

DRAFT

RESOLUTION

NO.

**(AUTHORIZING MUTUAL RELEASE OF CLAIMS & ACQUISITION
OF ENGINEERING PLANS AND SURVEYS OF 26+/-ACRES
KNOWN AS “ABEE ROSE”)**

WHEREAS, in 2013 the Town entered into an agreement to acquire approximately 100 +/- acres of open space following the subdivision of the balance of the parcel into five (5) lots; and

WHEREAS, based on environmental concerns and community comments the Town revised the original agreement in December 2017 by paying \$300,000.00 for the owner to reduce his application from 5 lots to 3 lots as well as to immediately convey title to 105 acres of open space to the Town; and

WHEREAS, based on continuing public concerns over environmental matters, the Town Board has now determined to resolve this matter by acquiring the parcel pursuant to a separate resolution; and

WHEREAS, it is the desire of the Town to settle any issues or dispute under the aforementioned agreements;

NOW, THEREFORE, BE IT RESOLVED, that upon the receipt of a General Release of all claims from Mongoose, Inc., Commercial Real Estate Assets Management, Inc. and JPG Cortlandt, a payment of \$335,000.00 will be paid; and

BE IT FURTHER RESOLVED, that the Town will pay to Badey and Watson the sum of \$40,000.00 and Tim Miller and Associates the sum of \$25,000.00 for the engineering, surveys and environmental reports; and

BE IT FURTHER RESOLVED, that the Comptroller is authorized to amend the budget accordingly; and

BE IT FURTHER RESOLVED, that the funds will be paid to the attorney for the other party in escrow until the acquisition of the 26 acre parcel is complete.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ ROSE SHATZKIN
TOWN CLERK**

**Adopted December 11, 2018
At a Regular Meeting
Held at Town Hall**

RESOLUTION

DRAFT

NO.

(AUTHORIZING THE ACQUISITION OF 26 ACRES AS OPEN SPACE)

WHEREAS, the Town previously acquired 106 +/- acres of the proposed “Abbey Rose” subdivision known as Tax Lots: Section 45.14-3-1, Section 45.10-2-1 and Section 45.15-1-1; and

WHEREAS, the Town now wishes to acquire as open space the balance of 26 acres;

NOW, THEREFORE, BE IT RESOLVED, that the Town hereby agrees to acquire the remainder parcel of 26 +/- acres that were part of Sections 45.14-3-1, Section 45.10-2-1 and Section 45.15-1-1 known as the Abbey Rose Subdivision for \$50,000.00; and

BE IT FURTHER RESOLVED, that this Resolution is subject to permissive referendum and shall be posted and published accordingly.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROU R OSE SHATZKIN
TOWN CLERK**

**Adopted December 11, 2018
At a Regular Meeting
Held at Town Hall**

RESOLUTION

DRAFT

NUMBER ____

(AUTHORIZE THE DIRECTOR OF PURCHASING AND TECHNOLOGY TO SOLICIT REQUESTS FOR PROPOSALS FOR SECURITY SERVICES)

RESOLVED, that the Town Board of the Town of Cortlandt does hereby authorize the Director of Purchasing and Technology to solicit RFP's for Security Services to be used by the Town of Cortlandt.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ ROSE SHATZKIN
TOWN CLERK**

**Adopted on December 11, 2018
At a Regular Meeting
Held at the Town Hall**

RESOLUTION

DRAFT

NUMBER _____

(RE: AUTHORIZE THE PURCHASE AND INSTALLATION OF SECURITY CAMERA'S AND APPLICABLE HARDWARE FOR THE MURIAL H. MORIBITO COMMUNITY CENTER AT A COST NOT TO EXCEED \$20,000)

WHEREAS, at the current time the Community Center does not have a properly functioning monitoring system; and;

WHEREAS, it is the intent to utilize vendors that are currently on New York State Contract;

NOW, THEREFORE, BE IT RESOLVED, that the Purchasing Director is hereby authorized to execute the purchase documents and the Town Comptroller is hereby authorized to amend the budget accordingly.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ ROSE SHATZKIN
TOWN CLERK**

**Adopted on December 11, 2018
At a Regular Meeting
Held at the Town Hall**

DRAFT

RESOLUTION

NUMBER _____

RE: (AUTHORIZE THE HUMAN RESOURCE DEPARTMENT TO CREATE AND ADVERTISE THE POSITION OF TOWN ECONOMIC DEVELOPMENT COORDINATOR).

WHEREAS, the Town Board has identified a need for a position of Town Economic Development Coordinator to assist in identifying and locating key industries to strengthen the commercial tax base of the Town to offset the loss of revenue associated with the closure of the Indian Point Energy Center; and

WHEREAS, the Department of Human Resources has been authorized to create the position of Economic Development Coordinator and advertise for the same; and

WHEREAS, this position will report directly to the Town Supervisor and Board; and

WHEREAS, this position is subject to all Westchester County Civil Service requirements;

NOW THEREFORE BE IT RESOLVED, the Department of Human Resources has been authorized to create the position of Economic Development Coordinator and advertise for the same; and

BE IT FURTHER RESOLVED, that the Comptroller is hereby authorized to amend the budget with respect to the above.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ SHATZKIN
TOWN CLERK**

**Adopted on December 11, 2018
at a Regular Meeting
Held at the Town Hall**

RESOLUTION

DRAFT

NUMBER _____

(RE: AUTHORIZE THE REPLACEMENT OF THREE SKYLIGHTS AT TOWN HALL)

WHEREAS, Upon inspection by the Department of Environmental Services the three skylights located in/near the Comptroller's office at Town Hall warrant replacement; and,

WHEREAS, the Department solicited proposals from Vanguard Roof Management for \$4,170, and Frank Stevens and Sons Roofing, Inc. for \$4,500, to furnish and install three (3) skylights.

NOW, THEREFORE, BE IT RESOLVED, that Vanguard Roof Management is authorized to proceed with the replacement of three (3) skylights at Town Hall (1 Heady Street) at the not to exceed price of \$4,400; and,

BE IT FURTHER RESOLVED, that the Comptroller is authorized to amend the 2018 budget to fund the repair, as appropriate.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ ROSE SHATZKIN
TOWN CLERK**

**Adopted on December 11, 2018
at a Regular Meeting
Held at the Town Hall**

DRAFT

RESOLUTION

NUMBER _____

RE: (AUTHORIZE THE DEPARTMENT OF TECHNICAL SERVICES TO SOLICIT BIDS FOR THE CONSTRUCTION OF IMPROVEMENTS TO THE TOWN HALL FIRE PROTECTION SYSTEM)

WHEREAS, the Director of Technical Services was previously authorized by the Town Board to enter into a consultant services contract with All County Security Inc., 1604 Eagle Bay Drive, Ossining, NY 10562 to prepare design plans for the aforementioned improvements; and

WHEREAS, the Department of Technical Services is authorized to solicit bids for the installation of recommended improvements.

NOW THEREFORE BE IT RESOLVED, the Department of Technical Services is authorized to prepare construction bid documents for upgrades to the fire protection system of the Town Hall Municipal Building, 1 Heady Street and bid the same.

BE IT FURTHER RESOLVED, the Director of Technical Services is requesting an additional Seven Thousand Five Hundred Dollars (\$7,500.00) be appropriated to finalize bid specification and design contingency.

BE IT FURTHER RESOLVED, that the Comptroller is hereby authorized to amend the budget with respect to the above.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ SHATZKIN
TOWN CLERK**

**Adopted on December 11, 2018
at a Regular Meeting
Held at the Town Hall**

DRAFT

RESOLUTION

NUMBER _____

RE: (AUTHORIZE THE DIRECTOR OF TECHNICAL SERVICES TO ENTER INTO AN AGREEMENT WITH FOR CONSULTING SERVICES FOR THE RE-DESIGN OF THE CHARLES J. COOK POOL SNACK BAR AND BATH HOUSE RECONSTRUCTION)

WHEREAS, the Town Board has authorized the Department of Technical Services (DOTS) to evaluate a re-design of the proposed reconstruction of the Charles J. Cook Pool Snack Bar and Bath House; and

WHEREAS, the Director of Technical Services is recommending awarding a consultant services contract to Bar Down Studio, 257B Main Street, Beacon, NY 12508 in the amount of \$63,750.00 (Sixty Three Thousand, Seven Hundred Fifty Dollars) to complete specifications and contract drawings necessary to bid for construction; and

WHEREAS, Bar Down Studios had originally submitted a sealed proposal in response to the design proposal let October 4, 2017, received and opened by DOTS on Wednesday November 4, 2017; and

NOW THEREFORE BE IT RESOLVED, that the Town Supervisor and Director of Technical Services are hereby authorized to execute the contract for consulting services with Bar Down Studio, 257B Main Street, Beacon, NY 12508 in the amount of \$63,750.00 (Sixty Three Thousand, Seven Hundred Fifty Dollars); and

NOW THEREFORE BE IT RESOLVED, the Director of Technical Services is requesting an additional Twenty-One Thousand Two Hundred Fifty Dollars (\$21,250.00) be appropriated for contingency, extra work and construction inspection services.

BE IT FURTHER RESOLVED, that the Comptroller is hereby authorized to amend the budget with respect to the above.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROU SHATZKIN
TOWN CLERK**

**Adopted on December 11, 2018
at a Regular Meeting
Held at the Town Hall**

DRAFT

RESOLUTION

NUMBER _____

(RE: AUTHORIZE AN AGREEMENT WITH SAFETY NATIONAL AS INSURANCE AGENT FOR EXCESS LIABILITY ON WORKERS' COMPENSATION CLAIMS)

RESOLVED, that the Town of Cortlandt Town Board does hereby authorize an Agreement with Safety National as its Insurance Agent for excess Liability on Workers' Compensation claims for 2019 at a total contract price to the Town of \$87,881.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ ROSE SHATZKIN
TOWN CLERK**

**Adopted on December 11, 2018
At a Regular Meeting
Held at the Town Hall**

DRAFT

RESOLUTION

NUMBER _____

(RE: DESIGNATE THE RECORDS ACCESS OFFICER)

BE IT RESOLVED, that the Town Board of the Town of Cortlandt does hereby designate the Town Clerk, Laroue Rose Shatzkin as the Records Access Officer.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ ROSE SHATZKIN
TOWN CLERK**

**Adopted on December 11, 2018
At a Regular Meeting
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RESOLUTION

DRAFT

NUMBER _____

(RE: ADOPT THE CAPITAL IMPROVEMENT PROGRAM 2018-2022)

BE IT RESOLVED, that the Town Board of the Town of Cortlandt does hereby does hereby adopt the Capital Improvement Program covering the years 2018-2022.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUE ROSE SHATZKIN
TOWN CLERK**

**Adopted on December 11, 2018
At a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER _____

**(RE: AUTHORIZE BUDGET TRANSFERS AND AMENDMENTS AND CLOSE
CERTAIN CAPITAL PROJECTS TO THE 2018 FISCAL BUDGET)**

RESOLVED, that the Town Comptroller be, and hereby is, authorized to make necessary adjustments to the Fiscal 2018 Budget to reflect the receipt of all transfers of funds, and further analysis of the Fiscal 2018; and

BE IT FURTHER RESOLVED, that the Town Comptroller will provided the Town Board and the Town Clerk during the month of January, 2019, a detailed substantiation for all such transfers and/or amendments made during this period; and

BE IT FURTHER RESOLVED, that the Comptroller is hereby Authorized to close out any Capital Project Funds and return them to their original source if appropriate.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ ROSE SHATZKIN
TOWN CLERK**

**Adopted on December 11, 2018
At a Regular Meeting
Held at Town Hall**

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RESOLUTION

NUMBER _____

(RE: AUTHORIZE THE APPOINTMENT OF THE FOLLOWING SEASONAL EMPLOYEE IN THE DEPARTMENT OF ENVIRONMENTAL SERVICES FOR THE YEAR 2018)

NOW THEREFORE BE IT RESOLVED, the following seasonal employee will be appointed effective December 11, 2018 to April 11, 2019 in the Department of Environmental Services. This appointment is subject to completion of drug screening.

Employee Name
Sean Fristrom
Chica Galo
Matthew Washington

BE IT FURTHER RESOLVED, all temporary employees in the Department of Environmental Services shall be compensated at an hourly rate of pay of \$13.86.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ ROSE SHATZKIN
TOWN CLERK**

**Adopted on December 11, 2018
at a Regular Town Board Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER _____

**RE: (APPOINT TWO (2) MOTOR EQUIPMENT OPERATORS IN
THE DEPARTMENT OF ENVIRONMENTAL SERVICES)**

WHEREAS, the AFSCME Collective Bargaining Agreement includes a requirement that twenty five (25) Motor Equipment Operators be maintained on staff at all times; and

WHEREAS, currently the Town government will be appointing two Motor Equipment Operators in order to comply with the AFSCME Collective Bargaining Agreement; and

WHEREAS, the position was posted according to the Collective Bargaining Agreement; and

WHEREAS, Councilman Richard Becker, D.E.S. Director, Jeff Coleman, and Personnel Manager, Claudia Vahey conducted interviews and have made a recommendation to the Town Board; and

WHEREAS, the Town Board have agreed to this recommendation; and

NOW, THEREFORE, BE IT RESOLVED, that the following employees will be upgraded to the title of Motor Equipment Operator effective on December 12, 1018:

Ken Celli, Jr. – BC 8 Step 1 \$59,029

John Ritornato, III – BC 8 Step 1 \$59,029

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ ROSE SHATZKIN
TOWN CLERK**

**Adopted on December 11, 2018
at a regular Town Board Meeting
held at Town Hall.**

DRAFT

RESOLUTION

NUMBER _____

RE: (APPOINT A PART-TIME PARKING ENFORCEMENT OFFICER FOR A THREE MONTH PERIOD)

NOW, THEREFORE, BE IT RESOLVED, that Mr. Andrew Myers be and hereby is appointed to the title of Substitute Parking Officer for a three month period of time (December 14, 2018 – March 17, 2018). Mr. McCarthy will be paid \$24 per hour and this appointment will become effective upon the completion of a pre-employment drug screening, pre-employment physical and background check.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUE ROSE SHATZKIN
TOWN CLERK**

**Adopted on December 11, 2018
at a regular Town Board Meeting
held at Town Hall.**

RESOLUTION

DRAFT

NUMBER _____

**(RE: AUTHORIZING A LEAVE OF ABSENCE FOR VARIOUS TOWN
EMPLOYEES)**

RESOLVED, that the following employees be granted a leave of absence under FMLA:

Employee ID # 983800 – Intermittent

Employee ID #284440 – Effective retroactive November 19, 2018 – November 30, 2018

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ ROSE SHATZKIN
TOWN CLERK**

**Adopted on December 11, 2018
at the Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER _____

(RE: SCHEDULE A PUBLIC HEARING FOR JANUARY 15, 2019 TO CONSIDER AGREEMENTS WITH VARIOUS FIRE DEPARTMENTS FOR FIRE PROTECTION SERVICES)

RESOLVED, that the Town Board of the Town of Cortlandt, Westchester County, New York will conduct **PUBLIC HEARING** on the 15th day of January, 2019 at 7:00 o'clock P.M., prevailing time, or as soon thereafter as possible, in the Vincent F. Nyberg General Meeting Room of the Town Hall located at One Heady Street, Cortlandt Manor, New York to consider Agreements with various Fire Departments for Fire Protection Services.

All persons interested in this proposed action will be heard at this time, date and place specified above, and written comments in regard thereto should be submitted to the Town Clerk no later than 4:00 pm, of the day of said Public Hearings to be included in the transcript of the proceedings of this hearing.

The Town Hall is a handicapped accessible facility.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ ROSE SHATZKIN
TOWN CLERK**

**Adopted December 11, 2018
At a regular Meeting held
at the Town Hall**

DRAFT

RESOLUTION

NUMBER _____

(RE: SCHEDULE A PUBLIC HEARING WITH RESPECT TO A DANGEROUS BUILDING)

Whereas, the Director of DOTS has recommended that a certain building at 270 Furnace Dock Road be declared a dangerous building; and

Whereas, in accordance with the dangerous building statute a report from the Town Engineer certified and under seal by a professional engineer licensed in the State of New York has been filed with the Town Clerk; and

Whereas, said report indicates that the building should be declared a dangerous building and that the demolition of said building is necessary for the public safety; and

Whereas, SJB Architecture and Design has also conducted an independent evaluation and concluded that 270 Furnace Dock Road meets the criteria of a dangerous building;

Now Therefore Be It Resolved, that the Town Board will hold a Public Hearing at its Regular Meeting of February 12, 2019 at 7:00 o'clock P.M., prevailing time, or as soon thereafter as possible, in the Vincent F. Nyberg General Meeting Room of the Town Hall located at One Heady Street, Cortlandt Manor, New York to consider declaring the building at 270 Furnace Dock Road a dangerous building requiring demolition; and

Be It Further Resolved, all persons interested in this proposed action will be heard at this time, date and place specified above, and written comments in regard thereto should be submitted to the Town Clerk no later than 4:00 pm, of the day of said Public Hearing to be included in the transcript of the proceedings of this hearing. The Town Hall is a handicapped accessible facility.

Be It Further Resolved, that a Notice of said Public Hearing shall further be published in the Official Newspaper of the Town of Cortlandt and shall be posted on the Official Bulletin Board.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ ROSE SHATZKIN
TOWN CLERK**

**Adopted December 11, 2018
At a regular Meeting held
at the Town Hall**