

**MINUTES OF THE TOWN BOARD
March 17, 2015**

Minutes of a Meeting of the Town Board of the Town of Eastchester held on March 17, 2015 at 7:00 p.m., at the Town Hall, Eastchester, New York.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE – FLAG

III. ROLL CALL

Present: Supervisor Anthony Colavita
Councilman Glenn Bellitto
Councilman Joseph Dooley
Councilwoman Theresa Nicholson
Councilman Luigi Marcoccia

Town Clerk Linda Laird
Town Attorney Louis Reda
Comptroller Dawn Donovan

IV. OPPORTUNITY TO ADDRESS THE BOARD ON AGENDA ITEMS

Note to the reader: During the First Opportunity to Address the Board, residents are asked to limit their comments to Agenda Items. Frequently, a clarification or general question concerning an Agenda Item is requested. To benefit the reader, the clarifications and additional information regarding a given Agenda Item will be included at the point when the Item is considered and discussed by the Town Board. All comments in favor or opposition to an Agenda Item will be included here.

V. APPROVAL OF MINUTES

Councilman Bellitto offered a motion that was seconded by Supervisor Colavita to approve the Minutes of the March 3, 2015 Town Board Meeting as prepared by Town Clerk Linda Laird.

On the roll call, all voted "AYE." Motion carried.

VI. REPORTS OF DEPARTMENTS, BOARDS AND COMMISSIONS

A) LAW DEPARTMENT REPORT

1. RESOLUTION AUTHORIZING THE SUPERVISOR TO EXECUTE AND DELIVER AN ADDENDUM TO THE LICENSE AGREEMENT BETWEEN THE TOWN OF EASTCHESTER, VILLAGE OF TUCKAHOE AND THE EASTCHESTER SENIOR NUTRITION PROGRAM FOR THE USE OF THE TUCKAHOE COMMUNITY CENTER FOR THE TOWN'S SENIOR NUTRITION PROGRAM

Supervisor Colavita offered a motion that was seconded by Councilman Dooley to approve a RESOLUTION authorizing the Supervisor to execute and deliver an addendum to the License Agreement between the Town of Eastchester, Village of Tuckahoe and the Eastchester Senior Nutrition Center for the use of the Tuckahoe Community Center for the Town's Senior Nutrition Program.

Supervisor Colavita explained the addendum extends the Agreement through September 30, 2015.

On the roll call, all voted "AYE." Motion carried.

2. RESOLUTION AUTHORIZING THE SETTLEMENT OF A CERTIORARI PROCEEDING BY MANGIA GOURMET REALTY CO., LLC

Supervisor Colavita offered a motion that was seconded by Councilman Bellitto to approve a **RESOLUTION** authorizing the settlement of a certiorari proceeding instituted by Mangia Gourmet Realty Co., LLC affecting premises known as Section 2, Block 2, Lot 19 – 26 Palmer Avenue, Bronxville, as follows:

ASSESSMENT YEAR	TAX YEAR	ASSESSED VALUATION	PROPOSED SETTLEMENT	AMOUNT OF REDUCTION
2009	2010	\$24,100.00	\$18,300.00	\$ 5,800.00
2010	2011	\$24,100.00	\$20,800.00	\$ 3,300.00
2011	2012	\$24,100.00	\$21,000.00	\$ 3,100.00
2012	2013	\$24,100.00	\$21,000.00	\$ 3,100.00
2013	2014	\$24,100.00	\$21,150.00	\$ 2,950.00

TOTAL TOWN TAX REFUND \$569.16

On the roll call, all voted "AYE." Motion carried.

B) HIGHWAY DEPARTMENT REPORT

Hector DiLeo, Superintendent of Highways, reported that during the month of February the area encountered six snow and ice storms. Crews worked hard to maintain passable roadways for vehicular travel and emergency vehicles. All manpower outside of Sanitation and Recycling was assigned to snow removal from business districts, sidewalks, parking lots and roadways. This was imperative as the large volume of snow hampered parking and some roadways were not passable.

Further, normal scheduled work of tree trimming, garbage pickup, collection of recyclables to include metal, commingled, newspapers, yard waste, branches & CRT's continued. Further, crews continued with the maintenance of the Town sanitary sewer system, street cleaning of town roadways, street lights, parking lots catch basins and right of ways.

C) RECEIVER OF TAXES REPORT for February was received for filing.

D) TOWN CLERK'S REPORT for February was received for filing.

VII. CORRESPONDENCE

A) MEMORANDUM FROM COMPTROLLER RE: BUDGET TRANSFERS/REVISIONS

Councilman Bellitto offered a motion that was seconded by Councilman Dooley to approve the following Budget Transfer:

<u>Transfers</u>			
Police			
From:	Personal Services	B3120.100	\$125,000.00
To:	Overtime- Straight	B3120.103S	\$125,000.00

On the roll call, all voted "AYE." Motion carried.

B) MEMORANDUM FROM COMPTROLLER RE: SEASONAL EMPLOYEES

Supervisor Colavita offered a motion that was seconded by Councilman Dooley to approve the following Seasonal Appointments, effective March 18, 2015:

NAME	JOB TITLE	RATE		TOWN	DEPT.
Jeffrey P. Carreon	Recreation Attendant	10.00	New	Lake Isle	
Peter Mearsheimer	Recreation Attendant	10.00	New	Lake Isle	
Gabriella Ricciardi	Recreation Attendant	10.00	New	Lake Isle	

On the roll call, all voted "AYE." Motion carried.

C) MEMORANDUM FROM COMPTROLLER RE: COMPUTER AND NETWORKING EQUIPMENT BID AWARD

On March 10, 2015, at 11:00 am, the bid for Computer and Networking Equipment was opened in the Town Clerk's office. There was one bidder; Sullivan Data Management, Inc. bid the amount of \$17,850.24. which is under budget.

The funds for this expenditure have been budgeted for in the 2015 budget.

Councilman Marcoccia offered a motion that was seconded by Councilman Bellitto to approve a Resolution to award the Computer and Networking Equipment bid to Sullivan Data Management, Inc., in the amount of \$17,850.24.

On the roll call, all voted "AYE." Motion carried.

D) MEMORANDUM FROM COMPTROLLER RE: UPDATE INVESTMENT POLICY

Per a request from Comptroller Dawn Donovan, Councilman Marcoccia offered a motion that was seconded by Supervisor Colavita to amend the Investment Policy of the Town of Eastchester. The amendments have updated the authorized banks and increase the authorized maximum amounts for Hudson Valley Bank.

On the roll call, all voted "AYE," accept Councilman Dooley who "ABSTAINED." Motion carried.

**INVESTMENT POLICY
TOWN OF EASTCHESTER, NEW YORK**

I. SCOPE

This investment policy applies to all moneys and other financial resources available for investment on behalf of the Town of Eastchester, New York

II. OBJECTIVES

The primary objectives of the Town's investment activities are legality, safety, liquidity, and yield, as follows:

- To conform with all applicable federal, state and other legal requirements;
- To adequately safeguard principal;
- To provide sufficient liquidity to meet all operating requirements; and
- To obtain a reasonable state of return

III. DELEGATION OF AUTHORITY

The governing board's responsibility for administration of the investment program is delegated to the Town Comptroller who shall establish written procedures for the operation of the investment program consistent with the investment guidelines. The Comptroller shall be responsible for establishing and maintaining internal controls to provide reasonable assurance that deposits and investments are safeguarded against loss from unauthorized use or disposition, that transactions are executed in accordance with management's authorization and recorded properly, and are managed in compliance with applicable laws and regulations.

IV. PRUDENCE

All participants in the investment process shall seek to act responsibly as custodians of the public trust and shall avoid any transaction that might impair public confidence in the Town of Eastchester to govern effectively.

Investments shall be made with judgment and care, with primary consideration for the safety of principal, while aiming for sufficient liquidity to meet the Town's obligations and attain a reasonable rate of return.

All participants involved in the investment process shall refrain from person business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

V. DIVERSIFICATION

It is the policy of the Town of Eastchester to diversify its deposits and investments by financial institution, by investment instrument, and by maturity scheduling.

VI. DESIGNATION OF DEPOSITORIES

The banks and trust companies authorized for the deposits of moneys, including certificates of deposit, up to the maximum amounts shown, are:

<u>Depository Name</u>	<u>Maximum Amount</u>
JP Morgan Chase	\$50,000,000
Hudson Valley Bank	\$65,000,000
HSBC	\$50,000,000
Country Bank	\$50,000,000
MBIA/CLASS	\$50,000,000

VII. PERMITTED INVESTMENTS

As authorized by General Municipal Law, §11, the Town Board of the Town of Eastchester authorizes the Comptroller to invest moneys not required for immediate expenditure for terms not to exceed projected cash flow needs in the following types of investments:

1. Special time deposit accounts in a bank or trust company authorized to do business in New York State;

2. Certificates of deposit issued by a bank or trust company authorized to do business in New York State;
3. Obligations of the United States of America;
4. Obligations guaranteed by agencies of the United States of America where the payment of principal and interest are guaranteed by the United States of America;
5. Obligations of the State of New York;
6. Repurchase agreements of obligations listed under (3) and (4) above, subject to the following restrictions:
 - a) All repurchase agreements must be entered into subject to a Master Repurchase Agreement.
 - b) Trading partners are limited to banks or trust companies authorized to do business in New York State and primary reporting dealers.
 - c) No substitution of securities will be allowed.
 - d) The custodian shall be a party other than the trading partner.

VIII. COLLATERALIZING OF DEPOSITS AND INVESTMENTS

In accordance with the provisions of General Municipal Law, §10, all deposits of the Town of Eastchester, including certificates of deposit and special time deposits, in excess of the amount insured under the provisions of the Federal Deposit Insurance Act shall be secured:

1. By a pledge of "eligible securities" with an aggregate market value as provided by GML §10, equal to the aggregate amount of deposits from the categories designated in Exhibit A to this policy.
2. By an eligible "irrevocable letter of credit" issued by a qualified bank, other than the bank with the deposits in favor of the Town for a term not to exceed 90 days with an aggregate value equal to 140% of the aggregate amount of deposits and the agreed upon interest, if any. A qualified bank is one whose commercial paper and other unsecured short-term debt obligations are rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization or by a bank that is in compliance with applicable federal minimum risk-based capital requirements.
3. By an eligible surety bond payable to the Town for an amount at least equal to 100% of the aggregate amount of deposits and the agreed upon interest, in any, executed by an insurance company authorized to do business in New York State, whose claims-paying ability is rated in the highest rating category by at least two nationally recognized statistical rating organizations.

IX. SAFEKEEPING AND COLLATERALIZATION

Eligible securities used for collateralizing deposits shall be held by the depository or a third party bank or trust company subject and custodial agreements.

The Security agreements shall provide that eligible securities are being pledged to secure the Town's deposits with agreed upon interest, if any, and any costs or expenses arising out of the collection of such deposits upon default. It shall also provide the conditions under which the securities may be sold,

presented for payment, substituted or released and the events that will enable the Town to exercise its right against the pledged securities. In the event that the securities are not registered or inscribed in the name of the Town, such securities shall be delivered in a form suitable for transfer or with an assignment in blank to the Town of Eastchester or its custodial bank.

Custodial agreements shall provide the securities held by the bank or trust company, or agent of and custodian of, the Town, will kept separate and apart from the general assets of the custodial bank or trust company and will not, in any circumstances, be commingled with or become part of the backing for any deposit or other liabilities. The agreement should also describe the custodian shall confirm the receipt, substitution or release of the securities. The agreement shall provide for the frequency of revaluation of eligible securities and for the substitution of securities when a change in the rating of a security may cause ineligibility. Such agreement shall include all provisions necessary to provide the Town a perfected interest in the securities.

X. AUTHORIZED FINANCIAL INSTITUTIONS AND DEALERS

The Town of Eastchester shall maintain a list of financial institutions and dealers approved for investment purposes and establish appropriate limits to the amount of investments that can be made with each financial institutions or dealer. All financial institutions with which the Town conducts business must be credit worth. Banks shall provide their most recent Consolidated Report of Condition (Call Report) at the request of the Town of Eastchester. Security dealers not affiliated with a bank shall be required to be classified as reporting dealers affiliated with the New York Federal Reserve Bank, a listing of proposed depositories, trading partners and custodians. Such listing shall be evaluated at least annually.

XI. PURCHASE OF INVESTMENTS

The Town of Eastchester will encourage the purchase of certificates of deposit through a competitive or negotiated process involving telephone solicitation of at least four bids for each transaction.

The Comptroller is authorized to contract for the purchase of securities:

1. Directly, including though a repurchase agreement, from an authorized trading partner.
2. By participation in a cooperative investment program with another authorized governmental entity pursuant to Article 5G of General Municipal Law where such program meets all requirements set forth in the Office of the State Comptroller's Opinion No. 88-46, and the specific program has been authorized by the governing board.

All purchased obligations, unless registered or inscribed in the name of the Town, shall be purchased through, delivered to and held in the custody of a bank or trust company.

Such obligations shall be purchased, sold or presented for redemption or payment by such bank or trust company only in accordance with prior written authorization from the officer authorized to make the investment. All such transactions shall be confirmed in writing to the Town of Eastchester by the bank or trust company. Any obligation held in the custody of a bank or trust company shall be held pursuant to a written custodial agreement as describe in General Municipal Law, §10.

EXHIBIT A
Schedule of Eligible Securities

- (i) Obligation issued, or fully insured or guaranteed as the payment of principal and interest, by the United States of America, an agency thereof or a United States government sponsored corporation.
- (ii) Obligations issued or fully guaranteed by the International Bank of Reconstruction and Development, the Inter-American Development Bank, the Asian Development Bank, and the African Development Bank.
- (iii) Obligations partially insured or guaranteed by any agency of the United States of America, at a proportion of the market value of the obligations that represents the amount of the insurance or guaranty.
- (iv) Obligations issued or fully insured or guaranteed by the State of New York, obligations issued by a municipal corporation, school district or district corporation of such State or obligations of any public benefit corporation which under a specific State statute may be accepted as security for deposit of public moneys.

On the roll call, all voted "AYE." Motion carried.

E) MEMORANDUM FROM SUPERINTENDENT OF HIGHWAYS RE: AWARD – 2015 UNIFORM CONTRACT

On Monday, March 16, 2015, at 11:00 a.m. two bids were opened for supplying uniforms to Town employees within various Departments.

The low bid was submitted by Robert’s Department Stores, Incorporated, 342 Mamaroneck Avenue, Mamaroneck, NY 10543. This bid has been reviewed and is within the contract specifications. All prices have been documented within the attached spreadsheet. The second bid received by S&H Uniforms Corporation was disqualified as it was not accompanied by a bank check equal to 5% of the total amount of the bid.

Councilman Bellitto offered a motion that was seconded by Councilman Dooley to approve a Resolution to award the 2015 contract to supply Uniforms to various Town departments to Robert’s Department Stores, Incorporated, 342 Mamaroneck Avenue, Mamaroneck, NY 10543 at the unit prices bid.

2015 UNIFORMS – TOWN OF EASTCHESTER

**ROBERTS DEPARTMENT
STORES, INC**

	DESCRIPTION	SIZES	PRICE (1)*
1A	874 Traditional Work Pant Color Navy	(W28-44)	\$ 19.00
		(W 46-50)	20.00
1B	Carhartt Carpenter – Washed Denim #B13	(W 28-50)	28.00
1C	Carhartt Carpenter Pants Flannel lined B111 Color Black & Brown	(W 28-44)	40.00

1D	Carhartt Relaxed Fit Jeans #B460	(W 28-50)	27.00
1E	Carhartt Style #B11 Washed Duck Dungaree	(W 28-44)	31.50
2A	Red Kap SYK6HV–Hi-Viz Short Sleeve Tee Color – Flourescent Yellow Green	(S-XL)	21.90
		(2XL-3XL)	23.99
2B	Red Kap SYK2HV Hi-Viz - T-Shirt Long Sleeve – Flourescent Yellow Green	(S-XL)	24.99
		2XL-3XL)	27.99
2C	Red Kap SS14HV- Hi-Viz Long Sleeve Shirt Color Fluorescent Yellow Green (button down)	(S-XL)	42.00
		(2XL-3XL)	46.99
2D	Red Kap SS24HV- Hi-Viz Short Sleeve Shirt Color Fluorescent Yellow Green (button down)	(S-XL)	39.99
		(2XL-3XL)	42.00
3A	DICKIES Mesh Vest VE200 Color ANSI Yellow	(S-4XL)	22.00
3B	Snap ‘N’ Wear #310 – Vest Color Fluorescent Yellow	(S-XL)	40.00
		(2XL-4XL)	49.00
5A	Dickie High Vis Class3 Thermal- Lined Hooded Zip-Front #VW303 Color ANSI Yellow	(S- 2XL)	57.00
		(3XL- 4XL)	60.00
5B	Game 8111 Ansi Class 3 Sweat shirt, Crewnick, Safety green with black from waist down	S-XL	36.00
		2XL – 3XL	36.00
5C	Game 8260 Ansi Class 3 Zipper Hooded Sweat Jacket, Unlined, Safety Green with Black from Waist down	S-XL	46.00
		2XL – 3XL	46.00
6A	Helly Hansen #73256 Hi-Viz Jacket Color Reversible Black/Fluorescent Yellow	(S- XL)	82.00
		(2XL- 4XL)	85.00
6B	Helly Hansen #70261 Ansi Class 2 Narvik Rain Jacket Color Fluorescent Yellow	(S- 2XL)	60.00
		(3XL- 4XL)	60.00
6C	Helly Hansen #70570 Ansi Class 2 Narvik Bib Rain Pant Color Fluorescent Yellow	(S- 2XL)	60.00
		(3XL- 4XL)	60.00
6D	Snap ‘N’ Wear #677T – Waterproof Outer Shell Color Neon-Lime	(S- XL)	80.00
		(2XL- 4XL)	99.00
6E	Snap ‘N’ Wear #626T 3-Season Jacket Color Neon Lime	(S- XL)	80.00
		(2XL- 4XL)	89.00
6F	Snap ‘N’ Wear Style #3100 Quilted Jacket Color - Yellow	(S- XL)	50.00
		(2XL- 4XL)	57.00

6G	Dickie TV261 Insulated Coveralls (Twill) Color Navy	S-2XL	54.00
		3XL	54.00
7A	Timberland Pro 6" Boot #65030 Color Wheat		88.00
7B	Red Wing Low Cut Oxford Shoe #8618 Color Black		117.00
7C	Wolverine 6" Waterproof Insulated Boot #W03226 Color Brown		106.00
7D	Wolverine #W01214 8" Gore-Tex Boot Color Wheat		120.00
7E	Columbia-Bugaboot 6" Snow Boot - Color Black		79.00
7F	Rocky 8" Winter Boot #7363 Color Brown		105.00
7G	Bates GX-4 Gore Tex #E02266 Color Black		100.00
7H	Muckboot Rubber Boot Calf Height Color Black		105.00
8A	Wigwam Merino Wool Sock – Style #F2300 Color Gray or Black		12.00
8B	Carhartt #A508 Insulated Glove color Black	M-2XL	29.00
8C	Kinko #31938P Insulated Glove Color Safety Green and Safety Orange	M-2XL	15.00

For bid purposes the quantity is (1) one. The Town has the right to order any quantity of any specified item or items.

On the roll call, all voted "AYE." Motion carried.

F) MEMORANDUM FROM ASSESSOR RE: 2015 TAX MAP CONTRACT

Supervisor Colavita offered a motion that was seconded by Councilman Dooley to approve the 2015 Tax Map Maintenance contract MRB Group. There is no change in the cost from the 2014 contract.

On the roll call, all voted "AYE." Motion carried.

G) MEMORANDUM FROM SUPERINTENDENT OF PARKS AND RECREATION RE: TUCKAHOE SCHOOL DISTRICT REQUEST TO USE LAKE ISLE GOLF COURSE – VARSITY GOLF TEAM

Supervisor Colavita reviewed a recommendation from Sally Veltidi, Superintendent of Parks and Recreation, to approve a request from the Tuckahoe School District to use the Lake Isle Golf Course for the 2015 season. The Town has allowed them to use the golf course in the past. The high school season will continue through mid-June. All the practices and matches would be played weekdays after school; therefore, they are not requesting any weekend usage.

Tuckahoe School District has a certificate of insurance on file approved by the Town Attorney on file in the Recreation Department, naming the Town of Eastchester, Lake Isle Country Club and GSP Management additionally insured.

Councilman Dooley offered a motion that was seconded by Councilman Marcoccia to approve Tuckahoe School District's request to use the Lake Isle Golf Course for the 2015 season.

On the roll call, all voted "AYE." Motion carried.

**H) MEMORANDUM FROM SUPERINTENDENT OF PARKS AND RECREATION RE:
EASTCHESTER SCHOOL DISTRICT REQUEST TO USE LAKE ISLE GOLF COURSE –
VARSITY GOLF TEAM**

Supervisor Colavita reviewed a recommendation from Sally Veltidi, Superintendent of Parks and Recreation, to approve a request from Eastchester School District to use the Lake Isle Golf Course for the 2015 season. The Town has allowed them to use the golf course in the past. The high school season will continue through mid-June. All the practices and matches would be played weekdays after school; therefore, they are not requesting any weekend usage.

Eastchester School Districts has a certificate of insurance on file approved by the Town Attorney on file in the Recreation Department, naming the Town of Eastchester, Lake Isle Country Club and GSP Management additionally insured.

Supervisor Colavita offered a motion that was seconded by Councilman Marcoccia to approve Eastchester School District's request to use the Lake Isle Golf Course for the 2015 season.

On the roll call, all voted "AYE." Motion carried.

VIII. **MISCELLANEOUS BUSINESS** - none

IX. **COUNCIL MEMBER REPORTS**

Councilman Marcoccia announced Lake Isle will host an Open House on April 18th from 10 am – 4 pm. It is anticipated that the golf course will open in early April, outdoor tennis on May 23rd and the pool during Memorial Day weekend.

Councilman Bellitto announced preliminary plans are underway to celebrate the Eastchester Library's 50th Anniversary. Activities will center on the May 2017 date. With the successful completion of the Children's Room of the Library, attention is now being directed to the development of a Teen Section at the Library.

Councilman Dooley announced the Eastchester Recreation and Parks Department Summer Camp Brochure is available on the town website. Starting on Friday, March 20th one week of early bird registration will take place with opportunities to sign-up early and save: All registration will take place at Eastchester Town Hall: Friday, March 20th 7:00PM – 9:00PM (Community Room) Monday, March 23rd - Friday, March 27th 8:30AM - 4:30PM (Recreation Office).

Councilman Dooley spoke on behalf of the Town Board in congratulating the Eastchester Irish American Social Club on the 'fabulous job' in organizing the 11th Annual Saint Patrick's Day Parade.

Councilwoman Nicholson reminded Eastchester High School Alumni of the upcoming event at Mickey Spillane's to benefit the Alumni Association on March 20th and the Eastchester School Foundation fundraiser on March 21st being held at Leewood Country Club. In closing, Mrs. Nicholson congratulated Supervisor Colavita on being named the Eastchester Youth Soccer's Man of the Year.

Supervisor Colavita reported the Town continues to work with the residents of the Madison Road neighborhood and Con Edison in determining the source of natural gas odor. A Con Edison crew recently repaired a minor gas leak at 22 Madison Road and will continue to monitor the area.

In closing, Supervisor Colavita reminding the public of the 19th annual Michael Frey Mass being held on Saturday, March 21st at 7pm at Immaculate Conception Church.

X. SECOND OPPORTUNITY TO ADDRESS THE BOARD

Peter DeFelice read from the 2014 Comprehensive Annual Financial Report, "The independent auditor concluded, based upon the audit, that there was a reasonable basis for rendering unqualified opinions that the Town's basic financial statements for the fiscal year ended December 31, 2014, are fairly presented in conformity with GAAP (generally accepted accounting principles) and suggested the town's financial health had been rated as only 'fair.'

Councilman Bellitto explained the Audit Report language represents the best reporting an agency can expect. Generally there are three types of auditor's opinions. 1) A "clean" or unqualified opinion states that the financial statements present a fair and accurate picture and comply with generally accepted accounting principles. 2) A qualified opinion contains exceptions, which may include the scope of the audit. And 3) an adverse opinion contains a major exception or warning.

There being no further public comment, the meeting was adjourned at 7:45 p.m.

Minutes prepared by;

Linda Laird
Town Clerk