

RESOLUTION

NUMBER 144-20

**(RE: NEGATIVE DECLARATION RE: A LOCAL LAW WITH RESPECT TO
AMENDING THE ENERGY CONSERVATION LAW.)**

WHEREAS, the Town Board of the Town of Cortlandt has expressed it's intent to consider, after conducting a Public Hearing hereon, to consider AMENDING THE ENERGY CONSERVATION LAW; and

WHEREAS, in accordance with the requirements of the State Environmental Review Law, the Town Board must make a determination as to the Environmental Impact of this proposed action; and

WHEREAS, in accordance with 6 NYCRR, Part 617.6, the Town Board is the only Agency required to approve the proposed action; and

WHEREAS, the establishment of Lead Agency is the first step required with respect to the environmental process; and

WHEREAS, a short Environmental Assessment Form has been prepared, signed by the Supervisor, and accepted by the Town Board; and

WHEREAS, the Town Board has duly considered all of the environmental aspects of the proposed action.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Cortlandt does hereby declare itself to be the Lead Agency with respect to this matter; and

BE IT FURTHER RESOLVED, that the Town Board does hereby determine, based upon the Environmental Assessment Form submitted to and reviewed by the Board, that this is an Unlisted Action; and

BE IT FURTHER RESOLVED, that based upon the Environmental Assessment Form, the Town Board of the Town of Cortlandt does hereby **ADOPT** the attached **NEGATIVE DECLARATION** with respect to this matter.

**Adopted on June 16, 2020
At a Regular Meeting
Held via Zoom**

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

RESOLUTION

NUMBER 145-20

(RE: LOCAL LAW REGARDING THE ENERGY CONSERVATION LAW)

RESOLVED, that the Town Board of the Town of Cortlandt does hereby adopt Local Law “1” of 2020, amending Local Law No. 2 of 2019 regarding the Energy Conservation Law.

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

**Adopted on June 16, 2020
At a Regular Meeting
Held via Zoom**

Local Law No. 1 of 2020

(Amending Local Law No. 2 of 2019)

Section 1: Legislative Intent

The Town enacted Local Law No. 2 of 2019 which established a sustainable energy loan program (Open C-PACE). This Local Law contained a Section 3, which repealed Local Law No. 2-2018 (adopted on April 17, 2018). After further consultation with the Energy Improvement Corporation (“EIC”), it was determined that Local Law No. 2-2018 did not need to be repealed. This Local Law simply reestablishes Local Law No. 2-2018.

Section 2: Reestablishment

This Local Law shall reestablish Local Law No. 2-2018.

Section 3:

This local law shall take effect immediately upon filing with the Secretary of State.

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

**Adopted June 16, 2020
At a Regular Meeting
Held via Zoom**

RESOLUTION

NO. 146-20

**(AUTHORIZE THE ADOPTION OF THE TOWN'S RECOVERY-RE-ENTRY PLAN
DUE TO THE PANDEMIC OF 2020)**

WHEREAS, the Coronavirus (COVID-19) Pandemic required that the Town of Cortlandt limit its staffing in Town-owned buildings pursuant to guidance from the State of New York; and

WHEREAS, in anticipation of a gradual re-opening, the Town Supervisor formed a Recovery Committee in May 2020; and

WHEREAS, the Recovery Committee met many times by itself as a committee, and also with other key elected officials and stakeholders; and

WHEREAS, the Recovery Committee has finalized its Re-Entry Plan after incorporating guidance published by the State; and

WHEREAS, the Re-Entry Plan includes a plethora of safety and hygiene measures to be implemented throughout the Town's buildings; and

WHEREAS, the Re-Entry Plan also has a phase-in component to allow the Town the ability to make any necessary improvements prior to a full reopening; and

WHEREAS, the Town is located in the Mid-Hudson Region, and the Mid-Hudson Region has entered Phase 2, which allows workers in office buildings to return; and

WHEREAS, the use of Town-owned buildings will be in compliance with the Town's Re-Entry Plan;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board adopts the Re-Entry Plan submitted by the Town's Recovery Committee.

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

**Adopted June 16, 2020
At a Regular Meeting
Held via Zoom**

Re-Entry Plan June 2020

Recovery Committee Meeting: May 26, 2020

Updated June 1, 2020

**Submitted by the Recovery Committee and
Approved by the Town Supervisor and Town Board**

- Committee Members Include:
 - Supervisor Linda Puglisi
 - Claudia Vahey
 - Tom Wood
 - Michael Cunningham
 - Steve Ferreira
 - Brent Van Zandt
 - Michael Preziosi
 - Peter McMillan
- Supervisor Puglisi began with opening remarks:
 - The Supervisor has spoken with virtually every Department
 - The Supervisor had separate Zoom meetings with elected officials
 - Patty Robcke was present for the discussion with the Town Board and has the latest copy of the Re-Entry Plan
 - Town Board had received and reviewed the Re-Entry Plan
 - Town workers are mainly in Phase 2 of the Governor's reopening plan
 - Topics for today's meeting:
 - I. Physical Improvements
 - II. Policies
 - III. Time Frame
 - The Policies will be fine-tuned over time
 - All workers will receive a copy of the policies
 - The Committee will assist the Supervisor with making decisions about how to phase workers back in
 - Phase 2 guidelines will likely be posted by the Governor towards the end of the week
 - This concluded the Supervisor's opening remarks, and the Committee began discussing the physical structures and ways to protect employees and the public, as well as, various re-entry policies

I. Physical Improvements

- General Considerations
 - Finding ways to provide physical barriers between employees
 - 2 Mail drop-boxes will be permanently installed at Town Hall for Town items and Court documents
 - Increase presence of Purell distribution stands throughout Town Hall
 - The only restrooms available to the public will be the ones near the Court and Recreation Department. The remaining restrooms will be for employees only. Locks will be installed and keys will be provided to employees to enforce this with proper signage
 - Increase stockpile of PPE and consider temperature takings daily
 - Original sanitation schedule to return by June 1st
 - All employees may not congregate together during lunchtime at their office tables only with a limit of 2 at one time; Limit gatherings in the Town Hall campus:
 - No more than two employees at the table in the employee's lounge, although this could be modified depending on available space after desks are removed from the lounge
 - Outdoor picnic tables with canopy structures will be added to the campus behind the Nyberg Room (employees only)
 - Large tables for lunch could be placed into Nyberg room during non-Court days, which would allow for social distancing. Each table will contain markers to denote appropriate areas to sit and maintain social distancing
 - Restrooms will be cleaned multiple times a day and doorknobs will be disinfected many times a day, as well
 - Vending machines, coffee machines, water dispensers, and other frequently touched appliances will be sanitized at least once per day
 - Entire Town Hall will be thoroughly sanitized at least once per week
 - Turnoff water fountain near Conference Room 1 and provide Nelson extra water bottles in case someone from the public is thirsty
 - Will research the cost of air circulation systems and sanitization machines
 - Any traditional paper towel dispensers to be upgraded to touch-free
 - Removing tops to garbage cans so that employees do not have to touch garbage can while disposing of trash
 - Training to be provided pertaining to the proper use and disposal of PPE
 - Mass notification software to be researched to ensure that all employees, such as laborers in DES, receive important notifications electronically
 - Departments that do not currently accept credit card payments will work to add this capability moving forward

- Limit in-person meetings and continue practice of conducting formerly in-person meetings, such as pre-application meetings, via Zoom
 - When in-person meetings are necessary, limit number of those who are permitted to attend
- DES will be doing a walkthrough of all offices to see what needs to be installed
- Will seek reimbursement through FEMA for all of these additional expenses
- Gloves will be worn by staff when accepting documents
- Employees will limit their own movements throughout the building
- Increase number of notaries in Town Hall to avoid visitors from needing to travel from office to office
- Explore the addition of devices that would allow doors to be opened with foot pedals
- Open windows to increase air flow and attach screens
- The Paramedics will be asked to continue temperature checks on employees each morning
 - Anybody with a temperature must be sent home
- Increase opportunities for Town employees to be tested for the Coronavirus and Antibodies
- Designated employee to review all COVID-19 Questionnaires
- Designate site safety monitor to ensure compliance with the Re-Entry Plan
- Frequent disinfecting of the employee wash station
- Enhance signage by the police entrance to alert those seeking the police as to the procedures to contact them
- Thermal paper cups and other disposable products to be distributed to Departments to avoid cross contamination from when employees clean plates, glasses, and utensils in sink
- Contact tracing per the Westchester County Department of Health
- Department Heads to discuss staggered hours by 30 minutes to prevent gathering of employees at exactly 8:30 AM and again at 4:00 PM
- Elvia and Emma will be in charge of all signs for these rules, which will be posted throughout Town Hall
 - All signs and forms will be in English and Spanish
- Outside of the Entrance to Town Hall
 - Signage placed outside the entrance that no one may enter without a mask and gloves are recommended and that all entrants must obey social distancing requirements

- Drop-boxes to be installed, which will be permanent structures to drop off documents for offices
 - Town Clerk's office might have its own drop-box
 - Tax payments are unlikely to be permitted in the drop-box
- Security Desk
 - Plexiglass around Nelson
 - Nelson will continue to call Departments when visitors arrive
- Conference Room 1
 - Moveable plexiglass to be installed to create barriers between people
- Engineering
 - Split-door to be installed with countertops
 - "Office Hours" will be implemented so that visitors can only make drop in visits certain days and times
 - Public bid openings will be done by Zoom
- Annex Area
 - Tables will be setup so that visitors to Town Hall can be met by a member of the Department they are there to see after checking in with Nelson
 - Tables and benches currently along the walls will be moved to the annex area or into storage
 - There will be denoted waiting stations, which will maintain social distancing
- Planning
 - Doors will be shut and appointments will need to be made
 - Plexiglass to be installed by the counter
- Code Enforcement
 - Dividers in between desks
 - Filing cabinets will be moved to create barriers
 - Only one person from the public allowed in at a time as indicated on signs to be placed outside of the office
 - Plexiglass at the counter
 - Some employee work areas will be modified or moved
- Assessor's Office
 - Plexiglass to be installed at the counter
 - Only one person from the public allowed in at a time as indicated on signs to be placed outside of the office

- Town Clerk's Office
 - New window to be installed so that there is a box to accept documents and payments. Will need to include a speaker for the public to communicate.
 - Will explore having certain "office hours" for providing notary services
 - Notice board will be moved to outside of Town Hall and protected with glass
 - The Notice Board will state that the public must make appointments to enter Town Hall, and it will provide the phone numbers for each Department
 - Seating arrangements will be altered, including moving one staff member to where the lunch table currently is, to increase social distancing between employees. Lunch table to be removed.
 - Marriage licenses must be completed prior to entering the building
- Tax Receiver's Office
 - Will strongly encourage residents to use other payment methods besides cash
 - Unlikely that cash can be prohibited legally
 - Plexiglass at the counter
 - One person from the public allowed at a time as indicated on signs to be placed outside of the office
 - A terminal might be setup outside of the tax office for title searchers
- Supervisor's Office
 - A counter will be placed near the entrance to the Supervisor's Office and plexiglass will be added
 - Various work stations may have to be rearranged in the space
 - Fax machine and copier to be moved to Supervisor's Conference Room
 - The size of the desks will be reevaluated
 - Any meetings taking place in the Supervisor's Conference Room will have attendance limits, and Zoom calls can replace some physical meetings
- Comptroller's Office
 - Split-Door cannot be installed due to steel frame
 - Table in the middle to be removed
 - Buzzer system to be researched for possible installation
 - Plexiglass barriers between various employees
- Nyberg Room
 - Plexiglass around dais for Court and plexiglass around DA table
 - Will consider plexiglass partition between each dais seat for PB and ZBA

- Town Board will not need plexiglass as tables will be added for Town Clerk and for staff members in or near the jury box
 - For meetings, will setup tables for additional staff seating to allow less people on dais and therefore more social distancing
- Court
 - An exterior drop-box will be installed
 - Court Office has new bulletproof window installed with basket slot to accept documents and payments
 - Credit card system outside of window has been installed
 - Desks will be moved to increase space between employees
 - On Court days, will work on devising a system to limit the movement of defendants and attorneys after they enter through the courtyard
 - All Court staff will enter through the separate entrance in back of the Court
 - All who enter will be required to wear masks
 - Purchasing will work on ordering enough masks so that if Defendants do not bring them, there will be enough to provide
 - Court System may continue virtual conferences with attorneys and prisoners
 - The Judges have the ability to designate multiple days for prisoners and their attorneys to limit the number of people in the court room at one time for the same reasons.
 - Judges have the ability to adjourn matters for longer periods of time
 - Doors between court area and the rest of the Town Hall may be locked to prevent people from going to other areas of the building
 - Another unarmed security guard may be added to prevent people from going to other areas of the building temporarily as we begin to open up the building to the public
 - All tickets will be by mail
- Recreation
 - Office in Town Hall
 - Plexiglass on top of half-walls in the back
 - Split-door will be installed at entrance way
 - For ID cards: will either have registration tents or will setup a location at the Community Center
 - Will also explore capabilities of completing ID cards remotely after residents submit their pictures
 - Will see residents by appointment on days when Court is not in session

- Public not allowed to visit recreation on court days (Mondays and Thursdays)
 - Close door during Court sessions
 - Community Center
 - Senior programs cancelled through Labor Day
 - Plexiglass installed at counter
 - Will devise ways to spread programs out over more days to avoid large groups of seniors from congregating
 - Employees from DES will continue to deliver meals on wheels
 - Nor-West
 - Will assist Chris Morabito after consultation with him
 - Skate Park: we will evaluate need for additional security measures (fencing and cameras)
 - Youth Center is likely to remain closed through the summer season
- Legal Office Area
 - Improve door that allows access to that area so that it is secured
- Purchasing
 - Minor modification to the door so that people can reach staff with a sliding window
 - A bell or buzzer will be placed on the garage door to alert Dave to deliveries
 - Desks for mailpersons will be moved into purchasing
- DES Buildings
 - PPE will be provided and temperature checks continued
 - Roa Hook
 - Clerk will be provided with a plexiglass shield
 - 8th Street Garage
 - General Foreman will be brought to larger office area
 - Employees will be instructed to distance when gathering
 - 7th Street
 - Parks area will likely need some partitions

II. Employee Policies

- If you are sick, stay home. NO EXCEPTIONS
- If somebody you reside with is tested for the Coronavirus, you must notify Human Resources, and you may not report to Town Hall unless the person tested is confirmed as negative for the Coronavirus

- Each morning, every employee must complete the following COVID-19 Questionnaire. Both electronic and paper versions will be available:
 - Have you experienced any symptoms of COVID-19 in the past 14 days?
 - Have you been tested for COVID-19 in the past 14 days?
 - If you have, please select the appropriate response below?
 - I tested negative for COVID-19
 - I tested positive for COVID-19
 - I have not received the results of my test yet
 - Have you knowingly been in close or proximate contact in the past 14 days with anyone who has tested positive for COVID-19 or who has or had symptoms of COVID-19?

- Masks shall be worn when:
 - Employees are unable to socially distance from each other in conformance with OSHA's protocols;
 - In all common areas including, but not limited to, hallways and lavatories;
 - When in another Department's office; and
 - When in line for the time clock

- Practice good hygiene including:
 - routine handwashing with soap and water
 - all employees must wash their hands after using the lavatory
 - refrain from touching your face and from having physical contact with others, such as shaking hands
 - cough and sneeze into a tissue or your sleeve, and not into your hands
 - immediately dispose of used tissues in the garbage
 - immediately wash your hands with soap and water after blowing your nose, coughing, or sneezing

- Anybody receiving documents must wear gloves
- Employees shall not share work stations
- When travelling to another Department, please knock at the door and wait to be greeted by an employee from that Department
- Employees shall not congregate in close proximity around tables during lunch, and on non-Court days, tables will be setup in the courtroom to allow employees the opportunity to eat with others in a socially distanced setting
- Visitors to Town Hall must wear masks, make appointments, and come through the door near security
- All employees must make appointments with the Comptroller's Office or Human Resources to discuss workers' compensation, employee benefits, and payroll questions

- All visitors will be placed in a waiting area after entering Town Hall until a member of the Department the visitor is there to see retrieves them
- An electronic calendar of visitors for each Department will be provided to security
- There will be designated restrooms for employees only, which will have locks and require keys and signage
- If possible, please limit the number of employees in a restroom to no more than two people at any given time
- Employees shall limit their own movements throughout the building
- Interdepartmental meetings and meetings with public shall be held via Zoom or telephone whenever possible
- Restrooms will be cleaned multiple times each day
- All door handles will be cleaned daily many times
- Town Hall will be fully sanitized once per week
- Any employee travelling with another employee in a vehicle shall wear a face mask
- All employees shall walk on the right side of the hallway
- Employees shall remove all non-essential items from the top of their desks and store them in enclosed cabinets or drawers
- All policies are subject to change

III. Time Frame

- 100% of DES employees will begin reporting to work on June 1st
- Phase 2 is likely to begin on June 8th then 100%
- When Phase 2 begins:
 - The Town Hall will reopen for employees at 50% at the beginning of Phase 2 and then at 100% after two weeks
 - Employees will be on a “3-2 rotation” for the first two weeks of Phase 2
 - For example, if Phase 2 begins on June 8th:
 - During the week of June 8th, half of a Department’s employees would report to Town Hall for 3 days and the other half would report for 2 days
 - During the week of June 15th, the employees who reported for 3 days to Town Hall the week of June 8th would report for 2 days, and employees who reported for 2 days to Town Hall the week of June 8th would report for 3 days
 - During the week of June 22nd, 100% of employees would report to Town Hall

IV. Policies for the Public

- All visitors must wear a mask at all times
- All visitors must complete the following questionnaire before proceeding to the waiting area. Electronic and paper versions will be available
 - Have you experienced any symptoms of COVID-19 in the past 14 days?
 - Have you been tested for COVID-19 in the past 14 days?
 - If you have, please select the appropriate response below?
 - I tested negative for COVID-19
 - I tested positive for COVID-19
 - I have not received the results of my test yet
 - Have you knowingly been in close or proximate contact in the past 14 days with anyone who has tested positive for COVID-19 or who has or had symptoms of COVID-19?
- The restrooms for the public are located near the Court and Recreation offices
- Appointments must be made in advance unless a member from the public is visiting during an office's designated public visitation hours
- Please walk on the right side of the hallway in an effort to maintain social distancing

Submitted by Supervisor Linda Puglisi and Recovery Committee.

RESOLUTION

NO. 147-20

**(AUTHORIZE THE CLOSURE OF THE TOWN OF CORTLANDT CAMPS AND POOL
DUE TO THE PANDEMIC OF 2020)**

WHEREAS, like other neighboring municipalities, the Town has had to weigh the potential risks and benefits of opening the Town of Cortlandt Camps and Pool; and

WHEREAS, Town officials recognize that the Camps and Pool are popular amongst residents and also provide local employment opportunities; and

WHEREAS, the Coronavirus (COVID-19) Pandemic has required new social distancing guidelines that would be impossible to maintain if the Camps and Pool were open; and

WHEREAS, the Town Board had voted to approve the construction of a new bathhouse at the pool; and

WHEREAS, the construction would have been completed prior to the opening of the pool, but the Pool's contractor halted construction due to NY Pause; and

WHEREAS, the health and safety of the Town's residents is most important to the Town Board, and difficult decisions had to be made;

NOW, THEREFORE, BE IT RESOLVED, that due to health and safety considerations, the Camps and Pool for the Town of Cortlandt are closed for the 2020 Summer season.

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

**Adopted June 16, 2020
At a Regular Meeting
Held via Zoom**

RESOLUTION

NUMBER 148-20

(RE: RE-APPOINT ALL CURRENTLY ACTIVE MEMBERS OF THE CONSERVATION ADVISORY COUNCIL)

WHEREAS, the Town Board of the Town of Cortlandt did by Resolution 126-13 approve joining the activities of the Conservation Advisory Council and the Open Space Committee; and

WHEREAS, at this time the Town Board wishes to re-appoint all currently active members for terms of two years;

BE IT FURTHER RESOLVED, that the Town Board of the Town of Cortlandt does hereby re-appoint all currently active members of the Conservation Advisory Council for a term effective June 1, 2020 and ending May 31, 2022 listed below:

Re-appointed Above:

DAVID DOUGLAS (Chairman) Term Expires May 31, 2022
36 Wood Dale Avenue, Croton

PAUL BUCKOUT (Vice Chairman) Term Expires May 31, 2022
McGregor Lane, Crompond

AMY R. SINISCALCHI Term Expires May 31, 2022
207 Varian Road, Cortlandt Manor

ANTHONY CARBONE Term Expires May 31, 2022
3 Trolley Road, Cortlandt Manor

AMY ERARD Term Expires May 31, 2022
119 Furnace Woods Road, Cortlandt Manor

BRIAN SIVERMAN Term Expires May 31, 2022
7 Teresa Lane, Cortlandt Manor

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

**Adopted on June 16, 2020
At a Regular Meeting
Held via Zoom**

RESOLUTION

NUMBER 149-20

**(RE : AUTHORIZE THE SUPERVISOR TO EXECUTE AN AGREEMENT WITH
THE CITY OF PEEKSKILL POLICE DEPARTMENT REGARDING THE DARE
PROGRAM)**

RESOLVED, that the Supervisor be, and hereby is, authorized to execute an agreement with the City of Peekskill Police Department regarding the DARE program.

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

**Adopted on June 16, 2020
At a Regular Meeting
Held via Zoom**

RESOLUTION

NO. 150-20

**(AUTHORIZE A LICENSE AGREEMENT WITH THE RESIDENT
OF 221 BROADWAY)**

WHEREAS, the resident of 221 Broadway in Verplanck submitted a letter to the Town Board requesting a license agreement for the replacement of the existing driveway in kind; and

WHEREAS, the driveway is located on what was found on a survey to be deemed 12th Street, but was not physically improved as a Town road; and

WHEREAS, repaving the driveway allows safer ingress and egress to the residence;

NOW, THEREFORE, BE IT RESOLVED, that the Town Supervisor is authorized to sign a license agreement with the resident of 221 Broadway in Verplanck.

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

**Adopted June 16, 2020
At a Regular Meeting
Held via Zoom**

RESOLUTION

NO. 151-20

**(AUTHORIZE SOCIALLY-DISTANCED OUTDOOR SUMMER CONCERTS AT THE
CORTLANDT WATERFRONT PARK)**

WHEREAS, the Town of Cortlandt hosts yearly concerts during its Summer months at the Cortlandt Waterfront Park; and

WHEREAS, in past years, these concerts have been held every week; and

WHEREAS, these concerts are at no cost to Town residents; and

WHEREAS, due to the Coronavirus (COVID-19) Pandemic, concerts for this Summer have not been scheduled yet; and

WHEREAS, New York has recently allowed other outdoor gatherings, such as socially-distanced, outdoor graduations of up to 150 people, beginning on June 26th; and

WHEREAS, the loosening of restrictions will allow Summer concerts to be held on a reduced schedule compared to past years;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board authorizes summer concerts to be held on July 23, 2020, July 30, 2020, and August 6, 2020.

BE IT FURTHER RESOLVED that social distancing and wearing masks when unable to socially distance will be strictly enforced at the Summer concerts.

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

**Adopted June 16, 2020
At a Regular Meeting
Held via Zoom**

RESOLUTION

NO. 152-20

**(AUTHORIZE A SOCIALLY-DISTANCED DRIVE-IN MOVIE AT THE CORTLANDT
TRAIN STATION)**

WHEREAS, the Coronavirus (COVID-19) Pandemic has limited residents' abilities to engage in their normal Summer activities; and

WHEREAS, the Town's Recreation Staff has been working on creative activities that would allow social distancing; and

WHEREAS, the Town has contacted Metro-North, and Metro-North is willing to permit a drive-in movie at the Cortlandt Train Station's lower lot on July 11, 2020; and

WHEREAS, the screening will be a family-friendly movie and will be held at 8:30 PM; and

WHEREAS, there will be a large screen setup at the station; and

WHEREAS, families will remain in their cars during the movie and will be instructed as to how to hear the sound;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board authorizes a drive-in movie to be held at the Cortlandt Train Station on July 11, 2020 at 8:30 PM for a cost not to exceed \$7,000 plus any costs required to be paid to Metro-North.

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

**Adopted June 16, 2020
At a Regular Meeting
Held via Zoom**

RESOLUTION

NUMBER 153-20

RE: (AWARD CONTRACT CCWD 2020.01 SHERWOOD ROAD – WATER MAIN REPLACEMENT)

WHEREAS, Town Board Resolution 56-19 authorized the Department of Technical Services to bid the Sherwood Road Water Main Replacement; and

WHEREAS, eleven (11) sealed bids were opened on June 4, 2020 for Contract No. CCWD 2020.01 – Sherwood Road Water Main Replacement installation of approximately 1,850 linear feet of water main, fire hydrants and related valves on Sherwood Road, in the amounts shown below:

Arold Construction Corp. 51 Powder Mill Bridge Road Kingston, NY 12401	\$554,376.00
MTS Infrastructure, LLC 774 N. Bedford Rd. Bedford, NY 10507	\$577,440.00
Joken Development Corp. 9 Belway Place White Plains, NY 10601	\$630,178.00
Legacy Supply, LLC 14 Railroad Avenue Valhalla, NY 10595	\$640,640.00
Montesano Brother, Inc. 76 Plain Avenue New Rochelle, NY 10801	\$671,218.00
ELQ Industries, Inc. 567 5th Avenue New Rochelle, NY 10801	\$706,755.00
Paladino Concrete Creations Corp. 315 N. MacQuesten Pkwy Mt. Vernon, NY 10550	\$722,401.00
Bilotta Construction Corp 296 Purchase Street Rye, NY 10580	\$737,966.50
Amity Construction Corp 24 Haviland Road Poughkeepsie, NY 12601	\$737,975.00

Gianfia Corp. \$813,315.00
179 Brady Avenue
Hawthorne, NY 10532

Casabella Contracting of NY, Inc. \$1,107,248.21
182 Lindsey Avenue
Buchanan, NY 10511

; and

WHEREAS, the Director of Technical Services has reviewed the proposals, and recommends awarding the Sherwood Road Water Main Replacement Project to Arold Construction Corp., 51 Powder Mill Bridge Road, Kingston, NY 12401 in the amount of Five Hundred Fifty-Four Thousand Three Hundred Seventy-Six Dollars and Zero Cents (\$554,376.00); and

WHEREAS, the lowest responsible bidder, has indicated that providing a Letter of Credit for performance security represents a hardship.

NOW, THEREFORE, BE IT RESOLVED, that a variance is hereby granted under Section 237-5 of the Town Code and performance and payment bonds may be accepted in lieu of the normally required Letter of Credit.

BE IT FURTHER RESOLVED, that the contract, be awarded to the lowest responsible bidder Arold Construction Corp., 51 Powder Mill Bridge Road, Kingston, NY 12401 in the amount of Five Hundred Fifty-Four Thousand Three Hundred Seventy-Six Dollars and Zero Cents (\$554,376.00).

BE IT FURTHER RESOLVED, that the Supervisor is hereby authorized to execute the contract documents subject to approval of the same by the Town Attorney; and

BE IT FURTHER RESOLVED, that the Comptroller is hereby authorized to amend the budget accordingly from the fund balance of the Cortlandt Consolidated Water District.

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

**Adopted on June 16, 2020
at a Regular Meeting
Held via Zoom**

RESOLUTION

NUMBER 154-20

RE: (AUTHORIZE DOTS TO EXPEDITE AND PRIORITIZE APPLICATION REVIEW FOR SMALL BUSINESSES AS A RESULT OF THE COVID-19 PANDEMIC AND NYS POLICY PERTAINING TO RE-OPENING “NYS FORWARD)

WHEREAS, the Town Board is supportive of the local small business community and acknowledges the severe hardship the COVID-19 Pandemic and NYS “PAUSE” Executive Order has created.

RESOLVED, the Town Board hereby authorizes the Department of Technical Services to expedite and prioritize application review for small businesses as a result of the COVID-19 Pandemic and NYS Policy Pertaining to Re-Opening “NYS Forward”.

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

**Adopted on June 16, 2020
at a Regular Meeting
Held via Zoom**

RESOLUTION

NUMBER 155-20

RE: (AUTHORIZE DOTS TO EXTEND CONSTRUCTION INSPECTION SERVICES WITH TECTONIC ENGINEERING FOR THE 2020 PAVING SEASON)

WHEREAS, Town Board Resolution 189-19 awarded construction inspection services for TE Contract 2019.02 – Paving, to Tectonic Engineering & Surveying Consultants, P.C.; and

WHEREAS, Town Board Resolution 134-20 extended TE Contract 2019.02 through the 2020 paving season; and

WHEREAS, the Department of Technical Services is in need of a part-time inspector for the 2020 paving season; and

WHEREAS, Tectonic Engineering & Surveying Consultants, P.C. has agreed to extend the contract at the same hourly rate \$85/hr as last year.

RESOLVED, the Town Board hereby authorizes the Department of Technical Services to extend construction inspection services with Tectonic Engineering & Surveying Consultants, P.C. at an hourly rate of \$85 for a total cost not to exceed Fifteen Thousand (\$15,000.00) Dollars.

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

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

**Adopted on June 16, 2020
at a Regular Meeting
Held via Zoom**

RESOLUTION

NUMBER 156-20

RE: (AUTHORIZE DEPARTMENT OF TECHNICAL SERVICES TO BID TE CONTRACT 2020.03 – NYS PIN 8390.96 WESTBROOK DRIVE INTERSECTION IMPROVEMENTS)

RESOLVED, that the Town Board hereby authorizes the Department of Technical Services to solicit bids for TE Contract 2020.03 – NYS Pin 8390.06 Westbrook Drive Intersection Improvements subject to NYS DOT authorization.

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

**Adopted on June 16, 2020
at a Regular Meeting
Held at the Town Hall**

RESOLUTION

NUMBER 157-20

**RE: (AUTHORIZE DEPARTMENT OF TECHNICAL SERVICES TO BID TE
CONTRACT 2020.05 – RECONSTRUCTION OF SEA PLANE HANGAR AT
CORTLANDT WATERFRONT PARK)**

RESOLVED, that the Town Board hereby authorizes the Department of Technical Services to solicit bids for the reconstruction of the Sea Plane Hangar at the Cortlandt Waterfront Park.

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

**Adopted on June 16, 2020
at a Regular Meeting
Held via Zoom**

RESOLUTION

NUMBER 158-20

RE: (AUTHORIZE DOTS TO RE-BID AND REQUEST PROPOSALS TO RESURFACE THE TENNIS COURTS AND REPLACE FENCING AT THE CHARLES J. COOK POOL COMPLEX)

WHEREAS, the Director of Technical Services and the Director of Cortlandt Recreation have evaluated the current condition of the tennis courts and recommend resurfacing the tennis courts and replace the fencing.

BE IT RESOLVED, that the Director of Technical Services is hereby authorized to re-bid and request proposals to resurface the tennis courts and replace the fencing at the Charles J. Cook Pool Complex.

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

**Adopted on June 16, 2020
at a Regular Meeting
Held via Zoom**

RESOLUTION

NUMBER 159-20

(RE: AUTHORIZE THE DEPARTMENT OF TECHNICAL SERVICES TO APPLY FOR AN ECONOMIC DEVELOPMENT AGENCY (EDA) GRANT FOR INFRASTRUCTURE IMPROVEMENTS TO THE QUARRY PARK PROPERTY LOCATED IN THE HAMLET OF VERPLANCK)

WHEREAS, the Town acquired 99-acre Quarry property in the hamlet of Verplanck in 2016, and

WHEREAS, the Town is desirous of encouraging appropriately scaled recreational uses and waterfront and tourism related uses of the property to provide needed tax revenue and job creation given the closure of the Indian Point Nuclear Power Plant, and

WHEREAS, the Department of Technical Services has developed conceptual plans and cost estimates for required infrastructure improvements including road, water and site preparation to serve the site that will permit future development of the property.

NOW THEREFORE BE IT RESOLVED THAT, the Department of Technical Services is hereby authorized to apply for an FY 2020 EDA Public Works and Economic Adjustment Assistance Programs including CARES Act Funding grant in the amount of \$6,000,000, with a required 50% Town match of \$3,000,000, for infrastructure improvements to serve the Quarry property.

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

**Adopted on June 16, 2020
At a Regular Meeting
Held via Zoom**

RESOLUTION

NUMBER 160-20

RE: (AUTHORIZE RESOLUTION SUPPORTING THE REALLOCATION OF STATE AND FEDERAL FUNDS FOR NYS PIN 8760.04 – RECONSTRUCT ROUTE 6 / CORTLANDT BOULEVARD FOR ITS RESURFACING AND INSTALLATION OF SIDEWALK BY NYSDOT.

NOW THEREFORE BE IT RESOLVED, that the Town Board hereby authorizes the reallocation of State and Federal Funds for NYS PIN 8760.04 – Reconstruct Route 6 / Cortlandt Boulevard for its resurfacing and installation of sidewalk by NYSDOT.

BE IT FURTHER RESOLVED, that this resolution and supporting documentation shall be submitted to the NYSDOT Regional Director.

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

**Adopted on June 16, 2020
at a Regular Meeting
Held via Zoom**

RESOLUTION

NUMBER 161-20

(RE: AUTHORIZE “NO PARKING SIGNS” TO BE INSTALLED ON BOTH SIDES OF BATTEN ROAD FROM ROUTE 129 TO THE CROTON VILLAGE LINE).

WHEREAS, the Town has received a request multiple residents living on Batten Road requesting no parking signs be installed in this area due to safety concerns, and

WHEREAS, the Director of DES has conducted a site visit to the area and recommends the Town Board authorize the placement of No Parking Signs on both sides of Batten Road from Route 129 to the Croton Village line,

NOW THEREFORE BE IT RESOLVED that the Town Board of the Town of Cortlandt does hereby authorize the installation of No Parking Signs pursuant to Chapter 291 (Vehicle and Traffic) of the Town Code of the Town of Cortlandt:

BE IT FURTHER RESOLVED that Department of Environmental Services (DES) is hereby authorized and directed to install the appropriate signs demarking the above regulation, and the Town Clerk is hereby directed to forward copies of this Resolution to the New York State Police, the Westchester County Police, Town Justices, DOTs Code Enforcement and DES pursuant to Chapter 291-3 of the Town Code.

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

**Adopted on June 16, 2020
At a Regular Meeting
Held via Zoom**

RESOLUTION

NUMBER 162-20

(RE: AUTHORIZATION TO PURCHASE A MIG WELDER FOR ALUMINUM WELDING AND FABRICATION.)

WHEREAS, the Department of Environmental Services will be performing in-house repairs and fabrication on aluminum materials in the shop and Town wide.

WHEREAS, the Director of Purchasing shall be authorized to solicit bids for a new Wire Mig welding machine and appurtenances for the DES mechanic staff;

NOW, THEREFORE, BE IT RESOLVED, that the Department of Environmental Services is authorized to purchase the equipment at a cost not to exceed **\$5,000**; and,

BE IT FURTHER RESOLVED, that the Comptroller is authorized to appropriate funds from fund balance, and amend the 2020 Budget, to fund the purchase as determined appropriate.

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

**Adopted on June 16, 2020
at a Regular Meeting
Held via Zoom**

RESOLUTION

NO. 163-20

(RECOGNIZE THE 25TH ANNIVERSARY OF THE FOUNDING OF THE NORTHERN WESTCHESTER JOINT WATERWORKS (NWJWW) TO MEET AN EPA UNFUNDED MANDATE TO FILTER WATER)

WHEREAS, the NWJWW consists of the Towns of Cortlandt, Yorktown, and Somers and also the Montrose Improvement District; and

WHEREAS, the NWJWW was originally formed in 1995 to comply with mandates from the EPA and the State Department of Health; and

WHEREAS, cooperation amongst neighboring municipalities has been imperative to the accomplishments of the NWJWW; and

WHEREAS, the NWJWW has been an incredibly successful venture that has provided fantastic drinking water to its residents at a reasonable price;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board recognizes the 25th anniversary of the founding of the Northern Westchester Joint Waterworks, and commends the NWJWW's staff and participating municipal corporations for the NWJWW's success.

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

**Adopted June 16, 2020
At a Regular Meeting
Held via Zoom**

RESOLUTION

NUMBER 164-20

RE: (RESOLUTION AUTHORIZING LETTER OF SUPPORT TO BE SENT TO THE REGIONAL DIRECTOR OF THE NYSDOT FOR IMPLEMENTATION OF “NO LEFT TURN” ONTO BEAR MOUNTAIN PARKWAY FOR EASTBOUND TRAFFIC ON US-35 / ROUTE 202 / CROMPOND ROAD)

WHEREAS, during the traffic review for multiple projects proposed for developments along the US-35 / Route 202 / Crompond Road Cortlandt, the Bear Mountain Parkway interchange has been identified as an impacted intersection; and

WHEREAS, the traffic studies prepared for these developments have identified a potential improvement that the Town is desirous the NYSDOT analyze and implement, being the restriction of a left turn movement for eastbound traffic on US-35 / Route 202 / Crompond Road onto the Bear Mountain Parkway; and

WHEREAS, the Town of Cortlandt will also continue to petition the NYSDOT to implement transportation improvement projects along this corridor.

NOW THEREFORE BE IT RESOLVED, that a Letter of Support and supporting documentation shall be sent to the Regional Director of the NYSDOT for implementation of “No Left Turn” onto Bear Mountain Parkway for eastbound traffic on US-35 / Route 202 / Crompond Road.

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

**Adopted on June 16, 2020
At a Regular Meeting
Held via Zoom**

RESOLUTION

NUMBER 165-20

**(RE: AUTHORIZE THE APPOINTMENT OF THE FOLLOWING SEASONAL EMPLOYEES
IN THE DEPARTMENT OF ENVIRONMENTAL SERVICES FOR THE YEAR 2020)**

NOW THEREFORE BE IT RESOLVED, the following seasonal employees will be appointed in the Department of Environmental Services, with an end date of September 20, 2020. This appointment is subject to completion of all background and drug screening.

SANITATION	NAME	START DATE
	Dylan Fraser	06/17/2020
	Vincent Bell	06/17/2020
	Matthew Scully	06/17/2020
	Danielle Lieske	06/17/2020
PARKS	NAME	START DATE
	Avalon Garrick	06/17/2020
	Ryan Pritchard	06/17/2020
WATER	NAME	START DATE
	Jason Keefe	06/17/2020
HIGHWAY	NAME	START DATE
	Derek Pisani	06/17/2020
	Jake Travis	06/17/2020

BE IT FURTHER RESOLVED, all temporary employees in the Department of Environmental Services shall be compensated at an hourly rate of pay of \$14.53.

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

**Adopted on June 16, 2020
at a Regular Meeting
Held via Zoom**

RESOLUTION

NUMBER 166-20

**RE: (APPOINT AN INTERN IN THE ENGINEERING DIVISION OF THE
DEPARTMENT OF TECHNICAL SERVICES)**

NOW, THEREFORE, BE IT RESOLVED, that following student is appointed as an intern in the Engineering Division of the Department of Technical Services:

Christina Ruvo

BE IT FURTHER RESOLVE, Ms. Ruvo will be paid an hourly salary of \$13.50 and will work fifteen hours per week effective June 17, 2020.

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

**Adopted on June 16, 2020
at a Regular Meeting
Held via Zoom**

RESOLUTION

NUMBER 167-20

RE: (APPOINT BENJAMIN CORRADO TO THE POSITION OF SEASONAL LAKE STREET TENNIS COURT ATTENDANT)

NOW, THEREFORE, BE IT RESOLVED, Appoint Mr. Benjamin Corrado to the position of seasonal Lake Street tennis court attendant. Mr. Herrera will be paid \$15 per hour and he will be working weekends through Sept 1st for a maximum of 10 hours per week.

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

**Adopted on June 16, 2020
at a Regular Meeting
held via Zoom**

RESOLUTION

NUMBER 168-20

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

Whereas, the Director of DOTS has recommended that a certain building at 19 Cherry Place be declared a dangerous building; and

Whereas, in accordance with the dangerous building statute a report from the Director of Code Enforcement 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

Now Therefore Be It Resolved, that the Town Board will hold a Public Hearing at its Regular Meeting of July 21, 2020 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 or virtually via Zoom if Executive Order 202 is still in effect, to consider declaring the building at 19 Cherry Place 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
LAROU ROSE SHATZKIN
TOWN CLERK**

**Adopted July 16, 2020
At a Regular Meeting
Held via Zoom**

RESOLUTION

NUMBER 169-20

RE: (ACCEPT DEDICATION OF THE BAKER STREET EXTENSION)

WHEREAS, the development known as “Pondview Commons” 3195 E. Main Street (tax lot 24.6-2-4), as part of the granting of a residential reuse special permit pursuant to section 307-94.2 of the Town Zoning Ordinance, more fully described in Town Board Resolution 282-11, contributed the sum of Seven Hundred and Fifty Thousand Dollars (\$750,000), their fair share of the proposed Baker Street / Route 6 right-of-way improvements to the Town; and

WHEREAS, Acadia Realty Trust with offices located at 411 Theodore Fremd Avenue, Suite 300, Rye, NY had constructed certain off-site improvements identified as the Baker Street Extension as part of the Cortlandt Crossing Development (tax lot 24.6-1-4); and

WHEREAS, said off-site improvements are more so fully described within the Cortlandt Crossing SEQRA Statement of Findings, adopted March 15, 2006; and

WHEREAS, the cost of said improvements in excess of One Million Seven Hundred Thousand Dollars (\$1,700,000) were initially funded by Acadia Realty Trust; and

WHEREAS, Acadia Realty Trust in a letter dated June 11, 2020 offers for dedication the Baker Street Extension and all improvements therein to the Town of Cortlandt and has requested the release of Seven Hundred Thousand Dollars (\$700,000), the amount agreed to by the Town of Cortlandt contributed by “Pondview Commons” for the Baker Street Extension to be reimbursed to Acadia Realty Trust for work performed; and

WHEREAS, the balance of \$50,000 is to be deposited into the Town’s General Fund; and

WHEREAS, all work has been completed to the satisfaction of the Directors of Technical and Environmental Services, and

WHEREAS, all improvements have been captured on the “Final Survey – Baker Street Extension” prepared by Control Point Associates, Inc., P.C. dated 8-13-19 and include drainage, lighting, sidewalk and curbing; and

WHEREAS, the Town Attorney has reviewed all agreements and verified the amounts identified above and recommends the release of monies as described above.

NOW THEREFORE BE IT RESOLVED; that the Town Board do hereby consent to the acceptance of the Baker Street extension as a s Town Highway as outlined above.

BE IT FURTHER RESOLVED, that the Town Comptroller is hereby authorized to release Seven Hundred Thousand Dollars (\$700,000) to Acadia Realty Trust and deposit Fifty Thousand Dollars (\$50,000) to the Town's General Fund.

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

**Adopted on June 16, 2020
at a Regular Meeting
Held via Zoom**

RESOLUTION

NUMBER 170-20

RE: (AUTHORIZE ADDITION OF THE FOLLOWING ROADS TO TE CONTRACT 2019.02 - PAVING EXTENSION

WHEREAS, The Town Board of the Town of Cortlandt authorizes DOTS and DES to pave Laura Court and a section of Sunset Road from #121-#138 and approximately 50 feet of Meadow Road from the intersection with Sunset Road under the 2020 extension of the TE Contract 2019.02 - Paving

BE IT FURTHER RESOLVED, that the Town Comptroller is hereby authorized to amend the budget if necessary.

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

**Adopted on June 16, 2020
At a Regular Meeting
Held via Zoom**