



# TOWN OF CORTLANDT

## OFFICE OF THE TOWN CLERK

**Town Clerk**  
LAROUÉ R. SHATZKIN

**Deputy Town Clerk**  
AMANDA SHAFIULLAH

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**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, Laroué 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,

Laroué Shatzkin



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## REGULAR MEETING

### TOWN BOARD AGENDA – NOVEMBER 19, 2024

**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 October 22, 2024 Regular Meeting.

**PUBLIC HEARINGS**

1. Public Hearing to Consider Proposed Amendments to the Zoning Ordinance for Self-Storage Facilities.
  - a. Open Public Hearing
  - b. Adjourn to December 10, 2024

**HEARING OF CITIZENS – AGENDA ITEMS ONLY**

**REPORTS**

**Receive and File the following:**

For the month of September 2024 from the Recreation Department.

For the month of October 2024 from the Office of the Aging, Purchasing Department, Receiver of Taxes and the Town Clerk.

**OLD BUSINESS:**

**Receive and File the following:**

1. Memorandum from DOTS regarding Wild Birch Farm Road and Utility Assessment.

**NEW BUSINESS**

**Receive and File the following:**

1. Request from 3 Hill and Dale Road to extend the Red Oaks Low Pressure Sewer System; Refer to Legal and DOTS.
2. Letter from Resident of 14 Wheeler Drive requesting a Stop Sign at the North East Corner of Wheeler Drive and Lockwood Road; Refer to DES.

**RESOLUTIONS**

1. Authorize Amending the 2024 Budget and Close Capital Projects.
2. Authorize Standardization of Security Technology at all Town-Owned Facilities.
3. Authorize a Revenue Sharing Agreement with the Village of Croton-on-Hudson.

4. Circulate Notice of Intent to serve as Lead Agency under SEQRA for Town Construction Yard Improvements.
5. Circulate Notice of Intent to serve as Lead Agency under SEQRA for Town Water and Sewer Improvements in Annsville.
6. Authorize Renewal of Contract with Auctions International.
7. Authorize 2024-2025 Contract Extension with OpenGov for Online Permitting for various departments.
8. Authorize the Supervisor to execute a License Agreement with the owner of 23 Cardoza Avenue.
9. Authorize the Supervisor to execute a License Agreement with the owner of 11 Broadway.
10. Authorize a Road Closure on Laurie Road for an Annual Block Party.
11. Amend Resolution 233-24 for CDBG Grant Application for a New Nor-West Bus.
12. Amend Resolution 235-24 for CDBG Grant Application for Sidewalk Improvements on Riverview Street.
13. Amend Resolution 237-24 for CDBG Grant Application for Pedestrian Improvements at the Muriel Morabito Center.
14. Agenda Items for DOTS:
  - a. Award TE Contract 2024.16 – Demolition of 95 15<sup>th</sup> Street.
  - b. Award TE Contract 2024.17 – Demolition 11 No. 4<sup>th</sup> Street.
  - c. Award TE Contract 2024.18 – Demolition 78 Locust Avenue.
  - d. Award TE Contract 2024.19 – Demolition 19 Cherry Place.
  - e. Authorize RFP for Consultant Services to assist with Design of Sewers along Albany Post Road, 9A.
  - f. Authorize 2025 Service Contract renewal with Newterra for the Dickerson Pond Sewer Treatment Plant (Valeria).
  - g. Authorize Extension of Service Contract with H2O Innovations for the daily operations of the Dickerson Pond Sewer Treatment Plant (Valeria).

15. Agenda Items for DES:

- a. Authorize Auction of Nor-West Bus.
16. Authorize Seasonal Employees in DES.
17. Authorize a Leave of Absence under FMLA in DES – Water.
18. Authorize a Leave of Absence under FMLA in DES – Sanitation.

**ADDITIONS TO THE AGENDA**

**BUDGET TRANSFERS - NO**

**REPORTS FROM VARIOUS DEPARTMENTS**

**REPORTS FROM STANDING & SPECIAL COMMITTEES**

**SECOND HEARING OF CITIZENS**

**ADJOURNMENT**

**NEXT TOWN BOARD MEETING**

December 10, 2024 at 7:00 pm  
Town Hall Web Site address: [www.townofcortlandt.com](http://www.townofcortlandt.com)



**DRAFT**

A **Regular Meeting** of the Town Board of the Town of Cortlandt was conducted on **October 22, 2024** with the following elected officials and appointed staff in attendance:

<b>RICHARD H. BECKER</b>	<b>Supervisor</b>
<b>JOYCE WHITE</b>	<b>Councilmember</b>
<b>CRISTIN JACOBY</b>	<b>Councilmember</b>
<b>ROBERT MAYES</b>	<b>Councilmember</b>
<b>JAMES CREIGHTON</b>	<b>Councilmember</b>

**Also present:**

<b>TOM WOOD</b>	<b>Town Attorney - ABSENT</b>
<b>MICHAEL CUNNINGHAM</b>	<b>Assistant Town Attorney</b>
<b>LAROUÉ ROSE SHATZKIN</b>	<b>Town Clerk</b>
<b>TINA TOBACK</b>	<b>Interim Deputy Town Clerk</b>
<b>PATRICIA ROBCKE</b>	<b>Comptroller</b>
<b>MICHAEL PREZIOSI</b>	<b>Director, DOTS</b>
<b>CLAUDIA VAHEY</b>	<b>Human Resources Coordinator</b>
<b>STEPHEN FERREIRA</b>	<b>Director, DES - ABSENT</b>
<b>JOE BASSELL</b>	<b>Junior Network Specialist</b>

**MEETING CALLED TO ORDER**

The meeting was called to order at 7:01 p.m.

**PLEDGE TO THE FLAG**

**SUPERVISOR’S PROCLAMATIONS & REPORTS**

Supervisor Becker opened the meeting by honoring Retired Deputy Town Clerk Christine Cothren, who was first hired in July of 1988 as a Permit Clerk in the Office of the Town Clerk, and subsequently spent time in the Office of the Justice Court and at Northern Westchester Joint Water Works. Supervisor Becker invited Town Clerk Laroué Shatzkin down to say a few words.

Town Clerk Laroué Shatzkin remarked that Christine had started working for the Town at the age of 19, and her career spanned 36 years, marking her transition from young woman, to mother, to grandmother. Clerk Shatzkin also remarked that in the last 48 years, three women have served in the title of Town Clerk, including Harriet Boyle, Joanne Dyckman, and herself.

Christine Cothren worked under all of them, making her a unique connection across almost a half century in the Town Clerk's Office.

Supervisor Becker then presented a plaque, flowers, and a Town Clock to former Deputy Clerk Christine Cothren. Mrs. Cothren shared her own remarks, and her feeling that the diversity of her positions over her years allowed her to work with many mentors, and make many friends. She loved working for and being part of the Town of Cortlandt family, and is looking forward to the next chapter of her life.

Supervisor Becker discussed some Town Events that occurred since the last Board Meeting, including the Community Swap, which grows larger every year, Family Fun Day, which had over 3,000 attendees and had a lovely firework show. There was a meet the Candidates Event which was attended by over 100 seniors, and yesterday was the Town of Cortlandt 1<sup>st</sup> Responders Golf Outing, which had over 92 Participants.

In upcoming events, on October 24, there will be a Newcomer's Event at Town Hall to welcome new people to the Town and make sure everyone knows about areas and amenities available to them in Cortlandt. National Prescription Drug Take Back Day is on October 26, and while there is always a locked box available at the Purchasing Department to drop off, from 10-2 there will be special drop off available for this National Event. Finally, there are four upcoming Halloween Events this weekend. On Saturday the 26, there will be a 5K Run at 9:30am at the Cortlandt Waterfront Park, the Hobgoblin Parade at 1:00 PM at the Youth Center for kids age 2-14, and the Dog Parade at 2:30 PM at the Dog Park off Sprout Brook. On Halloween, there will be a Halloween Party at the Youth Center for children through the 5<sup>th</sup> grade, accompanied by an adult, from 6:00 PM to 8:30 PM. On Saturday November 2, the Town will again host the Repair Café at Town Hall in conjunction with the Village of Croton-on-Hudson. Finally, the Veteran's Day event will be at the Muriel Morabito Center at 11am on November 11<sup>th</sup>, with lunch served. Local students are asked to participate by submitting an essay about what Veteran's Day means to them.

## **TOWN BOARD REPORTS**

### **Councilperson James Creighton gave his report**

#### **OF NOTE:**

Councilperson Creighton thanked everyone for their patience with the parking lot construction, which is bringing drainage improvements and new blacktop. Councilperson Creighton remarked on former Deputy Town Clerk Christine Cothren's many years of service and wished her well. The Councilperson commented on the Repair Cafe's success on keeping items out of the waste stream, and on other successful programs doing similar work, including the Composting program, Recycling and others. At the Repair Café, screens, lamps, and many other household items can be fixed, and the volunteers love helping people. The event does require pre-registration. The Newcomers Event is going to be a great event, to get people in touch with their local elected officials, and the services offered by various departments,

including E-ZPass being sold at the Clerk's Office, how to register for the Dog Park, and other things that new residents may not know.

The Paramedics Program is on the October Agenda – Councilperson Creighton thanked the Supervisor for ensuring the Town continues to receive top-notch service. The Cortlandt Community Rowing Association had a wonderful weekend competing in Boston, with a sub group called the Survivors Rowing Network, with 11 Boats in the head of the Charles Regatta, where last year they only had 1 boat. This is the Superbowl of Rowing, and the cheering across all packed bridges in Boston was incredible. Cortlandt was part of that inspiring group of cancer survivors, and it was full of purpose and love. The seeds of the CCRA planted by former Councilperson Frank Farrell have continued to grow. Congrats to Cortlandt and the CCRA and the Town Board for continuing to push for new and innovative uses of the Hudson River and Lake Meahagh.

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

Councilperson Mayes noted that he is wearing a purple tie in recognition of Domestic Violence Awareness Month. As a former prosecutor who dealt with countless cases like this in the DA's office, the Councilman saw firsthand the effects of this serious issue.

Councilperson Mayes commented on the various events that have been discussed so far this evening and how they are all occurring at different areas and locations in the Town. Tonight he hopes to approve a Facilities Assessment Review which will examine five facilities around the Town, looking at conditions of buildings and fields. This will hopefully generate a document that will help the Board continue to plan for ongoing updates and improvements.

Lastly, Councilperson Mayes joked that he is, in fact, running in the Halloween Weekend 5K but does not expect to win a trophy, so he will be accepting the free t-shirt.

**Councilperson Joyce White gave his report**  
**OF NOTE:**

Councilperson White commented that October has been a fun and busy month and started by recognizing the Recreation Department for a very successful Family Fun Day, and commented that it was a perfect example of Cortlandt being "Where Life Works". Councilperson White thanked Councilperson Mayes for inviting her to work on the Facilities review, and talked about the importance of these facilities being maintained and utilized efficiently. Having a plan is important for ongoing maintenance.

Councilperson White discussed an event she attended at the Youth Center for National Stop Bullying Day, where the Westchester County Police talked about the cyber safety and the dangers of bullying. The kids got to really interact with the officers, playing basketball and



spending time with them. The Councilperson shared how she felt it was so effective for her own son and was so impressed by the event.

Councilperson White noted that the Briarcliff-Peekskill Trailway is her passion project, and shared that she has a huge love for local trails and parks. Westchester County and our Legislators have heard her ask and she looks forward to reporting on an upcoming meeting that has been scheduled.

Finally, Councilperson White commented on it being Breast Cancer Awareness Month, and encouraged all women and men to get screened. Early detection can be lifesaving. The Councilperson lost a dear friend to this terrible disease, and you can learn about her story at [Cathystrong.org](http://Cathystrong.org).

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

Councilperson Jacoby thanked Councilperson White for bringing up Breast Cancer Awareness, she also lost a person under the age of 40 to this terrible disease. Councilperson Jacoby echoed the sentiment about Family Fun Day and commented she thought it was the best event hosted by Cortlandt in a very long time.

Commenting on Cybersecurity, the Councilperson echoed the sentiment about the positive police presence, and shared that one of her children had been in a group text of middle school children where one of the children said something very alarming that made their friends concerned they were in danger. The police responded very quickly and figured out who the child was, and all the children were very nervous, but no one got in trouble, and it was the right thing to do. The officer responded compassionately and it was very impressive. The Town is still in the midst of our Safe Streets Initiative, and the Councilperson reminded people to slow down, stay focused on the road, and be safe out there, particularly with Halloween around the corner.

In addition to prescription drop-off location and event at Town Hall, CVS in Beach Shopping Center also takes them year round, and the Councilperson advised everyone to utilize that and get them out of the house, and help keep them out of the waterways and hands of young people.

Finally, Councilperson Jacoby recognized Comptroller Patricia Robcke for her hard work on the budget now that budget season is upon us.

Supervisor Becker agreed and commented what a tough time it is, because costs like health insurance can go up twenty percent in year, and working those increases into the budget can be challenging.

**APPROVAL OF THE MINUTES**

Approve the Minutes for the September 17, 2024 Regular Meeting

Councilperson Mayes made a motion to approve the above Minutes, seconded by Councilperson Jacoby.

**PUBLIC HEARINGS**

**Public Hearing to consider Formation of the Furnace Woods Sewer Improvement Area.**

The Public Hearing was opened at 7:47 P.M.

- a. Close Public Hearing

**RESOLUTION NO. 317-24 RE:** Adopt Negative Declaration

**RESOLUTION NO. 318-24 RE:** Adopt Public Interest Resolution

**RESOLUTION NO. 319-24 RE:** Adopt Bond Resolution

Supervisor Becker commented that he first got involved in this project in 2007, and it is a sewer pipe that will run from Maple Avenue to 202 and is being funded about fifty percent by grant money from New York State, as well as the from Yeshiva, who is putting up the balance, and the Town of Cortlandt is contributing a small sum to the seven million dollar project. All the residents along Lafayette will have the option to tie in. It has been a long road.

Councilperson Jacoby made a motion to close the Public Hearing, adopt a Negative Declaration, and adopt the Public Interest Resolution, and adopt the Bond Resolution, seconded by Councilperson Creighton, with all voting **AYE**.

The Public Hearing was Closed at 7:48 P.M.

**Public Hearing to consider a 6 Month Extension of the Battery Storage Moratorium.**

The Public Hearing was opened at 7:48 P.M.

- a. Close Public Hearing

**RESOLUTION NO. 320-24 RE:** Adopt Negative Declaration

**RESOLUTION NO. 321-24 RE:** Adopt Local Law 10-2024

Supervisor Becker explained that a moratorium was passed previously. This is a controversial subject, lots of companies want to set up the storage facilities, but the lithium ion batteries are extremely dangerous and fires are incredibly difficult to put out. Westchester County will be having a meeting on the subject soon. This moratorium will give the Town more time to see what the rest of the County is doing.

Councilperson Creighton made a motion to close the Public Hearing, adopt a Negative Declaration, and adopt the Local Law, seconded by Councilperson White, with all voting **AYE**.

The Public Hearing was adjourned at 7:50 P.M.

**HEARING OF CITIZENS – AGENDA ITEMS ONLY**

**REPORTS**

**Receive and File the following:**

For the month of August 2024 from the Recreation Department.

For the month of September 2024 from the Office of the Aging, Purchasing Department, Receiver of Taxes and the Town Clerk.

**OLD BUSINESS:**

**Receive and File the following:**

1. Map, Plan and Report (revised) for the Furnace Woods Sewer Improvement Area.

**NEW BUSINESS**

**Receive and File the following:**

1. Memorandum from Chairman of Planning Board, Steve Kessler, regarding request for Zoning Amendment for Self-Storage on Route 202.
2. Letter from Resident of 15 Cross Road regarding speeding in the neighborhood; Refer to DES.
3. Letter from Resident of 120 Quaker Bridge Road to waive parking restrictions on October 26, 2024. (See Resolution 9)

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

Supervisor Becker discussed the number of applications for self-storage facilities, which have a low impact and generate revenue, but Zoning needs to be looked at and considered.

## **RESOLUTIONS**

**RESOLUTION NO. 322-24 RE:** Adopt Town Board Meeting Schedule for 2025.

**RESOLUTION NO. 323-24 RE:** Authorize Renewal of Service Agreement with Mohegan Volunteer Ambulance Corps.

Councilmember Mayes moved that the Board be polled for the following resolution, seconded by Councilmember Jacoby.

**RESOLUTION NO. 324-24 RE:** Authorize the execution of an Intermunicipal Agreement with the City of Peekskill for the Paramedics Program.

### **The Board was polled:**

<b><u>Councilmember Mayes:</u></b>	<b>Yes</b>
<b><u>Councilmember Jacoby:</u></b>	<b>Yes</b>
<b><u>Supervisor Becker:</u></b>	<b>Abstain</b>
<b><u>Councilmember Creighton:</u></b>	<b>Abstain</b>
<b><u>Councilmember White:</u></b>	<b>Yes</b>

### **The motion passed.**

Supervisor Becker commented that the Paramedics Program has historically been a tri-agreement between Peekskill, Hudson Valley Hospital, and the Town of Cortlandt. The Hospital will no longer be participating, following the model where New York City covers their own Paramedics. A new not-for-profit is being formed under the same name, Cortlandt Peekskill Paramedics Program, and both members of the Town of Cortlandt Board, and the Peekskill Council will sit on that Board as officers. Medical Director Dr. McGurdy will also participate, as well as Dr. Patrick Thomas, who is the former chairman of the Medical Board. For years, the hospital has provided medical and equipment support, and the hospital has agreed to maintain that, which is a big help to the new organization.

Deputy Attorney Michael Cunningham clarified that Supervisor Becker is President of the Board of the new Cortlandt Peekskill Paramedic Program, and Councilperson Creighton is the Secretary, which is why they will be abstaining from the vote.

Councilperson Jacoby commented how wonderful it is that the Town will be able to continue to provide this service, and the importance of being able to get to a hospital quickly in the event of an emergency, and her sentiment was echoed by Councilperson Mayes.

Supervisor Becker added that a place was needed to house the Paramedics and Northern Westchester Joint Water Works had a vacant building that they are renting to the Ambulance Corp. for one dollar per year, and Town Staff re-did the inside, and Franzoso Contracting gifted a new roof. It's beautiful when the whole community comes together to make these things happen.

**RESOLUTION NO. 325-24 RE:** Authorize renewal of Lease Agreement for the New York State Police Barracks, Subject to Permissive Referendum.

**RESOLUTION NO. 326-24 RE:** Extend a Parking Agreement with Church of the Divine Love.

**RESOLUTION NO. 327-24 RE:** Authorize a License Agreement with the Owner of 62 Waterbury Parkway.

**RESOLUTION NO. 328-24 RE:** Authorize a Water use Agreement with Dori & Clay Distillery.

**RESOLUTION NO. 329-24 RE:** Authorize a Load-Only Fireworks Permit for November 2<sup>nd</sup>, 2024 for Santore's World Famous Fireworks for an event in Tarrytown.

**RESOLUTION NO. 330-24 RE:** Authorize parking for not more than 10 vehicles at 120 Quaker Bridge Road on October 26<sup>th</sup>, 2024 from 10am-3pm.

**RESOLUTION NO. 331-24 RE:** Authorize Appointed and Elected Officials to attend the Association of Towns Annual Training School from February 16-19, 2025.

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

Supervisor Becker commented on the Police Barracks Lease Renewal, which is a win-win for the Town, not only does the Town earn revenue, but it allows a State Police headquarters right here in the Town. Further, the water use agreement is an entrepreneur who wants to use Quarry Water to distill Bourbon.

Agenda items for DOTS:

**RESOLUTION NO. 332-24 RE:** Award TE Contract 2024.10 (R) – Furnace Woods Sewer ~~District~~ *Improvement Area, AS AMENDED.*

**RESOLUTION NO. 333-24 RE:** Award TE Contract 2024.14 – Town Wide Facilities Assessment RFP.

**RESOLUTION NO. 334-24 RE:** Authorize DOTS to prepare bid for Town-Wide Welcome Sign Replacement.

**RESOLUTION NO. 335-24 RE:** Appoint Amanda Autar-Shafiullah as Deputy Town Clerk in the Office of the Town Clerk.

**RESOLUTION NO. 336-24 RE:** Authorize Winter Seasonal Employees in the Recreation Department.

**RESOLUTION NO. 337-24 RE:** Authorize Winter Seasonal Employees at the Senior Center and in the Legal Department.

**RESOLUTION NO. 338-24 RE:** Authorize a Leave of Absence for an employee in DOTS – Code Enforcement.

**RESOLUTION NO. 339-24 RE:** Schedule a Public Hearing for November 19, 2024 for proposed amendments to the Zoning Ordinance to Allow Self-Storage Facilities.

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

**ADDITIONS TO THE AGENDA - NONE**

**BUDGET TRANSFERS – NONE**

**REPORTS FROM VARIOUS DEPARTMENTS**

**REPORTS FROM STANDING & SPECIAL COMMITTEES**

**SECOND HEARING OF CITIZENS**

**ADJOURNMENT**

Councilperson Creighton commented during adjournment that election day is coming up and reminded everyone to turn over their ballot for referendums on the back.

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

The meeting was adjourned at 8:02 P.M.

**NEXT TOWN BOARD MEETING**

November 19, 2024 at 7:00 pm  
Town Hall Web Site address: [www.townofcortlandt.com](http://www.townofcortlandt.com)

**Respectfully submitted,**

**Laroue Rose Shatzkin  
Town Clerk**

**RESOLUTION**

**NUMBER 339-24**

**(SCHEDULE A PUBLIC HEARING FOR NOVEMBER 19, 2024 FOR PROPOSED AMENDMENTS TO THE ZONING ORDINANCE FOR SELF-STORAGE FACILITIES)**

**WHEREAS**, the Town received a Verified Zoning Text Petition from 3 Locust Avenue LLC to allow self-storage facilities in the Community Commercial District; and

**WHEREAS**, 3 Locust Avenue LLC has submitted a site plan for a self-storage facility to the Planning Board and has made several revisions to its plans; and

**WHEREAS**, the attorney for GM Personal LLC also submitted a letter to the Town with his client's position on self-storage facilities in the Community Commercial Zone;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board shall schedule a Public Hearing for November 19, 2024 at 7:00 PM at Town of Cortlandt Town Hall located at 1 Heady Street, Cortlandt Manor, NY 10567 pertaining to amendments to the Zoning Ordinance for self-storage facilities.

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

**Adopted October 22, 2024  
At a Regular Meeting  
Held at Town Hall**



**DRAFT**

**RESOLUTION**

**NUMBER X-24**

**(RE: ADOPT LOCAL LAW FOR ZONING TEXT AMENDMENTS  
PERTAINING TO SELF-STORAGE FACILITIES AND PUBLIC  
WAREHOUSING AND STORAGE)**

**RESOLVED**, that the Town Board of the Town of Cortlandt does hereby adopt Local  
Law No. 11 of 2024.

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

**Adopted on November 19, 2024  
At a Regular Meeting  
Held at Town Hall**

**Local Law No. \_\_\_ of 2024**

**(ZONING TEXT AMENDMENTS PERTAINING TO SELF-STORAGE FACILITIES AND PUBLIC WAREHOUSING AND STORAGE)**

**Section 1: Legislative Intent**

The Town has been receiving an increasing number of requests to create new Self-Storage Facilities throughout the Town. The Town Board believes that it is necessary to update the Town Code to promote reasonable standards for development, and to distinguish the Self-Storage Facility use from the Public Warehousing and Storage use, which is an existing use in the Town Code.

**Section 2: Amendments to Table of Permitted Uses (307 Attachment 2)**

**A. Updates to Table of Permitted Uses**

The Table of Permitted Uses (307 Attachment 2) shall be updated to allow “Self-Storage Facility” by Special Permit on Route 202/NYS Route 35 in the CC, HC, and CD Zones, and to allow it as a Permitted use in the HC-9A Zone with a note that it shall only be allowed in the HC-9A Zone south of Memorial Drive. The listing for Self-Storage Facility shall be inserted beneath the Personal Services Facilities subsection of the table.

The Table of Permitted Uses (307 Attachment 2) shall be further amended to rename “Public Warehousing and Storage” to “Warehousing and Storage,” to move the listing to the Construction subsection of the table, and to change “Warehousing and Storage” to “N”, not permitted, in the HC-9A Zone.

	CR OS	PR OS	R - 1 6 0	R - 8 0	R - 4 0	R - 40 A	R - 2 0	R - 1 5	R - 1 0	R G	CC	H C	C D	M D	M - 1	H C - 9 A	A W E	MO D
<b><u>SELF-STORAGE FACILITY</u></b>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>SP<sup>12</sup></u>	<u>SP<sup>12</sup></u>	<u>SP<sup>12</sup></u>	<u>P</u>	<u>P</u>	<u>P<sup>11</sup></u>	<u>N</u>	<u>N</u>
<b><u>WAREHOUSING AND STORAGE</u></b>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>P</u>	<u>P</u>	<u>N</u>	<u>N</u>	<u>N</u>

**B. Updates to Notes for Table of Permitted Uses**

The following notes shall be included in the Table of Permitted Uses (307 Attachment 1):

- Note 11. “Self-storage facility” shall only be permitted south of Memorial Drive.
- Note 12. “Self-storage facility” shall only be permitted via Special Permit on parcels with frontage on Route 202/NYS Route 35.

**Section 3: Amendments to Section 307-4. Definitions**

“Self-Storage Facility” shall be added as a new definition in Section 307-4 of the Town Code, as follows:

**SELF-STORAGE FACILITY:** A building or buildings containing separate individual storage units for rent or lease restricted solely for the temporary storage of goods and wares not belonging to the owner of the land on which the building(s) is located. The conduct of sales, business, or any activity other than storage within the individual storage units is not permitted.

“Public Warehousing and Storage” has been listed in the Table of Permitted uses, but there is no corresponding definition in Section 307-4 of the Town Code. The following terminology change and new definition shall be added:

**WAREHOUSING AND STORAGE:** A building or buildings used principally for the storing of goods or materials where the use is undertaken by the owner or long-term lessee of the property and space is not for rent to the general public (see Self-Storage Facility), and where the stored goods/materials may be subsequently transported to another location for sale, but does not include manufacturing, or industrial incidental storage of raw materials used by the business on-site or finished product of the business made on-site.

**Section 4: Amendments to Section 307-29(C) Table of Required Off-Street Parking Spaces; Rules for Interpretation**

The following shall be added to the Parking table located in Section 307-29(C):

<b>TABLE OF REQUIRED OFF-STREET PARKING SPACES</b>	
<b>Use</b>	<b>Required Number of Spaces</b>
<b>Self-Storage Facility</b>	<b>1 per 10,000 square feet of Gross Floor Area, plus 1 per employee on maximum work shift</b>
<b>Warehousing and Storage</b>	<b>0.5 per 1,000 square feet of gross floor area</b>

**Section 5: Addition of Route 202 Public Warehousing and Storage Special Permit**

The following provisions shall be added to the Zoning Chapter of the Town Code as the “Route 202 Self-Storage Facility Special Permit”:

**§ 307-XX. Route 202 Self-Storage Facility Special Permit.**

- A. Purpose.** The Town permits Self-Storage Facilities in the CC District, HC District, and CD District on Route 202/NYS Route 35 by Planning Board Special Permit, subject to the standards and conditions set forth in Subsection (B), below.

**B. Standards and conditions:**

- (1) Self-Storage Facility use is limited to lots within the CC District, HC District, and CD District with frontage on US Route 202/NYS Route 35.**
- (2) No more than one Self-Storage Facility building per lot.**
- (3) Outdoor storage, including but not limited to boats, equipment, and motor vehicles, is prohibited.**
- (4) All Self-Storage Facility uses shall comply with the following dimensional requirements:**
  - (a) Minimum Lot Area: The larger of 40,000 square feet or the minimum Lot Area required in the underlying Zoning District per Section 307 Attachment 5**
  - (b) Minimum Lot Width: 200 feet**
  - (c) Maximum Building Height: 35 feet**
  - (d) Minimum Front Yard: The larger of 30 feet or what is otherwise required in the underlying Zoning District per Section 307 Attachment 5**
  - (e) Minimum Side Yard: The larger of 20 feet or what is otherwise required in the underlying Zoning District per Section 307 Attachment 5**
  - (f) Minimum Rear Yard: The larger of 20 feet or what is otherwise required in the underlying Zoning District per Section 307 Attachment 5**
  - (g) Maximum Building Coverage: 25% of lot area or what is otherwise required in the underlying Zoning District per Section 307 Attachment 5**
  - (h) Minimum Landscaped Area: 35% of lot area or what is otherwise required in the underlying Zoning District per Section 307 Attachment 5**
  - (i) Maximum Building Floor Area: 75,000 square feet**
- (5) All units shall be accessible only from the interior of the building.**
- (6) All Self-Storage Facilities shall comply with all other requirements of this Chapter, unless specifically modified by this Section.**

**Section 6: Severability**

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

**Section 7: Effective Date**

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

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

**Adopted December 10, 2024  
At a Regular Meeting  
Held at Town Hall**

DRAFT



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



Town Supervisor  
RICHARD H. BECKER, MD

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

Town Hall  
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Cortlandt Manor, NY 10567  
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Director  
KEN SHERMAN  
914-734-1058  
Deputy Director  
LESLEY POPKIN  
914-734-1057

October 23, 2024

TO: Supervisor Richard H. Becker

RE: ATTENDANCE REPORT – SEPTEMBER 2024 - 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 2015.
2. Provides a detailed attendance report for our YOUTH recreation programs conducted during the month of September 2024.
3. Provides a detailed attendance report for our ADULT recreation programs conducted during the month of September 2024.
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

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
JANUARY	10,931	9,159	8,329	10,343	10,193	9,309	727	6,026	8,135	7,192
FEBRUARY	10,286	10,045	9,166	9,179	9,061	10,044	948	6,334	7,396	8,284
MARCH	6,559	7,620	6,787	6,087	7,046	3,500	1,092	4,420	6,163	6,034
APRIL	10,593	12,792	9,437	7,699	8,448	8,027	3,708	2,392	11,347	12,097
MAY	16,210	14,267	15,092	12,887	11,480	110	8,696	8,755	10,951	10,717
JUNE	15,038	18,065	18,196	15,840	12,541	54	13,769	10,754	12,700	13,932
JULY	37,604	21,151	31,056	29,060	38,686	3,003	20,742	29,166	33,781	41,938
AUGUST	18,773	16,242	14,485	14,944	17,904	5,196	10,445	14,751	14,322	22,543
SEPTEMBER	13,111	10,614	9,449	9,208	8,968	5,391	8,000	10,001	10,731	13,751
OCTOBER	16,108	15,129	12,515	13,401	12,183	7,237	10,056	10,899	18,401	
NOVEMBER	8,502	7,764	7,645	6,793	7,084	1,866	4,441	6,601	7,032	
DECEMBER	4,120	4,109	4,047	3,765	3,575	720	3,161	4,457	4,412	
TOTAL	167,835	146,957	146,204	139,206	147,169	54,457	85,785	114,556	145,371	136,488

**TOWN OF CORTLANDT RECREATION**  
**MONTHLY ATTENDANCE REPORT**  
**YOUTH ACTIVITY - 2024**

Activity	# of Sessions	Totals	# of Sessions	Totals	Difference	2024 Daily
	Sept. '24	Sept. '24	Sept. '23	Sept. '23	Sept. '24-Sept. '23	Average
					0	#DIV/0!
Art Explorers	2	14	1	8	6	8
Art Quest	2	10	1	6	4	6
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 - Sailors					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	2	4	2	4	0	2
Bowling - Bumper Bowl	2	10	2	6	4	3
Cheerleading Camp					0	#DIV/0!
CPR/ for Prof. Rescuer	1	5			5	#DIV/0!
Game Café at the CUE			0	0	0	#DIV/0!
Parents Night (Camp)					0	#DIV/0!
Camp Orientation					0	#DIV/0!
C.I.T. Seminar					0	#DIV/0!
Day Camp (1-4)					0	#DIV/0!
Day Camp (7,8)					0	#DIV/0!
Day Camp (5,6)					0	#DIV/0!



**TOWN OF CORTLANDT RECREATION  
MONTHLY ATTENDANCE REPORT  
YOUTH ACTIVITY - 2024**

Activity	# of Sessions	Totals	# of Sessions	Totals	Difference	2024 Daily
	Sept. '24	Sept. '24	Sept. '23	Sept. '23	Sept. '24-Sept. '23	Average
Day Camp - Day Play					0	#DIV/0!
Environ. Prog.-mommy, daddy & me					0	#DIV/0!
Environ. Prog.-Hidden Signs of Animals					0	#DIV/0!
Environ. Prog.-Exploring the Pond	1	7	1	3	4	3
Environ. Prog.-Surviving in the Woods					0	#DIV/0!
Environ. Prog.-Things, creep crawl & fly					0	#DIV/0!
Environ. Prog.-Trailblazers					0	#DIV/0!
Explorers					0	#DIV/0!
Family Fun Day					0	#DIV/0!
Football - Clinic - Flag	2	82			82	#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!
Footbal - 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!
Karate					0	#DIV/0!
Krafty Kids					0	#DIV/0!
Lacrosse Camp					0	#DIV/0!
Lacrosse Clinic					0	#DIV/0!
Lacrosse 5&6 Grade Team					0	#DIV/0!
Lacrosse Elem. League Practice					0	#DIV/0!
Lacrosse Elem. League Games					0	#DIV/0!
Lacrosse League - Summer League					0	#DIV/0!
Lacrosse League - Tryouts					0	#DIV/0!
Lacrosse Intramurals					0	#DIV/0!
Lacrosse Workouts					0	#DIV/0!
Lego-Oh!					0	#DIV/0!
Lifeguard Test					0	#DIV/0!
Lifeguard Training					0	#DIV/0!
Mad Science					0	#DIV/0!
Moms & Toddlin Tots					0	#DIV/0!
Movie Night					0	#DIV/0!
Mini-Golf Course					0	#DIV/0!
Mini-Multi Sports Camp					0	#DIV/0!
Multi Sports Camp					0	#DIV/0!
Music, Movement & Crafts					0	#DIV/0!
Nor-West	6	65	3	27	38	9
National Youth Sports Coaches - Clinic					0	#DIV/0!
Painting/Drawing					0	#DIV/0!
Piano					0	#DIV/0!
Playgrounds - FG Lindsey					0	#DIV/0!
Skyhawks Basketball	2	14	2	18	-4	9
Skyhawks Baseball	2	28	0	0	28	#DIV/0!
Skyhawks Soccer Tots	2	154	2	102	52	51
Skyhawks Volleyball	2	22	0	0	22	#DIV/0!

**TOWN OF CORTLANDT RECREATION**

**MONTHLY ATTENDACE REPORT**

**YOUTH ACTIVITY - 2024**

Activity	# of Sessions	Totals	# of Sessions	Totals	Difference	2024 Daily
	Sept. '24	Sept. '24	Sept. '23	Sept. '23	Sept. '24-Sept. '23	Average
Playgrounds - Westbrook Drive					0	#DIV/0!
Playtime					0	#DIV/0!
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	1	107	1	50	57	50
Soccer Draft/Coaches Meeting			0	0	0	#DIV/0!
Soccer League - Evaluations					0	#DIV/0!
Soccer League - Midget Games - Boys	2	160	2	180	-20	90
Soccer League - Midget Games - Girls	2	100	2	120	-20	60
Soccer League - Junior Games - Boys	2	106			106	#DIV/0!
Soccer League - Junior Games - Girls	2	94	2	80	14	40
Soccer League - Pee Wee Games - Boys	2	156	2	150	6	75
Soccer League - Pee Wee Games - Girls	2	100	2	88	12	44
Soccer League - Pee Wee Co-Ed Clinic					0	#DIV/0!
Soccer League - Midget Prac. - Boys	15	1125	15	1125	0	75
Soccer League - Midget Prac. - Girls	15	750	15	900	-150	60
Soccer League - Junior Prac. - Boys	15	750			750	#DIV/0!
Soccer League - Junior Prac. - Girls	15	750	15	560	190	37.333333
Soccer League - Pee Wee Prac. - Boys	15	1125	15	1125	0	75
Soccer League - Pee Wee Prac. - Girls	15	750	15	660	90	44
Soccer - Awards Night					0	#DIV/0!
Soccer - Parent & Me					0	#DIV/0!
Soccer Travel Tryouts					0	#DIV/0!
Soccer Travel Games - High School - Boys					0	#DIV/0!
Soccer Travel Games - U9 Boys					0	#DIV/0!
Soccer Travel Games - U10 Boys					0	#DIV/0!
Soccer Travel Games - U11 Boys	4	180	3	112	68	37.333333
Soccer Travel Games - U12 Boys	4	172	3	150	22	50
Soccer Travel Games - U13 Boys	4	200	3	120	80	40
Soccer Travel Games - U14 Boys	2	86			86	#DIV/0!
Soccer Travel Games - U15 Boys			3	135	-135	45
Soccer Travel Games - U10 Girls					0	#DIV/0!
Soccer Travel Games - U11 Girls	3	129	3	120	9	40
Soccer Travel Games - U12 Girls	4	180	3	150	30	50
Soccer Travel Games - U13 Girls	4	200			200	#DIV/0!
Soccer Travel Games - U14 Girls					0	#DIV/0!
Soccer Travel Games - U15 Girls					0	#DIV/0!
Soccer Travel Meetings	1				0	#DIV/0!
Soccer Travel Games - High School - Boys					0	#DIV/0!
Soccer Travel Practice - U9 Boys					0	#DIV/0!
Soccer Travel Practice - U10 Boys					0	#DIV/0!
Soccer Travel Practice - U11 Boys	8	144	8	120	24	15
Soccer Travel Practice - U12 Boys	8	136	8	160	-24	20
Soccer Travel Practice - U13 Boys	8	400	8	128	272	16
Soccer Travel Practice - U14 Boys	8	136			136	#DIV/0!
Soccer Travel Practice - U15 Boys			8	144	-144	18
Soccer Travel Practice - U10 Girls					0	#DIV/0!
Soccer Travel Practice - U11 Girls	8	144	8	128	16	16
Soccer Travel Practice - U12 Girls	8	144	8	160	-16	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!
Sports Squirts					0	#DIV/0!
Super Hero Camp					0	#DIV/0!
Swim - Competitive Swim Clinic					0	#DIV/0!
Swim Instruction - 1,2,3	2	78	2	84	-6	42

**TOWN OF CORTLANDT RECREATION  
MONTHLY ATTENDANCE REPORT  
YOUTH ACTIVITY - 2024**

Activity	# of Sessions	Totals	# of Sessions	Totals	Difference	2024 Daily
	Sept. '24	Sept. '24	Sept. '23	Sept. '23	Sept. '24-Sept. '23	Average
Swim - Cook Staff Orientation					0	#DIV/0!
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 - Jr. 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	2	48	0	0	48	#DIV/0!
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	30	340	30	302	38	10.066667
Youth Employment - Walter Panas	30	379	30	338	41	11.266667
Youth Center	23	527	22	485	42	22.045455
YCS - Canteens	7	68	8	51	17	6.375
YCS - Courses & Trips			0	0	0	#DIV/0!
YCS - 5th Grade Fun Club After School					0	#DIV/0!
YCS - Healthy Snack Club					0	#DIV/0!
YCS - Rock Wall & Weight Training	23	94	24	155	-61	6.4583333
YCS - Nite Clubs - Parties - BBQ					0	#DIV/0!
YCS - Special Event					0	#DIV/0!
YCS - Sports Activities			1	9	-9	9
YCS - DJ Nights, Karaoke, Music, Etc	1	39	1	5	34	5
YCS - Open Gym	3	34	1	0	34	0
YCS - Gaming for Senior Citizens			4	0	0	0
YCS - After Camp Program					0	#DIV/0!
YCS - Zoom Programs					0	#DIV/0!
YCS - Camp Rock Wall					0	#DIV/0!
YCS - Birthday Parties/Rental	3	100	0	0	100	#DIV/0!
<b>Total</b>	<b>323</b>	<b>10606</b>	<b>289</b>	<b>8268</b>	<b>2338</b>	<b>59.201923</b>

**TOWN OF CORTLANDT RECREATION  
MONTHLY ATTENDANCE REPORT  
ADULT ACTIVITY - 2024**

Activity	# of Sessions	Totals	# of Sessions	Totals	Difference	2024 Daily
	Sept. '24	Sept. '24	Sept. '23	Sept. '23	Sept. '24-Sept. '23	Average
Badminton					0	#DIV/0!
Basketball - 30 & Older	2	20	4	88	-68	22
Basketball - 18 & Older	2	18	4	83	-65	20.75
Boating Safely					0	#DIV/0!
Choosing a College Major					0	#DIV/0!
CPR Review					0	#DIV/0!
CPR/AED for the Professional Rescuer					0	#DIV/0!
Dance Classes	1	6			6	#DIV/0!
Defensive Driving					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!
Introduction to Japanese	2	6	2	6	0	3
Introduction to Stand Up Paddleboard	3	33			33	#DIV/0!
Karate					0	#DIV/0!
Light Saber Training	1	14	0	0	14	#DIV/0!
Meditation Seminar					0	#DIV/0!
Navigating College Admission Process					0	#DIV/0!
Navigating College Financial Aid Process					0	#DIV/0!
Nor-West	15	290	9	236	54	26.22222222
Paddle Fit: Section 1	3	18			18	#DIV/0!
Piano					0	#DIV/0!
Pilates					0	#DIV/0!
Pickleball					0	#DIV/0!
Piloxing					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 Ball	13	2600	13	2600	0	200
Softball - Men Games					0	#DIV/0!
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!
Tai Chi					0	#DIV/0!
Tennis Instruction - Outdoor	2	24	0	0	24	#DIV/0!
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.			2	32	-32	16
Water for a City					0	#DIV/0!
Yoga-Intro to SUPY - slow flow & meditation	3	18			18	#DIV/0!
Yoga 2.0	1	21	2	34	-13	17
Yoga Anyone					0	#DIV/0!
Yoga-Core & Stretch	1	19	2	32	-13	16
Yoga-Gentle			2	26	-26	13
Yoga-Lite	2	24	2	22	2	11
Yoga & More					0	#DIV/0!
Waterfront Yoga					0	#DIV/0!
Woga	3	34	4	52	-18	13
Westchester Women's Chorus			3	180	-180	60
<b>TOTAL</b>	<b>54</b>	<b>3145</b>	<b>49</b>	<b>3391</b>	<b>-246</b>	<b>69.20408163</b>

ATTENDANCE - FIGURE COMPARISONS  
Sep-24

2024 13,751  
2023 11,659  
DIFFERENCE 2,092

PRINCIPLE PROGRAMS AFFECTING DECREASE IN PROGRAM ATTENDANCE

soccer league-midget practices-girls	-150
soccer travel games BU15	-135
YCS-rockwall & weight training	-144
basketball 30 & older	-61
basketball 18 & older	-68
westchester womens choir	-65
	-180

PRINCIPLE PROGRAM AFFECTING INCREASE IN PROGRAM ATTENDANCE

football clinic-flag	not held in 2023	82
skyhawks soccer tots	increase in program participation	52
soccer clinic	not held in 2023	57
soccer league-junior games-boys	not held in 2023	106
soccer league-junior practices-boys	not held in 2023	750
soccer league-junior practices-girls	increase in program participation	190
soccer league-peewee practices-girls	increase in program participation	90
soccer travel games BU11	1 additional session held	68
soccer travel games BU13	1 additional session held	80
soccer travel games BU14	not held in 2023	86
soccer travel games GU13	not held in 2023	200
soccer travel practice BU13	increase in program participation	272
soccer travel practice BU14	not held in 2023	136
soccer travel practice GU13	not held in 2023	160
YCS-birthday party / rental	3 additional sessions held	100
nonwest-adult	6 additional sessions held	54

TOTAL

-803

TOTAL 2483



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

October 31, 2024

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 October, 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



### **Senior Citizen Clubs:**

We had 4 large club meetings this month with an average of 114 in attendance at each. Attendance has picked up since the summer. 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. October 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 October calendar so you can reference all the other offerings at the Center. In addition, to our regularly scheduled programs, we did a presentation at the Verplanck Senior Club related to the meal program and other services offered by the Town, had a trip to Goodspeed Opera House in CT, educational forum on Elder Fraud Prevention/Elder Abuse, a drawing class, a Meet the Candidates forum, an Installation of Officers for the Verplanck Club, and a Halloween Party at the Center. Our numbers were one of the highest in years.





## 2024-OCTOBER

Activity	# of sessions	Totals	Avg/ session
NOR-CORT/CORT CLUB	4	456	114
VERPLANCK CLUB	5	200	40
PARTIES	2	200	100
EXERCISE	25	1125	45
Acts, Cards, Ceram.	42	1050	25
SPECIALS	2	125	75
BUS TRANS.	5	61	12.2
TRIPS	1	52	52
HOME VISITS	2	3	1.5
WJCS/REFERRAL	20	78	3.9
SHOPPING	7	58	8.29
MEDICAL CAR	16	36	2.44
CONGREGATE	22	313	14.23
HDM / SNAP	22	1495	67.95



# TOWN OF CORTLANDT - THE GOLDEN CONNECTION

## October 2024

Monday	Tuesday	Wednesday	Thursday	Friday
<p><b>NOTICE: CALENDARS SUBJECT TO CHANGE WITHOUT PRIOR NOTICE!</b></p> <p>29 Westbrook Dr., Cortlandt Manor, NY 914-528-1572</p>	<p>1 Bocce 9:30am</p> <p>Nor-Cort/Cortlandt Mtg. 10:30am Lunch Bingo</p>	<p>2 Rockin' the Clock 10:30am Men's Discussion Group 12:00pm Coffee Hour 12:00pm Craft Day 12:00pm</p> <p><b>Special: Play with Pro, Pickleball Paul 1:30pm-3:15pm</b></p>	<p>3 Chair Yoga 10:30am Wii Bowling 11:45am Mahjong/Chinese Mahjong, Cards, Canasta and Board Games 12:00pm Bereavement 12:00pm</p> <p><b>Verplanck Mtg. 10:00am @Schoolhouse</b></p>	<p>4 Low Impact 10:15am</p> <p>Zumba 12:15pm</p> <p>Pizza &amp; Movie 1:00 pm "Haunted Mansion"</p>
<p>7 Line Dancing 10:30am-11:30am Poker Group 1:00pm-3:00pm Drop in Pickleball 1:30pm-3:00pm Shopping Trip to Uncle G's &amp; Trader Joe's</p>	<p>8 Bocce 9:30am</p> <p>Nor-Cort/Cortlandt Mtg. 10:30am Meet the Candidates 11:00am Lunch</p>	<p>9 Drawing Class 10:00am-1:00pm Rockin' the Clock 10:30am Men's Discussion Group 12:00pm Coffee Hour 12:00pm Drop in Pickleball 1:30-3:00pm</p> <p><b>Goodspeed Trip Out - Bus Leaves 8:30am</b></p>	<p>10 Chair Yoga 10:30am Wii Bowling 11:45am Mahjong/Chinese Mahjong, Cards, Canasta and Board Games 12:00pm Bereavement 12:00pm</p> <p><b>No Verplanck Mtg.</b></p>	<p>11 Low Impact 10:15am Zumba 12:15pm Salsa with Suzi 1:15pm "Meringue"</p> <p><b>Verplanck Installation of Officers @ Cortlandt Colonial</b></p>
	<p>15 Bocce 9:30am</p> <p>Nor-Cort/Cortlandt Mtg. 10:30am Lunch Bingo</p>	<p>16 Drawing Class 10:00am-1:00pm Rockin' the Clock 10:30am</p> <p>No Men's Discussion Group, Coffee Hour or Drop in Pickleball</p> <p><b>Seminar: Elder Abuse and Fraud Prevention 12:00pm - 1:30</b></p>	<p>17 Chair Yoga 10:30am Wii Bowling 11:45am Mahjong/Chinese Mahjong, Cards, Canasta and Board Games 12:00pm</p> <p><b>No Verplanck Mtg.</b></p>	<p>18 Low Impact 10:15am</p> <p>Zumba 12:15pm Salsa with Suzi 1:15pm "Meringue"</p>
<p>21 Line Dancing 10:30am-11:30am Special Chair Yoga 12:00pm-1:00pm Poker Group 1:00pm-3:00pm Drop in Pickleball 1:30pm -3:00pm JV Mall Shopping Bus</p>	<p>22 Bocce 9:30am</p> <p>Nor-Cort/Cortlandt Mtg. 10:30am Lunch Big Bingo 12:30 pm</p>	<p>23 Drawing Class 10:00am-1:00pm Rockin' the Clock 10:30am Men's Discussion Group 12:00pm Coffee Hour 12:00pm Drop in Pickleball 1:30-3:00 pm</p>	<p>24 Chair Yoga 10:30am Wii Bowling 11:45am Mahjong/Chinese Mahjong, Cards, Canasta and Board Games 12:00pm Bereavement 12:00 pm</p> <p><b>Verplanck Mtg.10:00am @Schoolhouse</b></p>	<p>25 Low Impact 10:15am</p> <p>Zumba 12:15pm</p> <p>Travelogue Series: Spain 1:30pm-3:00pm</p>
<p>🌟 OPEN HOUSE WEEK 🌟 Stop by, meet the staff, and try out our programs 🌟 OPEN HOUSE WEEK 🌟</p>				
<p>28 Line Dancing 10:30am-11:30am Special Chair Yoga 12:00pm-1:00pm Poker Group 1:00pm-3:00pm Drop in Pickleball 1:30pm-3:00pm</p>	<p>29</p> <p><b>NOR-CORT/CORTLANDT HALLOWEEN PARTY 11:00AM NO MEETING</b></p>  	<p>30 Drawing Class 10:00am-1:00pm Rockin' the Clock 10:30am Men's Discussion Group 12:00pm Coffee Hour 12:00pm Swing Dance 1:30-3 pm NO PICKLEBALL</p> <p><b>Veteran's Meeting 11 am at Town Hall</b></p>	<p>31 Chair Yoga 10:30am Wii Bowling 11:45am Mahjong/Chinese Mahjong, Cards, Canasta and Board Games 12:00pm</p> <p><b>Verplanck Mtg.10:00am @Schoolhouse</b></p>	<p><b>Program Information On Reverse Side!</b></p> 

# TOWN OF CORTLANDT - THE GOLDEN CONNECTION

## Schedule of Events

Pizza & Movie: "Haunted Mansion" is Friday, October 4th at 1:00pm. A woman and her son enlist a motley crew of so-called spiritual experts to help rid their home of supernatural squatters. Pre-registration is required, one week prior, with payment of \$6.00 for 2 slices of pizza, beverage, and dessert.

Meet the Candidates: Join us for refreshments and a casual meet and greet with the candidates. Understand the candidates positions on issues that impact you and your community. Tuesday, October 8th at 11:00am. This is a free event and call 914-528-1572 to register for an accurate refreshment count

Drawing in Black & White and Color: Instructor, Sharon Rubinstein  
Drawing skills are fundamental for 2-dimensional art. This 4-week class of 3 hour sessions will use graphite, charcoal, colored pencil, and watercolor pencils to explore a range of expressive possibilities. Each class is structured with demonstrations and short, supportive critiques. Classes will be held at the Center on Wednesdays, October 9, 16, 23, & 30 from 10:00 AM– 1:00 PM. *Pre-registration with payment \$75.00—price includes cost of supplies is required no later than one week prior to start of class.*

Bereavement Support: This support group is available to those who are grieving a recent death and provide a safe and supportive environment where people can verbalize feelings associated with a loss. Susan Loomis, LMSW will be available for support. Next Meeting scheduled Thursday, October 10th and 24th from 12:00pm-1pm. Office hours available upon request.

Salsa with Suzi: Join us on Fridays, October 11th & 18th at 1:15pm as Suzi teaches the Merengue! Sessions will cover one dance style so that we can cover more moves and build on the knowledge that you are gaining.

Seminar: Elder Abuse and Fraud Prevention on Wednesday, October 16th from 12:00pm - 1:30 pm.

This will cover elder abuse: what is elder abuse and what can it look like? Risk factors associated with elder abuse. Protective factors to reduce the risk. Financial fraud: What its it? Risk factors for financial fraud. How to report financial fraud. Refreshments will be served. Please register at least one week prior so we can have an accurate count.

Open House Week: Stop by the week of October 21st-25th to sign up, try some programs and meet the staff!

Big Bingo: Tuesday, October 22nd at 12:30pm. Entrance fee is \$7.00 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. In the future, payment at the door will be \$10.00 instead of \$7.

Travelogue Afternoon: No need to check your bags for our fall adventure to Spain! For \$2.00 you can book your ticket for a an afternoon video of Spain along with a delicious Spanish treat! Friday, October 25th. Pre-registration is required, one week prior with payment.

Swing Dance w/Cameron: If you always wanted to learn to Swing Dance join in on Wednesday, October 30th from 1:30-3:00pm where Cameron puts you through the steps to the oldies. Free!

Mindful Movement & Wellness for Your Innerbeing/ Special Chair Yoga: Continues on Mondays through November. Cost: \$20 for all sessions.

Bocce: Stop by the Center and enjoy a free game on our bocce courts on Tuesdays, at 9:30am. Outdoor play ends on 10/22.

Rockin' the Clock with our ACE-certified instructor, Jody Alesandro continues Wednesdays through October 30th at 10:30am. Cost: \$20 for all sessions.

Coming in November - TAI CHI Instructor, Kim Cercena  
In this 7 week course, we will do Chi Kung warm ups and a short Tai Chi form. This form can be done seated or standing. Tai Chi can help with muscle strength, flexibility and balance. Wednesdays, 11/6, 11/13, 11/20, 11/27, 12/4, 12/11, 12/18 (7 sessions) from 11:30AM- 12:30PM. *Pre-registration with payment of \$20.00 is required no later than one week prior to start of class.*

### Upcoming Events in November & December

1. Trip: Foxwoods & Nordic Lodge out on Friday, November 1st at 8:30am.
2. Don't forget to complete a 2025 Trip Survey
3. Gingerbread House afternoon
4. Medicare speaker
5. HELP - Health for Life Workshop starting 11/6.



**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 OCTOBER 2024***

<b><i>PURCHASE ORDERS PROCESSED</i></b>	<b>208</b>
<b><i>APPROXIMATE PURCHASING VOLUME</i></b>	<b>\$116,295</b>

***AWARDED BIDS/RFP***

***BID#22-23 Snow Removal - Renewal through 10/1/2025    4% Consumer Index Increase***

***BID#23-15 Installation of New Water meter Register Heads and Water Service Line Lead Testing  
National Metering Services Extension through 12/31/2024***

***OPEN BIDS/RFP'S***

***Respectfully,***

***Jennifer Glasheen***  
***Purchasing Director***





# TOWN OF CORTLANDT

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

**DEBRA A CARTER**  
RECEIVER OF TAXES

November 1, 2024

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

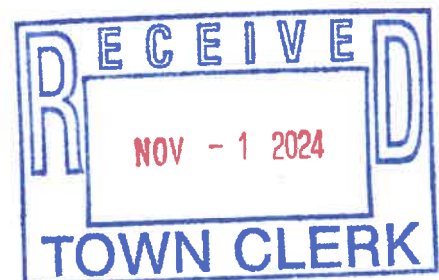
Dear Supervisor Becker:

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 October 2024.

Sincerely,

Debra A Carter

Receiver of Taxer



TOWN OF CORTLANDT  
RECEIVER OF TAXES  
October 1, 2024 to October 31, 2024

COLLECTION	OPENING BALANCE	COLLECTION	UNAPPLIED	CREDIT CARD FEES	MEMO/ CHK FEES	MISC	OVER/ SHORT	CLOSING BALANCE
School Taxes 2023-2024								
Croton Harmon*	17,253,152.68	935,896.98						16,317,255.70
Hendrick Hudson	22,832,151.07	1,179,247.85						21,652,903.22
Lakeland	25,773,314.33	1,708,032.58						24,065,281.75
Putnam	2,070,413.28	71,124.38						1,999,288.90
Yorktown	817,820.23	37,185.31						780,634.92
Total School Taxes	68,746,851.59	3,931,487.10						64,815,364.49
School Penalty 2024- 25		21,009.29						
Town & County 2024	409,875.57	63,634.17						346,241.40
Town & County Penalty		6,149.65						
Total Town, School, County, Pen		4,022,280.21						
Liens *	2,260,828.60	204,258.21						2,056,570.39
Lien Interest		38,421.57						
Installment Plan	27,452.64							27,452.64
Installment Plan Interest								
Total Lien & Interest		242,679.78						
<b>TOTALS Base &amp; Interest</b>		<b>4,264,959.99</b>		<b>2,206.35</b>	<b>255.00</b>	<b>(1.70)</b>		<b>4,267,419.64</b>

Redeposited check # 859846002 in the amount of \$2,215.68 {SBL# 54.16-2-13} on 10/08/24, due to check piggy backing on check # 806 in batch # 092420245 on 09/24/24

Deposit \$2,198.40 in cash to cover bank ck. #849 for partial payment of 117 Dale Ave.

10/4 TSO Y deposit put through with a batch date of 9/30 and deposit date of 10/4. all reports attached accurately reflected.

Account#	Account Description	Fee Description	Qty	Local Share
	Marriage License	marriage license	13	227.50
	TOWN CLERK FEES	Bid Documents	4	200.00
		Birth Certificates	111	1,110.00
		Death Certificates	311	3,110.00
		EZPass	3	75.00
		Fireworks License	1	350.00
		Genealogy	6	132.00
		Marriage Copy	11	110.00
		Marriage Officiant	3	75.00
	Town Clerks Fees	Film Permit	1	2,500.00
			<b>Sub-Total:</b>	<b>\$7,889.50</b>
A2544	Dog Licensing	Exempt Dogs	2	0.00
		Female, Spayed	23	207.00
		Female, Unspayed	1	15.00
		Male, Neutered	19	171.00
		Male, Unneutered	2	30.00
		Replacement Tags	1	0.00
			<b>Sub-Total:</b>	<b>\$423.00</b>
			<b>Total Local Shares Remitted:</b>	<b>\$8,312.50</b>
Amount paid to: NYS Ag. & Markets for spay/neuter program				51.00
Amount paid to: Nystatedept. For Marriage Lic.				292.50
<b>Total State, County &amp; Local Revenues:</b>			<b>\$8,656.00</b>	<b>Total Non-Local Revenues:</b>
				<b>\$343.50</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, Carolee 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 Beck                                      11/4/24                                      JR Shatzkin                                      11/4/2024  
Supervisor    Date    Town Clerk    Date



# TOWN OF CORTLANDT

## DEPARTMENT OF TECHNICAL SERVICES

Michael Preziosi, P.E.  
*Director – D.O.T.S.*

Town Hall, 1 Heady Street  
Cortlandt Manor, NY 10567  
Main #: 914-734-1060

**Town Supervisor**  
Richard H. Becker, M.D.

Artie D'Angelo, Jr., P.E.  
Deputy Director – Engineering

**Town Board**  
James F. Creighton  
Cristin Jacoby  
Robert E. Mayes  
Joyce White

Martin Rogers, P.E.  
*Director Code Enforcement*

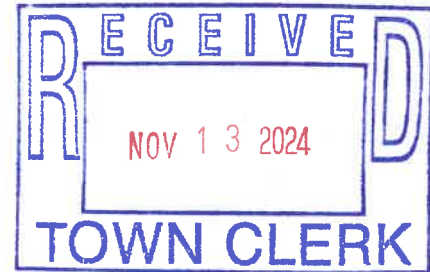
To: Richard H. Becker, M.D. – Town Supervisor  
Town Board

CC: Town Legal  
Town Clerk

From: Michael Preziosi, P.E. – Director DOTS  
Stephen Ferreira, P.E. – Director DES

Date: 10/17/2024

RE: Wild Birch Farms – Proposed Roadway Dedication



Supervisor Becker and Members of the Town Board.

The Members of the Skytop Acres / Wild Birch Homeowner’s Association submitted a letter of request in September of 2024 for the Town to resurface and then maintain the main roadway connecting Amherst Road to Armstrong Street, which primarily services the Wild Birch Farms condominium complex.

### Development History

Wild Birch (originally referred to as Skytop Acres) consists of 95 single family condominium units housed in 19 freestanding buildings on 38.56 acres of land (refer to following location map). Access to the development is made from Westbrook Drive or Red Mill Road, through local streets leading to Amherst Road and Armstrong Street.

The Town Board through Resolution 26-81 granted cluster development authority to the Planning Board under then Town Section of Law 281. Initial Planning approval was granted in 1985 under PB 195. The site is served by municipal water and sewer. Gas and electric are serviced by Con Edison. The development was substantially completed by Unicorn Industries, LTD., in 1987 with a Plan of Offering first dated May 1986, extended through May 1987 establishing the condominium Board, rules and regulations.

Town Board Resolution 168-83 established the Skytop Acres Sewer District, amending and repealing the establishment of the Fawn Ridge Sewer District Second Extension (Res. 167-83).

Town Board Resolutions 236 and 237 of 1986 scheduled Public Hearings for the establishment of the Skytop Acres Drainage District and boundary modifications of the Skytop Acres Sewer District.

Town Board Resolution 82-86 accepted all easements and declaration of covenants from the developer Unicorn Industries.

Minutes of the Sept. 26, 1989 Town Board meeting identified the residents of Wild Birch Farm requesting the roads remain private. Town Legal summarized the purpose of the Offer of Cession was to allow the Town to accept the public facilities in the future, if they so choose to do so.

Town Board Resolution 254-90 accepted an Offer of Cession from Unicorn Industries, including all streets, emergency access road, other public lands. In discussion with Legal, the Offer of Cession was accepted but never acted upon by the Town Board.

After review of the multiple Town Board Resolution, Planning Board files and relative plans and reports recorded, the following has been determined:

1. Amherst was constructed to Town Standards of the time with a 28-ft wide two-lane travel width.
2. Armstrong was constructed to Town Standards of the time with a 24-ft wide two-lane travel width.
3. Both roads were constructed within a deeded and described right-of-way.
4. All utility and maintenance easements were filed.
5. Water and sewer infrastructure were constructed in accordance with Town approvals.
6. A public sewer district was created. Sewer infrastructure is public.
7. Water infrastructure is public. Onsite water servicing the 19 buildings and community betterments are private, with the Town DES maintaining the system up to the bulk water meter and pit at the entrance to the development at Amherst.
8. A drainage district consisting of multiple wet and dry retention ponds located on 14.98 acres of common space was discussed for potential dedication to the Town for control of storm water and maintenance. The drainage district map, plan and report were received and filed by the Town Board, but the district was never formally created. Drainage improvements were installed and are currently the responsibility of the HOA. Recent visual inspection of the ponds revealed they are overgrown and do not appear to be maintained.
9. The Offer of Cession was accepted by the Town Board, but the roads, drainage and interior potable water distribution never formally dedicated and accepted by the Town. The Condominium Offering Plan does place the responsibility of maintenance of the common roadways including drainage on the "Association".
10. Multiple requests have been made over the years to control and limit cut-through traffic. Traffic controls have been installed at the entrance to the complex at Amherst. Similarly, it has been debated multiple times if Armstrong Street could or should be blocked off. It appears at some point in time, it was, and then later re-opened to accommodate emergency response.



On September 18, 2024, Steve Ferreira and I walked the site and documented the existing conditions of the pavement of the common roadway through the complex connecting Amherst Road to Armstrong Streets. Here are our findings.

1. The roadways have not been resurfaced since the initial completion of construction. The majority of pavement is alligatored, resulting in surface deformation and cracking. The worst sections of roadways are near Armstrong Street.
2. Most catch basins will require repair. Frames are heavy duty Campbell Foundry which is the Town's preferred standard. Many have been dislodged and will need to be reset.
3. Most of the storm drainage conveyance is corrugated metal pipe (CMP). This type of pipe is prone to rusting section loss of its bottom half due to corrosion. CMP has a useful life of approximately 30-years. CMP can last longer depending on installation and maintenance.
4. Roof leaders, footing drains and similar private storm water drainage conveyance piping from the buildings, playground and shared parking lots all connect and discharge to the common roadway infrastructure. This runoff ultimately discharging to the onsite retention basins. These basins were designed to accommodate a 25-year storm.
5. The storm water basins have not been inspected or maintained.
6. Amherst within the development has multiple speed humps.
7. Utilizing the 2024 paving contract's unit price schedule, we have estimated the cost to resurface Amherst and Armstrong through the Wild Birch development is approximately \$235,000.
8. Utilizing the 2024 drainage re-lining contract's unit price schedule, we have estimated the cost of drainage repair to be approximately \$300,000.
9. It is anticipated that an additional \$55,000 of expenditure is necessary to re-establish the storm basins and remove all excessive vegetation and accumulated sedimentation.

Our recommendations and conclusions are as follows:

1. We do not recommend dedicating the roadway since the Town will also be accepting failing drainage, unmaintained storm water retention ponds and street lighting within the right-of-way.

If the Town Board chooses to dedicate the roadway, we recommend the following be prepared and submitted in a manner deemed acceptable to the Town.

- a. Video inspection of all onsite drainage.
- b. Core boring samples of the common roadway to determine pavement thickness every 500-ft with samples taken left, center, right within the travel way.
- c. Submission of all accessible maintenance logs for work performed within the right-of-way, to the maximum extent practical.

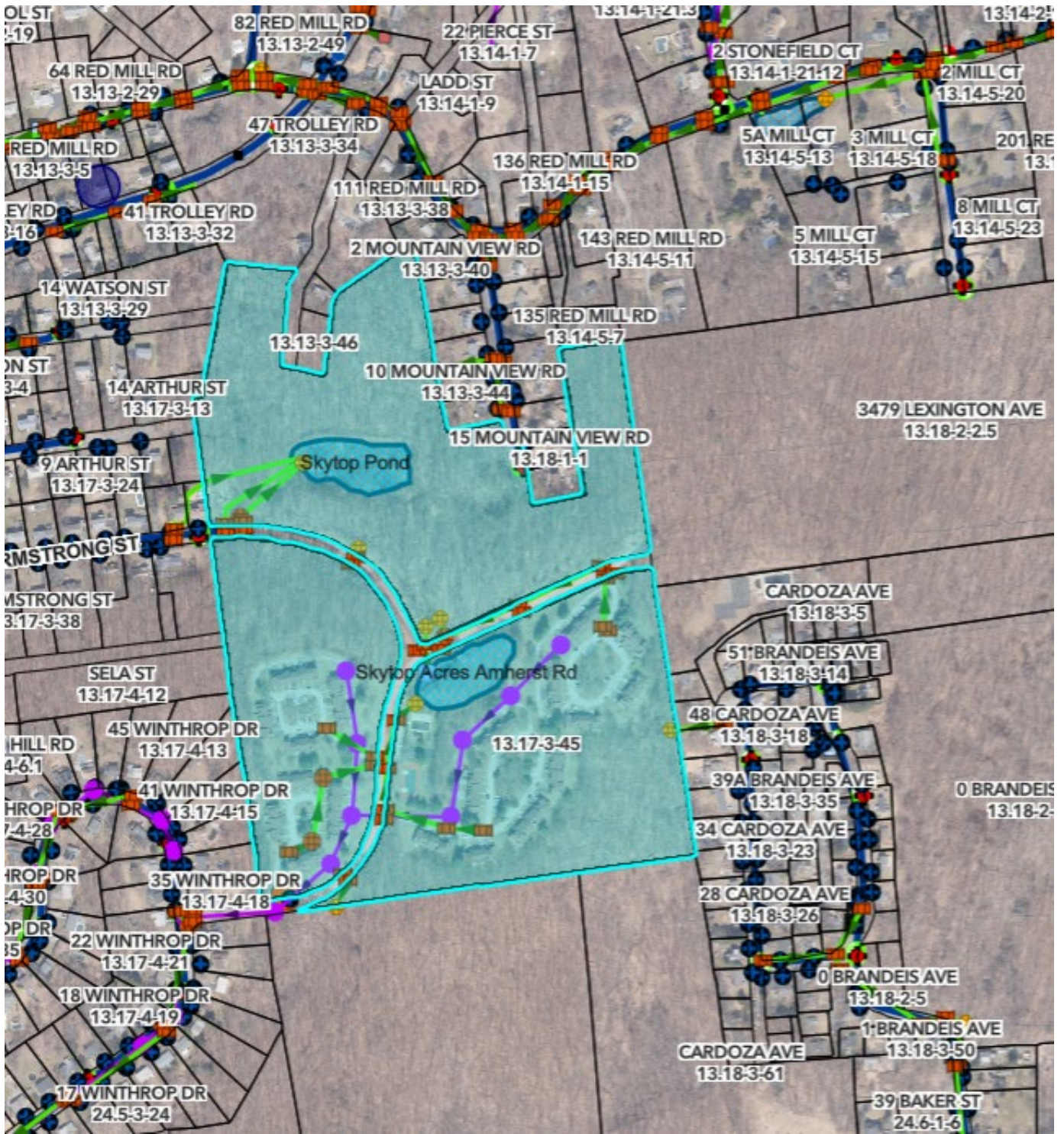
Town Staff can assist the HOA in developing a scope of services to privately repair the common roadways by milling and resurfacing full width. In addition, we can assist with identifying which pipes should be replaced and or lined to extend their useful life.

Only after all repairs and resurfacing is complete, should the Town Board consider accepting the infrastructure.

2. Town staff can discuss current MS4 requirements with the Association regarding storm water control and maintenance. If the Association is unable or unwilling to comply with current regulations, the Town has the option to officially form the Skytop Acres Drainage District. The Town can then make repairs and maintain the system, levying expense back to the created district.
3. Cooperatively develop a maintenance and inspection schedule for onsite potable water within the development to ensure adequate flow and ability to access fire hydrants.
4. Continue to monitor and maintain sanitary sewer infrastructure.
5. Restrict access to the development at Armstrong Street.
  - a. Option 1: Install a fire apparatus access gate with knock box for emergency response only.
  - b. Option 2: Restrict access and make Armstrong Street an entrance only. This will not adversely impact emergency response. However, local traffic may still enter and exit freely since only half the travel way will be restricted.

Legal has also outlined that if the Town Board were to consider accepting the roadway and infrastructure in its current condition, a roadside frontage assessment is a mechanism that can be utilized to equitably distribute costs back to the property over a statutory timeframe.

Find attached a GIS map of Wild Birch Farms and pictures of the existing condition of the asphalt pavement within the development and referred to as Amherst Road and Armstrong Street.



Location Map of Wild Birch Farms / Skytop Acres



Entrance at Amherst Road



First Driveway For Units 1-19



Main Entrance Sign



Portion of Amherst Road within development with stable but weathered pavement.



Example Catch Basin



Example of street lighting



Amherst Road within development near common play ground



Amherst Road within development leading to private driveways



Amherst Road within development heading north towards Armstrong



Amherst Road within development looking northwest towards a private driveway





Amherst Road within development looking northeast towards Armstrong Street.  
Extensive patching and alligatored pavement.



Common Roadway leading towards Armstrong Street  
Extensive patching and alligatored pavement.



Stormwater Basin Entrance



Stormwater Basin through security fencing

[REDACTED]  
3 Hill and Dale Road  
Cortlandt Manor , N.Y. 10567  
[REDACTED]

October 30, 2024

Supervisor Dr Richard Becker and Cortlandt Town Board  
Town of Cortlandt  
1 Heady Street  
Cortlandt Manor, N.Y. 10567

RE: Proposed Low Pressure Sanitary Sewer System - Extension  
Hill and Dale Road  
Cortlandt Manor, NY 10567

To Supervisor Becker and Cortlandt Town Board Members;

I am writing to inform you that I plan to install (at my own expense) a Low Pressure Sanitary Sewer System (LPSS) extension (approximately 1,143 LF) along Hill and Dale Road from Maple Avenue to Dimond Avenue. This LPSS will be an extension of the Red Oaks low pressure sanitary sewer system.

Once the project is complete we request that the Town of Cortlandt accept and maintain the the new LPSS system extension.

Once installed and approved by the Westchester Department of Health and the Town of Cortlandt, this extension will be available to serve seven adjacent properties.

Thank you for your consideration of this matter. I look forward to your positive response.

Sincerely,

[REDACTED]

**From:** [REDACTED]  
**Sent:** Wednesday, October 30, 2024 9:50 PM  
**To:** supervisor <[supervisor@townofcortlandt.com](mailto:supervisor@townofcortlandt.com)>  
**Cc:** [REDACTED]  
**Subject:** Request for NE Stop Sign corner of Wheeler Dr & Lockwood Rd

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Date: 10.30.24  
To: Dr. Becker  
Cortlandt Town Supervisor  
From: [REDACTED]  
14 Wheeler Drive,  
Cortlandt manor, NY 10567  
[REDACTED]

Subject: NE Corner of Wheeler Drive and Lockwood Road

The purpose of this communicate is to solicit your executive assistance regarding the above captioned subject. I am respectfully requesting your office to authorize your Engineering Department to initiate an investigation in the real possibilities of installing a "STOP SIGN" on the North-East corner of Wheeler Drive and Lockwood Road, Cortlandt Manor, NY 10567. Drivers of motor vehicles are consistently (exhibiting no regard for the safety of others) while driving way beyond local speed limits and without ever stopping at that corner. It is quite evident that it is dangerous situation for all, as we "endeavor" to execute a safe and legal left turn on that corner and avoiding a collision. There is an existing "Stop Sign" on the South-East corner and not on the North-East corner. [REDACTED]

Thank you for your understanding and assistance in the positive resolution of this issue.

Respectfully,

[REDACTED]

**RESOLUTION**

**DRAFT**

NUMBER **X-24**

**(RE: AUTHORIZE BUDGET TRANSFERS AND AMENDMENTS AND CLOSE CERTAIN CAPITAL PROJECTS TO THE 2024 FISCAL BUDGET)**

**RESOLVED**, that the Town Comptroller be, and hereby is, authorized to make necessary adjustments to the Fiscal 2024 Budget to reflect the receipt of all transfers of funds, and further analysis of the Fiscal 2024 year; and

**BE IT FURTHER RESOLVED**, that the Town Comptroller will provide the Town Board and the Town Clerk during the month of January, 2025, a detailed substantiation for all such transfers and/or amendments made during this period; and

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

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

**Adopted on November 19, 2024  
At a Regular Meeting  
Held at Town Hall**

**DRAFT**

**RESOLUTION**

**NUMBER X-24**

**(AUTHORIZE STANDARDIZATION OF SECURITY CAMERAS ACROSS TOWN-OWNED FACILITIES)**

**WHEREAS**, the use of security camera technology has become increasingly necessary across town-owned facilities; and

**WHEREAS**, having security camera technology standardized will simplify both staff's ability to manage the cameras as well as provide training and access for law enforcement; and

**WHEREAS**, recent purchases of security cameras have already standardized technology at the Verplanck Quarry, Youth Center, Ice Rink, Sanitation Garage, Charles Cook Pool and Cortlandt Waterfront Performance Stage;

**NOW, THEREFORE, BE IT RESOLVED**, that the Director of Information Technology is hereby authorized to exclusively purchase security camera technology based on the recent purchases at the above mentioned locations, in order to bring any facilities not in conformance up to the current standard.

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

**Adopted November 19, 2024  
At a Regular Meeting  
Held at Town Hall**

**DRAFT**

**RESOLUTION**

**NUMBER X-24**

**(AUTHORIZE A REVENUE SHARING AGREEMENT WITH THE VILLAGE OF CROTON-ON-HUDSON)**

**WHEREAS**, sales of cannabis at a retail dispensary are subject to a 4% local excise tax; and

**WHEREAS**, unless otherwise agreed to, when the cannabis dispensary is located in a Village, the County receives an amount equal to 1% of the products' sales, the Village receives an amount equal to 1.5% of the products' sales, and the Town receives an amount equal to 1.5% of the products' sales; and

**WHEREAS**, the Village has requested that the Town receive tax revenue equal to 1% of the products' sales and the Village receive tax revenue equal to 2% of the products' sales, since the Village will have additional responsibilities in ensuring the legal operations of the cannabis dispensaries located in the Village;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Supervisor is authorized to execute a revenue sharing agreement for cannabis dispensaries with the Village of Croton-on-Hudson in which the Town receives tax revenue equal to 1% of the products' sales and the Village receive tax revenue equal to 2% of the products' sales.

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

**Adopted November 19, 2024  
At a Regular Meeting  
Held at Town Hall**

**DRAFT**

**RESOLUTION**

**NUMBER X-24**

**(CIRCULATE NOTICE OF INTENT TO SERVE AS LEAD AGENCY UNDER SEQRA FOR IMPROVEMENTS TO TOWN-OWNED CONSTRUCTION YARD)**

**WHEREAS**, the Town owns property located at 76 Arlo Lane (SBL 24.18-1-33) and SBL 24.18-1-34 used as a construction yard; and

**WHEREAS**, the Town and its consultants will be overseeing improvements to the property including fill removal and restoration of wetlands;

**WHEREAS**, the Town Board is the most appropriate agency to serve as Lead Agency under SEQRA for the Project, since it owns the Property;

**NOW, THEREFORE, BE IT RESOLVED**, that Town staff is authorized to circulate the Town Board's notice of intent to serve as Lead Agency under SEQRA for improvements to Town-owned property located at Arlo Lane.

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

**Adopted November 19, 2024  
At a Regular Meeting  
Held at Town Hall**



**DRAFT**

**RESOLUTION**

NUMBER **X-24**

**(CIRCULATE NOTICE OF INTENT TO SERVE AS LEAD AGENCY UNDER SEQRA  
FOR TOWN WATER AND SEWER IMPROVEMENTS IN ANNSVILLE)**

**WHEREAS**, Town staff has been overseeing the design of the extension of water and sewer infrastructure in the Annsville section of the Town; and

**WHEREAS**, the County of Westchester and the Federal Government already have money assigned to improvements in Annsville; and

**WHEREAS**, the Town Board is the most appropriate agency to serve as Lead Agency under SEQRA for the Project, since it will oversee all sewer and water improvements;

**NOW, THEREFORE, BE IT RESOLVED**, that Town staff is authorized to circulate the Town Board's notice of intent to serve as Lead Agency under SEQRA for sewer and water improvements in Annsville.

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

**Adopted November 19, 2024  
At a Regular Meeting  
Held at Town Hall**

**RESOLUTION**

**DRAFT**

NUMBER **X-24**

**(AUTHORIZING THE SUPERVISOR TO EXECUTE A RENEWAL CONTRACT WITH AUCTIONS INTERNATIONAL, INC. FOR EXCESS EQUIPMENT)**

**WHEREAS**, the Town of Cortlandt has a system in which it replaces older equipment in its Department of Environmental Services (“DES”); and

**WHEREAS**, the excess equipment still has potential use for other companies or municipalities; and

**WHEREAS**, the Town can increase its revenue by auctioning excess equipment;

**NOW, THEREFORE, BE IT RESOLVED** that the Town Supervisor is authorized to execute a renewal contract with Auctions International, Inc. to sell excess equipment subject to the approval of the agreement by the Town Attorney’s office.

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

**Adopted November 19, 2024  
At a Regular Meeting  
Held at Town Hall**

**DRAFT**

**RESOLUTION**

**NUMBER X-24**

**RE: (AUTHORIZE A RENEWAL CONTRACT WITH OPENGOV FOR SOFTWARE ACROSS MULTIPLE DEPARTMENTS)**

**WHEREAS**, the Divisions of Code Enforcement, Planning and Zoning, the Department of Environmental Services, and the Office of the Town Clerk are currently processing a large number of public applications digitally through a software called OpenGov, Inc; and

**WHEREAS**, the Town wishes to renew the software for 2025;

**NOW THEREFORE BE IT RESOLVED**, that the Supervisor is hereby authorized to execute an extension of the consultant service contract with OpenGov, Inc. at a cost not to exceed \$50,000., subject to review by the Town Attorney; and

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

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

**Adopted on November 19, 2024  
At a Regular Meeting  
Held at the Town Hall**

**DRAFT**

**RESOLUTION**

**NUMBER X-24**

**(AUTHORIZE A LICENSE AGREEMENT WITH THE OWNER OF 23 CARDOZA AVENUE)**

**WHEREAS**, the owner of 23 Cardoza Avenue reconstructed walls within the Town's right-of-way; and

**WHEREAS**, the owner of 23 Cardoza Avenue has requested a license agreement to allow the walls to remain; and

**WHEREAS**, the owner understands it is the owner's responsibility to maintain & repair the walls;

**NOW, THEREFORE, BE IT RESOLVED**, that the Supervisor is authorized to execute a license agreement with the owner of 23 Cardoza Avenue subject to approval of the agreement by the Town Attorney's Office.

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

**Adopted November 19, 2024  
At a Regular Meeting  
Held at Town Hall**

**DRAFT**

**RESOLUTION**

**NUMBER X-24**

**(AUTHORIZE A LICENSE AGREEMENT WITH THE OWNER OF 11 BROADWAY)**

**WHEREAS**, the owner of 11 Broadway is reconstructing a wall, which will be partially rebuilt within the Town's right-of-way; and

**WHEREAS**, the owner of 11 Broadway has requested a license agreement to allow the wall to remain; and

**WHEREAS**, the owner understands it is the owner's responsibility to maintain & repair the wall;

**NOW, THEREFORE, BE IT RESOLVED**, that the Supervisor is authorized to execute a license agreement with the owner of 11 Broadway subject to approval of the agreement by the Town Attorney's Office.

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

**Adopted November 19, 2024  
At a Regular Meeting  
Held at Town Hall**

**DRAFT**

**RESOLUTION**

**NUMBER X-24**

**(AUTHORIZE THE TEMPORARY CLOSURE OF A PORTION OF LAURIE ROAD ON SATURDAY, OCTOBER 26, 2024 RETROACTIVELY)**

**RESOLVED**, that the Town Board of the Town of Cortlandt does hereby retroactively authorize the temporary closure of a portion of Laurie Road pursuant to a request from Michelle DeFonce dated October 24, 2024 for an annual neighborhood block party to be held on Saturday, October 26, 2024 from 12PM to 10PM; and

**BE IT FURTHER RESOLVED**, that the Director of DES will provide necessary signage and determine which portion of the road will be closed for the event.

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

**Adopted November 19, 2024  
At a Regular Meeting  
Held at the Town Hall**

**DRAFT**

**RESOLUTION**

**NUMBER X-24**

**(RE: AMEND RESOLUTION 233-24 AND RE-AUTHORIZE THE DEPARTMENT PLANNING & COMMUNITY DEVELOPMENT TO SUBMIT A 2025-2027 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION FOR A BUS FOR NOR-WEST)**

**WHEREAS**, an Amended Resolution has been requested by Westchester County; and

**WHEREAS**, Nor-West Regional Special Services has provided a therapeutic recreation program for 50 years to individuals with developmental disabilities in Northern Westchester, and

**WHEREAS**, the Town of Cortlandt has worked in cooperation with Nor-West Regional Special Services on CDBG applications seeking funding for a variety of programs over the past 30 years, and

**WHEREAS**, Nor-West is seeking funding to purchase a 22- passenger paratransit shuttle bus to provide transportation to therapeutic recreation programs for individuals with developmental disabilities.

**NOW, THEREFORE, BE IT RESOLVED**, the Town Board of the Town of Cortlandt does hereby authorize the submission of a 2025-2027 CDBG grant for the purchase of a 22-passenger paratransit shuttle bus for Nor-West Special Services and seeks a maximum of \$75,000 of CDBG funding and will be matched by Nor-West fund appropriation with an equal or greater match to complete the vehicle purchase; and

**BE IT FURTHER RESOLVED**, the Town Supervisor is hereby authorized to execute any necessary contract documents required by the subject grant.

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

**Adopted on November 19, 2024  
at a Regular Meeting  
Held at Town Hall**

**DRAFT**

**RESOLUTION**

**NUMBER X-24**

**(RE: AMEND RESOLUTION 235-24 AND RE-AUTHORIZE THE DEPARTMENT PLANNING & COMMUNITY DEVELOPMENT TO SUBMIT A 2025-2027 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION FOR PEDESTRIAN IMPROVEMENTS ALONG RIVERVIEW STREET IN THE HAMLET OF VERPLANCK)**

**WHEREAS**, an Amended Resolution has been requested by Westchester County; and

**WHEREAS**, the Town of Cortlandt has worked for the past 30 years making significant improvements to a 30-acre park located along the Hudson River, and

**WHEREAS**, the Town has constructed an asphalt path along Riverview Street adjacent to the “Clay Hole” as part of a system of sidewalks linking the hamlet of Verplanck to the Cortlandt Waterfront Park a designated section of the Hudson River Valley Greenway Trail and the Westchester County Riverwalk, and

**WHEREAS**, concrete sidewalks have been constructed in the area adjacent to the asphalt path and as the asphalt path has deteriorated over the years the Town seeks to construct a new concrete sidewalk with enhanced landscaping and other design amenities along Riverview Street to improve pedestrian safety and connectivity in the hamlet.

**NOW, THEREFORE, BE IT RESOLVED**, the Town Board of the Town of Cortlandt does hereby authorize the submission of a 2025-2027 CDBG grant application for the reconstruction and enhancement of the existing asphalt path located on Riverview Street adjacent to the “Clay Hole” and seeks a maximum of \$200,000 of CDBG funding, and will be matched by the Town with an equal or greater match to complete the project; and

**BE IT FURTHER RESOLVED**, the Town Supervisor is hereby authorized to execute any necessary contract documents required by the subject grant.

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

**Adopted on November 19, 2024  
at a Regular Meeting  
Held at Town Hall**



**DRAFT**

**RESOLUTION**

**NUMBER X-24**

**(RE: AMEND RESOLUTION 237-24 AND RE-AUTHORIZE THE DEPARTMENT PLANNING & COMMUNITY DEVELOPMENT TO SUBMIT A 2025-2027 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION FOR PEDESTRIAN IMPROVEMENTS AT THE MORABITO CENTER LOCATED ON WESTBROOK DRIVE)**

**WHEREAS**, an Amended Resolution has been requested by Westchester County; and

**WHEREAS**, the Muriel Morabito Center provides services to hundreds of Senior Citizens through a variety of programs, and

**WHEREAS**, given the popularity of several of the center's programs seniors are sometimes required to park in areas a significant distance from the facility, including in an upper parking lot, and required to use substandard stairs and an incomplete sidewalk network to access the facility, and

**WHEREAS**, the Town is desirous of improving pedestrian connections and pedestrian safety to the center from both the upper and lower parking areas for the benefit of the users of the facility.

**NOW, THEREFORE, BE IT RESOLVED**, the Town Board of the Town of Cortlandt does hereby authorize the submission of a 2025-2027 CDBG grant for the construction of pedestrian improvements at the Muriel Morabito Center and seeks a maximum of \$200,000 of CDBG funding, and will be matched by the Town with an equal or greater match to complete the project.

**BE IT FURTHER RESOLVED**, the Town Supervisor is hereby authorized to execute any necessary contract documents required by the subject grant.

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

**Adopted on November 19, 2024  
at a Regular Meeting  
Held at Town Hall**

**RESOLUTION**

**DRAFT**

**NUMBER X-24**

**RE: (AWARD CONTRACT NO. TE 2024.16 DEMOLITION OF 95 15<sup>th</sup> STREET, VERPLANCK, NY 10596)**

**WHEREAS**, Town Board pursuant to the Laws and Ordinances of the Town conducted a Public Hearing and notified the property owner of 95 15<sup>th</sup> Street as shown on the tax grids as Section 43.18 Block 1 Lot 11, that the building thereon was considered dangerous; and

**WHEREAS**, the Town Board conducted a Public Hearing and duly adopted a Resolution declaring the structure to be a dangerous structure; and

**WHEREAS**, the Department of Technical Services was authorized to prepare a demolition bid for this dangerous structure and to dispose of it and site debris; and

**WHEREAS**, Ten (10) sealed bids were received on November 7, 2024 for Contract No. TE 2024.16 – Demolition of 95 15<sup>th</sup> Street, Verplanck, NY 10596 in the amounts shown below:

Zuke’s Excavating LLC 65 Sanitaria Springs Road Binghamton, NY 13904	\$ 33,649.03
ADP Group Inc. 27 East 33 <sup>rd</sup> Street Paterson, NJ 07514	\$57,000.00
Gentile Construction Corp. 451 Old Nepperham Avenue Yonkers, NY 10703	\$65,000.00
Dan’s Hauling & Demo, Inc. P.O. Box 585 West Sand Lake, NY 12196	\$65,900.00
Capital Industries 555 Saw Mill River Road Yonkers, NY 10701	\$71,675.00

Jupiter Environmental Services, Inc. 323 Changebridge Road, Suite 100 Pine Brook, NJ 07058	\$83,000.00
Safar Construction Inc. 18 Watercrest Court Saint James, NY 11780	\$95,000.00
Maruti Construction, LLC 3428 John F. Kennedy Blvd. Jersey City, NJ 07307	\$101,150.00
Jablko Construction, LLC 2 Young Road Katonah, NY 10536	\$115,000.00
AAA Carting & Rubbish Removal Inc. 480 Furnace Dock Road Cortlandt Manor, NY 10567	\$117,500.00

; and

**WHEREAS**, the Department of Technical Services has reviewed the bids and recommends awarding TE Contract 2024.16 to Zuke's Excavating, LLC, 65 Sanitaria Springs Road, Binghamton, NY 13904 in the amount of Thirty-Three Thousand Six Hundred Forty-Nine Dollars and Three Cents (\$33,649.03); and

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

**BE IT FURTHER RESOLVED**, that the contract be awarded to the lowest responsible bidder Zuke's Excavating, LLC, 65 Sanitaria Springs Road, Binghamton, NY 13904 in the amount of Thirty-Three Thousand Six Hundred Forty-Nine Dollars and Three Cents (\$33,649.03).

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

**BE IT FURTHER RESOLVED**, that Director of the Department of Technical Services may authorize an air monitoring and inspection contract with Geo Environmental Co., Inc. 2043 Saw Mill River Road, Yorktown Heights, NY 10598 in an amount not to exceed Ten Thousand Dollars (\$10,000.00) with contingency.

**BE IT FURTHER RESOLVED**, that the Receiver of Taxes be and hereby is authorized and directed to lien all costs associated with this project to the next Town Tax bill for Section 43.18 Block 1 Lot 11 in accordance with Chapter 135 of the Town Code.

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

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

**Adopted on November 19, 2024  
at a Regular Meeting  
Held at the Town Hall**

**DRAFT**

**RESOLUTION**

**DRAFT**

**NUMBER X-24**

**RE: (AWARD CONTRACT NO. TE 2024.17 DEMOLITION OF 11 NORTH 4<sup>th</sup> STREET, CORTLANDT MANOR, NY 10567)**

**WHEREAS**, 11 N. 4<sup>th</sup> Street, Quarry Acres, Cortlandt Manor, NY 10567 as shown on the tax grids as Section 34.11 Block 3 Lot 1, contains a structure once utilized as community space / clubhouse for the Quarry Acres community; and

**WHEREAS**, said structure has not been utilized for quite some time, was left in a state of disrepair and became property of the Town of Cortlandt; and

**WHEREAS**, the Department of Technical Services evaluated the structure and recommended it be removed before it becomes a dangerous structure; and

**WHEREAS**, eleven (11) sealed bids were received on November 7, 2024 for Contract No. TE 2024.17 – Demolition of 11 North 4<sup>th</sup> Street, Cortlandt Manor, NY 10567 to demolish and dispose of a structure and remove site debris in the amounts shown below:

Zuke’s Excavating LLC 65 Sanitaria Springs Road Binghamton, NY 13904	\$41,734.46
Dan’s Hauling & Demo, Inc. P.O. Box 585 West Sand Lake, NY 12196	\$60,000.00
Capital Industries 555 Saw Mill River Road Yonkers, NY 10701	\$64,300.00
Gentile Construction Corp. 451 Old Nepperham Avenue Yonkers, NY 10703	\$66,600.00
AAA Carting & Rubbish Removal Inc. 480 Furnace Dock Road Cortlandt Manor, NY 10567	\$75,000.00

ADP Group Inc. 27 East 33 <sup>rd</sup> Street Paterson, NJ 07514	\$77,000.00
Maruti Construction, LLC 3428 John F. Kennedy Blvd. Jersey City, NJ 07307	\$89,114.00
Jablko Construction, LLC 2 Young Road Katonah, NY 10536	\$90,000.00
Safar Construction Inc. 18 Watercrest Court Saint James, NY 11780	\$120,000.00
Jupiter Environmental Services, Inc. 323 Changebridge Road, Suite 100 Pine Brook, NJ 07058	\$141,000.00
Sanz Construction 28 Birch Road Staten Island, NY 10303	\$185,000.00

; and

**WHEREAS**, the Director of Technical Services has reviewed the bids and recommends awarding the demolition of 11 North 4<sup>th</sup> Street, Cortlandt Manor, NY 10567 project to Zuke's Excavating, LLC, 65 Sanitaria Springs Road, Binghamton, NY 13904 in the amount of Forty-One Thousand Seven Hundred Thirty-Four Dollars and Forty-Six Cents (\$41,734.46).

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

**BE IT FURTHER RESOLVED**, that the contract be awarded to the lowest responsible bidder Zuke's Excavating, LLC, 65 Sanitaria Springs Road, Binghamton, NY 13904 in the amount of Forty-One Thousand Seven Hundred Thirty-Four Dollars and Forty-Six Cents (\$41,734.46).

**BE IT FURTHER RESOLVED**, that Director of the Department of Technical Services may authorize an air monitoring and inspection contract with Geo Environmental Co., Inc. 2043 Saw Mill River Road, Yorktown Heights, NY 10598 in an amount not to exceed Five Thousand Dollars (\$5,000.00) with contingency.

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

**BE IT FURTHER RESOLVED**, that the Department of Technical Services is hereby authorized to evaluate whether the subject premises be developed for a single-family home.

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

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

**Adopted on November 19, 2024  
at a Regular Meeting  
Held at the Town Hall**

**DRAFT**

**RESOLUTION**

**DRAFT**

**NUMBER X-24**

**RE: (AWARD CONTRACT NO. TE 2024.18 DEMOLITION OF 78 LOCUST AVENUE, CORTLANDT MANOR, NY 10567)**

**WHEREAS**, 78 Locust Avenue, Cortlandt Manor, NY 10567 as shown on the tax grids as Section 24.17 Block 2 Lot 9, is a single-family residential property owned by the Northern Westchester Joint Water Works (NWJWW); and

**WHEREAS**, the structure has not been utilized, is unfit for habitable dwelling and is proposed to be demolished at the request of the NWJWW; and

**WHEREAS**, Ten (10) sealed bids were received on November 7, 2024 for Contract No. TE 2024.18 – Demolition of 78 Locust Avenue, Cortlandt Manor, NY 10567 to demolish the structure, remove site debris and stabilize the site in the amounts shown below:

Dan’s Hauling & Demo, Inc. P.O. Box 585 West Sand Lake, NY 12196	\$110,000.00
Maruti Construction, LLC 3428 John F. Kennedy Blvd. Jersey City, NJ 07307	\$120,457.00
Gentile Construction Corp. 451 Old Nepperham Avenue Yonkers, NY 10703	\$131,000.00
ADP Group Inc. 27 East 33rd Street Paterson, NJ 07514	\$143,000.00
Safar Construction Inc. 18 Watercrest Court Saint James, NY 11780	\$145,000.00
Jupiter Environmental Services, Inc. 323 Changebridge Road, Suite 100 Pinebrook, NJ 07058	\$146,000.00



Capital Industries 55 Saw Mill River Road Yonkers, NY 10701	\$155,000.00
Jablko Construction, LLC 2 Young Road Katonah, NY 10536	\$175,000.00
AAA Carting & Rubbish Removal Inc. 480 Furnace Dock Road Cortlandt Manor, NY 10567	\$200,000.00
Costas Construction Inc. 401 Saw Mill River Road Yonkers, NY 10701	\$126,000.00
Sanz Construction 28 Birch Road Staten Island, NY 10303	\$240,000.00

; and

**WHEREAS**, the Department of Technical Services has reviewed the bids and recommends awarding the demolition of 78 Locust Avenue, Cortlandt Manor, NY 10567 project to Dan's Hauling & Demo, Inc., P.O. Box 585, West Sand Lake, NY 12196 in the amount of One Hundred Ten Thousand Dollars and No Cents (\$110,000.00); and

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

**BE IT FURTHER RESOLVED**, that the contract be awarded to the lowest responsible bidder Dan's Hauling & Demo, Inc., P.O. Box 585, West Sand Lake, NY 12196 in the amount of One Hundred Ten Thousand Dollars and No Cents (\$110,000.00).

**BE IT FURTHER RESOLVED**, that all costs associated with this project shall be distributed to the participating member of the NWJWW based on their percentage share as outlined in the intermunicipal agreement and charter of the NWJWW.

**BE IT FURTHER RESOLVED**, that Director of the Department of Technical Services may authorize an air monitoring and inspection contract with Geo Environmental Co., Inc. 2043 Saw Mill River Road, Yorktown Heights, NY 10598 in an amount not to exceed Twelve Thousand Dollars (\$12,000.00) with contingency.

**BE IT FURTHER RESOLVED**, that the Supervisor is hereby authorized to execute the contract documents subject to approval of the same by the Trustees of the NWJWW and by the

Town Attorney; and

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

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

**Adopted on November 19, 2024  
at a Regular Meeting  
Held at the Town Hall**

**DRAFT**

**RESOLUTION**

**DRAFT**

**NUMBER X-24**

**RE: (AWARD CONTRACT NO. TE 2024.19 DEMOLITION OF 19 CHERRY PLACE, LAKE PEEKSKILL NY 10537)**

**WHEREAS**, Town Board pursuant to the Laws and Ordinances of the Town conducted a Public Hearing and notified the property owner of 19 Cherry Place Street as shown on the tax grids as Section 12.12 Block 2 Lot 33, that the buildings thereon were considered dangerous; and

**WHEREAS**, the Town Board conducted a Public Hearing and duly adopted a Resolution declaring the structure to be a dangerous structure; and

**WHEREAS**, the Department of Technical Services was authorized to prepare a demolition bid for this dangerous structure and to dispose of it and site debris; and

**WHEREAS**, Eleven (11) sealed bids were received on November 7, 2024 for Contract No. TE 2024.19 – Demolition of 19 Cherry Place, Lake Peekskill NY 10537 to demolish and dispose of a dangerous residential structure and remove site debris in the amounts shown below:

Zuke’s Excavating LLC 65 Sanitaria Springs Road Binghamton, NY 13904	\$37,701.40
Capital Industries 55 Saw Mill River Road Yonkers, NY 10701	\$55,820.00
Dan’s Hauling & Demo, Inc. P.O. Box 585 West Sand Lake, NY 12196	\$59,000.00
Gentile Construction Corp. 451 Old Nepperham Avenue Yonkers, NY 10703	\$73,000.00
Maruti Construction, LLC 3428 John F. Kennedy Blvd. Jersey City, NJ 07307	\$89,999.00

Jablko Construction, LLC 2 Young Road Katonah, NY 10536	\$90,000.00
ADP Group Inc. 27 East 33rd Street Paterson, NJ 07514	\$97,000.00
Jupiter Environmental Services, Inc. 323 Changebridge Road, Suite 100 Pinebrook, NJ 07058	\$112,000.00
Costas Construction Inc. 401 Saw Mill River Road Yonkers, NY 10701	\$126,000.00
Sanz Construction 28 Birch Road Staten Island, NY 10303	\$155,000.00

; and

**WHEREAS**, the Department of Technical Services has reviewed the bids and recommends awarding the demolition of 19 Cherry Place, Cortlandt Manor, NY 10567 project to Zuke's Excavating LLC, 65 Sanitaria Springs Road, Binghamton, NY in the amount of Thirty-Seven Thousand Seven Hundred One Dollars and Forty Cents (\$37,701.40); and

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

**BE IT FURTHER RESOLVED**, that the contract be awarded to the lowest responsible bidder Zuke's Excavating LLC, 65 Sanitaria Springs Road, Binghamton, NY in the amount of Thirty-Seven Thousand Seven Hundred One Dollars and Forty Cents (\$37,701.40).

**BE IT FURTHER RESOLVED**, that Director of the Department of Technical Services may authorize an air monitoring and inspection contract with Geo Environmental Co., Inc. 2043 Saw Mill River Road, Yorktown Heights, NY 10598 in an amount not to exceed Seven Thousand Five Hundred Dollars (\$7,500.00) with contingency.

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

**BE IT FURTHER RESOLVED**, that the Receiver of Taxes be and hereby is authorized and directed to lien all costs associated with this project to the next Town Tax bill for Section 12.12 Block 2 Lot 33 in accordance with Chapter 135 of the Town Code.

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

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

**Adopted on November 19, 2024  
at a Regular Meeting  
Held at the Town Hall**

**DRAFT**

**DRAFT**

**RESOLUTION**

**NUMBER X-24**

**RE: (AUTHORIZE DOTS TO PREPARE AN RFP FOR THE DESIGN OF SEWERS ALONG ROUTE 9A / ALBANY POST ROAD)**

**WHEREAS**, the Town of Cortlandt is desirous to evaluate the feasibility of extending sewers along Route 9A / Albany Post road to service the commercial corridor from Lake Street to Memorial Drive; and

**NOW THEREFORE BE IT RESOLVED**, the Department of Technical Services is authorized to prepare an RFP for Professional Engineering and Land Surveying services.

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

**Adopted on November 19, 2024  
at a Regular Meeting  
Held at the Town Hall**

**DRAFT**

**RESOLUTION**

**NUMBER X-24**

**RE: (AUTHORIZE SERVICE CONTRACT FOR DICKERSON POND WASTEWATER RECOVERY PLANT “VALERIA”)**

**WHEREAS**, the Town of Cortlandt had previously entered into multiple service agreements with Newterra LTD., 1291 California Avenue, Brockville, Ontario Canada, for services at the Dickerson Pond “Valeria” Wastewater Recovery Plant; and

**WHEREAS**, the Department of Technical Services is recommending extending a bi-annual service agreement with Newterra to continue monitoring the plant, providing reports and recommendations and service related to the maintenance of the facility;

**WHEREAS**, the anticipated cost of said services is estimated to be approximately Twenty-Five Thousand Dollars (\$25,000.00).

**NOW THEREFORE BE IT RESOLVED**, that the Director of Technical Services is hereby authorized to extend the service contract in an amount not to exceed Twenty-Five Thousand Dollars (\$25,000.00).

**BE IT FURTHER RESOLVED**, that all costs shall be levied against the Dickerson Pond Sewer District and individuals that benefit directly from said infrastructure.

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

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

**Adopted on November 19, 2024  
at a Regular Meeting  
Held at the Town Hall**

**DRAFT**

**RESOLUTION**

**NUMBER X-24**

**RE: (AUTHORIZE OPERATIONS CONTRACT FOR DICKERSON POND WASTEWATER RECOVERY PLANT “VALERIA”)**

**WHEREAS**, the Town of Cortlandt and H2O Innovation Operation and Maintenance LLC, having address at 4 Commerce Street A-2, Poughkeepsie, NY 12603 entered into a service contract on September 1, 2023 for the operations of Dickerson Pond “Valeria” waste water recovery plant; and

**WHEREAS**, the terms of the Contract have been mutually been agreed upon to be extended through December 31, 2025.

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

**BE IT FURTHER RESOLVED**, that all costs shall be levied against the Dickerson Pond Sewer District and individuals that benefit directly from said infrastructure.

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

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

**Adopted on November 19, 2024  
at a Regular Meeting  
Held at the Town Hall**



**DRAFT**

**RESOLUTION**

**NUMBER X-24**

**(RE: AUTHORIZE THE APPOINTMENT OF THE FOLLOWING SEASONAL EMPLOYEES IN THE DEPARTMENT OF ENVIRONMENTAL SERVICES FOR THE YEAR 2024)**

**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.

	<b>NAME</b>	<b>START DATE</b>
<b>SANITATION</b>	Peter Merz	11/20/2024
	Michael Cox	11/20/2024
	Emmanuel Wooley	11/20/2024
	Quran Brickhouse	11/20/2024

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

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

**Adopted on November 19, 2024  
at a Regular Meeting  
Held at Town Hall**

**RESOLUTION**

**DRAFT**

**NUMBER X-24**

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

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

Employee ID # - 922450 - Effective November 5, 2024 – December 6, 2024

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

**Adopted on November 19, 2024  
at a Regular Meeting  
Held at Town Hall**

**DRAFT**

**RESOLUTION**

**NUMBER X-24**

**(RE: AUTHORIZING AN INTERMITTENT LEAVE OF ABSENCE IN THE  
DEPARTMENT OF D.E.S. - SANITATION)**

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

Employee ID # 517020 – Effective October 20, 2024 – October 19, 2025

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

**Adopted on November 19, 2024  
at a Regular Meeting  
Held at Town Hall**