



# Town of Yorktown

*Office of the Supervisor*

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## **TOWN BOARD WORK SESSION AGENDA**

**November 28, 2023**

**Spadaccia Meeting Room**

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

### **6:30PM EXECUTIVE SESSION**

A motion will be made to go into Executive Session to discuss the following items(s):

**Personnel:** Police Department

**Litigation:** Town Assessor

### **7:30PM OPEN SESSION**

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

**7:40pm 2022 Audit Presentation**

Contact: Alan Kassay, CPA- O'Connor Davies

**8:00pm: Maria Fareri Children's Hospital**

Contact: Kevin Cook

Maria Eliseo

Discussion: Christmas decoration hospital fundraiser

**8:15pm Brian J. Slavin Aquatic Facility Pool Lining**

Contact: James Martorano Jr, Parks and Recreation Superintendent

Discussion: Pool enhancements

## **RESOLUTIONS**

### **Albanian-American Independence Day**

WHEREAS, On November 28, 1912, Ismail Qemali raised the Albanian flag proclaiming independence for the Albanian people after 500 years of Ottoman occupation; and

WHEREAS, Albanian Americans in Yorktown have made a tremendous impact on our community through their hard work, community service and contributions to the Town of Yorktown's rich history, culture and diversity; and

WHEREAS, Albanian cultural traditions are distinctive for their extraordinary emphasis on hospitality and generosity, which no doubt influenced the most famous Albanian of all – Saint Mother Teresa; and

WHEREAS, the Town of Yorktown is proud to recognize Albanian-American Independence Day.

NOW, THEREFORE, I, Thomas P. Diana, Supervisor of the Town of Yorktown, do hereby proclaim November 28, 2023 as Albanian-American Independence Day.

**COMPTROLLER**

**Authorize the Comptroller to process the following budget transfer from the general fund to electricity at Granite Knolls**

RESOLVED, that the Town Board is authorizing payment to New York Power Authority for electric at Granite Knolls due to a billing error on NYPA’s part where our account was created erroneously and data was not transferring properly from Con Edison. The resulting error caused back charges for the years 2020, 2021 and 2022.

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

From:  
A.1002                      General Fund – Fund Balance              \$61,000.00

To:  
A.7110.407.3              Electricity – Granite Knolls              \$61,000.00

**Authorize the Comptroller to pay the invoice to CivicPlus for web hosting, maintenance, and support services for Town website**

RESOLVED the Town Comptroller is authorized to pay the invoice to CivicPlus for web hosting, maintenance, and support services for the town’s website provided for the period January 1, 2023 to December 31, 2023 in the amount of \$3,300.00 from A.1010.0490.

**PERSONNEL**

**Authorize Supervisor to execute an amendment to the employment agreement with Police Chief Robert Noble**

RESOLVED, the Supervisor is authorized to execute an amendment to the employment agreement with Chief Robert Noble, whereby the Chief will have additional responsibilities including timely dissemination of public service and other announcements (through various forms, including social media and Nixle), review, analyze and edit the Yorktown Police Department Website, oversee the procurement, retention and processing of risk management information, and assist the Town Supervisor in drafting state of emergency and other declarations, for a salary of \$203,413 in 2024 and \$211,545 in 2025.

**Authorize pay scale adjustment**

BE IT RESOLVED, that Brianna Marji, permanent Office Assistant (auto systems) in the Building Department, pay scale is adjusted to its correct step effective January 1, 2024, to be paid at the rate set forth in Yorktown CSEA Salary Schedule A-1, Group 8, Step 3, which is \$64,178.00 annually,

BE IT RESOLVED that Brianna Marji was incorrectly placed at Step 1 upon hiring due to her previous experience.

BE IT FURTHER RESOLVED, that Brianna Marji will not be provided any retroactive pay due to this error.

SUPERVISOR

**Authorize the Supervisor to execute a memorandum with the County of Westchester to access county clerks’ records**

Be it resolved, the supervisor is authorized to execute a memorandum of understanding with the County of Westchester for town staff to have remote access to the county clerks Westchester records online for calendar year 2024.

**Authorize agreement and funding for telecommunications and security surveillance services**

Be it resolved the Town Supervisor is authorized to sign an agreement with LANline Communications to conduct an audit of all town buildings to assess telecommunications and security surveillance services at \$500 per building.

**Authorize agreement and funding for web hosting, maintenance, and support services**

BE IT RESOLVED that the Town Supervisor is authorized to sign an agreement with CivicPlus to provide web hosting, maintenance, and support services for the town’s website for the period January 1, 2024 to December 31, 2024 in the amount of \$4,380.00 and the Town Comptroller is authorized to pay this invoice when due from A.1010.0490.

TOWN ASSESSOR

**Authorize the Comptroller to process the following budget transfer from legal foreclose/sale exp to legal non-retain tax certs**

RESOLVED, for payment to Diamond McCarthy LLP under TBR dated September 12, 2023 for legal services rendered through September 30, 2023 due to a tax certiorari proceeding, transfer:

From:

A.1420.437                      Legal-Foreclose/Sale Exp.                      \$5,821.60

To:

A.1420.424.1                      Legal-Non-Retain Tax Certs                      \$5,821.60

TOWN BOARD

**Accept DASNY Grant for the Sensory Garden at Granite Knolls Sports Facility**

Resolved that the Town Board accepts the DASNY Grant for the Sensory Garden at the Granite Knolls Sports Facility.

Be it further resolved, that the Comptroller is authorized to transfer \$50,000 from the General Fund – Fund Balance to Capital Project HA Granite Knolls Sports Facility for the expenditure of the Sensory Garden to be reimbursed by this grant.

**Authorize the final installment to be paid for the 2019 purchase order for the police department roof repair and air conditioning replacement**

Be it Resolved, after extensive research regarding issues with the 2019 installation of the HVAC at the Police Department, the system has been confirmed to be working as intended,

Be it further Resolved, the board authorizes the final installment to be paid for the 2019 Purchase Order for the roof repair and air conditioning replacement at the Police Department and Court facilities,

The Comptroller is authorized to process payments to Garland / DBS Inc as follows:

App #4 & App #5      \$126,857.34

As per February 19, 2019, May 10, 2022 and June 14, 2022 Town Board Resolutions

**Approve managerial employee vacation buyout**

Whereas, the Town Board on December 18, 2012 adopted a resolution clarifying the benefits provided to department heads and other managerial and professional employees holding office titles not covered by the Town’s CSEA contract,

Whereas, the Town Board wishes to provide certain additional benefits to the Managerial Employees, as permitted pursuant to General Municipal Law 92(1),

Whereas, at the option of the Managerial Employee, he may buy back the cash equivalent of up to five (5) days of his unused vacation leave balance at any time in a calendar year by written notice to the Town Board and Town Comptroller at least two (2) weeks before the date of requested disbursement, but not later than December 15,

Whereas, the Comptroller has confirmed the available balances, now

THEREFORE, BE IT RESOLVED, the Town Board approves the following managerial employee vacation buyout:

| <u>First</u> | <u>Last</u> | <u>Vacation Buy Back Hours Requested</u> |
|--------------|-------------|--|
| Jenna        | Belcastro   | 35                                       |

