

**MINUTES OF THE LEGISLATIVE MEETING OF THE TOWN BOARD OF THE TOWN
OF PELHAM HELD ON TUESDAY SEPTEMBER 8, 2020**

**DARONCO TOWNHOUSE
COMMENCING AT 7:00 PM**

PRESENT: TOWN SUPERVISOR DANIEL MCLAUGHLIN, DEPUTY TOWN SUPERVISOR RAE SZYMANSKI, COUNCILMAN TIM CASE, COUNCILWOMAN KRISTEN BURKE, COUNCILWOMAN MAURA CURTIN

RECORDING SECRETARY: TOWN CLERK ANTOINETTE CLEMENTE AND DEPUTY TOWN CLERK MOLLY GIROLAMO

OTHERS PRESENT: CONFIDENTIAL SECRETARY TO THE TOWN SUPERVISOR, RUTHANN DESIMONE AND A FEW MEMBERS OF THE PUBLIC.

CALL TO ORDER- Town Supervisor Daniel McLaughlin called the Legislative Meeting to order at 7:00 PM.

1. APPROVAL OF MINUTES

Town Supervisor Daniel McLaughlin asked the Board to review the minutes from the Legislative meeting held on August 11, 2020.

Motion By: Councilwoman Burke
Seconded by: Councilwoman Curtin

Vote Taken:
Supervisor McLaughlin- Aye
Deputy Town Supervisor Szymanski- Aye
Councilman Case- Aye
Councilwoman Burke- Aye
Councilwoman Curtin- Aye

Motion carried unanimously

COMMITTEE REPORTS

1) DEPUTY TOWN SUPERVISOR SZYMANSKI-

a. FLY CAR REPORT

Month of August 2020- 68 calls

Pelham- 28

Pelham Manor- 40

HRP- 3

I95- 0

Back-up ambulance response time 6 minutes 58 seconds 74% of the calls were answered in 6 minutes and under. 65 % of calls were answered in 5 minutes and under.

b. Captain Benkwitt let Councilwoman Szymanski know that one of the fly car calls was dispatched with only one medic. That is not how our current contract reads. Scott Holland from Empress followed up to indicate that they had a staffing issue that day and assured us that this will not happen again.

2) COUNCILMAN CASE- RECREATION

a. Summer camps ended a couple of weeks ago and were successful.

b. Fall programs will start in a couple of weeks. The Recreation department is coordinating with school principals.

c. Rec soccer will start at the end of September.

d. Youth Football program will not be "tackle" this year. Instead they will coordinate with Recreation to run flag football.

e. Discussion regarding resuming Senior programming and the challenges that may present. Councilman Case will reach out to Carolyn Vieth (Senior Advocate) to discuss and put on the agenda for the next Town Board meeting.

d. Discussed the history and current use of the Spring Rd. field. We currently lease the field from NYC and pay to have it maintained. There are drawbacks to using the field including the condition and restrictions on tree removal. The Town has been

approached by DOXA (soccer club) with a proposal to use the field and possibly take over the maintenance. Councilwoman Burke expressed hesitation in giving up any field space as we could use it to expand our current programs. Councilman Case will keep the Board in the loop on any developments.

3) COUNCILWOMAN BURKE- JUSTICE, TAX RECEIVER AND TOWN CLERK REPORTS

a. Court Report – Court is open on a revised schedule. Cases are being grouped by attorney to reduce back up and keep the schedule moving.

Working through issues with Passport ticketing service (parking tickets) in order to gain access to the financial account. Working with the Village of Pelham Manor and looping in NY State.

b. Tax Receiver Report August 2020

Town/County 2020- \$18,049.31, Town/County 2019- \$0,
School Taxes- \$0 School Collection Fee- \$0,
Credit Card Fee (Town or School) \$0
Duplicate Payments (Town or School), Refund Sent - \$0
Penalties & Interest \$2,983.06 {(T/C) \$1,059.97 (L) \$1923.09}
Liens- \$64,544.85- Tax Payers Agreement-\$796.74,
Misc. \$66.16, Pro-Ratas- \$4,765.03
Total- \$91,205.15

c. Town Clerk Monthly Report for June 2020

Marriage License- 5 @ \$40.00 = \$200.00

Marriage Sent to State- \$112.50

Marriage Transcripts- 8@ \$10 = \$80.00

DEC- \$0 Dogs-\$39.00 EZPass- \$50.00 Misc -\$0

Total Deposit- \$369.00

Total Paid Out- \$112.50

Total to Town-\$256.50

Flu shots will be given to Town employees including the Police Department on September 15 from 10:00AM to 2:00PM.

Molly Girolamo will follow up with Carolyn Vieth to come up with an additional date to accommodate Seniors.

4) COUNCILWOMAN CURTIN

a. Library

Library did not meet in August. Will update at next meeting.

b. New Town website

The new website is staged. Councilwoman Curtin sent a link to the Board for feedback before the launch. It was determined that each department needs to look at their information carefully and report any changes to Darlene Paolercio before the next Board meeting.

Discussion regarding the Recreation website and room for improvement. It is linked to but not part of the Town website. Councilwoman Curtin will follow up with the vendor, Town Web, to inquire about the cost to integrate the Recreation website.

SUPERVISOR'S REPORT

1) Census – The combined Village of Pelham and Pelham Manor is currently at 75.4% participation. This is a good number in relation to the rest of Westchester County, however, we still want to promote completion through the remainder of the census which is September 30. The Town has information on its Facebook page and The Chamber of Commerce is also promoting.

2) 9/11 Memorial ceremony will take place Friday, September 11 at 8:30AM. Covid-19 guidelines will be in effect, including social distancing and masks.

The event will also be broadcast using Facebook Live on the Town's Facebook page.

3) Resignation of Kai Yamamoto. Supervisor McLaughlin thanked Mr. Yamamoto for his years of service and asked Councilwoman Burke to read his resignation letter out loud. It was commented that it was a very nice letter and he will be missed.

4) Supervisor McLaughlin invited members of the Board to participate in the weekly Westchester County Law Enforcement Task Force call.

Resolution to adopt new (LGS-1) Retention and Disposition Schedule

RESOLVED, By *The Town Board of The Town of Pelham* that Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that in accordance with Article 57-A:

- a) only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records after they have met the minimum retention periods described therein; xxiv
- b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

Motion made: Councilman Case

Seconded: Councilwoman Szymanski

In Favor:

Supervisor McLaughlin: Aye

Councilwoman Szymanski: Aye

Councilman Case: Aye

Councilwoman Burke: Aye

Councilwoman Curtin: Aye

Resolution passed unanimously

OLD/NEW BUSINESS

1) Supervisor McLaughlin mentioned that twelve property owners took advantage of the County tax relief program. We currently are owed \$125,000 from 33 parcels, which is average for our Town/County collections.

Two taxpayers requested forgiveness of Town/County tax penalties:

1. Property S/B/L #03/164.43-1-37.1/401

Motion made by Supervisor McLaughlin NOT to forgive penalty

Second: Councilwoman Burke

All in favor:

Supervisor McLaughlin- Aye

Deputy Town Supervisor Szymanski- Aye

Councilman Case- Aye

Councilwoman Burke- Aye

Councilwoman Curtin- Aye

2. Property S/B/L #03/164.29-1-14

Motion made by Supervisor McLaughlin NOT to forgive penalty

Second: Councilwoman Szymanski

All in favor:

Supervisor McLaughlin- Aye

Deputy Town Supervisor Szymanski- Aye

Councilman Case- Aye

Councilwoman Burke- No

Councilwoman Curtin- No

2) Solarized Panel is now behind "Heat Smart Westchester". They are offering discounts for installation (subject to zoning and permit). They will promote via Facebook, banners, etc. and might want to use the Town House for informational meetings.

3) Mary Ann Joyce is no longer our liaison with NY State Senator Biaggi. Our new contact is Emmanuel Martinez.

4) Budget Process – Ruthann DeSimone (Budget Director)

- Tentative Budget is due October 30th to the Town Clerk
- Dept. heads will meet on October 14th
- December 10th will be a preliminary public hearing and then the final budget is due.

Public Comment

Michael Schwerner Plaque

Jamie Burke, a Pelham High School student who resides at 2 Marquand Place, gave a power point presentation on a new Michael Schwerner Plaque. It would be a further inspiration to our Town and our students. If agreed upon Blake Bell should take a look at the inscription that would be on the plaque.

BOE Update

Ruthann DeSimone explained that the Pelham Manor firehouse is not a good spot anymore because it comes with its challenges. Hopefully we will be able to vote at OLPH, where there is enough room for parking and handicap access. Pelham Manor firehouse can still be used for local elections as it doesn't pose that much of an issue.

Motion to end Legislative meeting at 8:49 PM

Motion by: Councilwoman Szymanski

Seconded by: Councilman Case

Vote Taken:

- Supervisor McLaughlin- Aye
- Deputy Town Supervisor Szymanski- Aye
- Councilman Case- Aye
- Councilwoman Burke- Aye
- Councilwoman Curtin- Aye

Motion carried unanimously.

Respectfully Submitted,
Antoinette Clemente
Town Clerk

Move to Executive Session

