



AGENDA
TOWN BOARD
TOWN OF OSSINING
MAY 25, 2021
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/85040128639?pwd=bjMwZXBkUTJWTXp3NTZKRXRpTTlYd
z09](https://us02web.zoom.us/j/85040128639?pwd=bjMwZXBkUTJWTXp3NTZKRXRpTTlYd
z09)

Members of the public can listen to the meeting by dialing in via phone: +1 929 205 6099

Meeting ID: 850 4012 8639
Passcode: 558579

****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
- II. PUBLIC HEARING
 - Local Law 6-2021: Adopting a new Chapter 166 (Special Events, Parades and Public Gatherings) of the Town of Ossining Code
- III. SPECIAL PRESENTATION
 - Ching Wah Chin, Planning Board Chair
- IV. ANNOUNCEMENTS
- V. LIAISON REPORTS
- VI. PUBLIC COMMENT ON AGENDA ITEMS
- VII. BOARD RESOLUTIONS
 - A. Approval of Minutes—Regular Meeting – May 11, 2021

Resolved, that the Town Board of the Town of Ossining hereby approves the May 11, 2021 minutes of the Regular Meeting as presented.
 - B. Approval of Voucher Detail Report

Resolved, that the Town Board of the Town of Ossining hereby approves the Voucher Detail Report dated May 25, 2021 in the amount of \$1,499,766.22.
 - C. Establishing Tree Bank Special Purpose Fund

WHEREAS, at its September 10, 2019 meeting, the Town Board adopted a resolution establishing a tree bank fund for payments made by site plan and subdivision applicants for mitigation of tree removal pursuant to Town Code §183-12(G); and

NOW THEREFORE,

BE IT RESOLVED, the tree bank fund established by the Town Board shall be a Tree Bank Special Purpose Fund.

D. Acceptance of Tree Bank Special Purpose Fund Payment – SPCA

WHEREAS, SPCA obtained site plan approval from the Planning Board; and

WHEREAS, in connection with said approval, SPCA was required to make a payment to the Town’s tree bank fund for mitigation of tree removal in accordance with Town Code §183-12(G); and

NOW THEREFORE,

BE IT RESOLVED, the Town Board hereby accepts the SPCA’s payment to the Tree Bank Special Purpose Fund in the amount of \$10,642.50.

E. Resolution – Local Law # 6 of 2021 – Special Event Permit Local Law

WHEREAS, special events are largely beneficial to the community, however, special events which are likely to attract a large number of people can adversely affect the well-being of Town residents and business owners and strain municipal resources; and

WHEREAS, pursuant to an Inter-municipal Agreement, the Town of Ossining utilizes the services of the Village of Ossining Recreation and Parks Department; and

WHEREAS, the Town was informed that the Village Board of Trustees adopted a local law establishing certain procedures and standards for permitting special events in the Village; and

WHEREAS, in the interest of consistency between Town and Village residents and events and the administration of such events by the Village Recreation and Parks Department, and in order to provide for the well-being of the community, the Town Board considered adopting a local law establishing procedures whereby the Town can be informed in advance of special events, and be assured that such special events can be accommodated without unduly burdening the community or municipal resources; and

WHEREAS, the Local Law was based upon the local law adopted by the Village Board of Trustees, which the Town Board modified and tailored to fit the needs of Town residents, property and resources; and

WHEREAS, in consideration of the proposed Local Law the Town Board opened a duly noticed public hearing at its regular meeting on Tuesday, April 27, 2021, which public hearing was duly continued to the Town Board’s regular meetings on Tuesday, May 11, 2021 and Tuesday, May 25, 2021, via videoconferencing in accordance with the Governor’s Executive Orders 202.1 and 202.15, as subsequently extended, and members of the public having the opportunity to attend and be heard, the public hearing was closed on May 25, 2021; and

WHEREAS, said local law has been on the desks of the members of the Town Board for at least seven days, exclusive of Sunday, prior to the adoption of this resolution, and

NOW THEREFORE,

BE IT RESOLVED, the Town Board hereby adopts a Negative Declaration pursuant to the State Environmental Quality Review Act determining this action does not have the potential to have any significant adverse environmental impacts as the Local Law will regulate special events within the Town and on Town property to ensure they are held in a safe and orderly manner and that they do not unduly burden Town resources or residents; and

BE IT FURTHER RESOLVED, the Town Board, after due deliberation, finds that in the furtherance of the safety, health and well-being of the persons and property in the Town, it is in the best interest of the Town to adopt said local law, and the Town Board hereby adopts Local Law # 6 of 2021 entitled adopting a new Chapter 166 (Special Events, Parades and Public Gatherings) of the Town of Ossining Code; and

BE IT FURTHER RESOLVED, the Town Clerk is directed to enter said local law in the minutes of this meeting into the local law book for the Town of Ossining; to publish said minutes in a newspaper published in the town, if any, or in such newspaper published in the county in which such town may be located having a circulation in such town, and affidavits of said publication shall be filed with the Town Clerk; and to file a copy of said local law with the Secretary of State of New York.

F. Resolution – Establishing Fees for Chapter 166 of the Town Code – Special Events, Parades and Public Gatherings

WHEREAS, the Town Board adopted Local Law # 6 of 2021 adopting a new Chapter 166 (Special Events, Parades and Public Gatherings) of the Town of Ossining Code establishing certain procedures and standards for permitting a special event in the Town; and

WHEREAS, the Local Law was based upon the local law adopted by the Village of Ossining Board of Trustees earlier this year, which the Town Board modified and tailored to fit the needs of Town residents, property and resources; and

WHEREAS, as both the Village of Ossining and Town of Ossining’s special event permit applications will be administered by the Village of Ossining Recreation and Parks Department, which also serves the Town of Ossining pursuant to an inter-municipal agreement, the Town Board finds that in the interest of orderly administration and to avoid confusion between events occurring in the Town and the Village, the fees associated with the special event permit application should be the same in both municipalities; and

WHEREAS, the Town Board finds the fees adopted by the Village Board of Trustees to be reasonable and fair; and

NOW THEREFORE,

BE IT RESOLVED, the Town Board hereby amends the Town of Ossining 2021 Fee Schedule to establish the following fees related to the special event permit local law (Town Code Chapter 166):

Special Event Permit Application Fee	\$25.00 non-refundable fee	
Approved Special Event Fee:	Event Level 1 (less than 300 people in attendance)	\$200.00 per event

	Event Level 2 (between 300-499 people in attendance)	\$500.00 per event
	Event Level 3 (more than 500 people in attendance)	\$700.00 per event
Security Deposit for Approved Special Event (unless otherwise specified in the permit)	Event Level 1 (less than 300 people in attendance)	\$200.00 per event
	Event Level 2 (between 300-499 people in attendance)	\$500.00 per event
	Event Level 3 (more than 500 people in attendance)	\$700.00 per event
Banner Application Fee	For events in the Town of Ossining – including the Village of Ossining and the portion of the Village of Briarcliff Manor located in the Town of Ossining	\$25.00 non-refundable fee
	For events outside of the Town of Ossining	\$50.00 non-refundable fee

G. Resignation – Town Planning Board Chair

Resolved, that the Town Board of the Town of Ossining accepts the resignation, with regret, of Ching Wah Chin from his position as Chair of the Town of Ossining Planning Board, effective May 31, 2021.

H. Appointment – Town Planning Board Chair

Resolved, that the Town Board of the Town of Ossining appoints Gareth Hougham as Chair of the Town of Ossining Planning Board, effective June 1, 2021.

I. Appointment – Town Planning Board

Resolved, that the Town Board of the Town of Ossining appoints Jesus Lopez to fill an unexpired term on the Town of Ossining Planning Board, effective June 1, 2021 to expire on December 31, 2023.

J. Promotion – Appointment – Town of Ossining Justice Court

Resolved, that the Town Board of the Town of Ossining promotes Katherine Quizhpi from the temporary to probationary position of Intermediate Clerk in the Town of Ossining Justice Court, effective May 25, 2021; and

Be it further Resolved, that Ms. Quizhpi’s annual salary remains at \$46,998 for 2021.

K. Appointment – Seasonal Parks Groundskeeper

Resolved, that the Town Board of the Town of Ossining appoints Brian Zhinin Sanchez, Ossining, to the seasonal position of Parks Groundskeeper at an hourly rate of \$15, effective June 1, 2021.

L. Appointment – Seasonal Parks Groundskeeper

Resolved, that the Town Board of the Town of Ossining appoints Arnis Sylaj, Ossining, to the seasonal position of Parks Groundskeeper at an hourly rate of \$15, effective June 1, 2021

M. Contract – State Transportation Services PY 2021-2022

Resolved, that the Town Board of the Town of Ossining authorizes the Supervisor to sign an agreement with Westchester County Department of Senior Programs and Services for the purposes of receiving funding at an amount not to exceed \$3,234 for program year April 1, 2021 through March 31, 2022 for the Town providing transportation services to seniors in accordance with the New York State Transportation Program.

VIII. VISITOR RECOGNITION

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

IX. ADJOURNMENT