



MINUTES
TOWN BOARD
TOWN OF OSSINING
MARCH 24, 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://zoom.us/j/641487438>

Members of the public can listen to the meeting by dialing in via phone:
1 (646) 558-8656
Meeting ID: 641 487 438

****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 March 24, 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 Town Clerk Susanne Donnelly.

A moment of silence was held for all those we have lost and who are suffering from Coronavirus.

II. Public Hearing in the Matter of 2020 Cabaret License Renewal for Club Fit, 584 North State Road, Briarcliff Manor, NY 10510 – TO BE ADJOURNED TO A FUTURE DATE – WILL BE RE-NOTICED

Supervisor Levenberg said the following: We had a previously noticed a public hearing on our agenda this evening for a cabaret license for Club Fit. Given that all gyms and fitness centers have been closed by Executive Order from Governor Cuomo, and that this is our maiden voyage with a Zoom meeting, we are going to ask to adjourn this public hearing until we can ensure we have adequate mechanisms in place to receive public comment on public hearings.

At 7:33 PM Councilmember Feldman moved, and it was seconded by Councilmember Shaw that the public hearing be adjourned to Tuesday April 14, 2020.

III. SPECIAL PRESENTATION

Westchester County Executive George Latimer gave an update from the county about the coronavirus' impact and the actions that the county has been taking to date. New York State currently has the most coronavirus cases in the USA. Testing for the coronavirus has been widespread throughout the county. The

county is working towards creating more testing centers. Bee Line Buses are no longer are charging a fare – passengers can only sit in the back of bus. Kiddie playgrounds will continue to be closed. Parks are still open to the public, but we ask residents to please maintain a 6-foot distance when out in the parks. We are working to help local businesses who are being economically affected by the pandemic. The county is working hard to get more PPE for its health care workers.

Councilmember Feldman asked if the ambulance corps would be receiving PPE. County Executive George Latimer said they would.

IV. ANNOUNCEMENTS

Supervisor Levenberg made the following announcements:

This week, we have all been adjusting to what New York on PAUSE looks like for us here in Ossining, since the Governor announced on Monday that all non-essential businesses should be reduced by 100%. As of today, there are 7 confirmed positive cases of COVID-19 in the Unincorporated Town, up from 4 yesterday. These numbers are on a lag as the test results first get reported to the State, then to the patients, and finally to the County, who reports the totals to us. Here in the Town of Ossining, we have been making difficult decisions that have impacted daily life tremendously. Town offices have been closed to the public since last Tuesday, March 17 and many of our employees have transitioned to working from home or staggered shifts. The New York State ordered closed our Justice Court for at least 45 days from the order. We also made the decision to close Town Parks and Cemeteries to gatherings of people. The Governor has since directed in Executive Order 202.10 that all non-essential gatherings of individuals of any size for any reason (e.g. parties, celebrations or other social events) be canceled or postponed.

However, there are a lot of things that have not changed. All Town offices are ready and able to serve you as best they can, except our Court. All departments are available by phone, even if staff members are not physically in the office. Please be patient as staff may be on another call or not able to take your call immediately, but they will get back to you.

We also know it is important for people to get outdoors for fresh air and exercise, so our parks are still open for solitary exercise like walking, hiking, bicycling, and more. We ask you to please be smart – the goal of these policy changes is to prevent large group gatherings in an effort to curb the spread of this illness.

Our emergency services are up and running, ready to help people in need. Our first responders – the Ossining Police and OVAC – deserve huge thanks and along with healthcare workers are truly the heroes right now. We are doing all we can to ensure that our first responders are protected to the greatest extent possible, which includes coordinating donations of personal protective equipment – please stay tuned for details on that effort in the coming days. The Village Ossining continues to coordinate weekly food drops with Feeding Westchester, utilizing Village and Town staff and some volunteers, and in partnership with Star of Bethlehem Baptist Church, Gullotta House, and others. Currently, families may pick up food at the Community Center on Tuesdays and Fridays from 9-11, at Market Square from 12-2 and Star of Bethlehem Church on Spring St from 4-7. We also just learned today that Gullotta House has secured additional meals, available this week on Thursday, from 4-6 in the Stop and Shop Parking Lot. They are also hoping to offer the same on Saturday, location to be announced. This is a hot meal of fried chicken and mashed potatoes, and I believe they have approximately 350 to give away. Donations continue to be accepted for meal give-a-ways at Gullottahouse.org. Also, thanks to the quick thinking of our Town Clerk, Susanne Donnelly, a few of us participated in a meal train today to send meals to healthcare workers at Phelps.

If you would like to do the same, you can go to mealtrain.com/trains/nn762o/volunteer/64z36g/

We continue to coordinate closely with our municipal neighbors and partners in the County and State government. Town staff regularly participates in conference calls with the County Executive's office to receive County-wide updates and to collaborate with officials in other communities to enable us to make decisions in the best interest of the health and safety of our constituents.

I know a concern on a lot of people's minds is the Town and County tax bill due in April. You will likely be receiving your bill in the mail in the coming days and bills will also be available online in the same timeframe. We have not yet heard from the Governor's office of a decision to extend the deadline for these property taxes. However, we continue to evaluate any and all opportunities that are both legally and fiscally available to the Town and the entities we collect for to ease the financial burden on our residents while still being able to stay afloat so we can maintain Town services. We understand that so many of us are experiencing unprecedented personal and professional financial challenges and we certainly do not want to compound these challenges. However, we have a legal obligation to the County, Ambulance District, School Districts, and more entities to make them "whole." Not collecting taxes would create a huge financial liability that would be devastating for all of us. So, we have a lot of hard decisions to make in the coming weeks, but please know we are doing so carefully, working as much as possible with our neighboring municipalities to be both thoughtful and responsible, and working with the best interests of our community in mind.

Before we continue with our agenda, I would like to remind everyone that you should have received your invitation to respond to the 2020 Census! Please check your mailboxes and respond online or via phone. I did it myself, on my phone, and it was so easy! If you did not receive the first notice, another should be on its way soon. Local field operations for the Census have been closed for at least two weeks, but in-person enumerations for properties that did not yet respond online or via phone are still set to begin on May 1st. I know we are all more mindful of knocks on the door these days, so respond online or via phone now to avoid person to person contact.

V. LIAISON REPORTS

Councilmember Feldman gave a big shout out to the Fire Department for working hard to keep everyone safe.

VI. BOARD RESOLUTIONS

A. Approval of Voucher Detail Report

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 Voucher Detail Report Dated March 24, 2020 in the amount of \$108,186.83.

Supervisor Levenberg said the following in regard to the resolution: The business of the Town continues, much of it being done online from people's homes, but otherwise, as usual – thank you to our departmental staff and finance office for churning out a check run to pay our vendors even under these difficult circumstances!

Motion: Carried

B. Approval of Contract with CSEA Benefit Fund

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 authorizes the Supervisor to sign a renewal agreement with CSEA Employee Benefit Fund, Latham, NY, for the purposes of providing vision insurance under CSEA’s Platinum 12 Vision Plan, at a monthly rate of \$13.35 for Single Coverage and \$36.21 for Family Coverage, per employee, from January 1, 2018-June 30, 2021.

Supervisor Levenberg said the following in regard to the resolution: Our CSEA and management staff have the opportunity to receive vision insurance via CSEA Benefit Fund. It seems as if the latest contract renewal for our current collective bargaining agreement with CSEA slipped through the cracks. We have been administering this program with the new rates since 2018, so we are just tying up loose ends here.

Motion: Carried

C. Appointment – Seasonal Intermediate Clerk

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 re-appoints Dana White, Ossining, to the position of Seasonal Intermediate Clerk at an hourly rate of \$25, to be paid for by a Local Government Records Management Improvement Fund grant from the New York State Archives, effective March 23, 2020.

Supervisor Levenberg said the following in regard to the resolution: You might remember that we kicked off a project last summer that was being funded entirely by a grant from the New York State Archives. This project included inventorying our inactive records and purchasing shelving for a new inactive records storage facility at the John Paul Rodrigues Operations Center, all funded by grant funding. Somehow, in the middle of regularly disinfecting all Town and Village buildings on a regular basis, Village Building Maintenance Lead John Heitmann managed to coordinate and oversee the delivery and installation of the new shelving system – thank you John! We are bringing back on Dana White and Shannon Reilly to assist on a staggered schedule with the move of the records and get us all organized. They will only be working one at a time, so not to worry, they will be utilizing safe social distancing practices!

Motion: Carried

D. Appointment – Seasonal Intermediate Clerk

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 re-appoints Shannon Reilly, Briarcliff Manor, to the position of Seasonal Intermediate Clerk at an hourly rate of \$25, to be paid for by a Local Government Records Management Improvement Fund grant from the New York State Archives, effective March 23, 2020.

Motion: Carried

E. Stipulation of Agreement – Teamsters

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

BE IT SO RESOLVED, that upon the recommendation of the Town Supervisor, the Stipulation of Agreement between the Town, IBT Local 456, and John Orlando, is hereby ratified and approved.

Motion: Carried

F. Non-Disclosure Agreement with Westchester County

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

RESOLVED, the Town Board hereby authorizes the Supervisor and the Chief of Police to enter into a Non-disclosure Agreement with Westchester County regarding the exchange of information related to the COVID-19 pandemic effective March 16, 2020.

Motion: Carried

VII. CORRESPONDENCE TO BE RECEIVED AND FILED

VIII. ADJOURNMENT

At 8:06 P.M., Councilmember Shaw motioned to adjourn to Executive Session for advice of counsel and personnel and Councilmember Feldman seconded.

Motion Carried: Unanimously

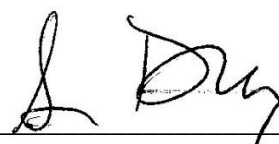
At 8:36 P.M., Councilmember Shaw motioned to enter into Special Meeting and Councilmember Feldman seconded.

Motion Carried: Unanimously

At 8:36 P.M., Councilmember Shaw motioned to adjourn the Special Meeting and Councilmember Feldman seconded.

Motion Carried: Unanimously

Approved:



Susanne Donnelly, Town Clerk