



TOWN OF PUTNAM VALLEY

Town Board Meeting

November 19th, 2025

Town Hall

6 PM

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AGENDA

Meeting called to Order

Pledge of Allegiance

1. Community Reports
2. **Public Hearing:** Amendments to Local Zoning Laws
3. Supervisor's Comments
4. Legislative Report
5. Approval of Minutes
6. **Districts:**
 - a. Approve Wildwood Knolls Facilities Users Revenue Report 2025
 - b. Approve Wheelabrator Contract for LPID
7. Approve Putnam County Real Property Tax Service Contract
8. **Parks & Recreation:**
 - a. Approve November 2025 Refunds
 - b. Approve November Personnel Changes
9. **Town Clerk:** Approve Catalis Tax Status Information Program
10. **Finance:** Budget Transfers and Amendments
11. Public Comment [Three-Minute Limit Per Person]
12. Audit of Monthly Bills

Adjournment

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Town of Putnam Valley Local Law No. ___ of 2025

A Local Law Amending the Town of Putnam Valley Town Zoning Code and Zoning Map Relating to the Neighborhood Commercial (CN) District

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

Part 1. Title

This Local Law shall be known as the “A Local Law Amending the Town of Putnam Valley Town Zoning Code and Zoning Map Relating to the Neighborhood Commercial (CN) District.”

Part 2. Purpose

The purpose of this local law is to amend the Town of Putnam Valley Code to change the Permitted and Special Permit Uses within the Neighborhood Commercial (CN) District and to add Design Standards for development projects within the said District. This local law shall also amend the Town of Putnam Valley Zoning Map to rezone certain parcels, consistent with the Town of Putnam Valley Comprehensive Plan, to encourage the integration of low-impact neighborhood businesses and small-scale shopping areas into the neighborhoods which they serve.

Part 3. Enactment

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

Part 4. Amendments of the Town Code

I. Permitted Use Changes - CN District

Chapter 165, Section 165-13(A)(2) (Provisions for nonresidential districts, CN Neighborhood Commercial Districts, Permitted Uses), of the Town Code is amended as follows:

Repeal

§165-13(A)(2)(i) – Convenience stores with gas pumps

Replace

§165-13(A)(2)(a) – Residences above commercial stores (Planning Board to determine number of bedrooms)

§165-13(A)(2)(w) – Dry-cleaning or Laundry services; drop-off

II. Special Permit Use Changes – CN District

Chapter 165, Section 165-13(A)(3) (Provisions for nonresidential districts, CN Neighborhood Commercial Districts, Special Permit Uses), of the Town Code is amended as follows:

Repeal

- §165-13(A)(3)(e) – Catering establishments
- §165-13(A)(3)(f) – Cocktail lounge/bar
- §165-13(A)(3)(h) – Laundry services, storefront
- §165-13(A)(3)(k) – Automotive, sales or rental
- §165-13(A)(3)(o) – Exterminating services
- §165-13(A)(3)(q) – Laundromat, on-site
- §165-13(A)(3)(v) – Theatres and cinemas.
- §165-13(A)(3)(w) – Contractor yard
- §165-13(A)(3)(aa) – Automotive repairs/ service
- §165-13(A)(3)(bb) – Automotive gas station

Replace

- §165-13(A)(3)(p) – Kennel, commercial (No outdoor runs)
- §165-13(A)(3)(y) – Veterinary hospitals (No outdoor runs)

III. Design Standards – CN District

The Town of Putnam Valley Zoning Code Article III, §165-13(A) is amended as follows

Add

Section 165-13(A)(6):

- 6) Design standards CN District. The following standards shall be applied during the site plan and subdivision review of any development project in the CN (Neighborhood Commercial) District. The Planning Board may use its discretion to waive or modify these standards.
 - a) Screening and landscaping. A hedge, fence or wall of a design and material subject to approval by the Planning Board, with a height of not less than six feet and, except in the case of planting screens of not more than eight feet, adequate to screen, to the extent practicable, at all seasons of the year the operations conducted on the lot from any abutting residence district. In addition:
 - i) The side yard and rear yard setbacks shall be landscaped to a depth of not less than 15 feet along their length except openings required for driveways, utilities and pedestrians unless otherwise determined by the Planning Board.
 - ii) The front yard setback shall be landscaped to a depth of not less than 10 feet along its length except openings required for driveways, utilities and pedestrians as determined by the Planning Board.
 - iii) The minimum lot size, height, lot and bulk regulations, minimum street frontage and related standards for the CN District shall be as set forth in § 165-14 of the Town of Punam Valley Town Code.

- iv) If the property proposed for development adjoins a residential property located in a residential district all site improvements, with the exception of a driveway, shall be set back an additional 15 feet from the minimum yard setback.
- v) The additional setback is intended to provide a visual and noise buffer between residential and nonresidential uses. The additional setback, as well as the minimum yard setback area, shall be planted with a mixture of evergreen and deciduous plantings, or fencing, at a height so as to provide, as much as practicable, a visual screen of the non-residential improvements from residential uses. The species type, location and height of such landscaping shall be subject to the approval of the Planning Board.
- b) There shall be no parking or loading areas placed or located within any front, side, or rear setback.
- c) Utilities shall be placed underground.
- d) All exterior trash storage containers shall be screened so that they are not visible from off the property. Each trash enclosure shall be constructed of masonry walls and with a steel gate painted to be compatible with the color of the masonry walls and building it is to serve.
- e) Sidewalks may be provided along any existing or proposed public street. The sidewalks may be separated from the street by a tree lawn at least four feet wide. New streets may, unless waived by the Planning Board, incorporate sidewalks into the design, and may, where practicable, link existing and future potential sidewalks and pedestrian pathways.
- f) New or in-fill construction should be designed so as to be compatible with the general rural character and architectural design of buildings on the street frontage. The setback, height, bulk, gable and pitch of roofs, use of porches, shutters and other exterior design elements should result in an overall design that complements the existing character of the streetscape.
- g) Existing tree rows and hedgerows, stonewalls, and similar features shall, to the extent practicable, be retained in the development of any new use or the expansion of any existing use.
- h) Additions to existing buildings shall use materials and details complimentary to those incorporated in the parent structure.
- i) The construction of any blank, windowless facade facing a street shall be prohibited.
- j) The utilization of ribbon or continuous strip glazing in any building facade shall be prohibited.
- k) Pitched roofs shall be used on buildings in lieu of flat roofs to the extent feasible. If pitched roofs are not feasible or practical in a given situation, then, at a minimum, a pitched roof architectural feature shall be required as a detail element, i.e., entryway or tower element to break the horizontal facade. Buildings located adjacent to residential districts shall incorporate the use of pitched roofs for the entire structure.
- l) All roof-mounted equipment shall be screened entirely from view utilizing screens of a height equal to the height of the equipment.

- m) Any large building facade and the sides visible from a street shall incorporate changes in plane and architectural features that give the appearance of several common-wall buildings.
- n) Major modifications to the existing landscape such as extensive grading, clear-cutting of trees, or other similar activities shall be avoided to the extent possible
- o) All streets shall be designed to permit the installation of electric, water, sewer, gas, and other utilities underground, either initially or at the time major improvements or upgrades are made to the street or the particular service
- p) The use of a "boulevard" entrance for new streets and driveways is encouraged. Such boulevard entrances shall be improved with landscaping, fencing, stone walls, or other suitable aesthetic improvements as approved by the Planning Board. Lots in excess of two acres should provide secondary access for emergency purposes.
- q) Parking and loading areas shall be located at the rear of the principal building. The Planning Board may permit parking spaces to be located to the front or side of the principal building where the Board has determined that site conditions do not permit parking to be located at the rear of the building.
- r) The primary entrances to any building should be oriented to the lot frontage. Secondary entrances should be oriented to parking, plazas, or parks.
- s) New buildings in proximity to historic structures and historic districts listed on the National or State Register of Historic Places shall be designed in a manner consistent with the general architectural features of such historic features in terms of form, materials, fenestration, and roof shape.
- t) The total number of required parking spaces shall be broken up into smaller "blocks" of parking, with no more than 10 parking spaces per parking block. Parking blocks shall be separated from each other by a landscaped island no less than five feet wide.
- u) Service alleys for deliveries and utility access shall be established along rear property lines wherever practical.
- v) Where permitted, drive-through facilities shall be located at the rear of principal structures and landscaping shall be used to reduce the visibility of such facilities.
- w) Pedestrian safety and internal vehicular circulation must be considered in the design of any drive-through facilities.
- x) Cross-easements between lots may be used to provide shared access to parking whenever possible.
- y) Off-street parking lots and loading areas, accessory use structures or storage other than sheds shall be screened from public walkways and streets utilizing landscaping and/or fencing as determined by the Planning Board.

IV. Zoning Map Amendments

The zoning map of Chapter 165, Section 165-6 of the Town Code is amended to change the district designations of the following Tax Parcels to the Neighborhood Commercial (CN) District:

A: Parcels at the Intersection of Oscawana Lake Road, Church Road, and Cimarron Road			
Section	Block	Lot	Listed Owner
72.16	1	3	Wiedemann
72.16	1	4	Cimarron Real Estate Corp.
72.16	1	19	Jacobs
72.16	1	20	Salaun Family Trust
73.13	1	13	Arnett/Ordaz
73.13	1	14	Ramirez
73.15	1	15	Swindler
73.13	1	21	Noban/Velazquez
73.13	1	22	Smith
73.13	1	23	Sinachi/Hernandez
73.13	1	24	Devine
73.13	1	25	DiPillo
73.13	1	26	Eagens
73.13	1	27	Reform Temple of PV

B: Parcels at the Intersection of Oscawana Lake Road and Cedar Drive			
Section	Block	Lot	Listed Owner
73.5	1	23	Ianescu/Landers
73.5	1	24	Rozeik Holdings, LLC.
73.5	1	25	Fontana
73.5	1	39	Osca Properties, LLC.
73.5	1	40	Camp Lookout Imp District
73.5	2	54	Osca Properties, LLC.

C: Parcels at the Intersection of Oscawana Lake Road and Sunset Hill Road			
Section	Block	Lot	Listed Owner
73.5	2	58	Estabridis
73.5	2	59	Sprecht
73.5	2	63	NHD Realty Corp.
73.6	1	6	Lamarche
73	1	36	Zvenigorodskly

D: Parcel at the Intersection of Oscawana Lake Road and Dunderberg Road			
Section	Block	Lot	Listed Owner
62.18	1	73.2 (Partial)	Babington

E: Parcels at the Intersection of Peekskill Hollow Road, Mill Street and Church Road			
Section	Block	Lot	Listed Owner
84.7	1	4	Baital

84.7	1	5	Andrade
84.7	1	41	Town of Putnam Valley
84.7	1	42	Napolitano
84.7	1	43	Martinez
84.7	1	44.1	Capone
84.7	1	45	Putnam Valley Grange 841
84.7	1	46	Zastenchik
84.7	1	47	Kenneson
84	2	34	Glenview Park Inc.

F: Parcels at the Intersection of Peekskill Hollow Road, Wiccopee Road and New Hill Road			
Section	Block	Lot	Listed Owner
63	3	8	Tompkins Cultural Center
63	3	9	Resistribe LLC
63	3	10	Tompkins Cultural Center
63	3	16	Resistribe, LLC
63	3	24	PV Volunteer Fire
63	2	27	Schmittman

G: Parcels at the Intersection of Peekskill Hollow Road and Taconic State Parkway			
Section	Block	Lot	Listed Owner
52	3	70	Hollow Preserve, Inc.
52	3	71	Luso Fagata

The Town of Putnam Valley Zoning Code Article I, §165-6 (B)(1) is amended as follows:

Replace.

The location and boundaries of the zoning districts are established as they are shown on the Zoning Districts Map, dated June 21, 2025, as said districts may hereafter be amended by local law, which Zoning Districts Map is signed by the Supervisor and Town Clerk, and which Map and any amendments thereto are hereby declared to be part of this chapter.

Part 5. Severability

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

Part 6. Effective Date

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

DRAFT

**Town of Putnam Valley Proposed Town Code Changes
Town of Putnam Valley, New York**

Supplemental Environmental Assessment Part 1

Town of Putnam Valley Town Board
265 Oscawana Lake Road
Putnam Valley, New York 10579
Contact: Hon. Jacqueline Annabi, Supervisor
(845) 526-2121

October 29, 2025

Supplemental EAF Information:

At the Town Board meeting on October 29, 2025, the Town Board of the Town of Putnam Valley introduced proposed zoning map and text amendments which will add parcels and modify permitted and special permit uses to the CN (Neighborhood Commercial) zoning district as described in Chapter 165-13A of the Town of Putnam Valley zoning code.

1.0: INTRODUCTION: LOCATION, DESCRIPTION AND PURPOSE OF PROPOSED ACTION.

1.1: Introduction

Pursuant to the New York State Environmental Quality Review Act (SEQRA), the proposed action discussed in the Full Environmental Assessment Form (EAF), is the adoption of revisions to the Town of Putnam Valley Zoning Map to include presently zoned residential parcels, and amend the permitted and special permit uses in the CN (Neighborhood Commercial) District in accordance with recommendations of the 2007 Comprehensive Plan.

1.2 Project Location

The town of Putnam Valley is located in Putnam County, New York. The population was 11,809 at the 2010 census. Its location is northeast of New York City, in the southwest part of Putnam County. Midtown Manhattan is a forty-five to fifty-minute drive.

The town has a total area of 43.0 square miles (111 km²), of which 41.4 square miles (107 km²) is land and 1.6 square miles (4.1 km²), or 3.72% is water. 14,089 acres of Clarence Fahnestock State Park lies within the boundaries of Putnam Valley and 1,000 acres is owned by the Hudson Highlands Land Trust, an environmental preservation trust in the Hudson Valley^[5]

At the 2000 census there were 10,686 people, 3,676 households and 2,874 families residing in the town. The population density was 258.2 per square mile (99.7/km²). There were 4,253 housing units at an average density of 102.7 per square mile (39.7/km²).

1.3 Study Land Use Area

The land use study area is comprised of the entire town of 43.0 square miles. Within the study area there is a broad range of uses ranging from single family residential to light industrial. Residential uses are primarily concentrated around the lake communities of Lake Peekskill, Lake Oswawana and Roaring Brook Lake as well as in two cooperative communities: Floradan Estates and Three Arrows. Mixed commercial uses are focused in the Lake Peekskill hamlet as well as at several “corners” which are situated at road intersections and provide local shopping. There are several public parks as well as a regional senior center.

2.0 Project Description

2.1 Background

In the Spring of 2025, the Town Board determined that certain areas of the town presently zoned as residential properties should be modified to CN (Neighborhood Commercial Zone) in response to the 2007 Comprehensive Plan and requests from area residents. Additionally, the Town Board determined that current permitted and special use permit uses required modification. The Town Board found that the proposed modifications are necessary as follows:

- Implementation of the 2007 Comprehensive Plan
- Facilitate economic development and provide tax relief to residents
- Provide greater opportunities for local businesses to come to the town.
- Create a variety of services that will provide local shopping opportunities.
- Create a sense of community in the traditional town hamlets.
- Ensure development in the CN zone meets design standards which will blend with surrounding uses.

Revisions to the zoning map are necessary as there are presently very limited areas within the town which will allow locally based businesses to be introduced and grow. The zoning map changes are centered around the traditional hamlet and road intersections as well as parcels which were formally used for businesses. The purpose and intent as described in Section 165-13(A)(1)(a,b) have been fully evaluated and considered in reviewing the proposed action.

There are a limited number of residential properties which adjoin the parcels that are proposed to be rezoned, and any impacts are proposed to be mitigated through strict design standards. All applications to improve the parcels will require full SEQRA review and approval by the Town Planning Board.

The Town Board has determined that modification to the current permitted and special use permit uses in the CN zoning district are needed to provide greater business opportunities in the traditional hamlets in the town. As part of the modification to the CN zoning district code the Town Board will be adopting design standards to ensure that future uses and improvements will be small community centers which will blend well with surrounding properties.

3.0 Existing Zoning Code Chapter and Proposed Changes and Design Standards

3.1 The current purpose and intent, permitted uses, special use permit uses, and accessory uses in the CN zoning district are as follows with proposed changes found in capital letters and bold (i.e., **REMOVE**):

165-13 CN Neighborhood Commercial Districts.

(1)

Purpose and intent. The purpose and intent of the CN District is to:

(a)

Encourage the integration of the small-scale shopping area into the neighborhood which it serves.

(b)

As the name implies, these districts would provide limited services to the small business districts. These areas are designed to serve the adjacent residential community and should not compete with the general commercial uses and services found in the CC-1 and CC-2 Districts.

(2)

Permitted uses.

(a)

Residences above commercial stores. **(PLANNING BOARD TO DETERMINE NUMBER OF BEDROOMS)**

(b)

Libraries or museums.

(c)

Municipal buildings.

(d)

United States Government Post Offices.

(e)

Utility services, regional.

(f)

Administrative and business offices.

(g)

Apparel and accessory stores.

(h)

Bakery shops, retail.

(i)

Convenience stores with gas pumps. **(REMOVE)**

(j)

Convenience stores without gas pumps.

(k)

Delicatessens.

(l)

Florists.

(m)

Liquor sales, retail.

(n)

Medical offices.

(o)

Nurseries, retail.

(p)

Personal convenience services.

(q)

Professional offices and services.

(r)

Retail stores, individual/general.

(s)

Amateur/ham radio antennae.

- (t)
Hardware stores.
- (u)
Dance/artistic studios, galleries.
[Added 6-14-2017 by L.L. No. 2-2017]
- (v)
Data processing and computer-related services.
[Added 6-14-2017 by L.L. No. 2-2017]
- (w)
Dry-cleaning services; drop-off.**(ADD: LAUNDRY DROP-OFF)**
[Added 6-14-2017 by L.L. No. 2-2017]
- (x)
Financial services.
[Added 6-14-2017 by L.L. No. 2-2017]
- (y)
Photography, digital.
[Added 6-14-2017 by L.L. No. 2-2017]
- (z)
Delivery/messenger service.
[Added 6-14-2017 by L.L. No. 2-2017]
- (aa)
Printing establishments.
[Added 6-14-2017 by L.L. No. 2-2017]
- (3)
Special permit uses. The following special permit uses may be permitted as provided for in Article **IX** of this chapter.
- (a)
Child day care, nursery schools, or family care.
- (b)
Clubhouse or lodge.
- (c)
Utility services, local.
- (d)
Antiques stores.
- (e)
Catering establishments.**(REMOVE)**
- (f)
Cocktail lounge/bar.**(REMOVE)**
- (g)
(Reserved)^[1]
[1]
Editor's Note: Former Subsection A(3)(g), which permitted by special permit storefront dry-cleaning services, was repealed 6-14-2017 by L.L. No. 2-2017.
- (h)
Laundry services, storefront.**(REMOVE)**
- (i)
Restaurant, general.
- (j)

Retail, mini mall/shopping centers.**(REMOVE SHOPPING CENTERS)**

(k)

Automotive, sales or rental.**(REMOVE)**

(l)

Schools, businesses, or trades.

[Added 6-14-2017 by L.L. No. 2-2017]

(m)

Consumer repair services.

[Added 6-14-2017 by L.L. No. 2-2017]

(n)

Convenience storage.

[Added 6-14-2017 by L.L. No. 2-2017]

(o)

Exterminating services. **(REMOVE)**

[Added 6-14-2017 by L.L. No. 2-2017]

(p)

Kennel, commercial.**(ADD: NO OUTDOOR RUNS)**

[Added 6-14-2017 by L.L. No. 2-2017]

(q)

Laundromat-on-site.**(REMOVE)**

[Added 6-14-2017 by L.L. No. 2-2017]

(r)

Photography.

[Added 6-14-2017 by L.L. No. 2-2017]

(s)

Restaurant, fast food.

[Added 6-14-2017 by L.L. No. 2-2017]

(t)

Amusement arcades.

[Added 6-14-2017 by L.L. No. 2-2017]

(u)

Athletic and health clubs and health spas.

[Added 6-14-2017 by L.L. No. 2-2017]

(v)

Theatres and cinemas.**(REMOVE)**

[Added 6-14-2017 by L.L. No. 2-2017]

(w)

Contractor yard.**(REMOVE)**

[Added 6-14-2017 by L.L. No. 2-2017]

(x)

Assembly of component parts.

[Added 6-14-2017 by L.L. No. 2-2017]

(y)

Veterinary hospitals. **(ADD: NO OUTDOOR RUNS)**

[Added 6-14-2017 by L.L. No. 2-2017]

(z)

Automotive limo and taxi.

[Added 6-14-2017 by L.L. No. 2-2017]

(aa)

Automotive repairs/service. **(REMOVE)**

[Added 6-14-2017 by L.L. No. 2-2017]

(bb)

Automotive gas station. **(REMOVE)**

[Added 6-14-2017 by L.L. No. 2-2017]

(4)

Accessory uses CN District. The following uses, accessory and incidental to permitted uses and specially permitted uses, may be permitted as provided for in Article **VII** of the chapter.

(a)

Off-street parking and loading in accordance with the provisions of Article **X** of this chapter.

(b)

Maintenance, security, or utility structures serving the specific need of the use.

(c)

Indoor storage facilities incidental to principal use.

(d)

Other customary accessory structures subject to the applicable provisions of Article **VII** hereof, such as trash receptacles, dumpsters and other large trash containers, air conditioners, air condensers, temporary outdoor displays and the like, provided that said use, building or structure is incidental to the principal use of the site.

(5)

Lot and bulk regulations. The minimum lot size, height, lot and bulk regulations, minimum street frontage and related standards for the CN District shall be as set forth in § **165-14** of this article.

3.2 Proposed Design Standards:

The following standards shall be applied during the site plan and subdivision review of any development project in the CN (Neighborhood) Commercial) District. The Planning Board may use its discretion to waive or modify these standards.

(1)

Screening and landscaping. A hedge, fence or wall of a design and material subject to approval by the Planning Board, with a height of not less than six feet and, except in the case of planting screens of not more than eight feet, adequate to screen, to the extent practicable, at all seasons of the year the operations conducted on the lot from any abutting residence district. In addition:

(a)

The side yard and rear yard setbacks shall be landscaped to a depth of not less than 15 feet along their length except openings required for driveways, utilities and pedestrians unless otherwise determined by the Planning Board.

(b)

The front yard setback shall be landscaped to a depth of not less than 10 feet along its length except openings required for driveways, utilities and pedestrians as determined by the Planning Board.

(c)

The minimum lot size, height, lot and bulk regulations, minimum street frontage and related standards for the CN District shall be as set forth in § 165-14 of the Town of Punam Valley Town Code.

(d)

If the property proposed for development adjoins a residential property located in a residential district all site improvements, with the exception of a driveway, shall be set back an additional 15 feet from the minimum yard setback.

(e)

The additional setback is intended to provide a visual and noise buffer between residential and nonresidential uses. The additional setback, as well as the minimum yard setback area, shall be planted with a mixture of evergreen and deciduous plantings, or fencing, at a height so as to provide, as much as practicable, a visual screen of the non-residential improvements from residential uses. The species type, location and height of such landscaping shall be subject to the approval of the Planning Board.

(2)

There shall be no parking or loading areas placed or located within any front, side, or rear setback.

(3)

Utilities shall be placed underground.

(4)

All exterior trash storage containers shall be screened so that they are not visible from off the property. Each trash enclosure shall be constructed of masonry walls and with a steel gate painted to be compatible with the color of the masonry walls and building it is to serve.

(5)

Sidewalks may be provided along any existing or proposed public street. The sidewalks may be separated from the street by a tree lawn at least four feet wide. New streets may, unless waived by the Planning Board, incorporate sidewalks into the design, and may, where practicable, link existing and future potential sidewalks and pedestrian pathways.

(6)

New or in-fill construction should be designed so as to be compatible with the general rural character and architectural design of buildings on the street frontage. The setback,

height, bulk, gable and pitch of roofs, use of porches, shutters and other exterior design elements should result in an overall design that complements the existing character of the streetscape.

(7)

Existing tree rows and hedgerows, stonewalls, and similar features shall, to the extent practicable, be retained in the development of any new use or the expansion of any existing use.

(8)

Additions to existing buildings shall use materials and details complimentary to those incorporated in the parent structure.

(9)

The construction of any blank, windowless facade facing a street shall be prohibited.

(10)

The utilization of ribbon or continuous strip glazing in any building facade shall be prohibited.

(11)

Pitched roofs shall be used on buildings in lieu of flat roofs to the extent feasible. If pitched roofs are not feasible or practical in a given situation, then, at a minimum, a pitched roof architectural feature shall be required as a detail element, i.e., entryway or tower element to break the horizontal facade. Buildings located adjacent to residential districts shall incorporate the use of pitched roofs for the entire structure.

(12)

All roof-mounted equipment shall be screened entirely from view utilizing screens of a height equal to the height of the equipment.

(13)

Any large building facade and the sides visible from a street shall incorporate changes in plane and architectural features that give the appearance of several common-wall buildings.

(14)

Major modifications to the existing landscape such as extensive grading, clear-cutting of trees, or other similar activities shall be avoided to the extent possible.

(15)

All streets shall be designed to permit the installation of electric, water, sewer, gas, and other utilities underground, either initially or at the time major improvements or upgrades are made to the street or the particular service.

(16)

The use of a "boulevard" entrance for new streets and driveways is encouraged. Such boulevard entrances shall be improved with landscaping, fencing, stone walls, or other suitable aesthetic improvements as approved by the Planning Board. Lots in excess of two acres should provide secondary access for emergency purposes.

(17)

Parking and loading areas shall be located at the rear of the principal building. The Planning Board may permit parking spaces to be located to the front or side of the principal building where the Board has determined that site conditions do not permit parking to be located at the rear of the building.

(18)

The primary entrances to any building should be oriented to the lot frontage. Secondary entrances should be oriented to parking, plazas, or parks.

(19)

New buildings in proximity to historic structures and historic districts listed on the National or State Register of Historic Places shall be designed in a manner consistent with the general architectural features of such historic features in terms of form, materials, fenestration, and roof shape.

(20)

The total number of required parking spaces shall be broken up into smaller "blocks" of parking, with no more than 10 parking spaces per parking block. Parking blocks shall be separated from each other by a landscaped island no less than five feet wide.

(21)

Service alleys for deliveries and utility access shall be established along rear property lines wherever practical.

(22)

Where permitted, drive-through facilities shall be located at the rear of principal structures and landscaping shall be used to reduce the visibility of such facilities.

(23)

Pedestrian safety and internal vehicular circulation must be considered in the design of any drive-through facilities.

(24)

Cross-easements between lots may be used to provide shared access to parking whenever possible.

(25)

Off-street parking lots and loading areas, accessory use structures or storage other than sheds shall be screened from public walkways and streets utilizing landscaping and/or fencing as determined by the Planning Board.

4.0 Proposed Zoning Map Amendments:

The town Planning Board is charged with the review and approval of the site plan applications and environmental permits. Site plans must meet zoning code requirements in order to be complete. The proposed map change will allow the Planning Board comprehensively to review applications for local businesses which wish to be established in the town.

4.1 the proposed zoning map revisions are intended to provide the following:

- Increased ability to attract and permit the establishment of a variety of locally based businesses
- Strict continuation of the present purpose and intent of the CN zoning district.
- Provide a sense of community in the hamlets by providing destinations that residents can conveniently utilize.
- Increasing the tax base to provide relief to town residents.

4.2 Specifically, the proposed revisions involve:

- Zoning map amendment to add the following parcels presently zoned as residential properties to the CN zoning district and are as follows:

a: Parcels at the Intersection of Oscawana Lake Road, Church Road, and Cimarron Road:

<u>Section</u>	<u>Block</u>	<u>Lot</u>	<u>Listed Owner</u>
72.16	1	3	Wiedemann
72.16	1	4	Cimarron Real Estate Corp.
72.16	1	19	Jacobs
72.16	1	20	Salaun Family Trust
73.13	1	13	Arnett/Ordaz
73.13	1	14	Ramirez
73.15	1	15	Swindler
73.13	1	21	Noban/Velazquez
73.13	1	22	Smith
73.13	1	23	Sinachi/Hernandez
73.13	1	24	Devine
73.13	1	25	DiPillo
73.13	1	26	Eagens
73.13	1	27	Reform Temple of PV

b: Parcels at the Intersection of Oscawana Lake Road and Cedar Drive:

<u>Section</u>	<u>Block</u>	<u>Lot</u>	<u>Listed Owner</u>
73.5	1	23	Ianescu/Landers
73.5	1	24	Rozeik Holdings Corp.
73.5	1	25	Fontana
73.5	1	39	Osca Properties, LLC.
73.5	1	40	Camp Lookout Imp. District
73.5	2	54	Osca Properties. LLC.

c: Parcels at the Intersection of Oscawana Lake Road and Sunset Hill Road:

<u>Section</u>	<u>Block</u>	<u>Lot</u>	<u>Listed Owner</u>
73.5	2	58	Estabridis
73.5	2	59	Sprecht
73.5	2	63	NHD Realty Corp.
73.6	1	6	Lamarche (partial)
73	1	36	Zuenigorodskly (partial)

d: Parcel at the Intersection of Oscawana Lake Road and Dunderberg Road:

<u>Section</u>	<u>Block</u>	<u>Lot</u>	<u>Listed Owner</u>
62.18	1	73.2 (Partial)	Babington (partial))

e: Parcels at the Intersection of Peekskill Hollow Road, Mill Street and Church Road:

<u>Section</u>	<u>Block</u>	<u>Lot</u>	<u>Listed Owner</u>
84.7	1	4	Baital
84.7	1	5	Andrade
84.7	1	41	Town of Putnam Valley
84.7	1	42	Napolitano
84.7	1	43	Martinez
84.7	1	44.1	Capone
84.7	1	45	Putnam Valley Grange 841
84.7	1	46	Zastenchik
84.7	1	47	Kenneson
84	2	34	Glenview Park, Inc.

f: Parcels at the Intersection of Peekskill Hollow Road, Wiccopee Road and New Hill Road

<u>Section</u>	<u>Block</u>	<u>Lot</u>	<u>Listed Owner</u>
63	3	8	Tompkins Cultural Center
63	3	9	Resistribe LLC
63	3	10	Tompkins Cultural Center
63	3	16	Resistribe, LLC
63	3	24	PV Volunteer Fire
63	2	27	Schmittman

g: Parcels at the Intersection of Peekskill Hollow Road and Taconic State Parkway:

<u>Section</u>	<u>Block</u>	<u>Lot</u>	<u>Listed Owner</u>
52	3	70	Hollow Preserve, Inc.
52	3	71	Luso Fagata

4.3 The overall effect of the proposed code revisions :

- Improve opportunities for locally based businesses to come to the town of Putnam Valley.
- Create a diversity of neighborhood business at the traditional town hamlets and road intersections. .
- Create areas where residents may shop locally and have small centers which they may meet and develop a sense of community.
- Generate tax income to offset taxes presently paid by residents.
- Ensure that current review standards for proposed businesses continue to be followed in compliance with the town code and all SEQRA requirements.

The zoning map changes can be anticipated to result in a number of positive impacts for stakeholders in the town. Natural resources will be more fully protected by requiring comprehensive review by the Planning Board and if required the Zoning Board of Appeals. .

The proposed revisions will not result in any land disturbance, substantive increases in traffic, negative impacts on natural resources or requirements for additional community services.

5.0 Full Environmental Assessment Form

Part I of this Full Environmental Assessment Form (EAF) evaluates the potential for environmental impacts to be created by the approval of the amendments by the Town of Putnam Valley Town Code by the Town of Putnam Valley Town Board. This legislation is generic in nature, not site-specific, and does not directly result in physical change to the environment.

The form that follows is published by the New York State Department of Environmental Conservation, and portions are designed for site-specific actions rather than area-wide or generic proposals. As a result, consistent with the form's directions, these non-relevant sections (contained in Sections D and E on pages 3-13 of the form) are not completed.

DRAFT 2

**Full Environmental Assessment Form
Part 1 - Project and Setting**

Instructions for Completing Part 1

Part 1 is to be completed by the applicant or project sponsor. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification.

Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information; indicate whether missing information does not exist, or is not reasonably available to the sponsor; and, when possible, generally describe work or studies which would be necessary to update or fully develop that information.

Applicants/sponsors must complete all items in Sections A & B. In Sections C, D & E, most items contain an initial question that must be answered either “Yes” or “No”. If the answer to the initial question is “Yes”, complete the sub-questions that follow. If the answer to the initial question is “No”, proceed to the next question. Section F allows the project sponsor to identify and attach any additional information. Section G requires the name and signature of the applicant or project sponsor to verify that the information contained in Part 1 is accurate and complete.

A. Project and Applicant/Sponsor Information.

Name of Action or Project: Town of Putnam Valley, New York Text and Map Changes to the CN (Neighborhood Commercial) Zoning District		
Project Location (describe, and attach a general location map): Town of Putnam Valley (map and description attached in supplement)		
Brief Description of Proposed Action (include purpose or need): The Town Board of the Town of Putnam Valley is proposing zoning map and text amendments which will add parcels and modify permitted and special permit uses to the CN (Neighborhood Commercial) zoning district as described in Chapter 165-13A of the Town of Putnam Valley zoning code.		
Name of Applicant/Sponsor: Town Board, Town of Putnam Valley, NY		Telephone: 845-526-2121
		E-Mail: jannabi@putnamvalley.gov
Address: 265 Oscawana Lake Road		
City/PO: Putnam Valley	State: New York	Zip Code: 10579
Project Contact (if not same as sponsor; give name and title/role): Hon. Jacqueline Annabi, Town Supervisor		Telephone:
		E-Mail:
Address: Same		
City/PO: Same	State:	Zip Code:
Property Owner (if not same as sponsor): See attached narrative		Telephone:
		E-Mail:
Address:		
City/PO:	State:	Zip Code:

B. Government Approvals

B. Government Approvals, Funding, or Sponsorship. (“Funding” includes grants, loans, tax relief, and any other forms of financial assistance.)

Government Entity	If Yes: Identify Agency and Approval(s) Required	Application Date (Actual or projected)
a. City Council, Town Board, <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No or Village Board of Trustees	Town of Putnam Valley Town Board CN zone text and map changes	October 2025
b. City, Town or Village Planning Board or Commission <input type="checkbox"/> Yes <input type="checkbox"/> No		
c. City, Town or Village Zoning Board of Appeals <input type="checkbox"/> Yes <input type="checkbox"/> No		
d. Other local agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Adjoining towns and villages	October 2025
e. County agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Putnam County Dept. of Planning	October 2025
f. Regional agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
g. State agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
h. Federal agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
i. Coastal Resources. <i>i.</i> Is the project site within a Coastal Area, or the waterfront area of a Designated Inland Waterway? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>ii.</i> Is the project site located in a community with an approved Local Waterfront Revitalization Program? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>iii.</i> Is the project site within a Coastal Erosion Hazard Area? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

C. Planning and Zoning

C.1. Planning and zoning actions.

Will administrative or legislative adoption, or amendment of a plan, local law, ordinance, rule or regulation be the only approval(s) which must be granted to enable the proposed action to proceed? YesNo

- If Yes, complete sections C, F and G.
- If No, proceed to question C.2 and complete all remaining sections and questions in Part 1

C.2. Adopted land use plans.

a. Do any municipally- adopted (city, town, village or county) comprehensive land use plan(s) include the site where the proposed action would be located? YesNo

If Yes, does the comprehensive plan include specific recommendations for the site where the proposed action would be located? YesNo

b. Is the site of the proposed action within any local or regional special planning district (for example: Greenway; Brownfield Opportunity Area (BOA); designated State or Federal heritage area; watershed management plan; or other?) YesNo

If Yes, identify the plan(s):

c. Is the proposed action located wholly or partially within an area listed in an adopted municipal open space plan, or an adopted municipal farmland protection plan? YesNo

If Yes, identify the plan(s):

C.3. Zoning

a. Is the site of the proposed action located in a municipality with an adopted zoning law or ordinance. Yes No
 If Yes, what is the zoning classification(s) including any applicable overlay district?
 CN (Neighborhood Commercial) _____

b. Is the use permitted or allowed by a special or conditional use permit? Yes No

c. Is a zoning change requested as part of the proposed action? Yes No
 If Yes,
 i. What is the proposed new zoning for the site? Text and Map changes _____

C.4. Existing community services.

a. In what school district is the project site located? Putnam Valley Central School District _____

b. What police or other public protection forces serve the project site?
 Putnam County Sherrifs Office _____

c. Which fire protection and emergency medical services serve the project site?
 Putbam Valley Volunteer Fire Department _____

d. What parks serve the project site?
 Fahnestock State Park, Town Park _____

D. Project Details

D.1. Proposed and Potential Development

a. What is the general nature of the proposed action (e.g., residential, industrial, commercial, recreational; if mixed, include all components)?

b. a. Total acreage of the site of the proposed action? _____ acres
 b. Total acreage to be physically disturbed? _____ acres
 c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres

c. Is the proposed action an expansion of an existing project or use? Yes No
 i. If Yes, what is the approximate percentage of the proposed expansion and identify the units (e.g., acres, miles, housing units, square feet)? % _____ Units: _____

d. Is the proposed action a subdivision, or does it include a subdivision? Yes No
 If Yes,
 i. Purpose or type of subdivision? (e.g., residential, industrial, commercial; if mixed, specify types)

 ii. Is a cluster/conservation layout proposed? Yes No
 iii. Number of lots proposed? _____
 iv. Minimum and maximum proposed lot sizes? Minimum _____ Maximum _____

e. Will the proposed action be constructed in multiple phases? Yes No
 i. If No, anticipated period of construction: _____ months
 ii. If Yes:
 • Total number of phases anticipated _____
 • Anticipated commencement date of phase 1 (including demolition) _____ month _____ year
 • Anticipated completion date of final phase _____ month _____ year
 • Generally describe connections or relationships among phases, including any contingencies where progress of one phase may determine timing or duration of future phases: _____

f. Does the project include new residential uses? Yes No
 If Yes, show numbers of units proposed.

	<u>One Family</u>	<u>Two Family</u>	<u>Three Family</u>	<u>Multiple Family (four or more)</u>
Initial Phase	_____	_____	_____	_____
At completion	_____	_____	_____	_____
of all phases	_____	_____	_____	_____

g. Does the proposed action include new non-residential construction (including expansions)? Yes No
 If Yes,

i. Total number of structures _____

ii. Dimensions (in feet) of largest proposed structure: _____ height; _____ width; and _____ length

iii. Approximate extent of building space to be heated or cooled: _____ square feet

h. Does the proposed action include construction or other activities that will result in the impoundment of any liquids, such as creation of a water supply, reservoir, pond, lake, waste lagoon or other storage? Yes No
 If Yes,

i. Purpose of the impoundment: _____

ii. If a water impoundment, the principal source of the water: Ground water Surface water streams Other specify: _____

iii. If other than water, identify the type of impounded/contained liquids and their source. _____

iv. Approximate size of the proposed impoundment. Volume: _____ million gallons; surface area: _____ acres

v. Dimensions of the proposed dam or impounding structure: _____ height; _____ length

vi. Construction method/materials for the proposed dam or impounding structure (e.g., earth fill, rock, wood, concrete): _____

D.2. Project Operations

a. Does the proposed action include any excavation, mining, or dredging, during construction, operations, or both? Yes No
 (Not including general site preparation, grading or installation of utilities or foundations where all excavated materials will remain onsite)
 If Yes:

i. What is the purpose of the excavation or dredging? _____

ii. How much material (including rock, earth, sediments, etc.) is proposed to be removed from the site?

- Volume (specify tons or cubic yards): _____
- Over what duration of time? _____

iii. Describe nature and characteristics of materials to be excavated or dredged, and plans to use, manage or dispose of them. _____

iv. Will there be onsite dewatering or processing of excavated materials? Yes No
 If yes, describe. _____

v. What is the total area to be dredged or excavated? _____ acres

vi. What is the maximum area to be worked at any one time? _____ acres

vii. What would be the maximum depth of excavation or dredging? _____ feet

viii. Will the excavation require blasting? Yes No

ix. Summarize site reclamation goals and plan: _____

b. Would the proposed action cause or result in alteration of, increase or decrease in size of, or encroachment into any existing wetland, waterbody, shoreline, beach or adjacent area? Yes No
 If Yes:

i. Identify the wetland or waterbody which would be affected (by name, water index number, wetland map number or geographic description): _____

ii. Describe how the proposed action would affect that waterbody or wetland, e.g. excavation, fill, placement of structures, or alteration of channels, banks and shorelines. Indicate extent of activities, alterations and additions in square feet or acres:

iii. Will the proposed action cause or result in disturbance to bottom sediments? Yes No

If Yes, describe: _____

iv. Will the proposed action cause or result in the destruction or removal of aquatic vegetation? Yes No

If Yes:

- acres of aquatic vegetation proposed to be removed: _____
- expected acreage of aquatic vegetation remaining after project completion: _____
- purpose of proposed removal (e.g. beach clearing, invasive species control, boat access): _____
- proposed method of plant removal: _____
- if chemical/herbicide treatment will be used, specify product(s): _____

v. Describe any proposed reclamation/mitigation following disturbance: _____

c. Will the proposed action use, or create a new demand for water? Yes No

If Yes:

i. Total anticipated water usage/demand per day: _____ gallons/day

ii. Will the proposed action obtain water from an existing public water supply? Yes No

If Yes:

- Name of district or service area: _____
- Does the existing public water supply have capacity to serve the proposal? Yes No
- Is the project site in the existing district? Yes No
- Is expansion of the district needed? Yes No
- Do existing lines serve the project site? Yes No

iii. Will line extension within an existing district be necessary to supply the project? Yes No

If Yes:

- Describe extensions or capacity expansions proposed to serve this project: _____
- Source(s) of supply for the district: _____

iv. Is a new water supply district or service area proposed to be formed to serve the project site? Yes No

If, Yes:

- Applicant/sponsor for new district: _____
- Date application submitted or anticipated: _____
- Proposed source(s) of supply for new district: _____

v. If a public water supply will not be used, describe plans to provide water supply for the project: _____

vi. If water supply will be from wells (public or private), what is the maximum pumping capacity: _____ gallons/minute.

d. Will the proposed action generate liquid wastes? Yes No

If Yes:

i. Total anticipated liquid waste generation per day: _____ gallons/day

ii. Nature of liquid wastes to be generated (e.g., sanitary wastewater, industrial; if combination, describe all components and approximate volumes or proportions of each): _____

iii. Will the proposed action use any existing public wastewater treatment facilities? Yes No

If Yes:

- Name of wastewater treatment plant to be used: _____
- Name of district: _____
- Does the existing wastewater treatment plant have capacity to serve the project? Yes No
- Is the project site in the existing district? Yes No
- Is expansion of the district needed? Yes No

- Do existing sewer lines serve the project site? Yes No
- Will a line extension within an existing district be necessary to serve the project? Yes No

 If Yes:

- Describe extensions or capacity expansions proposed to serve this project: _____

iv. Will a new wastewater (sewage) treatment district be formed to serve the project site? Yes No
 If Yes:

- Applicant/sponsor for new district: _____
- Date application submitted or anticipated: _____
- What is the receiving water for the wastewater discharge? _____

v. If public facilities will not be used, describe plans to provide wastewater treatment for the project, including specifying proposed receiving water (name and classification if surface discharge or describe subsurface disposal plans):

vi. Describe any plans or designs to capture, recycle or reuse liquid waste: _____

e. Will the proposed action disturb more than one acre and create stormwater runoff, either from new point sources (i.e. ditches, pipes, swales, curbs, gutters or other concentrated flows of stormwater) or non-point source (i.e. sheet flow) during construction or post construction? Yes No
 If Yes:

- i. How much impervious surface will the project create in relation to total size of project parcel?
 _____ Square feet or _____ acres (impervious surface)
 _____ Square feet or _____ acres (parcel size)
- ii. Describe types of new point sources. _____

- iii. Where will the stormwater runoff be directed (i.e. on-site stormwater management facility/structures, adjacent properties, groundwater, on-site surface water or off-site surface waters)?

 - If to surface waters, identify receiving water bodies or wetlands: _____

 - Will stormwater runoff flow to adjacent properties? Yes No

iv. Does the proposed plan minimize impervious surfaces, use pervious materials or collect and re-use stormwater? Yes No

f. Does the proposed action include, or will it use on-site, one or more sources of air emissions, including fuel combustion, waste incineration, or other processes or operations? Yes No
 If Yes, identify:

- i. Mobile sources during project operations (e.g., heavy equipment, fleet or delivery vehicles)

- ii. Stationary sources during construction (e.g., power generation, structural heating, batch plant, crushers)

- iii. Stationary sources during operations (e.g., process emissions, large boilers, electric generation)

g. Will any air emission sources named in D.2.f (above), require a NY State Air Registration, Air Facility Permit, or Federal Clean Air Act Title IV or Title V Permit? Yes No
 If Yes:

- i. Is the project site located in an Air quality non-attainment area? (Area routinely or periodically fails to meet ambient air quality standards for all or some parts of the year) Yes No
- ii. In addition to emissions as calculated in the application, the project will generate:
 - _____ Tons/year (short tons) of Carbon Dioxide (CO₂)
 - _____ Tons/year (short tons) of Nitrous Oxide (N₂O)
 - _____ Tons/year (short tons) of Perfluorocarbons (PFCs)
 - _____ Tons/year (short tons) of Sulfur Hexafluoride (SF₆)
 - _____ Tons/year (short tons) of Carbon Dioxide equivalent of Hydrofluorocarbons (HFCs)
 - _____ Tons/year (short tons) of Hazardous Air Pollutants (HAPs)

h. Will the proposed action generate or emit methane (including, but not limited to, sewage treatment plants, landfills, composting facilities)? Yes No

If Yes:

i. Estimate methane generation in tons/year (metric): _____

ii. Describe any methane capture, control or elimination measures included in project design (e.g., combustion to generate heat or electricity, flaring): _____

i. Will the proposed action result in the release of air pollutants from open-air operations or processes, such as quarry or landfill operations? Yes No

If Yes: Describe operations and nature of emissions (e.g., diesel exhaust, rock particulates/dust): _____

j. Will the proposed action result in a substantial increase in traffic above present levels or generate substantial new demand for transportation facilities or services? Yes No

If Yes:

i. When is the peak traffic expected (Check all that apply): Morning Evening Weekend
 Randomly between hours of _____ to _____.

ii. For commercial activities only, projected number of truck trips/day and type (e.g., semi trailers and dump trucks): _____

iii. Parking spaces: Existing _____ Proposed _____ Net increase/decrease _____

iv. Does the proposed action include any shared use parking? Yes No

v. If the proposed action includes any modification of existing roads, creation of new roads or change in existing access, describe: _____

vi. Are public/private transportation service(s) or facilities available within 1/2 mile of the proposed site? Yes No

vii. Will the proposed action include access to public transportation or accommodations for use of hybrid, electric or other alternative fueled vehicles? Yes No

viii. Will the proposed action include plans for pedestrian or bicycle accommodations for connections to existing pedestrian or bicycle routes? Yes No

k. Will the proposed action (for commercial or industrial projects only) generate new or additional demand for energy? Yes No

If Yes:

i. Estimate annual electricity demand during operation of the proposed action: _____

ii. Anticipated sources/suppliers of electricity for the project (e.g., on-site combustion, on-site renewable, via grid/local utility, or other): _____

iii. Will the proposed action require a new, or an upgrade, to an existing substation? Yes No

l. Hours of operation. Answer all items which apply.

<p>i. During Construction:</p> <ul style="list-style-type: none"> • Monday - Friday: _____ • Saturday: _____ • Sunday: _____ • Holidays: _____ 	<p>ii. During Operations:</p> <ul style="list-style-type: none"> • Monday - Friday: _____ • Saturday: _____ • Sunday: _____ • Holidays: _____
--	---

m. Will the proposed action produce noise that will exceed existing ambient noise levels during construction, operation, or both? Yes No

If yes:

i. Provide details including sources, time of day and duration: _____

ii. Will the proposed action remove existing natural barriers that could act as a noise barrier or screen? Yes No
Describe: _____

n. Will the proposed action have outdoor lighting? Yes No

If yes:

i. Describe source(s), location(s), height of fixture(s), direction/aim, and proximity to nearest occupied structures: _____

ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen? Yes No
Describe: _____

o. Does the proposed action have the potential to produce odors for more than one hour per day? Yes No
If Yes, describe possible sources, potential frequency and duration of odor emissions, and proximity to nearest occupied structures: _____

p. Will the proposed action include any bulk storage of petroleum (combined capacity of over 1,100 gallons) or chemical products 185 gallons in above ground storage or any amount in underground storage? Yes No

If Yes:

i. Product(s) to be stored _____

ii. Volume(s) _____ per unit time _____ (e.g., month, year)

iii. Generally, describe the proposed storage facilities: _____

q. Will the proposed action (commercial, industrial and recreational projects only) use pesticides (i.e., herbicides, insecticides) during construction or operation? Yes No

If Yes:

i. Describe proposed treatment(s): _____

ii. Will the proposed action use Integrated Pest Management Practices? Yes No

r. Will the proposed action (commercial or industrial projects only) involve or require the management or disposal of solid waste (excluding hazardous materials)? Yes No

If Yes:

i. Describe any solid waste(s) to be generated during construction or operation of the facility:

- Construction: _____ tons per _____ (unit of time)
- Operation : _____ tons per _____ (unit of time)

ii. Describe any proposals for on-site minimization, recycling or reuse of materials to avoid disposal as solid waste:

- Construction: _____
- Operation: _____

iii. Proposed disposal methods/facilities for solid waste generated on-site:

- Construction: _____
- Operation: _____

s. Does the proposed action include construction or modification of a solid waste management facility? Yes No

If Yes:

i. Type of management or handling of waste proposed for the site (e.g., recycling or transfer station, composting, landfill, or other disposal activities): _____

ii. Anticipated rate of disposal/processing:

- _____ Tons/month, if transfer or other non-combustion/thermal treatment, or
- _____ Tons/hour, if combustion or thermal treatment

iii. If landfill, anticipated site life: _____ years

t. Will the proposed action at the site involve the commercial generation, treatment, storage, or disposal of hazardous waste? Yes No

If Yes:

i. Name(s) of all hazardous wastes or constituents to be generated, handled or managed at facility: _____

ii. Generally describe processes or activities involving hazardous wastes or constituents: _____

iii. Specify amount to be handled or generated _____ tons/month

iv. Describe any proposals for on-site minimization, recycling or reuse of hazardous constituents: _____

v. Will any hazardous wastes be disposed at an existing offsite hazardous waste facility? Yes No

If Yes: provide name and location of facility: _____

If No: describe proposed management of any hazardous wastes which will not be sent to a hazardous waste facility: _____

E. Site and Setting of Proposed Action

E.1. Land uses on and surrounding the project site

a. Existing land uses.

i. Check all uses that occur on, adjoining and near the project site.

Urban Industrial Commercial Residential (suburban) Rural (non-farm)

Forest Agriculture Aquatic Other (specify): _____

ii. If mix of uses, generally describe: _____

b. Land uses and covertypes on the project site.

Land use or Covertypes	Current Acreage	Acreage After Project Completion	Change (Acres +/-)
• Roads, buildings, and other paved or impervious surfaces			
• Forested			
• Meadows, grasslands or brushlands (non-agricultural, including abandoned agricultural)			
• Agricultural (includes active orchards, field, greenhouse etc.)			
• Surface water features (lakes, ponds, streams, rivers, etc.)			
• Wetlands (freshwater or tidal)			
• Non-vegetated (bare rock, earth or fill)			
• Other Describe: _____			

c. Is the project site presently used by members of the community for public recreation? Yes No
i. If Yes: explain: _____

d. Are there any facilities serving children, the elderly, people with disabilities (e.g., schools, hospitals, licensed day care centers, or group homes) within 1500 feet of the project site? Yes No
If Yes,
i. Identify Facilities: _____

e. Does the project site contain an existing dam? Yes No
If Yes:
i. Dimensions of the dam and impoundment:
• Dam height: _____ feet
• Dam length: _____ feet
• Surface area: _____ acres
• Volume impounded: _____ gallons OR acre-feet
ii. Dam's existing hazard classification: _____
iii. Provide date and summarize results of last inspection: _____

f. Has the project site ever been used as a municipal, commercial or industrial solid waste management facility, or does the project site adjoin property which is now, or was at one time, used as a solid waste management facility? Yes No
If Yes:
i. Has the facility been formally closed? Yes No
• If yes, cite sources/documentation: _____
ii. Describe the location of the project site relative to the boundaries of the solid waste management facility: _____
iii. Describe any development constraints due to the prior solid waste activities: _____

g. Have hazardous wastes been generated, treated and/or disposed of at the site, or does the project site adjoin property which is now or was at one time used to commercially treat, store and/or dispose of hazardous waste? Yes No
If Yes:
i. Describe waste(s) handled and waste management activities, including approximate time when activities occurred: _____

h. Potential contamination history. Has there been a reported spill at the proposed project site, or have any remedial actions been conducted at or adjacent to the proposed site? Yes No
If Yes:
i. Is any portion of the site listed on the NYSDEC Spills Incidents database or Environmental Site Remediation database? Check all that apply: Yes No
 Yes – Spills Incidents database Provide DEC ID number(s): _____
 Yes – Environmental Site Remediation database Provide DEC ID number(s): _____
 Neither database
ii. If site has been subject of RCRA corrective activities, describe control measures: _____
iii. Is the project within 2000 feet of any site in the NYSDEC Environmental Site Remediation database? Yes No
If yes, provide DEC ID number(s): _____
iv. If yes to (i), (ii) or (iii) above, describe current status of site(s): _____

v. Is the project site subject to an institutional control limiting property uses? Yes No

- If yes, DEC site ID number: _____
- Describe the type of institutional control (e.g., deed restriction or easement): _____
- Describe any use limitations: _____
- Describe any engineering controls: _____
- Will the project affect the institutional or engineering controls in place? Yes No
- Explain: _____

E.2. Natural Resources On or Near Project Site

a. What is the average depth to bedrock on the project site? _____ feet

b. Are there bedrock outcroppings on the project site? Yes No
 If Yes, what proportion of the site is comprised of bedrock outcroppings? _____ %

c. Predominant soil type(s) present on project site: _____ %
 _____ %
 _____ %

d. What is the average depth to the water table on the project site? Average: _____ feet

e. Drainage status of project site soils: Well Drained: _____ % of site
 Moderately Well Drained: _____ % of site
 Poorly Drained _____ % of site

f. Approximate proportion of proposed action site with slopes: 0-10%: _____ % of site
 10-15%: _____ % of site
 15% or greater: _____ % of site

g. Are there any unique geologic features on the project site? Yes No
 If Yes, describe: _____

h. Surface water features.

i. Does any portion of the project site contain wetlands or other waterbodies (including streams, rivers, ponds or lakes)? Yes No

ii. Do any wetlands or other waterbodies adjoin the project site? Yes No
 If Yes to either *i* or *ii*, continue. If No, skip to E.2.i.

iii. Are any of the wetlands or waterbodies within or adjoining the project site regulated by any federal, state or local agency? Yes No

iv. For each identified regulated wetland and waterbody on the project site, provide the following information:

- Streams: Name _____ Classification _____
- Lakes or Ponds: Name _____ Classification _____
- Wetlands: Name _____ Approximate Size _____
- Wetland No. (if regulated by DEC) _____

v. Are any of the above water bodies listed in the most recent compilation of NYS water quality-impaired waterbodies? Yes No
 If yes, name of impaired water body/bodies and basis for listing as impaired: _____

i. Is the project site in a designated Floodway? Yes No

j. Is the project site in the 100-year Floodplain? Yes No

k. Is the project site in the 500-year Floodplain? Yes No

l. Is the project site located over, or immediately adjoining, a primary, principal or sole source aquifer? Yes No
 If Yes:
 i. Name of aquifer: _____

m. Identify the predominant wildlife species that occupy or use the project site: _____

n. Does the project site contain a designated significant natural community? Yes No
 If Yes:
 i. Describe the habitat/community (composition, function, and basis for designation): _____

 ii. Source(s) of description or evaluation: _____
 iii. Extent of community/habitat:
 • Currently: _____ acres
 • Following completion of project as proposed: _____ acres
 • Gain or loss (indicate + or -): _____ acres

o. Does project site contain any species of plant or animal that is listed by the federal government or NYS as endangered or threatened, or does it contain any areas identified as habitat for an endangered or threatened species? Yes No
 If Yes:
 i. Species and listing (endangered or threatened): _____

p. Does the project site contain any species of plant or animal that is listed by NYS as rare, or as a species of special concern? Yes No
 If Yes:
 i. Species and listing: _____

q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing? Yes No
 If yes, give a brief description of how the proposed action may affect that use: _____

E.3. Designated Public Resources On or Near Project Site

a. Is the project site, or any portion of it, located in a designated agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304? Yes No
 If Yes, provide county plus district name/number: _____

b. Are agricultural lands consisting of highly productive soils present? Yes No
 i. If Yes: acreage(s) on project site? _____
 ii. Source(s) of soil rating(s): _____

c. Does the project site contain all or part of, or is it substantially contiguous to, a registered National Natural Landmark? Yes No
 If Yes:
 i. Nature of the natural landmark: Biological Community Geological Feature
 ii. Provide brief description of landmark, including values behind designation and approximate size/extent: _____

d. Is the project site located in or does it adjoin a state listed Critical Environmental Area? Yes No
 If Yes:
 i. CEA name: _____
 ii. Basis for designation: _____
 iii. Designating agency and date: _____

e. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes:	
<i>i.</i> Nature of historic/archaeological resource: <input type="checkbox"/> Archaeological Site <input type="checkbox"/> Historic Building or District	
<i>ii.</i> Name: _____	
<i>iii.</i> Brief description of attributes on which listing is based: _____ _____	
f. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	<input type="checkbox"/> Yes <input type="checkbox"/> No
g. Have additional archaeological or historic site(s) or resources been identified on the project site?	
If Yes:	
<i>i.</i> Describe possible resource(s): _____	
<i>ii.</i> Basis for identification: _____	
h. Is the project site within five miles of any officially designated and publicly accessible federal, state, or local scenic or aesthetic resource?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes:	
<i>i.</i> Identify resource: _____	
<i>ii.</i> Nature of, or basis for, designation (e.g., established highway overlook, state or local park, state historic trail or scenic byway, etc.): _____	
<i>iii.</i> Distance between project and resource: _____ miles.	
i. Is the project site located within a designated river corridor under the Wild, Scenic and Recreational Rivers Program 6 NYCRR 666?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes:	
<i>i.</i> Identify the name of the river and its designation: _____	
<i>ii.</i> Is the activity consistent with development restrictions contained in 6NYCRR Part 666?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	

F. Additional Information

Attach any additional information which may be needed to clarify your project.

If you have identified any adverse impacts which could be associated with your proposal, please describe those impacts plus any measures which you propose to avoid or minimize them.

G. Verification

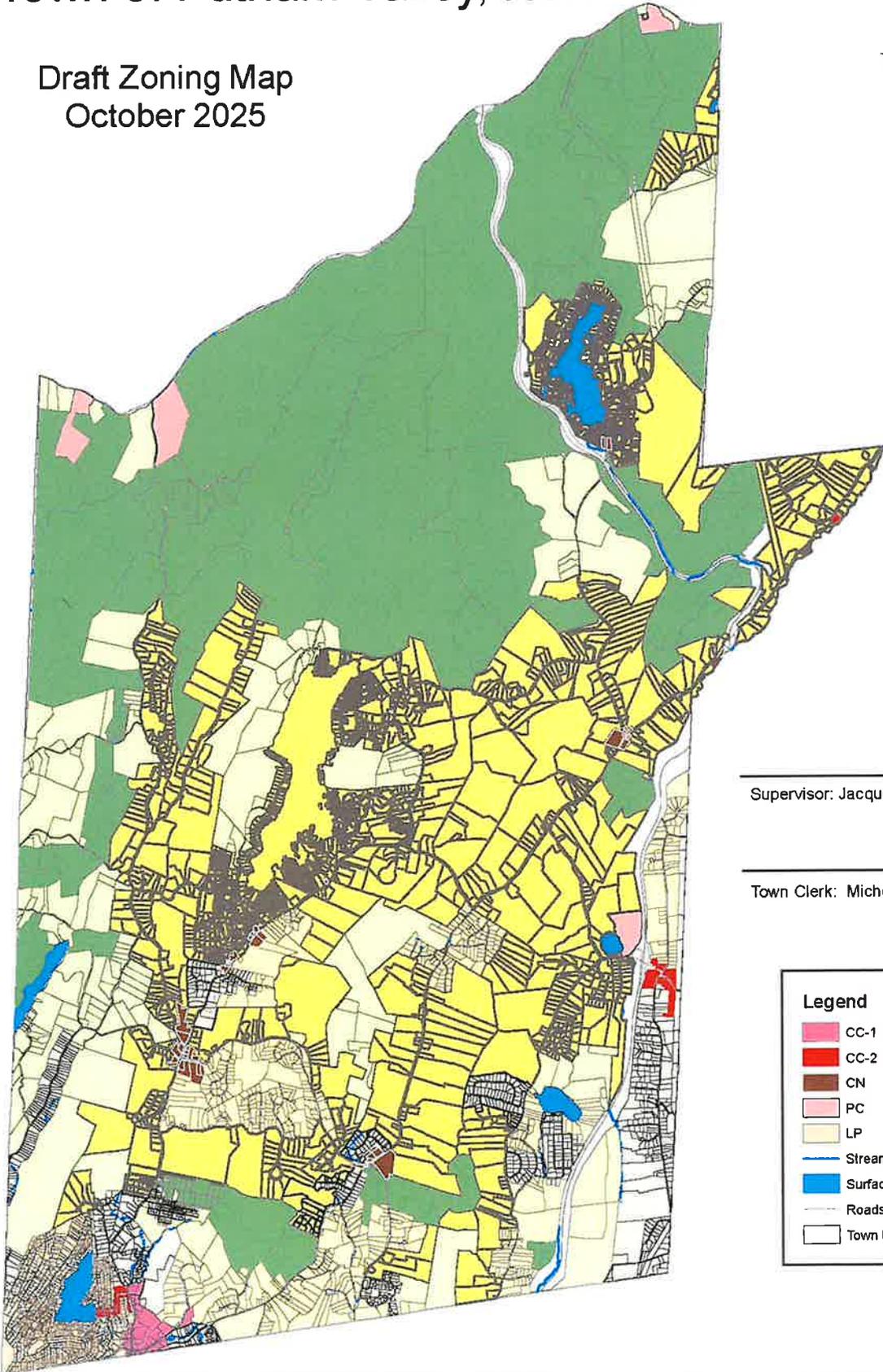
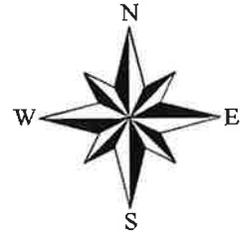
I certify that the information provided is true to the best of my knowledge.

Applicant/Sponsor Name Hon. Jacqueline Annabi Date _____

Signature _____ Title Town Supervisor

Town of Putnam Valley, New York

Draft Zoning Map
October 2025



Supervisor: Jacqueline Annabi Date

Town Clerk: Michelle Stephens Date

Legend

CC-1	CD
CC-2	PD
CN	R-1
PC	R-2
LP	R-3
Streams	
Surface Waters	
Roads	
Town Boundary	



Notes:
1. Map created by Cornerstone Associates October 2025
2. Base map data accessed from NYSGIS Clearinghouse and CUGIR (Cornell University Geospatial Information Repository)



Town of Putnam Valley,
New York
Zoning map October 2025

5

11/3/2025

To: Town Board

From: Michelle Stephens
Town Clerk

Subject: Approval of Minutes October 1st, 8th, 15th, & 29th 2025

I respectfully request that the Putnam Valley Town Board authorize the Supervisor to accept the Town Board meeting minutes from October 1st, October 8th, October 15th, & October 29th Special Meeting 2025

Thank you,

Michelle Stephens

Town Clerk

6a

TOWN OF PUTNAM VALLEY
DISTRICTS

To: Town Board Members
From: Karen Kroboth – District Clerk
Date: 9/22/2025
Re: Wildwood Knolls Facilities Users Revenue Report 2025

I respectfully request that the Town Board accept the following summary of user fees collected for the Wildwood Knolls Facility for the year 2025:

- 8 facility users @ \$500 each: \$4,000
- 1 facility user (back payment for 2 years): \$400
- Total collected: \$4,400

Please note: This total is \$6,000 less than the amount originally presented to the Town Board. 12 users from the list choose not to pay.

Attached is the current list of the Wildwood Knolls Facility users for your reference.

Wildwood Knolls Facility Users 2025

	2025
62.11-1-64	
62.11-1-60	
62.11-1-61	
62.11-2-42	
62.11-2-35	
62.-1-35	900
62.15-1-48	500
62.-1-36	
62.-1-34	500
62.-1-20	500
62.11-1-68	
62.11-1-67	
62.11-1-66	500
62.11-2-38	
62.15-1-78.1	500
62.11-2-46	
62.11-2-5	500
62.11-2-6	
62.11-2-7	500
62.151-1-51	
	\$4,400.00

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TOWN OF PUTNAM VALLEY
DISTRICTS

To: Putnam Valley Town Board
From: Karen Kroboth, District Clerk
Date: 11/12/2025
Re: Wheelabrator Contract renewal for household waste removal in LPID 2026-2028

I formally request the Town Board authorize the Town Supervisor to execute the renewal of the solid waste disposal contract between the Lake Peekskill District and Wheelabrator for the period of January 1, 2026 through December 31, 2028. The agreement ensures continued, reliable waste management services for the district under the defined terms and pricing.

The district will be responsible for all disposal costs, with rates and conditions detailed in the summary below.

- **Contract Term:** 3 years: January 1, 2026 – December 31, 2028
- **Annual Waste Volume:** Lake Peekskill produces approximately 800 tons/year; contract specifies 600 tons/year of Acceptable Waste to be delivered and accepted
- **Tip Fee 2026:** \$126.50 per ton (\$107 - 2024, \$115 - 2025)
- **Environmental fee 2026:** \$2.53 per ton, subject to adjustment
- Starting Jan 1, 2027, Tip Fee increases annually by the greater of 6% or CPI change

FIRST AMENDMENT TO WASTE-TO-ENERGY DISPOSAL AGREEMENT

This First Amendment to Waste-to-Energy Disposal Agreement (this “Amendment”) is entered into as of December 31, 2025 (the “Amendment Effective Date”), by and between Wheelabrator Westchester, L.P., a Delaware limited partnership (the “Company”), and the Town of Putnam Valley, a body politic and corporate in the State of New York (“Customer”). Capitalized terms used but not defined herein shall have the meanings assigned to such terms in the Agreement (as defined below).

RECITALS

WHEREAS, Company and Customer are parties to that certain Waste-to-Energy Disposal Agreement dated as of January 1, 2023 (as amended and/or modified from time to time, the “Agreement”);

WHEREAS, the parties have agreed to extend the term of the Agreement and update applicable pricing for Acceptable Waste; and

WHEREAS, the parties now wish to amend the Agreement as set forth below.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual promises set forth herein and of other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged and agreed, the parties hereby agree as follows:

1. Effective as of January 1, 2026, the first paragraph of Section 7 of the Agreement is hereby deleted in its entirety and replaced with the following:

“Customer shall deliver, and Company shall accept, in each contract year during the Term (as defined below), 600 tons (each, a short ton of 2,000 pounds, hereinafter a “Ton” or “Tons”) of Acceptable Waste (the “Annual Tons”). Effective January 1, 2026, Customer agrees to pay Company \$126.50 per Ton of Acceptable Waste delivered to the Facility (the “Tip Fee”), *plus* an environmental fee of \$2.53 per Ton of Acceptable Waste delivered to the Facility, which may be adjusted at the Company’s discretion (the “Environmental Fee”). A minimum charge for one (1) Ton of delivered waste shall be charged on each delivery weighing less than one (1) Ton. Once per year, beginning January 1, 2027, and continuing each twelve (12)-month anniversary thereafter, the Tip Fee shall be adjusted by a percentage equal to the greater of 6% or the CPI Change. “CPI Change” means the percentage change in the Consumer Price Index for All Urban Consumers: All Items in U.S. City Average (CUUR0000SA0) (the “CPI”) as measured by a fraction, the numerator of which shall be the CPI for the month that is two months prior to the month during which the price adjustment occurs, and the denominator of which shall be the CPI for the same month in the prior year. If publication of the CPI is discontinued, comparable statistics on the purchasing power of the consumer dollar published by a responsible financial periodical selected by Company in its sole discretion shall be used for making such computations. Company shall be entitled to additional payment from Customer to account for (i) applicable taxes, (ii) any government action or change in law or regulation that increases any costs of Company and (iii) any environmental or other regulatory compliance costs. Company may reduce the Tons of Acceptable Waste accepted in the event of a scheduled or unscheduled Facility outage.”

2. Effective as of the Amendment Effective Date, Section 8 of the Agreement is hereby deleted in its entirety and replaced with the following:

“8. **Term.** Unless earlier terminated in accordance with the terms of this Agreement, the term of this Agreement shall begin on the Effective Date and continue through December 31, 2028 (the “Term”).”

3. Except to the extent specifically modified as set forth above, the Agreement shall not otherwise be amended or modified, and shall remain in full force and effect.

[Signature Page Follows]

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the Amendment Effective Date set forth above.

WHEELABRATOR WESTCHESTER, L.P.
By WESI Westchester Inc., its Managing Partner

By: _____
Name: Bruce Stanas
Title: Vice President

TOWN OF PUTNAM VALLEY, NEW YORK

By: _____
Name: _____
Title: _____



JACQUELINE ANNABI
TOWN SUPERVISOR

TO: TOWN BOARD
FROM: JACQUELINE ANNABI, TOWN SUPERVISOR
SUBJECT: Putnam County Real Property Tax Service Contract - 2026
DATE: November 12, 2025

RESOLVE, 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 2026.

PUTNAM COUNTY REAL PROPERTY TAX SERVICE

TOWN OF PUTNAM VALLEY CONTRACT

2026

AGREEMENT MADE THIS 1ST DAY OF JANUARY, 2026, 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 **2026** 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 1st, ALL CHANGES SHALL BE ENTERED INTO RPS ON OR BEFORE APRIL 17TH 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 1st 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 19TH FOR THE JULY 1ST 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 7TH.
- 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 16TH.
- 7) EACH TOWN'S APPLICABLE OFFICE MUST SUBMIT TO THE RPTSA ALL UNPAIDS, TO BE MANUALLY ENTERED BY THE RPTSA, BY NOVEMBER 16TH.

8) TOWN FINANCIAL OFFICES ARE TO DELIVER TO THE RPTSA A COPY OF THEIR BUDGET FOR COUNTY/TOWN BILL PROCESSING BY NOVEMBER 20TH.

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 Tax Bills

Optional Items-

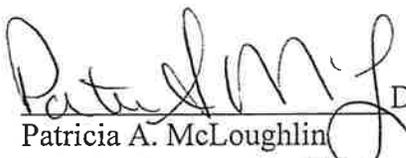
Printed Tax Roll 1 Copy (155P1)	.04 Per 2-sided Page
1 Set of County/Town Tax Bills in Envelopes	.20 Per Parcel
Inserts (COA Notices and/or Tax Bills)	.01 Per Piece

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 _____
 Kevin M. Byrne
 County Executive

 Date 11/14/25
 Patricia A. McLoughlin
 County Director, RPTSA

_____ Date _____
 William Carlin
 Interim Commissioner of Finance

_____ Date: _____
 C. Compton Spain
 County Attorney

_____ Date _____
 Mat C. Bruno, Sr
 Risk Manager

_____ Date: _____
 Jacqueline Annabi
 Town Supervisor

8a

To: Town Board
From: Frank DiMarco, Parks and Recreation Director
Subject: Parks and Recreation Refunds
Date: November refunds 2025

Heather Boniello 61 S Hill Road Cortlandt Manor, NY 10567	\$500.00 LPCC Deposit refund
Monica Morocho Moreno 56 Orchard Road Putnam Valley, NY 10579	\$500.00 LPCC Deposit refund
Tania Winthal 8 Hanson Street Lake Peekskill, NY 10537	\$500.00 LPCC Deposit refund
Kristen Fleming 585 Peekskill Hollow Road Putnam Valley, NY 10579	\$120.00 Programs Piano class conflict with instructor 2 children 2 classes refunded
Jessica Ready-Jackson 35 Old Oregon Road Cortlandt Manor, NY 10567	\$150.00 Programs Chess club cancelled/low enrollment
Jenna Boldebuck 21 Whitehill Road Putnam Valley, NY 10579	\$150.00 Programs Chess club cancelled/low enrollment
Silas Barrera 7 Heather Lane Putnam Valley, NY 10579	\$500.00 LPCC Deposit refund
Elana Master 22 Gilbert Lane Putnam Valley, NY 10579	\$50.00 Programs 1 art class refund for two children also enrolled in our musical theater class

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From: Frank DiMarco, Parks and Recreation
Subject: Personnel
Date: November 1, 2025

Please approve the following additions/changes to personnel.

1. Patricia Recuppio, Childcare Asst. 1, @ \$17.50 hr.
2. Jada Rennalls, Childcare Asst. 1, @ \$16.00 hr.
3. Tim Strang, Basketball referee, @ \$50.00 per game.



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11/13/2025

To: Town Board
From: Michelle Stephens
Town Clerk
Subject: Approval of a Catalis Tax Status Information Program

I respectfully request that the Putnam Valley Town Board authorize the Supervisor to approve implementation of the **Tax Classic SCA Tax Program**. This program will provide significant benefits to the taxpayers of Putnam Valley, as well as to realtors, banks, and title companies, by offering convenient online access to tax payment information.

The program will be available through the Town's website and will allow users to view up to 10 years of tax payment history.

The **initial cost** to set up the tax status site is **\$4,995.00**, with an **annual support fee** of **\$2,000.00** thereafter.

I believe this enhancement will greatly improve transparency, efficiency, and service for our residents and professional partners.

Thank you for your consideration.

Respectfully submitted,
Michelle Stephens
Town Clerk
Town of Putnam Valley



ORDER FORM - CHANGE REQUEST

Professional Services

CUSTOMER INFORMATION

Customer:	Town of Putnam Valley	Address:	265 Oscawana Lake Road Putnam Valley, NY 10579
Contact Name:	Michelle Stephens		
Email Address:	mstephens@putnamvalley.gov		
Phone:	+1 (845) 526-3280		

Catalis Representative: Jason Browne,

PRICING

1. One-Time Professional Services Fees

Effective Date: 09/01/2025	
Annual Support Fees For Tax Status	\$2,000
TAX CLASSIC SCA TAX -Maintenance & Support	
Online Status Setup	
Tax Classic - Professional Services & Licensing License Fees and one-time fee for the setup of the tax status site to display up to 10 years of tax payment history.	\$4,995
Total One-Time Services Fees	Total \$6,995

Any future changes or updates to these features should be requested and approved by the Town of Putnam Valley and go through a standard change order process. Catalis will not be expected to work with any 3rd party vendors directly.



TERMS & CONDITIONS

- See Attachment A for incorporated Scope of Work.
- All estimates and billing rates provided are valid for a period of 90 days from the date of this quotation, after which they are subject to revision.
- Any delivery date commitment is contingent upon the timely execution of this change request, as any delays may impact the final delivery timeline.
- Town Of Putnam Valley to be billed within 15 days after the conversion and go live of the online status site.
- Catalis will decide whether requests for work outside the specific scope of this change order require a new change order for an additional charge of \$225 per hour of work.
- Requests for members of the development team to attend any weekly project updates meetings can be facilitated at \$225 per hour per developer.
- Annual Support is to be billed annually at the nonpro-rated rates stipulated above and subject to future increase.

ACCEPTANCE

By signing below, I represent that I am validly authorized to enter into this Order Form - Change Request and accept their terms and conditions.

Town of Putnam Valley:

By: _____
 Name: _____
 Title: _____
 Date: _____

Catalis Tax and CAMA :

By: _____
 Name: _____
 Title: _____
 Date: _____



+

ATTACHMENT A: SCOPE OF WORK

Introduction

Catalis Tax And CAMA is pleased to offer the Town of Putnam Valley this proposal for an online portal for the village's tax status information. The Catalis Tax and CAMA solution is based on industry-leading software that is utilized by many municipalities around the State. The online tax Status system is easy to use and allows citizens to look up parcels by up to three of the following methods. SBL(Full SBL), Parcel ID (Print Key), Address Owner's Name, Bill Number, or account number. Once a parcel is selected the citizen can see the tax payment history for that selected parcel and click on open taxes to make payments.

Assumptions

Catalis Tax and CAMA assumes the Town is ok with no more than 10 years of initial tax history to be displayed online based on the available data in the existing onsite tax software.

Change Management Process

The fees listed above are estimated based on the information available to Catalis at the time of the making of this Work Order. Following adoption of this Change Request, any further changes must be submitted in writing. Upon receipt of these changes Catalis Tax and Cama will assess whether these change impacts cost to one or more parties. If so an estimate of the cost impact shall be provided in a new written change order.

Services to be Provided

Tax History will be displayed for Citizens who can view and print previously paid tax bills and receipts. The online system can be accessed easily through most industry standard web browsers such as Google Chrome, Mozilla Firefox, Apple Safari and Microsoft Internet Explorer (v8 or higher). In addition, mobile devices with Apple iOS, Android, Blackberry and Kindle are also supported providing citizens with ample access methods. No additional software or equipment is needed by the Town of Putnam Valley making the solution fast and easy to implement. For the Town of Putnam Valley this means fewer phone inquiries from citizens freeing their staff to focus on their core roles.

Revision History

Date	Description of Change	Name

Town of Putnam Valley

TO: Town Board
FROM: Maria Angelico
SUBJECT: Budget Transfers and Amendments
DATE: November 19, 2025

Hereby request your approval of the attached Budget Transfers and Amendments for Year-To-Date November 19, 2025.

TOWN OF PUTNAM VALLEY

Budget Adjustment Form

Year: 2025	Period: 11	Trans Type: B1 - Transfer	Status: Posted
Trans No: 119757	Trans Date: 11/12/2025	User Ref: MANGELICO	
Requested:	Approved:	Created by: MANGELICO	11/12/2025
Description: BUDGET TRANSFERS THROUGH 11-13-2025			Account # Order: No
			Print Parent Account: No

Account No.	Account Description	Amount
A.1220.424	SUPERVISOR.CONTRACTUAL	552.27
A.1320.410	AUDITOR.GASB CONSULTANT	-552.27
A.1420.400	LAW.SPECIAL LEGAL COUNSEL	5,012.94
A.1355.424	ASSESSMENT.CONTRACTUAL	-5,012.94
A.1440.410	ENGINEER.STORMWATER PHASE II	3,527.00
A.1440.411	MS4.COUNTY CONTRACT	-3,527.00
A.1620.210	BUILDINGS.IMPROVEMENTS	1,171.28
A.1620.411	BUILDINGS.WATER EXPENSES	-1,171.28
A.1650.400	CENTRAL COMMUNICATIONS.CONTRACTUAL	1,561.72
A.1650.424	CENTRAL COMMUNICATIONS.SUPPLIES	-1,561.72
A.1660.410	CENTRAL SERVICE.PRINTING & ADV	394.73
A.1910.400	UNALLOCATED INSURANCE	-394.73
A.5010.424	HIGHWAY SUPT.CONTRACTUAL	158.52
A.5132.200	GARAGE.EQUIPMENT	185.00
A.5132.210	GARAGE.IMPROVEMENTS	-343.52
A.5182.400	STREET LIGHTING.CONTRACTUAL	608.95
A.6326.400	ECONOMIC OPPORTUNITY PROGRAMS.CONTRACTUAL	32.99
A.1990.400	CONTINGENT ACCOUNT	-641.94
A.7110.400	PARKS.CONTRACTUAL	7,149.61
A.7110.200	PARKS.EQUIPMENT	-2,000.00
A.7022.110	CAMP.PERSONNEL	-5,149.61
A.8540.200	STORMWATER.DRAINAGE EQUIPMENT	2,337.65
A.8540.400	STORMWATER.DRAINAGE MAINT & REPAIR	9,976.25
A.1990.400	CONTINGENT ACCOUNT	-10,000.00
A.9060.800	HOSPITAL & MEDICAL INSURANCE	-2,313.90
SM01.1630.400	ADMIN & CLERICAL.EXPENSE	199.76
SM01.1640.200	GARAGE.TRUCKS AND EQUIPMENT	-199.76
SM01.1630.463	TELEPHONE	71.45
SM01.1630.472	POWER AND LIGHT	1,135.71
SM01.1640.200	GARAGE.TRUCKS AND EQUIPMENT	-1,207.16
SM01.1640.471	GARAGE.GAS, OIL, AND GREASE	793.85
SM01.1640.200	GARAGE.TRUCKS AND EQUIPMENT	-793.85
SM01.7180.471	BEACHES AND LAKE.MAINT & REPAIRS	12.14

TOWN OF PUTNAM VALLEY**Budget Adjustment Form**

Account No.	Account Description	Amount
SM01.7180.400	BEACHES AND LAKE.SUPPLIES	-12.14
SM03.1980.420	PAYMENT OF MTA PAYROLL TAX	2.94
SM03.7110.120	RECREATION.LIFEGUARDS	484.88
SM03.7180.200	BEACH.EQUIPMENT	450.00
SM03.9030.800	SOCIAL SECURITY	53.42
SM03.9035.800	MEDICARE	12.50
SM03.7180.210	BEACH.IMPROVEMENTS	-1,003.74
SM04.9035.800	MEDICARE	13.36
SM04.9030.800	SOCIAL SECURITY	-13.36
SM05.1980.420	PAYMENT OF MTA PAYROLL TAX	3.65
SM05.7110.120	RECREATION.LIFEGUARDS	434.52
SM05.7180.471	BEACH.MAINTENANCE AND REPAIRS	-438.17
SM05.9030.800	SOCIAL SECURITY	66.50
SM05.9035.800	MEDICARE	15.55
SM05.7180.200	BEACH.EQUIPMENT	-82.05
SM06.1980.420	PAYMENT OF MTA PAYROLL TAX	4.14
SM06.7110.120	RECREATION.LIFEGUARDS	1,196.21
SM06.7180.471	BEACH.MAINTENANCE AND REPAIRS	-1,200.35
SM07.1610.120	LABOR	130.00
SM07.7110.120	RECREATION.LIFEGUARDS	-130.00
SM08.1980.420	PAYMENT OF MTA PAYROLL TAX	32.24
SM08.7110.120	RECREATION.LIFEGUARDS	3,314.88
SM08.7110.410	RECREATION.CUSTODIAN OF DAM	1,025.98
SM08.7180.471	BEACH.MAINTENANCE AND REPAIRS	20.74
SM08.9030.800	SOCIAL SECURITY	587.97
SM08.9035.800	MEDICARE	137.53
SM08.7180.220	BEACH.INVASIVE PLANT REMOVAL	-2,000.00
SM08.7180.210	BEACH.IMPROVEMENTS	-2,119.34
SM08.1980.410	DAM.FENCING FOR CARP	-1,000.00
SM09.1630.472	POWER AND LIGHT	238.99
SM09.8320.472	WATER.MAINTENANCE AND REPAIRS	-238.99
SM10.1630.400	ADMIN & CLERICAL.EXPENSE	57.53
SM10.1980.420	PAYMENT OF MTA PAYROLL TAX	1.36
SM10.7110.120	RECREATION.LIFEGUARDS	400.00
SM10.9030.800	SOCIAL SECURITY	24.81
SM10.7180.200	BEACH.EQUIPMENT	-400.00
SM10.7180.471	BEACH.MAINTENANCE AND REPAIRS	-83.70

TOWN OF PUTNAM VALLEY

Budget Adjustment Form

Account No.	Account Description	Amount
SM11.1610.120	LABOR	1,462.50
SM11.9030.800	SOCIAL SECURITY	109.17
SM11.9035.800	MEDICARE	18.26
SM11.1630.400	ADMIN & CLERICAL.EXPENSE	-1,589.93
SW01.1630.472	POWER AND LIGHT	244.94
SW01.8320.472	MAINT & REPAIR	-244.94
	Total Amount:	<u>0.00</u>

TOWN OF PUTNAM VALLEY

Budget Adjustment Form

Year: 2025	Period: 11	Trans Type: B2 - Amend	Status: Posted
Trans No: 119758	Trans Date: 11/12/2025	User Ref: MANGELICO	
Requested:	Approved:	Created by: MANGELICO	11/12/2025
Description: BUDGET AMENDMENTS THROUGH 11-13-2025			Account # Order: No
			Print Parent Account: No

Account No.	Account Description	Amount
A.1010.416	TOWN BOARD.DEVELOPMENT PROJECTS	4,750.00
A.1110.403	JUSTICE COURT.COURT OFFICE UPGRADE GRANT	24,654.90
A.1345.200	PURCHASING - ARPA.EQUIPMENT	4,426.00
A.1420.400	LAW.SPECIAL LEGAL COUNSEL	4,513.44
A.1620.413	MUSEUM BUILDING.MAINTENANCE	1,893.35
A.3620.424	INSPECTORS.CONTRACTUAL	3,415.45
A.5010.130	HIGHWAY SUPT.COMP EMPLOYEES	13,473.53
A.7550.400	TOWN DAY.EXPENSES	1,831.39
DA.5130.210	MACHINERY.HIGHWAY TOOLS	3,627.27
DA.5130.400	MACHINERY.CONTRACTUAL	21,386.09
SF01.3410.401	FIRE PROTECTION.CONTRACTUAL EXPENSES	68,508.36
SM01.1640.230	GARAGE.IMPROVEMENTS	10,092.54
SM01.1980.400	DAM.ENGINEERING AND REPAIR	1,080.00
SM01.7110.120	RECREATION.LIFEGUARDS & MATRONS	3,541.50
SM01.7111.430	COMMUNITY CENTER.MAINT & REPAIRS	1,391.49
SM11.7180.200	LAKE.EQUIPMENT	140.50
SM11.7180.472	LAKE SURVEY/FISH STOCKING	2,498.00
SS02.9030.800	SOCIAL SECURITY	123.65
SS02.9035.800	MEDICARE	23.98
Total Amount:		171,371.44