

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**

**TOWN OF PUTNAM VALLEY**  
**TOWN BOARD NOVEMBER 19th, 2025,**  
**6:00 PM**

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

**ALSO PRESENT:** Town Clerk Michelle Stephens  
Town Counsel Sarah Ryan

Supervisor Annabi called the meeting to order at 6 pm, followed by the Pledge of Allegiance.

Councilman Luongo asked for a moment of silence for all those who have fought for our freedom and are still fighting today.

**COMMUNITY REPORTS**

**Linda Thornton and Mark Weiss presented the following report**

TCCC Community Report, 11/19/25  
Submitted by Linda Thornton

**Friday, Nov 21 at 7:30 - KJ Denhart and the NY Unit - Urban Folk and Jazz**  
KJ is a celebrated NYC songwriter, guitarist, and vocalist who blends genres with rich storytelling and dynamic musicianship. She works with many different musicians, but the NY Unit is her baby.

Last of four events in our John Cohen Memorial Music Series

This project is made possible, in part, through the Putnam Arts Council's Arts Link Grant Program with public funds provided through the NY State Council on the Arts with support from the Governor's Office and the NY State Legislature and with public funds from Putnam County.

**Sunday, Nov 23 at 2:00 pm David McKay Wilson - Tales of 35 years in the trenches of local journalism**  
David McKay Wilson, an independent journalist who covered public affairs for our region's daily newspaper for over four decades, will discuss how local journalism can strengthen democracy, share his fight for the First Amendment in Putnam and Westchester counties, and explore the future of local journalism in today's fragmented media landscape.

**Friday, Dec. 5 at 7:30 PM Jonathan Kruk in A Christmas Carol - STUDENTS ARE FREE**  
Kruk creates over 30 characters to turn this timeless tale into an unforgettable live experience - complete with live musical accompaniment.

Saturday, Dec. 13 at 7:30 PM **The Field Music to Heal**  
With composer/singer **Alison Jolicoeur** and multi-instrumentalist and producer **Chris Toland**. Using vocals, electronic and acoustic sounds, soulful lyrics, and chants, they will create a harmonious, heartfelt musical experience that uplifts, inspires, and heals.

**Report from Janette Yetter – Putnam Valley School District**

Janette Yetter provided an update on district activities and accomplishments. Putnam Valley Elementary School is currently ranked **117 out of 3,913** New York State elementary schools, placing the school in the **top 3% statewide**. This recognition reflects the continued efforts of district staff, students, and families.

Ms. Yetter noted that the district holds four Board of Education committee meetings each month. Two meetings are scheduled for tomorrow: **Facilities and Operations** and **Curriculum, Testing, and Instruction**. Both meetings will begin at **7:00 p.m. at the high school**, are open to the public, and will be livestreamed and posted on the district website. [Putnam Valley Central School District – Our Vision: "The Child First and Foremost: Building a Foundation for the Future"](#)

An upcoming **Shared Services meeting** will bring together school and town leaders to discuss ongoing collaboration. Representatives from the district's facilities department, including Jackie and Frank, will participate in discussions related to joint projects.

Ms. Yetter reported that **Putnam Valley High School remains an option for Garrison students**. A Garrison family recently attended the high school open house. Tuition for Garrison students is funded by the Garrison district, a policy that has been in place for several years.

Several events are scheduled for the coming days. Tomorrow, the elementary school will host **"Read and Rise,"** a literacy-focused event for families with children from birth through age six. Event information is available on the district website.

The district also welcomed **Mason**; a therapy dog provided through support from the Education Foundation. Mason, a golden retriever, will be working with students and staff at the elementary school.

The annual **Gratitude Festival** will take place at the high school on **Monday at 7:00 p.m.**

Ms. Yetter shared congratulations to district athletes. The **girls cheerleading team** recently won the **state title**; the **girls volleyball team** will compete at the state level for the first time; and a **girl swimmer, Elizabeth Knuth**, will also participate in state competition. The Board extended best wishes to all student athletes.

Schools are currently collecting **non-perishable food items and winter clothing donations**. Community members may access updates and information through the district website and social media platforms.

Ms. Yetter concluded by wishing the community a happy Thanksgiving.

**Frank DeMarco gave the following report**

## Parks and Recreation

- Basketball Registration has ended and league preparation continues. Participants will be notified of schedules, drafts and such over the next few weeks.
- Our Holiday Event is taking place on Friday, December 5th beginning at 6pm A flyer ~~will be~~ posted on our website and social media ~~as soon as it's available~~ *W/ 2/ 2/ 2/*
- As always, we are looking for staff particularly in Child care. So please, if you have any interest in a part time job please reach out to the office.
- The outdoor fitness zone at the town park has been completed. It consists of 8 workout stations for a full body work out and we are considering some additions. Instructional panels are available, as well as an app that can be downloaded on your phone. So if interested, you can go check it out

## Fire Department

Reminder to everyone that we are always looking for new members to join. Keep in mind everyone is not required to the crazy stuff like running into a burning house. We are always in need of support positions that help with everything else to help facilitate the operations. Additionally, a majority of calls are EMS assists, automatic alarms and Automobile accidents. And, while we may have an average of 400 calls per year. Nobody is required to make all of them, in fact, the minimum is 10% per year. so basically, 40 or so calls or maybe an average of 4 per month. Definitely worth a conversation if you have any interest at all.

Calls for the month of October.....10 motor vehicle accidents.....9 EMS assists.....1 gas leak.....3 power lines down.....2 standby assignments.....2 controlled burns.....2 odor of smoke investigations.....14 automatic alarms.....for a total of 43 calls and 348 man hours

YTD calls 390.....YTD man hours 4270.67

Non incident man hours for the month 593 and 5156 for the year

**Shawn Keeler Highway Superintendent gave the following report.**

Good evening, ladies and gentlemen

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

We have been vacuuming leaves off the roads and out of gutters.

Our Tree crew has been out every day trimming trees over roads as well as taken down several dangerous trees and will also continue this throughout the fall and winter.

Our Basin crew has fixed an additional 25 basins we repaired about 530 basins in 2025 and have shut down the basin repair till spring.

Our Vac-all has been out cleaning basins as well as gutters on the sides of the roads. We cleaned 250 basins in the last month, which is 1891 Basins year to date. Unfortunately, we will probably only get about another few days or so as once we starting to get freezing overnight temps, we will need to shut the vac-all down for the winter.

We have been out repairing many of the dirt roads.

Lastly, we are continuing checking and preparing of our trucks for the upcoming snow season.

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

I can always be reached in my Office 845-526-3333 on my cell 845-745 -0795 and  
SKEELER@PUTNAMVALLEY.GOV

35 Days till Christmas

**The following report from Amina Chaudhri Director of the Putnam Valley Library**

I apologize that I will miss tonight's meeting due to a scheduling conflict with our Mystery Book Club.

We have just begun a remodeling project in our Community Room. The repairs include new flooring and lighting as well as new sheetrock and insulation! The library will continue to stay open during this renovation, as well as run many of our usual programs. We've done this through reorganizing and decluttering the library space to create more areas in which to host programs.

We are still offering our very popular book clubs, story times, toddler Music and Movement classes, Cult Classic Film Nights, knitting classes, Chess Club for all ages, Yoga \*and\* visits from our Therapy Dog, Sunny Boy!

Don't forget, the Putnam Valley Library also offers a \*free\* outdoor dry goods pantry, wholesome frozen meals, Meals on Main Street visits, tech help, garden seeds, 3D Printing, computer, fax and printer usage, \*free\* museum passes, EZ Pass Purchases and digital materials.

Our Library of Things offers many items including board games, a paper shredder, an auto code reader or leaf blower. Stop in by today with your Library card and leave with something great!

Please learn more about us or our upcoming programs at [putnamvalleylibrary.org](http://putnamvalleylibrary.org)

Wishing you all a wonderful Thanksgiving! 😊

**AMENDMENT TO THE AGENDA**

Presented by Supervisor Annabi

**RESOLUTION #R25-291**

**ADD 7A** Waiver of fees for the installation of the RF antenna, microwave dishes, and equipment shelter

Seconded by Councilman Luongo, unanimously carried

**PUBLIC HEARING: AMENDMENTS TO LOCAL ZONING LAWS**

Supervisor Annabi read the following:

Tonight's public hearing focuses on proposed zoning updates—updates that are rooted in the Town's Comprehensive Plan adopted in 2007. Many of our current codes are outdated, difficult to navigate, and create unnecessary barriers for residents and businesses. Our goal is to finally bring forward the vision crafted by dedicated community volunteers such as Karen Greenfield Sanders, Priscilla Keirse, Gene Yetter, and many others who worked hard to outline a thoughtful path for our Town's future.

The Comprehensive Plan provides a clear roadmap for enhancing Oregon Corners, Crofts Corners, and our other historic hamlets by improving their character, aesthetics, and neighborhood feel. It also aims to make it easier for small businesses to open and thrive. Right now, our codes make even simple permits challenging. For one example, the Spruce Hill Inn has been extremely limited in what it can do, because it has an existing commercial building but residentially zoned so it cannot be developed. If we want to bring in the types of amenities that hundreds of residents asked for in the community survey—such as a café, small shops, or a community gathering space—then we must modernize our codes and consider establishing Commercial Neighborhood (CN) districts to allow for such uses as envisioned in the Plan.

Over the past two years, this Board has consistently discussed zoning changes, and in October of last year we committed to a collaborative approach. We requested résumés, formed a Commercial Neighborhood Committee, and brought together community volunteers to help review our codes and work toward implementing key recommendations of the Comprehensive Plan, such as the proposed design guidelines for new commercial and mixed-use development.

The CN District is designed specifically to support small-scale, neighborhood-oriented businesses that serve the surrounding community—without competing with larger commercial zones. And importantly, every project within these areas will still undergo site specific environmental review (known as SEQ) to ensure traffic, environmental, and community impacts are carefully evaluated.

These proposed changes are about making our codes clearer, and more streamlined while supporting local businesses, respecting the work of our community volunteers, and moving our Town forward in a responsible, thoughtful way.

Tonight, we are here to listen to your comments and suggestions, there will be no vote on this tonight—we will be adjourning the public hearing and reintroducing a revised draft for further comment and consideration by the public -with a new public hearing date January 21.

The new Board of course can table it, or remove it from their agenda.

Councilwoman Howard made a motion to open the Public Hearing

Seconded by Councilman Luongo, unanimously carried

### **Bruce Barber, the Town Planner gave the following report**

The Town is revisiting the **Neighborhood Commercial (CN) Zoning District** recommendation originally outlined in the **2007 Comprehensive Plan**. That plan, created by a community-based steering committee, envisioned long-term strategies to guide the Town's development, including small-scale commercial areas intended to serve nearby residential neighborhoods. Although 18 years have passed, the goals of the plan remain relevant and continue to shape current planning discussions.

### **Purpose of the CN Zoning District**

The primary intent of the CN district is to enable **small, local businesses**—such as cafés, small retail shops, and personal services—that provide convenient amenities to residents.

The district is **not** designed for large-scale, high-intensity commercial development; rather, it supports neighborhood-focused enterprises that contribute to community character and local economic activity.

### **Need Identified Over Time**

Multiple inquiries over the years from potential business owners have revealed limitations in the current zoning, which restricts small commercial uses in certain residential areas. Examples include interest in establishing a bagel shop and several proposals for the former A&P location—none of which could advance due to zoning constraints. These cases demonstrate a community desire for modest commercial services and the need for an appropriate zoning pathway.

### **Community Survey Results**

Resident feedback collected through the ongoing community survey reinforces this interest. Among more than 100 respondents to date:

- **77%** support more local restaurants and cafés
- **67%** support additional small retail options
- **86%** would like a downtown-style coffee shop
- **60%** support additional entertainment options
- **52%** support more health and wellness businesses
- **75%** consider business expansion important to the Town's future

The survey remains open, and all residents are encouraged to participate, regardless of whether they support or oppose the proposal. Suggestions and comments continue to guide the discussion.

Revisiting the CN zoning district aligns with the long-term vision established in the 2007 Comprehensive Plan, reflects zoning intent outlined in the Town Code, and responds to significant resident interest in expanding small, community-oriented businesses. Public questions and feedback will continue to be addressed as the proposal evolves.

**Stephanie Russo a representative of the Putnam Valley Neighborhood Business Committee gave the following report:**

I wanted to take some time and address the rumblings/postings that have been circulating lately regarding the work of this committee. First off, please note that we are all volunteers who are small business owners, reside, work and/or both in Putnam Valley and that means your interests are our interests. This is a committee appointed by the PV Town Board and is purely advisory. The details of our "Powers and Duties" as well as other information can be found on the town's website. We operate under public meetings law so all of our meetings are just that – public. The dates and times of our meetings are listed on the town calendar. We typically meet on the last Tuesday of each month and I say typically as often life happens. This month we are meeting on the 18<sup>th</sup> as I am travelling on the 25<sup>th</sup> and we will not have a quorum.

Our first public meeting was met with interest as there was a good showing of residents interested in hearing about the committee and its goals. There was a great deal of sharing and good conversation. It was at that meeting where the Putnam Valley logo which was created was also shared. This logo serves as a reminder of the basis of all of this committee's decision making. **(SHARE LOGO)** It reads putting families first, putting green space above a grey world putting small businesses back to work and put your roots here...unearth the jewel of Putnam County. If you notice putting businesses back to work was third because I truly believe that we have a good sense of priorities, values and principles guiding us in our advisory capacity. I would have to believe that we put people's minds at ease because since then, we have not had anyone in attendance at any of our meetings nor were there any postings regarding any of our doings as our minutes are also public and posted on the town's website.

**What have we done to date:**

- Recommended to remove from the CN zoning: convenience stores with gas pumps, catering establishments, cocktail lounges/bars, laundry services, shopping centers, auto sales/rentals, exterminating services, commercial kennels, onsite laundromats, fast food restaurants, amusement arcades, theatres/cinemas, contractor yards, veterinary hospitals, limo/taxi services and gas stations. Include Food trucks, fast food to go bakeries and coffee shops.
- Recreation of Map
- We created a survey **(SHARE SURVEY)** with a QR code and distributed it to local businesses, put it on the town's website, eblasted it through the Hudson Valley Gateway Chamber of Commerce site and have reported on the results of the survey at our meetings. I would like to add that we were very disappointed with the initial results so we removed the end date. The survey is still open as we speak.
- PV Bridges ceremony
- Ribbon cuttings and creation of ribbon cutting process – Nonna's Pizza, Lile Boutique Spa, A&E African Market

- Oregon Corners Business Comeback Celebration
- Creation of trifold PV Business Brochure (SHARE)
- Attended Town Day
- Discussion of streamlining process to assist small businesses in their attempts to open in PV and review of current costs associated including a checklist
- Recommendations for the CC-1 and CC-2 Zones
- Partnering with the Hudson Valley Gateway Chamber of Commerce

**Public concerns as of this past week:**

- Dunkin Donuts / Wendy's – we do not have the infrastructure (septic, wells, etc.) nor do we want them. They do not meet the design standards.
- Mini Malls – by definition is 3 buildings in a row (commercial downstairs and residential upstairs) – very different from a shopping center
- Fast Food – pizza restaurants are considered fast food
- Crematorium – zoning does not allow for it.
- Power to the Planning Board – waivers have always been there for the planning board to approve as they see fit.

Please note - all that is going before the Town Board is in Draft Form. Our recommendations were made to ensure a quaint hometown feel not a Central Avenue, Hartsdale or a Route 202, Yorktown. We are maintaining safety from an environmental standpoint so as to entice families to consider Putnam Valley as their home. We are listening when residents say there is no place to gather with friends or to bring their children. We are listening when you say we do not want to travel for coffee or light fare. We are listening when you say that you want to spend your dollars in your town. We are listening when you say you want taxes reduced and processes streamlined.

At the core of this matter, we are all looking for the same thing. It seems as though it is a matter of language – tightening some things up and omitting others. Remember everything is in draft form so now is the time to come together for an open, productive discussion and to make the appropriate edits so that we can move forward and rather than have dilapidated, empty structures as part of our landscape, we have thriving small businesses that serve the residents as the residents see fit.

Regards,

Lisa Montalto – Chairperson, PV NBC

## Town Counsel Sarah Ryan gave the following Clarifications

### Design Standards and Waivers

- Confusion existed around design standards and whether the Planning Board could waive bulk requirements.
- **The provision allowing Planning Board waivers of bulk regulations will be removed**, since bulk variances may only be granted by the Zoning Board (per state law).

### Environmental Impacts (SEQR)

- The current draft Environmental Assessment (EA) indicates **no immediate environmental impact**, because:
  - The proposal is a **text and map change only**.
  - No construction or physical disturbance is occurring yet.
- Full environmental review will occur on a **site-by-site basis** when individual projects apply.

### Fast Food Definition

- The existing definition is too broad and could unintentionally allow chain fast-food operations.
- Town intends to replace it with a **“quick service restaurant”** definition:
  - Small scale
  - Not a national chain
  - Limited menu, counter service
  - Primarily takeout; may have a few seats

### Existing Residential Homes in the Proposed District

- Residents may keep or improve their homes indefinitely.
- They **will not** become nonconforming uses.
- Property owners will have increased flexibility: they may keep their homes or convert/sell them for commercial use in the future.

### Applications Already in Progress

- Existing applications before the Planning Board will be exempted from interruption if the new zoning passes.

**The following residents spoke at the Public Hearing**

Sam Oliverio  
Nicholas Oliverio  
Stephanie Russo  
Victor Tishup  
Karla Ruth  
Tom Carano  
Deborah Glatz  
Christie Kroll  
Chris Rosen  
Peter Kirchner  
Patty Villanova  
Kate Hofstra  
Susie Cummins  
Jeff Corwin  
Fran Sills  
Alison Jolicoeur

**Summary of the Meeting on Proposed Zoning Changes in Putnam Valley**

This meeting brought together numerous residents to comment on a proposed zoning amendment affecting ~70 parcels, especially areas around Oregon Corners, Peekskill Hollow Rd., Sunset Hill, Croft Corners, and other neighborhood commercial locations. The discussion was passionate, detailed, and heavily focused on preserving the rural character of Putnam Valley.

Below is a consolidated summary of the major points raised.

**1. Overarching Community Sentiment**

The **majority of speakers opposed** the proposed zoning changes as currently written. Residents expressed deep appreciation for Putnam Valley's **rural, quiet, wooded, low-impact** character and fear that even limited commercial expansion could harm it.

Many said they moved here—and stayed here—because:

- There are no major commercial strips
- No fast-food chains
- Low traffic
- Large open space

- A sense of peace, community, and environmental beauty

## 2. Main Concerns Raised

### A. Traffic & Road Capacity

This was one of the most consistent themes.

Residents worry current roads **cannot handle additional commercial development**, especially:

- Peekskill Hollow Road
- Sunset Hill
- Adams Corners
- Croft Corners

Several speakers referenced dangerous intersections, past bottlenecks, and comparisons to Yorktown congestion.

### B. Environmental & Open Space Protection

Many highlighted:

- Wetlands on proposed parcels
- Steep slopes
- Flooding issues
- The need for an updated **open space inventory**
- Climate impacts and infrastructure strain after major storms

Speakers emphasized that some parcels proposed for commercial rezoning were identified in older plans as having **significant environmental constraints**.

### C. Community Character & Quality of Life

Residents repeatedly stated:

- Expanding commercial zones threatens the rural character
- More light, noise, and nighttime activity could diminish the quiet environment
- Short-term rentals like Airbnb already cause disturbance

### D. Questioning Economic Feasibility

Many argued:

- Empty commercial buildings already exist
- Local businesses struggle to survive

- Retail is declining everywhere
- “Small neighborhood commercial” will not reduce taxes

Several insisted that **there is no market** for additional commercial development in Putnam Valley.

### **E. Planning Board Discretion & Code Clarity**

Multiple commenters objected that:

- The proposed design standards allow the Planning Board to **waive requirements** too easily
- Key terms like “small-scale shopping center” and “low-impact business” are **undefined**
- Some zoning contradictions remain (e.g., shopping center references left in code)
- This creates uncertainty and potentially overexpands Planning Board authority

### **F. Transparency and Public Notification**

Concerns included:

- Many residents did not know about the October 29 meeting
- The Town’s notification system was not used
- Residents requested a more open, inclusive public process going forward

### **G. Fairness and Who Benefits**

Some questioned:

- Whether any property owners or applicants stand to benefit directly
- How “grandfathering” of existing applications would work
- Whether residential parcels proposed for commercial use were chosen appropriately

### **3. Points of Agreement**

Even among opposing viewpoints, residents **agreed on several things:**

- ✓ **Putnam Valley needs to revitalize existing commercial spaces**

Not expand new ones. Several mentioned:

- The blue building at Oregon Corners

- The bank building
- Vacant or underused retail spaces throughout town

✓ **Some desire for very small, locally oriented amenities**

For example:

- A café
- An ice cream shop
- A small community-serving business

But only **inside already-commercial zones**, not newly rezoned residential areas.

✓ **The comprehensive plan should evolve, but carefully**

Most acknowledged:

- The 2007 plan is outdated  
But also:
- Any update must protect the environment and rural character
- The process requires clear guidance and broad community input

#### **4. Additional Themes**

##### **A. Residential Development Pressure**

Some warned that the *real* threat to rural character is:

- High demand for housing
- State pressure for denser development
- Declining affordability  
Not small businesses.

##### **B. Enforcement & Long-Term Oversight**

Speakers noted:

- Planning Board approvals protect the town only on paper
- Noise, light pollution, and waste issues need long-term accountability
- Current enforcement is inadequate

##### **C. Infrastructure**

Concerns about:

- Water quality
- Septic limits
- Emergency services coverage
- Firehouse access and routing  
Especially if commercial activity increases.

## 5. Comments from a Commercial Owner

At least one business owner expressed:

- Frustration that the proposal **removes permitted uses**, limiting what he can do with his own Commercial property
- Concern that restrictions make it harder, not easier, to reuse buildings
- A desire to repurpose his own space for a small engine repair shop, but said the new code would prohibit it

This highlighted tension between:

- Encouraging “nice” low-impact uses
- Not eliminating legitimate traditional commercial uses

## 6. Comments from Members of Local Boards

Members of the Conservation Advisory Council (CAC) emphasized:

- The need for an updated **open space inventory**
- Preservation of sensitive land
- Fact-based recommendations for future development

## 7. Political / Administrative Points

### From Supervisor Elect Alison Jolicoeur

I want to say how heartening it has been to see this level of engagement from the community. I truly love hearing from all of you, and I have learned a great deal tonight. It is clear how deeply everyone cares about this town—about preserving what makes Putnam Valley so special, especially our natural environment, which absolutely needs to be protected. I fully support the open space work underway.

I will not reiterate what has already been said, but I do want to acknowledge that this proposal has been a long time coming. The idea dates back to the 2007 Comprehensive Plan—18 years ago—and many residents have been wanting to see action that aligns with the vision laid out then.

Personally, I welcome modest economic development, and I fully support bringing in businesses that are good for our community. I am aware of people in town who would like to open small businesses related to wellness, coffee, or ice cream—and if more of you knew about these ideas, you might support them too.

At the same time, we all need to recognize the reality we face today: we have multiple commercial buildings sitting empty, and several existing businesses struggling to survive. Any changes we make must come with a strategy that supports and strengthens the businesses we already have, not just new ones. Some of the residential parcels proposed for rezoning previously had commercial use, and I understand why the Town wants to revisit those areas. But the fact remains that revitalizing the commercial properties we already have should be a top priority. Expanding commercial zoning means little if our existing business corridors remain dark.

My biggest concern tonight is the amount of discretionary power this proposal gives the Planning Board—specifically, the ability to waive or modify design standards without objective criteria. That creates uncertainty for applicants, for neighboring residents, and for the broader community. Decisions with major policy implications should rest with the Town Board—our elected representatives—not an unelected body operating without clear, measurable guidance. If we want consistency, fairness, and transparency in our land-use decisions, we need clearer rules. Design standards should be a separate document with specific, objective criteria—not broad language subject to interpretation and waiver.

I also want to address the process. The special meeting held on October 29 may have been posted on the Town website, but most residents had no idea it was happening. In 2025, that is simply not acceptable. This proposal impacts a total of 70 parcels across town. We have an alert system—why wasn't it used? If we expect meaningful public input, we must make meaningful efforts to notify people.

Finally, with a new administration beginning in January, this proposal ultimately needs to be reviewed and carried forward by the incoming Town Board. As the Supervisor-elect, my priority is to ensure a smooth and responsible transition. I am committed to working collaboratively during this period—and with the current Supervisor and Board—so that proposals like this are carried forward without disruption and receive the thorough, thoughtful review they deserve by the new administration.

I look forward to hearing more from all of you. Thank you for your service, and thank you for engaging in this process.

## **8. Overall Tone of the Meeting**

**Nearly unanimous concern**

**Highly engaged community**

**Respectful but strongly opposed to major changes**

Residents showed deep loyalty to Putnam Valley and a strong desire to preserve its character, environment, and livability.

Many are willing to consider:

- Limited updates
  - Clarified design standards
  - Improvements to existing commercial zones
- But **not** the broad rezoning of residential parcels to commercial use.

## 9. Final Summary in One Sentence

Residents overwhelmingly oppose the proposed zoning changes as written, urging the Town to prioritize environmental protection, rural character, revitalization of existing commercial spaces, clearer regulations, and more transparent public involvement.

**The following Email was received from Christie Kroll**

**Christie Kroll mark up of proposed zoning code 11/19/2025**

**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. [DEFINE THESE TERMS.]

**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**) [BOH DOES THIS.]

§165-13(A)(2)(w) – **Dry-cleaning** or Laundry services; drop-off [DROP OFF OR OFF-SITE?]

**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) (j) retail, mini mall/shopping centers] [NOT REPLACED IN PROPOSED CODE]**

§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. [TOO BROAD]**
  - 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 Putnam Valley Town Code. [SHOULD NOT BE WAIVED OR MODIFIED BY THE PLANNING BOARD]**
    - 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. [SET MINIMUM STANDARDS NOT TO BE WAIVED AND SET DESIRED STANDARDS THAT CAN BE WAIVED]
  - h) Additions to existing buildings shall use materials and details complimentary to those incorporated in the parent structure. [COMPLEMENTARY]
  - 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. [ Don't want LARGE BUILDINGS in CN]

- 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 [Don't want LARGE in CN.]
- 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. [ WORD SALAD NO MEANING]
- 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. [SET DIFFERENT STANDARDS FOR LOW IMPACT NEIGHBORHOOD BUSINESS THAN FOR SMALL-SCALE SHOPPING AREAS.]

**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: [CONSIDER CROFT'S CORNERS MINI MASTER PLAN]

| <b>A: Parcels at the Intersection of Oscawana Lake Road, Church Road, and Cimarron Road</b> |              |            |                            |
|---------------------------------------------------------------------------------------------|--------------|------------|----------------------------|
| <b>Section</b>                                                                              | <b>Block</b> | <b>Lot</b> | <b>Listed Owner</b>        |
| 72.16                                                                                       | 1            | 3 R3       | Wiedemann                  |
| 72.16                                                                                       | 1            | 4 R3       | Cimarron Real Estate Corp. |
| 72.16                                                                                       | 1            | 19 R3      | Jacobs                     |
| 72.16                                                                                       | 1            | 20 R3      | Salaun Family Trust        |
| 73.13                                                                                       | 1            | 13 R2      | Arnett/Ordaz               |
| 73.13                                                                                       | 1            | 14 R3      | Ramirez                    |
| 73.15 73.13                                                                                 | 1            | 15 R2      | Swindler                   |
| 73.13                                                                                       | 1            | 21 R1      | Noban/Velazquez            |
| 73.13                                                                                       | 1            | 22 R1      | Smith                      |
| 73.13                                                                                       | 1            | 23 CC2     | Sinachi/Hernandez          |
| 73.13                                                                                       | 1            | 24 R1      | Devine                     |
| 73.13                                                                                       | 1            | 25 R3      | DiPillo                    |
| 73.13                                                                                       | 1            | 26 R1      | Eagens                     |
| 73.13                                                                                       | 1            | 27 R3      | Reform Temple of PV        |

| <b>B: Parcels at the Intersection of Oscawana Lake Road and Cedar Drive</b> |              |            |                           |
|-----------------------------------------------------------------------------|--------------|------------|---------------------------|
| <b>Section</b>                                                              | <b>Block</b> | <b>Lot</b> | <b>Listed Owner</b>       |
| 73.5                                                                        | 1            | 23 CN      | Ianescu/Landers           |
| 73.5                                                                        | 1            | 24 CN      | Rozeik Holdings, LLC.     |
| 73.5                                                                        | 1            | 25 CN      | Fontana                   |
| 73.5                                                                        | 1            | 39 CN      | Osca Properties, LLC.     |
| 73.5                                                                        | 1            | 40 CN      | Camp Lookout Imp District |
| 73.5                                                                        | 2            | 54 R3      | Osca Properties, LLC.     |

| <b>C: Parcels at the Intersection of Oscawana Lake Road and Sunset Hill Road</b> |              |            |                     |
|----------------------------------------------------------------------------------|--------------|------------|---------------------|
| <b>Section</b>                                                                   | <b>Block</b> | <b>Lot</b> | <b>Listed Owner</b> |
| 73.5                                                                             | 2            | 58 R3      | Estabridis          |
| 73.5                                                                             | 2            | 59 CN      | Sprecht             |
| 73.5                                                                             | 2            | 63 R3      | NHD Realty Corp.    |
| 73.6                                                                             | 1            | 6 R2       | Lamarche            |

|    |   |          |       |               |
|----|---|----------|-------|---------------|
| 73 | 1 | 13 ACRES | 36 R2 | Zvenigorodsky |
|----|---|----------|-------|---------------|

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

| <b>E: Parcels at the Intersection of Peekskill Hollow Road, Mill Street and Church Road</b> |       |             |                             |
|---------------------------------------------------------------------------------------------|-------|-------------|-----------------------------|
| Section                                                                                     | Block | Lot         | Listed Owner                |
| 84.7                                                                                        | 1     | 4 CN        | Baital                      |
| 84.7                                                                                        | 1     | 5 CN        | Andrade                     |
| 84.7                                                                                        | 1     | 41 R3       | Town of Putnam Valley       |
| 84.7                                                                                        | 1     | 42 R3       | Napolitano                  |
| 84.7                                                                                        | 1     | 43 R3       | Martinez                    |
| 84.7                                                                                        | 1     | 44.1 R3     | Capone                      |
| 84.7                                                                                        | 1     | 45 R3       | Putnam Valley Grange<br>841 |
| 84.7                                                                                        | 1     | 46 PD       | Zastenchik                  |
| 84.7                                                                                        | 1     | 47 PD       | Kenneson                    |
| 84                                                                                          | 2     | 63.56 acres | 34 R3<br>Glenview Park Inc. |

| <b>F: Parcels at the Intersection of Peekskill Hollow Road, Wiccopee Road and New Hill Road</b> |       |       |                          |
|-------------------------------------------------------------------------------------------------|-------|-------|--------------------------|
| Section                                                                                         | Block | Lot   | Listed Owner             |
| 63                                                                                              | 3     | 8 R3  | Tompkins Cultural Center |
| 63                                                                                              | 3     | 9 CN  | Resistribe LLC           |
| 63                                                                                              | 3     | 10 CN | Tompkins Cultural Center |
| 63                                                                                              | 3     | 16 R3 | Resistribe, LLC          |
| 63                                                                                              | 3     | 24 R3 | PV Volunteer Fire        |
| 63                                                                                              | 2     | 27 CN | Schmittman               |

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

[SEVERAL MISPELLINGS, ONE SECTION NUMBER] [CONSIDER EXISTING BUILDING CONSTRAINTS ON R-3 PARCELS BEFORE REASSIGNING THEM TO CN]  
[GLENVIEW PARK INC. IS A 63 ACRE PARCEL. REDUCE THE SIZE OF RE-ZONING.]

**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.

#####

[ CONSIDER CONSTRAINTS ON R-3 BEFORE CHANGING TO CN.]

*R-3 Low-Density Residence District.*

*(1) Purpose and intent. The R-3 District is a low-density residentially zoned district. The land included in this district is considered to have substantial environmental constraints that significantly affect the development potential and development pattern of the land. The purpose and intent of the R-3 District is to:*

*(a) Provide for the establishment and control of low-density residential areas located and maintained in accordance with the Master Plan.*

*(b) Encourage the preservation of the rural character of the community.*

*(c) Encourage the permanent preservation of open space, agricultural lands and other natural resources.*

*(d)*

*Maintain the existing rural character and land use pattern of the town.*

*(e)*

***Encourage development that consumes less open land.***

*(f) Protect adjacent open space from negative impacts.*

**RE: 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**

16 November 2025

Town Board Members and staff,

Thank you for the opportunity to comment on the proposed changes to zoning. While I appreciate the intention to reduce our tax burden and create a better sense of community through increased commercial development, these benefits will come at a cost. I believe the proposed zoning changes need further review. Please find attached questions and comments for the upcoming public hearing. I look forward to a spirited debate.

The code as presented contains a number of clerical errors, some significant. I will submit a list of needed corrections at the Public Hearing as well.

Regards,

M. Christie Kroll

1. If a Type I action under SEQRA is going to the Planning Board for review and comment, I believe it should also go to the CCE for comment as well, per 144-10 D. Will the CCE be included in the review process?
2. Residential use [other than over commercial structures] will now be a non conforming use in the CN district. How will this impact the ability of homeowners who wish to continue residential use to repair or expand residential use on their property? Will a non conforming residential status survive sale of the property or will the Town attempt to restrict the sale of currently residential lots in CN districts to commercial use?
3. If a homeowner refuses to conform to commercial zoning will the Town engage eminent domain to force commercial use in CN districts?

4. The dynamics for residential/residential boundaries are substantially different than those of residential/commercial boundaries. Where residents [hopefully] share a goal of harmonious co-existence, commercial interests are typically focused on maximizing profit. How will existing/proposed code protect homeowners from commercial neighbors if regulations and design standards can be waived or modified by the Planning Board?

5. Putnam Valley is primarily a residential community. Our code reflects this. Communities that favor commercial development recognize that code for commercial use needs to be written in a way that it offers meaningful protection to residents.

Section 165-13 (A) (6) describes Design Standards. In spite of assurances that these standards will be strict, the proposed code allows these standards to be waived or modified by the Planning Board. Doesn't this render them meaningless?

6. Why has the Town chosen to apply Design Standards rather than Performance Standards which allow for more flexibility for the applicant and a better guarantee of protection for the neighbors?

7. Will the Town discuss Design Standards vs Performance Standards vs Regulations before enacting these code changes?

8. Under Section 165-13 (A) (6) a) iii) proposed code repeats the text that is the Height, Lot, Bulk [HLB] Regulations found directly above in existing code at Section 165-13 (A) (5). This is a regulation. Variance from Height, Lot, Bulk Regulations currently results in a denial of sketch approval from the Planning Board and a referral to the ZBA for consideration of a variance.

By re-stating HLB Regulations within Design Standards it appears that the Planning Board now has the authority to waive or modify these regulations at will. Does this not also render HLB regulation essentially meaningless for the CN district?

9. Does the proposed legislation give authority to the Planning Board to vary HLB Regulations? Is this the intent of the proposed legislation? How does waiving existing regulations 'more fully protect' natural resources?

10. I disagree with statement in the Supplemental EAF 4.3 that the proposed revision will not result substantive increases in traffic. As small-scale shopping areas are not defined in code we have no idea what the traffic impacts will be. Will there be a traffic study for the proposed increase in commercial activity?

11. If HLB Regulations are now variable for the CN district we do not know how large/tall commercial buildings can be. Larger buildings may require additional fire

protection. Certainly residential over commercial use may be a safety concern. How will increased safety concerns be addressed?

12. Prior HLB regulations included maximum square footage for structures. Why is a maximum on square footage not included in zoning changes?

13. Several lots listed for inclusion in the CN district are encumbered by wetlands. Decreasing protections for parcels containing streams and wetlands will have a negative impact on natural resources. How will code changes address this?

14. New York SEQRA requires that changes to zoning be Type I. Zoning changes, by their nature, do not physically disturb land. I do not believe the suggestion that lack of land disturbance absolves zoning changes from full SEQRA review when SEQRA specifically says they should be reviewed. Will the Town please engage in a full and thorough review under SEQRA?

15. The Town states that "Shopping Centers" will be removed from existing permitted uses in the EAF. The proposed zoning changes, however, do not reflect this. The term "Shopping Centers" is neither repealed or replaced. Is this intentional or an oversight?

16. The current definition of "Mini Malls"--"A group of stores either attached or detached whose main purpose is the conduct of retail sales." is vague. If the town wishes to limit the size and scope of mini malls shouldn't code contain meaningful regulations for the height and square footage allowed? Shouldn't those definitions be rewritten to have clearer and more restrictive meaning?

17. Design Standards do not address offsite impacts of Noise and Lighting. Code for lighting merely states outdoor lighting should be maintained. If commercial development is to be encouraged should the Town first revisit offsite impacts including lighting and write code that protects residents against off site light pollution?

18. While Putnam Valley code contains a Noise Ordinance, the lack of an objective [measurable] standard in favor of a subjective standard means the code has no mechanism for enforcement. Will the Town revisit its Noise Ordinance and amend it to include measurable standards for a 24 hr day before allowing increased commercial activity in residential areas?

19. A stated goal of this zoning change is to provide tax relief to residents. How does Putnam Valley currently derive tax benefit from businesses? Is it through parcel assessment? Is it through the recently enacted 2 year County Sales Tax contribution?

20. A comparison of town taxes in Putnam Valley and Mahopac seems to show that residents in a fairly commercial Mahopac appear to be paying the same or slightly more town tax per assessed value than fairly rural Putnam Valley. If increasing commercial

activity supposedly decreases the residential tax burden why isn't this reflected? How much tax relief to Putnam Valley residents is projected from the proposed change in Town code?

21. Increased commercial development reduces residential taxation through increased school tax revenue without the addition of students. While I endorse residential over commercial development, won't this eliminate the main source of tax relief?

22. It is unclear how amending zoning will impact Putnam Valley. The purpose of the Comprehensive Plan 2007 was to build a picture of how Putnam Valley might approach the build-out condition where all developable land is developed. Could the Town provide drawings or sketches of how it envisions the newly redesigned CN districts would look if rezoning is successful?

23. I believe having a clearer idea of what the actual financial benefits of rezoning might be combined with seeing the actual impacts of increased commercial developments is critical to good decision making. Will the Town please endeavor to provide more articulate information about what tax relief we can anticipate and what our town will look like if this rezoning succeeds?

24. The Town Board knows what it doesn't want-- a Wendy's, a Dunkin Donuts. The Planning Board addresses development, not the resulting commercial activity. Developers build commercial space and then THEY lease out that space. The Town has little or no input into what stores use the space. How does the proposed zoning keep out unwanted stores in favor of preferred ones and how would that even be legal?

25. The mini-mall at Roaring Brook is a cautionary situation that should be informing any rezoning discussion. Between 2002 and 2004 part of a DEC wetland was filled in to accommodate 3 stores, septic and parking. According to Putnam County records it is 3,600 sf and is currently assessed at \$507,000. This year it generated \$4,235 in County/town taxes of which \$1,862 was Town tax. Isn't that about 19 cents per resident in tax relief?

The Roaring Brook mini-mall should have been successful. On a major road, geographically isolated, near a community wealthy enough to afford its services, a pizza place and a great sitdown cafe were there and should have thrived. For years it has been empty.

What I don't want is 2 or 3 more buildings in our neighborhood communities like the one in Roaring Brook where good intentions end up as shuttered storefronts. How will the proposed code streamline the planning and zoning process and encourage commercial development while protecting our neighborhood communities from ending up with more vacant retail space?

Thank you for considering my questions. I look forward to further discussions.

M. Christie Kroll

Additional responses for the 10/19/25 Public Hearing regarding Zoning Changes.  
Christie Kroll

Town Board, town officers, and the members of the NBC,

Thank you for the opportunity to speak at the public hearing. The 5 minute time limit did not provide sufficient time to fully express my concerns. Please add the following comments to the list of questions previously submitted to become a part of the public record:

While I do not think it necessary to revise zoning at this time I respect that other people do. Code is not set in stone. It should be a living document that serves the community. It should serve as structure so that we may create and maintain the community we want. It should not be an obstacle to progress.

I believe that the CP2007 is such a document and I support implementing it. That said, improving commercial districts is only the first half of the sentence. The CP2007 asks that we improve commercial districts while at the same time ensuring that we do not lose the rural character and quality of life that brought so many of us to Putnam Valley. It challenges us to find a way to build and to find a way to identify and preserve the open space that is the foundation of our rural character.

It requires that we make difficult choices. To make those choices we must be clear on our goals and clear eyed to the outcomes of those choices. The foundation of good decisions will be good information. Establishing an inventory of open space will allow for a discussion of what we want to save and what we can reasonably sacrifice to enhance commercial activity. With this in mind, I offer the following additional comments:

Goal: Make a clear distinction between “low impact neighborhood business” [a.k.a. Mom and Pop] that can be permissible in residential districts and “small scale shopping areas” [a.k.a. mini-malls] that may contain multiple stores with increased parking and accessory structures.

While it was stated that “by definition” a mini-mall was “3 stores attached”, this definition appears nowhere in code. Per Google AI:

A small-scale shopping area is a retail complex, like a **strip mall** or **neighborhood plaza**, generally under 30,000 square feet, that serves a local community with convenience goods and services. These areas typically feature an open-air layout with parking directly in front, a mix of shops, and are designed for everyday needs rather than day-long shopping trips. Examples include a grocery store, hair salon, dry cleaner, and a few smaller specialty stores or restaurants.

Key characteristics

- **Size:** Generally less than 30,000 square feet of gross leasable space.
- **Layout:** Typically an open-air strip with shops facing a shared parking lot.
- **Purpose:** Serves the immediate neighborhood for convenience goods and services, not as a major destination for extensive shopping.
- **Anchors:** Often anchored by a grocery store or a large drugstore.
- **Examples:** Can include a mix of a coffee shop, nail salon, dry cleaner, small restaurant, and bank.
- **Location:** Commonly found in residential areas, villages, or as a part of larger centers.

Action needed:

Provide tight, succinct definitions for small-scale shopping area, mini-mall, and low impact neighborhood business. Definitions should include square footage, number of stores and lot coverage.

A home business will have a much smaller impact on the community and environment than a mini-mall. They should be defined separately and be addressed separately in code to reflect this.

By treating “low impact neighborhood business” separately, those businesses can be encouraged while larger, more impactful mini-malls can continue to receive the intensive review they deserve.

Goal: Amend Height Lot Bulk Regulations to include lot coverage and maximum building footprint. In addition to Design Standards, code needs a robust foundation for development. HLB Regulations can provide this.

Goal: Provide tiered Design Standards so that there are both strict minimums to protect adjacent properties from off site impacts as well as “best case” design standards that can expedite permit approval.

Allowing the Planning Board authority to waive or modify all design standards sets too low a bar and has the potential to leave neighborhoods unprotected. Current code structure adds additional limitations to development under Special Use Permits. This practice should be extended to businesses adjacent to residential districts and currently residential uses in proposed CN districts.

Goal: Review and enhance Performance Standards so that code is clear and enforceable. More important than applying Design Standards is establishing that they work as intended. Performance Standards allow for enforcement of undesirable offsite impacts.

Goal: Revisit Noise and Lighting Ordinances to make standards clear and allow for enforcement of off site impacts. Currently the subjective approach to noise is unclear and cannot be enforced. Many towns [Carmel] have codified enforceable standards.

Lighting ordinance should be developed to address off site impacts as well as provide seasonal protection for migratory birds.

Goal: If mini-malls or small-scale shopping areas are permitted either of right or as a special use, consider how current code will be applied.

Under current code a SUP is renewed every 3 years. While re-visiting a SUP may have value for “low impact neighborhood business”, a 3 year review process once a “small scale shopping area” has been built does not. Taking away a SUP for a custom built structure is not a workable outcome. This is especially true when shopping centers change ownership or become vacant.

Goal: Develop a phased approach to increasing commercial development. Follow through on the CP 2007 recommendation to develop a mini master plan for Croft’s Corners. The recommendation that a new hamlet might be situated at Croft’s Corners is worth exploring. Consider a Croft’s Corners re-design as a demonstration project that if successful could be applied to Adam’s Corners.

Goal: Where “small-scale shopping areas” are permitted develop a clustered open space requirement. Clustering structures can make best use of limited developable land. This is true for residences as well as commercial development. Where multiple businesses are attached develop a requirement for benches or a pavilion including open space

where people might gather after their purchases. This could make fast food takeout a low impact sit down experience as well.

Goal: Develop open space requirements to offset the impacts of commercial development. Require that commercial development also set aside appropriate land for conservation. Development over a specified size should provide for open space that might include short trails, open space for play or an opportunity to walk dogs other than on a busy road. Providing accessible open space adjacent to commercial uses can enhance use of open space as well as creating a destination that benefits businesses.

Goal: Clarify Design Standards. The mixed use of 'shall/should/may/can' needs to be rephrased. Settle on a preferred term. Make clear whether specific standards are obligatory [SHALL] and which can be waived [MAY/SHOULD/CAN].

Goal: Expand and refine the EAF. All zoning code changes are designated Type I under SEQRA. Zoning changes do not physically dig dirt or alter a wetland but zoning changes do have significant impact on what dirt or wetland someone else can dig. Moving marginal land currently designated R-3 into a less regulated CN district will have environmental impact that needs to be addressed.

Goal: Clean and edit the proposed code, embrace the SEQRA process, include open space in design criteria. Solid code that has been thoroughly reviewed and meets the twin goals of commercial development and environmental protection will serve the town well.

Submitted with respect,

M. Christie Kroll

683 Peekskill Hollow Rd.

Putnam Valley, NY

### **SUPERVISOR'S COMMENTS**

A motion was made to adjourn the public hearing until **January 21**, at which time the new Town Board will continue its comments. Any amendments to the public hearing will be re-advertised, and the updated materials will be available for public review with the Town Clerk before January 21.

Members of the public were reminded that all comments may be submitted to the Town Clerk [mstephens@putnamvalley.gov](mailto:mstephens@putnamvalley.gov) via email.

Seconded by Councilman Russo, unanimously carried.

### **LEGISLATIVE REPORT**

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

\*\* After a long month of Budget meetings, the Putnam County Legislature has recently passed a fair fiscally sound 2026 budget for Putnam County. The budget for next year is \$228 million. It lowers the property tax rate to 2.39%, the lowest in the county since 2005. The county's portion of an average homeowner's property tax bill is about 9%.

\*\* We extended the reduced sales tax exemption for clothing and footwear to under \$110 for purchases in a store or on-line.

\*\* We cut long term debt by 58%, by limiting new borrowing and reducing future reliance on taxes.

\*\* We reduced the property tax levy by 1 million.

\*\* We started sharing the county sales tax with the towns and villages which will give local tax relief to towns throughout Putnam including Putnam Valley. I would like to thank Jackie Annabi, for helping to spearhead this through.

\*\* If you are a caregiver in need of support, connection, and helpful resources. Join the Putnam County Caregiver Support Group. The next meeting is November 25<sup>th</sup> at 11:45 am. To register, please contact Lynne at 845-808-1700.

\*\* Thanksgiving is a great time to celebrate with family and friends. But don't drink and drive. If you, do you will get caught. Police Departments throughout New York will be out looking for you.

\*\* If you are having Financial Issues with your home. Putnam Housing can help. They are a non-profit corporation that will assist you with all your housing needs regardless of your income. They offer a comprehensive housing program serving both renters and homeowners. If you need help call them at 845-225-8493.

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

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

### **APPROVAL OF MINUTES**

Presented by Supervisor Annabi

### **RESOLUTION #R25-292**

**RESOLVED**, that the Putnam Valley Town Board authorize the Supervisor to accept the Town Board meeting minutes from **October 1<sup>st</sup>, 8<sup>th</sup>, 15<sup>th</sup> & 29<sup>th</sup>, 2025**.

Seconded by Councilman Russo, unanimously carried

### **APPROVE WILDWOOD KNOLLS FACILITIES USERS REVENUE REPORT 2025**

Presented by Councilwoman Tompkins

### **RESOLUTION #R25-293**

**RESOLVED**, 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.

Seconded by Councilman Luongo, unanimously carried

A motion was made by Councilman Russo to clarify that the fee is voluntary and that participants may use the facility at their discretion.

Seconded by Councilman Russo, unanimously carried.

**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  |                   |
|              | <b>\$4,400.00</b> |

**APPROVE WHEELABRATOR CONTRACT FOR LIPD**

Presented by Councilwoman Tompkins

**RESOLUTION #R25-294**

**RESOLVED**, the Town Board authorizes 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

Seconded by Councilman Luongo, unanimously carried

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

**APPROVE CATALIS TAX STATUS INFORMATION PROGRAM**

Supervisor Annabi provided an overview of the new tax program. Clerk Michelle Stephens explained that the program will allow taxpayers, realtors, banks, & title companies to search for and manage their taxes online, providing an efficient and more convenient online access to tax payment information.

It was noted that the new program will be integrated into the Town's updated website, which is scheduled to go live on December 1st. Once the integration is complete, there will be access to the program directly from the new site.

**RESOLUTION #R25-295**

**RESOLVED**, 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.

Councilman Luongo made a motion to accept the service contract

Seconded by Councilwoman Tompkins, unanimously carried

 Catalis  
3025 Windward Plaza, Suite 200  
Alpharetta, GA 30005

No.: SF00620667  
Order Form Date: 05/27/2025

## ORDER FORM - CHANGE REQUEST

### Professional Services

---

#### CUSTOMER INFORMATION

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

Catalis Representative: Jason Browne,

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#### PRICING

##### 1. One-Time Professional Services Fees

| Effective Date: 09/01/2025                                                                                                                                                      |                      |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| <b>Annual Support Fees For Tax Status</b>                                                                                                                                       |                      |
| TAX CLASSIC SCA TAX -Maintenance & Support                                                                                                                                      | \$2,000              |
| <b>Online Status Setup</b>                                                                                                                                                      |                      |
| <b>Tax Classic - Professional Services &amp; Licensing</b> 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              |
| <b>Total One-Time Services Fees</b>                                                                                                                                             | <b>Total \$6,995</b> |

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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.



No.: SF00620667  
Order Form Date: 05/27/2025

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



No.: SF00620667  
Order Form Date: 05/27/2025

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## 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 |
|------|-----------------------|------|
|      |                       |      |
|      |                       |      |
|      |                       |      |

**AMENDMENT TO THE AGENDA**

Presented by Supervisor Annabi

**RESOLUTION #R25-296**

To **SWAP** out **#9** on the agenda to **#7A**

Seconded by Councilman Russo, unanimously carried

**APPROVE WAIVER OF FEES ASSOCIATED WITH THE INSTALLATION OF THE RF ANTENNA**

Presented by Councilman Luongo

**RESOLUTION #R25-297**

**RESOLVED**, that the Town Board approve the waiver of fees associated with the installation of the RF antenna, microwave dishes, and equipment.

Supervisor Annabi said this is for the Emergency Services that is going on the antenna that is already in place on Piano Mountain.

Seconded by Councilwoman Tompkins, unanimously carried



Office of  
Information Technology &  
Geographic Information Systems



**Thomas C. Lannon, Sr.**  
*Director*

**Kevin M. Byrne**  
*County Executive*

November 18, 2025

Richard Quaglietta  
Building, Zoning, Fire & Gas Inspector  
Code Enforcement  
Putnam Valley Town Hall  
265 Oscawana Lake Road  
Putnam Valley, NY 10579

Dear Mr. Quaglietta:

Attached please find our application for a Building Permit for the Piano Mountain Cell Tower.

We respectfully request that all fees associated with the installation of the RF antenna, microwave dishes, and equipment shelter be waived. Your consideration of this request is greatly appreciated.

Thank you for your time and for all your efforts in helping us move this project forward to completion.

Sincerely,

**Thomas C. Lannon, Sr.**  
*Director of IT & GIS*  
**Putnam County**

(845) 808-1800

Donald B. Smith County Government Campus  
County of Putnam ~ 110 Old Route 6, Bldg 3 ~ Carmel N.Y. 10512  
[www.putnamcountyny.gov](http://www.putnamcountyny.gov)

Fax (845) 808-1810

**APPROVE REFUNDS PARKS & RECREATION NOVEMBER 2025**

Presented by Councilwoman Howard

**RESOLUTION #R25-298**

**RESOLVED**, that the Town Board approve refunds for Parks & Recreation in November 2025.

Seconded by Councilwoman Tompkins, unanimously carried.

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

|                          |                                                                                |
|--------------------------|--------------------------------------------------------------------------------|
| Putnam Valley, NY 10579  | 1 art class refund for two children also enrolled in our musical theater class |
| Michelle Usai            | \$11.25                                                                        |
| 35 Traverse Street       | Programs                                                                       |
| Lake Peekskill, NY 10537 | Zumba canceled 11/11/25                                                        |
| Karen Miller             | \$15.00                                                                        |
| 3 Finch Lane             | Programs                                                                       |
| Lake Peekskill, NY 10537 | Zumba canceled 11/11/25                                                        |
| Nelly Sanchez            | \$500.00                                                                       |
| 17 Laurel Road           | LPCC                                                                           |
| Lake Peekskill, NY 10537 | Deposit refund                                                                 |

**APPROVE PERSONNEL CHANGES NOVEMBER 2025**

Presented by Councilwoman Howard

**RESOLUTION #R25-299**

**RESOLVED**, that the Town Board approve the following 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.
4. Angel Munoz, Basketball referee @ \$50.00 per game.

Seconded by Councilman Russo, unanimously carried

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

Presented by Councilman Russo

**RESOLUTION #R25-300**

**RESOLVED**, that the Town Board authorize the Town Supervisor to enter into and sign an agreement with Putnam County for the purposes of real property tax services for the calendar year 2026.

Seconded by Councilman Luongo, unanimously carried

**PUTNAM COUNTY REAL PROPERTY TAX SERVICE**

**TOWN OF PUTNAM VALLEY CONTRACT**

2026

AGREEMENT MADE THIS 1<sup>ST</sup> 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 17<sup>TH</sup> BY THE TOWN ASSESSOR'S OFFICE, AND PROVIDED TO THE REAL PROPERTY TAX SERVICE AGENCY (RPTSA). THIS IS ESSENTIAL TO HAVE AVAILABLE FOR THE MAY 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 19<sup>TH</sup> FOR THE JULY 1<sup>ST</sup> DEADLINE.
- 5) SCHOOL BILL PROCESSING: ALL STAR REPORTS ARE TO BE UPDATED BY THE TOWN ASSESSOR'S OFFICE INTO RPS, BACKED UP, AND DATA BASES DELIVERED TO THE RPTSA NO LATER THAN AUGUST 7<sup>TH</sup>.
- 6) COUNTY/TOWN BILL PROCESSING: ALL CHANGES FOR COUNTY AND TOWN TAX ROLLS SHALL BE ENTERED AND SUBMITTED BY THE TOWN ASSESSOR'S OFFICE TO THE RPTSA ON OR BEFORE NOVEMBER 16<sup>TH</sup>.
- 7) EACH TOWN'S APPLICABLE OFFICE MUST SUBMIT TO THE RPTSA ALL UNPAIDS, TO BE MANUALLY ENTERED BY THE RPTSA, BY NOVEMBER 16<sup>TH</sup>.

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

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

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

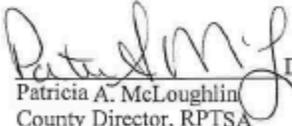
**Optional Items-**

|                                             |                      |
|---------------------------------------------|----------------------|
| 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:

|                                                                                   |                                                                                                                                                                    |
|-----------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>_____ Date _____</p> <p>Kevin M. Byrne<br/>County Executive</p>                | <p> Date 11/14/25</p> <p>Patricia A. McLoughlin<br/>County Director, RPTSA</p> |
| <p>_____ Date _____</p> <p>William Carlin<br/>Interim Commissioner of Finance</p> | <p>_____ Date: _____</p> <p>C. Compton Spain<br/>County Attorney</p>                                                                                               |
| <p>_____ Date _____</p> <p>Mat C. Bruno, Sr<br/>Risk Manager</p>                  | <p>_____ Date: _____</p> <p>Jacqueline Annabi<br/>Town Supervisor</p>                                                                                              |

**BUDGET TRANSFERS AND AMENDMENTS**

Presented by Councilman Luongo

**RESOLUTION #R25-301**



Date Prepared: 11/12/2025 01:01 PM

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

GLR4150 1.0  
Page 2 of 3

| 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                      | 13.38     |
| SM04.9030.800 | SOCIAL SECURITY               | -13.38    |
| 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   | 1,025.96  |
| 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    |

Date Prepared: 11/12/2025 01:01 PM

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

GLR4150 1.0  
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| 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     |
|               | <b>Total Amount:</b>     | <u>0.00</u> |

Date Prepared: 11/12/2025 01:09 PM

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

GLR4150 1.0  
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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 | 24,654.80         |
| 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                | 2,488.00          |
| SS02.9030.800        | SOCIAL SECURITY                          | 123.65            |
| SS02.9035.800        | MEDICARE                                 | 23.98             |
| <b>Total Amount:</b> |                                          | <b>171,371.44</b> |

**PUBLIC COMMENT**

From Supervisor Annabi.

Thank you to everyone here tonight, and thank you to the entire town. It has been an honor serving and working for you. This board has worked very hard over the last four years. We actually made history. We spearheaded and secured the sales-tax-sharing agreement, and it is now in the New York State books. This means that, going forward, the Town of Putnam Valley will receive a guaranteed minimum of \$240,000 annually. This revenue eases the burden on our taxpayers.

We were also the first town to implement regulations for short-term rentals, and other towns are now following our lead. Because of those regulations, we are also the first town to receive sales-tax revenue from short-term rentals. Again, that is revenue that reduces the tax load on our residents. We should be very proud; we put this town in the record books.

We also stayed under the tax cap for four years, despite major projects: new infrastructure, new bridges, new culverts, new equipment, new playground equipment, and new highway equipment. We did all of this using millions of dollars in grants and hundreds of thousands of dollars in federal and state funding. That is something to be proud of.

I am leaving this town in very good hands. I know Allison and CJ will do well. I know Christian, Sherry and Louie will make sure everything stays on track. And I promise I am not going to let you fall behind on anything.

It wasn't just about money. We showed up—at county events, at the recycling center in Kent, with our veterans, with our seniors, anywhere the community asked us to be. When I say it was about community, that is what I mean. That is what I will miss most: all of us together at those events. People would say, "Putnam Valley is in the house," and it was fantastic.

I leave with confidence that the work we have done has laid a strong foundation. I hope those who follow will lead with the same integrity, vision, and heart that we brought over these last four years. I wish Allison and CJ the best of luck. We are here for you if you need anything. And again, thank you for allowing me to serve.

From Councilwoman Tompkins:

I also want to say that I loved serving on this board for the last four years. I echo almost everything Jackie said. I learned from a true leader. She got us to do things, to show up places, and she made it easy. We worked hard—and we will continue to work hard.

Thank you to everyone who has supported me and this board over the years. I am extremely proud of what we have accomplished. I wish the next administration the best of luck. As Jackie said, we are here if you need anything. And to my three colleagues here: I will miss you. Jackie and I will probably be having lunch every day now, even if we aren't supposed to be here anymore. I am looking forward to spending more time with my family, my business, and my friends. Thank you, everyone, and good luck to the town.

From Councilman Luongo:

We made an impact in many ways, not just here but throughout the county. I remember leaving my house early on Saturday mornings—eight o'clock—picking up Jackie, and off we went. Meetings, events, everywhere. At three in the afternoon, Jackie would finally say, "Can we go home now?" And then off we would go again.

There were county meetings, tax meetings, everything needed to bring those benefits back here. Sometimes after a town board meeting we would head straight out again. I do not know if I even went to bed some nights. It felt like being 18 again—home to shower, then right to work. But we had a good time, and I would do it all again.

We traveled all over for the benefit of this town—small business outreach, county events, everywhere we were needed. It was fun. But it is time for a change, time for new people to step in.

Are there any other comments? If not, I hope you all had a happy Thanksgiving. We want to wish everyone a Merry Christmas and Happy New Year, since we will not see you again in December.

The Holiday in the Park event is December 5th at the Town Park.

**AUDIT OF THE MONTHLY BILLS**

Presented by Councilman Russo

**RESOLUTION #R25-302**

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

| <b><u>VOUCHER NUMBERS</u></b> | <b><u>AMOUNTS</u></b> |
|-------------------------------|-----------------------|
| 53134-53307                   | \$22,832.99           |
| 52905-53107                   | \$53799.14            |
| 52797-53090                   | \$57,339.73           |
| 52807-53099                   | \$286,976.68          |

Seconded by Councilwoman Howard, unanimously carried.

Supervisor Annabi made a motion to adjourn the meeting at 8:42 pm

Seconded by Councilwoman Howard, unanimously carried.

Respectfully submitted,

Michelle Stephens

Michelle Stephens  
Town Clerk  
11/20/2025