



Town of Yorktown

Office of the Town Clerk

FINAL TOWN BOARD AGENDA

February 6, 2018

Spadaccia Meeting Room
363 Underhill Avenue, Yorktown, NY 10598

6:45 PM EXECUTIVE SESSION (Closed Session):

- A motion will be made to go into Executive Session to discuss the following item(s):

PERSONNEL

- Section 8

IMPERIL EFFECTIVE LAW ENFORCEMENT, IF DISCLOSED

- Police Department

CONTRACT NEGOTIATIONS AND LITIGATION

- Legal Department

7:30 PM TELEVISED TOWN BOARD MEETING

1. PLEDGE OF ALLEGIANCE
2. MOMENT OF SILENCE
3. INTRODUCTIONS
4. SUPERVISOR ILAN GILBERT'S REPORT TO THE TOWN
5. REPORTS FROM THE TOWN COUNCIL
6. REPORTS FROM THE HIGHWAY SUPERINTENDENT
7. PRESENTATION
 - Noreen O'Driscoll, Nutrition Site Manager, and Robert Noble, Chief of Police
 - Alliance for Save Kids (ASK) - Save A Life Forum on March 18, 2018.
8. COURTESY OF THE FLOOR
9. RESOLUTIONS

From Town Clerk's Office

NOTICE IS HEREBY GIVEN, that the Town Hall Offices, Town of Yorktown, located at 363 Underhill Avenue, Yorktown Heights, New York, will be closed for Records Management Inventory on Thursday, February 15, and Friday, February 16, 2018, and

NOTICE IS FURTHER GIVEN, that the following departments or divisions of departments will also be closed for Records Management Inventory on Thursday, February 15, and Friday, February 16, 2018.

The Yorktown Parks and Recreation Department located at 176 Granite Springs Road.
The Yorktown Planning Department located at 1974 Commerce Street.
The Yorktown Refuse & Recycling Department located at 2279 Crompond Road.
The Yorktown Museum located at 1974 Commerce Street.
The Yorktown Water Department located at 1080 Spillway Road, Shrub Oak, New York.
The Yorktown Section 8 office located at 1974 Commerce Street.
The Records Division of the Yorktown Police Department located at 2281 Crompond Road.

Approve Conference Attendance for the Town Clerk to attend the New York State Town Clerk's Association Annual Conference and Training Meeting

WHEREAS, sufficient funds exist in the Town Clerk's Training line to cover the cost of expenses, including lodging and conferences;

Now, Therefore, Be It Resolved, that the Town Clerk has permission to attend the 2018 New York State Town Clerks Association Annual Conference and Training Meeting to be held in Albany, New York from April 22-25, 2018.

Advertise Public Hearing to consider Wetland Permit Application received from Jefferson Owners Corporation for its Drainage Maintenance Program

RESOLVED, that the Town Clerk is hereby authorized to refer out to the agencies listed below for their review and/or recommendation the Wetland Permit Application received from Jefferson Owners Corporation for property located at Jefferson Village, Yorktown Heights, NY, 10598 also known as:

Section/Block/Lot 17.13-2-2.-125 through 17.13-2-2.-216
Section/Block/Lot 17.13-2-3.-344 through 17.13-2-3.-443
Section/Block/Lot 17.09-1-68.-444 through 17.09-1-68.-576
Section/Block/Lot 17.09-1-69.-217 through 17.09-1-69.-343
Section/Block/Lot 17.09-1-71.-662 through 17.09-1-71.-753
Section/Block/Lot 17.05-1-14.-754 through 17.05-1-14.-1000

The request is to perform the following activities: maintenance of streams, ponds, drainage culverts within the Jefferson Village community, including removal of sticks, branches and sediment, repair of erosion and structures that may occur, and the removal of sediment building up within ponds and silt traps.

BE IT FURTHER RESOLVED, the Town Board declares its intent to act as Lead Agency, and

BE IT FURTHER RESOLVED, that the Town Board would like your comments and or recommendations back before March 6, 2018, and

BE IT FURTHER RESOLVED, a Public Hearing is scheduled to take place on Tuesday, March 20, 2018 at the Yorktown Town Hall, 363 Underhill Avenue, Yorktown Heights, NY at 7:30 pm o'clock or as soon thereafter can be heard.

Town of Yorktown Agencies:

- Building inspector
- Conservation Board
- Highway Superintendent
- Planning Board
- Planning Department
- Town Attorney
- Town Engineer

Authorize Town Clerk to refer out and advertise public hearing to consider the Amended Special Use Permit application received from Lewis Roane, representing the applicant, Pinnacle Branded LLC Convenience Store located at 3451 Crompond Road

RESOLVED, that the Town Clerk is hereby authorized to refer out to the agencies listed below for their review and/or recommendation the application filed by Lewis Roane for an amended Special Use Permit for a gas station located at 3451 Crompond Road, Yorktown, NY, also known as Section 36.06, Parcel 1, Lot 25. The request is to renovate and expand the existing convenience store and gas station, expand the gas pump count from three to six pumps, and to add a canopy over the pump area.

BE IT FURTHER RESOLVED, the Town Board declares its intent to act as Lead Agency, and

BE IT FURTHER RESOLVED, that the Town Board would like your comments and or recommendations back before March 6, 2018, and

BE IT FURTHER RESOLVED, a Public Hearing is scheduled to take place on Tuesday, March 20, 2018 at the Yorktown Town Hall, 363 Underhill Avenue, Yorktown Heights, NY at 7:30 pm o'clock or as soon thereafter can be heard.

Outside Agencies:

- New York City Department of Environmental Protection
- New York State Department of Transportation
- Westchester County Planning Board/Planning Department

Town of Yorktown Agencies:

- ABACA
- Building inspector
- Conservation Board
- Highway Superintendent
- Planning Board
- Planning Department
- Town Attorney
- Town Board
- Town Engineer

Authorize Town Clerk to refer out and advertise public hearing to consider the Amended Special Use Permit application received from CPD Energy Corp. and Michael Piccirillo, Architect representing the applicant, Mobil Gas Station, 2035 Saw Mill River Road

RESOLVED, that the Town Clerk is hereby authorized to refer out to the agencies listed below for their review and/or recommendation the application filed by CPD Energy Corp for an amended Special Use Permit. The request is the demolition of an existing 1000 square foot convenience store and the construction of a new 3000 square foot convenience store at the Mobil Gasoline Station located at 2035 Saw Mill River Road, also known as Section 37.14, Parcel 2, Lot 51 on the Tax Map of the Town of Yorktown.

BE IT FURTHER RESOLVED, the Town Board declares its intent to act as Lead Agency, and

BE IT FURTHER RESOLVED, that the Town Board would like your comments and or recommendations back before March 6, 2018, and

BE IT FURTHER RESOLVED, a Public Hearing is scheduled to take place on Tuesday, March 20, 2018 at the Yorktown Town Hall, 363 Underhill Avenue, Yorktown Heights, NY at 7:30 pm o'clock or as soon thereafter can be heard.

Outside Agencies:

New York City Department of Environmental Protection
New York State Department of Transportation
Westchester County Planning Board/Planning Department

Town of Yorktown Agencies:

ABACA
Building inspector
Conservation Board
Highway Superintendent
Planning Board
Planning Department
Town Attorney
Town Board
Town Engineer

From Town Comptroller's Office

Be It Resolved, the Town Board hereby authorizes the Town Comptroller to pay Paul Shields the cash value of unused time as of his retirement date

Rate of Pay: \$39.4973

| | | | |
|-------------------|-----------------|-----------|----------------|
| Sick | 1500.00 hours @ | 50% | = 750.00 hours |
| | 750.00 hours x | \$39.4973 | = \$29,622.98 |
| Vacation | 116.38 hours x | \$39.4973 | = \$ 4,596.70 |
| Personal Days | 22.50 hours x | \$39.4973 | = \$ 888.69 |
| Floating Holidays | 15.00 hours x | \$39.4973 | =\$ 592.46 |

| | | | | |
|-----------|-------------------------------------|---|--------|-------------|
| Longevity | \$1,600 / 260 days = \$6.15 per day | | | |
| | 09/12/17 to 01/05/18 = 84 days | | | |
| | 84 days | x | \$6.15 | = \$ 516.60 |
| | | | Total | \$36,217.43 |

Be It Further Resolved, that the Comptroller is hereby authorized to transfer funds for the purpose of this payout at retirement as follows:

From:

| | | |
|-----------|--|-------------|
| D909.8 | Highway Fund Reserve for Employee Accrued Benefits | \$29,622.98 |
| D5110.101 | Highway Salary | \$ 6,077.85 |
| D5110.106 | Highway Longevity | \$ 516.60 |

To:

| | | |
|-----------|---------------------------|-------------|
| D5110.108 | Highway Lump Sum Payments | \$36,217.43 |
|-----------|---------------------------|-------------|

Be It Resolved, that the Town Board hereby authorizes the Town Comptroller to pay Nancy Milanese the cash value of unused time as of her retirement date

Rate of Pay: \$37.3782

| | | | |
|-------------------|-------------------------------------|---------------|-------------|
| Sick | 1400.00 hours @ 50% | =700.00 hours | |
| | 700.00 hours x \$37.3782 | = \$26,164.74 | |
| Vacation | 175.00 hours x \$37.3782 | = \$ 6,541.19 | |
| Personal Days | 21.00 hours x \$37.3782 | = \$ 784.94 | |
| Floating Holidays | 14.00 hours x \$37.3782 | = \$ 523.29 | |
| Longevity | \$1,600 / 260 days = \$6.15 per day | | |
| | 07/01/17 to 01/04/18 = 134 days | | |
| | 134 day x \$6.15 | = | \$ 824.10 |
| | Total | | \$34,838.26 |

Be It Further Resolved, that the Comptroller is hereby authorized to transfer funds for the purpose of this payout at retirement as follows:

From:

| | | |
|-----------|--|-------------|
| A909.8 | General Fund Reserve for Employee Accrued Benefits | \$26,164.74 |
| A8020.101 | Planning Salary | 7,849.42 |
| A8020.106 | Planning Longevity | \$ 824.10 |

To:

| | | |
|-----------|----------------------------|-------------|
| A8020.108 | Planning Lump Sum Payments | \$34,838.26 |
|-----------|----------------------------|-------------|

From Yorktown Planning Department

Resolved, that the Supervisor is authorized to sign an agreement with CGI Communications, Inc. to participate in the Community Video Program.

Authorize the Yorktown Planning Department to produce a targeted limited Master Plan for the Weyant Property and the Roma Building

WHEREAS, the Town of Yorktown Town Board has received two petitions to rezone property within the Yorktown Heights hamlet; and

WHEREAS, said petitions are for adjacent and abutting properties known as The Weyant, located at 2040 Crompond Road and known on the tax maps of the Town of Yorktown as tax ID 37.14-2-32, and the Roma Building, located at 2038 Saw Mill River Road and known on the tax maps of the Town of Yorktown as tax ID 37.14-2-33; and

WHEREAS, the Town of Yorktown Town Board, desiring to investigate and understand the cumulative impacts of the proposed uses, planning and layout characteristics, architectural considerations, traffic impacts, inter alia, and to identify appropriate mitigation measures, wishes to study the properties together and produce a targeted limited master plan for both properties; now

THEREFORE BE IT RESOLVED, that the Town of Yorktown Town Board authorizes the Yorktown Planning Department to coordinate the respective petitioners and their professional representatives in cooperation toward producing a targeted limited master plan, and further authorizes the Planning Department to produce any necessary technical material required for completion of same; and

BE IT FURTHER RESOLVED, that no funds for outside consultants are authorized by this resolution, and any necessary service identified by the Planning Department that is required to complete the said master plan shall be reviewed and authorized by the Town Board prior to any service being rendered.

From Highway Department

Authorize Comptroller to release Escrow Deposit for Driveway Permit #1201 in the amount of \$500.00 and Street Opening Permit #016-012 in the amount of \$11,000.00.

Advertise Bid for Asphalt Concrete and Liquid Bituminous Materials – Highway Department

NOTICE IS HERE GIVEN, that sealed proposals will be received by the Town Clerk, Town of Yorktown, Westchester County, NY until 11:00 A.M. on March 15, 2018 at the Town Hall, 363 Underhill Avenue, Yorktown Heights, N.Y. 10598 for Asphalt Concrete & Liquid Bituminous Materials, Highway Department Bid.

From the Parks and Recreation Department

Be It Resolved, that on November 21, 2017 the Town Board authorized a Professional Services Agreement with Site Design Consultants to provide field inspection services and construction administration services in connection with the Granite Knolls Sports and Recreation Complex.

BE IT FURTHER RESOLVED, the Comptroller is authorized to transfer \$95,000.00 from the General Fund – fund balance to capital project HA Granite Knolls Sports Complex to pay for these services.

Award Bid for Aquatic Weed Harvester and Tilt Deck Trailer

WHEREAS, Bids were accepted on Monday, November 13, 2017 to supply and deliver an Aquatic Weed Harvester and Tilt Deck Trailer, and

WHEREAS, Bids were received by the following companies:

| <u>Bidder</u> | <u>Total Bid Amount</u> |
|---|--------------------------------|
| Spooner Machine, Inc. | \$103, 119.00 |
| Barber Welding, Inc. /Alpha Boats Unlimited | \$105, 815.00 |
| Aquamarine, Inc. | \$107, 670.00 |
| Aquarius Systems | \$164, 400.00 |

Resolved, that the Bid from Spooner Machine, Inc. be rejected. The Weed Harvester submitted for purchase is 11,400lbs. This is 4,400 lbs. over the maximum weight acceptable in the specifications and is a flat bottom hull where pontoons were specified in the bid.

Be It Further Resolved, the Bid for the Aquatic Weed Harvester and Tilt Deck Trailer be awarded to Barber Welding, Inc. /Alpha Boats Unlimited as the lowest responsive bidder in the amount of \$105,815.00.

Be It Further Resolved, the Comptroller is hereby authorized to transfer funds for the purpose of purchasing this equipment from the Mohegan Lake Improvement District Fund Balance – transfer to ID7180.201 – Equipment. \$80,000 will be reimbursed upon receipt of funding from a New York State Grant.

Award Bid for Formatting, Printing and Delivering the 2018 Program Brochures

WHEREAS, bids were received on Monday February 5, 2018 for formatting, printing and delivering the 2018 Program Brochures as specified by the Town of Yorktown Parks and Recreation Department. Bids were submitted by the following vendors:

1. Graphic Image, Inc.
561 Boston Post Road
Milford, CT. 06460
BID per Brochure: \$5,900.00
Total cost per year (x2): \$11,800.00
2. Courier Printing Corporation
24 Laurel Bank Ave.
Deposit, NY 13754
BID per Brochure: \$6,316.00
Total cost per year (x2): \$12,632.00
3. Chase Press
1520 Front Street
Yorktown, NY 10598
BID per Brochure: \$5,679.00
Total cost per year (x2): \$11,358.00
4. Kenyon Press, Inc.
One Kenyon Press Dr
Sherburne, NY 13460

- | | |
|---------------------------|-------------|
| BID per Brochure: | \$7,914.00 |
| Total cost per year (x2): | \$15,828.00 |
5. Accel Printing & Graphics
128 Radio Circle
Mount Kisco, NY 10549
- | | |
|---------------------------|-------------|
| BID per Brochure: | \$8,359.00 |
| Total cost per year (x2): | \$16,718.00 |
6. Your Printer V.2.0 Ltd.
6 Corporate Drive
Cranbury, NJ 08512
- | | |
|---------------------------|-------------|
| BID per Brochure: | \$11,195.00 |
| Total cost per year (x2): | \$22,390.00 |
7. KB Offset Printing
3500 E.College Ave. Ste 1000
State College, PA 16801
- | | |
|---------------------------|-------------|
| BID per Brochure: | \$7,956.00 |
| Total cost per year (x2): | \$15,912.00 |

RESOLVED, that the lowest bidder, Chase Press, is awarded the 2018 Program Brochures Bid.

RESOLVED that Todd Orlowski, Superintendent of Parks and Recreation is hereby authorized to purchase one (1) forklift using New York State Contract PC 67141 in the amount of \$23,886.00.

FURTHER RESOLVED, the source of the purchase will be the Parks and Recreation Equipment Line (A7110.201) as part of the approved 2018 operating budget.

| COMPANY | PRICE |
|--|-------------|
| Doosan G25P-5 MMC DF Engine 5000# Capacity, IC Pneumatic Tire Forklift | \$23,886.00 |

10. **ADJOURN MEETING**

- A motion will be made to adjourn the Town Board meeting.

Dated: February 6, 2018

DIANA L. QUAST, RMC
TOWN CLERK
TOWN OF YORKTOWN

AGENDAS ARE SUBJECT TO CHANGE

Americans with Disabilities Act: If you need special assistance to participate in a Town meeting or other services offered by this Town, please contact the Town Clerk's office, (914) 962-5722, x210. Assisted listening devices are available at all meetings.