

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



**SOMERS TOWN BOARD
REGULAR MEETING - 7:00pm
THURSDAY, JANUARY 9, 2020**
www.somersny.com

6:15pm Executive Session

I. PLEDGE OF ALLEGIANCE:

7:00pm Regular Meeting

II. ROLL CALL:

III. PUBLIC HEARINGS:

PUBLIC COMMENT

Please limit your comments to no more than 3 minutes.

IV. APPROVAL OF MINUTES:

SOMERS TOWN BOARD
REGULAR MEETING - 7:00pm
THURSDAY, JANUARY 9, 2020
www.somersny.com

V. DEPARTMENT REPORTS: The Town Clerk announces receipt of the following monthly reports: Town Clerk, Building Inspector, Zoning Board of Appeals, Plumbing, Bureau of Fire Prevention, Parks & Recreation, Planning & Engineering, Tax Receiver, Director of Finance and Department Heads

VI. BUSINESS OF THE BOARD:

A. PARKS & RECREATION: No additional business.

B. TOWN BOARD:

1. Accept the proposal for engineering support from Woodard & Curran for 2020 dated December 31, 2019.
2. Meeting Room Communication Update
3. Census 2020 Update

B. FINANCIAL: - No additional business.

D. HIGHWAY: - No additional business.

E. PERSONNEL:

1. **Current Vacancies:**
 - a. Affordable Housing Board (1- 2-year term ending 7/11/2020.)
 - b. Affordable Housing Board (1- 2-year terms ending 7/11/2021.)
 - c. Library Board of Trustees (2 – 4-year terms ending 12/31/2023.)
 - d. Partners in Prevention (3 – 3-year terms ending 12/31/2022.)
 - e. Partners in Prevention (2 – 3-year terms ending 12/31/2020.)
2. **Upcoming Vacancies - Terms Expiring in 2020:**
 - a. Architectural Review Board (4-3-year terms ending 3/31/2020.)
 - b. Parks and Recreation Board (4-3-year terms ending 3/9/2020.)

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3. Authorize the reappointment of Ms. Patricia Otis to the Somers Partners in Prevention Committee to a three-year term ending December 31, 2022.
4. Acknowledge the promotion of Mrs. Terre Thomas from Part-time Library Page to Part-time Library Clerk in the Somers Library effective December 7, 2019.

F. PLANNING & ENGINEERING: No additional business.

G. POLICE: - No additional business.

H. CONSENSUS AGENDA:

1. Authorize the following per December 18, 2019 memo from Steven Ralston, Superintendent of Parks & Recreation:
 - a. Set fee schedule for 2020 programs and services.
 - b. Supervisor to execute North East Westchester Special Recreation Interagency Agreement for 2020 program year.
2. Schedule a special joint meeting to review modifications to the Zoning Petition and Environmental Assessment Report as part of the SEQR review for the Bluestone Peak Academy on Tuesday, January 14, 2020 at 7:00pm.

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2020 Calendar

January 9, 2020	7:00pm	Town Board Regular Meeting
February 6, 2020	7:00pm	Town Board Work Session
February 13, 2020	7:00pm	Town Board Regular Meeting
March 5, 2020	7:00pm	Town Board Work Session
March 12, 2020	7:00pm	Town Board Regular Meeting
April 2, 2020	7:00pm	Town Board Work Session
April 9, 2020	7:00pm	Town Board Regular Meeting

Sent to: TB, TA JTC 1/3/20 KD

COMMITMENT & INTEGRITY
DRIVE RESULTS

Woodard & Curran Engineering P.A. P.C.
800 Westchester Avenue | Suite N507
Rye Brook, New York 10573
www.woodardcurran.com

T 800.807.4080
T 914.448.2266
F 914.448.0147

December 31, 2019



Supervisor Rick Morrissey
Town of Somers
Town Hall
335 Rt. 202
Somers, NY 10589

Re: 2020 Annual Proposal to provide Professional Services to the Town of Somers, NY .

Dear Supervisor Morrissey and Town Board:

Scope of Work:


In 2020 Woodard & Curran will continue to provide the scope of services described in Task Orders 2-4 (Non-Escrow), 1-2 (Escrow) and 1-3 (On-Call Services) approved by the Town Board on February 1, 2010.

These services will be billed in accordance with the terms and conditions set forth in the Master Services Agreement between Woodard & Curran and the Town of Somers that went into effect on March 11, 2009. Attached please find the updated 2020 Rate Table for our agreement. Please note that we have adjusted some staff labor categories for 2020, however, the rates for the Town of Somers remain at a discount to our Standard Rate Table. As in the past, these rates are primarily for our escrow and on-call services, and any work for Town projects will be a negotiated lump sum fee.

Please do not hesitate to contact me if you have any questions or require additional information.

Sincerely,

WOODARD & CURRAN ENGINEERING P.A. P.C.


Joseph C. Barbagallo, PE, BCEE
Principal

Approved by:

Town of Somers

TOWN OF SOMERS
2020 RATE SCHEDULE



This fee schedule describes the basis for compensation for all services requested by the Town of Somers, all rates apply to services rendered in calendar year 2020. Hourly rates for services in subsequent years will be adjusted annually,

Hourly Rates: Labor will be billed in accordance with the following schedule:

<u>Labor Category</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>
	<u>Hourly Rates</u>	<u>Hourly Rates</u>	<u>Hourly Rates</u>
Administrative Assistant	\$75	\$75	\$70
Project Assistant	\$90	\$90	\$90
Inspector/Technician	\$100	\$100	\$100
Inspector/Technician 2	\$115	\$115	\$115
Resident Project Representative	\$140	\$140	\$140
CADD Designer/Sr. CADD Designer	\$130	\$125	\$125
Engineer/Scientist/Geologist 1	\$120	\$120	\$115
Engineer/Scientist/Geologist 2	\$140	\$140	\$135
Engineer/Scientist/Geologist 3	\$155	\$150	\$140
Project Engineer/Scientist/Geologist	\$165	\$160	\$155
Project Engineer/Scientist/Geologist 2	\$180	\$175	\$175
Project Manager/Sr, Project Manager	\$210	\$200	\$200
Principal/Program Director	\$235	\$235	\$235

Other Direct Costs: All expenses incurred by Consultant during course of performing the Scope of Services from outside providers will be invoiced at a cost plus 10 percent to cover administrative expenses, unless otherwise agreed upon, Direct costs associated with the Scope of Services may include, but are not necessarily limited to: shipping, printing, supplies, equipment, travel expenses, insurances, licenses, permits, laboratory fees, or subcontractors.

Other direct costs are billed as follows:

- Transportation \$0.5651mile for automobiles

RIF Sent to: TD, TA, TC, 1/7/20 KD

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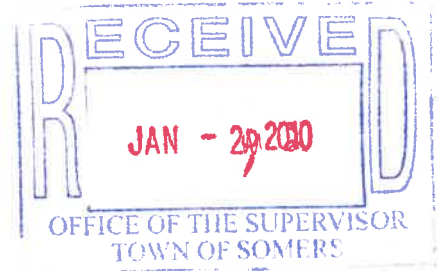
OFFICE OF THE SUPERVISOR

Town of Somers

WESTCHESTER COUNTY, N.Y.

SOMERS TOWN HOUSE
335 ROUTE 202
SOMERS, NY 10589

RICK MORRISSEY
SUPERVISOR



December 13, 2019

Ms. Patricia Otis
29 Orchard Hill Dr
Katonah, NY 10536

Dear Ms. Otis,

Your term on the Somers Partners in Prevention Committee expires on December 31, 2019. We sincerely appreciate all your service on behalf of the Town of Somers.

If you are interested in being considered for reappointment for a new term extended through December 31, 2022 please notify me at your earliest convenience.

Again, thank you for your continued dedication and for the many contributions you have made to the Town of Somers as a member of the Somers Partners in Prevention Committee.

Very truly yours,

Rick Morrissey
Rick Morrissey
Supervisor

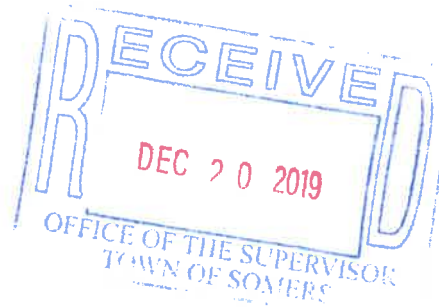
RM/kd
C: Town Board

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1-2-2020,

I would like to be reappointment for a new term
Patricia C. Otis

Sent to:
TB, TA, TC
1/7/20
KD



MEMORANDUM

TO: Kim DeLucia, Supervisor's Office
Carolyn Brush, Payroll
FROM: Andrew Farber, Somers Library Director
RE: Promotion of Terre Thomas
DATE: December 7, 2019

Enclosed are the completed forms required for the promotion of Terre Thomas to Library Clerk.

Terre Thomas has been promoted a part-time Library Clerk. Terre's starting date is December 7, 2019 at a pay rate of \$15.18/hr.

Sent to:
B, TA, TC
12/17/19
KD

Somers Department of Parks & Recreation

PO Box 46 Somers, New York 10589

OFF: (914)-232-8441

FAX: (914)-232-8548

Email: parks@somersny.com

WEB: www.somersny.com




Steven Ralston
Superintendent

December 18, 2019



To: Town Board

From: Steven Ralston 
Superintendent of Parks and Recreation

Re: Request for Approval

Request permission to adopt the attached 2020 fee schedule for programs and services.

Request permission to include Day Camp trip vouchers on the pre-pay list.

Request permission for the Supervisor to execute the 2020 North East Special Recreation Inc. interagency agreement.

C: Director of Finance
Town Clerk
Park Board

PARK USE

PERMIT

		SESSION DURATION	2019 FEE(S)	2020 FEE(S)	LAST INCREASE
Pavilion Use	Daily	March - November			
• Groups up to 100 people			\$75.00	\$75.00	2017
• Groups larger than 100 people			\$125.00	\$125.00	2017
• Company/Corporate rate			\$200.00	\$200.00	2017
• Security Deposit Includes Pavilion Key			\$150.00	\$150.00	2010
Van Tassel	Daily	January - December	\$0.00	\$0.00	N/A
Pony/JR/Softball Field Lights for non-sanctioned teams	Hourly	April – November	\$125.00	\$125.00	N/A
Dog Park	Yearly	January 1 December 31	\$40.00 resident \$25.00 after July 1 \$100.00 non- resident	\$40.00 resident \$25.00 after July 1 \$100.00 non- resident	2014

CAMPS

		SESSION DURATION	2019 FEE(S)	2020 FEE(S)	LAST INCREASE
Day Camp K-6	Summer	6 wks	\$625.00, 4/2-5/6	\$650.00	2017
Day Camp PK	Summer	6 wks	\$675.00 after 5/6 \$325.00 ½ Day 4/2-5/6 \$375.00 after 5/6	\$700.00 after 5/3 \$350.00 ½ Day \$400.00 after 5/3	2017 2017 2017
• Extended Day PK-6	Summer	8-9 a.m.	\$135.00	\$150.00	2011
• Extended Day K-6	Summer	3-6 p.m.	\$215.00	\$225.00	2011
Additional T-shirt All Camps	Summer		\$10.00	\$10.00	2017
Teen Travel	Summer	6 weeks	Three two-week sessions \$525.00 per session	Three two-week sessions \$550.00 per session	2017
Tennis	Summer	1 week - 5, 1 hr lessons	\$90.00	Three two-week sessions \$575 per session after 5/3 \$100.00	2017
Summer Camps, run by outside organizations.	Summer	1-2 weeks	20% of total gross registration fee	20% of total gross registration fee	N/A
SYSO Sports Camps	Weekly	Seasonal	20% of total gross registration fee	20% of total gross registration fee	N/A

YOUTH PROGRAMS

PROGRAM	SESSION	DURATION	2019 FEE(S)	2020 FEE(S)	LAST INCREASE
After School/Pre School Instructional	Spring, Fall, Winter	6/7 - 1-1 1/2 hr classes	\$65.00-\$150.00	\$65.00-\$150.00	2019
After School/Pre School Instructional	Spring, Fall, Winter	6/7 - 1-1 1/2 hr classes	20% of total gross registration fee	20% of total gross registration fee	N/A
Tennis Lessons	Spring & Fall	5 - 1 hr lessons	\$90.00	\$90.00	2017

ADULT PROGRAMS

PROGRAM	SESSION	DURATION	2018 FEE(S)	2019 FEE(S)	LAST INCREASE
Basketball	Spring, Fall, Winter	1.5hr/wk, Oct- May	\$85.00	\$85.00	2018
Tennis Lessons	Spring & Fall	5 - 1 1/2 hr lessons	\$95.00	\$95.00	2017
Women's Tennis Team	Spring	12 weeks	\$30.00	\$30.00	2017
Men's Softball	Spring-Fall	24 games	\$1,300 team	\$1,300 team	2015
Programs run by outside organizations.	Summer	4-8 weeks	20% of total gross registration fee	20% of total gross registration fee	N/A

Sent to:
TB, TA, TC
1/7/20
KD

NORTH EAST WESTCHESTER SPECIAL RECREATION, INC.

INTERAGENCY AGREEMENT

This agreement made on the (1st.) day of (January), (2020), by and between North East Westchester Special Recreation Inc., a NFPC organized pursuant to laws of State of New York and the Town of Mount Pleasant, a municipal corporation of the State of New York, the Town of New Castle, a municipal corporation of the State of New York, the Town of Bedford, a municipal corporation of the State of New York, the Town of Somers, a municipal corporation of the State of New York, the Town of Lewisboro, a municipal corporation of the State of New York, the Town of North Castle, a municipal corporation of the State of New York, the Village-Town of Mount Kisco, a municipal corporation of the State of New York, the Village of Sleepy Hollow, a municipal corporation of the State of New York, the Village of Pleasantville, a municipal Corporation of the State of New York, The Town of North Salem, a municipal corporation of the State of New York, The Town of Pound Ridge, a municipal corporation of the State of New York, The Village of Briarcliff Manor, a municipal Corporation of the State of New York; shall enable said municipalities the opportunity to provide a collective program of Therapeutic Recreation services for individuals with disabilities through participation in (North East Westchester Special Recreation Inc.)

Now, therefore, the parties hereto agree as follows:

- FIRST:** The parties shall jointly operate a therapeutic recreation program for individuals with disabilities residing or domiciled within the corporation limits of their respective municipalities irrespective of age or degree of the disabling condition.
- SECOND:** The program shall be funded through each municipality in accordance with a schedule of fees attached hereto and made part hereof establishing respective local shares which shall be in addition to any third party sources of funding. Additionally, the parties agree to help with fund raising events in support of North East Westchester Special Recreation Inc. Said local share shall be paid to North East Westchester Special Recreation in two installments; the first before the last day of February, and the second on the last day of July in any calendar year in which this agreement shall be operative.

- THIRD: The substantive program policy shall be the joint responsibility of all the parties; but shall be carried out administratively by North East Westchester Special Recreation, Inc.; in the manner as any other programs for which said municipality would otherwise individually be responsible. Administrative services include, but are not limited to, accounting, payroll, legal, personnel, insurance, and risk management. In addition, the agency on behalf of the program may apply and receive grants and other third party sources of revenue and may further enter into agreements on behalf of the program with other governmental agencies and non-profit organizations providing full or partial support of any program or activity to be provided hereunder.
- FOURTH: The Board of Directors, consisting of the Recreation Department Chief Administrator from each of the parties shall have policy making power for the program and which shall further have the power to adopt rules, regulations and procedures for the governing of the program affairs in a manner consistent herewith.
- FIFTH: North East Westchester Special Recreation shall procure and maintain liability insurance at its own cost and expense relating to all activities sponsored by and performed by the program, which insurance shall protect the interest of the parties hereto as named insured. Members of the North East Board of Directors shall be indemnified should suit be brought against them. A copy of the insurance coverage is submitted herewith naming North East Westchester Special Recreation, Inc. as the insured party to the benefit of the individual municipality.
- SIXTH: The chief fiscal officer of North East Westchester Special Recreation shall be the Treasurer.
- SEVENTH: Programs shall be held throughout the participating municipalities, utilizing existing community facilities.
- EIGHTH: North East Westchester Special Recreation shall provide services for residents of participating communities and will accommodate non-resident participants in accordance with agency guidelines currently enforced.
- NINTH: This agreement shall be effective for the calendar year and upon

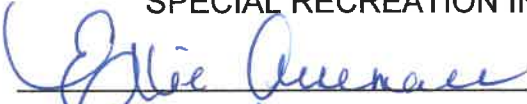
further agreement of the parties, may be amended and/or extended from year to year thereafter.

TENTH: This Agreement may be executed by the separate signatures of the parties hereto on any number of counterpart copies hereof, and each of said executed copies shall become effective when so executed by North East Westchester Special Recreation, Inc. and each particular municipality, and only after all of the municipalities to this Interagency Agreement have been signed, which would then bind all parties thereto. Each counterpart signed copy shall be deemed an original, but all of which together shall constitute one instrument.

IN WITNESS WHEREOF the parties hereto have executed this agreement as of the date appearing next to their signature below.

NORTH EAST WESTCHESTER
SPECIAL RECREATION INC.

1/1/2020
Date

By: 
Eltie Arneemann
Name Printed

Title: Executive Director

Municipality/Town/Village of: _____

Date

By: _____

Title

2020
MUNICIPAL MATCH CONTRIBUTIONS
(3 – Year Average)

Per Capita .4453372
Per Participant 172.36

	2020	2020	2020
TOTALS	Per Capita	Per Participant	Total
Bedford	7,719.92	9,307.44	17,027.36
Briarcliff	3,503.47	4,136.64	7,640.11
Lewisboro	5,527.08	5,860.24	11,387.32
Mt. Kisco	4,843.93	11,375.76	16,219.69
Mt. Pleasant	11,993.38	6,894.40	18,887.78
New Castle	7,824.13	5,515.52	13,339.65
North Castle	5,273.24	1,723.60	6,996.84
Sleepy Hollow	4,395.48	2,930.12	7,325.60
North Salem	2,273.00	1,551.24	3,824.24
Pleasantville	3,125.82	4,309.00	7,434.82
Pound Ridge	2,273.00	3,791.92	6,064.92
Somers	9,100.02	9,824.52	18,924.54
Total	67,852.47	67,220.40	135,072.87

Note all figures are carried out 6 decimal places.