



**TOWN OF LEWISBORO  
TOWN BOARD MEETING & WORK SESSION AGENDA  
TOWN HOUSE  
MONDAY, FEBRUARY 27, 2023  
7:30 P.M.**

- I. PUBLIC HEARING Proposed Amendment to Chapter 199 Article IV Entitled “Volunteer Fire Fighters and Ambulance Workers Exemption”**
- II. COMMUNICATIONS**
- III. CONSENT AGENDA**
  - a. Approval of Minutes of February 13, 2023**
- IV. NEW BUSINESS**
  - a. Wood Debris Pile**
    - i. Resolution: Emergency Declaration and Approval of Quote and Award for Clearing of Wood Debris**
  - b. Resolution: Approval and Award of Bid for Removal of Dead Ash Trees**
  - c. Resolution: Approval for Attendance at NYS Recreation & Parks Society Conference April 24-25 at a Cost of \$1,134 for Conference & Hotel**
  - d. Resolution: Approval of Use of Town Facilities for Fundraisers**
    - i. Onatru by John Jay Youth Lacrosse on April 14**
    - ii. Town Park by SEPTO on June 22**
- V. WORK SESSION**
  - a. Parks & Recreation Capital Improvements: Continued discussion on options including borrowing vs. ARPA funds or combination.**
- VI. PUBLIC COMMENT for Agenda Items Only**
- VII. APPROVAL OF CLAIMS**
- VIII. POLLING OF THE BOARD**

## **IX. ANNOUNCEMENTS**

**Town Board Meeting – Monday, March 13, 2023, at 7:30 p.m., at the Town House, 11 Main Street, South Salem**

## **X. MOTION TO GO INTO EXECUTIVE SESSION**

**Town Board Meetings Accessibility:** The Town of Lewisboro is committed to providing equal access to all its facilities, services, and activities to the fullest extent possible. The Town House, Cyrus Russell Community House, Onatru Farmhouse, and the Bouton Road Town Offices are accessible to persons with physical handicaps. If anyone who wishes to attend any meeting of the Town Board has special needs, please contact the Supervisor's Office (763-3151) at least one week before any scheduled in-person meeting, and we will try to accommodate whenever possible.

**Join Zoom Meeting**

**<https://us06web.zoom.us/j/88040564503>**

**Meeting ID: 880 4056 4503**

**Dial by your location**

**+1 929 205 6099 US (New York)**

**Meeting ID: 880 4056 4503**

PETER RIPPERGER  
Superintendent of Highways  
Tel: 914-763-3166  
Fax: 914-763-8134



Town of Lewisboro  
11 Main Street  
P.O. Box 500  
South Salem, NY 10590

## **HIGHWAY DEPARTMENT**

Town of Lewisboro

February 21, 2023

Tony Goncalves, Town Supervisor  
Andrea Rendo, Council Member  
Mary Shah, Council Member  
Richard Sklarin, Council Member  
Dan Welsh, Council Member  
Nisha Singh, Deputy Supervisor  
Janet Donohue, Town Clerk  
Greg Folchetti, Town Attorney

The Highway Department recently went out to bid for removal of approximately 70 trees on three town roads. The bid opening was held on February 17, 2023, at 11:00 a.m. at the Town of Lewisboro Highway Office.

Town Attorney, Greg Folchetti has reviewed all bids and agrees that the lowest bidder with all the required insurance as per the bid specs Schedule A; is Alpine Tree Service, Inc/HMI. The overall cost will be \$59,940.00.

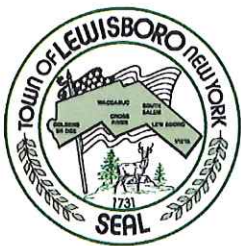
This is for tree work that cannot be done under our normal tree bid contract and not in the 2023 budget. We have approximately 50 diseased Ash and Maple trees that are dangerous and must come down.

Please add this to the agenda for the February 27, 2023, Town Board meeting to award the bid to Alpine Tree Service, Inc./HMI and authorize

Sincerely,

*Peter C. Ripperger*

Peter C. Ripperger  
Superintendent of Highways



# Town of Lewisboro

## Parks & Recreation Department



**Nicole Caviola**  
Recreation Supervisor

**Michael Portnoy**  
Recreation Assistant

**Laura Stone**  
Senior Office Assistant

**Pam Veith**  
Senior Adult Coordinator

TO: Tony Goncalves, Town Supervisor  
Town Board Members

FROM: Nicole Caviola, Recreation Supervisor *NC*

DATE: February 15, 2023

RE: **New York State Recreation & Parks Society - Conference Attendance**

I would like to request permission for Michael Portnoy and myself to attend the NYSRPS Annual Conference April 24<sup>th</sup> – April 25<sup>th</sup>, 2023. We will be staying one night since the conference is being held in Monticello, NY. A portion of the trip costs can be taken from Education/Conference and Member Dues and the remainder from youth.

This is a wonderful opportunity for us to mingle with fellow professionals from around the state and attend educational sessions throughout each day. Educational sessions provide CEUs (Continuing Education Units) necessary for us to renew our CPRP every two years.

Thank you in advance. Your consideration in this matter is greatly appreciated.

Enclosures





[www.nysrps.org/2023](http://www.nysrps.org/2023)

The New York State Recreation & Park Society is very excited to announce the 2023 Annual Conference at the Kartrite Hotel and Conference Center in Monticello, NY. This educational event will provide an experiential offering of programs and events in a unique atmosphere and famed destination!



**CHRIS  
NUNES**

Keynote



**KRISTINE  
STRATTON**

Awards Dinner Keynote

## REGISTRATION PRICING

### Attendee

Member	\$350
Non - Member	\$475
Student	\$175
One Day	\$235
Award Dinner Only	\$110

### Vendor

Member	\$800
Non - Member	\$925

Early Bird  
Rate



**2023 NYSRPS CONFERENCE  
MONTICELLO, NY**

## 2023 PROGRAM

### SUNDAY

- 12 pm** Check-in & Registration
- 2 - 4:45 pm** Educational Sessions
- 5 pm** NYSRPS Board Meeting
- 7 pm** Conference 101 Highlights
- 8 pm** Networking Social

### MONDAY

- 7:30 - 9 am** Breakfast & Registration Opens
- 8 am** Conference Kick-Off!
- 8:30 - 9:30 am** Education Sessions
- 9:45 - 11 am** Keynote
- 11 - 12 pm** Vendor Hall
- 12 - 1 pm** Lunch
- 1 - 4:30 pm** Education Sessions
- 4:30-5:30 pm** Vendor Vibe Happy Hour
- 6:30 - 8:30 pm** Awards Dinner
- 8:30 pm** Networking Social

### TUESDAY

- 6 - 7:15 am** Wellness Program
- 7:30 - 9 am** Breakfast & Registration Opens
- 9 - 10 am** Education Sessions
- 10 - 11 am** Vendor Hall
- 10:45 - 12:55 pm** Education Sessions
- 1 pm** Lunch & Farewell Tour

## SPECIAL LODGING RATES

**Kartrite Resort & Conference Center**

Limited Hotel Room Special Rate: \$159+

Call 844-527-8748 and mention NYSRPS Conference

TOWN OF LEWISBORO  
PARKS & RECREATION DEPARTMENT

Telephone: 232-6162

Fax: 232-6165

FIELD REQUEST FORM

FACILITIES REQUESTED (Check all that apply):

Fox Valley Lower Field	_____
Fox Valley Upper Field	_____
Town Park Baseball Field	_____
Onatru 1 and/or 2	_____
Onatru 3 and/or 4	_____
Onatru 5	<input checked="" type="checkbox"/>
Onatru 6	_____
Vista Field	_____

CIRCLE ONE -

Public School    Cooperating Agency    Private School    Club/Travel Teams    Other: \_\_\_\_\_

TODAY'S DATE: 11-22-22

NAME OF ORGANIZATION: John Jay Youth Lacrosse

MAILING ADDRESS: P.O. Box 301

CITY: Cross River    STATE: NY    ZIP: 10518

TELEPHONE: \_\_\_\_\_ FAX: \_\_\_\_\_ WEBSITE: JSYL.org

NAME OF INDIVIDUAL IN CHARGE: Nicholas Danielle

INDIVIDUAL'S ADDRESS: 6 Fairview Court

CITY: Cross River    STATE: NY    ZIP: 10518

TELEPHONE: (DAY) \_\_\_\_\_ (NIGHT) \_\_\_\_\_ (CELL) 914-774-9527

E-MAIL ADDRESS: MDanielle210@gmail.com    FAX: \_\_\_\_\_

PURPOSE OF FIELD USE: Corn hole Tournament

ESTIMATED NUMBER OF PARTICIPANTS - ADULTS: 100

CHILDREN: 30

RESIDENTS (NUMBER): 130    NON-RESIDENTS (NUMBER): \_\_\_\_\_

WILL A FEE BE CHARGED FOR THIS EVENT: YES    NO \_\_\_\_\_

IF YES, WHAT WILL THE PROCEEDS BE USED FOR? Fundraising

WILL AN ALCOHOLIC BEVERAGE PERMIT BE REQUESTED?    YES    NO

If yes, an alcoholic beverage permit application must be filled out and approved by the Town Clerk (application is available upon request).

DATE(S) REQUESTED: April

Raindate → Day Saturday    Date 15    Event Time from 12 to 5:00 PM  
Day Sunday    Date 16    Event Time from 1h to 5:00 PM

SET UP TIME: 10:00 AM

CLEAN UP TIME: 5-6:30 PM

NOTE: Dates for all fields in the spring, summer and fall are at a premium, therefore, rain dates cannot be reserved.

IS MATERIAL OR EQUIPMENT REQUIRED FROM MUNICIPALITY? YES \_\_\_ NO \_\_\_  
IF NEEDED, STATE WHAT TYPES AND FOR WHAT PURPOSE: \_\_\_\_\_

**FIELD USE FEE:**

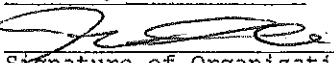
There will be a minimum non-refundable fee charged \$100 for the use of the field. This fee must accompany the application and a certificate of insurance naming The Town of Lewisboro as additional insured (see attached). The fee for use is payable before use begins.

**FACILITY SECURITY DEPOSIT:**

There is a required security deposit which must also accompany the application. Any violation of "Park Rules," damage and especially if refuse and trash are not removed will result in forfeiture of the deposit.

\*\*\*\*\*  
**AGREEMENT**

The undersigned is at least 21 years of age and has read this form and attached regulations and agrees to comply with them. He/she agrees to be responsible to the municipality for the use and care of the fields. He/she, on behalf of (name of organization) SSYL does hereby covenant and agree to defend, indemnify and hold harmless the Town of Lewisboro Parks and Recreation from and against any and all liability, loss damages, claims, or actions (including costs and attorneys fees) for bodily injury and/or property damage, to the extent permissible by law, arising out of or in connection with the actual or proposed use of The Town of Lewisboro Parks and Recreation's property, facilities and/or services by (name of organization)

SSYL  
  
Signature of Organization's  
Representative  
(Must be a Lewisboro Resident)

Address: P.O. Box 301

Cross River, NY 10516

Telephone number: 914-774-9527

\*\*\*\*\*  
**FOR OFFICE USE ONLY:**

NAME OF INDIVIDUAL/ORGANIZATIONS: \_\_\_\_\_

- ( ) Application approved  
( ) Application denied  
( ) Approval with the following conditions:  
\_\_\_\_\_  
\_\_\_\_\_

**FOR OFFICE USE:**

- ( ) Permit fee charged - \$ \_\_\_\_\_ Received \_\_\_\_\_  
( ) Security Deposit - \$ \_\_\_\_\_ Received \_\_\_\_\_  
( ) Date recorded in reservation book \_\_\_\_\_  
( ) Alcoholic beverage permit obtained \_\_\_\_\_  
( ) Permit sent to registrant \_\_\_\_\_

SUPERINTENDENT, PARKS & RECREATION

DATE COPY OF APPLICATION SENT TO PARKS DEPARTMENT: \_\_\_\_\_

DATE COPY OF APPLICATION SENT TO LEWISBORO POLICE: \_\_\_\_\_



This form has to be approved by the Town Clerk

## ALCOHOLIC BEVERAGE CONSUMPTION PERMIT (ABC)

For Town owned facility: Onatru Farm Park

Permit for the serving and consumption of alcoholic beverages in a public place within the Town of Lewisboro.

TODAY'S DATE: 11-22-22 DATE(S) REQUESTED: 4-18 to 4-19

FACILITY REQUESTED: Onatru

TIME: between the hours of 12:00 PM and 5:00 PM on the 15/16 day of April, 2023, in accordance with Section 78

Alcoholic Beverages, of the Code of the Town of Lewisboro.

GROUP OR ORGANIZATION: JSYL

ADDRESS: P.O. Box 301, Cross River, NY 10518

PERSON IN CHARGE: Nicholas Danielle

PURPOSE OF USE: Fundraiser

I hereby certify that I have read and understand the provisions of Section 78 Alcoholic Beverages, of the Code of the Town of Lewisboro regarding the consumption of alcoholic beverages in public places.

11-28-2022 [Signature]  
Date Signature

\*\*\*\*\*

Permission is hereby given for the consumption of alcoholic beverages in accordance with the above application, and Section 78 of the Town Code.

\_\_\_\_\_  
Date Town Clerk

- MUST BE POSTED -

cc Lewisboro Town Police



2022

TOWN OF LEWISBORO  
PARKS & RECREATION DEPARTMENT

2022

Telephone: 232-6162

Fax: 232-6165

LEWISBORO TOWN PARK - GROUP USE APPLICATION

FACILITIES REQUESTED (Check all that apply):

Lions Club Picnic Pavilion ☒  
Basketball court (1) ☒  
Sand Volleyball court (1) ☒  
Ballfield ☒  
Pool (separate fee schedule) ☐  
Camp site ☐  
Pool picnic area (seasonal) ☐

New playground!  
+  
Stage by  
water

CIRCLE ONE: Private Service Organization Church SchoolTODAY'S DATE: 12-5-2022

NAME OF ORGANIZATION:

Katonah Lewisboro Special Ed PTO (SEPTO)

MAILING ADDRESS:

PO Box 475CITY: Goldens Bridge STATE: NYZIP: 10526TELEPHONE: 914-274-0081 FAX: \_\_\_\_\_

NAME OF INDIVIDUAL IN CHARGE:

Angela GarofaloINDIVIDUAL'S ADDRESS: 2 Comanche Ct.CITY: Katonah STATE: NYZIP: 10536TELEPHONE: (DAY) 914-373-4026 (NIGHT) same(CELL) 914-274-0081E-MAIL ADDRESS: angarofalo@gmail.com FAX: \_\_\_\_\_PURPOSE OF GROUP USE: End of Year Celebration SEPTOESTIMATED NUMBER OF PARTICIPANTS - ADULTS: C. 150 +CHILDREN: C. 100 +RESIDENTS (NUMBER): All residents NON-RESIDENTS (NUMBER): \_\_\_\_\_WILL A FEE BE CHARGED FOR THIS EVENT: YES X NO \_\_\_\_\_IF YES, WHAT WILL THE PROCEEDS BE USED FOR? Fundraiser for SEPTOWILL AN ALCOHOLIC BEVERAGE PERMIT BE REQUESTED? (YES) NO

If yes, an alcoholic beverage permit application must be filled out and approved by the Town Clerk (application is attached).

DATE(S) REQUESTED:

Day Thursday Date June 22nd Time from 2 to 5  
Day \_\_\_\_\_ Date \_\_\_\_\_ Time from \_\_\_\_\_ to \_\_\_\_\_

NOTE: Dates for Town Park Lions Club picnic pavilion in the spring and summer are at a premium, therefore, raindates cannot be reserved.

IS MATERIAL OR EQUIPMENT REQUIRED FROM MUNICIPALITY? YES \_\_\_\_\_

NO X Picnic benches are already there

would like to set up early  
@ 10 am

IF NEEDED, STATE WHAT TYPES AND FOR WHAT PURPOSE: \_\_\_\_\_

STATE THE NATURE OF ANY UNUSUAL EQUIPMENT YOU PLAN TO BRING TO THE PARK: \_\_\_\_\_

Bouncy houses, Bubble Buss

AMERICANS WITH DISABILITIES ACT: The Lewisboro Parks and Recreation Department is committed to ensuring that individuals with disabilities are able to utilize and enjoy our programs and activities to the fullest extent possible. Please let us know if you or a family member have any special needs.

FACILITY USE FEE (Lion's Club Pavilion):

There will be a minimum non-refundable fee charged of \$ \_\_\_\_\_ for the use of the facility. This fee must accompany the application. The fee for use is payable before use begins.

FACILITY SECURITY DEPOSIT (Lion's Club Pavilion):

There is a \$100.00 required security deposit which must also accompany the application. Any violation of "Park Rules," damage and especially if refuse and trash are not removed will result in forfeiture of the deposit.

\*\*\*\*\*  
AGREEMENT

The undersigned is over 21 years of age and has read this form and attached regulations and agrees to comply with them. He/she agrees to be responsible to the municipality for the use and care of the facilities. He/she, on behalf of (name of organization) KL SEPTO does hereby covenant and agree to defend, indemnify, and hold harmless the Town of Lewisboro Parks and Recreation from and against any and all liability, loss damages, claims, or actions (including costs and attorneys fees) for bodily injury and/or property damage, to the extent permissible by law, arising out of or in connection with the actual or proposed use of The Town of Lewisboro Parks and Recreation's property, facilities and/or services by (name of organization) KL SEPTO

Paula Gayat  
Signature of organization's Representative  
(Must be a Lewisboro Resident)

Address: 2 Comanche Ct.  
Hahona, NY 10536  
Telephone number: 914-274-0081

\*\*\*\*\*  
FOR OFFICE USE ONLY:

NAME OF INDIVIDUAL/ORGANIZATIONS: \_\_\_\_\_

- ( ) Application approved  
( ) Application denied  
( ) Approval with the following conditions:

FOR OFFICE USE:

- ( ) Permit fee paid - Amount \$ \_\_\_\_\_  
( ) Deposit paid - Amount \$ \_\_\_\_\_  
( ) Date recorded in reservation book  
( ) Alcoholic beverage permit obtained  
( ) Permit sent to registrant

SUPERINTENDENT, PARKS & RECREATION

DATE COPY OF APPLICATION SENT TO PARKS DEPARTMENT: \_\_\_\_\_

DATE COPY OF APPLICATION SENT TO LEWISBORO POLICE: \_\_\_\_\_

This form has to be approved by the Town Clerk

## ALCOHOLIC BEVERAGE CONSUMPTION PERMIT (ABC)

For Town owned facility: Lewisboro Town Park

Permit for the serving and consumption of alcoholic beverages in a public place within the Town of Lewisboro.

TODAY'S DATE: 12-5-22 DATE(s) REQUESTED: 6-22-23

FACILITY REQUESTED: Lewisboro Town Park

TIME: between the hours of 2 and 5 pm on the 22<sup>nd</sup> day of June, 2023, in accordance with Section 78

Alcoholic Beverages, of the Code of the Town of Lewisboro.

GROUP OR ORGANIZATION: Katonaah Lewisboro Special Ed. PTO  
ADDRESS: PO Box 475; Cobles Bridge, NY  
PERSON IN CHARGE: Angela Garofalo 10526  
PURPOSE OF USE: Fundraiser for SEPTO

I hereby certify that I have read and understand the provisions of Section 78 Alcoholic Beverages, of the Code of the Town of Lewisboro regarding the consumption of alcoholic beverages in public places.

12-5-22 Angela Garofalo  
Date Signature

\*\*\*\*\*

Permission is hereby given for the consumption of alcoholic beverages in accordance with the above application, and Section 78 of the Town Code.

\_\_\_\_\_  
Date Town Clerk