

The Organizational and regular meetings of the Town Board of the Town of Lewisboro, Westchester County, New York, were held on January 8, 2024, at 7:30 p.m. at The 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

Also attending was the Attorney for the Town Gregory Folchetti, Maintenance Employees Joel Smith and Shawn Johannessen & Chief of Staff Kerri Wolfe.

Approximately 10 (plus 5 from News 12) residents/observers attended the live meeting and approximately 28 participated via Zoom.

Supervisor Gonçalves called the meeting to order at 7:32 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 – Thank You to Volunteers

Supervisor Gonçalves thanked all of the residents for their volunteer service to the Town.

COMMITTEES – Vacancies

Supervisor Gonçalves stated that the town has documented all the committee vacancies on our website. Anyone who may be interested in serving on one of these committees should send a résumé along with a letter of intent to Kerri Wolfe, benefits@lewisborogov.com.

STAFF APPOINTMENTS

Prior to appointing the Deputy Supervisor, Supervisor Gonçalves read the following clarification points surrounding the Deputy Supervisor:

- The Deputy is entirely a Supervisor decision/appointment.
- The Deputy serves at the pleasure of the Supervisor
- Per state law, any person, including a town officer, official or employee, may be appointed deputy supervisor. It is not required they be a town board member;
- If deputy supervisor is not a town board member they do not have a vote at meetings (even if they are presiding at the meeting in the absence of the Supervisor) and
- Deputy supervisor is appointed to perform supervisor duties in the event of an absence but in the event of a vacancy, the Deputy fills in only until the Town Board appoints an interim Supervisor and until an election is held.

The Deputy does not have extra authority or power, nor can they serve as the “successor” to the Supervisor. It is a role that really only exists when the Supervisor is absent or otherwise occupied. Supervisor Gonçalves stated that he plans on rotating the Board members as his Deputy Supervisor. He will more than likely rotate this position quarterly. The first Board member that he will appoint is Councilwoman Shah.

On motion by Supervisor Gonçalves, seconded by Councilwoman Shah, the Board voted as follows to make and approve the following Staff Appointments as one motion as written:

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

RESOLUTION

Town Attorneys	Herodes Law PC
Planning Board Attorney	Gregory Folchetti
Town Engineers	Judson Siebert, Keane & Beane, P.C.
Town Planner & Wetlands Inspector	KSCJ Consulting
Town Prosecutor	KSCJ Consulting
Town Auditor	Gregory A. Monteleone
Chief of Staff/Benefits Coordinator	PKF O'Connor Davies, LLP
Comptroller	Kerri Wolfe
Deputy Supervisor	Nisha Singh
Deputy Receiver of Taxes	Mary Shah
Elections Officer/Registrar of Vital Statistics/	Anna Bauts
Records Management Officer	
Deputy Town Clerk/Deputy Elections Officer/	Janet Donohue
Deputy Registrar of Vital Statistics	
Dog Control Officer	Jennifer Caviola
Town Historian	Beth Arita
Cemetery Commissioner	Maureen Koehl
Wild Oaks Administrator	Stephen T. Johnson
Oakridge Sewer and Water Administrator	Tony Gonçalves & Nisha Singh
Oakridge Water Billing Administrator	Tony Gonçalves
	Deirdre Casper

TOWN POOL ADVISORY COUNCIL – Establishment of Committee

The Board is creating this Town Pool Advisory Council, and it is formalizing the work that this group has been doing.

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 Town Board does hereby establish the Town Pool Advisory Council (TPAC), to advise the Recreation Superintendent and Town Board on pool-related issues that affect the town, which includes seasonal staffing. The TPAC's focus is on pool management policies, operational and safety related procedures, programming, and facilities (both upgrading and new development) and shall consist of 5 members that serve for three-year terms along with an associate non-voting member who serves for a one-year term.

APPOINTMENT OF COMMITTEE MEMBERSADVISORY COMMITTEE FOR THE DISABLED – Reappointment of Members

On motion by Supervisor Gonçalves, 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 Alexandra Morris and Dean Travalino are hereby reappointed as members of the Advisory Committee for the Disabled for 3-year terms ending December 31, 2026.

CABLE TV COMMITTEE – Reappointment of Members

On motion by Supervisor Gonçalves, seconded by Councilman Sklarin, the Board voted as follows:

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

RESOLUTION

RESOLVED, that Dean Travalino, Glenn DeFaber and James M. Dodge III are hereby reappointed as members of the Cable TV Committee for a 3-year term ending December 31, 2026.

CONSERVATION ADVISORY COUNCIL – Reappointment of Members

On motion by Supervisor Gonçalves, seconded by Councilman Welsh, the Board voted as follows:

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

RESOLUTION

RESOLVED, that Sally Frank, Thomas Buczkowski, Linda Rae, Joseph Tansey, John Wolff are reappointed to the Conservation Advisory Council for 2-year terms expiring December 31, 2025.

EMERGENCY MANAGEMENT COMMITTEE – Reappointment of Members

On motion by Supervisor Gonçalves, 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 John Winter, Dan Murtha, David Alfano, Michael Lynch, Al Melillo, Nick DeLaurentis, Jeffrey Peck, Adam Ochs, Joel Smith, Christopher Rust, Pamela Veith and Nicole Caviola are hereby reappointed to the Emergency Management Committee for 2-year terms expiring December 31, 2025.

GRANT ADVISORY COMMITTEE – Reappointment of Members

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

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

RESOLUTION

RESOLVED, that Robert Collins and Adam Ochs are hereby reappointed to the Grant Advisory Committee for 1-year terms expiring December 31, 2024.

HOUSING COMMITTEE – Reappointment of Members

On motion by Supervisor Gonçalves, seconded by Councilman Sklarin, the Board voted as follows:

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

RESOLUTION

RESOLVED, that Linda Press Wolfe and Nedda Schoenfeld are hereby re-appointed to the Housing Committee for 2-year terms ending December 31, 2025.

LANDMARK ADVISORY COMMITTEE – Reappointment of Members

On motion by Supervisor Gonçalves, seconded by Councilman Sklarin, the Board voted as follows:

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

RESOLUTION

RESOLVED, that W. Theodore Strauss, Janice Strauss, Maureen L. Koehl and Albert Koehl are hereby re-appointed to the Landmark Advisory Committee for 2-year terms ending December 31, 2025.

OPEN SPACE AND PRESERVES ADVISORY COMMITTEE – Reappointment of Members

On motion by Supervisor Gonçalves, seconded by Councilman Welsh, the Board voted as follows:

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

RESOLUTION

RESOLVED, that Rose Bonanno, George Scott and Jim Berenson are hereby reappointed members of the Open Space and Preserves Advisory Committee for 2-year terms expiring December 31, 2025.

PARKS AND RECREATION ADVISORY COUNCIL – Reappointment of Members

On motion by Supervisor Gonçalves, 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 Ian Harris, Daniella Goldman, Meg Kaplan, Jennifer Castelhana, Melissa LeSavage, Rich Ellrodt, and Pietro Cipriano are hereby reappointed members of the Parks and Recreation Advisory Council for 2-year terms expiring December 31, 2025.

PLANNING BOARD – Reappointment of Member

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

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

RESOLUTION

RESOLVED, that Bruce Thompson is hereby reappointed as a member of the Planning Board for a 5-year term expiring December 31, 2028.

STORMWATER MANAGEMENT COMMITTEE – Reappointment of Member

On motion by Supervisor Gonçalves, seconded by Councilman Sklarin, the Board voted as follows:

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

RESOLUTION

RESOLVED, that Ron Tetelman is hereby reappointed as a member of the Stormwater Management Committee for 2-year terms expiring December 31, 2025.

SUSTAINABILITY COMMITTEE – Reappointment of Members

On motion by Supervisor Gonçalves, seconded by Councilman Welsh, the Board voted as follows:

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

RESOLUTION

RESOLVED, Robert Fischman, Robert Karpel, Thomas Kelly, Meir Alkon, Robert Whittaker and Andrea Rojas are hereby reappointed as members of the Sustainability Committee for 2-year terms expiring December 31, 2025.

TOWN POOL ADVISORY COUNCIL – Appointment of Members

On motion by Supervisor Gonçalves, 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 Chantel Detlefs, Meg Kaplan, Melanie Melilo, Bill Tackler are appointed as members of the Pool Committee for 3-year terms expiring December 31, 2026, and be it further

RESOLVED, that Melissa Farella is appointed as an associate member of the Pool Committee for a 1-year term expiring December 31, 2024.

VETERANS ADVISORY COMMITTEE – Reappointment & Appointment of Members

On motion by Supervisor Gonçalves, 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 Frank Kelly, Adam Ochs, and Doreen Nastasio are hereby reappointed as members of the Veterans Advisory Committee for 2-year terms expiring December 31, 2025 and be it further

RESOLVED, that Mark Vibert is hereby appointed as a member of the Veterans Advisory Committee for a 2-year term expiring December 31, 2025.

ZONING BOARD OF APPEALS – Reappointment of Member

On motion by Supervisor Gonçalves, 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 Robin Price, Jr. is hereby reappointed as a member of the Zoning Board of Appeals for a 5-year term expiring December 31, 2028.

APPOINTMENTS OF CHAIRPERSONS OF COMMITTEES, COUNCILS & BOARDS

On motion by Councilman Sklarin, seconded by Councilwoman Rendo, the Board voted 5-0 to make the following appointments of Chairpersons of Committees and Councils:

Advisory Committee for the Disabled	Alexandra Morris
Antenna Advisory Board	Joseph Neu
Architecture and Community Appearance Review Council	Rose Bonanno
Board of Assessment Review	Lawrence A. Mandelker
Board of Ethics	Lawrence A. Mandelker
Cable Television Advisory Committee	Dean Travalino
Conservation Advisory Council	John Wolff
Emergency Management Committee	Adam Ochs & Dan Murtha Deputy
Grant Advisory Committee	TBD
Housing Committee	Linda Press Wolfe & Linda Rae
Landmarks Advisory Committee	W. Theodore Strauss
Open Space and Preserves Advisory Committee	Eric Swarthout
Parks and Recreation Advisory Council	Ian Harris
Pedestrian and Bicycle Advisory Committee	TBD
Planning Board	Janet Andersen
Pool Advisory Committee	William Tackler
Stormwater Management Committee	Paul Lewis
Sustainability Committee	Christopher Cocco
Veterans Advisory Committee	John Lemke
Zoning Board of Appeals	Robin Price, Jr.

APPOINTMENTS, APPROVALS & AUTHORIZATIONSPROCUREMENT POLICY

On motion by Supervisor Gonçalves, seconded by Councilman Sklarin, the Board voted as follows:

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

RESOLUTION

RESOLVED, that the Town Board has adopted an amended procurement policy as of October 24, 2016 and said policy should be reviewed by the Town Board on an annual basis.

FEE SCHEDULE

On motion by Supervisor Gonçalves, seconded by Councilman Welsh, the Board voted as follows:

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

RESOLUTION

RESOLVED, that the Town Board does approve the Town's fee schedule.

AUTHORIZE ATTENDANCE AT CONFERENCES AND MEETINGS

On motion by Supervisor Gonçalves, 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 authorization be given for instate travel to the Supervisor, Town Board members and other municipal officials and employees for attendance at annual meetings and training sessions and be it further

RESOLVED that said municipal officials and employees of the Town shall submit a request for attendance at such meetings along with an estimate of costs to the Town Board in advance of such meeting and

BE IT FURTHER RESOLVED that attendee be reimbursed by the Town for reasonable budgeted expenses incurred by their attendance at the meeting/training sessions.

MEMBERSHIPS – Authority to Join Organizations and Pay Dues

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

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

RESOLUTION

RESOLVED, that memberships in the professional organizations for 2024 are approved, and the required 2024 dues be paid.

ASSOCIATION OF TOWNS – Authority to Join & Pay Dues; Training School; Re-appointment of Delegate and Alternate

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

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

RESOLUTION

RESOLVED, that the Town Board does hereby approve the continuation of the membership of the Town of Lewisboro in the Association of Towns for 2024 and pay the annual membership dues in the amount of \$1,800.00 and be it further

RESOLVED that Supervisor Gonçalves is hereby appointed as the 2024 delegate and Councilwoman Shah is hereby re-appointed as the 2024 alternate delegate and are authorized to vote on behalf of the Town of Lewisboro at the Annual Meeting & Training School of the Association of Towns of New York State to be held at the New York Marriott Marquis February 18-21, 2024.

PARKS AND RECREATION - Set Seasonal Salary Ranges

On motion by Supervisor Gonçalves, seconded by Councilman Welsh, the Board voted as follows:

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

RESOLUTION

RESOLVED, that the 2024 part-time seasonal staff salary ranges as proposed by the Parks and Recreation Supervisor in a memo dated January 5, 2024 is hereby approved.

MILEAGE – Rate Set

On motion by Supervisor Gonçalves, 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 Town employees and elected officials shall be reimbursed for use of a personal vehicle for Town business, when a Town-owned vehicle is not available for use, at the per-mile rate set by the IRS.

KENNEL - Authorize Agreement

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

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

RESOLUTION

RESOLVED, that the Supervisor is hereby authorized to sign a one-year agreement, for a term expiring December 31, 2024, between the Town and the South Salem Animal Hospital which provides for holding and sheltering dogs, in accordance with the provisions of the New York State Agriculture and Market Law, and in accordance with the provisions of Chapter 105 of the Code of the Town of Lewisboro, at a cost of South Salem Animal Hospital's going rate per twenty-four hours or part thereof, and \$50.00 if dog belongs to the Town of Lewisboro and is waiting to be adopted out, said approval subject to counsel's review of the agreement.

LIBRARY – Authorize Annual Agreement

On motion by Supervisor Gonçalves, seconded by Councilman Sklarin, the Board voted as follows:

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

RESOLUTION

RESOLVED, that the Supervisor be and hereby is authorized to sign the 2024 agreement with the Lewisboro Library.

NEWSPAPER – Designation of Official Newspaper and Alternative

On motion by Supervisor Gonçalves, seconded by Councilman Welsh, the Board voted as follows:

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

RESOLUTION

RESOLVED, that the Town Board does hereby designate the Record Review as the official newspaper for the Town of Lewisboro along with the Journal News, which is a daily paper, as an alternative paper.

FINANCE – Designation of Banks

On motion by Supervisor Gonçalves, 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 J. P. Morgan Chase and Flagstar Bank are hereby approved as the depositories for Town funds during the year 2024.

FINANCE – Approve Bank Depository Agreements

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

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

RESOLUTION

RESOLVED, that the Supervisor hereby is authorized to sign bank depository agreements.

FINANCE – Transfer Authorization

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

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

RESOLUTION

RESOLVED, the Town Supervisor and the Town Comptroller are hereby authorized to make transfers of funds not to exceed \$10,000 a month, among the appropriation lines of the 2024 Town Budget.

HIGHWAY DEPARTMENT – Authorization to Purchase Tools

On motion by Supervisor Gonçalves, seconded by Councilman Welsh, the Board voted as follows:

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

RESOLUTION

RESOLVED, that pursuant to Section 142 of the Highway Law, the Superintendent of Highways of the Town of Lewisboro is hereby authorized to purchase equipment, tools and other implements to be used for highway maintenance, construction or reconstruction during 2024, subject to the limitations of budgetary appropriations and public bidding requirements.

HIGHWAY DEPARTMENT – Agreement to Spend Funds

On motion by Supervisor Gonçalves, 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 pursuant to the provisions of Section 284 of the Highway Law, the Agreement to Spend Town Highway funds budgeted for the year 2024, as presented to the Town Board by the Superintendent of Highways, is hereby approved.

HIGHWAY DEPARTMENT – Highway Estimate and Budget

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

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

RESOLUTION

RESOLVED, that the Annual Highway Estimate and Budget for 2024, as presented by the Superintendent of Highways, hereby is approved.

MEETINGS – Dates Set

On motion by Supervisor Gonçalves, seconded by Councilman Sklarin, the Board voted as follows:

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

RESOLUTION

RESOLVED, that Town Board meetings for the Town of Lewisboro shall normally take place on the second and fourth Mondays of the month. Such meetings will normally be held at the Town House, 11 Main Street, South Salem, New York or at The Lewisboro Library, 15 Main Street,

South Salem, New York at 7:30 p.m. Additional meetings will be held as the Board deems necessary.

LIAISONS – Supervisor’s 2024 Liaisons List

On motion by Councilman Welsh, seconded by Councilwoman Rendo, the Board voted 5-0 to approve the following 2024 Town Board Liaison List as written below.

TOWN OF LEWISBORO 2024 TOWN BOARD LIAISON LIST

Advisory Committee for the Disabled	Mary Shah
Architecture & Community Appearance Review Council	Andrea Rendo
Antenna Advisory Board	Tony Gonçalves
Assessor's Office / Board of Assessment Review	Andrea Rendo
Benefit’s Administration Department	Mary Shah
Building Department	Tony Gonçalves
Cable Television Committee	Andrea Rendo
Comprehensive Plan Steering Committee	Andrea Rendo/Daniel Welsh
Conservation Advisory Council CAC	Mary Shah
Court (pursuant to Uniform Justice Court 2019-a.)	Richard Sklarin
East of Hudson Watershed Corporation	Tony Gonçalves
Emergency Management Committee	Mary Shah
Ethics Board	Andrea Rendo
Finance Department	Tony Gonçalves
Grants Committee	Richard Sklarin
Highway Department	Richard Sklarin
Housing Committee	Dan Welsh
Katonah-Lewisboro School Board	Tony Gonçalves
Labor Negotiations	Tony Gonçalves & Richard Sklarin
Landmarks Advisory Committee	Andrea Rendo
Library	Mary Shah
Maintenance Department	Tony Gonçalves
Oakridge & Wild Oaks Water/Sewer District	OWD - Tony Gonçalves & Andrea Rendo Wild Oaks Sewer - Richard Sklarin
Open Space & Preserves Advisory Committee OSPAC	Dan Welsh
Parks & Recreation. Advisory Council	Mary Shah
Parks & Recreation Department	Mary Shah
Pedestrian & Bicycle Advisory Committee	Dan Welsh
Planning Board	Richard Sklarin
Police Department	Andrea Rendo
Sustainability Committee / Recycling Department	Dan Welsh
Stormwater Management Committee	Dan Welsh
Tax Receiver's Office	Tony Gonçalves
Town Clerk's Office	Tony Gonçalves
Town Pool Advisory Council	Richard Sklarin
Veterans Advisory Committee	Tony Gonçalves
Zoning Board of Appeals	Mary Shah

REGULAR TOWN BOARD MEETING:**(Started at 8:15 p.m.)****COMMUNICATIONS****CONSERVATION ADVISORY COUNCIL** – Annual Report Submitted

Supervisor Gonçalves stated that the Conservation Advisory Council submitted their 2023 Annual Report to the Town Board. He also thanked them for all of their work.

DEPARTMENT OF HEALTH WATER PERMITS RECEIVED

Supervisor Gonçalves stated that he received notification from the Department of Health (DOH) that 2024 permits were issued for the Keeler Field water supply and the Oakridge water supply.

CONSENT AGENDA**MINUTES & REPORTS** - Approved

On motion by Supervisor Gonçalves, seconded by Councilman Sklarin, the minutes of the December 18, 2023 Town Board meetings were approved and the December 2023 Building and Police Department monthly reports were received and filed.

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

COMPREHENSIVE MASTER PLAN – Update (8:20 – 8:30 p.m.)

Valerie Monastra from Nelson Pope Voorhis who is working with the Comprehensive Master Plan Committee went over Town Code Zoning updates that will need to be made as part of the Comprehensive Master Plan (see attached). The final workshop will take place at the Town House on Monday, January 29, 2024 at 7:30 p.m.

EMPLOYEE ASSISTANCE PROGRAM – Authorize Supervisor to Sign Agreement

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 Supervisor be and hereby is authorized to sign the 2024 Employee Assistance Program contract, not to exceed \$2,500, as reviewed by counsel.

PARTNERS IN SAFETY – Authorize Supervisor to Sign Agreement

On motion by Councilwoman Rendo, 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 Town Board does hereby authorize the Supervisor to sign the Partners in Safety Complete Department of Transportation (DOT) program agreement as submitted and reviewed by counsel.

UMR DENTAL – Authorize Supervisor to Sign Agreement

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

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

RESOLUTION

RESOLVED, that the Town Board does approve the administrative services agreement from UMR dental.

GRANT APPLICATION – Elmwood Road Culvert

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

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

RESOLUTION

RESOLVED, that the Town Board does authorize the submission of an application for a Grant for the Elmwood Road Culvert Project.

REQUEST FOR PROPOSAL (RFP) FOR ENGINEERING DESIGN CONSULTANT – Authorize

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 Town Board does authorize the request for proposal (RFP) advertisement for an engineering design consultant for the Bridge NY Oscaleta culvert project.

REFUSE LICENSE – Renewal Authorized for Mayfield Carting

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

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

RESOLUTION

RESOLVED, that the Town Clerk is hereby authorized to renew a Residential Refuse License to Mayfield Carting, for a period of one year ending November 22, 2024.

FOOD SCRAP COMPOSTING – Approve Curbside Compost Application

On motion by Councilman Welsh, 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 Town Board does approve Curbside Compost's application to collect food scrap compost at the three town locations: Town House, Onatru Farm and Fox Valley at \$7,200 per year.

HIGHWAY – Authorize Bid for Dirt Removal at Salt Dome

On motion by Supervisor Gonçalves, 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 Town Board does authorize the Highway Superintendent to go out for bid for the removal of the remainder of the dirt at the salt dome location.

OAKRIDGE WATER DISTRICT – Public Hearing on Increase in Bond

Supervisor Gonçalves stated that the Oakridge Water expansion project bids did come in and Delaware Engineering gave their recommendations to go with a general contractor, an electrical contractor, and an HVAC contractor. The price came in higher than originally estimated, by two million dollars, so to finalize the grant that the town is receiving from NYS EFC, they are requesting that the town goes through bond counsel to draft the project cost resolution. This should be adopted tonight calling for the public hearing and adopt the Public Interest Order and Project Cost Resolution. It would be published in the paper this week with the public hearing being held on January 22, 2024.

There is a huge demand now for these services and the price and labor costs have increased. This bond is for the water district only. Supervisor Gonçalves stated that the district is aware of these bids that came in and he plans on having a follow up meeting with the district.

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

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

RESOLUTION

WHEREAS, the Town Board of the Town of Lewisboro, Westchester County, New York, previously held a public hearing on August 9, 2021, and adopted a public interest order and a bond resolution, each dated October 12, 2021, authorizing \$1,939,500 bonds to pay the increase and improvement of the facilities of the Oakridge Water District in said Town described in an engineering report dated May 2021 (the “Report”) prepared by Delaware Engineering, D.P.C., consisting of the design and construction of an expansion to the water treatment plant to remove certain chemicals generally known as PFAS, including improvements to the booster pumps, treatment chemicals, valves, meters, and other appurtenances, and related and incidental improvements and expenses in connection therewith; and

WHEREAS, it is determined that the estimated maximum cost of such project has is now \$4,284,163, an increase of \$2,344,663; and

WHEREAS, the revised estimated maximum cost is expected to be paid for with (i) grants or funds expected to be received from the New York State Environmental Facilities Corporation and

U.S. Environmental Protection Agency, currently expected in the aggregate amount of \$3,158,700 and (ii) bonds of the Town, previously authorized pursuant to a bond resolution dated October 12, 2021;

WHEREAS, an Amendment No. 1 to the Report dated January 4, 2024 has been prepared by Delaware Engineering, D.P.C., which describes such revised estimated maximum cost;

WHEREAS, an environmental analysis was previously prepared pursuant to the regulations of the New York State Department of Environmental Conservation promulgated pursuant to the State Environmental Quality Review Act in connection with such increase and improvement of the facilities of said District and and was been determined that such increase and improvement of the facilities of said District and use will not result in any significant environmental effects; and

WHEREAS, it is now desired to call a public hearing on said revised estimated maximum cost of such increase and improvement pursuant to Section 202-b of the Town Law; NOW, THEREFORE, BE IT

ORDERED, by the Town Board of the Town of Lewisboro, Westchester County, New York, as follows:

Section 1. A meeting of the Town Board of the Town of Lewisboro, Westchester County, New York, shall be held at the Town House, 11 Main Street, in South Salem, New York, in said Town, on January 22, 2024, at 7:30 P.M., Eastern Time, for the purpose of conducting a public hearing on revised estimated maximum cost of the increase and improvement of the facilities of the Oakridge Water District in said Town, consisting of the design and construction of an expansion to the water treatment plant to remove certain chemicals generally known as PFAS, including improvements to the booster pumps, treatment chemicals, valves, meters, and other appurtenances, and related and incidental improvements and expenses in connection therewith, at which time and place said Town Board will hear all persons interested in the subject thereof concerning the same.

Section 2. The Town Clerk is hereby authorized and directed to cause a notice of said public hearing to be published in the Record Review, the official newspaper of said Town, and posted in the manner prescribed by law, which notice shall be in substantially the following form, to-wit:

NOTICE OF PUBLIC HEARING

PLEASE TAKE NOTICE that the Town Board of the Town of Lewisboro, Westchester County, New York, will meet at the Town House, 11 Main Street, in South Salem, New York, in said Town, on January 22, 2024, at 7:30 P.M., Eastern Time, for the purpose of conducting a public hearing relating to the \$4,284,163 revised estimated maximum cost of the increase and improvement of the facilities of the Oakridge Water District in said Town, consisting of the design and construction of an expansion to the water treatment plant to remove certain chemicals generally known as PFAS, including improvements to the booster pumps, treatment chemicals, valves, meters, and other appurtenances, and related and incidental improvements and expenses in connection therewith, at which time and place said Town Board will hear all persons interested in the subject thereof concerning the same. The revised estimated maximum cost is expected to be paid for with (i) grants or funds expected to be received from the New York State Environmental Facilities Corporation and U.S. Environmental Protection Agency, currently expected in the aggregate amount of \$3,158,700 and (ii) bonds of the Town, previously authorized pursuant to a bond resolution dated October 12, 2021.

The original map, plan and report, along with Amendment No. 1 to such report, describing the revised estimate of cost relating to this project, is on the file in the Office of the Town Clerk where it is available for public inspection during normal business hours.

KSCJ CONSULTING – Authorize and Approve Agreements

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 Town Board does approve and authorize the Supervisor to sign the 2024 Kellard Session Cermele Johannessen (KSCJ) Consulting agreements for MS4 Reports & Stormwater Outfalls, as reviewed by counsel.

PROFESSIONAL GIS SERVICES – Authorize and Approve Agreements

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

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

RESOLUTION

RESOLVED, that the Town Board does approve and authorize the Supervisor to sign the professional GIS services agreement with Cartographic Associates, Inc., doing business as CAI Technologies, as reviewed by counsel.

NORTH EAST WESTCHSTER SPECIAL RECREATION – Authorize and Approve Interagency Agreement

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 Town Board does approve and authorize the Supervisor to sign the 2024 Interagency Renewal Agreement with the North East Westchester Special Recreation, as reviewed by counsel.

PUBLIC COMMENT

A total of 12 residents spoke during the public comment period.

RIDGEFIELD AVENUE

A resident who previously complained about traffic and speeding on Ridgefield Avenue again spoke about his concerns. Supervisor Gonçalves will get to him via email.

DEPUTY TOWN SUPERVISOR

Approximately 8 residents spoke about how the Supervisor was handling the Deputy Supervisor role. They feel that the Supervisor is not being a leader. They feel that a rotation of board members is not a good idea. One resident equated it to kicking the can down the road. Another stated that it is similar to everyone receiving a trophy. A resident stated that this is a wishy-washy solution. And another resident stated that elections do have consequences.

During polling of the board, Supervisor Gonçalves stated that he did receive about 20 letters on this topic. When several people are interested in this same position, he felt it was fair to appoint his deputy on a rotating basis and this is done in another municipality.

ISRAELI – HAMAS CONFLICT

Approximately 8 residents stated that they are against what Councilman Welsh is stating on his personal social media page. They would like an apology and feels that he should resign. They feel that Councilman Welsh needs to bring back unity to our town.

During the polling of the board, Councilman Welsh stated that he does not harbor any hate towards Jewish people and that he is protesting the war and would like to see a cease fire.

MERCEDES BENZ STORMWATER ISSUES

A resident stated that the work at Mercedes Benz has been going on for 4 months now and they still have not addressed the drainage issue and she is concerned with these storms.

COMPREHENSIVE MASTER PLAN

A resident noticed that the draft of the Comprehensive Master Plan does not include anything about a specific noise ordinance or enforcement for violations.

HIGHWAY

A resident welcomed the new highway superintendent, John Winter. She questioned where the dirt came from that was being discussed tonight for the bid and wondered if it was contaminated. She also suggested that they do not accept any bids from Hickory Homes.

During polling of the board, Supervisor Gonçalves stated that he would speak with the Highway Superintendent.

CLAIMS – Authorized for Payment

On motion by Supervisor Gonçalves, seconded by Councilman Sklarin, the Board voted 5-0 to authorize payment of the Town's bills in the amount of \$342,780.86.

POLLING OF THE BOARD

INAUGURATION

The Board thanked all that came out to the inauguration at the Lewisboro Library on January 1.

LIBRARY EVENTS

Please visit [Lewisboro Library](#) website for all upcoming events.

MARTIN LUTHER KING JR. DAY

The Board wished all a Happy Martin Luther King Jr. Day and Councilwoman Shah read one of his passages. Dr. King would have been 95 years old.

SCOUT TREE RECYCLING

Troop 1 thanked Highway Superintendent, the Highway Department and the recycling center for help with their 10th annual Christmas Tree Recycling Fundraiser.

NYALERT

The Board reminded residents to sign up for the free emergency service notifications as www.alert.ny.gov.

EV CHARGERS

Councilman Welsh stated there are still challenges with EV charging sites and he hopes to have more information on this in the upcoming weeks.

MEETINGS – Dates Set

An upcoming meeting of the Town Board will include a meeting on Monday, January 22, 2024 at 7:30 p.m. at the Town House, 11 Main Street, South Salem, New York.

EXECUTIVE SESSION – To Discuss Personnel

On motion by Supervisor Gonçalves, seconded by Councilman Welsh, the Board voted 5-0 to go into executive session at 9:40 p.m. to discuss personnel.

On motion by Councilwoman Shah, seconded by Councilman Welsh, the Board voted 5-0 to come out of executive session at 10:16 p.m.

ETHICS BOARD – Appoint Member

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

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

RESOLUTION

RESOLVED, that the Town Board does appoint Ciorsdan Conran to the Town of Lewisboro Ethics Board.

TOWN OFFICIALS & EMPLOYEES – Andrew Faryniaz

On motion by Supervisor Gonçalves, 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 Town Board does approve payment of groundskeeper Step 6 salary to Andrew Faryniaz effective June 4, 2023.

ADJOURNMENT

On motion by Councilwoman Shah, seconded by Councilman Sklarin, the Board voted 5-0 to adjourn at 10:26 p.m.

Janet L. Donohue
Town Clerk