



**AGENDA
TOWN OF LEWISBORO
ORGANIZATIONAL &
TOWN BOARD MEETING
TOWN HOUSE
JANUARY 4, 2016
7:30 P.M.**

ORGANIZATIONAL MEETING

I. CALL TO ORDER

II. APPOINTMENT OF COMMITTEE CHAIRS

1. **Advisory Committee for the Disabled**
2. **Antenna Advisory Board**
3. **Architectural and Community Appearance Review Council**
4. **Board of Assessment Review**
5. **Cable TV Committee**
6. **Conservation Advisory Council**
7. **Emergency Management Committee**
8. **Housing Committee**
9. **Lakes Management Committee**
10. **Landmarks Advisory Committee**
11. **Open Space and Preserves Advisory Committee**
12. **Parks and Recreation Advisory Council**
13. **Planning Board**
14. **Stormwater Management Committee**
15. **Sustainability Committee**
16. **Zoning Board of Appeals**

III. APPOINTMENT OF COMMITTEE MEMBERS

1. **Advisory Committee for the Disabled**
2. **Antenna Advisory Board**
3. **Architectural and Community Appearance Review Council**
4. **Board of Assessment Review**
5. **Cable Television Committee**
6. **Conservation Advisory Council**
7. **Emergency Management Committee**

8. **Housing Committee**
9. **Landmarks Advisory Committee**
10. **Open Space and Preserves Advisory Committee**
11. **Parks and Recreation Advisory Council**
12. **Stormwater Management Committee**
13. **Sustainability Committee**
14. **Zoning Board of Appeals**

IV. APPOINTMENTS, APPROVALS & AUTHORIZATIONS

1. **Elections Officer**
2. **Registrar of Vital Statistics**
3. **Deputy Building Inspector**
4. **Dog Control Officer**
5. **Wild Oaks Administrator**
6. **Oakridge Sewer and Water Administrator**
7. **Oakridge Water Billing Administrator**
8. **Town Attorneys**
9. **Special Counsel to the Planning Board**
10. **Special Counsel to Planning/Zoning/Building**
11. **Town Engineers**
12. **Town Planner and Wetlands Inspector**
13. **Town Prosecutor**
14. **Town Auditor**
15. **Memberships**
16. **Association of Towns Meeting**
17. **Fire Inspectors**
18. **Confidential Secretary**
19. **Deputy Town Supervisor**
20. **Deputy Town Clerk, Deputy Elections Officer and Deputy Registrar**
21. **Deputy Receiver of Taxes**
22. **Deputy Superintendent of Highways**
23. **Town Historian**
24. **Cemetery Commissioner**
25. **Parks and Recreation Seasonal Salary Ranges**
26. **Mileage**
27. **Kennel Agreement**
28. **Library Agreement**
29. **Designation of Official Newspaper**
30. **Designation of Banks**
31. **Approve Bank Depository Agreements**
32. **Supervisor's and Comptroller's Authorizations to Transfer Funds**
33. **Highway Department - Authorization to Purchase Tools, Etc.**
34. **Highway Department - Agreement to Spend Funds**
35. **Highway Department - Annual Estimate and Budget**
36. **Meetings - Set Date, Time and Place**

V. TOWN BOARD COMMITTEE LIAISONS

1. **Advisory Committee for the Disabled – John Pappalardo**
2. **Architectural & Community Appearance Review Council (ACARC) – Peter DeLucia**
3. **Antenna Advisory Board – Peter DeLucia**
4. **Assessor’s Office – Peter Parsons**
5. **Building Department – Peter DeLucia**
6. **Cable TV Committee – Frank Kelly**
7. **Conservation Advisory Council (CAC) – Dan Welsh**
8. **Court Clerks’ Office – John Pappalardo**
9. **East of Hudson Watershed Corporation – Peter Parsons**
10. **Emergency Management Committee – Frank Kelly**
11. **Finance Department – Peter Parsons**
12. **Grants – Dan Welsh**
13. **Highway Department – Frank Kelly**
14. **Housing – John Pappalardo**
15. **Katonah-Lewisboro School Board – Peter Parsons**
16. **Labor Negotiations – John Pappalardo**
17. **Lakes Management Committee – Dan Welsh**
18. **Landmarks Advisory Committee – John Pappalardo**
19. **Library – Peter Parsons**
20. **Maintenance Department – Frank Kelly**
21. **Oakridge & Wild Oaks Sewer/Water Districts – Peter DeLucia**
22. **Open Space and Preserves Advisory Committee (OSPAC) – Dan Welsh**
23. **Parks & Recreation Advisory Council – Peter DeLucia**
24. **Parks & Recreation Department – Peter DeLucia**
25. **Planning Board – Peter DeLucia**
26. **Police Department – Peter DeLucia**
27. **Recycling Center/Sustainability Committee – Dan Welsh**
28. **Stormwater Management Committee – Dan Welsh**
29. **Tax Receiver’s Office – Peter Parsons**
30. **Town Clerk’s Office – Peter Parsons**
31. **Zoning Board of Appeals (ZBA) – Peter DeLucia**

REGULAR MEETING

VI. PUBLIC COMMENT PERIOD

VII. COMMUNICATIONS Proclamation for Madalena Lewis, Rose McMichael, Sidney

**Schaus and Daniel Schwartz Regarding the Senior Independent Experience
and Their Work at the Leon Levy Preserve**

VIII. CONSENT AGENDA

- 1. Approval of Minutes of December 7 and December 14, 2015**
- 2. Monthly Reports – December 2015**
 - i. Building Department, plus Summary of 2015**

IX. APPROVAL OF CLAIMS

X. POLLING OF BOARD

XI. ANNOUNCEMENTS

XII. MOTION TO GO INTO EXECUTIVE SESSION

Items submitted for inclusion on the agenda for regular Town Board Meetings must be received by the Supervisor's Office by noon on the Thursday preceding the meeting. Items of significant importance may be added if deemed necessary by the Town Board or Supervisor.

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, 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 Monday, December 7, 2015, at 7:30 p.m. at the Town House, 11 Main Street, South Salem, New York.

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

Also attending was the Attorney for the Town Jennifer Herodes, Facilities Maintenance Manager Joel Smith, Comptroller Leo Masterson and Confidential Secretary/Benefits Coordinator Mary Hafter.

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

PLEDGE OF ALLEGIANCE

Supervisor Parsons led the Pledge of Allegiance to the flag.

PUBLIC COMMENT PERIOD

GOLDENS BRIDGE HAMLET ORGANIZATION (GBHO) – New Organization

Jonathan Monti approached the Board and introduced the new Goldens Bridge Hamlet Organization. Committee Members include Mickey DeNicola, Madeleine Polemeni, Tony Goncalves, Jim Moreo, and Jonathan Monti who is also the Acting Chairperson.

The mission statement of the Golden's Bridge Hamlet Organization is to preserve the historic and natural beauty of the hamlet, drive initiatives that provide a positive impact for its residents, and work closely with public officials and local merchants in ensuring the future progress of Golden's Bridge.

Mr. Monti stated that his group would be a 501© (3) not for profit organization by the end of July, 2016 and would finalize the group's by-laws at that time. He also stated that over the coming weeks they will be increasing their exposure and developing a strong base of members. One of the most important goals of the group is to secure a hamlet master plan with sketches by an accredited firm. He further stated that their goal is for the firm to arrive at a plan that will indicate the best potential for the hamlet in two, five and ten years from now.

Mr. Parsons said that he sees three major Goldens Bridge issues in front of the Planning Board at this time. First, the updating of the shopping center. Second, a possible affordable housing development on Route 22 and finally, the ongoing revival of Old Goldens Bridge. The Board was very receptive to this organization and they look forward to working with them in the future.

COMMUNICATIONS

BOY SCOUTS – Resolution to Honor Eagle Scout Ryan Monasch

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

THE VOTE:	Yes	- Parsons, Kelly, Welsh	(3)
	No	- None	(0)
	Absent	- DeLucia, Pappalardo	(2)

RESOLUTION

WHEREAS, RYAN MONASCH of Lewisboro, New York, is a member of Goldens Bridge Troop 154 of the Boy Scouts of America, and

WHEREAS, RYAN MONASCH by his conduct, responsibility, principles and achievements in following the trail of Scouting, has acquired the resourcefulness and leadership ability that will stand him in good stead in his future life, and

WHEREAS, RYAN MONASCH by virtue of his Scouting experience and unselfish service to home and community has earned the highest honor of the Boy Scouts of America, the rank of Eagle Scout, and

WHEREAS, RYAN MONASCH fulfilled the need of the Temple Shaaray Tefila religious school for an outdoor classroom in order to enliven its environmental and sustainability curriculum, and

WHEREAS, RYAN MONASCH designed and built eight wooden benches, installing them to form an amphitheater on a hill to seat fifty people in four rows so that it is now used for outdoor services, concerts and classes, and

WHEREAS, RYAN MONASCH raised funds for the project by organizing a “Dumpster Day”, using a donated dumpster and charging customers to dump their trash , and

WHEREAS, this honor is deserving of public notice, now therefore,

BE IT RESOLVED, that the Town Board of the Town of Lewisboro, in recognition of the worthy achievement of this citizen of the Town of Lewisboro, does hereby offer the congratulations of its populace to Eagle Scout Ryan Monasch, and

BE IT FURTHER RESOLVED, that this resolution be spread upon the minutes of this December 7, 2015 Town Board Meeting for future generations to see and that copies of this resolution be presented to Eagle Scout Ryan Monasch and his parents.

PLANNING BOARD - Resignation

Mr. Parsons stated that Robert Goett would be resigning from the Planning Board due to his travel obligations. This resignation will take place as of December 31, 2015. The Board thanked Mr. Goett for his years of service.

CONSENT AGENDA

On motion by Mr. Parsons, seconded by Mr. Kelly, the Board voted 3-0 to approve meeting minutes and to receive and file departmental reports.

MINUTES - Approved

On the above motion and second, the minutes of the November 23, 2015 Town Board meeting were approved.

THE VOTE:	Yes	- Parsons, Kelly, Welsh	(3)
	No	- None	(0)
	Absent	- DeLucia, Pappalardo	(2)

REPORTS – Monthly Reports

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

THE VOTE:	Yes	- Parsons, Kelly, Welsh	(3)
	No	- None	(0)
	Absent	- DeLucia, Pappalardo	(2)

CABARET LICENSE – Renew Cabaret License for Horse and Hound

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

THE VOTE:	Yes	- Parsons, Kelly, Welsh	(3)
	No	- None	(0)
	Absent	- DeLucia, Pappalardo	(2)

RESOLUTION

RESOLVED, that the Town Board does hereby authorize renewal of a cabaret license for the Horse and Hound for a period of one year, subject to the Building Reports being received.

CABARET LICENSE – Authorize Extension of Time for Horse and Hound for New Year’s Eve

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

THE VOTE:	Yes	- Parsons, Kelly, Welsh	(3)
	No	- None	(0)
	Absent	- DeLucia, Pappalardo	(2)

RESOLUTION

WHEREAS, the Horse & Hound Restaurant, a local business establishment located on Spring Street in South Salem, has requested permission to permit musical entertainment at its premises after midnight on New Year’s Eve 2015/16; and

WHEREAS, Section 98-7(A) provides that no musical entertainment is permitted between the hours of midnight until noon by any premises holding a cabaret license; and

WHEREAS, the Horse & Hound Restaurant is the holder of a cabaret license issued December 7, 2015; and

WHEREAS, the Town recognizes that New Year’s Eve is a special event at which patrons of the restaurant are likely to desire to celebrate beyond Midnight.

NOW THEREFORE, BE IT

RESOLVED, THAT the Town Board hereby exercises its discretion as set forth in Town Code Section 98-7(A) and grants permission to the Horse & Hound Restaurant to permit musical entertainment to continue for no more than one (1) hour past midnight on New Year’s Eve 2015/16.

DISCUSSION RE ZONING CODE – Middle Income Families

Mr. Parsons stated that the Housing Committee voted unanimously to recommend to the Town Board a change to Lewisboro's Zoning Code, Section 220-2, Middle Income Families. Specifically, the Committee recommends lowering the percentage of investments currently included in tabulating income for applicants for Middle Income housing units from 8% to 2%. Therefore, the housing committee proposes the following change to the section (portion to be deleted in strikeout).

(2) Property Income. For property or other investments which are not returning dividends, rents or other measurable income (excluding normal household possessions), a yearly income of 8% 2% of the fair market value of the investment shall be included in the family's aggregate income.

The Committee felt that the 8% amount in the original 1970's code is now long out of date and unrealistic for today's financial reality, and unfairly excludes applicants who would otherwise qualify. The Board agreed with this and they will schedule a public hearing in the near future.

NEW YORK STATE ASSOCIATION OF TOWN HIGHWAY SUPERINTENDENTS – Increased CHIPs Funding in 2016

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

THE VOTE:	Yes	- Parsons, Kelly, Welsh	(3)
	No	- None	(0)
	Absent	- DeLucia, Pappalardo	(2)

RESOLUTION

RESOLVED, that the Town Board does hereby authorize a resolution to be sent to the Governor, Senate and Assembly of New York State requesting increased CHIPs funding for our roads and bridges.

LEWISBORO LANDTRUST – Support Grant Application

Mr. Parsons would like to pass a resolution supporting the Lewisboro Landtrust with their grant application for 2016 funding for “Access Nature”. Access Nature is a program that takes children, who otherwise wouldn’t be able to take part on nature walks, etc.

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

THE VOTE:	Yes	- Parsons, Kelly, Welsh	(3)
	No	- None	(0)
	Absent	- DeLucia, Pappalardo	(2)

WHEREAS, The Lewisboro Land Trust is an active independent organization that has helped to preserve over 1,000 acres in Lewisboro since its inception in 1994; and,

WHEREAS, it is the stated mission of the Lewisboro Land Trust to connect people to the beautiful open space around us through environmental stewardship, education, hikes and events; and,

WHEREAS, The Lewisboro Land Trust has successfully piloted their Access Nature Program in August 2015 at the Leon Levy Preserve with a naturalist lead nature walk organized in conjunction with the Community Center of Northern Westchester; and,

WHEREAS, The Lewisboro Land Trust desires to submit an application to the Land Trust Alliance for funds to provide five new Access Nature experiences for populations not traditionally afforded the opportunity to explore the outdoors due to barriers of disability of circumstance; and,

WHEREAS, these programs are each carefully designed with partner organizations input and support to ensure a safe and successful experience for its targeted participants; and,

NOW, THEREFORE BE IT RESOLVED THAT; The Lewisboro Town Board supports this application of the Lewisboro Land Trust for the Access Nature Program through the Land Trust Alliance.

CONSERVATION ADVISORY COUNCIL (CAC) – Letter of Support to Pound Ridge Conservation Board

On motion by Mr. Parsons, seconded by Mr. Welsh, the Board voted as follows:

THE VOTE:	Yes	- Parsons, Kelly, Welsh	(3)
	No	- None	(0)
	Absent	- DeLucia, Pappalardo	(2)

RESOLUTION

RESOLVED, that the Town Board does authorize the Lewisboro Conservation Advisory Council to support the Pound Ridge Conservation Board’s proposal to develop an enriched Natural Resources Inventory for Pound Ridge, to strengthen the Town’s conservation of habitats and natural areas as they protect water quality of water supplies, serve as habitat for a rich diversity of plants and animals and provide climate resilience.

WESTCHESTER COUNTY - Hazard Mitigation Plan

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

THE VOTE:	Yes	- Parsons, Kelly, Welsh	(3)
	No	- None	(0)
	Absent	- DeLucia, Pappalardo	(2)

RESOLUTION

WHEREAS, all jurisdictions within Westchester County have exposure to natural hazards that increase the risk to life, property, environment, and the County and local economy; and

WHEREAS; pro-active mitigation of known hazards before a disaster event can reduce or eliminate long-term risk to life and property; and

WHEREAS, The Disaster Mitigation Act of 2000 (Public Law 106-390) established new requirements for pre and post disaster hazard mitigation programs; and

WHEREAS; a coalition of Westchester County municipalities with like planning objectives has been formed to pool resources and create consistent mitigation strategies within Westchester County; and

WHEREAS, the coalition has completed a planning process that engages the public, assesses the risk and vulnerability to the impacts of natural hazards, develops a mitigation strategy consistent

with a set of uniform goals and objectives, and creates a plan for implementing, evaluating and revising this strategy;

NOW, THEREFORE, BE IT RESOLVED that the Town of Lewisboro:

- 1) Adopts in its entirety, the 2015 Westchester County Hazard Mitigation Plan (the "Plan") as the jurisdiction's Natural Hazard Mitigation Plan, and resolves to execute the actions identified in the Plan that pertain to this jurisdiction.
- 2) Will use the adopted and approved portions of the Plan to guide pre- and post-disaster mitigation of the hazards identified.
- 3) Will coordinate the strategies identified in the Plan with other planning programs and mechanisms under its jurisdictional authority.
- 4) Will continue its support of the Mitigation Planning Committee as described within the Plan.
- 5) Will help to promote and support the mitigation successes of all participants in this Plan.
- 6) Will incorporate mitigation planning as an integral component of government and partner operations.
- 7) Will provide an update of the Plan in conjunction with the County no less than every five years.

PUBLIC HEARING - Budget 2016

Supervisor Parsons called the public hearing to order. There was no objection to the time or form of the public notice (attached). Mr. Parsons called for comments from the public.

There were no comments from the public.

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

THE VOTE:	Yes	- Parsons, Kelly, Welsh	(3)
	No	- None	(0)
	Absent	- DeLucia, Pappalardo	(2)

RESOLUTION

RESOLVED, that the public hearing for the 2016 town budget is now closed.

PRELIMINARY BUDGET – Discussion (7:59 – 8:25 p.m.)

Mr. Parsons had two budgets that were virtually identical, however, one puts an extra \$50,000 into the contingency reserve for the general fund. This would increase the taxes by \$50,000. The Board discussed this and were in agreement with Mr. Parsons.

*P. DeLucia arrives at 8:04 p.m.

Mr. DeLucia came in after attending the Winter Celebration and shared with the Board that after a lengthy discussion with the Parks and Recreation Superintendent, Dana Mayclim, it appears that

they may have approximately \$101,000 of unused funds. Mr. DeLucia along with Ms. Mayclim feels that there will be approximately \$90,000 left in her budget and they feel that should go into a carry over. Mr. Masterson feels that the Park and Recreation department, net, has been running on budget.

The Board discussed at length and decided to delay a decision on passing the 2016 budget until they have checked into possible savings and expenditures for 2015 in the Parks and Recreation budget that might be applied to 2016.

The Board decided to pass the preliminary budget as a safety measure until they can check the Parks and Recreation numbers to insure accuracy.

The Board also decided to move the meeting up from December 21, 2015 to December 14, 2015 since the budget needs to be legally adopted by December 20, 2015. The Board will vote to adopt the 2016 at the December 14th meeting.

PRELIMINARY BUDGET – Adopted

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

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

RESOLUTION

RESOLVED, that the 2016 Preliminary Town Budget dated December 7, 2015, with a 6.769% increase be and hereby will be considered as the preliminary budget.

MEETINGS – Date Set

There will be a Town Board meeting on Monday, December 14, 2015 at 7:30 p.m. at the Town House, 11 Main Street, South Salem, NY.

CLAIMS – Authorized for Payment

On motion by Mr. Kelly, seconded by Mr. Parsons, the Board voted 4-0 to authorize payment of the Town’s bills in the amount of \$148,539.08.

POLLING OF THE BOARD –

WINTER CELEBRATION – Success

Mr. DeLucia and Mr. Parsons stated that they had just attended the wonderful winter celebration and there was a large turnout. They thanked the Parks and Recreation department, all of the sponsors, participants and especially Officers Llewelyn and Kirschner.

BREAKFAST WITH SANTA - John Jay High School

Mr. DeLucia reminded everyone that the Breakfast with Santa hosted by the Parks and Recreation Department would be held this Saturday, December 13, 2015 at the John Jay High School cafeteria from 9 – 11 a.m.

GOLDENS BRIDGE HAMLET ORGANIZATION – Thanked

Mr. Welsh thanked the Goldens Bridge Hamlet Organization for all of their hard work and dedication and he looks forward to working with them.

GARDEN CLUB – Greenery Swags around Town

Mr. Parsons thanked the Garden Club for the beautiful greenery swags that are around town. The Garden Club makes these every year and it makes our town look lovely.

LEWISBORO LIBRARY – Supervisor “Selling Lewisboro” Session with Relators

Mr. Parsons would like to hold sessions with relators in our new library. He feels that our library is a very good selling point for our Town. Mr. Parsons would like to put together a Power Point presentation and invite relators to come to the library on Thursday afternoons after their open houses. Mr. DeLucia feels that this would work well with the tourism committee that he spoke about at an earlier meeting.

PEARL HARBOUR – Moment of Silence

Mr. DeLucia mentioned that today was the 74th anniversary of the bombing of Pearl Harbor, December 7, 1941. Mr. DeLucia asked for a moment of silence and then also suggested that we share these stories with our children.

EXECUTIVE SESSION – To Discuss Personnel and Contractual Issues

On motion by Mr. Parsons, seconded by Mr. Kelly, the Board voted 4-0 to go into executive session at 8:35 p.m. to discuss personnel and contractual issues.

On motion by Mr. Parsons, seconded by Mr. Kelly, the Board voted 4-0 to come out of executive session at 9:45 p.m.

ADJOURNMENT

On motion by Mr. Parsons, seconded by Mr. Kelly, the Board voted 4-0 to adjourn at 9:46 p.m.

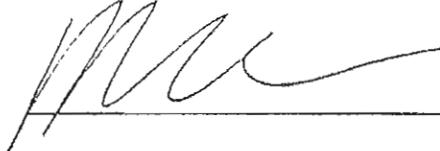
Janet L. Donohue
Town Clerk

CERTIFICATE OF PUBLICATION

State of Connecticut
County of Fairfield

ss Ridgefield

I, Martin V. Hersam, being duly cautioned and sworn depose and say that I am the Group Publisher of Hersam Acorn, LLC and that there was printed in The Lewisboro Ledger, a weekly paper published in the Town of Ridgefield, Connecticut on November 25, 2015 a copy of the attached order of notice.



Subscribed and sworn to this 27th day of November 2015 before me,



Notary Public

Linda Zarczynski

Commission Exp. Oct. 31, 2018

TOWN OF LEWISBORO NOTICE OF HEARING

NOTICE IS HEREBY GIVEN, that the preliminary budget of the Town of Lewisboro for the fiscal year beginning January 1, 2016 has been compiled and filed in the office of the Town Clerk at the Town House, 11 Main Street, South Salem, New York where it will be available for inspection by any interested person at all reasonable hours.

FURTHER NOTICE IS HEREBY GIVEN, that the Town Board of the Town of Lewisboro will meet and review said preliminary budget and will hold a public hearing thereon at the Town House, 11 Main Street, South Salem, New York at 7:30 p.m. or soon thereafter as time permits on the 7th day of December, 2015, and that at such hearing any person may be heard in favor of or against the preliminary budget as compiled, or for or against any item or items therein contained. Pursuant to Section 10B

of the Town Law, the proposed salaries of the following officers are hereby specified:

Supervisor \$65,481
Councilmen, each (4)
\$14,619
Superintendent of
Highways \$94,602
Town Cler \$93,589

The Town of Lewisboro is committed to equal access for all citizens. Anyone needing accommodation to attend or participate in this meeting is encouraged to notify the Town Clerk in advance.

TOWN
BOARD
Dated at
South Salem, New York
this 24th day
of November, 2015
TOWN OF
LEWISBORO
BY: JANET L.
DONCHUE
TOWN CLERK

MINUTES OF TOWN BOARD MEETING HELD ON DECEMBER 14, 2015

1

A meeting of the Town Board of the Town of Lewisboro, Westchester County, New York, was held on Monday, December 14, 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', Facilities Maintenance Manager Joel Smith, Comptroller Leo Masterson and Confidential Secretary/Benefits Coordinator Mary Hafter.

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

PLEDGE OF ALLEGIANCE

Supervisor Parsons led the Pledge of Allegiance to the flag.

PUBLIC COMMENT PERIOD

There were no public comments.

COMMUNICATIONS

RESIGNATION – Special Counsel to Planning Board

Mr. Parsons stated that Greg Monteleone, Special Counsel to the Planning Board, will resign as of December 31, 2015.

CONSERVATION ADVISORY COUNCIL – Annual Report Submitted

Mr. Parsons stated that the Conservation Advisory Council did submit their annual report and always seem to do so in a timely fashion.

FUNDRAISER – Reading Dream

On motion by Mr. Parsons, seconded by Mr. Kelly, the Board voted 5-0 as follows;

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

RESOLVED, that the Town Board does hereby authorize the use of Cyrus Russell Community House for a fund raiser to be held on Saturday, January 16, 2016 for a local organization known as Reading Dream, and be it further

RESOLVED, that the Town Board does hereby waive the required fee for use of the building.

RE-ZONING – Mark Miller re Property on Rt. 123 near Tommy’s Lane (7:40 – 7:57 pm)

Mr. Miller is interested in purchasing a small single family cottage on a one and one half acre lot located between Tommy’s Lane and One Twenty Three restaurant in Vista, NY. The house address is 405 Smith Ridge Road and at present the house is in disrepair, with the lot littered with refuse and the home unoccupied. The asking price for the house and lot is \$209,000. Anthony Mole’, Town Attorney, stated that this was a concept review only.

Mr. Miller would like to tear down the house, clean up the lot and build a barn for equipment storage and office space and perhaps a small accessory apartment. Mr. Miller stated that his business operates with trucks and about a 20 person staff that go out in the morning and come back in the afternoon, so there would be very little activity during the day.

Mr. Miller said that he would build the barn close to the front of the lot so it would have the least impact on adjacent neighbors to the rear. The barn would have four bays and some of the trucks would be housed in the barn.

The Board discussed the possibility of rezoning the property, which is now residential, for retail business, or granting a special use permit. Mr. Parsons told Mr. Miller the Town Board could not give him approval but only send him on to the other relevant town boards which included the Planning and Zoning Boards.

Mr. Parsons stated that he thought this plan would be a step forward for this lot but also felt that Mr. Miller needs to satisfy the people that would live behind the property in question. Mr. DeLucia said that he likes the idea and feels that it fits the neighborhood where there is already a lot of business.

Mr. Miller will have to decide if he would like to go the route of getting the property reclassified as a general business or go the route of obtaining a special use permit, which would not allow him to do everything that he is looking to do.

Anthony Mole’, Town Attorney told Mr. Miller that the first step in the process would be to submit a formal application to the Town Board for rezoning (Petition to the Town Board. The Town Board would then refer them to the Planning and Zoning Boards.

PRELIMINARY BUDGET – Discussion (7:58 – 8:36 p.m.)

Mr. Parsons presented three possible budgets. The first would increase the budget by \$10,000 (6.769%), the second would increase the budget by \$22,900 (6.999%) and the third would increase the budget by \$60,000 (7.67%). Mr. Parsons asked the question how much we want to restore the fund balance. Mr. Parsons feels it should be increased by \$60,000. He stated that he feels the budget is a sound one with needed funds going to the police and highway departments. He stated that the town has been doing well controlling the expenses in other areas. His concern is that the town steadily builds back the fund balance.

Mr. Kelly feels that they are doing a workmanlike job of building the fund balance and that we have to remember we are in very lean years.

Mr. DeLucia stated that we should struggle to stay as low as possible while still meeting our responsibilities to the town.

Mr. Welsh pointed out the difference between putting \$22,900 or \$60,000 into the fund balance is small, amounting to approximately \$8.00 per taxpayer.

Town Comptroller, Leo Masterson said he favored the higher number to keep the town out of the financially distressed category when evaluated by the state. Mr. Masterson said that we are just on the borderline and if we have a bad occurrence and have to spend extra money, the state comptroller could put us back into fiscal distress.

Mr. DeLucia suggested the possibility of taking money out of the highway department salt line or its fund balance, however, Mr. Masterson was opposed and stated that the state doesn't want to see a negative recurring highway fund balance.

The Board did decide that they would increase the budget by \$22,900 (6.999%).

BUDGET – 2016 Budget Adopted

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

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

RESOLUTION

RESOLVED, that the 2016 Budget has been adopted.

PUBLIC HEARING – Date Set for Middle Income Definition

Mr. Parsons stated that the Housing Committee voted unanimously to recommend to the Town Board a change to Lewisboro's Zoning Code, Section 220-2, Middle Income Families. Specifically, the Committee recommends lowering the percentage of investments currently included in tabulating income for applicants for Middle Income housing units from 8% to 2%. Therefore, the housing committee proposes the following change to the section (portion to be deleted in strikeout).

(2) Property Income. For property or other investments which are not returning dividends, rents or other measurable income (excluding normal household possessions), a yearly income of 8% 2% of the fair market value of the investment shall be included in the family's aggregate income.

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

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

RESOLUTION

RESOLVED, that the Town Board of the Town of Lewisboro will hold a public hearing on January 25, 2016 at 7:30 p.m., or soon thereafter as time permits at the Lewisboro Town House, 11 Main Street, South Salem, New York for the purpose of hearing the public with regard to a proposed local law to amend Chapter 220, Section 220-2, Middle Income Families, to amend the property income to a yearly income of 2% of the fair market value of the investment which shall be included in the family's aggregate income.

PUBLIC HEARING – Date Set for Building Lots Hearing

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

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

RESOLUTION

RESOLVED, that the Town Board of the Town of Lewisboro will hold a public hearing on January 25, 2016 at 7:30 p.m., or soon thereafter as time permits at the Lewisboro Town House, 11 Main Street, South Salem, New York for the purpose of hearing the public with regard to a proposed local law to amend Chapter 220, Section 220-10(A), entitled "Building lots" to include "Accessory buildings, structures and/or uses shall only be permitted and located on the same lot as a duly authorized principal building, structure and/or use to which it is accessory, or on a lot under the same ownership that is adjoining or across the street from said lot" and Section 220-10(E) to include "for any new lot created by subdivision."

TOWN OFFICIALS AND EMPLOYEES – Authorize Extended Lunch Hour

The Town Board does hereby authorize an extended lunch period from 11:45 am – 2:15 pm on Thursday, December 17, with a snow date of Friday, December 18 for an employee function.

MEETINGS – Date Set

There will be a Town Board meeting on Monday, January 4, 2016 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. DeLucia, the Board voted 5-0 to authorize payment of the Town’s bills in the amount of \$238,393.73.

POLLING OF THE BOARD –

SUSTAINABLE WESTCHESTER – Community Choice Aggregation Project

Mr. Welsh stated that Sustainable Westchester received approval from the State to access a lot of information in order to execute the Community Choice Aggregation project. They have also won an award. Mr. Welsh will continue to keep the Board updated.

HAPPY HOLIDAYS – The Town Board

The Board wished everyone Happy and Safe Holidays. Mr. Parsons thanked everyone who has worked with him over the year.

EXECUTIVE SESSION – To Discuss Personnel and Contractual Issues

On motion by Mr. Parsons, seconded by Mr. Pappalardo, the Board voted 5-0 to go into executive session at 8:39 p.m. to discuss real estate transactions and personnel.

PLANNING BOARD – Appointment of Special Counsel

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

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

RESOLUTION

RESOLVED that the Town Board appoints Judson Seibert of Keane and Beane as special counsel to the Planning Board for a period of one year beginning January 1, 2016.

CONSERVATION ADVISORY COUNCIL – Appointment of Member

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

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

RESOLUTION

RESOLVED that the Town Board appoints Eileen N. Nadelson as a member to the Conservation Advisory Council to a two year term starting January 1, 2016.

On motion by Mr. Parsons, seconded by Mr. Pappalardo, the Board voted 5-0 to come out of executive session at 9:10 p.m.

ADJOURNMENT

On motion by Mr. Parsons, seconded by Mr. Kelly, the Board voted 5-0 to adjourn at 9:15 p.m.

Janet L. Donohue
Town Clerk

**Lewisboro Building Department
2015**

January	\$31,583.00
February	\$12,389.50
March	\$13,697.25
April	\$23,250.25
May	\$39,819.00
June	\$30,071.00
July	\$51,172.00
August	\$54,649.50
September	\$24,772.00
October	\$50,142.00
November	\$63,977.00
December	\$21,116.00

2015 Total Receipts/Deposits \$416,638.50

Monthly Report December 2015

Quantity	Bld Permit	Permit	CC/CO	RM	EQ
24	Res Minor Work	\$ 4,280.00	\$ 1,880.00	\$ 48.00	\$ 500.00
2	Res ADD	2300.00	2100.00	4.00	100.00
2	Res Acc Str	240.00	40.00	4.00	100.00
2	Res Alt	470.00	270.00	4.00	0.00
0	Res New	0.00	0.00	0.00	0.00
0	Res Renew	0.00	0.00	0.00	0.00
2	Comm Alt/Add	470.00	270.00	4.00	0.00
4	Comm Minor	1160.00	660.00	10.00	50.00
0	ZBA/ACARC	0.00	0.00	0.00	0.00
2	Other Permits	350.00	0.00	0.00	0.00
0	220-76C	0.00	0.00	0.00	0.00
14	Wetlands/EQ	900.00	0.00	0.00	400.00
1	Civil Penalty	400.00	0.00	0.00	0.00
	Copies/Reinspection	127.00	0.00	0.00	0.00
1	Misc	3975.00	0.00	0.00	0.00

Total	\$ 14,672.00	\$ 5,220.00	\$ 74.00	\$ 1,150.00
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Total Receipts :	\$ 21,116.00
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Total Deposits:	\$ 21,116.00
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Bldg Insp: P. S. Smith

Date: 12/23/15

Total: \$ 21,116.00

21116

Difference

<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>	
Pesce	150		50	2	50	Simonsen	1200	1100	2	50
Kingston	170		70	2	0	Mongiello	1100	1000	2	50
Lunder	160		60	2	0					
Waccabuc Farm	150		50	2	50					
Elliott	240		140	2	0					
Zidik	160		60	2	0					
Bryan	120		20	2	50					
Savage	140		40	2	0					
Vogelstein	160		60	2	50					
Racine	120		20	2	0					
Thibodeau	160		60	2	0					
McMahon	200		100	2	50					
Perry	250		150	2	0					
DelBorgo	150		50	2	0	Column Total	2300	2100	4	100
Rosen	240		140	2	50	Subtotal	4504			
Snyder	140		40	2	50	Comm. MW	BP	CO	RM	EQ
Pickel	130		30	2	50	Four Winds	350	250	2	50
Mishler	170		70	2	0	Insite/VFD	350	250	2	0
Reynolds	140		40	2	0	4 Winds	210	110	2	0
Beckwith	170		70	2	0	Visnor	120	20	2	0
Jex	190		90	2	50	Cipes/Poyant	130	30	2	0
Shih	170		70	2	0	Column Total	1160	660	10	50
Beaty	410		310	2	0	Subtotal	1880			
Johansson	190		90	2	50	Res. Alt	BP	CO	RM	EQ
						Cobb	120	20	2	0
						Cavanagh	350	250	2	0
						Column Total	470	270	4	0
						Subtotal	744			
						Res. New	BP	CO	RM	EQ
						Column Total	0	0	0	0
						Subtotal	0			
						220-76C	BP	CO	RM	EQ

Column Total	0	0	0	0
Subtotal	0			

Res Renewal	BP	CO	RM	EQ
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Column Total	0	0	0	0
Subtotal	0			

Wetland	W/P	S/W	EQ
SSEL Corp	0	0	50
Brown	0	0	50
Melillo	0	0	50
Grossman	150	0	0
Waccabuc CC	0	0	50
Fiorilli	150	0	0
Murray	0	0	50
Owen		0	50
Cohen	150	0	0
Giner	0	0	50
Pesce	150	0	0
Owen	150	0	0
Michel	0	0	50
Bryan	150	0	0

Column Total	4280	1880	48	500
Subtotal	\$ 6,708.00			

Column Total	900	0	400
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Civil Penalty CP

Rand	400			
Subtotal	400			

Subtotal 1300

Other Permits	BP	CC	RM	EQ
J2Boniello	250			
Smith Ridge Ctrng	100	0	0	0

Comm. Add/Alt BP CO/CC RM EQ

Verizon Wireless	350	250	2	0
EK/Kempo	120	20	2	0
Column Total	470	270	4	0
Subtotal	744			

Column Total 350 0 0 0

Subtotal 350

ZBA / ACARC Permit Application RM

Misc BP CO/CC RM EQ

Homeland Tower	3975	0	0	0					
Column Total	3975	0	0	0	Column Total	0	0	0	0
Subtotal	3975				Subtotal	0			
Cash					Res. A/S	BP	CO	RM	EQ
88 Photocopies	22				Shea		120	20	2
Preziosi reinspct	100				Melillo		120	20	2
20 Photocopies	5								
					Column Total		240	40	4
Subtotal	127				Subtotal		384		100