



Town of Yorktown

Office of the Supervisor

FINAL TOWN BOARD WORK SESSION AGENDA

October 9, 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):

Interviews

Environmental Consultants
Planning Board

Litigation and Negotiations

Assessor's Office
Human Resources
Town Attorney

7:30 PM WORK SESSION (Open Session)

Discussion Items

- Celestial Route 6 Associates II, LLC – Petition for Amendment of Zoning Map for Property at Route 6 and Mohegan Avenue
- Homeland Towers – Cell Tower
- Solar Law
- Proposed Tree Law

PERSONNEL

From the Human Resources Department

Accept Resignation of Richard Weber from the Refuse and Recycling Department

Resolved, that the Town Board accepts the resignation received from Richard Weber from the Refuse and Recycling Department.

Adopt Sexual Harassment Policy

Be It Resolved, that the Town Board adopts the attached Sexual Harassment Policy, to be signed by all Town of Yorktown employees.

RESOLUTIONS – To be considered by the Town Board on October 16, 2018

From the Albert A. Capellini Community and Cultural Center

Be It Resolved, the Town Board authorizes the hourly rent schedule for rooms located at the Albert A. Capellini Community and Cultural Center effective January 1, 2019 through December 31, 2019, as follows:

	Non Profit Hourly Rates	Standard Hourly Rate
Room 26	\$22.00	\$38.00
Room 209	\$22.00	\$38.00
Senior/ Nutrition Center	\$38.00	\$65.00
Room 16	\$38.00	\$65.00
Gym	\$38.00	\$65.00

From the Engineering Department

Authorize Comptroller to do the following Budget Transfer – Sewer Department

WHEREAS;

1. During the storm events of March 2018, the emergency generator at the Yorktown Heights Water Pollution Control Facility that serves the Microfiltration Building failed. The Town Engineer and Assistant Plant Superintendent have been working with representatives of the NYCDEP on various repair and replacement options. In a written communication dated 9/19/18 the NYCDEP directed the Town to proceed with repair of the damaged unit.
2. All costs associated with the repair of the emergency generator are billable to NYCDEP under our O&M agreement and reimbursable at 100 percent of our cost.
3. The Department intends to work with the generator manufacturer to perform work and will need the following budget transfer to issue a purchase order:
 - Transfer \$215,000 from the Sewer Reserve Fund into YS.8130.460.3 Maintenance & Repair NYCDEP

RESOLVED, the Town Comptroller is authorized to transfer \$215,000 from Sewer Fund- Fund Balance to YS.8130.460.3 Maintenance & Repair NYCDEP for the purpose of paying for emergency generator repair costs as a result of the storms and resulting power outages that occurred during the week of 3/1/18.

Authorize Supervisor to Sign Professional Services Agreement – Fred Cook Inc. – TV

Inspection of Sewer Pipelines

WHEREAS,

1. The Town sewer infrastructure is approaching 50 years old in many locations and a program of regular inspections is needed to assess current pipeline conditions and to identify areas that will need rehabilitation or replacement in future years. In addition, as a public-owned treatment works with a SPDES permit, the Town has in place a Capacity, Management, Operation and Maintenance Plan (CMOM) that obligates us to regularly assess the sewer piping system and to prioritize short term and long term repair/replacement projects.
2. The Town started the inspection program in 2017 along Hill and Lee Boulevard. Through last year's efforts, the Sewer Department has not encountered any sewage blockages or overflows in these areas. We plan to continue our inspection program at Somerston Rd and Sheila Ct to address any deficiencies and have similar results.
3. The Town Engineer solicited proposals for inspection services for the following scope of work: (1) perform up to 3,000 linear feet of light cleaning in sewer pipelines; (2) perform up to 3,000 linear feet of heavy cleaning in sewer pipelines; and (3) perform up to 6,000 linear feet of

television video inspection. Also includes a report that summarizes the conditions found and any follow-up work that needs to be done.

4. Since the nature of pipeline cleaning will not be known until the actual work begins, i.e. whether light cleaning will be enough to clear debris and sediment for the camera to pass through (or if heavy cleaning and root cutting will be needed), the project was bid with unit prices. Each contractor provided a bid proposal for all three (3) tasks noted above.
5. In accordance with the Town of Yorktown procurement procedures, proposals were solicited from five (5) firms that have the in-house expertise, specialized equipment and expressed interest in providing inspection services. The firms that provided written proposals were Fred Cook Inc., National Water Main Cleaning Co., Green Mountain Pipeline Services, Tam Enterprises and Diversified Infrastructure Services, Inc.
6. It is the professional opinion of Town Engineer, Fred Cook Inc. provided the best overall proposal and the lowest cost to the Town. The prices bid by Fred Cook Inc. were as follows: (1) Light cleaning 3,000 linear feet @ \$1.00 per linear foot; (2) Heavy cleaning including root cutting 3,000 linear feet @ \$1.00 per linear foot; (3) Video inspection, DVD and final report 6,000 linear feet @ \$1.25 per linear foot.

NOW, THEREFORE BE IT RESOLVED, that the Town Board authorizes the Town Supervisor to sign a Professional Services Agreement with Fred Cook Inc., for the scope of work as described in preceding section in the not-to-exceed amount of \$13,500.

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 \$30,000 from the Water Department Equipment Vehicles line (SW.8340.0201.0002) to the Water Department Overtime line (SW.8340.0105) to cover the unexpected overtime due to the numerous water main breaks that occurred in the past couple of weeks and for the rest of the year.

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 \$20,000 from the Water Department Equipment Hydrants line (SW.8340.0201.0001) to the Water Department Meters line (SW.8340.0210) for the purchase of meters.

ADJOURN MEETING

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

Dated: October 9, 2018

DIANA L. QUAST, RMC, CMC
TOWN CLERK
TOWN OF YORKTOWN

AGENDAS ARE SUBJECT TO CHANGE