

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

ROBERT SCORRANO
SUPERVISOR



**SOMERS TOWN BOARD
WORK SESSION 7:00PM
THURSDAY, MARCH 2, 2023**
www.somersny.com

6:00PM – Executive Session

PUBLIC COMMENT

Please limit your comments to no more than 3 minutes.

A. TOWN BOARD:

1. Town of Somers – Update
2. Authorize the Supervisor to execute the application for the NYSEDA Clean Energy Communities grant in the amount of \$5,000.00 that will be used for the purchase of a Level 2, Dual Port, EVBox, Electric Vehicle Charging Station.
3. Authorize the Supervisor to execute the Local Government Records Management Improvement Fund (LGRMIF) Grant Project Institutional Authorization for a records archival project in the Town of Somers Assessor's office.
4. Authorize the Supervisor to accept Somers Town Tax Warrants for 2023.

B. PARKS & RECREATION: No additional business.

C. FINANCIAL: No additional business.

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D. HIGHWAY: No additional business.

E. PERSONNEL:

1. **Current Vacancies:**

- a. Affordable Housing Board (1- 2-year term ending 7/11/2024.)
- b. Partners in Prevention (1- 3-year term ending 12/31/2023.)
- c. Partners in Prevention (3- 3-year terms ending 12/31/2025.)
- d. Planning Board (1- 7-year term ending 12/31/2023.)

2. **Upcoming Vacancies - Terms Expiring in 2023:**

- a. Architectural Review Board (4 – 3-year terms ending 3/31/2023.)
- b. Parks and Recreation Board (4 – 3-year terms ending 3/9/2023.)

F. PLANNING & ENGINEERING: No additional business.

G. POLICE: No additional business.

H. PROPOSED CONSENSUS AGENDA:

- 1. Authorize the return of the following Bond per February 9, 2023 memo from Steven Woelfle, Engineering Department:
 - a. \$1,000.00 Wetland Mitigation Bond
Caracciolo/North County Homes, Inc., TM: 36.20-1-59

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2023 Calendar

March 2, 2023	7:00pm	Town Board Work Session
March 9, 2023	7:00pm	Town Board Regular Meeting
		Public Hearing: Proposed Local Law to amend §170-3 <u>Definitions</u> to add <u>Transient Basis</u> to the CODE of the Town of Somers.
April 13, 2023	7:00pm	Town Board Work Session
April 20, 2023	7:00pm	Town Board Regular Meeting
May 4, 2023	7:00pm	Town Board Work Session
May 11, 2023	7:00pm	Town Board Regular Meeting

Sent to:
TB, TA, TC
2/27/2023
KD

NYSERDA Clean Energy Communities Program (PON 3298)

Clean Energy Communities Grant Application

Version 7

Has your community received an email notification from NYSERDA indicating that your local government is eligible to apply for a grant under NYSERDA's Clean Energy Communities program?

Select One:

☒ Yes

☐ No

Applicants that respond "no" to this question are not eligible for Clean Energy Communities grant funding at this time. For information on how to earn grant funding through the Clean Energy Communities program, please visit nyserdera.ny.gov/cec.

Applicants that respond "yes" should proceed to Step 1.

Communities may be eligible to apply for more than one grant award through NYSERDA's Clean Energy Communities program.

Separate grant applications must be submitted for each award

Clean Energy Communities grant funds must be used for new work. If the proposed work was completed prior to contract signing, it is not eligible.

Step 1 - Connect with a Clean Energy Communities Coordinator, if you have not already

Clean Energy Communities Coordinators are trained to help you develop the best possible grant application. They provide guidance and can help facilitate brainstorming, project selection, and application development. Coordinators are available to assist communities, but they do not make program decisions or participate in evaluating grant applications. Responsibility for the content of the grant application, the decision to submit, and the project outcome rests with the community, not the Coordinator. Please read the Clean Energy Communities Guidance Document and Program Opportunity Notice prior to completing this application. If you have questions, please send an email to cec@nyserdera.ny.gov

[Click here to connect with a Clean Energy Communities Coordinator](#)

[Click here to access the Clean Energy Communities Guidance Document](#)

Step 2 - Fill out some basic information

Community Information		Applicant - Primary Contact Person	
Municipality Name	Town of Somers	Name	Kim DeLucia
County	Westchester	Title	Executive Assistant
Region	Mid-Hudson	Telephone #	914-277-3637 -
NYSERDA CEC Grant Amount from the email	\$5,000	Email	kdelucia@somersny.com
Chief Elected Official		Applicant - Secondary Contact Person	
Name	Robert Scorrano	Name	Denise Schirmer
Title	Town Supervisor	Title	Zoning Board Secretary
Telephone #	914-277-3637	Telephone #	914-277-3637
Email	rscorrano@somersny.com	Email	dschirmer@somersny.com
Official Municipality Address		Fax Number and Website	
Street Address	335 Route 202	Fax #	914-276-0082
City / State / Zip code	Somers, NY 10589	Municipal Website	https://www.somersny.com/

Step 3 - Does the email notification from NYSERDA indicate eligibility to apply for a grant in the amount of \$5,000 or less?

Is your community being awarded a grant in the amount of \$5,000 or less?

Select One:

☒ Yes

☐ No

Applicants that respond "No" should proceed directly to the Step 4.

If yes, please describe the clean energy project, program, or initiative you plan to support using this funding. Please include details on the specific use of the funds including the type of equipment to be purchased, quantities, number of units, the issues/opportunities to be addressed, and expected outcomes.

The Town of Somers will use the \$5,000 clean energy award toward the purchase of a Level 2, dual-port, EVBox electric vehicle charging station. The purpose of this installation will be to expand the town's growing number of charging facilities. This device will be connected to a smart charging network that manages power consumption to avoid causing too much demand on the grid. This is part of the town's plan to encourage electric vehicle use and reduce greenhouse gasses.

Applicants that respond "Yes" only need to complete Steps 1 to 3 of this application.

Next, proceed to save this application to your computer. Visit the "Apply for Grants" page at www.nyserdera.ny.gov/cec and follow the instructions. When prompted to attach documents, upload your saved Clean Energy Communities Grant Application.

[Click here to access the Apply for Grants page](#)

Step 4 - Prepare your proposal

For grant awards greater than \$5,000, the applicant must propose a specific clean energy project for funding. Complete any of the relevant blue tabs below. Your project may consist of one component, or a combination of components. If your proposal includes a "Custom Project", the grant application will be reviewed by a scoring committee and this process may take longer to complete. If your project consists of pre-approved project types including solar, electric vehicles, charging stations, LED street lights, or building upgrades, the approval process is likely much quicker. This application should be completed on a PC, not a Mac.

Complete all relevant blue tabs at the bottom of this sheet



Please review documentation required for each project type. You will be required to submit each document as an electronic file using NYSDERDA's Salesforce Project Portal. The performance requirements defined for each type of project must be agreed to in the final contract.

The Grant Application Completeness Scorecard on the Project Summary Tab identifies issues that need to be addressed before the application is ready to submit. The application is not complete until the Overall Completeness Score shows as "COMPLETE". This scorecard will update automatically as you complete the different tabs in the application. Scroll down to the bottom of each blue tab to access a unique Completeness Scorecard for each project type in this application. These scorecards must all show "COMPLETE" for the application to be complete. Any application that is submitted with an Overall Completeness Score of "INCOMPLETE" will be rejected.

Any points-based or action grant award in the amount of \$20,000 or greater may be eligible for an \$10,000 bonus grant. To access a bonus grant, 100 percent or more of the award amount shall be used for a project that is located within a New York State Disadvantaged Community in the applying jurisdiction. A project location lookup tool is available at www.nyseda.ny.gov/ny/disadvantaged-communities and eligibility is subject to NYSDERDA verification. This CEC grant application form is used by NYSDERDA to screen for bonus grant eligibility. If eligible, the bonus grant will be added automatically to the award on the Project Summary tab.

Some communities will receive more than one grant award through the CEC program. This space is provided for you to explain how all your grants fit together, if applicable. You may also use this space for any notes you wish to communicate to NYSDERDA about your application.

Step 5 - Compile all required documentation

In order for your application to be complete, the following documents are required at the time of application:

Clean Energy Communities Grant Application - This Excel workbook is the Clean Energy Communities Grant Application. You will need to upload this workbook when you go to submit your application.

Project Type Submittal Requirements - Any and all submittal requirements for selected project types must be submitted with your application. See the "What to Submit" section of each Project Type tab for more details. You will need to upload the documents listed under "At Time of Application".

Letter of Commitment - The applicant shall submit a signed letter of commitment on official letterhead, from the top elected official of the jurisdiction.

Contract Template - If you accept the language in the "Contract" tab, no further documentation is needed. If you do not accept the Terms and Conditions, attach a marked-up (or track changes) copy of the Contract indicating how they would need to be altered. NYSDERDA cannot guarantee that changes to the Terms and Conditions will be accepted. Any future changes requested outside of those included in this submission may not be considered. Please be advised that NYSDERDA reserves right to add/edit contract language prior to execution.

Step 6 - Submit your application

Click on the "Project Summary" and "Contract" tabs and verify that all the information is correct. Once the application is complete, please proceed to 1) save this application to your computer, 2) visit the "Apply for Grants" page at www.nyseda.ny.gov/cec and follow the instructions, and 3) when prompted to attach documents, upload your saved Clean Energy Communities Grant Application along with all other required documents.

11C
023
LD
LGRMIF Grant Project Institutional Authorization

Sponsoring Institution: Town of Somers

Project Number: 0580 -24 -0303

Category: Historical Records

Certification and Approval

The following signature certifies that the local government agrees to the conditions outlined in Appendix A and Appendix A-1 G. The CAO must sign and date the Institutional Authorization form.

I hereby certify that I am the applicant's Chief Administrative Officer (CAO) and that the information contained in the application is, to the best of my knowledge, complete and accurate. I further certify, to the best of my knowledge, that any ensuing program and activity will be conducted in accordance with all applicable state laws and regulations, application guidelines and instructions, and that the requested budget amounts are necessary for the implementation of this project. I understand that the application constitutes an offer and, if accepted by the New York State Education Department or renegotiated to acceptance, will form a binding agreement. I also understand that immediate written notice will be provided to the grants program office if at any time I learn that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

CHIEF ADMINISTRATIVE OFFICER

Signature (*original signature in blue ink*)

Date

Print Name and Title of CAO

Instructions

The Authorization Form must be printed, completed, and signed in blue ink. Please mail the completed form to:

New York State Archives
Grants Administration Unit
9A81 Cultural Education Center,
Albany, NY 12230

View [PDF](#) version of Institutional Authorization Form

Sent to:
TB, TA, TC
2/10/2023
KD

PLANNING AND ENGINEERING DEPARTMENTS

Telephone
(914) 277-5866
Fax
(914) 277-4098

Town of Somers
WESTCHESTER COUNTY, N.Y.

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

Steven Woelfle
Principal Engineering Technician
swoelfle@somersny.com



David B. Smith
Town Planner
directorofplanning@somersny.com

Date: February 9, 2023
To: Town Board
From: Steven Woelfle SW
Engineering Department
RE: Caracciolo/North County Homes Steep Slope/Stormwater Management
and Erosion and Sediment Control/Tree Preservation and Wetland
Permit #SSSMESCTW2015-42
TM: 36.20-1-59
Release of Wetland Mitigation Bond
Check Received October 23, 2015

This Office has no objection to the return of the Wetland Mitigation Bond in the amount of \$1,000.00. Please return to:

North County Homes, Inc.
156 Tomahawk Street
Yorktown heights, NY 10598

SW/wg
cc: Town Clerk
Director of Finance
Joseph Festo, North County Homes