



## TOWN OF ORANGETOWN TOWN BOARD MEETING

Tuesday January 04, 2022

This Town Board Meeting was opened at 7:00 PM.

Councilperson Thomas Diviny \_\_\_\_\_  
Councilperson Paul Valentine \_\_\_\_\_  
Councilperson Jerry Bottari \_\_\_\_\_  
Councilperson Brian Donohue \_\_\_\_\_  
Supervisor Teresa M. Kenny \_\_\_\_\_

### PRESENTATIONS / ANNOUNCEMENTS:

- ◆ Pledge of Allegiance to the Flag of the United States of America
- ◆ "THE STAR SPANGLED BANNER"
- ◆ The Honorable Patrick J. Loftus administers the Oath of Office to:
  - ★ Rosanna Sfraga, Town Clerk
- ◆ Rosanna Sfraga, Town Clerk, administers the Oath of Office to:
  - ★ Teresa M. Kenny, Supervisor
  - ★ Thomas Diviny, Town Councilman
  - ★ Brian Donohue, Town Councilman
  - ★ Richard Finning, Town Justice
- ◆ Cheryl Dean Ward administers the Oath of Office to:
  - ★ James J. Dean, Superintendent of Highways
- ◆ 2022 STATE OF THE TOWN SPEECH:
  - ★ Town of Orangetown Supervisor Teresa M. Kenny
- ◆ SUPERVISOR'S APPOINTMENTS:
  - ★ Jeffrey Bencik, Finance Director
  - ★ Allison Kardon, Confidential Assistant to Supervisor
  - ★ Denis Troy, Deputy Supervisor
  - ★ Mary Cardenas, Town Historian
  - ★ Carmel Reilly, Director of Economic Development and Tourism
- ◆ COMMENTS FROM THE TOWN BOARD:

## **AGENDA ITEMS:**

### **TOWN BOARD**

#### **1. OFFICIAL UNDERTAKING FOR ELECTED AND APPOINTED OFFICIALS**

**RESOLVED**, that upon the recommendation of the Director of Finance, Jeff Bencik, to approve Official Undertaking to be filed in the Rockland County Clerk's Office for elected and appointed officials, officers and employees as the Town Board may require for the faithful performance of their duties and the prompt and proper account for paying over all money received by said employees in their official capacities.

#### **2. 2022 / MARRIAGE OFFICERS**

**RESOLVED**, that the following are designated as Marriage Officers effective January 1, 2022 - December 31, 2022, at no salary:

- ◆ Supervisor Teresa M. Kenny
- ◆ Councilman Thomas F. Diviny
- ◆ Councilman Paul Valentine
- ◆ Councilman Gerald Bottari
- ◆ Councilman Brian Donohue
- ◆ Town Clerk, Rosanna Sfraga

#### **3. 2022 / OFFICIAL NEWSPAPER**

**RESOLVED**, that the Town Board hereby designates the Journal News as the official newspaper of the Town pursuant to NYS Town Law Section 64 (11), and the Journal News and the Rockland County Times, for additional notices as the Board may determine necessary or advisable, on a case by case basis.

#### **4. 2022 BANKING DEPOSITORIES**

**RESOLVED**, that the following banks are designated as the banking depository for the Town of Orangetown:

- ◆ J. P. Morgan Chase
- ◆ Key Bank
- ◆ TD Bank
- ◆ Sterling National
- ◆ Connect One

**5. 2022 TOWN CLERK FOR COLLECTION OF TAXES / BANKING DEPOSITORIES**

**RESOLVED**, that the following banks are designated as the banking depository for the Town Clerk for Collection of Taxes:

- ◆ J. P. Morgan Chase
- ◆ Sterling National

**6. REAPPOINT / REGISTRAR OF VITAL STATISTICS / ROSANNA SFRAGA**

**RESOLVED**, that Rosanna Sfraga, Town Clerk, is hereby reappointed Registrar of Vital Statistics, effective January 1, 2022 through December 31, 2022.

**7. REAPPOINT / RECORDS MANAGEMENT OFFICER (RMO)**

**RESOLVED**, that Rosanna Sfraga, Town Clerk, is hereby reappointed Records Management Officer (RMO).

**8. REAPPOINT / RECORDS ACCESS OFFICER (RAO) / 2022 / DEPARTMENT HEADS**

**RESOLVED**, that the Town Board reappoints each Department Head as Records Access Officer (RAO) for their Department records, effective January 1, 2022 through December 31, 2022.

**9. REAPPOINT TERESA ACCETTA-PUGH / RIMA DEL VECCHIO / DEPUTY REGISTRARS OF VITAL STATISTICS**

**RESOLVED**, that upon the recommendation of the Town Clerk, that Teresa Accetta-Pugh and Rima Del Vecchio are hereby appointed Deputy Registrar(s) of Vital Statistics.

**10. REAPPOINT / 1ST DEPUTY TOWN CLERK / COLLECTOR / 2022 / JOSEPH THOMASSEN**

**RESOLVED**, that the Town Board hereby recognizes and reaffirms the reappointment of Joseph Thomassen by the Town Clerk to the position of First Deputy Town Clerk / Collector.

**11. INDEMNIFICATION OF PUBLIC OFFICERS AND EMPLOYEES**

**RESOLVED**, that the provisions of Section 18 of the Public Officers' Law concerning defense and indemnification shall apply to the officers and employees of the Town of Orangetown who are named defendants in any action arising out of the proper performance of duties to the fullest extent permissible by law, including, but not limited to, punitive damages, and the benefits of Section 18 shall extend to all such employees, and be it

**BE IT FURTHER RESOLVED**, that all necessary and reasonable costs for providing this benefit shall be a proper Town charge.

**12. AUTHORIZE TOWN ATTORNEY TO INSTITUTE AND DEFEND ACTIONS**

**RESOLVED**, that for the year 2022, the Town Board hereby authorizes the Town Attorney to take all necessary steps to institute actions on behalf of or defend any proceedings brought against the Town of Orangetown, its agencies and employees, and

**BE IT FURTHER RESOLVED**, that this Resolution is hereby made retroactive to January 1, 2022.

**13. APPOINT ROBERT V. MAGRINO / TOWN ATTORNEY / EFFECTIVE JANUARY 1, 2022 THROUGH DECEMBER 31, 2022**

**RESOLVED**, that pursuant to the provisions of Town Law §20 and Town Law §24 the Town Board hereby reappoints Robert V. Magrino as Town Attorney, effective January 1, 2022 through December 31, 2022.

**14. ADOPT TOWN OF ORANGETOWN PROCUREMENT POLICY / 2022**

**WHEREAS**, Section 104-b of the General Municipal Law requires the governing body of every municipality to adopt internal policies and procedures governing all procurements of goods and services not subject to the bidding requirements of GML Section 103 or any other law; and

**WHEREAS**, the Town Board having previously adopted a procurement policy pursuant to Town Board Resolution number 12 of 2021; and

**NOW, THEREFORE, BE IT RESOLVED** that the Town Board does hereby adopt the procurement policy annexed to this Resolution which is intended to apply to all goods and services which are not required by law to be publicly bid.

**15. ADOPT THE TOWN OF ORANGETOWN TRAVEL AND CONFERENCE POLICY / 2022**

**WHEREAS**, the Town Board has determined that it is in the best interests of the Town to adopt a "Travel and Conference Policy" which will establish guidelines for the reimbursement of town business related travel and out-of-town travel expenses by officers and employees; and

**WHEREAS**, the Town Board having previously adopted a Travel and Conference Policy pursuant to Town Board Resolution 2020-18,

**NOW, THEREFORE, BE IT RESOLVED** that the Town Board does hereby adopt the Travel and Conference Policy as annexed hereto.

**16. ACCEPT / FUND OVERAGE / STATE AND MUNICIPAL FACILITIES PROGRAM (SAM) GRANT #24711 / SPLASH PAD / VETERANS MEMORIAL PARK**

**WHEREAS**, pursuant to a letter dated December 10, 2021, the Town of Orangetown has been approved by the State of New York to receive a State and Municipal Facilities Program (SAM) grant to be administered by the Dormitory Authority of the State of New York (DASNY) for Construction of a Splash Pad at Veterans Memorial Park, Project Identification #24711, in the amount of \$50,000.00, subject to review and approval of DASNY and the submission of further documentation by the Town to DASNY and

**WHEREAS**, the Town Board was previously awarded a SAM grant in the amount \$275,000.00 for the Splash Pad project, which was accepted by the Town pursuant to Town Board Resolution 2021-475, and

**WHEREAS**, the Town Board hereby finds that the Construction of a Splash Pad at Veterans Memorial Park project and acceptance of the grant is a Type II action under SEQRA which requires no further review with respect to SEQRA, and

**NOW THEREFORE, BE IT RESOLVED**, that the Town Board hereby agrees to accept the SAM Grant from the State of New York, which is to be administered by DASNY, in the amount of \$50,000.00 for the Construction of a Splash Pad at Veterans Memorial Park project, and

**BE IT FURTHER RESOLVED**, the Town Board agrees to fund any overages in cost through fund balance or bond money, for the SAM grant for the Splash Pad at Veterans Memorial Park, not to exceed \$20,000.00, and

**BE IT FURTHER RESOLVED**, that the Supervisor or her designee is authorized to execute any and all documents necessary to accept and administer the grant for the Splash Pad in accordance with DASNY requirements, subject to review and approval of the Town Attorney's Office.

**17. APPOINT NELSON ZAMORA / GROUNDWORKER / PROBATIONARY / GRADE 9, STEP 1 / EFFECTIVE JANUARY 5, 2022**

**RESOLVED**, upon the recommendation of the Superintendent of Parks and Recreation, appoint Nelson Zamora to the position of Groundworker, Probationary, Grade 9, Step 1 at a salary of \$56,418.00, effective January 5, 2022.

**AUDIT**

**18. PAY VOUCHERS**

**RESOLVED**, upon the recommendation of the Director of Finance, Jeffrey Bencik, the Finance Office is hereby authorized to pay vouchers for a total amount of two (2) warrants (attached) for a total of **1,912,691.32**.

**EXECUTIVE SESSION**

**19. ENTER EXECUTIVE SESSION**

**RESOLVED**, at \_\_\_\_\_ pm, the Town Board entered Executive Session to discuss\_\_\_\_\_

**ADJOURNMENTS**

**20. RE-ENTER RTBM / ADJOURNED / MEMORY**

**RESOLVED**, at \_\_\_\_\_ pm, the Town Board re-entered the Regular Town Board Meeting and adjourned in memory of:

- ❖ **Herman Rosen**, *Resident of Orangeburg & WWII Veteran*
- ❖ **Michael Russo**, *Resident of Pearl River*