



# Town of Yorktown

*Office of the Supervisor*

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## **TOWN BOARD WORK SESSION AGENDA** **VIDEO CONFERENCE MEETING**

**November 23<sup>rd</sup>, 2021**

**Spadaccia Meeting Room**

**363 Underhill Avenue, Yorktown, NY 10598**

### **CLOSED SESSION:**

**6:00pm: Personnel**

- **Police Department**
- **Refuse and Recycling**
- **Engineering Department**

### **OPEN SESSION:**

**7:30pm: Welcome and Opening Remarks**

**7:45pm: Overlay Districts**

*Contact:* Dan Ciarcia, Town Engineer  
Frank Fish, BFJ Planning  
Scott Le Vine, Transpo Group  
Kenny Rundle, Water Superintendent  
John Tegeder, Director of Planning

*Discussion:* Final Draft of Environmental Assessment Form

**8:15pm Destination Y Campaign**

*Contact:* Thompson and Bender  
Sergio Esposito, Chamber of Commerce

*Discussion:* Shop Local campaign presentation

**8:45pm: Recreational Field Use**

*Contact:* John Campobasso, Parks and Recreation Commission  
Matt Talbert, Parks and Recreation Commission

*Discussion:* Proposed Fee Structure

**9:00pm: Solar Law**  
*Contact:* Robyn Steinberg, Town Planner  
John Tegeder, Director of Planning  
Discussion: Proposed Amendments

**9:30pm: Granite Knolls Inclusive Playground**  
*Contact:* James Martorano, Parks and Recreation Superintendent  
Discussion: Proposed Fence

**9:45pm Master Fee Schedule**  
*Contact:* Adam Rodriguez, Town Attorney  
Discussion: Proposed Amendments to allow modification by Resolution

## **RESOLUTIONS to be passed tonight, November 23<sup>rd</sup>, 2021**

### **ENGINEERING DEPARTMENT**

#### **Stormwater Permit for Radcliffe Drive**

WHEREAS, Amber Urban (“Applicant”) applied to the Town Board of the Town of Yorktown for a MS4 Stormwater Management Permit pursuant to Chapter 248 of the Town Code of the Town of Yorktown; and

WHEREAS, the applicant proposes to place approximately 425 cubic yards of fill to level back yard and construct a shed (the action) on a parcel currently improved with a single family residence situated in an R1-20 zoning district and,

WHEREAS, the action will require greater than 200 cubic yards of fill, and

WHEREAS, pursuant to Chapter 248 of the Town of Yorktown Town Code entitled “Stormwater Management and Erosion and Sediment Control” a stormwater permit is required for the proposed action in which the Town Board of the Town of Yorktown serves as approval authority; and

WHEREAS, the applicant has submitted a Town of Yorktown stormwater permit application FSWPP-049-21, dated August 30, 2021; and

WHEREAS, the applicant has submitted a short-form Environmental Assessment Form (EAF), dated August 30, 2021, and

WHEREAS, the Town Board referred the application to the involved boards and agencies and received and considered the following memoranda:

Conservation Board, September 3, 2021

Planning Board, September 14, 2021

WHEREAS, the proposed action has been determined to be an Unlisted Action under the State Environmental Quality Review Act (SEQRA); and

WHEREAS, the Town Board has considered all reasonably related long-term, short-term, direct, indirect, and cumulative environmental effects associated with the proposed action including other simultaneous or subsequent actions and determined that the action will not have a significant adverse impact on the environment, and now

THEREFORE BE IT RESOLVED THAT, the following plans and documents are approved subject to the below-listed conditions;

- A drawing entitled: “Backyard Fill Plan Prepared for Amber & Michael Urban, Grading Plan Sections Details”, prepared by Putnam Engineering, PLLC., dated July 16, 2021, Sheet S-1);
- A drawing entitled: “Backyard Fill Plan Prepared for Amber & Michael Urban, Details”, prepared by Putnam Engineering, PLLC., dated July 23, 2021, Sheet D-1);

BE IT FURTHER RESOLVED THAT, the Stormwater Permit is granted subject to the signing of the plans by the Town Supervisor and shall be valid for a period of one year from date of this resolution and that all work associated with the Permit shall be conducted in strict compliance with the approved plans; and

BE IT FURTHER RESOLVED THAT, the Stormwater Permit shall automatically expire upon completion of work; and

BE IT FURTHER RESOLVED THAT, the below-listed conditions must be completed within twelve (12) months of the date of this Resolution or shall become null and void unless an extension is requested by the applicant (in writing) within said six-month period and granted by the Town Board; and

Conditions that must be met prior to the Supervisor signing the Plans:

1. Prepare a Notice of Intent (NOI) to obtain coverage under the Stormwater General Permit for Construction Activity due to location of the property within the New York City Croton Watershed.
2. A construction monitoring fee in the amount of \$500 must be submitted to the Engineering Department Clerk.
3. An Erosion and Sediment Control Bond, or other collateral acceptable to the Town Board and in form acceptable to the Town Attorney, shall be submitted to the Engineering Department. Said security shall be in the amount of \$250 which shall be released upon required documentation of satisfactory completion of all work and stabilization of the site.

Conditions of the Stormwater Permit

1. The applicant agrees to allow periodic inspections by the Town and its consultants.

2. No additional disturbance or modification to the approved plans is permitted without prior written approval from the Town Engineer.
3. A pre-construction meeting with the applicant's contractors and the Town Staff must be held prior to the commencement of work. The applicant must contact the Town Engineering Department at 914-962-5722 x220 at least 72 hours in advance of the meeting date to schedule the pre-construction meeting. All trees to be cut or pruned must be clearly marked in the field in accordance with the approved plan prior to the pre-construction meeting.

Additional Requirements to be Satisfied Subsequent to the Signing of the Plans:

1. The Town Engineer and must provide written report, no later than at the expiration date of the wetland and stormwater permit, documenting the status of the implementation of the requirements of this resolution.

**Bond Release for 3379 Crompond Road**

WHEREAS, CNB Contracting Corp, as applicant, posted \$500 cash to serve as the Performance Bond which was deposited to the T33 account on October 25, 2018 for Permit #WP-BSWPPP-062-18, and

WHEREAS, the applicant has requested his money be released as the site is now complete, and

WHEREAS, the Town Engineer has informed this Board that a representative of his department has inspected the property and determined that the work has been satisfactorily completed, and that the above referenced monies may be released, NOW, THEREFORE BE IT

RESOLVED, the above referenced bond be released to CNB Contracting Corp., P.O. Box 97 New Rochelle, NY 10804, Attn: William Lougheed and Elizabeth Dominguez.

**Bond Release for 3150 Moss Lane**

WHEREAS, Edmond Mezini as applicant, posted \$250 cash to serve as the Performance Bond which was deposited to the T33 account in August 23, 2019 for Stormwater Permit #BSWPPP-049-19, and

WHEREAS, the applicant has requested his money be released as the site is now complete, and

WHEREAS, the Town Engineer has informed this Board that a representative of his department has inspected the property and determined that the work has been satisfactorily completed, and that the above referenced monies may be released, NOW, THEREFORE BE IT

RESOLVED, the above referenced bond be released to Mr. Edmond Mezini, 3150 Moss Lane, Yorktown Heights, NY 10598.

**FINANCE DEPARTMENT**

**Authorize the Comptroller to pay out Martine McGannon of unused time**

Be It Resolved that the Town Board hereby authorizes the Town Comptroller to pay Martin McGannon the cash value of unused time as of his date of retirement

Rate of Pay: \$38.1344

Sick	1471.88 hours @	50%	=	735.94 hours	
	735.94 hours	x	\$38.1344	=	\$28,064.63
Longevity					
	\$1,600 / 261 days = \$6.13 per day				
	03/23/21-11/152/21 = 169 days				
	169 days	x	\$6.13	=	\$ 1,035.97
232.94					
			Total		\$29,100.60

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

From:		
YS909.8	Sewer Reserve Employee Accrued Benefits	\$28,064.63
YS8130.101	Sewer Salary	\$ 1,035.97
To:		
T905.1	Medical, Dental, Vision Premium Trust	\$28,064.63
YS8130.108	Sewer Lump Sum Payments	\$ 1,035.97

**Authorize the Comptroller to process a Budget Transfer**

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

From:		
A3120.102	Police Salary Uniform	\$170,000.00
To:		
A3120.111	Police Overtime	\$170,000.00

For cover overtime for 2021 Payrolls #23 through #26 (November 6, 2021 through December 31, 2021)

**Authorize the Comptroller to release escrow for a driveway permit**

WHEREAS, a representative of the Highway Department has inspected the premises at 1447 Delaware Road and found the work to be completed satisfactorily, now, therefore, be it

RESOLVED that the Town Comptroller is authorized to release the escrow for Driveway Permit, #DR1218 in, the amount of \$500.00.

**Authorize the Comptroller to Process a Budget Transfer**

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

From:		
A1002	General Fund – Fund Balance	\$66,847.00
To:		
A.3310.429	Street Sign Marking	\$66,847.00

For purchases from Kustom Signals, Inc and Stalker Radar Applied Concepts, Inc for equipment to install speed display signs. Purchases to be reimbursed through DASNY grant

**POLICE DEPARTMENT**

**Authorize the Chief of Police to Sign a Maintenance Agreement with Business Electronics**

RESOLVED, the Chief of Police or his designee 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, 2021 through December 14, 2022. The annual contract amount is \$3,840.00.

**SUPERVISORS OFFICE**

**Authorize the Supervisor to Enter into an Agreement with County of Westchester for the Provision of Expanded in-home-services for the Elderly Program**

RESOLVED, the Supervisor is authorized to enter into an agreement with the County of Westchester for the provision of expanded in-home services for the elderly program (EISEP) services, whereby the Town will be reimbursed a not to exceed amount of \$61,635; the term of the agreement is retroactive to April 1, 2021 through December 31, 2021.

**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, x208. Assisted listening devices are available at all meetings.

**AGENDAS ARE SUBJECT TO CHANGE**