Town Board Monthly Meeting April 4, 2013 7:30 p.m. Town Hall

SALUTE TO THE FLAG

APPROVAL OF MINUTES

Monthly Town Board Meeting of March 7, 2013

COMMITTEE REPORTS

1) CAC 2) Recreation 3) Recycling 4) Planning Board 5) Zoning 6) Highway 7) Building & Land Acquisition 8) GVFD

AGENDA

- 1. Resolution appointing Councilman Merandy as liaison to the Planning Board.
- 2. Resolution authorizing Amber Stickle to apply for a credit card through M & T Bank to be used by all departments if needed and authorize Supervisor Shea to sign said application.
- 3. Resolution approving additional work to the landscaping contract to include pruning and weeding at the Town Hall.
- 4. Resolution authorizing a donation in the amount of \$300.00 to the Nelsonville Fish & Fur for this years "Kids Fishing Day" scheduled for May 5, 2013.
- 5. Resolution authorizing Supervisor Shea to sign the contract between the Town and the County of Putnam Real Property Tax Services to prepare all documents related to tax collection.
- 6. Resolution appointing Frederick Osborn III as Marriage Officer for one day only on Saturday, July 27, 2013.
- 7. Town Clerk to discuss hours of operations, meeting schedules and times that General Code failed to update in the Code.
- 8. Resolution authorizing Kevin Donohue to assist the Village of Cold Spring's Building Inspector when needed.
- 9. Resolution authorizing Supervisor Shea to sign the affidavit of Compliance in connection with the contract between the Town and Putnam County's Wic Program.

- 10. Code Enforcement Monthly Report.
- 11. Schedule Workshops/Meetings
- 12. Any other business that may come before the Town Board.

AUDIENCE

VACANCIES

CV Park District Advisory Committee (3) CV Water District Advisory Committee (3)

APPROVAL OF VOUCHERS

General

Highway

CVPD

CVWD

ADJOURNMENT

The Town Board of the Town of Philipstown held their Monthly Meeting on the above date at 7:30 p.m., at the Town Hall, 238 Main Street, Cold Spring, New York.

PRESENT:

Richard Shea Supervisor
Betty Budney Councilwoman
Nancy Montgomery Councilwoman
David Merandy Councilwoman
John Van Tassel Councilman

Supervisor Shea opened the meeting with a Salute to the Flag.

REVIEW OF MINUTES

The Minutes of the Monthly Meeting of February 7, 2013, were reviewed.

Councilwoman Budney made a motion, seconded by Councilman Van Tassel and unanimously carried that the Monthly Minutes of February 7, 2013, are hereby approved as presented.

The Minutes of the Weekly Meeting of February 13, 2013, were reviewed.

Councilman Van Tassel made a motion, seconded by Councilwoman Montgomery and unanimously carried that the Weekly Minutes of February 13, 2013, are hereby approved as presented.

The Minutes of the Weekly Meeting of February 20, 2013, were reviewed.

Councilwoman Budney made a motion, seconded by Councilman Van Tassel and unanimously carried that the Weekly Minutes of February 20, 2013, are hereby approved as presented.

COMMITTEE REPORTS

CB – Councilwoman Montgomery reported that the Conservation Board met on February 13th to discuss a Wetlands Permit for Richard Neill, and Planning Board referrals for Lyons and the Friary at Graymoor.

RECREATION – Councilman Van Tassel reported that he and Councilman Merandy attended the February 26th meeting. Items discussed were the Senior brunch, which was well-attended. Councilman Van Tassel added that Amber Stickle, Recreation Director, reported that she was exploring the process of bringing the nursery school up to a certified program. Councilman Van Tassel further reported that the Theatre Board held a retreat to discuss finances and

future programs. Another item discussed was the installation of an additional security camera in the gym, upon which a resolution was passed to install the camera pending the legal opinion by the Town Attorney, which was received and will be discussed further. Next item was the exploration to form a committee to explore the possible renovation to the upper bathroom at the Recreation Center, upon which a motion was made and passed. The committee would consist of members of the Recreation Commission and Councilmen Van Tassel and Merandy. Next meeting of the Recreation Commission will be held on March 26th.

Councilman Van Tassel further reported that he met earlier with the Recreation Commission to interview two (2) candidates for the vacant positions on the Commission.

Councilman Merandy then reported on the boiler project. He stated that he had met with Jim Boorom, who was working on the specifications for the boiler, which should be completed around April 16th. Councilman Merandy stated that construction would begin around mid-May, with completion in early August 2013. Councilman Merandy would be meeting with Boorom and Recreation Director Stickle on Monday, March 11th.

Councilwoman Montgomery stated that senior trips to WalMart and Shop Rite were still being done.

RECYCLING – Councilwoman Budney stated that she had not had any word from Putnam County regarding a vendor for electronic pickup. She then deferred to Highway Superintendent Chirico, who reported that he was sure that a container had been delivered to the landfill that day. Superintendent Chirico stated that he would check with Putnam County to find out status. Superintendent Chirico further added that he would try to work out something with the contract regarding tonnage.

PLANNING BOARD – Councilwoman Montgomery reported that the Planning Board met on February 21st, at which time the following applications were discussed: Neill (Site Plan Application); Lyons Realty Co. (two-lot subdivision); SNK Farms (Minor site plan amendment and spec permit), and Quarry Pond (Site Plan approval).

ZONING – Councilman Van Tassel reported that the Zoning Board of Appeals met on February 11th, at which time the following was discussed: Lausca LLC appeal of notification of violation; James Gleich – Installation of a residential wind turbine 140' high. At this time the ZBA went into a Public Hearing on this topic. A representative from the turbine company gave a brief presentation describing the proposed turbine. The public hearing will continue on March 11, 2013.

HIGHWAY – No report.

BUILDING & LAND ACQUISITION – Supervisor Shea reported that he was still awaiting a response from the Veterans re: the Dahlia house, and also from the Garrison Volunteer Fire Department on Station 1 and the Depot Theatre.

GARRISON VOLUNTEER FIRE DEPARTMENT – Supervisor Shea stated that he met with the Chief and President of the Garrison Volunteer Fire Department regarding GVFD's desire to re-activate Station 1 for use as an operational firehouse. One of the issues was the storage of Depot Theatre costumes, which Supervisor Shea stated will be removed from Station 1 and re-stored at the Recreation Center. Supervisor Shea added that questions regarding this and the finishing of a bathroom in Station 2, was going to be done since there was no funding provided in the 2013 budget. Supervisor Shea added that the contract with the Town and GVFD states that the Town Board is to be notified, which they were not, so the Board needs to see their plan for this and where finances are coming from.

BUTTERFIELD LIBRARY - Gilliam Thorpe presented the March report. The report is on file in the Town Clerk's Office for anyone wishing to review.

TOWN OF PHILIPSTOWN

MONTHLY REPORT OF TOWN SUPERVISOR

MONIES RECEIVED AS OF MARCH 7, 2013

GENERAL & PART-TOWN FUNDS

Tax Collection C.V. Fire Co.	\$251,040.09
Tax Collection C.S. Fire Co.	62,692.95
Tax Collection NHFD	720,273.81
Tax Collection Garr. Vol. Fire	603,254.91
Justice Fee 1/13	6,869.10
T.C. Fee 1/13	369.19
T.C. Fee 1/13	497.00
Rec. Fees 1/13	47,360.65
Bank Interest	53.22
CTV 2012	18,631.00
CTV 2012	11,771.00
Bldg. Fee 2/13	7,197.00
Rec. Community Recycling	83.80
Put. Co. Mort. Tax	7,686.62
Quill Refund	41,98
Justice Fees 2/13	6,545.00

HIGHWAY FUND

Put. Co. Gas	\$443.68
Haldane School salt	123.80
Put. Co. Gas	1,218.35
Gen Funds Gas	18.45
Perma Workers Comp.	7,440.00
Bank Interest	145.28
NYS Fema	821.50

CONTINTENTAL VILLAGE WATER DISTRICT

Bank Interest \$1.05

CONTINENTAL VILLAGE PARK DISTRICT

Bank Interest \$20.82

AGENDA

1. Resolution awarding the Old Albany Post Road Reconstruction Project to Bilotta Construction as low bidder

Town Clerk Merando stated that this item would not be addressed at this time.

2. Code Enforcement Monthly Report

Town Clerk Merando read the Monthly Report.

3. Schedule Workshops/Meetings

No workshops or meetings scheduled. Supervisor Shea stated that he would try to set up something with the Veterans. Councilman Merandy will arrange a meeting with Jim Boorom regarding the boiler at the Recreation Center.

4. Any Other Business

Councilman Van Tassel stated that he spoke with the DOT regarding a resident's request regarding the timing of the traffic lights at Route 9 and 403 and Route 9 and Fishkill Road. Councilman Van Tassel reported that a crew was sent out and made some changes and now the traffic on Route 9 and Fishkill Road does not appear to be backed up as far in the evening.

Councilman Van Tassel added that Liz Armstrong brought to his attention that the project on Route 9D will be occurring at the same time as the Taconic State Parkway project. This would involve one (1) lane southbound on the Taconic between Peekskill Hollow Road and Bryant Pond Road. Councilman Van Tassel discussed this with the DOT and they looked at the data and they don't feel there will be a problem. However, if it becomes a problem, the DOT will alter as needed.

Highway Superintendent, Roger Chirico, stated that Putnam County was going to be working on Snake Hill Road and that the Town of Philipstown Highway Department was going to appeal regarding Indian Brook Road by Barbara DeSilva's home and that the County didn't want to give the Town the money for the work. He added that this road is going to be closed too as well as the lower end of Snake Hill Road. A truck will be placed on Upper Station Road – people are going to have to use Route 403 to get to the southern part of Indian Brook and Avery Roads – this will be the only access. He added that if there is going to be congestion on Route 9 and Route 9D, then there is going to be one (1) lane open in the summer. Superintendent Chirico stated that the Highway Department could be called in any day to find out if the County is going to give the Town the money for the work on Indian Brook Road. If the money is secured, then the Town will have to find the money. Superintendent Chirico stated that he already discussed with Supervisor Shea the possibility of floating a bond.

Councilwoman Montgomery reported that she, along with Recreation Director Stickle and Code Enforcement Officer Donohue, would be attending the FEMA training session at the Emergency Management Institute in Maryland the week of March 18th.

Councilman Van Tassel reported that the North Highlands Fire Department would be holding a Pancake Breakfast on Sunday, March 9th, and a Pizza Night on Friday, March 15th.

Town Clerk Merando stated that a resolution was needed to retain Michael Lambert, Esq., of Shaw, Perelson, May and Lambert, LLP, to represent the Town in CSEA negotiations.

RESOLUTION#

The following Resolution was presented by Councilman Van Tassel, seconded by Councilman Merandy, and unanimously carried;

RESOLVED, that the Town Board hereby retains Michael Lambert, Esq., of Shaw, Perelson, May and Lambert, LLP, to represent the Town in the CSEA negotiations at the hourly rate of \$190.00.

Councilwoman Budney reported that she received signs for all the cemeteries in Philipstown from the Putnam County Cemetery Association and asked

Superintendent of Highways Chirico if he could provide one man to help put up the signs. Superintendent Chirico responded positively.

Councilwoman Montgomery requested a minute to thank the local Town Boards & volunteers (Planning Board, Conservation Board, Zoning Board of Appeals), who have done a fabulous job. This came about due to some disparaging remarks made on-line regarding the Boards.

AUDIENCE

Supervisor Shea then stated that he would like to clarify things regarding the road issues, as things were snowballing and getting slightly out of control. Supervisor Shea added that the Town was dealing with two (2) distinct issues, one of which is the project at the lower end of Old Albany Post Road which was pretty fully _____, which involved a long process and was compromised on everybody's part - it was constantly back to the drawing board. The Town spent literally hundreds of hours negotiating what finally became the MOA with the conditions in there and everyone agreed to it. Supervisor Shea stated that being that the Town is thoroughly invested in that, the Town intended to honor the MOA; the Town welcomes input from the Old Road Society as far as their part in the MOA and as far as monitoring it, but he knows that it is in the Town's best interest; to maintain public trust and to get FEMA funding to do the work. He added that this is not the kind of thing the Town was going to ignore, as it would fly in the face of reason to ignore the MOA after investing so much time.

The second issue that Supervisor Shea discussed was the open question of how the Town was to address the issues on the remaining dirt roads, specifically a couple of spots that are ? problem spots, such as Saunders Hill where there have been wash-outs, as well as other sections. Supervisor Shea stated that there has been no determinations made – no secret meetings held – nothing, and these were open questions. He added that the Town has some opinions, as does Superintendent Chirico, but nothing was going to happen tomorrow and there was no large scale plan to pave any long section of dirt roads in Town at this time. Supervisor Shea remarked that he sees things that he feels are alarmists that are causing people sort of undue anxiety over this issue. He added that the Town Board would not just "hop to it – have a knee jerk and say, well, get the paver out and start paving the road." Supervisor Shea stated that nothing had been done for 10 years except for the end of Lane Gate Road in 2012, which was sort of at the request of the DOT. Essentially, between that and one apron of Avery Road, that is all that has happened in 10 years, and even when those things happen, it happens publicly - the Board has discussions meetings - nothing happens without public input in this Town. Supervisor Shea stated that he wanted people to feel comfortable in the fact that whatever decision finally is made, that there is going to be input. He mentioned that a forum was held that went on for a long time where people got to express their opinion about the issue and this would go on – the Town Board encourages that

– the Town Board is open to this. He added that a better project comes out in the end and people feel that they have been heard, they haven't been disrespected and, overall, that's what community is all about – having that sense of community. Supervisor Shea expressed that his one concern was that after having a 5-year ____? __ process of the project on the lower end , it feels like some people feel that this wasn't enough, but the Town has a signed agreement from the Old Road Society and the Town intends to honor that agreement. Supervisor Shea added that he wanted people to know that the Town was looking at two (2) separate issues and that there isn't a rush to judgment here as to what is going to happen with the other roads. Supervisor Shea then asked Highway Superintendent Chirico if he had any input to offer.

Highway Superintendent Chirico stated that he felt it all started we felt was cost effective ____? ___ whether I'm doing my job right and what is expected of me. Superintendent Chirico remarked that he has been in this business for a long time and he does things to the best of his ability and what is required of him, one of which is safe travel on town roads, which is his responsibility. He added that he intended to continue with his job regardless of whether the roads were paved or remained as dirt roads. Superintendent Chirico remarked that the issue here is that he was requested by the Town Board to present a 5-year plan on areas that were most costly to the Town and how an answer could be arrived at that would not be such a burden on the Highway budget. Superintendent Chirico presented the areas that he felt were the most costly and he and the Town Board looked at priority areas. Superintendent Chirico stated that he being in this field of business for 60 years had his opinions, though not having a degree, he felt that his reputation spoke for itself and stated that he would do the lower end of Old Albany Post Road. Superintendent Chirico remarked that the residents living at there have had problems long enough and the work on this has to happen.

Superintendent Chirico went on to address equipment stating how many graders and employees the town employed to maintain the dirt roads. He added that the Town now has to go to Columbia County to obtain Item #4, which is a material used for maintenance, as Dutchess County is now out of this material. Superintendent Chirico also stated that when it rains, he uses three (3) graders at one time and borrows one (1) up-loader from the County. Superintendent Chirico stated that the Town now has a condition where the frost is coming out of the ground and the only thing the Town can do is repair pot holes – road can't be cut or the town will be faced with serious problems. He also discussed the crowning of the roads in the winter from plowing.

Garrison resident, Glenn Lebwohl-Steiner addressed the Board stating that she thinks one of the issues that residents would like to clarify is whether the MOA was a part of the communication with Mr. Bilotta (Bilotta Construction), regarding this project. She added that she didn't think there was any question about that end of the road being paved and fixed or the safety and the ability of equipment

and Emergency Service vehicles to get in and out of there, and the safety of the residents. She thought that there may be some misinformation that people are running on and just wanted to clarify, not to hold up the process and not to question whether this was going to be done – the people know that it is going to be done and its been decided – it's happening. The question is whether the MOA, which all of this work was done to finally get to that point, was a part of the communication so that everybody continues to have input as the Town proceeds ahead with that south end of the road.

Highway Superintendent Chirico asked if he could respond and stated that usually the way it works is to start with an MOA – but it's a pre-construction meeting that is held. Superintendent Chirico added that it was agreed that the road would be moved over so that they wouldn't go near the historic site. This was all in the MOA and if the contractor goes out in the field and he works to where the guidelines are, which is the State's centerline to get to the road, it tells him he is not in the area of where the restricted historic sites were. Superintendent Chirico stated that this was the way it has always been done – it's done prior to every project done by the Highway Department – a preconstruction meet is held – the contractor goes to what is on the specifications and has no reason to go where he doesn't belong. If the contractor works off the state's centerline of the road – they're all out there - ? reset the stakes from where they are. ? , that's all part of the MOA Superintendent Chirico stated he wanted the project to happen.

Superintendent Chirico then addressed the e-mails/conversations that were going back and forth and stated that this was not the best way and doesn't help. He added that in no way did the Town want to renege on FEMA's money – that if the Town doesn't work to the MOA, the Town was not going to get paid. Superintendent Chirico added that the grant took seven (7) years to obtain.

Supervisor Shea stated to answer the question definitively yes, the MOA will be part of the future bids.

Glenn Lebwohl-Steiner responded that it will be part of future bids, but the question was – was it part of the bid with Bilotta?

Supervisor Shea stated that he didn't think the MOA was attached, but all the specifications that were in the MOA were in the bid.

Andy Galler: I went through the bid – I'm not an engineer, but I have been involved in enough building projects. I went through the bid sideways and forwards and there was two (2) little blurbs about the MOA and then an addendum went out on the 14th – basically, the addendum that was in it in terms of the addendum was a rendering of the law, as well as, on the plan, sort of a vague description of where the road could not be widened. He went on to say that the MOA has a lot more in it – it talks in big terms about whether the Town

should pave or look at some other type of surface, which he believes the Town didn't do; it talks about an archeological survey, which he didn't believe was done. Supervisor Shea interrupted and stated that the State conducted an archeological survey. The audience member responded that there was nothing in the file regarding that. Supervisor Shea then stated that the Town doesn't have the State's archeological study. The audience member replied that what he saw in the files was a guidance of where the Town could look. Supervisor Shea responded that the Town did not look – the Town did not conduct that survey – the State conducted that survey.

Highway Superintendent Chirico stated that if the Town didn't have that survey, the Town wouldn't be where they are. Audience Member replied, OK, but most importantly, the MOA, as well as a clarification to bidder, is a major part of the project – they are working in a historic area – this is not a standard paving project. The deletion of that is why a lot of residents were up in arms.

Supervisor Shea responded, going forward you have heard it from the Highway Superintendent – you have heard it from the Town Board – everyone agrees – yes, the MOA will be attached to the bid specifications.

Councilman Merandy remarked that he thought an important part of this is when the Town Board had a meeting, which started out that the Board was going to be acting in good faith - that now, the Board is hearing about e-mails, people contacting the contractor. Councilman Merandy stated that this and people not coming to the Board was troublesome and that this was not the way to have communications work properly or for the Board and residents to work together. Councilman Merandy stated that he agreed that maybe it was vague and he didn't look through the whole thing, but sometimes things are on prints or they are written in text, so, he was not sure where that is but the Board was addressing that. Councilman Merandy added that it was his thought that if residents and the members of the Town Board were going to communicate and work together, that there was a chain of command and Supervisor Shea was the person responsible as well as the Town Board members and Highway Superintendent Chirico, who should come up with a compromise or work on this. Councilman Merandy stated that a compromise should be sought not go and talk to the contractor, as he felt this wasn't proper. The main things is, was the contractor aware of this, which is the Board's responsibility to address. His feeling was that this would give the Board more confidence that they are working for the same goal, which he feels they are.

Garrison resident, Terry Zaleski, stated that given that there was only 4 or 5 days left before this contract was ready to be awardeded, he though that the appropriate actions that were taken by the Old Road Society was taken with due prudence. Supervisor Shea asked, "in lieu of a phone call?"

Mr. Zaleski stated that phone calls were made but not returned. Supervisor Shea stated that he did not receive any phone calls. Mr. Zaleski replied that calls were made to the Town Engineer and to Supervisor Shea's office but were never returned. Mr. Zaleski added that as of Sunday, a conscious decision was made that we wanted to give the Board and all it's members an advanced notice before they reached out any further regarding this. Again, Supervisor Shea, stated that he did not receive any phone calls from Mr. Zaleski last week. Supervisor Shea responded that the only phone call he received was after Mr. Zaleski spoke with the contractor and that is when he received notice that this happened. Mr. Zaleski continued to discuss the Memo of Agreement and the specific terms that needed to be included in the body of every contract that is done by the Town, that the person responsible for developing the specifications needed to take a look back at the MOA before it goes out to bid. He also discussed the section contained in the MOA that addressed a surface created more closely resembling a gravel surface. Supervisor Shea stated that rather than calling the contractor to call the Town Board or the Highway Department to find out about the surface, at which point Mr. Zaleski stated that he didn't feel that Supervisor Shea would not have known that, at which time Supervisor Shea stated that he did know that and would have known the intent.

Councilman Van Tassel asked Mr. Zaleski who at Bilotta Construction he discussed the surfacing. Mr. Zaleski responded that he spoke with Joseph Bilotta, the principle, who informed him that he was personally involved in developing their bid response. After further discussion, Mr. Zaleski stated that the Old Road Society had no qualms about moving forward with the project and just wanted to Memo of Agreement to be implemented properly.

Mrs. Lebwohl-Steiner stated that what the Old Road Society was concerned about tonight was that a contract was going to be signed with Mr. Bilotta's firm and that the MOA would not have been a specific part of what was understood to be the parameter of the project. Mrs. Lebwohl-Steiner added that she was looking for a yes or no answer on whether communication took place with Mr. Bilotta so that the project could move forward and anybody that comes forward and says "this wasn't being...." they could say "no," it was dropped out – it was a mistake but we can move forward in good faith from here.

Highway Superintendent Chirico spoke about the pre-construction meeting and the parameters the contractor needed to work from. He also discussed the use of rough binder and the more that's put into the project, the more problems the Town was going to have.

Mrs. Lebwohl-Steiner stated that the Old Road Society didn't want to go any further than to have the MOA by attached to whatever goes forward.

Carlos Salcedo of Old Albany Post Road North, addressed the Board stating that the Board had extended itself way beyond anything, and questioned when is

enough enough? He addressed safety and the costs of delaying this project. Mr. Salcedo felt that everyone has operated in good faith and called on the Town Board to continue on the project – that he didn't want to be here another six (6) months from now discussing the same project.

Robert Dee of Old Albany Post Road questioned the Old Road Society stating that they wanted this project to go forward. He stated that this project has been going on for five (5) years and was hoping it was going to start – all he has ever heard from the Old Road Society was obstruction and that all of a sudden, the "rock" became historical. He added that he was presented with the engineer informed the Old Road Society that the section of road had to be paved. He added that he feels that the project should be moved forward.

Andy Galler stated that more than the attaching of the MOA needed to be done and went on to discuss the preparation of the contract documents. Highway Superintendent Chirico stated that the possibility of hiring an Engineer was discussed – someone who would spend all day at the construction site as an inspector, possibly being paid for by FEMA. Superintendent Chirico felt that this would solve a lot of problems.

Councilman Van Tassel stated he was still confused as to the Old Road Society – 3 or 2 of these people say attach the MOA and Mr. Galler feels that more than that is needed. Councilman Van Tassel added that he was wondering who was in charge of the group and stated that he would like to get a commitment right now to say if the MOA is attached to the bid specifications and the bid goes out – the Town gets a bidder and gets into contract – that this discussion was over – and as long as the MOA is followed, which it will be, that there will be no issues, problems or delays, no obstructions to the equipment or the contractor or Town. This was a commitment that Councilman Van Tassel was looking for and wanted this to be the end of the discussion.

Supervisor Shea stated that he understood the need for clarity and the Board understood the importance of picking out critical details that were part of the MOA to be included in the contract document. Supervisor Shea added that moving forward – going ahead – get documents redrafted – have the MOA attached, but have certain sections that are critical, attached as part of the contract document itself.

Discussion continued with Sandy Saunders speaking of the erosion of the roads because driveway culverts were not adequate, on which Supervisor Shea disagreed, stating that when the Board was down there after the initial storm, there was a 6' rift down the center of that road.

Councilwoman Montgomery stated that the Board needed to re-evaluate the way bids are handled adding that the Town should consider going back to the old

methods of calling the members when bids were opened so that the Board members could be in attendance.

County Legislator Scuccimarra informed the Town Board that the County had passed a bill to ban fracking waste on County roads and were encouraging all municipalities to follow their lead. Supervisor Shea responded advising Legislator Scuccimarra that the Town was presently in the process of drafting such a law.

Legislator Scuccimarra expressed her apologies to Councilwoman Montgomery in not responding to her e-mail sooner. Councilwoman Montgomery informed the Board that she had contacted all the County Legislators regarding the monies being spent for the national county golf course (\$233,000 this year; \$110,000 next year; \$100,000 or more the year after). Councilwoman Montgomery addressed the senior situation on this side of the County and the promised satellite service that was promised.

Highway Superintendent Chirico and Legislator Scuccimarra discussed the Manitou Road repair. Since three different entities were involved with the area in question, the Town, OSI and the County, it was decided that a meeting would be arranged.

An audience member questioned Supervisor Shea about the hiring of a Langen Engineer. Supervisor Shea responded that he was awaiting word about meeting with someone who could take a look at the project in question.

VACANCIES

Supervisor Shea stated that two (2) candidates, Joel Conybear and Shannon O'Sullivan, had applied for the Recreation Commission position and that the Commission had recommended the appointment of Mr. Conybear. Councilman Merandy added that the Commission was interested in contacting Ms. O'Sullivan and offer her the opportunity to join The Friends of Philipstown.

RESOLUTION#

The following Resolution was presented by Councilman Merandy, seconded by Councilman Van Tassel, and unanimously carried;

RESOLVED, that the Town Board hereby appoints Joel Conybear a member of the Recreation Commission to fill the position of Seth Dinitz, term to expire September 1, 2013.

Recreation Commission (0) CV Park District Advisory Committee (3) CV Water District Advisory Committee (3)

Councilman Van Tassel stated that there is a possible candidate for the Continental Village Water District Advisory Committee, who would be contacting Superintendent, Ralph Bassignani to discuss.

APPROVAL OF VOUCHERS

Councilwoman Montgomery made a motion, seconded by Councilwoman Budney, and unanimously carried that the General Vouchers in the amount of \$973,629.78 are hereby approved as set forth in Abstracts 2A & 3

Councilwoman Budney made a motion, seconded by Councilman Van Tassel, and unanimously carried that the Highway Vouchers in the amount of \$99,023.08 are hereby approved as set forth in Abstract 2A & 3.

Councilwoman Montgomery made a motion, seconded by Councilwoman Budney, and unanimously carried that the CV Park District Vouchers in the amount of \$2,563.87 are hereby approved as set forth in Abstracts 2A & 3.

Councilwoman Budney make a motion, seconded by Councilwoman Montgomery, and unanimously carried that the CV Water District Vouchers in the amount of \$7,473.42 are hereby approved as presented in Abstracts 3.

There being no further business to discuss, Councilwoman Budney made a motion, seconded by Councilwoman Montgomery, to close the Town Board Monthly Meeting at 9:09 p.m.

Respectfully submitted by,

Joan B. Clauss Deputy Town Clerk

${\tt Philipstown} \textbf{Recreation} \\ {\tt Department}$

Memorandum

To: Richard Shea, Town Supervisor

CC: Town Board

From: Amber Stickle, Recreation Supervisor

Date: April 1, 2013

Re: Landscaping

The Recreation Commission would like to recommend hiring Marc's landscaping for the 2013 season. I received two separate estimates and attached them both for you to review. Over the course of the season, Marc's Landscaping will be the cheapest option for the town at \$7230.

Please let me know if you have any additional questions.





MARC'S LANDSCAPING Marc Manzoeillo

"The best in the area

March 25, 2013

2013 PROPOSAL

Glass Bury Court Route 9 Cold Spring, NY 10516

Cutting of all grounds:

- Surrounding LameWater Shed
- Dog Run
- Either side of entrance facing Route 9
- 10 (Ten) cuts for the year

Philipstown Park

Cutting of grass at the following locations:

- 3 soccer fields (18 cuts per season)
 Cold Spring Town Hall (17 cuts per season, weeding & pruning included)
- Cold Spring VA (15 cuts per season, weeding & pruning included)
- House that is owned by Town Hall (15 cuts per season)

TOTAL: \$7,230.00 8 Monthly payments starting May 1, 2013 = \$903.75 Thank you for your business!



Phone: (845) 206-2527 mrmtruck@yahoo.com

p.o. box 346, cold spring, ny 10516

Todd August Landscaping Po Box 26, Garrison, NY 10524

Amber Stickle
Philipstown Recreation Department
107 Glenclyffe Drive, Garrison, NY 10524

Estimate:

Please review the estimate schedule and agreement and confirm that it accurately reflects the services that I will provide to you. If you would like any changes, please don't hesitate to contact my office at (845)222-0676 during usual business hours Monday – Friday 9 AM – 5 PM.

Quarry Pond:

Mow all grass around the pond and surrounding area, trim grass in any areas necessary around dog run, blow off walkway of grass clippings and debris. \$300 per cutting.

Philipstown park:

Mow all fields, entrance to park, trim grass in any necessary areas around buildings, parking lot, basketball court, trees etc. Blow off any debris from basketball court:

\$325 per cutting.

VFW:

Mow grass, trim grass in any necessary areas, blow off debris from all walkways: \$25 per cutting.

Town Hall:

Mow grass, trim grass in any necessary areas, blow off debris from all walkways: \$25 per cutting.

TOTAL: \$675.00

Thank you in advance for your time and consideration for the lawn maintenance contract. Please do not hesitate to contact me with any questions you may have.

Sincerely,

Todd August

NELSONVILLE FISH AND FUR CLUB

36 PARSONAGE STREET

COLD SPRING, N.Y. 10516

March 14, 2013

RE: "KID'S FISHING DAY" (MAY 5, 2013)

Dear Friends:

On Sunday May 5, 2013, we have issued an invitation to every kid in Philipstown to come to the lower reservoir on Fishkill Road, to have a day of fun catching fish. We plan to put about \$1,000.00 of good sized trout into the reservoir with the largest being about 18 inches. The little kids (5 and under) will be fishing the catch-basin leading into the reservoir, where we will have stocked special fish for them. As usual, hot dogs, soda and pizza will be served all day at no cost. In addition, fishing gear will be given out to the kids during the day.

This letter is a request for your financial aid or fishing gear to help this event be a splendid day for the kids and their families.

Any contribution from you would be welcomed.

Thank you in advance.

Ed Mancari

3 Paulding Avenue

Cold Spring, N. Y. 10516

Ed Mancan

(845) 265-2412

PUTNAM COUNTY REAL PROPERTY TAX SERVICE CONTRACT

AGREEMENT MADE THIS 11TH DAY OF MARCH BETWEEN: THE TOWN OF PHILIPSTOWN REFERRED TO AS THE TOWN AND THE COUNTY OF PUTNAM HAVING ITS PRINCIPAL PLACE OF BUSINESS AT 40 GLENEIDA AVENUE, CARMEL, NEW YORK 10512, HEREINAFTER REFERRED TO AS COUNTY.

THE PARTIES HEREIN AGREE AS FOLLOWS:

- 1) THE COUNTY SHALL PREPARE THE TENTATIVE ASSESSMENT ROLL, FOR THE CALENDAR YEAR OF 2013 AND HAVE IT AVAILABLE ON THE COUNTY WEBSITE TO COMPLY WITH RPTL §1591
 - 2) EVERY TRANSFER OF PROPERTY, CHANGE OF ADDRESS, DESCRIPTION OR VALUATION, SPECIAL FRANCHISE, PUBLIC UTILITY, SHALL BE DATA ENTERED BY ASSESSOR OF TOWN OR DESIGNATED STAFF MEMBER.
 - 3) AFTER CLOSING OF THE BOOKS ON MARCH 1st, ALL CHANGES SHALL BE ENTERED ON OR BEFORE <u>APRIL 15th</u> BY THE TOWN, THIS IS ESSENTIAL SO THAT THE TENTATIVE ASSESSMENT ROLL IS RUN FOR THE MAY 1st DEADLINE.
 - 4) ALL GRIEVANCE CHANGES, CORRECTION OF CLERICAL ERRORS, & UNLAWFUL ENTRIES SHALL BE APPROVED BY THE BOARD OF ASSESSMENT REVIEW AND ENTERED BY THE TOWN INTO THE REAL PROPERTY SYSTEM, BACKED UP AND BROUGHT TO THE REAL PROPERTY TAX SERVICE AGENCY NO LATER THAN JUNE 17th. FOR FINAL ROLL PROCESSING.
- 5) ALL CHANGES FOR THE SCHOOL TAX PROCESSING SHALL BE SUBMITTED BY **AUGUST 9TH**.
- 6) ALL CHANGES FOR COUNTY AND TOWN TAX ROLLS SHALL BE SUBMITTED BY THE TOWN ON OR BEFORE **NOVEMBER 18th**.
- 7) ALL UNPAIDS TO BE MANUALLY ENTERED BY THE COUNTY MUST BE SUBMITTED BY **NOVEMBER 1**ST, RPSV4 MERGEABLE FILES MUST BE SUBMITTED BY **NOVEMBER 18**TH.
- 8) A SEPARATE AGREEMENT SHALL BE NEGOTIATED FOR THE PROVISIONS OF RPTL §1537, OPTIONAL COUNTY SERVICES.

PRICE FOR THE PREPARATION OF THE FOLLOWING IS \$ 0.50 PER PARCEL:

- 1) TENTATIVE ASSESSMENT ROLL (2 COPIES*) AND ASSOCIATED REPORTS, COA'S
- 2) FINAL ASSESSMENT ROLL (2 COPIES*)
- 3) TAX ROLL (2 COPIES*)
- 4) HARD & SOFT BINDERS FOR ROLLS
- 5) BANK CODE LISTINGS
- 6) APPORTIONMENT OF SPECIAL FRANCHISE
- 7) 1 SET OF TAX BILLS IN ENVELOPES
- 8) RPS 145D1,155D1 & 160D1 TAX EXTRACTS
- 9) TAX MAP BOOK FOR THE INDIVIDUAL TOWN
- 10) DATA ENTRY FOR PRO-RATAS
- 11) 1 SET TAX MAPS 24" x 36"

UNPAID WATER, SEWER, OR OTHER UNPAIDS WILL BE CHARGED A FEE IN THE AMOUNT OF 50.00 PER HUNDRED IF THE DATA HAS TO BE MANUALLY ENTERED, OR IF TAX MAP NUMBERS PROVIDED IN COMPUTER FORMAT ARE INVALID.

IF ANY ADDITIONAL SPECIAL DISTRICT ROLLS ARE REQUIRED THE TOWN WILL BE CHARGED A FEE OF 0.01 PER PARCEL.

IF ANY INSERTS ARE REQUESTED THE TOWN WILL BE CHARGED A FEE OF 0.01 PER ENVELOPE.

*.02 PER PARCEL WILL BE DEDUCTED IF ONE (1) COPY OF EACH ROLL IS REQUESTED INSTEAD OF TWO (2)

THE TOWN OF PHILIPSTOWN 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:

IN WITNESS WHEREOF, THE PARTIES HAVE EXECUTED THIS AGREEMENT IN NEW YORK, ON THE DATE HEREIN ABOVE SET FORTH.

READ AND APPROVED BY:

MaryEllen Odell County Executive	_DATE:	Lisa A. Johnson County Director, R.P.T.S.A	_DATE: <u>3/1/13</u>
William J. Carlin Commissioner of Finance	_DATE:	Jennifer S. Bumgarner County Attorney	_DATE:
Adrienne Spadaccini Risk Manager	_DATE	Richard Shea Town Supervisor	_DATE:

Mr. Frederick Osborn III

Post Office Box 347 Garrison, NY 10524-0347

Tel: 845-424-3683; Fax: 845-424-8338; Cell: 914-672-3919; email: osbornf@aol.com

Richard Shea, Supervisor Town of Philipstown 238 Main Street Cold Spring, NY 10516

Dear Richard:

Monday 25th March 2013

I hope you had a splendid holiday!

I have been asked by some good friends to officiate at their wedding at The Garrison on Saturday 27th July 2013.

I have conducted weddings in Maine and Vermont, where it is a matter of paying a fee and receiving a certificate for a one-time authorization. But New York has stricter rules.

Bob Elliott, former Mayor of Croton, told me that a town can appoint someone to be a "Marriage Officer;" I called Tina Merando today and she confirmed that its possible. She suggested I write you and seek such permission.

If it makes any difference, I was appointed by Governor Paterson as a Commissioner for the Taconic Region of the NY State Office of Parks, Recreation, and Historic Preservation, so I could be considered a "State Official."

Thanks for your consideration.

Sincerely,

Frederick Osborn III

bed

cc: Tessa Epstein and Colin Dooley

Project 3/24/13



TOWN OF PHILIPSTOWN

238 Main St. P.O. Box 155 Cold Spring, NY 10516

RICHARD SHEA, SUPERVISOR

(845) 265-3329

BETTY BUDNEY, COUNCILWOMAN JOHN VAN TASSEL, COUNCILMAN NANCY MONTGOMERY, COUNCILWOMAN DAVID MERANDY, COUNCILMAN

MEMORANDUM

To:

EDWARD W. DOYLE

Town Board Members

From:

Tina M. Merando

Town Clerk

Subject:

Code Revisions

Date:

March 28, 2013

Nancy had noticed that the Code didn't reflect the new Town Board Meeting start up time at 7:30 p.m. I further researched meeting schedules and times. I have attached Town Board Resolutions for your review. The Code still indicates that the Town Hall is opened on Saturdays, and the hours of operations for the Town Hall are listed as 9:00 a.m. until 4:30 p.m. Town Board Meetings still indicate start time as 8:00 p.m. instead of 7:30 p.m.

In 1983, the town passed a resolution stating that the Planning Board would meet at 8:00 p.m. at the Town Hall. The Town Board should pass a resolution changing that time to 7:30 p.m.

There is also a discrepancy with regard to the Zoning Board of Appeals, in 2007, their meetings were changed from the first and third Monday to the second and fourth Mondays, however, they have only been meeting once a month. In an effort to end any confusion for residents, I think this should be clarified as to whether they meet once or twice a month.

CC:

file

6. Appointments to the Conservation Advisory Council.

RESOLUTION #192-05

The following Resolution was presented by Councilman Shea, seconded by Councilwoman Budney and unanimously carried;

RESOLVED, that the Town Board hereby appoints Andrew Galler to serve as a member of the Conservation Advisory Council, whose term will expire March 3, 2006.

RESOLUTION #193-05

The following Resolution was presented by Councilman Hosmer, seconded by Councilwoman Budney and unanimously carried;

RESOLVED, that the Town Board hereby appoints John Sussmeier to serve as a member of the Conservation Advisory Council, whose term will expire March 3, 2006

RESOLUTION #194-05

The following Resolution was presented by Councilman Shea, seconded by Councilwoman Budney and unanimously carried;

RESOLVED, that the Town Board hereby appoints Eric Lind to serve as a member of the Conservation Advisory Council, whose term will expire March 3, 2006

RESOLUTION #195-05

The following Resolution was presented by Councilman Hosmer, seconded by Councilwoman Budney and unanimously carried;

RESOLVED, that the Town Board hereby appoints Matthew Mastrantone to serve as a member of Conservation Advisory Council, whose term will expire March 3, 2006.



7. Resolution establishing the monthly meeting of the Conservation Advisory Council, which will be held the second Tuesday of every month at 7:30 p.m., at the Town Hall.

RESOLUTION #196-05

The following Resolution was presented by Councilman Shea, seconded by Councilwoman Budney and unanimously carried;

RESOLVED, that the monthly meeting of the Conservation Advisory Council be held on the second Tuesday of every month at 7:30 p.m., at the Town Hall, 238 Main Street, Cold Spring, New York.



RESOLVED, that the regular monthly meeting of the Town Board of the Town of Philipstown be held at 8:00 p.m. on the first Thursday of each month, except when the same falls upon a legal holiday, in which case the Regular Monthly Meeting shall be held upon the following Thursday or such day as shall be determined by the Town Board at the regular meeting preceding such legal holiday.

RESOLUTION # 17-05

The following Resolution was presented by Councilman Hosmer, seconded by Councilman Brower and unanimously carried;

RESOLVED, that the items for the regular Town Board agenda must be submitted no later that the Friday preceding the first Thursday of the month.

RESOLUTION # 18-05

The following Resolution was presented by Councilwoman Budney, seconded by Councilman Shea and unanimously carried;

RESOLVED, that the Town Board may hold monthly meetings at various locations in the Town.

RESOLUTION #19-05

The following Resolution was presented by Councilman Shea, seconded by Councilwoman Budney and unanimously carried;

RESOLVED, that the Town Board may meet every Wednesday evening at 7:30 p.m. at the Town Hall, 238 Main Street, Cold Spring, New York to discuss and act upon such business as may come before the Board.

RESOLUTION # 20-05

The following Resolution was presented by Councilman Hosmer, seconded by Councilman Brower and unanimously carried;

RESOLVED, that the Putnam County News & Recorder is designated as the official Town newspaper.

RESOLUTION #21-05

The following Resolution was presented by Councilman Shea, seconded by Councilwoman Budney and unanimously carried;

RESOLVED, that the firm Bennet, Kielson, Storch and DeSantisa and Company are appointed Town Auditors at an amount not to exceed the 2005 budget.

RESOLUTION # 22-05

17

The following Resolution was presented by Councilwoman Budney, seconded by Councilman Brower and unanimously carried;

1. Resolution appointing Loriann Merrigan to the position of Part-time Justice Clerk at the salary set forth in the 2007 budget commencing January 29, 2007

RESOLUTION #69-07

The following Resolution was presented by Councilwoman Budney, seconded by Councilman Shea and unanimously carried;

RESOLVED, the Town Board hereby appoints Loriann Merrigan to the position of Part-time Justice Clerk at the salary set forth in the 2007 budget commencing January 29, 2007

2. Resolution appointing Justine Bruno as Secretary to the Continental Village Park District at the salary set forth in the 2007 budget.

RESOLUTION #70-07

The following Resolution was presented by Councilwoman Budney, seconded by Councilman Shea and unanimously carried;

RESOLVED, the Town Board hereby appoints Justine Bruno as Secretary to the Continental Village Park District at the salary set forth in the 2007 budget.

3. Resolution including Patti Pelican as an additional driver that shall be compensated for the use of her automobile in the performance of her official duties at the rate of \$0.26 per mile.

RESOLUTION #71-07

The following Resolution was presented by Councilwoman Budney, seconded by Councilman Shea and unanimously carried;

RESOLVED, the Town Board hereby includes Patti Pelican as an additional driver that shall be compensated for the use of her automobile in the performance of her official duties at the rate of \$0.26 per mile.

4. Resolution changing the meeting schedule for the Zoning Board of Appeals from the first and third Monday of every month to the second and fourth Mondays' of each month. youing Board 2-1-07

RESOLUTION #72-07

The following Resolution was presented by Councilman Brower, seconded by Councilman Shea and unanimously carried;

RESOLVED, the Town Board hereby changes the meeting schedule for the Zoning Board of Appeals from the first and third Monday of every month to the second and fourth Mondays of each month.

5. Code Enforcement Monthly Report.

MONTHLY TOWN BOARD FEBRUARY 6, 1997

RESOLUTION #60-97

The following Resolution was presented by Councilman Rosario, seconded by Councilwoman Budney and unanimously adopted:

Resolved, that Supervisor Mazzuca is authorized to sign the Employment Contract between the Town of Philipstown and the County of Putnam for the position of outreach worker.

6) Amendment to Alternate Veterans Exemption

Town Clerk McGrath read a letter dated 1/6/97 from Gary Ritchie, Chairman of the Board of Assessors. Mr. Ritchie asked the Town Board to decide if they wanted to increase the maximum amounts for the categories of the alternate veteran's exemption. The Town now allows the statutory maximums (wartime \$12,000, combat 20,000.00 and disabled 40,000.00). The Town has the option of increasing that to \$15,000, 25,000, 50,000 or to the maximum which is 18,000, 30,000, 60,000.

Town Attorney Doyle advised the Board that because there are three members of the Board receiving veterans exemptions, they would have to act on this with disclosure because if all recused themselves, the Board would not be able to act.

Town Attorney Doyle was asked to draft a local law using the Level 2 maximum amounts which are (wartime 18,000, combat 30,000, disabled 60,000).

- 7) Town Clerk McGrath to discuss the following:
- a) Eliminate the Town Clerk's Office from being open on Saturdays in January to collect taxes.

Town Clerk McGrath said that the Clerk's office was open this January on Saturday from 9:00 a.m. to 12:00 p.m. and that the total taxpayers served during the four Saturdays was 11. He researched other Town's and no one is open on Saturday. He asked the Town Board for a resolution closing the Town Clerk's Office for the Saturdays in January.



RESOLUTION #61-97

The following Resolution was presented by Councilman Merante, seconded by Councilman Rosario and unanimously passed:

Resolved, that the Tax Collectors Office discontinue Saturday office hours for the month of January.

b) Resolution to add \$2.00 service charge on second notice

MONTHLY TOWN BOARD SEPTEMBER 5, 1996

exact cost. She will also look into the permitting process and report the information to the Town Board.

Item #5: Putnam County Household Hazardous Waste clean up day.

Town Clerk McGrath read a letter from Bruce Foley, acting Public Health Director. Mr. Foley advised that the Hazardous Waste clean up day is scheduled for October 19, 1996 at the Putnam County Fire Training Center. He asked the Town of Philipstown to contribute \$1,000.00 to the funding of this project.

RESOLUTION #170-96

The following Resolution was presented by Councilman Rosario, seconded by Councilwoman Budney and unanimously adopted.

Resolved, that the Town of Philipstown contribute \$1,000.00 to the Putnam County Department of Health to assist in the funding of the Hazardous Waste clean up day.

The Town Board will approach the County about having the clean up day in Philipstown next year.

Item #6: Town Clerk to address the Town Board regarding the Town Hall Office hours.

Town Clerk McGrath addressed the Board. He stated that from June 3, 1996 to September 3, 1996 the Town offices were on a summer schedule. They opened at 8:30 A.M. and closed at 4:00 P.M. The survey of activity showed that there is more activity from 8:30 to 9:00 than from 4;00 to 4:30. He asked the Town Board to consider keeping the summer schedule for the Town Clerk's Office, Recreation Department and the Supervisor's Office.

The new schedule would also alleviate the problem of people going to the recreation department and having to walk through the court proceedings on Monday and Wednesday.

X RESOLUTION #171-96

Councilman Merante made a motion, seconded by Councilwoman Budney and unanimously adopted:

Resolved, that the hours of operation for the Town Clerk's Office, the Recreation Department, and the Supervisor's Office are 8:30 A.M. to 4:00 P.M. Monday thru Friday effective 9/16/96.

Item #7: Building Department request to transfer funds.

The Building Department had submitted a memo to the Town

REORGANIZATION MEETING January 5, 2012

Kevin Donohue and Robert Emerick and Supervisor's Office personnel, Susan Kenney and Dottie Turner, Recreation personnel Amber Stickle, Karen Virgadamo, Walter Guzman, Richard Stuart, Margaret Parr and Susan Richardson and other persons authorized by the Town Board.

RESOLUTON #3-2012

The following Resolution was presented by Councilman Van Tassel, seconded by Councilwoman Montgomery and unanimously carried;

RESOLVED, that the following shall be compensated for use of their automobiles in the performance of official duties at the rate of \$0.40 per mile.

Supervisor Shea, Councilwomen Montgomery and Budney, Councilmen Van Tassel and Merandy, Assessor, Brian Kenney, Town Clerk Merando, Code Administrators, Kevin Donohue and Robert Emerick and Supervisor's Office personnel, Susan Kenney and Dottie Turner, Recreation personnel Amber Stickle, Karen Virgadamo, Walter Guzman, Richard Stuart, Margaret Parr and Susan Richardson and other persons authorized by the Town Board.

4. Resolution needed scheduling the Town Board Monthly Meeting be held at 7:30 p.m., at the Town Hall, 238 Main Street, Cold Spring, NY, on the first Thursday of each month, except when the same falls upon a legal Holiday, or due to extenuating circumstances, in which case the Regular Monthly Meeting shall be held upon the following Thursday or such day as shall be determined by the Town Board at the regular meeting preceding such legal Holiday.

RESOLUTION #4-2012

The following Resolution was presented by Councilwoman Budney, seconded by Councilman Merandy and unanimously carried;

RESOLVED, that Town Board Monthly Meeting be held at 7:30 p.m., on the first Thursday of each month, except when the same falls upon a legal Holiday, or due to extenuating circumstances, in which case the Regular Monthly Meeting shall be held upon the following Thursday or such day as shall be determined by the Town Board at the regular meeting preceding such legal Holiday.

5. Resolution needed declaring that items for the regular Town Board Agenda must be submitted no later than the FRIDAY PRECEDING THE FIRST THURSDAY OF THE MONTH.

RESOLUTION #5-2012

The following Resolution was presented by Councilman Van Tassel, seconded by Councilwoman Montgomery and unanimously carried;

RESOLVED, that the Town Board hereby declares that items for the regular Town Board Agenda must be submitted no later than the **FRIDAY PRECEDING THE FIRST THURSDAY OF THE MONTH**.

RESOLVED that the Town Clerks office discontinue Saturday office hours effective June 18, 1994 with the provision that the Town Clerk report back to the Town Board within eight weeks with any complaints received because of the closure and,

BE IT FURTHER RESOLVED that the Town Clerks Office will be open every Saturday in January from nine a.m. until twelve o'clock noon to accommodate the payment of taxes.

Roll Call Vote:

Councilman Engelbride nay
Councilman Rosario aye
Councilman Hosmer aye
Councilwoman Budney aye
Supervisor Mazzuca aye

Resolution passed by majority vote.

Item #5: Cooleys Weed Harvesting Contract

RESOLUTION #98-94

The following Resolution was presented by Councilwoman Budney, seconded by Councilman Hosmer

RESOLVED that supervisor Mazzuca is authorized to sign an agreement with Cooley's Weed Harvesting for weed harvesting services in Cortlandt Lake at a cost of \$3250.00

Roll Call Vote:

Councilman Engelbride aye
Councilman Rosario aye
Councilman Hosmer aye
Councilwoman Budney aye
Supervisor Mazzuca aye

Resolution passed by unanimous vote.

Item #6: Continental Village Recreation Area Bids

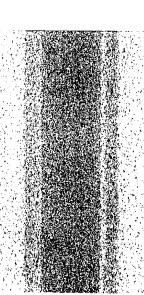
Town Clerk McGrath explained there was a discrepancy in the latest bid documents that were circulated and it necessitated rejecting all bids and rebidding the project.

<u>RESOLUTION</u> #99-94 The following Resolution was presented by Councilwoman Budney, seconded by Councilman Hosmer

RESOLVED that due to a discrepancy in the bid documents, the Town of Philipstown rejects all bids submitted for the Continental Village Recreation Area Development.

Roll Call Vote:

Councilman Engelbride aye
Councilman Rosario aye
Councilman Hosmer aye
Councilwoman Budney aye



Supervisor Mazzuca

aye

Resolution passed by unanimous vote.

Councilman Rosario requested that it show in the record that this is an interim solution to a specific Zoning problem.

Item #3: New contract with groundskeeper.

Town Clerk McGrath noted that Michael Dahlia, our groundskeeper, has been employed by the Town of Philipstown for the last seven years and has done an excellent job.

RESOLUTION #96-94

The following Resolution was presented by Councilman Rosario, seconded by Councilwoman Budney

RESOLVED, that Supervisor Mazzuca be authorized to sign the contract with Michael Dahlia for groundskeeping services.

Roll Call Vote:	Councilman Engelbride	aye
	Councilman Rosario	aye
	Councilman Hosmer	aye
	Councilwoman Budney	aye
	Supervisor Mazzuca	aye

Resolution passed by unanimous vote

Item #: Change in work hours for Town Hall employees.

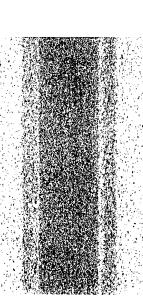
Town Clerk McGrath explained that there are a total of 932 townships in New York State and it appears that Philipstown is the only Town Hall to be open on Saturday. Mr. McGrath further explained that it is costing money to keep the Town Hall open on Saturday because of comp time, electricity, and heat. The minimal amount of traffic generated on a Saturday morning does not warrant the expense incurred.

Councilman Engelbride suggested the Town Clerk's Office stay open for one Saturday a month for six months and keep track of activity. If after the six month period we showed no activity, he would be in favor of closing on Saturday.

Councilwoman Budney asked if the Town Clerks office would be open on Saturday during tax collection time. Town Clerk McGrath said his plan was to be open every Saturday in January.

RESOLUTION: #97-94

The following Resolution was presented by Councilman Rosario, seconded by Councilman Hosmer



- 2. All original applications with the required copies and application fee shall be submitted to the Office of the Building Inspector of the Town of Philipstown. Any subsequent material to be filed with the Zoning Board of Appeals in connection with any application shall be accompanied by the required copies and submitted to the Office of the Building Inspector. The Building Inspector is authorized to request additional copies of maps, plans, surveys, exhibits, etc. from applicants as may be needed for review by Zoning Board members, Town officials and agencies.
- 3. All original applications and accompanying materials including minutes and decisions shall be maintained in the files of the Zoning Board of Appeals in the Office of the Building Inspector, which shall also be deemed to be the Office of the Zoning Board of Appeals.
- 4. Upon the filing of any original Decision in the Office of the Zoning Board of Appeals, a copy there-of shall immediately be delivered to and filed with the Office of the Town Clerk.

Approved and adopted by the Zoning Board of Appeals this 9th day of May, 1983.

The next item on the Agenda was Philipstown Planning Board Resolution #PB8-83 adopted on May 26, 1983, also adopting General Administrative Policies.

RESOLUTION #31-83

Planning Board 8-4-1983

The following Resolution was presented by Councilman Lahey, seconded by Councilman Powers and unanimously adopted:

RESOLVED that the Town Board of the Town of Philipstown confirms the adoption of the following General Administrative Policies by the Philipstown Planning Board:

- A. General: Under the TOWN LAW, the Philipstown Planning Board has certain duties and responsibilities, such as to prepare and adopt the master plan, approve plats and make reports and recommendations to the Town Board as requested. In this regard -
 - Procedures for preparation and adoption of the master plan are set forth in the TOWN LAW (Sec. 272-a);
 - 2. Procedures for approval of plats are set forth in the TOWN LAW (Sec. 276, 277 and 278) and in the Town of Philipstown Land Subdivision Regulations; and
 - 3. The Town Board has assigned to the Planning Board additional responsibilities, including -
 - Approval of Site Plans and Temporary Special Permits under the Zoning Law;
 - b. Approval of Open Development Area private rightsof-way in particular cases; and
 - c. Approval of access for issuance of building permits on unaccepted streets in filed plats.

It is the duty of the Planning Board to carry out its responsibilities in accordance with the TOWN LAW, the Land Subdivision Regulations, Zoning Law, Open Development Area General Regulations and Policy Concerning Issuance of Building Permits on Unaccepted Streets as well as the State Environmental Quality Review Act, the Freedom of Information Law and Sec. 239-k through 239-n of the General Municipal Law. To that end the following General Administrative Policies are adopted in support of procedures and requirements otherwise written and in effect.

- B. OFFICE: The Office of the Planning Board is located in the Philipstown Town Hall, 238 Main Street, Cold Spring, N.Y. All original applications, maps, plans and documents and correspondence of the Board shall be on file in the Office of the Planning Board (currently the Office of the Building Inspector). Copies of the above may be distributed to Planning Board members and its advisors, and made available to others in accordance with applicable law.
- C. <u>SUBMISSIONS</u>: All submissions to the Planning Board shall be made at the Office of the Planning Board. Unless otherwise determined by the Planning Board in particular cases, submissions shall include:
 - 1. An original and nine (9) copies of any application and Environmental Assessment Form (short form or long form).
 - 2. Five (5) copies of all maps and plans in connection with a subdivision plat, Open Development Area access or a permit request on an unaccepted street.
 - 3. Five (5) copies of all Statements of Use, site plans and architectural plans under Sec. 31 - Site Plans and Sec. 32 - Soil and Stone Removal.
- D. <u>ADMINISTRATOR</u>: The Building Inspector/Zoning Enforcement Officer is requested to receive all submissions at the Office of the Planning Board and -
 - 1. To date and file the original of same;
 - Promptly to notify the Chairman of the Planning Board of any submission and to provide the Chairman with a copy thereof;
 - 3. To make copies available to other members of the Planning Board, and to the public, in accordance with applicable law; and
 - 4. To provide a copy to the Planning Consultant and other advisors to the Board as may be the practice of the Board.

The Building Inspector/Zoning Enforcement Officer is authorized to request additional copies of maps and plans from applicants as may be needed for review by Planning Board members and Town officials and agencies.

- E. <u>SECRETARY</u>: The Planning Board will, from time to time, designate a Secretary who has the responsibility to take and prepare the minutes of meetings and hearings and to carry out other duties concerning records, files, notices and correspondence as determined by the Board.
- F. RECORD OF ACTION: A copy of all resolutions and other actions of the Planning Board shall be promptly filed with the Town Clerk by the Secretary or Chairman. A copy of minutes of meetings and hearings, both before and after approval by the Planning Board, shall be filed with the Town Clerk.
- G. MEETINGS: The third Thursday of each month at 8:00 P.M. in the Town Hall is designated as the day, time and place for Regular Meetings of the Planning Board. Other meetings are held at the call of the Chairman. The Chairman may cancel a Regular Meeting for lack of business or a quorum and, with the consent of a majority of the members, change a particular Regular Meeting to another day, time and place.

Affidavit of Compliance with the Requirements of 8 U.S.C. Section 1324 a with Respect to Lawful Hiring of Employees

State of New York County of	
PUTNAM)	:SS:
Richard Shea	being duly sworn, deposes and says:
(Print name of deponent)	
1) I am the Owner / Authorized Representative of	Town of Philipstown
(circle one)	(Name of Corp., business, company)
 I certify that I have complied, in good faith, wi States Code (U.S.C.) Section 1324a (Aliens an covered employees and with respect to the alie as set forth in the Putnam County Chapter. 	d Nationality) with respect to the hiring of
	(Signature of deponent)
Subscribed and sworn to before me this day of	, 20
Notary Public, State of New York	

ALLEN BEALS, M.D., J.D.

Commissioner of Health

ROBERT MORRIS, P.E. Director of Environmental Health



MARYELLEN ODELL County Executive

DEPARTMENT OF HEALTH

1 Geneva Road, Brewster, New York 10509 **Phone # (845) 808-1390**Fax # (845) 278-7921

Contractor Information Sheet

Contractor's Name:	Town of Philipstown
Title:	Richard Shea, Supervisor
Official or Business Address:	238 Main Street, P.O. Box 155
	Cold Spring, NY 10516
Mailing Address if Different:	
Contact Person:	Richard Shea
Business Telephone #:	(845) 265-5200
Cell Phone #:	· · · · · · · · · · · · · · · · · · ·
Fax#:	(845) 265-3958
Email Address:	supervisor@philipstown.com
Have you ever contracted with If yes, whenAnnually	the Department of Health before? ☑ Yes □No
Type of Service you will be pro	_
	ounty WIC program to provide services
for women in crisis	
	() $($ D D $)$
Date: Sig	mature: Jan Mauss
Jmg: 9/2012	Deputy Cown Clerk





Town of Philipstown Code Enforcement Office

Code Enforcement Office 238 Main Street, PO Box 155 Cold Spring, NY 10516

Office (845) 265-5202 Fax (845) 265-2687

	Fees Collected	18,730.
2.	Total Number of Permits Issued	_15_
3.	New One- or Two-family dwellings:	6
4.	New Commercial/Industrial buildings:	<u>•</u>
5.	New Hazardous (H) occupancies:	0
6.	New Multi family occupancies:	
7.	Additions, alterations or repairs residential buildings	_3_
8.	Additions, alterations or repairs commercial buildings:	-
9.	All other permits (pools, sheds, decks, plumbing, HVAC, etc.)	<u> </u>
10.	Number of Certificates of Occupancy:	_9_
11.	Number of Stop Work Orders issued:	<u> </u>
12.	Operating permits issued	
13.	Operating permits issued hazardous materials	<u></u> 8_
14.	Operating permits Hazardous processes and activities	_6_
15.	Permits issued for the Use of pyrotechnic devices:	6
16.	Inspection of public assembly:	
17.	Inspection of commercial occupancies	<u>O</u> _
18.	Inspection of buildings with 3 or more dwelling units:	0