

A Town Board Executive Session and Work Session meeting of the Town Board of the Town of Lewisboro, Westchester County, New York, was held on November 28, 2022, at 6:45 p.m. at the Lewisboro Town House, 11 Main Street, South Salem, New York.

**PRESENT:**

Supervisor	Tony Gonçalves
Council Members	Andrea Rendo, Mary Shah, Richard Sklarin, Daniel Welsh
Town Clerk	Janet L. Donohue
Absent	None

EXECUTIVE SESSION – To Discuss Personnel Issues

On motion by Supervisor Gonçalves, seconded by Councilman Welsh, the Board voted 5-0 to go into executive session at 6:45 p.m. to discuss personnel issues.

On motion by Supervisor Gonçalves, seconded by Councilwoman Shah, the Board voted 5-0 to come out of executive session at 8:05 p.m.

REGULAR WORK SESSION

Also attending was the Attorney for the Town Gregory Folchetti, Maintenance Employees Joel Smith and Shawn Johannessen, Police Chief David Alfano and Highway Superintendent Peter Ripperger.

Approximately 0 residents/observers attended the live meeting and approximately 18 participated via Zoom.

Supervisor Gonçalves called the meeting to order at 8:10 p.m.

EMERGENCY PROCEDURE

Supervisor Gonçalves noted the exits to be used in the event of an emergency.

PLEDGE OF ALLEGIANCE

The Supervisor led the Pledge of Allegiance to the flag.

COMMUNICATIONS

BUILDING INSPECTOR – Jeffrey Farrell

Supervisor Gonçalves stated that Jeffrey Farrell, the current Building Inspector’s last day would be November 30, 2022. The Board thanked him and wished him much success.

EMERGENCY TREE REMOVAL - Accept Bid

On motion by Councilwoman Rendo, seconded by Councilwoman Shah, the Board voted as follows:

THE VOTE:	Yes	- Gonçaves, Rendo, Shah, Sklarin, Welsh	(5)
	No	- None	(0)
	Absent	- None	(0)

RESOLUTION

RESOLVED, that the Town Board does award a contract for emergency tree removal to Alpine Tree Services, Hopewell Junction, NY at a cost not to exceed \$59,940.00, subject to receipt and review of insurance certificates in form acceptable to Town Counsel.

BUILDING PERMITS & CERTIFICATES OF OCCUPANCY – Supervisor to Sign

On motion by Councilwoman Shah, seconded by Councilman Sklarin, the Board voted as follows:

THE VOTE:	Yes	- Rendo, Shah, Sklarin, Welsh	(4)
	No	- None	(0)
	Abstain	- Gonçaves	(1)

RESOLUTION

RESOLVED, that the Town Board does authorize the Supervisor to sign (not issue) building permits and/or certificates of occupancy and any other order under Chapter 92 of the Lewisboro Town Code and upon the confirmation from the Town’s current plan review consultants that any such action(s) are warranted under Chapter 92. Limited to such time as the office of Building Inspector remains vacant.

MEMORANDUM OF AGREEMENT – Labella Associates

Supervisor Gonçaves shared a proposal with the Board for Labella Associates, who have done plan reviews for Lewisboro in the past. The proposal is for them to assist the town and do plan reviews and inspections for the town building department. They do this for other towns such as Rye, New Rochelle, Yonkers, and they are the building department for the Town of Pawling. After some discussion, the Board did agree to enter into an agreement.

On motion by Councilwoman Rendo, seconded by Councilman Welsh, the Board voted as follows:

THE VOTE:	Yes	- Gonçaves, Rendo, Shah, Sklarin, Welsh	(5)
	No	- None	(0)
	Absent	- None	(0)

RESOLUTION

RESOLVED, that the Town Board does authorize the Supervisor to enter into agreement with Labella Associates for professional services with Building Department support as presented in the proposal dated November 23, 2022, as approved, and reviewed by counsel.

BUDGET 2023 – Discussion (8:42 – 11:10 p.m.)

Supervisor Gonçalves highlighted some additional changes that he made to the 2023 Tentative Budget that they discussed at the November 21<sup>st</sup> meeting. He stated that one of his key objectives is to have the town employees taken care of. With that in mind, the original budget did have a 5% raise for non-union employees and now he has reduced it to 4% for a savings of \$9,389.

With the fact that they will be hiring a Building Inspector and they just agreed that Labella will be handling plan reviews and inspections, Supervisor Gonçalves feels that they can hold off on hiring an Assistant Building Inspector thus taking away the medical benefits of \$31,165. The salary line will be kept.

Supervisor Gonçalves also increased the Building Department revenue line from \$550,000 to \$600,000.

Parks & Recreation added to the revenue line as they feel if the pool house is redone, the revenue line could increase by \$15,000. After a brief discussion it was decided that even if they did agree to redo the pool house it would not be done in time for this season, so the revenue line was set back at \$70,000 as opposed to \$85,000.

Chief Alfano was in attendance, and they discussed the \$35,000 selective law enforcement (VTL) line that was taken out of the police budget. Chief Alfano stated that this would be for two 8 hour shifts per week. He does not look at the revenue but rather he looks at the safety for the residents. He also explained that there are 2 patrols on, and they usually handle 5-7 911 calls per shift. The selective law enforcement would just focus on VTL.

The Board discussed testing this as a pilot program for the first quarter of the year and if it's successful, they would fully fund this program in 2024. The Board included \$8,500 and took out \$26,500. The Board thanked Chief Alfano for his input.

Highway Superintendent Peter Ripperger was questioned about salt use versus sand. All the salt reserve was used, and we had to rebuild the pile. He was also asked if by using salt, does that deteriorate the roads faster. The answer was yes but safety is the issue. The newer trucks are calibrated. Salt is lighter than sand. He also stated that two employees that used to plow for him have now retired and they need to find two additional drivers. They are able to load the salt in the trucks the day before a storm.

Superintendent Ripperger also stated that the CHIPS money could be more or less than \$170,000 but he will not know until March.

Supervisor Gonçalves did state that they received the new medical rates for 2023. The individual rate went up 12.45% and the family plan increased by 14.91%. The maximum contribution by employees is \$2,000. The Comptroller, Leo Masterson does feel that the money in the contingency line may cover this amount.

Raises were discussed. Councilwoman Rendo suggested bringing the raises down to 2.5% in 2023 and 2.5% in 2024. She also stated that she would not be taking the medical insurance in 2023 and neither will Councilwoman Shah.

The Board agreed not to take raises again this year and asked the Supervisor if he was planning on declining a raise and his response was no as he is a full time employee. He stated he may consider taking a lesser increase. Councilman Sklarin feels a 4% raise should be given across the board, however, the Confidential Secretary has a 9% increase with the proposed \$5,000 grant stipend. Councilman Walsh stated that she has more work to do now in the same amount of time.

Councilman Sklarin stated he spoke to about 7 people who are involved with the courts, who work in the courts, etc., about the justice court extra hours & they are mostly night court hours. He did ask for, but did not receive, what the court clerks made in 2020 and 2021. He feels that the overtime amount of \$15,000 could be reduced to \$10,000. He made some suggestions, however, Town Attorney Gregory Folchetti did state that the Town Board does not have any say over court as far as the times/days of court. The Town Board’s roll is to set the courts budget. After further discussion it was decided to reduce the overtime line by \$5,000 to \$10,000.

Councilwoman Rendo would still like the \$6,500 for the drug prevention line taken out as she feels that we have paid this amount for the last two years and have not seen any benefit for our town. And it was agreed that the grant stipend would be reduced from \$5,000 to \$4,000.

After further discussion, it was decided that the entire Board was ready to adopt this budget as the preliminary budget. The Board will hear the public during the public hearing on the preliminary budget at the December 5<sup>th</sup>, 2022, Town Board meeting. Councilman Walsh stated he does not like this budget however he will vote it through as the preliminary budget. He would like to see more money put in for highway and road paving.

PRELIMINARY BUDGET 2023 – Adopted

On motion by Councilman Sklarin, seconded by Councilwoman Shah, the Board voted as follows:

THE VOTE:	Yes	- Gonçalves, Rendo, Shah, Sklarin, Welsh	(5)
	No	- None	(0)
	Absent	- None	(0)

RESOLUTION

RESOLVED, that the 2023 Preliminary Town Budget dated November 28, 2022, with a 2.74% increase be and hereby will be considered as the preliminary budget.

POLLING OF BOARD AND ANNOUNCEMENTS

LIBRARY UPDATES

A nightclub fundraiser will be held on December 2. There are a few more seats available. More information about this and upcoming events can be found at [Lewisboro Library](#)

HOLIDAY TREE LIGHTING & MENORAH UNVEILING

The Parks & Recreation holiday tree lighting and menorah unveiling will take place at the Town Park on Tuesday, December 6<sup>th</sup>, 2022 at 6:30 p.m.

VISTA FIREHOUSE

The Toys for Tots Holiday Toy Drive at the Vista Firehouse on December 3<sup>rd</sup>, 2022 was a huge success. The Candy Cane Run will take place on December 10, 2022, from 9 am to 12 pm. More information can be found on their website.

PLANNING BOARD

There will be a vacancy on the Planning Board as of January 1, so please contact Supervisor Gonçalves if interested. There are also openings on other committees such as the housing and grants committees.

MEETINGS – Dates Set

There will be a Town Board meeting on Monday, December 5<sup>th</sup>, 2022, at 7:30 p.m. at the Town House, 11 Main Street, South Salem, New York.

EXECUTIVE SESSION – To Discuss Legal Issues

On motion by Supervisor Gonçalves, seconded by Councilwoman Rendo, the Board voted 5-0 to go into executive session at 11:15 p.m. to discuss personnel.

On motion by Supervisor Gonçalves, seconded by Councilman Welsh, the Board voted 5-0 to come out of executive session at 11:45 p.m.

ADJOURNMENT

On motion by Supervisor Gonçalves, seconded by Councilwoman Shah, the Board voted 5-0 to adjourn at 11:46 p.m.

Janet L. Donohue  
Town Clerk