

Town Board Organizational Minutes  
Town of North Castle  
15 Bedford Road  
Armonk, New York  
on  
January 8, 2014

Supervisor Schiliro called the meeting to order at 5:00 p.m. at 15 Bedford Road on the duly adopted motion of Councilman D'Angelo and immediately adjourned into executive session. All Town Board members and the Town Attorney were present for the executive session which closed at 7:30 p.m. The Town Clerk joined the regular meeting which reconvened at 7:40 p.m. and the following persons were present:

Supervisor	Michael J. Schiliro
Councilmen	Stephen D'Angelo
	Barbara DiGiacinto
	Barry Reiter
Town Clerk	Anne Curran
Town Counsel	Roland A. Baroni

Councilman D'Angelo moved, seconded by Councilman DiGiacinto, the following:

Designating Depositories for the Town of North Castle Funds are as follows:

- a. J.P. Morgan Chase Bank, White Plains, NY
- b. Wells Fargo, Armonk, NY
- c. Signature Bank, New Rochelle, NY
- d. Bank of America, NY

The roll call vote was as follows:

Ayes: Councilman D'Angelo, DiGiacinto, Reiter, Supervisor Schiliro.

Noes: None.

Councilman D'Angelo moved, seconded by Councilman Reiter, to authorize and direct that payment from all Town accounts be made by checks using facsimile signatures of the Supervisor and the Town Clerk. It was noted that the Town Clerk and the Town Justices are authorized to continue their own accounts.

The roll call vote was as follows:

Ayes: Councilmen D'Angelo, DiGiacinto, Reiter, Supervisor Schiliro.

Noes: None.

The following appointments were made on duly adopted motions, as follows:

Councilman Reiter moved:

Deputy Town Supervisor	Pleasure of the Supervisor
Stephen D'Angelo	

Councilman DiGiacinto moved:

Registrar of Vital Statistics	Pleasure of the Town Board
Anne Curran	

Councilman Reiter moved:

Deputy Town Clerk and Deputy Registrar	Pleasure of the Town Clerk
Barbara Pesquera	

Councilman D'Angelo moved:

Sub-Registrar	Pleasure of the Town Clerk
Betty Sanchirico	

Councilman Reiter moved:

Sub-Registrar	Pleasure of the Town Clerk
Rita Ross	

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Councilman DiGiacinto moved:  
Liaison to the Board of Elections                      Pleasure of the Town Board  
Anne Curran

Councilman DiGiacinto moved:  
Town Historian    Pleasure of the Town Board  
Doris Finch Watson

Councilman D'Angelo moved:  
Secretary to Zoning Board of Appeals                      Pleasure of the Town Board  
Lori Zawacki

Councilman Reiter moved:  
Secretary to Planning Board                              Pleasure of the Town Board  
Valerie Desimone

Councilman D'Angelo moved:  
Secretary to Architectural Review Bd.                      Pleasure of the Town Board  
Lori Zawacki

Councilman Reiter moved:  
Fire Prevention Inspector                                  Pleasure of the Town Board  
William Richardson

Councilman DiGiacinto moved:  
Engineering Consultants                                  Contract with Town Board  
Kellard Sessions Consulting, P.C.

Councilman Reiter moved:  
Town Counsel    Contract with Town Board  
Stephens Baroni Reilly & Lewis

Councilman DiGiacinto moved:  
Deputy Tax Receiver                                      Pleasure of the Tax Receiver  
Marybeth Polony (effective 1/6/14)

Councilman DiGiacinto moved:  
Confidential Secretary to the Supervisor                      Pleasure of the Supervisor  
Barbara Minnitte (temporary, effective 1/2/14 - 1/10/14)  
Mindy Berard (effective 1/13/14)

The roll call vote for all appointments was as follows:  
Ayes: Councilmen D'Angelo, DiGiacinto, Reiter, Supervisor Schiliro  
Noes: None.

Councilman D'Angelo moved, seconded by Councilman Reiter, the appointment of Committees and Liaisons by Supervisor Schiliro:

Police	Councilman Reiter
Highway	Supervisor Schiliro
Building	Councilman DiGiacinto
Fire Department Liaisons:	
1. Banksville	Councilman D'Angelo
2. Armonk	Councilman Reiter
3. North White Plains	Councilman DiGiacinto
Library Liaison	Councilman DiGiacinto
Personnel	Councilman D'Angelo
Planning Board Liaison	Councilman DiGiacinto
Records Management Officer	Town Clerk Curran
Recreation & Parks Liaison	Councilman D'Angelo

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Water & Sewer Operations	Councilman D'Angelo
Intergovernmental Affairs	Supervisor Schiliro
School Board Liaison	Supervisor Schiliro & Councilman Reiter
Architectural Review Board	Councilman DiGiacinto
Beautification	Councilman DiGiacinto
Board of Ethics Liaison	Councilman D'Angelo
Budget & Finance Task Force	Councilman D'Angelo
Chamber of Commerce Liaison	Councilman D'Angelo
Conservation Board Liaison	Councilman DiGiacinto
Communications Committee Liaison	Councilman Reiter
Housing Board Liaison	Councilman DiGiacinto
Landmarks Preservation Committee	Councilman Reiter
NC4 Liaison	Councilman Reiter
Open Space Liaison	Councilman D'Angelo
Real Estate Committee	Councilman Reiter
Recycling Committee	Supervisor Schiliro
Safety/Risk Committee	Councilman Reiter
Sustainable North Castle	Supervisor Schiliro

Vote: Unanimous

Councilman Reiter moved, seconded by Councilman D'Angelo, to authorize the continuation of Town's policy of placing legal notices in The Journal News.

Vote: Unanimous

Councilman DiGiacinto moved, seconded by Councilman Reiter, to authorize the continuation of the policy of holding regular Town Board meetings on the second and fourth Wednesdays of each month at 7:30 p.m. with the exception of holidays that may conflict, and unless otherwise determined by the Town Board.

Vote: Unanimous

Councilman D'Angelo moved, seconded by Councilman Reiter, to authorize the policy of paying 56.0 cents per mile, as set by the Internal Revenue Service, for the use of personal automobiles by Town employees involved in the performance of Town business with claims subject to the approval of the Town Board.

Vote: Unanimous

Councilman D'Angelo moved, seconded by Councilman Reiter, to authorize the continuation of the Town's Vehicle Policy as adopted by the Town Board on February 13, 2013.

Vote: Unanimous

Councilman D'Angelo moved, seconded by Councilman DiGiacinto, to authorize the continuation of the Town's Purchase Order and Procurement Policy as reviewed by the Town Board.

Vote: Unanimous

Councilman Reiter moved, seconded by Councilman D'Angelo, to authorize the continuation of the Town's Investment Policy as reviewed by the Town Board.

Vote: Unanimous

Councilman D'Angelo moved, seconded by Councilman DiGiacinto, authorization of the Town's Master Fee Schedule for 2014.

Vote: Unanimous

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Councilman Reiter moved, seconded by Councilman D'Angelo, to authorize the posting of the Town of North Castle Code of Ethics and Article 18 of General Municipal Law in each public building under the jurisdiction of the Town of North Castle.

Vote: Unanimous

Councilman DiGiacinto moved, seconded by Councilman D'Angelo, to authorize the Finance Department to make payment in advance of audit of claims for public utility services, postage, freight, and express charges when necessary. All such claims must be presented for the next regular Town Board meeting.

Vote: Unanimous

Councilman Reiter moved, seconded by Councilman D'Angelo, to authorize the Highway Department, Police Department, Recreation & Parks Department, Sewer & Water Department and Town Clerk to call for and receive bids for certain materials, supplies, equipment and services needed in those departments.

Vote: Unanimous

Councilman D'Angelo moved, seconded by Councilman Reiter, authorization for the Supervisor to pay 2014 salaries in installments on the following dates: January 10 and 24, February 7 and 21, March 7 and 21, April 4 and 18, May 2, 16 and 30, June 13 and 27, July 11 and 25, August 8 and 22, September 5 and 19, October 3, 17 and 31, November 14 and 28, December 12 and 26.

Vote: Unanimous

Councilman DiGiacinto moved, seconded by Councilman D'Angelo, to authorize the General Foreman of the Highway Department to purchase implements and tools required by the Highway Department in accordance with the Town Purchase Order and Procurement Policy.

Vote: Unanimous

Councilman Reiter moved, seconded by Councilman D'Angelo, that elected and appointed officials shall maintain and submit time records in accordance with the guidelines established by the New York State Comptroller's Office.

Vote: Unanimous

Councilman D'Angelo moved, seconded by Councilman DiGiacinto, authorization for the Supervisor to use a charge card for payment of Town-related expenses.

Vote: Unanimous

Councilman Reiter moved, seconded by Councilman D'Angelo, to authorize the Supervisor to sign the agreement between the Town of North Castle and Stephens, Baroni, Reilly & Lewis, LLP for legal services in 2014, on a month-to-month basis.

Vote: Unanimous

Councilman DiGiacinto moved, seconded by Councilman D'Angelo, to authorize the Supervisor to sign the agreement between the Town of North Castle and Patrick Bliss, Esquire, to represent the Town for legal matters with regard to the Justice Court for 2014.

Vote: Unanimous

Councilman D'Angelo moved, seconded by Councilman DiGiacinto, authorization for the Supervisor to sign the agreement between the Town of North Castle and Kellard Sessions Engineering & Consulting for engineering services in 2014.

Vote: Unanimous

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Councilman D'Angelo moved, seconded by Councilman DiGiacinto, authorization for the Supervisor to sign the agreement between the Town of North Castle and Kellard Sessions Engineering & Consulting, for wetlands consultation services in 2014.

Vote: Unanimous

Councilman Reiter moved, seconded by Councilman D'Angelo, authorization for the Supervisor to sign the agreement between the Town of North Castle and Michael Richardson for labor consulting services for 2014.

Vote: Unanimous

Councilman Reiter moved, seconded by Councilman D'Angelo, to authorize the Supervisor to

1. Confirm the agreement with Bonadio & Group to audit the financial statements for the Town and Justice Court as prescribed by NYS for year 2013, and
2. To authorize the audit of cash and special reserves and assist with bank reconciliations through 12/31/13.

Vote: Unanimous

Councilman DiGiacinto moved, seconded by Councilman D'Angelo, to authorize the Supervisor to confirm the agreement between the Town of North Castle and Eleven Virginia Road Realty Corp. to lease commuter parking spaces for 2014.

Vote: Unanimous

Councilman Reiter moved, seconded by Councilman D'Angelo, authorization for the Supervisor to sign the agreement between Ambulance District No. 1 in the Town of North Castle and Valhalla Ambulance Corps for ambulance service in North White Plains for 2014.

Vote: Unanimous

Councilman Reiter moved, seconded by Councilman D'Angelo authorization for the Supervisor to sign the agreement between the Town of North Castle, on behalf of Fire Protection District No. 3, and Banksville Independent Fire Company for fire protection in 2014.

Vote: Unanimous

Councilman D'Angelo moved, seconded by Councilman Reiter, to authorize the Supervisor to sign the agreement between Fire District No. 2 and Banksville Fire Protection District No. 3 for emergency ambulance service for 2014.

Vote: Unanimous

Councilman Reiter moved, seconded by Councilman D'Angelo, authorization for the Supervisor to confirm the Hydrant Use Agreement for 2014 between Water District No. 1 of the Town of North Castle and North Castle South Fire District No. 1.

Vote: Unanimous

Councilman D'Angelo moved, seconded by Councilman Reiter, authorization for the Supervisor to confirm the Hydrant Use Agreements between Water District No. 2, Water District No. 4, Water District No. 5 and Water District No. 7 of the Town of North Castle and Fire District No. 2 for 2014.

Vote: Unanimous

Councilman Reiter moved, seconded by Councilman DiGiacinto, authorization for the Supervisor to confirm the agreement with Board of Fire Commissioners, Armonk Fire District No. 2, in which the Town advances Fire District taxes to the District in the amount of \$500,000

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at an interest rate of 1%, for 2014.

Vote: Unanimous

Councilman D'Angelo moved, seconded by Councilman Reiter, the adoption of the 2014 Waste and Recycling Schedule.

Vote: Unanimous

After all persons were heard who desired to be heard, the Supervisor closed the organizational meeting at 8:00 p.m.

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Anne Curran, Town Clerk

Dated: January 20, 2014

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Town Board Minutes  
Regular meeting  
Town of North Castle  
15 Bedford Road  
Armonk, New York  
on  
January 8, 2014

Supervisor Schiliro announced the continuation of the regular meeting agenda at 8:00 p.m. and the following persons were present:

Supervisor:	Michael J. Schiliro
Councilmen:	Stephen A. D'Angelo
	Barbara W. DiGiacinto
	Barry S. Reiter
Town Clerk	Anne Curran
Town Attorney	Roland A. Baroni

Regarding the status of Town Administrator vacancy, Supervisor Michael Schiliro reported that the previous Administration initiated two separate independent investigations, the second completed under the new Town Board. The result of those investigations resulted in the finding of no evidence of any unlawful or actionable conduct by the Town Administrator. Accordingly, Supervisor Schiliro stated that the Board will entertain a motion to consider re-employment of Joan Goldberg upon the same terms and conditions as her previous contract.

*Note: An Employment Agreement was signed on 1/29/14, with re-appointment effective date 1/13/14 and the same end dates as in Ms. Goldberg's original employment agreement.*

Councilman D'Angelo moved, seconded by Councilman DiGiacinto, the re-employment of Joan Goldberg under the same terms and conditions of her previous contract.

The roll call vote was as follows:

Ayes: Councilmen D'Angelo, DiGiacinto, Reiter, Supervisor Schiliro

Noes: None

Regarding the Town Hall Server upgrade project, Councilman Reiter moved, seconded by Councilman D'Angelo, the award of bid for computer and networking equipment to Sullivan Data Management for a cost of \$58,598.94.

The roll call vote was as follows:

Ayes: Councilmen D'Angelo, DiGiacinto, Reiter, Supervisor Schiliro

Noes: None

Councilman Reiter moved, seconded by Councilman D'Angelo, authorization for the Supervisor to sign the agreement with Sullivan Data Management regarding installation of servers and I/T

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system upgrades for a cost of \$16,690.

The roll call vote was as follows:

Ayes: Councilmen D'Angelo, DiGiacinto, Reiter, Supervisor Schiliro

Noes: None

Councilman D'Angelo moved, seconded by Councilman DiGiacinto, authorization of Payment Application No. 2 to Rockwood Corp. in the amount of \$232,458.65 regarding the Rehabilitation Project of the Overlook Road water storage tank.

The roll call vote was as follows:

Ayes: Councilmen D'Angelo, DiGiacinto, Reiter, Supervisor Schiliro

Noes: None

Councilman D'Angelo moved, seconded by Councilman Reiter, authorization for the Supervisor to sign the consulting agreement with American Appraisal Associates, Inc. to provide updated fixed asset, accounting ledger and property insurance appraisal for a cost of \$2,400.

The roll call vote was as follows:

Ayes: Councilmen D'Angelo, DiGiacinto, Reiter, Supervisor Schiliro

Noes: None

Councilman Reiter moved, seconded by Councilman D'Angelo, authorization for the Supervisor to sign the agreement with Sav-A-Tree for an inventory and assessment of safety of all trees in Wampus Brook Park North for a fee of \$3,540.

The roll call vote was as follows:

Ayes: Councilmen D'Angelo, DiGiacinto, Reiter, Supervisor Schiliro

Noes: None

Councilman D'Angelo moved, seconded by Councilman DiGiacinto, receipt of resignation from Michael Schiliro as Town Councilman, effective January 1, 2014.

The roll call vote was as follows:

Ayes: Councilmen D'Angelo, DiGiacinto, Reiter, Supervisor Schiliro

Noes: None

Councilman D'Angelo moved, seconded by Councilman Reiter, receipt of resignation from Barbara DiGiacinto as Chairperson and member of the Housing Board, effective January 1, 2014.

The roll call vote was as follows:

Ayes: Councilmen D'Angelo, DiGiacinto, Reiter, Supervisor Schiliro

Noes: None

Councilman D'Angelo moved, seconded by Councilman Reiter, receipt of notification of Assessor Sirota's completion of training and designation of State Certified Assessor by NYS ORPTS.

The roll call vote was as follows:

Ayes: Councilmen D'Angelo, DiGiacinto, Reiter, Supervisor Schiliro

Noes: None

Councilman D'Angelo moved, seconded by Councilman DiGiacinto, receipt of resignation from Faith Berland, Comptroller, effective January 6, 2014.

The roll call vote was as follows:

Ayes: Councilmen D'Angelo, DiGiacinto, Reiter, Supervisor Schiliro

Noes: None

Supervisor Schiliro stated that by virtue of NYS Town law, the Comptroller's term runs co-terminus with the Town Supervisor. It was the intention of this Town Board to keep Ms.

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Berland on in this position until an independent committee could consider qualified candidates, which we had anticipated would include Ms. Berland. She made the independent decision to resign. We thank her for her service.

Councilman Reiter moved, seconded by Councilman DiGiacinto, the establishment of a search committee to recruit and review candidates for the position of Town Comptroller. Members of the search committee are: Supervisor Schiliro, Councilman D'Angelo, Kimberly Barbieri (Personnel Manager) and Larry Ruisi & Janet Morley (Members of Budget and Finance Task Force)

The roll call vote was as follows:

Ayes: Councilmen D'Angelo, DiGiacinto, Reiter, Supervisor Schiliro

Noes: None

Councilman D'Angelo moved, seconded by Councilman DiGiacinto, the consensus agenda as follows:

- Receipt of Town Clerk's monthly report for December 2013.
- Receipt of \$130,000 fee from North Castle Sports Associates, LLC as prescribed in lease agreement regarding capital expenditures towards the cost of resurfacing the parking lot at Community Park.
- Receipt of Sani-Pro Disposal Services performance bond in the amount of \$1,626,077 for refuse and recyclables services from January 1, 2014 to December 31, 2015.
- Receipt of Notice of Claim from Luis Veliz and referral to Town Attorneys.
- Receipt of Cablevision 3<sup>rd</sup> quarter 2013 franchise fee payments in the amount of \$29,012 for the Cablevision system, and \$8,050 for the Southern Westchester system.

The roll call vote was as follows:

Ayes: Councilmen D'Angelo, DiGiacinto, Reiter, Supervisor Schiliro

Noes: None

The Town Board audited and approved payments totaling \$212,552.46 as indicated on Warrant #22A, dated December 31, 2013.

After all persons were heard who desired to be heard, the Supervisor adjourned the meeting to Executive Session at 8:55 p.m. in memory of residents Roberta Langhans, Edith Verrilli, Robert Sutliff of North White Plains; Otto Vogel- 42 year employee Highway Dept., and Albert Stipo, former Police Chief 1955-1989, Father of Lori Zawacki-Building Dept. and the late Donna Stipo of the North Castle Police Dept.

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Anne Curran, Town Clerk

Dated: January 20, 2014