

A meeting of the Town Board of the Town of Lewisboro, Westchester County, New York, was held on Monday, October 5, 2015, at 7:30 p.m. at the Town House, 11 Main Street, South Salem, New York.

PRESENT: Supervisor - Peter H. Parsons
Councilmen - Peter DeLucia, Frank Kelly, John Pappalardo*, Daniel Welsh
Town Clerk - Janet Donohue
Absent - None

Also attending was the Attorney for the Town Anthony Mole', Highway Superintendent Peter Ripperger, Facilities Maintenance Manager Joel Smith, Park and Recreation Superintendent Dana Mayclim, Parks and Recreation Office Manager Laura Stone, several Parks and Recreation Advisory Council members, Judge Marc Seedorf, Judge Susan Simon, Assessor Lise Robertson, Receiver of Taxes Deirdre Casper and Confidential Secretary/Benefits Coordinator Mary Hafter.

Mr. Parsons called the meeting to order at 7:34 p.m.

PLEDGE OF ALLEGIANCE

Supervisor Parsons led the Pledge of Allegiance to the flag.

PUBLIC COMMENT PERIOD

There were no public comments.

COMMUNICATIONS

CONSENT AGENDA

On motion by Mr. Parsons, seconded by Mr. Kelly, the Board voted 4-0 to approve meeting minutes and to receive and file departmental reports.

MINUTES - Approved

On the above motion and second, the minutes of the September 28, 2015 Town Board meeting were approved.

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

REPORTS – Monthly Reports

On the above motion and second, the September reports from the Building and Police Departments were received and filed.

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

*John Pappalardo arrives at 7:38 p.m.

BUDGET – Receiver of Taxes (7:36 – 7:46 p.m.)

Deirdre Casper, Receiver of Taxes, presented her 2016 budget to the Board. Ms. Casper presented a budget that did not change over last year. She did however, present a “wish list” budget that included an investment for a software infrastructure. The town currently has four out of the six components that Software Consulting Associate’s (SCA) offer and they are running well. These 2 final components would allow Lewisboro to be the same as surrounding communities and allow tax payers the convenience and option of paying on line and allowing the Receiver of Taxes to email bills and receipts.

Currently there is a fixed cost of \$3,300. In the year of 2016, the cost to purchase and maintain the two additional programs would be \$9,470. Moving forward, the fixed cost would then be a \$5,000 fixed fee which would be the consulting and maintenance fee.

When asked about savings, Ms. Casper stated that it adds another layer of bookkeeping that she would absorb since she would be taking care of this (no overtime). Ms. Casper does see a potential savings with the postal cost.

Mr. Welsh asked about the cost to the residents to accept credit cards and checks. The credit card fee would be approximately 3% and the on line check payments would be a nominal fee, approximately \$2.00.

Ms. Casper said that her colleagues in other towns are using this system with no problems. The Board thanked Ms. Casper.

BUDGET – Assessor’s Department (7:47 – 7:54 p.m.)

Lise Robertson, Assessor, presented her 2016 budget to the Board. Ms. Robertson stated that her budget would not change this year. She would, however, like to see, as a wish list item zoning on her tax maps and Geographical Information System (GIS) which would cost an additional \$2,100. Most towns have this on their tax maps already. Mr. Parsons stated, that he, as a homeowner, could ask her for this information or call Westchester County or go to the interactive Westchester County’s interactive GIS website. Mr. Welsh suggested that this link go on the Assessor’s web page.

The Board thanked Ms. Robertson.

BUDGET – Parks and Recreation Department (7:55 – 8:18 p.m.)

Dana Mayclim, Parks and Recreation Superintendent, presented her 2016 budget to the Board.

Ms. Mayclim stated that her budget showed a \$15,000 decrease due to the elimination of the Sports Camp and day camp counselors. The Sports Camp had been dropping registrants since the popular director resigned a few years back. Ms. Mayclim explained that the Main Event camp would be tweaked to add more sports. Also, they will move second graders to Little Explorers. There is a possibility of combining Teen Treks with North Salem so as to be able to add more buses.

Ms. Mayclim stated she is researching a credit card/internet on line registration program. One town is currently working with Capture Point and they are working out the kinks. It does cost less than Rec Track however, a program such as this will still cost approximately \$10,000 yearly in maintenance.

Ms. Mayclim is researching generating revenue for outside use of Parks and Recreation facilities.

Ms. Parsons also mentioned that there are currently two open seats on the Parks and Recreation Advisory Council. If anyone is interested they should call Ms. Mayclim at her office. The Board thanked Ms. Mayclim.

BUDGET – Library (8:19 – 8:30 p.m.)

Library Director Cindy Rubino presented the library's 2016 budget to the Board. Gary Page, Library President, was also present. Ms. Rubino handed out the Westchester Library System 2014 member library statistics total local public support appropriated per capita and the town of Lewisboro is again ranked 38th out of 38 with a figure of \$28.76 per capita.

Ms. Rubino asked for a total of \$380,881 from the town which was a 3.3% increase in funding from the town. The increased costs are mostly related to salary and benefits. They also want to purchase more e-books, CDs and additional traditional books.

The summer was very busy with the newly renovated building which required more staff.

In order to offset the requested increase and balance their budget they are charging themselves with increasing gifts and contributions and fundraising by a full 25% in 2016.

The Board thanked Ms. Rubino and Mr. Page.

BUDGET – Highway Department (8:34 – 9:11 p.m.)

Peter Ripperger, Highway Superintendent, presented his 2016 budget to the Board. The budget is flat except for vehicle leasing, road resurfacing and salt.

Mr. Ripperger first went over the vehicle leasing. This year there were 9 large trucks with a spare truck for salting. The spare truck has now gone down. Mr. Ripperger explained that we keep pushing off these big purchases because we cannot afford them. The truck that he wants to replace is 16 years old. He may be able to get one more year out of it. The Board asked if we could partner with a neighboring town on the sweeper. Mr. Ripperger will look into this.

The small roller can't handle the bigger jobs; it was not designed for the type of work that they have been using it for (basin work, etc.).

Mr. Welsh suggested that Mr. Ripperger sit down with the Comptroller to look at bonding or other options to finance these purchases.

The 25 year old backhoe is beyond repair and is past its usefulness. It shakes when used and parts are no longer available.

Salaries will more than likely increase by 2.625 % which will be derived by the union. Salt prices have gone up by \$9/ton. The town currently has 700 tons in the dome. The Office of Government Services (OGS) has allowed towns to purchase salt now and pay later when the towns have the money in the beginning of 2016.

Mr. Ripperger also stated that if the town wanted to continue to execute the Cornell road repaving program it would require at least \$450,000 (the Board also put in a request for the Cornell Intern to come back again in 2016). CHIPs money is typically \$150,000. In 2015 they received about \$40,000 extra from the state due to the terrible winter. Mr. Ripperger has no idea if the state will increase the CHIPs money this year.

Mr. Parsons would like to keep \$175,000 in the paving line as a way to pay for paving but if the winter is terrible, the money for salt, if need be, could be taken from this line.

Mr. DeLucia mentioned that he was impressed with the paving and especially the crack repair throughout the town.

Mr. Parsons encouraged Mr. Ripperger to continue to build relationships with our neighboring towns and to look at times when we can help each other.

The Board thanked Mr. Ripperger for his presentation.

PARK & RECREATION BUS – Knitting and Crocheting Group

The library has a new knitting and crocheting group that meets once a week. They are asking about the possibility of renting the Park and Recreation Senior Bus to go to a sheep and wool festival in Rhinebeck. The Board said that as long as the cost is covered that would be acceptable. Ms. Mayclim originally thought that a cost of \$500 would be appropriate. Ms. Rubino will poll the group and she will be in touch with Ms. Mayclim.

BUDGET – Justice Court (9:12 – 9:22 p.m.)

Judge Marc Seedorf, presented their 2016 budget to the Board. Judge Seedorf stated that once again he is presenting their typical barebones budget. The two increases that were requested in the budget were for translators which were needed to fulfill legal requirements and for scanning software to allow faster access to past records. This would cost approximately \$1,000 (a one time cost) and they could scan all paperwork moving forward.

Judge Seedorf also mentioned that the judges do not go away for conferences. They take their required continuing justice courses on line now, which saves the town a lot of money. The court clerks also go locally into the city for their training.

Judge Seedorf said they planned to offset the courts costs with savings on court stenographers. The court is using a machine instead of costly stenographers.

Mr. DeLucia also mentioned that the justices and staff do a great job obtaining grants and grant items for the court and the town.

Judge Seedorf thanked his two clerks for handling all that visit their office in a professional manner. Without a two clerk system that they have in place now, the court couldn't function. The Board thanked Judge Seedorf for his presentation.

MEETINGS – Date Set

There will be a Town Board meeting on Monday, October 19, 2015 at 7:30 p.m. at the Town House, 11 Main Street, South Salem, NY.

CLAIMS – Authorized for Payment

On motion by Mr. Parsons, seconded by Mr. Kelly, the Board voted 5-0 to authorize payment of the Town's bills in the amount of \$95,162.08.

POLLING OF THE BOARD –

DEPs RESERVOIR CLEANUP – Participation

Mr. Welsh stated the DEPs Reservoir cleanup day which was held on Sunday, October 4 went well.

JOHN LEWIS DAY – Feedback

Mr. Parsons stated that he felt that the John Lewis Day celebration which was held on Saturday, October 3, went well despite the inclement weather.

BUDGETS – Suggestion

The Board agreed that moving forward, when each department presents their budgets, they would like to see the totals added in at the bottom of the forms.

EXECUTIVE SESSION – To Discuss Contractual Issues

On motion by Mr. Parsons, seconded by Mr. Kelly, the Board voted 5-0 to go into executive session at 9:26 p.m. to discuss contractual issues.

On motion by Mr. DeLucia, seconded by Mr. Pappalardo, the Board voted 5-0 to come out of executive session at 10:00 p.m.

UNITED PUBLIC SERVICE EMPLOYEES UNION (UPSEU) FOR HIGHWAY– Approve Terms of Agreement

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

THE VOTE:	Yes	- DeLucia, Kelly, Pappalardo, Parsons, Welsh	(5)
	No	- None	(0)
	Absent	- None	(0)

RESOLUTION

RESOLVED, that the Town Board, after consultation with legal counsel, did approve the terms of the Collective Bargaining Agreement for the United Public Service Employees Union (UPSEU) for Highway at the October 5, 2015 Town Board meeting.

UNITED PUBLIC SERVICE EMPLOYEES UNION (UPSEU) FOR MUNICIPAL EMPLOYEES– Approve Terms of Agreement

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

THE VOTE:	Yes	- DeLucia, Kelly, Pappalardo, Parsons, Welsh	(5)
	No	- None	(0)
	Absent	- None	(0)

RESOLUTION

RESOLVED, that the Town Board, after consultation with legal counsel, did approve the terms of the Collective Bargaining Agreement for the United Public Service Employees Union (UPSEU) for Municipal Employees at the October 5, 2015 Town Board meeting.

POLICE BENEVOLENT ASSOCIATION – Approve Terms of Agreement

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

THE VOTE:	Yes	- DeLucia, Kelly, Pappalardo, Parsons, Welsh	(5)
	No	- None	(0)
	Absent	- None	(0)

RESOLUTION

RESOLVED, that the Town Board, after consultation with legal counsel, did approve the terms of the Police Benevolent Association (PBA) agreement at the October 5, 2015 Town Board meeting.

ADJOURNMENT

On motion by Mr. Parsons, seconded by Mr. Kelly, the Board voted 5-0 to adjourn at 10:05 p.m.

Janet L. Donohue
Town Clerk