

September 3, 2020

## **TOWN BOARD AGENDA**

MEETING OF THE TOWN BOARD OF THE TOWN OF HARRISON  
IN HARRISON, NY, WESTCHESTER COUNTY  
ON THURSDAY, SEPTEMBER 3, 2020 AT 7:00 PM  
DAYLIGHT SAVINGS TIME

TO BE HELD VIA VIDEO CONFERENCE USING THE PLATFORM ZOOM

Register in advance for this webinar:

[https://us02web.zoom.us/webinar/register/WN\\_JZlpzWhmTk6oEpswXlth2Q](https://us02web.zoom.us/webinar/register/WN_JZlpzWhmTk6oEpswXlth2Q)

### **A. REPORT FROM SUPERVISOR BELMONT ON DECISIONS MADE FOLLOWING TOWN BOARD MEETING HELD ON AUGUST 6, 2020**

1. Authorization to settle the claim in the matter of Bethmann v. Town of Harrison in the amount of \$175.00, subject to a signed general release.
2. Authorization to to probationally promote Vincent Mussolino to the rank of Police Lieutenant at an annual salary of \$150,878, effective August 10, 2020.

### **B. CORRESPONDENCE AND REPORTS**

1. Monthly report by the Receiver of Taxes for the month of July, 2020
2. Monthly report by the Commissioner of Public Works for the month of July, 2020
3. Monthly report by the Building Inspector/Acting Fire Marshal, for the month of July, 2020
4. Monthly report by the Town Clerk for the month of July, 2020

### **C. PUBLIC HEARING**

None

### **D. PERSONNEL**

1. Request by Personnel Manager, Debra Scocchera, to hire Louis Morano as a part-time Intermediate Clerk, at an hourly rate of \$15.00, effective Tuesday, September 8, 2020.

### **E. ACTIONS AND RESOLUTION**

1. Request by Director of Community Services, Nina Marraccini, to accept the following donations made to the Harrison Food Pantry (UPDATED):
  - \$1,164.00 from the Stop & Shop Community Bag Program
  - \$2,000.00 from an Anonymous Donor
  - \$150.00 from Girl Scouts Heart of the Hudson Girl Scout Troop 01885
  - \$2,000 from an anonymous donor**DONATIONS MADE VIA PAYPAL**
  - \$96.8 from Lauren Leader-Chivee
  - \$96.8 from Joseph Derwin
  - \$23.97 from Ann Paprocki

2. Request by Superintendent of Recreation, Gerry Salvo, for authorization to charge 3.2% of the program fee onto the customer when signing up online, which would include credit card fees. A credit card fee of 2.5% will be applied to the consumer for the use of in-person credit card transactions.
3. Request by Town Clerk, Jackie Greer, to hire Audio-Video Corporation, located at 213 Broadway, Albany, off of NYS Contracts PC67447, PC67436, PC67452, PC67450, and PC67933\ to purchase and install a full studio upgrade of our equipment to broadcast public meetings at a cost not to exceed \$95,709.80. The current system is over fifteen years old and the technology has changed dramatically over this time. Funding is available in the Cablevision PEG Grant Studio Account 11DI02 in the amount of \$40,038.27, and the Verizon PEG Programming Account 15SI02 in the amount of \$55,671.53, with both accounts to be used for public access. Further request for the Purchasing Department to issue a Purchase Order payable to the Audio-Video Corporation at an amount not to exceed \$95,709.80.
4. Request by Comptroller, Maureen MacKenzie, to approve the following Budget Transfer:

**A budget transfer from Fire District #2 Contingency budget line to Fire District #2 Special Services budget line to cover the cost of the contract with Sendlewski Architect for the Harrison Fire Dept. renovations**

**Decrease:**

011-3411-100-0490	<b>46,200</b>
Fire District #2- Contingent Account	

**Increase:**

011-3411-100-0407	
Fire District #2-Special Services	<b>46,200</b>

5. Request by the Purchasing Department to issue Purchase Order #401738 to Sendlewski Architects, PC, in the amount of \$46,200.00 for architectural services for the Harrison Fire Department renovations. Funding is available in Account #011-3411-100-04-07.
6. Request by Town Clerk, Jackie Greer, to adopt the new Record Retention and Disposition Schedule. The State Archives revised and consolidated its local government Records Retention and Disposition Schedules and issued a single, comprehensive retention schedule, called Retention and Disposition Schedule for New York Local Government Records, or LGS-1, which will supersede and replace all other schedules. Local governments must adopt by resolution LGS-1 prior to utilizing it.
7. Request by Comptroller, Maureen MacKenzie, to approve the following Budget Modification:

**Budget modification to reflect a check from Mapfre Insurance Company for damages to Street Light Pole on 258 Halstead Ave. on February 4, 2020**

**Increase:**

001-0000-020-2680	6,843
Town-Insurance of Recoveries	

**Increase:**

001-1620-100-0102	1,593
General Town Building-Salaries	

001-5182-100-0402	350
Street Lighting-Equip. Mtce & Repairs	

001-5182-100-0410	4,900
Street Lighting-Materials and Supplies	

**6,843**

**Budget modification to reflect a check from Manhattan Beer Distributors, LLC for the damages to Street Pole corner of Halstead Ave. and Parsons Street on December 3, 2019**

**Increase:**

001-0000-020-2680	5,087
Town-Insurance of Recoveries	

**Increase:**

001-1620-100-0102	654
General Town Building-Salaries	

001-5182-100-0410	4,433
Street Lighting-Materials and Supplies	

**Total: 5,087**

8. Request by Comptroller, Maureen MacKenzie, to approve the following Budget Transfer:

**A budget transfer from Fire Inspector various accounts to Fire Inspector Part Time Salary line to cover employee salary through the end of the year.**

**Increase:**

001-3420-100-0130	5,000
Fire Inspector-Part Time Salary	

**Decrease:**

001-3420-100-0220	200
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Fire Inspector-Office Equipment	
001-3420-100-0410	1,600
Fire Inspector-Materials and Supplies	
001-3420-100-0423	650
Fire Inspector-Uniform/Shoe/Tool Allow	
001-3430-100-0445	1,554
Fire Inspector-Books and Publications	
001-3420-100-0476	996
Fire Inspector-Software Mtce.	
	<b>5,000</b>

9. Request by Building Inspector, Rocco Germani, to reimburse \$1,001.93 to Suzanne Fuller, who has satisfactorily completed courses in conjunction with her Bachelor's Degree in Business Administration with a concentration in Public Administration.
10. Request by Supervisor, Ron Belmont, for approval for the Healthy Kids Program to use the Leo Mintzer Center to provide services for Harrison children (kindergarten-6<sup>th</sup> grade) on distant learning school days. Priority will be for the children of first responders, essential workers, and teachers. The Agreement has been reviewed by the Law Department and has been found to be in order subject to receipt of the proper insurance certificates required by the Town/Village of Harrison.
11. Authorization for Fire District #1 to hold a special election on September 29, 2020 for the purpose of voting on the adoption or rejection of the bond resolution for the purchase of a 75 ft. Tower Ladder. (Roll Call Vote)
12. Approval of a bond resolution authorizing the purchase of a 75 foot tower ladder for Water District #1 in the Town of Harrison constituting Fire Protection District #1, at a maximum estimated cost of \$1,569,983.00, and authorizing the issuance of \$600,000 bonds. This resolution is adopted subject to the approval of the qualified voters of said district voting at a special election to be held on September 29, 2020. (Roll Call Vote)
13. Request by Comptroller, Maureen MacKenzie, to award the Request for Proposal (RFP) to BPAS Actuarial and Pension Services, LLC to perform a full actuarial valuation for fiscal year ending December 31, 2020 of the Retire Group Health Benefits Program at a fee of \$15,000, and an Interim Actuarial Valuation for fiscal year ending December 31, 2021 of \$4,000. The fee for the Medicare Part D Actuarial Attestation for fiscal year ending December 31, 2021 will be \$3,000.

Late Items...

14. Request by Congregation Emanu-El of Westchester to meet at Passidomo Park for a Jewish New Year prayer service on Sunday, September 20, 2020. There will be 3 sessions: 10AM-10:30AM, 11AM-11:30AM, and 12PM-12:30PM. The staff and clergy will enforce all guidelines set by Westchester County. There will be a limit of up to 50 people maximum at each session, and if the maximum number of 50 is too high, they will adjust the maximum in accordance with a limit set by the Town.

**F. OLD BUSINESS/PUBLIC COMMENT**

**G. MATTERS FOR EXECUTIVE SESSION**