



**MINUTES**  
**TOWN BOARD**  
**TOWN OF OSSINING**  
**BIRDSALL-FAGAN POLICE/COURT FACILITY**  
**86-88 SPRING STREET – OSSINING, NEW YORK**  
**DECEMBER 10, 2019**  
**REGULAR MEETING**  
**7:30 P.M.**

**SUPERVISOR**  
**Dana A. Levenberg**

**COUNCILMEMBERS**  
**Elizabeth R. Feldman      Gregory G. Meyer**  
**Jackie G. Shaw          Northern Wilcher, Jr.**

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

The Regular Meeting of the Town Board of the Town of Ossining was held on December 10, 2019 in the Birdsall-Fagan Police/Court Facility, 86-88 Spring Street in Ossining. The meeting was called to order at 7:30 p.m. by Supervisor Dana A. Levenberg. Members of the Board present were: Councilmembers Jackie G. Shaw, Elizabeth R. Feldman, Gregory G. Meyer, and Northern Wilcher Jr. Also present were Town Counsel Christie Tomm-Addona, and Budget Officer Madeline Zachacz and Confidential Secretary Victoria Cafarelli.

**II. PUBLIC HEARINGS IN THE MATTER OF**

At 7:31 p.m., the Public Hearing opened.

- Local Law #7 of 2019 – Amendments to Chapter 74 of the Town Code entitled “Dogs” to Regulate Registration for and Use of the Town’s Dog Parks.

Supervisor Levenberg said the following: Tonight, we are once again re-opening the public hearing on a local law to amend the Town Code as it relates to the dog parks and administration of dog licenses. We have now received feedback from both the Villages of Ossining and Briarcliff Manor regarding the administration of dog licenses, specifically in terms of issuing annual tags for use of the dog park, so we are about ready to close this public hearing.

Town Counsel Christie Tomm-Addona discussed that the Village of Ossining will be passing a local law early next year amending its code in regard to the Town taking over dog licensing.

At 7:33 p.m., Councilmember Wilcher moved and it was seconded by Councilmember Feldman that the Public Hearing be closed.

At 7:33 p.m., the Public Hearing opened.

- Local Law #9 of 2019– Reduction of Speed Limit on North State Road

Supervisor Levenberg said the following: We are also re-opening the public hearing on a local law to reduce the speed limit on North State Road from 30mph to 25 mph to help make the roadway safer as we plan to implement a bicycle lane along North State Road. We did find out today that this change will not happen until the spring as the annual bidder for striping has indicated to us that they will not be able to complete the road striping before the end of 2019 due to the winter weather. We will get started up again in

the spring, so having this speed limit change completed in advance will certainly still be necessary.

David Scoofield spoke as a business owner of SBS Printing, cyclist, and commuter in favor of the local law. He has seen numerous people driving very fast in the area. He is very excited about the bike path being built.

At 7:38 p.m., Councilmember Wilcher moved and it was seconded by Councilmember Feldman that the Public Hearing be closed.

### **III. SPECIAL PRESENTATION**

- **Farewell to Mary Ann Roberts, Town Clerk**

Supervisor Levenberg said the following: Before we continue on with the rest of our meeting, we are going to stop to recognize a very special person. Honorable Mary Ann Roberts, our Town/Village Clerk, is retiring this year after 20 years in her current role and 10 years of service to the Village of Ossining as Trustee and Mayor before that. Mary Ann has lived in Ossining since she was a young girl, and has dedicated most of her adult life to serving her neighbors and making Ossining a better place to call home. Mary Ann and her late husband Fred, raised their children Kim and Sarah here, and both worked so hard in their professional and volunteer roles to serve their community. As Clerk, Mary Ann touched the lives of so many in Ossining, literally from birth to death, marriage, and everything in between including dog licenses, FOIL requests, Town and Village Board Meetings, hunting and fishing licenses, parking permits, all sorts of other licenses, and much, much more. The Clerk's office is often the face of Town and Village government and Mary Ann has done an excellent job at serving her neighbors. We are sad to see Mary Ann go, but we know she will keep busy spending time with her grandchildren and volunteering with many Ossining organizations, like IFCA and the Historical Society. We would like to invite Mary Ann up, so we can present this proclamation which names Thursday, December 12th as Mary Ann Roberts Day in the Town of Ossining. Mary Ann is certainly deserving of this honor, so I look forward to celebrating with Mary Ann, her family, and our colleagues on Thursday. Mary Ann will be in the office until December 30th, so the next time you stop by the Clerk's office, be sure to wish her well.

### **IV. ANNOUNCEMENTS**

Supervisor Levenberg announced the following:

We received some exciting news last week, when we found out that the Town of Ossining's Credit Rating had been upgraded from Aa2 to Aa1 by Moody's Investors Service. Moody's indicated that the upgraded credit rating reflected our sizable tax base, strong resident wealth indicators, ample reserves and liquidity, as well as our low debt levels and manageable fixed costs. It was so exciting to receive this upgrade as it shows that the Town's continued efforts to employ fiscally conservative yet proactive budgeting tools are paying off. This improved rating will help reduce the burden on taxpayers when we go out to the bond market, getting the most bang for our buck when we need to finance capital projects. Thank you to our Town Comptroller Tom Warren, Deputy Comptroller Dale Ferreira, Budget Director Maddi Zachacz, all our department heads, and current and previous Town Board Members and Supervisors for all of the tough decision making and hard work that contributed to our upgraded credit rating. A job well done by all!

Now for a few announcements – there is a lot going on in Ossining to round out 2019!

**County Executive George Latimer will be holding a public hearing right here in Ossining tomorrow, Wednesday, December 11th at 4pm at Ossining Town/Village Hall. The topic of this public hearing is Shared Services. I am interested to learn more about what the County has in store to help all municipalities provide excellent services to their residents while towing the line on tax increases by collaborating more effectively.**

**Also, tomorrow, December 11th, the Ossining Lions Club and Grace Hall are hosting a Holiday Open House at Historic Grace Hall from 6-9pm. It costs \$30 to join for some amazing appetizers and there will be a cash bar. RSVP to maureenmorgan10@verizon.net.**

**On Thursday, December 12th, the Ossining Public Library's Health and Wellness Series continues with The ABCs of Diabetes, hosted by endocrinologist Dr. Himani Chandra. The presentation starts at 1pm in the Budarz Theater. Please register in advance by calling James Trapasso at (914) 941-2416 ext. 327 or via e-mail at jtrapasso@wlsmail.org. This is sure to be a very informative presentation and they provide some healthy treats for lunch.**

**Head back to the Budarz Theater Thursday evening at 6:30pm for this month's edition of the Ossining Documentary and Discussion Series which features a special guest moderator -- Superintendent of Schools Dr. Raymond Sanchez! The topic of the film, "Like" is social media, and its impact on our youth. The post screening Q&A also includes a panel of some other familiar faces – Dorian Burden, a teacher at AMD Middle School, Dr. Frances G. Willis, former Superintendent of the Briarcliff Manor School District and current Superintendent in Putnam Valley, and Cindie Lembo, LMSW, school social worker in the White Plains Public Schools. This is sure to be a compelling discussion about the impact social media has had on our culture and all of our lives.**

**If you missed Santa at last Friday's tree lighting, he will be back in Ossining this weekend for Breakfast with Santa on Saturday, December 14th. Both the 10am and 11am seatings are sold out, but you can add yourself to the waitlist on the Recreation Page of the Town or Village websites.**

**On Saturday, December 14th, Neighbors Link is offering a New Drivers Workshop from 9:30am to 11:30am. This workshop will help new drivers learn the history of drivers licenses in New York, how to start preparing for the new process for obtaining drivers licenses that begins this month, requirements for permits and drivers licenses, and much more helpful information. This workshop is free, but space is limited – please call (914) 666-3410 ext. 212 to register.**

**On Saturday, December 14th from 5:30pm to 8:30pm, join the Gullotta House for their Goodwill Gala at OPL's Budarz Theater, celebrating the organization's fifth anniversary of serving our community. There will be light appetizers, drinks, special recognitions for Community Advisors and Board Members, as well as entertainment from the Westchester Women's Chorus. Reserve your tickets online at GullottaHouse.org -- \$15 for Gullotta House Community Advisors and Board Members, and \$20 for Community Supporters and Residents.**

**On December 16th from 2pm to 5pm plan to visit the Ossining Public Library, meet the students from the Cornell University Department of Landscape Architecture's Climate-adaptive Design studio, and learn about their semester in Ossining. Visitors can view designs for a future Ossining waterfront, as envisioned by landscape architecture graduate students, and talk to them about their ideas. The public is invited to drop in for a visit or stay for the entire event, which begins with informational presentations and continues as a salon-style gathering so that attendees can view designs and interact with students. I have had the opportunity to see the students' designs grow, so I can tell you, these**

designs are amazing! I strongly encourage you to attend. If you can't make it during the timeframe, GOTV will be filming some of the students' presentations which we will share on YouTube afterwards. Refreshments will be served and registration is required on Event Brite so we get an accurate headcount. Visit the CaD website (linked on the Town's website!) or contact community coordinator Liz LoGiudice at [liz.logiudice@gmail.com](mailto:liz.logiudice@gmail.com) for more information. Hope to see you there!

Finally, Friday, December 20th is the deadline to throw your hat in the ring for Comprehensive Plan Steering Committee! Submit your application and current resume online at [www.townofossining.com](http://www.townofossining.com) – the link to the application is right at the top of the home page – by Friday, December 20th at 4:30pm. You can also submit your application via e-mail to [vcafarelli@townofossining.com](mailto:vcafarelli@townofossining.com) as a letter of interest, addressing all of the same questions detailed on the online form. If you have any questions, please call us at (914) 762-6001 – we are happy to help. The Town Board will be holding interviews in January for these volunteer positions.

## V. DEPARTMENTAL REPORTS

Town Clerk Mary Ann Roberts said the following:

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MARY ANN ROBERTS  
TOWN / VILLAGE CLERK

### TOWN OF OSSINING VILLAGE OF OSSINING MUNICIPAL BUILDING

16 Croton Avenue  
Ossining, NY 10562  
Phone (914) 762-8428  
Fax (914) 941-0627



Good Evening Board members, Maddie, Victoria and Christi. This will be the last time that I will provide the Board with a Departmental Report. After twenty years in the position of Town Clerk I will be retiring at the end of my term which is December 31, 2019.. It has been my pleasure serving in this position and working with our many residents, several Supervisors , Department Heads and Board members. The office has been quite busy sending out renewals for dog licenses, cabaret licenses for both Town and Village as well as Village commuter parking, laundromat, amusement, refreshment, side walk café, taxi owners and taxi drivers. It has been a busy hunting and fishing season. Martha and Daniella have been great,Just a reminder the once in the while asking whether a street is in the Town or Village but they are quick learners Just a reminder that IFCA will be holding Grand-Re-Opening of the Thrift Shop on Saturday, December 14<sup>th</sup> from 1 – 3 p.m. at 138 Spring Street. Also there is a Toys for Tots donation box in the Clerk's Office until December 16<sup>th</sup>. Please donate as there is a great need this year from infants to teenagers.

Town Assessor Fernando Gonzalez spoke about 2019 Town tax certiorari cases and how they compared to last year's cases. He provided the Town Board with an update on the recent assessment project. Every residential homeowner and business property were sent a letter asking them to please update information the Assessor's Office has on their property. The Assessor's Office will notify property owners if the value of their property changes. Property owners will be able to grieve the assessment change if they wish.

**VI. LIAISON REPORTS**

Council Member Shaw spoke about openings in the Environmental Advisory Committee.

**VII. PUBLIC COMMENT ON AGENDA ITEMS**

**VIII. BOARD RESOLUTIONS**

**A. Approval of Minutes—Regular Meeting – November 26, 2019**

Councilmember Wilcher moved and it was seconded by Councilmember Shaw that the following resolution be approved.

Resolved, that the Town Board of the Town of Ossining hereby approves the November 26, 2019 minutes of the Regular Meeting as presented.

Motion: Carried

**B. Approval of Voucher Detail Report**

Councilmember Wilcher moved and it was seconded by Councilmember Shaw that the following resolution be approved.

Resolved, that the Town Board of the Town of Ossining hereby approves the Voucher Detail Report dated December 10, 2019 in the amount of \$415,935.26.

Motion: Carried

**C. Budget Adjustments for Capital Projects:**

Supervisor Levenberg said the following: Although we will not formally close the 2019 year until sometime in March, we are getting started on some cleanup now so it will be less overwhelming once we get closer! Special thanks to Deputy Comptroller Dale Ferreira for keeping us in check on our various capital projects!

Councilmember Shaw moved and it was seconded by Councilmember Wilcher that the following resolution be approved.

Resolved, that the Town Board of the Town of Ossining hereby authorizes the following budget adjustments for FY 2019:

Increase:	3105110.43901	\$155,360 – Road Paving - Studio Hill Paving (Expense)
Increase:	3105110.515	\$ 67,000 – Capital Improvements - Quaker Bridge Wall Repair (Expense)
Increase:	3105110.439	\$ 65,000 – Road Material & Maintenance – Guard Rails, Hawkes Road Striping (Expense)
Increase:	310050.503120	\$222,360 – I/F Transfer In-General Fund (Revenue)
Decrease:	3105130.201	\$ 65,000 – Highway Machinery (Expense)
Increase:	2009901.931	\$222,360 – Transfer to Highway Fund (Expense)
Increase:	200060.4795	\$222,360 – Transfer from Fund Balance (Revenue)
Increase:	3707110.200.5204	\$179,032.06 – Ryder Park Revitalization (Paving) (Expense)
Increase:	370050.503100.5204	\$179,032.06 – I/F Transfer In-General Fund (Revenue)
Increase:	3707110.200.5206	\$ 14,161.25 – Gerlach Park Revitalization (Expense)
Increase:	370050.503100.5206	\$ 14,161.25 – I/F Transfer In-General Fund (Revenue)
Increase:	1009550.905	\$193,193.31 – Transfer to Capital Fund (Expense)
Increase:	100060.4795	\$193,193.31 – Transfer from Fund Balance (Revenue)

**D. Approval of the 2020 Budget**

Supervisor Levenberg said the following: The day has arrived—after several months of hard work, we are ready to adopt the 2020 Town of Ossining budget. Our Town Board and department heads continue to keep an eye on the bottom line and make requests for increased funding only when necessary, as is evidenced by the fact that the Town Board made fewer than a dozen changes to the Recommended Budget. Once again, we are staying within the tax cap, and our tax rate is actually decreasing across several Town funds. The fund from which most of your services are paid, the Town General Fund, is seeing less than a \$0.01 increase per thousand dollars of assessed value, which for the average household will mean less than \$10 for the whole of 2020. We are committed to squeezing more out of taxpayer dollars and reinvesting in our infrastructure to ensure that the “user experience” of our residents continues to be up to your standards, even as we regularly look at ways to restructure our departments to be more agile in an environment that is always changing. It is thanks to the ingenuity of our management team and department heads that this is possible, and our new and improved Moody’s rating underscores the fact that our approach has been successful. Thank you again to our Deputy Comptroller Dale Ferreira, Budget Director Maddi Zachacz and all of our department heads and staff for yet another impressive budget season. Only a few months until August 2020, when we begin all over again.

Councilmember Wilcher moved and it was seconded by Councilmember Shaw that the following resolution be approved.

Resolved, that the Town Board of the Town of Ossining hereby approves the 2020 Budget for the Town of Ossining. Total appropriations for the 2020 entire Town (100) Fund are \$5,669,111. Total appropriations for the Unincorporated (200) Area Fund are \$3,872,593 and total appropriations for the Highway (310) Fund are \$2,651,835. Total appropriations for the Water and Sewer Funds are \$523,018. Total appropriations for the Fire/Light/Refuse Funds are \$1,479,000. Total appropriations for the Ambulance District are \$668,757.

Motion: Carried

**E. Dale Cemetery Cottage Bid Opening Date Extension**

Supervisor Levenberg said the following: A few weeks ago, we received a request from our architect to extend the bid opening date for the Dale Cemetery Cottage from yesterday, December 9th to early January. The bid specs included a time period for questions and answers, and due to the volume of questions the architect received from potential bidders, she felt it was best to extend the bid opening date to allow all bidders sufficient time to review the material. We are extending the bid opening date until January 13th, but given our plans to start construction in early spring, we do not anticipate this will set our timeline off course. Hopefully we will receive a few thoughtfully crafted bids and will be able to make a cost efficient choice for this much needed project in the New Year.

**Councilmember Wilcher moved and it was seconded by Councilmember Feldman that the following resolution be approved.**

**Whereas, the Town Board approved a resolution on October 22, 2019 authorizing the Town Clerk to advertise a request for bids for the Restoration of the Superintendent's Cottage, Dale Cemetery, located at 104 Havell Street, Ossining, NY with bids to be submitted no later than 10:00AM on Monday, December 9th, 2019 to the office of the Town Clerk; and**

**Whereas, the bid specifications required a mandatory walk through and question and answer period with the town's architect on this project, Stephen Tilly, Architect, with many questions raised during the question and answer period necessitating an addendum to the bid specifications; and**

**Whereas, the Town Board wishes to provide potential eligible bidders with sufficient time to review the addendum prior to submitting bids; now therefore be it**

**Resolved, that the Town Board of the Town of Ossining hereby extends the date for bids to be submitted to the office of the Town Clerk relating to the request for bids for the Restoration of the Superintendent's Cottage, Dale Cemetery, located at 104 Havell Street, Ossining, NY to Monday, January 13th, 2020 at 10:00AM; and be it further**

**Resolved, the Town Clerk is hereby authorized to advertise the amended request for bids with the above-referenced addendum.**

**Motion: Carried**

**F. Contract: Edmunds Financial Software**

**Supervisor Levenberg said the following: At long last, we are nearing the end of the conversation about replacing our financial software. We are very excited to have a more comprehensive and user friendly platform up and running hopefully by mid-2020. Thanks to our finance team for doing a great job vetting this new package.**

**Councilmember Wilcher moved and it was seconded by Councilmember Shaw that the following resolution be approved.**

**WHEREAS, pursuant to an Intermunicipal Agreement, the Village's Finance Department also provides finance services to the Town of Ossining, and**

**WHEREAS, the Village informed the Town that it wishes to contract with Edmunds & Associates, Inc. ("Edmunds") to provide necessary software and cloud hosting services for the Village's Finance Department, and**

**WHEREAS, the cost of the Edmunds contract would be divided between the Village and the Town based upon the type of modules being provided, and**

**NOW THEREFORE,**

**BE IT RESOLVED, the Town Board hereby authorizes the Supervisor to enter into a contract with the Village of Ossining and Edmunds for Edmunds to provide software to the Village and the Town, which contract includes cloud hosting, conversion and maintenance services for the first year, for a total cost of \$205,580 to be paid over three years, and**

**BE IT FURTHER RESOLVED, the Town Board hereby authorizes the Supervisor to enter into a cloud hosting agreement with the Village and Edmunds for Edmunds to provide cloud hosting services in subsequent years in an amount not to exceed \$7,500 per year for the first five years, and**

**BE IT FURTHER RESOLVED, the Town Board hereby authorizes the Supervisor to enter into a contract with the Village of Ossining to memorialize the cost apportionment of the Edmunds contract with the Town's contribution being \$77,600 plus half the cost of the annual cloud hosting services in years 2 through 5.**

**Motion: Carried**

**IX. CORRESPONDENCE TO BE RECEIVED AND FILED**

**X. MONTHLY REPORTS**

**Councilmember Wilcher moved and it was seconded by Councilmember Feldman that the following resolution be approved.**

**Resolved, that the Town Board of the Town of Ossining hereby accepts the following monthly reports for the month of November 2019:**

- Town Clerk's Office**
- Town Building Department**
- GE Helicopter**
- Town Tax Receiver's Office**
- Dale Cemetery**
- Town Highway Department**
- Town Supervisor's Office**

**Motion: Carried**

**XI. VISITOR RECOGNITION**

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

**Stanley Dorsainville from Senator David Carlucci's Office announced that the Ossining Senior Advisory Committee will be meeting on January 10, 2020 at the Ossining Public Library at 10 AM.**

**XII. ADJOURNMENT**

**At 8:40 P.M., Councilmember Feldman motioned to enter into Executive Session and Councilmember Shaw seconded.**

**Motion Carried: Unanimously**

**At 9:13 P.M., Councilmember Shaw motioned to leave Executive Session and Councilmember Wilcher seconded.**

**Motion Carried: Unanimously**

**At 9:14 P.M., Councilmember Feldman motioned to adjourn Executive Session and Councilmember Wilcher seconded.**

**Motion Carried: Unanimously**