



TOWN OF CORTLANDT

OFFICE OF THE TOWN CLERK

Town Clerk
LAROUE R. SHATZKIN

Deputy Town Clerk
CHRISTINE B. COTHREN

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

Town Supervisor
RICHARD H. BECKER, MD





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

NOTICE:

Clickable Agenda from Town Clerk, Laroue Shatzkin

Dear Viewer,

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

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

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

Warmly,

Laroue Shatzkin



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REGULAR MEETING

TOWN BOARD AGENDA – SEPTEMBER 17, 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 August 13, 2024 Regular Meeting.

PUBLIC HEARINGS

1. Public Hearing to consider amendments to Chapter 35 of the Town Code.
 - a. Close Public Hearing
 - b. Adopt Negative Declaration
 - c. Adopt Resolution

HEARING OF CITIZENS – AGENDA ITEMS ONLY

REPORTS

Receive and File the following:

For the month of July 2024 from the Recreation Department.

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

OLD BUSINESS:

Receive and File the following:

NEW BUSINESS

Receive and File the following:

1. Letter from Singleton, Davis & Singleton PLLC on behalf of 3 Locust LLC requesting an amendment to the permitted uses in the CC Zone; refer to Legal & Planning.
2. Letter from owner of 23.12-1-4.1 on Locust Avenue, requesting to be removed from Public Water District; Refer to Legal.
3. Letter from Resident of Ridge Road requesting stop signs on The Oval; Refer to DES.

RESOLUTIONS

1. Authorize the Supervisor to execute a Sewer Agreement and Financial Security Agreement with the Yeshiva Ohr Hameir with respect to the Furnace Woods Sewer District.
2. Authorize the Planning Department to apply for a New York Forward Grant for 2024.

3. Authorize Acceptance of OASAS Grant SOR III and Extend Contract for Teen Services.
4. Authorize Renewal of an Agreement with Westchester County for Maple Avenue Park.
5. Authorize DARE program for the Hendrick Hudson School District for the 2024-2025 School Year.
6. Authorize an Agreement with NWJWW for Shared Services for Bidding.
7. Authorize the Settlement of a Tax Certiorari with Croton Properties Inc. c/o SCI Funeral Services.
8. Authorize a water bill adjustment for 184 Colabaugh Pond Road.
9. Authorize a Contract with respect to Online Employee Training.
10. Authorize DES and DOTS to study roads in Wild Birch Farms Development.
11. Authorize Fireworks for Family Fun Day.
12. Authorize Stupid Ears Productions to Film in Verplanck.
13. Award Bid 2024-15 for Portable Toilets.
14. Award Bid 2024-16 for Uniforms.
15. Award Bid 2024-17 for Janitorial Services.
16. Agenda items for DOTS:
 - a. Award TE Contract 2024.15 (R) for Wind/Solar Hybrid Poles at Town Hall.
 - b. Amend TE Contract 2024.08 - Baker and Lucs Lane Drainage Relining to include Town Hall and Lafayette Ave.
 - c. Amend TE Contract 2024.09 - Town Wide Repaving to include Town Hall Parking Lot and Remove Lafayette Ave.
 - d. Authorize DOTS to Bid Town Hall Parking Lot Striping.
17. Agenda items for DES:
 - a. Award Bid 2024-18 for Resurfacing of Cook Pool Phase II.
18. Appoint Interim Deputy Clerk in the Office of the Town Clerk.

19. Appoint Deputy Registrar of Vital Statistics.
20. Appoint Sandra Fuentes as a Part-Time Employee at the Youth Center.
21. Appoint Seasonal Employee in DES.
22. Authorize a Leave of Absence in the Community Center.
23. Schedule a Public Hearing for October 22, 2024 for the Furnace Woods Sewer Improvement Area.
24. Schedule a Public Hearing for October 22, 2024 for a 6-Month Extension of the Battery Energy Storage Moratorium.

ADDITIONS TO THE AGENDA

BUDGET TRANSFERS - YES

REPORTS FROM VARIOUS DEPARTMENTS

REPORTS FROM STANDING & SPECIAL COMMITTEES

SECOND HEARING OF CITIZENS

ADJOURNMENT

NEXT TOWN BOARD MEETING

October 22, 2024 at 7:00 pm
Town Hall Web Site address: www.townofcortlandt.com

RESOLUTION

NUMBER 257-24

**(SCHEDULE A PUBLIC HEARING FOR AUGUST 13, 2024 FOR PROPOSED
AMENDMENTS TO CHAPTER 35 OF THE TOWN CODE)**

WHEREAS, Chapter 35 of the Town Code was initially adopted in 1970 as part of Local Law No. 3-1970; and

WHEREAS, the most recent amendments to this Chapter were pursuant to Local Law Number 4-1988, Local Law Number 2-1993, and Local Law Number 10-1997; and

WHEREAS, Chapter 35 should be modernized after not being updated for nearly twenty years;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board Schedules a Public Hearing for proposed amendments to Chapter 35 of the Town Code for August 13, 2024 at 7:00 PM at Town Hall located at 1 Heady Street, Cortlandt Manor, New York 10567.

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

**Adopted July 16, 2024
At a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER X-24

(RE: NEGATIVE DECLARATION RE: AMENDING CHAPTER 35 OF THE TOWN CODE - ETHICS)

WHEREAS, the Town Board of the Town of Cortlandt has expressed its intent to consider, after conducting a Public Hearing hereon, amending Chapter 35 of the Town Code - Ethics; and

WHEREAS, in accordance with the requirements of the New York State Environmental Quality Review Act (“SEQRA”), the Town Board must make a determination as to the Environmental Impact of this proposed action; and

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

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

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

NOW, THEREFORE, BE IT RESOLVED, based on a review of the Project, there appear to be no significant adverse environmental impacts; and

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

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

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

**Adopted on September 17, 2024
At a Regular Meeting
Held at Town Hall**

State Environmental Quality Review
NEGATIVE DECLARATION
Notice of Determination of Non-Significance

DRAFT

Project Number _____

Date: _____

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

The _____ as lead agency, has determined that the proposed action described below will not have a significant adverse environmental impact and a Draft Impact Statement will not be prepared.

Name of Action:

SEQR Status: Type 1 G
 Unlisted G

Conditioned Negative Declaration: G Yes
 G No

Description of Action:

Location: (Include street address and the name of the municipality/county. A location map of appropriate scale is also recommended.)

Reasons Supporting This Determination:

(See 617.7(a)-(c) for requirements of this determination ; see 617.7(d) for Conditioned Negative Declaration)

If Conditioned Negative Declaration, provide on attachment the specific mitigation measures imposed, and identify comment period (not less than 30 days from date of publication in the ENB)

For Further Information:

Contact Person:

Address:

Telephone Number:

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

Chief Executive Officer , Town / City / Village of

Other involved agencies (If any)

Applicant (If any)

Environmental Notice Bulletin, 625 Broadway, Albany NY, 12233-1750 (Type One Actions only)

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information			
Name of Action or Project:			
Project Location (describe, and attach a location map):			
Brief Description of Proposed Action:			
Name of Applicant or Sponsor:		Telephone:	
		E-Mail:	
Address:			
City/PO:		State:	Zip Code:
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input type="checkbox"/>
			YES <input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:			NO <input type="checkbox"/>
			YES <input type="checkbox"/>
3. a. Total acreage of the site of the proposed action? _____ acres			
b. Total acreage to be physically disturbed? _____ acres			
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres			
4. Check all land uses that occur on, are adjoining or near the proposed action:			
5. Urban Rural (non-agriculture) Industrial Commercial Residential (suburban)			
<input type="checkbox"/> Forest Agriculture Aquatic Other(Specify):			
<input type="checkbox"/> Parkland			

<p>5. Is the proposed action,</p> <p>a. A permitted use under the zoning regulations?</p> <p>b. Consistent with the adopted comprehensive plan?</p>	NO	YES	N/A
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?</p>	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
<p>7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?</p> <p>If Yes, identify: _____</p>	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
<p>8. a. Will the proposed action result in a substantial increase in traffic above present levels?</p> <p>b. Are public transportation services available at or near the site of the proposed action?</p> <p>c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?</p>	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
<p>9. Does the proposed action meet or exceed the state energy code requirements?</p> <p>If the proposed action will exceed requirements, describe design features and technologies:</p> <p>_____</p> <p>_____</p>	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
<p>10. Will the proposed action connect to an existing public/private water supply?</p> <p>If No, describe method for providing potable water: _____</p> <p>_____</p>	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
<p>11. Will the proposed action connect to existing wastewater utilities?</p> <p>If No, describe method for providing wastewater treatment: _____</p> <p>_____</p>	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
<p>12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?</p> <p>b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?</p>	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
<p>13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?</p> <p>b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?</p> <p>If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____</p> <p>_____</p> <p>_____</p>	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest Agricultural/grasslands Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
49. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor/name: _____ Date: _____ Signature: _____ Title: _____		

Project:

Date:

***Short Environmental Assessment Form
Part 2 - Impact Assessment***

Part 2 is to be completed by the Lead Agency.

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept “Have my responses been reasonable considering the scale and context of the proposed action?”

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?		
2. Will the proposed action result in a change in the use or intensity of use of land?		
3. Will the proposed action impair the character or quality of the existing community?		
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?		
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?		
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?		
7. Will the proposed action impact existing:		
a. public / private water supplies?		
b. public / private wastewater treatment utilities?		
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?		
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?		
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?		
11. Will the proposed action create a hazard to environmental resources or human health?		

Project:

Date:

Short Environmental Assessment Form Part 3 Determination of Significance

For every question in Part 2 that was answered “moderate to large impact may occur”, or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.

Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

Name of Lead Agency

Date

Print or Type Name of Responsible Officer in Lead Agency

Title of Responsible Officer

Signature of Responsible Officer in Lead Agency

Signature of Preparer (if different from Responsible Officer)

RESOLUTION

DRAFT

NUMBER X-24

(RE: ADOPT LOCAL LAW TO AMEND CHAPTER 35 OF THE TOWN CODE - ETHICS)

RESOLVED, that the Town Board of the Town of Cortlandt does hereby adopt Local Law No. 9 of 2024.

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

**Adopted on September 17, 2024
At a Regular Meeting
Held at Town Hall**

(REPEAL AND REPLACE CHAPTER 35 OF THE TOWN CODE: CODE OF ETHICS)**Section 1: Legislative Intent**

Chapter 35 of the Town Code was initially adopted in 1970 as part of Local Law No. 3-1970. The most recent amendments to this Chapter were made pursuant to Local Law Number 4-1988, Local Law Number 2-1993, and Local Law Number 10-1997. The Town Board seeks to ensure that it has a modern Ethics Code that meets the needs of the twenty-first century, and therefore, adopts the provisions herein.

Section 2: Repeal and Replace Chapter 35 of the Town Code

The existing Chapter 35 of the Town Code shall be repealed and replaced with the following provisions:

§ 35-1. Purpose.

The Town Board of the Town of Cortlandt recognizes that there are state statutory provisions mandating towns to establish rules and standards of ethical conduct for public officers and employees which, if observed, can enhance public confidence in local government. The Town Board wishes to codify ethics provisions that clarify the ethical standards that all Municipal Officers and Employees need to follow.

§ 35-2. Definitions.

- (a) “Board” means the Town Board, Planning Board, Zoning Board of Appeals, commission, or other agency or body comprised of two or more Municipal Officers or Employees.
- (b) “Code” means this code of ethics.
- (c) “Interest” means a direct or indirect financial or material benefit, but does not include any benefit arising from the provision or receipt of any services generally available to the residents or taxpayers of the municipality or an area of the municipality, or a lawful class of such residents or taxpayers. A Municipal Officer or Employee is deemed to have an interest in any private organization when he or she, his or her spouse, or a member of his or her household, is an owner, partner, member, director, officer, employee, or directly or indirectly owns or controls more than 5% of the organization’s outstanding stock.
- (d) “Municipality” means the Town of Cortlandt. The word “municipal” refers to the municipality.
- (e) “Municipal Officer or Employee” means a paid or unpaid officer or employee of the Town of Cortlandt, including, but not limited to, the elected or appointed members of any Board.
- (f) “Relative” means a spouse, parent, step-parent, sibling, step-sibling, sibling’s spouse, child, step-child, uncle, aunt, nephew, niece, first cousin, or household member of a Municipal

Officer or Employee, and individuals having any of these relationships to the spouse of the officer or employee.

(g) “Town” means any board, commission, district, council or other agency, department, or unit of the government of the Town of Cortlandt.

(h) “Town Employee” means any officer or employee appointed by the Town Board of Cortlandt, whether paid or unpaid, whether serving in a full-time, part-time or advisory capacity. It shall not include members of a Board as defined in this Chapter.

§ 35-3. Applicability.

The standards, prohibited acts, and procedures established herein are in addition to any prohibited acts, conflict-of-interest provisions, or procedures prescribed by statute of the State of New York, including, but not limited to, Article 18 of the General Municipal Law, and also in addition to common law rules and agency and judicial decisions relating to the conduct of Municipal Officers or Employees to the extent that the same are more severe in their application than this Chapter.

§ 35-4. Standards of Conduct.

A. Whenever a matter requiring the exercise of discretion comes before a Municipal Officer or Employee, either individually or as a member of a Board, and disposition of the matter could result in a direct or indirect financial or material benefit to himself or herself, a relative, or any private organization in which he or she is deemed to have an interest, the Municipal Officer or Employee shall disclose the nature of the interest and recuse themselves from the matter. When this section prohibits a Municipal Officer or Employee from exercising or performing a power or duty, then the procedure shall be as follows: (1) if the power or duty is vested in a Municipal Officer or Employee as a member of a Board, then the power or duty shall be exercised or performed by the other members of the Board; or (2) if the power or duty that is vested in a Municipal Officer or Employee as a Town Employee, then the power or duty shall be exercised or performed by his or her deputy or, if the Municipal Officer or Employee does not have a deputy, the power or duty shall be performed by another person to whom the Municipal Officer or Employee may lawfully delegate the function upon the consent of the Town Supervisor.

B. No Municipal Officer or Employee may invest in anything that would otherwise impair the person’s independence of judgment in the exercise or performance of his or her official powers and duties.

C. Except as otherwise required by law: (a) No Municipal Officer or Employee, either individually or as a member of a Board, may participate in any decision specifically to appoint, hire, promote, discipline or discharge a relative for any position at, for, or within the municipality or a municipal board; and (b) No Municipal Officer or Employee may supervise a relative in the performance of the relative’s official powers or duties.

D. No Municipal Officer or Employee shall directly or indirectly compel or induce a subordinate Municipal Officer or Employee to make, or promise to make, any political contribution, whether by gift of money, service, or other thing of value.

E. No Municipal Officer or Employee may act or decline to act in relation to

appointing, hiring or promoting, discharging, disciplining, or in any manner changing the official rank, status or compensation of any Municipal Officer or Employee, or an applicant for a position as a Municipal Officer or Employee, on the basis of the giving or withholding or neglecting to make any contribution of money or service or any other valuable thing for any political purpose.

F. No Municipal Officer or Employee shall accept other employment which will impair his or her independence of judgment in the exercise of his or her official duties.

G. No Municipal Officer or Employee shall accept employment or engage in any business or professional activity which will require him or her to disclose confidential information which he or she has gained by reason of his or her official position or authority.

H. No Municipal Officer or Employee shall use or attempt to use his or her official position to secure unwarranted privileges or exemptions for himself/herself or others.

I. No Municipal Officer or Employee shall engage in any transaction as representative or agent of the Town with any business entity in which he or she has a direct or indirect financial interest that might reasonably tend to conflict with the proper discharge of his or her official duties.

J. No Municipal Officer or Employee shall solicit, accept, or receive a gift in violation of the applicable provisions in the General Municipal Law.

K. A Municipal Officer or Employee shall not give reasonable basis for the impression that any person can improperly influence the Municipal Officer or Employee or unduly gain the Municipal Officer or Employee's favor in the performance of the Municipal Officer or Employee's official duties or that the Municipal Officer or Employee's favor is affected by the kinship, rank, position, or influence of any party or person.

L. Each Municipal Officer or Employee shall abstain from making personal investments in enterprises which he or she has reason to believe may be directly involved in decisions to be made by him or her or which will otherwise create substantial conflict between his or her duty in the public interest and his or her private interest.

M. Each Municipal Officer or Employee shall endeavor to pursue a course of conduct which will not raise suspicion among the public that he or she is likely to be engaged in acts that are in violation of his or her trust.

N. No Municipal Officer or Employee employed on a full-time basis, or any firm or association of which such employee is a member, or corporation, a substantial portion of the stock of which is owned or controlled directly or indirectly by such employee, shall sell goods or services to any person, firm, corporation or association which is licensed or whose rates are fixed by the Town in which such employee serves or is employed.

O. Each Municipal Officer or Employee shall comply with all requirements of the Town ordinances, including work hours and noise levels, and obtain all necessary permits, approvals, licenses, and insurance as required by law for any work completed outside of the scope of the Municipal Officer or Employee's work with the Town.

- P. No Municipal Officer or Employee may actively advertise his or her own services or the services of another Town Municipal Officer or Employee to residents during business hours. This includes, but is not limited to, passing out business cards.
- Q. No Municipal Officer or Employee may use Town-owned equipment, tools, materials, or vehicles for any work outside of the scope of his or her work for the Town of Cortlandt.
- R. No Municipal Officer or Employee may use Town-owned facilities for any purpose outside of the scope of the official duties for the position.
- S. No Municipal Officer or Employee may work on equipment or fixtures that Town Employees may also work on, repair, or replace.
- T. No Town Employee may be a political committee member, or a Chairperson, Vice Chairperson or other officer of a political party.
- U. No Municipal Officer or Employee of the Town will, for a period of one year from his or her leaving office or employment, represent any corporation or individual before the Planning Board, Zoning Board of Appeals, or Town Board on any matter that comes before said Boards.
- V. No Municipal Officer or Employee of the Town, after leaving office or employment, shall in any way represent any corporation or individual with respect to any proposal or application or litigation which was pending at the time of the Municipal Officer or Employee's leaving office or employment.
- W. Nothing herein shall preclude any Municipal Officer or Employee from appearing before the Town Board, Planning Board, or Zoning Board of Appeals with respect to the Municipal Officer or Employee's personal property or matters in conformance with the General Municipal Law.
- X. Conduct that would otherwise be deemed a violation of the Standards of Conduct of this Chapter can be cured by a recusal by the Municipal Officer or Employee for the matter in question, if recusal is practicable.

§ 35-5. Board established; membership.

There is hereby established a Board of Ethics consisting of at least five members to be appointed by the Town Board, all of whom shall reside in the Town of Cortlandt and who shall serve without compensation and at the pleasure of the Town Board of the Town of Cortlandt for two-year terms. Appointment of Board Members shall be done without consideration of political party affiliation, and no member of the Board of Ethics may be a political committee member, or a Chairperson, Vice Chairperson or other officer of a political party. A member of the Town Board shall be appointed as liaison to the Board of Ethics, but the Town Board member shall not be a voting member of the Board. The Chairperson of the Board of Ethics shall be appointed by the Town Board.

§ 35-6. Board actions.

The Board of Ethics shall only convene and act upon the request of the Town Board of the Town of Cortlandt upon majority vote thereof. All complaints shall be submitted to either the Town Attorney's Office or the Town Supervisor's Office.

§ 35-7. Duties and authority.

The Board of Ethics established hereunder shall render advisory opinions to Municipal Officers or Employees on written request and upon request of the Town Board to make recommendations to such Town Board as to any amendments of this chapter. The opinions of the Board of Ethics shall be advisory and confidential, and in no event shall the identity of the Municipal Officer or Employee be disclosed except to authorized persons and agencies. Such opinions shall be on the advice of counsel employed by the Board of Ethics or, if none, of the Town Attorney or Deputy Town Attorney.

§ 35-8. Procedures and records.

Such Board of Ethics shall follow Robert's Rules of Order and shall maintain appropriate records of its opinions and proceedings.

§ 35-9. Penalties for offenses.

In addition to any penalty contained in any other provision of law, any such Municipal Officer or Employee who shall knowingly and intentionally violate any of the provisions of this chapter may be fined, suspended, or removed from office or employment in the manner provided by law.

Section 3: Repeal of Local Laws

Local Law No. 3-1970, Local Law No. 4-1988, Local Law Number 2-1993, and L.L. No. 10-1997 are the Local Laws that added the provisions of Chapter 35 of the Town Code. These Local Laws shall be repealed and replaced with the provisions of this Local Law.

Section 4: 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 5: 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 September 17, 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
1 Heady Street
Cortlandt Manor, NY 10567
MAIN PHONE: 914-734-1050
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www.townofcortlandt.com/rec
tocrec@townofcortlandt.com

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

September 9, 2024

TO: Supervisor Richard H. Becker

RE: ATTENDANCE REPORT – JULY 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 July 2024.
3. Provides a detailed attendance report for our ADULT recreation programs conducted during the month of July 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	
SEPTEMBER	13,111	10,614	9,449	9,208	8,968	5,391	8,000	10,001	10,731	
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	100,194

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

Activity	# of Sessions	Totals	# of Sessions	Totals	Difference	2024 Daily
	Jul. '24	Jul. '24	Jul. '23	Jul. '23	Jul. '24-Jul. '23	Average
Babysitting Skills					0	#DIV/0!
Baseball Camp					0	#DIV/0!
Baseball - Travel Tryout					0	#DIV/0!
Baseball - Travel Practice					0	#DIV/0!
Baseball - Travel Games					0	#DIV/0!
Basketball - Travel Scrimmage					0	#DIV/0!
Basketball - Travel Team Games					0	#DIV/0!
Basketball - Travel Team Tryouts - Boys					0	#DIV/0!
Basketball - Travel Team Boys Prac.					0	#DIV/0!
Basketball - Girls Travel Team Game					0	#DIV/0!
Basketball - Girls Travel Team Tryouts					0	#DIV/0!
Basketball - Girls Travel Team Prac.					0	#DIV/0!
Basketball - League Meetings					0	#DIV/0!
Basketball - Midget Girls Games					0	#DIV/0!
Basketball - Midget Girls Practice					0	#DIV/0!
Basketball - Midget Girls Tryouts					0	#DIV/0!
Basketball - Pee Wee Games					0	#DIV/0!
Basketball - Pee Wee Practice					0	#DIV/0!
Basketball - Pee Wee Tryouts					0	#DIV/0!
Basketball - Cub Boys Games					0	#DIV/0!
Basketball - Cub Boys Practice					0	#DIV/0!
Basketball - Cub Boys Tryouts					0	#DIV/0!
Basketball - Jr Boys Games					0	#DIV/0!
Basketball - Jr Boys Practice					0	#DIV/0!
Basketball - Jr Boys Tryouts					0	#DIV/0!
Basketball - Cub Girls Games					0	#DIV/0!
Basketball - Cub Girls Tryouts					0	#DIV/0!
Basketball - Cub Girls Practice					0	#DIV/0!
Basketball Camp					0	#DIV/0!
Basketball - Jr. Girls Games					0	#DIV/0!
Basketball - Jr. Girls Practice					0	#DIV/0!
Basketball - Jr. Girls Tryouts					0	#DIV/0!
Basketball-9th/10th-Practice					0	#DIV/0!
Basketball-9th/10th-Games					0	#DIV/0!
Basketball - Free Play FGL					0	#DIV/0!
Basketball - Free Play FWS					0	#DIV/0!
Basketball - Free Play 6-10 grade-Winter					0	#DIV/0!
Basketball - Free Play 3-5 grade-Winter					0	#DIV/0!
Basketball Clinic (1st & 2nd Graders)					0	#DIV/0!
Basketball Camp - Sailors					0	#DIV/0!
Basketball Camp - Red Devil					0	#DIV/0!
Basketball - Dinners					0	#DIV/0!
Bowling - After School					0	#DIV/0!
Bowling - Bumper Bowl					0	#DIV/0!
Cheerleading Camp	10	160	10	185	-25	18.5
Corn-Hole Tournament					0	#DIV/0!
CPR/ for Prof. Rescuer					0	#DIV/0!
Game Café at the CUE					0	#DIV/0!
Parents Night (Camp)					0	#DIV/0!
Camp Orientation					0	#DIV/0!
C.I.T. Seminar					0	#DIV/0!
Day Camp (K-4)	22	4915	21	4725	190	225
Day Camp (7,8)	22	2256	21	1489	767	70.904762

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

Activity	# of Sessions	Totals	# of Sessions	Totals	Difference	2024 Daily
	Jul. '24	Jul. '24	Jul. '23	Jul. '23	Jul. '24-Jul. '23	Average
Day Camp (5,6)	22	2488	21	1945	543	92.619048
Day Camp - Day Play					0	#DIV/0!
Drive-In Movie					0	#DIV/0!
Early Bird Lap Swim-single	14	210	15	60	150	4
Early Bird Lap Swim-double	14	602	15	172	430	11.466667
Environ. Prog.-mommy, daddy & me					0	#DIV/0!
Environ. Prog.-Hidden Signs of Animals					0	#DIV/0!
Environ. Prog.-Pond Study					0	#DIV/0!
Environ. Prog.-Things, creep crawl & fly					0	#DIV/0!
Environ. Prog.-Trailblazers					0	#DIV/0!
Explorers					0	#DIV/0!
First Aid					0	#DIV/0!
Football - Clinic - Flag					0	#DIV/0!
Football - Punt, Pass & Kick					0	#DIV/0!
Football Coaches Meeting					0	#DIV/0!
Football Tryouts - Juniors					0	#DIV/0!
Football Tryouts - Seniors					0	#DIV/0!
Football League - Games					0	#DIV/0!
Football League - Practice					0	#DIV/0!
Football League - Uniforms					0	#DIV/0!
Football - Cranberry Bowl-Coach Wolff					0	#DIV/0!
Football - Dinner					0	#DIV/0!
Foul-Shooting Contest					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-Focused	0	0	5	5	-5	1
Karate: Basics	0	0	5	20	-20	4
Lacrosse Camp			4	84	-84	21
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!
Lace Up Basketball	16	195	16	224	-29	14
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	31	1705	31	1452	253	46.83871
Mini-Multi Sports Camp					0	#DIV/0!
Multi Sports Camp					0	#DIV/0!
Music, Movement & Crafts					0	#DIV/0!
Musical Theater Workshop					0	#DIV/0!
Nor-West	0	0	0	0	0	#DIV/0!
National Youth Sports Coaches - Clinic					0	#DIV/0!
Painting/Drawing					0	#DIV/0!
Piano					0	#DIV/0!
Playgrounds - FG Lindsey	22	308	18	258	50	14.333333
Playgrounds - Westbrook	22	330	18	216	114	12

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

Activity	# of Sessions	Totals	# of Sessions	Totals	Difference	2024 Daily
	Jul. '24	Jul. '24	Jul. '23	Jul. '23	Jul. '24-Jul. '23	Average
Playtime					0	#DIV/0!
Princess Camp	4	64	5	100	-36	20
Sailor Fitness					0	#DIV/0!
Soccer Camp	4	204	4	200	4	50
Soccer Clinic 1st Grade					0	#DIV/0!
Soccer Clinic					0	#DIV/0!
Soccer Draft/Coaches Meeting					0	#DIV/0!
Soccer League - Evaluations	3	225	2	125	100	62.5
Soccer League - Midget Games - Boys					0	#DIV/0!
Soccer League - Midget Games - Girls					0	#DIV/0!
Soccer League - Junior Games - Boys					0	#DIV/0!
Soccer League - Junior Games - Girls					0	#DIV/0!
Soccer League - Pee Wee Games - Boys					0	#DIV/0!
Soccer League - Pee Wee Games - Girls					0	#DIV/0!
Soccer League - Midget Prac. - Boys					0	#DIV/0!
Soccer League - Midget Prac. - Girls					0	#DIV/0!
Soccer League - Junior Prac. - Boys					0	#DIV/0!
Soccer League - Junior Prac. - Girls					0	#DIV/0!
Soccer League - Pee Wee Prac. - Boys					0	#DIV/0!
Soccer League - Pee Wee Prac. - Girls					0	#DIV/0!
Soccer - Awards Night					0	#DIV/0!
Soccer - Parent & Me					0	#DIV/0!
Soccer Squirts					0	#DIV/0!
Soccer Travel Tryouts					0	#DIV/0!
Soccer Travel Games - High School - Boys					0	#DIV/0!
Soccer Travel Games - U09 Boys					0	#DIV/0!
Soccer Travel Games - U10 Boys					0	#DIV/0!
Soccer Travel Games - U11 Boys					0	#DIV/0!
Soccer Travel Games - U12 Boys					0	#DIV/0!
Soccer Travel Games - U13 Boys					0	#DIV/0!
Soccer Travel Games - U14 Boys					0	#DIV/0!
Soccer Travel Games - U15 Boys					0	#DIV/0!
Soccer Travel Games - U11 Girls					0	#DIV/0!
Soccer Travel Games - U12 Girls					0	#DIV/0!
Soccer Travel Games - U13 Girls					0	#DIV/0!
Soccer Travel Games - U14 Girls					0	#DIV/0!
Soccer Travel Meetings					0	#DIV/0!
Soccer Travel Practice - High School - Boys					0	#DIV/0!
Soccer Travel Practice - U09 Boys					0	#DIV/0!
Soccer Travel Practice - U10 Boys					0	#DIV/0!
Soccer Travel Practice - U11 Boys					0	#DIV/0!
Soccer Travel Practice - U12 Boys					0	#DIV/0!
Soccer Travel Practice - U13 Boys					0	#DIV/0!
Soccer Travel Practice - U14 Boys					0	#DIV/0!
Soccer Travel Practice - U15 Boys					0	#DIV/0!
Soccer Travel Practice - U11 Girls					0	#DIV/0!
Soccer Travel Practice - U12 Girls					0	#DIV/0!
Soccer Travel Practice - U13 Girls					0	#DIV/0!
Soccer Travel Practice - U14 Girls					0	#DIV/0!
Sports Squirts					0	#DIV/0!
Storybook Camp	4	52	5	70	-18	14
Super Hero Camp	4	56	1	18	38	18
Swim - Competitive Swim Clinic					0	#DIV/0!
Swim Instruction - 1,2,3					0	#DIV/0!
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	20	1120	19	1064	56	56
Swim Team - Dive Practice					0	#DIV/0!

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

Activity	# of Sessions	Totals	# of Sessions	Totals	Difference	2024 Daily
	Jul. '24	Jul. '24	Jul. '23	Jul. '23	Jul. '24-Jul. '23	Average
Swim Team - Dive Meet					0	#DIV/0!
Swim Team - Swim Meet	4	448	4	448	0	112
Swim & Dive Orientation					0	#DIV/0!
Swim Pictures	1	56	1	56	0	56
Swim Instr.-Registration-CJC	21	1084	19	1073	11	56.473684
Swim Instr.-CJC Camp	22	4476	19	5210	-734	274.21053
Swim Instr.-Croton	14	665	14	465	200	33.214286
Tennis Camp - 5-8 year olds	0	0	4	80	-80	20
Tennis Camp - 9-14 year olds			4	56	-56	14
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					0	#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	31	406	31	345	61	11.129032
Youth Employment - Walter Panas	31	426	31	389	37	12.548387
Youth Center	26	83	25	118	-35	4.72
YCS - Canteens	8	131	7	81	50	11.571429
YCS - Courses & Trips					0	#DIV/0!
YCS - Courses-Zoom					0	#DIV/0!
YCS - Outdoor Fun In The Sun Programs					0	#DIV/0!
YCS - 5th Grade Fun Club After School					0	#DIV/0!
YCS - Rock Wall & weight training	25	79	25	95	-16	3.8
YCS - Too Good For Violence Program					0	#DIV/0!
YCS - Life Skills Middle School Program					0	#DIV/0!
YCS - Special Event					0	#DIV/0!
YCS - Sports Activities					0	#DIV/0!
YCS - DJ Nights, Karaoke, YC Got Talent					0	#DIV/0!
YCS - Open Gym					0	#DIV/0!
YCS - Day Camp Trips					0	#DIV/0!
YCS - After Camp Program	17	423	15	336	87	22.4
YCS - Camp Rock Wall					0	#DIV/0!
YCS - Day Play Trips					0	#DIV/0!
YCS - Birthday Parties/Rental	1	30			30	#DIV/0!
Total	435	23197	435	21164	2033	48.652874

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

Activity	# of Sessions	Totals	# of Sessions	Totals	Difference	2024 Daily
	Jul. '24	Jul. '24	Jul. '23	Jul. '23	Jul. '24-Jul. '23	Average
Awareness Through Movement					0	#DIV/0!
Badminton					0	#DIV/0!
Basketball - 30 & Older	4	70	4	68	2	17
Basketball - 18 & Older	4	82	4	80	2	20
Boating & Seamanship					0	#DIV/0!
Body Sculpting					0	#DIV/0!
Choosing a College Major					0	#DIV/0!
CPR Review					0	#DIV/0!
CPR/AED for the Professional Rescuer					0	#DIV/0!
Defensive Driving	2	22			22	#DIV/0!
Environmental Programs					0	#DIV/0!
Exertone - Mon./Wed.					0	#DIV/0!
Flute Choir					0	#DIV/0!
Golf Outing					0	#DIV/0!
Golf Instruction					0	#DIV/0!
Guitar Lessons					0	#DIV/0!
Healthy Nutrition					0	#DIV/0!
Hip Hop					0	#DIV/0!
Karate	3	39	4	20	19	5
Karate-Advanced					0	#DIV/0!
Kick Boxing					0	#DIV/0!
Light Saber Training	4	72	5	40	32	8
Navigating College Admission Process					0	#DIV/0!
Navigating College Financial Aid Process					0	#DIV/0!
Nor-West	17	365	17	279	86	16.411765
Oxygen Administration					0	#DIV/0!
Piano					0	#DIV/0!
Pickleball					0	#DIV/0!
Pilates					0	#DIV/0!
Run, Jog, Walk					0	#DIV/0!
Soccer-Referee Course					0	#DIV/0!
Softball League - Meeting					0	#DIV/0!
Softball League - Umpires Meeting					0	#DIV/0!
Softball - Men Fall Arc Ball					0	#DIV/0!
Softball - Men Games	17	3400	13	2600	800	200
Softball - Mens/Tournament					0	#DIV/0!
Softball - Women's Games					0	#DIV/0!
Special Events/Supervisor					0	#DIV/0!
Summer Staff - Directors Meeting					0	#DIV/0!
Swim - Adult Beginner					0	#DIV/0!
Swim Facilities - CJC	31	14551	29	9430	5121	325.17241
Swordsmanship					0	#DIV/0!
Tai Chi					0	#DIV/0!
Tennis Instruction-Outdoor					0	#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.					0	#DIV/0!
Water for a City					0	#DIV/0!
Waterfront Lifeguarding					0	#DIV/0!
Woga I	4	32	6	150	-118	25
Yoga Anyone					0	#DIV/0!
Yoga-Core & Stretch	4	36			36	#DIV/0!
Yoga-Gentle			3	32	-32	10.666667
Yoga-Lite	4	60	3	30	30	10
Yoga with a View	4	104			104	#DIV/0!
Yoga II	4	60	3	24	36	8
Waterfront Yoga					0	#DIV/0!
Zumba					0	#DIV/0!
TOTAL	102	18893	91	12753	6140	140.14286

ATTENDANCE - FIGURE COMPARISONS

Jul-24

2024 41,938

2023 33,917

DIFFERENCE 8,021

PRINCIPLE PROGRAMS AFFECTING DECREASE IN PROGRAM ATTENDANCE

lacrosse camp	not held in 2024	-84
swim instruction-CJC camp	decrease in program participation	-734
tennis camp 5-8	not held in 2024	-80
tennis camp 9-14	not held in 2024	-56
woga I	2 less sessions held	-118

PRINCIPLE PROGRAM AFFECTING INCREASE IN PROGRAM ATTENDANCE

day camp (k-4)	increase in program participation	190
day camp (7,8)	increase in program participation	767
day camp (5,6)	increase in program participation	543
early bird lap swim-single	increase in program participation	150
early bird lap swim-double	increase in program participation	430
mini golf course	increase in program participation	253
playgrounds-FGL	4 additional sessions held	50
playgrounds-Morabito	4 additional sessions held	114
soccer league-evaluations	1 additional session held	100
swim instruction-Croton	increase in program participation	200
youth employment-Hen Hud	increase in program participation	61
YCS-canteen	increase in program participation	50
YCS-after camp program	2 additional sessions held	87
norwest-adult	increase in program participation	86
softball-men's games	4 additional sessions held	800
swim facilities	increase in program participation	5121
yoga w/a view	not held in 2023	104

TOTAL

-1072

TOTAL 9106



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



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

September 4, 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 August, 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



2024-AUGUST

Activity	# of sessions	Totals	Avg/ session
NOR-CORT/CORT CLUB	2	164	82
VERPLANCK CLUB	5	153	30.6
PARTIES	1	100	100
EXERCISE	12	657	54.75
Acts, Cards, Ceram.	15	353	23.53
SPECIALS	2	250	125
BUS TRANS.	4	35	8.75
TRIPS	1	52	52
HOME VISITS	2	1	2
WJCS/REFERRAL	18	62	3.44
SHOPPING	7	49	7
MEDICAL CAR	15	45	3
CONGREGRATE	22	177	8.05
HDM / SNAP	22	1446	65.73

Senior Citizen Clubs:

We had 2 large club meetings this month with an average of 82 in attendance at each. Attendance dropped as expected due to the summer. Verplanck Seniors continue to meet at the Schoolhouse each week.

Nutrition Program:

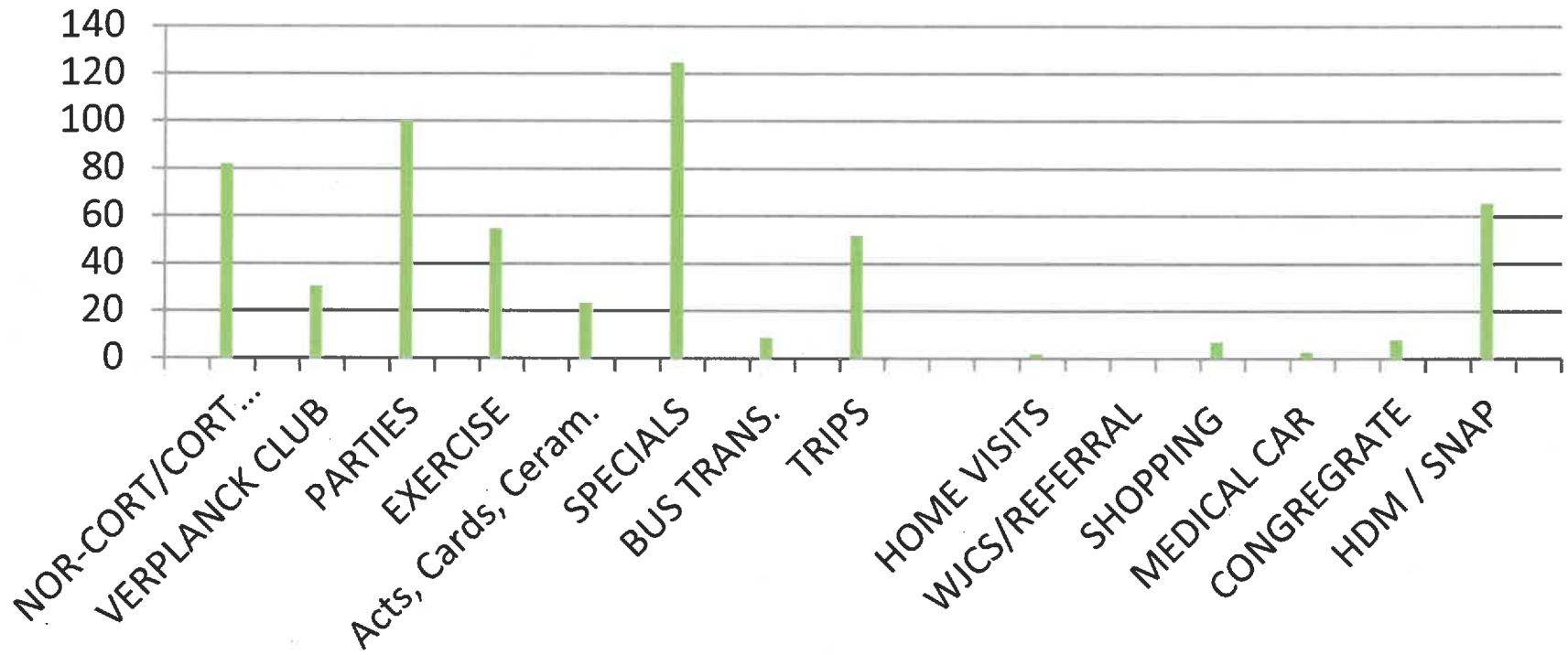
The Home Delivered Meal Program is sporadic in nature, due in part to the fragile health of those involved. August yielded a few new additions to the program.

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 August calendar so you can reference all the other offerings at the Center. In addition, to our regularly scheduled programs, we had our Annual Picnic at the Pool for our seniors and Veterans, which yielded over 200 people, a trip to Saratoga Race Track, and a summer disco party at Cortlandt Colonial.

Senior Citizen Activities for August 2024

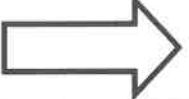


TOWN OF CORTLANDT - THE GOLDEN CONNECTION



AUGUST 2024



Monday	Tuesday	Wednesday	Thursday	Friday
<p>29 Westbrook Drive Cortlandt Manor, NY 914-528-1572</p>	<p>Program Information On Reverse Side!</p> 	<p>NOTICE: CALENDARS SUBJECT TO CHANGE WITHOUT PRIOR NOTICE!</p>	<p>1 TRIP OUT SARATOGA , 9:15am Chair Yoga 10:30am Wii Bowling 11:45am Mahjong/Chinese Mahjong, Cards, Canasta and Board Games 12:00pm Bereavement Support 12 Noon Verplanck Mtg.10am @Schoolhouse</p>	<p>2 Low Impact 10:15am Zumba 12:15pm</p> <p>Pizza & Movie 1:00pm "Just Getting Started"</p>
<p>5 Line Dancing 10:30am-11:30am Cold Treat 12:00-1:00pm Poker Group 1:00-3:00pm Drop in Pickleball 1:30-3:00pm Shopping Trip to Uncle G.s & Trader Joe's</p>	<p>6 Nor-Cort/Cortlandt Summer Party at Cortlandt Colonial Restaurant 12-3pm</p>	<p>7 Men's Discussion Group 12:00pm Coffee Hour 12:00pm Craft Afternoon 12:00pm Drop in Pickleball 1:30-3:00pm</p>	<p>8 Chair Yoga 10:30am Wii Bowling 11:45am Mahjong/Chinese Mahjong, Cards, Canasta and Board Games 12:00pm Verplanck Mtg. 10:00am @Schoolhouse</p>	<p>9 <u>NO Low Impact</u> Zumba 12:15pm</p>
<p>12 Line Dancing 10:30-11:30am Poker Group 1:00-3:00pm Drop in Pickleball 1:30-3:00pm</p>	<p>13 Bocce 9:30am <u>NO Nor-Cort /Cortlandt Mtg.</u> Annual Senior Recognition Day Picnic/ Veterans Picnic @Cook Pool 11:00am-2:00pm</p>	<p>14 Mens Discussion Group 12:00pm Coffee Hour 12:00pm Drop in Pickleball 1:30-3:00pm</p>	<p>15 Trip Lottery: Foxwoods/Nordic Lodge Chair Yoga 10:30am Wii Bowling 11:45am Mahjong/Chinese Mahjong, Cards, Canasta and Board Games 12:00pm Verplanck Mtg. 10am @Schoolhouse</p>	<p>16 Low Impact 10:15am Zumba 12:15pm Rain Date - Senior Picnic</p>
<p>19 Line Dancing 10:30am-11:30am Poker Group 1:00-3:00pm Drop in Pickleball 1:30-3:00pm</p>	<p>20 Bocce 9:30am Nor-Cort/Cortlandt Mtg. 10:30am Lunch Bingo</p>	<p>21 Men's Discussion Group 12:00pm Coffee Hour 12:00pm Drop in Pickleball 1:30-3:00pm</p>	<p>22 Chair Yoga 10:30am Wii Bowling 11:45am Mahjong/Chinese Mahjong, Cards, Canasta and Board Games 12:00pm Verplanck Mtg.10:00am @Schoolhouse</p>	<p>23 Low Impact 10:15am Zumba 12:15pm</p>
<p>26 Line Dancing 10:30am-11:30am Poker Group 1:00-3:00pm Drop in Pickleball 1:30-3:00pm</p>	<p>27 Bocce 9:30am Nor-Cort/Cortlandt Mtg. 10:30am <u>BIG BINGO</u> 12:30pm</p>	<p>28 Men's Discussion Group 12:00pm Coffee Hour 12:00pm <u>NO Drop in Pickleball</u> Swing Dancing 1:30-3:00pm</p>	<p>29 Chair Yoga 10:30am Wii Bowling 11:45am Mahjong/Chinese Mahjong, Cards, Canasta and Board Games 12:00pm Verplanck Mtg.10:00am@Schoolhouse</p>	<p>30 Low Impact 10:15am Zumba 12:15pm</p>

TOWN OF CORTLANDT “GOLDEN CONNECTION”

Bocce: Stop by the Center and enjoy a free game on our bocce courts on Tuesdays.

Cold Treat: Monday, August 5th at 12 Noon. Cool off with a treat on a summer day. \$1.00 payment when you register. Money will be refunded when you come that day.

Bereavement Support: 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, August 1st. Meetings are typically held the first and third Thursday of the month from 12:00pm-1:00pm. Office hours available upon request.

Pizza & Movie: “Just Getting Started” starring Morgan Freeman, Tommy Lee Jones and Rene Russo. Story of Duke Diver living the high life as the manager of a luxurious resort in Palm Springs. He soon faces competition from Leo, a former military man who likes the same woman as Duke. Friday, August 2 at 1:00pm. Pre-registration is required, one week prior, with payment of \$6.00 for 2 slices of pizza, beverage, and dessert.

Nor-Cort/Cortlandt Summer Party: “Under the Disco Lights” being held at Cortlandt Colonial Restaurant on Tuesday, August 6th, doors open at Noon. Please see Leah Olsen, on Tuesdays, for details and sign up.

Craft Day: Wednesday, August 7th, join Cherie from Hendrick Hudson Library for a fun filled afternoon of crafting a simple quilled greeting card. Please sign up in advance, no charge.

Annual Senior Recognition Picnic/Veterans Picnic: Seniors, Veterans and Spouses or significant other, please join us at Charles Cook Pool on Tuesday, August 13th, 11:00am-2:00pm Sign up in advance with food choice. Bring your bathing suit, enjoy the pool, good company, and music. Bus will be available and encouraged let staff know if you need transportation. Free!

SCHEDULE OF EVENTS

Trip Lottery for August: Put your slips in for Foxwood Casino and Nordic Lodge by 8/15. Lottery slips will be drawn and perhaps you will be a winner. Trip date is November 1st. If you’ve never been to Nordic Lodge, you’re in for a treat. Wonderful, all you can eat lobster, prime rib, shrimp, as well as a many other choices and a fabulous ice cream dessert bar.

Swing Dance w/Cameron: If you always wanted to learn to Swing Dance join in on Wednesday, August 28th from 1:30-3:00pm where Cameron puts you through the steps to the oldies. Free!

Big Bingo: Tuesday, August, 27th 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.

Upcoming Events:

1. Rockin’ The Clock w/Jody, September - October (9 Sessions) Fee: \$20.00
2. Thursday, September 12, Verplanck Picnic
3. Friday, September 13, Senior Resorce Fair - Senator Harckham
4. Monday, September 16 - 19 extended Acadia, Maine Trip
5. Monday, September 23, Cooking Class
6. Thursday, September 26, Flu Shots; 1:00-3:00pm
7. Friday, September 27 - 6:30-8:30pm; Special Friday Night Line Dancing





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 AUGUST 2024***

<i>PURCHASE ORDERS PROCESSED</i>	<i>211</i>
<i>APPROXIMATE PURCHASING VOLUME</i>	<i>\$134,114</i>
<i>AWARDED BIDS/RFP</i>	

OPEN BIDS/RFP'S

BID#TOC- 2024-18 – PHASE II COOK POOL Replaster and Repair

BID Extension:

BID#22-19 - Tires & Tubes - DES

RFP#06-22 - Generators and Fire Pumps - DES

RFB#22-23- Snow Removal - DES





TOWN OF CORTLANDT

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

DEBRA A CARTER
RECEIVER OF TAXES

September 3, 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 August 2024.

Sincerely,

Debra A Carter

Receiver of Taxer



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

COLLECTION	OPENING BALANCE	COLLECTION	UNAPPLIED	CREDIT CARD	MEMO/	MISC	OVER/	CLOSING
				FEEES	CHK FEEES		SHORT	BALANCE
School Taxes 2023-2024								
Croton Harmon	41,749,029.30	429,923.35						41,319,105.95
Hendrick Hudson *	46,535,549.11	311,827.44						46,223,721.67
Lakeland	50,576,383.37	195,786.41						50,380,596.96
Putnam	4,054,974.33	13,019.15						4,041,955.18
Yorktown	1,570,359.75	19,080.13						1,551,279.62
Total School Taxes	144,486,295.86	969,636.48						143,516,659.38
School Penalty 2024- 25								-
Town & County 2024	553,785.33	87,895.99						465,889.34
Town & County Penalty		5,998.66						
Total Town, School, County, Pen		1,063,531.13						
Liens *	2,678,549.64	237,870.79						2,440,678.85
Lien Interest		15,682.45						
Installment Plan	29,420.93	1,968.29						27,452.64
Installment Plan Interest		569.77						
Total Lien & Interest		256,091.30						
TOTALS Base & Interest		1,319,622.43	-	1,922.05	30.00	113.13	0.94	1,321,688.55

* 45.5-2-42 14 shaw hwy Exempt to active of \$5466.63 for 25/26

Account#	Account Description	Fee Description	Qty	Local Share
	Marriage License	marriage license	21	367.50
	TOWN CLERK FEES	Birth Certificates	111	1,110.00
		Death Certificates	294	2,940.00
		EZPass	8	200.00
		Fireworks License	1	250.00
		Genealogy	6	154.00
		Marriage Copy	20	200.00
		Marriage Officiant	3	75.00
		Sub-Total:		\$5,296.50
A2544	Dog Licensing	Female, Spayed	15	135.00
		Female, Unspayed	5	75.00
		Male, Neutered	20	180.00
		Male, Unneutered	3	45.00
		Sub-Total:		\$435.00
			Total Local Shares Remitted:	\$5,731.50
Amount paid to: NYS Ag. & Markets for spay/neuter program				59.00
Amount paid to: Nystatedept. For Marriage Lic.				472.50
Total State, County & Local Revenues:			\$6,263.00	Total Non-Local Revenues:
				\$531.50

To the Supervisor:

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

R. H. Bees

Supervisor

9/3/24

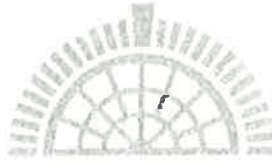
Date

LR Shatzkin

Town Clerk

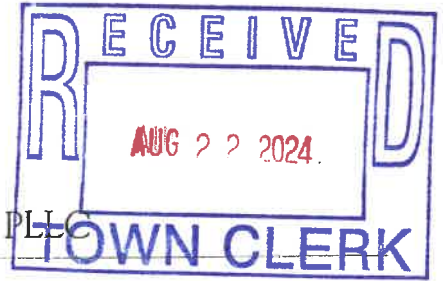
9/3/24

Date



SINGLETON, DAVIS & SINGLETON PLLC

ATTORNEYS AT LAW



THOMAS J. SINGLETON, 1930-2015
ROBERT F. DAVIS
WHITNEY W. SINGLETON*
ALEXANDER D. SALVATO

* ALSO MEMBER CONNECTICUT & FLORIDA BARS

120 EAST MAIN STREET
MOUNT KISCO, NY 10549

914.666.4400
FAX: 914.666.6442
WWW.SDSLAWNY.COM

August 22, 2024

Hon. Richard H. Becker, Supervisor
and Members of the Town Board
Town Hall
1 Heady Street
Cortlandt Manor, NY 10567

Hon. Steven Kessler, Chairman and
Members of the Planning Board
Town Hall
1 Heady Street
Cortlandt Manor, NY 10567

*Re: Petition of 3 Locust LLC – Self-Storage Proposal – Zoning Amendment for CC Zone
Planning Board Public Hearing – September 10, 2024*

Dear Supervisor Becker, Chairman Kessler
and Members of the Town and Planning Boards:

Our Firm represents GM Personal LLC, the owner of property on Route 202/Crompond Road, located near the Toddville School site at 3 Locust Avenue. 3 Locust Avenue LLC has petitioned for an amendment to the permitted uses in the CC Zoning District in order to construct a self-storage building on the Toddville site. Our client supports the proposed amendment, subject to one requested revision to the dimensional requirements for the self-storage special permit use in proposed Section 307-65.11(B)(4)(a) of the Code, to reduce the required minimum lot area from 40,000 square feet in that Section to a slightly lesser minimum area of not greater than 35,000 square feet.

Our client's parcel is separated from the Toddville School site by Locust Avenue, the parcel at 2120 Crompond Road on which the Pick-A-Chick Farm Store is located, and Old Locust Avenue on its westerly side, with the New York City Aqueduct property running along its rear boundary to the north, and the property with D. Newman and Sons Service Center adjoining it to the east. The property is 38,238 square feet, or .88 acres, in size and has 244 feet of frontage on Route 35/Crompond Road. The tax map designation for the property is 552289.34-5-2-4. An annotated location map is enclosed.

Our client's principals are real estate developers, most of whose projects have been in southern Westchester to date. Upon purchasing the Crompond Road parcel, their project engineer's analysis revealed that the sub-surface composition of the property is such as to make it more difficult to install a septic system, in the absence of public sewer, to serve the most desirable uses permitted in the Zone. Accordingly, prior to even learning of the proposed self-storage amendment for the CC Zone, our client and its engineer determined that a self-storage use, with its very limited septic demand, would be the most viable use of the property. As pointed out in 3 Locust LLC's presentations to the Boards, self-storage generally entails very



SINGLETON, DAVIS & SINGLETON PLLC

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THOMAS J. SINGLETON, 1930-2015
ROBERT F. DAVIS
WHITNEY W. SINGLETON*
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* ALSO MEMBER CONNECTICUT & FLORIDA BARS

120 EAST MAIN STREET
MOUNT KISCO, NY 10549

914.666.4400
FAX: 914.666.6442
WWW.SDSLAWNY.COM

August 22, 2024

Hon. Richard H. Becker, Supervisor
and Members of the Town Board
Town Hall
1 Heady Street
Cortlandt Manor, NY 10567

Hon. Steven Kessler, Chairman and
Members of the Planning Board
Town Hall
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Hon. Richard H. Becker, Supervisor
and Members of the Town Board
August 22, 2024
Page 2

Hon. Steven Kessler, Chairman and
Members of the Planning Boards

little environmental impact, including with respect to noise and traffic. In the case of our client's parcel, such use would be adjoining and across Crompond Road from existing commercial uses and would otherwise be buffered from any impacts on residential properties by the New York City Aqueduct property along its rear boundary.

According to Town meeting minutes on the proposed amendment to permit self-storage use in the CC Zone, the amendment, including the 40,000 minimum lot area requirement, has been tailored by the Petitioner's attorneys so that only the Toddville property would qualify for self-storage under the proposed special permit requirements. Based on our client's initial analysis, our client's property and one other property having approximately 32,000 square feet in area nearer to the Peekskill border, comprise the only undeveloped parcels in the CC Zone along Crompond Road. These three properties are shown as "CC Parcels" 1, 2, and 3, respectively on the enclosed location map.

Other than for the 40,000 square foot minimum lot area requirement, our client's parcel would comply with all of the proposed bulk requirements for the special permit use of self-storage proposed for the CC zoned parcels along Crompond Road. A revision of the amendment to require a bit less minimum lot area would ensure that our client would be afforded the beneficial use of its property, with a low impact use and more tax dollars benefitting the community, while ensuring as well that the proposed amendment may not be perceived as intended to benefit only one property owner.

Accordingly, we respectfully request that the Boards consider the downward revision of the proposed minimum lot area requirement to at least 35,000 square feet and otherwise take favorable action for the enactment of the proposed amendment to allow self-storage use by special permit in the subject Route 202/Crompond Road area of the CC Zone.

Thank you for your kind consideration.

Respectfully submitted,

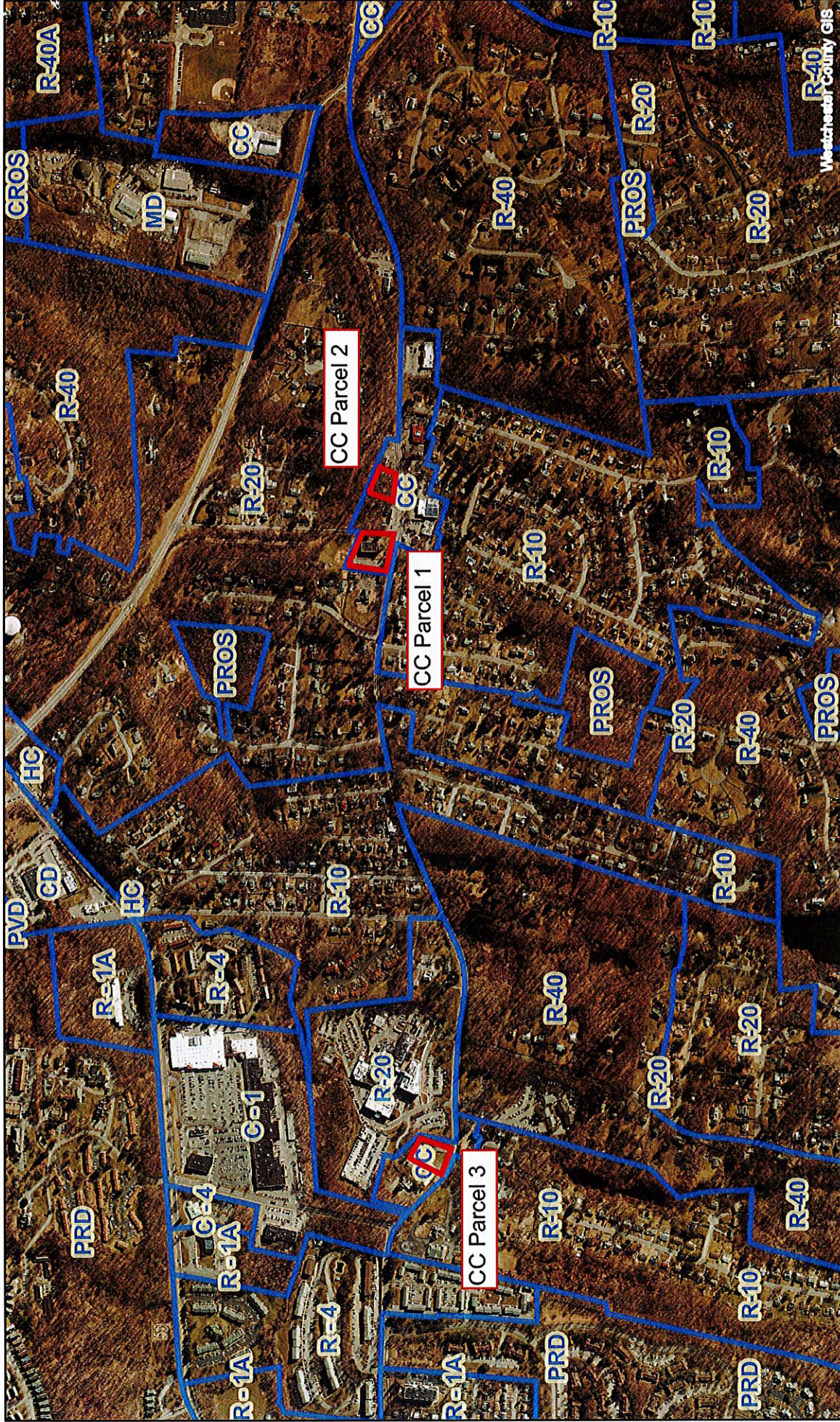


Robert F. Davis

RFD:dds
Enclosure

C: Thomas F. Wood, Esq., Town Attorney
Michael Cunningham, Esq., Deputy Town Attorney
Chris Kehoe, AICP, Director, Department of Planning & Community Development
Mr. Pietro Poccia
Ralph Mastromonaco, P.E.

Westchester County Municipal Tax Parcel Map (Cortlandt)



August 21, 2024

Tax parcel data was provided by local municipality. This map is generated as a public service to Westchester County residents for general information and planning purposes only, and should not be relied upon as a sole informational source. The County of Westchester hereby disclaims any liability from the use of this GIS mapping system by any person or entity. Tax parcel boundaries represent approximate property line location and should NOT be interpreted as or used in lieu of a survey or property boundary description. Property descriptions must be obtained from surveys or deeds. For more information please contact local municipality assessor's office.

1:10,000



Westchester County GIS

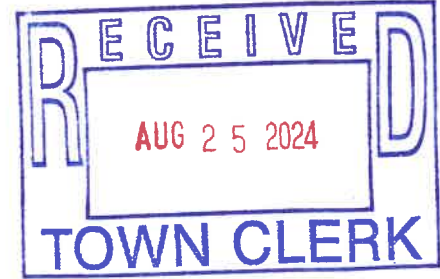
<http://giswww.westchestergov.com>
Michaelian Office Building
148 Martine Avenue Rm 214
White Plains, New York 10601

Bart Lansky Esq.
28 Ridge Way
Purdys, NY 10578

By mail and by email to MichaelP@townofcortlandt.com, StephenF@townofcortlandt.com,
ArthurD@townofcortlandt.com, ralphgmastromonaco@gmail.com

August 26, 2024

Town of Cortlandt
Town Clerk Laroue Rose Shatzkin
1 Heady Street
Cortlandt Manor, NY 10567



RE: Removal of Section 23.12, Block 1, Lot 4.1 from the public water district

Greetings,

I am the attorney for Joseph Bene, Gabor Bene and Szegeed Realty (together the Bene Family). Joseph and Gabor Bene are the owners of the parcel known as 23.12-1-4.1 an unnumbered parcel on Locust Avenue served by an access easement across the lands of Szegeed Realty.

I have been engaged by the Bene Family to help them construct a house for the son and daughter-in-law of Joseph Bene for more than two years. We have reviewed the following three options and found that none of them are feasible and we are therefore asking the Town Board to remove the property from the public water district.

Option 1.

Connect the new house, via the water main in the Hillside Subdivision. Unfortunately, the easements which exist within the Hillside Subdivision only provide for access by homes within the Hillside Subdivision.

Option 2.

Install a well. The Westchester County Board of Health (WCBOH) will not provide approval for the installation of a well when a property is located within a public water district. We will seek WCBOH approval once the Town resolves to remove the property from the public water district.

Option 3.

Install a new water main. The existing water main is approximately 630 feet away from the proposed water service connection on the proposed house. Based on this distance, an 8" water main is required. The cost to install this water main has been estimated at \$250,000 which is considerably more than the cost of the land. Spending \$250,000 to bring water to one house makes the project not economically feasible. Such a requirement amounts to a taking of the value of the property.

As it appears we have no other viable options, we ask the Board to adopt a resolution, removing 23.12-1-4.1 from the water district.

Yours truly,

A handwritten signature in black ink, appearing to read 'Bart Lansky', with a long, sweeping horizontal line extending to the right.

Bart Lansky Esq.

From: [REDACTED]
Sent: Friday, August 23, 2024 4:40 PM
To: Stephen Ferreira <StephenF@townofcortlandt.com>; Richard Becker <RichardB@townofcortlandt.com>
Subject: Stop sign request

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.

Hello Rich and Stephen,

My name is [REDACTED] I am a long time resident of Cortlandt and I live on Ridge Rd just up the street from town hall. I am requesting a stop sign on The Oval leading into Eton Downs Street just outside town hall. Everyday someone flies right through that intersection. It has been extremely dangerous. As well, my handicapped daughter rides on Paratransit daily and the driver asked me to contact the town in regards to a stop sign. He has informed me that he has been nearly hit numerous times over the last several months.

Please feel free to contact me [REDACTED] if you have any questions or if I can be of further assistance.

Thank you for your consideration,
[REDACTED]



DRAFT

RESOLUTION

NUMBER X-24

**(AUTHORIZE THE TOWN SUPERVISOR TO EXECUTE A SEWER AGREEMENT
AND A FINANCIAL SECURITY AGREEMENT WITH RESPECT TO THE FURNACE
WOODS SEWER DISTRICT)**

WHEREAS, the Furnace Woods Sewer District was formed in 2016; and

WHEREAS, while there is the potential for approximately 135 other users to connect to the Furnace Woods Sewer District, right now the Yeshiva Ohr Hameir is the only user in the District; and

WHEREAS, to clarify the obligations of both the Town and the Yeshiva Ohr Hameir with respect to the installation of sewer infrastructure, the attorneys for the Parties have negotiated a Sewer Agreement; and

WHEREAS, to ensure that there is appropriate financial security in place for future bond payments, the attorneys for the Parties have also negotiated a Financial Security Agreement;

NOW, THEREFORE, BE IT RESOLVED, that the Supervisor is authorized to execute a Sewer Agreement and a Financial Security Agreement with the Yeshiva Ohr Hameir containing financing terms for improvements to the Furnace Woods Sewer District subject to the approval of the Town Attorney's Office.

BE IT FURTHER RESOLVED that if a Sewer Improvement Area is approved by the Town, then this resolution shall pertain to both the Furnace Woods Sewer District and the Furnace Woods Sewer Improvement Area.

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

**Adopted September 17, 2024
At a Regular Meeting
Held at Town Hall**

RESOLUTION



(RE: RESOLUTION AUTHORIZING THE DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT STAFF TO APPLY FOR A NEW YORK FORWARD (NYF) GRANT FROM NEW YORK STATE FOR THE MONTROSE HAMLET AND THE CORTLANDT TRAIN STATION)

WHEREAS, the New York Forward (NYF) program is a competitive New York State grant that awards up to \$4,500,000 respectively as part of the Consolidated Funding Application (CFA) program, to plan for and fund a variety of projects to improve downtown areas, and

WHEREAS, the Town submitted a DRI/NYF grant application in 2022 and 2023 and did not receive funding; and

WHEREAS, the Town intends to reapply for NYF Funding with an application deadline of October 18, 2024; and

WHEREAS, a successful NYF application requires public outreach to develop a vision for the downtown area and a list of projects to be considered for funding if the Town is awarded NYF funds; and

WHEREAS, the Town will hold a NYF public outreach meeting as part of the NYF application process; and

WHEREAS, the Town has already completed several studies and initiated several projects in the Montrose Hamlet and the Cortlandt Train Station area that will form the basis for the NYF grant application; and

NOW THEREFORE BE IT RESOLVED, that the Department of Planning and Community Development is hereby authorized to do the following:

- a) Apply to New York State for New York Forward funding.

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

**Adopted on September 17, 2024
At a Regular Meeting Held
at the Town Hall**

RESOLUTION

DRAFT

NUMBER 24

**(AUTHORIZE THE ACCEPTANCE OF OASAS GRANT SOR III AND EXTEND
CONTRACT FOR TEEN SERVICES)**

WHEREAS, the Drug Abuse Prevention Council, also referred to as the Youth Center, has been awarded a State Opioid Response Grant (III) for the period of September 30, 2024 – September 29, 2025 for \$72,800; and

WHEREAS, the Grant will be used for outreach, intervention and prevention of drug and alcohol use; and

WHEREAS, a portion of this grant not to exceed \$43,850 may be used to extend the contract with Lisamaria Albanese MSW;

NOW, THEREFORE, BE IT RESOLVED, the Town Supervisor is authorized to accept the grant award and is further authorized to extend the independent contractor agreement with Lisamaria Albanese, MSW.

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

**Adopted September 17, 2024
At a Regular Meeting
Held at Town Hall.**

RESOLUTION

DRAFT

RE: (AUTHORIZE A LICENSE AGREEMENT WITH THE COUNTY OF WESTCHESTER FOR THE AREA KNOWN AS MAPLE AVENUE PARK)

BE IT RESOLVED, that the Town Board of the Town of Cortlandt does hereby authorize a License Agreement with the County of Westchester for the area known as Maple Avenue Park, to operate and maintain 2.5 acres of County Parkland, including a playground.

BE IT FURTHER RESOLVED, said agreement will expire on October 31, 2029.

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

**Adopted September 17, 2024
At a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER X-24

**(AUTHORIZE FUNDING FOR PEEKSKILL POLICE D.A.R.E. PROGRAM FOR THE
2024-2025 SCHOOL YEAR)**

WHEREAS, the Town has historically contributed to the D.A.R.E. program sponsored by the Peekskill Police Department; and

WHEREAS, Peekskill Police Officers have provided D.A.R.E. education to students in the Hendrick Hudson School District; and

WHEREAS, the Town of Cortlandt already has the Cortlandt Community Coalition, which provides a similar service to D.A.R.E; and

WHEREAS, in addition, the Town is working with the Westchester County Police on increasing the Police Department's educational services provided to the youth in the Town; and

WHEREAS, the Supervisor and Town Board have no issue if the Hendrick Hudson School District continues with the D.A.R.E. program, but they do believe, that the most appropriate way to raise funds for the program would be through the School District's annual budgeting process;

NOW, THEREFORE, BE IT RESOLVED, that the Town Comptroller is authorized to contribute to the Peekskill Police D.A.R.E. program for the 2024-2025 School Year in the amount of \$37,194.

BE IT FURTHER RESOLVED that this shall be the final School Year that the Town contributes to the D.A.R.E. program unless otherwise approved by a future resolution.

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

**Adopted September 17, 2024
At a Regular Meeting
Held at Town Hall**

RESOLUTION

DRAFT

NUMBER X-24

RE: AUTHORIZE SUPERVISOR TO EXECUTE AGREEMENT OF COOPERATION WITH NORTHERN WESTCHESTER JOINT WATER WORKS, JOINING OUR CURRENT AGREEMENT WITH THE VILLAGES OF BUCHANAN AND CROTON ON HUDSON TO PROVIDE THAT THE TOWN'S PURCHASING DIRECTOR WILL ADVERTISE FOR BIDS ON BEHALF OF SAID MUNICIPAL ENTITY: NORTHERN WESTCHESTER JOINT WATER WORKS.

WHEREAS, is the desire of the Town Board to cooperate, share and coordinate expenses and costs with the Municipal Entity, Westchester Joint Water Works as much as possible; and.

WHEREAS, it is the desire of Westchester Joint Water Works, to authorize the Town's Purchasing Director, when advertising for bids on behalf of the Town, to include the Northern Westchester County Joint Water Works as parties who may utilize the bids; and

WHEREAS, it is required by law that the **TOWN** have an agreement with the Northern Westchester Joint Water Works to designate the Town Director of Purchasing as Liaison with Bidding.

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

BE IT FURTHER RESOLVED, that upon execution of the referenced Agreements by the parties therto, the Town's Director of Purchasing be , and hereby is, authorized to advertise for bids in the name of the **TOWN OF CORTLANDT, THE VILLAGE OF CROTON ON HUDSON, THE VILLAGE OF BUCHANAN AND NORTHERN WESTCHESTER JOINT WATER WORKS** ; said Agreements to commerce and become effective from the date of execution, and to remain in effect through December 2025.

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

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

RESOLUTION

DRAFT

NUMBER **X-24**

**(AUTHORIZING THE SETTLEMENT OF A TAX
CERTIORARI WITH CROTON PROPERTIES, INC.,
C/O SCI FUNERAL SERVICES)**

WHEREAS, Croton Properties, Inc. (c/o SCI Funeral Services) filed a tax certiorari for the years 2018 through 2024; and

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

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

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

Tax Map No.: 54.7, Block 5, Lot 6

<u>Assess.</u> <u>Year</u>	<u>Assessed Valuation</u>		<u>Amount of</u> <u>Reduction</u>
	<u>Reduced From</u>	<u>Reduced To</u>	
2018	\$21,765	\$16,500	\$5,265
2019	\$17,000	\$16,500	\$ 500
2020	\$17,000	\$16,500	\$ 500
2021	\$17,000	\$16,500	\$ 500
2022	\$17,000	\$16,500	\$ 500
2023	\$17,000	\$14,030	\$2,970
2024	\$17,000	\$13,570	\$3,430

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

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

**Adopted September 17, 2024
At a Regular Meeting
Held at Town Hall**

At a Special Term of the Supreme Court, held in
And for Westchester County at White Plains, New York
On the _____ day of _____, 202__

SUPREME COURT OF THE STATE OF NEW YORK
COUNTY OF WESTCHESTER

In the Matter of the Application of
Croton Properties, Inc.
c/o SCI Funeral Services #7342,

Petitioner,

v.

BOARD OF ASSESSMENT REVIEW AND/OR
ASSESSOR OF THE TOWN OF CORTLANDT
AND THE TOWN OF CORTLANDT,
WESTCHESTER COUNTY, NEW YORK,

Respondents,

Index Number

65981/2018
65859/2019
61310/2020
64217/2021
66215/2022
68426/2023
_____/2024

SBL No.: 54.7-5-6

**CONSENT
JUDGMENT**

The above petitioner having heretofore served and filed the Petitions and Notices to review the tax assessments fixed by the TOWN OF CORTLANDT for the 2018, 2019, 2020, 2021, 2022, 2023 and 2024 assessment years upon certain real property constituting assessment parcels and designated as Tax Map No.: 54.7-5-6 on the Official Assessment Map of the Town of Cortlandt, and

The issues of these proceedings having duly come on for trial at an IAS Term of this Court, and the petitioner having appeared by JAMES T. RYAN III, ESQ. of Stavitsky & Associates, LLC, and the respondents having appeared by THOMAS F. WOOD, ESQ., of Town of Cortlandt, Counsel for the Town of Cortlandt, the parties having made their settlement, it is

ORDERED, that the assessments on the above-referenced property be and the same are hereby reduced, corrected and filed for the assessment years as follows:

Assessment Roll	Assessment	Reduced Assessment	Amount of Reduction
2018	\$21,765	\$16,500	\$5,265
2019	\$17,000	\$16,500	\$500
2020	\$17,000	\$16,500	\$500
2021	\$17,000	\$16,500	\$500
2022	\$17,000	\$16,500	\$500
2023	\$17,000	\$14,030	\$2,970
2024	\$17,000	\$13,570	\$3,430

and so reduced and confirmed, it is further

ORDERED, ADJUDGED and DECREED that the officer or officers having custody of the assessment rolls upon which the above-mentioned assessments and any taxes levied thereon are entered shall correct the said entries in conformity with this Order and shall not upon the margin of said rolls, opposite said entries, that the same have been corrected by the authority of this Order, and it is further

ORDERED, ADJUDGED and DECREED that the assessment fixed herein for the 2024 year shall be subject to a three (3) year moratorium for 2025, 2026 and 2027 in accordance with the provisions of §727 of the Real Property Tax law; and it is further

ORDERED, that there shall be audited, allowed and paid to the petitioner by the TOWN OF CORTLANDT the amount of Town taxes paid by the petitioner as taxes against the said erroneous assessments in excess of what the taxes would have been if said assessments made in the aforesaid years have been determined by this Order, together with interest thereon from the date of payment thereof as provided by statute, and it is further,

ORDERED, that there shall be audited, allowed and paid to the petitioner by the HENDRICK HUDSON SCHOOL DISTRICT, the amount of School taxes paid by the petitioner as taxes against the said erroneous assessments in excess of what the taxes would have been if the said assessments made in the aforesaid years have been determined by this Order, together with interest from the date of payment thereof as provided by statute, and it is further

ORDERED AND DIRECTED that the County Legislators of the County of Westchester, State of New York, be and are hereby directed and authorized to audit, allow, and to pay to the petitioner the amount, if any, of State, County, City, Sewer District and any other County of Westchester special district taxes paid by the petitioner as taxes against said erroneous assessments in excess of what the taxes would have been if the said assessments had been as determined by this Order, together with interest thereon from the date of payment thereof as provided by the statute, and it is further

ORDERED AND DIRECTED, that service of a copy of this judgment with a Notice of Entry on the County of Westchester shall include proof of payment of taxes, and it is further

ORDERED and DIRECTED, that all tax refunds are to be paid with interest pursuant to Section 726 of the Real Property Tax Law of the State of New York; except that in the event the refund of taxes is paid within ninety (90) days from the date of service of a copy of this judgment with Notice of Entry, then interest is waived; together with the amounts of interest and penalties, if any, paid on the excess of any of the aforesaid taxes by reason of delinquent payment, and it is further

ORDERED AND DIRECTED, that all tax refunds hereinabove directed to be made by check or draft payable to the order of "Stavitsky & Associates LLC for the benefit of SCI Funeral Services.", 350 Passaic Ave, Fairfield, New Jersey 07004.

ORDERED AND DIRECTED that these proceedings are discontinued with prejudice and without costs or disbursements against either party.

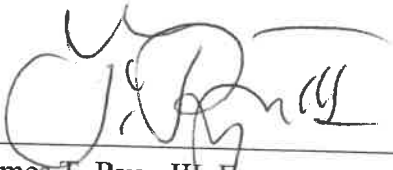
Dated: White Plains, New York
_____, 2024

Enter,

Hon. Anne E. Minihan, J.S.C.

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

By: Thomas F. Wood, Esq.
Attorney for Respondents
Town of Cortlandt, Town Hall
1 Heady Street
Cortlandt Manor, NY 10567



By: James T. Ryan III, Esq.
Attorney for Petitioner
Stavitsky & Associates LLC
350 Passaic Ave
Fairfield, New Jersey 07004

RESOLUTION

DRAFT

NUMBER X-24

**(AUTHORIZE THE TOWN STAFF AND NWJWW TO SETTLE OUTSTANDING
WATER PAYMENT FOR THE PROPERTY LOCATED AT
184 COLABAUGH POND ROAD)**

WHEREAS, the water bill to the Tax Lot 55.16-3-28 with a location on Colabaugh Pond Road, Cortlandt Manor, was incorrectly metered resulting in an outstanding water balance due between the periods of June 2024 through August 2024; and

WHEREAS, after review by the Department of Environmental Services, the Northern Westchester Joint Water Works “NWJWW” was notified; and

WHEREAS, the owner of the property had no evidence of excess water or leaks in the hosue, and the meter is located at the bottom of a hill away from the house; and

WHEREAS, NWJWW reviewed its’ billing reports and is authorized to adjust the outstanding water bill, resulting in a net payment due to the Town of Cortlandt in the amount of Three Hundred Six Dollars and Nine Cents (\$306.09); and

WHEREAS, the subject premises bills from September 2024 forward shall be based on actual water meter reads and billed quarterly.

NOW, THEREFORE, BE IT RESOLVED, NWJWW is authorized to adjust the water bill to the amount identified above.

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

**Adopted September 17, 2024
At a Regular Meeting
Held at Town Hall**

RESOLUTION



NUMBER X-24

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

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

BE IT FURTHER RESOLVED, the Town Supervisor is authorized to execute a contract with respect to same in the amount of \$900 for Global Compliance Network effective 9/1/24-8/31/25.

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

**Adopted on September 17, 2024
at a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER X-24

RE: (AUTHORIZE THE DEPARTMENT OF TECHNICAL SERVICES AND THE DEPARTMENT OF ENVIRONMENTAL SERVICES TO CONDUCT A STUDY OF THE ROADS IN WILD BIRCH FARMS)

BE IT RESOLVED, that the Town Board of the Town of Cortlandt does hereby authorize for DES and DOTS to conduct a study of the Roads in Wild Birch Farms.

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

**Adopted September 17, 2024
At a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER X-24

(RE: AUTHORIZE FIREWORKS PERMIT TO GARDEN STATE FIREWORKS, INC. WITH RESPECT TO FAMILY FUN DAY)

WHEREAS, pursuant to Chapter 35 of the Town Code, and pursuant to Section 405.00 of the Penal Law of the State of New York, Garden State Fireworks, Inc., on behalf of The Town of Cortlandt, submitted to the Department of Technical Services - Code Enforcement Division an application for a fireworks permit in preparation for a fireworks display on October 5, 2024, (Alternate Rain Date to be Determined):

WHEREAS, upon careful review by the Town of Cortlandt Fire Inspector, said fireworks application will be approved:

WHEREAS, said application upon careful review and endorsement by the Chief of the Local Fire District, The Town of Cortlandt Fire Inspector, and the Town Supervisor will be approved; and

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

WHEREAS, the Town Board has agreed to waive the fee of \$250.00 for a fireworks display application,

NOW, THEREFORE, BE IT RESOLVED, that on the condition that Garden State Fireworks, Inc. application is approved and that they operate only on property for which they have written permission, that the Town Board of the Town of Cortlandt does hereby conditionally **GRANT** a Non-Transferable Permit to **Display** Fireworks on October 5, 2024 alternate date to be determined, from property owned by the Town of Cortlandt; and

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

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

Resolution

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

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

**Adopted on September 17, 2024
At a Regular Meeting
Held at the Town Hall**

DRAFT

DRAFT

RESOLUTION

NUMBER X-24

(RE: RESOLUTION AUTHORIZING THE USE OF PROPERTY WITHIN THE TOWN OF CORTLANDT BY STUPID EARS PRODUCTIONS, INC FOR THE PURPOSE OF FILMING)

WHEREAS, the Town Board of the Town of Cortlandt has received a request from Stupid Ears Productions to film in various locations in the Hamlet of Verplanck; and

WHEREAS, Stupid Ears Productions has provided a certificate of insurance prior to filming, and

WHEREAS, the waterfront park, end of 6th Street, quarry parking lot and 8th Street Playground have been requested for half days of filming and impact to traffic and the public should be minimal, if any;

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

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

**Adopted September 17, 2024
At a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER X-24

RE: (AUTHORIZE A BID WITH RESPECT TO PORTABLE TOILETS)

WHEREAS, GOT OT GO INC. is lowest bid price for Town wide Portable Toilets.

WHEREAS, the Town DES Director, Recreation Director and the Purchasing Director have reviewed the quotations and recommends awarding a one year contract with options for renewal for a weekly amount of \$70.00; Handicap Units at \$90.00 and Wash Stations at \$115.00.

NOW, THEREFORE, BE IT RESOLVED, the Supervisor is hereby authorized to execute the contract documents and the Town Comptroller will secure necessary funds.

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

**Adopted on September 17, 2024
at a Regular Meeting
Held at Town Hall**

RESOLUTION

DRAFT

NUMBER X-24

**(RE: AUTHORIZE CONTRACTS/AWARD BID WITH RESPECT TO
UNIFORMS (Recreation) RFB #TOC-2024-16)**

WHEREAS, the Purchasing Director previously advertised for bids for **UNIFORMS** town wide and

WHEREAS, said bids were received and opened by the Purchasing Director on **August 19, 2024;** and

WHEREAS, the **TOWN WILL AWARD BIDDER FOR UNIFORMS AT THE LOWEST CATEGORY PRICING** was

EMPIRE PRINTING 1860 EAST ST LOUIS STREET, SPRINGFIELD, MO 65802; FOR SECTION(s) 1, 3, 4, 5, 6, 7 OF BID#TOC-2024-16 and

ACES CUSTOM APPAREL, 17664 HILLCREST AVE, GRAND HAVEN MI 49506; FOR SECTION 2A-2C OF UNIFORM BID#TOC-2024-16 and

AMERICAN SOCCER COMPANY INC DBA. SCORE SPORTS, 20701 MANHATTAN PLACE, TORRANCE, CA 90501 FOR SECTION 8, SOCCER KITS OF UNIFORM BID#TOC-2024-16, ...

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

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

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

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

**Adopted September 17, 2024
At a Regular Meeting
Held at Town Hall**

RESOLUTION

DRAFT

NUMBER X-24

RE: (AUTHORIZE A BID WITH RESPECT TO JANITORIAL SERVICES)

WHEREAS, the Director of Purchasing and Director of DES recommends that the Award for BID#2024-17 JANITORIAL SERVICES be awarded to NSI CLEAN WORLDWIDE INC, Middletown, NY. For the Following locations and any other as AUTHORIZED by DES.

DES SANITATION – 167 Roe Hook Road;
TOLLHOUSE, Bear Mt Bridge Road;
CUE/CTC Town Center;
YOUTH CENTER Memorial Drive;
DES HIGHWAY 140 8th Street Verplanck;
WATER DEPT 7th Street Verplanck.

WHEREAS, the Director of Purchasing has received SEALED BIDS on 8/13/2024 and NSI was the lowest bidder.

NOW, THEREFORE, BE IT RESOLVED, that NSI CLEAN WORLDWIDE INC. is authorized to be award the above contract, for \$610.01 Weekly. Any additional work AUTHORIZED by DES will be at \$50.00 per hour rate.

BE IT FURTHER RESOLVED, that the Comptroller is authorized to amend the annual budget, as necessary, to fund the said work;

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

**Adopted on September 17, 2024
at a Regular Meeting
Held at Town Hall**

RESOLUTION

NUMBER _____

RE: (AWARD TE CONTRACT 2024.15(R) WIND/SOLAR HYBRID POLES INSTALLATION – TOWN HALL)

WHEREAS, the proposed project will consist of the installation of three (3) Wind/Solar Hybrid Poles and related construction work; and

WHEREAS, the Department of Technical Services competitively advertised for bid the Wind-Smart Pole Installation; and

WHEREAS, four (4) sealed bids were opened on September 9, 2024 for Contract No. 2024.15(R) – Wind/Solar Hybrid Poles Installation in the amounts shown below:

DGC Capital Contracting Corp. 506 South 9 th Avenue Mount Vernon, NY 10550	\$109,980.00
Schumaker Construction, LLC 1380 State Route 104 Ontario, NY 14519	\$135,000.00
Evolution Energy Inc. 35 Main St., Suite 306 Poughkeepsie, NY 12601	\$140,000.00
Jablko Construction, LLC 2 Young Road Katonah, NY 10536	\$195,000.00

; and

WHEREAS, the Department of Technical Services has reviewed the proposals and recommends awarding TE Contract 2024.15 (R) to DGC Capital Contracting Corp., 506 South 9th Avenue, Mount Vernon, NY 10550 in the amount of one hundred nine thousand nine hundred eighty dollars and no cents (\$109,980.00); and

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

WHEREAS, the Town of Cortlandt has received a one hundred thousand dollar \$100,000 CREST grant to cover the procurement and installation expenditure; and

WHEREAS, the Town of Cortlandt will utilize its general fund to cover any expenditure that exceeds state, federal and county grants.

NOW, THEREFORE, BE IT RESOLVED, that this project has been classified as a Type II action.

BE IT FURTHER 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 DGC Capital Contracting Corp., 506 South 9th Avenue, Mount Vernon, NY 10550 in the amount of one hundred nine thousand nine hundred eighty dollars and no cents (\$109,980.00).

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

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

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

**Adopted on September 17, 2024
at a Regular Meeting
Held at the Town Hall**

DRAFT

RESOLUTION

NUMBER X-24

RE: (AMENDED CONTRACT TE 2024.08 “BAKER STREET AND LUCS LANE DRAINAGE RELINING” TO INCLUDE TOWN HALL PARKING LOT AND LAFAYETTE AVE.)

WHEREAS, Contract TE 2024.08 “Baker and Lucs Lane Drainage Relining” contains a provision upon which by agreement the Contractor and the Town of Cortlandt can extend the contract; and

WHEREAS, both the Town Hall parking lot and portions of Lafayette have deficient drainage, requiring relining or replacement; and

WHEREAS, upon review by the Departments of Environmental and Technical Services, these locations were ideal to be relined; and

WHEREAS, the Contractor Precision Trenchless LLC has agreed to reline various drainage pipes at the Town Hall (1 Heady Street) parking lot and along Lafayette Avenue near 231 in accordance with the contract specifications; and

WHEREAS; the total anticipated costs of the two additions is approximately one hundred and twenty-five thousand dollars (\$125,000.00).

NOW THEREFORE BE IT RESOLVED, Contract TE 2024.08 is hereby amended to include relining drainage in the Town Hall parking lot and drainage along Lafayette Avenue in the vicinity of house number 231.

BE IT FURTHER RESOLVED, that the Supervisor is hereby authorized to execute the Contract extension documents subject to review of the same by the Town Attorney.

BE IT FURTHER RESOLVED, that the Town Comptroller is hereby authorized to amend the 2024 budget as necessary.

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

**Adopted on September 17, 2024
At a Regular Meeting
Held at the Town Hall**

RESOLUTION

NUMBER **DRAFT**

RE: (AMENDED CONTRACT TE 2024.09 “TOWN OF CORTLANDT REPAVING – 2024” TO INCLUDE TOWN HALL PARKING LOT)

WHEREAS, Contract TE 2024.09 “Town of Cortlandt Repaving – 2024” contains a provision upon which by agreement the Contractor and the Town of Cortlandt can extend the contract; and

WHEREAS, the Contractor Laura Li Industries, LLC has agreed to pave the Cortlandt Town Hall Parking Lot in accordance with the material specifications of the existing contract; and

WHEREAS; the Town of Cortlandt will remove Lafayette Avenue from the 2024 list of approved roads, due to a separate utility installation contract, scheduled for 2025.

NOW THEREFORE BE IT RESOLVED, Contract TE 2024.09 is hereby amended to include paving the Town Hall parking lot and removing Lafayette Avenue from the 2024 schedule.

BE IT FURTHER RESOLVED, that the Supervisor is hereby authorized to execute the Contract extension documents subject to review of the same by the Town Attorney.

BE IT FURTHER RESOLVED, that the Town Comptroller is hereby authorized to amend the 2024 budget as necessary.

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

**Adopted on Sept. 17, 2024
At a Regular Meeting
Held at the Town Hall**

RESOLUTION

DRAFT

NUMBER _____

RE: (AUTHORIZE DOTS TO OBTAIN PROPOSALS FOR PARKING LOT LINE STRIPING AT TOWN HALL)

WHEREAS, the Town Hall parking lot is proposed to be re-surfaced.

NOW THEREFORE BE IT RESOLVED, that the Department of Technical Services is hereby authorized to obtain proposals to stripe the Town Hall parking lot.

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

**Adopted on September 17, 2024
At a Regular Meeting
Held at the Town Hall**

RESOLUTION

DRAFT

NUMBER X-24

RE: (APPOINT TINA TOBACK AS INTERIM DEPUTY TOWN CLERK)

RESOLVED, upon the recommendation of the Town Clerk, the Town Board of the Town of Cortlandt does hereby appoint Tina Toback to the Title of Interim Deputy Town Clerk effecting October 30, 2024; and

BE IT FURTHER RESOLVED, that Tina Toback shall receive an additional \$500 per month for her service as Interim Deputy Town Clerk through December 31, 2024; and the Comptroller is hereby authorized to amend the budget with respect to same.

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

**Adopted September 17, 2024
At a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER X-24

(RE: APPOINT SUB REGISTRAR OF VITAL STATISTICS)

WHEREAS, pursuant to appointment by the New York State Department of Health and the Cortlandt Town Board, that Town Clerk LAROUÉ ROSE SHATZKIN is REGISTRAR OF VITAL STATISTICS in and for the Town of Cortlandt; and

NOW, THEREFORE, BE IT RESOLVED, that the appointment of TINA TOBACK as DEPUTY REGISTRAR by the Town Clerk be, and hereby is approved and ratified; and

BE IT FURTHER RESOLVED, that the above appointment shall become effective on October 1, 2024, and terminate with the term of office of the Town Clerk pursuant to NYS Law; and

BE IT FURTHER RESOLVED, TINA TOBACK shall continue to receive her registrar stipend for her duties as DEPUTY REGISTRAR.

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

**Adopted on September 17, 2024
At a Regular Meeting
Held at the Town Hall**

RESOLUTION

DRAFT

NUMBER ~~X-24~~

(RE: AUTHORIZE THE APPOINTMENT OF SANDRA FUENTES AS A PART TIME EMPLOYEE IN THE RECREATION DEPARTMENT FOR THE YOUTH CENTER)

NOW, THEREFORE BE IT RESOLVED, that Sandra Fuentes be appointed in the Recreation Department, with a start date of September 18, 2024. This appointment is subject to completion of drug screening.

BE IT FURTHER RESOLVED, Ms. Fuentes shall be compensated at an hourly rate of pay of \$17.00.

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

**Adopted on September 17, 2024
at a Regular Meeting
Held at Town Hall**

RESOLUTION

DRAFT

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.

SANITATION	NAME	START DATE
	Jeffley Luctamar	09/18/2024

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 September 17, 2024
at a Regular Meeting
Held at Town Hall**

RESOLUTION



NUMBER X-24

(RE: AUTHORIZE A LEAVE OF ABSENCE FOR AN EMPLOYEE IN THE SENIOR CENTER)

RESOLVED, that the following employee is authorized an intermittent Leave of Absence:

Employee ID # XXXXXX – Effective July 24, 2024 – August 18, 2024

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

**Adopted on September 17, 2024
at a Regular Meeting
Held at Town Hall**

RESOLUTION

NO.

DRAFT

**(SCHEDULE A PUBLIC HEARING FOR OCTOBER 22, 2024 TO EXTEND THE
BATTERY ENERGY STORAGE MORATORIUM FOR AN ADDITIONAL SIX
MONTHS)**

WHEREAS, the Town Board approved a 9-month Battery Energy Storage Moratorium at its meeting on January 23, 2024; and

WHEREAS, since then, the Town has convened a committee to draft a new Battery Energy Storage Law, and the committee has made great progress; and

WHEREAS, the technology for Battery Energy Storage Systems is rapidly evolving, and the Town Board believes that an extension of the Moratorium for an additional six months will allow the Town additional time to speak with industry experts;

NOW, THEREFORE, BE IT RESOLVED that a Public Hearing is scheduled for October 22, 2024 at 7:00 PM at Town Hall, 1 Heady Street, Cortlandt Manor, New York 10567 for a six-month extension of the Battery Energy Storage Moratorium.

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

**Adopted September 17, 2024
At a Regular Meeting
Held at Town Hall**

DRAFT

RESOLUTION

NUMBER X-24

(RE: AUTHORIZE BUDGET AMENDMENT)

RESOLVED, that the Town Board does hereby adopt Budget Transfers # 111, 12 and 13 of 2024 and does hereby Authorize the Town Comptroller to implement same.

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

**Adopted on September 17, 2024
At a Regular Meeting
Held at the Town Hall**



TOWN OF CORTLANDT

COMPTROLLER'S OFFICE

Town Hall
1 Heady Street, Cortlandt Manor, NY 10567
914-734-1070
FAX 914-734-1077

Richard H. Becker, MD
Town Supervisor

Patricia Robcke
Town Comptroller

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

DRAFT

BUDGET TRANSFER REQUEST #11

EXPENSES: Buildings

FUND/ELEMENT : 10 General Fund

	<u>Line Items</u>	
TRANSFER FROM: 010.1900.0460	Contingency	\$ -3,095.36

TOTAL -3,095.36

TRANSFER TO:	010.1620.0414	Auto Parts	\$ 42.47
	010.1620.0420	Maintenance Materials	128.00
	010.1620.0444	Equipment Maintnence	362.50
	010.1620.0440	Service Contracts	2,562.39

TOTAL 3,095.36

EXPLANATION/JUSTIFICATION

Transfer to cover various expenses for building improvements from Contingency accounts.

COMPTROLLER APPROVAL: _____

DATE: _____



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BUDGET TRANSFER REQUEST #12

EXPENSES: Police Services

FUND/ELEMENT : 20 TOV

	<u>Line Items</u>	
TRANSFER FROM: 020.1990.0460	Contingency	\$ -28,743.82

TOTAL -28,743.82

TRANSFER TO: 020.3120.0440	Outside Contracts	\$ 28,743.82
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TOTAL 28,743.82

EXPLANATION/JUSTIFICATION

Transfer from Contingency to cover additional summer police patrols per Resolutions #238-24.

COMPTROLLER APPROVAL: _____

DATE: _____



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DRAFT

BUDGET TRANSFER REQUEST #13

EXPENSES: Auto Parts, etc

FUND/ELEMENT : 41 Consolidated Water District

	<u>Line Items</u>	
TRANSFER FROM: 041.1930.0460	Contingency	\$ -38,184.86

TOTAL -38,184.86

TRANSFER TO:	041.1900.0476 Judgements and Claims	\$ 10,000.00
	041.8340.0414 Auto Parts	26,715.00
	041.8340.0434 Insurance	800.54
	041.8340.0444 Equipment Maintenance	669.32

TOTAL 38,184.86

EXPLANATION/JUSTIFICATION

Transfer from Contingency to cover costs including Vector repairs per Resolution #251-24.

COMPTROLLER APPROVAL: _____

DATE: _____