



**AGENDA**  
**TOWN BOARD**  
**TOWN OF OSSINING**  
**MAY 12, 2020**  
**REGULAR MEETING**  
**7:30 P.M.**

**THIS MEETING WILL BE HELD VIA VIDEO CONFERENCING ONLY**  
Pursuant to Governor's Executive Order 202.1 dated March 12, 2020

Members of the public can view the meeting via computer or mobile app:  
<https://us02web.zoom.us/j/81547524395>

Members of the public can listen to the meeting by dialing in via phone:  
(929) 205-6099

Meeting ID: 815 4752 4395

\*\*Please note that by dialing in, your phone number will be visible to the host, participants,  
and attendees of the meeting.\*\*

**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 May 12, 2020 via video conference, pursuant to Governor's Executive Order 202.1 dated March 12, 2020. 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, Budget Officer Victoria Cafarelli, and Deputy Town Clerk Martha C. Quituisaca.

**II. PRESENTATION**

Supervisor Levenberg said the following: Before I get into my announcements tonight, I would like to welcome to our meeting Mike Ritchie, from Dolph Rotfeld Engineers. Each year, Mike and his colleague Jim Maxwell help us complete our mandatory MS4 Stormwater Report. The draft report for 2019-2020 has been distributed to the Town Board and is currently available for public review on our website at [www.townofossining.com/cms/stormwater-management](http://www.townofossining.com/cms/stormwater-management). I will hand it over to Mike now, thanks for joining us!

Mike Ritchie from Dolph Rotfeld Engineers presented the Town Board the Town of Ossining 2019 -2020 Draft Stormwater Annual Report. The report is require by law due to Ossining being a river community. The report highlighted the environmentally conscious education happening in Ossining. Events like Earth Day help to educate adults and children on ways to be environmentally friendly. Outreach and participation are part of the stormwater project.

Councilmember Feldman spoke about spreading information on it not being environmentally friendly to flush down wipes and gloves during the COVID-19 pandemic.

**III. ANNOUNCEMENTS**

**Supervisor Levenberg made the following announcements:**

**This week, we have been closely following news out of our State government regarding New York Forward, or the Governor’s regional plan for re-opening and re-starting business in New York State.**

**The state has been divided into ten regions, aligning with the Regional Economic Development Councils’ jurisdictions, which may look familiar to some of us. As I mentioned last week, Westchester is in the Mid-Hudson Region, along with Putnam, Rockland, Dutchess, Ulster, Sullivan, and Orange counties. Each region will be monitored by “control rooms,” comprised of primarily County Executives and other key stakeholders across the state to closely monitor key data points during the reopening process.**

**The State has identified seven metrics that each region must meet before continuing to different phases of re-opening. The metrics include:**

- 1. Decline in Total Hospitalizations, or a sustained decline in the three day rolling average of the total number of people in the hospital each day over the course of a 14-day period;**
- 2. Decline in deaths, or a sustained decline in the three-day rolling average of daily hospital deaths over the course of a 14-day period;**
- 3. New hospitalizations must be fewer than two new hospitalizations per 100,000 residents, measured on a three day rolling average;**
- 4. Hospital bed capacity must be at least 30%;**
- 5. ICU bed capacity must also be at least 30%;**
- 6. Average daily diagnostic testing capacity over the past seven days must be sufficient to conduct 30 tests per 1,000 residents per month; and**
- 7. Contact tracing capacity must meet thresholds set by the Department of Health, in collaboration with the Johns Hopkins University School of Public Health and Vital Strategies.**

**You can follow the progress of each region at [forward.ny.gov/regional-monitoring-dashboard](https://forward.ny.gov/regional-monitoring-dashboard). If you visit that site, you will see that the Mid-Hudson region does not meet all of these criteria. As such, residents in our region will see little to no difference in restrictions when New York PAUSE expires on May 15. Most businesses that are currently closed will remain closed, if you are a non-essential worker you will continue to work from home, in general, you still must remain at home except for essential trips, and you still must wear a face covering and maintain a six foot distance from others in public. The only change on May 15 statewide will be the re-opening of certain low-risk businesses, including landscaping and gardening, outdoor low-risk recreational activities like tennis, and drive-in movie theaters.**

**Once we meet these criteria, we will see Phase One of reopening, which will include reopening of construction, manufacturing, wholesale trade, select retail for curbside pickup only, agriculture, forestry, and fishing. Phase Two includes professional services, finance and insurance, retail, administrative support, real estate, rental, and leasing. Phase Three includes restaurants and food service. Finally, Phase Four includes arts, entertainment, recreation, and education. There must be two weeks in between phases to allow the regional control rooms to closely monitor the impact re-opening has on the criteria detailed earlier.**

**We will also continue to closely monitor this situation as it develops, in partnership with our County Executive. We will also be watching closely as our counterparts in the Finger Lakes, Mohawk Valley, and Southern Tier regions lead the way with re-opening. We have been planning internally as well, and gathered representatives from each of our Town Departments to begin identifying how we will need to shift our own operations as we move towards re-opening and in line with those industries that are opening first where they will require supports from our government. As many, many experts continue to remind us, it remains vitally important that re-opening is handled with extreme caution as we continue to run the risk of triggering more outbreaks, which may**

**be difficult to control. We ask that our residents remain vigilant, follow the facts, and make smart decisions when out in public.**

**We are anticipating warm weather this week and weekend, which we know will bring many out to our parks and open spaces for fresh air and exercise. At this time, our playgrounds, ballfields, basketball courts, pavilions, picnic areas, and grills remain closed! You also must wear a mask when you cannot maintain a six foot distance from others in public. But let's be honest – how can you be sure you won't get in that situation? So bring a mask with you anyway! We also ask that you limit the amount of trash that you produce and try your best to carry out what you carried in with you. We have a small parks crew, and they cannot be everywhere, especially on the weekends, to clean up after the large crowds we have seen in our parks recently. Be kind, mindful of others, and help us take care of these public spaces that we know you all love!**

**Speaking of masks, for all of our dedicated essential workers, we received a donation of masks from Hanes, the cotton undershirt maker. These masks have been provided through the federal, state, and county levels and are distributed to essential businesses and organizations. You can request masks for your business through our easy access Google form (available on our website), or by reaching out to Carina Scorcio at 914-762-6002. The masks are being safely distributed by appointment only so contact her now to get your organization on the schedule. At this time, we cannot distribute these masks to the general public. However, we have a helpful guide on our website with instructions for how you can easily make a mask with a tshirt, paper towel, and elastics!**

**Tomorrow at noon is the deadline, if you have not yet received your economic impact payment from the federal government, to get them your direct deposit information. If you go online to the IRS website at irs.gov and click on get my payment, you can make sure they have your bank information, and any other information they might need to release the money to your bank. Make sure you take advantage of this money that has been designated to help all of us at this difficult time.**

**Many of our neighbors are facing increased food insecurity as the Coronavirus crisis continues. The Town of Ossining is sharing food distribution information on our website and Facebook page. Meals are available at many different times and in many locations during the week to help reach as many neighborhoods as possible. If you can help support these distribution efforts we ask that you please do. Restaurants interested in supplying meals should reach out to Gullotta House at [www.GullottaHouse.org](http://www.GullottaHouse.org) – that's two L's and two T's. Donations to the Ossining Food Pantry or Gullotta House are welcome and very appreciated.**

**I would also like to remind our residents and business owners that all Town offices remain closed to the public. We have contact information for our departments easily available on our website, as well as the many functions you can complete online. If you have any issues contacting a Town department, you can always call the Supervisor's office directly at (914) 762-6001 or (914) 762-6002, and we will be happy to help.**

**Later in the meeting, we will be addressing some changes to our assessment calendar which we hope will help property owners better respond to changes in their assessed values. However, we still encourage you to schedule an informal review with Tyler Technologies at [www.tylertech.com/schedule](http://www.tylertech.com/schedule) or by calling 800-829-4235, if you feel your preliminary assessment does not accurately reflect the value of your property as of July 1, 2019. These informal reviews will help us ensure the accuracy of our roll and are a vital part of the re-appraisal process, keeping our tax roll at full value.**

**Finally, I need to make my weekly plug for the Census! As of this week, I learned that we just hit 60% of our residents in the unincorporated Town who have responded to the US Census. Yes, that is higher than some of our**

neighbors, but we are about 10% under our response numbers from 2010 and that still means 40% of our residents have still not responded! We know we lost \$2,500 per uncounted resident in the 2010 Census – we simply cannot afford that loss this time around! The Coronavirus pandemic has revealed just how much we rely on federal, state, and county funding, especially during crises. Respond today at [my2020Census.gov](https://my2020Census.gov) and encourage everyone you know to do the same – your neighbors, family, friends, coworkers, anyone on your Zoom calls, and more. Text a friend right now to remind them!

Councilmember Feldman announced that next week is EMS Week. She gave a shout out to OVAC for all their hard work during the COVID-19 pandemic. She also thanked the Meal Train program for helping out OVAC and local restaurants during these hard times. On June 13, 2020 the American Red Cross will be holding a blood drive at OVAC's station.

**IV. LIAISON REPORTS**

**V. PUBLIC COMMENT ON AGENDA ITEMS**

**VI. BOARD RESOLUTIONS**

**A. Approval of Minutes—Regular Meeting – April 28, 2020**

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 approves the April 28, 2020 minutes of the Regular Meeting as presented.

**Motion: Carried**

**B. Approval of Voucher Detail Report**

Councilmember Shaw 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 approves the Voucher Detail Report dated May 12, 2020 in the amount of \$1,523,854.33.

Supervisor Levenberg said the following in regard to the resolution: I would like to note that this voucher detail report is particularly high, in large part due to our first payment of 2020 to the Village for police services. Each year, the Village waits until after Town/County tax collection to bill us for the first few months of police services, so this first check run in May is always particularly high.

**Motion: Carried**

**C. Appointment – Planning Board Alternate**

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

Resolved, that the Town Board of the Town of Ossining appoints Jesus Lopez as an alternate member of the Town of Ossining Planning Board and Architectural Review Board, retroactive to May 1, 2020, for a term to expire April 30, 2021.

Supervisor Levenberg said the following in regard to the resolution: If you viewed the May 6, Planning Board meeting, you may have noticed a new face! Jesus Lopez served on Land Use Boards in the Village of Ossining, before he moved to the Unincorporated Town. We feel he will be an asset to

the Planning Board/Architectural Review Board, so we are happy to have him as the alternate for the shared board.

Motion: Carried

**D. Modifications to the Town's 2020 Assessment Procedure**

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

WHEREAS, on April 20, 2020, Governor Cuomo issued Executive Order 202.22 related to the COVID-19 pandemic that included, among other things, suspension or modification of Article 5 of the Real Property Tax Law to the extent necessary to allow certain modifications to the property assessment procedure, to be exercised by the local municipalities at their option; and

WHEREAS, the Town Board believes that in light of the circumstances of the COVID-19 pandemic, including the prohibition on nonessential gatherings, the restrictions on municipal operations and the social distancing practices in place to reduce the spread of COVID-19, that it would be beneficial to implement the provisions in EO 202.22 to give the public additional time to review their assessments and take the appropriate actions and to provide the public and Town officials with safe and effective means to effectuate the assessment process; and

NOW THEREFORE,

BE IT RESOLVED, in accordance with EO 202.22, the Town Board hereby establishes the following dates for the 2020 assessment roll:

- The Town's tentative assessment roll will be filed on Monday, June 30, 2020 instead of June 1, 2020
- The date for the Board of Assessment Review hearing assessment complaints ("Grievance Day") will be Tuesday, July 21, 2020 instead of June 16, 2020

BE IT FURTHER RESOLVED, in accordance with EO 202.22, the Town Board hereby directs the following procedures be followed with respect to the 2020 assessment roll:

- Notice of the filing of the tentative roll will be published and available for inspection solely online with the date for hearing complaints ("Grievance Day") prominently displayed on the published tentative roll
- The Board of Assessment Review will hear complaints ("Grievance Day") remotely via videoconferencing and/or teleconferencing and the means of doing so shall be prominently displayed with the publishing of the tentative roll

BE IT FURTHER RESOLVED, the date for the filing of the final assessment roll shall remain September 15, 2020, however the Town Board reserves the right to revisit this and extend the date in accordance with EO 202.22 if determined to be reasonably necessary by the Town Assessor; and

BE IT FURTHER RESOLVED, the Supervisor and her staff, the Town Assessor and his staff, the Board of Assessment Review, and any other necessary Town officers and staff are hereby authorized to take any and all necessary steps to implement the directives of this Resolution.

Supervisor Levenberg said the following in regard to the resolution: As we discussed at our last legislative session, the Town Board has decided to adjust the 2020 Assessment Calendar pursuant to Executive Order 202.22. As the

resolution reads, we will be shifting the Tentative Role filing date from June 1 to June 30, and shifting Grievance Day from June 16 to July 21. We hope this deadline extension will allow property owners the time they need to more thoroughly review their preliminary change of assessment, schedule an informal review with Tyler Technologies or our Assessment staff, and ultimately file a grievance if necessary. If you have any questions, I encourage you to contact our Assessor's Office at (914) 762-8274. And as I mentioned earlier, our offices remain closed to the public, so please stay tuned for specific instructions with how you can properly file a grievance without coming into the office. We will also be holding Grievance Day remotely via Zoom and we will be publishing the access information within the next few weeks. As always, we encourage our residents to be wary of advertisements from representatives promising decreased assessments and taxes. Our Assessor's Office always seeks to assist our residents as best as possible. You may receive the help you need, without spending a lot of money on a representative, simply by "sitting down" with our staff and discussing in detail.

Motion: Carried

**E. Radio License Agreement with Westchester County**

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 authorizes the Supervisor to sign a license agreement with Westchester County for the purposes of supplying the Town of Ossining with emergency communications equipment by the Westchester County Department of Emergency Services, subject to approval by Counsel to the Town as to form.

Supervisor Levenberg said the following in regard to the resolution: The Town is signing this contract on behalf of OVAC, so they can receive upgraded radio equipment from the Westchester County Department of Emergency Services. We hope this new equipment will assist OVAC in their lifesaving operations.

Motion: Carried

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

**VIII. MONTHLY REPORTS**

Councilmember Feldman 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 accepts the following monthly reports for the month of April 2020 as amended:

- Town Clerk's Office
- Tax Receiver's Office

Motion: Carried

**IX. VISITOR RECOGNITION**

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

Mindy of Ossining spoke about the school board budget and election. She asked how people will be receiving their ballots. She spoke about mail problems she has faced. Supervisor Levenberg advised her to contact the clerk to the school district. School Board elections are separate from those of the Town. Budget Office Cafarelli discussed absentee ballots being mailed out to qualified voters.

**X. ADJOURNMENT**

**At 8:35 P.M., Councilmember Feldman motioned to adjourn to Executive Session for advice of counsel and personnel and Councilmember Shaw seconded.**

**Motion Carried: Unanimously**

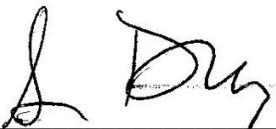
**At 9:26 P.M., Councilmember Wilcher motioned to return to the Regular Meeting and Councilmember Feldman seconded.**

**Motion Carried: Unanimously**

**At 9:26 P.M., Councilmember Wilcher motioned to adjourn the Regular Meeting and Councilmember Feldman seconded.**

**Motion Carried: Unanimously**

**Approved:**

  
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**Susanne Donnelly, Town Clerk**