

Meeting of the Town Board, Town of Yorktown held on Tuesday, November 27, 2018 at the Town Hall, 363 Underhill Avenue, Yorktown Heights, New York 10598.

Present: Ilan D. Gilbert, Supervisor
Vishnu V. Patel, Councilman
Thomas P. Diana, Councilman
Edward Lachterman, Councilman

Absent: Alice E. Roker, Deputy Supervisor

Also Present: Diana L. Quast, Town Clerk
Richard Abbate, Town Attorney

TOWN BOARD MEETING

Supervisor Ilan Gilbert called the meeting to order.

EXECUTIVE SESSION

Upon motion made by Councilwoman Roker, seconded by Councilman Diana, the Town Board moved into Executive Session to discuss personnel issues regarding particular individuals. Upon motion made by Councilman Diana, seconded by Councilman Lachterman, the Town Board moved out of Executive Session and proceeded with the meeting.

APPOINT JAKE ACCARO AS A LABORER IN THE HIGHWAY DEPARTMENT
RESOLUTION #417

Upon motion made by Councilman Lachterman, seconded by Councilman Patel,

BE IT RESOLVED, that Jake Arcara, of Peekskill, NY, is hereby appointed Laborer, job class code 0425-05, within the Highway Department, to be paid from Yorktown CSEA Salary Schedule A, Group 5, Step 1 which is \$43,235.00 annually;

BE IT RESOLVED, contingent upon successful completion of a drug test and reference checks that Jake Arcara will report to work at the Highway Department on December 17th, 2018 and this date will be used as the first date of appointment;

BE IT FURTHER RESOLVED, that this appointment is subject to a probationary period of not less than 12 nor more than 52 weeks, commencing on the first date of appointment on December 17th, 2018.

Gilbert, Patel, Diana, Lachterman Voting Aye
Resolution adopted.

APPROVE TRANSFER OF JOSEPH BERGIN FROM THE REFUSE AND RECYCLING
DEPARTMENT TO THE HIGHWAY DEPARTMENT AS A LABORER
RESOLUTION #418

Upon motion made by Councilman Lachterman, seconded by Councilman Patel,

BE IT RESOLVED, that Joseph S. Bergin is hereby transferred from the Refuse & Recycling Department to the Highway Department as a Laborer, job class code 0425-05, effective December 17th, 2018, with no change in salary.

Gilbert, Patel, Diana, Lachterman Voting Aye
Resolution adopted.

APPOINT NICHOLAS L. TITKA - LABORER IN THE HIGHWAY DEPARTMENT
RESOLUTION #419

Upon motion made by Councilman Lachterman, seconded by Councilman Patel,

BE IT RESOLVED, that Nicholas L. Titka, of Yorktown, NY, is hereby appointed Laborer, job class code 0425-05, within the Highway Department, to be paid from Yorktown CSEA Salary Schedule A, Group 5, Step 1 which is \$43,235.00 annually;

BE IT RESOLVED, contingent upon successful completion of a drug test and reference checks that Nicholas L. Titka will report to work at the Highway Department on December 17th, 2018 and this date will be used as the first date of appointment;

BE IT FURTHER RESOLVED, that this appointment is subject to a probationary period of not less than 12 nor more than 52 weeks, commencing on the first date of appointment on December 17th, 2018.

Gilbert, Patel, Diana, Lachterman Voting Aye
Resolution adopted.

APPOINT JAKE VACCARO - LABORER IN THE REFUSE AND RECYCLING DEPARTMENT
RESOLUTION #420

Upon motion made by Councilman Lachterman, seconded by Councilman Patel,

BE IT RESOLVED, that Jake Vaccaro, of Wappingers Falls, NY, is hereby appointed Laborer, job class code 0425-05, within the Refuse & Recycling Department, to be paid from Yorktown CSEA Salary Schedule A, Group 5, Step 1 which is \$43,235.00 annually;

BE IT RESOLVED, contingent upon successful completion of a drug test and reference checks that Jake Vaccaro will report to work at the Refuse & Recycling Department on December 17th, 2018 and this date will be used as the first date of appointment;

BE IT FURTHER RESOLVED, that this appointment is subject to a probationary period of not less than 12 nor more than 52 weeks, commencing on the first date of appointment on December 17th, 2018.

Gilbert, Patel, Diana, Lachterman Voting Aye
Resolution adopted.

APPOINT MATTHEW HOEK - LABORER IN THE REFUSE AND RECYCLING DEPARTMENT
RESOLUTION #421

Upon motion made by Councilman Lachterman, seconded by Councilman Patel,

BE IT RESOLVED, that Matthew Hoek, of Cortlandt Manor, NY, is hereby appointed Laborer, job class code 0425-05, within the Refuse & Recycling Department, to be paid from Yorktown CSEA Salary Schedule A, Group 5, Step 1 which is \$43,235.00 annually;

BE IT RESOLVED, contingent upon successful completion of a drug test and reference checks that Matthew Hoek will report to work at the Refuse & Recycling Department on December 3rd, 2018 and this date will be used as the first date of appointment;

BE IT FURTHER RESOLVED, that this appointment is subject to a probationary period of not less than 12 nor more than 52 weeks, commencing on the first date of appointment on December 3rd, 2018.

Gilbert, Patel, Diana, Lachterman Voting Aye
Resolution adopted.

APPROVE PROMOTION OF CATHLEEN ROMANYCH TO WATER METER MAINTENANCE FOREPERSON IN THE WATER DEPARTMENT
RESOLUTION #422

Upon motion made by Councilman Lachterman, seconded by Councilman Patel,

BE IT RESOLVED, that Cathleen Romanych is hereby promoted provisionally as Water Meter Maintenance Foreperson, job class code 0626-01, effective November 28, 2018 to be paid from Yorktown CSEA Salary Schedule A, Group 14, Step 2 which is \$68,855.00 annually.

Gilbert, Patel, Diana, Lachterman Voting Aye
Resolution adopted.

APPROVE PROMOTION OF MARK BISTRO TO WATER METER READER IN THE WATER DEPARTMENT
RESOLUTION #423

Upon motion made by Councilman Lachterman, seconded by Councilman Patel,

BE IT RESOLVED, that Mark Bistro is hereby promoted provisionally as Water Meter Reader, job class code 0627-01, effective January 1, 2019 to be paid from Yorktown CSEA Salary Schedule A, Group 5, Step 2 which is \$46,613.00 annually.

Gilbert, Patel, Diana, Lachterman Voting Aye
Resolution adopted.

LOWE'S PROJECT UPDATE

Michael Quinn, Town Engineer, came before the Board to give a brief background and update on the Lowe's Project. The project started in late 2017 and the Town retained an engineering construction consultant, KJM Construction Management, to assist the Town in the fieldwork. There is a substantial amount of infrastructure associated with this project that will be turned over to the Town; however, there is some that will be developer-owned that the Town must oversee its construction.

Ken Modico, KJM Construction Management, and Gary Proft, our onsite representative from KJM, came before the Board to give their updates.

Supervisor Gilbert asked for this to be an informational session since most people are curious about where the project stands.

Mr. Modico said they began work in the field in February 2018. As part of their work, they ensure that all of the components of sanitary sewer, storm sewer, and water main are built in accordance with the contract documents and Town Code. The utility piece of the project is probably at the 90% complete at this time. They prepare daily reports and photographs to support the contractor's progress. Mr. Modico introduced Mr. Proft, the onsite KJM representative, who talked about the volume and expansiveness of the work they do to ensure compliance with the specifications.

Mr. Proft listed Spatz & Sons as the general contractor and heavy equipment firm doing the actual work, and Provident Design Engineering is the engineer of record. The value of the site work contract is roughly \$12 million dollars, excluding the actual building, which is being done with separate contractors and is roughly a \$10 million project. The Lowe's Complex includes 26 acres of land, which includes the Lowe's building site, as demonstrated on plans Mr. Proft showed. There are three separate, distinct building lots in the front that are not being developed right now but will be as part of this project. Also included in this contract are the Route 35 and Route 202 road improvements, which will include the widening of some of the roads, different accesses from turning lanes, and new a new sanitary sewer main that will be on Old Crompond Road. The overall project, at this point, is about 90% complete. The main focus of their work is to oversee and make sure that all of the utilities are being put into the ground properly; this includes 3400 feet of domestic water main piping, 1,000 feet of onsite sanitary sewer piping, 2,300 feet of offsite sanitary sewer piping which is the main piping on Old Crompond Road, 3,200 feet of storm water piping, and 1,800 feet of underground electrical feeder work. At the completion of the project the water mains and both the onsite and offsite sanitary sewer piping will be turned over to the Town.

State roadwork between Route 202 and Route 35 between Strang Boulevard and Old Crompond Road consists of storm water sewer piping, catch basins, and manholes, roadway widening, turning lanes, and a new sidewalk from Strang Boulevard to Old Compond Road. Paving will start this week – the amount of rain has caused a loss in time. The final paving from Strang to Old Crompond Road will happen in the spring. Mohansic Avenue intersection improvements include the widening of the first 325 feet of the road from Route 202 heading up Mohansic Avenue and the addition of an eastbound turning lane heading in toward Yorktown. Part of the project also included the relocation of a 24-inch water transmission main that was located in the roadway on the Lowe's building side that would be in the way of them putting in the new structures for the widening of the road. This main was owned by the Northern Westchester Joint Water Works and was relocated in conjunction with them, Yorktown Water, and Yorktown Highway.

Mr. Proft said one of the major coordination efforts has been the relocation of 25 utility poles. There are a number of entities using these poles: Con Edison, Entergy, NYSEG, AT&T, Verizon, Crown Castle, NYSDOT, Cablevision, and Cablecom. In order to move the poles, all of these companies have to relocate their lines and put new poles in. There is a protocol to how this is done – from the top down – which has taken about 6 months and are now about 95% complete. Once this is complete, Spatz can do the repaving on the roadway.

Mr. Proft also mentioned that there was no place for Lowe's to have their sanitary sewer hooked in so as part of the project 2,300 feet of piping was placed on Old Crompond Road which is now about 85% complete. It would have been completed except for the amount of rock they encountered. The contractor should be able to come back in the spring to mill and pave the road. By the first of the year, they should be mostly complete with what they have to do; some miscellaneous items can be done this winter – paving is the most important right now. NYS DOT does not really want to have Routes 202 & 35 paved right now since it is late in the year.

Mr. Proft demonstrated with maps where the sanitary sewer lines will be placed. Each homeowner will be given a spur into the lines so, at some point in the future, they would have the capability of tying into the sewers.

Supervisor Gilbert read a memo from Police Chief Robert Noble who had questions regarding the roadwork changes that are being made due to traffic concerns. He wanted to know when the eastbound left-hand turn lane on Route 202 at Strang Boulevard once again be designated a turn lane. He stated that eastbound traffic on Route 202 is becoming troublesome at peak times at two intersections: Route 202 and the entrance to the northbound Taconic Parkway, and Route 202 and Strang Boulevard. Chief Noble said that with holiday traffic upon us, it is critical that this work be completed as quickly as possible. If it cannot be mitigated safely in an expedited manner, Chief Noble wrote that he will need to contact the NYS DOT to request a traffic safety meeting for the Route 202/Lowe's corridor.

Supervisor Gilbert said the Board is in full agreement with the Chief and they want it done in a manner that is safe. The Board has some issues with the flagging and the operating of the trucks and traffic and want to make sure that it is done in a safe way but in a way that works for both the company and the Town's constituents. Councilman Diana suggested a meeting between the contractor and Mr. Proft to discuss these issues since this is a problem now. Mr. Proft said he doesn't necessarily agree with the DOT to hold off on paving Routes 202 & 35 and asked for support of the Board in this opinion. Supervisor Gilbert said that whatever they could do to help, he should just let them know. NYS DOT's mandate is 40 degrees and rising in order to pave and Mr. Proft said that he will regroup with them and try to get some relief from the mandate.

Highway Superintendent Dave Paganelli said that the condition of Old Crompond Road needed to be taken into consideration with the upcoming winter and leaving an unpaved road.

Mr. Modico suggested a meeting take place with all involved parties to figure out a solution to these concerns.

Mrs. Ann Kutter, resident of Old Crompond Road, thanked the Board for paying attention to Old Crompond Road. She said that the road is now at least 40-50% mud and the road is in bad shape. To have these conditions in the winter will make it even worse. She described the conditions the residents are dealing with. There is a lot of water and is afraid of icing this winter. Ms. Cutter asked if there were to be a meeting, one of the residents be present to give their perspective. She also described the traffic issues for those living on Old Crompond Road.

Mr. Quinn said that when all of the piping is done and tested, he will come back to the Board with a resolution authorizing the Town to take over the maintenance of the approximately two miles of infrastructure.

Town Attorney Richard Abbate said a utility maintenance agreement for the sewer and water loop that has been worked out with Breslin (the developer) that the Town will maintain and do necessary repairs and the owner (Yorktown JAZ) will reimburse the Town for labor, materials, and associated costs. It is now in the process of being executed.

YORKTOWN WORK ORDER MANAGEMENT SYSTEM

Town Engineer Michael Quinn stated that last summer (2017) the Town retained the engineering firm of Woodard & Curran to incorporate a computerized work order management system into the Town that he feels will be better than the paper order system we currently use. The Town spent approximately \$55,000 to bring the system here. Highway, Water, and Sewer Departments were trained and the Town went live on the system in the spring of 2018. Ultimately, they would like to see the system pushed further than its current use.

Mr. Anthony Catalano, Senior Principal with Woodard & Curran, mentioned that initial thoughts were to create operational efficiency. A number of municipalities are taking closer looks at how their departments work, particularly DPW, Water, and Sewer. There is a real emphasis on maximizing what you can do with the resources you have. This work order management system they have developed can help the Town do that. It is a modular system that can be built on over time in a methodical way and as a budget allows. Training and feedback help to build a better system.

Supervisor Gilbert said he has met with the Department of Health who expressed their need to review our records when they do site visits and this system helps make this an easier, more efficient process.

Ms. Nadine Hughes, Manager of Asset Management and GIS Program for Woodard & Curran, came to show the progress the Town has made with their program. She used a slide presentation to do this. The system went live on May 13, 2018. Woodard & Curran worked to build on the GIS data sets (the geographic data associated with the assets and the mapping of water, sewer, and highway infrastructure) which was completed. Upon rollout there were training sessions with each of the departments to discuss the functionality of the system and gain feedback to make final tweaks. It was important for Yorktown to move away from paper-based work orders to a computerized system. Data sets were built to identify problem areas and track progress of work orders. Cross-departmental procedures were developed for department heads so they could not only use the tool on an operational basis, but that management could then analyze the data and figure out, for example, where best to plan for capital projects.

Ms. Hughes then used her presentation to show screen shots of the actual program. She said it is inevitable that once people start to use a new tool like this, they realize the power that it could have so there are some future additions to the system they would like to implement. Some of which are the ability to edit the GIS data, enhancing work order forms, allowing work order to be tied to addresses, pump station emergency services, new data inclusion, and public facing WebGIS for sewer data. The Board questioned Ms. Hughes on some of the enhancement points (texting and smart phone use) and Mr. Quinn and Ms. Hughes responded. Ken Rundle, Distribution Superintendent – Water Department, also explained the positive points of using this system on tablets and cell phones. He also agreed this will be a very helpful tool in planning capitol projects.

Councilman Diana asked about the cost of some of the enhancements. Ms. Hughes said they run in the tens of thousands, including the annual hosting fee of \$4,500.00.

Mr. Michael Quinn said he would like to come back to the Board with Woodard & Curran's proposal in order to move to the next step. Sewer and Water have budgeted funds but will need Town Board approval. Supervisor Gilbert said that investing in this will, in the long run, save money.

Highway Superintendent Dave Paganelli said Highway is very different from Water and Sewer in that they are a multi-task department: trees, catch basins, etc. He discussed with the Board how his department operates in conjunction with other departments that require their services. He feels his department needs to move slowly with this plan because of the technical knowledge of employees. He is willing to continue to try to work it into his department and would like to revisit training of his employees. Mr. Paganelli asked Mr. Quinn if the Parks and Recreation Department was involved and was told eventually they would like to include them and the Police Department in the use of the system.

AUTHORIZE SUPERVISOR TO SIGN MAINTENANCE AGREEMENT WITH BUSINESS ELECTRONICS, INC. FOR SERVICING POLICE DEPARTMENT'S VOICE RECORDER EQUIPMENT

RESOLUTION #424

Upon motion made by Councilman Lachterman, seconded by Councilman Diana,

RESOLVED, that the Town Supervisor is authorized to sign a maintenance agreement with Business Electronics, Inc. for servicing the Yorktown Police Department's voice recorder equipment for the period December 15, 2018 through December 14, 2019. The annual contract amount is \$3,315.00.

Gilbert, Patel, Diana, Lachterman Voting Aye
Resolution adopted.

AUTHORIZE SUPERVISOR TO SIGN AN AGREEMENT WITH AXON ENTERPRISE, INC. AKA TASER INTERNATIONAL, INC. FOR PURCHASE OF TASER 25 FT SMART CARTRIDGES

RESOLUTION #425

Upon motion made by Councilman Lachterman, seconded by Councilman Diana,

RESOLVED, that the Town Board hereby authorizes the Town Supervisor to sign an agreement with Axon Enterprise, Inc, AKA Taser International, Inc. for the purchase of Taser 25 FT smart cartridges, X2, at a locked in price for a total of five (5) consecutive years. This will be in accordance with the terms of the quote provided at a set price of \$34.41 per cartridge for 120 cartridges per year, totaling \$4,096.80 annually.

Gilbert, Patel, Diana, Lachterman Voting Aye
Resolution adopted.

AUTHORIZE SUPERVISOR TO SIGN AN A RENEWAL ORDER FORM WITH SPRINGBROOK, AN ACCELA COMPANY, FOR ACCOUNTING SOFTWARE IN THE AMOUNT OF \$21,143.22

RESOLUTION #426

Upon motion made by Councilman Lachterman, seconded by Councilman Diana,

RESOLVED, that the Supervisor is authorized to sign the renewal order form with Springbrook, an Accela Company, for accounting software, for the term of January 1, 2019 to December 31, 2019, in the amount of \$21,143.22.

Gilbert, Patel, Diana, Lachterman Voting Aye
Resolution adopted.

AUTHORIZE SUPERVISOR TO SIGN AGREEMENT WITH CUMMINS SALES AND SERVICE FOR EMERGENCY GENERATOR REPAIR IN THE AMOUNT OF \$226,125.48

RESOLUTION #427

Upon motion made by Councilman Lachterman, seconded by Councilman Diana,

RESOLVED, that the Supervisor is authorized to sign an agreement with Cummins Sales and Service for the emergency generator repair costs at the Yorktown Heights Water Pollution Control Facility in the amount of \$226,125.48.

Gilbert, Patel, Diana, Lachterman Voting Aye
Resolution adopted.

ADJOURN

Upon motion made by Councilman Diana, seconded by Councilman Lachterman, the Town Board meeting was adjourned.

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