



**Town Clerk**  
LAROUÉ R. SHATZKIN

**Deputy Town Clerk**  
AMANDA SHAFIULLAH

# TOWN OF CORTLANDT

## OFFICE OF THE TOWN CLERK

Town Hall  
1 Heady Street  
Cortlandt Manor, NY 10567  
P: 914-734-1020 F: 914-734-1102  
[www.townofcortlandt.com/townclerk](http://www.townofcortlandt.com/townclerk)

**Town Supervisor**  
RICHARD H. BECKER, MD





**Town Board Members**  
JAMES F. CREIGHTON  
CRISTIN JACOBY  
ROBERT E. MAYES  
JOYCE C. WHITE

## NOTICE:

### Clickable Agenda from Town Clerk, Laroue Shatzkin

Dear Viewer,

In an effort to make online information easier to access and interact with, the Agenda has been updated to be “Clickable”. You can access these features in two ways.

1. From any device, click directly on the Agenda Item you wish to view, and you will be taken to that page of the packet.
2. If accessing from a computer, through the town website, you will have a Table of Contents and thumbnails available.
  - a. Open your options using this button on the top left of the screen: 
  - b. Thumbnails should automatically appear. To see the table of contents, click this button: 
  - c. and this will pop up: 
  - d. Click the arrow next to the word Agenda, and a fully clickable Table of Contents becomes available.
3. If you have downloaded the Agenda, you can click directly on the Agenda item, or access the table of contents by opening the bookmarks, which look like this: 

I hope you enjoy these features as I continue to work to improve your experience. Please feel free to reach out to me at the office if you have feedback or suggestions.

Warmly,

Laroue Shatzkin



**Town Clerk**  
LAROUÉ R. SHATZKIN

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JOYCE C. WHITE

### REGULAR MEETING

### TOWN BOARD AGENDA – JULY 15, 2025

#### PLACE:

TOWN HALL

#### TIME:

7:00 PM

### ORDER OF BUSINESS

#### MEETING CALLED TO ORDER

#### PLEDGE TO THE FLAG

#### SUPERVISOR'S PROCLAMATIONS & REPORTS

#### ROLL CALL

#### TOWN BOARD REPORTS

#### APPROVAL OF THE MINUTES

Approve the Minutes for the June 10, 2025 Regular Meeting and the June 18, 2025 Special Meeting.

## **PUBLIC HEARINGS**

### **HEARING OF CITIZENS – AGENDA ITEMS ONLY**

#### **REPORTS**

##### **Receive and File the following:**

For the month of May 2025 from the Recreation Department and DOTS – Code Enforcement Division.

For the month of June 2025 from the Office of the Aging, Purchasing Department, DOTS – Code Enforcement Division, Receiver of Taxes, and the Town Clerk.

#### **OLD BUSINESS:**

##### **Receive and File the following:**

#### **NEW BUSINESS**

##### **Receive and File the following:**

1. Letter from Resident regarding intersection of Gallows Hill Road and Pump House Road; Refer to DES.
2. Letter from Senator Peter Harckham awarding \$300,000 for purchase of an EV Sanitation Vehicle through the Community Resiliency, Economic Sustainability, and Technology (CREST) Capital Reimbursement Grant Program.
3. Letter from Assemblymember Dana Levenberg awarding \$30,000 Grant for purchase of Curbside Bins for Food Composting.

## **RESOLUTIONS**

1. Authorize Purchase of EV Sanitation Vehicle and PILOT Composting Program.
2. Adopt Negative Declaration for Revisions to Chapter 307-45 Accessory Dwelling Units.
3. Adopt Local Law 4 for Revisions to Chapter 307-45 Accessory Dwelling Units.
4. Adopt Negative Declaration for Route 6 Downtown Neighborhood Overlay District.
5. Adopt Local Law 5 for Route 6 Downtown Neighborhood Overlay District.

6. Extend Contract with Westchester County Police through 2029.
7. Authorize Salary Resolution for 2025 based on Union Contracts.
8. Update Master Fee Schedule for 2025.
9. Authorize Performance Bond for 3 Locust Ave. (SBL 34.5-2-6)
10. Authorize two-year contract with Pavement Management Group to inventory roadway pavement conditions.
11. Request the NYS Department of Transportation to add signage prohibiting left turns for those traveling West on 129 at Croton Gorge Park Entrance.
12. Authorize License Agreements with properties along Bramblebush Road.
13. Authorize an Agreement with Pete's Fire Dogs for use of the Pocket Park in Montrose.
14. Award Bid 2025-09 for Kennedy Fire Hydrants.
15. Authorize Settlement of Tax Certiorari with Lexington Ave. Route 6 LLC.
16. Receive and File 2024 Financial Statement for the Town of Cortlandt.
17. Authorize the Planning Department to apply to DASNY for a NYS BRICKS Grant for improvements to the Community Center.
18. Authorize Fireworks Permit for City of Peekskill.
19. Authorize Fireworks Permit for West Point.
20. Authorize Filming at the Quarry for Apple Studios LLC.
21. Amend Resolution 322-24 Town Board Meeting Schedule for August Town Board Meetings.
22. Appoint Christopher Gross to the title of Deputy Director of DES.
23. Appoint Josh DiNardo to the title of General Foreman in DES.
24. Appoint Robert Curran to the title of Recreation Leader in the Department of Recreation - Youth Center.
25. Appoint Seasonal Employees in Recreation Department for Camp and Pool.

26. Appoint Seasonal Employees in DES.
27. Appoint Seasonal Employee in Town Hall.
28. Authorize a Leave of Absence in DES – Water.

**ADDITIONS TO THE AGENDA** - NONE

**BUDGET TRANSFERS** - NONE

**REPORTS FROM VARIOUS DEPARTMENTS**

**REPORTS FROM STANDING & SPECIAL COMMITTEES**

**SECOND HEARING OF CITIZENS**

**ADJOURNMENT**

**NEXT TOWN BOARD MEETING**

August 5, 2025 at 7:00 pm  
Town Hall Web Site address: [www.townofcortlandt.com](http://www.townofcortlandt.com)



A **Regular Meeting** of the Town Board of the Town of Cortlandt was conducted on **June 10, 2025** with the following elected officials and appointed staff in attendance:

**RICHARD H. BECKER**  
**JOYCE WHITE**  
**CRISTIN JACOBY**  
**ROBERT MAYES**  
**JAMES CREIGHTON**

**Supervisor**  
**Councilmember**  
**Councilmember**  
**Councilmember**  
**Councilmember**

**Also present:**

**TOM WOOD**  
**MICHAEL CUNNINGHAM**  
**LAROUÉ ROSE SHATZKIN**  
**AMANDA SHAFIULLAH**  
**PATRICIA ROBCKE**  
**MICHAEL PREZIOSI**  
**CLAUDIA VAHEY**  
**STEPHEN FERREIRA**  
**JOE BASSELL**  
**CHRIS KEHOE**  
**HEATHER LAVARNWAY**

**Town Attorney**  
**Assistant Town Attorney**  
**Town Clerk**  
**Deputy Town Clerk**  
**Comptroller**  
**Director, DOTS - ABSENT**  
**Human Resources Coordinator**  
**Director, DES**  
**Junior Network Specialist**  
**Director of Planning & Comm. Dev.**  
**Planner**

### **MEETING CALLED TO ORDER**

The meeting was called to order at 7:03 P.M

### **PLEDGE TO THE FLAG**

Supervisor Becker started the meeting with the Pledge of Allegiance.

### **SUPERVISOR'S PROCLAMATIONS & REPORTS**

Supervisor Becker spoke about past events in the Town of Cortlandt such as a Public Listening Session hosted by the Westchester Board of Legislators on May 20<sup>th</sup>, 2025, which was in regards to the recent Con Edison Rate Hikes. The town has joined together with 38 other communities in Westchester who hired legal representation to fight the rate increase. On May 23<sup>rd</sup> the Town hosted the Memorial Day Ceremony at Town Hall which was well attended and such an honor to host annually. Last week Supervisor Becker attended the Nor-Cort Installation of Officers which

is one of the Senior Club at the Senior Community Center. On June 4<sup>th</sup> the Town hosted for a Bowling Night for Veterans, Active Duty and, their families. There was a great turn out and a lot of fun. On June 7<sup>th</sup> Deputy Supervisor Creighton and Supervisor Becker attended the Cortlandt American Little League closing ceremony.

In upcoming events the Cook Pool is officially opened for the season. The pool will be opened weekends only until June 21<sup>st</sup>, after June 21<sup>st</sup> it will be opened from 12:00 P.M-7:00 P.M, and fully opened beginning June 28<sup>th</sup>. All residents need a Town of Cortlandt Recreation Pass to enter the pool. You can get your recreation card at Town Hall in the Recreation Department.

The Repair Café is returning to Town Hall on Saturday June 28<sup>th</sup> from 10:00 A.M to 2:00 P.M. This event allows residents to bring items that needs fixed, there is a limit of two items per residents. Residents can register for the events on the Town's website or by calling the Supervisors Office at 914-734-1002. Summer Nights at the Riverfront will begin on Thursday June 12<sup>th</sup> and will continue every other Thursday throughout the summer. Each event has a live performance and movie night for the family.

One Tuesday June 17<sup>th</sup> the Town new Art display called "Art in Real Life" is already on display at Town Hall. There will be an open reception to open the gallery to the public. Summer camp is approaching the last day to register to without a late fee is June 13<sup>th</sup>. There will be a Camp Information Sessions for parents on June 23<sup>rd</sup> at 7pm at Town Hall. Supervisor Becker invited Deputy Supervisor Creighton to introduce Max Newman.

Deputy Supervisor Creighton honored Max Newman an Eagle Scout member of Troop 28 in Croton on Hudson. Max's Eagle Scout project was restoring a 60-meter section of the Trail at the Arboretum in Croton. Deputy Supervisor congratulated Max on his achievement and presented him with a Certificate of Appreciation on behalf of the Town of Cortlandt and the Town Board Members.

Supervisor Becker invited Councilperson Jacoby to introduce the local schools Valedictorian and Salutatorian of Croton Harmon High School. Councilperson Jacoby congratulated all the students on their achievement. She stated it is such an honor to present this certificate on behalf of the Town of Cortlandt.

Councilperson Jacoby introduced the Croton High School students, Ava Andrews – Salutatorian and Sonia Mukherjee – Valedictorian.

Councilperson Mayes commented it is an amazement achievement and honor to achieve what these students have accomplished. Councilperson Mayes introduced Tova Jean Louis – Valedictorian and Ronak Kumar Das – Salutatorian.

Councilperson White commented education is very important and knowledge is power. He congratulated the students on their achievements. Councilperson White introduced Lara Villard – Valedictorian and Adam Schaff- Salutatorian. Adam was not able to make it.

Supervisor Becker introduced the Hendrick Hudson High School Students who were unable to attend, Catherine Wright – Valedictorian and Simon Eichenholtz – Salutatorian.

## **TOWN BOARD REPORTS**

### **Councilperson Robert Mayes gave his report OF NOTE:**

Councilperson Mayes spoke about a presentation at the work session in regards to town road maintenance. Councilperson Mayes expressed this would allow the Town Board to make better decisions because there would be data to show for it. Councilperson Mayes also recognized June is Pride Month.

### **Councilperson Joyce White gave her report OF NOTE:**

Councilperson White spoke about how informative the Hudson Valley Affordable Housing Summit at Pace University was. The goal of the Summit was to bring professionals and leaders together to discuss housing challenges and opportunities in the region. She stated there were various categories for residential and non-residential units. She encouraged to join the Town Board's Work Session where she will dive in more detail about these categories. Councilperson White also attending Summerfest in Croton which was enjoyable and great to see the community getting together and having fun. Councilperson White also attended the Montrose Bazar with all the rides. She wished all the Father's on the Town Board, Town Hall, and the Community a Happy Father's Day! Especially to her own father!

### **Councilperson Cristin Jacoby gave her report OF NOTE:**

Councilperson Jacoby spoke about the Youth Advisory Council and gave a special thank you to Claudia Vahey who co-runs the Youth Council and does an incredible job at it. She also thanked the Department Heads for their time on educating the youth.

The Youth Council had two initiatives this year ion that the students were focusing on, both of which are definitely going to make our town a better place because they're already in action. One of them is to increase participation in our composting program. The students came to The Town Board with all these ideas about where we should be putting another composting location, how we can do certain outreach to young people. They even had a bifurcated an outreach plan that targeted different ages of students and what appeals to them. It was incredibly impressive because we just don't know, what we don't know. And students are the best people to tell The Town Board how to reach out to them.



The second project that they worked on was a partnership with The Recreation Department to figure out how we can create programming that brings high school students together with the seniors in our senior facilities. We hear over and over from the seniors that they would really benefit from partnership with young people and learning from them, either around like playing cards. or learning tech support. The Town Board also hears from the students that they want to reach out and work with the seniors the community. So, there's already movements thanks to Dawn Mahoney, the Director at the Senior Center and Ken Sherman, who's the Head of our Recreation Department to start to make some of these programs a reality. for our students and for our seniors. So, it's incredibly exciting to see actually, like the fruitions of this program take hold in this year. Councilperson Jacoby expressed how thankful she is for everybody's support, again, especially to Claudia Vahey because she has just been a phenomenal asset on that.

Councilperson Jacoby also reiterated what, Councilman May mentioned about really looking to have data to support our decisions. Councilperson Mayes mentioned that last night. The Town Board heard from a company, I believe it's called Pavement Management Group, and they came in and walked The Town Board through all the steps that they would go through to help The Town keep a really good catalog of what's happened with our roads. Right now. The Town Board has been doing our best over the last several decades and actually doing quite an impressive job, keeping a list of every single road in town, what the status is when it needs to be updated. But they introduced us to the technology, this technological solution that really powers like human in the loop with AI to create a map of our roads that The Town Board can be more digitally on top of it and really know. Someone saying Anita Court is falling apart. The Town Board can actually click a button and see what's happening with Anita Court the last time The Town Board went down there and took a video of it. So really excited about thinking about all the ways The Town Board can use other programs that exist out there, other technology to make our lives better and be able to deliver services to our town that are more efficient, less costly, and work better for everybody.

I do want to echo the sentiment around Happy Father's Day to all the Father's she works with and in the community. And especially to her father as well.

**Councilperson James Creighton gave his report**  
**OF NOTE:**

Councilperson Creighton spoke about some past events in the Town such as, the Hudson Valley Gateway Chamber of Commerce Annual Gala on June 1<sup>st</sup> in Croton where local businesses were honored and the Business of the Year was awarded to Go No Sen Karate. The Chairperson Award was awarded to KinoSaito Art Center in Verplanck, and the Quality of Life Award was awarded to the Support Connection and other honorees. On June 12<sup>th</sup> Hudson Valley Gateway Chamber of Commerce is honoring local students at their Annual Breakfast Cristina Gogola of Lakeland High School, Beatrice Pelayo of Walter Panas High School, Oakley Gougelman of

Hendrick Hudson High School, Tristan Moore of Croton High School will all be honored, along with other local high schools and presentation of two Scholarships from the Hudson Valley Young Professionals of the HV Gateway Chamber of Commerce and two Vocational Scholarships. The Town of Cortlandt is lucky to have well-rounded young leaders who work hard to accomplish their academic goals.

On Saturday June 7<sup>th</sup> Cortlandt American Little League hosted their closing ceremony which was fun. The Cortlandt Community Rowing Association had their annual lunch that honored all of the youth, masters, novices, and survivors who rowed all year long. The Cortlandt Community Rowing Association is all volunteers which is what makes it an amazing program. On Sunday June 8<sup>th</sup> the New Eras Creative Space hosted their Annual Gala which honored many people. The keynote speaker was Colette Smith, who is the First African American female coach of the NFL. Ms. Smith was very inspiring to the youth and is overall an amazing person.

The Eagle Scout hosted a ceremony honoring Benjamin Sankar who the Town of Cortlandt honored a few months ago for his project on making the community garden in Lake Meahagh more accessible to persons with limited mobility. Councilperson Creighton thanked all the parents who sacrifice their time to participate in these programs for the youth. He also mentioned there is always room for more adults and parents to join various community programs and boards to please reach out to Supervisor Becker's Office for more information and how to join.

Lastly, Councilperson Creighton spoke about the Youth Advisory Board's presentation to the board about the Compositing Program and shared their ideas on how to improve the program. He commented it is great to see the youth working together and stepping up to help their community.

Supervisor Becker mentioned on Friday June 13<sup>th</sup> the Town Board and staff members are accepting the Westchester Recreation and Parks Society (W.R.A.P.S) Austin Welch Pierre Award for the Cortlandt Waterfront Stage and the Playground in Verplanck. It is nice to have that recongixed. The Journal News also had an article on "The Best Things to Do in Westchester" and the Waterfront Park came up as number one.

### **APPROVAL OF THE MINUTES**

Approve the Minutes for the May 13, 2025 Regular Meeting.

Councilperson Mayes made a motion to approve the above Minutes, seconded by Councilperson Jacoby, with all voting **AYE**.

### **PUBLIC HEARINGS**

#### **Public Hearing to Consider Revisions to Chapter 307-45 Accessory Apartments.**

The Public Hearing was opened at 7:39 P.M

- a. Close Public Hearing.

b. Adjourn Resolutions to July 15, 2025.

Supervisor Becker commented in 2016 the Master Plan that Councilperson Creighton worked on identified housing as a big need in the Town and specifically increasing the types of housing available. These apartments are located on properties owned by local residents in which the property is their primary residence. The property owner can rent the apartment whether is be attached or detached with a separate entrance and facilities.

The Public Hearing was adjourned at 7:41 P.M.

Councilperson Jacoby made a motion to close the Public hearing, and Adjourn the Resolutions to July 15, 2025, seconded by Councilperson Creighton, with all voting **AYE**.

**Public Hearing to Consider the Route 6 Downtown Overlay Zone.**

The Public Hearing was opened at 7:41 P.M

- a. Open Public Hearing.
- b. Adjourn resolutions to July 15, 2025.

Supervisor Becker commented this is a housing initiative passed on the master plan. The area extends from Conklin Avenue to Westbrook Drive along Route 6. There are a lot of properties that are able to support in addition to their current permitted use of retail, additional housing. The Town has envisioned the lower floors be retail and apartments above them. It would be limited use but would allow for additional housing for the community.

The Public Hearing was adjourned at 7:42 P.M.

Councilperson Creighton made a motion to close the Public hearing, and Adjourn the Resolutions to July 15, 2025, seconded by Councilperson White, with all voting **AYE**.

**HEARING OF CITIZENS – AGENDA ITEMS ONLY**

**REPORTS**

**Receive and File the following:**

For the month of April 2025 from the Recreation Department.

For the month of May 2025 from the Office of the Aging, Purchasing Department, Receiver of Taxes and the Town Clerk.

**OLD BUSINESS:**

**Receive and File the following:**

1. Letter from Cortlandt Lexington LLC requesting third 1-year Special Permit Extension for Previously Approved Solar Project on Lexington Avenue and 202. (See Resolution 2)

**NEW BUSINESS**

**Receive and File the following:**

1. Letter from Resident of 31 Brandeis Ave requesting one-time water bill adjustment; refer to DES.
2. Letter from Resident of Allan Street regarding speeding; refer to DES.
3. Letter from Resident of 503 Furnace Dock Road regarding speeding and school bus hours; refer to DES

Councilperson White made a motion to receive and file the above, seconded by Councilperson Mayes, with all voting **AYE**.

**RESOLUTIONS**

**RESOLUTION NO. 180-25 RE:** Authorize contract with Logically for transition to townofcortlandt.ny.gov.

**RESOLUTION NO. 181-25 RE:** Authorize a One-Year Special Permit Extension for previously approved solar project on the corner of Lexington Ave and 202.

**RESOLUTION NO. 182-25 RE:** Authorize the Department of Planning and Community Development and the Department of Technical Services to apply for grant funding through NYS Consolidated Funding Application (CFA) Process for various Town Projects.

**RESOLUTION NO. 183-25 RE:** Award Bid 2025-06 Trophies and Plaques.

**RESOLUTION NO. 184-25 RE:** Authorize Purchase of Traffic Control Box for Westbrook Drive and Fawn Ridge Road.

**RESOLUTION NO. 185-25 RE:** Authorize a Handicap Parking Space at 150 6<sup>th</sup> Street in Verplanck.

Councilperson Mayes made a motion to adopt the above, seconded by Councilperson Jacoby, with all voting **AYE**.

**RESOLUTION NO. 186-25 RE:** Authorize a Load Only Fireworks Permit for July 4, 2025 for Santore's World Famous Fireworks for the Village of Tarrytown, pending approval by Legal and Code.

**RESOLUTION NO. 187-25 RE:** Appoint Seasonal Employees in Recreation – Camp.

**RESOLUTION NO. 188-25 RE:** Appoint Seasonal Employees in DES.

**RESOLUTION NO. 189-25 RE:** Appoint Seasonal Employees in Town Hall.

**RESOLUTION NO. 190-25 RE:** Authorize a Leave of Absence under FMLA for an Employee in the Comptroller's Office.

**RESOLUTION NO. 191-25 RE:** Authorize an Intermittent Leave of Absence under FMLA for an Employee in DES – Water.

Supervisor commented every summer the Town doubles it's staff due to the numerous summer activities. They help staff the Recreation, Sanitation and various Departments in Town Hall.

Councilperson Jacoby made a motion to adopt the above, seconded by Councilperson Creighton, with all voting **AYE**.

#### **ADDITIONS TO THE AGENDA- YES**

#### **RESOLUTIONS:**

**RESOLUTION NO. 192-25 RE:** Authorize a Collective Bargaining Agreement with the International Brotherhood of Teamsters, Local 456.

**RESOLUTION NO. 193-25 RE:** Appoint James Ferguson to the title of Fire Inspector in the Department of DOTS – Code Enforcement.

Supervisor Becker congratulated and welcomed James Ferguson to the Town of Cortlandt.

Councilperson Creighton made a motion to adopt the above, seconded by Councilperson White, with all voting **AYE**.

#### **BUDGET TRANSFERS** – ~~NONE~~ YES *AS AMENDED*.

**RESOLUTION NO. 194-25 RE:** Authorize Budget Transfers 1 through 9 of 2025.

Town Comptroller, Patty Robcke, commented the budget transfers are pro-forma from when the budget is formed in October because the Town does not have exact figures on certain things that the Town will have expenditures for. The Town is allowed to use contingency accounts to put money aside for those items. This is covering items that are per the Town collective bargaining agreements, which are setting this year of 2025, covering salaries, sick time liquidation, and items that were already approved by the Town Board.

## **REPORTS FROM VARIOUS DEPARTMENTS**

## **REPORTS FROM STANDING & SPECIAL COMMITTEES**

## **SECOND HEARING OF CITIZENS**

## **ADJOURNMENT**

Councilperson Creighton made a comment, the Cortlandt Peekskill Regional Paramedics was awarded the 2025 Mission Lifeline Award from the American Heart Association. This award is the Gold Status that maintain for STEMI treatments based on the national standards of best practice. The recognition reads:

"On behalf of the American Heart Association (AHA), we would like to extend our congratulations on achieving the following for 2025 Mission: Lifeline® EMS Recognition. Your agency is part of an elite group of prehospital providers recognized by the American Heart Association for your commitment and success in implementing a higher standard of care, by ensuring that every STEMI patient receives treatment according to nationally accepted evidence-based guideline recommendations and standards."

Supervisor Becker congratulated the Paramedics and explained STEMI's is the medical term for an acute myocardial infarction. This award indicates the Paramedics response time and treatment has met the six-minute time limit and it was appropriate. The Paramedics Program has been in business for five months and within those months they have saved many lives including that of a child and now they are being recognized for their treatment in heart attaches is quite remarkable.

Councilperson Mayes made a motion to adjourn the meeting, seconded by Councilperson Jacoby with all voting **AYE**.

The meeting was adjourned at 7:50 P.M.

## **NEXT TOWN BOARD MEETING**

**July 15, 2025 at 7:00 pm**  
**Town Hall Web Site address: [www.townofcortlandt.com](http://www.townofcortlandt.com)**

**Respectfully submitted,**

**Laroue Rose Shatzkin**  
**Town Clerk**

**Amanda Shafiullah**  
**Deputy Town Clerk**



A **Special Meeting** of the Town Board of the Town of Cortlandt was conducted on **June 18, 2025** with the following elected officials and appointed staff in attendance:

**RICHARD H. BECKER**  
**JOYCE WHITE**  
**CRISTIN JACOBY**  
**ROBERT MAYES**  
**JAMES CREIGHTON**

**Supervisor**  
**Councilmember**  
**Councilmember**  
**Councilmember**  
**Councilmember- ABSENT**

**Also present:**

**TOM WOOD**  
**MICHAEL CUNNINGHAM**  
**LAROUÉ ROSE SHATZKIN**  
**AMANDA SHAFIULLAH**  
**PATRICIA ROBCKE**  
**MICHAEL PREZIOSI**  
**CLAUDIA VAHEY**  
**STEPHEN FERREIRA**  
**JOE BASSELL**

**Town Attorney**  
**Assistant Town Attorney**  
**Town Clerk- ABSENT**  
**Deputy Town Clerk**  
**Comptroller**  
**Director, DOTS - ABSENT**  
**Human Resources Coordinator**  
**Director, DES - ABSENT**  
**Junior Network Specialist**

### **MEETING CALLED TO ORDER**

The meeting was called to order at 5:02 p.m.

### **PLEDGE TO THE FLAG**

Supervisor lead the Pledge of Allegiance.

### **ROLL CALL**

Deputy Town Clerk, Amanda Shafiullah took roll call, and all Town Board members were present except James Creighton, who was absent. Councilman Creighton was stuck in traffic and unable to make it in time.

### **RESOLUTIONS:**



**RESOLUTION NO. 195-25 RE:** Approve the Purchase of 26 Hillside Drive, Subject to Permissive Referendum.

Supervisor Becker commented Councilman Robert Mayes identified this property adjacent to the Charles Cook Pool was for sale. The purchase of this property will allow the Town to expand the programs at the Charles Cook Pool especially the Day Camp program. The Town Board, Engineer Department, and Town Attorney completed site visits and negotiated the sale for the same price as other potential buyers.

Town Attorney, Tom Wood, commented the property was listed for \$525,000 but the owners did have a signed offer for \$550,000 and they provided proof the offer was legitimate. The Town was then able to secure the purchase of the property for \$550,000. This property is also behind the Briarcliff-Peekskill Trails which allows the Town another access to that trail system from the Charles Cook Pool. Mr. Wood also commented the second resolution is the borrowing capability for the Town in anticipation if that is warranted for the Town.

Councilperson Mayes made a motion to adopt the above, seconded by Councilperson White, with all voting **AYE**.

**RESOLUTION NO. 196-25 RE:** Adopt Bond Resolution for Purchase of 26 Hillside Drive, Subject to Permissive Referendum.

Councilperson Jacoby made a motion to adopt the above, seconded by Councilperson White, with all voting **AYE**.

**RESOLUTION NO. 197-25 RE:** Appoint Town Comptroller.

Supervisor Becker commented the Town Comptroller, Patty Robcke has announced she is retiring but has agreed to stay on to help during the transition period for the remainder of the year. We are here to appoint the new Town Comptroller, Ann Scaglione. The Town Board interviewed many candidates and found Ann to be the best fit with her many years of experience with the City of Peekskill and as the current comptroller for the Village of Scarsdale. Supervisor Becker congratulated Ms. Scaglione and welcomed her to the Town of Cortlandt.

Councilperson White made a motion to adopt the above, seconded by Councilperson Jacoby, with all voting **AYE**.

Town Comptroller, Patty Robcke, commented she can't wait to work with Ann and welcomed her to the Town of Cortlandt family.

### **ADJOURNMENT**

Councilperson Mayes made a motion to adjourn the meeting, seconded by Councilperson Jacoby with all voting **AYE**.

The meeting was adjourned at 5:08 P.M.

### **NEXT TOWN BOARD MEETING**

**July 15, 2025 at 7:00 pm**

**Town Hall Web Site address: [www.townofcortlandt.com](http://www.townofcortlandt.com)**

**Respectfully submitted,**

**Laroue Rose Shatzkin  
Town Clerk**

**Amanda Shafiullah  
Deputy Town Clerk**



Town Supervisor  
RICHARD H. BECKER, MD

Town Board Members  
VALIESE CRONIGHTON  
CHRISTIN JACOBY  
ROBERT E. MAYES  
JOYCE L. WHITE

**TOWN OF CORTLANDT**  
**DEPARTMENT OF RECREATION AND CONSERVATION**

Town Hall  
1 Heady Street  
Cortlandt Manor, NY 10567  
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FAX: 914-734-1059  
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[toecrec@townofcortlandt.com](mailto:toecrec@townofcortlandt.com)



Director  
KEN SHERMAN  
914-734-1058  
Deputy Director  
LESLIE POPKIN  
914-734-1057

June 18, 2025

TO: Supervisor Richard H. Becker

RE: ATTENDANCE REPORT – MAY 2025 - RECREATION

Attached for your information are various reports compiled by the Cortlandt Recreation Division.

1. Indicates the total monthly attendance in our programs beginning January 2016.
2. Provides a detailed attendance report for our YOUTH recreation programs conducted during the month of May 2025.
3. Provides a detailed attendance report for our ADULT recreation programs conducted during the month of May 2025.
4. The summary sheet analyzes the figures reported and explains the reasons why there was an increase or decrease in attendance.

Sincerely,

Kenneth Sherman  
Director, Recreation & Conservation

attend/cover-jl



# MONTHLY ATTENDANCE REPORT

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
JANUARY	9,159	8,329	10,343	10,193	9,309	727	6,026	8,135	7,192	6,062
FEBRUARY	10,045	9,166	9,179	9,061	10,044	948	6,334	7,396	8,284	7,889
MARCH	17,620	6,787	6,087	7,046	3,500	1,092	4,420	6,163	6,034	7,354
APRIL	12,792	9,437	7,699	8,448	8,027	3,708	2,392	11,347	12,097	10,882
MAY	14,267	15,092	12,887	11,480	110	8,696	8,755	10,951	10,717	11,092
JUNE	18,065	18,196	15,840	12,541	54	13,769	10,754	12,700	13,932	
JULY	21,151	31,056	29,060	38,686	3,003	20,742	29,166	33,781	41,938	
AUGUST	16,242	14,485	14,944	17,904	5,196	10,445	14,751	14,322	22,543	
SEPTEMBER	10,614	9,449	9,208	8,968	5,391	8,000	10,001	10,731	13,751	
OCTOBER	15,129	12,515	13,401	12,183	7,237	10,056	10,899	18,401	20,238	
NOVEMBER	7,764	7,645	6,793	7,084	1,866	4,441	6,601	7,032	8,721	
DECEMBER	4,109	4,047	3,765	3,575	720	3,161	4,457	4,412	3,962	
TOTAL	146,957	146,204	139,206	147,169	54,457	85,785	114,556	145,371	169,409	43,279

**TOWN OF CORTLANDT RECREATION**  
**MONTHLY ATTENDANCE REPORT**  
**YOUTH ACTIVITY - 2025**

	# of Sessions	Totals	# of Sessions	Totals	Difference	2025 Daily
Activity	May. '25	May. '25	May. '24	May. '24	May. '25-May. '24	Average
					0	#DIV/0!
Art Explorers	3	24	3	25	-1	8.3333333
Art Quest	3	18	3	25	-7	8.3333333
Babysitting Skills					0	#DIV/0!
Baseball Camp					0	#DIV/0!
Baseball - Travel Tryout					0	#DIV/0!
Baseball - Travel Practice					0	#DIV/0!
Baseball - Travel Games					0	#DIV/0!
Basketball - Travel Scrimmage					0	#DIV/0!
Basketball - Travel Team Games					0	#DIV/0!
Basketball - Travel Team Tryouts - Boys					0	#DIV/0!
Basketball - Travel Team Boys Prac.					0	#DIV/0!
Basketball - Girls Travel Team Game					0	#DIV/0!
Basketball - Girls Travel Team Tryouts					0	#DIV/0!
Basketball - Girls Travel Team Prac.					0	#DIV/0!
Basketball - League Meetings					0	#DIV/0!
Basketball - Midget Girls Games					0	#DIV/0!
Basketball - Midget Girls Practice					0	#DIV/0!
Basketball - Midget Girls Tryouts					0	#DIV/0!
Basketball - Pee Wee Games					0	#DIV/0!
Basketball - Pee Wee Practice					0	#DIV/0!
Basketball - Pee Wee Tryouts					0	#DIV/0!
Basketball - Cub Boys Games					0	#DIV/0!
Basketball - Cub Boys Practice					0	#DIV/0!
Basketball - Cub Boys Tryouts					0	#DIV/0!
Basketball - Jr Boys Games					0	#DIV/0!
Basketball - Jr Boys Practice					0	#DIV/0!
Basketball - Jr Boys Tryouts					0	#DIV/0!
Basketball - Cub Girls Games					0	#DIV/0!
Basketball - Cub Girls Tryouts					0	#DIV/0!
Basketball - Cub Girls Practice					0	#DIV/0!
Basketball Camp					0	#DIV/0!
Basketball - Jr. Girls Games					0	#DIV/0!
Basketball - Jr. Girls Practice					0	#DIV/0!
Basketball - Jr. Girls Tryouts					0	#DIV/0!
Basketball-9th/10th-Practice					0	#DIV/0!
Basketball-9th/10th-Games					0	#DIV/0!
Basketball - Free Play FGL					0	#DIV/0!
Basketball - Free Play FWS					0	#DIV/0!
Basketball - Free Play 6-10 grade-Winter					0	#DIV/0!
Basketball - Free Play 3-5 grade-Winter					0	#DIV/0!
Basketball Clinic (1st & 2nd Graders)					0	#DIV/0!
Basketball Camp - Derek					0	#DIV/0!
Basketball Camp - Red Devil					0	#DIV/0!
Basketball - Dinners					0	#DIV/0!
Bowling - After School	4	8	0	0	8	#DIV/0!
Bowling - Bumper Bowl	4	16	4	12	4	3
Cheerleading Camp					0	#DIV/0!
CPR/ for Prof. Rescuer					0	#DIV/0!
Game Café at the CUE					0	#DIV/0!
Parents Night (Camp)					0	#DIV/0!
Camp Orientation					0	#DIV/0!
C.I.T. Seminar	0	0	2	40	-40	20
Day Camp (1-4)					0	#DIV/0!
Day Camp (7,8)					0	#DIV/0!
Day Camp (5,6)					0	#DIV/0!
Day Camp - Day Play					0	#DIV/0!

TOWN OF CORTLANDT RECREATION						
MONTHLY ATTENDANCE REPORT						
YOUTH ACTIVITY - 2025						
Activity	# of Sessions	Totals	# of Sessions	Totals	Difference	2025 Daily
	May. '25	May. '25	May. '24	May. '24	May. '25-May. '24	Average
Environ. Prog.-Exploring the McAndrews Estate					0	#DIV/0!
Environ. Prog.-mommy, daddy & me					0	#DIV/0!
Environ. Prog.-Hidden Signs of Animals					0	#DIV/0!
Environ. Prog.-Pond Study					0	#DIV/0!
Environ. Survivor					0	#DIV/0!
Environ. Prog.-Things, creep crawl & fly	1	3			3	#DIV/0!
Environ. Prog.-Hike to Secret Cove			1	3	-3	3
Environ. Prog.-Wet & Wild: Amazing Amphibians					0	#DIV/0!
First Aid					0	#DIV/0!
Football - Clinic - Flag	4	160			160	#DIV/0!
Football - Punt, Pass & Kick					0	#DIV/0!
Football Coaches Meeting					0	#DIV/0!
Football Tryouts - Juniors					0	#DIV/0!
Football Tryouts - Seniors					0	#DIV/0!
Football League - Games					0	#DIV/0!
Football League - Practice					0	#DIV/0!
Football League - Uniforms					0	#DIV/0!
Football - Cranberry Bowl-Coach Wolff					0	#DIV/0!
Football - Dinner					0	#DIV/0!
Flute Choir					0	#DIV/0!
Golf					0	#DIV/0!
Guitar Lessons					0	#DIV/0!
Halloween - Parade					0	#DIV/0!
Halloween - Party					0	#DIV/0!
Ice Skating - Lake Meahagh					0	#DIV/0!
Inline Skating Lessons					0	#DIV/0!
Junior Ballers - Baseball					0	#DIV/0!
Junior Ballers - Basketball					0	#DIV/0!
Junior Explorers					0	#DIV/0!
Karate for Kidz					0	#DIV/0!
Karate: Advanced					0	#DIV/0!
Lacrosse Camp					0	#DIV/0!
Lacrosse Clinic					0	#DIV/0!
Lacrosse K-6th Grade Team	1	35			35	#DIV/0!
Lacrosse League Practice	3	105			105	#DIV/0!
Lacrosse League Games	2	70			70	#DIV/0!
Lacrosse League - Summer League					0	#DIV/0!
Lacrosse League - Tryouts					0	#DIV/0!
Lacrosse League			8	344	-344	43
Learn to Skateboard					0	#DIV/0!
Lego-Oh!					0	#DIV/0!
Lifeguard Test	2	10	2	14	-4	7
Lifeguard Training	2	4			4	#DIV/0!
Mad Science					0	#DIV/0!
Moms & Toddlin Tots					0	#DIV/0!
Movie Night					0	#DIV/0!
Mini-Multi Sports Camp					0	#DIV/0!
Multi Sports Camp					0	#DIV/0!
Music, Movement & Crafts					0	#DIV/0!
Nor-West	20	119	13	111	8	8.5384615
National Youth Sports Coaches - Clinic					0	#DIV/0!
Painting/Drawing					0	#DIV/0!
Piano					0	#DIV/0!
Playgrounds - FG Lindsey					0	#DIV/0!
Playgrounds - West Brook					0	#DIV/0!
Playtime					0	#DIV/0!

**TOWN OF CORTLANDT RECREATION**  
**MONTHLY ATTENDANCE REPORT**  
**YOUTH ACTIVITY - 2025**

Activity	# of Sessions	Totals	# of Sessions	Totals	Difference	2025 Daily
	May. '25	May. '25	May. '24	May. '24	May. '25-May. '24	Average
Sailor Fitness					0	#DIV/0!
Sailor Softball Camp					0	#DIV/0!
Soccer Camp					0	#DIV/0!
Soccer Clinic 1st Grade					0	#DIV/0!
Soccer Clinic					0	#DIV/0!
Soccer Draft/Coaches Meeting					0	#DIV/0!
Soccer League - Evaluations					0	#DIV/0!
Soccer League - Midget Games - Boys	3	240	4	360	-120	90
Soccer League - Midget Games - Girls	3	180	4	240	-60	60
Soccer League - Junior Games - Boys	3	150			150	#DIV/0!
Soccer League - Junior Games - Girls	3	150	4	192	-42	48
Soccer League - Pee Wee Games - Boys	3	270	4	240	30	60
Soccer League - Pee Wee Games - Girls	3	150	4	240	-90	60
Soccer League - Midget Prac. - Boys	16	240	12	250	-10	20.833333
Soccer League - Midget Prac. - Girls	16	360	12	360	0	30
Soccer League - Junior Prac. - Boys	16	150			150	#DIV/0!
Soccer League - Junior Prac. - Girls	16	150			150	#DIV/0!
Soccer League - Pee Wee Prac. - Boys	16	400	24	400	0	16.666667
Soccer League - Pee Wee Prac. - Girls	16	180	12	180	0	15
Soccer - Awards Night					0	#DIV/0!
Soccer - Skyhawks	3	270	3	18	252	6
Soccer Travel Tryouts					0	#DIV/0!
Soccer Travel Games - High School - Boys					0	#DIV/0!
Soccer Travel Games - U09 Boys					0	#DIV/0!
Soccer Travel Games - U10 Boys					0	#DIV/0!
Soccer Travel Games - U11 Boys	3	135	3	112	23	37.333333
Soccer Travel Games - U12 Boys	3	129	3	150	-21	50
Soccer Travel Games - U13 Boys	3	150	3	120	30	40
Soccer Travel Games - U14 Boys	3	129			129	#DIV/0!
Soccer Travel Games - U15 Boys			3	135	-135	45
Soccer Travel Games - U17 Boys					0	#DIV/0!
Soccer Travel Games - U10 Girls					0	#DIV/0!
Soccer Travel Games - U11 Girls	3	135	3	120	15	40
Soccer Travel Games - U12 Girls	3	135	3	150	-15	50
Soccer Travel Games - U13 Girls	3	150			150	#DIV/0!
Soccer Travel Games - U14 Girls					0	#DIV/0!
Soccer Travel Games - U15 Girls					0	#DIV/0!
Soccer Travel Games - U16 Girls					0	#DIV/0!
Soccer Travel Games - U18 Girls					0	#DIV/0!
Soccer Travel Meetings					0	#DIV/0!
Soccer Travel Practice - High School - Boys					0	#DIV/0!
Soccer Travel Practice - U09 Boys					0	#DIV/0!
Soccer Travel Practice - U10 Boys					0	#DIV/0!
Soccer Travel Practice - U11 Boys	8	144	9	135	9	15
Soccer Travel Practice - U12 Boys	8	136	9	180	-44	20
Soccer Travel Practice - U13 Boys	8	136	9	144	-8	16
Soccer Travel Practice - U14 Boys	8	136			136	#DIV/0!
Soccer Travel Practice - U15 Boys			9	162	-162	18
Soccer Travel Practice - U17 Boys					0	#DIV/0!
Soccer Travel Practice - U10 Girls					0	#DIV/0!
Soccer Travel Practice - U11 Girls	8	144	9	162	-18	18
Soccer Travel Practice - U12 Girls	8	144	9	180	-36	20
Soccer Travel Practice - U13 Girls	8	160			160	#DIV/0!
Soccer Travel Practice - U14 Girls					0	#DIV/0!
Soccer Travel Practice - U15 Girls					0	#DIV/0!

TOWN OF CORTLANDT RECREATION						
MONTHLY ATTENDANCE REPORT						
YOUTH ACTIVITY - 2025						
Activity	# of Sessions	Totals	# of Sessions	Totals	Difference	2025 Daily
	May. '25	May. '25	May. '24	May. '24	May. '25-May. '24	Average
Soccer Travel Practice - U16 Girls					0	#DIV/0!
Soccer Travel Practice - U18 Girls					0	#DIV/0!
Sports Squirts					0	#DIV/0!
Super Hero Camp					0	#DIV/0!
Swim - Competitive Swim Clinic					0	#DIV/0!
Swim Instruction - 1,2,3	3	126			126	#DIV/0!
Swim - Cook Staff Orientation	3	180	2	120	60	60
Swim - PreSchool					0	#DIV/0!
Swim - Tiny Tot					0	#DIV/0!
Swim Team - Party					0	#DIV/0!
Swim Team - Swim Practice					0	#DIV/0!
Swim Team - Dive Practice					0	#DIV/0!
Swim Team - Dive Meet					0	#DIV/0!
Swim Team - Swim Meet					0	#DIV/0!
Swim & Dive Orientation					0	#DIV/0!
Swim & Dive Pictures					0	#DIV/0!
Swim Instr.-Registration-CJC					0	#DIV/0!
Swim Instr.CJC Camp					0	#DIV/0!
Swim Instr.-Croton					0	#DIV/0!
Tennis Camp - 5-8 year olds					0	#DIV/0!
Tennis Camp - 9-14 year olds					0	#DIV/0!
Tennis Camp - Advanced					0	#DIV/0!
Tennis Camp - Junior Aces					0	#DIV/0!
Tennis Camp - Mini Mites					0	#DIV/0!
Tennis Instruction - Premier					0	#DIV/0!
Tennis Instruction - Youth Indoor					0	#DIV/0!
Tennis Instruction - Youth Outdoor	3	36	3	36	0	12
Town Hall Tours					0	#DIV/0!
Track Meet					0	#DIV/0!
Volleyball Camp - 3 camps					0	#DIV/0!
Volleyball Development					0	#DIV/0!
Youth Employment- Hen Hud	31	444	31	382	62	12.322581
Youth Employment - Walter Panas	31	434	31	419	15	13.516129
Youth Center	25	417	25	300	117	12
YCS - Canteens	9	135	8	132	3	16.5
YCS - Courses & Trips					0	#DIV/0!
YCS - 5th Grade Fun Club / Luau	6	116	5	111	5	22.2
YCS - 5th Grade Open House					0	#DIV/0!
YCS - Rock Wall & Weight Training	25	109	25	111	-2	4.44
YCS - Special Event					0	#DIV/0!
YCS - Sports Activities	7	44	2	6	38	3
YCS - Too Good for Violence Program 6th					0	#DIV/0!
YCS - Too Good for Violence Program 7th					0	#DIV/0!
YCS - Too Good for Violence Program 8th					0	#DIV/0!
YCS - DJ Nights, Karaoke, YC GotTalent	1	60	1	0	60	0
YCS - Life Skills 8th & 9th Grade Program					0	#DIV/0!
YCS - Life Skills 6th & 7th Grade Program	1	21	3	29	-8	9.6666667
YCS - Life Skills 6th & 7th Grade (make-ups)	7	66	11	78	-12	7.0909091
YCS - Life Skills 5th Grade Program	4	64	3	70	-6	23.3333333
YCS - Life Skills 5th Grade Program (make-ups)	4	11	5	23	-12	4.6
YCS - Open Gym	4	30	4	13	17	3.25
YCS - Healthy Snack Club					0	#DIV/0!
YCS - Zoom Courses					0	#DIV/0!
YCS - After Camp Program					0	#DIV/0!
YCS - Gaming for Senior Citizens			4	0	0	0
YCS - Birthday Parties/Rental	5	78	5	46	32	9.2
Total	412	7796	359	6680	1116	18.607242



**TOWN OF CORTLANDT RECREATION**  
**MONTHLY ATTENDANCE REPORT**  
**ADULT ACTIVITY - 2025**

	# of Sessions	Totals	# of Sessions	Totals	Difference	2025 Daily
Activity	May. '25	May. '25	May. '24	May. '24	May. '25-May. '24	Average
					0	#DIV/0!
Adult Dance			4	20	-20	5
Badminton	4	64	6	64	0	10.66666667
Basketball - 30 & Older	2	56	3	63	-7	21
Basketball - 18 & Older	4	112	3	71	41	23.66666667
Boating & Seamanship					0	#DIV/0!
Body Sculpting					0	#DIV/0!
Choosing a College Major					0	#DIV/0!
CPR Review					0	#DIV/0!
CPR/AED for the Professional Rescuer					0	#DIV/0!
Defensive Driving					0	#DIV/0!
Environmental Programs					0	#DIV/0!
Exertone - Mon./Wed.					0	#DIV/0!
Flute Choir					0	#DIV/0!
Golf Outing					0	#DIV/0!
Golf Instruction					0	#DIV/0!
Guitar Lessons					0	#DIV/0!
Intro to Japanese	3	6	4	20	-14	5
Hip Hop					0	#DIV/0!
Karate	5	70	5	50	20	10
Karate-Advanced					0	#DIV/0!
Kick Boxing					0	#DIV/0!
Light Saber Training					0	#DIV/0!
Meditation Seminar					0	#DIV/0!
Navigating College Admission Process					0	#DIV/0!
Navigating College Financial Aid Process					0	#DIV/0!
Nor-West	25	583	20	539	44	26.95
Oxygen Administration					0	#DIV/0!
Piano					0	#DIV/0!
Pickleball	4	72	4	48	24	12
Pilates					0	#DIV/0!
Run, Jog, Walk					0	#DIV/0!
Soccer-Referee Course					0	#DIV/0!
Softball League - Meeting					0	#DIV/0!
Softball League - Umpires Meeting					0	#DIV/0!
Softball - Men Fall Arc Ball					0	#DIV/0!
Softball - Men Games	10	2000	11	2200	-200	200
Softball - Mens/Tournament					0	#DIV/0!
Softball - Women's Games					0	#DIV/0!
Special Events/Supervisor					0	#DIV/0!
Summer Staff - Directors Meeting					0	#DIV/0!
Swim - Adult Beginner					0	#DIV/0!
Swim Facilities - CJC					0	#DIV/0!
Swordsmanship	3	45	3	45	0	15
Tai-Kwon-Do					0	#DIV/0!
Tai Chi					0	#DIV/0!
Tennis Instruction-Lake Street	2	48	3	72	-24	24
Tennis Team (Men's League)					0	#DIV/0!
Tennis Team (Women's League)					0	#DIV/0!
Track & Field Meets					0	#DIV/0!
Volleyball - Co-Ed					0	#DIV/0!
Volleyball - Adv.					0	#DIV/0!
Water for a City					0	#DIV/0!
Woga II	4	64	4	88	-24	22
Woga	4	48	4	56	-8	14
Yoga 2.0	4	56	4	80	-24	20
Yoga Anyone					0	#DIV/0!
Yoga-Gentle			4	36	-36	9
Yoga-Core & Stretch	4	88	4	44	44	11
Yoga-Lite	4	32	4	52	-20	13
<b>TOTAL</b>	<b>82</b>	<b>3344</b>	<b>90</b>	<b>3548</b>	<b>-204</b>	<b>39.42222222</b>

ATTENDANCE - FIGURE COMPARISONS

May-25

2025	11,092
2024	10,228
DIFFERENCE	864

PRINCIPLE PROGRAMS AFFECTING DECREASE IN PROGRAM ATTENDANCE	
lacrosse league	not held in 2025
soccer league-midget games-boys	1 less session held
soccer league-midget games-girls	1 less session held
soccer league-peewee games-girls	1 less session held
soccer travel games BU15	1 less session held
soccer travel practice BU15	1 less session held
softball men's games	1 less session held

PRINCIPLE PROGRAM AFFECTING INCREASE IN PROGRAM ATTENDANCE	
football clinic - flag	not held in 2024
lacrosse practice	not held in 2024
lacrosse league games	not held in 2024
soccer league-junior games-boys	not held in 2024
soccer league-junior practice-boys	not held in 2024
soccer league-junior practice-girls	not held in 2024
soccer skyhawks	increase in program participation
soccer travel games BU14	not held in 2024
soccer travel games GU13	not held in 2024
soccer travel practice BU14	not held in 2024
soccer travel practice GU13	not held in 2024
swim instruction 1,2,3	not held in 2024
swim-cook staff orientation	1 additional session held
youth employment-hen hud	increase in program participation
YCS canteens	increase in program participation
YCS DJ nights, karaoke	increase in program participation

TOTAL -1111

TOTAL 2037



Town Supervisor  
RICHARD H. BECKER, MD

**Town Board Members**

JAMES F. CREIGHTON  
CRISTIN JACOBY  
ROBERT E. MAYES  
JOYCE C. WHITE

**TOWN OF CORTLANDT**  
**DEPARTMENT OF RECREATION AND CONSERVATION**  
**OFFICE FOR SENIOR SERVICES**

MURIEL H. MORABITO COMMUNITY CENTER  
29 WESTBROOK DRIVE  
CORTLANDT MANOR, NY 10567  
MAIN PHONE: 914-528-1572  
FAX: 914-528-1585  
[www.townofcortlandt.com/seniors](http://www.townofcortlandt.com/seniors)



DAWN J. MAHONEY  
Director  
OFFICE FOR SENIOR SERVICES  
DAWNM@TOWNOFCORTLANDT.COM

June 30, 2025

To: Town Clerk Laroue Rose Shatzkin

Re: Senior Citizen Monthly Attendance

Enclosed are the statistics related to the programs conducted at the Muriel Morabito Community Center, during the month of June, for the senior citizens of the Town of Cortlandt under my direction.

In addition to a detailed report of attendance, I have explained the program's fluctuations.

Sincerely,

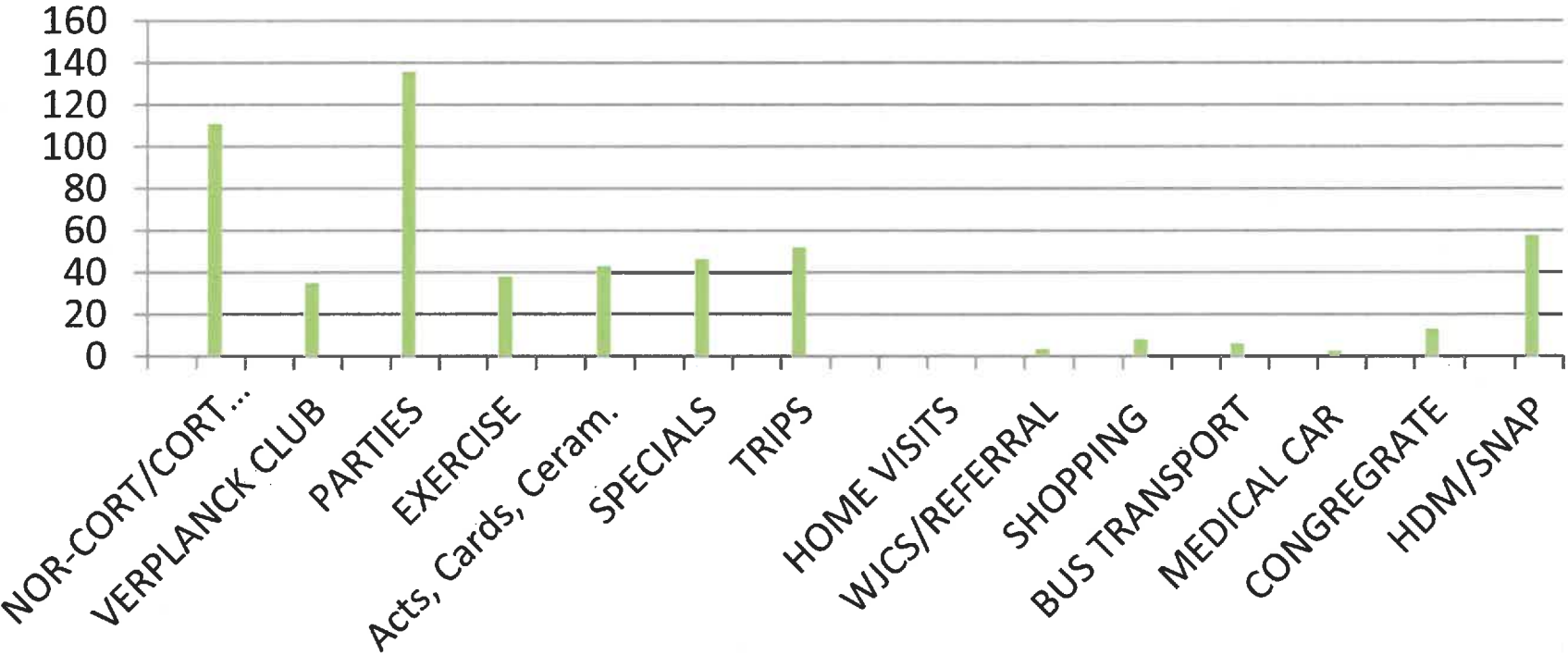
Dawn Mahoney  
Director of Senior Services



2025 -JUNE

Activity	# of sessions	Totals	Avg/ session
NOR-CORT/CORT CLUB	3	333	111
VERPLANCK CLUB	3	105	35
PARTIES	1	136	136
EXERCISE	28	1069	38.18
Acts, Cards, Ceram.	14	605	43.21
SPECIALS	3	140	46.67
TRIPS	1	52	52
HOME VISITS	2	2	1
WJCS/REFERRAL	20	72	3.6
SHOPPING	5	41	8.2
BUS TRANSPORT	7	42	6
MEDICAL CAR	14	36	2.57
CONGREGATE	20	260	13
HDM/SNAP	20	1153	57.66

# Senior Citizen Activities for June 2025



### **Senior Citizen Clubs:**

We had 3 large club meetings this month with an average of 111 in attendance at each. Attendance remains at one of its highest points in recent years. Verplanck Seniors continue to meet at the Schoolhouse each week.

### **Nutrition Program:**

The Home Delivered Meal Program is sporadic in nature, due in part to the fragile health of those involved. June yielded a few new additions to the program.

The Congregate Meal Program varies in accordance with the menu as put forth by Westchester County Senior Programs and Services. We continued and increased the number of congregate meals this month, in addition to the GRAB & GO meal service.

### **Other Services:**




I've attached our monthly June calendar so you can reference all the programs at the Center. In addition, to our regularly scheduled programs, we offered a few new offerings like educational forum on Exercise for All with a fall risk screening with Metro PT, a cooking class with a French trained chef, Nor Cort Installation of Officers at Cortlandt Colonial, a pizza party at the Verplanck Schoolhouse, a presentation by Croton resident on Canoeing in the Wilderness, and a trip to Goodspeed Opera House in Ct. We have our regular scheduled programs that continue year around and are very successful.

# TOWN OF CORTLANDT - THE GOLDEN CONNECTION



## June 2025



Monday	Tuesday	Wednesday	Thursday	Friday
<b>2</b> Line Dancing 10:30-11:30am Tai Chi 11:45am-12:45pm Poker 1:00-3:00pm Bus to Trader Joe's & Uncle Giuseppe's Drop in pickleball 1:00-3:00pm	<b>3</b> Bocce 9:30am Nor-Cort/Cortlandt 12:00pm at Cortlandt Colonial - Installation of Officers <b>No Meeting</b>	<b>4</b> Rockin the Clock 10:00-11:00am Men's Discussion Group 12pm Coffee Hour 12pm <b>No Pickleball with Paul</b> Speaker: "Canoeing in the Wildemess" 12:00-2:00pm Registration open at 10:00am for Kruckers Oktoberfest	<b>5</b> Chair Yoga 10:30-11:30am (sub) Wii Bowling 11:45am Mahjong/Chinese Mahjong, Cards, Canasta and Board Games 12:00pm Bereavement 12:00pm Verplanck Mtg. 10am @Schoolhouse (Doctor visit)	<b>6</b> Low Impact 10:15-11:15am Zumba 12:15-1:00pm (sub) Pizza & Movie 1:15-3:00pm "The Glass Castle"
<b>9</b> Line Dancing 10:30-11:30am Tai Chi 11:45am-12:45pm <b>NO Poker</b> <b>NO Drop in pickleball</b> Cardio Drumming 1:15pm	<b>10</b> Bocce 9:30am Nor-Cort/Cortlandt Meeting 10:30am <b>Alzheimer's &amp; Dementia Support 11:00am—1:00pm (Consultations available)</b> Lunch	<b>11</b> Rockin the Clock 10:00-11:00am Men's Discussion Group 12pm Coffee Hour 12pm Pickleball with Paul 1:00-3:00pm Trip out: Goodspeed Playhouse Bus leaves at 9:00am	<b>12</b> Chair Yoga 10:30-11:30am Wii Bowling 11:45am Mahjong/Chinese Mahjong, Cards, Canasta and Board Games 12:00pm <b>Verplanck (PIZZA PARTY @ Schoolhouse) 11:00am</b>	<b>13 No Low Impact 10:15-11:15am</b> "Welcome to Freddie's Table" 10:30am - 12:00pm (cooking class "The Complete Salad & Focaccia") Zumba 12:15-1:00pm Swing Dance 1:30-3:00pm
<b>16</b> Line Dancing 10:30-11:30am Tai Chi 11:45am-12:45pm Poker 1:00-3:00pm Drop in pickleball 1:00-3:00pm Memoir/ Storytelling 12:00 — 2:00pm Bus to JV Mall	<b>17</b> Bocce 9:30am Nor-Cort/Cortlandt Meeting 10:30am Lunch Big Bingo 12:30-2:30pm	<b>18</b> Rockin the Clock 10:00-11:00am Men's Discussion Group 12pm Coffee Hour 12pm Drop in Pickleball 1-3:00pm	<b>19</b> <b>Closed for Juneteenth Day</b>	<b>20</b> Low Impact 10:15-11:15am Zumba 12:15-1:00pm Swing Dance 1:30-3:00pm
<b>23</b> Line dancing 10:30-11:30am Tai Chi 11:45am-12:45pm Poker 1:00-3:00pm Drop in Pickleball 1-3:00pm Memoir/ Storytelling 12:00 — 2:00pm	<b>24</b> Bocce 9:30am Nor-Cort/Cortlandt Meeting 10:30am Lunch	<b>25</b> Rockin the Clock 10:00-11:00am Men's Discussion Group 12pm Coffee Hour 12pm Drop in Pickleball 1:00-3:00pm Speaker: 11:30am Subject: Exercise for all: staying active, strong, independent with a fall risk screen.	<b>26</b> Chair Yoga 10:30-11:30am Wii Bowling 11:45am Mahjong/Chinese Mahjong, Cards, Canasta and Board Games 12:00pm Verplanck Mtg. 10am @Schoolhouse	<b>27</b> Low Impact 10:15-11:15am Zumba 12:15-1:00pm Swing Dance 1:30-3:00pm
<b>30</b> Line dancing 10:30-11:30am Tai Chi 11:45am-12:45pm Poker 1:00-3:00pm Drop in Pickleball 1-3:00pm Memoir/ Storytelling 12:00 — 2:00pm	<b>June is a love song...</b> 	<b>...written by nature.</b> 	Muriel H. Morabito Community Center 29 Westbrook Drive Cortlandt Manor, NY 914-528-1572 <b>*CALENDAR SUBJECT TO CHANGE*</b>	



# TOWN OF CORTLANDT

## “Golden Connection”

## Schedule of Events

**Bocci:** Tuesdays 9:30am, (weather permitting). Drop-in mornings—free!

**Drop in Pickleball:** Learn the fun sport that combines tennis, badminton and ping pong. See calendar for dates and times.

**Rockin the Clock:** ACE certified instructor, Jody Alesandro teaches this dance-fitness class for active seniors and rock lovers of all ages. Wednesdays in June, 10:00-11:00am. Inquire at front desk.

**“Canoeing in the Wilderness”:** Wednesday, June 4, 12:00—2:00pm. Croton resident Bobby Nolan talks about his 740 mile wilderness adventure along the Northern Forest Canoe Trail following the trading route of the indigenous peoples from NY to Maine. Please register if you are planning to attend. Light refreshments will be served.

**Bereavement Support Group:** Will meet on Thursday, June 5, at 12:00pm. For those that are grieving a death it provides a safe and supportive environment where people can verbalize feelings associated with a loss, Susan Loomis, LMSW will be available for support.

**Pizza & Movie:** Friday, June 6, at 1:15pm. “The Glass Castle”. Based on a memoir, four siblings learn to care for themselves as their “free-spirited” parents both inspire and inhibit them. Pre-registration required no later than 1 week prior with payment of \$6.00.

**Cardio Drumming:** Monday, June 9, at 1:15 pm. Space is limited to 20. Mike Cohen is the Director of cardiac and pulmonary rehabilitation from Northern Westchester Restorative therapy, specializing in the care of patients with heart and lung issues. This session called cardio drumming will include uplifting, upbeat, energetic movements that combines drumming with cardiovascular movements to music. \$5 fee paid in advance as a deposit with your registration. Money will be returned to you when you show up for the class.

**Play Pickleball with Paul:** Immerse yourself in gameplay with a veteran player as your fourth. Paul will give advice and feedback throughout the game on technique, positioning, strategy and more. Wednesday, June 11, between 1:00-3:00pm. Not a clinic or one-to-one lesson. Free!

**Verplanck Pizza Party:** Thursday, June 12, Verplanck Seniors are having a pizza party at the schoolhouse. Please call Gloria Boyd for further details. (914)737-7626.

**Welcome to Freddie’s Table:** Friday, June 13, at 10:30am-12:00pm. French chef Freddie’s second of a three part series, where she will show you how to prepare wonderful dishes. June’s dish: “The Complete Salad & Focaccia”. Learn how to make a healthy and simple tasty summer salad with no-knead focaccia bread. Class participation welcome. \$10 per class. Register by June 6th with payment. (Chef Freddie is one of our beloved Zumba instructors!)



**Swing Dance:** Instructor Cameron Kelly will teach the steps to various types of dance in the 1st half of the class. The 2nd half is for dancing and fun! No registration required. Free on June 13, 20, and 27, @ 1:30pm.

**Memoir-Storytelling-Journaling:** With Judith Heineman. Mondays beginning June 16, 12:00-2:00pm. 4 sessions. Explore the art of personal narrative in a fun, safe, interactive and supportive workshop with guided exercises and writing prompts. Cost: \$35.00 due by June 9th.

**Big Bingo:** Tuesday, June 17, at 12:30. Entrance fee is \$7 paid in advance includes card for each game. Additional cards, daubers and bonus games will be available for purchase. Pre-registration is required with payment to reserve your spot. Payment at the door will be \$10 instead of \$7.

**Educational Forum Exercise for all:** Staying active, strong and independent, paired with a fall risk screen. Wednesday, June 25, 11:30am. Meet Metro Physical & Aquatic Therapy for a talk on falls risk and falls prevention. Partake in a free screen, provided by a licensed therapist, to assess personal fall risk and get tips and steps to lower your risk of injury. Please register one week in advance.

**Shopping:** The shopping bus will pick up Cortlandt Seniors at their home to go to the Cortlandt Town Center every Thursday and the Jefferson Valley Mall on the 3rd Monday of the month. Trader Joe’s and Uncle Giuseppe, 1st Monday of the month. Seniors will be returned to their homes. Must register with Carol. Contribution for the shopping bus is \$3.00.

**\*\*We offer 4 ongoing exercise classes at no cost to Town of Cortlandt Seniors\*\***

**Mondays from 10:30-11:30am:** Line Dancing with Cameron Kelly. Come burn calories, get some exercise and have some laughs line dancing with us! Light to moderate level.

**Thursdays from 10:30-11:30am:** Chair Yoga with Karen Lett. Improve your health, balance, stability and stress level with this breath and movement yoga class.

**Fridays from 10:15-11:15am:** Low Impact Aerobics & Muscle Strengthening with Lori Barr. This light aerobics class will burn fat, improve heart health, build stronger bones and muscles and increase flexibility. All levels are welcome!

**Fridays from 12:15-1:00pm:** Zumba Gold with Suzi Tipa. This fun and active class set to international rhythms focuses on balance, range of motion and coordination. Low intensity, all levels welcome!

**Looking Ahead:** Zumba Gold Toning in July / Annual Picnic at Charles Cook, August 20th, registration begins July 1.





**RICHARD H. BECKER**  
Town Supervisor

# TOWN OF CORTLANDT

Purchasing Department  
Town Hall  
1 Heady Street  
Cortlandt Manor, NY 10567  
914-734-1046

**Town Board Members**  
JAMES F. CREIGHTON  
CRISTIN JACOBY  
ROBERT E. MAYES  
JOYCE C. WHITE

**Purchasing Director**  
Jennifer Glasheen

*PURCHASING DEPARTMENT*  
*REPORT TO THE TOWN BOARD*  
*MONTH OF JUNE 2025*

<b><i>PURCHASE ORDERS PROCESSED</i></b>	<b><i>195</i></b>
<b><i>APPROXIMATE PURCHASING VOLUME</i></b>	<b><i>\$153,744</i></b>
<b><i>AWARDED BIDS/RFP</i></b>	
<b><i>RFB #2025-06 TROPHIES AND PLAQUES</i></b>	
<b><u><i>SCHEDULED BIDS/RFP'S</i></u></b>	
<b><i>RFB#2025-09 Kennedy Hydrants</i></b>	
<b><i>RFB#2025-10 Tires, Tubes</i></b>	
<b><i>RFP#02-2025 Security Services</i></b>	
<b><i>RFP#03-2025 Janitorial Services</i></b>	
<b><i>RFB#2024-15 Portable Toilets RENEWAL</i></b>	
<b><i>RFB#23-11- Highway Traffic Signs RENEWAL</i></b>	
<b><i>RFB#23-13- Line Painting TBD</i></b>	



*Respectfully yours,*

*Jennifer S. Glasheen*  
*Director of Purchasing*



# TOWN OF CORTLANDT

Town Hall  
1 Heady Street  
Cortlandt Manor, NY 10567  
Main #: 914-734-1030

**DEBRA A CARTER**  
RECEIVER OF TAXES

July 1, 2025

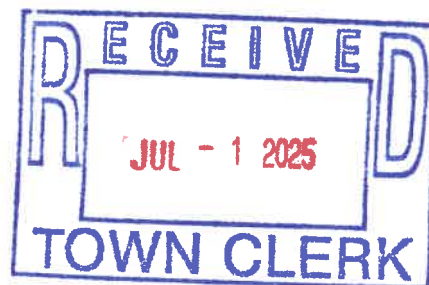
Honorable Richard Becker  
Supervisor, Town of Cortlandt  
Town Hall  
1 Heady Street  
Cortlandt Manor, NY 10567

Dear Supervisor Becker:

Pursuant to Chapter 283, Section 281 of the Westchester County Administrative Code 1948, I herewith submit this statement of all monies collected by the Tax Office for the month of June 2025.

Sincerely,

Debra A Carter  
Receiver of Taxer



TOWN OF CORTLANDT  
RECEIVER OF TAXES  
JUNE 1, 2025 TO JUNE 30, 2025

COLLECTION	OPENING BALANCE	COLLECTION	UNAPPLIED	CREDIT CARD	MEMO/	MISC	OVER/	CLOSING
				FEES	CHK FEES		SHORT	BALANCE
School Taxes 2024-2025								
Croton Harmon	135,258.69	54,462.67						80,796.02
Hendrick Hudson	278,180.67	70,323.10						207,857.57
Lakeland	385,820.25	60,111.11						325,709.14
Putnam	44,140.15	3,355.77						40,784.38
Yorktown	23,452.37	23,452.37						-
Total School Taxes	866,852.13	211,705.02						655,147.11
School Penalty 2024-2025		29,638.74						
Town & County 2024	195,428.89	32,363.00						163,065.89
Town & County Penalty 2024		4,530.83						
Town & County 2025	1,045,012.79	328,189.76						716,823.03
Town & County 2025 Penalty		14,764.91						
Total Town, School, County, Pen		621,192.26						
Liens	1,618,648.00	143,937.71						1,474,710.29
Lien Interest		31,465.66						
Installment Plan	27,452.64	-						27,452.64
Installment Plan Interest								
Total Lien & Interest		175,403.37						
TOTALS Base & Interest	-	796,595.63		679.30	125.00		(0.27)	797,399.66

\* Revised to receive checks for 2024 taxes received July 2nd. before they roll to Lien July 7

Account#	Account Description	Fee Description	Qty	Local Share
	Marriage License	marriage license	17	280.00
	TOWN CLERK FEES	Birth Certificates	144	1,440.00
		Death Certificates	326	3,260.00
		Dog Release Fee	1	25.00
		EZPass	6	150.00
		Genealogy	3	66.00
		Marriage Copy	14	140.00
		Marriage Officiant	3	75.00
		<b>Sub-Total:</b>		<b>\$5,436.00</b>
A2544	Dog Licensing	Female, Spayed	17	153.00
		Female, Unspayed	1	15.00
		Male, Neutered	17	153.00
		Male, Unneutered	4	60.00
		Replacement Tags	2	10.00
		<b>Sub-Total:</b>		<b>\$391.00</b>
<b>Total Local Shares Remitted:</b>				<b>\$5,827.00</b>
Amount paid to: NYS Ag. & Markets for spay/neuter program				49.00
Amount paid to: Nystatedept. For Marriage Lic.				360.00
<b>Total State, County &amp; Local Revenues:</b>		<b>\$6,236.00</b>		<b>Total Non-Local Revenues: \$409.00</b>

To the Supervisor:

Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Laroue Rose Shatzkin, Town Clerk, Town of Cortlandt, during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

Richard W. Beebe 7/1/25  
Supervisor Date

JR Shatzkin 07/01/25  
Town Clerk Date

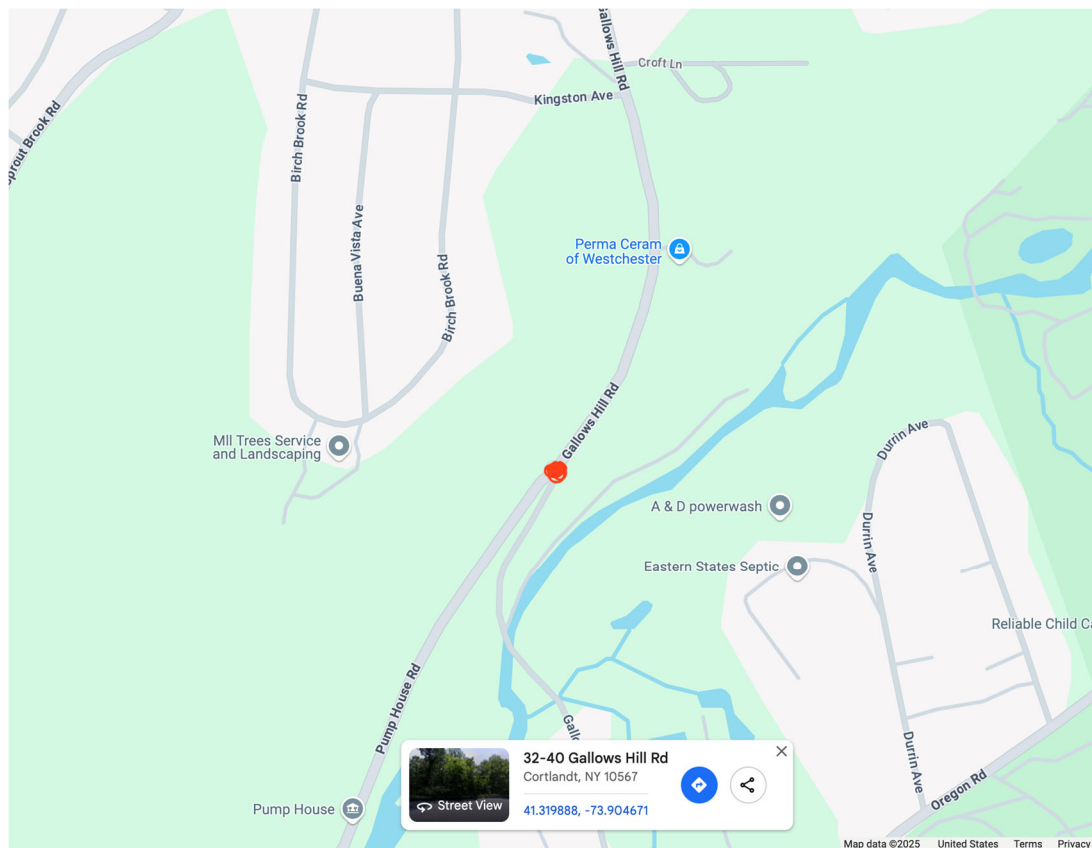
On Wed, May 28, 2025 at 1:59 PM [REDACTED] > wrote:  
Hi there,

There's a very dangerous, blind intersection where Pump House Road intersects with Gallows Hill Road in Cortlandt, and there's a daycare nearby, so lots of parents frequently drive through that intersection with young kids in the backseat.

I'd like to request that a convex mirror or some other solution (a stop sign coming up Gallows Hill Road would also work) be installed to increase visibility and public safety.

Can you please advise how I can go about requesting that mirror? I'm happy to buy and install the mirror myself, if needed, but figure I probably need county permission, at the very least.

Below is a diagram of the intersection in question.





July 2, 2025

Dear Grantee,

I am pleased to inform you that the Town of Cortlandt has been allocated **\$300,000 for the purchase of an EV sanitation vehicle** through the Community Resiliency, Economic Sustainability, and Technology (CREST) Capital Reimbursement Grant Program. This allocation is a recognition of your organization's potential to significantly contribute to community resiliency, economic sustainability, and technological advancement.

To proceed with the formal application and approval process, please follow the steps outlined below:

1. **Required Documentation:** Along with the completed Preliminary Application (PA), please submit the following documentation:
  - **For All Applicants:**
    - i. Vendor quotes/bids for the project
    - ii. Detailed project description
    - iii. Project deed or lease agreement
    - iv. A letter stating that your organization will cover any costs associated with the project that exceed the allocated amount
2. **Review and Approval Process:**
  - The Senate Finance Committee will review the PA and supporting documents for completeness and eligibility.
  - Once reviewed, the PA will be forwarded to the Dormitory Authority of the State of New York (DASNY) for further review and project activation.
3. **Project Activation:**
  - Upon approval, DASNY will assign a Project Identification Number to your project and send a due diligence package, including instructions and additional paperwork.
4. **Grant Disbursement Agreement:**
  - After obtaining all necessary governmental approvals, DASNY will send two copies of the Grant Disbursement Agreement to your organization. Once signed, you may begin incurring project costs and submitting requests for reimbursement.

***Please note that the CREST grants are reimbursement-based, meaning your organization must cover project expenses upfront and seek reimbursement through the grant. Additionally, Projects may not begin until you receive confirmation from DASNY to do so.***



**CHAIR**  
ENVIRONMENTAL CONSERVATION

**COMMITTEES**  
ALCOHOLISM AND SUBSTANCE USE DISORDERS  
CRIME VICIMS, CRIME AND CORRECTIONS  
INSURANCE  
RULES  
TRANSPORTATION  
VETERANS, HOMELAND SECURITY  
AND MILITARY AFFAIRS

**THE SENATE  
STATE OF NEW YORK**



**PETER B. HARCKHAM**  
SENATOR, 40TH DISTRICT

**ALBANY OFFICE**  
315 LEGISLATIVE OFFICE BUILDING  
ALBANY, NEW YORK 12247  
(518) 455-2340

**DISTRICT OFFICE**  
1 PARK PLACE  
SUITE 302  
PEEKSKILL, NEW YORK 10566  
(914) 241-4600

We are enthusiastic about the impact your project will have and are committed to supporting you through this process. If you have any questions or need assistance, please contact Sarah Perez at [Perezs@nysenate.gov](mailto:Perezs@nysenate.gov) or (518) 455 2340.

Congratulations on being allocated these funds. We look forward to working with you to bring your project to fruition.

Sincerely,

A handwritten signature in black ink, appearing to read "Peter B. Harckham".

Senator Pete Harckham  
SD 40



DANA LEVENBERG  
Assemblywoman 95<sup>th</sup> District

THE ASSEMBLY  
STATE OF NEW YORK  
ALBANY

July 7, 2025

Hon. Richard Becker  
Supervisor  
Town of Cortlandt  
1 Heady Street  
Cortlandt Manor, NY 10567

Dear Supervisor Becker:

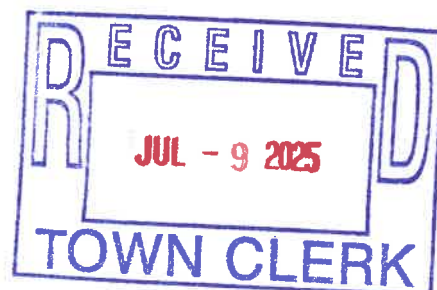
Congratulations! I am so pleased to share that the New York State Assembly approved your grant request for Curbside Bins for Food Composting in the amount of \$30,000. The New York State agency responsible for funding your grant will be in touch in the coming weeks to finalize the details.

Thank you for your continued work on behalf of the communities within the 95<sup>th</sup> Assembly District. I am so proud of all the great services provided by our municipalities, school districts, libraries, and not-for-profits and I am humbled to be able to deliver this financial assistance to you and other organizations that serve our shared constituents.

Please do not hesitate to reach out if you have any further questions or require any additional assistance.

Sincerely,

Dana Levenberg  
Assemblymember, 95th District





**DRAFT**

**RESOLUTION**

**NUMBER X-25**

**(ACCEPT GRANT FOR ELECTRIC SANITATION VEHICLE FOR USE IN PILOT  
COMPOSTING PROGRAM)**

**WHEREAS**, the Town has an existing composting program with drop-off locations; and

**WHEREAS**, due to the popularity of the drop-off program, the Supervisor and Town Board have explored obtaining an electric sanitation vehicle to be used for curbside composting pickup; and

**WHEREAS**, State Senator Peter Harckham has secured \$300,000 in funding for an electric sanitation vehicle that costs \$426,580 pursuant to Bid #2025-04; and

**WHEREAS**, Assemblywoman Dana Levenberg has secured \$30,000 in funding for the purchase of composting bins to be used by the public; and

**WHEREAS**, Town staff is pursuing other grants to make up the difference in the total price for the sanitation vehicle and the grant funds already pledged; and

**WHEREAS**, the pilot composting program will be staffed with current Town employees in the Department of Environmental Services;

**NOW, THEREFORE, BE IT RESOLVED** that the Town of Cortlandt accepts the grant of \$300,000 from State Senator Harckham for an electric sanitation vehicle to be used in the pilot composting program.

**BE IT FURTHER RESOLVED** that the Comptroller is authorized to amend the budget to pay for the remaining balance of the electric composting vehicle.

**BE IT FURTHER RESOLVED** that the Town of Cortlandt accepts the grant of \$30,000 in funding from Assemblywoman Levenberg for the purchase of composting bins to be used by the public.

**BE IT FURTHER RESOLVED** that the pilot composting program shall commence on August 1, 2025.

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

**Adopted July 15, 2025  
At a Regular Meeting  
Held at Town Hall**

**RESOLUTION**

**DRAFT**

NUMBER X-25

**(RE: NEGATIVE DECLARATION RE: ACCESSORY DWELLING UNIT ZONING)**

**WHEREAS**, the Town Board of the Town of Cortlandt has expressed its intent to consider, after conducting a Public Hearing hereon, Accessory Dwelling Unit Zoning; 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 a Type I 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 July 15, 2025  
At a Regular Meeting  
Held at Town Hall**

## NEGATIVE DECLARATION

### Notice of Determination of Non-Significance

Date: July 15, 2025

This notice is issued pursuant to Part 617 of the implementing regulation pertaining to Article 8 (State Environmental Quality Review Act) of the Environmental Conservation Law.

The Town of Cortlandt Town Board has determined that the proposed action described below will not have a significant effect on the environment and a Draft Environmental Impact Statement will not be prepared.

**Name of Action:** Accessory Dwelling Unit Zoning

**Description of Action:** The proposed action would result in revisions to the accessory apartment law to bring the existing regulations up to current standards and provide appropriate flexibility in their application. The proposed zoning would allow Accessory Dwelling Units (ADUs) apartments by special permit on single-family properties in zoning districts where single-family dwellings are permitted, except where enforceable deed covenants prohibit the same, in order to provide the opportunity and encouragement for the development creation of smaller rental housing units interspersed organically throughout the Town's residential districts designed, in particular, to meet the special housing needs of single persons and couples of low and moderate income, both young and old, and of relatives of families presently living in the Town of Cortlandt. In addition, the proposed ADU law would allow the more efficient use of the Town's stock of dwellings and accessory buildings; to provide economic support for present resident households and families of limited income; to protect and preserve property values; and to preserve the character and appearance of single-family neighborhoods.

SEQR Status: Type I   X   Conditioned Negative Declaration?    Yes  
Unlisted            X No

**Location of Action:** Town of Cortlandt, County of Westchester

The following documentation was analyzed in making this negative declaration:

X Full EAF (Parts 1, 2 and 3)

X Supplemental Part III Information

           Storm Water Pollution Prevention Plan (SWPPP)

\_\_\_\_\_ Other (Describe)

Name of Action: **Accessory Dwelling Unit Zoning**  
For Further Information:

Contact Person: Laroue Rose Shatzkin  
Cortlandt Town Clerk  
1 Heady Street  
Cortlandt Manor, NY 10567  
P: 914.734.1020 F: 914.734.1102

#### REASONS SUPPORTING THIS DETERMINATION:

(See 617.7(c) for requirements of this determination; see 617.7(d) for conditioned Negative Declaration)

The proposed action would result in revisions to the accessory apartment law to bring the existing regulations up to current standards and provide appropriate flexibility in their application. The proposed zoning would allow Accessory Dwelling Units (ADUs) apartments by special permit on single-family properties in zoning districts where single-family dwellings are permitted, except where enforceable deed covenants prohibit the same, in order to provide the opportunity and encouragement for the development creation of smaller rental housing units interspersed organically throughout the Town's residential districts designed, in particular, to meet the special housing needs of single persons and couples of low and moderate income, both young and old, and of relatives of families presently living in the Town of Cortlandt. In addition, the proposed ADU law would allow the more efficient use of the Town's stock of dwellings and accessory buildings; to provide economic support for present resident households and families of limited income; to protect and preserve property values; and to preserve the character and appearance of single-family neighborhoods. The proposed action would result in modifications to the existing accessory residential apartment zoning and would not directly result in any new construction. Any ADUs proposed under the revised zoning would be subject to site specific SEQR as required and would not be expected to result in any significant adverse environmental impacts for the following reasons:

1. It will not generate a significant amount of additional vehicles, noise or emission levels.
2. It will not affect rare or endangered species of animal or plant, or habitat of such species.
3. It will not result in any impacts to historic or archeological resources.
4. It will not result in any impacts related to hazardous materials.
5. It will not result in a significant effect on air, water quality or ambient noise levels for adjoining areas.
6. It will not be subjected to unacceptable risk of flooding or major geological hazards.
7. It will not have a substantial aesthetic affect.
8. It will not involve adversely affect any surface water or groundwater.
9. It will not allow for improper uses within specified zoning districts.

10. It will not result in adverse cumulative impacts.
11. It will not result in adverse growth-inducing impacts.
12. It will not conflict with the Town's Comprehensive Plan.

In conclusion, no significant potential impacts were identified as a result of the Proposed Action.

Therefore, based on a review of 6NYCRR 617.7, there appear to be no significant adverse environmental impacts.

If Conditioned Negative Declaration, provide on attachment the specific mitigation measures imposed.

THIS NEGATIVE DECLARATION WAS AUTHORIZED AT A MEETING OF THE TOWN BOARD OF THE TOWN OF CORTLANDT HELD ON JULY 15, 2025.

\_\_\_\_\_  
Chairperson/Designee

\_\_\_\_\_  
Date

For Type I Actions and Conditioned Negative Declarations, a Copy of this Notice Sent to:

- Chief Executive Officer of the political subdivision in which the action will be principally located (e.g., Town / City / Village of)
- Other involved agencies (if any)
- Applicant (if any)
- Environmental Notice Bulletin: <http://www.dec.ny.gov/enb/enb.html>

APPROVED  
TOWN ATTORNEY  
Date: 

Project : Date : 

**Full Environmental Assessment Form**  
**Part 3 - Evaluation of the Magnitude and Importance of Project Impacts**  
**and**  
**Determination of Significance**

Part 3 provides the reasons in support of the determination of significance. The lead agency must complete Part 3 for every question in Part 2 where the impact has been identified as potentially moderate to large or where there is a need to explain why a particular element of the proposed action will not, or may, result in a significant adverse environmental impact.

Based on the analysis in Part 3, the lead agency must decide whether to require an environmental impact statement to further assess the proposed action or whether available information is sufficient for the lead agency to conclude that the proposed action will not have a significant adverse environmental impact. By completing the certification on the next page, the lead agency can complete its determination of significance.

**Reasons Supporting This Determination:**

To complete this section:

- Identify the impact based on the Part 2 responses and describe its magnitude. Magnitude considers factors such as severity, size or extent of an impact.
- Assess the importance of the impact. Importance relates to the geographic scope, duration, probability of the impact occurring, number of people affected by the impact and any additional environmental consequences if the impact were to occur.
- The assessment should take into consideration any design element or project changes.
- Repeat this process for each Part 2 question where the impact has been identified as potentially moderate to large or where there is a need to explain why a particular element of the proposed action will not, or may, result in a significant adverse environmental impact.
- Provide the reason(s) why the impact may, or will not, result in a significant adverse environmental impact
- For Conditional Negative Declarations identify the specific condition(s) imposed that will modify the proposed action so that no significant adverse environmental impacts will result.
- Attach additional sheets, as needed.

The proposed action would result in revisions to the accessory apartment law to bring the existing regulations up to current standards and provide appropriate flexibility in their application. The proposed zoning would allow Accessory Dwelling Units (ADUs) apartments by special permit on single-family properties in zoning districts where single-family dwellings are permitted, except where enforceable deed covenants prohibit the same, in order to provide the opportunity and encouragement for the development creation of smaller rental housing units interspersed organically throughout the Town's residential districts designed, in particular, to meet the special housing needs of single persons and couples of low and moderate income, both young and old, and of relatives of families presently living in the Town of Cortlandt. In addition, the proposed ADU law would allow the more efficient use of the Town's stock of dwellings and accessory buildings; to provide economic support for present resident households families of limited income; to protect and preserve property values; and to preserve the character and appearance of single-family neighborhoods.

**Determination of Significance - Type 1 and Unlisted Actions**

SEQR Status: ☒ Type 1 ☐ Unlisted

Identify portions of EAF completed for this Project: ☒ Part 1 ☒ Part 2 ☒ Part 3

Upon review of the information recorded on this EAF, as noted, plus this additional support information

Accessory Dwelling Unit (ADU) Zoning Text

and considering both the magnitude and importance of each identified potential impact, it is the conclusion of the  
Cortlandt Town Board \_\_\_\_\_ as lead agency that:

☒ A. This project will result in no significant adverse impacts on the environment, and, therefore, an environmental impact statement need not be prepared. Accordingly, this negative declaration is issued.

☐ B. Although this project could have a significant adverse impact on the environment, that impact will be avoided or substantially mitigated because of the following conditions which will be required by the lead agency:

There will, therefore, be no significant adverse impacts from the project as conditioned, and, therefore, this conditioned negative declaration is issued. A conditioned negative declaration may be used only for UNLISTED actions (see 6 NYCRR 617.7(d)).

☐ C. This Project may result in one or more significant adverse impacts on the environment, and an environmental impact statement must be prepared to further assess the impact(s) and possible mitigation and to explore alternatives to avoid or reduce those impacts. Accordingly, this positive declaration is issued.

Name of Action: Accessory Dwelling Unit Zoning

Name of Lead Agency: Cortlandt Town Board

Name of Responsible Officer in Lead Agency: Richard H. Becker

Title of Responsible Officer: Town Supervisor

Signature of Responsible Officer in Lead Agency:

Date:

Signature of Preparer (if different from Responsible Officer)

*Michael R. A.*

Date: 7/9/25

**For Further Information:**

Contact Person: Chris Kehoe, Director of Planning and Community Development

Address: 1 Heady Street, Cortlandt Manor, NY 10567

Telephone Number: 914-734-1081

E-mail: [chrisk@townofcortlandt.com](mailto:chrisk@townofcortlandt.com)

**For Type 1 Actions and Conditioned Negative Declarations, a copy of this Notice is sent to:**

Chief Executive Officer of the political subdivision in which the action will be principally located (e.g., Town / City / Village of)

Other involved agencies (if any)

Applicant (if any)

Environmental Notice Bulletin: <http://www.dec.ny.gov/enb/enb.html>

APPROVED  
TOWN ATTORNEY  
Date: \_\_\_\_\_

**PRINT FULL FORM**



**DRAFT**

**RESOLUTION**

**NUMBER X-25**

**(RE: REVISING CHAPTER 307-45 ACCESSORY DWELLING UNITS)**

**RESOLVED**, that the Town Board of the Town of Cortlandt does hereby adopt Local

Law No. 4 of 2025.

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

**Adopted on July 15, 2025  
At a Regular Meeting  
Held at Town Hall**



**Local Law No. \_\_\_\_ of 2025****(A Local Law Amending the Town Code Provisions Pertaining to Accessory Dwelling Units)****Section 1. Legislative Intent**

The Town Board has been considering changes pertaining to Accessory Dwelling Units for nearly one year. These modernizations are intended to better reflect the existing demand and needs of the community.

**Section 2. Amendments to Section 307-4: Definitions of the Town Code**

A. The following definitions shall be added to Section 307-4: Definitions of the Town Code:

**ACCESSORY DWELLING UNIT (ADU), ATTACHED**

**An accessory use consisting of a subordinate dwelling unit attached to or created within an existing single-family dwelling, that provides basic requirements for living, sleeping, cooking, and sanitation.**

**ACCESSORY DWELLING UNIT (ADU), DETACHED**

**An accessory use consisting of a subordinate dwelling unit in a detached accessory structure located on the same lot as a single-family dwelling, that provides basic requirements for living, sleeping, cooking, and sanitation.**

**PRINCIPAL RESIDENCE**

**A dwelling unit which is the owner or lessee's legal domicile, and where they reside for a minimum of 184 days in a calendar year.**

B. The existing definitions in Section 307-4: Definitions of the Town Code shall be removed and replaced with the following:

**DWELLING, SINGLE-FAMILY**

**A dwelling containing one dwelling unit or one dwelling unit and one accessory dwelling unit**

**DWELLING UNIT**

**One or more rooms in a dwelling designed and equipped for one family to occupy separately, reserved exclusively for the occupants of such room or rooms, with provisions for living, sleeping, eating, cooking and sanitation and having no enclosed space (other than vestibules, entrance hallways or porches) or cooking or sanitary facilities in common with any other dwelling unit. For the purposes of this definition, microwave and convection ovens, hot plates and similar movable appliances shall be considered as constituting provisions for cooking.**

C. The following definition in Section 307-4: Definitions of the Town Code shall be removed:

**ACCESSORY APARTMENT**

An accessory use consisting of a separate dwelling unit, complete with its own sleeping, cooking and sanitary facilities, that is contained within an owner-occupied single-family dwelling or contained within an accessory building.

**Section 3. Amendments to Section 307-29: Table of Required Off-Street Parking Spaces; rules for interpretation.**

The “Accessory apartment” use and “Required number of Spaces” for “Accessory apartment” shall be removed and replaced with the following:

<b>Accessory Dwelling Unit, Attached or Detached</b>	<b>1 per ADU</b>
------------------------------------------------------	------------------

**Section 4. Amendments to Section 307-40: Approval Requirements**

The existing language in Section 307-40(A) of the Town Code shall be removed and replaced with the following:

- A. A special permit from the Planning Board which meets the conditions of §§ 307-41 and 307-42 shall be required for Detached Accessory Dwelling Units and those home occupations designated as requiring special permits by § 307-14, Content of Table of Permitted Uses, of this chapter.

**Section 5. Amendments to Section 307-45: Accessory Apartments**

Section 307-45 of the Town Code shall be renamed “Accessory Dwelling Unit (ADU)” and the existing text shall be replaced with the following:

**§ 307-45. Accessory Dwelling Unit (ADU).**

**A. Purpose.**

The purpose of this section is to allow Accessory Dwelling Units (ADUs) on single-family properties in zoning districts where single-family dwellings are permitted, in order to provide the opportunity and encouragement for the creation of smaller rental housing units interspersed organically throughout the Town’s residential districts. Further, it is the purpose of this section to allow the more efficient use of the Town's stock of dwellings and accessory buildings; to provide economic support for resident households; to protect and preserve property values; and to preserve the character and appearance of single-family neighborhoods.

**B. Permits required.**

- (1) All Accessory Dwelling Units require the issuance of a building permit.
- (2) All Accessory Dwelling Units which receive a certificate of occupancy after August 1, 2025 require the issuance of an operating permit. The operating permit shall be renewed by the owner every three (3) years or upon a change of ownership.

- (3) All Detached ADUs require the issuance of a special permit by the Planning Board.**
- (4) Where applicable, Westchester County Department of Health approval may be required for on-site sanitary (septic) systems.**

**C. Standards and conditions.**

- (1) No more than one (1) Accessory Dwelling Unit (ADU) per lot may be permitted, nor shall the total number of dwelling units on any lot with an ADU exceed two (2).**
- (2) The owner of the lot upon which the Accessory Dwelling Unit is located shall occupy one of the dwelling units on the lot as their principal residence.**
- (3) The permit(s) shall be issued to the owner of the lot. The owner/applicant shall be required to file on the subject property a declaration of covenants at the Westchester County Clerk's office prior to the issuance of a permit(s) for an Accessory Dwelling Unit. This declaration shall be in favor of the Town of Cortlandt and shall state that:**
  - (a) The permit(s) for an Accessory Dwelling Unit or any renewal of said permit(s) shall terminate upon the death of the owner or upon the transfer of title to said lot or upon the owner no longer occupying the lot as their principal residence.**
  - (b) Any new owner of the lot shall have to apply for a new operating permit to continue the Accessory Dwelling Unit use.**
- (4) Should there be a change in ownership, application(s) for new permit(s) shall be submitted to the Town of Cortlandt to continue the Accessory Dwelling Unit use.**
- (5) Dimensional requirements.**
  - (a) The Accessory Dwelling Unit shall not exceed 800 square feet of gross floor area or 40% of the existing gross floor area of the single-family dwelling on the same lot, whichever is less.**
  - (b) Maximum number of bedrooms in an Accessory Dwelling Unit is two (2) bedrooms.**
  - (c) All setbacks for a Detached ADU, whether created via new construction or the conversion of an existing detached accessory structure, shall meet the minimum side and rear yard setbacks as required for the principal dwelling.**
  - (d) No Detached Accessory Dwelling Unit shall be located in a required front yard or corner lot side yard that faces the public street.**
  - (e) The maximum height of the structure containing a Detached Accessory Dwelling Unit shall not exceed the height of the structure containing the**

principal residence on the lot.

**(6) Exterior appearance.**

- (a) For an Attached Accessory Dwelling Unit, the entry to such unit and its design shall be such that, to the degree reasonably feasible, the appearance of the building will remain as a single-family dwelling.**
  - (b) For a Detached Accessory Dwelling Unit, the overall aesthetic of the accessory structure shall be in harmony with the single-family dwelling on the same lot.**
  - (c) Full-height exterior stairways accessing an upper floor of an accessory structure that is used, in whole or in part, as a Detached Accessory Dwelling Unit are prohibited.**
  - (d) All Detached Accessory Dwelling Units shall be sited in a fixed location on the lot.**
  - (e) Any new construction or alterations to existing structures related to the creation of a Detached Accessory Dwelling Unit shall be circulated to the Architectural Review Commission for an advisory opinion.**
- (7) Off-street parking shall be provided in conformance with the requirements of Article VIII.**
- (8) There shall be no renting of individual bedrooms within either the Accessory Dwelling Unit or the single-family dwelling.**
- (9) Transient (short-term) rental of the single-family dwelling and/or the Accessory Dwelling Unit is prohibited (see §281-2.D).**
- (10) Recreational vehicles, campers, camping trailers, and similar are prohibited from use as an Accessory Dwelling Unit.**
- (11) The Accessory Dwelling Unit shall meet the standards of the New York State Uniform Fire Prevention and Building Code.**

**Section 6. Amendments to § 307 Attachment 2: Table of Permitted Uses.**

- A. § 307 Attachment 2: Table of Permitted Uses, the provisions pertaining to “Accessory apartment” shall be removed and the following shall be added:

	CRO S	PRO S	R-160	R-80	R-40	R- 40A	R-20	R-15	R-10	RG	CC	HC	CD	MD	M-1	HC-9A	AWE	MOD
ADU, Attached	P	N	P	P	P	P	P	P	P	P	P	P	N	N	N	P	P	P
ADU, Detached	SP	N	SP	SP	SP	SP	SP	SP	SP	SP	SP	SP	N	N	N	SP	SP	SP

B. Language Modification to Table of Permitted Uses

The subcategory beginning with “Renting of rooms...” shall be modified to read as follows:

**Renting of rooms in a single-family dwelling to no more than 2 renters or to a family, except on a premises containing an accessory dwelling unit, attached or detached.**

**Section 7. Amendments to § 307 Attachment 3: Table of Dimensional Regulations, Residential Districts.**

A. The following shall be added to the section pertaining to “All Residential\*” in the existing table:

Zoning District	Use	Maximum Height	Minimum SY Setback (feet)	Minimum RY Setback (feet)	Maximum Building Floor Area (square feet)
All Residential*	Accessory structures*				
	Accessory building not containing an ADU	(1)	6	6	(3)
	Accessory building containing ADU	Not to exceed the height of the principal building on the same lot	Same as principal building	Same as principal building	800 square feet of gross floor area or 40% of the existing gross floor area of the single-family dwelling on the same lot, whichever is less

B. Table Modification

The category of “Detached Building” shall be removed from Section 307 Attachment 3.

C. Notes Modification

The Notes for the table shall be modified to read as follows:

**\* Accessory buildings with less than 25 feet of floor area are exempt from these requirements.**

**(1) The height of accessory residential buildings shall be one story above grade as defined in the New York State Uniform Fire Prevention and Building Code and limited to 10 feet from the finished floor to the top of the exterior wall plate (eave) or underside of the ceiling joists, and the height to the top of the ridge shall not exceed seven feet.**

**(2) REMOVED**

**(3) The total footprint of all accessory buildings may not exceed 50% of the total floor area of the principal building.**

**(4) The maximum building coverage for principal dwelling use shall not exceed 65% of the allowed floor area ratio.**

**(5) REMOVED**

### **Section 8. Accessory Apartment Language Throughout Code**

All other references in the Town Code to “Accessory Apartment”, “Accessory Apartments”, “Accessory Unit”, or “Accessory Units” shall be changed to “Accessory Dwelling Unit” or “Accessory Dwelling Units”. This includes, but is not limited to, updating the terms in Chapter 275, Article 5; Section 259-2: Findings; Section 307-15(A)(7); and Section 307-65.7: Cortlandt Boulevard.

### **Section 9. Severability**

If any section, subdivision, paragraph, clause, or phrase of this law shall be adjudged invalid or held unconstitutional by any court of competent jurisdiction, any judgment made thereby shall not affect the validity of this law as a whole or any part thereof other than the part or provision so adjudged to be invalid or unconstitutional.

### **Section 10. 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  
LAROE ROSE SHATZKIN  
TOWN CLERK**

**Adopted July 15, 2025  
At a Regular Meeting  
Held at Town Hall**

**RESOLUTION**



**(RE: NEGATIVE DECLARATION RE: ROUTE 6 OVERLAY ZONE)**

**WHEREAS**, the Town Board of the Town of Cortlandt has expressed its intent to consider, after conducting a Public Hearing hereon, the Route 6 Overlay Zone; 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 a Type I 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 July 15, 2025  
At a Regular Meeting  
Held at Town Hall**

## NEGATIVE DECLARATION

### Notice of Determination of Non-Significance

Date: July 15, 2025

This notice is issued pursuant to Part 617 of the implementing regulation pertaining to Article 8 (State Environmental Quality Review Act) of the Environmental Conservation Law.

The Town of Cortlandt Town Board has determined that the proposed action described below will not have a significant effect on the environment and a Draft Environmental Impact Statement will not be prepared.

**Name of Action:** **Route 6 Downtown Neighborhood Overlay District**

**Description of Action:** The Proposed Action is the adoption of the Downtown Neighborhood Overlay (DNO) district along Route 6 generally between the City of Peekskill border to just east of Westbrook Drive. The Town of Cortlandt's 2016 comprehensive plan, Envision Cortlandt, outlined four key strategies for proactively addressing economic development, sustainability, climate resiliency, and energy efficiency. One of those strategies, the Cortlandt Boulevard Area (CBA), focused on ways to "strengthen the role of Cortlandt Boulevard [Route 6] as a downtown center by permitting mixed-use, compact development along the corridor and encouraging streetscape improvements, infrastructure investments, walkability, and Complete Street policies...to help strengthen this identified commercial center and create a sense of place within the Town." The adoption of the DNO begins to implement this comprehensive plan strategy in certain areas along the Route 6 corridor by allowing for the inclusion of residential uses as-of-right to create the desired mix of uses, along with site layout and design requirements to encourage the transformation of this auto-oriented commercial area into a walkable neighborhood.

SEQR Status: Type I   X   Conditioned Negative Declaration?    Yes  
Unlisted              X   No

**Location of Action:** Town of Cortlandt, County of Westchester

The following documentation was analyzed in making this negative declaration:

**X** Full EAF (Parts 1, 2 and 3)

X Supplemental Part III Information

## Storm Water Pollution Prevention Plan (SWPPP)

\_\_\_\_\_ Other (Describe)



Name of Action: **Route 6 Downtown Neighborhood Overlay District**

For Further Information:

Contact Person: Laroue Rose Shatzkin  
Cortlandt Town Clerk  
1 Heady Street  
Cortlandt Manor, NY 10567  
P: 914.734.1020 F: 914.734.1102

#### REASONS SUPPORTING THIS DETERMINATION:

(See 617.7(c) for requirements of this determination; see 617.7(d) for conditioned Negative Declaration)

The Proposed Action would result in the adoption of a Downtown Neighborhood Overlay (DNO) along Route 6 in the area identified in the Town's 2016 Comprehensive Plan as the Cortlandt Boulevard Area (CBA). This area is an existing commercial corridor characterized by strip malls with limited residential uses. The proposed overlay district would implement the CBA comprehensive plan strategy in certain areas along the Route 6 corridor by allowing for the inclusion of residential uses as-of-right to create the desired mix of uses, along with site layout and design requirements to encourage the transformation of this auto-oriented commercial area into a walkable mixed-use neighborhood. Although the proposed zoning would modify the types of uses permitted, the change in zoning and land uses would not be expected to be significant since the area included in the new overlay is already developed, heavily trafficked, and connected to existing water and sewer infrastructure. Further, the proposed new zoning would be expected to implement new site layout and design guidelines that would improve the efficiency, visual appearance, walkability, and economic vitality of the area supporting the implementation of the Town's Comprehensive Plan. Additionally, the Proposed Action would only result in the adoption of new zoning text and would not result in any new development. Any new development proposed under the DNO would be required to complete site specific SEQR before site plan approvals would be granted. Therefore, the proposed new zoning would not be expected to result in any significant adverse environmental impacts for the following reasons:

1. It will not generate a significant amount of additional vehicles, noise or emission levels.
2. It will not affect rare or endangered species of animal or plant, or habitat of such species.
3. It will not result in any impacts to historic or archeological resources.
4. It will not result in any impacts related to hazardous materials.
5. It will not result in a significant effect on air, water quality or ambient noise levels for adjoining areas.
6. It will not be subjected to unacceptable risk of flooding or major geological hazards.
7. It will not have a substantial aesthetic affect.
8. It will not involve adversely affect any surface water or groundwater.
9. It will not allow for improper uses within specified zoning districts.

10. It will not result in adverse cumulative impacts.
11. It will not result in adverse growth-inducing impacts.
12. It will not conflict with the Town's Comprehensive Plan.

In conclusion, no significant potential impacts were identified as a result of the Proposed Action.

Therefore, based on a review of 6NYCRR 617.7, there appear to be no significant adverse environmental impacts.

If Conditioned Negative Declaration, provide on attachment the specific mitigation measures imposed.

THIS NEGATIVE DECLARATION WAS AUTHORIZED AT A MEETING OF THE TOWN BOARD OF THE TOWN OF CORTLANDT HELD ON JULY 15, 2025.

\_\_\_\_\_  
Chairperson/Designee

\_\_\_\_\_  
Date

For Type I Actions and Conditioned Negative Declarations, a Copy of this Notice Sent to:

- Chief Executive Officer of the political subdivision in which the action will be principally located (e.g., Town / City / Village of)
- Other involved agencies (if any)
- Applicant (if any)
- Environmental Notice Bulletin: <http://www.dec.ny.gov/enb/enb.html>

APPROVED  
TOWN ATTORNEY  
Date: 

Project :

Date :

**Full Environmental Assessment Form**  
**Part 3 - Evaluation of the Magnitude and Importance of Project Impacts**  
**and**  
**Determination of Significance**

Part 3 provides the reasons in support of the determination of significance. The lead agency must complete Part 3 for every question in Part 2 where the impact has been identified as potentially moderate to large or where there is a need to explain why a particular element of the proposed action will not, or may, result in a significant adverse environmental impact.

Based on the analysis in Part 3, the lead agency must decide whether to require an environmental impact statement to further assess the proposed action or whether available information is sufficient for the lead agency to conclude that the proposed action will not have a significant adverse environmental impact. By completing the certification on the next page, the lead agency can complete its determination of significance.

**Reasons Supporting This Determination:**

To complete this section:

- Identify the impact based on the Part 2 responses and describe its magnitude. Magnitude considers factors such as severity, size or extent of an impact.
- Assess the importance of the impact. Importance relates to the geographic scope, duration, probability of the impact occurring, number of people affected by the impact and any additional environmental consequences if the impact were to occur.
- The assessment should take into consideration any design element or project changes.
- Repeat this process for each Part 2 question where the impact has been identified as potentially moderate to large or where there is a need to explain why a particular element of the proposed action will not, or may, result in a significant adverse environmental impact.
- Provide the reason(s) why the impact may, or will not, result in a significant adverse environmental impact
- For Conditional Negative Declarations identify the specific condition(s) imposed that will modify the proposed action so that no significant adverse environmental impacts will result.
- Attach additional sheets, as needed.

The Proposed Action would result in the adoption of a Downtown Neighborhood Overlay (DNO) along Route 6 in the area identified in the Town's 2016 Comprehensive Plan as the Cortlandt Boulevard Area (CBA). This area is an existing commercial corridor characterized by strip malls with limited residential uses. The proposed overlay district would implement the CBA comprehensive plan strategy in certain areas along the Route 6 corridor by allowing for the inclusion of residential uses as-of-right to create the desired mix of uses, along with site layout and design requirements to encourage the transformation of this auto-oriented commercial area into a walkable mixed use neighborhood. Although the proposed zoning would modify the types of uses permitted, the change in zoning and land uses would not be expected to be significant since the area included in the new overlay is already developed, heavily trafficked, and connected to existing water and sewer infrastructure. Further, the proposed new zoning would be expected to implement new site layout and design guidelines that would improve the efficiency, visual appearance, walkability, and economic vitality of the area supporting the implementation of the Town's Comprehensive Plan. Additionally, the Proposed Action would only result in the adoption of new zoning text and would not result in any new development. Any new development proposed under the DNO would be required to complete site specific SEQR before site plan approvals would be granted. Therefore, the proposed new zoning would not be expected to result in any significant adverse environmental impacts.

**Determination of Significance - Type 1 and Unlisted Actions**

SEQR Status:

☒ Type 1☐ UnlistedIdentify portions of EAF completed for this Project: ☒ Part 1☒ Part 2☒ Part 3

Upon review of the information recorded on this EAF, as noted, plus this additional support information  
Route 6 Downtown Neighborhood Overlay Zoning Text

and considering both the magnitude and importance of each identified potential impact, it is the conclusion of the  
Cortlandt Town Board as lead agency that:

☒ A. This project will result in no significant adverse impacts on the environment, and, therefore, an environmental impact statement need not be prepared. Accordingly, this negative declaration is issued.

☐ B. Although this project could have a significant adverse impact on the environment, that impact will be avoided or substantially mitigated because of the following conditions which will be required by the lead agency:

There will, therefore, be no significant adverse impacts from the project as conditioned, and, therefore, this conditioned negative declaration is issued. A conditioned negative declaration may be used only for UNLISTED actions (see 6 NYCRR 617.7(d)).

☐ C. This Project may result in one or more significant adverse impacts on the environment, and an environmental impact statement must be prepared to further assess the impact(s) and possible mitigation and to explore alternatives to avoid or reduce those impacts. Accordingly, this positive declaration is issued.

Name of Action: Route 6 Downtown Neighborhood Overlay District

Name of Lead Agency: Cortlandt Town Board

Name of Responsible Officer in Lead Agency: Richard H. Becker

Title of Responsible Officer: Town Supervisor

Signature of Responsible Officer in Lead Agency:

Date:

Signature of Preparer (if different from Responsible Officer)

*Micaela*

Date:

*7/9/25*

**For Further Information:**

Contact Person: Chris Kehoe, Director of Planning and Community Development

Address: 1 Heady Street, Cortlandt Manor, NY 10567

Telephone Number: 914-734-1081

E-mail: [chrisk@townofcortlandt.com](mailto:chrisk@townofcortlandt.com)

**For Type 1 Actions and Conditioned Negative Declarations, a copy of this Notice is sent to:**

Chief Executive Officer of the political subdivision in which the action will be principally located (e.g., Town / City / Village of)  
Other involved agencies (if any)

Applicant (if any)

Environmental Notice Bulletin: <http://www.dec.ny.gov/enb/enb.html>

APPROVED  
TOWN ATTORNEY  
Date: *[Signature]*

**PRINT FULL FORM**

**RESOLUTION**

**DRAFT**

**NUMBER X-25**

**(RE: AMENDING THE TOWN CODE TO ADD PROVISIONS FOR THE  
DOWNTOWN NEIGHBORHOOD OVERLAY DISTRICT)**

**RESOLVED**, that the Town Board of the Town of Cortlandt does hereby adopt Local  
Law No. 5 of 2025.

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

**Adopted on July 15, 2025  
At a Regular Meeting  
Held at Town Hall**

**(A Local Law Amending the Town Code to Add Provisions for the Downtown  
Neighborhood Overlay District)**

**Section 1. Legislative Intent**

Cortlandt Boulevard is well-traveled area with very few commercial vacancies. In order to keep the corridor vibrant, the Town Board seeks to add options for future development of parcels on Cortlandt Boulevard.

**Section 2. Amendments to the Town Code to Add §307-96.4 Downtown Neighborhood Overlay District**

The following provision shall be added to the Town Code:

**§307-96.4 Downtown Neighborhood Overlay****A. Purpose.**

The Town of Cortlandt's 2016 comprehensive plan, *Envision Cortlandt*, outlined four key strategies for proactively addressing economic development, sustainability, climate resiliency, and energy efficiency. One of those strategies, the Cortlandt Boulevard Area (CBA), focused on ways to "strengthen the role of Cortlandt Boulevard [Route 6] as a downtown center by permitting mixed-use, compact development along the corridor and encouraging streetscape improvements, infrastructure investments, walkability, and Complete Street policies...to help strengthen this identified commercial center and create a sense of place within the Town."

The Cortlandt Boulevard Area is particularly suited for the desired type of walkable, mixed-use development in part because the existing municipal sewer infrastructure has capacity to accommodate additional development, it is a key transportation corridor in town, and it already contains an existing sidewalk network.

The Downtown Neighborhood Overlay District begins to implement this comprehensive plan strategy in certain areas along the Route 6 corridor by allowing for the inclusion of residential uses as-of-right to create the desired mix of uses, along with site layout and design requirements to encourage the transformation of this auto-oriented commercial area into a walkable neighborhood.

**B. Core Redevelopment Principles.**

- 1) Create a walkable, pedestrian-oriented neighborhood where the design of buildings, streets and amenities naturally encourages residents and visitors to "park once and walk around."
- 2) Encourage infill and redevelopment approaches that provide an engaging public realm to transform this area of auto-oriented shopping plazas and large parking lots into a walkable and bicycle-friendly neighborhood with a sense of place.

- 3) **Promote the idea of a well-balanced neighborhood where residents can live, work, and shop all in close proximity, making it easier to drive less and reduce road congestion and air pollution.**
- 4) **Provide additional housing opportunities to create the necessary critical mass of residents that will form a basis of economic support for the creation of a successful neighborhood center.**
- 5) **Create an interconnected network of streets to better distribute traffic via a grid of secondary roads beyond Route 6, allowing for multiple route options to get to the same place. The grid should be made up of shorter block lengths, narrower street widths, and on-street parking to promote walking and bicycling.**
- 6) **Locate buildings close to the sidewalk, with parking areas to the rear or side, to minimize the visual impact of large areas of asphalt.**
- 7) **Incorporate placemaking design principles to transform the area from a collection of auto-oriented shopping plazas into a true neighborhood with a sense of place; include wide sidewalks, abundant street trees, pedestrian-scale lighting, buildings pulled up to the sidewalk, pocket parks, on-street parking, and an interconnected street grid.**
- 8) **Accommodate the automobile while also de-emphasizing its presence through the incorporation of rear parking lots located behind buildings, narrower travel lanes, and strategically sited on-street parking.**
- 9) **Enhance public health by encouraging development practices that are consistent with the Town's desire to create a more sustainable and energy efficient community by incorporating green building measures into the design, construction, and maintenance of buildings to minimize short- and long-term negative impacts on the environment.**
- 10) **This zoning is intended to be flexible enough to support both incremental and large-scale redevelopment opportunities.**

**C. District Description. The Downtown Neighborhood Overlay (DNO) District focuses on smaller lots and groupings of lots that are poised to benefit from a local/infill level of redevelopment that can incorporate multifamily housing into a mixed-use strategy to provide housing units while supporting on-site or nearby retail opportunities.**

**D. Downtown Neighborhood Overlay (DNO) Standards and Conditions.**

- 1) **Permitted Uses. In addition to the uses permitted in the underlying zoning district in force at the time of application to the Planning Board, the following use is permitted as-of-right in the DNO:**
  - a) **Multifamily Dwelling**
- 2) **Central Sewer and Water Infrastructure. Any lot within the overlay that is redeveloped to include multifamily dwellings must be part of the existing water and sanitary sewer district(s), or under common ownership with and contiguous to other lots within the DNO and water/sewer district(s).**

- 3) **Bulk Regulations.** The following modified bulk regulations apply to all buildings on the lot where the building contains multifamily residential. In all other instances or where noted below, the bulk regulations of the underlying district remain in force.:
- a) **Minimum Lot Area: 20,000 square feet**
  - b) **Minimum Lot Width: 80'**
  - c) **Maximum Height: 47' (not including cornice/parapet height as per §307-96.4-D.4(i)(I)); no more than 4 stories maximum.**
  - d) **Maximum Ground-floor Story Height: 14'**
  - e) **Maximum Upper-floor Story Height: 11'**
  - f) **Maximum Building Length: 240'**
  - g) **Maximum Block Length: 400'**
  - h) **Maximum Front Yard Setback (except for buildings fronting on Route 6): 12'**
  - i) **Maximum Front Yard Setback (only for buildings fronting on Route 6): 30'**
  - j) **Minimum Side Yard Setback: 10' where side yard abuts a non-residential zoning district**
  - k) **Minimum Rear Yard Setback: 10' where rear yard abuts a non-residential zoning district**
  - l) **Minimum Lot Area Per Dwelling Unit: 1,800 square feet**
  - m) **Minimum Percentage Affordable: 10%**
  - n) **Maximum Building Coverage: 50%**
  - o) **Minimum Landscape Coverage: 10%**
  - p) **Maximum Building Floor Area: n/a**
  - q) **Parking: Off-street parking for multifamily residential uses in the overlay should include 1.5 spaces per unit. Shared parking strategies can be employed to allow for a reduction in the overall number of parking spaces for all uses on a lot.**
- 4) **Design Principles.** Where multifamily residential is developed either exclusively or as part of a mixed-use project within this overlay, the following design principles apply:
- a) **To promote a more vibrant, integrated downtown neighborhood, a mix of multifamily residential and permitted non-residential uses is encouraged in the DNO. Uses may be vertically mixed within the same building, or provided in different structures on the same lot.**
  - b) **Where a vertical mix of uses is proposed within the same building:**
    - I. **The ground-floor frontage facing a public street should include non-residential uses. Buildings with ground-floor non-residential shall have ground-floor architectural articulation such as**



storefronts with a secondary cornice and architecturally emphasized entrance doorways, and an overall façade pattern that differentiates between the base, middle, and top of the building.

- II. The rear portion of the ground floor may contain dwelling units if fully separated internally from the non-residential uses.
  - III. Access to dwelling units located to the rear and/or above the street level must be provided from an enclosed lobby or corridor and stairwell. A person entering a dwelling unit from the ground floor must not pass through the non-residential use located on the first floor of the building. Unenclosed or partially enclosed exterior stairwells are prohibited.
  - IV. There shall not be any non-residential uses above a floor that contains dwelling units.
- c) Where residential uses extend to the ground floor facing a public or internal street, appropriate transitions between the public and private realms shall be incorporated to ensure the streetfront is activated while maintaining an appropriate level of privacy for residents. Provision of a transitional 6- to 10-foot building setback from the public sidewalk is preferred where lot depth allows, in conjunction with additional techniques where possible such as:
- I. Raise the ground floor of the building 3-5 feet above the adjacent sidewalk grade.
  - II. Incorporate a planting strip (flush or raised) for a minimum of the outer 2 feet of the setback, along the property line.
  - III. Provide landscaping within the setback, either at grade or layered at varied levels.
  - IV. Incorporate a railing or fencing to help distinguish between the public and private realms; all such railings/fencing shall be no more than 3'-6" in height and shall be a minimum of 75% transparent for any portion of the height above 2'.
- d) All projects shall include a robust sidewalk network, street trees, landscaping, lighting, and other such pedestrian and public amenities to foster a vibrant, walkable neighborhood. Sidewalks along ground-floor non-residential uses and those connecting to interior parking areas shall be a minimum of 12 feet wide.
- e) Except for on-street parking, parking and vehicular circulation should be located to the side/rear of the front building line of any building that fronts on Route 6 to the maximum extent practicable, and shall be located to the side/rear of the front building line of any buildings fronting on any public/internal street other than Route 6. Parking areas shall be visually deemphasized from the public street frontage.

- f) The Town prioritizes extension of an interior street grid to improve traffic distribution between properties in order to reduce local trip reliance on Route 6. Where opportunities are identified to create and/or improve the street grid, new interior street connections shall be pursued. Where such connections are not yet feasible, as determined by the Planning Board, the arrangement of buildings, streets, and other site design elements shall not preclude such future connections. Every effort should be made to achieve an average block perimeter of no more than a quarter mile.**
- g) Street design should comply with the following standards:**

  - I. Lane width: 10'-11'**
  - II. Curb radius at intersections in mixed-use blocks: 15'-25'**
  - III. Curb radius at intersections in residential blocks: 10'-20'**
  - IV. On-street parking width: 7'-8'**
  - V. Sidewalk widths: 5'- 8' in residential-only areas, 12'-20' in mixed-use areas**
- h) Per §168 of the Town Code, projects shall contribute to a recreation fund to support the creation of quality public spaces appropriate in scale and function to the overall neighborhood, versus on a site-by-site basis, unless the Town determines that provision of outdoor recreation can be adequately provided for on the same lot being redeveloped.**
- i) Additional architectural design principles.**

  - I. Flat roofs with decorative cornices and/or parapets are required on buildings of three or more stories. Such buildings shall have cornice or top-floor edge features, which may extend up to 42" above the main roofline; the height of the cornice/parapet features shall not be included in the overall building height calculation.**
  - II. Where a 4-story building is proposed, top-floor setbacks may be considered along any façade facing a public or internal street.**
  - III. Unnecessarily complicated architectural designs should be avoided in favor of simple, classic proportioning that highlights the horizontal organizing principle of base/middle/top and applies appropriate vertical organization. Excessive variations to rooflines and building facades should be avoided.**
  - IV. Storefronts for nonresidential uses should maximize the allowable ground-floor height of 14' where possible, with the architectural treatments of the storefront extending up to avoid blank façade areas below the second-floor cornice line.**
  - V. Except for ground-floor nonresidential storefront spaces, window proportions should be vertical in nature (taller rather than wider).**

- VI. Mechanical systems, vent pipes, elevator shafts, antennas, roof decks and/or gardens, solar collectors, and other rooftop accessory structures may project up to 15 feet above the maximum height. With the exception of roof decks and solar collectors, such projections shall occupy no more than 20% of the roof area and must be set back at least 15 feet from the front edge of the roof.
- j) Every effort should be made to incorporate meaningful energy efficiencies such as solar, geothermal, or other green technologies into a project, either within the building envelope(s) and/or as part of larger site-wide systems.
- k) Signage for ground-floor nonresidential storefronts in buildings containing multifamily residential.
- I. Allowed sign types are projecting, wall, and/or window.
- II. Per storefront, a maximum total permanent sign area of one (1) square foot per 2 lineal feet of storefront, up to a maximum of 20 square feet.
- III. Storefront signage shall be nonilluminated or externally illuminated. Internal illumination of storefront signage is prohibited.
- l) Signage per lot. Each lot redeveloped to include multifamily residential is permitted one (1) freestanding sign not to exceed 16 square feet in area and six (6) feet in height.

### **Section 3. Amendments to § 307-5 of the Town Code**

The following shall be added to Section 307-5(A):

#### **DNO Downtown Neighborhood Overlay**

The following shall be added as a new Section 307-5(I):

**Downtown Overlay District.** The DNO District is a mapped overlay district including portions of the Designed Commercial (CD) and Highway Commercial (HC) districts along Route 6 (Cortlandt Boulevard) between the City of Peekskill border to just east of Westbrook Drive.

### **Section 4. Amendments to §307 Attachment 1 – Notes for Table of Permitted Uses**

The following provision shall be added as Note 13:

**Note 13.** Multifamily Dwellings are only permitted as-of-right in the Highway Commercial (HC) and Designed Commercial (CD) districts on parcels that are also included within the Downtown Neighborhood Overlay (DNO) District, as shown on the Zoning Map.

### **Section 5. Amendments to §307 Attachment 2 –Table of Permitted Uses**

The Table of Permitted Uses shall be updated for “Multifamily dwelling” in the following way:

	HC	CD
Multifamily dwelling	<u>P(13)</u>	<u>P(13)</u>

### **Section 6. Parcels to be Included**

The following parcels shall be included in the Downtown Neighborhood Overlay District:

23.20-1-7  
23.20-1-6  
23.20-1-5  
23.20-1-4  
23.20-1-3  
23.20-1-2  
23.20-3-13  
23.20-2-10  
23.20-2-9  
23.20-2-8  
23.20-2-7  
24.17-2-14  
24.17-2-13  
24.17-2-6  
24.17-2-5  
24.17-2-4  
24.17-2-3  
24.17-2-2  
24.17-2-1  
24.13-1-24  
24.13-1-23  
24.13-1-22  
24.13-1-21  
24.13-3-42  
24.13-3-43  
24.13-3-45  
24.13-3-47  
24.13-3-50  
24.13-3-55  
24.13-3-1  
24.13-2-10  
24.13-2-11  
24.13-2-12  
24.13-2-9  
24.13-2-8  
24.13-2-7  
24.13-2-4

24.13-5-3  
24.13-5-2  
24.13-5-1  
24.9-5-30  
24.9-3-42  
24.9-4-3  
24.9-4-2  
24.9-4-1

### **Section 7. Severability**

If any section, subdivision, paragraph, clause, or phrase of this law shall be adjudged invalid or held unconstitutional by any court of competent jurisdiction, any judgment made thereby shall not affect the validity of this law as a whole or any part thereof other than the part or provision so adjudged to be invalid or unconstitutional.

### **Section 8. 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  
LAROE ROSE SHATZKIN, TOWN CLERK**

**Adopted July 15, 2025  
At a Regular Meeting  
Held at Town Hall**

**RESOLUTION**

**DRAFT**

**NUMBER X-25**

**(EXTEND CONTRACT WITH THE WESTCHESTER COUNTY POLICE THROUGH  
2029)**

**WHEREAS**, approximately two decades ago, the Town of Cortlandt removed its own municipal police force after securing contracts for police personnel from the State and Westchester County; and

**WHEREAS**, the Westchester County Department of Public Safety has done an excellent job keeping residents of the Town of Cortlandt safe; and

**WHEREAS**, the last contract began in 2020 and ended in 2025; and

**WHEREAS**, since signing the last contract, the Town and Westchester County have worked together to add a Community Resource Officer and an officer focused on traffic enforcement to improve the quality of life for the Town's residents;

**WHEREAS**, the Town Board believes it is in the Town's best interest to extend the contract for five (5) years through 2029;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town extends the contract with Westchester County for police services per the following cost schedule:

2025:	\$1,891,233
2026:	\$1,938,438
2027:	\$2,063,871
2028:	\$2,150,982
2029:	\$2,241,356

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

**Adopted July 15, 2025  
At a Regular Meeting  
Held at Town Hall**

**SALARY RESOLUTION - 2025**

(based on 52 weeks)

RESOLVED, that under the provisions of Section 27 of the Town Law, the Town Officials, Officers, and Employees of the Town of Cortlandt, whose names are hereinafter set forth, shall receive a salary for their respective offices or positions, effective (retro to) - January 1, 2025.

<b><u>NAME/DEPT</u></b>	<b><u>CIVIL SERVICE TITLE</u></b>	<b><u>HRS</u></b>	<b><u>GRADE/STEP</u></b>	<b><u>HOURLY RATE</u></b>	<b><u>2025 SALARY</u></b>
<b><u>AGING</u></b>					
Ferguson, Rebecca	Recreation Supervisor	40	9T/6	47.7799	94,207
	Nutrition Director				5,175
Mahoney, Dawn	Director, Office of Aging	40	12T/3	51.0443	106,172
Wassil, Melissa	Recreation Assistant	35	5WC/1	31.0187	56,454
<b><u>YOUTH</u></b>					
-- OPEN --	Assistant				
Luposello, Lindsey	Youth Advocate	40	10T/6	48.5015	100,883
<b><u>ASSESSOR'S OFFICE</u></b>					
Denise Knauer	Assessor	40	2023 + 2%	78.6202	163,530
Bizzoco, Daniel	PT/Assessment Aide	17	2024 +3.5%	47.5065	
Mancuso, Rita	Real Prop. Appraiser	35	8WC/5	45.4391	82,699
Weisner, Cydrieka	Assessment Clerk	35	6WC/5	40.1550	73,082
<b><u>CLERK</u></b>					
Autar-Shafiullah, Aman	Deputy Town Clerk	40	10T/1	37.2380	77,455
	Dep-Reg. of Vital Stat.		Quarterly	931.25	3,725
	Election Coordinator		(per Election)	668.86	
Shatzkin, Laroue	Town Clerk	40	Elected	63.7020	121,731
	Registrar of Vital Stat.				10,769
	Election Coordinator		(per Election)	668.86	
Bruederlein, Lisa	Sr. Office Asst., AS	35	6WC/5	40.1550	73,082
	Sub-Reg. of Vital Stat.		Quarterly	852.50	3,410
	Election Coordinator		(per Election)	668.86	
Toback, Tina	Sr. Office Asst., AS	35	6WC/5	40.1550	73,082
	Sub-Reg. of Vital Stat.		Quarterly	870.00	3,480
	Election Coordinator		(per Election)	668.86	
Montero, Jennifer	PT/Permit Clerk		3WC/4	32.1198	
	Sub-Reg. of Vital Stat.		Quarterly	517.50	
<b><u>COMPTROLLER</u></b>					
Castro, Benjamin	Senior Acct. Clerk	35	6WC/5	40.1550	73,082
D'Agostino, Donna	Staff Asst./Fin. & Admin.	40	11T/6	51.9428	108,041
Fox, Lynn	Payroll Clerk	35	10WC/3	48.6127	88,475
	NYS Retirement Coordinator				
Njarakunnel, George	Deputy Comptroller	40	15T/4	67.3621	140,113
Robcke, Patricia	Comptroller	40		95.2409	198,101
Sabogal, Martha	Senior Account Clerk	35	6WC/5	40.1550	73,082

**CODE ENFORCEMENT**

Haight, Holly	Asst. to Dir., DOTs	40	2024 +3.5%	63.0621	131,169
	Sr. Fire Inspector				
	Administrative Operations				
Hunt, Steven	Animal Warden/Pkg Enf. Off.	40	3WC/4	32.1198	66,809
Miller, Falon	Office Asst/AS	35	4WC/4	33.1259	60,289
Rogers, Martin	Director, Code Enforce.	40	14T/6	71.0837	147,854
Schembari, John	Asst. Building Inspect.	40	10WC/5	56.6827	117,900

**DEPARTMENT OF ENVIRONMENTAL SERVICES**

-- OPEN --	Dep. Dir., DES				
Colbran, Inga	Senior Acct. Clerk	35	6WC/5	40.1550	73,082
Edwards, Christina	Dep. Dir., DES/Admin	40	11T/5	48.9784	101,875
Ferreira, Stephen	Director, DES	40		109.2236	227,185
Laughlin, Alice	Office Assistant/AS	35	4WC/5	34.8704	63,464
McIntyre, Brian	Working Superintendent, DES	40	14T/3	61.4500	127,816

**ENGINEERING**

Brosnan, Catherine	Assistant Civil Engineer	40	11WC/5	68.7294	142,957
D'Angelo, Jr., Arthur	Deputy Director, DOTs	40	14T/6	73.7904	147,854
" "	Road Paving Coord.				5,630
Preziosi, Michael	Director, DOTs	40		105.1928	218,801
Sari, Wilmer	Engineer Tech - Civil	40	10WC/2	46.1823	96,059
Walsh, Lisa	Sr. Off. Asst./Off. Mgr.	35	7WC/5	42.2687	76,929

**INFORMATION TECHNOLOGY**

Bassell, Joseph	Jr. Network Specialist	35	10WC/1	43.8759	79,854
Logerfo, Matthew	Technical Support Spec.	40	15T/2	60.7943	126,452

**JUSTICE**

Judges (2)	Town Justice	35	Elected	28.3506	51,598
Daw-Hernandez, Adrena	PT - Assistant Court Clerk		4WC/1	28.4044	
Narsingh, Farina	PT - Assistant Court Clerk		5WC/5	38.0429	
Pereira, Maria	Court Clerk II	40		41.8250	86,996
Sinchi, Nancy	Asst. Court Clerk II/Span. Spki	35	5WC/2	32.6165	59,362
Stewart, Audrey	Court Clerk	40	12T/3	51.0443	106,172

**LAW DEPT**

Cunningham, Michael	Deputy Town Attorney	40		96.1539	180,000
	Legal Counsel - Paramedics				10,000
Dunderdale, Noel	PT/Confidential Scty.		6WC/4	38.1468	
Paul, Debbie	Coord., Admin. Services	40		43.7332	85,686
	Claims Processing				5,279
Wood, Thomas	Town Attorney	16	17A/5 2/5	207.00	172,224



**NUTRITION**

Alvarez, Albert	PT/Food Service Helper	2024 + 3.5%	18.63 /hr
Attinelly, Robert	PT/Messenger		18.63 /hr
Casey, Thomas	PT/Sub Driver	2024 + 3.5%	18.89 /hr
Cunningham, Cameraon	PT/Messenger		18.63 /hr
Di Sisto, Roseann	PT/Messenger	2024 + 3.5%	18.63 /hr
Dosanjos, Ramiro	PT/Sub Driver	2024 + 3.5%	18.63 /hr
Harkins-Senik, Marlene	PT/Sub Driver		18.63 /hr
Hotz, Jonathan	PT/Driver		18.63 /hr
Pacchiana, Paul	PT/Sub Driver	2024 + 3.5%	18.63 /hr
Pergola, Carol	PT/Nutrition Driver	2024 + 3.5%	25.59 /hr
Zwick, Stacey	PT/Food Svce. Helper	2024 + 3.5%	20.19 /hr

**PLANNING**

Boyle-Lasher, Rosemary	Asst. Dir., Plng. & Comm. Dev	40	2024+3.5%	67.3010	139,986
Cesarini, Marykim	Sr. Clerk	40	5WC/5	38.0438	79,131
Kehoe, Christopher	Deputy Director, DOTS	40	16T/6	89.7438	165,971
	Planning Board Meetings				5,148
	Local Waterfront Rev. Proj.				5,642
	ZBA Advisor				4,731
	Grant Administrator				5,175
LaVarnway, Heather	Planner	40	15T/2	60.7943	126,452
Robbins, Michelle	Senior Assistant Planner	40	12T	73.7712	153,444
	(16 hrs/reimbursed - Town of East Fishkill)				
Planning Board Chairper	Appointed		Quarterly	1916.25	7,665
Planning Board Member	Appointed		Quarterly	1439.75	5,759
Alternate (1)	Appointed				

**PURCHASING**

Cioffoletti, Teresa	Purchasing Clerk	35	8WC/4	43.1654	78,561
	Deputy Purchasing Director				
Conklin, Carol	Messenger	40	1WC/5	30.6462	63,744
Doyle, David	Cent. Supplies Coord.	40	8WC/5	45.4390	94,513
Glasheen, Jennifer	Purchasing Director	40	15T/6	74.6395	155,250
Zawacki, Ellen	Senior Acct Clerk/Typist	35	6WC/5	40.1550	73,082

**DEPARTMENT OF RECREATION & CONSERVATION**

Anderson, Colleen	Senior Youth Aide	40	9T/6	47.4568	94,207
" "	Cert. Preventive Prof. & Coalition Coord.				4,503
Fisher, Timothy	Recreation Supervisor II	40	11T/5	48.9784	101,875
Giovinco, Emma	Senior Office Asst, AS	35	6WC/5	40.1550	73,082
Kroohs, Gregory	Recreation Supervisor	40	9T/3	38.7299	80,558
LaFave, Janice	Intern. Account Clerk	35	5WC/5	41.0605	69,238
	Administrative Detail				5,492
Peterson, Deanna	Recreation Supervisor	40	9T/3	38.7299	80,558
Popkin, Lesley	Asst. Superintendent, Rec.	40	13T/6	63.3183	131,702
	AED Coordinator				
Sherman, Kenneth	Superintendent, Rec.	40		67.1755	139,725

**RECEIVER OF TAXES**

Carter, Debra	Receiver of Taxes	40	Elected	67.5260	140,454
Cruz, German	Dep. Tax Rec./Sr. Acct. Clk.	40		41.2111	85,719
Lalchandani, Jeazette	PT - Senior Account Clerk		6WC/1	32.7077	
Wyskida, Lisa	Senior Account Clerk	35	6WC/5	40.1550	73,082

**SUPERVISOR**

Becker, Richard	Supervisor	40	Elected	89.4231	186,000
Carroll, Diane	Senior Clerk	35	2024+\$3,000+3.5%	42.3907	77,151
Peterson, Judi	Conf. Sect. to Supervisor	35	2024+\$3,000+3.5%	48.5473	83,447
	Special Events Coord.				4,909
Sinchi, Elvia	Sr. Office Asst/AS	35	6WC/5	40.1550	73,082
Vahey, Claudia	Director of Operations	40		74.6395	155,250
	Drug Free/EAP Coord.		Quarterly	1651	6,604

**TOWN BOARD**

Councilperson (4)	Councilperson	35	Elected	15.6918	28,559
James Creighton	Deputy Supervisor		Quarterly	666.50	2,666
OPEN	Liaison, LWRP & GIS		Quarterly	666.50	2,666

**ZONING**

Zoning Board Chairperson	Appointed		Quarterly	1,377.25	5,509
Zoning Board Members (4)	Appointed		Quarterly	1,072.00	4,288
Alternate (1)	Appointed				
Legal Counsel					10,000

**FLOATERS**

- Brian Mehra	2024+3.5%	21.54
- Sharon Irving	2024+3.5%	21.54
- Jane Vulfs	2024+3.5%	43.39
- Francis Goderre, Tollhouse Clerk/Seasonal	2024+3.5%	22.17
- Peter Hegarty, Cleaner	2024+3.5%	20.70

**2025**

**BLUE COLLAR EMPLOYEES (Blue Collar Union Cont. not settled at the time of this Resolution)**

-- OPEN --	General Foreman/Water/Sewer Maint	15BC/7	51.79
Pardee, Fred	General Foreman/Parks	14BC/7	50.38
-- OPEN --	General Foreman/Highway	14BC/7	50.38
Ward, Ivan	Lead Maint. Mechanic	14BC/7	50.38
	Tree Trimmer	11ABC/6	44.96
Celli, Kenneth	Asst. General Foreman/Water	11/ABC/6	44.96
Feenstra, Robert	Asst. General Foreman/Highway	11ABC/6	44.96
Milbury, Michael	Asst. General Foreman/Parks	11ABC/6	44.96
Curry, Joseph	Asst. General Foreman/Sanitation	11ABC/6	44.96
DiNardo, Joshua	Asst. General Foreman/Highway	11ABC/5	43.62
Auto Mechanics	All Departments	11BC/5	43.18
Rec. Maint Repairman		11BC/5	43.18
Water Maint Man		11BC/5	43.18
Heavy MEO		10BC/5	42.33
Custodian/Bus Driver		9BC/5	42.33
Motor Equip Operator		8BC/5	41.31
Meter Readers		7BC/5	40.37
Building Caretaker		7BC/5	40.37
Skilled Laborer		7BC/5	40.37
Animal Control Officer		6BC/5	39.70
DES Worker/ESW/Laborer		5BC/6	39.02
Chauffeur's Helper (summer WC)		2BC/5	22.45
Laborer's Helper		1BC/5	20.13

**NORWEST**

McKay, Edward	Director	40	9WC/3 f-AFSCME	46.7299	<b><u>2025</u></b> 97,198
McGuinness, Erin	Program Supervisor	35	6WC/1 f-AFSCME	32.7077	59,528
Rothstein, Stephan	Program Coordinator	40	8WC/1 f-AFSCME	37.0111	76,983

**NOTE:** Effective January 1, 2025 - All minimum wage employees will receive \$16.50/hour in accordance with New York State law.

**\*RESOLVED,** as follows:

- Salaries by titles are based on employees having reached the top step of the appropriate salary schedules.
- In addition to the above listed salaries, all union employees who are entitled to longevity will receive payments in accordance with the Union Contract as approved by the Town Board.
- That all Elected Officials of the Town shall receive the same benefits as the Town Attorney, Town Comptroller, Director of Technical Services, and Director of Environmental Services with the exception of sick, vacation, and personal time.

**\*\*BE IT FURTHER RESOLVED,**

- That the Comptroller is hereby authorized to amend the budget with respect to the above.

**RESOLUTION**

**DRAFT**

NUMBER **X-25**

**(ADOPTING AN UPDATED MASTER FEE LIST FOR THE TOWN OF CORTLANDT)**

**WHEREAS**, the following changes are being made to the Master Fee List:

1. Town Clerk - Add \$1 fee for water resistant paper for Hunting and Fishing licenses.
2. Department of Technical Services – Alphabetize all items for improved searching.

**BE IT RESOLVED** that the Town Board of the Town of Cortlandt does hereby adopt the Updated Master Fee List for the Town of Cortlandt as of July 15, 2025, encompassing all fees for the various departments; and

**BE IT FURTHER RESOLVED**, this Master Fee List shall be posted on the Town's website.

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

**Adopted July 15, 2025  
At a Regular Meeting  
Held at Town Hall.**

**DRAFT**

**RESOLUTION**

**NUMBER X-25**

**(AUTHORIZE A PERFORMANCE BOND FOR 3 LOCUST AVENUE (SBL 34.5-2-6))**

**WHEREAS**, the Planning Board approved a self-storage proposal for 3 Locust Avenue;  
and

**WHEREAS**, the applicant is in the process of meeting its Planning Board conditions; and

**WHEREAS**, the Town Board has historically been the agency that approves performance bond amounts upon the recommendation of a Professional Engineer; and

**WHEREAS**, the Director of the Department of Technical Services has requested a bond of \$800,000;

**NOW, THEREFORE, BE IT RESOLVED** that the Town Board authorizes a performance bond for 3 Locust Avenue in the amount of \$800,000.

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

**Adopted July 15, 2025  
At a Regular Meeting  
Held at Town Hall**

**RESOLUTION**

**DRAFT**

**NUMBER X-25**

**(REQUEST THE NEW YORK STATE DEPARTMENT OF TRANSPORTATION TO  
ADD SIGNAGE PROHIBITING LEFT TURNS FOR THOSE TRAVELING WEST ON  
129 TOWARDS THE CROTON GORGE PARK ENTRANCE)**

**WHEREAS**, there is an ongoing traffic issue along Route 129 at the Croton Dam Park;  
and

**WHEREAS**, the Supervisor wrote to the County with suggestions including placement of  
mobile, electric “No Parking” signs on Route 129, stationing a dedicated County Police Officer in  
the area, and adding a Park Ranger to patrol; and

**WHEREAS**, due to Route 129 being a State Road, the Town, County, and New York State  
Department of Transportation are working together on traffic solutions; and

**WHEREAS**, for the DOT to install a sign prohibiting left turns for those traveling west on  
Route 129 towards the Croton Gorge Park entrance, the Town must pass a formal resolution  
requesting this;

**NOW, THEREFORE, BE IT RESOLVED** that the Town Board officially petitions the  
New York State Department of Transportation to install a sign prohibiting left turns for those  
traveling west on Route 129 towards the Croton Gorge Park entrance.

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

**Adopted July 15, 2025  
At a Regular Meeting  
Held at Town Hall**

**DRAFT**

**RESOLUTION**

**NUMBER X-25**

**(AUTHORIZE AN AGREEMENT WITH PETE’S FIRE DOGS FOR USE OF THE  
POCKET PARK IN MONTROSE)**

**WHEREAS**, at the request of local residents, the Town foreclosed on property located at 2134 Albany Post Road (SBL 54.8-3-18), which formerly contained a gas station that was remediated by the Department of Environmental Conservation; and

**WHEREAS**, the Town undertook improvements to the property to make it into a Pocket Park; and

**WHEREAS**, a large portion of the funding for the Pocket Park came from grant proceeds and Town staff; and

**WHEREAS**, construction of the Pocket Park is nearly complete, and the Town Board has selected a local vendor to station at the Pocket Park in order to provide additional food options to travelers in the 9A Corridor;

**NOW, THEREFORE, BE IT RESOLVED** that the Town Board authorizes the Town Supervisor to sign an agreement with Pete’s Fire Dogs for use of the Pocket Park in Montrose.

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

**Adopted July 15, 2025  
At a Regular Meeting  
Held at Town Hall**

**RESOLUTION**

**DRAFT**

**NUMBER X-25**

**(RE: AUTHORIZE CONTRACTS/AWARD BID WITH RESPECT TO  
FIRE HYDRANTS BID #2025-09)**

**WHEREAS**, the Purchasing Director previously advertised for bids for Kennedy Fire Hydrants; and

**WHEREAS**, said bids were received and opened by the Purchasing Director on JULY 3, 2025; and

**WHEREAS**, the Town will Award Bidder for Kennedy Fire Hydrants at The Lowest Category Pricing; and

**CARMEL WINWATER, 86 FAIR STREET, CARMEL, NEW YORK 10512**, whose bid was **A TOTAL OF \$26,888.10**; and

**WHEREAS**, it is the recommendation of the Department of Environmental Services that the bid be awarded to the lowest responsible bidders;

**NOW, THEREFORE, BE IT RESOLVED**, that the Supervisor be, and hereby is, authorized to execute contracts in accordance with the bid specifications previously prepared; and

**BE IT FURTHER RESOLVED**, the Comptroller is authorized to amend the Budget if necessary.

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

**Adopted July 15, 2025  
At a Regular Meeting  
Held at Town Hall**



**DRAFT**

**RESOLUTION**

**NUMBER X-25**

**(AUTHORIZING THE SETTLEMENT OF A  
TAX CERTIORARI WITH LEXINGTON AVE. ROUTE 6 LLC)**

**WHEREAS**, Lexington Ave. Route 6 LLC filed a tax certiorari for the year 2024; 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.: 24.6, Block 1, Lot 30**

<b>Assess. Year</b>	<b>Assessed Valuation <u>Reduced From</u></b>	<b><u>Reduced To</u></b>	<b>Amount of <u>Reduction</u></b>
2024	\$11,525	\$8,575	\$2,950

**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  
LAROE ROSE SHATZKIN  
TOWN CLERK**

**Adopted July 15, 2025  
At a Regular Meeting  
Held at Town Hall**

At an IAS Term of the Supreme Court of the State of New York held in and for the County of Westchester, at the County Court House in White Plains, New York.

**PRESENT:**

**HON. ANNE E. MINIHAN, J.S.C.**

**Justice.**

-----X

**In the Matter of the Application of**

**LEXINGTON AVE. ROUTE 6 LLC,**

**Petitioner,**

**- against -**

**THE ASSESSOR OF THE TOWN OF CORTLANDT,  
THE BOARD OF REVIEW OF THE TOWN OF  
CORTLANDT and THE TOWN OF CORTLANDT,**

**Respondents.**

**For Review Under Article 7 of the RPTL.**

-----X

**CONSENT  
JUDGMENT**

**Index No.**

**72638/24**

The above Petitioner having heretofore filed and served the Notice and Petition to review the tax assessment fixed by the Town of Cortlandt for the 2024 assessment year upon certain real property located at Lexington Avenue, and designated as Section 24.6, Block 1, Lot 30 on the Official Assessment Map of the Town of Cortlandt, and

The issues of these proceedings having duly come on for trial at an IAS Term of this Court, and the Petitioner having appeared by **WILLIAM E. SULZER, ESQ.**, of Griffin, Coogan, Sulzer & Horgan, P.C., and the Respondents

having appeared by **THOMAS F. WOOD, ESQ.**, Town Attorney, and the parties having made their settlement,

**ORDERED, ADJUDGED, AND DECREED**, that the assessments on the above-referenced property be and the same are hereby reduced, corrected, and fixed for the assessment year as follows:

<u>Year</u>	<u>Original Assessment</u>	<u>Reduced Assessment</u>	<u>Reduction</u>
2024	11,525	2,950	8,575

and so reduced and confirmed, it is further

**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 has been corrected by the authority of this order, and it is further

**ORDERED, ADJUDGED, AND DECREED**, that there shall be audited, allowed, and paid to the Petitioner by the **TOWN OF CORTLANDT** the amount of all Town, Fire, Sewer, Library or any other ad valorem taxes and collection fees, together with the proportionate share of any interest and penalty paid by reason of

delinquent payment of said excess taxes, paid by the Petitioner as taxes against the said erroneous assessments in excess of what the taxes would have been if the said assessments made in the aforesaid years had been determined by this Order, together with interest thereon from the date of payment thereof as provided by statute, and it is further

**ORDERED, ADJUDGED, AND DECREED**, that there shall be audited, allowed, and paid to the Petitioner by the **LAKELAND CENTRAL SCHOOL DISTRICT** the amount of all School and/or library taxes paid by the Petitioner as taxes against the said erroneous assessments in excess of what the taxes would have been if the said assessments made in the aforesaid years had been determined by this Order, together with interest thereon from the date of payment thereof as provided by statute, and it is further

**ORDERED, ADJUDGED AND DECREED**, that there shall be audited, allowed and paid to the Petitioner by the **MOHEGAN FIRE DISTRICT** the amount of all Fire taxes, together with the proportionate share of any interest and penalty paid by reason of delinquent payment of said excess taxes, paid by the Petitioner as taxes against the said erroneous assessments in excess of what the taxes would have been if the said assessments made in the aforesaid years had been determined by this Order, together with interest thereon from the date of payment thereof as provided by statute, and it is further

**ORDERED, ADJUDGED, AND DECREED,** 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 if the said assessments had been determined by this Order, together with interest thereon from the date of payment thereof as provided by statute, and it is further

**ORDERED, ADJUDGED, AND DECREED,** that the Commissioner of Finance of Westchester County be served with a copy of this judgment with notice of entry, together with proof of payment of State, County, Judiciary, Sewer and any other Westchester County special district taxes, and it is further

**ORDERED, ADJUDGED, AND DECREED,** that all tax refunds are to be paid with interest pursuant to §726 of the Real Property Tax Law of the State of New York; provided; however, 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, time of the essence, with notice of entry upon the respective taxing authorities, and with respect to the Commission of Finance only, such Order shall be served with proof of payment of taxes, and it is further

**ORDERED, ADJUDGED, AND DECREED,** that all tax refunds hereinabove directed to be made by respondent, the **TOWN OF CORTLANDT**

and/or any of the various taxing authorities, be made by check or draft payable to the order of **GRIFFIN, COOGAN, SULZER & HORGAN, P.C.**, as attorneys for the Petitioners, who are to hold the proceeds as trust funds for appropriate distribution, and who are to remain subject to the further jurisdiction of this Court in regard to their attorney's lien, pursuant to Judiciary Law §475 and it is further

**ORDERED, ADJUDGED, AND DECREED**, that this Order hereby constitutes and represents the full settlement of each of the tax review proceedings 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 proceedings be and the same are settled and discontinued.


Dated:

**ENTER,**

\_\_\_\_\_  
**HON. ANNE E. MINIHAN, J.S.C.**

**SIGNING AND ENTRY OF THE WITHIN  
ORDER IS HEREBY CONSENTED TO:**

\_\_\_\_\_  
**THOMAS F. WOOD, ESQ.**  
Attorney for Respondents  
Town of Cortlandt  
1 Heady Street  
Cortlandt Manor, New York 10567  
(914) 736-0930  
tfwesq@aol.com

  
\_\_\_\_\_  
**WILLIAM E. SULZER, ESQ.**  
Griffin, Coogan, Sulzer & Horgan, P.C.  
Attorneys for Petitioner  
51 Pondfield Road,  
Bronxville, New York 10708  
(914) 961-1300  
wes@gcshlaw.com

**RESOLUTION**

***DRAFT***

**NUMBER X-25**

**(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  
LAROU ROSE SHATZKIN  
TOWN CLERK**

**Adopted on July 15, 2025  
At a Regular Meeting  
Held at Town Hall**

**The Complete 2024 Financial Report can be located here:**

**<https://www.townofcortlandt.com/documents/Town%20Clerk/Town%20of%20Cortlandt%20Final%20ACFR%202024.pdf>**

DRAFT



**DRAFT**

**RESOLUTION**

**NUMBER X-25**

**(RE: AUTHORIZE THE DEPARTMENT OF PLANNING & COMMUNITY DEVELOPMENT TO APPLY TO THE DORMITORY AUTHORITY OF THE STATE OF NEW YORK FOR A “BRICKS” GRANT FOR IMPROVEMENTS TO THE COMMUNITY CENTER LOCATED ON WESTBROOK DRIVE)**

**WHEREAS**, the Town has recently undertaken a facilities Master Plan with Lothrop Associates to analyze various Town recreational facilities to plan for short and long-term improvements, and

**WHEREAS**, the Community Center on Westbrook Drive is one of the facilities that has been studied and various possible improvements are being analyzed to improve the design, function and programming of the facility, and

**WHEREAS**, New York State is providing competitive grant funding through the Building Recreational Infrastructure for Communities, Kids and Seniors (BRICKS) program to fund improvements to community and senior centers.

**NOW THEREFORE BE IT RESOLVED THAT**, the Department of Planning and Community Development is hereby authorized to apply to the Dormitory Authority of New York State for funding for improvements to the Community Center on Westbrook Drive.

**FURTHER BE IT RESOLVED**, the Town Supervisor is hereby authorized to accept the grant funds and enter into and execute a contract (as well as long-term protection documents and other certifications, if required) with the State.

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

**Adopted on July 15, 2025  
At a Regular Meeting Held  
at the Town Hall**

**DRAFT**

**RESOLUTION**

**NUMBER X-25**

**(RE: AUTHORIZE A LOAD ONLY FIREWORKS PERMIT TO GARDEN STATE FIREWORKS ON BEHALF OF THE CITY OF PEEKSKILL/PEEKSKILL FIRE DEPARTMENT)**

**WHEREAS**, pursuant to Chapter 35 of the Town Code, and pursuant to Section 405.00 of the Penal Law of the State of New York, Garden State Fireworks and the City of Peekskill/Peekskill Fire Department submitted to the Department of Technical Services - Code Enforcement Division an application for a permit to **load** fireworks onto a barge at the following location on July 4, 2025:

---Madeline Marine, Inc. 28 Madeline Ave., Verplanck, NY 10596

**WHEREAS**, after careful review by the Town of Cortlandt Fire Inspector, said fireworks application has been approved as follows:

- 1. The barge will be loaded on July 4, 2025.**
- 2. There will be NO fireworks stored on land, all fireworks must be off-site or loaded onto the barge.**
- 3. Garden State Fireworks must provide security.**

**WHEREAS**, said application has been reviewed and endorsed by the Chief of the Local Fire District, The Town of Cortlandt Fire Inspector, the Chairman of the Fire Advisory Board and the Town Supervisor; and

**WHEREAS**, in accordance with Section XIII, Paragraph D of the Town Code, authorization for the loading of said fireworks is conditioned upon the licensee's submission to the Town Clerk of the Town of Cortlandt a Certificate of Insurance in the sum of Five Million Dollars naming thereon the Town as additionally insured; which certificate has been approved as to form by the Town Attorney; and

**NOW, THEREFORE, BE IT RESOLVED**, that on the condition that Garden State Fireworks operates only on property for which they have written permission, that the Town Board of the Town of Cortlandt does hereby **GRANT** a Non-Transferable Permit to **Load** Fireworks at Madeline Marine, Inc., on July 4, 2025; and

**BE IT FURTHER RESOLVED, that said permit shall require the Fire Inspector of the Town of Cortlandt Code Enforcement Department to be present when the fireworks are loaded; and**

**BE IT FURTHER RESOLVED,** that the Supervisor be, and hereby is, authorized to execute said permit on behalf of the Town Board.

**BE IT FURTHER RESOLVED, that said Permit will be granted and issued only upon the completion of all and any required conditions for said Permit by the applicant to the satisfaction of the Town of Cortlandt.**

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

**Adopted on July 15, 2025  
At a Regular Meeting  
Held at the Town Hall**

**RESOLUTION**

**DRAFT**

NUMBER **X-25**

**(RE: AUTHORIZE A LOAD ONLY FIREWORKS PERMIT TO SANTORE’S  
WORLD FAMOUS FIREWORKS ON BEHALF OF WEST POINT)**

**WHEREAS**, pursuant to Chapter 35 of the Town Code, and pursuant to Section 405.00 of the Penal Law of the State of New York, Santore’s World Famous Fireworks submitted to the Department of Technical Services - Code Enforcement Division an application for a permit to **load** fireworks onto a barge at the following location on July 4, 2025:

---Madeline Marine, Inc. 28 Madeline Ave., Verplanck, NY 10596

**WHEREAS**, after careful review by the Town of Cortlandt Fire Inspector, said fireworks application has been approved as follows:

- 1. The barge will be loaded on July 4, 2025.**
- 2. There will be NO fireworks stored on land, all fireworks must be off-site or loaded onto the barge.**
- 3. Santore’s World Famous Fireworks must provide security.**

**WHEREAS**, said application has been reviewed and endorsed by the Chief of the Local Fire District, The Town of Cortlandt Fire Inspector, the Chairman of the Fire Advisory Board and the Town Supervisor; and

**WHEREAS**, in accordance with Section XIII, Paragraph D of the Town Code, authorization for the loading of said fireworks is conditioned upon the licensee’s submission to the Town Clerk of the Town of Cortlandt a Certificate of Insurance in the sum of Five Million Dollars naming thereon the Town as additionally insured; which certificate has been approved as to form by the Town Attorney; and

**NOW, THEREFORE, BE IT RESOLVED**, that on the condition that Santore’s World Famous Fireworks operates only on property for which they have written permission, that the Town Board of the Town of Cortlandt does hereby **GRANT** a Non-Transferable Permit to **Load** Fireworks at Madeline Marine, Inc., on July 4, 2025; and

**BE IT FURTHER RESOLVED, that said permit shall require the Fire Inspector of the Town of Cortlandt Code Enforcement Department to be present when the fireworks are loaded; and**

**BE IT FURTHER RESOLVED,** that the Supervisor be, and hereby is, authorized to execute said permit on behalf of the Town Board.

**BE IT FURTHER RESOLVED, that said Permit will be granted and issued only upon the completion of all and any required conditions for said Permit by the applicant to the satisfaction of the Town of Cortlandt.**

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

**Adopted on July 15, 2025  
At a Regular Meeting  
Held at the Town Hall**

**RESOLUTION**

**DRAFT**

**NUMBER X-25**

**(RE: RESOLUTION AUTHORIZING THE USE OF PROPERTY WITHIN THE TOWN OF CORTLANDT BY APPLE STUDIOS, LLC FOR THE PURPOSE OF FILMING)**

**WHEREAS**, the Town Board of the Town of Cortlandt has received a request from Apple Studios, LLC to film at the Quarry and in the Town of Cortlandt; and

**WHEREAS**, Apple Studios, LLC will provide a certificate of insurance prior to filming, and

**WHEREAS**, the fluid nature of film production leaves some uncertainty about exactly when filming will take place,

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Cortlandt does hereby authorize Apple Studios, LLC to film on public property within the parameters of their approved application and agreement.

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

**Adopted July 15, 2025  
At a Regular Meeting  
Held at Town Hall**

**RESOLUTION**

**DRAFT**

**NUMBER X-25**

**RE:           Town Board Work Sessions and Official Meetings for 2025 Revised**

<b>MONDAY WORK SESSION 6:00 PM</b>	<b>MONDAY WORK SESSION 6:00 PM</b>	<b>MONDAY WORK SESSION (ISSUES ONLY) 6:00 PM</b>	<b>TUESDAY TOWN BOARD MEETING <u>7:00 PM</u></b>
--------------------------------------------	--------------------------------------------	--------------------------------------------------------------	--------------------------------------------------------------

<b>July 28</b>	<b>August 4</b>	<b>--</b>	<b>August 5</b>
<b>September 8</b>	<b>September 15</b>	<b>September 29</b>	<b>September 16</b>
<b>October 6</b>	<b>October 20</b>	<b>October 27</b>	<b>October 21</b>
<b>November 10</b>	<b>November 17</b>	<b>--</b>	<b>November 18</b>
<b>December 1*</b>	<b>December 8</b>	<b>--</b>	<b>December 9</b>

**All meetings will take place in the Vincent F. Nyberg General Meeting Room  
of the Town Hall, unless notified in advance of a change of location.**

**\*\* Town Board Meeting and Budget Public Hearing for 2026 budget**

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

**Adopted on July 15, 2025  
At a Regular Meeting  
Held at the Town Hall**

**RESOLUTION**

**DRAFT**

**NUMBER X-25**

**RE: (APPOINT CHRISTOPHER GROSS PROVISIONALLY TO THE TITLE OF  
DEPUTY DIRECTOR OF THE DEPARTMENT OF ENVIRONMENTAL SERVICES)**

**WHEREAS**, the position of Deputy Director of the Department of Environmental Services (DES) has a vacancy; and

**WHEREAS**, the Civil Service List was canvassed and cleared; and

**WHEREAS**, interviews were held by Supervisor Richard Becker, Director of DES Stephen Ferreira, and Director of Operations Claudia Vahey; and

**WHEREAS**, the interview committee has recommended the provisional appointment of Christopher Gross and the Town Board has agreed this request;

**NOW, THEREFORE, BE IT RESOLVED**, that Mr. Christopher Gross of 9 Horton Hollow Road in Putnam Valley, 10579, be and hereby is provisionally appointed to the title of Deputy Director of DES. Mr. Gross will be paid an annual salary of \$200,000. This is a provisional appointment for Civil Service Purposes. This appointment is subject to the successful completion of drug screening, background check, reference checks, and pre-employment physical.

**BE IT FURTHER RESOLVED**, this appointment is effective July 16, 2025.

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

**Adopted on July 15, 2025  
At a Regular Meeting  
Held at Town Hall**



**RESOLUTION**

**DRAFT**

**NUMBER X-25**

**RE: (APPOINT JOSH DINARDO PROBATIONALLY TO THE TITLE OF GENERAL FOREMAN IN THE DEPARTMENT OF ENVIRONMENTAL SERVICES)**

**WHEREAS**, the position of General Foreman has a vacancy from the retirement of Christopher Pritchard; and

**WHEREAS**, the position was posted in accordance with the AFSME Contract; and

**WHEREAS**, interviews were held by Supervisor Richard Becker, Director of DES Stephen Ferreira, and Director of Operations Claudia Vahey; and

**WHEREAS**, the interview committee has recommended the probational appointment of Josh DiNardo and the Town Board has agreed this request;

**NOW, THEREFORE, BE IT RESOLVED**, that Mr. Josh DiNardo of PO Box 242 in Cold Spring, NY 10516, be and hereby is appointed to the title of General Foreman. Mr. DiNardo will be paid an hourly rate of \$47.49 - 14BC – Step 5. This is a probational appointment for Civil Service Purposes. This appointment is subject to the successful completion of drug screening, background check, reference checks, and pre-employment physical.

**BE IT FURTHER RESOLVED**, this appointment is effective July 16, 2025.

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

**Adopted on July 15, 2025  
At a Regular Meeting  
Held at Town Hall**

**RESOLUTION**

**DRAFT**

**NUMBER X-25**

**RE: (APPOINT ROBERT CURRAN TO THE TITLE OF RECREATION LEADER IN THE DEPARTMENT OF RECREATION AND CONSERVATION – YOUTH CENTER)**

**WHEREAS**, the position of Recreation Leader has a vacancy; and

**WHEREAS**, the Civil Service List was canvassed and interviews were held; and

**WHEREAS**, interviews were held by Supervisor Richard Becker, Director of Recreation Ken Sherman, Director of Youth Center Lindsay Luposello, and Director of Operations Claudia Vahey; and

**WHEREAS**, the interview committee has recommended the probational appointment of Robert Curran and the Town Board has agreed this request;

**NOW, THEREFORE, BE IT RESOLVED**, that Mr. Robert Curran of 8 Beechland Court in Montrose, be and hereby is probationally appointed to the title of Recreation Leader. Mr. Ferguson will be paid an annual salary of \$57,515 - 6WC – Step 1. This is a probational appointment for Civil Service Purposes. This appointment is subject to the successful completion of drug screening, background check, reference checks, and pre-employment physical.

**BE IT FURTHER RESOLVED**, this appointment is effective July 16, 2025.

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

**Adopted on July 15, 2025  
At a Regular Meeting  
Held at Town Hall**

**DRAFT****RESOLUTION****NUMBER X-25****(RE: APPOINT 2025 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 27, 2025 – September 1, 2025, and camp appointments become effective June 28, 2025 – August 8, 2025:

<b>Day Camp</b>	<b>NAME</b>	<b>TITLE</b>	<b>2025 ROP</b>
	Guarino, Brenna	Swim Supervisor	\$19.00
	Lent, Ashley	Arts & Crafts Specialist	\$18.50
	DeJesus, Corey	Senior Counselor	\$16.00
	Disisto, Sofia	Senior Counselor	\$15.50
	Fernandez, Cassandra	Senior Counselor	\$15.50
	Francis, Dana	Senior Counselor	\$15.50
	Krasniqi, Violet	Senior Counselor	\$15.50
	Siller, Duncan	Intermediate Counselor	\$11.50
	Goodale, Brooke	Intermediate Counselor	\$11.00
	Kellarakos, George	Intermediate Counselor	\$11.00
	Thoreson, Oscar	Intermediate Counselor	\$11.00
	Lopez, Ramy	Junior Counselor	\$7.50
	Ridder, Henry	Junior Counselor	\$7.50
	Danielson, Adam	Junior Counselor	\$7.00
	Parkes, Madison	CIT	\$1.00
	Rivera, Sophia	CIT	\$1.00
<b>5, 6 Grade Camp</b>	<b>NAME</b>	<b>TITLE</b>	<b>2025 ROP</b>
	Rawlins, Shawn J.	Director	\$28.00
	Bleakley, Jessica	Sports Specialist	\$16.50
	Przybylowska, Magda	Senior Counselor	\$15.50
	Taylor, Zahir	Senior Counselor	\$15.50
<b>7, 8 Grade Camp</b>	<b>NAME</b>	<b>TITLE</b>	<b>2025 ROP</b>
	Glashoff, Matthew	Director	\$25.00
	Sherman, Kamryn J.	Assistant Director	\$21.00
	Aguila, Eva	Arts & Crafts Specialist	\$18.00
	Aguila, Elyse	Senior Counselor	\$15.50
	Alvarez, Marcus	Senior Counselor	\$15.50
	Anderson-Ponzer, Bjorn	Senior Counselor	\$15.50
	Gallelo, Christopher	Senior Counselor	\$15.50
	Martinez, Gabriela	Senior Counselor	\$15.50

	Smith, Thomas	Senior Counselor	\$15.50
<b>Playgrounds</b>	<b>NAME</b>	<b>TITLE</b>	<b>2025 ROP</b>
	Soto, Sebastian	Senior Counselor	\$15.50
	Harkin, Cassidy	Junior Counselor	\$7.00
	Sullivan, Gabriela	Junior Counselor	\$7.00
	Martins, Tatiana	CIT	\$1.00
<b>Pool Staff</b>	<b>NAME</b>	<b>TITLE</b>	<b>2025 ROP</b>
	Gomez, Isabella	Head Guard	\$15.60
	Angelini, Jake	Lifeguard	\$14.00
	Caragine, Jessica	Lifeguard	\$14.00
	Finn, Victoria	Lifeguard	\$14.00
	Gomez, Gidalys	Lifeguard	\$14.00
	Grunberg, Luna	Lifeguard	\$14.00
	Hunt, Bronwyn	Lifeguard	\$14.00
	Hunt, Sean	Lifeguard	\$14.00
	Iglesias, Carmen	Lifeguard	\$14.00
	Brito, Wilmary	Maintenance	\$8.25
	Campbell, Alex	Maintenance	\$8.25
	Clark, Andherson	Maintenance	\$8.25
	Colon, Alejandro	Maintenance	\$8.25
	Rapuano, Emine	Maintenance	\$8.25
	Silvestre, Joshua	Maintenance	\$8.25
<b>Swim Instructors</b>	<b>NAME</b>	<b>TITLE</b>	<b>2025 ROP</b>
	Esposito, Sarah	Asst Director of Swim	\$24.80
	Stapleton, Kira	Swim Instructor	\$16.00
	Cody, Colin	Swim Instructor	\$15.50
	Salameh, Chase	Swim Instructor	\$15.50
	Ryzy, Martin	Swim Instructor	\$14.00

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

**Adopted on July 15, 2025  
at a Regular Meeting  
Held at Town Hall**

**DRAFT**

**RESOLUTION**

**NUMBER X-25**

**(RE: AUTHORIZE THE APPOINTMENT OF THE FOLLOWING SEASONAL EMPLOYEES  
IN THE DEPARTMENT OF ENVIRONMENTAL SERVICES FOR THE YEAR 2025)**

**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 four months thereafter. This appointment is subject to completion of drug screening.

	NAME	START DATE
SANITATION	Matthew Ciccotelli	7/21/2025
	Alexander Pimentel	7/16/2025

**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  
LAROE ROSE SHATZKIN  
TOWN CLERK**

**Adopted on July 15, 2025  
at a Regular Meeting  
Held at Town Hall**

**DRAFT**

**RESOLUTION**

**NUMBER X-25**

**(RE: APPOINT 2025 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 with a start date of May 27, 2025 and an end date of September 1, 2025.

TOWN HALL	NAME	DEPARTMENT
	Veronica Paolucci	Assessor

**BE IT FURTHER RESOLVED**, all temporary seasonal employees in Town Hall 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 15, 2025  
at a Regular Meeting  
Held at Town Hall**

**RESOLUTION**

**DRAFT**

NUMBER 191-25

**(RE: AUTHORIZING A LEAVE OF ABSENCE FOR ONE EMPLOYEE IN THE  
DEPARTMENT OF DES - WATER)**

**RESOLVED**, that the following employee is hereby approved for an intermittent leave of absence under FLMA effective the following date:

Employee ID # - 792428 - Effective June 8, 2025 – August 31, 2025

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

**Adopted on July 15, 2025  
at a Regular Meeting  
Held at Town Hall**