



**TOWN OF LEWISBORO
TOWN BOARD WORK SESSION
TOWN HOUSE
RESCHEDULED: MONDAY, DECEMBER 18, 2023
(FROM TUESDAY DECEMBER 12, 2023)
7:30 P.M.**

I. COMMUNICATIONS

II. CONSENT AGENDA

- a. Approval of Minutes of November 27, 2023
- b. Monthly Reports November 2023
 - i. Building Department
 - ii. Police Department

III. WORK SESSION – American Rescue Plan Act (ARPA)

IV. NEW BUSINESS

- a. Resolution: Approving Cemetery Transfer of Graves

V. PUBLIC COMMENT

VI. APPROVAL OF CLAIMS

VII. POLLING OF THE BOARD

VIII. ANNOUNCEMENTS

**Town of Lewisboro Organizational Meeting and Town Board Regular Meeting –
Monday, January 8, 2024, at 7:30 p.m., at the Town House, 11 Main Street, South
Salem**

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

TOWN OF LEWISBORO
Building/Zoning Department
79 Bouton Road
South Salem, NY 10590

M5 Fee Report
From 10/30/2023 To 11/27/2023

Count by Type

Fee Type	Count	Total
Additional Building Permit Fee - i.e. - Final Cost Affidavit Fees - Revised Scope Fee	6	\$3,520.00
Additional CC Fee - i.e. - Final Cost Affidavit Fees - Revised Scope Fee	1	\$120.00
Additional CO Fee - i.e. - Final Cost Affidavit Fees - Revised Scope Fee	5	\$3,400.00
BUILDING PERMIT FEE	57	\$20,440.00
CERTIFICATE OF COMPLIANCE FEE	36	\$4,420.00
CERTIFICATE OF OCCUPANCY FEE	21	\$13,210.00
CIVIL PENALTY - NO PERMIT	5	\$1,220.00
ENVIRONMENTAL QUESTIONNAIRE-BUILDING	4	\$200.00
Flood Development Plan Permit	1	\$250.00
MISCELLANEOUS	1	\$40.25
RE-INSPECTION	1	\$100.00
RECORDS MANAGEMENT FEE	54	\$108.00
RENEWAL FEE	8	\$1,880.50
Stormwater ADMIN	2	\$300.00
VARIANCE - SPECIAL PERMIT	1	\$502.00
Wetland Administrative	1	\$650.00
	204	\$50,360.75

TOWN OF LEWISBORO

Building & Zoning Department 79 Bouton Road, South Salem, NY 10590 914-763-3060

	2021		2022		2023	YEAR TO DATE INCREASE BY MONTH
	BUDGET REVENUE: \$510,000		BUDGET REVENUE: 600,000		BUDGET REVENUE: 600,000	
MONTH	INCOME	MONTH	INCOME	MONTH	INCOME	
JAN	\$46,580.69	JAN	\$129,768.00	JAN	\$29,327.25	-77%
FEB	\$46,052.00	FEB	\$295,108.75	FEB	\$104,630.00	-65%
MAR	\$152,883.32	MAR	\$39,169.50	MAR	\$157,150.50	301%
APR	\$62,215.75	APR	\$71,303.00	APR	\$89,940.00	26%
MAY	\$87,484.00	MAY	\$80,821.75	MAY	\$200,796.00	148%
JUNE	\$172,756.00	JUNE	\$68,812.00	JUNE	\$86,220.50	25%
JULY	\$72,809.49	JULY	\$71,446.25	JULY	\$86,258.50	21%
AUG	\$51,153.00	AUG	\$45,824.00	AUG	\$67,987.25	48%
SEPT	\$107,715.18	SEPT	\$91,686.50	SEPT	\$89,180.50	-3%
OCT	\$111,226.00	OCT	\$39,835.75	OCT	\$51,130.00	28%
NOV	\$176,999.75	NOV	\$107,509.50	NOV	\$50,360.75	-53%
DEC	\$50,350.00	DEC	\$57,401.50	DEC		-100%
	\$1,138,225.18		\$1,098,686.50		\$1,012,981.25	

Town Of Lewisboro Police Department

Monthly Activity Report

Search Type
Incident

Start Date
01/01/2023

End Date
11/30/2023

INC TYPE CATEGORY	January	February	March	April	May	June	July	August	September	October	November	Row Total
Aided Case-EMS	31	17	39	39	31	24	33	26	33	21	33	327
Aided-Assist Citizen	25	16	20	30	24	30	20	21	29	23	27	265
Alarms (Burg./ Fire/ Panic)	23	28	32	27	30	27	46	38	40	30	27	348
Animal	8	7	2	6	6	6	17	7	7	5	10	81
Assist Other Agency	3	4	3	2	4	1	4	2	3	1	2	29
Civil Comp	2	1	2	4	4	3	7	1	1	1	2	28
Criminal Act	1	3		1	1		1	1	1	1		10
Criminal Mischief	1									2	3	6
Detail	32	23	27	25	79	23	18	24	16	23	47	337
Discon/ Disturbance	6	3	8	6	7	6	10	4	5	14	6	75
Domestics	4		1	3	3	2	4	3	2	1	2	25
Drugs							1					1
Fire	3	8	2	5	6	5	3	8	5	5	6	56
Fraud/ Identity Theft	7	1	6	2	2	3	2	1	1	5		30
Harassment	4		1	6	2		5	3	3	8	1	33
Larceny	2	2		5	2	3	3		2	11		30
Mental Health Incident	6	7	5	2	2	4	5	3		7	6	47
Miscellaneous	6	2	2	8	3		5	5	3	5	5	44
Motor Vehicle Accident	12	9	9	10	14	22	18	10	8	11	20	143
Property	2	3	4	2	4	3	1	3	3	4	1	30
Property Check	632	680	675	665	617	751	731	700	625	667	744	7487
Records	12	1	3	4	7	4	2	1		6	8	48
Road	2	16	3	5	5	5	24	6	12	8	5	91
Summons Served/Attempted	1	4	4	2	4		3	2	1	1	4	26
Suspicious	10	11	10	8	15	14	14	9	8	7	7	113
Trespass	1	5				1	2	2				11
Utility	2	6	1	4	3		17	3	6	4		46
Vehicle	7	6	14	9	9	6	14	15	9	12	12	113
Vehicle-V/T	66	94	89	107	110	107	159	97	97	142	82	1150
Warrant							2	1		1	2	6
totals	911	957	962	987	994	1050	1171	996	920	1026	1062	11036

Town Board Work Session 12DEC2023

American Rescue Plan Act – ARPA

Some Facts:

- Signed into law by the President Biden on March 11, 2021
- Part of Economic stimulus package totaling \$1.9 trillion
- The Town of Lewisboro has received a total of \$1,284,303.83
- Funds must be obligated by December 31, 2024
- Deadline to spend funds is December 31, 2026

How funding can be used:

- COVID 19 expenditures or negative economic impacts
- Premium pay to essential workers
- To cover loss of revenue for the provision of government services
- Investments in water, sewer, and broadband infrastructure

How funds cannot be used:

- CANNOT use ARPA funds to service debt
- CANNOT use ARPA to pay for settlements / judgments
- CANNOT use ARPA to replenish reserves

Important: The final rule (effective since April 1, 2022) offers a standard allowance for revenue loss of up to \$10 million, allowing recipients to select between a standard amount of revenue loss or complete a full revenue loss calculation.

Recipients that select the standard allowance may use that amount – in many cases their full award – for **government services**, with streamlined reporting requirements.

***** *We will use the standard allowance for government services.***

Government services generally include any service traditionally provided by a government. Here are some common examples, although this list is not exhaustive:

- Revitalize parks and public spaces
- Road building and maintenance, and other infrastructure (i.e. culverts, storm drains)
- General government administration, and administrative facilities
- Environmental remediation
- Provision of police, fire, and other public safety services (including purchase of fire trucks and police vehicles)

Association of Towns advice:

- Consider ARPA for more unique projects, less likely to be available in future grant opportunities.
- Investments in municipal facilities, amenities and infrastructure are well-suited
 - Non-recurring costs
 - To improve longer term assets
 - Provide community-based benefits over many years

Parks & Rec projects	Est. Cost
Pool Equipment	\$55,000
Baseball Field backstops (FV, Onatru, Vista)	\$75,000
Town Park driveway paving (hold off till bath-house)	\$0
Onatru Bathroom updates	\$100,000
Shed at Town Park	\$12,000
Allocated==>	\$242,000

Other (Supervisor)	Cost
Employee Handbook - priority	
Allocated==>	\$5,688

ARPA Funds Received	\$1,284,304	
Town Board Approved Allocation TP Park Playground	\$350,000	
Town Board Approved Allocation Feb 27, 2023	\$401,158	<i>Total from above allocations</i>
ARPA Funds Available	\$533,146	

Projects for Consideration	
Pool - 2nd well & disinfection system	\$365,000
Pickleball courts	\$350,000
Pool Bathhouse	\$500,000
LPD Dodge Charger & Outfit Package	\$59,000

Maintenance Dept	Est. Cost
Onatru Roofs (order of priority)	
Shop Barn	\$55,200 FEMA
Park Barn	\$0 FEMA
Books Barn	\$0
Picnic Barn	\$0
Allocated==>	\$55,200

Generators	
Highway/Library	\$48,100
Keeler Public Water System	\$15,600
NYS Police	\$34,570
Allocated==>	\$98,270

Pursue NYS EFC WIIA Grant