

A meeting of the Town Board of the Town of Lewisboro, Westchester County, New York, was held on Monday, July 25, 2016, at 7:30 p.m. at the Town House, 11 Main Street, South Salem, New York

PRESENT: Supervisor - Peter H. Parsons
Councilmen - Peter DeLucia, Frank Kelly, John Pappalardo, Daniel Welsh
Town Clerk - Janet Donohue
Absent - None

Also attending was the Attorney for the Town Jennifer Herodes, Facilities Maintenance Manager Joel Smith, and Confidential Secretary/Benefits Coordinator Mary Hafter.

And approximately 4 residents/observers.

Mr. Parsons called the meeting to order at 7:38 p.m.

PLEDGE OF ALLEGIANCE

Supervisor Parsons led the Pledge of Allegiance to the flag.

PUBLIC COMMENT PERIOD

There were no public comments.

COMMUNICATIONS

There were no communications.

CONSENT AGENDA

On motion by Mr. Parsons, seconded by Mr. Pappalardo, the Board voted 4-0 to approve minutes.

MINUTES - Approved

On the above motion and second, the minutes of the July 11, 2016 Town Board meeting were approved.

THE VOTE:	Yes	- DeLucia, Pappalardo, Parsons, Welsh	(4)
	No	- None	(0)
	Absent	- Kelly	(1)

TOWN FINANCIALS – Update

Town Comptroller, Leo Masterson went over the budget versus revenue through June 30, 2016.

Update on 2016 Financial Results

	<u>Budget</u>	<u>Through 6/30/2016</u>	<u>Trending</u>	<u>Variance</u>
<u>Revenue (94% of budget)</u>				
Parks & Rec Fees	\$1,090,000	\$712,000	\$1,020,000	(\$70,000)
Recorded \$87,000 less than this time last year, primarily due to day camp shortfall of \$66,000 from reduced enrollment of 100 campers. An undetermined reduction in expenses is expected.				
Building Fees	\$380,000	\$200,000	\$440,000	\$60,000
Recorded \$57,000 more than this time last year. This follows a very strong 2nd half 2015.				
Court Fees	\$210,000	\$92,000	\$228,000	\$18,000
Activity is similar to last year's which ended at \$228,000.				
County Sales Tax	\$1,870,000	\$891,000	\$1,826,000	(\$44,000)
First half of 2016 is running 2% better than last year. We budgeted an increase of 4.5% based on the County's estimate. Trend assumes full year at the 2% level.				
County Mortgage Tax	\$630,000	\$246,000	\$587,000	(\$43,000)
First half year's receipt was only 39% of budget, well below the range of 44% - 54% for the prior five years. Trend assumes second halves' receipt will match last year.				
Cable TV Fees	\$285,000	\$73,000	\$292,000	\$7,000
First quarter's payment only. Trend assumes same payment for remaining quarters.				
Tax Interest & Penalty	\$260,000	\$180,000	\$245,000	(\$15,000)
Activity for first half of year is \$15,000 less than last year.				
			Total	<u>(\$87,000)</u>

*Frank Kelly arrives at 7:47 p.m.

Mr. DeLucia stated that the Parks & Recreation Superintendent, Dana Mayclim, put together a memo to the Board regarding her department's numbers to date but he hasn't had a chance to discuss this with her. He would like clarification on this memo.

He does know that there was a savings of \$35,000 in salaries of counselors and directors. There may be other savings such as the purchase of less movie tickets, etc.

Mr. DeLucia also stated that we sold some life time permits, rented some pool time, renting the fields, etc. So Mr. DeLucia feels that the -\$70,000 will be lower.

Mr. DeLucia also wants some capital expenditures looked at such as life guard shares, etc. at the pool.

Mr. DeLucia stated that the town is losing a lot of revenue with children getting older and parents not wanting to purchase the full permit for the pool. Mr. DeLucia also stated that we currently don't have an avenue for school district kids to go to the pool so he and Ms. Mayclim are working on a solution which includes a book of ten tickets for a set higher price than what our residents pay.

Mr. Masterson stated expenses seem to be running for the most part on budget. The Planning Board attorney fees may be about \$20,000 more than budgeted due to lawsuit activity. The court clerk's salary will be higher than budgeted. And the final area is the rent at Cross River. When the police moved in the square footage changed and the lease rent also went up. Mr. Masterson paid the increased rent about 4 months too late and they have now charged us for the shortfall.

Mr. Masterson then talked about the police department in general. By the end of the year, with the transitions that are being talked about, the actual expense will be less than what is budgeted, however, it is only a 4 month period. Overtime (OT) at this point is running about 80% of this year's budget. Mr. Masterson is hopeful that this number will be more in check by the end of the year.

The Board thanked Mr. Masterson for his report.

EAGLE SCOUT AWARD – Eagle Scout Liam Kelly

On motion by Mr. Parsons, seconded by Mr. Kelly, the Board voted as follows:

THE VOTE:	Yes	- DeLucia, Kelly, Pappalardo, Parsons, Welsh	(5)
	No	- None	(0)
	Absent	- None	(0)

RESOLUTION

WHEREAS, LIAM KELLY of Lewisboro, New York, is a member of Lewisboro Boy Scout Troop One, and

WHEREAS, LIAM KELLY by his conduct, responsibility, principles and achievements in following the trail of Scouting, has acquired the resourcefulness and leadership ability that will stand him in good stead in his future life, and

WHEREAS, LIAM KELLY by virtue of his Scouting experience and unselfish service to home and community has earned the highest honor of the Boy Scouts of America, the rank of Eagle Scout, and

WHEREAS, LIAM KELLY greatly improved the environmental management of a nature conservation area and watercourse at Muscoot Farm Park in Katonah by identifying and completely removing invasive species of plants from a 2000 square meter area and preparing the area for replanting with native species, and

WHEREAS, LIAM KELLY allowed the watercourse to become free flowing again by taking out the invasive plants while using the project to educate the public on the imbalance in the ecosystem caused by invasive plants through an informational sign which he constructed, sited and placed, and

WHEREAS, LIAM KELLY raised private funds to purchase native plants and devoted 236 man hours over nine weekends to the project, and

WHEREAS, this honor is deserving of public notice, now therefore,

BE IT RESOLVED, that the Town Board of the Town of Lewisboro, in recognition of the worthy achievement of this citizen of the Town of Lewisboro, does hereby offer the congratulations of its populace to Eagle Scout LIAM KELLY, and

BE IT FURTHER RESOLVED, that this resolution be spread upon the minutes of this July 25, 2016 Town Board Meeting for future generations to see and that copies of this resolution be presented to Eagle Scout LIAM KELLY and his parents.

CLAIMS – Authorized for Payment

On motion by Mr. Parsons, seconded by Mr. DeLucia, the Board voted 5-0 to authorize payment of the Town's bills in the amount of \$164,294.81.

POLLING OF THE BOARD

DEPARTMENT OF ENVIRONMENTAL PROTECTION – Questions

Mr. Welsh stated that the DEP has some questions pertaining to the rail trail in Golden's Bridge. DEP also wants to verify that there are no Department of Environmental Conservation questions regarding wetlands. Mr. Welsh will reach out to our Wetland Inspector.

HIGHWAY – Paving Status

Mr. Pappalardo has been asked about the status of paving. He thought that this was on the website. The Town Clerk will look into this and if it is not there, will get the information from the Highway Superintendent.

Mr. Parsons stated that we are short with our target of paved roads. Mill River Run took about 100 tons more than we anticipated. Michelle Estates did receive a thin layer over their road. A series of roads off of Increase Miller have been done. The town will have to come back to do Manor and Deer Track and Billingsley Trail.

Mr. Parsons also stated that the Cornell intern will update the Town Board on our roads at the next Town Board meeting. He will report on what he feels should be done to our roads in the next five years.

SUPERVISOR – Out of Office Next Week

The Supervisor informed the Board that he will out of the office the week of August 1st.

MEETINGS – Date Set

There will be a Town Board meeting on Monday, August 8, 2016 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 Mr. Parsons, seconded by Mr. DeLucia, the Board voted 5-0 to go into executive session at 8:11 p.m. to discuss legal issues.

On motion by Mr. Parsons, seconded by Mr. DeLucia, the Board voted 5-0 to come out of executive session at 9:21 p.m.

TOWN EMPLOYEES AND OFFICIALS – Court Clerks Increase in Salary

On motion by Mr. Parsons, seconded by Mr. DeLucia, the Board voted as follows:

THE VOTE:	Yes	- DeLucia, Kelly, Pappalardo, Parsons, Welsh	(5)
	No	- None	(0)
	Absent	- None	(0)

RESOLUTION

RESOLVED, that the Town Board authorizes Robin Harris's salary to be increased by \$5,000 to \$51,505 effective 7/1/2016 and Samantha Incledon's salary to be increased by \$1,250 to \$44,220 effective 7/1/2016.

ADJOURNMENT

On motion by Mr. Parsons, seconded by Mr. Kelly, the Board voted 5-0 to adjourn at 9:25 p.m.

Janet L. Donohue
Town Clerk