



TOWN OF PUTNAM VALLEY
Town Board Work Session

April 8th, 2026

Town Hall

5 PM

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Meeting called to Order

Pledge of Allegiance

1. Districts:
  - a. Approve LOMAC Request for Reimbursement for NYSFOLA Conference 2026
  - b. *Accept proposal for RBL Spring Cleanups 2026*
  - c. *Accept proposal for 2026 District Spring Cleanups*
  - d. *Authorize expenditure of the RBL Dam valve fence repair*
  - e. *LIPD berm planting at Lake Peekskill Community Center*
  - f. *Accept donations of Eldberry bushes for LIPD*
2. Planning: Approve Release of Erosion and Sediment Control Bond
3. Approve Time Shred Services, Inc. Contract
4. Facilities: UniFirst Service Agreement
5. Approve Putnam County Press for The Town's Official Newspaper
6. Parks & Rec:
  - a. When I Work Agreement
  - b. Award Bicycle Pad
7. Approval of March Minutes
8. Building Department: Daily Fee Report Summary March 1-31, 2026
9. Public Comment [Three-Minute Time Limit Per Person]

**Adjournment**

**Next Town Board Meeting: Wednesday, April 15<sup>th</sup>, 2026, 6 PM**

**TOWN OF PUTNAM VALLEY**  
**TOWN BOARD WORK SESSION**  
**Wednesday, April 8th<sup>th</sup>, 2026**  
**5:00 PM**

**PRESENT:** Supervisor Jolicoeur  
Councilman Brooks  
Councilman Russo  
Councilwoman Howard

**ABSENT** Councilman Luongo

**ALSO PRESENT:** Town Clerk Michelle Stephens  
Town Counsel David Daniels

Supervisor Jolicoeur opened the meeting at 5:05 pm with the Recitation of the Pledge of Allegiance and a moment of silence honoring members of the military serving overseas.

**APPROVE LOMAC REQUEST FOR REIMBURSEMENT FOR NYSFOLA CONFERENCE 2026**

Presented by Councilman Brooks

**Resolution #R26-167**

**RESOLVED**, LOMAC has requested that Jenie Fu attend the NYSFOLA conference in Lake George, May 2<sup>nd</sup>, 2026, and that she be reimbursed for expenses incurred while attending. The anticipated expenses are as follows:

Saturday “Day Tripper” Package with lunch: \$160.00

Mileage reimbursement: Not to exceed 350 miles x \$.72.5/mile = \$253.75

The district will cover the cost.

Seconded by Councilwoman Howard, unanimously carried

**ACCEPT PROPOSAL FOR RBL SPRING CLEANUPS 20236**

Presented by Councilwoman Howard

**Resolution # R26-168**

**RESOLVED**, that the Town Board accept the proposal from Landwork Contractors for spring cleanup services in the Roaring Brook Lake district:  
Children's Beach, Park Beach, Spur Beach, Moon Beach: \$7,450

Rake the reclaimed sand back at Children's Beach: \$1,450

Clean up at Dam: \$1,550

All organic materials collected will be dumped at the Town's organic waste pile. The cost of these services will be covered by the district.

Total Cost RBL: \$10,450

Seconded by Councilman Russo, unanimously carried

**AUTHORIZE PROPOSAL FOR 2026 DISTRICT SPRING CLEANUPS**

Presented by Councilman Russo,

**RESOLUTION #R26-169**

**RESOLVED**, that the Town Board accept the proposal from Landwork Contractors for the spring cleanup of the following district properties. The cost will be covered by the appropriate districts. All leaves will be dumped at the Town Highway organic waste pile unless otherwise noted.

- Lookout Manor: beach, parking lot \$1,450
- Barger Pond: \$700

Seconded by Councilman Brooks, unanimously carried

**AUTHORIZE EXPENDITURE OF THE RBL DAM VALVE FENCE REPAIR**

Presented by Councilman Brooks

**RESOLUTION #R26- 170**

**RESOLVED**, that the Town Board authorize the expenditure of \$900 to repair the dam valve cage in Roaring Brook. The structure protecting the valve has sustained damage over the winter due to heavy snowfall and fallen trees.

Landwork Contractors has submitted the attached proposal outlining the necessary repairs to the fencing. The district will cover the full cost of this work.

Seconded by Councilman Russo, unanimously carried

**LPID BERM PLANTING AT LAKE PEEKSILL COMMUNITY CENTER**

Presented by Supervisor Jolicoeur

**RESOLUTION #R26-171**

**RESOLVED**, that the Town Board approve the expenditure of \$1,250 for the purchase and planting of 8 forsythia bushes along the berm at the Lake Peekskill Community Center.

The purpose of this planting is to create a natural barrier that will help deter individuals from climbing on the rocks in that area, thereby improving both safety and the appearance of the site. The district will cover the cost.

Supervisor Jolicoeur said originally a different plant was proposed, but after being contacted by a knowledgeable community member, we were encouraged to select a native plant. We are now proposing Eastern Ninebark instead. The purpose of this planting is to create a natural barrier that will help deter individuals from climbing on rocks in that area, thereby improving both safety and the appearance of the site.

Councilman made a motion to accept the changes,

Seconded by Councilman Russo, unanimously carried

**ACCEPTING DONATIONS**

Presented by Supervisor Jolicoeur

**RESOLUTION #R26-172**

In recognition of Earth Day and in support of ongoing efforts to protect local wetlands and enhance community beautification, Landwork Contractors has generously offered to donate eight elderberry plants to the Lake Peekskill community. This gesture aligns with the district's broader goals of promoting environmental stewardship and enriching the natural landscape of district spaces.

**RESOLVED**, that the Putnam Valley Town Board accept the donation of eight elderberry plants for Landwork Contractors, with gratitude for their contribution to local environmental stewardship and community beautification.

Seconded by Councilman Russo

**APPROVE THE 2026 Wildwood Knolls Facilities User Fee**

Presented by Councilman Russo,

**RESOLUTION #R26-173**

**RESOLVED**, that the Town Board adopt the Wildwood Knolls Facilities User Fee for the year 2026.

The proposed fee structure is as follows:

- Facility users: 20 families
- Fee per family: \$275
- Total projected revenue: \$5,500.00

This fee supports the continued maintenance and operation of the Wildwood Knolls facilities and ensures that the community can rely on safe, well-maintained resources throughout the year.

A discussion was held regarding the proposed user fees. A compromise fee of **\$300 per family** was proposed and agreed upon.

Councilman Russo made a motion to accept and pass the user fee of \$300.00  
Seconded by Councilwoman Howard, unanimously carried.

**APPROVE RELEASE OF EROSION AND SEDIMENT CONTROL BOND**

Presented by Councilwoman Howard

**RESOLUTION #R26-174**

The project at 26 Indian Lake Rd has been completed, and all necessary paperwork is filed.

**RESOLVED**, that the Town Board authorize the release of the Erosion & Sediment Control Bond of \$7,500.00 for the project at 26 Indian Lake Road.

Seconded by Councilman Russo, unanimously carried.

**AMENDMENT TO THE AGENDA TO ADD 2B.**

**AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION AND APPROVAL OF A LOCAL MATCH CONTRIBUTION**

Presented by Supervisor Jolicoeur

**RESOLUTION #R26-175**

**TOWN OF PUTNAM VALLEY TOWN BOARD  
RESOLUTION NO R.26-175**

**AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION AND APPROVAL OF A  
LOCAL MATCH CONTRIBUTION**

**WHEREAS**, the Town of Putnam Valley is committed to seeking funding opportunities that support and enhance community development, infrastructure, and municipal services; and

**WHEREAS**, the Greenway Community Grant Program is available through the Hudson River Valley Greenway (HRVG) to provide financial assistance for efforts that preserve, enhance, and develop the scenic, natural, historic, cultural, and recreational resources in the Hudson River Valley; and

**WHEREAS**, the Putnam Valley Town Board has opted to submit an application to the HRVG Greenway Community Grant Program to update the Town's existing comprehensive plan in order to guide the community's future growth, development, and resource management; and

**WHEREAS**, the Town of Putnam Valley will provide a dollar-for-dollar match of the total project costs, consisting of local funds, in accordance with the program requirements; and

**NOW, THEREFORE BE IT RESOLVED**, that the governing body of the Town of Putnam Valley (Town Board) has authorized the submission of this application and has approved the required local match.

**BE IT FURTHER RESOLVED**, that the Town Supervisor is authorized to execute any and all necessary documents related to the submission of the grant application and to take all necessary actions to effectuate the intent of this resolution; and

**BE IT FURTHER RESOLVED**, that this resolution shall take effect immediately on this 8<sup>TH</sup> of April, 2026

Adopted: 4-8-2026

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Town Supervisor

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Town Clerk

Seconded by Councilman Brooks, unanimously carried

**APPROVE TIME SHRED SERVICES, INC CONTRACT**

Presented by Councilman Brooks

**RESOLUTION #R26-176**

**RESOLVED**, that the Town Board authorize the Town Supervisor to sign a contract with Time Shred Services, Inc. for their shredding services for two (2) Community Shred Events, which are taking place on Sunday, April 19<sup>th</sup>, 2026, and on

Sunday, October 18, 2026. Each event will cost \$1,196.00 for four (4) hours, totaling \$2,392.00, which has been budgeted for in the 2026 Town Budget.

Seconded by Councilman Russo, unanimously carried

**UNIFIRST SERVICE AGREEMENT**

Presented by Councilwoman Howard

**RESOLUTION #R26-177**

**RESOLVED**, that the Putnam Valley Town Board ratify the Town Supervisor's signature on Agreements by UniFirst for bi-weekly replacement of mats for the Town Hall and the Parks and Recreation buildings.  
Pricing now reflects the cost of the Sourcwell Government Contract.

The monthly cost for Town Hall is \$60.84, which decreased by \$49.44.  
The monthly cost for Parks and Recreation is \$21.50, which decreased by \$11.58. This will be a total saving of \$732.24 per year.

Seconded by Councilman Brooks, unanimously carried

**APPROVE PUTNAM COUNTY PRESS FOR THE TOWN'S OFFICIAL NEWSPAPER**

Presented by Councilman Russo

**RESOLUTION #R26-178**

**RESOLVED**, that the Town Board approve Putnam County Press as the Town's official newspaper while PCNR/Courier regroups.

A discussion was held to amend the request to remove "while PCNR/Courier regroups". Councilman Russo made a motion to amend the language.

Seconded by Councilman Brooks, unanimously carried

**WHEN I WORK AGREEMENT**

Presented by Councilman Brooks

**RESOLUTION #R26-179**

**RESOLVED**, that the Town Board authorize Supervisor Alison Jolicoeur to sign the When I Work Agreement, for the app used with our town lifeguards for the

upcoming summer season. It is utilized from the beginning of April to Labor Day. Please see the attached agreement.

Seconded by Councilwoman Howard, unanimously carried

**AWARD BICYCLE PAD**

Presented by Councilman Brooks

**RESOLUTION #R26-180**

**RESOLVED**, that the Parks and Recreation Department request you authorize the use of parklands funds to pay **CLOVE EXCAVATORS, INC.** For paving our Children's Bicycle pad, 145' by 113' 1-1/2 " Overlay Type 6F3 Asphalt for the amount of 19,247.00

**CLOVE EXCAVATORS, INC.** was awarded the paving contract for the Highway Department and is over \$30,000 cheaper than the outside-the-state bidders.

Seconded by Councilman Russo, unanimously carried

**APPROVAL OF MARCH MINUTES.**

Presented by Councilwoman Howard

**RESOLUTION #R26-181**

**RESOLVED**, that the Putnam Valley Town Board authorize the Supervisor to accept the Town Board meeting minutes from March 11<sup>th</sup>, 2026, and March 18<sup>th</sup>, 2026.

Seconded by Councilman Russo, unanimously carried

**APPROVE DAILY FEE BUILDING DEPARTMENT REPORT SUMMARY MARCH 1-31, 2026**

Presented by Councilman Russo

**RESOLUTION #R26-182**

**Town of Putnam Valley**

M5 Standard Fee Report Paid Only  
From 03/01/2026 To 03/31/2026

| Fee Type              | Count | Total       |
|-----------------------|-------|-------------|
| ADDITIONAL ALTERATION | 4     | \$1,164.00  |
| ADJ                   | 3     | \$205.00    |
| DECK                  | 1     | \$121.00    |
| ELECTR APP/W/ ELEC    | 6     | \$300.00    |
| ELECTRIC APP/SWIS     | 9     | \$450.00    |
| FENCE/WALL            | 2     | \$800.00    |
| GAS/PROPANE           | 2     | \$150.00    |
| HVAC                  | 2     | \$800.00    |
| MI                    | 2     | \$150.00    |
| OIL TANK              | 3     | \$275.00    |
| PL                    | 5     | \$450.00    |
| RENEWAL               | 7     | \$2,325.00  |
| RU                    | 3     | \$500.00    |
| SEARCH                | 12    | \$2,400.00  |
| TREE                  | 3     | \$225.00    |
| WT/S                  | 6     | \$300.00    |
|                       | 72    | \$12,453.00 |

List of Building Fee Types

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

Seconded by Councilwoman Howard, unanimously carried

**PUBLIC COMMENT**

A resident addressed the Town Board regarding the status and future role of the Natural Business Committee (NBC) in light of recent challenges advancing rezoning initiatives.

The resident inquired about:

- The current standing of the NBC
- Its evolving role within the Town
- Future direction following stalled rezoning efforts

**Board Response:**

Board members explained that the NBC's role is being reevaluated and refined. Recent discussions with the committee have focused on shifting its priorities toward:

- Supporting and strengthening existing local businesses
- Increasing collaboration with regional organizations such as the Chamber of Commerce
- Promoting awareness and patronage of current businesses within the Town
- Identifying opportunities to attract new businesses, particularly in areas with existing infrastructure (e.g., Oregon Corners)

It was noted that the NBC has conducted community surveys to better understand resident needs and preferences regarding local business development. The Board emphasized the importance of both:

- Filling vacant commercial spaces, and
- Exploring opportunities for new, sustainable business growth

The Board further indicated that:

- Business development remains a key topic in broader community discussions, including those facilitated by the Town and local institutions
- Updating the Town's Comprehensive Plan will provide additional opportunities to define a long-term vision for economic development
- Consideration may be given to tools such as a business overlay district to support growth

Additionally, the Board stated that efforts are underway to:

- Improve internal processes related to planning and development
- Ensure efficiency for prospective businesses seeking to operate within the Town

**Additional Public Comment – Electric School Bus Mandate**

Councilman Russo raised concerns regarding New York State's mandate requiring school districts to begin transitioning to electric buses by 2027, with full fleet conversion required by 2035.

Key concerns expressed included:

- High upfront costs (approximately \$500,000 per electric bus)
- Insufficient battery capacity for local terrain and route demands
- Operational challenges in cold weather conditions
- Infrastructure limitations, including charging stations and storage facilities
- Potential financial burden on local taxpayers

He urged the Town Board to consider adopting a resolution requesting that the State:

- Delay or reconsider the mandate
- Conduct further feasibility studies

**Board Discussion:**

Board members acknowledged the concerns and discussed:

- The financial and logistical challenges associated with the mandate
- The strain on local infrastructure and school district resources
- The broader implications for municipalities with similar geographic and economic conditions

It was noted that:

- The mandate is currently scheduled to take effect in 2027
- Waivers may be available but would require case-by-case approval
- Other municipalities and school districts have begun issuing similar resolutions

The Board expressed openness to reviewing a draft resolution and considering formal action at the next Town Board meeting.

Another resident, Kim, also expressed her concern about these buses and the impact it would have on the taxpayers. requested a resolution be sent to the State

**Adjournment to enter into Executive Session**

Councilman Russo made a motion to adjourn the public portion of the meeting and enter into Executive Session to discuss matters related to litigation for 335 Lake Dr at 5:47 pm.

**Supervisor Jolicoeur and Counsel did not go into the Executive session.**

Councilman Russo made a motion to end the Executive Session at 6:10 pm,

No motions or resolutions were passed.

Seconded by Councilwoman Howard, unanimously carried.

**Supervisor Jolicoeur made a motion to adjourn the meeting at 6:11 pm**

Seconded by Councilwoman Howard, unanimously carried.

**Next Town Board Meeting:** Wednesday, April 15<sup>th</sup>, 2026, 6 PM

**Supporting documents can be found using this link**

[4-8-2026-Town-Board-Work-Session-with-supporting-documents.pdf](#)

**A video of the meeting can be found using this link**

[Town Board Work Session: April 8, 2026 - YouTube](#)

Respectfully submitted,

***Michelle Stephens***

Michelle Stephens

Town Clerk

4/8/2026