZE OF SERVICE \_\_\_\_\_ CASE NO. \_\_\_\_\_ SERVICE ENTERS BUILDING:  
 Overhead  Underground   
 FILL OUT THIS SECTION ONLY IF NEW SERVICE

|                                                                                                               |                                 |                                                                                                           |
|---------------------------------------------------------------------------------------------------------------|---------------------------------|-----------------------------------------------------------------------------------------------------------|
| COMPANY NAME:<br>F. Castellano Elec                                                                           | DATE OF APPLICATION:<br>8/28/25 | LICENSE # WHEN APPLICABLE:<br>10644                                                                       |
| STREET ADDRESS:<br>58 Broadway                                                                                | CITY:<br>Harrison               | STATE:<br>N.Y.                                                                                            |
| TELEPHONE:<br>914-777-7399                                                                                    | CELL PHONE:<br>914-490-6782     | ACCOUNT #<br>XXXXXXXXXXXXXXXXXXXXXXXXXXXX<br>XXXXXXXXXXXXXXXXXXXXXXXXXXXX<br>XXXXXXXXXXXXXXXXXXXXXXXXXXXX |
| SIGNATURE OF APPLICANT: X  |                                 |                                                                                                           |

elec permit #2025-053 Fee waived

The application is intended to cover the above listed items to be inspected, if at any time of inspection additional items have been installed, we are authorized to make the inspection and adjust the fee for the additional items inspected as provided by the applicant. The applicant declares that there are no open applications for the above with any other inspection company. NYEIS, Inc is not listing, labeling, underwriting or certifying any equipment, materials or devices which are performed by other certified testing agencies or inspection companies. The applicant, owner, or authorized agent agrees to all the above items and conditions as set forth by the application. Application only good one year after filing date.

AVOID DELAYS BY GIVING FULL AND ACCURATE INFORMATION. ALL SPACES MUST BE FILLED IN OR APPLICATION MAY BE RETURNED.

RICHARD QUAGLIETTA  
Code Enforcement Officer  
Building Inspector  
Fire Inspector



TOWN HALL  
265 Oscawana Lake Road  
Putnam Valley, NY 10579

PATRICIA A. SMITH  
Zoning Inspector

Tel: 845 526-2377  
Fax: 845 526-8806

DOREEN C. PIACENTE  
Sr. Clerk to the Building Dept

## TOWN OF PUTNAM VALLEY BUILDING & ZONING DEPARTMENT

STEPHANIE CONTE  
Clerk to the Building Dept.

September 5, 2025

MEMORANDUM TO: Supervisor and Town Board

FROM: Richard Quaglietta

RE: Scanning

Please find attached documents from The Arc Mid-Hudson which needs to be executed on behalf of the ton of Putnam Valley for the scanning process.



August 13, 2025

**John McHugh**  
Executive Director

**The Arc Mid-Hudson**  
471 Albany Avenue  
Kingston  
New York, 12401

**Tel: 845.331.4300**  
**Fax: 845.331.4931**

**www.ArcMH.org**  
**info@ArcMH.org**

**Mission**

*To empower people  
with intellectual and  
other developmental  
disabilities to achieve  
and experience the  
highest quality of life.*

Dear Contractor, Agent, Subcontractor or Independent Contractor:

You or your organization is receiving this letter because you are listed as a Contractor, Agent, Subcontractor or Independent Contractor providing services to The Arc Mid-Hudson ("Arc Mid-Hudson"). As an agency receiving government funding, Arc Mid-Hudson is required to inform Contractors and Agents of the False Claims Act.

As a not-for-profit health and human service organization dedicated to improving the everyday lives of people with developmental disabilities, Arc Mid-Hudson is committed to comply with the rules and regulations of federal, state, and local government. The Arc Mid-Hudson seeks to provide a work environment where high standards of ethical and legal behavior are recognized and practiced. As Medicaid providers, we are subject to the federal and state laws that govern this program.

The Arc Mid-Hudson's Corporate Compliance Program was created to assist in detecting fraud, waste, and abuse so that appropriate measures may be taken. The Arc Mid-Hudson's Corporate Compliance Plan includes: 1) Written Compliance Policies, Procedures, Standards of Conduct and a Policy of Non-Intimidation and Non-Retaliation.; 2) A Compliance Officer and Compliance Committee; 3) Education and Training; 4) Lines of communication to the Compliance Officer; 5) Disciplinary Standards; 6) Auditing and Monitoring; 7) Responding to Compliance Issues;

The Federal and New York State False Claims Acts authorize use of civil penalties and damages for a person who knowingly presents, or causes to be presented, a false or fraudulent claim; knowingly makes, uses, or causes to be made or used, a false record or statement to get a false or fraudulent claim paid; or conspires to defraud the government in connection with the payment of a false or fraudulent claim. Individuals who participate in the investigation of a possible False Claims Act violation may not be retaliated against. The federal government recently increased the fines and penalties associated with False Claims. In addition, under New York State law, it is a crime to knowingly and willfully provide false information or omit material information when billing for services. Submitting or causing a false claim to be submitted is an unacceptable practice under the New York State Medicaid Program, which can lead to fines and exclusion from the Medicaid program.



**The Arc**  
**Mid-Hudson**  
New York

**John McHugh**  
Executive Director

**The Arc Mid-Hudson**  
471 Albany Avenue  
Kingston  
New York, 12401

**Tel: 845.331.4300**  
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highest quality of life.*

There are both Federal and State laws related to kickbacks and inappropriate referrals that impose criminal and civil penalties for violations.

Included in this mailing is the Arc Mid-Hudson's Compliance Plan 10.01, False Claims Act Policy 10.05 and the Standards of Conduct. Please sign and return the acknowledgment form for Contractors, Agents, Subcontractors, and Independent Contractors. (Exhibit C). A return envelope is included.

You may access Arc Mid-Hudson's Compliance policies on our agency website: <https://www.arcmh.org/policies/>.

If you have specific questions, please call me directly at (845) 331-4300, ext. 41286, or you may reach a member of our Compliance Team via e-mail at: [GRP-Corporate-Compliance-Department@arcmh.org](mailto:GRP-Corporate-Compliance-Department@arcmh.org). If you have an immediate concern, you may also call the Corporate Compliance hotline at (845) 331-2408.

Sincerely,



Tamara Blair  
Corporate Compliance Officer