

 **DRAFT**

RESOLUTION

NUMBER _____

(RE: NEGATIVE DECLARATION RE: FIRE PROTECTION SERVICES)

WHEREAS, the Town Board of the Town of Cortlandt has expressed its intent to consider, after conducting a Public Hearing hereon, Fire Protection Services; and

WHEREAS, in accordance with the requirements of the New York State Environmental Quality Review Act (“SEQRA”), 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 is therefore the Lead Agency; 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, based on a review of the Project, there appear to be no significant adverse environmental impacts; and

BE IT FURTHER RESOLVED, that based upon the Environmental Assessment Form submitted to and reviewed by the Town 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.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

 **DRAFT**

NUMBER _____

(RE: AUTHORIZE SUPERVISOR TO EXECUTE AN AGREEMENT WITH THE VILLAGE OF CROTON FOR FIRE PROTECTION TO THE MT. AIRY/QUAKER BRIDGE FIRE PROTECTION DISTRICT FOR THE YEAR 2022)

WHEREAS, the Village of Croton-on-Hudson has submitted the Town Board of the Town of Cortlandt a proposed contract price for the purpose of providing fire protection to the Mt. Airy/Quaker Bridge Fire Protection District located within the Town of Cortlandt for a ONE (1) year period; and

WHEREAS, on this date, the Town Board conducted a Public Hearing in regard to this proposed contract covering the period January 1, 2022 through December 31, 2022; and

NOW THEREFORE BE IT RESOLVED, that the Supervisor be, and hereby is, authorized to execute an Agreement with the Village of Croton-on-Hudson to provide that said Fire Department will give fire protection to the Mt. Airy/Quaker Bridge Fire Protection District located within the Town from January 1, 2022 through December 31, 2022 at a total contract price to the Town of \$345,387.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

 **DRAFT**

RESOLUTION

NUMBER _____

**(RE: AUTHORIZE SUPERVISOR TO EXECUTE AN AGREEMENT WITH THE
MONTROSE FIRE DISTRICT FOR FIRE PROTECTION IN THE FURNACE DOCK
FIRE PROTECTION DISTRICT FOR THE YEAR 2022)**

WHEREAS, the Montrose Fire District has submitted the Town Board of the Town of Cortlandt a proposed contract price for the purpose of providing fire protection to the Furnace Dock Fire Protection District located within the Town of Cortlandt for a ONE (1) year period; and

WHEREAS, on this date, the Town Board conducted a Public Hearing in regard to this proposed contract covering the period January 1, 2022 through December 31, 2022; and

NOW THEREFORE BE IT RESOLVED, that the Supervisor be, and hereby is, authorized to execute an Agreement with the Montrose Fire District to provide that said Fire Department will give fire protection to the Furnace Dock Fire Protection District located within the Town from January 1, 2022 through December 31, 2022 at a total contract price to the Town of \$55,444.20.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER _____

(RE: AUTHORIZE SUPERVISOR TO EXECUTE AN AGREEMENT WITH THE CONTINENTAL VILLAGE FIRE DEPARTMENT FOR FIRE PROTECTION IN THE CONSOLIDATED CONTINENTAL VILLAGE FIRE PROTECTION DISTRICT FOR THE YEAR 2022)

WHEREAS, the Continental Village Fire Department has submitted the Town Board of the Town of Cortlandt a proposed contract price for the purpose of providing fire protection to the Consolidated Continental Village Fire Protection District located within the Town of Cortlandt for a ONE (1) year period; and

WHEREAS, on this date, the Town Board conducted a Public Hearing in regard to this proposed contract covering the period January 1, 2022 through December 31, 2022; and

NOW THEREFORE BE IT RESOLVED, that the Supervisor be, and hereby is, authorized to execute an Agreement with the Continental Village Fire Department to provide that said Fire Department will give fire protection to the Consolidated Continental Village Fire Protection District located within the Town from January 1, 2022 through December 31, 2022 at a total contract price to the Town of \$177,500.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

 **DRAFT**

RESOLUTION

NUMBER _____

**(RE: NEGATIVE DECLARATION RE: LOCAL LAW PERTAINING TO
REQUIRMENTS FOR SEWER CONNECTIONS)**

WHEREAS, the Town Board of the Town of Cortlandt has expressed its intent to consider, after conducting a Public Hearing hereon, a Local Law pertaining to Requirements for Sewer Connections; and

WHEREAS, in accordance with the requirements of the New York State Environmental Quality Review Act (“SEQRA”), 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 is therefore the Lead Agency; 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, based on a review of the Project, there appear to be no significant adverse environmental impacts; and

BE IT FURTHER RESOLVED, that based upon the Environmental Assessment Form submitted to and reviewed by the Town 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.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

DRAFT

Local Law No. ___ of 2022

(A LOCAL LAW TO AMEND CHAPTER 241: SEWERS OF THE TOWN CODE)

Section 1. Legislative Intent

It is the intent of this local law to amend Chapter 241: Sewers of the Town Code to add additional provisions that specifically relate to grinder pump units and pressure sewer systems.

Section 2. Additions to the Town Code

The following provisions shall be added to Section 241 of the Town Code:

Grinder pump units and pressure sewer systems.

A. General

Grinder pump units and pressure sewer systems from time to time are economically feasible where a gravity sewer system is cost-prohibitive. Under these circumstances the following regulations shall apply.

B. Responsibility

(1) Any lot included in an accepted sanitary sewer district or improvement area serviced by primary force and gravity mains, with buildings having plumbing facilities and/or used for human occupancy, employment, recreation or other purposes in existence on the date a contract is awarded for installation of a sanitary force main and low-pressure sewer line abutting the property line of a lot shall have a Town-owned grinder pump installed in accordance with plans approved by the Town and the Westchester County Department of Health and maintained by the Town and shall grant the Town an easement for future maintenance and replacement of the pump. Installation, from the sewer main to the isolation valve, grinder pump and connection from the building to the grinder pump shall be made by the owner in accordance with plans approved by the Town and the Westchester County Department of Health.

(2) In the event any property owner with a Town-owned grinder pump does not grant the Town an easement to maintain a Town-owned grinder pump, such property owner shall be solely responsible for the costs of such installation, maintenance and connection. The Town shall, in the Town's sole discretion, make reasonable attempts to contact the property owner to obtain such easement, which shall include sending a certified mail request to the owner of record as identified in the tax receiver's office. In addition, any property owner who fails or refuses to grant the Town an easement to maintain a Town-owned grinder pump shall be subject to penalties as set forth in this chapter. Such property owner may also be subject to all other legal remedies, including but not limited to injunctive relief, and shall be liable to the Town for any expenses incurred by the Town pursuing such remedies, including but not limited to reasonable costs and attorney's fees.

(3) The costs of installation and maintenance of all other grinder pumps shall be the sole responsibility of the property owner.

DRAFT

C. Grinder pump connections.

(1) Sewer connections shall be laid solidly on a true grade of not less than 1/4 inch per foot. They shall be laid in a straight line. Change in direction, if necessary, shall be made with proper fittings. All pipes shall be clear of dirt or other foreign materials as the work progresses.

(2) Fill used over and around any pipe shall be laid and compacted to the approved and accepted details of the Town of Cortlandt. Fill shall be free of clay, large stones and debris. No construction demolition debris or any recycled materials shall be used.

(3) Adequate cleanouts shall be installed not over 50 feet apart so that at all times the route of the flow can be rodded or cleaned mechanically between the building and the grinder pump unit.

(4) All materials used must be in accordance with prevailing Town standards and as specified on plans and details approved by the Westchester County Department of Health.

(5) All materials used must be inspected by the Departments of Technical and Environmental Services. No work shall be inspected or approved unless the trench is open for its entire length and all pipe and joints visible. Any trench backfilled before such inspection is made and the work approved shall be reopened for its entire length by the party performing the work. The party performing the work shall notify the Director of Technical Service and/or designee, giving at least 24 hours' notice in advance of the time when the connection will be laid and ready for inspection of such sewers, as are specifically designated by the Town.

(6) No connection will be permitted for draining stormwater, roof water, surface water from roads, driveways, or lawns, groundwater runoff, subsurface drainage, cooling water, cellar drains, including sump pumps, or other ponded water. Stormwater and all other unpolluted water shall be discharged to applicable standards and environmental law.

(7) Sewer laterals shall be separated 10-ft horizontal and 18" vertical from any potable water supply.

(8) Property owners shall have the option to either install an onsite standby generator to service the grinder pump assembly in the event of a power outage, or install a secondary holding tank in-line of the building service connection in accordance with plans approved by the Town and Westchester County Department of Health.

(9) All connections to grinder pumps shall be made in accordance with the following specifications and applicable New York State Uniform Fire Prevention and Building Code and those specifications accepted and approved for use by the Town of Cortlandt in conformance with the Westchester County Department of Health's guidelines.

D. Electrical

(1) The property owner shall be responsible for the cost of electricity to operate all grinder pump units.

DRAFT

(2) For Town-owned grinder pumps, the Town shall be responsible for the cost of supply, delivery and installation of electrical parts, materials, labor and equipment required for complete and proper operation for the grinder pump station. The property owner shall grant the Town and its contractors access to the property, to the owner's premises and electrical panel, and allow the Town to install the necessary electrical connections to the grinder pump station and alarm panel. All electrical work, equipment and apparatus provided and installed shall conform to the New York State Uniform Fire Prevention and Building Code or the National Electrical Code.

(3) For grinder pumps owned by the property owner, the property owner shall be responsible for the cost of supply, delivery and installation of all electrical parts, materials, labor and equipment required for complete and proper operation of the grinder pump station. All electrical work, equipment and apparatus provided and installed shall receive an electrical permit and shall conform to the New York State Uniform Fire Prevention and Building Code or the National Electrical Code.

(4) The Town cannot ensure emergency power of grinder pump units. In the event of a prolonged power outage, the Town will make its best effort to supply emergency power to Town-owned grinder pumps. Privately owned grinder pumps shall be the responsibility of the property owner.

E. Penalties

Unless otherwise provided, any person committing an offense against any provision of this chapter shall, upon conviction thereof, be guilty of a violation pursuant to the Penal Law of the State of New York, punishable by a fine not exceeding \$250 or by imprisonment for a term not exceeding 15 days, or by both such fine and imprisonment. The continuation of an offense against the provisions of this chapter shall constitute a separate and distinct offense hereunder for each day the offense is continued.

Section 3. Severability.

If any clause, sentence, paragraph, subdivision, or part of this Local Law or the application thereof to any person, firm or corporation, or circumstance, shall be adjudged by any court of competent jurisdiction to be invalid or unconstitutional, such order or judgment shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of this Local Law or in its application to the person, individual, firm or corporation or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

Section 4. Effective date.

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**

DRAFT

**Adopted January 11, 2022
At a Special Meeting
Held at Town Hall**

RESOLUTION

NO.

(AUTHORIZE THE TOWN SUPERVISOR TO EXECUTE AN AMENDED AGREEMENT WITH THE STATE OF NEW YORK AND VILLAGE OF BUCHANAN PERTAINING TO THE INDIAN POINT SETTLEMENT FUND)

WHEREAS, prior to Indian Point's closure, a \$15 million Settlement Fund was established pursuant to the Indian Point Closure Agreement; and

WHEREAS, the State recently informed the Town of Cortlandt and Village of Buchanan that approximately \$7 million of the Settlement Fund can be used for sewer improvements in the area near Indian Point; and

WHEREAS, a condition precedent to receiving this money is entering into a cooperative agreement with the State and Village; and

WHEREAS, to begin this process, the Town will need to execute this agreement and hire consultants; and

WHEREAS, the Town Board approved a Resolution at its December 14, 2021 Meeting to authorize the Supervisor to execute an agreement; and

WHEREAS, after this time, the agreement was amended by the State; and

WHEREAS, Town staff have reviewed this amended agreement and believe it is ready for the Supervisor's signature;

NOW, THEREFORE, BE IT RESOLVED, that the Town Supervisor is authorized to execute the amended Cooperative Agreement pertaining to the Indian Point Settlement Fund with the State of New York and Village of Buchanan.

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

**Adopted January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

DRAFT

NO.

**(RECEIVE THE FINAL ENVIRONMENTAL IMPACT STATE FOR THE MOD AND
CIRCULATE TO INTERESTED AND INVOLVED AGENCIES)**

WHEREAS, SEQRA studies have been conducted for the Medical Oriented District (“MOD”) for more than a year; and

WHEREAS, the Final Environmental Impact Statement has been compiled;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board receives the Final Environmental Impact Statement.

BE IT FURTHER RESOLVED, that Town staff is authorized to circulate the FEIS to all interested and involved agencies.

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

**Adopted January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

NO.

**(AUTHORIZE RENEWAL OF EXEMPTIONS FOR SENIORS AND PERSONS WITH
DISABILITIES BASED ON PRIOR YEAR SUBMITTALS)**

WHEREAS, pursuant to Executive Order 11.1, Subdivisions 7, 7-a and 8 of section 459-c of the Real Property Tax Law, and subdivisions 5, 5-a, 5-b, 5-c and 6 of section 467 of the Real Property Tax Law can be automatically renewed without requiring updated forms from property owners; and

WHEREAS, these exemptions apply to persons with disabilities and seniors; and

WHEREAS, the Supervisor and Town Board would like to assist residents in all ways possible and limit exposure to the virus for those most at risk in the Cortlandt community;

NOW, THEREFORE, BE IT RESOLVED that the Assessor is authorized to renew exemptions described in this Resolution based on the 2021 Final Assessment Roll.

BE IT FURTHER RESOLVED, that the Assessor is authorized to update the 2022 Final Assessment Roll based on these exemptions, as necessary.

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

**Adopted January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

NUMBER _____

**(AUTHORIZE THE RENEWAL OF AN IMA WITH WESTCHESTER COUNTY FOR
BUS PASSENGER SHELTERS)**

BE IT RESOLVED, that the Supervisor of the Town of Cortlandt is authorized to execute the IMA with Westchester County regarding Bus Passenger Shelters on the Town's behalf, and

BE IT FURTHER RESOLVED, that the term of the IMA shall be from July 1, 2021 and expire on June 30, 2026, and

BE IT FURTHER RESOLVED, that pursuant to the terms of the Agreement, payment shall be made annually beginning on or around August 31, 2022 from Westchester County to the Town of Cortlandt, and

BE IT FURTHER RESOLVED, that the Town Clerk will forward a certified version of this Resolution on to the County of Westchester.

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

**Adopted January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

NO.

**(AUTHORIZE THE PURCHASE OF ADDITIONAL CLAY FOR THE TOWN HALL
SOFTBALL FIELD)**

WHEREAS, pursuant to Resolution 163-21, the Town is authorized to allocate funding to each of the youth baseball and softball organizations in an amount not to exceed \$10,000 per year; and

WHEREAS, the Town is undertaking plans to refurbish the existing softball field at Town Hall in order to create a superb field for the youth to play on; and

WHEREAS, the Town is endeavoring to refurbish the infield as part of one project rather than in a piecemeal fashion; and

WHEREAS, the cost for the clay is likely to cost more than \$10,000; and

WHEREAS, Town staff have suggested combining allotments for multiple years in order to fix the infield correctly the first time;

NOW, THEREFORE, BE IT RESOLVED that the Town is authorized to purchase clay to refurbish the infield at Town Hall in an amount not to exceed \$20,000.

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

**Adopted January 11, 2022
At a Regular Meeting
Held at Town Hall**

 **DRAFT**

RESOLUTION

NO.

(AMEND RESOLUTION 336-21 AND AUTHORIZE A COVID-19 VACCINE INCENTIVE FOR TOWN EMPLOYEES)

WHEREAS, the Town has taken a proactive approach in keeping its employees safe during the COVID-19 Pandemic; and

WHEREAS, it has consistently encouraged employees to become vaccinated against COVID-19; and

WHEREAS, pursuant to data provided by New York State (<https://coronavirus.health.ny.gov/covid-19-breakthrough-data>), being vaccinated has been proven to reduce the number of COVID-19 cases and to reduce hospitalizations; and

WHEREAS, the Town Board authorized a vaccine incentive at its December 2021 meeting under Resolution 336-21; and

WHEREAS, it believes it is in the Town's best interest to expand the time for the incentive as outlined in this Resolution due to the increased caseloads from the Omicron variant;

NOW, THEREFORE, BE IT RESOLVED, that the Town Comptroller is authorized to implement a vaccine incentive in which employees are paid \$125 for their first vaccine and an additional \$125 for their second vaccine for the Pfizer and Moderna COVID-19 vaccines (2 shot sequence), should the vaccine sequence be completed between the date of this Resolution and January 31, 2022.

BE IT FURTHER RESOLVED that the Town Comptroller is authorized to issue a payment in the amount of \$250 for all employees vaccinated with the Johnson & Johnson vaccine (1 shot sequence), should the vaccine sequence be completed between the date of this Resolution and January 31, 2022.

BE IT FURTHER RESOLVED that any employee who receives a booster shot between the date of this Resolution and January 31, 2022 shall receive \$125.

BE IT FURTHER RESOLVED that all employees previously fully vaccinated against COVID-19 shall be credited with one additional vacation day.

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

**Adopted January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

DRAFT

NUMBER _____

**(AUTHORIZING THE SETTLEMENT OF A
TAX CERTIORARI-VS CONSTRUCTION CORP.)**

WHEREAS, VS Construction Corp., filed a tax certiorari for the years 2017 and 2018;
and

WHEREAS, after discussions and review with the Town Assessor it was deemed that a
reduction in the roll would be appropriate; and

WHEREAS, it is necessary to review and approve this reduction;

NOW, THEREFORE, BE IT RESOLVED, that the Town Attorney be and hereby is
authorized to execute a Consent Judgment and Stipulation of Settlement with respect to the
above referenced tax certiorari proceedings as follows:

Tax Map No.: 33.12, Block 2 and Lot 8

<u>Assess.</u>	<u>Assessed Valuation</u>		<u>Amount of</u>
<u>Year</u>	<u>Reduced From</u>	<u>Reduced To</u>	<u>Reduction</u>
2017	\$23,750	\$21,375	\$2,375
2018	\$23,750	\$21,375	\$2,375

BE IT FURTHER RESOLVED, that upon approval of the Justice of the Supreme
Court, all appropriate steps will be taken by the appropriate Town Officials to effectuate the
changes herein.

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

**Adopted January 11, 2022
At a Regular Meeting
Held at Town Hall**

At an IAS Term of the Supreme Court of the State of New York held for the County of Westchester, at 111 Dr. Martin King Jr. Blvd., White Plains, New York on the day of , 2021

PRESENT:

HON. BRUCE E. TOLBERT,
Justice.

-----X
In the Matter of the Application of
VS CONSTRUCTION CORP.,

CONSENT
JUDGMENT

Index Nos.
64712/2017
65714/2018

Petitioner,

- against -

THE ASSESSOR OF THE TOWN OF CORTLANDT,
THE BOARD OF ASSESSMENT REVIEW OF THE
TOWN OF CORTLANDT, AND THE TOWN OF
CORTLANDT,

Tax Map ID
Section: 33.12
Block: 2
Lot: 8

Respondents,

LAKELAND CENTRAL SCHOOL DISTRICT,
Intervenor-Respondent.

Property Location:
2003 Crompond Rd.

For a Review of Tax Assessments under
Article 7 of the Real Property Tax Law.

-----X

The above petitioner having heretofore served and filed Petitions and Notices to review the tax assessments fixed by the TOWN OF CORTLANDT, for the assessment years 2017 and 2018 and upon certain real property located in the TOWN OF CORTLANDT, New York, and designated as: Section 33.12, Block 2 and Lot 8 on the Official Assessment Map of the TOWN OF CORTLANDT, and

The issue of this proceeding having duly come on for trial at an IAS Term of the Court, the petitioners having appeared by JOSEPH ALBERT, ESQ., the respondents having appeared by THOMAS F. WOOD, ESQ., Town Attorney, TOWN OF CORTLANDT, the Intervenor-Respondent having appeared by MARC E. SHARFF, Lakeland Central School District, and the parties having made their settlement, it is

ORDERED, that the assessment on the properties referred to herein, be and the same are hereby reduced, corrected and fixed for the 2017, and 2018 assessment years as follows:

<u>Tax Map Id. No.: Section 33.12. Block 2 and Lot 8</u>			
<u>Assessment</u>	<u>Assessment Valuation</u>		<u>Amount of</u>
<u>Year</u>	<u>Reduced From</u>	<u>Reduced To</u>	<u>Reduction</u>
2017	\$23,750	\$21,375	\$2,375
2018	\$23,750	\$21,375	\$2,375

ORDERED, ADJUDGED AND DECREED, that the officer or officers having custody of the assessment rolls upon which the above-mentioned assessments and any taxes levied thereon are entered shall correct the said entries in conformity with this Order and shall note upon the margin of said rolls, opposite of said entries, that the same have been corrected by the authority of this order, and it is further

ORDERED, that there shall be audited, allowed and paid to the petitioners by the TOWN OF CORTLANDT for Tax Map No.: Section 33.12, Block 2 and Lot 8, the amount of Town and any applicable Special District taxes paid by the petitioner as taxes against the said erroneous assessments in the excess of what the taxes would have been had the said assessments made in the aforesaid years been determined by this Order, together with interest thereon from the date of

payment thereof as provided by statute; provided, however, notwithstanding any other provision herein to the contrary, interest shall be waived in the event that payment is made in full within sixty (60) days from the date of service of this Order; and it is further,

ORDERED AND DIRECTED, that the County Legislators of the COUNTY OF WESTCHESTER, State of New York, be and are hereby directed and authorized to audit, allow and pay to the petitioner the amount, if any, of State, County, Judiciary and Sewer District taxes paid by the petitioner as taxes against the erroneous assessments in excess of what the taxes would have been had the assessments been determined by this order, together with interest thereon from the date of payment thereof as provided by statute; provided, however, notwithstanding any other provision herein to the contrary, interest shall be waived in the event that payment is made in full within sixty (60) days from the date of service of this Order upon the Commissioner of Finance with notice of entry and proof of payment of taxes; and it is further

ORDERED, that there shall be audited, allowed and paid to the petitioner by the LAKELAND CENTRAL SCHOOL DISTRICT for Tax Map ID Section 33.12, Block 2 and Lot 8, the amount of School taxes, and Library taxes if applicable, paid by the petitioner as taxes against the said erroneous assessment in the excess of what the taxes would have been had the said assessment made in the aforesaid years been determined by this Order, together with interest thereon from the date of payment thereof as provided by statute, provided, however, notwithstanding any other provision herein to the contrary, interest shall be waived

in the event that payment is made within sixty (60) days from the date of service of this Order with notice of entry, and it is further

ORDERED AND DIRECTED, that all tax refunds hereinabove directed to be made by respondent, the TOWN OF CORTLANDT, and by the LAKELAND CENTRAL SCHOOL DISTRICT and/or any of the various additional taxing authorities named herein, be made by check or draft payable to the order of JOSEPH ALBERT, ESQ., as attorney for the petitioner, which is to hold the proceeds as trust funds for appropriate distribution, and which is to remain subject to the further jurisdiction of the Court in regard to its attorney's lien, pursuant to Judiciary Law Section 475, and it is further

ORDERED AND STIPULATED, that the provisions of Real Property Tax Law §727 are waived in connection with the settlement of these proceedings, and it is further

ORDERED AND DIRECTED, that unless paid in full within sixty (60) days from service of this Order and of the Audit and Demand for payment all tax refunds are to be made with statutory interest from the date the taxes indicated herein were paid, pursuant to Section 726 of the Real Property Tax Law of the State of New York, and it is further

ORDERED, that this Order hereby constitutes and represents full settlement of the tax review proceeding herein, and there are no costs or allowances awarded to, by or against any of the parties, and that upon compliance with the terms of this Order, the above-entitled proceeding be and the same are settled and discontinued.

RESOLUTION

NUMBER _____

DRAFT

(RE: APPOINT CHRISTOPHER BELOFF AS A MEMBER OF THE ZONING BOARD OF APPEALS, RE APPOINT DAVID DOUGLAS AS CHAIRMAN AND WAI MAN CHIN AS VICE CHAIRMAN)

WHEREAS, it is the desire of the Town Board to appoint ZBA Alternate Christopher Beloff as a full member of the Zoning Board of Appeals to complete a term ending December 31, 2026; and

WHEREAS, it is the desire of the Town Board to reappoint David Douglas as Chairman; and Wai Man Chin as Vice Chairman of the Zoning Board of Appeals for two year terms commencing January 1, 2022 and ending December 31, 2023; and

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Cortlandt does hereby appoint Christopher Beloff as a member of the Town Zoning Board of Appeals for a term ending December 31, 2026; and

BE IT FURTHER RESOLVED that the Town Board of the Town of Cortlandt does hereby reappoint David Douglas as Chairman; and Wai Man Chin as Vice Chairman of the Zoning Board of Appeals for two year terms commencing January 1, 2022 and ending December 31, 2023; and

BE IT FURTHER RESOLVED, that said appointees are to be compensated at an annual salary as outlined in the annual salary resolution to be paid on the same payroll as other ZBA members; and the above appointed member shall serve along with the following previously appointed members whose terms are outlined below;

DAVID DOUGLAS (Chairman)

36 Wood Dale Avenue
Croton-on-Hudson, N.Y. 10520

TERM EXPIRES 12/31/2025

WAI MAN CHIN (Vice Chairman)

77 East Mt. Airy Road
Croton-on-Hudson, New York 10520

TERM EXPIRES 12/31/2025

THOMAS WALSH

260 Buttonwood Ave
Cortlandt Manor, New York 10567

TERM EXPIRES 12/31/2024

ADRIAN HUNTE
12 DiRubbo Drive
Cortlandt Manor, NY 10567

TERM EXPIRES 12/31/2023

FRANK FRANCO
1059 Quaker Bridge Road E
Croton-on-Hudson, NY 10520

TERM EXPIRES 12/31/2027

BENITO MARTINEZ
164 Frederick Street
Cortlandt Manor, New York 10567

TERM EXPIRES 12/31/2024

VACANT (Alternate)

TERM EXPIRES 12/31/2021

Appointed Above:

CHRISTOPHER BELOFF
178 Seward Street
Buchanan, NY 10511

TERM EXPIRES 12/31/2026

DAVID DOUGLAS (Chairman)
36 Wood Dale Avenue
Croton-on-Hudson, N.Y. 10520

TERM EXPIRES 12/31/2023

WAI MAN CHIN (Vice Chairman)
77 East Mt. Airy Road
Croton-on-Hudson, New York 10520

TERM EXPIRES 12/31/2023

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

NUMBER _____

(RE: APPOINT SUZANNE DECKER AS A MEMBER AND ROBERT MAYES AS AN ALTERNATE TO THE PLANNING BOARD, AND REAPPOINT LORETTA TAYLOR AS CHAIRMAN AND THOMAS BIANCHI AS VICE CHAIRMAN, RESPECTIVELY)

WHEREAS, it is the desire of the Town Board at this time to appoint Suzanne Decker as a member of the Planning Board for a term commencing on January 1, 2022 and ending on December 31, 2028; and

WHEREAS, it is the desire of the Town Board at this time to appoint Robert Mayes as an alternate member of the Planning Board for a term commencing on January 1, 2022 and ending on December 31, 2028; and

WHEREAS, it is the desire to Town Board to reappoint Loretta Taylor and Thomas Bianchi as Chairman and Vice Chairman, respectively, for two year terms commencing on January 1, 2022 and ending on December 31, 2023,

NOW, THEREFORE, BE IT RESOLVED, that Suzanne Decker be, and hereby is, appointed as a member of the Planning Board, to complete a term ending December 31, 2028; and

BE IT FURTHER RESOLVED, that Robert Mayes be, and hereby is, appointed as an alternate member of the Planning Board, to complete a term ending December 31, 2023; and

BE IT FURTHER RESOLVED, that the Town Board of the Town of Cortlandt does hereby reappoint Loretta Taylor and Thomas Bianchi as Chairman and Vice Chairman, respectively, for two year terms commencing on January 1, 2022 and ending on December 31, 2023, and

BE IT FURTHER RESOLVED, that all said appointees shall be compensated at a salary as outlined in the annual salary resolution to be paid on the same payroll as other Town of Cortlandt Planning Board members; and the above appointed members shall serve along with the following previously appointed members whose terms are outlined below:

7 MEMBERS/7 YEAR TERMS – 1 ALTERNATE/2 YEAR TERM

LORETTA TAYLOR (Chairwoman)

Ruth Road

Cortlandt Manor, New York 10567

TERM EXPIRES 12/31/2023

THOMAS BIANCHI (Vice Chairman)

2 Fairgreen Court

Cortlandt Manor, New York 10567

TERM EXPIRES 12/31/2026

ROBERT FOLEY

93 Lockwood Road
Cortlandt Manor, New York 10567

TERM EXPIRES 12/31/2022

JEFFREY ROTHFEDER

1426 Washington Street
Cortlandt Manor, New York 10567

TERM EXPIRES 12/31/2024

STEVEN KESSLER

1515 Lower Washington Street
Cortlandt Manor, New York 10567

TERM EXPIRES 12/31/2025

GEORGE KIMMERLING

6 Spruce Lane
Cortlandt Manor, New York 10567

TERM EXPIRES 12/31/2027

APPOINTED ABOVE:

SUZANNE DECKER

13 Ackerman Court
Croton-on-Hudson, New York 10520

TERM EXPIRES 12/31/2028

ROBERT MAYES (Alternate)

2 Newman Court
Crompond, New York, 10517

TERM EXPRIES 12/31/2023

LORETTA TAYLOR (Chairwoman)

Ruth Road
Cortlandt Manor, New York 10567

TERM EXPIRES 12/31/2023

THOMAS BIANCHI (Vice Chairman)

2 Fairgreen Court
Cortlandt Manor, New York 10567

TERM EXPIRES 12/31/2023

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

 **DRAFT**

RESOLUTION

NO.

(AUTHORIZE RENEWAL OF CONCESSION SERVICES FOR CHARLES J. COOK POOL)

WHEREAS, the Town approved Costa Foods as its food service vendor at the Charles J. Cook Pool pursuant to Resolution number 68-17; and

WHEREAS, the Town has been satisfied with Costa Foods' performance and wishes to renew its services; and

WHEREAS, Costa Foods has offered to pay the Town \$4,500 per season to be the food vendor; and

WHEREAS, Costa Foods has been a reliable vendor during the COVID-19 Pandemic;

NOW, THEREFORE, BE IT RESOLVED that the Town Supervisor is authorized to execute a renewal contract with Costa foods for one year with an option to renew the agreement for an additional year.

BE IT FURTHER RESOLVED, that the contract is subject to all health and safety requirements, including those related to the COVID-19 Pandemic.

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

**Adopted January 11, 2022
At a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER _____

(RE: APPOINT MEMBERS TO THE TOWN’S SAFETY COMMITTEE FOR THE YEAR 2022)

WHEREAS, it is the desire of the Town Board of the Town of Cortlandt to appoint members to the Town’s Safety Committee for the year 2022; and to designate the Chairperson of said Committee;

NOW, THEREFORE BE IT RESOLVED, that **Peter McMillian**, Purchasing Director; and **Claudia Vahey**, Human Resource Coordinator be, and hereby are, **designated as Co-Chairpersons** of said Town Safety Committee to serve along with the following members for a term commencing retroactively on January 1, 2022 and terminating on December 31, 2022:

<u>FUNCTION</u>	<u>MEMBER</u>
Purchasing Director	PETER MCMILLIAN
DES	ROBERT FEENSTRA
Technology	MATT LOGERFO
AFSCME Blue Collar	ROBERT WARD
DES Recreation Division	JOHN PALMIOTTO
DOTS Code Enforcement/Asst Bldg Inspector White Collar	JOHN SCHEMBARI
DOTS Code Enforcement/Fire Inspector	HOLLY HAIGHT
DES	STEVE CLAUSEN
DES	SEAN MULLEADY
Human Resources	CLAUDIA VAHEY
DES Director	STEVE FERRERIA
DOTS Engineering	ARTIE D’ANGELO
Town Supervisor/Town Board Liaison	RICHARD H. BECKER

AND, BE IT FURTHER RESOLVED, that the duty of the above Committee shall be as follows:

- Discover loss producing conditions and establish action measures
- Survey daily operations for loss exposures
- Formulate safe measures and procedures, including Personal Protection Equipment
- Ensure the corrective action is taken
- Promote adherence to safety policies and procedures
- Review and analyze recent accidents reports, insure DOSH 900 form completion
- Solicit and respond to employee suggestions
- Act as a unified body to address loss exposure issues

AND, BE IT FURTHER RESOLVED, that the responsibilities of the members of the Committee are as follows:

- Preside over meetings (chairperson selection)
- Organize for meetings; agenda, place, notification
- Ensures distribution of committee minutes to all members
- Reviews status of issues raised in the committee minutes
- Attend all meetings
- Report unsafe conditions and/or practices observed or reported by employees
- Contribute ideas and suggestions
- Work safely, set an example
- Influence and encourage others to work safely
- Help assist self directed employee safety programs
- Maintain knowledge of recent OSHA-PESH Safety Programs
- Conduct periodic inspections of various work locations
- Review/conduct accident report investigations
- Foster trust among fellow employees
- Participate actively in the implementation of new safety policies, procedures, and regulations

AND, BE IT FURTHER RESOLVED, the meeting dates of the Safety Committee in 2022 shall take place on the following Thursdays:

January 28, 2021

April 15, 2021

September 16, 2021

December 2, 2021

AND, BE IT FURTHER RESOLVED, Co-Chairperson Peter McMillan will submit the minutes of Safety Committee Meetings to the Town Supervisor within 45 days of the meeting taking place.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

 **DRAFT**

RESOLUTION

NUMBER ____

**(RE: APPOINT MEMBERS TO THE CORTLANDT ARCHITECTURAL
REVIEW COUNCIL FOR THE YEAR 2022)**

RESOLVED, that the following be, and hereby are, **appointed as members of the
Town of Cortlandt Architectural Review Council** to serve for the year 2022; and that
Arthur Clements is hereby designated as the Chairperson of same.

Arthur Clements, Chairperson

176 Dogwood Road

Cortlandt Manor, NY 10567

Tele. 737-8099

Kimberly Miller

28 Henning Drive

Montrose, NY 10548

Tele. 382-9370

Christopher Borchardt

205 Furnace Dock Road

Cortlandt Manor, NY 10567

Tele. 736-1356

Michael Lenihan, RA

1869 Jacob Street

Cortlandt Manor, NY 10567

Tele. 734-9127

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

**Adopted on January 12, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

NUMBER _____

DRAFT

(RE: APPOINT MEMBERS OF THE ALARM APPEALS BOARD FOR THE YEAR 2022)

WHEREAS, on February 11, 1992, the Town Board adopted Local Law No. 2-92 which amended Local Law No. 5 of 1990 entitled "Alarm Devices and Systems"; and

WHEREAS, pursuant to Paragraph G of said Local Law No. 2-92, the Town Board must appoint members to serve on the Alarm Appeals Board, who after filing an Oath of Office with the Town Clerk as such members, may conduct hearings as required under said Local Law; and

WHEREAS, it is the desire of the Town Board to appoint said Board for the year 2022;

NOW, THEREFORE, BE IT RESOLVED, that the following be, and hereby are, re-appointed to serve as members of the **Alarm Appeals Board**; said terminate on December 31, 2022:

**MICHAEL PREZIOSI, Director DOTS
(Or his designated representative)
Town Hall, One Heady Street, Cortlandt Manor, N.Y.
Telephone: 734-1060**

Chairman of Fire Advisory Board

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

DRAFT

NUMBER _____

(RE: RE-APPOINT GLEN MALIA TO THE BOARD OF ASSESSMENT REVIEW)

WHEREAS, the Town Board wishes to re-appoint Glen Malia as member of the Board of Assessment Review;

NOW, THEREFORE, BE IT RESOLVED, that **Glen Malia, of 42 Winthrop Drive in Cortlandt Manor**, be, and hereby is, reappointed to serve as a member of the **TOWN OF CORTLANDT BOARD OF ASSESSMENT REVIEW** for a term of 5 years terminating on September 30, 2026; and

BE IT FURTHER RESOLVED, that the above appointee shall serve along with the following previously appointed members whose names and terms are outlined below:

DAVID M. ROTHMAN

5 Benjamin Lane

Cortlandt Manor, New York 10567

Term Expires 9/30/2022

JOHN A. LENTINI

124 Allen Street

Cortlandt Manor, New York 10567

Term Expires 9/30/2023

DONALD LIEBMAN

4 Dickerson Road

Cortlandt Manor, New York 10567

Term Expires 9/30/2024

VACANCY

Term Expires 9/30/2020

GLEN MALIA

42 Winthrop Drive

Cortlandt Manor, New York 10567

Term expires 9/30/2026

**Adopted on January 11, 2022
At a Regular Meeting
Held at the Town Hall**

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

 **DRAFT**

RESOLUTION

NUMBER _____

(RE: DESIGNATE DEPUTY SUPERVISOR)

WHEREAS, the Supervisor has, pursuant to Town Law designated Councilman Jim Creighton Deputy Supervisor,

NOW, THEREFORE, BE IT RESOLVED, that Councilman Jim Creighton be, and hereby is, acknowledged Deputy Supervisor for the year 2022;

BE IT FURTHER RESOLVED, that said appointee is to be compensated by stipend as outlined in the annual salary resolution.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

 **DRAFT**

RESOLUTION

NUMBER _____

(RE: APPOINT TOWN BOARD LIAISON FOR PERSONNEL MATTERS)

WHEREAS, it is the desire of the Town Board to appoint a Town Board Liaison for Personnel Matters,

THEREFORE BE IT RESOLVED, that Councilman Richard Becker be and hereby is, appointed as Town Board Liaison for Personnel Matters for 2022.

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

**Adopted on January 11, 2021
At a Regular Meeting
Held at Town Hall**

 **DRAFT**

RESOLUTION

NUMBER _____

(RE: APPOINT TOWN BOARD LIAISON FOR SUSTAINABILITY AND SOLAR ENERGY ISSUES)

WHEREAS, it is the desire of the Town Board to appoint a Town Board Liaison for Sustainability and Solar Energy Issues,

THEREFORE, NOW, BE IT RESOLVED, that Councilman James Creighton be, and hereby is, appointed as Town Board Liaison for Solar Energy Issues for 2022.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

 **DRAFT**

RESOLUTION

NUMBER _____

**(RE: APPOINT TOWN BOARD LIAISON TO THE HUDSON VALLEY
CHAMBER OF COMMERCE)**

WHEREAS, it is the desire of the Town Board to appoint a Town Board Liaison to the Hudson Valley Chamber of Commerce,

THEREFORE, NOW, BE IT RESOLVED, that Councilman James Creighton be and hereby is, appointed as Town Board Liaison to the Hudson Valley Chamber of Commerce for 2022.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

NUMBER _____

(RE: APPOINT MEMBERS TO THE SHARED SERVICES TASK FORCE FOR 2022)

WHEREAS, the Town has always been in the forefront of attempting to share services and programs with adjoining communities and within the region; and

WHEREAS, when programs are entered into jointly by municipalities, the taxpayers benefit in cost savings depending on the magnitude of the sharing and operation,

WHEREAS, it is always incumbent upon the Town to continue to look for further opportunities by which to share services and to save the taxpayer funds;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board does hereby appoint the Supervisor as Chairperson of the **SHARED SERVICES TASK FORCE** and Councilman Frank Farrell as the Town Board Liaison.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

 **DRAFT**

RESOLUTION

NUMBER _____

**(RE: APPOINT TOWN BOARD LIAISON FOR LOCAL WATERFRONT
REVITALIZATION COMMITTEE)**

WHEREAS, it is the desire of the Town Board to appoint a Town Board Liaison for The Local Waterfront Revitalization Committee,

NOW, THEREFORE, BE IT RESOLVED, that Councilman Frank Farrell be and hereby is, appointed as Town Board Liaison for the Local Waterfront Revitalization Committee for 2022; and

BE IT FURTHER RESOLVED, that said appointee is to be compensated by stipend as outlined in the annual salary resolution.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

 **DRAFT**

RESOLUTION

NUMBER _____

(RE: APPOINT TOWN BOARD LIAISON FOR GEOGRAPHIC INFORMATION SERVICES)

WHEREAS, it is the desire of the Town Board to appoint a Town Board Liaison for Geographic Information Services,

NOW, THEREFORE, BE IT RESOLVED, that Councilman Frank Farrell be and hereby is, appointed as Town Board Liaison for Geographic Information Services for 2022; and

BE IT FURTHER RESOLVED, that said appointee is to be compensated by stipend as outlined in the annual salary resolution.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

 **DRAFT**

RESOLUTION

NUMBER _____

(RE: RESOLUTION DESIGNATING TOWN BOARD LIAISONS TO THE VARIOUS TOWN DEPARTMENTS FOR 2022)

WHEREAS, the members of the Town Board are desirous of having various members of the Board be responsible as liaisons to various Departments of the Town; and

WHEREAS, it is the desire of the Board that the Department Head report on a regular basis to the Town Board liaison for his or her Department, and keep said liaison fully and completely informed of all matters pertaining to the affairs of his or her Department; and

WHEREAS, the Town Board directs that the Department Heads have full and complete access to their Town Board liaison member, and are authorized to communicate fully and completely with respect to any matter pending in their Department.

NOW, THEREFORE, BE IT RESOLVED, that the following Departmental liaisons are hereby designated:

<u>DEPARTMENT</u>	<u>LIAISON</u>	<u>ALTERNATE</u>
ASSESSOR	Cristin Jacoby	Councilperson TBD
CODE ENFORCEMENT	Councilperson TBD	Jim Creighton
COMPTROLLER	Cristin Jacoby	Frank Farrell
ENGINEERING/WATER	Frank Farrell	Jim Creighton
ENVIRONMENTAL SERVICES	Jim Creighton	Frank Farrell
HISTORIAN	Councilperson TBD	Cristin Jacoby
HIGHWAY	Frank Farrell	Jim Creighton
JUSTICE COURT	Councilperson TBD	Frank Farrell
LEGAL	Frank Farrell	Councilperson TBD
PARKS	Frank Farrell	Jim Creighton
PLANNING	Jim Creighton	Councilperson TBD
PURCHASING/CENT.SUPPLY	Jim Creighton	Cristin Jacoby
RECEIVER OF TAXES	Cristin Jacoby	Councilperson TBD
RECREATION	Frank Farrell	Cristin Jacoby
SANITATION	Councilperson TBD	Jim Creighton
SUPERVISOR	Richard Becker	Jim Creighton
TOWN CLERK	Frank Farrell	Councilperson TBD

AND, BE IT FURTHER RESOLVED, that in accordance with the desire of the Town Board, all Department Heads are to report regularly the affairs of their Departments to the Town Board liaison designated above; and

BE IT FURTHER RESOLVED, that the Department Heads are hereby directed to have full and complete access to their liaisons with respect to the operations and affairs of their Departments.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

NUMBER _____

(RE: APPOINT PETER McMILLAN DIRECTOR OF PURCHASING)

WHEREAS, the Director of Purchasing position is exempt from Civil Service Competitive Examination; and

WHEREAS, it is the desire of the Town Board to continue the services of the present Director of Purchasing.

NOW, THEREFORE, BE IT RESOLVED, that the town Board of the Town of Cortlandt does hereby appoint PETER McMILLAN as the Director of the Purchasing Department for a term of two years commencing on January 1, 2022 and said term to expire on December 31, 2023.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at the Town Hall**

 **DRAFT**

RESOLUTION

NUMBER _____

**(RE: APPOINT TOWN OFFICERS OF THE TOWN OF CORTLANDT FOR THE
CALENDAR YEARS 2022-2023)**

WHEREAS, the Town Board meeting on January 11, 2022 is the re-organizational meeting of the Town Board of the Town of Cortlandt in accordance with the provisions of New York State Law; and

WHEREAS, it is the desire of the Town Board in accordance with State and Local Law to appoint the Town Offices of Town Attorney, Town Comptroller, and Director of the Department of Technical Services and the Deputy Town Attorney; and

WHEREAS, in appointing said Officials this Board also would seek to grant authorization to the Supervisor to execute agreements reflecting the terms and conditions of employment;

NOW, THEREFORE, BE IT RESOLVED, that **THOMAS F. WOOD** be, and hereby is appointed in accordance with Local Law No. 9 of 1997 as the Town Attorney of the Town of Cortlandt; and

BE IT FURTHER RESOLVED, that **PATRICIA ROBCKE** be, and hereby is, appointed as Town Comptroller of the Town of Cortlandt in accordance with the provisions of New York State Law; and

BE IT FURTHER RESOLVED, that **MICHAEL PREZIOSI** be, and hereby is, appointed in accordance with local Law No. 3 of 1996 as the Director of Technical Services of the Town of Cortlandt; and

BE IT FURTHER RESOLVED, that **MICHAEL CUNNINGHAM** be, and hereby is, appointed as the Deputy Town Attorney of the Town of Cortlandt; and

BE IT FURTHER RESOLVED, that the Supervisor be, and hereby is, authorized to execute Terms and Conditions of Employment Agreements with the Town Attorney, the Town Comptroller, and the Director of Technical Services and the Deputy Town Attorney for the years 2022-2023 and said Terms and Conditions of Employment Agreements shall be filed in the office of the Town Clerk.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at the Town Hall**

 **DRAFT**

RESOLUTION

NUMBER _____

(RE: APPOINT EFPR Group LLP (CPA's) AS TOWN AUDITORS)

BE IT RESOLVED, that the firm of EFPR Group LLP (CPA's) be, and they hereby are, appointed as Auditors for Audit Engagement to review financial statements for the Town of Cortlandt and the Town of Cortlandt Justice Court for year ending December 31, 2021; and

BE IT FURTHER RESOLVED, this contract is approved for an amount not to exceed \$84,000. for the year 2022.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

NUMBER _____

(RE: AUTHORIZE A RENEWAL CONTRACT WITH TRIAD GROUP, LLC OF MILLWOOD, NEW YORK AS THE MANAGER OF THE TOWN OF CORTLANDT SELF-INSURED WORKERS' COMPENSATION FUND)

WHEREAS, the current Agreement with the Triad Group, LLC covering Workers' Compensation will expire on December 31, 2021; and

WHEREAS, the Triad Group, LLC is desirous of renewing said contract; and

WHEREAS, said renewal proposal has been reviewed by the Town Attorney and the Comptroller and they find the renewal proposal to be acceptable.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board does hereby authorize a (1) one year Agreement with Triad Group, LLC of 400 Jordan Road, Troy, New York (12180) as the Manager of the Town of Cortlandt Self-Insured Workers' Compensation Fund at a cost of **\$33,000.00 (THIRTY THREE THOUSAND DOLLARS and 00/100)** plus additional services geared toward cost savings per contract agreement, covering a one year period commencing on January 1, 2022; and

BE IT FURTHER RESOLVED, that the Supervisor be, and hereby is, authorized to execute said Agreement which has been reviewed by the Town Attorney.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

NUMBER _____

(RE: AUTHORIZE AN AGREEMENT WITH MIDWEST EMPLOYERS CASUALTY COMPANY AS INSURANCE AGENT FOR EXCESS LIABILITY ON WORKERS' COMPENSATION CLAIMS)

RESOLVED, that the Town of Cortlandt Town Board does hereby authorize an Agreement with Midwest Employers Casualty Company as its Insurance Agent for excess Liability on Workers' Compensation claims for December 31, 2021 through December 31, 2022 at a total contract price to the Town not to exceed \$99,000.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

NUMBER _____

(RE: RULES OF PROCEDURES FOR TOWN BOARD MEETINGS IN 2022)

WHEREAS, pursuant to Town Law 63, as amended, provides that the Town Board may prescribe rules to govern its proceedings;

NOW THEREFORE, BE IT RESOLVED, that the following be, and they hereby are, adopted as the Rules that shall govern the proceedings of the Town Board of the Town of Cortlandt.

RULE #1 (a) Stated meetings shall be set in the first meeting of each year, and held in accordance therewith except as changed by a **MAJORITY** vote of the Town Board.

RULE #2 ORDER OF THE TOWN BOARD MEETING AGENDA

- (a) Meeting called to Order
- (b) Pledge to the Flag
- (c) Supervisor's Proclamations & Reports
- (d) Town Board Reports
- (e) Roll Call
- (f) Public Hearings
- (g) Approval of Minutes
- (h) Hearing of Citizens (Agenda Items Only)
- (i) Monthly Reports
- (j) Old Business
- (k) New Business
- (l) Add and Adopt Additions
- (m) Budget Transfers
- (n) Reports from various departments
- (o) Reports from standing committees
- (p) Reports from special committees
- (q) Second Hearing of Citizens
- (r) Adjournment

RULE #3: When a question, motion or resolution is before the Town Board, the following motion shall be received and such motion shall have precedence in the order here stated, viz:

- (a) For an adjournment
- (b) To lay on the table
- (c) To postpone to a certain date
- (d) To commit to a standing committee
- (e) To commit to a special committee
- (f) To commit to the Committee of the Whole
- (g) To amend
- (h) To reconsider
- (i) To postpone indefinitely

(Except as herein provided, the proceedings of the Town will be governed by Roberts Rules of Order.)

RULES of PROCEDURE 2022

Page two.

RULE #4: The Supervisor and the Town Board shall constitute the Committee of the Whole and shall be considered a standing committee.

RULE #5: Special Advisory Committees may be appointed by the Supervisor or may be appointed by resolution of the Town Board. The resolution may designate the members of the Special Advisory Committee or may request the Supervisor to do so. Special Advisory Committees shall consist of not more than three (3) members.

RULE #6: The call for a Special Meeting of the Town Board may be issued either by the Supervisor or by any two (2) Council members. The notice shall be subscribed by the members at whose instance the meeting is called and shall contain a brief statement of the matters to be brought before the special meeting. The original notice shall be filed with the Town Clerk and thereafter a copy shall be served by the Supervisor upon each member who has not subscribed to the notice by delivering the same personally, or by certified mail, return receipt requested, to said member at his or her residence at least two (2) days prior to the date fixed for the meeting.

RULE #7: AGENDA – The Agenda for all Town Board meetings shall be prepared by the Town Clerk. The Town Clerk shall place upon the Agenda for the Town Board meeting, all items received by the Town Clerk prior to the first work session of the Town Board for that month's regularly scheduled meeting. The Town Clerk must place upon the agenda any items submitted to the Town Clerk by any member of the Town Board or Supervisor. Any additions to a Town Board agenda shall only be made upon a motion duly made and seconded by a majority vote.

RULE #8: ADDING to the AGENDA – No resolution or business shall be transacted at the regular meeting of the Town Board unless such resolution or business appears upon the agenda of the meeting and members of the Town Board have received the agenda of the meeting. By majority consent of the members of the Town Board present, this provision may be considered and acted upon at such meeting even though not appearing on the agenda.

RULE #9: AGENDA for the COMMITTEE of the WHOLE – The Supervisor shall prepare or cause to be prepared an agenda for all meetings of the Committee of the Whole. On this agenda shall appear all matters which have been referred by the Town Board to the Committee of the Whole, and the matters referred shall be set up on the agenda in the order and priority of the date on which the matter was referred to the Committee of the Whole. No matter shall appear on the agenda of the Committee of the Whole by the Town Board. This agenda shall be mailed or phoned to the members of the Town Board at least two (2) days before the meeting of the Committee of the Whole, when practical.

RULE#10: APPOINTMENTS by SUPERVISOR – Whenever the Supervisor shall make an appointment which she is authorized to make under the Town Law, Ordinances of the Town and otherwise by law, the Town Clerk shall thereafter place or cause to be placed on the agenda of the next meeting held after the Certificate of Appointment has been filed in the Office of the Town Clerk in accordance with law, the name, address, title, and position of the appointment made by the Supervisor.

RULE#11: WORK SESSION – All work sessions of the Town Board shall be scheduled by the majority vote of the Town Board. Said work sessions shall be scheduled and the topics to be discussed shall be determined from time to time by the Town Board. All work sessions are public meetings and the public and press are to be notified by the Supervisor in accordance with law, and the public shall be authorized to attend all work sessions of the Town Board. No member of the public shall be authorized to speak at any work session unless they are invited to appear before the Town Board on a particular subject or unless they are part of any group which have previously had an item placed upon the Agenda of any Work Session; and

IT IS FURTHER RESOLVED, that all rules and amendments heretofore adopted are hereby repealed; and

IT IS FURTHER RESOLVED, that these Rules shall take effect on January 1, 2022.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

NUMBER _____

(RE: DESIGNATE OFFICIAL NEWSPAPERS FOR 2022)

RESOLVED, that the following newspapers be, and hereby are, designated as the OFFICIAL NEWSPAPERS for the Town of Cortlandt for the year 2022;

THE OFFICIAL NEWSPAPER FOR ALL LEGAL NOTICES OF THE TOWN SHALL BE THE GAZETTE OF P.O. Box 810, Croton-on-Hudson, New York 10520.

THE ALTERNATE NEWSPAPERS FOR GENERAL CIRCULATION WHEN VERY IMPORTANT ISSUES ARE TO BE PUBLISHED SHALL BE THE FOLLOWING:

THE JOURNAL NEWS, Westchester-Rockland Newspapers of
1 Gannett Drive, White Plains, New York 10604

THE EXAMINER, Northern Westchester Examiner of
P.O. BOX 611, Mount Kisco, New York 10549

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

**Adopted on January 11, 2021
At a Regular Meeting
Held at Town Hall**

RESOLUTION

NUMBER _____

(RE: DESIGNATION OF TOWN DEPOSITORIES FOR 2021)

WHEREAS, under Section 64 of the Town Law, it is provided that the Town Board designate, by written resolution, the Banks or Trust Companies in which the Town Officials shall deposit the monies coming into their offices:

NOW, THEREFORE, BE IT RESOLVED, that the following banks be, and the same hereby are, designated as **DEPOSITORIES** in which the Supervisor, Comptroller, Town Clerk and Receiver of Taxes of this Town shall deposit monies coming into their hands by virtue of their offices:

CHASE BANK – CORTLANDT MANOR, AMBERLANDS -CROTON-ON-HUDSON, PEEKSKILL, N.Y.

BANK OF AMERICA - YORKTOWN, N.Y.

KEY BANK– 3000 EAST MAIN ST., CORTLANDT MNR., N.Y.

WELLS FARGO - CROTON-ON-HUDSON, NY

PUTNAM COUNTY SAVINGS BANK – JEFFERSON VALLEY, N.Y.

TOMPKINS MAHOPAC BANK – PUTNAM VALLEY OR OSSINING, N.Y.

ORANGE BANK & TRUST – CORTLANDT MANOR, NY

AND, BE IT FURTHER RESOLVED, that this resolution be entered in full in the official proceedings of this meeting and said resolution shall become effective January 1, 2022.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

NUMBER _____

(RE: DESIGNATE THE SUPERVISOR AND HUMAN RESOURCE COORDINATOR AS AUTHORIZING AUTHORITIES TO EXECUTE CIVIL SERVICE PERSONNEL FORMS)

RESOLVED, that the Supervisor be, and hereby is, designated by the Town Board of the Town of Cortlandt, Westchester County, as the authorizing authority to sign all payrolls for the Town of Cortlandt; and does further authorize Claudia Vahey, Human Resource Coordinator, to execute and sign all letters and other personnel forms to appoint, extend the probationary period, or terminate any employee in the service of the Town.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

 **DRAFT**

RESOLUTION

NUMBER _____

**(RE: AUTHORIZE MILEAGE RATES FOR TOWN OFFICIALS and
EMPLOYEES)**

RESOLVED, that all Town Officials and employees be compensated at the rate of fifty-eight cents (\$.58) per mile for use of their private automobiles when on official Town business; said mileage rate to become effective on January 1, 2022.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

 **DRAFT**

RESOLUTION

NUMBER

(RE: ADOPT THE PURCHASING MANUAL FOR 2022)

RESOLVED, that the Town Board of the Town of Cortlandt does hereby Adopt the 2022 Purchasing Manual as prepared by the Purchasing Director.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

NUMBER ____

(RE: ADOPT UPDATED INFORMATION TECHNOLOGY POLICY FOR 2022)

RESOLVED, that the Town Board of the Town of Cortlandt does hereby adopt the updated Information Technology Policy.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

NUMBER ____

**(RE : ADOPT 2022 DRUG AND ALCOHOL POLICY FOR THE TOWN OF
CORTLANDT)**

RESOLVED, that the Town Board of the Town of Cortlandt does hereby adopt the 2022 Drug and Alcohol Policy, also known as the Substance Abuse Testing Policy.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

NUMBER _____

RE: (ADOPT SOCIAL MEDIA POLICY FOR 2022)

BE IT RESOLVED, that the Town Board of the Town of Cortlandt does hereby adopt the Social Media Policy for 2022.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

 **DRAFT**

RESOLUTION

NUMBER _____

RE: (ADOPT SEXUAL HARRASSMENT POLICY FOR 2022)

BE IT RESOLVED, that the Town Board of the Town of Cortlandt does hereby adopt the Sexual Harassment Policy for 2022.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

NUMBER ____

RE: (ADOPT WORKPLACE VIOLENCE PREVENTION POLICY FOR 2022)

BE IT RESOLVED, that the Town Board of the Town of Cortlandt does hereby adopt the Workplace Violence Prevention Policy for 2022.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

 **DRAFT**

NUMBER

(RE: AUTHORIZE TOWN OFFICIALS WHO SO DESIRE TO ATTEND THE ASSOCIATION OF TOWN'S VIRTUAL TRAINING SESSION FROM FEBRUARY 20th THROUGH FEBRUARY 23rd, 2022)

RESOLVED, that Town Officials who so desire, be and they hereby are, authorized to attend the Annual Association of Town's Training Session and Conference being held February 20 through February 23, 2021.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

NUMBER ___

(RE: DESIGNATE REPRESENTATIVE AND ALTERNATE TO ATTEND THE ASSOCIATION OF TOWN'S VIRTUAL BUSINESS SESSION FOR 2022)

RESOLVED, that the Town Board of the Town of Cortlandt does hereby duly designate the following named person to attend the Annual Business Session of the Association of Town's of the State of New York, to be February 2022, and to cast the vote of the Town of Cortlandt, pursuant to Section 6 of Article III of the Constitution and By-Laws of said Association:

NAME OF VOTING DELEGATE: **James Creighton**
Town Councilmember

AND, BE IT FURTHER RESOLVED, that in the absence of the above person so designated, the following named person be, and hereby is, designated to cast the vote of the Town of Cortlandt:

NAME OF ALTERNATE: **Frank Farrell**
Town Councilmember

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

NUMBER _____

**(RE: AUTHORIZE SUPERVISOR TO EXECUTE ALL CONTRACTS
AWARDED BY THE PURCHASING DIRECTOR IN THE YEAR 2022)**

RESOLVED, that the Supervisor be, and she hereby is, authorized and directed to execute all contracts on behalf of the Town of Cortlandt awarded by the Purchasing Director as a result of the competitive bidding process during the year 2022.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

NUMBER _____

**(RE: AUTHORIZE APPLICATIONS FOR POOL
PERMITS FOR THE YEAR 2022)**

RESOLVED, that the Town Board of the Town of Cortlandt, with offices at the Town Hall, One Heady Street, Cortlandt Manor, New York (10567), hereby authorizes John Palmiotto, Director of Recreation and Conservation Department to execute and deliver to the Westchester County Department of Health, for and on behalf of said Town Board, an application for a Permit to operate Swimming Pool Facilities at Charles J. Cook Park for the year 2022; and to execute and deliver any and all additional documents which may be appropriate or desirable in connection therewith.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

NUMBER _____

(RE: AUTHORIZE THE SUPERVISOR TO EXECUTE AN AGREEMENT WITH WESTCHESTER COUNTY DEPARTMENT OF MENTAL HEALTH WITH RESPECT TO YOUTHFUL DRUG ABUSE PREVENTION PROGRAM FUNDING)

RESOLVED, that the Supervisor be, and hereby is, authorized to execute an Agreement with Westchester County with respect to the receipt of funding for Youthful Drug Abuse Prevention Programs in the Town for the year 2022, and that these services shall be provided through some combination of the New York State Office of Mental Health (“OMH”), the New York State Office of Addiction Services and Supports (“OASAS”), and the New York State Office for People With Developmental Disabilities (“OPWDD”).

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

NUMBER _____

(RE: AUTHORIZE AGREEMENT WITH THE TOWN OF YORTOWN FOR THE YEAR 2022 COVERING NUTRITION MEALS UNDER TITLE 3C OF THE OLDER AMERICANS ACT)

RESOLVED, that the Supervisor be, and she hereby is, authorized to execute an Inter-Municipal Agreement with the Town of Yorktown on behalf of the Town of Cortlandt; which Agreement authorizes the Town of Yorktown to provide meals to the Town of Cortlandt Nutrition Program at \$5.50. per meal under Title 3C of the Older Americans Act; said Agreement to be effective for the period January 1, 2022 to December 31, 2022.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

NUMBER _____

**(RE: AUTHORIZE INTER-LOCAL AGREEMENTS FOR NOR-WEST
REGIONAL SPECIAL SERVICES FOR THE YEAR 2022)**

RESOLVED, that the Supervisor be, and hereby is, authorized to execute an **INTER-LOCAL AGREEMENT** between the Town of Cortlandt, Town of Ossining, Town of Yorktown, and the City of Peekskill, for the provision of a collective program of special recreational services for developmentally disabled individuals to be known as the **NOR-WEST REGIONAL SPECIAL SERVICES PROGRAM**; and

BE IT FURTHER RESOLVED, that this Agreement shall be effective for the calendar year 2022 and the Town of Cortlandt's contribution amount for the Calendar year is \$60,169.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

NUMBER _____

**(RE: AUTHORIZE EXECUTION OF ALL NUTRITION CONTRACTS FOR SENIORS
FOR THE YEAR 2022)**

RESOLVED, that the Supervisor be, and she hereby is, authorized to execute all **NUTRITION CONTRACTS** for seniors for the year 2022 between the Town of Cortlandt, and the County of Westchester; subject to approval thereof by the Town Attorney prior to signature by the Supervisor.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

 **DRAFT**

RESOLUTION

NUMBER _____

**(RE: AUTHORIZE AN AGREEMENT WITH WESTCHESTER JEWISH
COMMUNITY SERVICES)**

RESOLVED, that the Town Board of the Town of Cortlandt does hereby Authorize an agreement with Westchester Jewish Community Services for social service consultation services for the Community and Youth Centers.

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

**Adopted on January 12, 2021
At a Regular Meeting
Held via Zoom**

RESOLUTION

NUMBER _____

(RE: AUTHORIZE SUPERVISOR TO EXECUTE AN AGREEMENT OF COOPERATION WITH THE VILLAGES OF BUCHANAN & CROTON AND THE TOWN OF PHILLIPSTOWN AND THE CITY OF PEEKSKILL COVERING SHARED EQUIPMENT FOR 2022)

WHEREAS, the various operating departments of the Village of Croton, Village of Buchanan, and the Town of Phillipstown, and the City of Peekskill and the Town of Cortlandt, have, on an informal basis over the years, borrowed each other's equipment, including but not limited to, trucks, buses, and other vehicles and equipment; and

WHEREAS, it is the desire of the Municipalities to formalize the process by which this sharing of equipment and vehicles is carried out; and

WHEREAS, it is the desire of the Town Board to provide for indemnification for liability purposes;

NOW, THEREFORE, BE IT RESOLVED, that once the referenced Inter-Municipal Agreement is executed, the Town's operating department heads and managers are hereby authorized to allow the use of Town equipment and vehicles by the Villages of Croton, and Buchanan the Town of Phillipstown, and the City of Peekskill in accordance with said Agreement covering the period from the date of the executed Agreement to December 31, 2022.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

NUMBER _____

**(RE: AUTHORIZE SUPERVISOR TO EXECUTE AGREEMENTS OF
COOPERATION WITH THE VILLAGES OF BUCHANAN & CROTON TO
PROVIDE THAT THE TOWN'S PURCHASING DIRECTOR WILL ADVERTISE
FOR BIDS ON BEHALF OF SAID VILLAGES)**

WHEREAS, it is the desire of the Town Board to cooperate, share, and coordinate expenses, and costs with the Villages with the Town as much as possible; and

WHEREAS, the Village of Croton-on-Hudson has utilized the Town's purchasing services over many years by using Town bids to purchase supplies and materials for similar purposes as the Town; and

WHEREAS, it is the desire of the Village of Croton-on-Hudson, and the Village of Buchanan, to authorize the Town's Purchasing Director, when advertising for bids on behalf of the Town, to include the Village of Croton-on-Hudson, and the Village of Buchanan as parties who may utilize the bids; and

WHEREAS, it is required by law that the **TOWN** have an agreement with the Villages to designate the Town Director of Purchasing as Purchasing Agent for the Villages;

NOW, THEREFORE, BE IT RESOLVED, that the Supervisor be, and hereby is, authorized to execute Agreements of Inter-Municipal Cooperation pursuant to the provisions of the General Municipal Law; and

BE IT FURTHER RESOLVED, that upon execution of the referenced Agreements by the parties thereto, the Town's Director of Purchasing be, and hereby is, authorized to advertise for bids in the name of the **TOWN OF CORTLANDT, THE VILLAGE OF CROTON-ON-HUDSON, and THE VILLAGE OF BUCHANAN**; said Agreements to commence and become effective from the date of execution, and to remain in effect through December 31, 2022.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

NUMBER _____

(RE: AUTHORIZE SUPERVISOR TO EXECUTE ALL PERSONAL SERVICE AGREEMENTS COVERING THE YEAR 2022)

WHEREAS, throughout the course of the year, the Town Supervisor needs to execute various agreements for employees and contractors providing services to the Town; and

WHEREAS, this includes, but is not limited to, part-time and seasonal employees in recreation and independent contractors who lead programs;

NOW, THEREFORE, BE IT RESOLVED, that the Supervisor be, and hereby is, authorized to execute all Personal Service Agreements and/or Contracts for the fiscal year 2022 for services provided to the various departments of the Town of Cortlandt; with an original or scanned copy of every such contract to be filed with the Town Clerk, and a copy thereof to be filed with the Town Comptroller by the Department receiving said services.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

NUMBER _____

(RE: AUTHORIZE THE SUPERVISOR TO EXECUTE CONTRACTS WITH VARIOUS LIBRARIES SERVICING THE TOWN OF CORTLANDT)

WHEREAS, the Town Board, as a general appropriation within the Town Outside Village Fund, appropriates monies on an annual basis for a contribution to Libraries within the Westchester Library System which are utilized by the residents of the Town of Cortlandt; and

WHEREAS, the funds are normally distributed on an annual basis in accordance with the usage numbers and circulation numbers provided by the Libraries; and

WHEREAS, the Libraries in the Westchester Library System have a standardized method of calculating the number of users of the Libraries; and

WHEREAS, it is desirous of renewing Agreements with the Libraries who are members of the Westchester Library System in accordance with the same formula previously utilized by them:

NOW, THEREFORE, BE IT RESOLVED, that the Supervisor be, and hereby is, authorized to execute a Contract for library services with the Hendrick Hudson Free Library, the Croton Free Library, the John C. Hart Library (Shrub Oak), and the Field Library (Peekskill) for payment of the amounts listed below for the year 2022:

HENDRICK HUDSON FREE LIBRARY	\$ 194,448.00
CROTON FREE LIBRARY	16,089.00
JOHN C. HART LIBRARY	377,145.00
PEEKSKILL FIELD LIBRARY	79,331.00

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

NUMBER _____

**(RE: AUTHORIZE AGREEMENTS WITH THE CORTLANDT AMBULANCE
CORP, INC., CITY OF PEEKSKILL AND VILLAGE OF CROTON WITH
RESPECT TO CALLS WITHIN THE TOWN OF CORTLANDT)**

RESOLVED, that the Town Board of the Town of Cortlandt does hereby authorize the Supervisor to execute Agreements with the Cortlandt Ambulance Corp, Inc. (not to exceed \$105,000.), the City of Peekskill Ambulance (not to exceed \$20,000.) and the Village of Croton (not to exceed \$66,043.) with respect to calls within the Town of Cortlandt.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

NUMBER _____

**(RE: AUTHORIZE SUPERVISOR TO EXECUTE AGREEMENTS WITH
WESTCHESTER COUNTY WITH RESPECT TO CDBG PROJECTS FOR THE
YEAR 2022)**

RESOLVED, that the Supervisor be, and hereby is, authorized to execute Contracts/
Agreements with Westchester County for the fiscal year 2022 with respect to all CDBG
projects.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

 **DRAFT**

NUMBER _____

(RE: AUTHORIZING THE SUPERVISOR TO EXTEND A CONTRACT WITH WOODARD & CURRAN FOR GEOGRAPHIC INFORMATIONAL (GIS) AND TAX MAP SERVICES FOR 2022)

WHEREAS, a Request for Proposal entitled “RFP for GIS Services” was authorized by the Town Board to over 60 firms, and

WHEREAS, the GIS Committee recommended the awarding of the professional services contract to Woodard & Curran, 709 Westchester Avenue, White Plains, New York, based on the evaluative criteria set forth in RFP #1-19, and

WHEREAS, by Resolution No. 49-19 adopted January 15, 2019 the Town Board authorized the execution of a contact with W&C for 2019 with three subsequent one-year options, and

WHEREAS, the GIS Committee met in December 2021 with W&C to discuss goals and content for the proposed 2022 contract renewal and recommends that the Supervisor execute the contract documents for 2022,

NOW THEREFORE BE IT RESOLVED, that the Town Supervisor is hereby authorized to execute the contract documents (subject to the approval of the same by the Town Attorney), with Woodard & Curran for the year 2022 in an amount not to exceed \$66,000.

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

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

NUMBER _____

RE: (AWARD CONTRACT CCWD 2017.01 CROTON AVE TO MAPLE ROW – WATER MAIN EXTENSION)

WHEREAS, the proposed project will install approximately 2,743 lineal feet of 12” diameter class 54 ductile iron water main, meter vault, new hydrants appurtenances, fittings and full width pavement restoration along Croton Avenue connecting directly to the Northern Westchester Joint Water Works interconnection main at Maple Row; and

WHEREAS, the Department of Technical Services competitively advertised for bid the Croton Avenue to Maple Row Water Main Extension; and

WHEREAS, twelve (12) sealed bids were opened on December 15, 2021 for Contract No. CCWD 2017.01 – Croton Ave to Maple Row Water Main Extension in the amounts shown below:

ELQ Industries, Inc. 567 5th Avenue New Rochelle, NY 10801	\$2,284,370.10
MTS Infrastructure, LLC 774 N. Bedford Rd. Bedford, NY 10507	\$2,600,375.00*
Difazio Industries 38 Kinsey Place Staten Island, NY 10303	\$2,653,311.00
Sun Up 7 Viola Court Wappingers, NY 12590	\$2,663,783.00*
Legacy Supply, LLC 14 Railroad Avenue Valhalla, NY 10595	\$2,695,278.85
Kings Capital Construction 660 White Plains Rd Tarrytown, NY 10591	\$2,750,808.05*
Aqua Works 645 North Broadway White Plains, NY 10603	\$2,774,308.00*
Montesano Brother, Inc. 76 Plain Avenue New Rochelle, NY 10801	\$2,820,359.00*
JR Cruz 33 W Main St Homedel, NJ 07733	\$2,879,452.00

Paladino Concrete Creations Corp. 315 N. MacQuesten Pkwy Mt. Vernon, NY 10550	\$3,058,825.00*
Gianfia Corp. 179 Brady Avenue Hawthorne, NY 10532	\$3,067,885.00*
Arold Construction Corp. 51 Powder Mill Bridge Road Kingston, NY 12401	\$3,560,071.00*

* Mathematical Correction(s)

; and

WHEREAS, the Director of Technical Services has reviewed the proposals, and recommends awarding the Croton Ave to Maple Row Water Main Extension Project to ELQ Industries, Inc., 567 Fifth Avenue, New Rochelle, NY 10801 in the amount of Two Million Two Hundred Eighty-Four Thousand Three Hundred Seventy Dollars and Ten Cents (\$2,284,370.10); 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 ELQ Industries, Inc., 567 Fifth Avenue, New Rochelle, NY 10801 in the amount of Two Million Two Hundred Eighty-Four Thousand Three Hundred Seventy Dollars and Ten Cents (\$2,284,370.10).

BE IT FURTHER RESOLVED, that the Department of Technical Services is hereby authorized to obtain proposals for construction inspection services.

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
LAROU SHATZKIN
TOWN CLERK**

**Adopted on January 11, 2022
at a Regular Town Board Meeting
Held at the Town Hall**

RESOLUTION

NUMBER _____

RE: (AUTHORIZE THE ADOPTION OF THE 2022 WESTCHESTER COUNTY, NY HAZARD MITIGATION PLAN UPDATE)

WHEREAS, all jurisdictions within Westchester County have exposure to natural hazards that increase the risk to life, property, environment, and the County and local economy; and

WHEREAS, pro-active mitigation of known hazards before a disaster event can reduce or eliminate long-term risk to life and property; and

WHEREAS, The Disaster Mitigation Act of 2000 (Public Law 106-390) established new requirements for pre and post disaster hazard mitigation programs; and

WHEREAS, a coalition of Westchester County municipalities with like planning objectives has been formed to pool resources and create consistent mitigation strategies within Westchester County; and

WHEREAS, the coalition has completed a planning process that engages the public, assesses the risk and vulnerability to the impacts of natural hazards, develops a mitigation strategy consistent with a set of uniform goals and objectives, and creates a plan for implementing, evaluating and revising this strategy;

NOW, THEREFORE, BE IT RESOLVED, that the Town of Cortlandt:

- Adopts in its entirety, the 2022 Westchester County Hazard Mitigation Plan (the “Plan”) as the jurisdiction’s Natural Hazard Mitigation Plan, and resolves to execute the actions identified in the Plan that pertain to this jurisdiction.
- Will use the adopted and approved portions of the Plan to guide pre- and post-disaster mitigation of the hazards identified.
- Will coordinate the strategies identified in the Plan with other planning programs and mechanisms under its jurisdictional authority.
- Will continue its support of the Mitigation Planning Committee as described within the Plan.
- Will help to promote and support the mitigation successes of all participants in this Plan.
- Will incorporate mitigation planning as an integral component of government and

partner operations.

- Will provide an update of the Plan in conjunction with the County no less than every five years.

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

**Adopted on January 11, 2022
at a Regular Meeting
Held at the Town Hall**

RESOLUTION

NUMBER _____

RE: (AMEND THE DEPARTMENT OF TECHNICAL SERVICES FEE SCHEDULE)

NOW THEREFORE BE IT RESOLVED, that the Department of Technical Services is hereby authorized to amend their fee schedule as follows:

Building Permit Application Fee	Residential	\$100.00
	Commercial	\$200.00
HVAC Permit	Residential	\$200.00 flat fee per system
	Commercial	\$400.00 flat fee per system
CO / CC	Commercial	\$100.00
Sign Permits	Window Signs	\$150.00 per sign
	Awning / Stand.	\$250.00 per sign
Backflow Devices	Residential	\$0.00 (included with permit)
	Commercial	\$200.00 per device

BE IT RESOLVED, that Applicants shall be responsible for any electronic transfer, bank or credit card processing fee.

BE IT FURTHER RESOLVED, that all other fees previously adopted remain unchanged.

BE IT FURTHER RESOLVED, that a copy of DOTS Fee Schedule shall be kept in each division and filed with the Town Clerk.

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

**Adopted Jan. 11, 2022
at a Regular Meeting
Held at the Town Hall**

DOTS - PLANNING FEE SCHEDULE (rev. 1/11/2022)				
<u>Type</u>	<u>Current Fee</u>	<u>Notes</u>	<u>Proposed Fee</u>	<u>Notes</u>
Lot Line Adjustment	\$300.00		\$300.00	
Subdivision				
Pre-Application Meeting	\$200.00	first free; subsequent meeting	\$200.00	first free; subsequent meeting
Preliminary Major Plat	\$750.00	plus \$750 for each building lot	\$750.00	plus \$750 for each building lot
Preliminary Minor Plat	\$500.00	plus \$500 for each building lot	\$500.00	plus \$500 for each building lot
Final Approval	\$1,000.00		\$1,000.00	
Site Plan				
Application Fee	\$150.00	for each 1,000 sf of proposed floor area plus \$5 for each parking space (minimum of \$500.00)	\$150.00	for each 1,000 sf of proposed floor area plus \$5 for each parking space (minimum of \$500.00)
Time Extension	\$150.00	at time of extension; maximum two (2) 1-year time ext. allowed.	\$150.00	at time of extension; maximum two (2) 1-year time ext. allowed.
Site Plan Amendment				
Application Fee	\$250.00	for each 1,000 sf of proposed floor area; plus \$5 for each parking space (minimum of \$250.00)	\$250.00	for each 1,000 sf of proposed floor area; plus \$5 for each parking space (minimum of \$250.00)
Time Extension	\$250.00	per request	\$250.00	per request
Special Permit				
	\$500.00	plus Application Fee	\$500.00	plus Application Fee
Accessory Apartment				
	\$250.00	initial application fee	\$250.00	initial application fee
Home Occupancy				
	\$500.00	initial application; \$150 at time of renewal (every 3 years)	\$500.00	initial application; \$150 at time of renewal (every 3 years)
Time Extension Preliminary Approval				
	\$50.00	per lot; six (6) 6-month approvals allowed	\$50.00	per lot; six (6) 6-month approvals allowed
Time Extension Final Approval				
		90 day extensions (unlimited by State Law)		90 day extensions (unlimited by State Law)
0-2 requests	\$150.00	per request	\$150.00	per request
2-8 requests	\$150.00	plus \$25 per lot; per request	\$150.00	plus \$25 per lot; per request
8-15 requests	\$150.00	plus \$50 per lot; per request	\$150.00	plus \$50 per lot; per request
more than 15 requests	\$150.00	plus \$100 per lot; per request	\$150.00	plus \$100 per lot; per request
Inspection fee				
	5%	of estimated cost of construction improvements based on Engineer's Estimate (excludes lot & buildings)	5%	of estimated cost of construction improvements based on Engineer's Estimate (excludes lot & buildings)
Telecommunication				
New Tower	\$15,000.00		\$15,000.00	
Escrow Deposit	\$7,500.00	per Town Code Chapter 277	\$7,500.00	per Town Code Chapter 277
Re-Certification	\$2,500.00	every 5 years	\$2,500.00	every 5 years
Co-Location	\$5,000.00		\$5,000.00	
Recreation Fee				
	\$6,000.00	per lot	\$6,000.00	per lot

Type	Current Fee	Notes	Proposed Fee	Notes
Bond Reduction Request	\$150.00	per request	\$150.00	per request
Escrow Account Deposits				
0 to 2 lots or dwelling units	\$1,500.00		\$1,500.00	
3 to 10 lots or dwelling units	\$800.00	per proposed lot	\$800.00	per proposed lot
11 to 35 lots or dwelling units	\$650.00	per proposed lot	\$650.00	per proposed lot
More than 35 lots or dwelling units	\$500.00	per proposed lot	\$500.00	per proposed lot
Site Plan / Amendment				
Special Permit Escrow Accounts				
0 to 5,000 square feet	\$5,000.00		\$5,000.00	
5,000 to 20,000 square feet	\$5,000.00	plus \$0.50 per sf of proposed floor area in excess of 5,000 sf.	\$5,000.00	plus \$0.50 per sf of proposed floor area in excess of 5,000 sf.
20,000 to 50,000 square feet	\$20,000.00	plus \$0.35 per sf of proposed floor area in excess of 20,000 sf	\$20,000.00	plus \$0.35 per sf of proposed floor area in excess of 20,000 sf
Greater than 50,000 square feet	\$50,000.00	plus \$0.25 per sf of proposed floor area in excess of 50,000 sf	\$50,000.00	plus \$0.25 per sf of proposed floor area in excess of 50,000 sf
Penalties	2x regular fee	Referrals to rectify Town Code Violations 3 times regular fees	2x regular fee	Referrals to rectify Town Code Violations 3 times regular fees
Notes:	1) All consultant fees shall be paid for by the applicant and placed in escrow (trusted agency). Escrow accounts to be replenished by Applicant as required to 50% of initial value when depleted. 2) The Town Collects a 10% Town Administration and Review Fees for consultant escrow accounts. 3) Construction inspection fees includes all earthwork, site work, paving, drainage, landscaping and utilities required to complete construction. Decorative ammenities (i.e. benches, bicycle racks, etc...) are exempt.			

<u>DOTS - ZONING FEE SCHEDULE</u>				
<u>Type</u>	<u>Current Fee</u>	<u>Notes</u>	<u>Proposed Fee</u>	<u>Notes</u>
Application Fee				
Area Variance	\$200.00		\$200.00	
Intpretation	\$300.00		\$300.00	
Use Variance	\$400.00		\$400.00	
Special Permit	\$500.00		\$500.00	

DOTS - CODE ENFORCEMENT FEE SCHEDULE				
Type	Current Fee	Notes	Proposed Fee	Notes
Building Permit				
Application Fee				
Residential	\$100.00		\$50.00	
Commercial	\$200.00		\$100.00	
Residential Building Permit	\$100.00	up to \$10,000 in value; plus \$10 per \$1,000 over \$10,000	\$100.00	up to \$10,000 in value; plus \$10 per \$1,000 over \$10,000
Commercial Building Permit	\$200.00	up to \$10,000 in value; plus \$12 per \$1,000 over \$10,000	\$200.00	up to \$10,000 in value; plus \$12 per \$1,000 over \$10,000
Building Permit Renewal	\$50.00	every six months (up to 3 year limit); 50% of total permit fee upon acceptance by Dir. of DOTS & CE	\$50.00	every six months (up to 3 year limit); 50% of total permit fee upon acceptance by Dir. of DOTS & CE
Permits for Work Performed without Approval and Permit	2x's	all fees; penalty fee may be waived by Town Board provided sufficient	2x's	all fees; penalty fee may be waived by Town Board provided sufficient hardship.
Demolition Permit				
Residential Single Family	\$100.00		\$100.00	
Residential Accessory Structure	\$25.00	for each structure.	\$25.00	for each structure.
Multi-Family	\$250.00	for primary dwelling structure	\$250.00	for primary dwelling structure
Commercial	\$500.00	\$50 for each accessory structure for main structure; \$50 for each accessory structure	\$500.00	\$50 for each accessory structure for main structure; \$50 for each accessory structure
Blasting Permit				
Application Fee & Renewal	\$500.00	per application; plus \$10 per blast	\$500.00	per application; plus \$10 per blast
Gas Test (Standalone)				
Residential	\$100.00		\$100.00	
Commercial	\$100.00		\$100.00	
Plumbing Permit				
		required per Town Code Ch. 155-3		
Residential	\$100.00		\$100.00	
Commercial	\$200.00		\$200.00	
Electrical Permit				
		required per Town Code Ch. 155-3		
Residential w/ Building Permit	\$50.00		\$50.00	
Residential Standalone	\$50.00		\$50.00	
Commercial w/ Building Permit	\$150.00		\$150.00	
Commercial Standalone	\$150.00		\$150.00	
HVAC Permit				
Residential w/ Building Permit	\$200.00	flat fee per system		included with Res. Building Permit up to \$10,000 in value; plus \$10 per \$1,000 over \$10,000
Residential Standalone	\$200.00	flat fee per system	\$100.00	included with Res. Building Permit up to \$10,000 in value; plus \$10 per \$1,000 over \$10,000
Commercial w/ Building Permit	\$400.00	flat fee per system		included with Com. Building Permit up to \$10,000 in value; plus \$12 per \$1,000 over \$10,000
Commercial Standalone	\$400.00	flat fee per system	\$200.00	included with Com. Building Permit up to \$10,000 in value; plus \$12 per \$1,000 over \$10,000
Wetland Permit				
Residential (DOTS) w/ Building Permit	\$250.00	all approving authorities	\$250.00	all approving authorities
Residential (DOTS) Standalone	\$250.00	all approving authorities	\$250.00	all approving authorities
Commercial (DOTS) w/ Building Permit	\$500.00	all approving authorities	\$500.00	all approving authorities
Commercial (DOTS) Standalone	\$500.00	all approving authorities	\$500.00	all approving authorities
Escrow Accounts		refer to Town Code Ch. 179 plus 10% Town Administration Fee		refer to Town Code Ch. 179 plus 10% Town Administration Fee

Type	Current Fee	Notes	Proposed Fee	Notes
Steep Slope Permit				
Residential Permit (DOTS) w/ Building Permit	\$250.00	all approving authorities	\$250.00	all approving authorities
Residential Permit (DOTS) Standalone	\$250.00	all approving authorities	\$250.00	all approving authorities
Commercial Permit (DOTS) w/ Building Permit	\$500.00	all approving authorities	\$500.00	all approving authorities
Commercial Permit (DOTS) Standalone	\$500.00	all approving authorities	\$500.00	all approving authorities
Escrow Accounts		refer to Town Code Ch. 307 plus 10% Town Administration Fee		refer to Town Code Ch. 307 plus 10% Town Administration Fee
Topographical Alteration				
Residential Permit (DOTS) w/ Building Permit	\$250.00	all approving authorities	\$250.00	all approving authorities
Residential Permit (DOTS) Standalone	\$250.00	all approving authorities	\$250.00	all approving authorities
Commercial Permit (DOTS) w/ Building Permit	\$500.00	all approving authorities	\$500.00	all approving authorities
Commercial Permit (DOTS) w/o Standalone	\$500.00	all approving authorities	\$500.00	all approving authorities
Escrow Accounts		refer to Town Code Ch. 307 plus 10% Town Administration Fee		refer to Town Code Ch. 307 plus 10% Town Administration Fee
Tree Removal Permit				
Residential	\$50.00	3 or more trees, non-diseased	\$50.00	3 or more trees, non-diseased
Commercial	\$100.00	plus \$10 per tree	\$100.00	plus \$10 per tree
Escrow Accounts		refer to Town Code Ch. 283		refer to Town Code Ch. 283
Security Deposit	2x	cost of plant material including labor	2x	cost of plant material including labor
Certificate of Completion / Compliance				
Residential	\$25.00		\$25.00	
Commercial	\$100.00		\$50.00	
Duplicate Certicates	\$50.00		\$50.00	
Prior to Zoning Inspection	\$150.00		\$150.00	
Dupl. Prior to Zoning Certs.	\$50.00		\$50.00	
Alarm Permits				
Residential	\$30.00		\$30.00	
Multi-Family Res. w/BP		included with Building Permit up to \$10,000 in value; plus \$10 per \$1,000 over \$10,000		included with Building Permit up to \$10,000 in value; plus \$10 per \$1,000 over \$10,000
Multi-Family Res. Standalone	\$100.00		\$100.00	
Commercial w/ BP		included with Com. Building Permit up to \$10,000 in value; plus \$12 per \$1,000 over \$10,000		included with Com. Building Permit up to \$10,000 in value; plus \$12 per \$1,000 over \$10,000
Commercial Standalone	\$200.00		\$200.00	
Operating Permits				
		per NYS Law		
Public Assembly (100 or greater occupants)	\$200.00	yearly	\$200.00	yearly
Hazard Uses (defined in NYS Uniform Code)	\$350.00	yearly	\$350.00	yearly
Parking Garages	\$500.00	as required by NY State every 3rd year; included with Planning Board renewal fee	\$500.00	as required by NY State every 3rd year; included with Planning Board renewal fee
Home Occupancy		frequency as required by Uniform Code; fee exempt		frequency as required by Uniform Code; fee exempt
Religious and Recognized non for profits	\$0.00		\$0.00	
Other	\$350.00	any other use requiring an operating permit from any other authority having jurisdiction	\$350.00	any other use requiring an operating permit from any other authority having jurisdiction

Type	Current	Notes	Proposed	Notes
Heating Oil Tank				
Remove / Install / Abandon	\$200.00		\$200.00	
LP Gas Tanks				
Install or Relocate Res.	\$100.00		\$100.00	
Install or Relocate Comm.	\$200.00		\$200.00	
Sprinkler, Stand Pipe & Suppression Systems				
Res. Multi-Family w/ Bldg. Permit		included with Res. Building Permit		included with Res. Building Permit
Res. Multi-Family Standalone	\$100.00	up to \$10,000 in value; plus \$10 per \$1,000 over \$10,000	\$100.00	up to \$10,000 in value; plus \$10 per \$1,000 over \$10,000
Commercial w/ Building Permit		included with Com. Building Permit		included with Com. Building Permit
Commercial Standalone	\$200.00	up to \$10,000 in value; plus	\$200.00	up to \$10,000 in value; plus
Title Searches	\$50.00	for each certified copies	\$50.00	for each certified copies
Driveway Permits				
Residential Standalone	\$100.00		\$100.00	
Commercial Standalone	\$200.00		\$200.00	
Sign Permits				
Window Signs	\$150.00	per sign		
Awning / Free Standing	\$250.00	per sign		
Backflow Devices				
Residential	\$0.00	included with BP / Plumbing Fee		
Commercial	\$200.00	per device		
Copies and Digital Scans				
Up to 11"x17"	\$0.25		\$0.25	
Greater than 11"x17"	\$5.00	per sheet (includes a scan)	\$5.00	per sheet (includes a scan)
DOTS Fee Notes:				
1) All consultant fees shall be paid for by the applicant and placed in escrow (trusted agency).				
2) The Town Collects a 10% Town Administration and Review Fee for consultant escrow accounts.				
3) Applicant responsible for any e-check / ETF fee / bank fee / credit card processing fee, etc...				

RESOLUTION

NUMBER _____

(RE: RESOLUTION AUTHORIZING THE DEPARTMENT OF TECHNICAL SERVICES STAFF TO APPLY FOR A DOWNTOWN REVITALIZATION INITIATIVE (DRI) GRANT FROM NEW YORK STATE FOR THE HAMLETS OF MONTROSE AND VERPLANCK)

WHEREAS, the Downtown Revitalization Initiative (DRI) is a competitive New York State grant program that awards \$10,000,000, as part of the Consolidated Funding Application (CFA) program, to plan for and fund a variety of projects to improve downtown areas, and

WHEREAS, the combined hamlet centers of Montrose and Verplanck, along with the Verplanck waterfront, qualify as a downtown area, and

WHEREAS, a successful DRI application, usually due at the end of July of each year, requires the assistance of a planning consultant to help prepare the grant application and the required public outreach efforts, the formation of a Resident Advisory Committee to meet with Town staff, and the holding of several public outreach events with residents and community leaders to develop a list of projects to be funded by the \$10,000,000, and

WHEREAS, the Town has already completed several studies and projects in both Montrose and Verplanck that form the basis for a successful grant application.

NOW THEREFORE BE IT RESOLVED, that the Department of Technical Services is hereby authorized to do the following:

- a) Apply to New York State for the \$10,000,000 Downtown Revitalization Initiative grant.
- b) Work with the Town Supervisor and Town Board to form the resident advisory committee to assist the Town with the DRI application.
- c) Extend the existing contract the Town has with KG&D, Architects, P.C. of Mount Kisco, NY in an amount not to exceed \$50,000 to assist the Town with the grant application, public outreach, graphics, drawings, renderings, etc.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
LAROUÉ SHATZKIN
Town Clerk**

**Adopted on January 11, 2022
At a Regular Meeting Held
at the Town Hall**

DRAFT

RESOLUTION

NUMBER _____

RE: (AMEND THE VEHICLE AND TRAFFIC CODE TO PROVIDE FOR “NO PARKING” SIGNS ALONG LISA COURT.)

BE IT RESOLVED, that the Town Board of the Town of Cortlandt does hereby adopt the following amendment to the Vehicle and Traffic Code of the Town of Cortlandt; and does hereby amend said code to read as follows:

Amendment to Chapter 78 (Vehicle and Traffic) of the Town Code of the Town of Cortlandt

AMEND ARTICLE I: Parking Regulations, by ADDING the following new section:

SECTION 78.50.52: Lisa Court

No vehicle shall be parked along the South West side of Lisa Court from Dutch Street 145 feet from the intersection at any time.

AND, BE IT FURTHER RESOLVED, that the Department of Environmental Services be and hereby is, 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 Department of Environmental Services, Code Enforcement, Town Justices, Westchester County Police and New York State Police.

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

**Adopted on January 11, 2022
At a Regular Meeting
Held at Town Hall.**

RESOLUTION

 **DRAFT**

NO.

(AUTHORIZING EXECUTIVE CONSULTATION)

WHEREAS, for the last thirty (30) years, Linda D. Puglisi served as Supervisor; and

WHEREAS, her term as Supervisor ended on December 31, 2021; and

WHEREAS, during a thirty (30) year period, many events occur, some of which are not brought to conclusion; and

WHEREAS, the Town was the site of a Nuclear Generating facility which is quite unique and required PILOT Agreements, cessation funds, and other special issues; and

WHEREAS, the Town Board deems it appropriate that an agreement be entered into allowing the current administration to call upon the prior Supervisor for background information, etc. on various issues;

NOW, THEREFORE, BE IT RESOLVED, that the Supervisor is authorized to enter into a Consulting Agreement with Linda D. Puglisi not to exceed ten (10) months at a rate of \$6,500 per month.

BE IT FURTHER RESOLVED that this contractor position shall not be entitled to any fringe benefits.

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

**Adopted January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

NO.

(CHANGING SUPERVISION OF TECHNICAL SUPPORT SPECIALIST)

WHEREAS, the Technical Support Specialist currently reports to the Director of Purchasing; and

WHEREAS, it is the desire of the Town Board that this position be at the direction and supervision of the Town Supervisor;

NOW, THEREFORE, BE IT RESOLVED, that the position of Technical Support Specialist report directly to and be under the supervision of the Town Supervisor effective February 1, 2022; and

BE IT FURTHER RESOLVED, that as of February 1, 2022, the Purchasing Director will play no role in I.T. and will no longer receive the Technical Director stipend.

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

**Adopted January 11, 2022
At a Regular Meeting
Held at Town Hall**

RESOLUTION

NUMBER _____

**(RE: SCHEDULE A PUBLIC HEARING FOR FEBRUARY 15, 2022
TO AMEND LOCAL LAW 5 OF 2021 REGARDING ENHANCED
VETERAN'S EXEMPTIONS)**

RESOLVED, that the Town Board of the Town of Cortlandt, Westchester County, New York will conduct **PUBLIC HEARING** regarding the above on the 15th day of February, 2022 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.

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 January 11, 2022
At a Regular Meeting
Held at the Town Hall**

RESOLUTION

 **DRAFT**

NO.

(SETTING PUBLIC HEARING TO AMEND LOCAL LAW 3 OF 1996)

WHEREAS, Local Law 3 of 1996 provided that the Department of Planning and Community Development would be a part of the Department of Technical Services; and

WHEREAS, it is now the desire of the Town Board to consider making the Department of Planning and Community Development a separate department;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board will conduct a Public Hearing on Local Law A-2022 entitled “Local Law Amending Local Law 3 of 1996 making the Department of Planning and Community Development an Independent Department” at its Regular Meeting on February 15, 2022 at 7:00 pm at the Town Hall, 1 Heady Street, Cortlandt Manor, NY.

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

**Adopted January 11, 2022
At a Regular Meeting
Held at Town Hall**