

Local Law No. ___ of 2022

(Omnibus Zoning Code Amendments)**Section 1: Legislative Intent**

The Town Board seeks to promote economic development and to enhance residential property rights. The nature of work and property usage have changed since the beginning of the COVID-19 Pandemic, and these zoning text amendments seek to reflect this shift.

Section 2: Modification to Section 307-46 Special Permit Home Occupations

The title of Section 307-46 shall be changed from “Special Permit Home Occupations” to “**Residential Office Uses**”. The existing language found in Section 307-46 of the Town Code shall be replaced with the following language in **bold**:

- A. It is the intent of this section to allow for the accessory office use of existing primary structures on residentially-zoned parcels in the Town. If an applicant meets the requirements in this Section, then review shall be completed by the Department of Technical Services. If it does not meet these requirements, then the Applicant must obtain approvals from the Planning Board and/or the Zoning Board of Appeals. Residents working remotely without other employees on site and without customers who physically visit their properties are exempt from the requirements of this provision.**
- B. Any accessory office use shall meet the following conditions:**
- 1. The use shall be a professional office and/or studio for an architect, artist, engineer, insurance broker, lawyer, planner, accountant, real estate broker, speech therapist, surveyor, massage therapist, craftsperson and/or similar professional uses.**
 - 2. No more than three persons, including but not limited to partners, associates, employees, agents, representatives, or customers may be engaged in the operation of such use at a point in time. At least one of these three persons shall own the property and not more than one of these persons shall be an employee that resides outside of the residence.**
 - 3. The Applicant must provide adequate off-street parking as determined by the Department of Technical Services.**
 - 4. Sufficient landscaping and buffering to provide for effective protection of the surrounding residential areas shall be provided and maintained.**
 - 5. No freestanding signs are permitted to advertise the accessory use.**

6. **No manufacturing of explosives, firearms, ammunition, combustible products, toxic products, or other hazardous products shall take place at the property.**
7. **Outdoor storage of products is prohibited.**

Section 3: Modification to Section 307-66 of the Town Code

The following paragraph in **bold** shall be added to Section 307-66 (Approval requirements for major proposals) to the Town Code:

Applications for collocations and cell phone tower re-certifications pursuant to Chapter 277 of the Town Code shall be completed by Town staff and/or its designees and not require Planning Board approval.

Section 4: Modification to Gasoline Service Stations and Lifting of Moratorium

On September 21, 2021, the Town Board passed a moratorium preventing the consideration and granting of approvals by the Planning Board, Zoning Board, or the Code Enforcement officials of the Town with respect to any applications for new Gasoline Service Stations located on the Cortlandt Boulevard/Route 6 Corridor. Exemptions were made for previously approved applications and applications received by the Planning Board prior to the date of the local law enacting the moratorium. Approximately twenty (20) new gasoline filling stations have already been approved in prior applications for the Cortlandt Boulevard/Route 6 Corridor. The moratorium is hereby lifted as of the date of this Local Law and the following paragraph in **bold** shall be added to Section 307-63 of the Town Code:

No new gasoline pumps or filling stations shall be added on the Cortlandt Boulevard/Route 6 Corridor as of July 20, 2022. Projects that include the addition of pumps or filling stations that have been approved by the Planning Board before June 30, 2022 shall be excluded from this prohibition.

Section 5: Amendments to Provisions Pertaining to Corner Lots

The Town previously updated its definition for a "Corner Lot". To ameliorate recurring issues with corner lots and other uniquely configured lots, the following changes are now made to Section 307-4: Definitions (additions in **bold**):

LOT, CORNER

A lot at the intersection of and abutting on two or more intersecting streets or highways, as said term appears in § 280-a of the New York State Town Law. The setbacks in a side yard with frontage on a street or highway of a corner lot shall be **the lesser of** double those of the underlying zoning district **and the required front yard**. See "lot line, front."

Section 6: Amendments to Article XVI of Chapter 307 of the Town Code

As written, Article XVI of the Town Code currently provides zoning discretion to the Planning Board that circumvents the legislative power of the Town Board. To correct this, the following provisions shall be **removed** from the Town Code:

1. All text in **Section 307-97** of the Town Code, except the following sentence shall remain “**The Town Board may amend this chapter in the manner specified by law**”.
2. **Section 307-98** in its entirety
3. **Section 307-100** in its entirety

Section 7:

If any provisions of this local law are held to be unconstitutional or otherwise invalid by any court of competent jurisdiction, the remaining provisions of the local law shall remain in effect.

Section 8:

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
LAROE ROSE SHATZKIN
TOWN CLERK**

**Adopted July 19, 2022
At a Regular Meeting
Held at Town Hall**

Local Law No. ___ of 2022

(Amendments to Chapter 255: Solar Energy Systems)

Section 1: Legislative Intent

The Town Board was on the forefront of adopting an ordinance for Solar Energy Systems. There have been multiple successful solar installations in the Town that were enabled by this original local law. Since the passage of Chapter 255 in 2018, the needs of the community have evolved. The Supervisor and Town Board now seek to provide updates to the Code to protect the environment and to encourage solar installations in the right areas.

Section 2: Modification to Section 255-2: Statement of Purpose

The language in **bold** shall be added to Section 255-2(4) of the Town Code:

- (4) To mitigate the impacts of solar energy systems on **neighborhood communities and environmental resources** such as important agricultural lands, forests, wildlife, **waterbodies**, and other protected resources;

Section 3: Modification to Section 255-3 Definitions

The language in **bold** shall be added to Section 255-3 of the Town Code and the language that is ~~stricken~~ shall be removed:

CANOPY

A permanent structure or architectural projection of rigid construction over which a covering is attached that provides weather protection, identity or decoration. A canopy is permitted to be structurally independent or supported by attachment to a building on one or more sides.

COMMUNITY SOLAR ENERGY SYSTEM

A solar installation owned collectively through condominium or property owners' associations, business groups (e.g., strip-mall collective), college student groups, "adopt-a-solar panel" programs, or other similar arrangements. **Building-Integrated, Roof-Mounted, Canopy-Mounted, and Ground-Mounted solar energy systems all may qualify as Community Solar Energy Systems.** ~~The community solar energy system shall be subject to the approval requirements set forth for Tier 2 and Tier 3 energy systems per the thresholds stated in this section.~~

SOLAR ENERGY SYSTEM

The component and subsystems required to convert solar energy into electric energy suitable for use. The term includes, but is not limited to, solar panels and solar energy equipment. The area of a solar energy system includes all the land inside the perimeter of the solar energy system, which extends to any interconnection equipment. A solar energy system is classified as a Tier 1, Tier 2, or Tier 3 solar system as follows:

- A. Tier 1 solar energy systems include the following:
 - (1) Roof-mounted solar energy systems.
 - (2) Building-integrated solar energy systems.
 - (3) **Canopy-mounted solar energy systems.**
- B. Tier 2 solar energy systems include ground-mounted solar energy systems with system capacity up to 25 kW AC and that generate no more than 110% of the electricity consumed on the site over the previous 12 months.
- C. Tier 3 solar energy systems are systems that are not included in the list for Tier 1 and Tier 2 solar energy systems.

Section 4: Amendments to Section 255-5: General Requirements

The language in **bold** shall be added to Section 255-5(E) of the Town Code:

Ground-mounted **and canopy-mounted** solar energy systems are prohibited in the **R-40, R-40A, R-20, R-15, R-10, and RG** Zoning Districts.

Section 5: Amendments to Section 255-6: Permitting requirements for Tier 1 solar energy systems

The language in **bold** shall be added to Section 255-6(A)(2) of the Town Code:

Building-integrated solar energy systems **and Canopy-mounted solar energy systems** shall be shown on the plans submitted for the building permit application for the building containing the system. **Applicants for Canopy-mounted solar energy systems shall submit all studies as required by the Director of the Department of Technical Services or the Director of Code Enforcement.**

Section 6: Amendments to Section 255-8 Permitting requirements for Tier 3 solar energy systems.

The language in **bold** shall be added to Section 255-8 of the Town Code:

- i. Amendments to Section 255-8(A)(7) of the Town Code:

Tree-cutting. Removal of existing trees is subject to the requirements of Chapter 283 of the Town Code. **No more than 30% of the existing trees on site can be removed for the installation of a Tier 3 Solar Energy System. Trees deemed to be invasive species and proposed for removal, shall be required to be mitigated at a ratio of one tree planted for every three trees removed.**

- ii. Amendments to Sections 255-8(A)(10)(h)-255-8(A)(10)(p)

- (h) Ownership changes. If the owner or operator of the solar energy system changes or the owner of the property changes, the special permit shall remain in effect, provided that the successor

owner or operator assumes in writing all of the obligations of the special permit, site plan approval, and decommissioning plan. A new owner or operator of the solar energy system shall notify the zoning Enforcement Officer of such change in ownership or operator within 30 days of the ownership change. **Satisfactory proof that the decommissioning security is active and in place shall be submitted to the satisfaction of the Town's Legal Department and Department of Technical Services.**

- (i) **Ground-mounted Tier 3 solar energy systems shall be limited to the maximum extent practicable to land areas not defined as a steep slope in Town Code Chapter 259 – Steep Slopes. Ground mounted solar may be considered on moderately steep slopes (15%-30%) provided a comprehensive Storm Water Mitigation Plan is provided and all trees removed on said slopes is limited and mitigated at a ratio of 2 trees planted for every one tree removed.**
- (j) **Ground mounted tier 3 solar energy systems shall not be constructed in wetlands or wetlands buffers as defined in Town Code Chapter 179 – Freshwater Wetlands, Water bodies and Watercourses.**
- (k) **An approved fire apparatus access road is required to be constructed for all Tier 3 systems. Grades of all access roads will be limited to 10% maximum. Consideration will be given to increase this grade to 14% over sections of straight road no less than 200-ft in length at the discretion of the Director of Technical Services or Director of Code Enforcement after review of the entire road profile as prepared by a licensed professional engineer.**
- (l) **Fire apparatus access roads shall be designed to accommodate the imposed loads of the fire apparatus as provided by the local Fire Department or the minimum provided in the NYS Uniform Fire Prevention and Building Code and NYS Supplements. Surfaces shall accommodate all-weather driving capabilities. Limited use pervious access roads will not be accepted as a wearing surface. Driveway entrances in excess of 10% grades shall have an asphalt or concrete wearing surface. Entrances shall be paved for a minimum of 250-ft from its intersection with the nearest right-of-way.**
- (m) **Applications for ground mounted community solar (Tier 3 systems) shall incorporate at a minimum controls for the water quality in accordance with Town Code Chapter 262 – Stormwater Management and Erosion and Sediment Control. Panels shall be considered impervious if they are not spaced a distance apart equal to the width of the panel or designed in general conformance with the NYSDEC Solar Panel Construction Stormwater Permitting/SWPPP Guidance. On slopes in excess of 10%, a level spreader / energy dissipater shall be placed along the drip edge of the panel rows. Runoff shall be reduced to reflect pre-existing hydrological and hydraulic conditions to mimic forest conditions.**

- (n) An annual inspection and monitoring report shall be submitted to the Department of Technical Services and Planning Board for Tier 3 systems by March 31st of a given calendar year. The report shall provide data from the previous calendar year (January to December) outlining power generated, number of users benefitting from the system, energy credits received, and estimated savings. In addition, the report shall provide photographic documentation of the installed system and any mitigation measures (e.g. reforestation) required as part of the approval.**
- (o) Any increase to the size of a Tier 3 solar array shall require referral back to the Planning Board.**
- (p) Priority of locations**

 - [1] Applications for Tier 3 Solar Energy Systems shall locate said Systems in accordance with the following priorities, [a] being the highest priority and [d] being the lowest priority:**

 - [a] Properties meeting the Brownfields requirements pursuant to State and/or Federal standards;**
 - [b] Industrial or commercial properties not abutting residentially-zoned parcels;**
 - [c] Industrial or commercial properties abutting residentially-zoned parcels;**
 - [d] On other property in the Town.**
 - [2] If the proposed property site is not the highest priority listed above, then a detailed explanation must be provided as to why a site of a higher priority was not selected. The person seeking such an exception must satisfactorily demonstrate the reason or reasons why such a permit should be granted for the proposed site, and the hardship that would be incurred by the applicant or service provider if not granted, or the benefits that might inure, and the beneficiaries of such an alternative site. Tier 3 Solar Energy Systems shall be prohibited in all residential districts.**
 - [3] An applicant may not bypass sites of higher priority by stating the site presented is the only site leased, purchased, in contract, or otherwise selected.**
 - [4] Notwithstanding the above, the approving Board may approve any site located within an area in the above list of priorities, provided that the Board finds that the proposed site is in the best interest of the health, safety and welfare of the Town and its inhabitants.**
 - [5] Upon filing an application for a special use permit for a Tier 3 Solar Energy System, the applicant shall submit a written report demonstrating the applicant's review of the above locations in order of priority, demonstrating the technical reason for the site selection. If the site selected is not the highest priority, then a detailed written**

explanation as to why sites of a higher priority were not selected shall be included with the application.

- [6] **The applicant shall, in writing, identify and disclose the number and locations of any additional sites that the applicant has, is or will be considering, reviewing or planning for Tier 3 Solar Energy Systems in the Town and all municipalities adjoining or adjacent to the Town for a two-year period from the date of the subject application.**
- [7] **Notwithstanding that potential sites may be situated in areas described in this section of the Code, the approving Board may disapprove an application for reasons of non-compatibility, for any of the following reasons:**
 - [a] **Conflict with safety and safety-related codes and requirements;**
 - [b] **Conflict with the community character of the area;**
 - [c] **Stormwater runoff or other adverse environmental conditions;**
 - [d] **The placement and location of a Tier 3 Solar Energy System which would create an unacceptable risk, or the probability of such, to residents, the public, employees and agents of the Town; or**
 - [e] **Otherwise conflict with the provisions of this chapter.**

Section 7: 255-10: Permit time frame and abandonment

The language in **bold** shall be added to Section 255-10(C) of the Town Code:

- C. If the owner and/or operator fails to comply with decommissioning upon any abandonment, the Town may, at its discretion, utilize the bond and/or security for the removal of the solar energy system and restoration of the site in accordance with the decommissioning plan. **Decommissioning plans shall incorporate plans to reforest all disturbed areas. Reforestation shall follow the requirements of Town Code Chapter 283 – Trees. Reforestation post decommissioning shall not obviate Applicants from meeting the mitigation requirements for the construction of a Tier 3 Solar Energy System. Decommissioning plans shall be filed with the Westchester County Clerk, Division of Land Records.**

Section 8: 255-14: Taxation

The language in **bold** shall be added to Section 255-14 of the Town Code and the language that is ~~stricken~~ shall be removed:

Pursuant to § 487 of the Real Property Tax Law, the Town shall require all applicants to enter into a contract for payments in lieu of taxes (PILOT) for all ~~ground-mounted~~ **Community Solar Energy Systems. Each applicant shall be required to pay \$11,100 per MW/AC to the Town of**

Cortlandt beginning in 2022 with an additional 3% for each year thereafter. The duration of the PILOT shall be the maximum extent permitted by law. In addition to the Town of Cortlandt, the applicant shall also be required to enter into a PILOT agreement with the School District and the County of Westchester unless otherwise waived.

Section 9: 255-16 Cessation of moratorium

Upon adoption of this chapter **and subsequent amendments**, the Town's moratoria on solar use adopted at the May 15, 2018 **and September 21, 2021** Town Board Meetings shall cease.

Section 10: Severability

If any provisions of this local law are held to be unconstitutional or otherwise invalid by any court of competent jurisdiction, the remaining provisions of the local law shall remain in effect.

Section 11: 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**

**Adopted July 19, 2022
At a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER _____

(RE: RECEIVE, FILE AND ACCEPT INDEPENDENT AUDIT OF THE TOWN OF CORTLANDT AS REQUIRED BY LAW)

RESOLVED, that the Town Board of the Town of Cortlandt does hereby Receive, File and Accept an independent audit by the firm EFPR Group, Certified Public Accountants with respect to the Town of Cortlandt.

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

**Adopted on July 19, 2022
At a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER ____

(AUTHORIZE CONVEYANCE OF PROPERTY KNOWN AS SBL 43.18-5-7 SUBJECT TO PERMISSIVE REFERENDUM)

WHEREAS, The Town owns a land-locked parcel of land (SBL 43.18-5-7) located in Verplanck; and

WHEREAS, the Town provided opportunities for abutting residents to confirm interest; and

WHEREAS, Mindy Losapio of 145 12th Street indicated that she would be willing to purchase the Property;

NOW, THEREFORE, BE IT RESOLVED that the Town is authorized to convey the Property (SBL 43.18-5-7) to Mindy Losapio for a sum of \$3,500 plus filing fees.

BE IT FURTHER RESOLVED that this Resolution shall be subject to Permissive Referendum and will be posted and published as required by law.

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

**Adopted July 19, 2022
At a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER _____

RE: (AUTHORIZE ROAD CLOSURES FOR THE LAKE MOHEGAN 100TH ANNIVERSARY PARADE AND 116TH ANNUAL WESTCHESTER COUNTY VOLUNTEER FIREMAN'S CONVENTION AND PARADE)

WHEREAS, in conjunction with their 100th anniversary, the Lake Mohegan Fire Department is hosting the 116th Annual Westchester County Convention and Parade; and

WHEREAS, the Lake Mohegan Fire Department has contracted with both the County and State Police to assist with traffic control on the day of their celebration; and

WHEREAS, celebrating both 100 years of lifesaving service to the residents of the Town of Cortlandt and 116 years of lifesaving service to the residents of Westchester County is of great importance to the community;

NOW, THEREFORE, BE IT RESOLVED, that on Saturday, September 17, 2022, the following road closures are authorized:

From 2pm to 4pm

On Red Mill Road: detour at Trolley Road, with a full closure at South Hill Road.

On Westbrook Drive: from Route 6 to the traffic circle.

On Oregon Road: from Skylark Drive to the Traffic Circle

From 2pm to 7pm

On Oregon Road East: from the Traffic Circle to Oscawana Lake Road/Old Oregon Road

BE IT FURTHER RESOLVED, the Lake Mohegan Fire Department will work with the State and County Police to ensure local access is still available to residents affected by the community; and

BE IT FURTHER RESOLVED, the Lake Mohegan Fire Department will notify all affected residents via direct flyer to their homes.

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

**Adopted on July 19, 2022
at a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER _____

(AUTHORIZE THE SUPERVISOR TO EXECUTE A PILOT AGREEMENT WITH THE OWNERS OF OVERLOOK TERRACE ACTIVE ADULT COMMUNITY)

WHEREAS, the Planning Board approved a 135-unit active adult residential community in 2021; and

WHEREAS, the Project will be located at the site of the former Colonial Terrace; and

WHEREAS, this project qualifies for a Payment in Lieu of Taxes (“PILOT”) Agreement under the New York State Private Housing Finance Law; and

WHEREAS, the Applicant proposed a PILOT that would provide all taxing jurisdictions with a predictable revenue stream and prevent the Town from becoming involved with costly and uncertain tax certiorari litigation;

NOW, THEREFORE, BE IT RESOLVED that the Supervisor is authorized to execute a PILOT agreement with the owner of Overlook Terrace for \$190,000 per year with a 2% escalator each calendar year to cover all local and municipal taxes owed in connection with the Property.

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

**Adopted July 19, 2022
At a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER _____

(AUTHORIZE CLAIM SETTLEMENT WITH JUAN MALDONADO-OTORONGO)

WHEREAS, Mr. Maldonado-Otorongo submitted a claim to the Town for alleged damages from a car accident; and

WHEREAS, the Claims administrator has reviewed all associated claims paperwork and believes that it is in the Town's best interest to settle this matter;

NOW, THEREFORE, BE IT RESOLVED that the Comptroller is authorized to issue payment in the amount \$10,316.65 in full satisfaction of Juan Maldonado-Otorongo's claim.

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

**Adopted July 19, 2022
At a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER _____

RE: (AUTHORIZE PLANNING DEPARTMENT – TO APPLY TO THE 2022 ENVIRONMENTAL PROTECTION FUND GRANTS PROGRAM FOR A PARKS, PRESERVATION AND HERITAGE (EPF) GRANT THROUGH THE CONSOLIDATED FUNDING APPLICATION (CFA))

NOW THEREFORE BE IT RESOLVED, that the Planning Department is authorized to apply to the 2022 Environmental Protection Fund Grants Program for a Parks, Preservation and Heritage (EPF) Grant in an amount up to \$500,000 with a fifty percent match through the Consolidated Funding Application (CFA); and

BE IT FURTHER RESOLVED, that the application will seek to fund park improvements such as swimming facilities, quarry overlooks, trails, landscape improvements, site amenities and other recreational amenities at the Cortlandt Quarry Park in the Hamlet of Verplanck as presented in the Cortlandt Quarry Park Overall Concept Plan dated April 25, 2022 and prepared by KG + D Architects, P.C.

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

**Adopted on July 19, 2022
at a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER _____

**(AUTHORIZE THE SUPERVISOR TO ISSUE CORRESPONDENCE OPPOSING
CLEAN PATH NY)**

WHEREAS, the Clean Path NY project proposes to deliver 7.5 million megawatt-hours of emissions free energy from Upstate New York to New York City each year; and

WHEREAS, Clean Path NY's infrastructural path would be along the Hudson River; and

WHEREAS, Clean Path NY has proposed landing a high voltage cable in the vicinity of Verplanck and Buchanan; and

WHEREAS, Town officials have proposed alternative sites, which do not appear to have been adequately considered by the principals of Clean Path NY; and

WHEREAS, while the goal of Clean Path NY is admirable, the Supervisor and Town Board will continue to advocate for its residents to ensure that its residents are not adversely impacted by Clean Path NY's infrastructure;

NOW, THEREFORE, BE IT RESOLVED that the Supervisor is authorized to issue correspondence opposing Clean Path NY's proposed access near Lents Cove.

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

**Adopted July 19, 2022
At a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER _____

RE: (AUTHORIZE THE PURCHASE AND INSTALLATION OF SECURITY CAMERAS AND APPLICABLE TELECOMMUNICATION HARDWARE AND WIRING FOR THE 167 ROA HOOK ROAD TOWN BUILDING.)

WHEREAS, at the current time the Sanitation Department has no security monitoring system; an outdated phone system; and requires new wiring and cameras to be installed; and

WHEREAS, the Director of the Department of Environmental Services and the Director of Information Technology recommend the installation of cameras and wiring to be compatible with those that have already been installed at the Charles J. Cook Pool facility; and

WHEREAS, it is the intent to utilize vendors and contractors that currently have contracts with the Town;

NOW THEREFORE, BE IT RESOLVED, the Purchasing Director is hereby authorized to execute the purchase of the cameras, labor and materials necessary using existing applicable contracts consistent with Purchasing Procurement Policy at a cost not to exceed \$29,000; and,

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

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

**Adopted July 19, 2022
At a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER _____

(RE: AUTHORIZE INSTALLATION OF A NEW HANDICAPPED PARKING SPACE ON BROADWAY IN VERPLANCK.)

WHEREAS, The Director of the Department of Environmental Services has evaluated the request for one handicapped space from the resident located at 186 Broadway in Verplanck; and

WHEREAS, after an evaluation, the Department has no objection to providing one handicapped designated space as requested at their driveway entrance on Broadway,

NOW, THEREFORE, BE IT RESOLVED, that the Department of Environmental Services is authorized to install new pavement markings and signage as required.

BE IT FURTHER RESOLVED, that the Town Comptroller is authorized to amend the 2022 budget to fund the project as deemed necessary.

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

**Adopted on July 19, 2022
at a Regular Meeting
Held at the Town Hall**

DRAFT

RESOLUTION

NUMBER _____

RE: (AUTHORIZE LEAK DETECTION SERVICES)

WHEREAS, The Department of Environmental Services solicited proposals for annual town wide leak detection services for the water distribution system, and

WHEREAS, water system leak detection is a specialty service provided by a few qualified firms: and,

WHEREAS, the following proposals were received by the Department:

New York Leak Detection	\$19,000
Upstate Leak Detection	\$20,400; and,

WHEREAS, the Department of Environmental Services has reviewed the proposals and recommends awarding the project to New York Leak Detection;

NOW, THEREFORE, BE IT RESOLVED, that New York Leak Detection is authorized to proceed with system-wide leak detection services; and,

BE IT FURTHER RESOLVED, that the Comptroller is authorized to amend the budget to fund the project.

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

**Adopted on July 19, 2022
at a regular Meeting
held at Town Hall.**

DRAFT

RESOLUTION

NUMBER _____

RE: (AUTHORIZE A CONTRACT WITH RESPECT TO EMPLOYEE TRAINING)

NOW, THEREFORE, BE IT RESOLVED, authorize the Personnel Manager to utilize Global Compliance Network.

BE IT FURTHER RESOLVED, the Town Supervisor is authorized to execute a contract with respect to same in the amount of \$750 for Global Compliance Network effective 9/1/22-8/31/23.

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

**Adopted on July 19, 2022
at a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER _____

RE: (APPOINT CLAUDIA VAHEY TO THE TITLE OF DIRECTOR OF OPERATIONS)

WHEREAS, Ms. Claudia Vahey has been performing additional job duties in assisting the Town Supervisor, Town Board and town government; and

WHEREAS, the Supervisor has proposed a new title to cover existing job duties (Human Resource Management) and new assignments as assigned by the Town Supervisor; and

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

NOW, THEREFORE, BE IT RESOLVED, that Ms. Claudia Vahey be and hereby is appointed to the title of Director of Operations in the Office of the Supervisor. Ms. Vahey will be paid an annual salary of \$135,000. This change in title will be effective July 20, 2022.

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

**Adopted on July 19, 2022
at the Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER _____

**RE: (APPOINT ROSEMARY BOYE LASHER TO THE TITLE OF ASSISTANT
PLANNING DIRECTOR/PROJECT COORDINATOR)**

WHEREAS, Ms. Rosemary B. Lasher has been working in the capacity of Assistant Director of Planning and Community Development; and

WHEREAS, the Supervisor has asked Ms. Lasher to assist in the coordination of numerous planning and economic development projects within various departments and offices as assigned by the Supervisor; and

WHEREAS, Ms. Lasher has agreed to this additional assignment to her current job duties

WHEREAS, the Supervisor has proposed a new title for Ms. Lasher covering these new duties; and

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

NOW, THEREFORE, BE IT RESOLVED, that Ms. Rosemary Boyle Lasher be and hereby is appointed to the title of Assistant Director of Planning and Community Development – Project Coordinator. Ms. Lasher will be paid an annual salary of \$127,415. This change in title will be effective July 20, 2022.

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

**Adopted on July 19, 2022
at the Regular Meeting
Held at Town Hall**

RESOLUTION

NUMBER _____

**(RE: AUTHORIZE THE APPOINTMENT OF THE FOLLOWING SEASONAL EMPLOYEES
IN THE DEPARTMENT OF ENVIRONMENTAL SERVICES FOR THE YEAR 2022)**

NOW THEREFORE BE IT RESOLVED, the following seasonal employees will be appointed in the Department of Environmental Services, with a start date of (See Below) and an end date of 09/02/2022. This appointment is subject to completion of drug screening.

	NAME	START DATE
HIGHWAY	Evan Doria	7/18/2022
	Alexander Jankowski	6/28/2022
	Luke Ehrenreich	6/29/2022

BE IT FURTHER RESOLVED, all temporary employees in the Department of Environmental Services shall be compensated at an hourly rate of pay of \$18.00.

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

**Adopted on July 19, 2022
at a Regular Meeting
Held at Town Hall**

DRAFT**RESOLUTION**

NUMBER _____

(RE: APPOINT ALL 2022 SUMMER SEASONALS)

RESOLVED, pursuant to Town Board Policy adopted on February 11, 1997, that the following be and hereby are appointed as seasonal employees in the Town of Cortlandt Government to work in various departments and divisions. The hourly rate of pay varies with the position. Pool appointments become effective on May 23, 2022 – September 6, 2022, and camp appointments become effective June 27, 2022 – August 5, 2022:

DAY CAMP	NAME	TITLE	2021 ROP
	Riefenhauser, Heather	Substitute	\$13.00
	Barry, Thomas	Senior Counselor	\$12.00
	DeFrancesco, Michela	Senior Counselor	\$12.00
	Snell, Cierre	Maintenance	\$12.00
	Collorafi, Anthony	Intermediate Counselor	\$9.00
	Beaulieu, Blake	Intermediate Counselor	\$8.00
Norton, Gisela	CIT	\$1.00	
5 & 6 GRADE CAMP	NAME	TITLE	2021 ROP
	Yeboah, Afua	Senior Counselor	\$12.00
7 & 8 GRADE CAMP	NAME	TITLE	2021 ROP
	Pearson, Hailey	Senior Counselor	\$12.00
	Tresgallo, Kayla	Senior Counselor	\$12.00
	Spencer, Hailey	Senior Counselor	\$12.00
POOL STAFF	NAME	TITLE	2021 ROP
	Gatto, Samantha	Lifeguard	\$14.00
	Goodale, Preston	Lifeguard	\$14.00
	Rocha, Monica	Lifeguard	\$14.00
	Rosenberg, Norah	Lifeguard	\$14.00
	Salameh, Chase	Lifeguard	\$14.00
	Bates, Ember	Maintenance	\$8.25
	Cavero, Matthew	Maintenance	\$8.25
	O'Connor, Jason	Maintenance	\$8.25
Figueroa, Madison	Cashier	\$8.25	
SWIM INSTRUCTORS	NAME	TITLE	2021 ROP
	Cody, Colin	Swim Instructor	\$14.00
	Figueroa, Alexandra	Swim Instructor	\$14.00
	Garcia, Erik	Swim Instructor	\$14.00
	Gatto, Isabella	Swim Instructor	\$14.00

	Gatto, Thomas	Swim Instructor	\$14.00
	Jerutis, Nina	Swim Instructor	\$14.00
	Johannsen, Kami	Swim Instructor	\$14.00
	Porcelli, Giavanna	Swim Instructor	\$14.00

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CORTLANDT
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