

March 7, 2019

TOWN BOARD AGENDA

MEETING OF THE TOWN BOARD OF THE TOWN OF HARRISON
TO BE HELD AT THE MUNICIPAL BUILDING
1 HEINEMAN PLACE, HARRISON, NY IN WESTCHESTER COUNTY
ON THURSDAY, MARCH 7, 2019 AT 7:00 PM
EASTERN STANDARD TIME

A. REPORT FROM SUPERVISOR BELMONT ON DECISIONS MADE FOLLOWING TOWN BOARD MEETING HELD ON FEBRUARY 7, 2019

1. Authorization to settle the claim in the matter of Scavone v. Town of Harrison in the amount of \$30,000.
2. Authorization to amend Town Board Resolution 2017- - 454 to include the year 2017 settling the Tax Certiorari in the matter of 200 Harrison Ave, LLC .
3. Authorization to set up a special account through Community Services

B. CORRESPONDENCE AND REPORTS

1. Monthly report by the Superintendent of Recreation for January 2019
2. Monthly report by the Building Inspector for January 2019
3. Monthly report by the Town Clerk for January 2019
4. Monthly report by the Acting Fire Marshal for January 2019
5. Monthly report by the Commissioner of Public Works for January 2019
6. Monthly report by the Receiver of Taxes for January 2019
7. Monthly report by the Chief of Police for January 2019

C. PUBLIC HEARING

1. Continuation of Public Hearing for the purpose of determining the amount and extent of real property to be acquired by the Town by condemnation on real property known as Block 131, Lot 21 and more commonly known as 249 Halstead Avenue. The condemnation is necessary for the installation of a parking lot and related improvements of the subject property.

D. PERSONNEL

1. Request by Personnel Manager, Debra Scocchera, to approve the following list of Life Guards as seasonal Camp employees for the 2019 Camp Season at an hourly rate of \$11.22:

Christopher Buffone
Evan Cacchione
Jason Giuliani
Christyna Stagg

building for the Harrison Police Department. Item will be purchased through Suffolk County contract #SCOT-011519. Funding is available in Account #001-3120-100-0250.

2. Request by Comptroller, Maureen MacKenzie, to approve the following Year End 2018 Budget Modification:

Year End 2018 Budget Modification to reflect monies received from Metlife Insurance Company for Damages on 4/19/2018 for Highway Truck #421

Increase:

003-0000-020-2680	1,837
Highway-Insurance of Recoveries	

Increase:

003-5130-100-0402	1,837
Equipment Mtce and Repairs	

3. Request by Comptroller, Maureen MacKenzie, to approve the following transfer:

To transfer monies for a part time employee in our Central Data Processing department for the remaining payrolls in 2019

Increase:

001-1680-100-0130	9,660
Central Data Processing-PartTime Salaries	

Decrease:

001-1680-100-0407	9,660
Central Data Processing-Special Services	

4. Request by Chief of Fire District #1, Pat Galluzzo, for himself and seven members of the department to attend the New York State Chief's Annual Conference in Syracuse, NY on June 12th-15th, 2019 at a cost not to exceed \$11,000. Funding is available in Account 10-3410-100-04-06.
5. Request by 1st Assistant Chief of Harrison Fire Department District 2, Ralph Straface, for approval to pay for the dues of Robert Porto to keep his membership

in the Westchester County Fire Marshals and Inspectors Association, including the continuing education classes needed for his certification, at a cost of \$200. Funds are available in the Fire District #2 Training Budget.

6. Request by National Alliance on Mental Illness of Westchester (NAMI) Program Administrative Assistant, Deborah Scogna, for authorization to place ribbons in areas as indicated by the Town Board in the Town of Harrison during the month of May, in an effort to bring attention to mental health awareness. The ribbons will be removed by May 31st.
7. Request by Director of Community Services, Nina Marraccini, to accept the following donations to the Harrison Food Pantry:
 - \$2,000 from an anonymous donor
 - \$911.60 from Marie Briganti
 - \$600 from the Harrison Men's Soccer League
 - \$250 from Unico National Chapter of Harrison, Inc.
 - \$100 in **honor of the arrival of Mr. Brady Jack Belmont** from the Jewish Community Center of Harrison!
8. Request by Town Clerk, Jackie Greer, for authorization to attend the New York State Town Clerk's Assosiation Annual Conference to be held in Syracuse, New York from May 5-8, 2019 at a cost for the conference, room, transportation and meals not to exceed \$1,500. This conference is designated exclusively for the education and professional growth of Town Clerks. Funding is available in the Town Clerk's budget under Travel/Conference.
9. Request by Superintendent of Recreation, Gerry Salvo, for authorization to operate two wading pools, two swimming pools and one plunge pool located in West Harrison Park and Bernie Guagnini Brentwood Park. The Westchester County Department of Health permit fee is \$1,935.00.
10. Request by Comptroller, Maureen MacKenzie, for approval of the following budget transfer:

To transfer monies from Town Contingency To Central Service Equipment Fixed Assets account for the purchase of a copier to replace the existing copier used centrally by all departments on the first floor. The existing copier can no longer be repaired. The copier being replaced was purchased in 2005.

Increase:

001-1610-100-0250
Central Service-Equipment Fixed Assets

8,510

Decrease:

001-1900-100-4490	8,510
Town-Contingent Account	

11. Request by Comptroller, Maureen MacKenzie, for approval of the following budget modification:

To appropriate Town Fund Balance and transfer to Town Special Services budget line to cover the cost of the contract with Alera Group for their professional services associated with benefit consulting and communications.

Budget Modification:

Increase:

001-0000-059-5999	
Town Fund Appropriated Fund Balance	\$63,000

Increase:

001-1900-100-4407	
Town Fund Special Items Special Services	\$63,000

Further request for Harrison to enter an agreement with Alera Group and authorize the Supervisor to execute said agreement. The agreement has been reviewed by the Law Department and found to be in order.

12. Request by Personnel Manager, Debra Scocchera, to enter into an agreement with Part D Advisors, Inc. for the purpose of providing services to the town with the Retiree Drug Subsidy Application and Payment Process. They will be assisting with all RDS website account setup and maintenance, the application setup and maintenance, the monthly payment request process and the annual reconciliation 12-step process. The cost for this service is billed monthly at the rate of \$2.25 per Medicare eligible retiree, which will come to approximately \$7,000 per year. Funding for this contract is available in budget line 001-1900-100-4407 Town Fund Special Items Special Services. Further request for the Supervisor to execute the agreement once reviewed by the Law Department.
13. Request by Chief of Police, Joseph Yasinski, for one department member to attend the D.A.R.E Officer Training Course. This training will be held from Monday, April 22nd through Friday, May 23rd, 2019 at the Somerville Elks Lodge in Bridgewater, New Jersey. The cost of this training program will be a total of \$2,300.00. This is a budgeted item and funds are available in the Schooling Budget Line #001-3120-100-0415.

14. Request by Chief of Police, Joseph Yasinski, to accept a donation to the Harrison Police Department in the amount of \$200.00 from Felix and Carmela Macchia. This check should be deposited in the Police Donation Account line #009-0000-786-0000 and should be utilized for spending at the discretion of the Chief of Police.
15. Request by Chief of Police, Joseph Yasinski, for the Harrison Police Department to enter into a service agreement in nCourt LLC payment made easy, which will assist the Harrison Police Department with an electronic payment processing program. This agreement will allow the police department to accept bail money via credit card payment. This program is at no cost to the Town and has been approved by the Law Department.
16. Request by the Superintendent of Recreation, Gerry Salvo, to accept a donation from Dick's Sporting Goods in the amount of \$1,000.00.
17. Request by the Superintendent of Recreation, Gerry Salvo, to accept a donation of \$2,500.00 from Cooler Water Productions LLC to be used for the Celebration Fund and/or field improvements.
18. WITHDRAWN
19. Request by Town Engineer, Mike Amodeo, for a professional services contract with Woodard and Curran for construction inspection support services for the MTA Avalon project at a cost not to exceed \$48,000.00. Funding is available in the Trust and Agency Account #009-000-763. Further request for the Purchasing Department to issue a Purchase Order payable to Woodard and Curran at an amount not to exceed \$48,000.00.
20. Request by Comptroller, Maureen MacKenzie for Year End 2018 Budget Transfers and Modifications.

A. Year End Budget Transfers 2018

Increase:	
001-1110-100-0120 Town Justice-Overtime	658
001-1110-100-0130 Town Justice-Part time Salaries	855
Total	1,513
Decrease:	
001-1110-100-0407 Town Justice-Special Services	1,513

Increase:

001-1345-100-0120 532
Purchasing-Over time Salaries

001-1345-100-0124 827
Purchasing-Comp Time Earned Payout

Total: 1,359

Decrease:

001-1345-100-0409 1,359
Purchasing- Computer Exp/Serv/Training

Increase:

001-1410-100-0130 4,379
Town Clerk-Part time Salaries

Decrease:

001-1410-100-0402 121
Town Clerk-Equipment Mtce and Repairs

001-1410-100-0403 563
Town Clerk-Office Supplies

001-1410-100-0406 924
Town Clerk- Travel and Conference

001-1410-100-0407 201
Town Clerk-Special Services

001-1410-100-0409 667
Town Clerk-Computer Exp/Ser/Training

001-1410-100-0418 320
Town Clerk-Telephone

001-1410-100-0428 200
Town Clerk-Legal Notices

001-1410-100-0430 1,061
Town Clerk-Printing and Stationary

001-1410-100-0433 137
Town Clerk-Membership and Dues

001-1411-100-0130 185
Archive-Part time Salaries

Total: 4,379

Increase:

001-1620-100-0401 1,891
General Town Buildings-Building Mtce and
Supplies

Decrease:

001-1620-100-0240 1,891
General Town Buildings-Other Equipment

Increase:

001-1640-100-0120 650
Central Garage-Over time Salaries

Decrease:

001-1640-100-0415 650
Central Garage-Schooling

Increase:

001-1620-100-0502 1,507
General Town Buildings-Utility Garage

Decrease:

001-1620-100-0183 1,507
General Town Buildings-Salaries-Out of Title

Increase:

001-1680-100-0151 4
Central Data Processing-Sick Incentive Payout

Decrease:

001-1680-100-0240 4
Central Data Processing-Other Equipment

Increase:

001-3120-100-0840 163,502
Police-Workers Compensation

Decrease:

001-3120-100-0102 155,721
Police-Salaries

001-3120-100-0152 7,781
Police-Salaries-Holiday Payout

Total: 163,502

Increase:

001-7020-100-0124 7,154
Recreation- Comp Time Earned Payout

001-7020-100-0130 5,517
Recreation-Part time Salaries

Total: 12,671

Decrease:

001-7020-100-0407 12,671
Recreation-Special Services

Increase:

001-8020-100-0120 2,890
Planning-Over time Salaries

001-8020-100-0151 2
Planning-Sick Incentive Payout

Total: 2,892

Decrease:

001-1440-100-0102 2,892
Engineering-Salaries

Increase:

001-1490-100-0102 394
Public Works-Salaries

001-1490-100-0120 138
Public Works-Over time Salaries

001-1490-100-0124 364
Public Works-Comp time Earned Payout

Total: 896

Decrease:

001-1490-100-0242 896
Public Works-Safety Equipment

Increase:

002-7410-100-0102 342
Library-Salaries

002-7410-100-0120 3,990

Library-Over time Salaries	
002-7410-100-0130	3,579
Library-Part time Salaries	
Total:	7,911
Decrease:	
002-7410-100-0490	7,911
Library-Contingency	
Increase:	
003-5110-100-0488	16,154
Highway-Nike/Dot Leaf Removal	
Decrease:	
003-5110-100-0102	16,154
Highway-Salaries	
Increase:	
010-9501-100-0907	70,000
Fire District-Transfer To Debt Service	
Decrease:	
010-3410-100-0240	60,851
Fire District-Other Equipment	
010-3410-100-0402	9,149
Fire District-Equip Mtce and Repairs	
Total:	70,000
Increase:	
011-1900-100-4461	14,215
Fire District#2-Judgements and Claims	
Decrease:	
011-3411-100-0415	12,324
Fire District#2-Schooling	
011-3411-100-0420	1,891
Fire District#2-PASNY	
Total:	14,215
Increase:	
011-3411-100-0120	91,965

Fire District#2-Over time Salaries

Decrease:

011-3411-100-0240 Fire District#2-Other Equipment	42,523
011-3411-100-0401 Fire District#2-Building Mtce and Supplies	1,900
011-3411-100-0402 Fire District#2-Equipment Mtce and Repairs	16,279
011-3411-100-0403 Fire District#2-Office Supplies	994
011-3411-100-0404 Fire District#2-Fuel	2,166
011-3411-100-0407 Fire District#2-Special Services	28,103
Total:	91,965

Increase:

011-9501-100-0907 Fire Distict#2-Transfer to Debt Service	4,499
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Decrease:

011-3411-100-0420 Fire District#2-PASNY	4,499
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Increase:

013-8120-100-0407 Sewer Mtce-Special Services	524
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Decrease:

013-9000-100-0830 Sewer Mtce-Social Security	524
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Increase:

013-8120-100-0499 Sewer Mtce-Maintenance of System	1,000
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Decrease:

013-8120-100-0240 Sewer Mtce-Other Equipment	1,000
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Increase:

013-8120-100-0499 12,821
Sewer Mtce-Maintenance of System

Decrease:

013-9501-100-0907 12,821
Sewer Mtce-Transfer to Debt
Service

B. Year End Budget Modifications 2018

Increase:

001-3120-100-0158 365,177
Police-Over Time Special
Detail

Increase:

001-0000-015-1526 365,177
Town-Police Special Detail

Increase:

013-8120-100-0102 194
Sewer Mtce-Salaries
013-8120-100-0120 12,937
Sewer Mtce-Over time
Salaries
013-8120-100-0151 1
Sewer Mtce-Sick Incentive Payout
013-8120-100-0181 1
Sewer Mtce-Longevity

Total: 13,133

Increase:

013-0000-059-5999 13,133
Sewer Mtce-Appropriated Fund
Balance

Increase:

013-9000-100-0810 616
Sewer Mtce-NYS Retirement
013-9000-100-0860 8,794
Sewer Mtce-Major Medical

Total: 9,410

Increase:

013-0000-059-5999 9,410
Sewer Mtce-Appropriated Fund
Balance

Increase:

013-8120-100-0499	14,261
Sewer Mtce-Maintenance of System	
Increase:	
013-0000-059-5999	14,261
Sewer Mtce-Appropriated Fund	
Balance	

Late Items...

21. Request by Town Engineer, Mike Amodeo, to increase the funding for the New Recreation Center Design in the amount of \$10,000.00 changing the original total from \$37,500.00 to \$47,500.00. The scope of services to be completed by KG&D Architects, PC includes various testing and reimbursables. Funding for this contract is available in the Subdivision Recreation Fund #081. Further request for the Purchasing Department to amend Purchase Order #383136 payable to KG&D Architects, PC from \$37,500.00 to \$47,500.00.

F. OLD BUSINESS

G. MATTERS FOR EXECUTIVE SESSION