

**TOWN OF ORANGETOWN**  
**26 Orangeburg Road**  
**Orangeburg, New York 10962**

**COMPUTER SECURITY POLICY**

**1. PURPOSE.** This Computer Security Policy is intended to replace the prior Computer System Security Breach Notification Policy; and comply with the NYS Shield Act requirements as well as the Cybersecurity Incident Reporting Law.

This new Policy is intended to alert individuals to any potential identity theft as quickly as possible so that they may take appropriate steps to protect themselves from and remedy any impacts of the potential identity theft or security breach. This policy is established to clarify roles and responsibilities in the event of a cyber incident. The availability of cyber resources is critical to the operation of government; and a swift and complete response to any incident is necessary to maintain that availability and protect public and private information.

This Policy is consistent with, and adopted pursuant to, New York State Technology Law §208, General Municipal Law 995, General Business Law 899-aa.

Additionally, this policy will also establish a comprehensive framework to improve cybersecurity readiness, reporting and training in accordance with General Municipal Law Article 19-c and State Technology Law §103-f.

**2. DEFINITIONS.** The following terms have the following meanings:

(a) “Availability” is the ‘property’ of being operational, accessible, functional and usable upon demand by an authorized entity, e.g. a system or user.

(b) “Breach of the security of the system” means unauthorized access to or acquisition of, or access to or acquisition without valid authorization of computerized data which compromises the security, confidentiality or integrity of private information maintained by the Town. Good faith access to, or acquisition of, private information by an employee or agent of the Town for the purposes of the Town is not a breach of the security of the system, provided that the private information is not used or subject to unauthorized disclosure.

(c) “Consumer reporting agency” means any person or entity which, for monetary fees, dues or on a cooperative nonprofit basis, regularly engages, in whole or in part, in the practice of assembling or evaluating consumer credit information or other information on consumers for the purpose of furnishing consumer reports to third parties, and which uses any means or facility of interstate commerce for the purpose of preparing or furnishing consumer reports. A list of consumer reporting agencies may be obtained from the State Attorney General upon request.

(d) “Cybersecurity incident” means any event occurring or conducted through a computer network that actually or imminently jeopardizes the integrity, confidentiality, or

availability of computers information or communications systems or networks, physical or virtual infrastructure controller by computers or information systems or information resident thereon.

(e) “Cyber threat” means any circumstance or event with the potential to adversely impact organizational operations, organizational assets, or individuals through an information system via unauthorized access, destruction, disclosure, modification of information, and/or denial of service.

(f) “Cyber threat indicator” means information that is necessary to describe or identify:

- (1) malicious reconnaissance, including anomalous patterns of communications that appear to be transmitted for the purpose of gathering technical information related to a cybersecurity threat or security vulnerability;
- (2) a method of defeating a security control or exploitation of a security vulnerability;
- (3) a security vulnerability, including anomalous activity that appears to indicate the existence of a security vulnerability;
- (4) a method of causing a user with legitimate access to an information system or information that is stored on, processed by, or transiting an information system to unwittingly enable the defeat of a security control or exploitation of a security vulnerability;
- (5) malicious cyber command and control;
- (6) the actual or potential harm caused by an incident, including a description of the information exfiltrated as a result of a particular cybersecurity threat;
- (7) any other attribute of a cybersecurity threat, if disclosure of such attribute is not otherwise prohibited by law; or
- (8) any combination thereof.

(g) “Defensive measure” means an action, device, procedure, signature, technique, or other measure applied to an information system or information that is stored on, processed by, or transiting an information system that detects, prevents, or mitigates a known or suspected cybersecurity threat or security vulnerability. The term “defensive measure” does not include a measure that destroys, renders unusable, provides unauthorized access to, or substantially harms an information system or information stored on, processed by, or transiting such information system not owned by the municipal corporation or public authority operating the measure, or federal entity that is authorized to provide consent and has provided consent to that municipal corporation or public authority for operation of such measure.

(h) “Department” means any board, division, committee, commission council, department, public authority, public benefit corporation, office or other governmental entity performing a governmental or proprietary function for the Town.

(i) “Information system” means a discrete set of information resources organized for the collection, processing, maintenance, use, sharing, dissemination, or disposition of information.

(j) “Personal Information” means any information concerning a natural person which, because of name, number, personal mark, or other identifier, can be used to identify that natural person.

(k) “Private Information” is defined as:

(1) personal information in combination with any one or more of the following data elements, when either the data element or the combination of personal information plus the data element is not encrypted, or is encrypted with an encryption key that has also been accessed or acquired:

- a. social security number;
- b. driver’s license number or non-driver identification card number; or
- c. Account number, credit or debit card number in combination with any required security code, access code, password or other information that would permit access to an individual’s financial account;
- d. Account number, credit or debit card number, if circumstances exist wherein such number could be used to access an individual’s financial account without additional identifying information, security code, access code, or password; or
- e. Biometric information, meaning data generated by electronic measurements of an individual’s unique physical characteristics, such as fingerprint, voice print, or retina or iris image, or other unique physical representation or digital representation of biometric data which are used to authenticate or ascertain the individual’s identity;

(2) A user name or email address in combination with a password or security question and answer that would permit access to an online account.

“Private information” does **not** include publicly available information that is lawfully made available to the general public from federal, state, local government or Town records.

(l) “Ransom payment” is any monetary or asset transfer in response to a ransomware attack.

(m) “Ransomware attack”

(1) Means an incident that includes the use or threat of use of unauthorized or malicious code on an information system, or the use or threat of use of another digital mechanism such as a denial of service attack, to interrupt or disrupt the operations of an information system or compromise the confidentiality, availability, or integrity of electronic data stored on, processed by, or transiting an information system to extort a demand for a ransom payment; and

(2) Does not include any such event in which the demand for payment is:

- a. Not genuine; or
- b. Made in good faith by an entity in response to a specific request by the owner or operator of the information system.

(n) “Town” means the Town of Orangetown, County of Rockland and State of New York.

**3. PROCEDURE FOR IDENTIFYING A SECURITY BREACH.** In determining whether information has been accessed, or is reasonably believed to be accessed, by an unauthorized person or a person without valid authorization, the Town may consider, among other factors, indications that the information was viewed, communicated with, used or altered by a person without valid authorization or by an unauthorized person.

In determining whether information has been acquired, or is reasonably believed to have been acquired, by an unauthorized person or a person without valid authorization, the Town may consider the following factors, among others:

- (1) indications that the information is in the physical possession and control of an unauthorized person, such as a lost or stolen computer or other device containing information; or
- (2) indications that the information has been downloaded, removed or copied;
- (3) indications that the information was used by an unauthorized person, such as fraudulent accounts opened or instances of identity theft reported; and/or
- (4) any other factors that the Town shall deem appropriate and relevant to such determination.

**4. RESPONSIBLE ELECTED OFFICIAL.** If the security breach incident affects multiple departments, the Town Supervisor shall be the Responsible Elected Official. If only one (1) department is impacted, the elected/appointed official or Department Head responsible for that department shall fill this role. The responsibilities of the elected/appointed official or Department Head include, but are not limited to:

- (a) receiving initial notification and status reports from the Incident Response Manager;

- (b) consulting with other elected officials on public notification, involvement of the Town Attorney and notification of the Orangetown Police Department or other law enforcement agency;
- (c) preparing and delivering press releases;
- (d) consulting with other elected officials and appropriate staff on priorities for response and recovery; and
- (e) advising the Incident Response Manager on priorities.

In the event that the Incident Response Manager and/or the Technical Support Staff positions are vacant or unavailable, the Town Supervisor may act in their place or name a competent temporary replacement to act in such positions.

**5. INCIDENT RESPONSE MANAGER.** The Town of Orangetown designates the Town Director of Automated Systems, or such other person as the Town Supervisor designates, as the Incident Response Manager who has responsibility for preparing and coordinating the response to a cyber security incident. Responsibilities include, but are not limited to:

- (a) notifying or training users to recognize and report suspected incidents;
- (b) developing and testing response plans;
- (c) being the point of contact should any employee or official believe an incident has occurred;
- (d) involving the identified technical support to address the incident;
- (e) notifying the appropriate elected officials that an incident has occurred if significant;
- (f) advising elected officials regarding notification of law enforcement and the Town Attorney if appropriate;
- (g) providing information to elected official(s) responsible for notifying the press and the public;
- (h) coordinating the logging and documentation of the incident and response to it; and
- (i) making recommendations to reduce exposure to the same or similar incidents.

**6. TECHNICAL SUPPORT STAFF.** The Town Information Services & Equipment Specialist (Networked System) shall provide technical support to the Incident Response Manager. Responsibilities include but are not limited to:

- (a) assessing the situation and providing corrective recommendations to the Incident Response Manager;
- (b) helping the Incident Response Manager make initial response to the incidents;
- (c) responding to the incident to contain and correct problems;
- (d) reporting to the Incident Response Manager on actions taken and progress;
- (e) participating in review of the incident and development of recommendations to reduce future exposure;
- (f) consulting with elected officials on public notification, involvement of the Town Attorney and notification of law enforcement;
- (g) assisting with the preparation of press releases;

- (h) consulting with elected officials and appropriate staff on priorities for response and recovery; and
- (i) advising the Incident Response Manager on priorities.

7. **LEGAL COUNSEL.** The Town Attorney shall provide advice as called upon.

**8. DISCLOSURE OF COMPUTER SYSTEM BREACH TO AFFECTED PERSONS.**

Any Town Department that owns or licenses computerized data that includes private information shall disclose any breach of the security of the system to any resident of New York State whose private information was, or is reasonably believed to have been, accessed or acquired by a person without valid authorization. The disclosure shall be made in the most expedient time possible and without unreasonable delay, provided that such notification shall be made within thirty (30) days after the breach has been discovered, except for the legitimate needs of law enforcement (as provided in paragraph 10 hereinbelow) or any measures necessary to determine the scope of the breach; and allow sufficient time for the Town to determine the scope of the breach and restore the reasonable integrity of the data system. The Town shall consult with the New York State Office of Cyber Security and Critical Infrastructure Coordination to determine the scope of the breach and restoration measures.

- (a) Notice to affected persons under this section is not required if the exposure of private information was inadvertent disclosure by person(s) authorized to access private information, and the Town reasonably determines such exposure will not likely result in misuse of such information, or financial harm to the affected persons or emotional harm in the case of known disclosure of online credentials as found in Paragraph 2(j)(2) herein.
- (b) Such a determination must be documented in writing and maintained for at least five (5) years by the Town Director of Automated Systems.
- (c) If the incident affected over five hundred (500) residents of New York, the Town shall provide the written determination to the State Attorney General within ten (10) days after the determination.

9. **DISCLOSURE OF INFORMATION BREACH TO OWNER OF LICENSEE.** If the Town maintains computerized data that includes private information which the Town does not own, the Town must notify the owner or licensee of the information of any breach of the security of the system immediately following discovery, if the private information was, or is reasonably believed to have been accessed or acquired by a person without valid authorization.

10. **PERMITTED DELAY.** Notification pursuant to this Policy may be delayed if the Orangetown Police Department or other law enforcement agency determines that notification could impede a criminal investigation. The notification shall be made after the law enforcement agency determines that such notification would not compromise any criminal investigation.

**11. METHOD OF NOTIFICATION FOR INFORMATION BREACH.** The required notice must be directly provided to the affected individuals by one of the following methods:

- (a) written notice;
- (b) electronic notice, provided that the person to whom notice is required to be provided has expressly consented to receiving notice in electronic form and a log of each electronic notification is kept by the Town; and provided further to no person or business may require a person to consent to accepting notice in electronic form as a condition of establishing any business relationship or engaging in any transaction;
- (c) telephone notification, provided that a log of each telephone notification is kept by the Town; or
- (d) substitute notice, if the Town demonstrates to the State Attorney General that the cost of providing notice would exceed TWO HUNDRED FIFTY THOUSAND AND 00/100 (\$250,000.00) DOLLARS or that the number of individuals to be notified exceeds FIVE HUNDRED THOUSAND (500,000) people or the Town does not have sufficient contact information. Substitute notice must include all of the following:
  - (1) e-mail notice, when the Town has an email address for the subject persons except if the breached information includes an email address in combination with a password or security question or answer that would permit access to the online account, in which case the Town shall instead provide clear and conspicuous notice delivered to the consumer online when the consumer is connected to the online account from an internet protocol address or from an online location which the Town knows the consumer customarily uses to access the online account;
  - (2) conspicuous posting of the notice on the Town's Website page ([www.Orangetown.com](http://www.Orangetown.com)); and
  - (3) notification to major state-wide media.

**12. INFORMATION REQUIRED FOR THE NOTICE OF INFORMATION BREACH.**

Regardless of the method by which notice is provided, the notice must include contact information for the Town including telephone number and website, and the telephone number and websites of the relevant state and federal agencies that provide information regarding security breach response and identity threat prevention and protection information, and a description of the categories of information that were, or are reasonably believed to have been, accessed or acquired by a person without valid authorization, including specification of which of the elements of personal information and private information were, or are reasonably believed to have been so accessed or acquired.

### **13. NOTIFICATION OF AGENCIES FOR INFORMATION BREACH.**

(a) Whenever any New York State residents are to be notified pursuant to this Policy, the Town must notify the State Attorney General, the New York State Division of State Police; the New York State Department of State's Division of Consumer Protection and Consumer Protection Board; and the State Office of Cyber Security and Critical Infrastructure Coordination as to the timing, content and distribution of the notices and the approximate number of affected people. Such notice must be made without delaying notice to affected individuals.

(b) Whenever more than FIVE THOUSAND (5,000) New York State residents are to be notified at one time, the Town must also notify consumer reporting agencies as to the timing, content and distribution of the notices and the approximate number of affected people. Such notice must be made without delaying notice to affected individuals.

### **14. REPORTING OF CYBERSECURITY INCIDENTS AND RANSOM DEMANDS.**

(a) Notwithstanding any other provision of law to the contrary, the Town shall report cybersecurity incidents and when applicable, the demand of a ransom payment, to the Commissioner of the Division of Homeland Security and Emergency Services (DHSES) in the form and method prescribed by such Commissioner. Such report shall include whether the reporting municipal corporation or public authority is requesting or declining advice and/or technical assistance from the Division of Homeland Security and Emergency Services (DHSES) with respect to the reported cybersecurity incident or demand for a ransom payment.

(b) The Town shall report cybersecurity incidents, including demands for ransom payment, no later than **seventy-two (72) hours** after the Town reasonably believes the cybersecurity incident has occurred.

(c) Any cybersecurity incident report and any records relating to a ransom payment submitted to the Commissioner of THE Division of Homeland Security and Emergency Services (DHSES) pursuant to the requirements of this Policy, and GML §995-b, shall be exempt from disclosure under Article 6 of the Public Officers Law (a/k/a Freedom of Information Law or FOIL).

**15. NOTICE AND EXPLANATION OF RANSOM PAYMENT.** Notwithstanding any other provision of law to the contrary, the Town shall, in the event of a ransom payment made in connection with a cybersecurity incident involving the Town, provide the Commissioner of Homeland Security and Emergency Services (DHSES) through means prescribed by the Commissioner with the following:

(a) Within twenty-four (24) hours of the ransom payment, notice of the payment; and

(b) Within thirty (30) days of the ransom payment, a written description of the reasons payment was necessary, the amount of the ransom payment, the means by which the ransom payment was made, a description of alternatives to payment considered, all diligence performed to find alternatives to payment and all diligence performed to

ensure compliance with applicable state and federal rules and regulations including those of the United States Department of the Treasury's Office of Foreign Assets Control.

**16. CYBERSECURITY TRAINING REQUIREMENT.** Employees of the Town who use technology as a part of their official job duties shall take annual cybersecurity awareness training. Such training shall be as offered by the NYS Office of Information Technology Services at no charge or by completion of other equivalent cybersecurity awareness training that meets the cybersecurity awareness training requirements of that Office. All training shall be conducted during the employee's regular working hours and employees shall receive compensation at their regular rate of pay for any time spent participating in such training.



## Memorial Bench Request

**Town of Orangetown**  
**Department of Parks, Recreation and Building Maintenance**  
**Memorial Bench Donation Agreement**

Thank you for your interest in donating a Memorial Bench to the Town of Orangetown. This bench will provide an opportunity for visitors to our facilities and parks to better enjoy their experience.

A donor may request placement of a bench in a particular park or facility, however the site and specific donation of the bench on the site will be determined by Parks and Recreation staff based upon specific conditions and the number of benches already present on the site.

As some parks and facilities already have a specific style of bench in place, it may be necessary to require that the donated bench conform to the current standards. In all cases Parks and Recreation staff must make final approval on the style, material and color of the bench being purchased.

Parks and Recreation staff reserve the right to approve the content of the message on the plaque/dedication, including the right to approve and reject names that are considered illegal, inappropriate or inconsistent with the mission of the Parks and Recreation Department.

The Town of Orangetown will not be responsible for the replacement of the bench or plaque in the event of loss due to vandalism or natural acts. However the donor may choose to replace the same bench and/or same plaque at the donors expense. The Town of Orangetown reserves the right to remove the bench if it is damaged or defaced and the right to relocate the bench if necessary for safety, environmental or land management reasons. The donor may be notified of the new location of the bench.

**Read and Accept Conditions \***  Accepted

**Name \*** Peter Michaelian

**Phone Number \*** 917-376-8944

**Date \*** 1/23/2026

**Email \*** pmichaelian@yahoo.com

**Engraving Message \*** The Michaelian Family Bench. Try Me

**Describe Preferred location \*** In Tappan Library Park or The Peirmont pier walking trail

**Signature \***

*Peter michaelian*

TOWN OF ORANGETOWN  
SPECIAL USE PERMIT FOR USE OF TOWN PROPERTY/ITEMS

PERMIT # 26-SP-004

RECEIVED  
FEB 10 2026  
Orangetown Police Department

RECEIVED  
JAN 30 2026  
TOWN OF ORANGETOWN  
HIGHWAY DEPARTMENT

EVENT NAME: Rockland GAA Men- 5K run

APPLICANT NAME: Rockland GAA

ADDRESS: 160 Old Orangeburg Rd.

PHONE #: \_\_\_\_\_ CELL # 914-715-1260 FAX # \_\_\_\_\_

CHECK ONE: PARADE \_\_\_\_\_ RACE/RUN/WALK  OTHER \_\_\_\_\_

The above event will be held on 3/28/25 from 9am to 12pm RAIN DATE: N/A

Location of event: GAA Field / 3<sup>rd</sup> Ave

Sponsored by: Rockland GAA Telephone #: 914-715-1260

Address: 160 Old Orangeburg Rd.

Estimated # of persons participating in event: 500 vehicles 0

Person (s) responsible for restoring property to its original condition: Name-Address-Phone #:  
Marie Delaney 192 Hobart St 914-715-1260

Signature of Applicant: Marie Delaney Date: 1/30/26

**GENERAL INFORMATION REQUIRED: (HIGHWAY/PARKS/POLICE)**

Letter of Request to Town Board requesting aid for event - Received On: 1/30/26

Certificate of Insurance - Received On: 1/30/26

Hold Harmless Agreement - Received On: 2/2/26

**FOR HIGHWAY DEPARTMENT USE ONLY:**

Road Closure Permit <sup>nsc</sup>  N - Received On: 1/30/26

Rockland County Highway Dept. Permit: Y / N - Received On: 2/2/26

NYS DOT Permit: Y  N - Received On: X

Route/Map/Parking Plan  N - Received On: 1/30/26

RFS #: 65257 BARRICADES: Y / N CONES:  N TRASH BARRELS: Y / N OTHER: Recycling Bins

APPROVED: [Signature] DATE: 2.2.26  
Superintendent of Highways mp 2/2/26

**FOR PARKS & RECREATION DEPARTMENT USE ONLY:**

Show Mobile: Y  N - Application Required: \_\_\_\_\_ Fee Paid - Amount/Check # \_\_\_\_\_

Port-o-Sans: Y  N: \_\_\_\_\_ Other: \_\_\_\_\_

APPROVED: [Signature] DATE: 2/10/26  
Superintendent of Parks & Recreation

**FOR POLICE DEPARTMENT USE ONLY:**

Police Detail: Y / N: Robin Aronson Items: \_\_\_\_\_

APPROVED: [Signature] DATE: 2/10/26  
Chief of Police

\*\* Please return to the Highway Department to be placed on the Town Board Workshop \*\*

Workshop Agenda Date: 2/24/26 Approved On: \_\_\_\_\_ TBR #: \_\_\_\_\_

RECEIVED

FEB 17 2026

TOWN OF ORANGETOWN  
HIGHWAY DEPARTMENT

DEFENSE, INDEMNIFICATION AND HOLD HARMLESS AGREEMENT

Rockland GAA, with an address of 160 Old Orangeburg Rd.

consideration and as a condition of a Special Use/Lead Use permit ("Permit Holder"), hereby agrees, covenants, promises, represents and pledges to defend, indemnify and save the Town of Orangetown ("Town"), Town of Orangetown Highway Department ("Highway") and its employees, officials, agents and contractors (collectively, "Indemnified Parties") harmless from and against any and all liability or responsibility of any type whatsoever, including, but not limited to, any and all actions, causes of action, suits, proceedings, judgments, damages, claims, and demands, in law or in equity, including an action, suit, proceeding or claim initiated by the Permit Holder (hereinafter "claims") that arise as part of or as a result or consequence of the activities, events or other activities authorized to be conducted by the Permit Holder, including but not limited to any and all damage to the Town's property, facilities and equipment resulting from, or in connection with, the Permit Holder's event; and any personal injury, illness or death sustained by any person arising out of, or in connection with, the Permit Holder's event;

the Permit Holder further agrees, covenants, promises, represents and pledges to fully reimburse, recompense, indemnify and/or compensate the Town, Highway and Town employees, officials, agents and contractors for all costs, expenses and fees, including reasonable attorney's fees, relating to, arising out of, or occurring in connection with any such claims as referenced hereinabove.

the Permit Holder further agrees that the agreements, covenants, promises and representations set forth hereinabove shall apply regardless of whether such damage or injury is caused, in whole or in part, by the negligence of the Indemnified Parties; and

the Permit Holder's defense, indemnification and hold harmless obligations under this Agreement shall survive the expiration and/or termination of the subject Permit and Agreement;

all of the foregoing as relating to, arising out of, or occurring in connection with the following [DESCRIBE PROJECT OR EVENT]: Rockland GAA Men 5K Run

Permit Holder agrees to provide certificate(s) of insurance in such amounts as the Town shall deem appropriate, which insurance shall name the Town as an additional insured and which insurance shall cover the requirements to defend, indemnify and hold the Town harmless as set forth herein.

I affirm, pursuant to NY CPLR §2106 this 30<sup>th</sup> day of January, 2026 under the penalties of perjury under the laws of New York, which may include a fine or imprisonment, that the foregoing is true, that by signing below I am authorized to sign this document on behalf of and bind the entity set forth above, and I understand that this document may be filed in an action or proceeding in a court of law.

By: Maria Delaney

[TYPE NAME OF AUTHORIZED SIGNATORY OF PRIVATE ENTITY ABOVE]

RECEIVED

JAN 30 2026

TOWN OF ORANGETOWN  
HIGHWAY DEPARTMENT

January 30, 2026  
Town of Orangetown  
Town Hall  
26 Orangeburg Road  
Orangeburg, NY 10962

To the Town Board,

The Rockland GAA is requesting the use of the below items from the Highway Department for the Memorial 5K Fun on March 28 2026.

We would like to request traffic assistance from the Auxiliary Police Dept.

We would like to request 300 cones and 20 recycle bins.

The Rockland GAA will submit the appropriate permits to the Highway Department in addition to this request.

Thank you,

Marie Delaney

Rockland GAA



**JAMES J. DEAN**  
Superintendent of Highways  
Roadmaster IV

Orangetown Representative:  
R.C. Soil and Water Conservation Dist.-Chairman  
Stormwater Consortium of Rockland County  
Rockland County Water Quality Committee

**HIGHWAY DEPARTMENT  
TOWN OF ORANGETOWN**  
119 Route 303 • Orangeburg, NY 10962  
(845) 359-6500 • Fax (845) 359-6062  
E-Mail - [highwaydept@orangetown.com](mailto:highwaydept@orangetown.com)



**Affiliations:**  
American Public Works Association NY Metro Chapter  
NYS Association of Town Superintendents of Highways  
Hwy. Superintendents' Association of Rockland County

RECEIVED

JAN 30 2026

TOWN OF ORANGETOWN  
HIGHWAY DEPARTMENT

**ROAD USE PERMIT APPLICATION**  
Section 139 Highway Law

NAME Marie Delaney DATE 1/30/26  
COMPANY Rockland GAA  
ADDRESS 160 Old Orangeburg Rd, Orangeburg  
TELEPHONE 914-715-1260  
**(INCLUDE 24 HOUR EMERGENCY NUMBERS)**

ABOVE MENTIONED PARTY REQUESTS PERMISSION TO USE:

Orangeburg Rd 3<sup>rd</sup> Ave <sup>(CRCHD)</sup> Convent Rd, Oak St <sup>RPC</sup>  
(Address number and name of road) <sup>(RPC)</sup> 2<sup>nd</sup> Ave (route attached) <sup>(RPC)</sup>

(Intersecting streets and/or description of exact location)

REASON FOR USE Rockland GAA Mem. 5k Run

DATE OF USE 3/28/26 RAIN DATE N/A

TIME ROAD WILL BE USED 9:00 AM - 12:00 PM

WILL ROAD BE OPEN TO LOCAL TRAFFIC? yes

WILL ROAD BE OPEN TO EMERGENCY VEHICLES? yes

**PLEASE PROVIDE A DETAILED MAP AND DESCRIPTION OF DETOUR IF TRAVEL WILL BE RESTRICTED.**

PRELIMINARY APPROVAL [Signature] DATE 2.2.26

JAMES J. DEAN  
SUPERINTENDENT OF HIGHWAYS

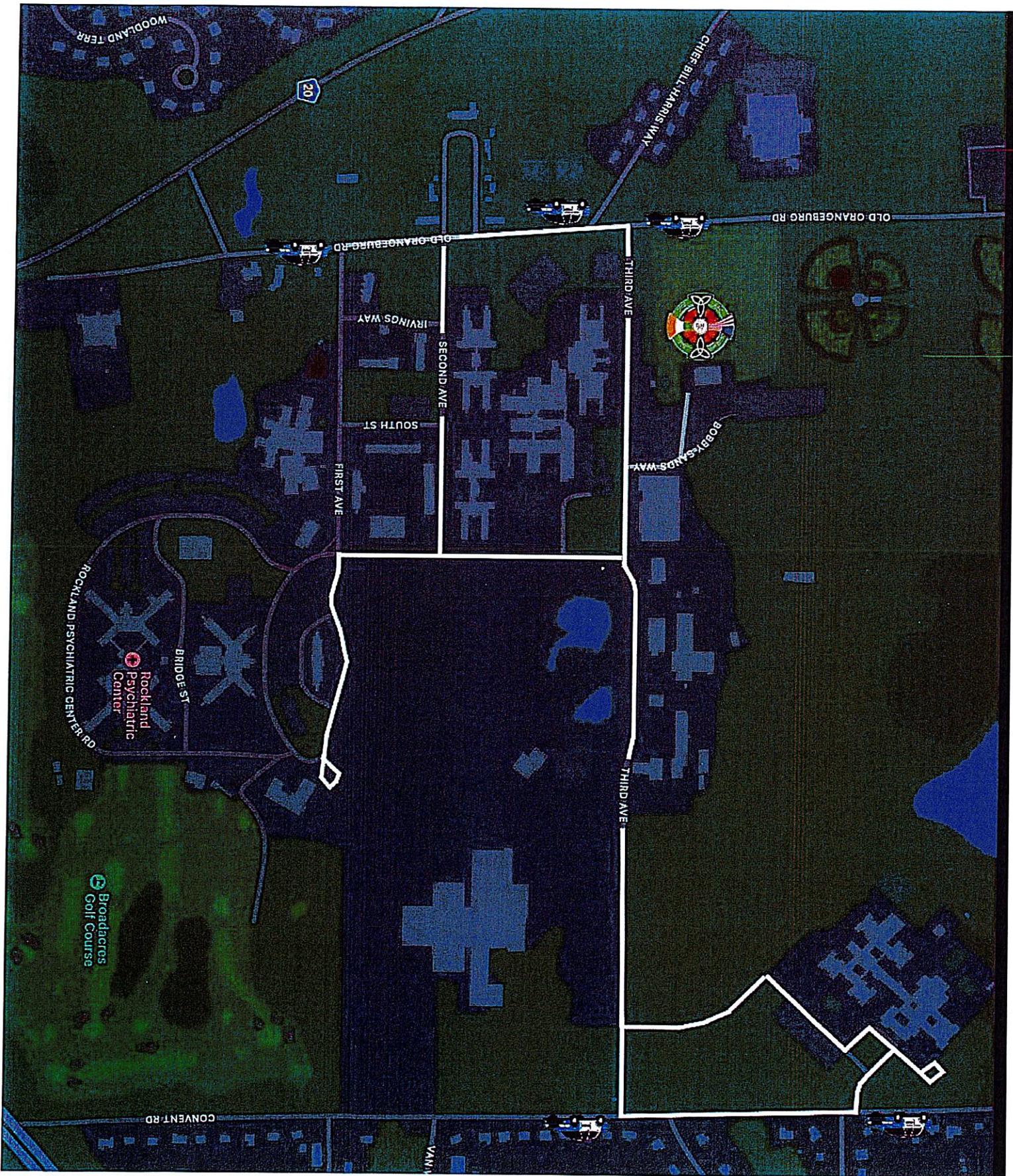
*This permit application will be forwarded to the Rockland County Superintendent of Highways, County of Rockland, 23 New Hempstead Road, New City, NY, 10956. You will receive written confirmation from that office.*

8-13-02bjd

HAMLETS: PEARL RIVER • BLAUVELT • ORANGETOWN • TAPPAN • SPARKILL • PALISADES • UPPER GRANDVIEW • SOUTH NYACK



CLEAN STREETS = CLEAN STREAMS





ROCKLAND COUNTY HIGHWAY DEPARTMENT

APPLICATION FOR PERMIT TO USE/CLOSE A COUNTY ROAD UNDER SECTION 104 OF THE HIGHWAY LAW

THIS IS A REQUEST FOR  USE /  CLOSE A COUNTY ROAD (check that apply)

Name of Event: Rockland GAA Mem 5K Run

Date (s): 3/28/26 Time (s): 9AM - 12PM No. of Participants: 500

Type of Event (check all that apply):

Filming  Parade or Procession  Assemblage  Festival  Other 5K run

<u>Location</u> (Specify Highways by Street Name and/or Route Number)	<u>Municipality</u> (Towns, Villages)
<u>Convent Rd</u>	<u>Orangeburg</u>
<u>Swannekin Rd -</u>	
<u>3<sup>rd</sup> Ave</u>	

Applicant Information:

Rockland GAA  
Applicant (individual, organization, group)

160 Old Orangeburg Rd.  
Mailing Address

Orangeburg, N.Y. 10962  
City, State, Zip Code

\_\_\_\_\_  
Email Address

Marie DeLaney  
Authorized Representative (if different from Applicant)

914-715-1260  
Telephone Number (including area code)

\_\_\_\_\_  
Cell Phone Number (including area code)

medelaney60@gmail.com  
Email Address (if different from Applicant)

ROCKLAND COUNTY HIGHWAY DEPARTMENT

APPLICATION FOR PERMIT TO USE/CLOSE A COUNTY ROAD  
UNDER SECTION 104 OF THE HIGHWAY LAW

The following supporting information shall be submitted at the time of application:

1. Event Map, Event Brochure, or/and Event Application Form (Whichever available/applicable) *Att. AA*
2. Operation and Safety Plan (the applicant assumes all responsibility for the set-up, conduct and break-down of the event)

- Required Traffic Control Devices (e.g. temporary signs, cones, barricades, pavement markings, etc.) and Event Personnel (e.g. police officers, volunteers) for Event

*Off Auxiliary has been contacted.  
Town of off supplying cones.*

- Detours (provide map of detour, show detour sign/police locations, etc.)

*Route attached*

- Pre-Event Public Notification (describe type of notification (e.g. mailings, brochure, press release) being provided to the public)

*Facebook and e-mail notifications/  
invites have been sent*

- Coordination (describe coordination with local police/municipalities/emergency services/other entities)

*We are coordinating with  
Off Auxiliary and Sa. Off Ambulance*

ACCEPTED

- Emergency Services (describe how emergency services will be provided during the event for event participants and spectators)

- Spectator Control (indicate any special measures are being taken to control spectators)

*None are needed on this  
leg of the route.*

- Event Support Vehicles (describe any vehicles used in the event)

*None*

**ROCKLAND COUNTY HIGHWAY DEPARTMENT**  
**APPLICATION FOR PERMIT TO USE/CLOSE A COUNTY ROAD**  
UNDER SECTION 104 OF THE HIGHWAY LAW

- 3. Insurance Certificates (must be in Applicant's name)
- 4. Application Fee (Please make check payable to Rockland County Commissioner of Finance)
  - Full Day - \$500.00
  - Half Day - \$250.00

No. of Days \_\_\_\_\_

Total Amount \$ ROK Profit

The following information shall be submitted prior to the event date (except filming permit application):

- 1. **Municipal Approvals** (The applicant shall provide proof of approval from each municipality – Town, Village – through which the event passes indicating that the Municipality has no objection to the event taking place. This proof of approvals may be in the form of a letter, permit, resolution, email, or other.)

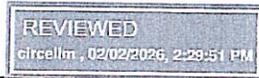
**Acknowledgement:** On behalf of the Applicant, I hereby request a road use/close permit, and do acknowledge and agree to the responsibilities of applicant and obligations set forth in this permit and warrant compliance therewith. The attached documents are also made a part hereof and attached hereto.

Maria Delany  
Applicant's Representative's Signature

1/30/26  
Date

Application Received By:

[Signature]  
RCHD Representative's Signature



2/2/2026  
Date

Application Approved By:

[Signature]  
RCHD Superintendent of Highways



2/2/26  
Date

The Rockland County Highway Department reserves the right to have the applicant immediately removed from the roadway and traffic restored at any time deemed necessary by the Rockland County Highway Department and/or the local law enforcement agency at such time the said permit will become null and void. Failure to abide may result in trespassing and civil penalties.

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**TOWN OF ORANGETOWN  
FINANCE OFFICE MEMORANDUM**

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**TO:** THE TOWN BOARD  
**FROM:** JEFF BENCIK, *DIRECTOR OF FINANCE*  
**SUBJECT:** AUDIT MEMO  
**DATE:** 2/18/26  
**CC:** DEPARTMENT HEADS



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The audit for the Town Board Meeting of 2/24/2026 consists of 4 warrants for a total of \$3,051,038.75.

The first warrant had 10 vouchers for \$82,774 and had the following items of interest (2025 items).

1. S&L Plumbing & Heating - \$44,103 for retainage return.
2. Troon Golf LLC - \$23,231.05 for incentive fees at Broadacres.

The second warrant had 14 vouchers for \$356,017 and was for utilities (2025 items).

The third warrant had 11 vouchers for \$201,680 and was for utilities (2026 items).

The fourth warrant had 121 vouchers for \$2,410,566 and had the following items of interest (2026 items).

3. AKRF - \$7,445 for drainage review escrow.
4. Bolkema Fuel Co. - \$7,095 for fuel.
5. Capasso & Sons - \$111,197 for recycling.
6. Collier's Engineering & Design - \$8,414 for drainage review escrow.
7. County of Rockland - \$309,600 for Pearl River Campus PILOT.
8. Crown, Castle Fiber - \$5,987 for connectivity.
9. Fleet Pump & Service Group, Inc. - \$16,168 for sewer pump repairs.
10. Global Montello - \$22,700 for fuel.
11. ICC Community Development Corp. - \$23,063 for Laserfiche.
12. Motorola Solutions Inc. - \$28,814 for Police Auxilliary radios.

13. NYS Employee Health Insurance - \$1,155,662 for health care coverage.

14. Standard Springs - \$11,990 for Highway equipment repairs.

15. Troon Golf - \$570,444 for golf course incentive fees.

16. Virtuit Systems - \$8,252 for IT consulting services.

Please feel free to contact me with any questions or comments.

Jeffrey W. Bencik, CFA  
845-359-5100 x2204

**WARRANT**

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<b>Warrant Reference</b>	<b>Warrant #</b>	<b>Amount</b>	
Approved for payment in the amount of			
	123125	\$ 82,774.84	2025 Expenses
	020426	\$ 356,017.20	2026 Utilities
	021126	\$ 201,680.14	2026 Utilities
	022426	\$ 2,410,566.57	2026 Expenses
		\$ 3,051,038.75	

The above listed claims are approved and ordered paid from the appropriations indicated.

**APPROVAL FOR PAYMENT**

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**AUDITING BOARD**

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Councilman Gerald Bottari

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Councilman Paul Valentine

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Councilman Daniel Sullivan

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Councilman Brian Donohue

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Supervisor Teresa M. Kenny