

FINAL TOWN BOARD AGENDA
TOWN OF YORKTOWN
September 5, 2017

PLACE:
TOWN HALL

TIME:
7:30pm

1. PLEDGE OF ALLEGIANCE
2. MOMENT OF SILENCE
3. SUPERVISOR GRACE'S REPORT TO THE TOWN
4. REPORTS FROM THE TOWN COUNCIL
5. PRESENTATION
Police Department – Robert Noble, Chief of Police

6. PERSONNEL

Appoint Angela Cavallo as Stock Clerk for the Highway Department

BE IT RESOLVED, that Angela Cavallo is hereby appointed Stock Clerk, job class code 0198-01, from eligible list no. 67-729, in the Highway Department, effective September 6th, 2017, to be paid at the rate set forth in Yorktown CSEA Salary Schedule A, Group 8, Step 1 which is \$44,561.00 annually,

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 September 6th, 2017.

Appoint Kathleen Law-Imperato to the John C. Hart Library Board

Be It Resolved that Kathleen Law-Imperato is hereby reappointed as a member of the John C. Hart Memorial Library Board for a five-year term expiring on August 31, 2022.

7. PUBLIC HEARINGS

Public Hearing to consider a proposed Local Law amending Chapter 300-89A(2) by deleting the existing 300-89A(2) and enacting a new Chapter 300-89A(2)

The Town Board will convene a public hearing to consider a proposed Local Law to amend Chapter 300-89A(2) of the Code of the Town of Yorktown entitled "OFF STREET PARKING, LOADING AND LANDSCAPING REQUIREMENTS" by deleting the existing §300-89A(2) and enacting a new §300-89A(2) as follows: Four parking spaces shall be provided for each 1,000 square feet of GLA for any of the uses allowed in §300-86.

Public Hearing to consider Stormwater/Wetland Permit Application received from Thomas Gorman – 2353 Granville Court for installation of in-ground swimming pool and spa

The Town Board will convene a public hearing to consider the Stormwater Management and Wetland Permit Application received from Thomas Gorman for property located at 2353 Granville Court, Yorktown Heights, NY 10598, also known as Section 36.11, Block 1, Lot 33.1. The request is to perform the following activity: excavation for in-ground pool and spa installation.

8. BIDS:

Advertise Bid for Sludge and Grease Removal for the Water Pollution Control Plant

Sealed proposals will be received by the Town Clerk of the Town of Yorktown, Westchester County, New York, at the Town Hall, 363 Underhill Avenue, Yorktown Heights, New York, until 11:00 A.M., on Wednesday, October 4, 2017 for the Sludge & Grease Removal at the Yorktown Heights Water Pollution Control Plant.

Specifications and standard proposals for the bid may be obtained at the office of the Town Clerk at said Town Hall.

The bidder assumes the risk of any delay in the mail or in the handling of mail by the employees of the Town of Yorktown. Whether sent by mail or means of personal delivery, the bidder assumes the responsibility for having bids in on the time and the place specified above.

A pre-bid meeting will be held at the site (Yorktown Heights Water Pollution Control Plant, 2200 Greenwood Street) Tuesday, 9/26 at 10:00 am.

Advertise Request for Proposals for Advanced Life Support Services

WHEREAS, the Town of Yorktown and the Advanced Life Support Tax District Commissioners wish to provide Advanced Life Support Services to the Town residents;

WHEREAS, the Advanced Life Support provider will provide greater support than the Basic Life Support service the Town currently provides;

WHEREAS, the contract for the current Advanced Life Support provider is due to expire on December 31, 2017;

NOW, THEREFORE BE IT RESOLVED, the Town is authorized to issue a request for proposals for qualified bidders to supply Advanced Life Support services within the Town for a two-year period with two one-year options to extend.

Advertise Request for Proposals to supply and install turf on various fields at the Granite Knolls Sports and Recreation Project

WHEREAS, the Town of Yorktown received \$6.4 million from Spectra for the construction of the Granite Knolls Sports and Recreation Project;

WHEREAS, a component of the Project will require the purchase of the turf for the various fields;

NOW, THEREFORE BE IT RESOLVED, the Town is authorized to issue a request for proposals for qualified bidders to supply and install the turf for the various fields at the Granite Knolls Sports and Recreation Project.

9. RESOLUTIONS

Approve Conference Attendance for Kim Adams Penner, Sole Assessor

WHEREAS, sufficient funds exist in the Assessor Training line to cover the cost of expenses, including lodging and seminar; now therefore

BE IT RESOLVED that Kim Adams Penner, Sole Assessor has permission to attend the NYSAA Seminar on Assessment Administration to be held at the Crowne Plaza, Lake Placid, NY from October 1, 2017 thru October 4, 2017.

Approve and endorse the application of Teatown Lake Reservation for a grant under the Environmental Protection Fund

WHEREAS, the Teatown Lake Reservation is applying to the New York State Office of Parks, Recreation and Historic Preservation (OPRHP) for a grant under the Environmental Protection Fund for a park project to be located at 1595 Spring Valley Road, Ossining, NY, a site located within the territorial jurisdiction of this Board; and

WHEREAS, as a requirement under the rules of these programs, said not-for-profit corporation must obtain the "approval/endorsement of the governing body of the municipality in which the project will be located";

NOW, THEREFORE, Be It Resolved that the Board of the Town of Yorktown does hereby approve and endorse the application of Teatown Lake Reservation for a grant under the Environmental Protection Fund for a park project known as the Regional Science Education Center and located within this community.

Authorize Comptroller to payout the cash value of unused time to Anthony Mastrogiovanni as of his resignation date

Be it resolved that the Town Board hereby authorizes the Town Comptroller to pay Anthony Mastrogiovanni the cash value of unused time as of his date of resignation, August 11, 2017.

Rate of Pay: \$24.3344

Vacation	67.50 hours	x	\$24.3344	=	\$1,642.58
Personal	15.00 hours	x	\$24.3344	=	\$ 365.02
Float	15.00 hours	x	\$24.3344	=	\$ 365.02
Total					\$2,372.62

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

From: SW8340.101 Water Salary \$2,372.62

To: SW8340.108 Water Lump Sum Payment \$2,372.62

Authorize Supervisor to sign Change Order No. 1 for the YCCC Bathroom Renovation Project

WHEREAS the bid for the renovation of the Men’s and Women’s restrooms on the lower level of the Yorktown Community and Cultural Center (YCCC) was awarded to A. DeVito & Son, Inc., the lowest responsible bidder at the meeting of the Town Board on Tuesday, August 1st, 2017 and

WHEREAS additional work associated with the installation of a standalone privacy screen in men’s room and the modification of the tile installation to subway/brick pattern layout is needed NOW THEREFORE BE IT

RESOLVED that the Town Board authorizes the Town Supervisor to sign Change Order No. 1 for the Men’s and Women’s restrooms at the YCCC renovation project in the amount of \$4,650.00 (for a total construction cost of \$74,150.00).

BE IT FURTHER RESOLVED the Town Board authorizes the expenditures to come from the Capital Project HV – Improvements to Various Town Buildings.

Authorize Supervisor to sign a Stormwater Control Facility Maintenance Agreement with Jason and Mindy Wissing

BE IT RESOLVED that the Town Supervisor is authorized to sign the Stormwater Control Facility Maintenance Agreement with Jason and Mindy Wissing for the property located at 820 Kipling Road, Yorktown Heights, N.Y.

Authorize the maintenance and repair of all public roads

WHEREAS, from time to time certain roads within the Town appear to be private but are in fact public roads;

WHEREAS, the Town accepts the responsibility to maintain and repair all public roads within the Town;

WHEREAS, the Town is entitled to funds from New York State for all applicable public roads pursuant to Consolidated Local Street and Highway Improvement Program (CHIPS);

WHEREAS, the Highway Superintendent contacted the New York State Department of Transportation and determined that certain roads or portions of roads were never accepted by the Town; and

WHEREAS, to secure the Town's fair share of the CHIPS funds the Town must accept all actual public roads;

NOW THEREFORE, BE IT RESOLVED the Town of Yorktown hereby accepts as the following public roads along with all the responsibility and obligations to maintain and repair the following roads:

Name	Begin Description	End Description	Start	End	Total length
ARTIS ROAD	OAK KNOLL DRIVE	DEAD END	0	0.06	.06 MILES
CASEY COURT	LOCKWOOD DRIVE	CUL-DE-SAC	0	0.23	.23 MILES
CHRISTINE ROAD	BAKER STREET	DEAD END	0	0.08	.08 MILES
CROSSWAYS ROAD	COOPER STREET	DEAD END	0	0.03	.03 MILES
DARBY STREET	FRENCH HILL ROAD	DEAD END	0	0.14	.14 MILES
DEER TRACK COURT	DEER STREET	CUL-DE-SAC	0	0.13	.13 MILES
EMMA LANE	CASEY COURT	CUL-DE-SAC	0	0.1	.10 MILES
FLORIDA ROAD	MOHEGAN AVENUE	MIDGET LANE	0	0.1	.10 MILES
HOMESTEAD ROAD	GOMER STREET	FARM WALK ROAD	0	0.12	.12 MILES
MARLEY COURT	SUNSET STREET	BEGINNING LOOP	0	0.09	.09 MILES
MARLEY COURT	BEGINNING LOOP	END LOOP	0.09	0.14	.05 MILES
MIDGET LANE	FLORIDA ROAD	SCOFIELD ROAD	0	0.05	.05 MILES
NORTH RIDGE ROAD	MILL STREET	DEAD END	0	0.11	.11 MILES
RAVINE STREET	NORTH RIDGE ROAD	WILLIAMS DRIVE	0	0.11	.11 MILES
RICHARD PLACE	DEAD END	FRONT STREET	0	0.03	.03 MILES
VARRO ROAD	HYATT STREET	HEDWIG DRIVE	0	0.06	.06 MILES
WOODED HILL COURT	HOG HILL ROAD	CUL-DE-SAC	0	0.09	.09 MILES

Authorize Supervisor to sign an Intermunicipal Agreement and Hold Harmless Agreement with the Yorktown Central School District

BE IT RESOLVED that the Town Supervisor is authorized to sign the Intermunicipal Agreement and Hold Harmless Agreement with the Yorktown Central School District for the mutual sharing of facilities, vehicles, and equipment.

Authorize Supervisor to sign an agreement with Government Portals for electronic payment services – Receiver of Taxes

BE IT RESOLVED that the Town Supervisor is authorized to sign the Agreement with Government Portal to authorize electronic payment services in the Tax Receiver's Office.

Authorize Supervisor to sign agreement for professional services for Engineering Design for GHD - Depot Square/Highway Garage

WHEREAS,

1. The Engineering Department has been working with Planning on a site development plan for the Highway Garage/Depot Square site, which will include a new 3-story commercial project development with associated parking lot and stormwater improvements. Because this project site is located with the designated Main Street Area, the stormwater pollution prevention plan (SWPPP) must be reviewed and approved by the NYCDEP.
2. The Engineering Department requests the ability to work with a professional engineering consultant that has the demonstrated expertise to perform the required hydraulic modeling and stormwater design layout that will be needed to prepare the SWPPP.
3. Over the past several months the Department has been working closely with representatives of the NYSDEC and NYCDEP on classifying existing site conditions and performing fieldwork to locate anticipated stormwater practices. The test data that has been collected will now be incorporated into a stormwater design report that must be reviewed and approved by NYCDEP in order to move the project forward. Note: we are not undertaking the detailed engineering design at this time but will use the conceptual designs that have been prepared as the basis for our report to the NYCDEP.
4. In accordance with the Town of Yorktown procurement procedures, proposals were solicited from three (3) firms that have the in-house expertise, equipment resources and expressed interest in providing the requested professional services. The firms contacted were GHD Consulting Services Inc., WSP USA, Inc., and Provident Design Engineering.
5. In the professional opinion of Town Engineer, GHD Consulting Services Inc. provided the best overall proposal and the lowest cost to the Town. Their price was for a lump sum of \$18,000.
6. The scope of work for this project includes the following: (1) for current site condition, determine peak stormwater runoff from the 1-year, 10-year and 100-year storm events; (2) for the proposed site condition, determine peak stormwater runoff from the 1-year, 10-year and 100-year storm events; (3)

calculate the required stormwater water quality volume per NYSDEC standards; (4) investigate stormwater treatment options including green infrastructure practices; (5) deliverable shall be a completed SWPPP that is acceptable to the NYSDEC and NYCDEP.

7. The Department will use available funds for the purchase under cost code A.1440.479 Special Projects.

NOW, THEREFORE BE IT RESOLVED, the Town Board authorizes the Town Supervisor to sign a Professional Services Agreement with GHD Consulting Services Inc. for the scope of work as described in the preceding section for the Not-to-Exceed Amount of \$18,000.00.

Authorize Supervisor to sign professional services agreement for Surveying at Depot Square/Highway Garage to Badey & Watson

WHEREAS,

1. The Engineering Department has been working with Planning on a site development plan for the Highway Garage/Depot Square site, which will include a new 3-story commercial project development with associated parking lot and stormwater improvements. A small portion of the site contains New York State-wetlands, which have been recently flagged by a representative of the NYSDEC. An updated land survey is needed to capture the wetland boundary, topographical information, property boundaries and underground utility information. The Department has already performed deep hole testing and soil percolation testing with representatives of the NYCDEP to confirm current soil conditions and to identify the areas that can be used for stormwater infiltration practices. More detailed survey information is now needed in order to perform hydraulic analyses and to complete the stormwater design practices.
2. The Engineering Department has also been working with Planning on a site development plan for the new Highway Garage site that is proposed for the rear of the Town-owned property located at 2200 Greenwood Street. The Department worked with representatives of the NYCDEP to confirm the presence of a watercourse, which was flagged in the field and will be included in the new land survey. There is not currently a land survey on file so we are looking to capture the watercourse, topographical information, property boundaries and underground utility information. The Department has already performed deep hole testing with representatives of the NYCDEP to confirm current soil conditions. The soil percolation tests are being planned so we can identify the areas that will be used for stormwater infiltration practices.
3. In accordance with the Town of Yorktown procurement procedures, proposals were solicited from three (3) firms that have the in-house expertise, specialized equipment and expressed interest in providing the requested professional services. The firms that were contacted: Badey & Watson, P.C., WSP USA, Inc., and Insite Engineering, Inc.
4. In the professional opinion of Town Engineer, Badey & Watson, P.C. provided the best overall proposal and the lowest cost to the Town. Their

price was \$6,950 for Task 1 (3.5 acre property at Highway Garage/Depot Square) and \$11,500 for Task 2 (18 acre site at New Highway Garage Site). The total price for both tasks will be \$18,450. Note: work to be done as prevailing wage in accordance with Town law.

5. The scope of work for this project includes the following: (1) compile topographic data using survey equipment and available LIDAR data; (2) identify location of parking area, buildings, driveways, walks, retaining walls and other structures, watercourse/wetland flags; (3) reference survey to NAD83 and NAVD88 datum; (4) underground features and surface area with precision down to 1-foot contour level; (5) deliverable in print version and AutoCAD format latest release.
6. The Department will use available funds for the purchase under cost code A.1440.479 Special Projects

NOW, THEREFORE BE IT RESOLVED, the Town Board authorizes the Town Supervisor to sign a Professional Services Agreement with Badey & Watson, P.C., for the scope of work as described in the preceding section for the Not-to-Exceed Amount of \$18,450.

Set Public Hearing to consider proposed Local Law amending Chapter 275 relating to Traffic and Parking Regulations on Bank Road

NOTICE IS HEREBY GIVEN that a public hearing will be held by the Town Board, Town of Yorktown, Westchester County, New York, at the Town Hall, 363 Underhill Avenue, Yorktown Heights, New York 10598 on the 19th day of September, 2017 at 7:30 o'clock PM, or as soon thereafter as the same can be heard, to consider amending Chapter 275 of the Code of the Town of Yorktown entitled "Vehicles and Traffic," Article I, entitled "Traffic and Parking Regulations," by repealing and replacing that portion of §275-4A relating to Bank Road.

10. MONTHLY REPORTS
 - Construction Report July 2017 – Building Department
 - Receiver of Taxes – August 2017
11. COURTESY OF THE FLOOR
12. ADJOURN

Dated: September 5, 2017

DIANA L. QUAST, RMC
TOWN CLERK
TOWN OF YORKTOWN

*** 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 this meeting. Ask the Town Clerk if you desire to use this device. Upon request, the agenda and documents in the agenda packet can be made available in appropriate alternative formats to persons with a disability. Notification of at least 48 hours prior to the meeting or time when services are needed will assist the Town Clerk's Office in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

Courtesy of the Floor Policy

1. Each speaker shall identify themselves before speaking by stating their Name, and Address
2. Speakers shall limit their comments to three minutes
3. Speakers will address their comments to the Town Board
4. Speakers shall keep their comments to the business of the Town
5. Personal attacks will not be tolerated
6. All speakers are expected to comment with respect and civility
7. The Supervisor reserves the right to stop a speaker's comments if they are not in accordance with this approved Courtesy of the Floor Policy

Anyone wishing to contact the Town Board in writing may send their correspondence to the Town Clerk (townclerk@yorktownny.org) or Town Supervisor (supervisor@yorktownny.org), 363 Underhill Avenue, Yorktown Heights, NY 10598.