



TOWN OF PUTNAM VALLEY
Town Board Work Session

July 8th, 2026
Town Hall 5 PM

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**Meeting called to Order**

**Pledge of Allegiance**

1. Approval of Minutes
2. Districts:
  - a. Approve New Lake Peekskill Community Center License Agreement
  - b. Approve Lookout Manor and Barger Pond Labor Expenses
  - c. Approve LPID Beach Monitor
3. Approve Go Out to Bid for EV Charging Stations Installation
4. Parks & Recreation:
  - a. Approve Day Camp Salaries
  - b. Approve Personnel Changes
5. Building Department: Daily Fee Report Summary June 1 – 30, 2026
6. Public Comment [Three-Minute Time Limit Per Person]

**Adjournment**

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

**TOWN OF PUTNAM VALLEY  
TOWN BOARD WORK SESSION  
Wednesday, July 8th, 2026  
5:00 PM**

**PRESENT:** Supervisor Jolicoeur  
Councilman Russo  
Councilman Luongo

**ABSENT:** Councilwoman Howard  
Councilman Brooks

**ALSO PRESENT:** Town Clerk Michelle Stephens  
Town Counsel Lillian Meade

Supervisor Jolicoeur opened the meeting at 5:00 pm with the Recitation of the Pledge of Allegiance.

A moment of silence was observed in honor of those who have fought and continue to fight for our nation's freedoms, recognizing the approaching 250th anniversary of the United States, by Councilman Luongo

**APPROVAL OF MINUTES** 

Presented by Councilman Russo

**RESOLUTION #R26-246**

**RESOLVED**, that the Putnam Valley Town Board authorizes the Supervisor to accept the Town Board meeting minutes from June 3rd and June 17th, 2026

Seconded by Councilman Luongo, unanimously carried

**APPROVE NEW LAKE PEEKSKILL COMMUNITY CENTER LICENSE AGREEMENT**

Presented by Supervisor Jolicoeur

**RESOLUTION #R26-247**

**RESOLVED**, that the Town Board review and approve the attached Lake Peekskill Community Center License Agreement for use by individuals, organizations, and community groups seeking to rent the Lake Peekskill Community Center.

The proposed agreement has been updated to clarify rental terms and conditions, establish renter responsibilities, outline facility user requirements, and better protect the Town's interests. The agreement also includes provisions regarding rental fees, security deposits, liability and insurance requirements, cancellation policies, and compliance with Town rules and regulations.

The updated agreement is intended to provide a consistent and transparent process for the facility rentals while ensuring the Community Center remains available, safe and well-maintained for public use.

Approval of this agreement will authorize Town staff to begin using the new license agreement for all future Community Center reservations and rentals.

Seconded by Councilman Russo, unanimously carried



**LAKE PEEKSKILL COMMUNITY CENTER**  
**SINGLE DAY LICENSE AGREEMENT**

This License Agreement (this "Agreement") is entered into by and between the Town of Putnam Valley (the "Town"), as Licensor, and the undersigned applicant (the "Licensee"), for a license permitting the temporary use of the Lake Peekskill Community Center located at 7 Northway, Lake Peekskill, New York 10537 (the "Center").

**APPLICANT INFORMATION**

|                                                                                                        |
|--------------------------------------------------------------------------------------------------------|
| Name of Licensee:                                                                                      |
| Address of Licensee:                                                                                   |
| Telephone Number of Licensee:                                                                          |
| Email Address of Licensee:                                                                             |
| <b>Date of Event:</b>                                                                                  |
| Event Hours:                                                                                           |
| Maximum 8 hours; event must end by 11:00 p.m.                                                          |
| Type of Event:                                                                                         |
| Expected Attendance (Max. 100):                                                                        |
| Residency Status:                                                                                      |
| <input type="checkbox"/> Lake Peekskill Resident (fee: \$275.00)                                       |
| <input type="checkbox"/> Other Town of Putnam Valley resident (fee: \$325.00)                          |
| Security Deposit: \$500.00                                                                             |
| Will alcoholic be served:                                                                              |
| <input type="checkbox"/> No                                                                            |
| <input type="checkbox"/> Yes (Alcohol Permit and liquor liability insurance required)                  |
| <input type="checkbox"/> Liability Certificate (\$1,000,000 minimum naming Town as additional insured) |
| Name of Insurance Company:                                                                             |

Note: Only residents of the Town of Putnam Valley are eligible to be issued a license under this Agreement.

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**APPROVE LOOKOUT MANOR AND BARGER POND LABOR EXPENSES**

Presented by Councilman Luongo

**RESOLUTION #R26-248**

**RESOLVED**, that the Town Board authorize payment of \$150 to James Russo for the beach setup at Lookout Manor. This position is to be compensated with no benefits.

In addition, I request that the Town Board authorize payment of \$250 to James Russo for the beach setup and removal of weeds in the swim area at Barger Pond.

As James is currently employed as a Senior Lifeguard, his familiarity with the beach setup requirements and his lifeguarding training makes him well qualified to perform these tasks safely and efficiently.

The costs associated with these services will be paid by the respective districts.

Seconded by Councilman Russo, unanimously carried

### **APPROVE LPID BEACH MONITOR**

Presented by Councilman Russo

#### **RESOLUTION #R26-249**

**RESOLVED**, that the Town Board appoint Gregory Scibior as an LPID Beach Monitor for the 2026 season. He will be paid at an hourly rate of \$16.50 with no benefits. This position will run from July 1<sup>st</sup>, 2026 through Labor Day weekend (9/7).

Seconded by Councilman, unanimously carried.

### **APPROVE GOING OUT TO BID FOR EV CHARGING STATION INSTALLATIONS**

Presented by Supervisor Jolicoeur

#### **RESOLUTION #R26-250**

**RESOLVED**, that the Town Board approves the Town to go out to bid for the construction and installation of two (2) zero-emissions vehicle charging stations on the Town Hall Campus at 265 Oscawana Lake Road, which will be appropriated through funds provided under the ZEV Grant awarded to the Town last year. This work will include, but will not be limited to, concrete footings, electric meter installation, four concrete-filled steel bollards, and all electrical appurtenances required to meet all local, state, and federal permitting agency requirements, specified and required to complete the project.

Seconded by Councilman Luongo, unanimously carried.

### **APPROVE DAY CAMP SALARIES**

Presented by Supervisor Jolicoeur

**RESOLUTION #R26-251**

**RESOLVED**, that the Town Board approve the following day camp salaries

| PUTNAM VALLEY DAY CAMP STAFF – 2026 |                     |                   |
|-------------------------------------|---------------------|-------------------|
| Senior Recreation Leader            | Andrew Salustri     | \$26.00 per hour  |
| Senior Recreation Leader            | Barbra DeMay        | \$23.00 per hour  |
| Senior Recreation Leader            | Ariella Rogers      | \$23.00 per hour  |
| Recreation Specialist               | Amy James           | \$17.21 per hour  |
| Recreation Specialist               | Maggie Sampson      | \$ 17.21 per hour |
| Recreation Specialist               | Jacob Lash          | \$ 17.21 per hour |
| Recreation Specialist               | Kylie Reccuppio     | \$ 15.50 per hour |
| Recreation Specialist               | Andrea Perez        | \$15.50 per hour  |
| Recreation Specialist               |                     | \$15.50 per hour  |
| Recreation Specialist               | Maanvi Patel        | \$20.00 per hour  |
| Recreation Specialist               | Michael Rufo        | \$24.00 per hour  |
| Recreation Specialist               | Samantha Wilders    | \$18.50 per hour  |
| Senior Recreation Asst.             | Kaylee Murphy       | \$ 16.70 per hour |
| Senior Recreation Asst.             | Jessica Paredes     | \$ 16.70 per hour |
| Senior Recreation Asst.             | Jonathan Patterson  | \$ 16.70 per hour |
| Senior Recreation Asst.             | Amelia Melfi        | \$16.70 per hour  |
| Senior Recreation Asst.             | Grace Cruz          | \$16.70 per hour  |
| Senior Recreation Asst.             | Sophie Taus         | \$ 16.70 per hour |
| Senior Recreation Asst.             | Eric Nugra          | \$16.70 per hour  |
| Senior Recreation Asst.             | Jackson Carra       | \$ 16.70 per hour |
| Recreation Asst.                    | Jack Pietronuto     | \$15.50 per hour  |
| Recreation Asst.                    | Lianna Pietronuto   | \$15.50 per hour  |
| Recreation Asst.                    | Liliana Caldwell    | \$ 15.50 per hour |
| Recreation Asst.                    | Elena Melfi         | \$ 15.50 per hour |
| Recreation Asst.                    | Mack Gottesfeld     | \$ 15.50 per hour |
| Recreation Asst.                    | Carolina Noguiera   | \$13.50 per hour  |
| Recreation Asst.                    | Summer Scrocca      | \$ 13.50 per hour |
| Recreation Asst.                    | Jesse Goldrick      | \$ 13.50 per hour |
| Recreation Asst.                    | Mia Mazzulo         | \$ 13.50 per hour |
| Recreation Asst.                    | Zoe Tosado          | \$13.50 per hour  |
| Recreation Asst.                    | Cooper Mikulik      | \$13.50 per hour  |
| Recreation Asst.                    | Kaitlyn Caruso      | \$ 13.50 per hour |
| Recreation Asst.                    | Ava Patrillo        | \$13.50 per hour  |
| Recreation Asst.                    | Ainara Bustos       | \$13.50 per hour  |
| Recreation Asst.                    | Jada Renalls        | \$ 13.50 per hour |
| Recreation Asst.                    | Rory Sheehan        | \$ 13.50 per hour |
| Substitute Senior Recreation Asst.  | Ava Broccolo        | \$16.70 per hour  |
| Recreation Asst.                    | Brandon Emmanuel    | \$13.50 per hour  |
| Recreation Asst.                    | Kim Barrera         | \$13.50 per hour  |
| Senior Recreation Asst.             | Kayla Francis       | \$16.70 per hour  |
| Substitute Recreation Asst.         | Daniel Parks        | \$15.50 per hour  |
| Substitute Recreation Asst.         | Matt James          | \$ 13.50 per hour |
| Substitute Recreation Asst.         | Daniel Cruz         | \$13.50 per hour  |
| Substitute Recreation Asst.         | Asher Francis       | \$13.50 per hour  |
| Substitute Recreation Asst.         | Marcello Mandjanski | \$13.50 per hour  |

|                                           |                     |          |          |
|-------------------------------------------|---------------------|----------|----------|
| Substitute Recreation Asst.               | Edury Camarena      | \$13.50  | per hour |
| Substitute Recreation Asst.               | Tristian Mignardi   | \$13.50  | per hour |
| Substitute Recreation Asst.               |                     | \$       | per hour |
| PUTNAM VALLEY DAY CAMP STAFF – 2026 Cont. |                     |          |          |
| Substitute Recreation Asst.               |                     |          |          |
| Bus Driver                                | Francisco Fernandez | \$31.00  | per hour |
| Bus Driver                                | Stephanie Mattioli  | \$30.00  | per hour |
| Bus Driver                                | Homer LaFuente      | \$30.00  | per hour |
| Lifeguard                                 | Victoria DeLuca     | \$ 22.50 | per hour |
| Lifeguard                                 | Hudson Sparazza     | \$ 20.00 | per hour |
| Lifeguard                                 | Amanda Orlando      | \$ 21.75 | per hour |
| Lifeguard                                 | Evan Vasile         | \$ 18.00 | per hour |
| Lifeguard Sub                             | James Russo         | \$ 20.00 | per hour |

Seconded by Councilman Russo, unanimously carried

**APPROVE PERSONNEL CHANGES**

Presented by Supervisor Jolicoeur

**RESOLUTION #R26-252**

**RESOLVED**, that the Town Board approve the following personnel changes

1. Itzel Tovar, PVCC Childcare Assistant I @ \$15.50 hr.

Seconded by Councilman Luongo, unanimously carried

**DAILY FEE REPORT SUMMARY Building Department June 1-30, 2026**

Presented by Supervisor Jolicoeur

**RESOLUTION #R26-253**

**RESOLVED**, that the Town Board accept the Daily Fee report summary from the Building Department

**Town of Putnam Valley**

M5 Standard Fee Report Paid Only  
From 06/01/2026 To 06/30/2026

| Count by Type       |       |             |  |
|---------------------|-------|-------------|--|
| Fee Type            | Count | Amount      |  |
| Above Ground Pool   | 2     | \$150.00    |  |
| ADDITION/ALTERATION | 5     | \$6,330.00  |  |
| ADDITIONAL FEE      | 1     | \$1,341.00  |  |
| CW                  | 1     | \$75.00     |  |
| DECK                | 5     | \$610.00    |  |
| DEM/R               | 1     | \$100.00    |  |
| ELECTRI APP/RY ELEC | 6     | \$300.00    |  |
| ELECTRIC APP/SWRS   | 16    | \$800.00    |  |
| FENCE/WALL          | 4     | \$675.00    |  |
| GAS/PROPANE         | 3     | \$225.00    |  |
| GENERATOR PERMIT    | 2     | \$150.00    |  |
| HVAC                | 8     | \$890.00    |  |
| MG                  | 9     | \$75.00     |  |
| MI                  | 2     | \$150.00    |  |
| OIL TANK            | 2     | \$200.00    |  |
| OPERATING PERMIT    | 2     | \$200.00    |  |
| PERMIT FEE          | 9     | \$675.00    |  |
| PL                  | 3     | \$405.00    |  |
| RENEWAL             | 6     | \$921.00    |  |
| RU                  | 2     | \$375.00    |  |
| SEARCH              | 23    | \$4,600.00  |  |
| SOLAR PANELS        | 6     | \$4,545.00  |  |
| TENT                | 2     | \$200.00    |  |
| WETADM              | 1     | \$50.00     |  |
| WET/S               | 1     | \$100.00    |  |
|                     | 114   | \$24,202.00 |  |

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 Councilman Russo, unanimously carried



**PUBLIC COMMENT**

There was no public comment

Supervisor Jolicoeur made a motion to enter Executive Session to discuss personnel matters

Seconded by Councilman Russo, unanimously carried.

Supervisor Jolicoeur moved to reopen the work session. No motions were made, and no votes were taken during Executive Session.

Supervisor Jolicoeur made a motion to adjourn the meeting at 5:50 pm

Seconded by Councilman Luongo, unanimously carried.

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

Supporting Documents can be viewed by clicking the following link

[07-08-2026-Town-Board-WORK-SESSION-with-supporting-documents.pdf](#)

**The meeting can be watched in its entirety by clicking the following link**

[Town Board Work Session: July 8, 2026](#)

Respectfully submitted,

Michelle Stephens

Michelle Stephens  
Town Clerk  
7/9/2026