

OFFICE OF THE SUPERVISOR

Telephone  
(914) 277-3637  
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# Town of Somers

WESTCHESTER COUNTY, N.Y.

SOMERS TOWN HOUSE  
335 ROUTE 202  
SOMERS, NY 10589

RICK MORRISSEY  
SUPERVISOR



**SOMERS TOWN BOARD  
WORK SESSION 7:00PM  
THURSDAY, NOVEMBER 7, 2019  
[www.somersny.com](http://www.somersny.com)**

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**A. PLEDGE OF ALLEGIANCE:**

**B. PARKS & RECREATION:** No additional business.

**C. TOWN BOARD:**

1. Census 2020 Update – Ms. Norma Drummond, Commissioner of Planning, Westchester County
2. Northern Westchester Hospital Update – Mr. Joel Seligman, President & CEO
3. The New Private School in Somers - Discussion
  - a. Acknowledge Receipt of Revised Submission of Materials, Dated September 30, 2019, by Applicant.

**PUBLIC COMMENT**

Please limit your comments to no more than 3 minutes.

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**D. TOWN BOARD CONT.:**

4. Somers Sewer District #2 Formation - Discussion
5. Bureau of Fire Prevention Proposed Code Addition – Discussion
6. Land Donation Request from Somers Realty – Discussion
7. The Town Clerk presents the 2020 Tentative Budget to the Town Board.
8. Authorize Supervisor to adopt the Emergency Management Plan in the Town of Somers effective immediately.
9. Authorize the Supervisor to execute the Third Proposal to Provide Traffic Consulting Services from Frederick P. Clark Associates, Inc. for the Review of New Private School, Somers, New York in the amount up to \$9,600, plus out-of-pocket expenses and any attendance at meetings.

**E. FINANCIAL:** No additional business.

**F. HIGHWAY:** No additional business.

**G. PERSONNEL:**

1. **Current Vacancies:**
  - a. Affordable Housing Board (1- 2-year term ending 7/11/2020.)
  - b. Affordable Housing Board (2- 2-year terms ending 7/11/2021.)
  - c. Partners in Prevention (2 – 3-year terms ending 12/31/2019.)
  - d. Partners in Prevention (2 – 3-year terms ending 12/31/2020.)
  - e. Assessment Board of Review (1- 5-year term ending 9/30/2024.)
2. **Upcoming Vacancies - Terms Expiring in 2019:**
  - a. Library Board of Trustees (2 – 4-year terms ending 12/31/2019.)
  - b. Partners in Prevention (2 – 3-year terms ending 12/31/2019.)
  - c. Planning Board (1 – 7-year term ending 12/31/2019.)

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**H. PLANNING & ENGINEERING:**

1. For review and comment:
  - a. Removal of Plum Brook Bridge "M" and Removal of Deans Bridge "P"

**I. POLICE:** No additional business.

**J. PROPOSED CONSENSUS AGENDA:**

1. Authorize the return of the following Bond per October 17, 2019 memo from Steven Woelfle, Principal Engineering Technician.
  - a. \$4,928.00 Erosion Control Bond, Tomahawk Realty, LLC  
TM: 27.05-1-13
2. Authorize Waiver of \$703.00 in Permit fees for the Somers Fire District for the repair to the existing handicap accessible ramp and for minor improvements to two existing travel ways to bring into current code compliance per email dated October 23, 2019 from Thomas J. Tooma, Jr., Building Inspector.
3. Authorize the Supervisor to execute the application to reserve temporary use of the Somers Town House Green from Dennis J. Crilly for display of a temporary illuminated Nativity Scene approximately 2.6m wide x 2.3m tall x 0.6m deep from December 1, 2019 through January 6, 2020.

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**2019 Calendar**

November 7, 2019	7:00pm	Town Board Work Session
November 14, 2019	7:00pm	Town Board Regular Meeting
December 5, 2019	7:00pm	Town Board Work Session
December 12, 2019	7:00pm	Town Board Regular Meeting
		<b>Public Hearing:</b>
		For the proposed 2020 Quarterly
		Water Charges for the Amawalk
		Shenorock Water District, Windsor
		Water District, Amawalk Heights
		Water District

**2020 Calendar**

January 2, 2020	7:00pm	Town Board Organizational Meeting
		Town Board Work Session
January 9, 2020	7:00pm	Town Board Regular Meeting

Sent to:  
FB TPA, TC  
10/30/19  
KJ

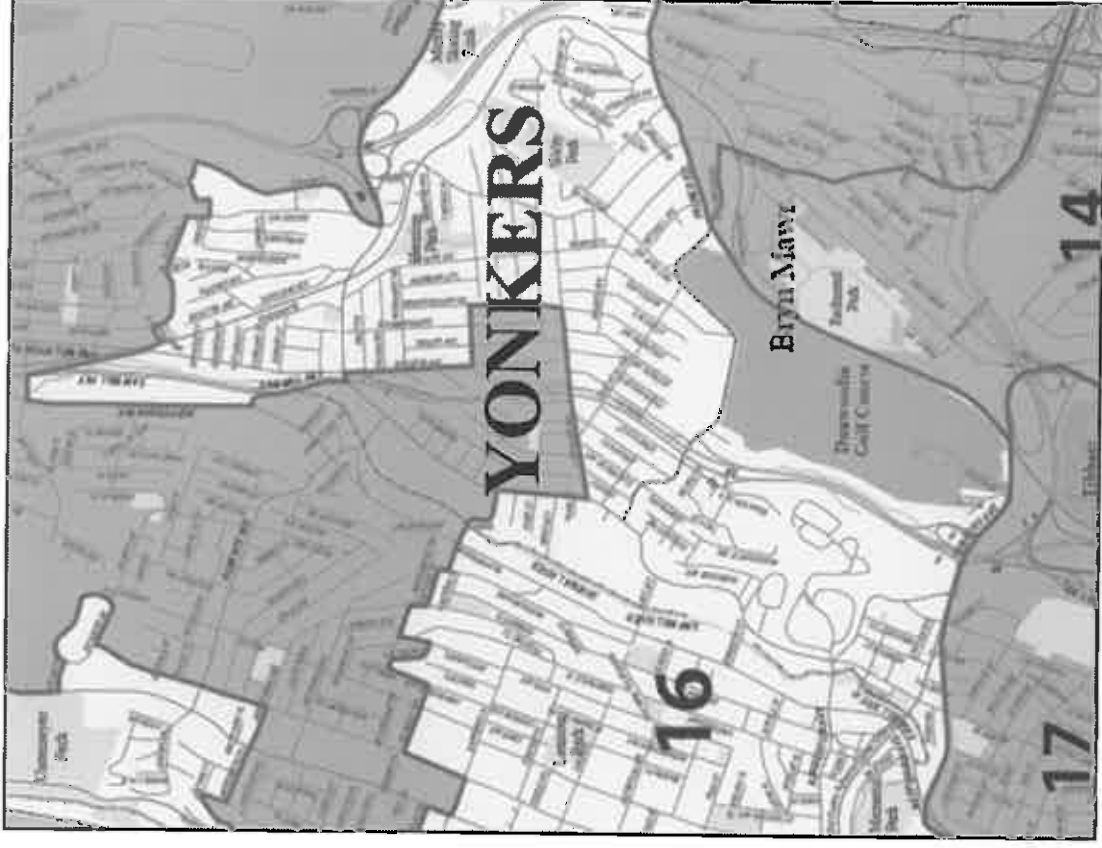
# Planning for the 2020 Census



# Why is the Census so important?

- Mandated by US Constitution
- Apportionment and redistricting
- Equitable distribution of public funds:
  - \$880 billion across 2500 programs in 26 federal agencies in education, health care, infrastructure, etc.\*
- Guides both public and private-sector decision-making
- Basis of other datasets, including American Community Survey (ACS), HUD data

*\*GW Institute Report on 2016 funds*



# What's new for 2020?

- The first Census with option to **respond online**
- The Bureau will make greater use of information they already have
  - Will ask neighbors or building managers how many people live in a unit if they aren't able to get household response
  - Last resort: Use **existing government records** (e.g. tax forms, food stamps, Medicaid roles – HUD, VA, HHS, SSA, IRS) to determine if unit is vacant or to obtain count



An enumerator interviews a woman for the 1940 Census,  
*National Archives*

# United States Census 2020



- 100% count of the population
- Housing units and vacancy
- Age, sex, relationship
- Race and Hispanic origin
- Tenure (do you own or rent?)
- ~~Citizenship (blocked)~~

- Ongoing survey sent to 295,000 addresses in the US each month
- Sample data subject to a margin of error with a 90% confidence interval
- Estimates should be used with caution, especially with smaller geographies

**Is this person a citizen of the United States?**

☐ Yes, born in the United States

☐ Yes, born in Puerto Rico, Guam, the U.S. Virgin Islands, or Northern Mariana

☐ Yes, born abroad of U.S. citizen parent or parents

☐ Yes, U.S. citizen by naturalization – *Print year of naturalization*

☐ No, not a U.S. citizen

**Housing (continued)**

**12** Have many automobiles, vans, and trucks of one-ton capacity or less are kept at home for use by members of this household?

☐ None ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 or more

**13** **a. LAST MONTH, what was the cost of electricity for this house, apartment, or mobile home?**  
Last month's cost - Dollars

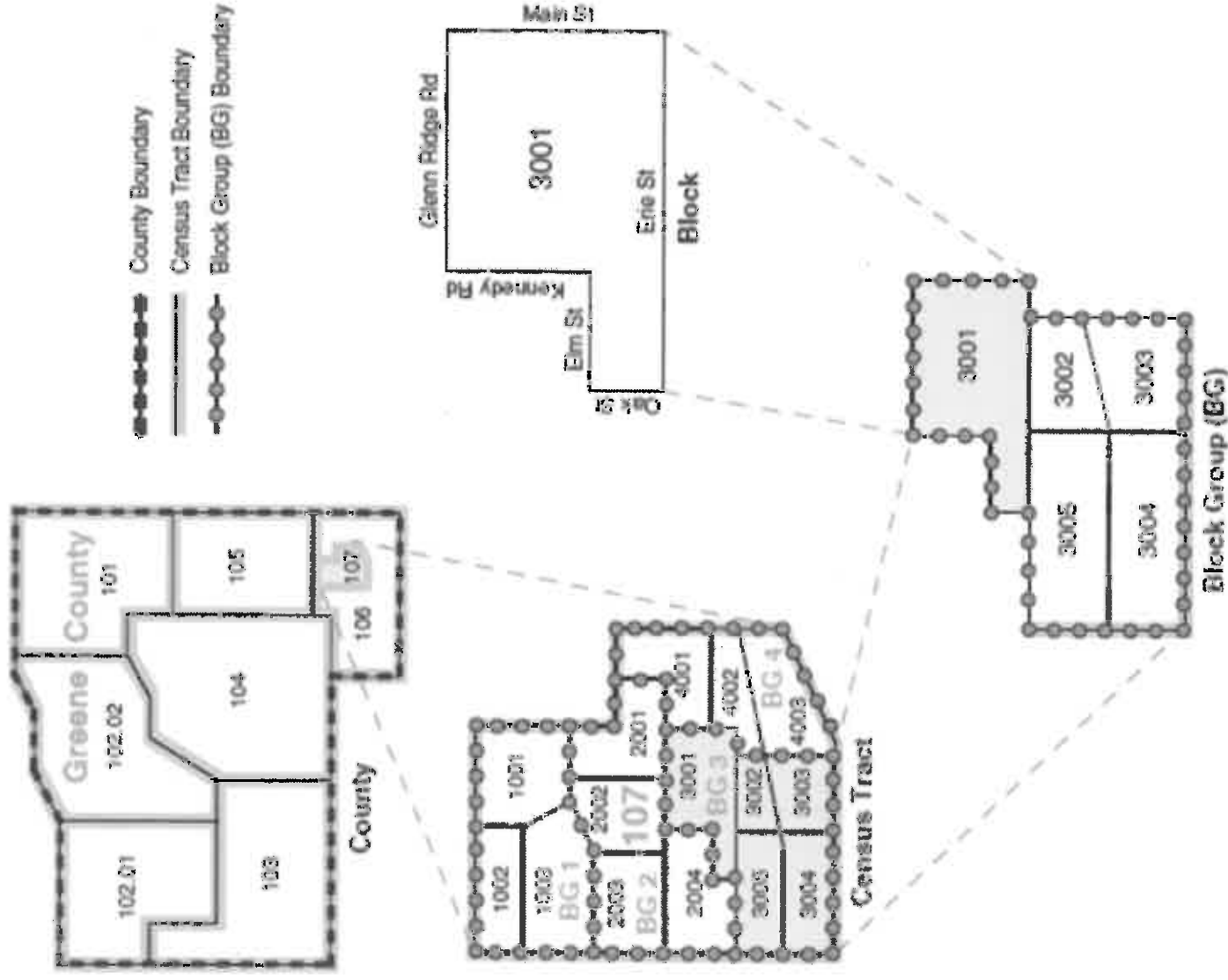
**OR**

☐ Included in rent or condominium fee ☐ No charge or electricity not used

**b. LAST MONTH, what was the cost of gas for this house, apartment, or mobile home?**  
Last month's cost - Dollars



# Census Geography



Tract >  
**Block Group**  
 > **Block**

Block group: 600 to 3,000 people, with an optimum size of 1,500 people

Tract: 1,200 to 8,000 people, with an optimum size of 4,000 people



# Local Update of Census Addresses (LUCA)

Government	Population	Residential Addresses	Status
Bronxville	6,323	2,338	No Response
Buchanan	2,230	890	No Response
Dobbs Ferry	10,875	3,815	No Response
Eastchester	33,135	13,485	No Response
Greenburgh	92,029	34,940	No Response
Harrison	27,472	8,708	No Response
Hastings-on-Hudson	7,849	3,080	No Response
Mamaroneck town	29,957	11,309	No Response
Mamaroneck village	18,929	7,627	No Response
Mount Kisco	10,877	4,288	No Response
Mount Pleasant	44,890	14,922	No Response
North Castle	12,304	4,190	No Response
Ossining town	38,384	13,015	No Response
Ossining village	25,060	8,406	No Response
Pelham village	6,910	2,380	No Response
Rye city	15,720	5,803	No Response
Sleepy Hollow	9,870	3,821	No Response
<b>Westchester County</b>	<b>976,396</b>	<b>370,032</b>	<b>Registered</b>

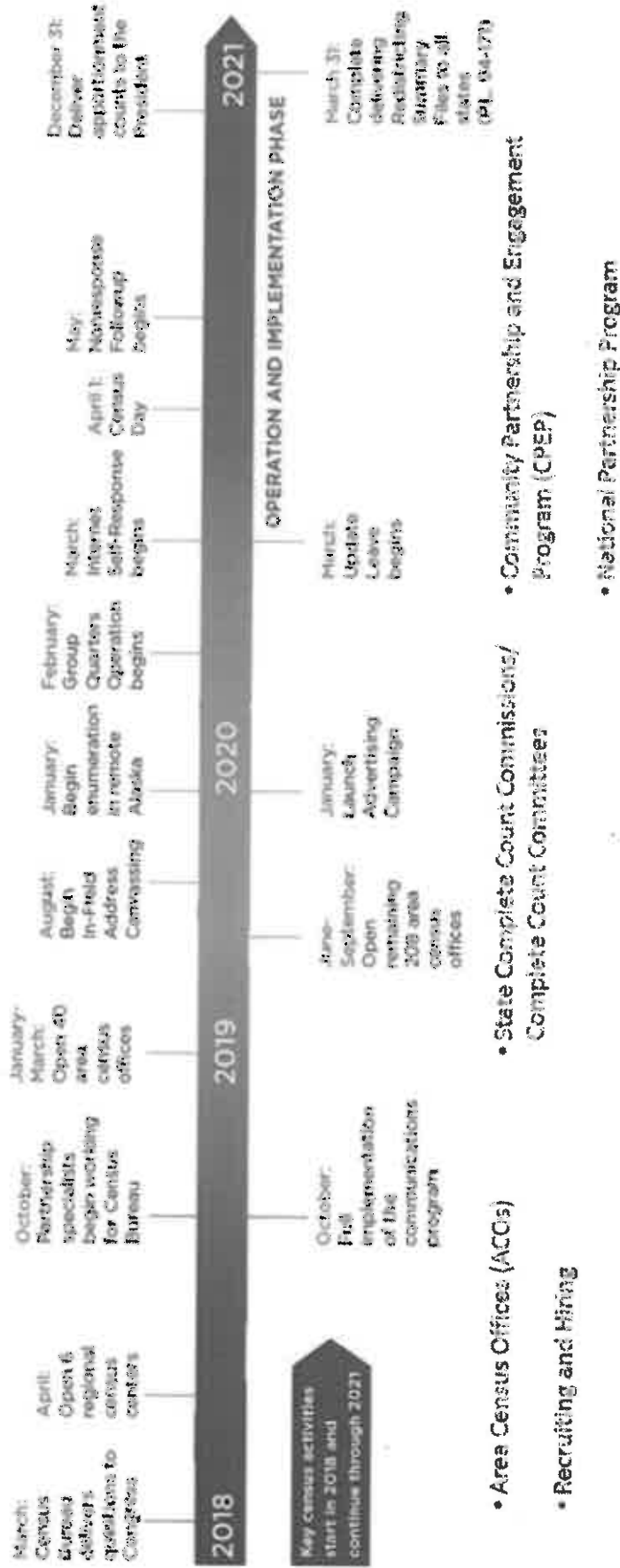


# Boundary and Annexation Survey (BAS)



# 2020 Census

Where are We Now



## 2020 Census

### How the 2020 Census Will Invite Everyone to Respond

Every household will have the option of responding online, by mail, or by phone.

Nearly every household will receive an invitation to participate in the 2020 Census from either a postal worker or a census worker.



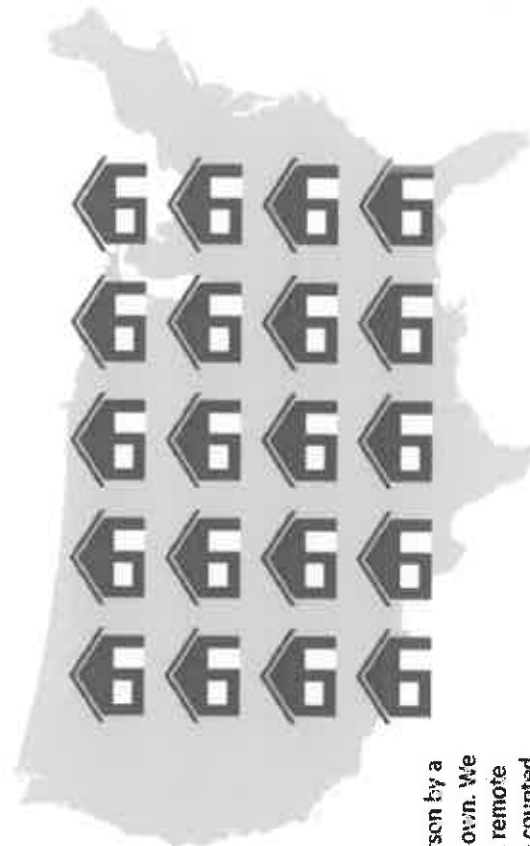
**95%** of households will receive their census invitation in the mail.



**Almost 5%** of households will receive their census invitation when a census taker drops it off. In these areas, the majority of households may not receive mail at their home's physical location (like households that use PO boxes or areas recently affected by natural disasters).



**Less than 1%** of households will be counted in person by a census taker, instead of being invited to respond on their own. We do this in very remote areas like parts of northern Maine, remote Alaska, and in select American Indian areas that ask to be counted in person.



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U.S. Department of Commerce  
Economics and Statistics Administration  
U.S. CENSUS BUREAU  
[census.gov](https://census.gov)



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**Census**  
**2020**

## 2020 Census

### Self-Response Mail Strategy

#### Self-Response

- Two-panel design: Internet First (invitation letter on first contact) and Internet Choice (questionnaire on first contact)
- Internet First panel is divided into four cohorts to best distribute calls to Census Questionnaire Assistance
- Internet Choice panel is in a single cohort, mailed on the same schedule as Internet First, Cohort 2

MARCH							APRIL						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7				1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28	29	30		

Dates in the table below are in-home dates.

Panel	Cohort	Mailing 1 Letter (Internet First) or Letter + Questionnaire (Internet Choice)	Mailing 2 Letter	Mailing 3* Postcard	Mailing 4* Letter + Questionnaire	Mailing 5* "It's not too late" Postcard
Internet First	1	March 12, 2020	March 16, 2020	March 26, 2020	April 8, 2020	April 20, 2020
	2	March 13, 2020	March 17, 2020	March 27, 2020	April 9, 2020	April 20, 2020
	3	March 19, 2020	March 23, 2020	April 2, 2020	April 15, 2020	April 27, 2020
	4	March 20, 2020	March 24, 2020	April 3, 2020	April 16, 2020	April 27, 2020
Internet Choice	N/A	March 13, 2020	March 17, 2020	March 27, 2020	April 9, 2020	April 20, 2020

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U.S. Department of Commerce  
Economic and Statistics Administration  
U.S. CENSUS BUREAU  
census.gov








to nonresponding households

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**Census**  
2020

## Study Design: CBAMS Survey

The 2020 CBAMS Survey was administered from February to April 2018 to **50,000 addresses** in all **50 states and Washington, D.C.**

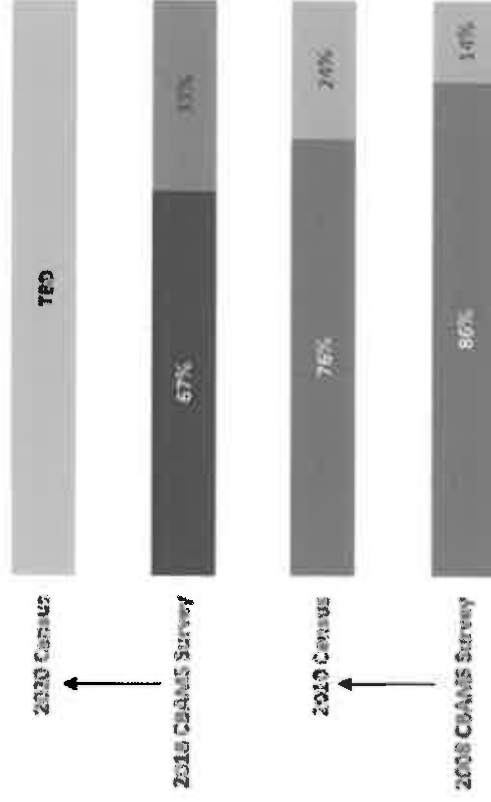
-  Questionnaire consisted of **61 questions**
-  **Adults 18+** were eligible to participate via mail or web
-  Households in the sample **received a prepaid incentive** and up to **five mailings** inviting them to participate
-  **Oversampled** Asians, Blacks, Hispanics, and other small-sample races.
-  Roughly **17,500 people** responded to the survey





Two out of three said they were likely to respond

CBAMS Survey and Decennial Census  
Measured vs Observed Response Rate



The mail return rate to the 2010 Census was 10 pts lower than measured in the 2008 CBAMS Survey

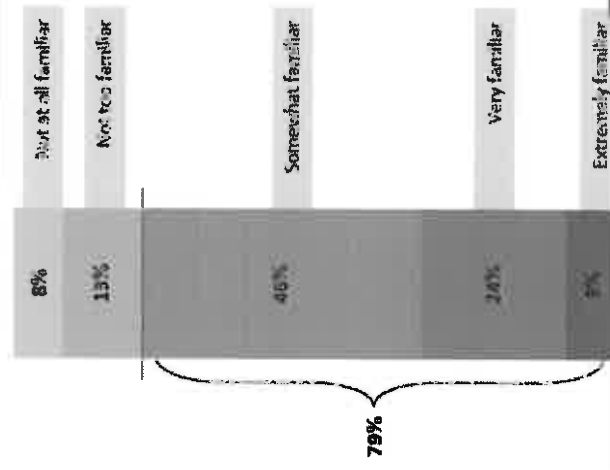


CBAMS measures those who are "extremely" or "very" likely to fill out the census form if the census were held today.

Note: Due to methodological differences, direct statistical comparisons between 2008 and 2010 survey are not possible.

# Many know the census basics but not much more






How familiar are you with the U.S. census?



## In their own words

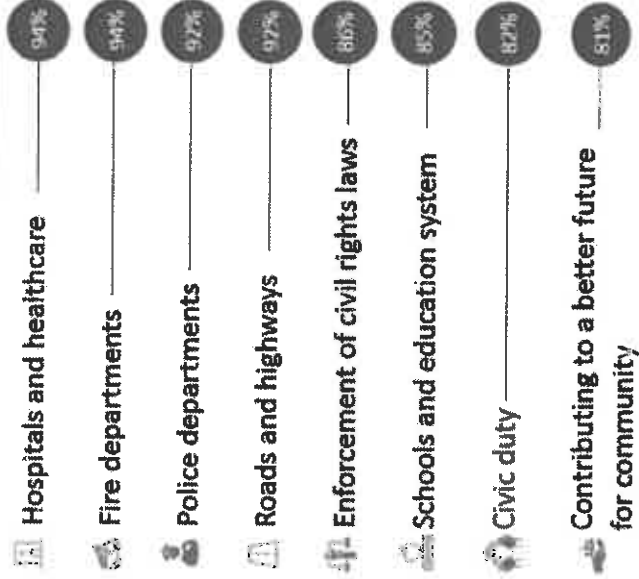
*[What comes to mind when I hear 'census'?] I don't know. Isn't that like the people that want to know like everything? They send you letters to your house."*  
— American Indian and Alaska Native

## Potential barriers to participation in the 2020 Census

-  Apathy & Efficacy
-  Concerns about data confidentiality & privacy
-  Fear of Repercussions
-  Distrust in Government
-  Few Perceived Personal Benefits

Public services are important to nearly all respondents

### Most Important Motivators



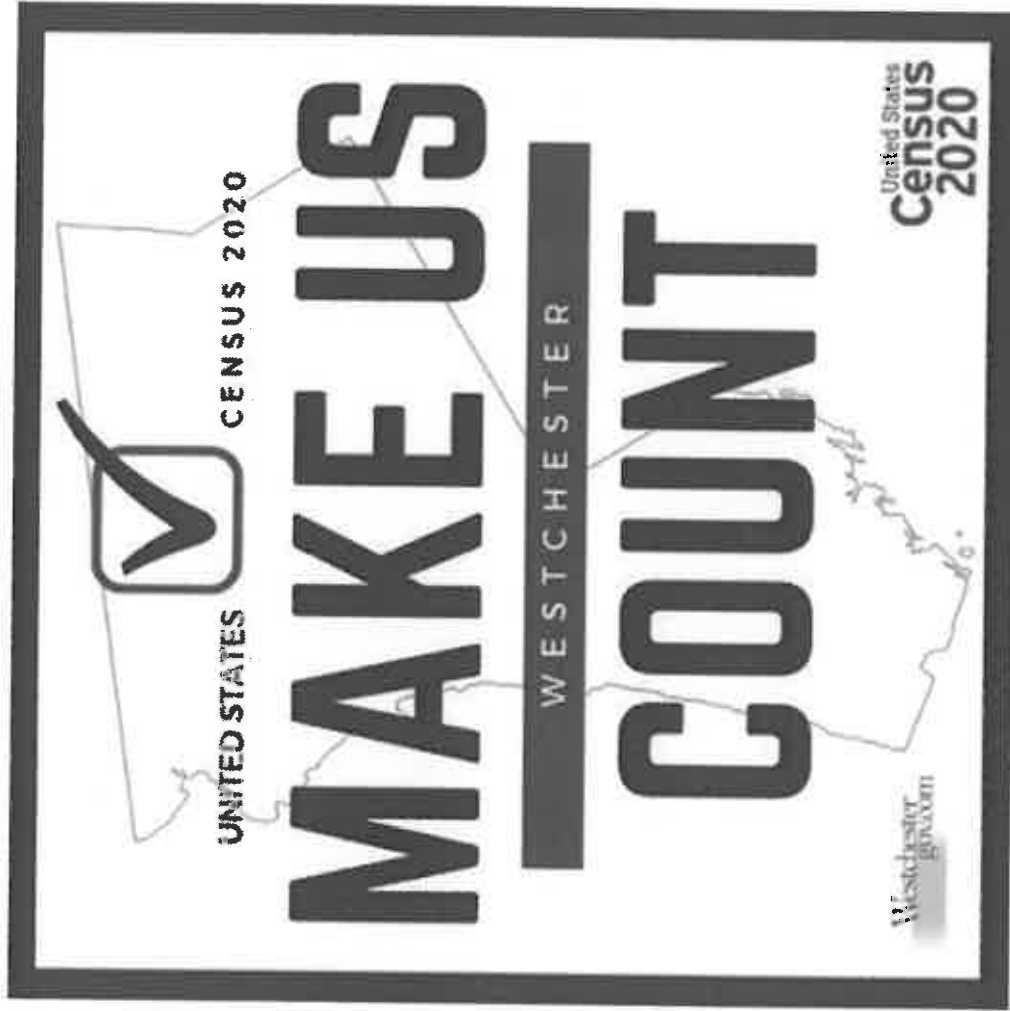
# Identifying “Hard to Count” Areas of Westchester

- 2010 Mail Return Rate supplied by block group
- The bottom 20% of tracts nationwide had a 2010 Mail Return Rate of below 73%



# Complete Count Committees

- CE Latimer established WC Complete Count Committee on April 1, 2019
- 5 subcommittees:
  - Field Operations
  - Marketing & Communications
  - Non-profits, Faith Based & Community Based Orgs
  - Youth & Education
  - Seniors & Persons with Disabilities
- Local Complete Count Committees



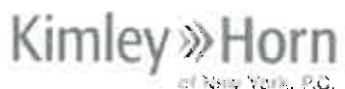
Westchester Complete Count Committee Contact:

Norma Drummond, Commissioner, WC Planning

[NVV1@westchestergov.com](mailto:NVV1@westchestergov.com)

(914) 995-2427

Sent to:  
TB/TB/TC  
10/30/19  
KD



## MEMORANDUM

To: Syrette Dym, Director of Planning, Town of Somers

From: Bonnie Von Ohlsen, AICP, RLA  
Kimley-Horn

Date: September 30, 2019

Subject: ***Comment/Response for Review of Expanded EAF for Proposed New Private School in Somers***

The following responses are provided to address comments in the review memorandum from the Town of Somers (Syrette Dym) dated July 9, 2019, Woodard and Curran (Joseph Barbagallo) dated July 6, 2019, the Town of Somers (Syrette Dym) dated August 14, 2019, and FP Clark (Michael Galante) dated August 1, 2019.

The revised Project Assessment (EAF Part 3) dated September 20, 2019 (the "Project Assessment") accompanies this memorandum. Along with revisions described below, revisions have been made throughout the Project Assessment for consistency.

The following revisions and additions have been included in the Appendices:

- Updated: Plan Set, SWPPP, Biological Assessment Report, Hydrogeology/Water Supply Report, and Traffic Impact Study
- Updated Appendix C: Relevant Correspondence, to include Comprehensive Plan Amendments correspondence from July 2019
- New Appendix K: KG&D Renderings Presented to Town August 8, 2019
- New Appendix L: KG&D Sustainable Design Memorandum
- New Appendix M: Phosphorous Loading Analysis

It is noted that responses below are provided for comments marked as incomplete only, and comments are numbered to correspond with memos received. Responses from Insite Engineering and WSP are provided in separate memoranda accompanying this submission.

### **Completeness Review Memorandum from the Town of Somers dated July 9, 2019**

#### **1. Project Description**

c. iv. *Identify proposed laboratory space and all on site uses such as laundry facilities, kitchen, etc. that would generate a demand for water. **Partially Addressed – Are the details of these addressed in such a way later that their water use can be quantified? If not, they need to be.***

Response: As described on page 19 of the Project Assessment, the project flows were developed using the published standards contained in the *New York State Design Standards for Intermediate Sized Wastewater Treatment Systems* (DEC 2014). For boarding schools



DEC 2014 assigns flows based on the population using the facility and does not separately account for flow from laboratory space, laundry facilities, etc., because it accounts for those ancillary flows in the per student number. The flow calculations were reviewed by Woodard and Curran and follow industry standard practice.

*d. Generally describe the anticipated ownership and leasing agreements of different site parcels to the extent known. – **Not Addressed***

Response: Ownership and leasing agreements are described on page 1 of the Project Assessment.

## 2. Land Use

*a. iv. Description of open space – **Not Addressed***

Response: Addressed in section 2.6 of the Project Assessment (p. 24). Open space on site will remain in private ownership and is not currently proposed to be developed.

*b. iii. Identification of proposed subdivision of remainder of the site not designated for school use and generally describe any use for which it may be utilized, including conceptual density of development. **Partially Addressed – Section 2.3 identifies the subdivided lots. Page 1 only indicates future development of Lots 3 or 4 would require future environmental review. There is no conceptual future density of development provided as required.***

Response: No development is proposed other than the improvements for the School described as the Proposed Action. The entire site is to remain in the OB-100 District, subject to a proposed, new exception school use that would only apply to the School lot and the lot on which the existing WWTP is located (proposed new Lots 1 and 2). The other two lots comprising the remainder of the site could in the future be developed in accordance with OB-100 District regulations, the same as they could today, except for multi-family use, which is proposed to be eliminated. Because no new uses are proposed for those lots and development isn't currently proposed, density and development concepts for the lots are too speculative to review in the context of this Proposed Action.

## 3. Zoning

*a. ii. Describe utilization of site compared with permitted zoning requirements – **Not Addressed***

Response: Addressed in section 2.7 of the Project Assessment (p. 29) which provides a comparison of existing and proposed zoning requirements. See also response above.

*b. i. Describe proposed text change and changes in bulk regulations including FAR, if any – **Partially Addressed, No FAR's are provided***

Response: Proposed zoning amendments are in draft form. "FAR" and "percent of lot occupied" remain "TBD" on Table 2-3 (p. 29) at this time, as these requirements for the new special exception use will presumably be set to accommodate the development plan ultimately determined by the Town to be acceptable.

*b. ii. Describe how the proposed amendments would impact potential future uses on the other subdivided parcels – **Not Addressed – Need to indicate maximum % of Lots 3 and 4 that could be occupied. For setbacks, numbers reflect existing not proposed as indicated by column title. Need to state that Lots 3 and 4 could have setbacks of 100'.***

Response: See prior response regarding coverage. Lots 3 and 4 will not have setbacks of 100' since the proposed special exception applies only to Lot 1 and only for the existing WWTP on Lot 2 (any other new uses on Lot 2 would be subject to the OB-100 District 500' setback). See table on p. 29.

*b. iii. Indicate whether the proposed amendments will impact heliport as a permitted special permit use – **Not Addressed here. Describe how proposed setbacks on subdivided School Parcel might potentially have future impacts on the visual character of Routes 100, 138 and 116 – Not Addressed. If 100' setbacks on potential non-school parcels Lots 3 & 4, need to describe potential visual impacts.***

Response: As discussed on p. 24 and p. 26, the heliport is not intended to be activated at this time. Regarding impacts to Routes 100, 138, and 166, see p. 30. See response b.ii, above, regarding setbacks.

## 5. Human and Cultural Resources

### Demographics

*b. v. Compare this demographic and their characteristics to peak occupancy of the IBM site by the IBM user – **Partially Addressed - identify whether all IBM employees had regular hours of same arrival and departure time or flexible and varied schedules for the same***

Response: The work hours and arrival/departure times of IBM employees is not available public information. It is reasonable to assume that the IBM employees generally had regular business hours of approximately 9am and 5pm Monday through Friday. It is noted that the overall number of IBM employees that were on site in the past is substantially more than the anticipated number of students and staff for the School.

### Community Services

*c. ii. Describe number of day students and if busing by Somers Central School District will be affected – **Partially Addressed. Describe number of day students and if busing by Somers Central School District will be affected - Identify the number of homes in Somers within a 15-mile radius of the proposed school and apply a percentage for students who might be eligible for busing. Base this percentage on the number of Somers students who currently attend private schools rather than Somers public schools. Then apply a cost per student busing.***

Response: See discussion in section 4.3 of the Project Assessment (p. 51) for more information.

### Police

*a. i. Identify potential need for calls for service by local and/or state police departments located in Somers – **Not Addressed; compare with another similar boarding school to provide additional details***

Response: The project team has reached out to the Somers Police Department, in addition to the Thornwood EF Academy and has not yet received a response from either. A security consultant is being retained by the Applicant and is expected to provide more information.

*a. ii. Describe any on-site security services to be provided – **Partially Addressed; identify if security personnel are anticipated to be on-site – day/evening; weekday/weekend.***

Response: A security consultant is being retained by the Applicant; information to be provided. (See Project Assessment p. 18, 49, 52)

*a. iii. Compare to calls for service from IBM site at its peak occupation – **Not Addressed***

Response: The project team has reached out to the Somers Police Department but has not received a response. A security consultant is being retained and is expected to provide more information.

## Fire and Emergency Services

a. iii. *Identify projected calls for service based on other similar uses and compare to IBM use of site at its peak occupancy – **Not Addressed***

Response: The project team has not received a response from Somers Fire Department.

a. iv. *Provide description of anticipated type and number of calls for service and compare with same for IBM site at its peak occupancy – **Not Addressed***

Response: The project team has not received a response from Somers Fire Department.

## Solid Waste

b. i. *Describe anticipated volume of solid waste, where it will be stored and how it will be disposed of – **Partially Addressed. Need additional information regarding volumes, and frequency of pick-ups.***

Response: Addressed in section 4.3 of the Project Assessment (see p. 53).

## 1. Open Space and Recreation

a. iii. *Identify types of treatment to be utilized on natural fields, their potential impact on water quality and compare that with impacts of existing parking lots; identify how impacts will be mitigated – **Partially Addressed. No comparison with impacts of former parking lots.***

Response: Provided in section 5 of the Project Assessment (see p. 54).

b. *Identify anticipated sports program with other secondary institutions – **Not Addressed***

Response: Provided in section 5 of the Project Assessment (see p. 55).

c. *Provide information regarding intention to provide any shared use facilities with Somers Central School District or the Town of Somers – **Partially Addressed***

Response: Provided in section 5 of the Project Assessment (see p. 54).

e.i. *Provide description of lighted sky effects in addition to light spill impacts compared to IBM campus peak occupancy conditions – **Partially Addressed – Address in relation to lighted sky effects***

Response: Addressed in section 12 of the Project Assessment (see pages 63-72). Additional analyses regarding visibility of athletic field lighting has been added, including cross sections, a photograph, and assessment of the same type of light fixtures installed at a nearby high school.

f. *Describe after-school activities – **Not clearly Addressed***

Response: Addressed in section 2.5 of the Project Assessment (p. 18).

g. *Identify whether the other subdivided parcels provide opportunities for establishment of conservation parcels or easements- **Not Addressed - Comment on public recreation use does not answer the question.***

Response: Addressed in section 5 of the Project Assessment (p. 55). Conservation parcels/easements are not proposed for the School Lots (Lots 1 and 2), and not currently proposed for Lots 3 and 4. Conservation easements/parcels on Lots 3 and/or 4 can be explored with the Town in connection with any future proposed development of the lots.

## 3. Fiscal

a. *Provide anticipated tax revenue generated to Town and school district and compare with that provided by IBM- **Partially Addressed; no indication of whether assessed value is anticipated to***

**be the same or lower than current value. Indicate any discussion with Town Assessor on this matter.**

Response: Discussions with Town Assessor are still underway. No new information is available at this time.

**d. Identify how local trades will be utilized for redevelopment of site – Not Addressed**

Response: Addressed in section 7 of the Project Assessment (see p. 60).

## 6. Energy

**a. Describe what "green features", green technology or energy reduction devices will be installed as part of building and campus renovation – Partially Addressed – Should solar panels be utilized on the Athletic building more detailed visuals will be required**

Response: Addressed in section 10 of the Project Assessment (page 62) and in the supplemental Sustainability Memorandum prepared by KG+D architects (Appendix L).

**d. Describe any opportunity that may be available to tie into a future energy grid system in the town. – Not Addressed**

Response: The Applicant will consider future connection if the opportunity arises (Project Assessment p. 25).

## Completeness Review Memorandum from Woodard and Curran dated July 6, 2019

### 1. Project Description

**d. Generally, describe anticipated ownership and leasing arrangements of different site parcels, to the extent known. Incomplete. The Applicant shall provide the required information in the expanded EAF.**

Response: Addressed in section 2.1 of the Project Assessment (p. 1).

### 3. Open Space and Recreation

**a. ii. Identify types of surfaces to be used for fields. Incomplete. The Applicant shall clarify why only one synthetic turf field is being proposed. The Applicant shall also specify if any fencing is proposed around the proposed athletic fields.**

Response: Addressed in section 5 of the Project Assessment. (See pages 44, 45, 54 and Plan Set).

**b. Identify anticipated sports program with other secondary institutions. Incomplete. The Applicant shall provide additional discussion on the anticipated sports program, to the extent feasible at this time.**

Response: Addressed in section 5 of the Project Assessment (p. 55).

**e.i. Provide description of lighted sky effects in addition to light spill impacts compared to IBM campus peak occupancy conditions. Incomplete. The Applicant shall provide the required comparison of lighted sky effects and light spill impacts of the proposed development and the IBM campus at peak occupancy conditions.**

Response: Addressed in section 12 Project Assessment (see pages 63-72). Additional analyses regarding visibility of athletic field lighting has been added, including cross sections, a photograph, and an assessment the same type of light fixtures at a nearby high school (Horace Greeley HS).

*f. Describe after-school activities. **Incomplete. The Applicant shall provide a detailed description of the proposed after-school activities for the students.***

Response: Addressed in section 2.5 of the Project Assessment (p. 18).

*g. Identify whether the other subdivided parcels provide opportunities for established of conservation parcels or easements. **Incomplete. The Applicant shall provide the required information in the expanded EAF.***

Response: Addressed in section 5 of the Project Assessment (p. 55). Conservation parcels/easements are not proposed for the School Lots (Lots 1 and 2), and not currently proposed for Lots 3 and 4. Conservation easements/parcels on Lots 3 and/or 4 can be explored with the Town in connection with any future proposed development of the lots.

#### 4. Utilities

*c. ii. Demonstrate that the available power can supply the demand. **Incomplete. The Applicant has not quantified the required power demand for the proposed development in Section 6.3 of the expanded EAF.***

Response: See section 6.3 of the Project Assessment (p. 57).

*d. ii. Show the anticipated location for power generators on site. **Incomplete. The Applicant shall provide the location of the existing generators on the plans in Appendix D.***

Response: See section 6.4 of the Project Assessment (p. 58) which describes generator locations (all interior to the buildings).

*d. iii. Report anticipated noise levels from the equipment and hours of operations. **Incomplete. The Applicant shall provide the required information in Section 11 of the expanded EAF.***

Response: Addressed in section 6.4 of the Project Assessment – no exterior generators are proposed (p. 62).

#### 5. Energy

*a. Describe anticipated energy use and compare with energy use of IBM at its full employment. **Incomplete. The Applicant shall also clarify why Section D.2.k of the EAF indicates that the proposed action will generate new or additional demand for energy.***

Response: Section D.2.K of the EAF Part 1 indicated that the action will generate new or additional demand for energy. This is modified herein to indicate the same or less energy use for the school.

*c. Describe any opportunity that may be available to tie into a future energy grid system in the town. **Incomplete. The Applicant shall include the required information in the expanded EAF.***

Response: The Applicant will consider future connection if the opportunity arises (Project Assessment p. 25).

#### 6. Noise

*a. Describe anticipated noise levels from regular campus operations. **Incomplete. The Applicant shall include the anticipated noise levels from the existing generators.***

Response: Addressed in section 6.4 and 11 of the Project Assessment. As described above, all generators are interior with no noise is anticipated (p.56, 62).

**Comments from Joint Meeting of August 8, 2019 (Memorandum dated August 14)****Town Board**

1. *Setbacks - On behalf of Anthony Ciriaco, I mentioned again that there was a concern related to the proposed change in the minimum required front, side or rear yard of 500 feet for principal buildings to a proposed 100 feet to any property line or street line for buildings, structures or recreation areas that are part of a private, for-profit institution of secondary learning. The potential impact of this proposed change still needs to be addressed in the EAF document.*

Response: Addressed in section 2.7 of the Project Assessment. As described previously, Lots 3 and 4 will not have setbacks of 100' since the proposed special exception applies only to Lot 1 and only for the existing WWTP on Lot 2 (any other new uses on Lot 2 would be subject to the OB-100 District 500' setback). See table on p. 29.

2. *Sidewalks – A resident wanted sidewalks from the school campus to lead up to the Purdy's station of Metro North. Ricard Clinchy, who could not make the meeting, also has an interest in providing such a sidewalk. Mark Weingarten indicated they were looking into this with representatives from the State.*

Response: The Applicant does not propose to construct the sidewalk but will consider assisting the Town with that project if grants become available and construction is determined to be feasible given topography and land ownership considerations. Refer to section 4.1 of the Project Assessment (p. 48-49) and Revised Traffic and Parking Impact Study in Appendix I of the Project Assessment.

**Committee/Board Members and the Public**

1. *Vicky Gannon, Planning Board Member –Where will all the asphalt go that is removed from parking lot areas to become athletic fields? Given the site will not be balanced, were the truck trips necessary to take this off-site taken into consideration as part of the traffic study? Would new technologies at school include flying of any drones and what would impact be on community.*

Response: Addressed in sections 4.1 and 5 of the Project Assessment, and Section H of the Traffic and Parking Impact Study (Appendix I). An estimate of asphalt to be removed is provided (see p. 33, 48, 53). Drone pads are indicated on the Plans. There are no other currently anticipated site improvements for future technologies.

2. *Mark Appel – Resident – Concerned about potential night glow from any athletic stadium. Told there would only be about 125 seats for field spectators but three fields would have lighting. Concerned about noise level and what it could be like if any of the fields were leased out to other groups.*

Response: Addressed in sections 11 and 12 of the Project Assessment. New information was added to section 12 relative to the light fixtures and visibility (p. 63-74 and Appendix J).

3. *Nancy Gerbino – Planning Board member – Wanted to make sure there was no multi-family housing on the other two parcels. Wanted to know if the sewer plant would be used to service future development on the other subdivided parcels. Was concerned that there was sewage discharge on adjacent property that was not owned by the owner of the school property and what would be done*

*about it. Indicated that discharge is on lands controlled by Sebastian Capital and some type of legal arrangement would be formed to address this including possibly a Transportation District. This should be identified in the EAF Part 3.*

Response: Addressed in section 2.6 of the Project Assessment. Multi-family residential is proposed to be eliminated as a permitted use in the OB-100 District. The WWTP and outfall are discussed on p. 20 of the Project Assessment. The WWTP is currently being proposed for use only by the School. If in the future it is proposed to serve other uses, an appropriate ownership structure – including, potentially, a sewage works corporation – will be implemented.

*4. Resident – Frank. – Wanted to know if the fields were to be available for use other than by the school*

Response: Addressed in section 5 of the Project Assessment (see p. 54, 55). No commercial use of the fields will be permitted.

*5. Bruce Prince – Planning Board member – How would the new grass fields be treated and was this type of treatment, including fertilizers, taken into consideration with regard to impact on phosphorous? Joe Barbagallo indicated that the reduction in impervious surfaces is eligible for phosphorous reduction credit with the East of Hudson Corporation. And the applicant should produce the calculation to identify the amount of the credit. This should be done and explained in the EAF part 3. Mark Weingarten indicated there will be a full landscape and maintenance plan. This needs to be described as part of the EAF Part 3.*

Response: Addressed in section 5 of the Project Assessment (p. 35, 54, 55) and Appendix M (phosphorous loading calculations). Landscape Plans will be detailed further and provided as part of the site plan review.

*6. Chris Zaberto – Planning Board member – concerned about commercial use of fields. Wants a special permit required if the fields would be used by or for commercial use.*

Response: Addressed in section 5 of the Project Assessment. No commercial use of the fields will be permitted (p.55).

*7. Michael Barnhart and Bob Macgregor – Open Space Committee:*

*a. More study of wet meadow identified in Biological Assessment (agree with consultant that it should be a "living laboratory"). Hydrogeological info shows two intrusions of Inwood marble in the bedrock and cannot discount the possibility of calcareous environments and sensitive species--some listed and including, though a remote possibility, bog turtle.*

Response: Addressed in section 3 of the Project Assessment (p. 41-43) and Appendix M (revised Biological Assessment Report).

*b. 607 trees to be removed--Want species list as is customary*

Response: Addressed in Section 3 of the Project Assessment (p. 32). More detailed information on the species and size of trees to be removed will be provided during site plan review.

*c. Cape Cod curbing and open stormwater infrastructure, including rain gardens, to limit impact on amphibians that likely use the site (due to large number of constructed wetlands and wet meadow on site--some to remain in final plan). Also like to see silt fencing and hay bales used not only to control erosion during construction but to keep amphibians and reptiles out of areas of heavy construction.*

Response: Addressed in Section 3.4 (p.44) of the Project Assessment as well as Appendix M and G.

*d. New plantings to be planted in more irregular, natural fashion. Also, want to see native trees, shrubs, and grasses used throughout where possible.*

Response: Addressed in Section 3.4 of the Project Assessment (p.45).

*e. Incorporate pollinator friendly plantings that are strategically placed in order to further pollinator pathways projects in Somers.*

Response: Addressed in Section 3.4 of the Project Assessment. This will be incorporated (see p. 45) into the plans.

*f. Remove invasive plants onsite and dispose of appropriately. Waste plant material should be removed or destroyed in way that prevents spread.*

Response: Addressed in Section 3.4 of the Project Assessment (p.45).

*g. Use deer resistant plantings and work to minimize deer impacts.*

Response: Addressed in Section 3.4 of the Project Assessment (p.44).

*h. No discussion of fencing around playing fields--what is planned?*

Response: Addressed in Sections 3 and 5 of the Project Assessment (see p. 43-45, 54).

*i. Concern about mitigating impact of grading on wet meadow next to baseball field.*

Response: Addressed in section 3 of the Project Assessment (see p. 45-46 and Appendix M).

## **Review of Traffic Impact Study From FP Clark Dated August 1, 2019**

### **1. Existing Conditions**

*Review of the existing baseline traffic volumes indicated that the Applicant used volumes from 2:30 to 3:30 P.M. for the School departures with a School dismissal at 3:30 P.M. Based on our review, the Applicant should have analyzed the hour of 3:00 to 4:00 P.M., which is when the afternoon school departure volumes will be at its highest and the baseline traffic volumes will also be higher. The baseline volumes used in the analysis should be revised.*

Response: Addressed in Section B(a) of the revised Traffic and Parking Impact Study (Appendix I).

### **2. No-Build Traffic Volumes**

*The no-build traffic volumes for the **weekday afternoon School departures** should be revised based on Comment 1. The Applicant used an annual growth rate of two percent, which is considered conservative. The traffic analysis accounted for four other developments, as well as reoccupied the IBM Campus based on the previous land uses traffic generation.*

Response: Addressed in Section C(a) of the revised Traffic and Parking Impact Study (Appendix I).

*Review of the IBM re-occupancy traffic generation indicated that the Applicant distributed the entering and exiting traffic for the weekday morning and weekday afternoon peak hour of the roadway based on the distribution patterns for the square footage trip rates, not the number of employees. The Applicant*



has provided a comparison between the two and the traffic distribution provided is reasonably acceptable. Review of the assignment of the IBM traffic indicated that IBM traffic was added as a left turn entering the NYS Route 138 driveway, which has a NO LEFT TURN entering restriction. Therefore, the Applicant should revise and reassign the IBM traffic to eliminate this movement.

Response: Addressed in Section C(a) of the revised Traffic and Parking Impact Study (Appendix I).

### 3. Estimation of Site-Generated School Traffic

Review of the worst-case scenario private day High School indicated that based on the ITE trip rates for the peak hour of adjacent street traffic during the weekday morning, a School of this size would generate a total of 1,288 vehicle trip ends, while the weekday morning peak hour of the generator would generate a total of 1,342 vehicle trip ends. The Applicant should explain why they did not use the higher of the two School traffic estimates for the weekday morning peak hour in the analysis.

Response: Addressed in Section C(b) of the revised Traffic and Parking Impact Study (Appendix I); refer to table 6 footnote.

### 4. Site Traffic Distribution

A comparison between the provided site traffic distribution and the previously provided distribution indicated some differences at the proposed driveways. The Applicant should explain the reasons for these changes.

Response: Addressed in Section C(c) of the revised Traffic and Parking Impact Study (Appendix I).

### 5. Build Traffic Volumes

**The build traffic volumes need to be revised based on Comments 1, 2 and 3.**

Response: Addressed in Section C(d) of the revised Traffic and Parking Impact Study (Appendix I).

### 6. Capacity Analyses

**The approach Levels of Service should be provided for the signalized intersections.**

Response: Addressed in Table 7 of the revised Traffic and Parking Impact Study (Appendix I).

a. NYS Route 100 at NYS Route 138- The timing inputs do not match the traffic signal timing plan. The signal is not coordinated, the phase numbering should match the traffic signal timing plan, there is no concurrent pedestrian, Phases 1 and 5 should be set to minimum recall, the minimum initial, minimum splits and maximum splits do not match the timing plan and the vehicle extension and minimum gap should be 2 for all phases, per the timing plan.

Response: Addressed in Section B(d) of the revised Traffic and Parking Impact Study (Appendix I).

b. NYS Route 100 at IBM West Driveway- There is no concurrent pedestrian, the minimum initial, minimum splits and maximum splits do not match the timing plan.

Response: Addressed in Section B(d) of the revised Traffic and Parking Impact Study (Appendix I).

c. NYS Route 100 at U.S. Route 202/Bailey Court- The timing inputs do not match the traffic signal timing plan. The signal is not coordinated, the phase numbering should match the traffic signal timing plan, the right turn arrows should be set to protected+over as there is no right turn on red permitted, the pedestrian walk and clearance should match the timing plan, the minimum initial, minimum splits

*and maximum splits do not match the timing plan and the vehicle extension and minimum gap should be 2 for all phases, per the timing plan.*

Response: Addressed in Section B(d) of the revised Traffic and Parking Impact Study (Appendix I).

**6. Proposed Boarding School Analysis**

*The Applicant provided an analysis for the proposed boarding School for the weekday morning arrivals only. Based on Comment 6, we will determine when the new analysis is provided if this is sufficient or if the Applicant should analyze the other two peak hours.*

Response: Addressed in Section B(d) of the revised Traffic and Parking Impact Study (Appendix I).

Sent to:  
JB, TA, TC  
10/30/19  
KD

PLANNING AND ENGINEERING DEPARTMENTS

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**MEMORANDUM**

**TO: Somers Town Board**

**FROM: Syrette Dym, Director of Planning**

**DATE: October 26, 2019**

**RE: Completeness Comments on Revised Project Assessment Form of 09-19 and Response Letter of 09-30-19 from Bonnie VonOhlsen**

The following are my comments on the responses submitted in a memorandum of September 30, 2019 by Bonnie VonOhlsen relative to two submissions made to the applicant regarding whether the Project Assessment report was complete with regard to adequately answering comments posed in my completeness memorandum of July 9, 2019 and to the questions raised by Committee, Board Members and the public at the joint meeting of August 8, 2019 as presented in a memorandum dated August 14, 2019 from the Director of Planning. Only those items that need further modification, clarification or expansion will be identified. All other items previously identified as not addressed or partially addressed have now been addressed in this second draft of the Project Assessment.

The Applicant will make the suggested changes in this memorandum to a further revised Project Assessment along with revisions requested by Woodard & Curran and F.P. Clark Associates, the consulting traffic engineer on the project. Once all revisions have been made, they will be approved by Town Board staff and consultants to again determine completeness. Once determined complete, the project Assessment will be submitted to the Town Board for its acceptance for distribution.

## **Comments from Town of Somers Director of Planning Completeness Review Memorandum – July 9, 2019**

**2. Land Use a. iv.** Description of open space. The following on page 24 should be amended by adding the **bold**: “The existing wooded open space lands outside the loop road on **Lots 1 and 2** will remain in their current condition, ..... Lots 3 and 4, **which are existing wooded open space**, are not currently proposed to be developed”.

**2. Land Use b.iii - Page 8.** Add suggested response in the memo in appropriate location on this page with the following modification: “new **special** exception” and in last line, “development concepts for the lots **would be** too speculative to consider **at this time** in the context of the Proposed Action”

**3. Zoning bii – Page 29.** The explanation is that there is a problem because the special exception school use may now only apply to lot 1 and 2 based on the current plan, but since the previously proposed zoning amendment permits only a 100foot setback, if the applicant ever applied for amendment to the permit for a use on either of those two lots closer to Route 100, the zoning would essentially permit it to be located with a setback of only 100 feet. A way to alleviate future concerns related to visual impacts on the Route 100 corridor would be to modify the proposed zoning such that setbacks for the special permit school are 100 feet with the exception that they are 500 feet along Route 100. I expressed this to the Applicant’s team and they have suggested modifications to the proposed zoning amendment that would eliminate this issue and ensure that the character of Route 100 and other surrounding frontages on state roads would be maintained within a 500-foot setback.

The Project Assessment needs to describe this issue and suggested modification to the previously proposed zoning that has now been submitted for review.

**4.2. Human and Cultural Resources - Demographics b.v. Page 49.** The response should be included in the Project Assessment but modified based on information that was provided to the applicant’s team from a former IBM employee, as appropriate.

**4.2. Human and Cultural Resources – Police – a.i. Page 51-52–** Since information from Chief Driscoll has now been received by the Applicant, additional information needs to be provided in the Project Assessment.

**4.2. Human and Cultural Resources – Police – a.ii. Page 49 or 52 –** If more information is available from a security consultant, please provide.

**4.2. Human and Cultural Resources – Police – a.iii. Page 52 - Revise** based on information provided by Chief Driscoll.

**5. Open Space and Recreation – e.i. – pages 63-72 -** Based on a meeting with the Consulting Town Engineer and Director of Planning, this section will be revised.

**5. Open Space and Recreation –g. – page 55 –** Add the response to the Project Assessment on page 55.

**7. Fiscal – a. pages 58-60 –** Determine if additional information can be provided regarding estimated future taxes.

**Comments from Joint Meeting of August 8, 2019 (Director of Planning Memorandum of August 14, 2019)**

**Town Board comments - 1. Setbacks –** This issue will be addressed based on previous Town comments and additional language will be added regarding the new proposed modification to the proposed zoning.

**Committee/Board Members and Public comment 1. Vicky Gannon – page 33.** Number on page 48 of 11,000 should be changed to correspond with number 11,260 CY shown on page 33.

**Committee/Board Members and Public comment 3. Nancy Gerbino –** On appropriate page add the comment without the line: “The WWTP and outfall are discussed on page 20 of the Project Assessment”.

**Committee/Board Members and Public comment 7. Michael Barnhart and Bob Macgregor Open Space Committee – b. page 32.** Add the response that “More detailed information .... will be provided during site plan review”.

Cc: Planning Board  
Roland Baroni  
Patricia Kalba  
Tom Tooma  
Denise Schirmer  
Joe Barbagallo  
Alvaro Alfonzo-Larrain  
Jenn Martinez  
Mike Galante  
Mark Weingarten  
Peter Wise  
Roxana Girand  
Bonnie VonOhlsen  
John Canning  
Rich Williams  
Erik Kaeyer

Attach.

Z:\PE\Site plan files\Somers Academy\SEQR\October Submission Review\Further Completeness Review 10-26-19.doc

Sent to:  
TB, TA, TC  
10/30/19  
KD

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## MEMORANDUM

TO: Town of Somers Town Board  
FROM: Joseph C. Barbagallo, P.E., BCEE  
DATE: October 28, 2019  
RE: 294 Route 100 – Somers Academy  
Completeness Review of Expanded EAF  
TM: 17.19-1-1

### GENERAL

The purpose of this memorandum is to provide a summary of our completeness review of the expanded Environmental Assessment Form (EAF) for the proposed New Private School in Somers at the former IBM campus. The project site is located at 294 Route 100 in Somers, New York.

The application proposes the subdivision of the existing property and redevelopment of the former IBM campus into a private boarding and day school for students in grades 9 through 12. The proposed redevelopment will also include a new athletic center, athletic fields/courts and running trails, stormwater management improvements, and renovations to the existing buildings. The project site is located within the East of Hudson watershed and a portion of the proposed development will occur within the 100-ft regulated setback area of a local wetland.

On January 10, 2019, the Town of Somers Director of Planning submitted a memo to Kimley Horn of New York, P.C. titled "*Revised SEQR Studies and Expanded EAF for Proposed Somers Academy – 294 Route 100, Somers, NY*". This memo included the categories required for the expanded EAF. In response, the Applicant had previously submitted a two-volume project assessment document titled "*The New Private School in Somers, Adaptive Re-use of the former IBM Campus*" prepared by Kimley Horn of New York, P.C., and dated June 2019. The scope of our completeness review focused on the following categories as noted in the January 10, 2019 memo: Project Description, Natural Resources, Open Space and Recreation, Utilities, Energy, Noise, and Lighting and Glare. Based on that submittal, our office issued an initial Completeness Memo on July 5<sup>th</sup>, 2019. Since then, the Applicant submitted a revised project assessment document dated September 2019.

The following is a summary of our comments at this time related to completeness of the revised expanded EAF.

#### 1. Project Description

- a. Provide a detailed project description that includes all proposed zoning text change, site plan, and subdivision actions anticipated.
  - i. Describe utilization of existing buildings and proposed new buildings, existing on-site facilities and proposed new facilities. **Complete. Required information as defined by the January 10, 2019 memo has been included.**



- ii. Provide a phasing plan of construction and rehabilitation and occupation. **Complete. Required information as defined by the January 10, 2019 memo has been included.**
- b. Identify all approvals required and agency/board of approval. **Complete. Required information as defined by the January 10, 2019 memo has been included.**
- c. Describe proposed school use
  - i. Identify anticipated school year opening date. **Complete. Required information as defined by the January 10, 2019 memo has been included.**
  - ii. Describe use of campus during holidays and periods of non-academic year, i.e., break and summer vacation periods. **Complete. Required information as defined by the January 10, 2019 memo has been included.**
  - iii. Describe protocols for student activity in terms of closed or open campus; weekdays, weekends. **Complete. Required information as defined by the January 10, 2019 memo has been included.**
  - iv. Identify proposed laboratory space and all on site uses such as laundry facilities, kitchen, etc. that would generate a demand for water. **Complete. Required information as defined by the January 10, 2019 memo has been included.**
- d. Generally, describe anticipated ownership and leasing arrangements of different site parcels, to the extent known. **Incomplete. The Applicant did not provide additional details in the September 2019 memo package.**

## 2. Natural Resources

- a. Topography, slopes and trees
  - i. Provide a topographic survey within the limit of the proposed disturbance on the school parcel. **Complete. The Applicant provided a topographic survey as part of the Constraints Map. Refer to the other comments within this section for additional information required.**
  - ii. Describe existing site topography and identify areas of steep slopes on proposed School Parcel by providing a Town of Somers Constraints Map as part of the site plan application package. The Applicant has indicated that the proposed development will result in disturbance within the 100-ft regulated wetland buffer on the site (approximately 2.4 acres). The Applicant shall describe the proposed wetland mitigation plan to prevent negative impacts to the regulated buffer zone. **Complete. The Applicant provided a Constraints Map in the September 2019 memo package showing wetland areas, wetland buffer zones, steep slope areas, and floodplain areas, and that the planimetric information was compiled using plans dated October 2018 prepared by KG&D Architects.**



- iii. Identify areas and number of trees to be removed on the proposed School Parcel. The Applicant shall clearly identify on the plans the trees which are proposed to be protected during construction. **Complete. Additionally, the Applicant provided an updated number of trees in the September 2019 memo package.**
  - iv. For the remainder of the site to be subdivided, provide a Town of Somers environmental constraints map using readily available information as part of the subdivision plan application package. Refer to Section 1.a.ii of the review memo. **Complete. The Applicant provided an updated Constraints Map in the September 2019 memo package.**
- b. Soils and Geology – Subsurface conditions
- i. Provide a cut and fill analysis. The Applicant shall specify in the expanded EAF that all imported fill with comply with local, state, and federal regulations. **Complete. The Applicant provided this information in the September 2019 memo package.**
  - ii. Identify characteristics of soil to be managed. The Applicant shall provide a map which supports the hydrologic soil groups which were used in the calculations presented in the submitted Stormwater Pollution Prevention Plan (Appendix G). **Complete. The Applicant provided the required information in the September 2019 memo package.**
  - iii. Provide subsurface analysis to include hydrometer testing for fine-grained soil profiles of areas to be disturbed. **Complete. The Applicant has completed witnessed testing with the Town of Somers and the NYCDEP.**
- c. Water Resources
- i. Stormwater Management
    - 1. Define existing surface water flow on site and how it will flow in the proposed site conditions (pre- and post-development drainage areas). **Complete. Required information as defined by the January 10, 2019 memo has been included. Refer to comments under Section 2.c.i.5. for additional information required.**
    - 2. Description of what type of stormwater management systems already exist on site. **Complete. Required information as defined by the January 10, 2019 memo has been included. Refer to comments under Section 2.c.i.5. for additional information required.**
    - 3. Describe how the project will comply with current stormwater regulations. **Complete. The Applicant shall refer to comments on the SWPPP (Section 2.c.i.5) for additional information that shall be provided for review.**





4. Describe any potential impacts for construction on existing flows into adjacent reservoir. **Complete. The Applicant shall refer to comments on the SWPPP (Section 2.c.i.5) for additional information that shall be provided for review.**
5. Prepare a preliminary SWPPP to demonstrate that the project can comply with current regulations relative to newly disturbed areas and that it is designed to mitigate overall environmental impacts from stormwater runoff. **Complete. Comments below relate to Appendix D and Appendix G.**

COMMENT (1): The Applicant shall provide deep tests (separation of 3 feet from bedrock and groundwater) and percolation tests (a minimum of 0.5 in/hr) at the locations of the proposed infiltration systems in accordance with Appendix D of the NYSDEC Stormwater Management Design Manual (SMDM), latest edition. The Applicant shall provide a typical construction detail for the proposed infiltration basins. **Complete. The Applicant provided required information in the September 2019 memo package.**

COMMENT (2): The Applicant shall provide deep tests and percolation tests at the locations of the proposed rain gardens in accordance with the NYSDEC Stormwater Management Design Manual (SMDM). The Applicant shall provide a typical construction detail for the proposed rain gardens. **Complete. The Applicant provided required information in the September 2019 memo package.**

COMMENT (3): The Applicant shall provide deep tests at the proposed location of the bioretention filter which are required to have a minimum 2-foot separation between the filter bottom and groundwater. The Applicant shall provide a typical construction detail for the proposed bioretention filter. **Complete. The Applicant provided required information in the September 2019 memo package.**

COMMENT (4): The Applicant shall indicate the proposed pretreatment for all treatment practices. Pretreatment practices shall be designed per the NYSDEC SMDM. **Complete. The Applicant provided required information in the September 2019 memo package.**

COMMENT (5): The Applicant shall provide a breakdown of surface coverage types within each drainage area to be consistent with the provided HydroCAD calculations. **Complete. The Applicant provided required information in the September 2019 memo package.**



COMMENT (6): The Applicant shall provide the length and slope for each segment of the time of concentration paths on the drainage area maps. The breakdown shall be consistent with the inputs presented in the HydroCAD calculations. **Complete. The Applicant provided required information in the September 2019 memo package.**

COMMENT (7): The Applicant shall provide the pipe capacity calculations in the SWPPP. The Applicant shall also clarify pipe diameter, pipe material, and pipe inverts for all proposed drainage pipes. **Complete. The Applicant indicated in the September 2019 memo package that these calculations will be provided at a later time. These calculations shall be provided during site plan approval of each phase.**

COMMENT (8): The Applicant shall provide design calculations and a construction detail for the proposed Pocket Pond. **Complete. The Applicant provided required information in the September 2019 memo package.**

COMMENT (9): The Applicant shall clarify how drainage areas will be routed to each treatment practice (i.e., piped, overland flow, etc.). If the Applicant is proposing to use the existing stormwater infrastructure, the Applicant shall provide information on the existing conditions of all infrastructure to be reused for the proposed development. **Complete. The Applicant provided required information in the September 2019 memo package.**

COMMENT (10): The Applicant shall provide design calculations for the proposed rock outlet protection. **Complete. The Applicant indicated in the September 2019 memo package that these calculations will be provided at a later time. These calculations shall be provided during site plan approval of each phase.**

COMMENT (11): The Applicant shall indicate how the proposed disturbance within slopes steeper than 15% will be protected from erosion during construction. **Complete. The Applicant provided required information in the September 2019 memo package.**

COMMENT (12): The Applicant shall clarify the limits of disturbance on the plans and shall ensure that the disturbance is consistent in the SWPPP and in the EAF. **Complete. The Applicant provided required information in the September 2019 memo package.**

COMMENT (13): The Applicant shall provide phosphorus loading calculations for the proposed development. **Complete. The Applicant provided required information in the September 2019 memo package.**



ii. Groundwater

1. Describe existing conditions. **Incomplete. The Applicant shall refer to comments under this Section and Section 4a of this memo for additional required information.**
2. Conduct pumping test and determine impact on areas of influence. **Incomplete. While the Town understands that the Applicant will be proceeding at its risk for future water supply needs for Phases II and III, and that the prior non-community water supply was permitted for 170 gpm, a pumping test is requested for the existing wells to demonstrate that they have actual, existing, capacity to serve the community water supply in Phase I.**
3. Estimate anticipated water demand (potable/domestic and fire suppression) and determine if more water will be needed than was permitted for the prior office use. **Incomplete. The Applicant has stated that the existing non-community water system is permitted for a storage capacity of 500,000 gallons. The Applicant shall indicate where the storage is located and shall justify that storage of that size is adequate for anticipated fire protection requirements.**
4. Demonstrate through pumping tests the sufficiency of existing wells to supply the anticipated water demand; and demonstrate that improvements proposed are sufficient to supply the anticipated water demand. **Incomplete. As part of this evaluation, the applicant shall identify any potential impacts on the groundwater aquifer by monitoring water levels during pumping tests. While the Town understands that the Applicant will be proceeding at its risk for future water supply needs for Phases II and III, and that the prior non-community water supply was permitted for 170 gpm, a pumping test is requested for the existing wells to demonstrate that they have actual, existing, capacity to serve the community water supply in Phase I.**

d. Terrestrial and Aquatic Ecology

i. Vegetation and Wildlife Habitat

1. If plan results in new site disturbance to areas on site, particularly if new septic areas are needed, describe the potential impacts on vegetation and wildlife. **Complete. Required information as defined by the January 10, 2019 memo has been included.**
2. Identify any threatened or endangered species on the 723 acre site including NYS listed species and those on the Westchester County List of endangered species. **Complete. Required**



information as defined by the January 10, 2019 memo has been included.

3. Identify any required tree removal and potential impacts on wildlife and restriction that might result. **Complete. Required information as defined by the January 10, 2019 memo has been included.**
4. Identify any on-site regulated wetlands or hardwood swamps on the School Parcel. For remaining subdivision parcels where no development is proposed, provide generalized constraints information from existing available sources. **Complete. Required information as defined by the January 10, 2019 memo has been included.**

### 3. Open Space and Recreation

- a. Describe proposed recreation facilities on site
  - i. Identify if there will be any spectator seating at any fields and their capacity. **Complete. Required information as defined by the January 10, 2019 memo has been included.**
  - ii. Identify types of surfaces to be used for fields. The Applicant shall clarify why only one synthetic turf field is being proposed. The Applicant shall also specify if any fencing is proposed around the proposed athletic fields. **Complete. The Applicant provided the required information in the September 2019 memo package.**
  - iii. Identify types of treatment to be utilized on natural fields, their potential impact on water quality and compare with impacts of existing parking lots; identify how impacts will be mitigated. **Complete. Required information as defined by the January 10, 2019 memo has been included.**
- b. Identify anticipated sports program with other secondary institutions. The Applicant has provided information on the sports that will be played at the School and has indicated that it is anticipated that the fields will be made available to the Somers Central School District and the Town. The Applicant shall provide additional discussion on the anticipated sports program, to the extent feasible at this time. **Incomplete. Additional information was not included in the September 2019 memo package.**
- c. Provide information regarding intention to provide any shared use facilities with Somers Central School District or the Town of Somers. **Complete. Required information as defined by the January 10, 2019 memo has been included.**
- d. Describe anticipated off-campus use of Town recreation facilities by students, faculty or employees/staff. **Complete. Required information as defined by the January 10, 2019 memo has been included.**



- e. Describe which fields are proposed to be lighted and type of lighting and hours and seasons of lighting. **Incomplete. The Applicant did not provide hours and seasons of lighting.**
  - i. Provide description of lighted sky effects in addition to light spill impacts compared to IBM campus peak occupancy conditions. **Incomplete. The Applicant provided lighting information as Appendix J of the expanded EAF. Our office understands that the Applicant will provide the required comparison of lighted sky effects and light spill impacts of the proposed development and the IBM campus (as discussed in our October 16 meeting) at a later date.**
- f. Describe after-school activities. The Applicant shall provide a detailed description of the proposed after-school activities for the students. **Requires clarification. Will the Applicant be using the Somers Towne Center as the drop-off and pick-up location for students leaving campus, or is the Somers Towne Center the only permitted destination for students?**
- g. Identify whether the other subdivided parcels provide opportunities for established of conservation parcels or easements. **Requires clarification. The Applicant did not elaborate on whether opportunities for conservation parcels or easements exist, only that they do not plan on establishing them.**

#### 4. Utilities

- a. Water Supply
  - i. Demonstrate how the anticipated water demand will be met
    1. Estimate the anticipated water demand (use and fire suppression). **Incomplete. The Applicant has stated that the existing non-community water system is permitted for a storage capacity of 500,000 gallons. The Applicant shall indicate where that storage is located, and shall justify that storage of that size is adequate for anticipated fire protection requirements.**
    2. Calculate the available water supply. The WSP report in Appendix F states the following: "The approximate recharge to the metamorphic bedrock units is estimated to be 350,000 gpd per square mile or 7 inches per year during periods of normal precipitation (Mazzafero, et. al., 1979)." Provide further discussion showing that the precipitation on the site can be expected to recharge groundwater at a sufficient rate to support the additional proposed well pumping capacity. **Complete. The Applicant provided the required information in the September 2019 memo package.**
    3. Describe how the water demand will be met and determine whether there is a need for storage tanks and/or additional water wells. **Incomplete. While the Town understands that the**



Applicant will be proceeding at its risk for future water supply needs for Phases II and III, and that the prior non-community water supply was permitted for 170 gpm, a pumping test is requested for the existing wells to demonstrate that they have actual, existing, capacity to serve the community water supply in Phase I.

b. Sanitary Sewage

- i. Describe how the anticipated waste flow will be managed. The Applicant has proposed the use of a subsurface discharge system to remain under the total flow permitted under the current SPDES permit. No information regarding this system's location, size or feasibility is provided. Construction details and sizing calculations shall be provided for review considering depth to groundwater and location as critical factors in determining the suitability of such an approach. In the event that subsurface discharge of cooling water proves unacceptable or unfeasible, the Applicant shall provide plans and a detailed report of proposed WWTF upgrades. **Incomplete. Based on the recent submittal, no evaluation of the existing plant's capacity to meet water quality limits has been provided. There is also no discussion of what conceptual plant modifications may be required if the permitting agencies allow an expansion of the plant's permit or, where subsurface discharge will occur if permitted.**
- ii. Demonstrate that existing on-site sewer treatment facilities have sufficient capacity for the anticipated waste flows; and/or whether the existing treatment facilities need to be upgraded. Portions of the existing wastewater conveyance system are intended to be reused to support the new development. However, the Applicant does not mention the condition of these existing sanitary lines and if they are suitable for reuse. The Applicant shall conduct CCTV inspection of the sewer or provide comments on its condition. In addition, inflow and infiltration estimates based on this condition shall be included in the proposed wastewater generation calculations. The Applicant shall also provide information on the condition of infrastructure within the WWTF to be reused for treatment of the new development. **Incomplete. Based on the recent submittal, no evaluation of existing plant's capacity to meet water quality limits has been provided. There is also no discussion of what conceptual plant modifications may be required if the permitting agencies allow an expansion of the plant's permit or, where subsurface discharge will occur if permitted. Basic information including existing plant discharge and stream classifications are not yet included in the report.**
- iii. Identify ownership and management of sewage treatment facility and relationship to proposed use. **Complete. The Applicant provided the required information in the September 2019 memo package.**



c. Electric

- i. Describe how the proposed facility will be powered. **Complete. Required information as defined by the January 10, 2019 memo has been included.**
- ii. Demonstrate that the available power can supply the demand. **Incomplete. The Applicant has not quantified the required power demand for the proposed development in Section 6.3 of the expanded EAF.**

d. Generators

- i. Describe the need for power generators on site and anticipated use. **Complete. Required information as defined by the January 10, 2019 memo has been included.**
- ii. Show the anticipated location for power generators on site. **Incomplete. The location of the generators is not indicated in Appendix D.**
- iii. Report anticipated noise levels from the equipment and hours of operations. **Incomplete. The Applicant did not include hours of operation in Section 11 of the expanded EAF.**

e. Hazardous Materials

- i. Describe amounts of hazardous materials to be generated on-site from laboratories and any on-site medical facilities (if any); and how these are regulated and disposed of. **Complete. Required information as defined by the January 10, 2019 memo has been included.**

f. Telecommunications

- i. Determine whether telecommunication towers and/or antennas will be proposed. **Complete. Required information as defined by the January 10, 2019 memo has been included.**
- ii. Discuss the visual and potential health impacts from any proposed telecommunication features. **Not Applicable. The Applicant is not proposing antennas for this development.**

5. Energy

- a. Describe anticipated energy use and compare with energy use of IBM at its full employment

The Applicant shall provide the required comparison of existing and proposed energy use. The Applicant shall also clarify why Section D.2.k of the EAF indicates that the proposed action will generate new or additional demand for energy. **Incomplete. While the Applicant has revised the expanded EAF to indicate the proposed activities will use the same or less energy of IBM, it did not provide a comparison or quantification of anticipated energy use.**



- b. Describe what "green features" or energy reduction devices will be installed as part of building and campus renovation. **Complete. Required information as defined by the January 10, 2019 memo has been included.**
- c. Describe any opportunity that may be available to tie into a future energy grid system in the town. The Applicant shall include the required information in the expanded EAF. **Incomplete. The Applicant indicated in the response memo "if the opportunity arises" not what those opportunities may include.**

#### 6. Noise

- a. Describe anticipated noise levels from regular campus operations. **Incomplete. The Applicant shall include the anticipated noise levels from the existing generators.**
- b. Describe anticipated noise levels from sport events held at the onsite athletic fields. **Complete. Required information as defined by the January 10, 2019 memo has been included.**

#### 7. Lighting and Glare

- a. Describe anticipated lighting plan and how potential glare migration will be controlled. **Complete. Required information as defined by the January 10, 2019 memo has been included.**

Please feel free to contact our office with any questions or concerns.

Sincerely,

A handwritten signature in cursive script, appearing to read "Jennifer Martinez".

Jennifer L. Martinez, P.E.  
Assistant Consulting Town Engineer

On behalf of,

A handwritten signature in cursive script, appearing to read "Joseph C. Barbagallo".

Joseph C. Barbagallo, P.E., BCEE  
Consulting Town Engineer





OFFICE OF THE SUPERVISOR  
TOWN OF SOMERS  
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(914) 277-3790

BUREAU OF FIRE PREVENTION

Town of Somers

WESTCHESTER COUNTY, N.Y.

SOMERS TOWN HOUSE  
ANNEX  
337 ROUTE 202  
SOMERS, NY 10589

THOMAS J. TOOMA, JR.  
CHIEF



**MEMO TO:** Town Board

**FROM:** Bureau of Fire Prevention

**RE:** Proposed Code Addition – Chapter 26 – Fire Prevention Bureau

**DATE:** July 3, 2019

At their June 12, 2019 monthly Bureau of Fire Prevention meeting, the Bureau revised their previous submission for your consideration and would like it to read:

§26-2 – Powers and Duties

(7) The Bureau of Fire Prevention will review any proposed installation or alteration or replacement of existing obstructions that would restrict Fire Department/EMS access to any property in the Town of Somers to ensure the safety of the public and first responder personnel and apparatus. The Bureau of Fire Prevention will have the authority to notify the owner and any tenants of a property of any condition or conditions that exist on the property that would prohibit or significantly hamper the Fire Department from fulfilling their duties to life and/or property safety.

attachments - Original Proposed Code Addition Memo of May 21, 2019  
Gate Information from Neighboring Towns of January 9, 2019



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**MEMO TO:** Town Board

**FROM:** Bureau of Fire Prevention

**RE:** Proposed Code Addition – Chapter 26 – Fire Prevention Bureau

**DATE:** May 21, 2019

After spending considerable time researching and discussing this topic, the Bureau of Fire Prevention recommends the following addition to Chapter 26 – Fire Prevention Bureau of the Code of the Town of Somers:

**§26-2 – Powers and Duties**

(7) The Bureau of Fire Prevention will have the authority to regulate the installation of, or order the alteration or removal of any gates, arches, fences, walls, bridges, spans, culverts, speed control grade changes, privacy screening, landscaping, and similar features or devices when such items are placed or installed in such proximity to a driveway or roadway as to render a driveway (in whole or in part) inaccessible to Fire Department apparatus, or whereas a reasonable hazard to public motorists or Fire Department personnel is or would be created by Fire Department apparatus attempting to enter or exit the property due to any aspect of installation of said devices.

The Bureau of Fire Prevention will have the authority to cause the review of these items by the Highway Superintendent, Chief of Police, State Department of Transportation, Planning Board, Town Board, public, and or any appropriate technical specialist in order to ensure the safety of the public and first responder personnel.

The Bureau of Fire Prevention will have the authority to order a property owner or tenant to produce any documentation appropriate to certify the structural integrity or load bearing capabilities of the aforementioned items in an effort to ensure safety.

The Bureau of Fire Prevention will have the authority to notify the property owner, any tenants, and any insurance companies for the property of any condition or conditions that exist on the

property that would prohibit or significantly hamper the Fire Department from fulfilling their duties to life and or property safety.

January 9, 2019

### **BEDFORD**

Bedford issues *Fence Permits* for gates and pillars and they must meet the requirements of the Fence Code "Obstructions in Front Yards" or apply to the ZBA. Commercial gates and fences may also require site plan approval of the Planning Board.

### **LEWISBORO**

Gates are not specifically listed in the town code, but I treat them the same as fences, which must meet zoning regulations and require a permit.

### **NEW CASTLE**

The Town does not have any local laws regarding the installation of residential or commercial gates.

However, there are many factors that play a part in the design of the gates, which are outlined below:

1. Location of gate access relative to the property line, in which no structures (including gates and fences, stonewalls) are allowed within the Town ROW.
2. Obstruction of sight lines at the driveway intersection with the roadway.
3. The maximum height of gate (max. allowed of 6').
4. In general, the gate access which should be a minimum distance of 16' between the gate opening for EMS access.
5. Relative distance from closed gate to the edge of pavement, whereas the delivery truck (Fed Ex, UPS or oil truck) does not block a portion of the travel lane.
6. We would also require a design professional to submit drawings and specifications for columns and gates. This is necessary to process a Building Permit application. A final survey will may also be required.

### **NORTH CASTLE**

All new commercial buildings, new multifamily residential buildings and new commercial driveways with gates, including gated facilities, shall provide a key box of a type approved by the Building Department. The location and contents of the key box must be approved by the respective fire chief or his/her designee.

All residential driveways with gates, including gated communities, shall provide a keypad device with an emergency opening code acceptable to the respective fire chief or his/her designee.

This chapter shall not prohibit any fence or wall, subject to applicable permits and reviews by the Town, provided that the finished side of such fencing or wall shall face the exterior of the property as defined by the property line, and provided that such fence or wall does not exceed six feet in height. Mesh deer fencing exceeding six feet in height and driveway entry piers and gates exceeding six feet in height shall be permitted to reach a height of eight feet except that deer fencing over six feet in height shall not be permitted within 25 feet of the front property line.

#### **NORTH SALEM**

Per our Zoning Ordinance, Article VI, Section 250-22, any fence, gate, wall within a required setback may only be 4 ft. high in the front yard and 5 ft. in the side and rear yards – residential or commercial. Height includes gate support posts and any kind of cap or light fixture. There's an exception for a very specific type of deer-fencing that may be up to 6 ft. in height. If fence, wall, etc. is beyond the required setback/deeper into the subject property, there is no limitation on height.

#### **YORKTOWN**

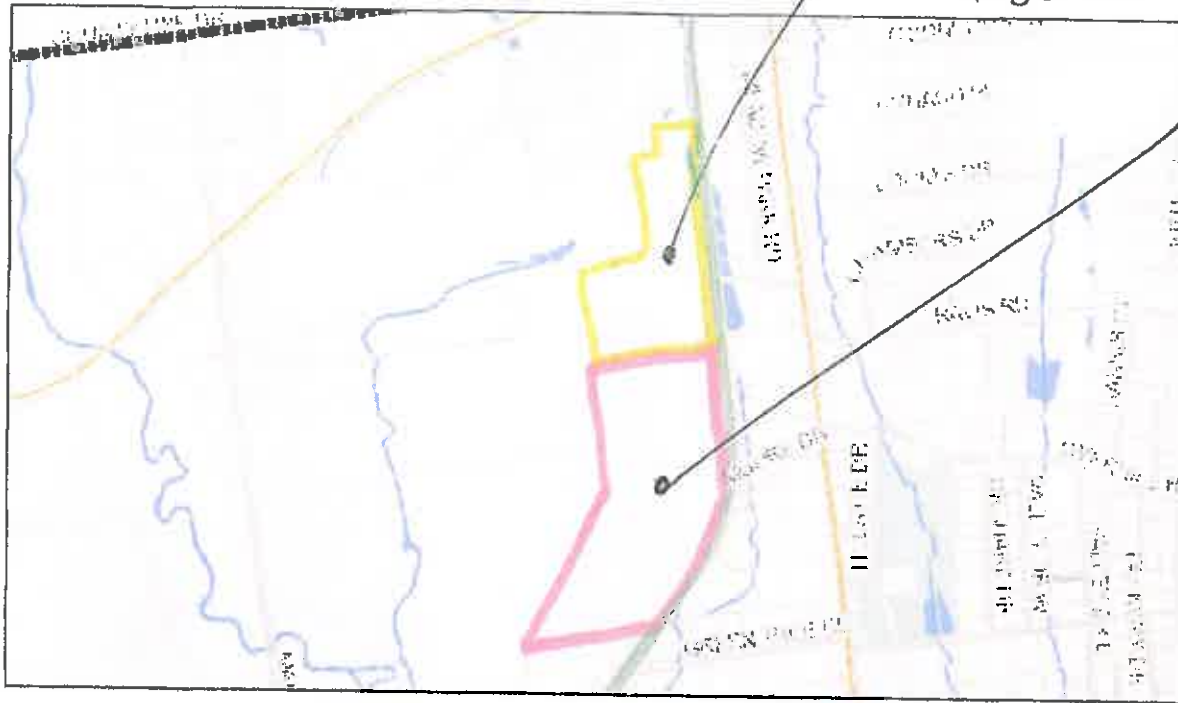
Never responded

Sent to:  
TB, TA, TC  
10/30/19  
KD

## Tax Parcel Maps

Tax map  
4.20-1-12  
4.33 ACRES

Tax map  
15.08-1-4  
4.37 ACRES



### Disclaimer:

This tax parcel map is provided as a public service to Westchester County residents for general information and planning purposes only, and should not be relied upon as a sole informational source. The County of Westchester hereby disclaims any liability from the use of this GIS mapping system by any person or entity. Tax parcel boundaries represent approximate property line location and should NOT be interpreted as or used in lieu of a survey or property boundary description. Property descriptions must be obtained from surveys or deeds. For more information please contact the assessor's office of the municipality.



Sent to:  
TB, TA, TC  
10/31/19  
KD

# TOWN OF SOMERS EMERGENCY MANAGEMENT PLAN

## Executive Summary

### Introduction

This plan results from the recognition on the part of the Town of Somers Town Board in cooperation with the Somers Police Department, Fire Department and local emergency services and various other departments and community organizations. It results from the recognition that a comprehensive plan is needed to enhance the Town's ability to manage an emergency/disaster situation. The Somers Emergency Management Committee was formed to coordinate a disaster response plan for the Town. This plan contributes to the overall effectiveness of local, county and state emergency management programs. Authority is provided by Article 2-B of the New York State Executive Law and the New York State Defense Emergency Act.

The development of this plan included an analysis of potential hazards, which could affect the town, and an assessment of the capabilities existing in the Town of Somers, Westchester County and New York State. Because capabilities change over time, it is of critical importance that this plan is reviewed periodically and changes made where appropriate.

### Comprehensive Approach

Trying to deal with disasters is an ongoing and a complex undertaking. Through the implementation of risk reduction measures before a disaster or emergency occurs, timely and effective response during an actual occurrence and provision of both short and long-term recovery assistance after the occurrence, lives can be saved and property losses can be minimized. This should maximize the response effort and provide the best response to the needs of the community both as relates to individual needs and the community as a whole.

### Government Responsibilities

Town departments and emergency management responsibilities are outlined in this plan. Assignments and designations are made with the framework of present Town capabilities and existing responsibilities. The Emergency Management Committee was formed to designate and coordinate all emergency management activities of the Town. The Town responsibilities are closely coordinated with County organizations to help manage and effectively coordinate all phases of an emergency and to maximize the use of available resources.

The County has the responsibility to assist local governments in the event that they have fully committed their resources and are still unable to cope with any disaster. Similarly, New York State is obligated to provide assistance to the county after resources have been exhausted and the County and Town are unable to cope with the disaster.

This plan describes in detail the centralized direction of requests for assistance and the understanding that the governmental jurisdiction most involved by any emergency is required to involve itself prior to requesting outside assistance.

### Conclusion

This plan will provide for a general "all-hazards" management guidance using existing organizations, resources etc... to allow the Town to meet its responsibilities before, during and after an emergency.



# **TOWN OF SOMERS EMERGENCY MANAGEMENT PLAN**

## **General Considerations and Planning Guidelines**

### **Policy Regarding Comprehensive Emergency Management**

1. A variety of emergencies, natural or man-made, can result in loss of life, property and income. They can disrupt the normal functions of government, communities and families and cause human suffering.
2. The Town government must provide effective leadership and direction to prevent, respond to and recover from all emergencies.
3. Authority is given under Section 23 of the Executive Law of New York State.
4. 3 phases to plan

#### **a. Risk Reduction (includes prevention and mitigation)**

1. Reduce and prevent short and long term activities which eliminate or reduce the number of occurrences of disasters
2. Reduce the effects of disasters when they do occur
3. Conduct activities that may prevent or minimize the impact of hazards in Somers

#### **b. Response**

1. Response operations may commence before an actual emergency materializes, for example, in the event of a major weather event such as floods, hurricanes, tropical storms, major ice or snowstorms that could impact the Town of Somers. This increased readiness response may include such "pre-impact operations" as:
  - a. Detecting, monitoring and assessing any hazard or storm
  - b. Alerting and warning of any endangered populations
  - c. Protective actions notifications to the public
  - d. Allocation and distribution of equipment and resources
2. Most response activities follow the immediate impact of an emergency. Generally they are designed to minimize casualties and protect property to the extent possible through emergency assistance. They seek to reduce the probability of secondary damage and speed recovery operations as appropriate.
3. Response operations in affected area are the responsibility of and controlled by the local municipalities, supported by both the County and State if necessary
4. If the magnitude of the emergency is such that the Town is unable to adequately respond, the County may be called in to assume a supplemental support role.



# **TOWN OF SOMERS EMERGENCY MANAGEMENT PLAN**

## **c. *Recovery***

1. Recovery activities are those following a disaster to restore the community to its pre-emergency state, to correct the adverse conditions that may have led to the damage and to protect and improve the quality of life in the community. It includes risk reduction to the extent necessary to prevent the recurrence of the emergency.

# **TOWN OF SOMERS EMERGENCY MANAGEMENT PLAN**

## *Section I*

### *PURPOSE AND OBJECTIVES OF THE PLAN*

This plan sets for the basic requirements for managing emergencies in Somers.

#### **Objectives**

1. To identify, assess and prioritize local vulnerabilities to emergencies or disasters and the resources available to prevent or mitigate, respond to and recover from them.
2. To outline short, medium and long range measures to improve the Town's capability to manage hazards
3. To provide that Town government will take appropriate actions to prevent or mitigate effects of hazards and be prepared to respond to and recover from them, when an emergency or disaster occurs.
4. To provide for the efficient utilization of all available Town resources during an emergency
5. To provide for the utilization and coordination of local government, county and state and federal programs to assist disaster victims and to prioritize the response to the special needs of the elderly, disabled, and other groups which may be affected
6. Provide for utilization and coordination of local, county, state and federal programs for recovery from a disaster with attention to the development of the mitigative programs.

#### *Legal Authority*

This Plan, in whole or in part, may rely upon the following laws for the power necessary for its development and implementation.

1. New York State Executive Law, Article 2-B
2. New York State Defense Emergency Act, as amended
3. Somers Resolution
4. Federal Robert T. Stafford Disaster Relief and Emergency Assistance Act
5. Federal Civil Defense Act of 1950, as amended

# **TOWN OF SOMERS EMERGENCY MANAGEMENT PLAN**

## **Concept of Operations**

1. The primary responsibility for responding to emergencies rests with the Town of Somers.
2. Local governments and the emergency service organizations play an essential role as the first line of defense.
3. Responding to a disaster, local jurisdictions are required to utilize their own facilities, equipment, supplies, personnel and resources first.
4. The local chief executive (Town Supervisor) has the authority to direct and coordinate disaster operations and may delegate this authority to a local emergency management coordinator.
5. When local resources are inadequate, the Chief Executive of the town may obtain assistance from other political subdivisions and the County government.
6. The County Executive or their designee may coordinate responses for requests for assistance for the local governments.
7. The County Executive has the authority to direct and coordinate County disaster operations.
8. The County Executive may obtain assistance from other counties or the State when the emergency disaster is beyond the resources of Westchester County.
9. The County Executive has assigned to the County Emergency Manager the responsibility to coordinate County emergency management activities.
10. A request for assistance to the State will be submitted through the Region 2 Office of the New York State Emergency Management Office (SEMO) and shall be done via the County authorities designated to do so.
11. State assistance is supplemental to local emergency efforts (Town >>>County).
12. New York State Disaster Preparedness Commission (DPC), coordinated by the State Emergency Management Office, exercises direction and control of State risk reduction, response and recovery actions.
13. Upon the occurrence of an emergency or disaster clearly beyond the management capability and emergency resources of State and local governments, the Governor may find that federal assistance is required and may request assistance from the President by requesting a declaration of a major disaster or emergency.

## **Plan Maintenance and Updating**

1. The Office of Emergency Management is responsible for maintaining and updating this plan annually.
2. The Plan should be reviewed and updated as necessary with revised pages distributed to all interested parties.

# **TOWN OF SOMERS EMERGENCY MANAGEMENT PLAN**

## **Section II**

### ***RISK REDUCTION***

#### **A. Identification and Analysis of Potential Hazards**

1. The Emergency Management Committee will:
  - a. Identify potential hazards in the Town of Somers
  - b. Determine the probable impact each of those hazards could have on people and property
  - c. Delineate the geographic areas affected by potential hazards, plot them on maps, and designate them as hazard areas
2. Significant potential hazards to be identified and analyzed include natural, technological, and human-caused hazards.
3. This hazard analysis:
  - a. Provides a basic method for analyzing and ranking the identified hazards, including identification of geographic areas and populations at risk to specific hazards
  - b. Establishes priorities for planning for those hazards receiving a high ranking of significance
  - c. Is to be reviewed and updated every three years
4. The rating and ranking results of the hazard analysis are found in Attachment I.
5. Computerized maps identifying the location of hazard areas are located in the Emergency Management Program operated by the Somers Police Department in conjunction with the Somers Office of Emergency Management
6. The complete Hazard Analysis results are located in the Town of Somers Supervisor's Office.

#### **B. Risk Reduction Policies, Programs and Reports**

1. Town agencies are authorized to:
  - a. Promote policies, programs and activities to reduce hazard risks in their area of responsibility
  - b. Examples of the above are:
    - Encourage the adoption of comprehensive community development plans, zoning ordinances, subdivision regulations, and building codes that are cognizant of and take into account significant hazards in the town.
    - Encourage lending institutions to require risk reduction as a condition of funding in areas prone to hazards
    - Promote compliance with and enforcement of existing laws, regulations, and codes that are related to hazard risks, e.g. building and fire codes, flood plain regulations
    - Encourage and participate in municipal stream channel maintenance programs

## **TOWN OF SOMERS EMERGENCY MANAGEMENT PLAN**

2. The Somers Planning Board is responsible for land use management of town owned land and the review of land use management actions throughout the town including:
  - Authorizing town land use management programs
  - Advising and assisting in the developing and adopting comprehensive master plans for community development, zoning ordinances, subdivision regulations and building codes
  - Assisting and advising the Planning Board in the review process of local zoning and subdivision actions
3. In all of the above activities, the Somers Planning Board will take into account the significant hazards in Somers.
4. The Somers Emergency Management Committee will identify specific hazard reduction actions that could be taken for those hazards determined by the hazard analysis to be most significant.
5. For each hazard reduction action identified, the following information is to be included by the Planning Team:
  - a. A description of the action
  - b. A statement on the technical feasibility of the action
  - c. The estimated cost of the action
  - d. The expected benefits of the action and the monetary value of each benefit
  - e. An estimate of the level of community support for the action
6. The information obtained in # 5 above will be consolidated into a Risk Reduction Report.
7. The Risk Reduction Report will prioritize and make recommendations concerning the identified action.
8. The Risk Reduction Report will be presented to the Town Board for review, revision, and approval or disapproval.
9. An approved Risk Reduction Report will be presented to the Town Board for consideration and funding.

### **C. Emergency Response Capability Assessment**

1. Periodic assessment of the town's capability to manage the emergencies that could be caused by the hazards identified in the Town is a critical part of Risk Reduction.
2. The Office of Emergency Management will, on a semi-annual basis:
  - a. Assess the town's current capability for dealing with those significant hazards that have been identified and analyzed, including but not limited to:
    - The likely time of onset of the hazard
    - The impacted communities' preparedness levels
    - The existence of effective warning systems
    - The communities' means to respond to anticipated casualties and damage

3. To assist in its assessment, the Office of Emergency Management may conduct table-top exercises or operational exercises, based upon specific hazards and hazard areas identified by the Committee.
4. The Committee will identify emergency response shortfalls and make recommendations for implementing corrective actions to the Town Board.

#### **D. Training of Emergency Personnel**

1. The Town of Somers, in coordination with the County Emergency Manager, has the responsibility to:
  - a. Arrange and provide, with the assistance of the New York State Emergency Management Office, the conduct of training programs for emergency response personnel as designated by the Emergency Management Coordinator
  - b. Encourage and support training for town emergency response personnel, including volunteers
  - c. Such training programs will
    - Include information on the characteristics of hazards and their consequences and the implementation of emergency response actions including protective measures, notification procedures, and available resources
    - Include Incident Command System (ICS) training, focusing on individual roles
    - Provide emergency personnel with the variety of skills necessary to help reduce or eliminate hazards and increase their effectiveness to respond to and recover from emergencies of all types
    - Be provided in crisis situation, that requires additional specialized training and refresher training
  - d. Conduct periodic exercises and drills to evaluate local capabilities and preparedness, including a full scale operational exercise that test a major portion of the elements and responsibilities in the Comprehensive Emergency Management Plan, and regular drills to test readiness of warning and communication equipment.
  - e. Consult with the county departments and agencies, in developing training courses and exercises as necessary
  - f. Receive technical guidance on latest techniques from state and federal sources as appropriate and request assistance as needed
2. All departments and agencies assigned emergency functions, are responsible to develop an in-house training capability in order that departments and agencies further train their employees in their duties and procedures
3. Volunteers participating in emergency services such as fire and rescue operations, ambulance services, first aid and other emergency medical services, Red Cross, RACES, CAP and OEM, will be trained by these services in accordance with established procedures and standards.

#### **E. Public Education and Awareness**

1. The Emergency Management Committee is responsible for:
  - a. Providing education on hazards to the young adults and adult public in the Town of Somers
  - b. Making the public aware of existing hazards in their communities
  - c. Familiarizing the public with the kind of protective measures the Town has developed to respond to any emergency arising from the hazard.
2. This education will:

- a. Cover all significant hazards
  - b. Be available free of charge
3. Federal Emergency Management Agency (FEMA) pamphlets, books and kits dealing with all aspects of emergency management and materials developed by New York State Emergency Management Office and other State departments, as appropriate, will be made available for use in the program.

**F. Monitoring of Identified Hazard Areas**

1. The Building Department will develop, with the necessary assistance of other departments, the capability to monitor identified hazard areas, in order to detect hazardous situations in their earliest stages.
2. As a hazard's emergency is detected, this information is to be immediately provided to the Office of Emergency Management, as appropriate.
3. When appropriate, monitoring stations may be established regarding specific hazard areas where individuals responsible for perform the monitoring tasks can be stationed.
4. Monitoring tasks include detecting the hazard potential and taking measurements or observations of the hazard. Examples of such are rising water levels, toxic exposure levels, slope and ground movement, mass gatherings, the formation and breakup ice jams, erosion, dam conditions, and the National Weather Service's Skywarn program.
5. All hazard monitoring activity will be coordinated with, and make use of where available, local governments, private industry and utility companies, and volunteer agencies and individuals, as appropriate.

### Section III

## RESPONSE

### I. Response Organization and Assignment of Responsibilities

#### A. Town Supervisor Responsibilities, Powers, and Succession

1. The Supervisor is ultimately responsible for Town emergency response activities and
  - a. May take personal command of the Town emergency response organization if the scope and magnitude of the emergency indicates the necessity of personal management and direction of the response and recovery operations;
  - b. Controls the use of all Town owned resources and facilities for disaster response;
  - c. May declare a local state of emergency in consultation with the Emergency Management Committee and may promulgate emergency orders and waive local laws;
  - d. May request assistance from the County and the State when it appears that it will escalate beyond the capability of Town resources;
  - e. Notification to the Town Board as deemed necessary
  - f. If Town Supervisor is unable, due to absence or incapacitation, to perform the functions described in the preceding section A(1), the following line of command and succession has been established to ensure continuity of government in the direction of emergency operations: Supervisor, Deputy Supervisor, O.E.M. Executive Director.

#### B. The Role of the Emergency Manager

1. The Emergency Management Executive Board (OEM Director, Police Chief, Fire Chief, Town Supervisor, Building Inspector, Highway Superintendent and Ambulance Corps designee) coordinates Town emergency response activities and:
  - a. Activates the Towns response organization and initiates Town response activities
  - b. Maintains and manages an Emergency Operations Center
  - c. Recommends to declare a local state of emergency based on the severity of the situation and the necessity to use additional executive power to respond effectively to the emergency
  - d. Notifies and briefs departments, agencies and other organizations involved in an emergency response
  - e. Facilitates coordination between the Town and:
    - Westchester County
    - The State of New York
    - Private emergency support organizations

#### C. The County Emergency Response Organization

1. The Incident Command System (ICS)
  - a. Westchester County endorses the use of the Incident Command System (ICS), as developed by the National Interagency Incident Management System (NIMS), and formally adopted by the State of New York, for emergencies requiring multi-agency response. ICS allows flexibility in its implementation so that its structure can be tailored to the specific situation at hand. The emergency forces first responding to an incident should initiate ICS.
  - b. ICS is organized by functions. There are five:



- Command
  - Operations
  - Planning
  - Logistics
  - Finance
- c. Under ICS, an Incident Commander (IC) has the overall responsibility for the effective on-scene management of the incident, and must ensure that an adequate organization is in place to carry out all emergency functions. The IC directs emergency operations from an Incident Command Post, the only command post at the emergency scene.
  - d. In minor incidents, the five ICS functions may all be managed directly by the IC. Larger incidents usually require that more or more of the functions be set up as separate sections under the IC.
  - e. Within the Command function, the IC has additional responsibilities for Safety, Public Information, and Liaison. These activities can be assigned to staff under the IC.
  - f. An ICS with all five functions organized as sections is depicted as follows:

### **INCIDENT COMMANDER**

OPERATIONS	PLANNING	LOGISTICS	FINANCE/ADM
<b>SECTION CHIEF</b>	<b>SECTION CHIEF</b>	<b>SECTION CHIEF</b>	<b>SECTION CHIEF</b>

- g. During an emergency, response personnel must be cognizant of the Incident Command System in place and their role in it. Some personnel may be responders to the scene and part of the on-scene ICS structure in a functional or staff role. Other personnel may be assigned to the Emergency Operations Center (EOC) or other locations where they will provide support to the responders at the scene. All response personnel not assigned to the on-scene ICS will be coordinated by or through the Emergency Manager.
- h. Response personnel operating at the EOC will be organized by ICS function and interface with their on-scene counterparts, as appropriate.
- i. The Incident Commander is usually selected due to his or her position as the highest ranking responding officer at the scene. The IC must be fully qualified to manage the incident. As an incident grows in size or becomes more complex, a more highly qualified Incident Commander may be assigned by the responsible jurisdiction. Thus, a Town official could be designated as the IC.
- j. A major emergency encompassing a large geographic area may have more than one emergency scene. In this situation, separate Incident Commanders may set up command at multiple locations. In this case, an Area Command may be established. The Area Command is structured similar to a normal ICS with one exception; the Incident Commander is calling the Incident Manager to whom all Incident Commanders report. A Town official could be designated as an Incident Manager and numerous response personnel assigned to the Area ICS.

## 2. Emergency Response Not Utilizing ICS

- a. Whenever there is an emergency response involving Town personnel and, for whatever reason, an ICS has not been established, the Emergency manager, under the authority of the Town Supervisor, will coordinate the response with the various agencies as needed.

## II. Managing Emergency Response

### A. Notification and Activation

1. Each emergency is to be classified into one of three Response Levels according to the scope and magnitude of the incident.

Response Level 3: Controlled emergency situation without serious threat to life, health, or property, which requires no assistance beyond initial first responders.

Response Level 2: Limited emergency situation with some threat to life, health, or property, but confined to limited areas, usually within one municipality or involving small population.

Response Level 1: Full emergency situation with major threat to life, health, or property, involving large population and/or multiple municipalities.

2. Emergency response personnel will be activated according to the Response Level classification.

For **Response Level 3**, only the staff of the Emergency Management Team is activated.

For **Response Level 2**, the staff of the Emergency Management Team is activated and augmented by select members of the response organizations as determined by the Emergency Manager at that time.

For **Response Level 1**, classification full EOC staffing is achieved as soon as possible. Except for first responders to the scene, assignment of response personnel to other locations including the emergency scene will be made through the EOC.

### B. Declaration of Local State of Emergency and Promulgation of Local Emergency Orders

1. In response to an emergency, or its likelihood, upon a finding that public safety is imperiled, the Town Supervisor may proclaim a **state of emergency** pursuant to section 24 of the State Executive Law.
2. Such a proclamation authorizes the Town Supervisor to deal with the emergency situation with the full executive and legislative powers of government.
3. This power is realized **only** through the promulgation of **local emergency orders**. For example, emergency orders can be issued for actions such as:
  - Establishing curfews
  - Restrictions on travel
  - Evacuation of facilities and areas
  - Closing of places of amusement or assembly
4. Emergency responders have implicit authority and powers to take reasonable immediate action to protect lives and property absent an emergency declaration or emergency orders.

### C. Public Warning and Emergency Information

1. In order to implement public protective actions there should be a timely, reliable and effective method to warn and inform the public.
2. Activation and implementation of public warning is an Operations section responsibility.
3. Information and warnings to the public that a threatening condition is imminent or exists can be accomplished through the use of the following resources. Though public warning may, in many cases, be implemented solely by on-scene personnel, the use of the systems in (a), (b), and (c) below require strict coordination with the Town Supervisor or his designee.
  - a. **The Code Red Emergency Notification system** is a communications systems utilized by the Town of Somers. This system makes notification via phone message, text, e-mail, social networking sites and other forms of communications. It is the primary notification system used for all emergency notifications in the Town of Somers. It is used only for emergency notifications.
  - b. **Emergency Alert System (EAS)** – formerly known as Emergency Broadcast System (EBS), involves the use of the broadcast media including television, radio, and cable TV, to issue emergency warnings.
  - c. **NOAA Weather Radio (NWR)** – is the "Voice of the National Weather Service". Providing continuous 24-hour radio broadcasts of the latest weather information including severe weather warnings directly from the Weather Service office in Binghamton. NWR will also broadcast non-weather-related emergency warnings. NWR broadcasts on select high-band FM frequencies, not available on normal AM-FM radios. Radios with NWR frequencies and automated alarm capabilities are generally available. NWR broadcast signal can be received Countywide. NWR is also a component of EAS. Select County officials can also initiate emergency broadcasts on the NWR. See Appendix 3.
  - d. **Stationary Sirens** – There is one type of stationary warning sirens in use in Somers.
    - **Fire sirens** – Located at fire stations for alerting volunteer firefighters. The sirens can be used in conjunction with EAS. They can be activated, individually or in combination, from the County Warning Point to sound a special public warning signal. Signal means turn on radio or TV for emergency instructions.
  - d. **Emergency service vehicles** with siren and public address capabilities- Many police and fire vehicles in the Town are equipped with siren and public address capabilities. These vehicles may be available, in part, during an emergency for "route alerting" of the public. This capability exists but should not be relied upon for public warning.
  - e. **Door-to-door** public warning can be accomplished in some situations by the individual alerting of each residence/business in a particular area. This can be undertaken by any designated group such as auxiliary police, regular police, fire police, regular firefighters, visiting each dwelling in the affected area and relating the emergency information to the building occupants. To achieve maximum effectiveness, the individual delivering the warning message should be in official uniform.
 

Special arrangements may be made for providing warning information to the hearing impaired and, where appropriate, non-English speaking population groups.
  - f. The Public Information Officer, if established, or its function, as a part of the Command section, as directed by the EOC, may:

- Establish and manage a News Center (NC) to respond to inquiries from the news media and coordinate all official announcements and media briefings
  - Authenticate all sources of information being received and verify accuracy
  - Provide essential information and instructions including the appropriate protective actions to be taken by the public, to the broadcast media and press
  - Coordinate the release of all information with the key departments and agencies involved both at the EOC and on-scene
  - Check and control the spreading of rumors
  - Arrange and approve interviews with the news media and press by emergency personnel involved in the response operation
  - Arrange any media tours of emergency sites
- g. The NC may be established at the EOC or at any location where information flow can be maintained, without interfering with emergency operations.

#### **E. Emergency Medical and Public Health**

1. A high impact disaster can cause injury and death to large numbers of people. In addition, damage to and destruction of homes, special facilities, and vital utilities may place the public at substantial risk of food and water contamination, communicable disease, and exposure to extreme temperatures.
2. There may be established within the Operations section an Emergency Medical/Public Health Group to ensure that health and medical problems are being addressed.

#### **F. Meeting Human Needs**

1. The Planning and Operations functions are responsible for ascertaining what human needs have been particularly affected by an emergency and responding to those unmet needs with the available resources of local government and with the assistance of volunteer agencies and the private sector.
2. There may be established within the Operations section a Human Needs Group (volunteers) to perform the tasks associated with (1) above.

#### **G. Restoring Public Services**

1. The Operations section is responsible for ascertaining the emergency's effect on the infrastructure and the resultant impact on public services including transportation, electric power, fuel distribution, public water, telephone, and ensuring that restoration of services is accomplished without undue delay.
2. There may be established within the Operations section a Public Infrastructure Branch to perform the tasks associated with (1) above.
3. The Operations section may assign a representative to other utility operations centers as appropriate with the consent of the utility.

#### **H. Resource Management**

1. The Planning function is responsible for the identification and allocation of additional resources needed to respond to the emergency situation.
2. Resources owned by the municipality in which the emergency exists should be used first in responding to the emergency.

3. All Town resources are under the control of the Town Supervisor or his designee during an emergency and can be utilized as necessary.
4. Resources owned by other municipalities can be utilized upon agreement between the requesting and offering government.
5. Resources owned privately cannot be commandeered or confiscated by government during an emergency. However, purchases and leases of privately owned resources can be expedited during an emergency. In addition, it is not uncommon for the private sector to donate certain resources in an emergency.
6. Resources identification and allocation will be conducted according to the Disaster Plan.

## Appendix I

### STANDARD OPERATING GUIDE FOR SOMERS EMERGENCY OPERATIONS CENTER (EOC)

#### A. INTRODUCTION

1. This Guide is a supplement to the Somers Comprehensive Emergency Management Plan.
2. The Emergency Operations Center (EOC), located at the Lincolnale Fire House, serves as a location where multiple agencies and departments coordinate emergency response and recovery activities in support of on-scene operations.
3. The Emergency Management Coordinator is responsible for maintaining the EOC in a state of readiness and providing for its continued operation during an emergency.

#### B. READINESS

1. The Emergency Management Coordinator maintains at the EOC:
  - a. A current alert notification roster of all government, private sector, and volunteer emergency support services personnel assigned to the EOC.
  - b. A current chart and/or checklist of response activities required during emergencies.
  - c. Current maps and data, including a map depicting municipal boundaries, main roads and waterways.
  - d. Current copies of agencies' response plans/procedures.
  - e. A situation display board for recording and reporting during the progress of an emergency.
  - f. A "daily activities" log.
  - g. A current resource inventory.
  - h. EOC space is to be maintained in an emergency operations mode by the Emergency Management Coordinator at all times.

#### C. ACTIVATION

1. Each emergency should be classified into one of three Response Levels, according to the scope and magnitude of the situation:

<b><u>Response Level 3:</u></b>	Controlled emergency situation without serious threat to life, health, or property, which requires no assistance beyond initial first responders.
<b><u>Response Level 2:</u></b>	Limited emergency situation with some threat to life, health, or property, but confined to limited area, usually within one municipality or involving small population.
<b><u>Response Level 1:</u></b>	Full emergency situation with major threat to life, health, or property, involving large population and/or multiple municipalities.
2. Upon initial notification of an emergency (or a potential emergency), the Emergency Management Coordinator shall determine if a Response Level should be assigned.
3. For Response Level 3, no additional activation of the EOC is required. During off-hours, the Emergency Management Coordinator (or substitute) can operate from wherever they are.
4. For Response Level 2, the full staff of the Emergency Management Office will report to the EOC as determined by the Emergency Management Coordinator (or substitute) depending on the type of emergency.

5. For Response Level 1, the full Town EOC staffing will report to the EOC.
6. In every situation, the Emergency Management Coordinator (or substitute) can modify the EOC staffing, as the situation requires.
7. For every emergency, the Response Level can shift from one level to another as the event escalates or de-escalates. EOC staffing should also change accordingly.

#### **D. STAFFING**

1. The levels of staffing will vary according to the Response Level and the actual demands of the situation.
2. For a Level 1 emergency, with full EOC staffing, staff will be organized into the five ICS groups: Command, Operations, Planning, Logistics, and Finance/Administration.
3. For a Level 1 activation, 24-hour continuous-day EOC operations will likely be necessary until the situation de-escalates.
4. Each agency/organization assigned to the EOC will be prepared to maintain continuous operations at the EOC in shifts determined by the organization.
5. Upon the activation of the EOC by the Emergency Management Coordinator (or substitute), each agency will update its shift rosters to the Operations Officer.
6. For lesser emergencies (Levels 2 and 3), where there is no need for a major response, the formal use at the EOC of distinct ICS groups may be limited. In these situations, the Emergency Management Coordinator will normally be responsible for all ICS functions and may utilize distinct ICS groups as needed.

#### **E. SITUATION REPORTING**

1. The ICS Planning function is responsible for emergency situation reporting and will
  - a. Provide a uniform reporting format for all situation reporting to ensure that the information reported is precise, concise, and clear.
  - b. After the occurrence of an emergency, ensure that information on the emergency is collected and reported as soon as possible.
  - c. Receive copies of all messages and/or situation reports from the Incident Commander and local, State and County government officials sent to the EOC pertaining to an emergency situation.
  - d. Periodically request situation reports from each participating agency represented at the EOC.
  - e. Select for posting, in chronological order on the situation board, the crucial situation reports and damage assessment information.
  - f. Analyze the situation reports and prepare an overall situation report. The report should contain the following information:
    - Date and time of emergency
    - Type, response level, and location
    - Specific area affected (including number of people)
    - Number of injured (estimated)
    - Number of dead (estimated)
    - Extent of damage (estimated)
    - Damage or loss of municipal response equipment
    - Roads closed
    - States of emergency declared

- Emergency order issued
  - Mutual aid called upon
  - Major actions taken
- g. Provide the report to the Town Supervisor and the Office of Emergency Management
  - h. Based upon the report, conduct regular briefings to the Command and Operations Groups.
  - i. Prepare and provide follow-up situation reports on a regularly scheduled basis to the Town Supervisor.
  - j. Maintain an event log to include all pertinent disaster-related information.

#### **F. SECURITY**

1. Internal security at the EOC will be provided by the Somers Police during a Level 2 and 3 emergency; during a Level 1 emergency, any security requirements will be provided by regular building personnel.
2. All persons entering and exiting the EOC will be required to check in and out.
3. All emergency personnel will be issued a pass (lanyard) (permanent or temporary) to be worn at all times while in the EOC.
4. Anyone seen in the EOC without a visible pass will be dealt with appropriately.
5. Temporary passes will be returned desk when departing from the premises.



## **Appendix 2**

### **INSTRUCTIONS FOR DECLARING A STATE OF EMERGENCY AND ISSUING EMERGENCY ORDERS**

#### **A. Instructions for declaring a local State of Emergency**

1. Only the Town Supervisor, or a person acting for the Town Supervisor can declare a local State or Emergency for all of, or anywhere in, Somers.
2. A local State of Emergency is declared pursuant to section 24 of the State Executive Law and will have significant legal and financial impact on the town.
3. It can be declared in response to, or anticipation of, a threat to public safety.
4. A declaration of a local State of Emergency may be verbal or written.
5. If it is verbal, it is best to follow it with a written format.
6. The declaration should include the time and date, the reason for the declaration, the area involved, and the expected duration.
7. The written declaration should be kept on file in the Town Clerk's Office.
8. A local State of Emergency must be declared BEFORE Emergency Orders are issued.
9. A local State of Emergency should be formally rescinded when the declaration is no longer needed.
10. Only the Town Supervisor, or person acting for, may rescind a local State of Emergency.
11. Though a rescission may be verbal or written, if the declaration was written, the rescission should also be written.
12. The rescission should include the time and date of the original declaration, the reason for the local State of Emergency, and the time and date the State of Emergency is rescinded.
13. The written rescission should be kept on file in the Town Clerk's Office.

**B. Sample Declaration of a local State of Emergency**

**A State of Emergency** is hereby declared in the Town of Somers effective at

\_\_\_\_\_ on \_\_\_\_\_  
(time) (date)

This **State of Emergency** has been declared due to \_\_\_\_\_  
(description of situation)

---

This situation threatens the public safety.

This **State of Emergency** will remain in effect until rescinded by a subsequent order.

As the Town Supervisor of Somers, I, \_\_\_\_\_,

Exercise the authority given me under section 24 of the New York State Executive Law, to preserve the public safety and hereby render all required and available assistance vital to the security, well-being, and health of the citizens of this Town.

I hereby direct all departments and agencies of Somers to take whatever steps necessary to protect life and property, public infrastructure, and provide such emergency assistance deemed necessary.

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(name)

\_\_\_\_\_  
(title)

\_\_\_\_\_  
(date)

## **Section IV**

### **RECOVERY**

#### **A. Damage Assessment**

1. All local governments must participate in damage assessment activities.
2. The Emergency Management Coordinator is responsible for:
  - a. Developing with local governments a damage assessment program
  - b. Organizing and forming damage assessment teams, pre-emergency, throughout the Town.
  - c. Coordinating damage assessment activities in the Town during and following an emergency
3. All departments and agencies will cooperate fully with the Emergency Management Coordinator in damage assessment activities including:
  - a. Pre-emergency -
    - Identifying agencies, personnel, and resources to assist and support damage assessment activities
    - Identifying non-government groups such as non-profit organizations, trade organizations and professional people that could provide damage assessment assistance
    - Fostering agreements between local government and the private sector for technical support
    - Utilizing geographic information systems (GIS) in damage assessment
    - Participate in annual training
  - b. Emergency --
    - Obtaining and maintaining documents, maps, photos and video tapes of damage
    - Reviewing procedures and forms for reporting damage to higher levels of government
    - Determining if County assistance is required in the damage process
  - c. Post-emergency -
    - Selecting personnel to participate in damage assessment survey teams
    - Arranging for training of selected personnel in damage assessment survey techniques
    - Identifying and prioritizing areas to survey damage
    - Assigning survey teams to selected areas
    - Completing damage assessment survey reports and maintaining records of the reports
    - Submitting damage assessment reports to the Town Supervisor, Emergency Management Coordinator and County Emergency Management Office
4. Damage assessment teams will consist primarily of local government employees and trained volunteers. When necessary, non-government personnel from the fields of engineering, construction, insurance, property evaluation and related fields, may supplement the teams.
5. There will be two different types of damage assessment teams. Infrastructure teams assess damage to public property and the infrastructure. Individual assistance (IA) teams assess impact on individuals and families.

6. Each damage assessment team will have a designated team leader who will report to the Emergency Management Coordinator at the EOC.
7. Personnel from Town departments and agencies, assigned damage assessment responsibilities, will remain under the control of their own departments, but will function under the technical supervision of the Emergency management Coordinator during emergency conditions.
8. All assessment activities in the disaster area will be coordinated with the Emergency Management Coordinator.
9. The Emergency Management Coordinator will prepare a Damage Assessment Report which will contain information on
  - a. Destroyed property
  - b. Property sustaining major damage
  - c. Property sustaining minor damage, for the following categories:
    - (1) Damage to private property in dollar loss to the extent not covered by insurance:
      - Homes
      - Businesses
      - Industries
      - Utilities
      - Institutions and private schools
    - (2) Damage to public property in dollar loss to the extent not covered by insurance:
      - Road systems
      - Bridges
      - Water control facilities such as dikes, levees, channels, dams
      - Public buildings, equipment, and vehicles
      - Publicly-owned utilities
      - Parks and recreational facilities
    - (3) Damage to agriculture in dollar loss to the extent not covered by insurance:
      - Farm buildings
      - Machinery and equipment
      - Crop losses
      - Livestock
    - (4) Cost in dollar value will be calculated for individual assistance in the areas of mass care, housing, and individual family grants.
    - (5) Community services provided beyond normal needs
    - (6) Debris clearance and protective measures taken such as pumping, sandbagging, construction of warning signs and barricades, emergency levees, etc.
    - (7) Financing overtime and labor required for emergency operations
10. The Town Supervisor, through the Emergency Management Coordinator, will review and submit the Damage Assessment Report to the Town Director of Finance. It is required for establishing the eligibility for any State and/or federal assistance.

11. It is essential that, from the outset of emergency response actions, all response personnel keep detailed records of expenditures for:
  - Labor used
  - Use of owned equipment
  - Use of borrowed or rented equipment
  - Use of materials from existing stock
  - Contracted services for emergency response
12. The Town Supervisor will serve as the Town's authorized agent in disaster assistance applications to state and Federal government.
13. The Town's authorized agent (usually the Finance Director) will:
  - Attend public assistance applicant briefing conducted by Federal and State Emergency Management officials.
  - Obtain from the Damage Assessment Officer maps showing disaster damage locations documented with photographs and video tapes.
  - Prepare and submit Notice of Interest in applying for Federal Disaster Assistance
  - Assign local representative(s) who will accompany the Federal Survey Team(s).
  - Follow up with governor's authorized representative and FEMA.
  - Submit Proof of Insurance, if required.
  - Prepare and submit project listing if small project grant.
  - Follow eligibility regarding categorical or flexibly funded grant.
  - Maintain accurate and adequate documentation for costs on each project.
  - Observe FEMA time limits for project completion.
  - Request final inspection of completed work or provide appropriate certificates.
  - Prepare and submit final claim for reimbursement.
  - Assist in required state audit.
  - Consult with governor's authorized representative (GAR) for assistance.
  - Maintain summary of damage suffered and recovery actions taken.

#### **B. Planning for Recovery**

1. Recovery includes community development and redevelopment.
2. Community development is based on a comprehensive community development plan prepared under direction of the Town planning board.
3. Comprehensive community development plans are officially adopted by local government as the official policy for development of the community.
4. Localities with public and political support for land use planning and the corresponding plan implementation tools such as zoning ordinances, subdivision regulations, building codes, etc. have pre-disaster prevention and mitigation capability by applying these methods successfully after disasters.
5. A central focal point of analytical and coordinative planning skills which could obtain the necessary political leadership and backing when needed, is required to coordinate the programs and agencies necessary to bring about a high quality level of recovery and community redevelopment.
6. Local government decides whether the recovery will be managed through existing organizations with planning and coordinative skills or by a recovery task force created exclusively for this purpose.

7. A recovery task force will:
    - a. Direct the recovery with the assistance of county departments and agencies coordinated by the Executive Director of the Office of Emergency Management.
    - b. Prepare a local recovery and redevelopment plan, unless deemed unnecessary, pursuant to section 28-a of the State Executive Law.
  8. The recovery and redevelopment plan shall include:
    - a. Replacement, reconstruction, removal, relocation of damaged/destroyed infrastructures/buildings.
    - b. Establishment of priorities for emergency repairs to facilities, buildings and infrastructures.
    - c. Economic recovery and community development.
    - d. New or amended zoning ordinances, subdivision regulations, building and sanitary codes.
  9. Recovery and redevelopment plan will account for and incorporate to the extent practical, relevant existing plans and policies.
  10. Prevention and mitigation measures should be incorporated into all recovery planning where possible.
  11. Responsibilities for recovery assigned to local governments depend on whether or not a State disaster emergency has been declared pursuant to Article 2-B of the State Executive Law.
  12. If the governor declares a state disaster emergency, then under Section 28-a the local governments have the following responsibilities:
    - a. Any county, city, town or village included in a disaster area shall prepare a local recovery and redevelopment plan, unless the legislative body of the municipality shall determine such a plan to be unnecessary or impractical.
    - b. Within 15 days after declaration of a state disaster, any county, city, town or village included in such disaster area, shall report to the State Disaster Preparedness Commission (DPC) through SEMO, whether the preparation of a recovery and redevelopment plan has been started and, if not, the reasons for not preparing the plan.
    - c. Proposed plans shall be presented at a public hearing upon five (5) days notice published in a newspaper of general circulation in the area affected and transmitted to the radio and television media for publications and broadcast.
    - d. The local recovery and redevelopment plan shall be prepared within 45 days after the declaration of a state disaster and shall be transmitted to the DPC. The DPC shall provide its comments on the plan within 10 days after receiving the plan.
    - e. A plan shall be adopted by such county, city, town or village within 10 days after receiving the comments of the DPC.
- (1) The adopted plan:
- May be amended at anytime in the same manner as originally prepared, revised and adopted; and
  - Shall be the official policy for recovery and redevelopment within the municipality.

### **C. Reconstruction**

1. Reconstruction consists of two phases:
  - a. Phase 1-short term reconstruction to return vital life support systems to minimum operating standards

- b. Phase 2-long term reconstruction and development which may continue for years after a disaster and will implement the officially adopted plans, policies and programs for redevelopment including risk reduction projects to avoid the conditions and circumstances that led to the disaster.
2. Long term reconstruction and recovery includes activities such as:
    - a. Scheduling planning for redevelopment
    - b. Analyzing existing State and Federal programs to determine how they may be modified or applied to reconstruction
    - c. Conducting of public meetings and hearings
    - d. Providing temporary housing and facilities
    - e. Public assistance
    - f. Coordinating State/Federal recovery assistance
    - g. Monitoring of reconstruction progress
    - h. Preparation of periodic progress reports to be submitted to SEMO
  3. Reconstruction operations must conform to existing State/Federal laws and regulations concerning environmental impact.
  4. Reconstruction operations in and around designated historical sites must conform to existing State and FEMA guidelines.

**D. Public Information on Recovery Assistance**

1. The Public Information Officer is responsible for making arrangements with the broadcast media and press to obtain their cooperation in adequately reporting to the public on:
  - a. What kind of emergency assistance is available to the public;
  - b. Who provides the assistance;
  - c. Who is eligible for assistance;
  - d. What kind of records are needed to document items, which are damaged or destroyed by the disaster;
  - e. What actions to take to apply for assistance;
  - f. Where to apply for assistance.
2. The following types of assistance may be available:
  - a. Food stamps (regular and/or emergency)
  - b. Temporary housing (rental, mobile home, motel)
  - c. Unemployment assistance and job placement (regular and disaster unemployment)
  - d. Veteran's benefits
  - e. Social Security benefits
  - f. Disaster and emergency loans (Small Business Administration, Farmers Home Administration)
  - g. Tax refund
  - h. Individual and family grants
  - i. Legal assistance
3. All the above information will be prepared jointly by the federal, State, County and Town PIO's as appropriate and furnished to the media for reporting to public.



**FREDERICK P. CLARK ASSOCIATES**  
PLANNING, TRANSPORTATION, ENVIRONMENT AND DEVELOPMENT  
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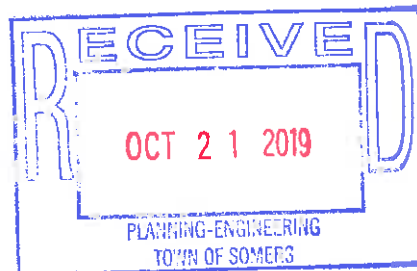
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October 16, 2019



OCT 21 2019

OFFICE OF THE SUPERVISOR  
TOWN OF SOMERS



Ms. Syrette Dym, AICP  
Director of Planning  
Town of Somers  
Town House  
335 Route 202  
Somers, New York 10589

Subject      **Third Proposal to Provide Traffic Consulting Services – Review of New Private School, Somers, New York**

Dear Ms. Dym:

We are in receipt of the most recent Traffic Study prepared by the Applicant's Traffic Consultant for the repurposing of the former IBM Campus to a private School.

### **Scope of Services**

We will review this updated Traffic Report, which in part responds to comments from our previous correspondence. Based on a preliminary review of the Applicant's Traffic Report, we will have comments to submit as soon as possible for the Applicant to respond to and potentially update the report once again. Assuming the Applicant completely responds to our comments and provides the next Traffic Report, we will have our final comments and findings for the Town's consideration two weeks after receiving the next updated Traffic Report.

It is our plan to have the preliminary comments sent to you and the Applicant's Traffic Consultant by the end of this week or later Monday of next week.

### **Schedule and Fee**

Our previous review essentially exhausted the entire budget. Our estimate for this review, which will include a partial review of the report submitted last week and the expected updated report responding to our comments, of up to \$9,600, plus out-of-pocket expenses and any attendance at meetings. We understand that this fee is likely more than the Town and likely the Applicant anticipated; however, we continue to have comments and concerns with the Traffic Study and the Applicant has changed some of the inputs, such as distribution and assignment of site traffic, which requires us to back track to the original baseline traffic volumes and previous distribution patterns

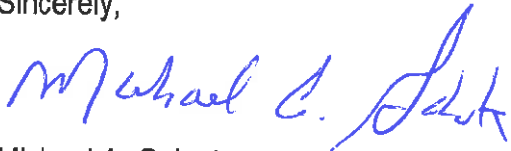


Ms. Syrette Dym, AICP  
Private School, Somers, NY  
Page 2  
October 16, 2019

and estimates for site traffic. This budget is based on charging for our time on an hourly basis. A copy of our current Schedule of Hourly Charges for 2019 is attached.

If you have any questions, please do not hesitate to call.

Sincerely,



Michael A. Galante  
Managing Principal

Enclosure

Our fee to complete this Study, as described above, will be up to \$9,600, plus out-of-pocket expenses. It is our hope that this is the final budget request to complete this work. This fee does not include our attendance at any meetings. If necessary, we will attend meetings with the Applicant or the Town and bill for this separately. Evening meetings will be billed hourly.

Accepted by \_\_\_\_\_ Date \_\_\_\_\_  
\_\_\_\_\_  
Typed or Printed Name and Organization (Required)  
\_\_\_\_\_  
Address  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Telephone \_\_\_\_\_ Fax \_\_\_\_\_  
Email Address \_\_\_\_\_



## **FREDERICK P. CLARK ASSOCIATES**

**PLANNING, TRANSPORTATION, ENVIRONMENT AND DEVELOPMENT**

*a Hardesty & Hanover company*

555 Theodore Fremd Ave., Suite C-301

Rye, NY 10580

T: 914.967.6540

[www.hardestyhanover.com](http://www.hardestyhanover.com)

### **CLASSIFIED MAXIMUM HOURLY RATE SCHEDULE (2019)**

#### **PROFESSIONAL SUPPORT**

Expert Testimony	\$350
Principal	275
Supervising Engineer/Planner/Landscape Architect	245
Project Manager	225
Principal Engineer/Architect/Landscape Architect/Planner	215
Senior Engineer/Architect/Landscape Architect/Planner	175
Engineer/Architect/Landscape Architect/Planner	145
Jr Engineer/Architect/Landscape Architect/Planner	125
Technician and Detailer	100
Engineering Aide	75
Senior Environmentalist	\$170
Environmentalist	135
Senior Drafter	\$130
Drafter/CADD Operator	90
Estimator	\$200

\* Hourly rates provided are inclusive of overhead costs and profit

\* Evening meetings will be billed at a minimum of 3.0 hours.

#### **EQUIPMENT**

Computer Usage/CADD Plotter (Deliverables)	\$12.50/plot
Printing Reproduction Processing (8x11)	\$0.10/page

Sent to:  
TB, TA, TC  
10/31/19  
KD

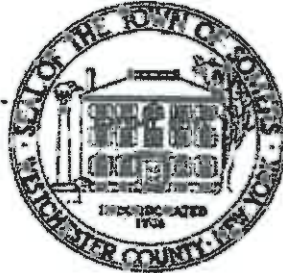
PLANNING AND ENGINEERING DEPARTMENTS

Telephone  
(914) 277-5866  
Fax  
(914) 277-4028

Town of Somers  
WESTCHESTER COUNTY, N.Y.

SOMERS TOWN HOUSE  
335 ROUTE 202  
SOMERS, NY 10589  
www.somersny.com

Steven Wozniak  
Principal Engineering Technician  
swozniak@somersny.com



Syretta Dym, AICP  
Director of Planning  
sdym@somersny.com

Date: October 16, 2019

To: Town Board  
Planning Board  
Town Clerk  
Open Space Committee  
Energy Environment Committee

Consulting Town Engineer  
File

From: Engineering Department

Re: The following is submitted for your review and comment:

Project Name: Removal of Plum Brook Bridge "M" and  
Removal of Deans Bridge "P"  
Plan: See Cover letter dated October 1, 2019  
Prepared by: Victoria Carpenter, Entech Engineering, PC

Referral is made under the provisions of the following regulations:

- |   |  |
|---|--|
| 1. Informal Discussion:   | _____  |
| 2. Final Subdivision Approval:                                  | _____  |
| 3. Preliminary Subdivision:                                     | _____  |
| 4. Site Plan:   | _____  |
| 5. Wetland Activity Permit:<br>Administrative<br>Planning Board | 28.14-25-1 and 18.13-25-1<br>_____<br>X<br>_____ |
| 6. Steep Slope Permit:<br>Administrative<br>Planning Board      | 28.14-25-1 and 18.13-25-1<br>_____<br>X<br>_____ |
| 7. Other  | Tree Removal and SMESC Application               |

## MEMORANDUM

TO: Principal Engineering Technician  
Town of Somers  
335 Route 202  
Somers, NY 10589

FROM: Victoria Carpenter, Environmental Manager, EnTech Engineering, P.C.

SUBJECT: Town of Somers Permit Application for Removal of Dean's Bridge 'P' and Plum Brook Bridge 'M'

DATE: October 1, 2019

To whom it may concern,

Enclosed are the additional documents Town of Somers Planning and Engineering Department requested for the permit application for the abovementioned project:

1. One check for permit application fees:
  - a. \$100.00 Tree Permit Application
  - b. \$200.00 Stormwater Management and Erosion and Sediment Control Permit Application
  - c. \$750.00 Steep Slopes Permit Application
2. Seven (7) hard copies of Town of Somers Permit Application, Joint Permit Applications, and Environmental Assessment Statement and Supplemental Report.
3. Four (4) CDs for digital copies of Town of Somers Permit Application, NYSDEC and USACE Joint Permit Application, and Environmental Assessment Statement and Supplemental Report.
4. Two (2) flash drives for digital copies of Town of Somers Permit Application, NYSDEC and USACE Joint Permit Application, and Environmental Assessment Statement and Supplemental Report.

I believe these four items will address the issues listed in the response letter. The response letter issued on September 4, 2019 is also attached to this package for your reference.

If you have any questions or require additional information, please contact me at 646-722-0000 ext 124 or email at [vcarpenter@entech.nyc](mailto:vcarpenter@entech.nyc). Or contact Jeffrey Busse at 914-749-5417 or email [jbusse@dep.nyc.gov](mailto:jbusse@dep.nyc.gov).

Sincerely,



Victoria Carpenter  
Environmental Manager

cc. Jeffrey Busse, PE, NYCDEP

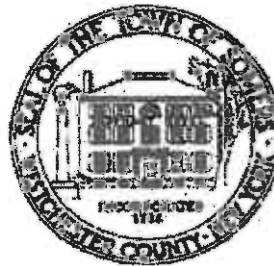
PLANNING AND ENGINEERING DEPARTMENTS

Telephone  
(914) 277-5866  
Fax  
(914) 277-4638

**Town of Somers**  
WESTCHESTER COUNTY, N.Y.

SOMERS TOWN HOUSE  
335 ROUTE 202  
SCARFES, NY 10589  
www.townofsomers.com

Steven Woolfe  
Principal Engineering Technician  
swoolfe@somersny.com



Sybil Dym, AICP  
Director of Planning  
sdym@somersny.com

September 4, 2019

Victoria Carpenter  
Entech Engineering P.C.  
17 State Street 36<sup>th</sup> Floor  
New York, NY 10004

**RE: Removal of Dean's Bridge 'P' and Removal/Replacement of Plum Brook Bridge 'M'  
Planning Board Application Fees/Planning Board Submission**

Dear Ms. Carpenter:

Please provide the following fees (application fees will cover both bridges):

1. \$100.00 Tree Permit Application fee.
2. \$200.00 Stormwater Management and Erosion and Sediment Control Application fee.
3. \$750.00 Steep Slopes Application fee.
4. \$900.00 Wetland Application fee (already submitted).

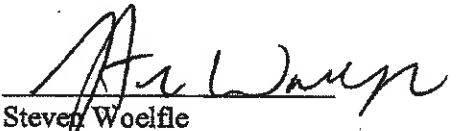
Please provide the application fees and the additional 13 copies of the material submitted so this item can be placed on the Planning Board agenda. Additional copies to be submitted as follows:

- 7 Hard Copies
- 4 CDs
- 2 Flash Drives

Additionally, the Engineering Consultant, Joseph Barbagallo will be reviewing your project. In accordance with Section 133 of the Town Code, cost of review by professional consultants shall be reimbursed by the applicant. It is therefore required that an escrow account be established from which withdrawals shall be made to reimburse the Town for the costs of professional

review services. An amount for deposit will be determined once the Consulting Town Engineer initially reviews the application.

If you have any questions or concerns, please do not hesitate to contact this office.

  
Steven Woelfle  
Engineering Department

SW/wg

cc: Jeffrey A. Busse, P.E., NYCDEP

Rick Morrissey, Somers Town Supervisor

Joseph C. Barbagallo, P.E., DEE, Woodard & Curran

Barbara J. Sherry, Planning Board Secretary

Z:\PE\Environmental files\Wetlands\Bridges\Plum Brook Bridge 'M'\Application Fees 9.4.2019.docx



Vincent Sapronza, P.E.  
Commissioner

Paul V. Rush, P.E.  
Deputy Commissioner  
Bureau of Water Supply  
prush@dep.nyc.gov

P.O. Box 358  
Grahamsville, NY 12740  
T: (845) 340-7800  
F: (845) 334-7175

August 22, 2019

Richard Morrissey, Supervisor  
Town of Somers  
335 Route 202  
Somers, NY 10589

Dear Supervisor Morrissey:

The New York City Department of Environmental Protection (DEP) is in receipt of your July 16, 2019 letter and the Town resolution requiring DEP to construct a replacement of the Plum Brook Bridge following demolition of the existing unsafe structure. DEP will comply with that request and in response, I have directed my staff to initiate a new project for the construction of a new replacement bridge.

As you are aware the ongoing effort for demolition of the existing structure has progressed to the point where DEP's consultants have begun the application process with the Town. While admittedly it has been delayed, given DEP's recent progress, I hope you share my current goal to remove the existing unsafe structure as soon as possible. The current schedule shows removal scheduled for 2022.

Additionally, I have directed DEP attorneys to remove Plum Brook Bridge from their discussions with Westchester County on orders for "abandonment" that would have relieved DEP from replacing the bridge.

DEP will continue with the design for removal of the existing bridge and as part of that project will remove the old abutments and install signage and barricades to improve public safety until a replacement bridge can be constructed. The old abutments are not suitable for a new structure.

DEP understands its obligation to build a replacement Plum Brook Bridge following removal of the existing structure. I appreciate the Town's efforts to expedite any permitting and review activities so that the removal can happen sooner than the currently forecasted date, improving public safety. We are also working to secure design and construction funding in our capital budget. We will provide you updates on funding status moving forward.

We look forward to working with you on this endeavor that will benefit the Town of Somers and surrounding community.

Sincerely,

Paul V. Rush, P.E.  
Deputy Commissioner

Sent to:  
TB, TA, TC  
10/18/19  
KD

PLANNING AND ENGINEERING DEPARTMENTS

**Town of Somers**  
WESTCHESTER COUNTY, N.Y.

Telephone  
(914) 277-5366  
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(914) 277-4093

SOMERS TOWN HOUSE  
535 ROUTE 202  
SOMERS, NY 10589  
www.somersny.com

Steven Woelfle  
Principal Engineering Technician  
swoelfle@somersny.com



Syrette Dym, AICP  
Town Planner  
sdym@somersny.com

Date: October 17, 2019  
To: Town Board  
From: Steven Woelfle *SW*  
Principal Engineering Technician  
RE: Tomahawk Realty, LLC Site Plan  
Resolution No. 2007-11  
TM: 27.05-1-13  
Release of Erosion Control Bond  
Received Check November 13, 2007

---

This Office has no objection to the return of the Erosion Control Bond in the amount of \$4,928. Please return to:

Norman J. Goc

NY

SW/avg

cc: Town Clerk  
Director of Finance  
Norman J. Goc



Sent to:  
TB, TA, TC 10/30/19  
KD  
Kim DeLucia

---

**From:** Tom Tooma  
**Sent:** Wednesday, October 23, 2019 1:24 PM  
**To:** Rick Morrissey  
**Cc:** Kim DeLucia  
**Subject:** RE: Somers Fire District - 119 Rt. 139

\$703.00.

Thank you,

Thomas J. Tooma, Jr.  
Building Inspector, Town of Somers  
Building Department  
337 Route 202  
Somers, NY 10589  
(914) 277-3539  
Fax (914) 277-3790  
ttooma@somersny.com

---

**From:** Rick Morrissey  
**Sent:** Wednesday, October 23, 2019 12:52 PM  
**To:** Tom Tooma <ttooma@somersny.com>  
**Cc:** Kim DeLucia <kdelucia@somersny.com>  
**Subject:** RE: Somers Fire District - 119 Rt. 139

Tom:

We will place it on the Nov 7<sup>th</sup> agenda to waive the fee. Please provide the amount we will be waiving.

Thanks,

*Rick Morrissey, MPA*

Town Supervisor  
Town of Somers  
335 Route 202  
Somers, NY 10589  
Ph: 914-277-3637  
Fax: 914-276-0082  
[supervisor@somersny.com](mailto:supervisor@somersny.com)  
[www.somersny.com](http://www.somersny.com)

---

**From:** Tom Tooma <ttooma@somersny.com>  
**Sent:** Wednesday, October 23, 2019 11:41 AM  
**To:** Rick Morrissey <supervisor@somersny.com>  
**Cc:** Kim DeLucia <kdelucia@somersny.com>  
**Subject:** Somers Fire District - 119 Rt. 139

Hi Rick,

The subject property has submitted plans for permit to repair the existing handicap accessible ramp (which was damaged in the course of removing the buried fuel storage tank) in addition to doing some minor improvements to two existing exterior travel ways to bring them into current code compliance. The T.B. waived the fee for the Fire District in conjunction with the fuel storage removal permit and I write to inquire if the Board would consider the same for the proposed.

Thank you,

Thomas J. Tooma, Jr.  
Building Inspector, Town of Somers  
Building Department  
337 Route 202  
Somers, NY 10589  
(914) 277-3539  
Fax (914) 277-3790  
[ttooma@somersny.com](mailto:ttooma@somersny.com)

Sent to:  
TB, TA, TC  
10/30/19  
KD



Msgr. Raymond M. Collins, Council 6205  
P. O. Box 44  
Somers, NY 10589



October 5, 2019

Mr. Rick Morrissey  
Town Supervisor  
335 Route 202  
Somers, NY 10589

Dear Mr. Morrissey:

As we have done since 2013, the members of the Msgr. Raymond M. Collins Council of the Knights of Columbus respectfully request permission to erect a temporary illuminated Nativity Scene during the Christmas holiday season from December 1, 2019 through January 6, 2020. Attached is the completed *Application to Reserve Temporary Use of the Somers Town Green House for a Permitted Holiday Display*.

The proposed Nativity Scene is the same as the one used last year and is approximately 2.6m wide x 2.3m tall x 0.6m deep. The Council will pay the costs of purchasing and erecting the Nativity Scene. A single floodlight will light the proposed display. We will pay for all electrical costs associated with the display. Additionally, the Council will be responsible for putting up and taking down the display. No assistance from government employees will be required.

Please advise if any insurance will be required, the reason for said insurance, and the amount. The Council is willing to pay all *reasonable* costs associated with its temporary display. We are also willing to post a sign at the display, which will state clearly that it is the Council's private display and not the display of the Town of Somers, or any other government entity. The Council is willing to coordinate and cooperate with the Town of Somers on the content, size and location of the sign.

Your favorable consideration of our request will be greatly appreciated.

Sincerely yours,

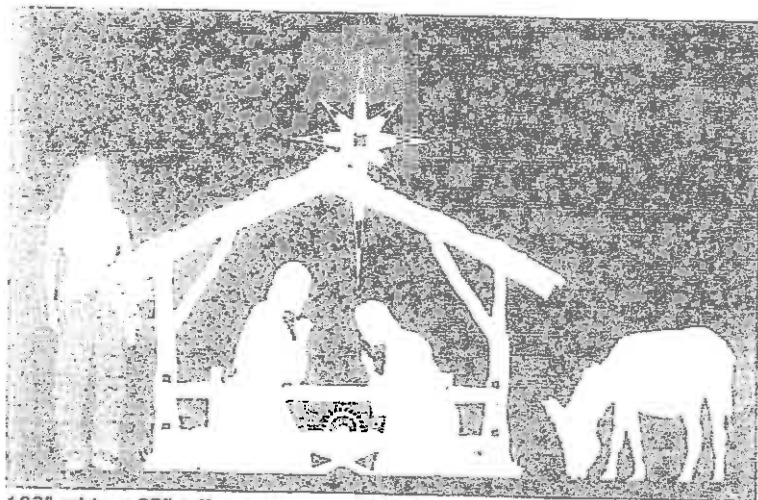
A handwritten signature in black ink that reads 'D. Crilly'.

Dennis J. Crilly  
Past Grand Knight

Attachment

Miniature Medium Large **Life Size**

The life size nativity set was new in 2009. It is hard work to get these made and boxed up, but it is just amazing to see the nativity displayed in this size. It is totally worth the effort. If you've got the budget and the space (not only display space, but also think about storage space because the box is huge) this is a wonderful display. Most of the Life Size nativity sets I've sold have gone to churches, hospitals, schools & nursing homes (one went to a military base in Texas, which I thought was cool). But several have gone to homeowners and they have been very happy.



The life size nativity comes with a donkey.

To order, please [CLICK HERE](#)

102" wide x 92" tall (to top of star) x 24" deep

- Box is 48"x 90" x 6" and it weighs about 120 lbs (or more if you order any Additional Characters). It comes strapped to a 4'x8' wooden pallet.
  - Made from 13mm, 16mm & 19mm with critical areas reinforced with an extra 16mm. This should last long enough to become an heirloom.
  - Can be assembled in just a few minutes
  - No fasteners or screws of any kind are required. Joints slide together and are secured in place by 4 tie-down points and stakes hammered into your soil. Ropes & stakes are provided (but if your soil is particularly sandy or wet, you may need to get larger stakes).
  - I do recommend that the nativity set be tethered for extra protection. I provide instructions and the supplies needed to do that.
  - Cost 987 + Shipping
- I calculate shipping costs separately for each Life Size nativity order. Please email me your shipping address and the list of what items you are interested in ordering. I will get you a shipping quote and then we can arrange payment. (Please note that including "Additional Characters" with your order will only minimally affect your shipping costs, but shipping them separately later will cost as much as shipping the nativity alone. So if you think you may eventually want Additional Characters, I would recommend getting them with your nativity, so we can just add them to your box and save you the money.)

Beautifully detailed life size outdoor nativity silhouette, made from the highest quality marine grade solid PVC available. Designed and manufactured in the USA. 102" wide x 92" tall (to top of star) x 24" deep.

OFFICE OF THE SUPERVISOR

Telephone  
(914) 277-3637  
Fax  
(914) 276-0082

**Town of Somers**  
WESTCHESTER COUNTY, N.Y.

SOMERS TOWN HOUSE  
335 ROUTE 202  
SOMERS, NY 10589

RICK MORRISSEY  
SUPERVISOR



**Application to Reserve Temporary Use of the Somers  
Town House Green for a Permitted Holiday Display**

Name of Organization: Knights of Columbus - Map. Raymond Collins Council

Address: P.O. Box 44, Somers, NY 10589

Telephone Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

Alternate Name: Dennis J CRILLY

Address \_\_\_\_\_

Somers, NY 10589

Telephone Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

General Description of Display: A temporary illuminated Nativity  
Scene approximately 2.6 m wide x 2.3 m tall  
x 0.6 m deep

Duration of Display (beginning and ending): 12/1/19 - 1/6/20

Requested Area for Use: Somers Town House Green

Signature of Applicant \_\_\_\_\_

Town Board Action \_\_\_\_\_

Dennis J CRILLY

Print Name

12/5/19

Date

Z:\Supervisor\bsherry\Bart

Date