



Town of Yorktown

Office of the Town Clerk

FINAL TOWN BOARD AGENDA

2020 PRELIMINARY BUDGET

PUBLIC HEARING

December 3, 2019

Spadaccia Meeting Room, Town Hall

363 Underhill Avenue, Yorktown, NY 10598

6:30 PM TELEVISED TOWN BOARD MEETING

1. PLEDGE OF ALLEGIANCE

2. MOMENT OF SILENCE

3. 2020 PRELIMINARY BUDGET PUBLIC HEARING

NOTICE IS HEREBY GIVEN, that the preliminary budget of the Town of Yorktown, Westchester County, NY for the fiscal year beginning January 1st, 2020 has been completed and filed in the office of the Town Clerk of the said Town at the Town Hall, 363 Underhill Avenue in Yorktown Heights, in the said Town where it is available for inspection by any interested person during regular office hours of the Town Clerk beginning November 20, 2019, and

FURTHER NOTICE IS HEREBY GIVEN, that the Town Board of said Town of Yorktown will meet and hold a public hearing thereon at the Town Hall, 363 Underhill Avenue, in the said Town, on the 3rd day of December, 2019 at 6:30 o'clock PM, or as soon thereafter as the same can be heard, and that at such hearing any person shall be heard in favor of or against the preliminary budget as compiled for or against any items therein contained, and

The 2020 Preliminary Proposed General Budget totals \$59,808,696 representing an increase of \$1,244,516.00 from the 2019 Adopted Budget with the following salaries of the elected officials:

Supervisor -	\$121,328.00
Councilman (4) -	\$ 19,575.00
Town Clerk -	\$102,680.00
Superintendent of Highways -	\$126,181.00
Town Justice (2) -	\$ 33,126.00

4. RESOLUTIONS

From the Assessor’s Office

Approve tax certiorari proceedings affecting tax parcels 35.08-1-7 & 8 Account Numbers 038000 and 0379500, owned by Taconic 202 Properties LLC

WHEREAS, tax certiorari proceedings were instituted challenging the assessment for parcel known as Section 35.08 Block 1 Lots 7 & 8, located at 3823 - 3827 Crompond Road, located on the Tax Map of the Town of Yorktown, now therefore be it

RESOLVED, that the tax certiorari proceedings affecting tax parcels 35.08-1-7 & 8 Account Numbers 038000 and 0379500, owned by Taconic 202 Properties LLC f/k/a Tomnick Realty Corp. for assessment roll years 2014, 2015, 2016, 2017, 2018 and 2019 be settled as set forth in the proposed stipulation as follows:

Section 35.08 Block 1 Lot 7

<u>Roll Year</u>	<u>Assessment From</u>	<u>Assessment To</u>	<u>Assessment Reduction</u>
2014	2,300	2,300	-0-
2015	2,300	2,300	-0-
2016	2,300	2,300	-0-
2017	2,300	2,300	-0-
2018	2,300	2,300	-0-
2019	2,300	2,300	-0-

Section 35.08 Block 1 Lot 8

<u>Roll Year</u>	<u>Assessment From</u>	<u>Assessment To</u>	<u>Assessment Reduction</u>
2014	35,200	27,334	7,866
2015	35,200	28,540	6,660
2016	35,200	27,940	7,260
2017	35,200	27,545	7,655
2018	35,200	27,780	7,420
2019	35,200	27,200	8,000

From the Supervisor’s Office

Waive rent fees for AARP for use of room(s) at the Albert A. Capellini Community & Cultural Center

Be It Resolved, that based on a request from AARP dated November 21, 2019, to use rooms 26 and 104 at the Albert A Capellini Community & Cultural Center to provide free tax preparation assistance, the Town Board hereby waives the room rent fees of \$2,898.00 for 126 hours of room use (21 sessions) beginning on February 4, 2020 to April 14, 2020 as indicated in the schedule below.

- February 4, 7, 11, 14, 18, 21, 25, 28, 2020
- March 3, 6, 10, 13, 17, 20, 24, 27, 31, 2020
- April 3, 7, 10, 14, 2020

From the Town Comptroller

Authorize Supervisor to sign an agreement with the New York State Industries for the Disabled in an amount not to exceed \$14,243.20

Authorize the Supervisor to sign an agreement with New York State Industries for the Disabled in the amount of \$14,243.20 for Microfilm Conversion Services at the Police Department.

Authorize Comptroller to process the following Budget Transfer for the purchase of generators, chains and locks for 26 traffic light poles

The Comptroller is hereby authorized to process the following budget transfer:

From:

A1990.499.1 General Fund – Contingency Capital \$16,750.00

To:

A5182.200 Street Lighting - Equipment \$16,750.00

For the purchase of generators, chains and locks on twenty-six (26) traffic light poles to keep lights operable in the event of emergencies and power failures

From the Town Engineer

Authorizes Supervisor to sign a Professional Services Agreement with Environmental Design & Research, D.P.C. for the Not-to-Exceed Amount of \$363,616

WHEREAS,

1. The four (4) pump stations to be rehabilitated under this project service parcels in the Hallocks Mill Sewer District. Each of the stations (Crystal Lake, Hanover East, Mohansic & Salem) are nearing the end of their useful life and will be upgraded to meet current Town and regulatory standards.
2. The scope of work shall be as indicated in the Request for Proposal (RFP) dated November 2018 and shall include the following tasks:

Crystal Lake, Hanover East, Mohansic and Salem Pump Stations

- Full rehabilitation of each pump station; new pumps, controls, level control, piping, valves, mixer, etc. and all associated electrical, HVAC and plumbing work
- Perform a boundary survey and geotechnical evaluation of each facility
- Perform an assessment of existing facilities to determine if any hazardous materials are existing. If required, develop a plan for handling hazardous materials, i.e. mercury, lead, asbestos, etc.
- Perform flagging of any wetlands and confirm if the work will be done in wetland buffer areas, which will require permitting
- Identity if any locations are within the 100-year flood plain and make recommendations for locating equipment systems above the base flood elevation if required.

- Confirm wet wells are correctly sized and up to current code standards for capacity
- All new equipment for each pump station shall be integrated into the Town SCADA system for monitoring and control.

Farmwalk Pump Station

- The Town has experienced issues at the Farmwalk Pump Station in recent years and the scope of work will include a detailed evaluation and recommendation for how to address the problems that lead to the Town receiving a Notice of Violation from the NYSDEC in December 2016.
3. The scope of work includes an optional task for construction inspection services; whereby the Consultant will provide a field construction representative to observe and document daily construction activities. Authorization under this task will be directed by the Town in writing.
 4. The Town received responses from eight (8) firms, summarized in the following table.

Pump Station Rehab: Crystal Lake, Hanover East, Mohansic, & Salem					
RFP for Professional Services					
List of Consultants	Responsive?	Any exceptions?	Bid Price	Adjusted Bid Price	Final Bid Price
Environmental Design & Reseach	YES	NO	\$399,500	\$399,500	\$363,616
H2M Architects & Engineers	YES	NO	\$295,000	\$409,000	\$366,100
Barton & Loguidice	YES	NO	\$376,000	\$397,000	\$367,000
Woodard & Curran	YES	NO	\$498,200	\$540,200	
Macan Deve Engineers	YES	NO	\$273,390	\$323,390	
Ciarcia Engineering	YES	NO	\$298,000	\$397,000	
Pitangaro & Doetsch	YES	NO	\$224,000	\$344,000	
C.T. Male Associates	YES	NO	\$238,500	\$346,000	

5. The Town Board selected the top three (3) firms for an in-person presentation to the Board.
6. Following discussions at the 11/26/19 Town Board Work Session, the Board selected EDR to perform the work.
7. The professional engineering services to be provided by EDR will be in the not-to-exceed amount of \$363,616.
8. In the professional opinion of the Town Engineer, EDR provided a fair and reasonable proposal for professional services. We note the firm is uniquely qualified in that they have professionals that have already worked on Town sewer evaluations and studies and have institutional knowledge of the Town’s sewer infrastructure having successfully completed many previous Town projects. They

were also having strong working relationships with the officials from NYSDEC and the Westchester County Health Department.

9. This work will be assigned to Budget Code YS.8130.490 Professional Services and will require a transfer from the Sewer Fund Balance in the amount of \$363,616.

NOW, THEREFORE BE IT RESOLVED, the Town Board authorizes the Town Supervisor to sign a Professional Services Agreement with Environmental Design & Research, D.P.C. for the scope of work as described in the preceding section for the Not-to-Exceed Amount of \$363,616. And the Town Comptroller is authorized to transfer \$363,616 from Sewer Fund Balance into Budget Code YS.8130.490 Professional Services.

Authorize Supervisor to sign a Professional Services Agreement with Environmental Design & Research, D.P.C. for the Not-to-Exceed Amount of \$119,900

WHEREAS,

1. The work of this project relates to the Consent Order that the Town executed with the NYSDEC in May 2019. As per our Work Plan:
 - The Town of Yorktown will undertake an inflow and infiltration flow study of the sanitary sewage collection system tributary to the County's trunk sewer system within the Peekskill Sanitary Sewer District. The purpose of the evaluation is to identify major sources of inflow and infiltration (I/I) that are occurring within the collection system.
 - The Town is required to report the results of the study to NYSDEC by June 2020 and also must identify any sub-areas that will need further evaluation as part of a Sanitary Sewer Evaluation Survey (SSES).
2. The scope of work shall be as indicated in the Request for Proposal (RFP) dated June 2019 and shall include the following tasks:
 - Task 1: Inventory of Existing Conditions
 - Task 2: Mapping Development
 - Task 3: Flow Monitoring
 - Task 4: Rainfall Monitoring
 - Task 5: Groundwater Monitoring
 - Task 6: Data Evaluation
 - Task 7: Draft Report
 - Task 8: Workshop
 - Task 9: Final Report
3. The scope of work includes two (2) optional tasks to be undertaken when directed by the Town for the following: The Town may require additional assistance from the Consultant that cannot be defined at this time. It is anticipated that the Town will try to obtain funding for the flow study and/or the sanitary sewer evaluation should any program funding become available from New York State, Environmental Facilities Corp, etc. The Town may

also need assistance from time-to-time with meeting support or responding to inquiries from NYSDEC personnel. Under this task, payment will be made at the normal hourly billing rate scheduled of the Consultant. Authorization under this task will be when and as directed by the Town in writing.

4. The Town received responses from ten (10) firms, summarized in the following table.

Inflow & Infiltration Flow Study RFP for Professional Services						
Summary of Proposals Received						
List of Consultants	Responsive?	Any exceptions?	Bid Price	# of Flow Monitors	# of Groundwater Monitors	# of Manhole Inspections
Weston & Sampson	YES	NO	\$120,000	12	12	170
Barton & Loguidice	YES	NO	\$150,000	11	3	150?
Environmental Design & Research	YES	NO	\$119,900	12	12	175
GHD Consulting Services	YES	NO	\$145,508	16	4	147
H2M Architects + Engineers	YES	NO	\$174,470	15	15	165
Arcadis of New York	YES	NO	\$209,086	13	13	177
Tighe & Bond	YES	NO	\$214,800	17	17	150
D&B Engineers & Architects	YES	NO	\$215,000	12	6	160
Wright-Pierce Engineering Consultants	YES	NO	\$215,913	15	15	160
Pitingaro & Doetsch Consulting Engineers	YES	YES	\$73,000	3	3	N/A

5. The Town Board selected the top four (4) firms for an in-person presentation to the Board.
6. Following discussions at the 11/26/19 Town Board Work Session, the Board selected EDR to perform the work.
7. The professional engineering services to be provided by EDR will be in the not-to-exceed amount of \$119,900.
8. In the professional opinion of the Town Engineer, EDR provided a fair and reasonable proposal for professional services. We note the firm is uniquely qualified in that they have professionals that have already worked on Town sewer evaluations and studies and have institutional knowledge of the Town's sewer infrastructure having successfully completed many previous Town projects. They were also having strong working relationships with the officials from NYSDEC and the Westchester County Health Department.
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transfer \$119,900 from Sewer Fund Balance into Budget Code YS.8130.490 Professional Services.

EXECUTIVE SESSION (Closed Session)

A motion will be made to go into Executive Session to conduct interviews for volunteer boards.

5. ADJOURN MEETING

Dated: December 3, 2019

DIANA L. QUAST, TOWN CLERK
TOWN OF YORKTOWN
CERTIFIED MUNICIPAL CLERK

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.