

**MINUTES**  
**TOWN BOARD**  
**TOWN OF OSSINING**  
**IN PERSON AT THE**  
**JOHN-PAUL RODRIGUES OSSINING OPERATIONS CENTER**  
**101 ROUTE 9A – OSSINING, NEW YORK**  
**AND VIA VIDEO CONFERENCING**

**September 26, 2023**  
**REGULAR MEETING**  
**7:30 P.M.**

**SUPERVISOR**  
**Elizabeth R. Feldman**

**COUNCILMEMBERS**  
**Gregory G. Meyer                      Angelo A. Manicchio**  
**Jennifer Fields-Tawil                Matthew J. Weiss**

**I. CALL TO ORDER-PLEDGE OF ALLEGIANCE-ROLL CALL**

The Regular meeting of the Town Board of the Town of Ossining was held on September 26, 2023 at the John-Paul Rodrigues Ossining Operations Center 101 Route 9A, Ossining, NY 10562 AND via video conference. The meeting was called to order at 7:30 PM by Supervisor Elizabeth R. Feldman. Members of the Board present were: Councilmembers Gregory G. Meyer, Angelo A. Manicchio, Jennifer Fields-Tawil, Matthew J. Weiss. Also present were Town Counsel Christie Tomm-Addona, Budget Officer Martha C. Quituisaca and Town Clerk Susanne Donnelly.

**II. DEPARTMENTAL REPORT**

- **Ossining Police Chief Kevin Sylvester.**
  - So far August to September we have addressed 26,8 calls for service, 5325 vehicle and traffic infractions have been issued in the Village and Town specifically 1145 related to the Town, about 22% of the total of the infractions.
  - 494 arrests in total for the Village and Town, 75 of those in the Town about 15% of the total. Within the Town 58 out of 75 are for driving with a suspended license or registration.
  - Officer Christian and Robert Kier recently graduate from the academy. Robert Kier being the first honored graduate in our department in recent history.
  - Welcome Maris Rand a transfer from the Mouth Vernon police Department.
  - Currently in the academy we have four officers and tomorrow we will hire one more coming from the Dutchess County Sheriff's Office.
  - In July Police Chief Kevin Sylvester completed his term as the president of the New York State Association Chiefs of Police.
  - Police co-sponsored two block parties with the school district.
  - Continue with our monthly program with feeding Westchester.
- **Highway Superintendent & Dale Cemetery Peter Connolly**
  - **Highway Department.**
    - We have been concentrating on storm drainage issues in the corner of North State Road.
    - Meet with Town Engineer Paul Fraioli and Engineer James Natarelli from Dolph engineering to look four locations with flooding issues.

- We clean our catch basins, most of them with the truck that we rent.
- Roof over the mechanic garage has been replaced.
- Office trailer in our facility just received the fresh coat of paint, looks very good.
- Our Guard installation program was completed on Campground Rd. and Brookside Lane.
- Tree Service vendor. We got a lot of calls for trees at least once a week, trimming and taking down trees that are dead.
- Highway department employees completed the IT policy course online in August.
- Last week we start repainting the roadways lines on the Town Main Roads.
- Three new trucks expected to be delivered early next year.
- Always continue with our street sweeping yard waist pick up weekly.
- Dale Cemetery
  - We have 56 interments so far this year.
  - Getting ready for the final inhouse pouring of the Monument foundations which they will be complete in October.
  - Th interments continue to perform their regular work there.

### **III. SUPERVISOR AND TOWN BOARD ANNOUNCEMENTS**

**Town Supervisor said the following:**

**A reminder that our weekly meetings are scheduled to take place at the John Paul Rodrigues Center until further notice and are available on zoom as well.**

**A message from our Tax Receiver: School Tax is due by September 30th. However, since September 30th falls on a Saturday, you can pay on October 2nd without incurring any penalty. Please feel free to call if you have any questions.**

**Some events happening around the Town this week include**

- **The Westchester County Multilingual Job Fair is scheduled for this Thursday, September 28th, from 9 AM to 12 PM at the Westchester County Center**
- **The Westchester collaborative theatre will be presenting the play in the box this Friday September 29<sup>th</sup> at 8 PM, Saturday September 30<sup>th</sup> at 2pm and 8 pm and Sunday October 1<sup>st</sup> at 3PM. Ticket Prices are \$15**
- **The Star of Bethlehem Church will be hosting a youth mental health first aid course this Saturday, September 30th, from 9:30 AM to 3:30 PM.**
- **The 39<sup>th</sup> annual car rotary auto show is in Sunday October 1<sup>st</sup> from 11-3 pm at the Croton Harmon Train Station. If you go don't forget to visit the electric vehicle corral organized by Green Ossining**
- **On Wednesday, October 4th, at 2:20 PM, there will be a FEMA & FCC emergency alert test.**
- **The Green Ossining town wide Tag Sale will take place on Saturday October 7 from 10am-4pm**
- **Come enjoy Jazz Picnic on Sunday, October 15, from 2 to 4 PM, hosted by the Ossining Historic Cemeteries Conservancy at Dale Cemetery.**
- **The Old Mill Singers are looking for people to join them; all levels are welcomed. Rehearsals will be held every Tuesday from 7:30 PM to 9:30 PM at St. Paul's on the Hill.**

- The Ossining Recreation and Parks will be having the annual Trunk or Treat on October 31st from 6-8 PM. They are looking for more cars to participate. Please email Bill Garrison at wgarrison@villageofossining.org if interested.
- There is a free Parkinson's dance class every Tuesday from 1:30 to 2:30 PM, at the Bethany Arts Community Center.

**IV. LIAISON REPORTS**

**V. PUBLIC COMMENT ON AGENDA ITEMS**

**VI. BOARD RESOLUTIONS**

**A. Approval of Minutes—Regular Meeting – September 12, 2023**

Councilmember Meyer moved and it was seconded by Councilmember Weiss that the following resolution be approved.

Resolved, that the Town Board of the Town of Ossining hereby approves the September 12, 2023 minutes of the Regular Meeting as presented.

**Motion: Carried**

**B. Approval of Voucher Detail Report**

Councilmember Meyer moved and it was seconded by Councilmember Weiss that the following resolution be approved.

Resolved, that the Town Board of the Town of Ossining hereby approves the Voucher Detail Report dated September 26, 2023 in the amount of \$891,940.70.

**Motion: Carried**

**C. Personnel—Town Court – Resignation for Retirement**

Councilmember Meyer moved and it was seconded by Councilmember Weiss that the following resolution be approved.

Resolved, that the Town Board of the Town of Ossining accepts, with regret, the resignation for purposes of retirement of Ann Carroll Malone from the position of Court Clerk, effective September 30, 2023.

**Motion: Carried**

**D. Personnel— Town Court – Promotion**

Councilmember Meyer moved and it was seconded by Councilmember Weiss that the following resolution be approved.

Resolved, that the Town Board of the Town of Ossining appoints Marnel Ashpole, Ossining, to the position of Court Clerk, effective October 2, 2023 at an annual salary of \$65,620.

**Motion: Carried**

**E. Personnel— Town Building Department – Resignation for Retirement**

Councilmember Meyer moved and it was seconded by Councilmember Weiss that the following resolution be approved.

**Resolved, that the Town Board of the Town of Ossining accepts, the resignation for purposes of retirement of John Hamilton from the position of Town Building Inspector, effective January 1, 2023.**

**Motion: Carried**

**F. Personnel — Town Building Department – Appointment**

**Councilmember Meyer moved and it was seconded by Councilmember Weiss that the following resolution be approved.**

**Resolved, that the Town Board of the Town of Ossining appoints Jon Turnquist, Ossining, to the position of Town Building Inspector (Part-Time), effective September 25, 2023 at an annual salary of \$59,220.**

**Motion: Carried**

**G. License Agreement – The Greater Ossining Chamber of Commerce, Inc**

**Councilmember Meyer moved and it was seconded by Councilmember Weiss that the following resolution be approved.**

**Resolved, that the Town Board of the Town of Ossining authorizes the Supervisor to sign a license agreement with the Greater Ossining Chamber of Commerce, Inc, 109 Croton Avenue, Ossining, NY 10562, to rent the Cedar Lane Park pavilion and surrounding grass area to hold a music festival entitled “Up the River Blues Fest” on Saturday, October 21, 2023.**

**Motion: Carried**

**H. New York State Liquor Authority Special Event Permit Application— Up the River Blues Festival**

**Councilmember Meyer moved and it was seconded by Councilmember Weiss that the following resolution be approved.**

**Resolved that the Town Board of the Town of Ossining hereby authorizes the Supervisor to sign the Landlord Authorization Form for the New York State Liquor Authority Special Event Permit Application made by 6 Degrees or Less for the Up the River Blues Festival on October 21, 2023 at Cedar Lane Park; and**

**Be it further Resolved, that the applicant will provide proof of insurance and the letter of indemnity to the Town in a form acceptable to Counsel to the Town.**

**Motion: Carried**

**I. New York State Liquor Authority Special Event Permit Application— Spooktacular Fall Fest**

**Councilmember Meyer moved and it was seconded by Councilmember Weiss that the following resolution be approved.**

**Resolved that the Town Board of the Town of Ossining hereby authorizes the Supervisor to sign the Landlord Authorization Form for the New York State Liquor Authority Special Event Permit Application made by 6 Degrees or Less for the Spooktacular Fall Fest on October 28, 2023 at Ryder Park; and**

Be it further Resolved, that the applicant will provide proof of insurance and the letter of indemnity to the Town in a form acceptable to Counsel to the Town.

Motion: Carried

**J. Contract—Online Auctions**

Councilmember Meyer moved and it was seconded by Councilmember Weiss that the following resolution be approved.

Resolved, that the Town Board of the Town of Ossining authorizes the Supervisor to sign an agreement with Auctions International, Inc., East Aurora, NY 14052, for online auction of surplus government vehicles, machinery, equipment and other surplus assets of the Town of Ossining.

Motion: Carried

**K. Authorize Request for Proposals – Advancing Energy Code Compliance Technology Platform**

Councilmember Meyer moved and it was seconded by Councilmember Weiss that the following resolution be approved.

Resolved, that the Town Board of the Town of Ossining hereby issues a request for proposals for an advancing energy code compliance technology platform, with proposals due back to the office of the Town Clerk by 10 AM Thursday, October 17, 2023.

Motion: Carried

**L. Resolution – Declaration of Surplus**

Councilmember Meyer moved and it was seconded by Councilmember Weiss that the following resolution be approved.

WHEREAS, the Town of Ossining recently engaged in planned improvements to the Senior Program’s kitchen, which included replacing equipment that had been used by the Senior Program for many years, specifically:

- Stainless steel table with cabinets, one shelf in the middle and sliding doors – 83 inches long x 30 inches wide x 35 inches high
- Electric steam table: 4 bays with bottom shelf on wheels and fold down shelf on top – 63 inches long x 22 inches wide x 24 inches high
- 2 sink counter, 2 faucets, 4-door cabinet underneath
  - Sink dimensions: 16 inches wide x 39 inches long x 9 ½ inches deep
  - Cabinets dimensions: 95 ½ inches long x 26 inches wide x 35 ½ inches height
- Electric stove and hood (without fan)
  - Stove: 36 inches wide, 34 ½ inches deep, 48 inches high
  - Hood: 46 inches wide, 22 inches deep, 42 inches high

(collectively, the “Replaced Equipment”); and

WHEREAS, the Replaced Equipment has exceeded its useful life and there are no other Town departments or staff that have a kitchen or a facility to practically utilize the Replaced Equipment as part of Town operations; and

NOW THEREFORE,

**BE IT RESOLVED, the Town Board hereby declares the Replaced Equipment as surplus Town property for which the Town has no use.**

**Motion: Carried**

**M. Cabaret License – The Briarcliff Manor Restaurant & Catering Corp.**

**Councilmember Meyer moved and it was seconded by Councilmember Weiss that the following resolution be approved.**

**Whereas, The Briarcliff Manor Restaurant & Catering Corp. has filed an application for a Cabaret License for its leased property located at 25 Studio Hill Road, Briarcliff Manor, NY 10510; and**

**Whereas, the Town Board has reviewed the application and attachments thereto, as well as reports from involved departments, including the Police Department and Building Department; and**

**WHEREAS, the Town Board held a duly noticed public hearing at its regular meeting on Tuesday, September 12, 2023, and members of the public having the opportunity to attend and be heard, the public hearing was closed on September 12, 2023; and**

**Now therefore,**

**Be It Resolved, that the Town Board of the Town of Ossining hereby approves the application of The Briarcliff Manor Restaurant & Catering Corp., 25 Studio Hill Road, Briarcliff Manor, in the Unincorporated Area of the Town of Ossining, for a Cabaret License through December 31, 2024 to have a Bands/DJs with no more than 6 performers at one time from 12:00 p.m. – 11:00 p.m. daily, and**

**Be It Further Resolved, the Town Board hereby directs the Applicant to ensure strict adherence with all requirements of the Town Code and State Law, and specifically the Town Board determines it is necessary in order to protect the health, safety and welfare of the residents of the Town of Ossining to expressly condition this approval upon the Applicant's adherence with the following:**

- **The Applicant must ensure the back doors are kept closed at all times except when being used for ingress/egress**
- **The Applicant shall not play amplified music outdoors at any time**
- **The Applicant shall not use amplification of any kind outdoors at any time**
- **The Applicant shall utilize sound meters to monitor the sound levels when amplified music is playing**

**Be It Further Resolved, if the Applicant fails to adhere to the conditions stated above, the Town Board reserves the right to take whatever action may be necessary and appropriate under the law; and**

**Be It Further Resolved, the Town Board reserves the right to revisit this application and its decision when the Applicant applies for its next cabaret license based upon the facts and circumstances presented to the Town Board in at that time and this decision shall not establish a precedent for this application or any other applicant seeking a cabaret license; and**

**Be It Further Resolved, the Town Clerk is hereby directed to send the Applicant a certified copy of this Resolution.**

Motion: Carried

**VII. MONTHLY REPORTS:**

Resolved, that the Town Board of the Town of Ossining hereby accepts the following monthly reports for the month of August 2023:

- Tax Receiver

**VIII. VISITOR RECOGNITION**

*Visitors shall be accorded one (1) four (4) minute opportunity to speak.*

**IX. ADJOURNMENT - Special Work Session**

- Discussion of River Knoll

At 7:58 P.M., Councilmember Meyer motioned to Adjourn Work Session and Councilmember Weiss seconded.

Motion Carried: Unanimously

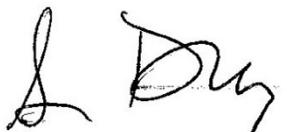
At 8:35 P.M., Councilmember Meyer motioned to adjourn to Executive Session and Councilmember Weiss seconded.

Motion Carried: Unanimously

At 09:46 P.M., Councilmember Meyer motioned to adjourn Executive Session, and Councilmember Weiss seconded.

Motion Carried: Unanimously

Approved:

  
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Susanne Donnelly, Town Clerk