



**AGENDA**  
**TOWN BOARD**  
**TOWN OF OSSINING**  
**MARCH 23, 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/83540842302?pwd=aWwveHpwOTJ6eFJOTjY3OURrS2VyZz0>  
**9**

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

Meeting ID: 835 4084 2302  
Passcode: 413983

**\*\*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. ANNOUNCEMENTS
- III. LIAISON REPORTS
- IV. DEPARTMENTAL REPORT
  - Assessor Fernando Gonzalez
- V. PUBLIC COMMENT ON AGENDA ITEMS
- VI. BOARD RESOLUTIONS

**A. Approval of Minutes—Regular Meeting – March 9, 2021**

Resolved, that the Town Board of the Town of Ossining hereby approves the March 9, 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 March 23, 2021 in the amount of \$365,409.70

**C. 2020 Year End Budget Adjustments**

Resolved, that the Town Board of the Town of Ossining approves the following budget adjustments for year end 2020:

**Town of Ossining Budget Adjustments YE 12/31/2020**

**General Fund**

		<u>Transfer In</u>	<u>Transfer Out</u>		
100-1110-402000	TELEPHONE/INTERNET	620.00			
100-1110-408000	CONSTABLE/SEC.SVCS	330.00			
100-1110-446000	CONSULTING SERVICES	6,970.00			
100-1420-458000	SPECIAL LEGAL SVCS	3,667.00			
100-7110-201000	EQUIPMENT	2,643.00			
100-7110-485000	REPAIR/MAINT PARK FAC.	<u>6,004.00</u>	<u>20,234.00</u>	100-9010-800000	EMPLOYEE BENEFITS
		20,234.00	20,234.00		

**TOV Fund**

200-3620-402000	TELEPHONE	220.00			
200-8020-446020	CONSULTING SVCS	<u>30.00</u>	<u>250.00</u>	200-9010-800000	EMPLOYEE BENEFITS
		250.00	250.00		

**Highway Fund**

310-5010-406000	OFFICE AND SUPPLIES EXPESE	85.00	85.00	310-9010-800000	EMPLOYEE BENEFITS
-----------------	----------------------------	-------	-------	-----------------	-------------------

**Dale Cemetery**

320-8810-402000	TELEPHONE	450.00			
320-9730-417000	BOND & NOTE EXPENSE	<u>330.00</u>	<u>780.00</u>	320-8810-460000	TREES
		780.00	780.00		

**Refuse&Recycling District Fund**

650-8160-524000	RECYCLING&ENVIR.WASTE DISPOS	80.00	80.00	650-8160-520000	INTER MUNICIPAL CONTRACTUAL
-----------------	------------------------------	-------	-------	-----------------	-----------------------------

Total All Budget Adjustments	21,429.00	21,429.00			
------------------------------	-----------	-----------	--	--	--

**D. 2020 Finance Capital Budget Adjustment – 2014 Capital Project #2014-2190-  
Spray Park Recirculation**

**Resolved, that the Town Board of the Town of Ossining authorizes Capital Project #2014-2190, entitled “Spray Park Recirculation” with a project budget of \$220,000 be closed, and the remaining balance be transferred to Debt Service.**

Decrease:	3707110.200.5190	\$ 35,912.13 - Spray Park Recirculation (Expense)
Increase:	3709936.200.5190	\$ 35,912.13 - Transfer out/Debt Service (Expense)

**E. 2020 Finance Capital Budget Adjustment - 2019 Capital Project #2019-5219  
Funding Adjustment – 2019 Chrysler Pacifica Van-Town Nutrition**

**Resolved, that the Town Board of the Town of Ossining authorizes adjusting the project budget for 2019 Capital Project #2019-5219, entitled “2019 Chrysler Pacifica Van” for the Town Nutrition Department, with a project budget of \$38,400 to \$38,401 recognizing final payment and the project closed. The project will be funded from a transfer from General Fund Balance of \$35,901 and NYS Grant Funds of \$2,500.**

Increase:	370050.503100.5219	\$ 1.00 – Transfer from General Fund (Revenue)
Increase:	3706772.20000.5219	\$ 1.00 – 2019 Chrysler Pacifica Van-(Expenditure)
Increase:	1009901.0905	\$ 1.00 - General Fund Transfer to Capital (Expense)
Increase:	100060.4795	\$ 1.00 - General Fund Balance (Revenue)

**F. 2020 Finance Capital Budget Resolution - 2019 Capital Project #2019-5220  
Adjustment – 2019 Chrysler Pacifica Van-Town Nutrition**

**Resolved, that the Town Board of the Town of Ossining authorizes adjusting the project budget for 2019 Capital Project #2019-5220, entitled “2019 Chrysler Pacifica Van” for the Town Nutrition Department, with a project budget of \$38,400 to \$38,401 recognizing final payment and the project be closed. The project will be funded from a transfer from General Fund Balance of \$35,901 and NYS Grant Funds of \$2,500.**

Increase:	370050.503100.5220	\$ 1.00 – Transfer from General Fund (Revenue)
Increase:	3706772.20000.5220	\$ 1.00 – 2019 Chrysler Pacifica Van-(Expenditure)
Increase:	1009901.0905	\$ 1.00 - General Fund Transfer to Capital (Expense)
Increase:	100060.4795	\$ 1.00 - General Fund Balance (Revenue)

**G. 2020 Finance Capital Budget Resolution - Capital Project #2019-5213 – 2019 Freightliner-Town Highway**

**Resolved, that the Town Board of the Town of Ossining authorizes Capital Project #2019-5213, entitled “2019 Freightliner” for the Town Highway Department, with a project budget of \$218,032 be closed, and the remaining balance be transferred to Debt Service.**

Decrease:	3705110.200.5213	\$ .94 – 2019 Freightliner-Town Highway (Expense)
Increase:	3709936.200.5213	\$ .94 - Transfer Out/Debt Service (Expense)

**H. 2020 Finance Capital Budget Resolution - Capital Project #2019-5214 – 2018 Dodge Ram 3500 -Town Highway**

**Resolved, that the Town Board of the Town of Ossining authorizes Capital Project #2019-5214, entitled “2018 Dodge Ram 3500” for the Town Highway Department, with a project budget of \$71,518 be closed, and the remaining balance be transferred to Debt Service.**

Decrease:	3705110.200.5214	\$ .50 – 2018 Dodge Ram 3500-Town Highway (Expense)
Increase:	3709936.200.5214	\$ .50 – Transfer Out/Debt Service (Expense)

**I. 2020 Finance Capital Budget Resolution - Capital Project #2019-5215 – 2018 Dodge Ram 3500 -Town Parks**

**Resolved, that the Town Board of the Town of Ossining authorizes Capital Project #2019-5215, entitled “2018 Dodge Ram 3500” for the Town Parks Department, with a project budget of \$56,112 be closed, and the remaining balance be transferred to Debt Service.**

Decrease:	3707110.200.5215	\$ .50 – 2018 Dodge Ram 3500-Town Parks (Expense)
Increase:	3709936.200.5215	\$ .50 – Transfer Out/Debt Service (Expense)

**J. 2020 Finance Capital Budget Resolution - Capital Project #2019-5216 – 2018 Dodge Ram 4500 -Town Parks**

**Resolved, that the Town Board of the Town of Ossining authorizes Capital Project #2019-5216, entitled “2018 Dodge Ram 4500” for the Town Parks Department, with a project budget of \$96,081 be closed, and the remaining balance be transferred to Debt Service.**

Decrease:	3707110.200.5216	\$ 20.25 – 2018 Dodge Ram 3500-Town Parks (Expense)
Increase:	3709936.200.5216	\$ 20.25 – Transfer Out/Debt Service (Expense)

**K. 2020 Finance Capital Budget Resolution - Capital Project #2019-5217 – 2018 Dodge Ram 4500 -Town Cemetery**

**Resolved, that the Town Board of the Town of Ossining authorizes Capital Project #2019-5217, entitled “2018 Dodge Ram 4500” for the Town Cemetery Department, with a project budget of \$63,029 be closed, and the remaining balance be transferred to Debt Service.**

Decrease: 3708810.200.5217 \$ .97 – 2018 Dodge Ram 3500-Town Cemetery  
(Expense)  
Increase: 3709936.200.5217 \$ .97 – Transfer Out/Debt Service (Expense)

**L. Calling for a Public Hearing in the matter of the 2021 Cabaret License Renewal for The Briarcliff Manor Restaurant and Catering Corporation**

**Resolved, that the Town Board of the Town of Ossining hereby calls for a Public Hearing to be held on Tuesday, April 13<sup>th</sup>, 2021 at 7:30 p.m. via videoconferencing only, pursuant to the Governor’s Executive Orders 202 and 202.1-202.96, in the matter of the 2021 Cabaret License for the Briarcliff Manor Restaurant and Catering Corporation, 25 Studio Hill RD, Briarcliff Manor, NY 10510.**

**M. Agreement to Participate in the Aquatic Invasive Species (AIS) Watercraft Steward at Ossining Boat Launch**

**Resolved, that the Town Board of the Town of Ossining does hereby agree to participate in the voluntary Aquatic Invasive Species (AIS) Watercraft Steward program at the Ossining boat launch during the 2021 boating season, via the Capital Region Partnership for Regional Invasive Species Management’s (PRISM) Aquatic Invasive Species Spread Prevention Program (AISSPP), hosted by the Cornell Cooperative Extension of Saratoga County, in order to protect the Hudson River from invasive species; and**

**Be it further Resolved, that the Town Supervisor is authorized to sign any necessary paperwork to initiate the program for the boat launch and beach at Louis Engel Park, subject to approval by Counsel to the Town.**

**N. Acceptance of Donation: Little Free Library at Gerlach Park**

**Resolved, that the Town Board of the Town of Ossining accepts the donation of a pre-constructed Little Free Library and post to be installed at Gerlach Park, valued at approximately \$460, from a group of families in the Greater Teatown Area.**

**O. Personnel -- Promotion – Nutrition Site Manager**

**Resolved, that the Town Board of the Town of Ossining hereby promotes Lynn Muller to the part-time (30 hours per week) position of Nutrition Site Manager in the Town of Ossining at a pro-rated annual salary of \$62,143, effective April 1, 2021; and be it further**

**Resolved, that this appointment is provisional and a probationary appointment of Ms. Muller to the position of Nutrition Site Manger is subject to Ms. Muller’s successful completion of the written civil service exam and approval of Westchester County Civil Service.**

**P. Personnel – Change in Salary – Park Attendant**

Resolved, that the Town Board of the Town of Ossining hereby increases the salary of Anthony Greene, part-time availability Park Attendant in the Town of Ossining Parks Department, to \$15/hour, effective April 1, 2021.

**Q. Contract – Approval and Extension**

Resolved, that the Town Board of the Town of Ossining authorizes the Supervisor to sign an initial contract for contract term April 1, 2016 through March 31, 2019, and contract extension, to extend contract term to March 31, 2020, with the New York State Department of State for the purposes of receiving \$22,445 in grant funding through the Local Government Efficiency Program.

**R. Adoption of Town of Ossining Public Employer Public Health Emergency Plan**

Whereas, in accordance with New York State Labor Law, Article 27-c, public employers, including towns, are required to adopt a plan for operations in the event of a declared public health emergency involving a communicable disease by April 1, 2021; and

Whereas, a plan was drafted by the Town of Ossining addressing operations in the event of a declared public health emergency and circulated to the CSEA and Teamsters units on February 4, 2021 for their review; now therefore be it

Resolved, that the Town Board of the Town of Ossining hereby adopts the “Public Employer Health Emergency Plan for the Town of Ossining” in accordance with the requirements of New York Labor Law, Article 27-c; and be it further

Resolved, that following this adoption the plan will be conspicuously posted, accessible on the Town of Ossining website, and published in the Town of Ossining Employee Handbook in accordance with the requirements of New York Labor Law, Article 27-c.

**S. Resolution Of Town Board Of Town Of Ossining Adopting A “Complete Streets” Policy**

WHEREAS, the Town of Ossining strives to be the most livable town in America; and

WHEREAS, livability includes the safe movement of people and goods along all public rights-of-way; and

WHEREAS, the Town can be a leader for the State, setting a precedent for making streets safe and friendly for users of all kinds with a focus on health benefits; and

WHEREAS, Complete Streets is a national movement to plan, design and construct comprehensive, integrated roads that provide for safe and convenient travel along and across the street network by all users: walkers, bicyclists, drivers of various types of vehicles, and riders of public transportation, of all ages and abilities, including children and youth, older adults, and persons with disabilities; and

WHEREAS, the Town has a rich heritage of active (non-motorized) transport and believes that a street environment, streetscape, and sidewalks provide for transportation choice and help establish and retain the Town's remarkable

scenic character and the physical setting of its neighborhoods, districts and locales; and

WHEREAS, streets are crucial public spaces, representing major Town infrastructure and a large part of its total land area, and these street environments influence business opportunities and public welfare, shape resident, visitor and shopper experiences, and are a platform for community development; and

WHEREAS, walking and biking on Town streets should be a pleasant and safe activity, and pedestrian traffic is essential to civic life, commerce, and the tourist experience; and

WHEREAS, the Town wishes to encourage walking, biking and public transit as essential forms of transportation that promote public health and independence for all and contribute to overall community economic development; and

WHEREAS, connectivity is essential to link all residents to community resources, such as open space, parks, healthy food, and healthcare services; and

WHEREAS, the equitable supply of safe, alternative means of travel will positively affect the daily lives of the many Town residents who do not drive, or choose not to drive, including older adults, low-income people, people of color, people with disabilities, and children; and

WHEREAS, the planning and design of pedestrian, bicycle, and transit infrastructure offers economical personal transportation and long-term cost savings for the Town; and

WHEREAS, increased pedestrian activity will aid the vitality of the Town's commercial districts and reduce traffic congestion; and

WHEREAS, the Town acknowledges that Complete Streets increases community well-being by addressing the challenges of air and water contamination, stormwater, climate change, traffic congestion, civic and economic renewal, and sprawl; and

WHEREAS, the Town recognizes the public safety benefits of Complete Streets, where more people walking and bicycling on our streets means more "eyes on the streets"; and

WHEREAS, many walking and biking injuries and fatalities are preventable and the rates of severe injuries and deaths would likely decrease using a Complete Streets approach; and

WHEREAS, limited opportunities to integrate exercise into daily activities contributes to increased obesity and correlates with adverse health consequences like diabetes, heart disease, stroke, asthma, low self-esteem, depression, and other debilitating diseases; and

WHEREAS, the Town is committed to reversing the childhood obesity epidemic by facilitating environmental change and improvements so that children throughout the Town can readily travel to schools and parks. Increasing the number of children walking to school will also reduce traffic congestion; and

WHEREAS, Complete Streets enhances safe walking and bicycling options for school-age children, in recognition of the objectives of the National Safe Routes to School Program and the Centers for Disease Control and Prevention's Physical Activity Guidelines; and

**WHEREAS, local focus on Complete Streets is consistent with the State and Federal policies to integrate pedestrian and bicycle facilities more fully in overall transportation planning, implementation and operations; and**

**WHEREAS, Complete Streets is supported by the Institute of Traffic Engineers, American Planning Association, American Association of Retired Persons, and many other transportation, planning and public health professionals and organizations;**

**NOW, THEREFORE, BE IT RESOLVED, that the Town recognizes the importance of creating Complete Streets that enable safe travel by all users, including pedestrians, bicyclists, public transportation riders and drivers, and people of all ages and abilities, and it is a Town goal to foster transportation choices and the corresponding health benefits by developing a Complete Streets program, initiated by the Town Board in coordination with Town staff and boards and with guidance from designated Town committee(s);**

**BE IT FURTHER RESOLVED, that the Town supports education about Complete Streets and its benefits through events, programs, outreach, and incentives; and**

**BE IT FURTHER RESOLVED, that it is the intent of the Town's Complete Streets Policy to recognize that pedestrians, bicyclists, transit riders and people with disabilities are as important as motorists in the planning and design of street and bridge construction, reconstruction and upgrades and as part of new street development within the Town; and**

**BE IT FURTHER RESOLVED, that the Town considers each transportation plan and project as an opportunity to explore the potential to improve safety, access, and mobility for all travelers and to position bicycling, walking, and transit as integral elements of the local transportation system; and**

**BE IT FURTHER RESOLVED, that the purpose of the Complete Streets program will be to explore the potential to advance the Town's adoption of Complete Streets practices by forming complementary recommendations. The Complete Streets program will coordinate the Town staff and boards with local non-profits and civic organizations, such as walking, biking and recreation clubs, local schools, health organizations, business groups, arts organizations, and other interested parties, to:**

- **Through the comprehensive plan, explore goals, rationales, and indicators for Complete Streets and active transport;**
- **Inventory and evaluate how well the streets and transportation network of the Town are serving each category of users;**
- **Inventory and evaluate existing land use and zoning codes, regulations, policies and procedures;**
- **Review and update land-use policies and regulations as necessary and appropriate to incorporate Complete Streets and smart growth principles, which may include a mix of land uses, compact design, housing diversity, walkability, open space and natural resource preservation, and development that fosters a variety of transportation options and economic and sustainable development;**
- **Support transit use, create a sense of enclosure at the pedestrian scale that encourages walking, and develop design guidelines (both natural and hardscape landscaping) and definitions to balance the needs of all users for different street types including residential, parkway, commercial corridor, arterial and bridges;**
- **Identify desired projects and redesigns and options for achieving a quality community and street environment, including improved accessibility;**

- Identify and prioritize resources and funding for Complete Streets initiatives and policies that promote easy access to jobs, services, and amenities, including maintenance and enforcement of these assets;
- Create training and educational opportunities, including for transportation officials; and
- Assess opportunities to integrate, accommodate, and balance the needs of all users in street and bridge projects and address potential obstacles to implementing Complete Streets practices in the Town of Ossining.

**BE IT FINALLY RESOLVED** that the Town Board intends for Ossining to achieve Complete Streets over time, project by project, and drawing on all possible funding sources to attain the financial flexibility necessary to implement Complete Streets.

**T. Resolution Scheduling Town Board Meeting for March 30, 2021**

Whereas, the Town does not have a police agency operating with police officers and currently contracts with the Village of Ossining to provide police services to the Town; and

Whereas, the Village has engaged in the process required by the Governor’s Executive Order 203 to establish a plan to improve police practices; and

Whereas, the Town Board understands that the Village Board will consider ratifying/adopting the plan at its March 24, 2021 meeting; and

Now therefore,

Be it Resolved, the Town Board hereby schedules a meeting to be held on Tuesday, March 30, 2021 at 7:30pm via Zoom video conferencing in accordance with the Governor’s Executive Order 202.1 dated March 16, 2020 and subsequently extended, for the purpose of considering a resolution to ratify the plan should it be adopted by the Village Board at its March 24, 2021 meeting; and

Be it further Resolved, the Town Clerk is hereby directed to notice said meeting as required by law.

**VII. VISITOR RECOGNITION**

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

**VIII. ADJOURNMENT**