



Town of Yorktown

Office of the Town Clerk

FINAL TOWN BOARD AGENDA

January 8, 2019

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):

INTERVIEWS:

Tree Conservation Advisory Commission
Planning Board

PERSONNEL:

Highway Department
Police Department
Recreation Commission

LITIGATION & NEGOTIATION:

Town Attorney

8:00 PM WORK SESSION (Open Session)

Discussion Items

3100 Dalia Court – Drainage Issue
Freedom Gardens – Water Bill
Ban the Box – Westchester County Legislation
Marijuana Legalization in New York State
RPG Properties – Construction of Single-Family Residence - Allan Avenue

RESOLUTIONS

From the Building and Maintenance Department

Authorize Town Clerk to advertise bid for Electrical Work on Town Buildings

NOTICE IS HEREBY GIVEN that sealed proposals will be received by the Town Clerk, Town of Yorktown, Westchester County, NY until 11:00 AM on January 31, 2019 at the Town Hall, 363 Underhill Avenue, Yorktown Heights, NY 10598, for Electrical work on Town Buildings for Maintenance.

From the Highway Department

Release Escrow Deposit for Driveway Permit #DR1221

Resolved, that the Town Board authorizes the Comptroller to release Driveway Permit #DR1221 in the amount of \$500.00 to JDG Builders, 40 Shallow Stream Road, Carmel, NY 10512.

From Human Resources

Approve the following carryover of accrued time from 2018 for use in 2019

WHEREAS, the following employees have requested to carry 2018 accrued time for use in 2019, and

WHEREAS, the comptroller has confirmed the available balance, now

THEREFORE BE IT RESOLVED, the following employees may carry the time balance listed below

Name	# Hours
Steven Vitulli	34
Adam Cerrato	7.5
Joseph Lewis	7.5
Kenneth Rundle	7
Martin McGannon	52.5

From the Justice Court

Authorize Supervisor to sign an amendment to the nCourt, LLC agreement with the Justice Court

Resolved, that the amendment to the Agreement dated 1/6/2015 between the Town of Yorktown Justice Court and nCourt, LLC be executed by the Town Supervisor.

From Mohegan Lake Improvement District

Authorize Town Clerk to advertise bid for Lake Mohegan Aquatic Pesticide Treatments

NOTICE IS HEREBY GIVEN that sealed proposals will be received by the Town Clerk, Town of Yorktown, Westchester County, NY until 11:00 A.M. on February 1, 2019, at Town Hall, 363 Underhill Avenue, Yorktown Heights, N.Y. 10598 for Lake Mohegan Aquatic Pesticide Treatments.

From the Parks and Recreation Department

Authorize Supervisor to sign agreements with the following Athletic Clubs

Authorize the Supervisor to sign agreements with the following Athletic Clubs:

- Shrub Oak Athletic Club
- Yorktown Athletic Club

Authorize Supervisor to sign agreements with the following Senior Clubs

Authorize the Supervisor to sign agreements with the following Senior Clubs:

- AARP Chapter 3297
- Yorktown Senior Club Chapter 1
- Shrub Oak Senior Citizen Club
- Jefferson Owners Corp.
- Saint Patrick's Seniors

From the Receiver of Taxes

Authorize Comptroller to refund the following duplicate tax payment

Resolved, that the Comptroller is authorized to refund the 2018 Sch. Tax amount for Account #3961500 in the amount of \$81.48.

From the Town Clerk's Office

Approve Garbage License for AAA Carting & Rubbish Removal, Inc. to service commercial properties in the Town of Yorktown for the year 2019

RESOLVED, that AAA Carting & Rubbish Removal, Inc. be and is hereby granted renewal of their Garbage License to service commercial properties in the Town of Yorktown for the year 2019.

Authorize Supervisor to sign a Merchant Payment Processing Agreement and Service Agreement with Value Payment Systems for Online Dog License Renewal Services

Resolved, the Supervisor is authorized to sign a Merchant Payment Processing Agreement and Service Agreement with Value Payment Systems to provide Online Dog License Renewals and Point of Sale Services to the Town Clerk's Office.

Authorize Supervisor to enter into an agreement with Keystone Purchasing Network

Resolved, the Supervisor is authorized to enter into an agreement with Keystone Purchasing Network for the purpose of making purchases for the benefit of the Town of Yorktown through KPN. There is no charge to the Town for joining this purchasing network.

From the Town Comptroller's office

Authorize the Comptroller to process the following Budget Transfer – Sewer Department

Be It Resolved, that the Comptroller is hereby authorized to process the following transfer
From:

\$11,093 Clover Road Sewer District - Fund Balance

To

\$11,093GA8130.200 Clover Road Sewer District - Equipment
For the purchase of a replacement Hydromatic Pump

Authorize Supervisor to sign an agreement with Gallagher Bassett for Insurance Coverage to the Town for 2019

BE IT RESOLVED that the Town Supervisor is authorized to sign an agreement with Gallagher Bassett to provide insurance coverage to the Town for 2019

From the Water Department

Authorize Comptroller to do the following Budget Transfer – Water Department

BE IT RESOLVED, that the Town Comptroller is hereby authorized to make the following budget transfer:

Transfer \$135,000 from the Water Department 2018 Salaries line (SW.8340.0101) to the Water Department 2018 Water Purchases line (SW.8320.0450) to cover the remaining invoices for 2018 water purchases/surcharges/IBM water usage.

ORGANIZATIONAL RESOLUTIONS

Authorize and direct Supervisor to pay regular bi-weekly salaries of all elected and appointed Town officials

RESOLVED, that the Supervisor be hereby authorized and directed to pay regular bi-weekly salaries of all elected and appointed Town officials and employees without prior audit: this shall not apply to lump sum payments.

Approve Mileage Rate of 58 cents per mile for Town officials and employees who use their own vehicle in performance of official duties

RESOLVED, that the rate of 58 cents per mile be allowed for those Town officials and employees who use their own automobiles in the performance of their official duties in accordance with the budgetary appropriations, provided however, the expense incurred is presented to the Town Board in the proper manner and on the proper claim form.

Direct Supervisor to submit the Fiscal Report to the State Comptroller and Town Clerk within 120 days after the close of the fiscal year

RESOLVED, that by the authority vested pursuant to Paragraph 10-a of Section 29 of the Town Law, the Supervisor shall submit to the Town Clerk within one hundred twenty days after the close of the fiscal year, a copy of the report to the State Comptroller required by Section 30 of the General Municipal Law and the Town Clerk shall cause a summary of such report or a notice that a copy of such report is on file in the Town Clerk's Office.

Authorize Town Comptroller to make refunds for correction of error up to a maximum of \$2,500.00

RESOLVED, that the Comptroller is appointed, as per Section 554 of the Real Property Tax Law to make refunds for correction of error up to a maximum of \$2,500.00.

Authorize Supervisor to make application to the New York State Division of Youth for State Aid for a Recreation and Youth Service Grant

RESOLVED, that the Supervisor be directed to make application to the New York State Division of Youth for State Aid for a Recreation and Youth Service Project Grant for 2019. The Parks and Recreation Department receives \$10,000 of this application for recreation youth, and the Police Department receives another \$10,000 via the Youth Officer.

Designate Delegates to the New York State Association of Towns Meeting

RESOLVED, that Councilman Vishnu Patel be and is hereby designated as the voting delegate to represent the Town of Yorktown at the Association of Towns Meeting to be held in February 2019, and be it

FURTHER RESOLVED, that Supervisor Ilan Gilbert be and is hereby designated the alternate delegate to the aforementioned meeting.

Designate Depositories for the Town of Yorktown

RESOLVED, that the following banks located in the Town of Yorktown are hereby designated as depositories for the Town of Yorktown:

JP Morgan Chase
2002 Commerce Street
Yorktown Heights, New York 10598

Putnam County Savings Bank
331 Downing Drive
Yorktown Heights, NY 10598

Signature Bank
1C Quaker Ridge Road
New Rochelle, NY 10804

and be it

FURTHER RESOLVED, that Ilan Gilbert, Supervisor of the Town of Yorktown, is hereby authorized, pursuant to Town Law Section 29(2), to act on behalf of the Town of Yorktown with said banks, and be it

FURTHER RESOLVED, that the above named banks are hereby required to provide a surety bond or pledge securities when applicable as required by Town Law Section 64(1) and General Municipal Law Section 10, and be it

FURTHER RESOLVED, that the following banks are designated depositories for the following officers of the Town of Yorktown:

JP Morgan Chase, Yorktown Heights, New York:
Justice Raniolo Account
Justice Lagonia Account
Joint Bail Account - Justice Lagonia & Justice Raniolo

Authorize Blanket Authority for Supervisor to sign contracts up to the amount of \$12,500, not to exceed \$50,000 in a calendar year

RESOLVED, that the Town Board hereby grants blanket authority to sign contracts for the Town, without the necessity of express advance approval by the Town Board to the Supervisor in the event the contract involves any expenditure of not more than \$12,500, not to exceed \$50,000 in any calendar year and is limited to one year in duration and be it

FURTHER RESOLVED, that this blanket authorization shall remain in effect until amended.

Authorize Superintendent of Highways to purchase equipment without prior approval in an amount not to exceed \$7,000.00

RESOLVED, that pursuant to Paragraph A of Subdivision 1, of Section 142 of the Highway Law, as last amended, the Town Superintendent of Highways is hereby authorized to purchase equipment, tools and implements without prior approval of the Town Board in an amount not to exceed \$7,000.00.

Designate the Yorktown News and the Journal News as the official newspapers of the Town

RESOLVED, that the official newspapers for the Town of Yorktown are hereby designated to be the Yorktown News and the Journal News.

Designate the 2019 Meeting Dates of the Town Board

RESOLVED, that the following meeting dates and times of this Town Board are approved and will start at 6:45 PM. Televised Town Board Meetings will begin at 7:30 PM (Regular Meetings) and Work Session Meetings will begin at 8:00 PM (Work Session) unless otherwise noted and shall be as follows:

January 8	Work Session (televised at 8:00 PM)
January 15	Regular Meeting (televised at 7:30 PM)
January 22	Work Session (televised at 8:00 PM)
February 5	Regular Meeting (televised at 7:30 PM)
February 12	Work Session (televised at 8:00 PM)

February 19	Regular Meeting (televised at 7:30 PM)
February 26	Work Session (televised at 8:00 PM)
March 5	Regular Meeting (televised at 7:30 PM)
March 12	Work Session (televised at 8:00 PM)
March 19	Regular Meeting (televised at 7:30 PM)
March 26	Work Session (televised at 8:00 PM)
April 2	Regular Meeting - John C. Hart Library 7:30 PM (taped- next day airing)
April 9	Work Session (televised at 8:00 PM)
April 16	Regular Meeting (televised at 7:30 PM)
April 23	Work Session (televised at 8:00 PM)
May 7	Regular Meeting (televised at 7:30 PM)
May 14	Work Session (televised at 8:00 PM)
May 21	Regular Meeting (televised at 7:30 PM)
May 28	Work Session (televised at 8:00 PM)
June 4	Regular Meeting (televised at 7:30 PM)
June 11	Work Session (televised at 8:00 PM)
June 18	Regular Meeting (televised at 7:30 PM)
June 25	Work Session (televised at 8:00 PM)
July 2	Regular Meeting - outdoor site, 6:00 PM (taped - next day airing)
July 9	Work Session (televised at 8:00 PM)
July 16	Regular Meeting (televised at 7:30 PM)
July 23	Work Session (televised at 8:00 PM)
August 6	Regular Meeting - outdoor site, 6:00 PM (taped - next day airing)
August 13	Work Session (televised at 8:00 PM)
September 3	Regular Meeting (televised at 7:30 PM)
September 17	Regular Meeting (televised at 7:30 PM)
September 24	Work Session (televised at 8:00 PM)
October 1	Regular Meeting (televised at 7:30 PM)
October 15	Regular Meeting (televised at 7:30 PM)
October 22	Work Session (televised at 8:00 PM)
November 12	Work Session (televised at 8:00 PM)
November 19	Regular Meeting (televised at 7:30 PM)
November 26	Work Session (televised at 8:00 PM)
December 3	Budget Hearing (televised at 6:30 PM)
December 10	Work Session (televised at 8:00 PM)
December 17	Regular Meeting (televised at 7:30 PM)

FURTHER RESOLVED, that the Town Board will meet with its Department heads to review their budgets on November 13 and November 14 and be it

FURTHER RESOLVED, that the Town Board will hold its regular Budget Hearing at 6:30 PM on December 3, 2019, and be it,

FURTHER RESOLVED, the Town of Yorktown will hold its Annual Record Management Inventory on February 7 and February 8 and be it,

FURTHER RESOLVED, that Special Meetings shall be called and held in conformance with Section 62 of the Town Law and Article 7 of the Public Officers Law.

ADJOURN MEETING

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

Dated: January 8, 2019

DIANA L. QUAST, RMC, CMC
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.