

**TOWN OF LEWISBORO
TOWN BOARD WORK SESSION
AGENDA
OCTOBER 6, 2014
TOWN HOUSE
7:30 P.M.**

PUBLIC COMMENT

CONSENT AGENDA

- **Approval of Minutes for September 22, 2014**
- **Monthly Reports – September 2014**
 - **Building Department**
 - **Planning Board**
 - **Police Department**

NEW BUSINESS

- **Discussion Regarding Location of 2015 Relay for Life**
- **Resolution Approving the 2015 Revised WEMS-ALS Fly Car Budget**
- **Resolution to Acknowledge 2013 Justice Court Audit**
- **Discussion of Proposed 2015 Parks & Recreation Department Budget**
- **Discussion of Proposed 2015 Assessor's Budget**
- **Discussion of Proposed 2015 Building Department Budget**
- **Discussion of Proposed 2015 Justice Court Budget**

APPROVAL OF CLAIMS

POLLING OF THE BOARD

ANNOUNCEMENTS

- **Town Board Meeting October 13th and 20th at 7:30 p.m. at the Town House, 11 Main Street, South Salem.**

MOTION TO GO INTO EXECUTIVE SESSION

Town Board Meetings Accessibility: The Town of Lewisboro is committed to providing equal access to all its facilities, services and activities to the fullest extent possible. The Town House, Cyrus Russell Community House, Onatru Farmhouse, and the Town Offices at Orchard Square are accessible to persons with physical handicaps. If anyone who wishes to attend any meeting of the Town Board has special needs, please contact the Supervisor's Office (763-3151) at least one week before any scheduled meeting, and we will try to accommodate whenever possible.

A meeting of the Town Board of the Town of Lewisboro, Westchester County, New York, was held on September 22, 2014, at 7:30 p.m. at the Town House, 11 Main Street, South Salem, New York.

PRESENT: Deputy Supervisor - Peter DeLucia
Councilmen - Frank Kelly, *John Pappalardo, Daniel Welsh
Town Clerk - Janet Donohue
Absent - Peter H. Parsons

Also attending was the Attorney for the Town Anthony Mole', Facilities Maintenance Manager Joel Smith, Police Chief Frank Secret, Comptroller Leo Masterson, and Confidential Secretary/Benefits Coordinator Mary Hafter.

Mr. DeLucia called the meeting to order at 7:36 p.m.

PLEDGE OF ALLEGIANCE

Deputy Supervisor DeLucia led the Pledge of Allegiance to the flag.

PUBLIC COMMENT PERIOD

ALGONQUIN PIPELINE EXPANSION - Resolution (7:37 p.m. – 8:07 p.m.)

Town residents Lisa Silver, Jennifer Lahey and Elizabeth Meyer Gross discussed a resolution that they drafted, which is similar to Putnam and Peekskill and asked that the Town Board approve it so that they could submit this by September 29th, 2014 to the Federal Energy Regulatory Commission and all involved agencies.

Lisa Silver said that the entire project was increasing in size and scope and was ultimately connected to the fracking industry in Pennsylvania. She said that the draft Environmental Impact Statement for this is incomplete in several areas and that they urged the Town Board to join with other nearby towns to get a comprehensive and transparent EIS in advance of the issuance of a building permit. Ms. Silver went on to say that the town needs strong health and safety protections from this dangerous project.

Jennifer Lahey stated that they are talking about fracking and if this happens it will impact our community. Ms. Lahey stated that whether or not it goes directly through our town it will still impact Lewisboro residents. She continued saying that the number of gas pipelines in the area is growing and much better oversight is needed.

Elizabeth Meyer Gross asked the board members to show solidarity with the several other towns in Northern Westchester that have passed resolutions asking for more stringent review of the project. Ms. Meyer Gross stated that towns have been ruined by the gas industry and wants to find out how this could harm us and attempt to get restrictions. She also feels that a better environmental study is needed.

Mr. Welsh made a motion to accept the resolution as written however there was no second so the motion did not pass. Mr. DeLucia replied that the Board works on things that affect the town directly. He also stated that he felt that the resolution was too lengthy.

CONSENT AGENDA

MINUTES - Approved

On motion by Mr. Kelly, seconded by Mr. Pappalardo, the Board voted to approve the meeting minutes of September 15, 2014.

THE VOTE:	Yes	- DeLucia, Kelly, Pappalardo, Welsh	(4)
	No	- None	(0)
	Absent	- Parsons	(1)

BICYCLE TOUR – Authorize Tour de Foliage

On motion by Mr. Kelly, seconded by Mr. DeLucia, the Board voted as follows:

THE VOTE:	Yes	- DeLucia, Kelly, Pappalardo, Welsh	(4)
	No	- None	(0)
	Absent	- Parsons	(1)

RESOLUTION

RESOLVED, that the Town Board does hereby grant permission for the 10th Annual Tour De Foliage which will pass through Goldens Bridge on Sunday, September 28, 2014.

BUDGET – Town Clerk

The Board met with the Town Clerk, Janet Donohue, to go over her department's 2015 budget.

For the most part the Town Clerk's budget will stay the same. The sale of cemetery plots did increase this year but it is hard to say what will happen next year so this line was increased slightly.

Ms. Donohue said that her Deputy, Jennifer Caviola, was doing a fantastic job with renewals and new dog licensing. For this reason, they are able to find the owners and not have to spend as much in sheltering the lost dogs.

In the dog control line, Ms. Donohue saved money and dispersed it differently. She requested a higher amount in the dog office supply line which would cover the purchase of a pet scanner that would allow the Dog Control Officer (DCO) to scan found dogs for a microchip, which would lead her to the owner. It would also cover a small monthly phone allowance and car washes.

Ms. Donohue also asked for the Cemetery Commissioner line to go up by \$300. This line has been the same since 2009.

The Board thanked Ms. Donohue.

PARKS AND RECREATION – Cooperating Agencies

On motion by Mr. DeLucia, seconded by Mr. Kelly, the Board voted as follows:

THE VOTE:	Yes	- DeLucia, Kelly, Pappalardo, Welsh	(4)
	No	- None	(0)
	Absent	- Parsons	(1)

RESOLUTION

WHEREAS, the Town Board of Town of Lewisboro has adopted Chapter 167 of the Lewisboro Town Code, entitled “Parks and Recreational Facilities”; and

WHEREAS, Section 167-2 of said Chapter, entitled “Definitions,” defines the term “Cooperating Agencies” as follows: “Sports or civic organizations recognized by the Town of Lewisboro as a sports and/or civic organization. The cooperating agencies are as defined by the Lewisboro Parks and Recreation Department”; and

WHEREAS, the Town Board of the Town of Lewisboro wishes to set forth the criteria that must be satisfied in order for an entity to be eligible as a cooperating agency, in order to make clear which entities qualify as cooperating agencies; and

WHEREAS, this action constitutes a Type II action under 6 NYCRR Part 617, and therefore, requires no further review under the State Environmental Quality Review Act (SEQRA); and

NOW, THEREFORE BE IT RESOLVED, that the Town Board of the Town of Lewisboro hereby determines that in order for an entity to be eligible as a cooperating agency under Chapter 167 of the Lewisboro Town Code, it must be 1) a not-for-profit entity, 2) seventy-five percent (75%) of the members benefitting from the entity’s programs must be residents of the Town of Lewisboro, and 3) the entity must be based in the Town of Lewisboro, with the exception that if the entity services a unique population in the Town of Lewisboro that cannot otherwise be serviced within the Town, then that entity may be eligible as a cooperating agency without satisfying the above criteria; and

BE IT FURTHER RESOLVED, that the Town Board shall make the final determination as to whether a particular entity qualifies as a cooperating agency; and

BE IT FURTHER RESOLVED, that the Parks and Recreation Department shall maintain a list of all cooperating agencies that have qualified as such; and

BE IT FURTHER RESOLVED, that this policy of the Town of Lewisboro shall take effect immediately upon adoption by the Town Board of the Town of Lewisboro, and shall be filed with the Town Clerk of the Town of Lewisboro and with the Office of the Superintendent of Parks and Recreation of the Town of Lewisboro.

MASTER PLAN ADDENDUM - Bike and Pedestrian SEQR and Negative Declaration

On motion by Mr. DeLucia, seconded by Mr. Kelly, the Board voted as follows:

THE VOTE:	Yes	- DeLucia, Kelly, Pappalardo, Welsh	(4)
	No	- None	(0)
	Absent	- Parsons	(1)

RESOLUTION

RESOLVED, that the Town Board does accept the State Environmental Quality Review (SEQR) Negative Declaration for the Town of Lewisboro’s Bike and Pedestrian Plan, which will amend the Master Plan of 1985 (see attached); and be it further

RESOLVED, that the Town Board has prepared the Short Environmental Assessment Form (EAF) dated September 19, 2014 (see attached).

MASTER PLAN ADDENDUM – Bike and Pedestrian Amendment Accepted

On motion by Mr. DeLucia, seconded by Mr. Kelly, the Board voted as follows:

THE VOTE:	Yes	- DeLucia, Kelly, Pappalardo, Welsh	(4)
	No	- None	(0)
	Absent	- Parsons	(1)

RESOLUTION

RESOLVED, that the Town Board accepts the bike and pedestrian Master Plan addendum as previously discussed and endorsed by the Westchester County Planning Board.

CLAIMS – Authorized for Payment

On motion by Mr. DeLucia, seconded by Mr. Kelly, the Board voted 4-0 to authorize payment of the Town’s bills in the amount of \$106,123.18.

EXECUTIVE SESSION – To Discuss Police Personnel and Contractual Issues

On motion by Mr. DeLucia, seconded by Mr. Kelly, the Board voted 4-0 to go into executive session at 8:42 p.m. to discuss police personnel and contractual issues.

On motion by Mr. DeLucia, seconded by Mr. Kelly, the Board voted 4-0 to come out of executive session at 9:07 p.m.

BUDGET – Police Department

The Board met with the Police Chief, Frank Secret, to go over his department's 2015 budget.

The department currently has two full-time patrol officers, one full-time youth officer, the chief and six part-time officers working different shifts.

Chief Secret requested a second court officer for the town court which would double that line from \$9,000 to \$18,000. The second court officer is needed so that they can make full use of the metal detector and insure proper order in the courtroom. Chief Secret stated that the police force has been doing an excellent job with enforcement which in turn results in a busy courtroom where the safety of the public and the justices must be adequately addressed.

Chief Secret stated that the training needs to be increased. He would like to add the firearms training. Our town attorney suggested that a policy be put in place regarding training and then it could be budgeted in from year to year.

Chief Secret also stated that because the department would like to add a second car to a shift, they would see an increase in the gasoline expenditure from \$17,500 in 2014 to \$21,000 in 2015. But he also stated that this increase will be offset by lower repair costs since the department now has three new vehicles.

Chief Secret stated that overtime will also be up from \$30,450 in 2014 to a requested amount of \$55,000 in 2015. He also requested a slight increase in police vests, firearms, Taser supplies and vehicle computer modems.

The Board hopes to discuss salary issues with Chief Secret next week.

The Board thanked Chief Secret.

POLLING OF THE BOARD

GOLDENS BRIDGE WORKSHOP – Pre-Meeting

Mr. Welsh announced that he would be having a pre-meeting with the consultants for the Goldens Bridge workshop which will include the county public works and transportation departments. New insights will be looked at including bike lanes for Route 22.

ALGONQUIN PIPELINE EXPANSION – Simpler Resolution

Mr. Welsh suggested that the Board approve a simpler version of the Algonquin pipeline expansion resolution however the Board declined.

MEETINGS – Dates Set

There will be Town Board Work Session meetings on Monday, September 29 and October 6, 2014 at 7:30 p.m. at the Town House, 11 Main Street, South Salem, NY.

ADJOURNMENT

On motion by Mr. DeLucia, seconded by Mr. Kelly, the Board voted 4-0 to adjourn at 9:30 p.m.

Janet L. Donohue
Town Clerk

2. The proposed action will not result in the removal or destruction of large quantities of vegetation or fauna; substantial interference with the movement of any resident or migratory fish or wildlife species; impact a significant habitat area; result in substantial adverse impacts on a threatened or endangered species of animal or plant, or the habitat of such species; and will not result in other significant adverse impacts to natural resources.
3. The proposed action will not result in the impairment of the environmental characteristics of a Critical Environmental Area as designated pursuant to 6 NYCRR Part 617.14(g).
4. The proposed action will not result in a material conflict with the Town's officially approved or adopted plans or goals.
5. The proposed action will not result in the impairment of the character or quality of important historical, archaeological, architectural, aesthetic resources or the existing character of the community or neighborhood.
6. The proposed action will not result in a major change in the use of either the quantity or type of energy.
7. The proposed action will not create a hazard to human health.
8. The proposed action will not create a substantial change in the use, or intensity of use, of land including agricultural, open space or recreational resources, or in its capacity to support existing uses.
9. The proposed action will not encourage or attract a large number of people to a place or place for more than a few days, compared to the number of people who would come to such place absent the action.
10. The proposed action will not create a material demand for other actions that would result in one of the above consequences.
11. The proposed action will not result in changes in two (2) or more elements of the environment, no one of which has a significant impact on the environment, but when considered together result in a substantial adverse impact on the environment.
12. When analyzed with two (2) or more related actions, the proposed action will not have a significant impact on the environment and when considered cumulatively, will not meet one or more of the criteria under 6 NYCRR 617.7(c).

13. The Town Board has considered reasonably related long-term, short-term, direct, indirect and cumulative impacts, including other simultaneous or subsequent actions.

For further information contact:

Supervisor Peter Parsons
11 Main Street
South Salem, NY 10590
914-763-3151 (Phone)
914-763-6496 (Fax)

This notice is being filed with:

Town of Lewisboro Town Clerk
11 Main Street
South Salem, NY 10590

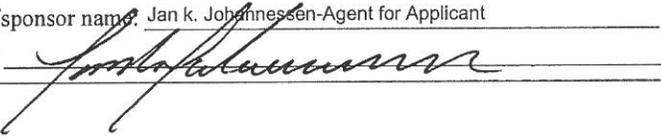
617.20
Appendix B
Short Environmental Assessment Form

Instructions for Completing

Part 1 - Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 - Project and Sponsor Information			
Name of Action or Project: Town of Lewisboro Bike and Pedestrian Plan			
Project Location (describe, and attach a location map): Town of Lewisboro, Westchester County, New York			
Brief Description of Proposed Action: The Town of Lewisboro Town Board is proposing the adoption of a Bike and Pedestrian Plan, which would be an addendum to the Town's 1985 Master Plan. The purpose of the plan is to promote the increased use and safety of bicycling and walking as transportation modes as well as identifying potential future bike and pedestrian improvement projects. While the plan would have some affect on the entire community, the plan focuses on areas within approximately one mile of the Katonah-Lewisboro School District Campuses, the Town's main commercial centers of Vista, Cross River and Goldens Bridge, the Goldens Bridge Train Station and the New York State roadways that pass through the Town. The proposed action involves the legislative adoption of a plan, rather than a specific project with definitive impacts. There are no anticipated negative impacts that would result from the adoption of the plan and the implementation of specific components of the plan would only serve to improve traffic and transportation corridors, improve safety, and provide more opportunities for non-vehicular modes of travel.			
Name of Applicant or Sponsor: Town of Lewisboro Town Board		Telephone: 914-763-3151 E-Mail: supervisor@lewisborogov.com	
Address: 11 Main Street, P.O. Box 500			
City/PO: South Salem		State: NY	Zip Code: 10590
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input type="checkbox"/>
			YES <input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:			NO <input type="checkbox"/>
			YES <input type="checkbox"/>
3.a. Total acreage of the site of the proposed action? _____ acres			
b. Total acreage to be physically disturbed? _____ acres			
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres			
4. Check all land uses that occur on, adjoining and near the proposed action. <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____ <input type="checkbox"/> Parkland			

18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE		
Applicant/sponsor name: <u>Jan k. Johannessen-Agent for Applicant</u>		Date: <u>September 19, 2014</u>
Signature: 		

Part 2 - Impact Assessment. The Lead Agency is responsible for the completion of Part 2. Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
a. public / private water supplies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

	No, or small impact may occur	Moderate to large impact may occur
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Part 3 - Determination of significance. The Lead Agency is responsible for the completion of Part 3. For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

<input type="checkbox"/>	Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
<input checked="" type="checkbox"/>	Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.
Town of Lewisboro Town Board	September 19, 2014
Name of Lead Agency	Date
Peter Parsons	Supervisor
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)

PRINT

RESET

Supervisor

Monthly Report September 2014

Quantity	Bld Permit	Permit	CC/CO	RM	EQ	total
32	Res Minor Work	5180	2000	64	1000	8244
2	Res ADD	1350	1150	4	100	2604
3	Res Acc Str	1590	1300	6	50	2946
2	Res Alt	3210	3010	4	50	6274
0	Res New	0	0	0	0	0
1	Res Renew	72.5	0	0	0	72.5
0	Comm Alt/Add	0	0	0	0	0
0	Comm Minor	0	0	0	0	0
1	ZBA/ACARC	100	0	2	0	102
2	Other Permits	225	70	4	50	349
1	220-76C	100	0	2	0	102
7	Wetlands	1600	0	0	50	1650
2	Civil Penalty	320	0	0	0	320
170	Copies	42.5	0	0	0	42.5
3	Misc	300	0	0	0	300

Total

14090	7530	86	1300	23006
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Total Receipts :

23006

Total Deposits:

23006

Bldg Insp: _____

Paula Sant

Date: _____

9/30/14

<u>Res. MW</u>	<u>BP</u>	<u>CC</u>	<u>RM</u>	<u>EQ</u>	<u>Residential Add</u>	<u>BP</u>	<u>CO</u>	<u>RM</u>	<u>EQ</u>
Hoskins	140.00	40	2	50	Forbes		450	350	2 50
Feil	320.00	220	2	0	Casella		900	800	2 50
Boot Hill Assoc	130.00	30	2	0					
Tine	160.00	60	2	0					
Osbourne	140.00	40	2	0					
Fagan	140.00	40	2	50					
Carraine	110.00	20	2	50					
Pelton	220.00	120	2	50					
Domingo	200.00	100	2	50					
Magier	130.00	30	2	0					
Martabano	120.00	20	2	50					
Michel	130.00	30	2	0					
Zaro	150.00	50	2	50					
Mareau	120.00	20	2	50	Column Total		1350	1150	4 100
White	250.00	150	2	50	Subtotal		2604		
McLean	290.00	190	2	0	Comm. MW	BP	CO	RM	EQ
Schoen	170.00	70	2	0					
Klementis	200.00	100	2	50					
Heiman	130.00	30	2	50					
Altman	140.00	40	2	50					
Blumberg	120.00	20	2	50	Column Total		0	0	0 0
Cipriano	150.00	50	2	50	Subtotal		0		
Donaton	140.00	40	2	50	Res. Alt	BP	CO	RM	EQ
Reilly	130.00	30	2	0	Sedlacek		2660	2560	2 50
Blumberg	170.00	70	2	0	Sirgnano		550	450	2 0
Tucker	150.00	50	2	50					
Peters	220.00	120	2	50					
Tine	170.00	70	2	50					
Hornstein	110.00	20	2	0					
Lenney	155.00	55	2	50					
Qui	155.00	55	2	50					
Ugrinaj	120.00	20	2	0					
					Column Total		3210	3010	4 50
					Subtotal		6274		
					Res. New	BP	CO	RM	EQ
					Column Total		0	0	0 0
					Subtotal		0		
					220-76C	BP	CO	RM	EQ
					Wilson		100		2
					Column Total		100	0	2 0
					Subtotal		102		
					Res Renewal	BP	CO	RM	EQ
					Jentor		72.5		

						Column Total	72.5	0	0	0
						Subtotal	72.50			
						Wetland	W/P	S/W	EQ	
						Haley	150			
						Goldsmith	150			
						Grossman	500			
						Kiesel	500			
						Leathers				50
						Mak	150			
						Pelton	150			
Column Total	5180.00	2000	64	1000						
Subtotal		8244				Column Total	1600	0		50
Civil Penalty	CP					Subtotal	1650			
Rinaldi	20.00					Other Permits	BP	CC	RM	EQ
Sweeney	300.00					Sweeney	150	50	2	0
						Briccetti	75	20	2	50
Subtotal		320								
Comm. Add/Alt	BP	CO/CC	RM	EQ		Column Total	225	70	4	50
						Subtotal	349			
						ZBA / ACARC	Permit Application	RM		
						Sprint Project	100	2		
Column Total	0.00	0	0	0						
Subtotal		0								
Misc	BP	CO/CC	RM	EQ						
Kirke	100.00									
Weiser	100.00									
Premium	100.00									
Column Total	300.00	0	0	0		Column Total	100	0	2	0
Subtotal		300				Subtotal	102			
Cash						Res. A/S	BP	CO	RM	EQ
Copies	42.50					Rinaldi	110	20	2	
						Hegarty	130	30	2	50
						Kirke	1350	1250	2	0
						Column Total	1590	1300	6	50

Subtotal

42.50

Subtotal

2946

PLANNING BOARD
FINANCIAL REPORT
09/30/14

Current Month Receipts:

General Fund:

Subdivision Fees:		
0	Preliminary	-
0	Final	-
0	Tax Map	-
Application Fees:		
1	Sketch Plan	205.00
0	Site Plan	-
0	Waiver of Site Plan	-
	Special Use Permit	-
4	Wetland Permit	970.00
4	Stormwater Permit	-
0	Engineering and Inspection	-
0	Civil Penalty	-
33	Photocopies	8.25
0	Public Hearing Sign Deposit	-
0	Reimbursement for Escrow Paid	-
	Total General Fund Receipts	<u>1,183.25</u>

Planning Board Escrow:

	397 Smith Ridge Road	500.00
	Boileau	1,000.00
	Plaehn	750.00
	Sprint/Nextel	500.00
	Michael Bocklet	750.00
	Shelly White	1,000.00
	McCaffrey	2,000.00
	Sandler	2,000.00
0		-
	Total PB Escrow Receipts	<u>8,500.00</u>
0	SEQR Escrow Receipts	<u>-</u>
0	Parks & Rec Receipts	<u>-</u>

Total Receipts

9,683.25

Respectfully Submitted,



Lisa M. Pisera
Planning Board Secretary

PATROL ACTIVITY	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD
INCIDENTS REPORTED													
Auto Accidents	15	12	15	13	14	10	19	11	12	0	0	0	121
Aided Cases	21	28	24	15	28	18	25	20	24	0	0	0	203
Alarms	28	34	0	39	34	44	38	45	25	0	0	0	287
Animal	7	11	9	8	11	10	7	12	7	0	0	0	82
Assist Other Depts.	4	7	5	11	16	12	6	12	8	0	0	0	81
Burglary	0	0	0	2	2	1	0	0	0	0	0	0	5
Civil Complaints	0	1	0	6	3	0	4	3	1	0	0	0	18
Criminal Activity	0	3	2	3	2	2	2	2	1	0	0	0	17
Domestic Incidents	1	4	4	3	4	1	2	2	3	0	0	0	24
Drug Related Activity	2	1	6	4	5	0	4	2	1	0	0	0	25
Fingerprints	0	4	5	1	4	2	3	0	2	0	0	0	21
Fire	6	1	0	3	3	7	2	0	2	0	0	0	25
Harassment	1	2	6	1	2	2	2	1	4	0	0	0	21
Larceny	1	2	2	3	2	2	2	5	2	0	0	0	23
Miscellaneous	23	10	15	22	26	5	4	22	22	0	0	0	168
Mischief/Vandalism	1	1	8	2	5	3	1	4	1	0	0	0	26
Property Lost/Found	2	2	2	2	1	5	5	3	0	0	0	0	22
Summons/papers served	0	3	6	2	5	17	1	4	1	0	0	0	39
Suspicious Activity	9	5	9	0	2	0	0	2	5	0	0	0	32
Trespass	0	0	4	2	4	6	13	8	12	0	0	0	49
Utilities	0	3	0	0	0	3	6	2	0	0	0	0	14
TOTAL INCIDENTS	121	134	122	142	173	150	167	161	133	0	0	0	1303
D.W.I. ARRESTS	0	2	0	0	0	0	2						
PARKING SUMMONS	12	21	7	6	5	21	29	6	6	0	0	0	113
APPEARANCE TICKETS	1	2	17	10	12	10	26	0	0	0	0	0	78
VEHICLE AND TRAFFIC													
Speeding	7	15	28	34	23	20	23	18	42	0	0	0	210
Agg. Unlic	2	2	6	4	0	0	2	0	1	0	0	0	17
Stop Sign	2	12	17	14	9	19	16	13	15	0	0	0	117
Seat Belts	9	6	10	6	11	3	14	7	4	0	0	0	70
Other	51	80	131	114	91	101	119	71	80	0	0	0	838
TOTAL TRAFFIC	71	115	192	172	134	143	174	109	142	0	0	0	1252



Celebrate. Remember. Fight Back.®

To: Lewisboro Town Board
From: Megan McGrady, American Cancer Society Relay For Life Representative
CC: Dana Mayclim
Date: September 25, 2014
Subject: Onatru Farms Proposal-Relay For Life of Katonah-Lewisboro

Lewisboro Town Board,

I'm writing to introduce you to Relay For Life, the American Cancer Society's signature overnight fundraising event that brings together an entire community-families, friends, students, businesses, and organizations-to Celebrate and support cancer survivors and their caregivers, Remember loved ones who have lost the fight, and Fight Back against a disease that takes too much from too many.

Relay For Life of Katonah-Lewisboro was established in June of 2012. Over the past three years, the Katonah-Lewisboro community has raised over \$550,000 in the fight against cancer. Each year over 1,000 people attend the event to support each other and a cause that hits home for many members of the community. It's truly a community-run event, spear-headed by Katonah-Lewisboro adults and student volunteers, and supported by a staff member of the American Cancer Society.

Relay For Life is an overnight, team event that takes place in over 5,000 communities across the country, and over 15 in Westchester County alone. Teams are formed in honor or in memory of someone who has battled cancer, or simply because they want to make a difference. Teams begin their fundraising prior to the event and then partake in more fundraising throughout the night of Relay. While all participants take part in moving ceremonies, entertainment, music, and activities throughout the night, they also make sure to have one person from their team walking around an established or self-made track at all times. This is why it's called a Relay. The money raised through Relay For Life supports the programs and services of the American Cancer Society and stays within the community to provide Education and Patient Services to those diagnosed with cancer and their families. It also funds life-saving research at hospitals and universities.

For the past three years, the Relay For Life of Katonah-Lewisboro has taken place at the John Jay High School contest field, with the support of the Katonah-Lewisboro School District. However, the contest field is being replaced over the summer of 2015 and construction may begin as early as May. Unfortunately, the school administration will not know the date of construction until January, and we are not able to wait that long to set a date for the Relay.

As a result, I am formally requesting the use of Onatru Farms, Fields 1 & 2 as the site for the 2015 Relay For Life of Katonah-Lewisboro. There are two dates we are amenable to: Saturday, June 6th—Sunday June 7th, or Saturday, June 21st—Sunday June 22nd. However, our preferential date is June 6th—June 7th.

Further detailed requests for the site are enclosed in the attached outline. I have made sure to initially meet with Dana Mayclim about everything included, and have toured the facility with her.

Because we are a not-for-profit organization and Relay For Life is a fundraising event, we are requesting that any fees associated with using Onatru Farms be waived.

Please reach out to me at any time with questions or thoughts you may have with my contact information provided below.

Thank you in advance for your consideration!

Sincerely,

Megan McGrady
Specialist, Relay For Life
914.397.8803
megan.mcgrady@cancer.org

Relay For Life at Onatru Farms: Specifics

General Information:

- Relay For Life is a volunteer-run, American Cancer Society staff-supported event. Volunteer members of the Katonah-Lewisboro community are in charge of the recruitment of the teams, participants, and survivors, the planning and publicity of the Relay, as well as the execution of the event on the day of. Staff is actively involved and on-hand throughout the entire overnight event.
- Every team generally has between 10 and 15 people and will have their own campsite. They're asked to bring their own tents, canopies, and supplies to stay overnight.
- In addition to pre-event and online fundraising, we ask each team to do an onsite fundraiser at the actual Relay itself. This can include selling baked goods or other food, jewelry, having a raffle, or charging to partake in an activity, such as face-painting.
- American Cancer Society Relay For Life is an alcohol and tobacco free-event.

Timeline of the event (all times are approximate):

- Set-up would begin the day of the event at 9:00am
- Teams start registering and setting up their tents by 3:00pm
- Opening Ceremony takes place at 6:00pm. This includes a survivor speaker, an official welcome from town officials, and the opening survivor and caregiver laps.
- Activities, music, and entertainment provided by local groups from the community.
- The Luminaria Ceremony takes place at 9:30pm. Luminaria bags can be purchased in memory or in honor of someone who has battled cancer. We light these bags with battery-operated votives.
- Closing Ceremony is held at 6:00am. This is a short ceremony where the participants take one final lap, the total amount is announced, awards are given, and everyone is thanked.
- Post-event clean-up takes about 2 hours. Everyone will be gone by 9:00am the next morning. Each team is provided a garbage bag to pick up their campsite. There will be a clean-up committee consisting of American Cancer Society staff and volunteers.

We Are Requesting:

- Fields 1 & 2
- The pavilion for our Survivor Reception
- The rest rooms (please see details below)
- The parking lots
- 2 Gators, baseball field-lining stick, and town trash cans (please see details below)
- 3-4 Maintenance staff (please see details below)
- An enclosed room somewhere on the property that would allow ACS staff and volunteers to count money. We would need the space until 2:00am at the latest.

Details:

Detail: Noise/Close Proximity of Neighbors

Relay For Life is an overnight event that includes music, activities, and entertainment over the course of a 12 hour period. By requesting Fields 1 & 2, we are minimizing the amount of noise exposed to any residences. If it were to be an issue, we are willing to meet with any of those who would be affected, explain the event to them, and invite them to participate. Additionally, we can send a letter to all the neighbors a month beforehand informing them of the event.

Detail: Bathroom Facilities

We would like access to the restrooms located at Onatru Farms. If there are not an adequate number for the amount of people that will be present, we can bring in other facilities at our own expense.

Detail: Maintenance

We are requesting the use of 3-4 maintenance people, whom we can pay through the town or directly. I have spoken with Dana Mayclim, and she has stated that we can work out the payment details at a later date. We are also requesting use of Town trash cans, as well as use of the gators for set-up and take down. Further, we are requesting the baseball field lining stick to outline the walking path and campsites.

Detail: Light and Electricity

We will need to bring in light towers at our own expense, as well as generators, to provide electricity and lighting to our participants.

Detail: Food

There are many teams that typically sell food, and the Lions Club always sells hot dogs. Again, we will provide generators for any teams that need electricity.

Detail: Signage

Signage is an American Cancer Society standard and best practice. We will provide signage so all who are participating are aware of their surroundings. We do this even outside of the facility (including surrounding streets and parking) to minimize confusion with finding the event.

Detail: Number of people

Each year, there is typically about 1,000 people at any given time present at the Relay For Life of Katonah-Lewisboro. We usually have between 600—700 people officially registered.

Detail: Safety and Security

Over the past three years, we have never had a security or safety issue at Relay. We are able to hire a clothed police officer to be present overnight if the Town Board requires it, and always have the volunteer ambulance corps on hand.

Detail: Weather Plan

Relay For Life is a rain or shine event. The event will continue if it's raining, but if by chance the weather is extremely severe we will cancel. If there happens to be a brief thunderstorm or heavy rain that will pass within a relatively short amount of time, we will send everyone to take shelter within vehicles, and then resume upon the storm's passing.

Detail: Insurance and Liability

The American Cancer Society will provide insurance coverage at the required level for all aspects of the event. Relay For Life is an alcohol, drug, and tobacco-free event.

Fee:

Because we are a not-for-profit organization, it is a top priority that we keep our costs down. Many of the Relays throughout the country have their sites donated. In addition, we have volunteers that aid in clean-up and take down, ensuring that the site looks exactly as it did before the event occurred.

Date:

There are two dates we are amenable to: Saturday, June 6th—Sunday June 7th, or Saturday, June 21st—Sunday June 22nd. However, our preferential date is June 6th—June 7th. We would need the fields for a full twenty-four hours, from 9:00AM on Saturday until 9:00AM on Sunday.

**Westchester EMS ALS Fly Car Program
Proposed 2015 Budget**

**Town Supervisor Meeting
Wednesday September 17, 2014**

REVISED: September 24, 2014

Westchester EMS ALS Fly Car Program

2015 PROPOSED BUDGET

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Westchester EMS
Paramedic Fly Car System
2013-2014

Proposed 2015 Budget

	Audited 2013	Approved Budget 2014	Projected 2014	Proposed Budget 2015	Budget 2014 to Proposed Budget 2015	Adjusted Budget 2015	Adjusted Budget 2015	Adjusted Budget 2015
Municipality Revenue	\$ 1,634,545	\$ 1,684,050	\$ 1,684,050	\$ 1,745,567	3.65%	\$ -	\$ -	2.79%
Expenses:								
Salaries & Benefits	1,178,741	1,184,045	1,164,670	1,218,907	2.94%	-	1,218,907	
Supplies & Operating Expenses	321,476	316,507	330,378	338,312	6.89%	-	338,312	
Insurance	104,061	109,760	102,110	103,607	-5.61%	-	103,607	
Total Operating Expenses	1,604,278	1,610,312	1,597,158	1,660,826	3.14%	-	1,660,826	3.14%
Depreciation & Amortization	82,247	73,738	74,499	84,741	14.92%	(14,609)	70,132	
Total Expenses	1,686,525	1,684,050	1,671,658	1,745,567	3.65%	(14,609)	1,730,958	2.79%
Operating Gain/(Loss)	\$ (51,980)	\$ -	\$ 12,393	\$ -		\$ -	\$ -	
Non Operating Income	84	-	7,244	-		-	-	
Total Operating Gain/(Loss)	\$ (51,895)	\$ -	\$ 19,637	\$ -		\$ -	\$ -	

Adjustments

(a) Depreciation: The planned 2015 replacement of the LifePak Monitors and Bunker Gear was evaluated and it was determined that the purchase could be deferred. Extending the life of the fully depreciated assets effectively reduces the 2015 depreciation expense (and funding) in the amount of \$14,609.

Westchester EMS
Paramedic Fly Car System
Proposed 2015 Budget

	Actual 2013	Budget 2014	Projected 2014	Proposed Budget 2015	Budget 2014 to Proposed Budget 2015		Adjusted	Proposed Budget 2015	Revised Proposed Budget 2015	Explanations
					Budget 2015	Budget 2015				
Revenue										
Municipality Charges	1,634,545	1,684,050	1,684,050	1,745,567	3.65%	3.65%	(14,609)	1,730,958		
Expenses										
Salaries - Supervisors & Paramedics										
Straight Salaries	770,321	605,934	760,563	778,056	(1)		-	778,056		
Overtime Salaries	109,048	65,229	115,092	120,440			-	120,440		
Training Salaries	14,562	11,799	11,884	12,240			-	12,240		
Total Salaries	893,952	882,961	887,559	910,736	3.15%	2.61%	-	910,736		First half of 2014 experienced staffing shortages which continued from late 2013. Fluctuations in staffing levels are expected to continue. In particular we are experiencing per diem staff shortages which impact OT for fulltime staff.
Benefits										
FICA	65,838	67,547	64,800	68,735			-	68,735		It is management's goal to fully staff the Fly Car Division therefore we are budgeting for increased enrollment in the health benefit plan; and effective July 2014 the health benefit premium increased by 12.5%, Renewals is at the end of July each year, the 7.55% is a result of anticipated increases in premium combined with increased payroll expenses.
Health Benefits (Medical, Dental)	128,325	133,763	122,657	144,374	7.91%	17.71%	-	144,374		
Pension	40,586	45,379	38,364	39,267	-13.47%	2.35%	-	39,267		
Workers Compensation	46,230	50,371	48,388	52,334	3.90%	8.15%	-	52,334		
Other (Tuition Reimbursement, Group Life, Group Disability)	3,810	3,994	2,502	3,461			-	3,461		
Total Benefits	284,789	301,084	277,111	308,172	2.35%	11.21%	-	308,172		
Operating Expenses:										
Insurance - Professional Liability, General Liability, Automobile, Umbrella/Excess	104,061	105,760	102,110	103,607	-5.61%	1.47%	-	103,607		Renewal is July 1st each year. Savings due to decrease in 2014-2015 premium resulting from positive claim experience.
Maintenance & Repairs	60,075	53,084	59,758	60,300	13.57%	0.91%	-	60,300		
Administrative Support Services: HR, Benefits, Accounting, Accounts Payable	70,380	70,380	70,382	70,380			-	70,380	(2)	
Management Services: Portion of Director Salaries & Benefits	47,988	51,833	51,833	51,833			-	51,833	(3)	Significant savings by using town-based fuel sources whenever possible.
Fuel	44,053	49,000	41,671	42,000	-14.29%	0.79%	-	42,000		Initial purchases to fulfill new protocol requirements resulted in higher costs.
Accounting/Tax Services	16,500	16,500	16,500	17,000			-	17,000		
Medical Supplies	22,516	16,000	30,570	31,487	96.80%	3.00%	-	31,487		Higher than anticipated recruiting costs combined with additional costs associated with training
Telephone: Offices, Nextel	10,485	14,411	11,269	11,500			-	11,500		Service contract for Lucas 2 devices
Rent for Office Space and Utilities	26,640	27,844	27,433	27,795			-	27,795		
Other Employee Related Expenses	16,435	12,737	14,475	15,332	20.37%	5.92%	-	15,332		
Office Supplies	2,482	2,051	2,063	2,100			-	2,100		
Miscellaneous	2,526	1,000	3,222	3,300			-	3,300		
Services Contract Fees	422	44	-	4,049			-	4,049		
Other Operating Expenses	1,365	1,613	1,201	1,236			-	1,236		
Total Operating Expenses	425,537	425,267	432,488	441,919	3.67%	2.18%	-	441,919		Includes Depreciation of Lucas 2 Devices
Depreciation	82,247	73,738	74,499	84,741	14.82%	13.75%	(14,609)	70,132		
Operating Gain/(Loss)	(51,980)	-	12,393	0			(14,609)	0		

(1) The salary range for Supervisors and Paramedics is \$20 - \$42 per hour.

(2) Allocation of Support Staff from Stellaris
HR/Benefits Payroll \$35,979
Accounting/Accounts Payable/Insurance \$34,401

(3) Allocation of Management Services from WEMS Director
Direct management of the ALS Fly Car System
Monthly meetings with VACs
Attendance at regular update meetings, town meetings, etc.

Westchester EMS ALS Fly Car Program
Allocation of Funding Requirements
With One Time Prior Period Adjustment

<u>Town</u>	<u>2015 New Proposed Funding Allocation</u>		
	Allocated Annual Cost 2015	50% of Prior Period Adjustment 2012 & 2013	Total 2015 & Prior Period Adj
Bedford	\$336,175	\$6,157	\$342,332
Lewisboro	\$203,497	\$3,772	\$207,269
Mount Kisco	\$164,693	\$2,604	\$167,297
New Castle	\$269,541	-\$2,045	\$267,496
North Castle	\$215,257	-\$19,937	\$195,320
North Salem	\$104,552	\$1,684	\$106,235
Pound Ridge	\$117,863	\$2,167	\$120,030
Somers	\$319,380	\$5,599	\$324,978
TOTAL	\$1,730,958	\$0	\$1,730,958

	<u>2015 Payment Schedule</u>				
	January 1	April 1	July 1	October 1	Total
	\$85,583	\$85,583	\$85,583	\$85,583	\$342,332
	\$51,817	\$51,817	\$51,817	\$51,817	\$207,269
	\$41,824	\$41,824	\$41,824	\$41,824	\$167,297
	\$66,874	\$66,874	\$66,874	\$66,874	\$267,496
	\$48,830	\$48,830	\$48,830	\$48,830	\$195,320
	\$26,559	\$26,559	\$26,559	\$26,559	\$106,235
	\$30,008	\$30,008	\$30,008	\$30,008	\$120,030
	\$81,245	\$81,245	\$81,245	\$81,245	\$324,978
	\$432,740	\$432,740	\$432,740	\$432,740	\$1,730,958

(1) Allocation approved March 29, 2006: Full Value (37%); Population (33%); Average Call Volume (20%); Square Miles (10%)
(2) Full Value, Population and Call Volume updated per attached methodology tab

**Westchester EMS ALS Fly Car Program
Allocation of Funding Requirements
With and Without One Time Prior Period Adjustment**

2015 Funding					
<u>Town</u>	Allocated Annual Cost 2015	%	2nd Installment of Prior Period Adjustment 2012 & 2013	Total 2015 and 2nd Installment of Prior Period Adj	%
Bedford	\$336,175	19.4%	\$6,157	\$342,332	19.8%
Lewisboro	\$203,497	11.8%	\$3,772	\$207,269	12.0%
Mount Kisco	\$164,693	9.5%	\$2,604	\$167,297	9.7%
New Castle	\$269,541	15.6%	-\$2,045	\$267,496	15.5%
North Castle	\$215,257	12.4%	-\$19,937	\$195,320	11.3%
North Salem	\$104,552	6.0%	\$1,684	\$106,235	6.1%
Pound Ridge	\$117,863	6.8%	\$2,167	\$120,030	6.9%
Somers	\$319,380	18.5%	\$5,599	\$324,978	18.8%
TOTAL	\$1,730,958	100.0%	\$0	\$1,730,958	100.0%

2014 Funding					
<u>Town</u>	Allocated Annual Cost 2014	%	1st Installment of Prior Period Adjustment 2012 & 2013	Total 2014 and 1st Installment of Prior Period Adj	%
Bedford	\$337,282	20.0%	\$6,157	\$343,440	20.4%
Lewisboro	\$194,968	11.6%	\$3,772	\$198,740	11.8%
Mount Kisco	\$160,007	9.5%	\$2,604	\$162,611	9.7%
New Castle	\$257,029	15.3%	-\$2,045	\$254,984	15.1%
North Castle	\$207,222	12.3%	-\$19,937	\$187,284	11.1%
North Salem	\$101,487	6.0%	\$1,684	\$103,171	6.1%
Pound Ridge	\$114,577	6.8%	\$2,167	\$116,744	6.9%
Somers	\$311,478	18.5%	\$5,599	\$317,076	18.8%
TOTAL	\$1,684,050	100.0%	\$0	\$1,684,050	100.0%

Difference Between 2015 and 2014 Funding					
<u>Town</u>	Allocated Annual Cost Difference	%	Difference Between 1st and 2nd Installment	Allocated Annual Cost Difference After Prior Period Adjustment	%
Bedford	-\$1,107	-0.3%	\$0	(\$1,107)	-0.3%
Lewisboro	\$8,529	4.4%	\$0	\$8,529	4.3%
Mount Kisco	\$4,686	2.9%	\$0	\$4,686	2.9%
New Castle	\$12,512	4.9%	\$0	\$12,512	4.9%
North Castle	\$8,036	3.9%	\$0	\$8,036	4.3%
North Salem	\$3,064	3.0%	\$0	\$3,064	3.0%
Pound Ridge	\$3,287	2.9%	\$0	\$3,287	2.8%
Somers	\$7,902	2.5%	\$0	\$7,902	2.5%
TOTAL	\$46,908	2.8%	\$0	\$46,908	2.8%

**Westchester EMS ALS Fly Car Program
Allocation of Funding Requirements
2014 Approved Funding Comparison Using 2014 Data Table vs 2015 Data Table
Without Prior Period Adjustment**

<u>Town</u>	2014 Approved Funding Allocation		2014 Approved Funding Allocation		2014 Approved Funding Allocation		2014 Funding Changes Based on	
	Allocated Annual Cost	Percent Cost	Allocated Annual Cost	Percent Cost	Allocated Annual Cost	Percent Cost	2014 vs. 2015 Data Tables Allocated Annual Cost	Funding Percent Change
Bedford	\$337,282	20.0%	\$327,065	19.4%	(\$10,218)	-3.1%		
Lewisboro	\$194,968	11.6%	\$197,982	11.8%	\$3,014	1.5%		
Mount Kisco	\$160,007	9.5%	\$160,230	9.5%	\$223	0.1%		
New Castle	\$257,029	15.3%	\$262,237	15.6%	\$5,208	2.0%		
North Castle	\$207,222	12.3%	\$209,424	12.4%	\$2,202	1.1%		
North Salem	\$101,487	6.0%	\$101,718	6.0%	\$231	0.2%		
Pound Ridge	\$114,577	6.8%	\$114,609	6.8%	\$33	0.1%		
Somers	\$311,478	18.5%	\$310,725	18.5%	(\$753)	-0.2%		
TOTAL	\$1,684,050	100.0%	\$1,684,050	100.0%	\$0	0.0%		

Note: New Castle and North Castle values of Full Value of Parcels and Population Estimate **ARE** prorated based on WEMS coverage areas

With Updated Full Value of Parcels Data and Call Volume

MUNICIPALITY	Full Value of Parcels		Population Estimate		Average Annual Call Volume (2011-2013)	Square Miles	Approved Option
	As Reported by Data Source	Prorated %	Adjusted	As Reported by Data Source			
Bedford	\$5,055,247,900	100.0%	\$5,055,247,900	17,335	17.9%	39.5	19.4%
Lewisboro	\$2,791,164,308	100.0%	\$2,791,164,308	12,411	12.8%	29.3	11.8%
Mt. Kisco	\$1,437,077,220	100.0%	\$1,437,077,220	10,877	11.2%	3.1	9.5%
New Castle	\$5,076,566,108	96.9%	\$4,919,192,559	17,569	93.7%	19.1	15.6%
North Castle	\$4,939,993,771	86.2%	\$4,258,274,631	11,841	77.9%	24.1	12.4%
North Salem	\$1,323,063,486	100.0%	\$1,323,063,486	5,104	5.3%	21.3	6.0%
Pound Ridge	\$2,018,037,770	100.0%	\$2,018,037,770	5,104	5.3%	23.2	6.8%
Somers	\$3,604,277,601	100.0%	\$3,604,277,601	20,434	21.1%	32.1	18.5%
TOTAL	\$26,245,428,164	100.0%	\$25,406,335,474	100,675	96,951	191.7	100.0%

Data Sources:

Full Value of Parcels: 2013 Figures From Westchester County Dept. of Taxation Website Equalization Tables.

Population Estimate: 2010 US Census as posted on the Westchester County website

Average Annual Call Volume: Based upon total actual responses from 1/1/11 through 12/31/13, divided by '3'.
 The average call volume represents the number of requests for ALS fly cars to addresses that fall within the municipal boundaries for each town.
 Note: New Castle and North Castle values prorated based on WEMS coverage areas

Square Miles: figures received from the WC Planning Department on August 10, 2004

Note: New Castle and North Castle values of Full Value of Parcels and Population Estimate ARE prorated based on WEMS coverage areas

With Updated Full Value of Parcels Data and Call Volume

MUNICIPALITY	Full Value of Parcels		Population Estimate		Average Annual Call Volume (2010 - 2012)	Square Miles	Approved Option					
	As Reported by Data Source	Prorated %	Adjusted	As Reported by Data Source				Prorated %	Adjusted			
Bedford	\$5,925,497,305	100.0%	\$5,925,497,305	17,335	100.0%	\$17,335	17.9%	1,008	20.5%	39.5	20.6%	20.0%
Lewisboro	\$2,883,329,473	100.0%	\$2,883,329,473	12,411	100.0%	\$12,411	12.8%	479	9.7%	29.3	15.3%	11.6%
Mt. Kisco	\$1,543,158,828	100.0%	\$1,543,158,828	10,877	100.0%	\$10,877	11.2%	877	17.8%	3.1	1.6%	9.5%
New Castle	\$5,303,993,352	96.9%	\$5,139,569,558	17,569	93.7%	\$16,462	17.0%	430	8.7%	19.1	10.0%	15.3%
North Castle	\$5,231,497,768	86.2%	\$4,509,551,076	11,841	77.9%	\$9,224	9.5%	453	9.2%	24.1	12.6%	12.3%
North Salem	\$1,459,161,885	100.0%	\$1,459,161,885	5,104	100.0%	\$5,104	5.3%	299	6.1%	21.3	11.1%	6.0%
Pound Ridge	\$2,195,106,125	100.0%	\$2,195,106,125	5,104	100.0%	\$5,104	5.3%	222	4.5%	23.2	12.1%	6.8%
Somers	\$3,830,061,669	100.0%	\$3,830,061,669	20,434	100.0%	\$20,434	21.1%	1,160	23.6%	32.1	16.7%	18.5%
TOTAL	\$28,371,806,405		\$27,485,435,919	100,675		\$96,951	100.0%	4,927	100.0%	191.7	100.0%	100.0%

Data Sources:

Full Value of Parcels: 2012 Figures From Westchester County Dept. of Taxation Website Equalization Tables.

Population Estimate: 2010 US Census as posted on the Westchester County website

Average Annual Call Volume: Based upon total actual responses from 1/1/10 through 12/31/12, divided by '3'. The average call volume represents the number of requests for ALS fly cars to addresses that fall within the municipal boundaries for each town.

Square Miles: figures received from the WC Planning Department on August 10, 2004

Note: New Castle and North Castle values of Full Value of Parcels and Population Estimate ARE prorated based on WEMS coverage areas

Westchester EMS
Paramedic Fly Car System
Audited 2007 - 2013 Supplemental Information

	Audited 2007	Audited 2008	Audited 2009	Audited 2010	Audited 2011	Audited 2012	Audited 2013
Municipality Revenue	\$ 1,523,263	\$ 1,483,771	\$ 1,543,417	\$ 1,500,521	\$ 1,543,024	\$ 1,606,452	\$ 1,634,545
Expenses:							
Salaries & Benefits	952,089	1,004,508	1,041,505	1,026,170	1,093,566	1,137,224	1,178,741
Supplies & Operating Expenses	279,460	318,095	327,190	335,144	354,170	321,173	321,476
Insurance	104,609	90,446	78,488	86,575	82,948	83,106	104,061
Total Operating Expenses	1,336,158	1,413,049	1,447,183	1,447,889	1,530,684	1,541,502	1,604,278
Depreciation & Amortization	61,012	58,505	47,941	60,310	81,963	83,112	82,247
Total Expenses	1,397,170	1,471,554	1,495,124	1,508,199	1,612,647	1,624,614	1,686,525
Operating Gain/(Loss)	\$ 126,093	\$ 12,217	\$ 48,293	\$ (7,678)	\$ (69,623)	\$ (18,162)	\$ (51,980)
Non Operating Income	5,298	920	215	2,957	1,612	17	84
Total Operating Gain/(Loss)	\$ 131,391	\$ 13,137	\$ 48,508	\$ (4,721)	\$ (68,011)	\$ (18,145)	\$ (51,895)

Municipal Funding - Based on Budget	\$ 1,523,263	\$ 1,483,771	\$ 1,543,417	\$ 1,500,521	\$ 1,543,024	\$ 1,606,452	\$ 1,634,545
True-up Adjustments (2001-2003); Audited							
True-up Adjustment (2004); Unaudited	(13,379)						
True-up Adjustment (2005); Unaudited	(39,592)						
Draw Down from Reserves							
Net Total Municipal Funding	\$ 1,470,292	\$ 1,483,771	\$ 1,543,417	\$ 1,500,521	\$ 1,543,024	\$ 1,606,452	\$ 1,634,545

Westchester EMS
Paramedic Fly Car System
Actual 2007-2013 Supplemental Information

	Actual 2007	Actual 2008	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Actual 2013
<u>Revenue</u>							
Municipality Charges	1,523,263	1,483,771	1,543,417	1,500,521	1,543,024	1,606,452	1,634,545
<u>Expenses</u>							
Salaries - Supervisors & Paramedics							
Straight Salaries	662,100	681,964	659,420	689,599	721,239	781,887	770,321
Overtime Salaries	97,130	119,068	127,502	93,804	104,103	67,457	109,048
Training Salaries	4,164	3,288	26,648	15,240	14,377	4,861	14,582
Total Salaries	763,394	804,320	813,570	798,643	839,720	854,205	893,952
Benefits							
FICA	54,244	60,611	60,110	59,148	61,735	62,936	65,838
Health Benefits (Medical, Dental)	81,767	81,863	103,539	46,825	109,386	129,516	128,325
Pension	32,754	28,587	37,223	7,610	36,735	39,759	40,586
Workers Compensation	15,463	26,456	23,649	186	41,097	44,674	46,230
Other (Tuition Reimbursement, Group Life, Group Disability)	4,489	2,671	3,414	113,758	4,894	6,133	3,810
Total Benefits	188,696	200,188	227,935	227,527	253,846	283,018	284,789
Operating Expenses:							
Insurance - Professional Liability, General Liability, Automobile, Umbrella/Excess	104,609	90,446	78,488	86,575	82,948	83,106	104,061
Maintenance & Repairs	49,843	65,191	56,623	57,128	70,951	46,984	52,426
Administrative Support Services: HR, Benefits, Accounting, Accounts Payable	60,000	65,600	69,000	69,000	69,000	70,380	70,380
Management Services: Portion of Director Salaries & Benefits	38,863	40,346	42,656	43,570	45,188	43,670	47,998
Fuel	43,021	79,546	60,692	62,652	71,730	49,669	44,053
Accounting/Tax Services	18,500	10,108	17,806	16,500	15,362	16,500	16,500
Medical Supplies	11,397	8,137	19,075	16,293	11,314	24,634	22,516
Telephone: Offices, Nextel	9,242	8,970	8,325	10,828	12,030	12,158	10,485
Rent for office space and Utilities	24,702	19,130	19,204	23,076	24,825	25,052	20,171
Education/Training	679	820	1,140	3,565	1,183	2,057	1,942
Payroll Processing: ADP charges	7,462	6,627	6,982	7,470	3,547	3,481	3,306
Occupational Health Fees	2,175	1,215	2,787	4,459	3,231	4,614	3,917
Uniforms	4,214	3,861	3,825	2,814	3,386	5,331	6,009
Office Supplies	1,892	2,340	3,101	3,055	4,254	2,380	2,482
Miscellaneous	7,472	6,204	15,974	14,734	18,169	14,263	19,291
Total Operating Expenses	384,068	408,541	405,678	421,719	437,118	404,279	425,537
Depreciation	61,012	58,505	47,941	60,310	81,963	83,112	82,247
Operating Gain/(Loss)	126,093	12,217	48,293	(7,678)	(69,623)	(18,162)	(51,980)

Starnet Emergency Services
 Fly-Car Paramedic Services Only
 Cumulative Surplus/(Deficit) & Contingency Reserve Funds
 Audited December 31, 2013

Cumulative Surplus/(Deficit)

Dec. 31, 2012	Total Audited Cumulative Surplus/(Deficit)	\$28,543
Dec. 31, 2013	Year-End Audited Operating Surplus/(Deficit)	(\$51,896)
	Total Audited Cumulative Surplus/(Deficit) as of December 31, 2013	<u>(\$23,353)</u>

Contingency Reserve Funds

Revised Proposed 2015 Operating Budget	1,730,958
Contingency Reserve Funding (1)	7%
Recommended Contingency Reserve Amount	<u>\$121,167</u>
Contingency Reserve Funds (2)	<u>\$ (144,520)</u>

NOTES

- (1) Section 9.d. of the original ALS Agreement indicates that the 2001 Operating Budget included a 7% contingency amount to compensate for unexpected expenses. Amount would be adjusted for each respective budget cycle.
- (2) Contingency Reserve Funds (operating and contingency) available for drawdown to reduce future funding subsequent to respective audit and budget approval process.

Starnet Emergency Services

Fly-Car Paramedic Services Only

Cumulative Surplus/Deficit

Audited Years Ended December 31, 2001 - December 31, 2013

<u>Audited Year-End</u>	<u>Approved Budget</u>	<u>Adjustments to Funding</u>	<u>Audited Municipality Funding</u>	<u>Audited Non-Op Income</u>	<u>Audited Expense</u>	<u>Annual Net Operations</u>	<u>Cumulative Surplus/(Deficit)</u>
December 31, 2001	\$1,160,405	\$0	\$1,160,405	\$0	\$1,077,420	\$82,985	\$82,985
December 31, 2002	\$1,160,405	\$0	\$1,160,405	\$0	\$1,163,796	(\$3,391)	\$79,594
December 31, 2003	\$1,160,405	\$0	\$1,160,405	\$0	\$1,348,652	(\$188,247)	(\$108,653)
Sub-Totals: 2001-2003	\$3,481,215	\$0	\$3,481,215	\$0	\$3,589,868	(\$108,653)	
December 31, 2004	\$1,403,205	\$108,653	\$1,511,858	\$0	\$1,382,160	\$129,698	\$21,045
December 31, 2005	\$1,444,320	\$33,661	\$1,477,981	\$0	\$1,350,227	\$127,754	\$148,799
December 31, 2006	\$1,517,042	(\$95,829)	\$1,421,213	\$8,297	\$1,437,540	(\$8,030)	\$140,769
December 31, 2007	\$1,523,263	(\$52,971)	\$1,470,292	\$5,298	\$1,397,173	\$78,417	\$219,186
December 31, 2008	\$1,483,771	\$0	\$1,483,771	\$920	\$1,471,554	\$13,137	\$232,323
December 31, 2009	\$1,543,417	\$0	\$1,543,417	\$215	1,495,124	\$48,508	\$280,831
December 31, 2010	\$1,500,521	\$0	\$1,500,521	\$2,957	1,508,199	(\$4,721)	\$276,110
December 31, 2011	\$1,543,023	(\$86,410)	\$1,456,613	\$1,612	\$1,612,647	(\$154,422)	\$121,688
December 31, 2012	\$1,606,452	(\$75,000)	\$1,531,452	\$17	\$1,624,614	(\$93,145)	\$28,543
Sub-Totals: 2001-2012	\$17,046,229	(\$167,896)	\$16,878,333	\$19,316	\$16,869,106	\$28,543	
December 31, 2013	\$1,634,545	\$0	\$1,634,545	\$84	\$1,686,525	(\$51,896)	(\$23,353)
Totals: 2001-2013	\$18,680,774	(\$167,896)	\$18,512,878	\$19,400	\$18,555,631	(\$23,353)	

Aggregate Summary

Cumulative Funding

Non-Operating Income

Audited Expenses

Cumulative Surplus/Deficit Summary

\$18,512,878
\$19,400
\$18,555,631
<u>(\$23,353)</u>



Westchester EMS Advanced Life Support



Fly Car Operations Update

September 2014

VAC Billing Status

Agencies actively billing and collecting for ALS service

1. North Salem VAC
2. Chappaqua VAC
3. Katonah Bedford Hills VAC
4. Pound Ridge VAC
5. Mount Kisco VAC
6. Lewisboro VAC * To begin very soon

Fire Departments restricted from billing

1. Bedford
2. Armonk
3. Somers
4. Vista

All VAC's that can bill are billing.

ALS reports are provided to VAC's weekly.

09/2014

WEMS FLY CAR UPDATE

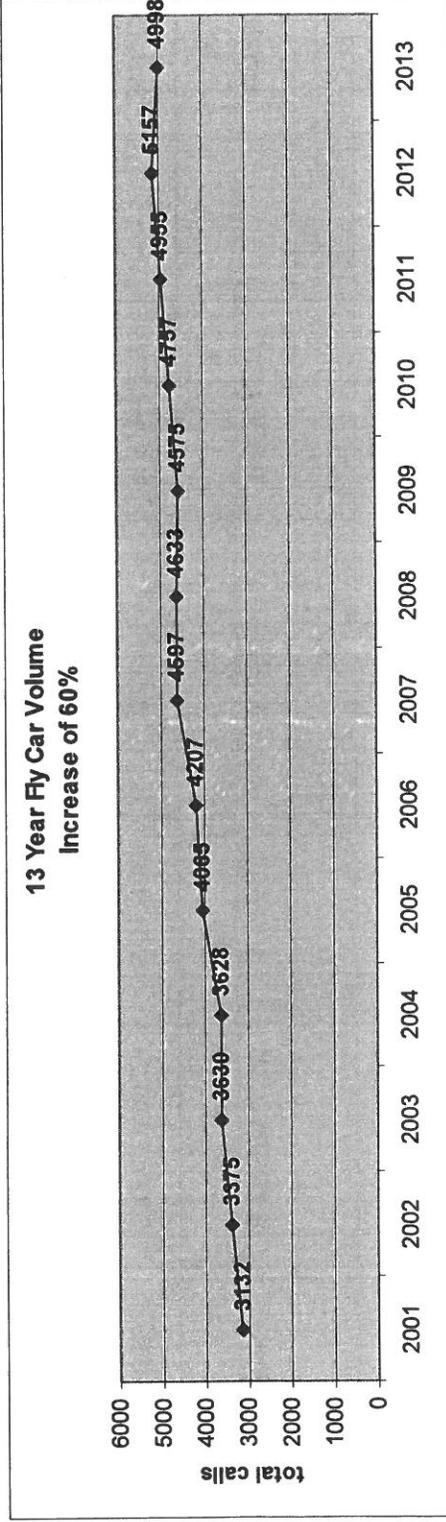
UNIT #	YEAR	MAKE	MODEL	MILAGE	PURCHASED	STATUS	REPLACEMENT DATE
4010	2009	FORD	EXPEDITION	44,874	Dec-09	PRIMARY	Jul-16
4012	2010	FORD	EXPEDITION	132,550	Aug-10	PRIMARY	Jan-15
4013	2011	FORD	EXPEDITION	101,906	Apr-11	PRIMARY	Jan-17
4014	2012	FORD	EXPEDITION	65,667	Apr-12	BACK UP	Jan-18
4015	2013	FORD	EXPEDITION	26,440	Mar-13	BACK UP	Jan-19
4016	2014	FORD	EXPEDITION	869	May-14	BACK UP	Jan-20

4012 Scheduled for Replacement January 2015

Call Volume and Response Time Statistics

	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>Jan-June 2014</u>
<u>Call Volume</u>	4575(↓1.3%)	4757 (↑4.0%)	4955 (↑4.2%)	5157 (↑4.1%)	4998 (↓3%)	2353 (↓3%)
<u>Calls Remaining ALS</u>	2424 (↑0.2%)	2447 (↑0.9%)	2261 (↓8.2%)	2198 (↓3.0%)	2240 (↑1.9%)	1050 (↓3%)
<u>Average Response Minutes</u>	8.09 (↓.01)	8.31 (↑2.7%)	8.16 (↓1.8%)	8.11 (↓0.6%)	8.37(↑3.2%)	8.35 (↓0.2%)
<u>Responses < 12 Minutes</u>	85.0% (-)	83.02% (↓2.4%)	85.25% (↑2.7%)	85.6% (↑0.4)	83.0 % (↓2.6%)	84% (↑1.0%)
<u>Responses < 18 Minutes</u>	97.8% (↓0.5)	97.7% (↓0.01%)	97.93% (↑0.02%)	98.5 (↑0.5%)	97.7(↓0.8%)	98.2% (↑0.5%)

**Total volume down 3% (75 calls) from 1st and 2nd Qtr 2013
Calls remaining ALS at 45% of total call volume**



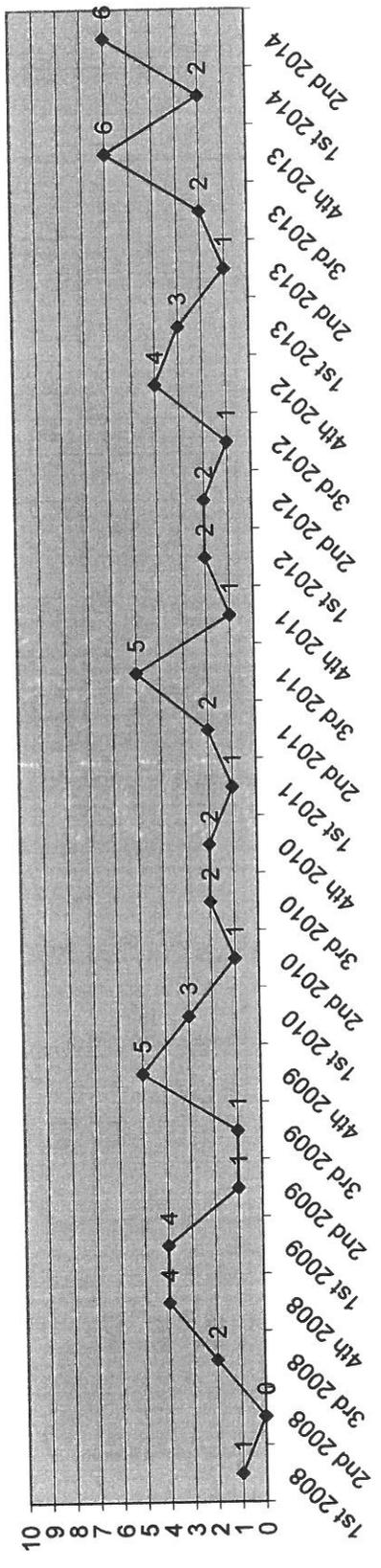
Bedford ↑31 calls **Lewisboro ↑9 calls** **Mt Kisco ↓18 calls** **New Castle ↑23 calls** **North Castle ↓11 calls**
North Salem ↓25 calls **Pound Ridge ↓68 calls** **Somers ↓22 calls** **Mutual Aid ↑6 calls**

09/2014

No medic available for 8 calls in 1st & 2nd Qtr 2014

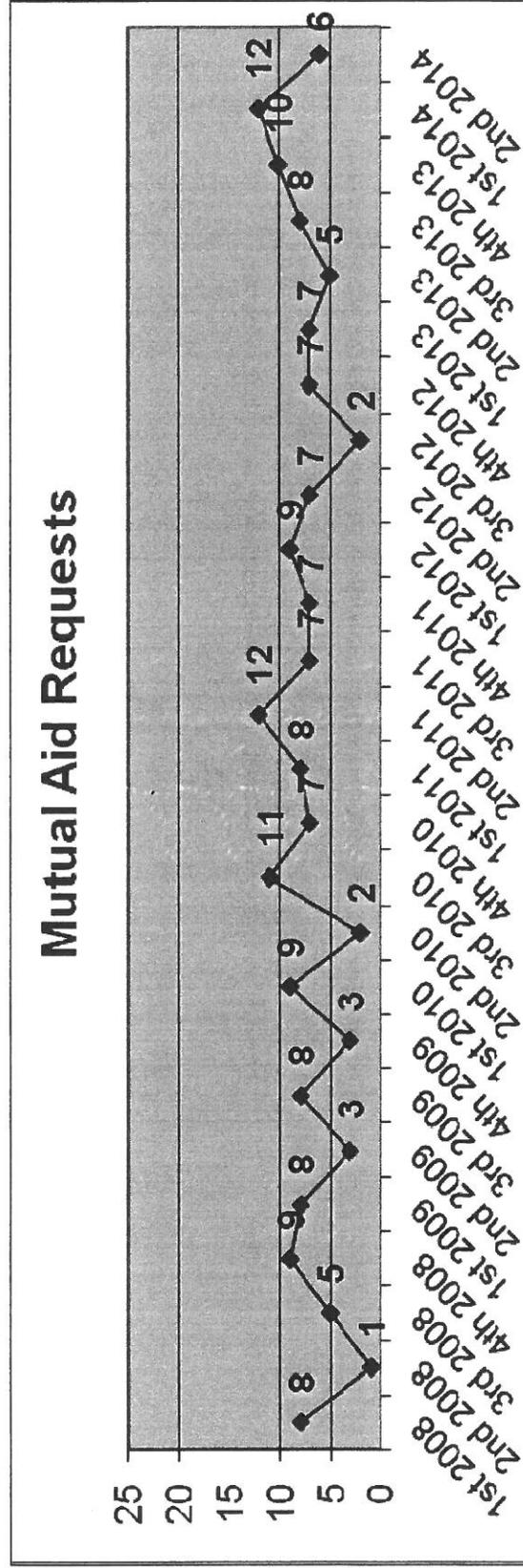
Date	Incident	Municipality	Remarks
01-Mar-14	1400795	North Salem	3 medics on calls no 4th available. Putnam medic to scene. No transport RMA
05-Mar-14	1400846	Lewisboro	4th medic available - was not requested by 60 Control - Patient BLS by Lewisboro
13-May-14	1401653	Vista	3 medics on calls no 4th available. Patient transported by Norwalk EMS
23-May-14	1401796	North Castle	3 medics on calls no 4th available. Patient transported BLS
23-May-14	1401798	Vista	1 medic on call 2 medics down w flat tires. Norwalk Ct. medic cancelled prior to arrival
23-May-14	1401885	North Salem	1 medic on calls 2 medics down w flat tires. Patient transported BLS
23-May-14	1401886	Somers	1 medics on calls 2 medics down w flat tires Putnam medic No transport RMA
29-May-14	1401890	Somers	3 medics on calls no 4th available. Putnam medic responded and transported

No Medics Available for Calls



Mutual Aid Requests to Outside ALS Agencies

	2008	2009	2010	2011	2012	2013	Jan-June 2014
Putnam	7	9	12	3	2	8	4
Connecticut	1	0	2	0	0	1	0
Harrison	0	0	2	2	0	0	0
Mount Pleasant	2	5	6	9	10	8	6
Ossining	1	2	1	5	3	5	4
Yorktown	12	6	6	15	10	8	4
Total	23	22	29	34	25	30	18

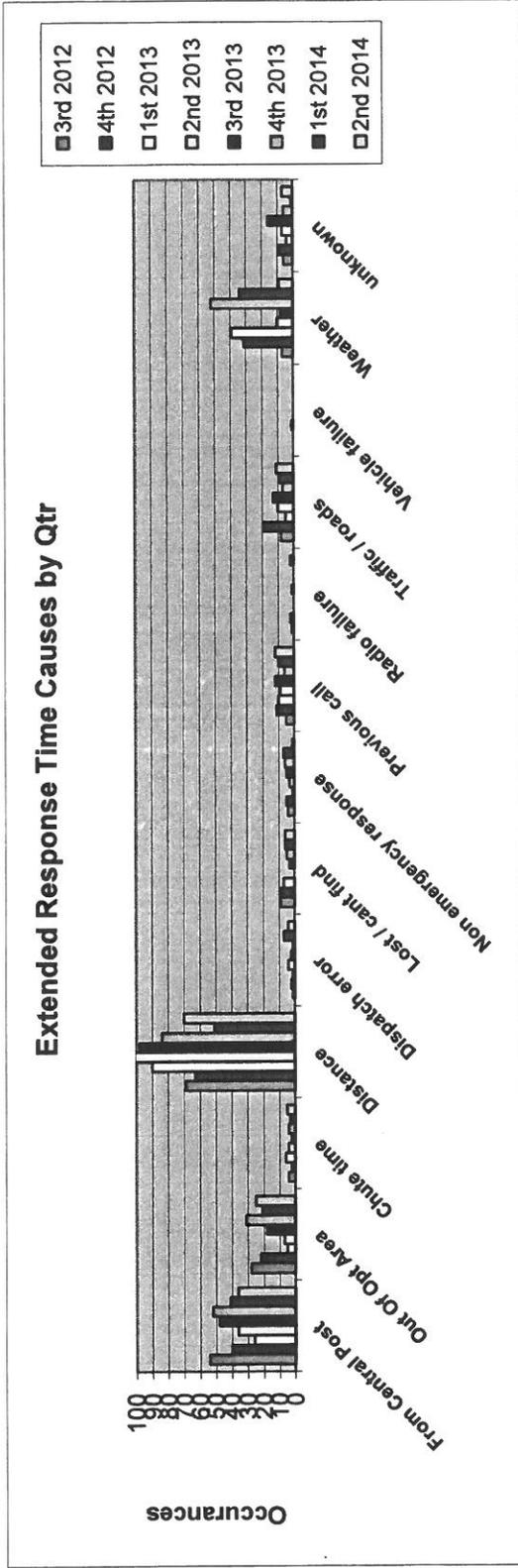


Unit Call Volume and Time Statistics

January – June 2014

	<u>Total Primary Calls*</u>	<u>Average Response Time Mins</u>	<u>Responses ≥ 12 Minutes</u>	<u>Total ALS Calls</u>	<u>% ALS</u>	<u>ALS Avg Call Time Mins</u>	<u>Avg at Hosp Time Mins</u>	<u>Total BLS Calls</u>	<u>BLS Avg Call Time Mins</u>	<u>Cancelled Enroute</u>
								<u>Un-cancelled Calls</u>		
<u>Total</u>	2353	8.37	16%	1050	45%	76.5	34	1042	30.3	253
<u>Medic 1</u>	956	7.7	13%	424	44%	67.2	27.8	454	28.9	78
<u>Medic 2</u>	770	8.32	14%	377	49%	78.1	36.3	316	30.5	77
<u>Medic 3</u>	600	9.55	25%	242	40%	91.1	43.9	266	32.4	92
<u>Medic 4&5</u>	19	9.5	21%	7	37%	54.1	19.2	6	30.3	6
<u>No medic Available</u>	8									

Response Time Outlier Report



Response Delay Analysis Key

<u>From Central Post</u>	Central Posting Site / Other Medics on calls
<u>Out Of Optimal Area</u>	Returning from previous calls / simultaneous calls / Responding from other areas.
<u>Chute time</u>	Unable to locate on map or navigation device / shift change / 4th medic response / Bathroom delay
<u>Distance</u>	Actual distance and required traveling speeds
<u>Dispatch error</u>	Wrong address , location / change of location
<u>Lost / cant find</u>	lost/ poorly labeled homes/ missing signs/ navigation error/GPS error
<u>Non emergency response</u>	Response slowed by responders on scene but not cancelled
<u>Previous call</u>	Tied up on previous job
<u>Radio failure</u>	Pager failures / poor reception/ transmission not received
<u>Traffic / roads</u>	Traffic volume / bicycles / low speed roads / obstructions
<u>Vehicle failure</u>	Vehicle breakdown / MVA
<u>Weather</u>	Rain / Fog / Wind / snow /ice
<u>unknown</u>	Un-submitted report

09/2014

BLS Call Analysis

Jan - June 2014

<u>Call type</u>	<u>Total</u>	<u>BLS</u>	<u>Cancelled</u>	<u>Un- cancelled</u>	<u>Call type</u>	<u>Total</u>	<u>BLS</u>	<u>Cancelled</u>	<u>Un- cancelled</u>
MVA	312	254	52	202	Diabetic Emergencies	51	23	4	19
Cardiac Emergencies	242	38	18	20	Bleeding Cardiac / Respiratory Arrest	34	19	4	15
Respiratory Distress	200	63	14	49	Head Injury	31	2	0	2
General Illness	227	159	11	148	Altered Mental Status	7	3	2	1
Syncope / Unconscious	170	39	6	33	Airway Obstruction	40	12	3	9
Falls Behavioral / Substance Abuse	290	230	39	191	Obvious Death Medical alarm	13	10	2	8
Pain	113	75	18	57	Stand By/ Fire, Airport	20	20	2	18
Soft Tissue Injury	112	83	10	73	Poisoning / CO / Haz Mat	47	44	25	19
Other / unknown	69	68	20	48	Environmental OB/GYN	18	16	3	13
Seizure	19	19	10	9	Shock	29	27	3	24
Stroke/ TIA	104	15	4	11	Allergic Reaction	3	3	0	3
Fracture/ Dislocation	51	5	1	4		15	9	1	8
Gastro-Intestinal	27	18	2	16		5	1	0	1
Trauma	44	28	2	26		23	3	2	1
	37	17	3	14					

Fly Car Utilization Efficiency

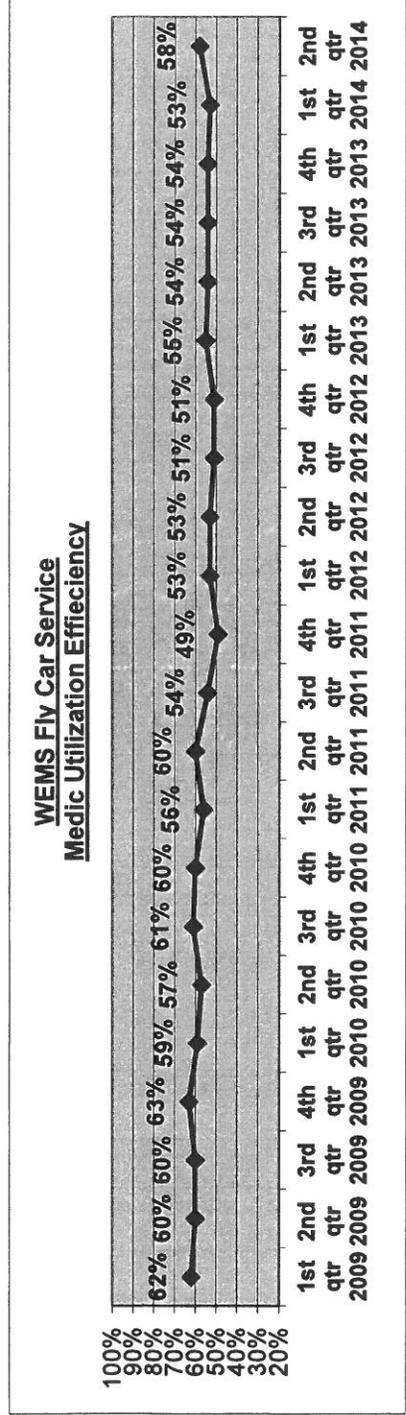
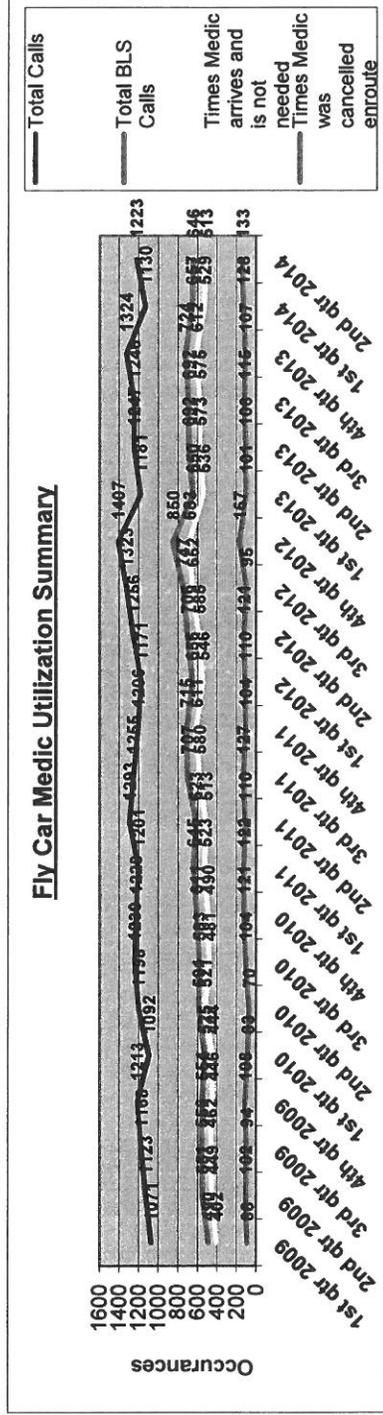
Total Calls Jan – June 2014

Times medic arrives and is not needed

2353

1042 = 44%*

This number reflects a Medic Utilization Efficiency factor of 56%.
 Increasing the MUE will increase availability and result in
Lower Response Times



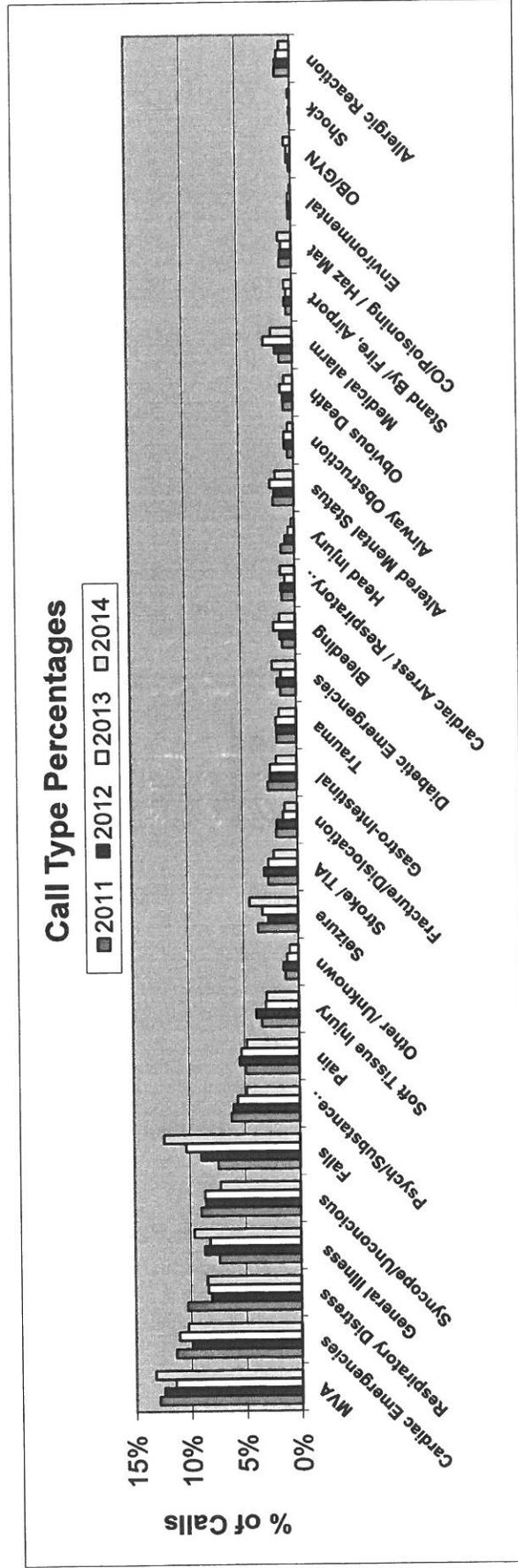
Call Volume Impact on Response Times

Average Response Times increase significantly as medics are assigned calls

System Status	Responses	Average response time	Response times ≥12 min
All Cars in Service optimal condition	1373	8.1 mins	14%(189) of these responses were ≥ 12 mins
1 car on call leaving 2 available	748	8.6 mins up 6%	17%(130)of these responses were ≥ 12 mins
2 cars on call leaving 1 available	229	9.2 mins up 14%	26%(60) of these responses were ≥ 12 mins
3+ cars on call Added units if available	29	10.9 mins up 35%	31% (9)of these responses were ≥ 12 mins

1/01/2014 –06/30/2014 data

**40% of our responses occur with one or more medics already out on calls.
(Based on 5 year average)**



09/2014



Westchester EMS Fly-Car Report

Quality Assurance And Quality Improvement Update

Paramedic Skills and Performance Statistics

	<u>Goal</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
■ Airways secured for patients in cardiac arrest. (Et-tube or combi-tube/I-gel)	90%	92%	95%	100%*
■ 1 st attempt intravenous insertion success	90%	87%	87%	89%**
■ Protocol compliance	99%	98.9%	99.2%	98.9%
■ Pre-hospital patients improve or no change		99.1%	99.1%	99.2%

- *Represents 23 successes from 23 attempts
- ** Represents 765 of 864 attempts

09/2014

Westchester EMS Continuous Quality Improvement

- 1. System efficiencies**
 - a. Optimizing Medic availability**
 - 2. Outreach training to VAC's**
 - a. ALS assist classes**
 - b. QA Committee focus study education and remediation**
- 3. Advanced EKG interpretation and treatment**
- 4. Advanced Cardiac Life Support**
- 5. Pediatric advanced Life support**
- 6. CPR**
- 7. STEMI Diversion**
- 8. CVA Diversion**
- 9. Call Audits with Medical Director**
- 10. Emergency Vehicle Driving classes**
- 11. Web Based driver safety programs**

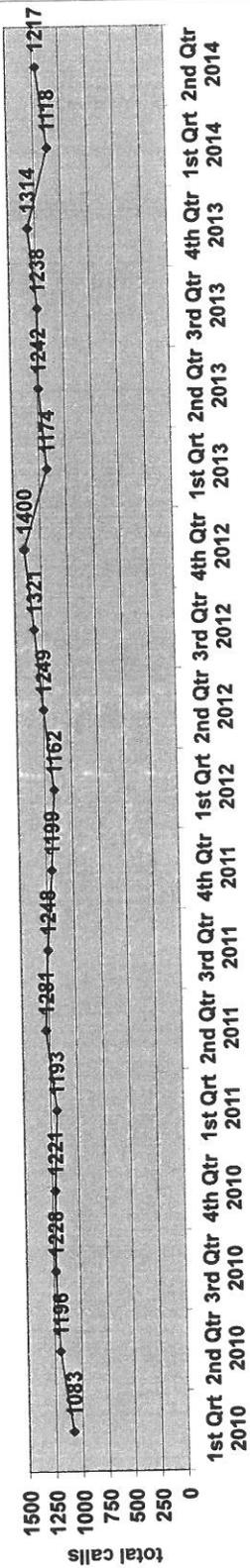
Westchester EMS Quality Assurance

- 1. 100% Patient Care Report Review**
- 2. QA panel of Paramedic peers**
- 3. Focus review of select call types**
 - a. Suspected Spinal injury**
 - b. Patients refusing care**
 - c. Cardiac and respiratory arrests**
 - d. Intubation process and confirmation**
 - e. Pain Management**
 - f. Narcotic administrations**
 - g. Pediatric emergency care**
- 4. Response Time monitoring**
- 5. Call Turn Around Time monitoring**

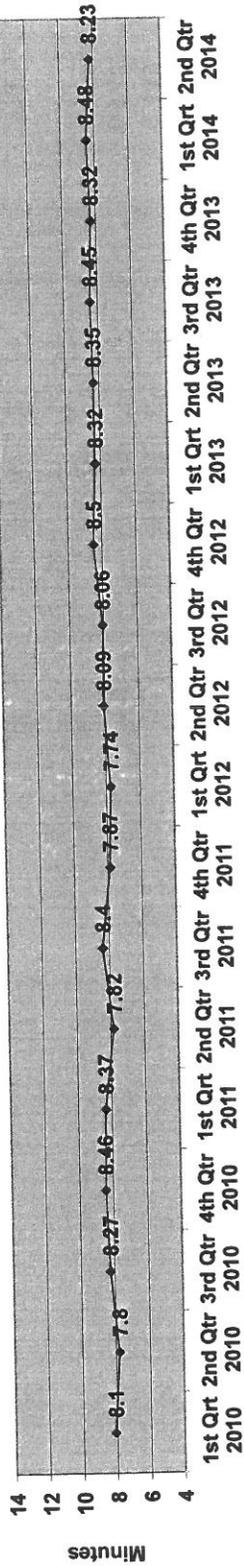
Fly Car System Totals

	<u>Responses</u>	<u>ALS Calls</u>	<u>Response Time Avg.</u>	<u>Responses ≥12 mins.</u>	<u>% ≥12 mins</u>	<u>Responses ≥18 mins</u>	<u>% ≥18 mins</u>
<u>2012</u>							
1st qtr	1162	517	7.74	150	12.91%	7	0.60%
2nd qtr	1249	545	8.09	190	15.21%	20	1.60%
3rd qtr	1321	574	8.06	192	14.53%	21	1.59%
4th qtr	1400	557	8.5	207	14.79%	31	2.21%
<u>Total 2012</u>	5132	2193	8.11	739	14.40%	79	1.54%
<u>ALS Calls</u>	25	5	8.12	344	15.69%	35	1.60%
Mutual aid							
Total Total	5157	2198					
<u>2013</u>							
1st qtr	1174	529	8.32	186	15.84%	29	2.47%
2nd qtr	1242	552	8.35	204	16.43%	28	2.25%
3rd qtr	1238	552	8.45	215	17.37%	21	1.70%
4th qtr	1314	599	8.32	232	17.66%	35	2.66%
<u>Total 2013</u>	4968	2232	8.35	837	16.85%	113	2.27%
<u>ALS Calls</u>	30	8	8.46	421	18.86%	59	2.64%
Mutual aid							
Total Total	4998	2240					
<u>2014</u>							
1st qtr	1118	471	8.48	183	16.37%	23	2.06%
2nd qtr	1217	575	8.23	190	15.61%	19	1.56%
3rd qtr							
4th qtr							
<u>Total 2014</u>	2335	1046	8.35	373	15.97%	42	1.80%
<u>ALS Calls</u>	18	4	8.3	182	17.40%	24	2.29%
Mutual aid							
Total Total	2353	1050					

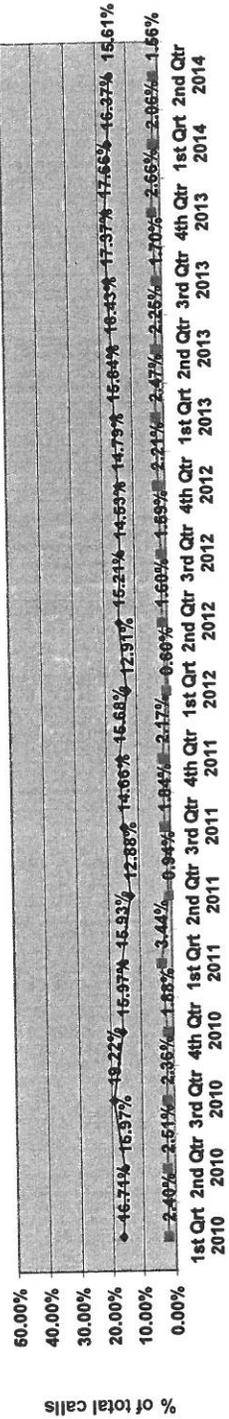
Fly Car System Total Call Volume



System Response Time Average Goal < 12 Minutes



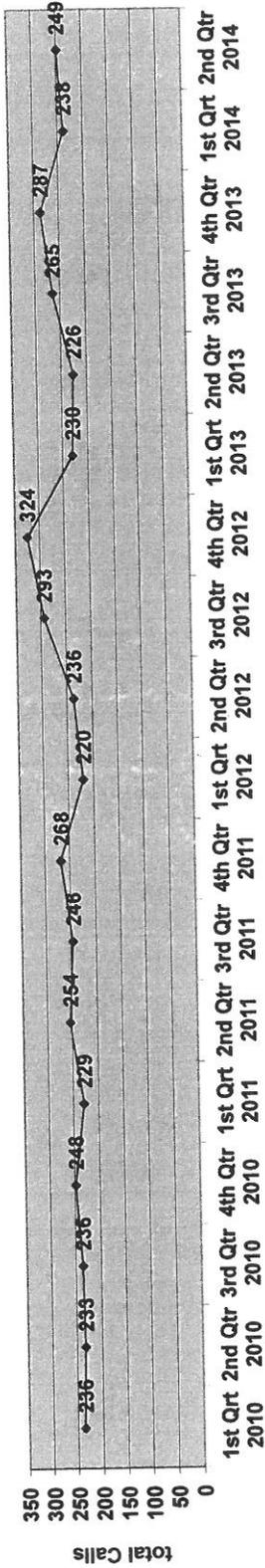
Extended Response Times System



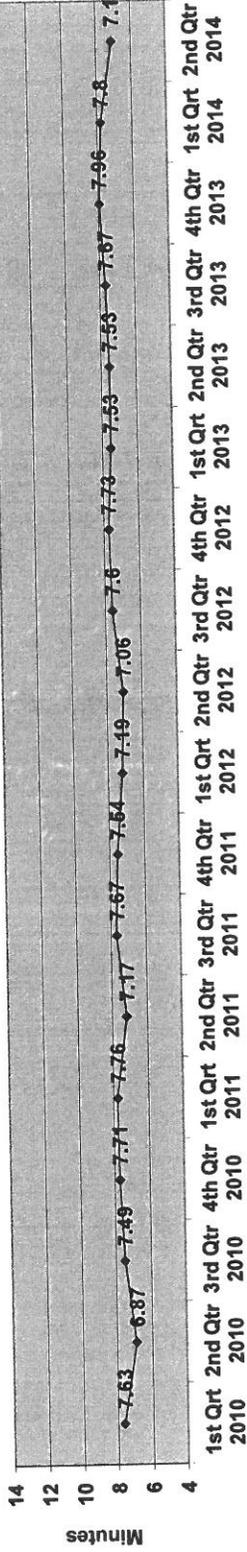
Bedford

	<u>Responses</u>	<u>ALS Calls</u>	<u>Response Time Avg.</u>	<u>Responses ≥12 mins.</u>	<u>% ≥12 mins</u>	<u>Responses ≥18 mins</u>	<u>% ≥18 mins</u>
<u>2012</u>							
1st qtr	220	87	7.19	10	4.55%	2	0.91%
2nd qtr	236	90	7.06	11	4.66%	1	0.42%
3rd qtr	293	133	7.6	22	7.51%	2	0.68%
4th qtr	324	116	7.73	26	8.02%	4	1.23%
<u>Total 2012</u>	1073		7.48	69	6.43%	9	0.84%
<u>ALS Calls</u>		426	7.21	24	5.63%	4	0.94%
<u>2013</u>							
1st qtr	230	92	7.53	22	9.57%	0	0.00%
2nd qtr	226	101	7.53	11	4.87%	1	0.44%
3rd qtr	265	105	7.67	24	9.06%	2	0.75%
4th qtr	287	127	7.96	31	10.80%	5	1.74%
<u>Total 2013</u>	1008		7.69	88	8.73%	8	0.79%
<u>ALS Calls</u>		425	7.73	39	9.18%	5	1.18%
<u>2014</u>							
1st qtr	238	98	7.8	14	5.88%	1	0.42%
2nd qtr	249	115	7.1	19	7.63%	1	0.40%
3rd qtr							
4th qtr							
<u>Total 2014</u>	487		7.5	33	6.78%	2	0.41%
<u>ALS Calls</u>		213	7.3	13	6.10%	0	0.00%

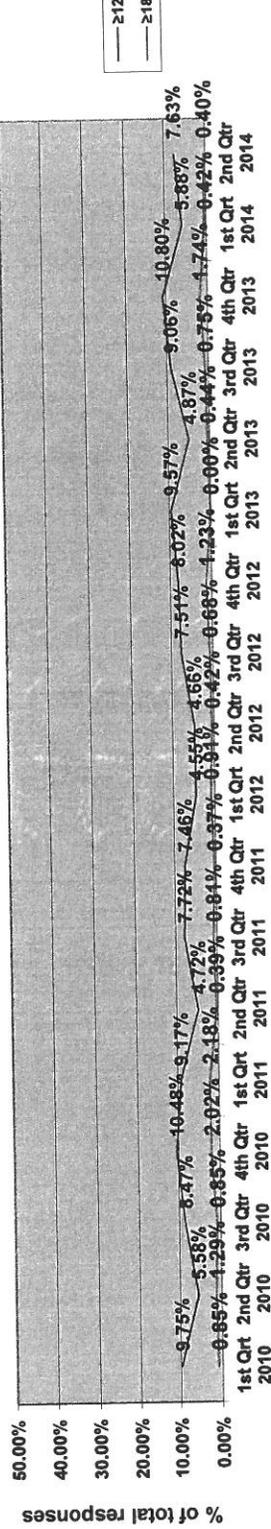
Bedford Call Volume



Bedford Average Response Times



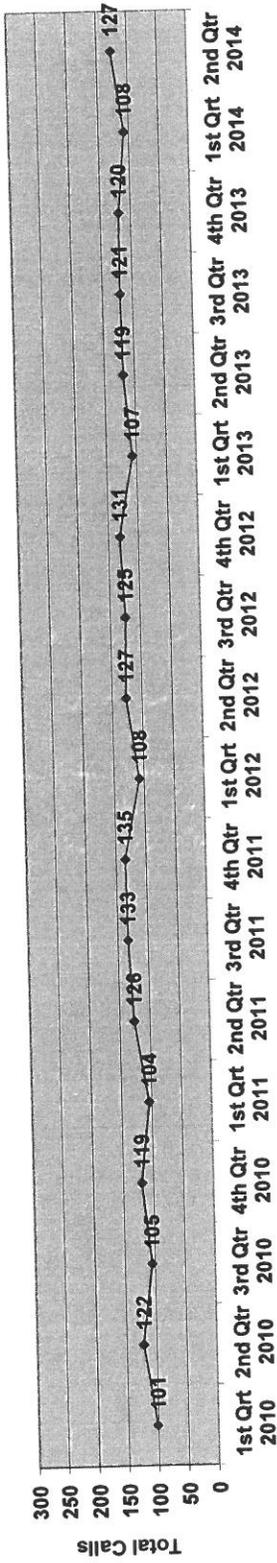
Extended Response Times Bedford



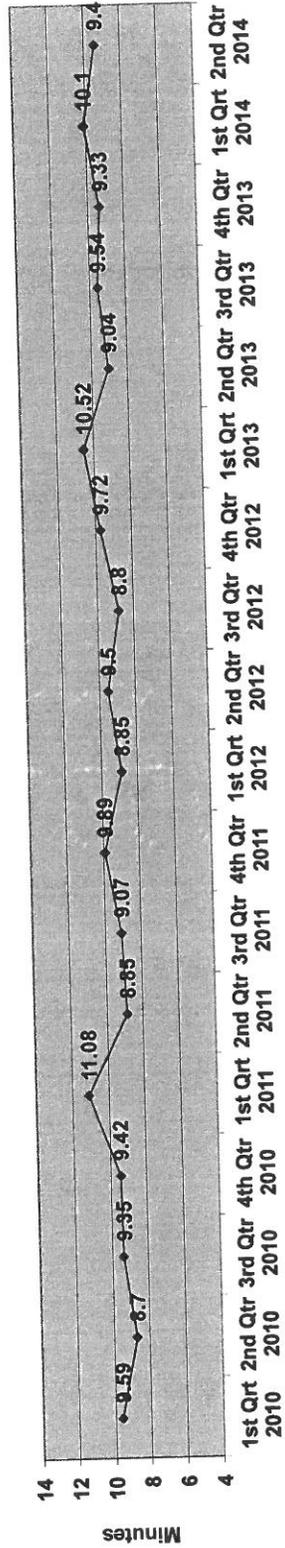
Lewisboro

	<u>Responses</u>	<u>ALS Calls</u>	<u>Response Time Avg.</u>	<u>Responses ≥12 mins.</u>	<u>% ≥12 mins.</u>	<u>Responses ≥18 mins</u>	<u>% ≥18 mins</u>
<u>2012</u>							
1st qtr	108	48	8.85	26	24.07%	0	0.00%
2nd qtr	127	56	9.5	33	25.98%	3	2.36%
3rd qtr	125	47	8.8	23	18.40%	3	2.40%
4th qtr	131	45	9.72	25	19.08%	2	1.53%
<u>Total 2012</u>	491	196	9.23	107	21.79%	8	1.63%
<u>ALS Calls</u>			9.1	50	25.51%	3	1.53%
<u>2013</u>							
1st qtr	107	50	10.52	35	32.71%	10	9.35%
2nd qtr	119	53	9.04	26	21.85%	7	5.88%
3rd qtr	121	52	9.54	31	25.62%	2	1.65%
4th qtr	120	60	9.33	29	24.17%	6	5.00%
<u>Total 2013</u>	467	215	9.59	121	25.91%	25	5.35%
<u>ALS Calls</u>			9.99	72	33.49%	16	7.44%
<u>2014</u>							
1st qtr	108	45	10.1	35	32.41%	5	4.63%
2nd qtr	127	43	9.4	28	22.05%	3	2.36%
3rd qtr							
4th qtr							
<u>Total 2014</u>	235	88	9.5	63	26.81%	8	3.40%
<u>ALS Calls</u>			9.8	32	36.36%	7	7.95%

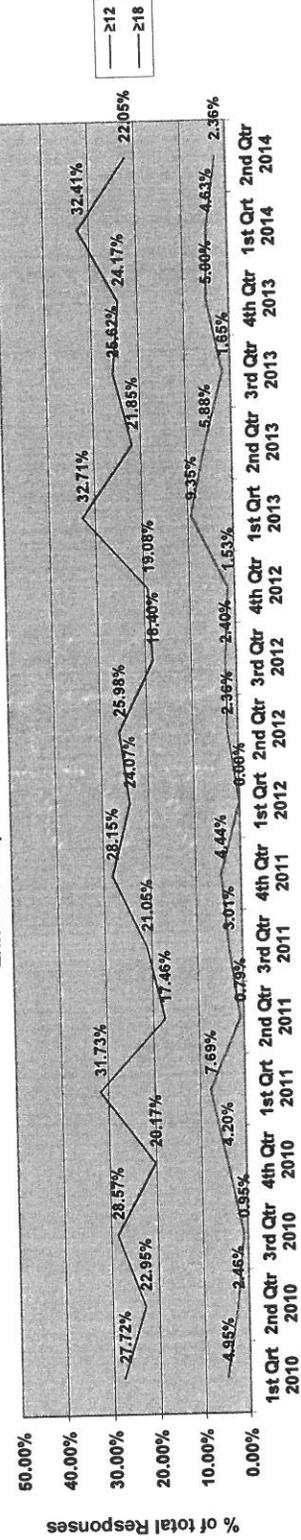
Lewisboro Call Volume



Lewisboro Average Response Times



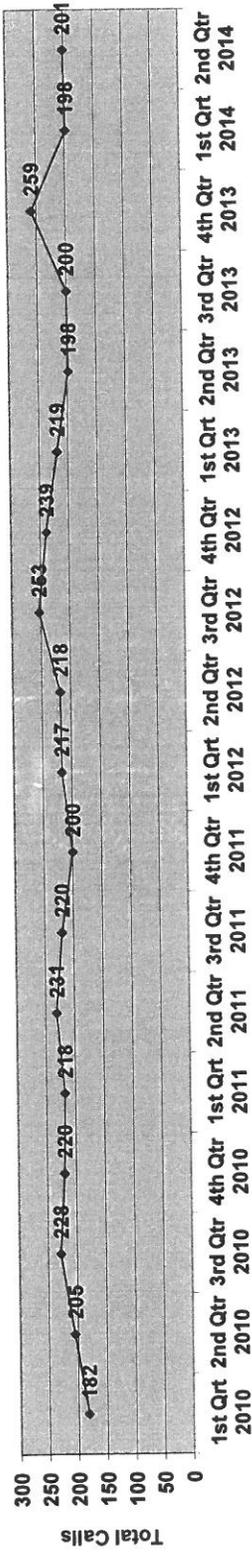
Extended Response Times Lewisboro



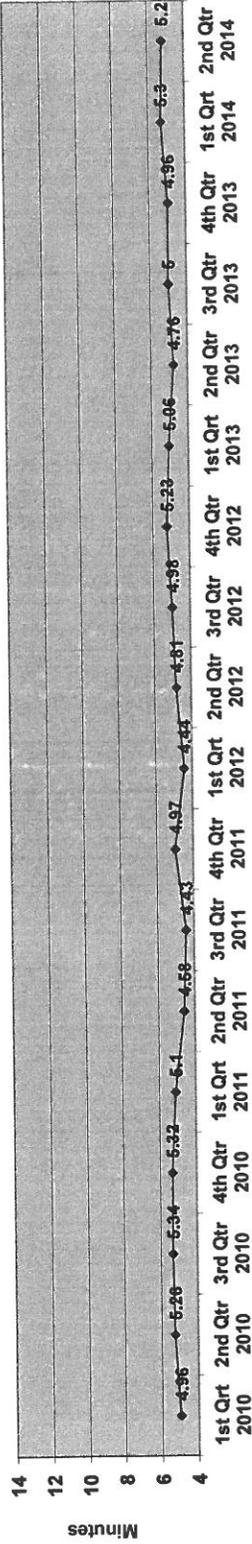
Mt Kisco

	<u>Responses</u>	<u>ALS Calls</u>	<u>Response Time Avg.</u>	<u>Responses ≥12 mins.</u>	<u>% ≥12 mins</u>	<u>Responses ≥18 mins</u>	<u>% ≥18 mins</u>
<u>2012</u>							
1st qtr	217	108	4.44	1	0.46%	0	0.00%
2nd qtr	218	99	4.81	3	1.38%	0	0.00%
3rd qtr	253	96	4.98	3	1.19%	0	0.00%
4th qtr	239	106	5.23	9	3.77%	2	0.84%
<u>Total 2012</u>	927		4.88	16	1.73%	2	0.22%
<u>ALS Calls</u>		409	4.95	6	1.47%	0	0.00%
<u>2013</u>							
1st qtr	219	102	5.06	3	1.37%	0	0.00%
2nd qtr	198	85	4.76	6	3.03%	0	0.00%
3rd qtr	200	85	5	3	1.50%	1	0.50%
4th qtr	259	115	4.96	8	3.09%	0	0.00%
<u>Total 2013</u>	876		4.99	20	2.28%	1	0.11%
<u>ALS Calls</u>		387	5.01	9	2.33%	0	0.00%
<u>2014</u>							
1st qtr	198	90	5.3	6	3.03%	1	0.51%
2nd qtr	201	100	5.2	6	2.99%	0	0.00%
3rd qtr							
4th qtr							
<u>Total 2014</u>	399		5.2	12	3.01%	1	0.25%
<u>ALS Calls</u>		190	5.2	4	2.11%	1	0.53%

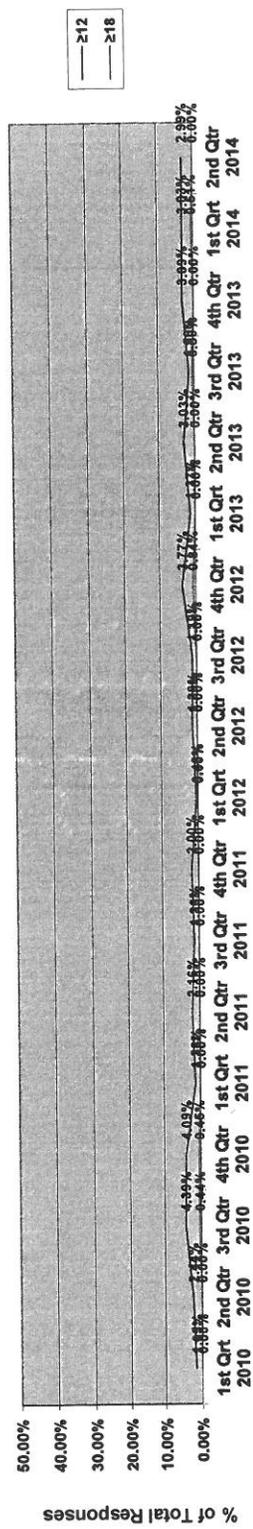
Mt Kisco Call Volume



Mt Kisco Average Response Times



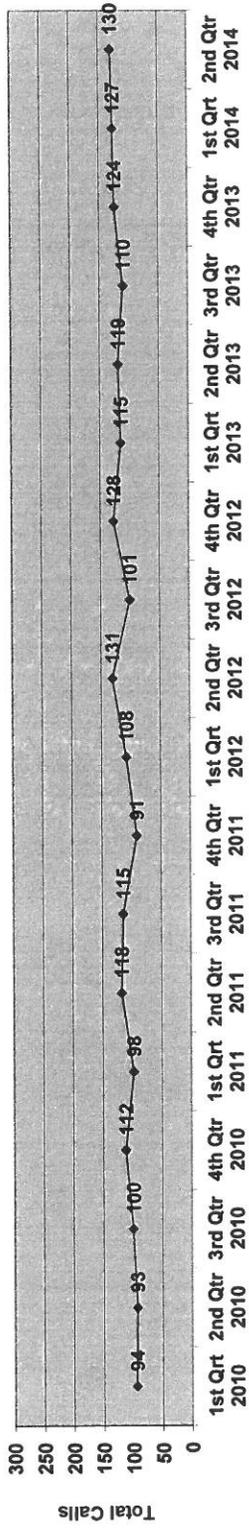
Extended Response Times Mt Kisco



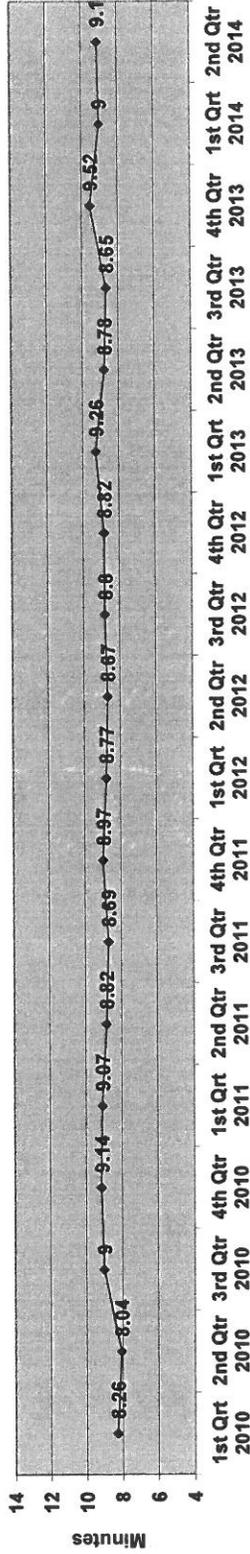
New Castle

	<u>Responses</u>	<u>ALS Calls</u>	<u>Response Time Avg.</u>	<u>Responses ≥12 mins.</u>	<u>% ≥12 mins</u>	<u>Responses ≥18 mins</u>	<u>% ≥18 mins</u>
<u>2012</u>							
1st qtr	108	54	8.77	17	15.74%	1	0.93%
2nd qtr	131	65	8.67	21	16.03%	1	0.76%
3rd qtr	101	48	8.8	13	12.87%	1	0.99%
4th qtr	128	51	8.82	10	7.81%	1	0.78%
<u>Total 2012</u>	468	218	8.76	61	13.03%	4	0.85%
<u>ALS Calls</u>			8.91	31	14.22%	2	0.92%
<u>2013</u>							
1st qtr	115	58	9.26	22	19.13%	2	1.74%
2nd qtr	119	57	8.78	17	14.29%	1	0.84%
3rd qtr	110	46	8.65	10	9.09%	0	0.00%
4th qtr	124	59	9.52	26	20.97%	5	4.03%
<u>Total 2013</u>	468	220	9.06	75	16.03%	8	1.71%
<u>ALS Calls</u>			9.13	37	16.82%	5	2.27%
<u>2014</u>							
1st qtr	127	43	9	20	15.75%	1	0.79%
2nd qtr	130	52	9.1	17	13.08%	2	1.54%
3rd qtr							
4th qtr							
<u>Total 2014</u>	257	95	9.1	37	14.40%	3	1.17%
<u>ALS Calls</u>			9.2	14	14.74%	1	1.05%

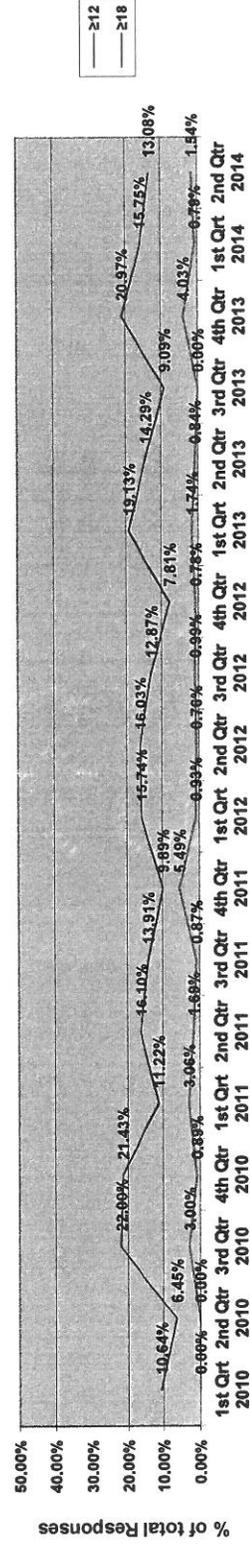
New Castle Call Volume



New Castle Average Response Times



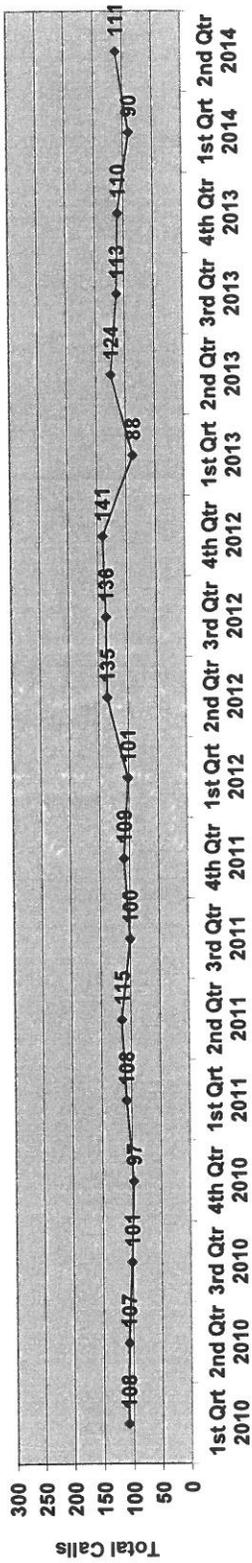
Extended Response Times New Castle



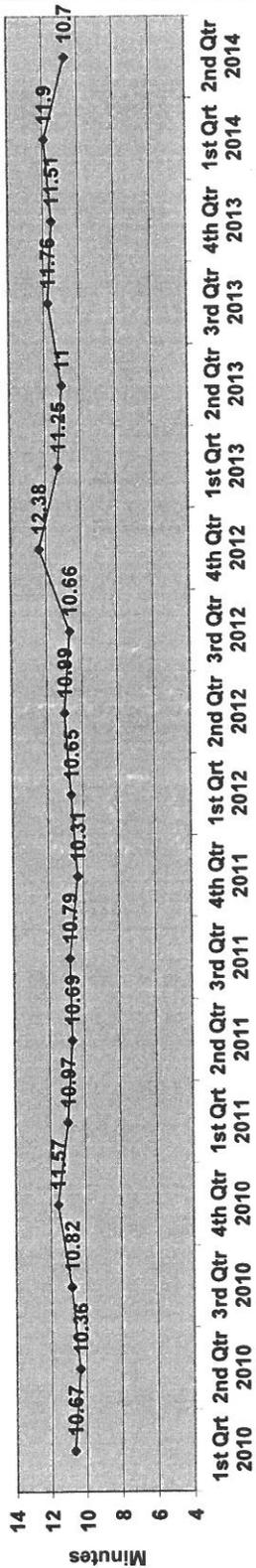
North Castle

	<u>Responses</u>	<u>ALS Calls</u>	<u>Response Time Avg.</u>	<u>Responses ≥12 mins.</u>	<u>% ≥12 mins</u>	<u>Responses ≥18 mins</u>	<u>% ≥18 mins</u>
<u>2012</u>							
1st qtr	101	46	10.65	28	27.72%	0	0.00%
2nd qtr	135	57	10.99	37	27.41%	5	3.70%
3rd qtr	136	54	10.66	35	25.74%	5	3.68%
4th qtr	141	52	12.38	48	34.04%	6	4.26%
<u>Total 2012</u>	513	209	11.21	148	28.85%	16	3.12%
<u>ALS Calls</u>			11.3	64	30.62%	7	3.35%
<u>2013</u>							
1st qtr	88	33	11.25	26	29.55%	6	6.82%
2nd qtr	124	52	11	42	33.87%	2	1.61%
3rd qtr	113	60	11.76	49	43.36%	5	4.42%
4th qtr	110	40	11.51	41	37.27%	8	7.27%
<u>Total 2013</u>	435	185	11.38	158	36.32%	21	4.83%
<u>ALS Calls</u>			11.37	82	44.32%	8	4.32%
<u>2014</u>							
1st qtr	90	34	11.9	29	32.22%	5	5.56%
2nd qtr	111	58	10.7	33	29.73%	3	2.70%
3rd qtr							
4th qtr							
<u>Total 2014</u>	201	92	11.2	62	30.85%	8	3.98%
<u>ALS Calls</u>			11.2	34	36.96%	5	5.43%

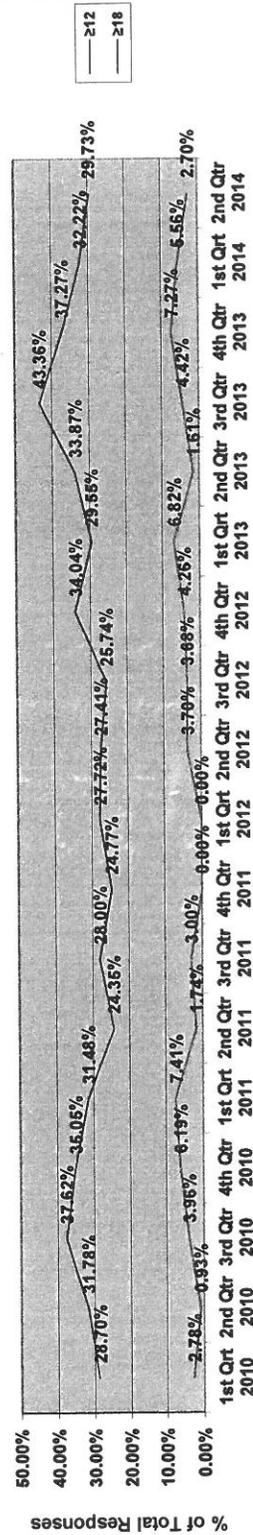
North Castle Call Volume



North Castle Average Response Times



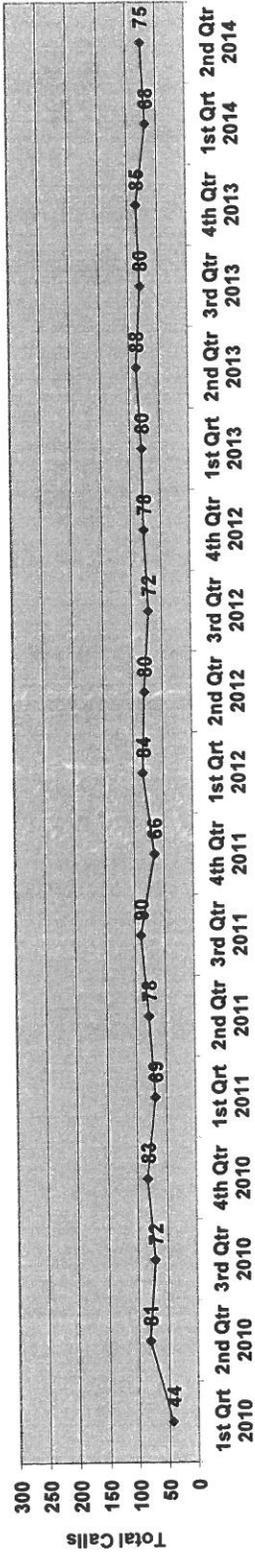
Extended Response Times North Castle



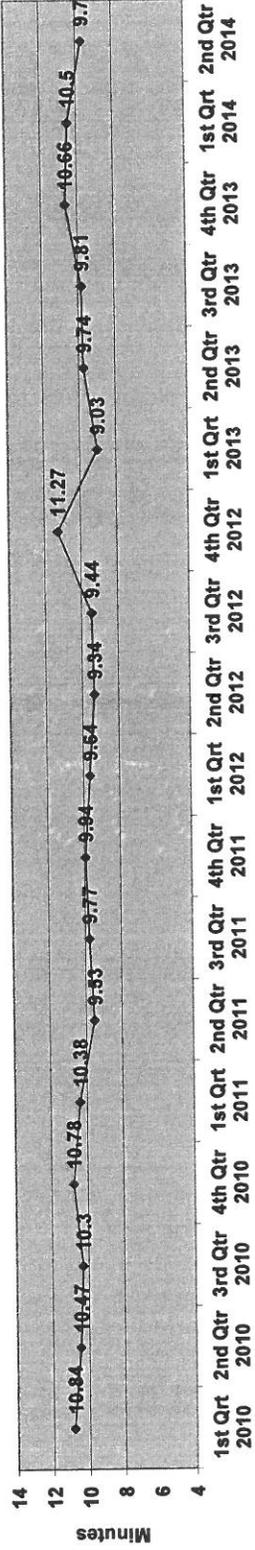
North Salem

	<u>Responses</u>	<u>ALS Calls</u>	<u>Response Time Avg.</u>	<u>Responses ≥12 mins.</u>	<u>% ≥12 mins</u>	<u>Responses ≥18 mins</u>	<u>% ≥18 mins</u>
<u>2012</u>							
1st qtr	84	30	9.64	20	23.81%	0	0.00%
2nd qtr	80	36	9.34	23	28.75%	0	0.00%
3rd qtr	72	28	9.44	16	22.22%	0	0.00%
4th qtr	78	30	11.27	24	30.77%	4	5.13%
<u>Total 2012</u>	314	124	9.9	83	26.43%	4	1.27%
<u>ALS Calls</u>			10.22	37	29.84%	4	3.23%
<u>2013</u>							
1st qtr	80	42	9.03	10	12.50%	0	0.00%
2nd qtr	88	46	9.74	21	23.86%	3	3.41%
3rd qtr	80	36	9.81	13	16.25%	3	3.75%
4th qtr	85	48	10.66	26	30.59%	4	4.71%
<u>Total 2013</u>	333	172	9.83	70	21.02%	10	3.00%
<u>ALS Calls</u>			9.66	35	20.35%	6	3.49%
<u>2014</u>							
1st qtr	68	27	10.5	22	32.35%	2	2.94%
2nd qtr	75	40	9.7	12	16.00%	1	1.33%
3rd qtr							
4th qtr							
<u>Total 2014</u>	143	67	10	34	23.78%	3	2.10%
<u>ALS Calls</u>			9.9	14	20.90%	3	4.48%

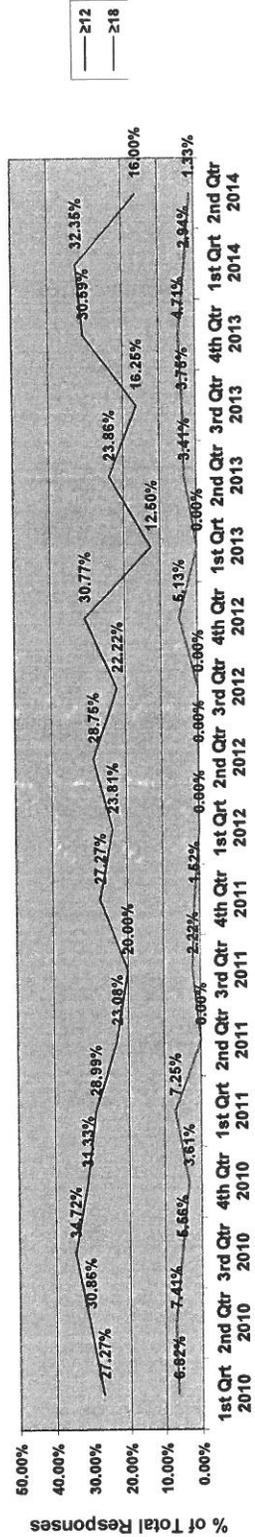
North Salem Call Volume



North Salem Average Response Times



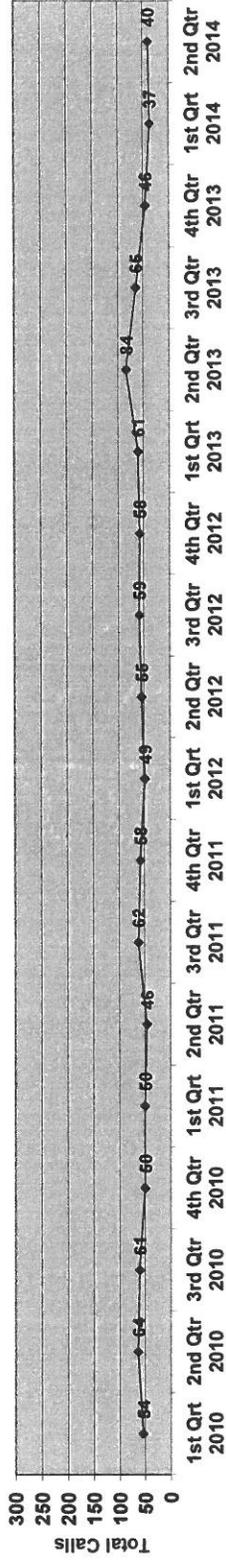
Extended Response Times North Salem



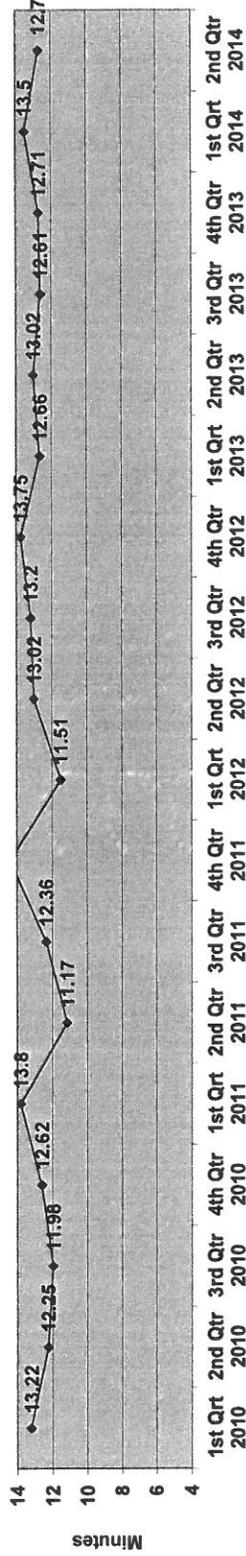
Pound Ridge

	<u>Responses</u>	<u>ALS Calls</u>	<u>Response Time Avg.</u>	<u>Responses ≥12 mins.</u>	<u>% ≥12 mins</u>	<u>Responses ≥18 mins</u>	<u>% ≥18 mins</u>
<u>2012</u>							
1st qtr	49	18	11.51	16	32.65%	0	0.00%
2nd qtr	55	20	13.02	30	54.55%	8	14.55%
3rd qtr	59	29	13.2	39	66.10%	8	13.56%
4th qtr	58	15	13.75	27	46.55%	8	13.79%
<u>Total 2012</u>	221	82	12.94	112	50.68%	24	10.86%
<u>ALS Calls</u>			12.8	56	68.29%	8	9.76%
<u>2013</u>							
1st qtr	61	19	12.66	30	49.18%	5	8.20%
2nd qtr	84	27	13.02	45	53.57%	8	9.52%
3rd qtr	65	27	12.61	34	52.31%	2	3.08%
4th qtr	46	10	12.71	19	41.30%	4	8.70%
<u>Total 2013</u>	256	83	12.78	128	50.00%	19	7.42%
<u>ALS Calls</u>			12.77	54	65.06%	7	8.43%
<u>2014</u>							
1st qtr	37	9	13.5	16	43.24%	5	13.51%
2nd qtr	40	16	12.7	22	55.00%	3	7.50%
3rd qtr							
4th qtr							
<u>Total 2014</u>	77	25	13	38	49.35%	8	10.39%
<u>ALS Calls</u>			12.9	13	52.00%	4	16.00%

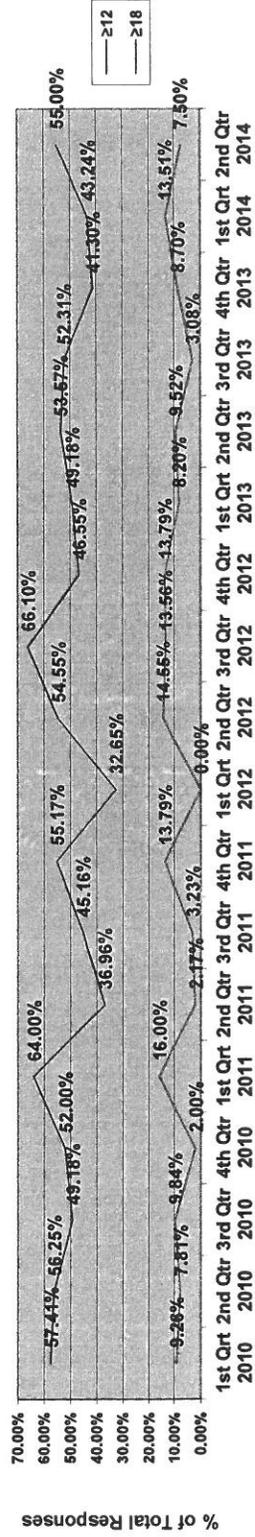
Pound Ridge Call Volume



Pound Ridge Average Response Times



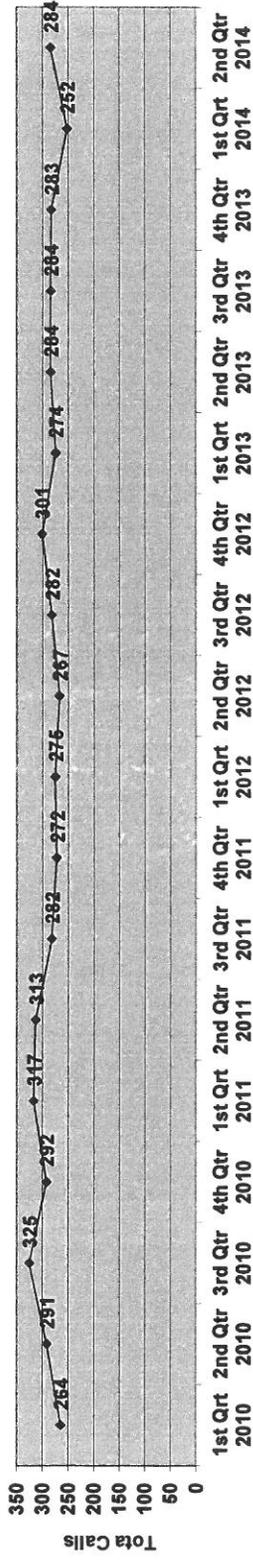
Extended Response Times Pound Ridge



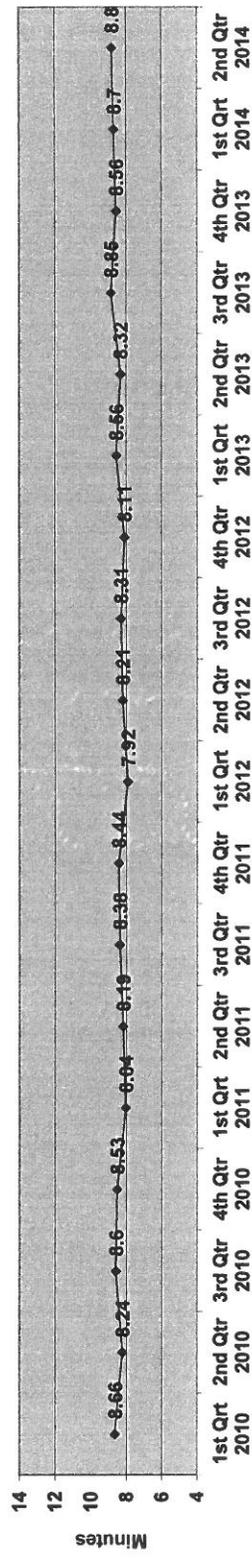
Somers

	<u>Responses</u>	<u>ALS Calls</u>	<u>Response Time Avg.</u>	<u>Responses ≥12 mins.</u>	<u>% ≥12 mins</u>	<u>Responses ≥18 mins</u>	<u>% ≥18 mins</u>
<u>2012</u>							
1st qtr	275	126	7.92	32	11.64%	4	1.45%
2nd qtr	267	122	8.21	32	11.99%	2	0.75%
3rd qtr	282	139	8.31	41	14.54%	2	0.71%
4th qtr	301	142	8.11	38	12.62%	4	1.33%
<u>Total 2012</u>	1125		8.14	143	12.71%	12	1.07%
<u>ALS Calls</u>		529	8.12	76	14.37%	7	1.32%
<u>2013</u>							
1st qtr	274	133	8.56	38	13.87%	6	2.19%
2nd qtr	284	131	8.32	36	12.68%	6	2.11%
3rd qtr	284	141	8.85	51	17.96%	6	2.11%
4th qtr	283	140	8.56	52	18.37%	3	1.06%
<u>Total 2013</u>	1125		8.57	177	15.73%	21	1.87%
<u>ALS Calls</u>		545	8.56	93	17.06%	12	2.20%
<u>2014</u>							
1st qtr	252	125	8.7	41	16.27%	3	1.19%
2nd qtr	284	151	8.8	53	18.66%	6	2.11%
3rd qtr							
4th qtr							
<u>Total 2014</u>	536		8.8	94	17.54%	9	1.68%
<u>ALS Calls</u>		276	8.6	58	21.01%	3	1.09%

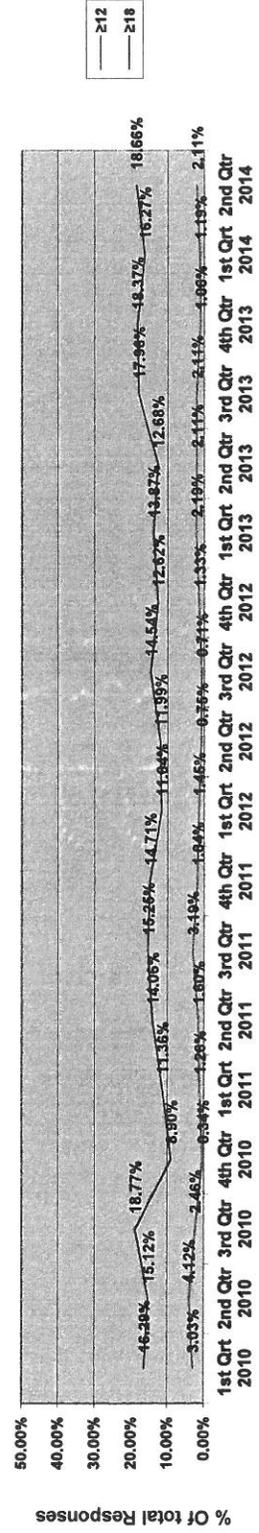
Somers Call Volume



Somers Average Response Times



Extended Response Times Somers





*New York State
Unified Court System
25 Beaver Street
New York, New York 10004*

*A. Gail Prudenti
Chief Administrative Judge*

212-428-2120

September 24, 2014

Supervisor Peter Parsons
Town of Lewisboro
11 Main Street, PO Box 500
South Salem, NY 10590

Dear Supervisor Parsons:

Section 2019-a of the Uniform Justice Court Act requires that town and village justices annually provide their court records and dockets to their respective town and village auditing boards, and that such records then be examined or audited and that fact be entered into the minutes of the board's proceedings.

The Unified Court System's *Action Plan for the Justice Courts*, announced November 2006, includes initiatives to improve accountability and controls over Justice Court finances and records. Among the initiatives is increased monitoring of town and village board compliance with section 2019-a.

Accordingly, I am requesting that you provide a copy of your most recent audit (calendar year 2013 or fiscal year ending in 2014) or examination of your local court's records and a copy of your board resolution acknowledging that the required examination or audit was conducted. Please forward the report and the resolution to Joan Casazza, Internal Control Liaison, NYS Office of Court Administration, 2500 Pond View, Suite LL01, Castleton-on-Hudson, NY 12033.

If you have any questions, please call Joan Casazza at (518) 238-4303. Thank you for your cooperation.

Very truly yours,

A. GAIL PRUDENTI
Chief Administrative Judge

/smw

c: George Danyluk, CIA, CFE
Joan Casazza, CIA, CCSA, CRMA

Town of Lewisboro, New York

Town Justice Court

Statement of Cash Receipts, Cash Disbursements
and Cash Balances

Year Ended December 31, 2013

Independent Auditors' Report

**The Honorable Town Supervisor
and Members of the Town Board
of the Town of Lewisboro, New York**

Report on the Financial Statements

We have audited the accompanying statement of cash receipts, cash disbursements and cash balances of the Town Justice Court of the Town of Lewisboro, New York, as of and for the year ended December 31, 2013, and the related note to the financial statement.

Management's Responsibility for the Financial Statement

Management is responsible for the preparation and fair presentation of this financial statement in accordance with the basis of accounting described in Note 1; this includes determining that the basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on this financial statement based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statement. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statement in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statement.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

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Opinion

In our opinion, the financial statement referred to in the first paragraph presents fairly, in all material respects, the cash receipts, cash disbursements and the cash balances of the Town Justice Court of the Town of Lewisboro, New York as of December 31, 2013 and for the year then ended, in accordance with the basis of accounting as described in Note 1.

Basis of Accounting

We draw attention to Note 1 of the financial statement, which describes the basis of accounting. The financial statement was prepared on the cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Restriction on Use

This report is intended solely for the information and use of the Board of Trustees, the Office of Court Administration and management and is not intended to be and should not be used by anyone other than these specified parties.

O'Connor Davies, LLP

O'Connor Davies, LLP
Harrison, New York
February 10, 2014

Town of Lewisboro, New York
Town Justice Court

Statement of Cash Receipts, Cash Disbursements and Cash Balances
Year Ended December 31, 2013

	Joint Bail	Fines and Parking	
		Justice Seedorf	Justice Simon
CASH RECEIPTS			
Bail	\$ 14,040	\$ -	\$ -
Fines, fees and other	-	176,356	168,942
Total Cash Receipts	14,040	176,356	168,942
CASH DISBURSEMENTS			
Remittance to Town	-	176,356	168,942
Bail Refunds and Bail Applied to Fines and Forfeitures	11,930	-	-
Total Cash Disbursements	11,930	176,356	168,942
Excess of Cash Receipts Over Cash Disbursements	2,110	-	-
CASH BALANCES			
Beginning of Year	10,540	-	-
End of Year	\$ 12,650	\$ -	\$ -
CASH BALANCES REPRESENTED BY			
Undisposed Cases	\$ 12,650	\$ -	\$ -

Note 1 - Summary of Significant Accounting Policies

A. Basis of Accounting

This financial statement was prepared on the basis of cash receipts and disbursements in conformity with the accounting principles prescribed in the New York State Handbook for Town and Village Justices, which is a comprehensive basis of accounting other than generally accepted accounting principles. Under this basis of accounting, revenues are recognized when cash is received and expenditures are recognized when cash is disbursed.

B. Deposits and Risk Disclosures

Cash and Equivalents – Cash and equivalents consist of funds deposited in demand deposit accounts, time deposit accounts and certificates of deposit with original maturities of less than three months.

The Town Justice Court’s deposits and investment policies follow the Town of Lewisboro, New York’s policies. The Town’s investment policies are governed by state statutes. The Town has adopted its own written investment policy which provides for the deposit of funds in FDIC insured commercial banks or trust companies located within the state. The Town is authorized to use demand deposit accounts, time deposit accounts and certificates of deposit. Permissible investments include obligations of the U.S. Treasury, U.S. Agencies and obligations of New York State or its political divisions, and accordingly, the Town’s policy provides for no credit risk on investments.

Collateral is required for demand deposit accounts, time deposit accounts and certificates of deposit at 100% of all deposits not covered by Federal deposit insurance. The Town has entered into custodial agreements with the various banks which hold their deposits. These agreements authorize the obligations that may be pledged as collateral. Such obligations include, among other instruments, obligations of the United States and its agencies and obligations of the State and its municipal and school district subdivisions.

Custodial credit risk is the risk that in the event of a bank failure, the Town’s deposits may not be returned to it. GASB Statement No. 40 directs that deposits be disclosed as exposed to custodial credit risk if they are not covered by depository insurance and the deposits are either uncollateralized, collateralized by securities held by the pledging financial institution or collateralized by securities held by the pledging financial institution’s trust department but not in the Town’s name. The Town’s aggregate bank balances that were not covered by depository insurance were not exposed to custodial credit risk at December 31, 2013.

The Town was invested only in the above mentioned obligations and, accordingly, was not exposed to any interest rate or credit risk.
