

Town of Southeast
1360 Route 22
Brewster, New York 10509
Thursday, August 21, 2025
EXECUTIVE SESSION 6:30 P.M.
WORK SESSION/REGULAR MEETING 7:00 P.M.

Pledge of Allegiance
Notation of Exits
Turn Off/Put on Vibrate – All Electronic Devices

Executive Session:

1. Contractual and Personnel

Work Session:

1. Proclamation – Purple Heart Town in Putnam County
2. Discussion – Building Department Update – Michael Levine
3. Discussion – Local Law to Amend Chapter 138 – Solar Energy Systems
4. Discussion – Local Law to Amend Chapter 108 and 138 – Regulations of Rentals and Senior Housing
5. Discussion – Maple Road

Regular Meeting:

1. Correspondence
2. Approval of Voucher List
3. Budget Transfers
4. Supervisor's Report
5. Set Public Hearing for Thursday, September 11, 2025 – Amend Local Law Chapter 138 - Solar Energy Systems
6. Set Public Hearing for Thursday, September 11, 2025 – Amend Local Law Chapters 108 and 138 – Regulations of Rentals and Senior Housing

All meetings will be held at 1360 Route 22, Brewster, New York
At 7:00 P.M. unless otherwise noted:

Thursday, September 11, 2025
Thursday, September 25, 2025

7. Resolution – Purchase of Highway Equipment – Weiler P385C Paver
8. Resolution – Big Geyser, Inc., 22 Sutton Place, Tax Map #78.-2-16.3 – Establishment of Performance Bond

9. Resolution – Fortune Ridge Barn – Release of Performance Bond
10. Resolution – Splash Car Wash – Release of Performance Bond
11. Resolution – Red Rooster Drive In – Release of Performance Bond
12. Resolution – Settlement of Certiorari Proceedings – 4 Sodom Lane, Tax Map#68.5-2-13
13. Resolution – Settlement of Certiorari Proceedings – Mt. Ebo Route 22 Associates, Tax Map #46.-2-29
14. Resolution – Arborcreek Farms, LLC., 400-410 Route 22, Tax Map #78.-1-16 – Release of Performance Bond
15. Resolution – 220 Doansburg Road, Tax Map#47.-1-33 – Release of Performance Bond
16. New Business

Recognition of Public/Public Comment

Recognition of Town Board/Town Board Comment

Proclamation

*W*HEREAS, the *Purple Heart* is awarded to men and women in the United States Military who were wounded or lost their lives in combat by enemy forces while defending the United States of America; and

*W*HEREAS, the Town Board of the Town of Southeast salutes all the brave men and women who sacrificed their lives, the ultimate price of freedom, and those that left their families, friends and communities, and placed themselves in harm's way for the freedom and protection of all Americans; and

*W*HEREAS, the Town Board of the Town of Southeast acknowledges the heroic and selfless contributions and sacrifices of these men and women in the Military because they are the foundation in maintaining the freedoms and way of life for all Americans; and

*W*HEREAS, the Town Board of the Town of Southeast recognizes the men and women of the Military who reside in the Town of Southeast, those who made ultimate sacrifice and those who served in the Armed Forces and who are the recipient of the *Purple Heart* medal. We honor them and commend them for their acts of bravery; and

*N*OW, THEREFORE, BE IT

*R*ESOLVED, by the order of the Town Board of the Town of Southeast, who hereby proclaims the Town of Southeast as a "*Purple Heart Town*" and recognizes the dedication and sacrifices of all men and women in the United States Military who valiantly serve to protect the freedoms enjoyed by all Americans! God Bless our Armed Forces and God Bless the United States of America!

NICK DURANTE
SUPERVISOR

ERIC CYPRUS
ERIC LARCA

SOUTHEAST TOWN BOARD

WENDY LEWIS
ALEX MAZZOTTA

**Town of Southeast
Planning Board**

One Main Street
Brewster, NY 10509

August 11, 2025

Hon. Nick Durante, Supervisor
Town of Southeast
1360 Route 22
Brewster, NY 10509

Re: A Local Law to Amend Chapter 138 regarding Solar Energy Systems

Dear Supervisor Durante:

The Town of Southeast Planning Board (Planning Board), pursuant to §138-93 of the Code of Southeast, would like to recommend amendments to the Town Code regarding Solar Energy Systems. The proposed local law is intended to ensure that solar energy systems are properly located and regulated. The proposed local law defines three tiers of solar energy systems based on size and mounting location:

- **Tier 1 Solar Energy Systems** include roof-mounted solar energy systems and building-integrated solar energy systems. These systems would generally be “as-of-right” subject to the design standards included in the proposed local law and issuance of a building permit. Deviations from the design standards would require approval from the Architectural Review Board.
- **Tier 2 Solar Energy Systems** are ground-mounted solar energy systems with a nameplate capacity of up to 1 MW AC and which generate no more than 110% of the electricity consumed on the site over the previous 12 months. These systems would be allowed subject to Site Plan Approval from the Planning Board and would generally be located in parking lots and accessory to commercial uses.
- **Tier 3 Solar Energy Systems** are solar energy systems which are not included under Tier 1 or Tier 2 Solar Energy Systems and would not be permitted. These are generally the utility-scale systems located within greenfields. Existing systems would be “grandfathered.”

The Planning Board finds that solar energy is an abundant and nonpolluting energy resource that reduces dependence on the electrical power grid, reduces impacts to residential and commercial property resulting from power interruptions, and reduces the Town's energy load. The use of solar energy to provide electrical power for the needs of the Town's residents and businesses is consistent with the Town of Southeast's commitment to promoting long-term sustainability. The Draft Local Law is attached for your consideration. The Planning Board greatly appreciates your consideration in these matters.

Sincerely,



Thomas LaPerch, Chair
Town of Southeast Planning Board

CC: Town Board
Town Clerk
Town Attorney
Zoning Board of Appeals

Town of Southeast, Putnam County, NY

Local Law No. __ of 2025

A LOCAL LAW entitled: “A Local Law to Amend Chapter 138 of the Town Code, ‘Zoning,’ to regulate Solar Energy Systems.”

Be it enacted by the Town Board of the Town of Southeast, Putnam County, New York, as follows:

SECTION 1. AUTHORITY

This solar energy systems local law is adopted pursuant to the provision of § 10 of the Municipal Home Rule Law and §§ 261 and 263 of the Town Law of the State of New York, which authorize the Town of Southeast to adopt zoning provisions that advance and protect the health, safety, and welfare of the community, and to make provision for, so far as conditions may permit, the accommodation of solar energy systems and equipment and access to sunlight necessary therefor.

SECTION 2. LEGISLATIVE INTENT AND STATEMENT OF PURPOSE

The Town of Southeast is concerned with land use in the Town relating to the development of solar energy systems. The Town seeks to ensure that uses of solar energy systems are properly located and regulated to minimize adverse impacts such uses could have on neighboring users and the greater community, as well as the general health, safety and welfare of the public. The Town finds that solar energy is an abundant and nonpolluting energy resource that reduces dependence on the electrical power grid, reduces impacts to residential and commercial property resulting from power interruptions, and reduces the Town's energy load. The use of solar energy to provide electrical power for the needs of the Town's residents and businesses is consistent with the Town of Southeast's commitment to promoting long-term sustainability.

As such, the Town seeks to update the Zoning Code to establish regulations relating to the development, installation and use of solar energy systems. This section is adopted to advance and protect the public health, safety, and welfare of the Town of Southeast, including: (1) Taking advantage of a safe, abundant, renewable and non-polluting energy resource; (2) Decreasing the cost of electricity to the owners of residential and commercial properties; (3) Mitigating the impacts of solar energy systems on environmental resources; and (4) Increasing resilience of the energy grid during storm events and times of peak energy demand.

SECTION 3. CHAPTER 138, ARTICLE I, DEFINITIONS

Section 138-4, “Definitions” is hereby amended, in part, to add the following definitions:

BUILDING-INTEGRATED SOLAR ENERGY SYSTEM: A combination of Solar Panels and Solar Energy Equipment integrated into any building envelope system such as vertical facades, semitransparent skylight systems, roofing materials, or shading over windows, which produce electricity for onsite consumption.

GLARE: The effect by reflections of light with intensity sufficient as determined in a commercially reasonable manner to cause annoyance, discomfort, or loss in visual performance and visibility in any material respects.

GROUND-MOUNTED SOLAR ENERGY SYSTEM: A Solar Energy System which is secured to the ground via a pole, ballast system, or other mounting system; is detached from any other structure; and which generates electricity for onsite or offsite consumption.

NAMEPLATE CAPACITY: A solar energy system's maximum electric power output under optimal operating conditions. Nameplate Capacity may be expressed in terms of Alternating Current (AC) or Direct Current (DC).

ROOF-MOUNTED SOLAR ENERGY SYSTEM: A Solar Energy System located on the roof of any legally permitted building or structure that produces electricity for onsite or offsite consumption.

SOLAR ACCESS: Space open to the sun and clear of overhangs or shade so as to permit the use of active and/or passive Solar Energy Systems on individual properties.

SOLAR ENERGY EQUIPMENT: Electrical material, hardware, inverters, conduit, energy storage devices, or other electrical and photovoltaic equipment associated with the production and storage of electricity.

SOLAR ENERGY SYSTEM: The components and subsystems required to convert solar energy into electric energy suitable for use. The term includes, but is not limited to, Solar Panels and Solar Energy Equipment. A Solar Energy System is classified as a Tier 1, Tier 2, or Tier 3 Solar Energy System, as follows.

A. Tier 1 Solar Energy Systems include the following:

1. Roof-Mounted Solar Energy Systems.
2. Building-Integrated Solar Energy Systems.

B. Tier 2 Solar Energy Systems include the following:

1. Ground-Mounted Solar Energy Systems with a Nameplate Capacity of up to 1 MW AC and which generate no more than 110% of the electricity consumed on the site over the previous 12 months.

C. Tier 3 Solar Energy Systems are Solar Energy Systems which are not included under Tier 1 or Tier 2 Solar Energy Systems.

SOLAR PANEL: A photovoltaic device capable of collecting and converting solar energy into electricity.

SECTION 4. CHAPTER 138, ARTICLE III, PROVISIONS APPLICABLE TO ALL DISTRICTS

Section 138-13, "Prohibited Uses," is hereby amended in part, to add the following section:

J. Tier 3 Solar Energy Systems.

SECTION 5. CHAPTER 138, ATTACHMENT 3, TABLE OF GENERAL USE REQUIREMENTS RESIDENTIAL ZONING DISTRICTS

Chapter 138, Attachment 3, Table of General Use Requirements Residential Zoning Districts, Column C, "Conditional Uses by Planning Board," for the R-80 District, is hereby amended to add:

6. Tier 2 Solar Energy Systems, in accordance with § 138-35, Standards for Solar Energy Systems.

Chapter 138, Attachment 3, Table of General Use Requirements Residential Zoning Districts, Column E, "Accessory Uses Permitted by Right," for the R-80 District, is hereby amended to add:

16. Tier 1 Solar Energy Systems, in accordance with § 138-35, Standards for Solar Energy Systems.

SECTION 6. CHAPTER 138, ATTACHMENT 5, COMMERCIAL ZONING SCHEDULE

Chapter 138, Attachment 5, Commercial Zoning Schedule, third column, "Permitted Accessory Uses", is hereby amended to add to all Zoning Districts:

Tier 1 and Tier 2 Solar Energy Systems, in accordance with § 138-35, Standards for Solar Energy Systems

SECTION 7. CHAPTER 138, ARTICLE VII

Article VII of the Zoning Code is hereby amended from "Battery Energy Storage Systems" to "Energy Systems" and the following is added to Section 138-35:

Solar Energy Systems shall be subject to the following requirements:

A. General Requirements.

- (1) A building permit shall be required for installation of all Solar Energy Systems.
- (2) Properties designated as a Historic Site, Historic District, or Scenic and Historic Route shall be referred to the Historic Sites Commission for a Certificate of Appropriateness in accordance with Chapter 83 of the Town Code prior to the issuance of a building permit.
- (3) Town approval authorities are encouraged to take into consideration the availability of unobstructed sunlight on sites adjacent to Solar Energy Systems so as to protect access to sufficient sunlight to remain functional over time.

- (4) All Solar Energy Systems shall be designed, erected, and installed in accordance with all applicable codes, regulations, and industry standards as referenced in the NYS Uniform Fire Prevention and Building Code, the NYS Energy Conservation Code, and the Town of Southeast Code.
- (5) Solar Energy Systems shall be maintained in good working order and in accordance with industry standards.

B. Tier 1 Solar Energy Systems. All Tier 1 Solar Energy Systems shall be permitted in all zoning districts as an accessory use, and shall be exempt from site plan review, subject to the following requirements:

- (1) Dimensions. All Tier 1 Solar Energy Systems shall be subject to the dimensional requirements of the underlying zoning district.
- (2) Glare. All Solar Panels shall have anti-reflective coating(s).
- (3) Roof-Mounted Solar Energy Systems shall incorporate the following design requirements. Exceptions may be approved by the Town of Southeast Architecture Review Board:
 - (a) Solar Panels on pitched roofs shall be mounted with a maximum distance of 8 inches between the roof surface the highest edge of the system.
 - (b) Solar Panels on pitched roofs shall be installed parallel to the roof surface on which they are mounted or attached.
 - (c) Solar Panels on pitched roofs shall not extend higher than the highest point of the roof surface on which they are mounted or attached.
 - (d) Solar Panels on flat roofs shall not extend above the top of the surrounding parapet, or more than 24 inches above the flat surface of the roof, whichever is higher.
 - (e) If solar exposure options exist, Solar Panels should not be placed on the front street facing portion of the roof.
 - (f) Solar Panel groups shall be arranged or oriented in the same direction.
 - (g) The colors of Solar Panels and frames should not contrast and should reasonably match the color of the roof.
 - (h) Except for the Solar Panels, all associated equipment including but not limited to controls, energy storage devices, heat pumps, or other hardware necessary to convert solar radiation into electricity, shall be screened from view.
- (4) Building-Integrated Solar Energy Systems shall comply with the following requirements:
 - (a) Building-Integrated Solar Energy Systems shall be shown on the plans submitted for the building permit application for the building containing the system.
 - (b) All equipment associated with Building-Integrated Solar Energy Systems, including but not limited to controls, energy storage devices,

heat pumps, or other hardware or equipment, shall be located within the principal or accessory structure it serves.

C. Tier 2 Solar Energy Systems. All Tier 2 Solar Energy Systems shall be subject to site plan approval and shall adhere to the following standards and requirements:

(1) Setbacks.

(a) In commercial zoning districts, Tier 2 Solar Energy Systems shall be subject to the minimum yard regulations specified for the underlying zoning district. Ground-Mounted Solar Energy Systems are not permitted within the required minimum setbacks from residential zoning districts or environmental conservation buffers.

(b) In residential zoning districts, Tier 2 Solar Energy Systems shall be subject to the minimum setback regulations for accessory structures specified for the underlying zoning district.

(2) Height. Tier 2 Solar Energy Systems shall be subject to the height limitations specified for structures within the underlying zoning district.

(3) Lot coverage and open space. Tier 2 Solar Energy Systems shall be subject to the lot coverage and open space requirements of the underlying zoning district.

(4) Glare. All Solar Panels shall have anti-reflective coating(s).

(5) Screening and Visibility.

(a) All Tier 2 Solar Energy Systems shall incorporate screening such as landscaping, berms, and architectural features to minimize views from adjacent properties to the extent reasonably practicable.

(b) Solar Energy Equipment shall be located in a manner to reasonably avoid and/or minimize blockage of views from surrounding properties and shading of property to the north, while still providing adequate Solar Access.

(6) Environmental Resources.

(a) To the extent feasible, Tier 2 Solar Energy Systems should be located within existing areas of impervious surface, such as parking lots.

(b) Tree-cutting. Removal of existing trees larger than 6 inches in diameter at breast height should be minimized to the extent possible.

(c) To the extent practicable, Tier 2 Solar Energy System owners shall utilize and maintain native perennial vegetation to provide foraging habitat for pollinators in all appropriate areas within the facility area.

SECTION 8. APPLICABILITY

A. The requirements of this Local Law shall apply to all Solar Energy Systems permitted, installed, or modified in the Town of Southeast after the effective date of this Local Law, excluding general maintenance and repair.

B. Solar Energy Systems constructed or installed prior to the effective date of this Local Law shall not be required to meet the requirements of this Local Law.

C. Modifications to an existing Solar Energy System that increase the Solar Energy System area by more than 5 percent of the original area of the Solar Energy System shall be subject to this Local Law.

SECTION 9. FEES

The fees for solar energy systems applications shall be established from time to time by resolution of the Town Board.

SECTION 10. ENFORCEMENT

Any violation of this Solar Energy Systems Law shall be subject to the same enforcement requirements, including penalties for offenses, as provided for in the Zoning Code.

SECTION 11. VALIDITY

The invalidity of any word, section, clause, paragraph, sentence, part, provision of this Local Law shall not affect the validity of any other part of this Local Law that shall be given effect without such invalid part or parts.

SECTION 12. EFFECTIVE DATE

This Local Law shall take effect immediately upon filing with the Secretary of State.

**Town of Southeast
Planning Board**

One Main Street
Brewster, NY 10509

August 11, 2025

Hon. Nick Durante, Supervisor
Town of Southeast
1360 Route 22
Brewster, NY 10509

Re: A Local Law to Amend Chapters 108 and 138 for the regulation of Rentals and Senior Housing

Dear Supervisor Durante:

The Town of Southeast Planning Board (Planning Board), pursuant to §138-93 of the Code of Southeast, would like to recommend amendments to the Town Code regarding the regulation of rental units and senior housing. The Planning Board recognizes the necessity to regulate rentals, including short-term rentals, to allow property owners versatility while also protecting public, safety, and welfare by ensuring that rental properties are well maintained, not overcrowded, and not producing excess noise. The proposed changes would ensure consistency between Chapters 108 and 138 of the Town Code, and would provide for greater oversight of short term rental units.

In addition, the Town of Southeast recognizes the need for senior housing. The proposed changes would correct some inconsistencies in the current regulations, and ensure that new senior housing includes essential amenities.

Sincerely,



Thomas LaPerch, Chair
Town of Southeast Planning Board

CC: Town Board
Town Clerk
Town Attorney
Zoning Board of Appeals

Town of Southeast, Putnam County, NY

Local Law No. __ of 2025

A LOCAL LAW entitled: “A Local Law to Amend Chapters 108 and 138 for the regulation of Rentals and Senior Housing.”

Be it enacted by the Town Board of the Town of Southeast, Putnam County, New York, as follows:

SECTION 1. LEGISLATIVE INTENT

The Town of Southeast recognizes the necessity to regulate rentals, including short-term rentals, to allow property owners versatility while also protecting public, safety, and welfare by ensuring that rental properties are well maintained, not overcrowded, and not producing excess noise. In addition, the Town of Southeast recognizes the need for senior housing and seeks to update the regulations for consistency and to ensure that new senior housing includes essential amenities.

SECTION 2. CHAPTER 108, RENTAL HOUSING, REGISTRATION OF

Chapter 108, Rental Housing, Registration of, is hereby replaced in its entirety with the following:

§ 108-1 Purpose.

The Town Board of the Town of Southeast recognizes the need for a rental occupancy permit to address substandard rental conditions and enacts regulations to help maintain the health, safety, and welfare of the community by regulating and controlling the use, occupancy, oversight, and maintenance of rental units. This chapter shall ensure that rental units meet the regulations in the New York State Uniform Fire Prevention and Building Code, Multiple Residence Law, Town of Southeast Housing and Zoning Codes, Building Rehabilitation Code, Electrical Code, Fire Prevention Code, Plumbing Code and other codes and ordinances of the Town. It also aims to address overcrowding, parking, noise, and property maintenance issues associated with different types of rental units including single-family dwellings, a rented room, short-term rentals, and accessory dwelling units.

§ 108-2 Applicability.

This chapter shall apply to all rental dwelling units located within the Town of Southeast. The provisions of this chapter shall be deemed to supplement applicable state and local laws, ordinances, codes and regulations. Nothing in this chapter shall be deemed to abolish, impair, supersede or replace existing remedies of the Town, county or state or existing requirements of any other provision of local laws or ordinances of the Town or county or state laws and regulations. In case of conflict between any provision of this chapter and any applicable state or local law, ordinance, code or regulation, the more-restrictive or -stringent provision or requirement shall prevail. The issuance of any permit or the filing of any form under this chapter does not make legal any action or state of facts that is otherwise illegal under any other applicable legislation.

§ 108-3 Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

BEDROOM

A room in a dwelling unit specifically furnished for sleeping. The room must have at least one operable egress window and must be separated from other rooms by a door. Egress from a bedroom shall not pass through another bedroom.

CODE ENFORCEMENT OFFICER

The Building Inspector, Assistant Building Inspector, Zoning Enforcement Officer, Sheriff, or Fire Inspector of the Town of Southeast.

DWELLING UNIT

A building or entirely self-contained portion thereof containing complete housekeeping facilities, including not more than one kitchen, for occupancy by only one family, including any domestic servants living and employed on the premises, having no enclosed space (other than vestibules, entrances or other hallways or porches) or cooking or sanitary facilities in common with any other dwelling unit.

FAMILY

The following shall constitute a family:

1. Any number of persons occupying a dwelling unit, provided that all are related by blood, marriage or legal adoption and provided that they live and cook together as a single housekeeping unit; or
2. Any number of persons not exceeding five occupying a dwelling unit and living and cooking together as a single housekeeping unit, where not all are related by blood, marriage or legal adoption.

OWNER

The owner or any other person having the right to possession of a dwelling unit.

RENT

A return, in money, property or other valuable consideration (including payment in-kind or for services or other thing of value), for use and occupancy or the right to use and occupancy of a dwelling unit or portion thereof, whether or not a legal relationship of landlord and tenant exists between the owner and the occupant or occupants thereof.

RENTAL UNIT

A dwelling unit, or portion thereof, established, occupied, used or maintained for rental occupancy.

RENTAL OCCUPANCY

The occupancy or use of a rental unit by one or more persons as a home or residence, under an arrangement whereby the occupant or occupants thereof pay rent for such occupancy and use.

SHORT-TERM RENTAL

A dwelling unit, or portion thereof, within any single-family or two-family residential dwelling, which is rented to individuals or families who occupy the overnight accommodations for compensation for a period of less than 30 days. Occupancy is limited to no more than five persons per dwelling unit, or a number determined by the Planning Board based on the number of sleeping rooms and the septic system, whichever is less. Any dwelling which is rented or leased for a period of thirty days or more to individuals or families who then allow others to occupy the dwelling for periods of less than thirty days shall be considered a short-term rental unit and will require a permit for this use. Hotels, bed and breakfasts, and country inns as defined in this chapter are excluded from this definition.

SLEEPING ROOM

An interior room other than a bedroom having at least one operable egress window and furnishings that may serve to afford sleep to a person or persons, however, sleep shall not be the primary function of the room. Examples include a living room, family room, den or great room furnished with a futon or convertible couch.

§ 108-4 Rental Occupancy Permits

- A. It shall be a violation of this chapter for any person or entity who owns a dwelling unit in the Town of Southeast to establish, use, operate, allow, or rent the occupancy and use of a rental unit by someone other than the owner, or spouse, parent, or child of the owner, without first having obtained an approved and valid rental occupancy permit. An owner shall obtain a revocable rental occupancy permit, per the regulations in this chapter, prior to a rental unit being established.
- B. Application for a rental occupancy permit shall be submitted to the Building Department on the form provided. Applications shall contain the following information:
- (1) The name, address, and telephone number of the owner and the managing agent of the rental unit. An owner or managing agent must be available to respond within 60 minutes to or investigate complaints during the entire time the rental property is being rented;
 - (2) If there are renters currently occupying the premises;
 - (3) The street address and Tax Map designation of the premises intended for rental occupancy;
 - (4) A description of each rental unit including the following:
 - (a) The overall structure of the rental, including the number of units intended for rental, and how the property would be managed;
 - (b) The configuration of each rental unit, with dimensions and use of each room, as well as the number of proposed beds and occupants in each room;
 - (c) A survey or site plan of the property drawn to scale that includes all physical structures, the number and location of parking facilities, and, if not served by a public sewer, the location of the septic system and leach field. An aerial photograph of the property with annotations covering the required information is sufficient if no physical alterations are proposed;

- (d) In the case of a condominium unit, the application shall be accompanied by a scaled drawing or floor plan of the condominium unit in lieu of a survey or site plan.
 - (e) The applicant shall specifically state whether or not the proposed rental unit would be for short-term rental use.
- (5) A copy of the certificate of occupancy.
- (6) If the property is served by a private septic system, a septic inspection report dated less than two years prior to the application date that includes the size of the tank(s) and leach or absorption field or area, and the location and condition of all septic system components. The report must state that the septic system was adequately functioning at the time of inspection. The septic system must be in compliance with the regulations of the NYS Department of Health, Appendix 75-A of Part 75 of Title 10 of the New York Code of Rules and Regulations, as amended, and regulations and/or standards applicable to aerobic septic systems. The maximum occupancy of the rental unit shall be limited by the number of bedrooms allowed for the size of the septic tank and leach or absorption area. A system failure will require a new passing inspection report.
- (7) Completion of a signed and notarized affidavit by the property owner(s) or manager certifying the following:
- (a) There shall be one functioning smoke detector in each bedroom and at least one functioning smoke detector in at least one other room, one functioning fire extinguisher in the kitchen and in each room with an open flame source, and at least one carbon monoxide detector.
 - (b) Exterior doors shall be operational and all passageways to exterior doors shall be clear and unobstructed.
 - (c) Electrical systems shall be serviceable with no visual defects or unsafe conditions.
 - (d) All fireplaces, fireplace inserts or other fuel burning heaters and furnaces shall be vented and properly installed, and flues cleaned within 12 months of application for permit.
 - (e) Each bedroom shall be in compliance with the New York State Building Code, which includes the presence of a window for egress.
 - (f) Affidavit certifications shall be valid during the term of the rental permit. If relevant circumstances on the property change or for any reason the certification is or becomes inaccurate, a new Affidavit certification shall be submitted.
- (8) Parking spaces required by the rental occupancy permit must be maintained throughout the life of the rental.
- (7) The maximum occupancy shall be determined by the Building Department or Planning Board and be determined by the number of bedrooms, sleeping rooms, and the septic system, as applicable.
- (8) Rentals must adhere to property maintenance regulations in Chapter 105 of the Town Code and noise regulations in Chapter 96 of the Town Code.

- (10) A plan must be presented for the storage location and disposal of trash.
 - (11) If the property is an accessory apartment or short-term rental, a copy of the Planning Board Conditional Use Permit.
- C. Renewal of rental occupancy permits is required for all rental units every two years. No permit shall be issued or re-issued unless and until:
- (1) The property complies with the Town of Southeast Zoning Code, specifically including the terms of this chapter, the New York State Building Code and any other municipal code which may be applicable to the property and its use as a rental unit;
 - (2) The Code Enforcement Officer receives the septic system inspection report required in this subsection, if applicable;
 - (3) The unit is inspected by the Code Enforcement Officer for compliance with the New York State Building and Fire Codes;
 - (4) Any complaints have been resolved in a sufficient matter; and
 - (5) Payment of the permit fee.
- D. A rental occupancy permit is not transferable. In the event of a change of ownership of a rental property, the new owner shall be required to apply for a new permit to maintain the rental unit.
- E. Violation of any provisions of a rental occupancy permit, conditional use permit, or zoning regulations may result in the revocation of the rental occupancy permit and the owner shall be subject to penalties.

§ 108-5 Review of Application.

- A. The Code Enforcement Officer shall review each application for completeness and accuracy and shall make an on-site inspection of the proposed rental dwelling unit or units. The Code Enforcement Officer shall issue the permit(s) if satisfied that the proposed rental dwelling unit(s) and premises on which the same are located are fully compliant with all applicable state and local laws, ordinances, rules and regulations, and that such rental dwelling unit(s) would not create an unsafe or dangerous condition, or nuisance to an adjoining property.
- B. In issuing a rental occupancy permit, the Code Enforcement Officer may impose reasonable conditions and restrictions directly related to the rental use of the property, so long as such conditions and restrictions are consistent with the requirements of the Town of Southeast, including this Section, and are imposed for the purpose of minimizing potential adverse effects the rental unit could have on the neighborhood or community.
- C. Rental units that require a conditional use permit from the Planning Board are not exempt from a rental occupancy permit, and must still submit an application and associated materials to the Code Enforcement Officer. The Code Enforcement Officer may provide a report and recommendation to the Planning Board. Once the conditional use permit is approved, a rental occupancy permit may also be issued.
- D. The Code Enforcement Officer may deny an application for any of the following reasons:

- (1) If the application is incomplete and does not contain either the information required by this Section or the required permit fee.
- (2) If the Code Enforcement Officer previously issued a rental occupancy permit to any of the owners of the property, and any of such owners had the rental occupancy permit revoked within the previous two years.
- (3) If the affidavit from the owners, or inspection conducted by the Code Enforcement Officer, evidences that the subject property is not in compliance with this Section or the Town of Southeast Zoning Code.
- (4) If the site plan required to be submitted with the application does not comply with the requirements of this Section.
- (5) If a private septic inspection report is required to be submitted with the application and such report does not comply with the requirements of this Section.
- (6) If access is not granted to the property for purposes of an inspection.

§ 108-6 Fees.

- A. A nonrefundable permit application fee shall be paid, upon filing an application, for a rental occupancy permit, in accordance with the Town of Southeast Fee Schedule in effect at the time of the application.
- B. The fee required by this section shall be waived for any applicant which demonstrates that it is a not-for-profit housing development corporation organized under the laws of the State of New York and that it is providing housing for senior citizens or other designated special populations subject to income guidelines established by either federal or state regulation.
- C. Where a conditional use permit fee has been paid, the rental occupancy permit application fee is included, and an additional fee will be charged if the applicant is required to submit a rental occupancy renewal permit and the associated fee.

§ 108-7 Permit Issuance.

Rental occupancy permits issued pursuant to this Section shall state the following:

- A. The names, addresses and phone numbers of every person or entity that has an ownership interest in the rental property and the primary contact person who shall be available to respond within 60 minutes to or investigate complaints during the entire time (24 hours per day) the property is being rented;
- B. The maximum occupancy and vehicle limits for the rental unit;
- C. Identification of the number and location of parking spaces provided;
- D. A statement that littering is illegal;
- E. A statement that all fires must be attended and that any outdoor fire located within the limits of the Town of Southeast must be extinguished no later than 9:30 p.m.
- F. A statement that renters must comply with and be provided with a copy of the Noise Ordinances of the Town of Southeast, which set strict limits on noise levels between 8:00

p.m. and 7:00 a.m., which Ordinances will be enforced by the Enforcement Officer, Putnam County Sheriff's Department, New York State Police, or any law enforcement agency properly exercising jurisdiction over the rental property or incident;

- G. A statement that Local Law prohibits private displays of fireworks;
- H. Any conditions imposed by the Code Enforcement Officer;
- I. The permit expiration date; and
- J. A statement that the rental occupancy permit may be revoked for violations.

§ 108-8 Term of Permit.

All permits issued pursuant to this chapter shall be valid for a period of two years from the date of issuance.

§ 108-9 Register of Permits.

It shall be the duty of the Building Department to maintain a register of permits issued pursuant to this chapter. Such register shall be kept by Tax Map number, license number, receipt number, street address, showing the name and address of the permittee, the number of rental units at such street address, the number of rooms in each such rental unit, and the date of expiration of permit for such unit.

§ 108-10 Inspections.

The Code Enforcement Officer is authorized to make, or cause to be made, inspections to determine the condition of rental dwelling units to safeguard the health, safety and welfare of the public. The Code Enforcement Officer is authorized to enter, upon consent of the owner if the unit is unoccupied, or upon consent of the occupant if the unit is occupied, any rental dwelling unit and the premises in which the same is located, at any reasonable time during daylight hours, or at such other time as may be necessary in an emergency, without consent of the owner, agent and/or tenant, for the purpose of performing his duties under this chapter.

§ 108-11 Search Warrants.

The Code Enforcement Officer of the Town of Southeast is authorized to make application to any court of competent jurisdiction for the issuance of a search warrant in order to conduct an inspection of any premises covered by this chapter where the owner refuses or fails, after due notice by certified mail, to allow an inspection of its rental premises and where there is reasonable cause to believe that a violation of this chapter occurred. The application for a search warrant shall in all respects comply with the applicable laws of the State of New York.

§ 108-12 Revocation.

- A. The Code Enforcement Officer shall revoke a rental occupancy permit where he or she finds that the permit holder has caused, permitted, suffered or allowed violations to exist and remain upon the premises for which such permit has been issued for a period of 14

business days or more after written notice has been given to the permit holder or the managing agent of such rental dwelling unit a violation of the Multiple Residence Law, New York State Uniform Fire Prevention and Building Code or a violation of this chapter or other chapter of the Town Code. Revocation of a permit under this subsection cannot be done by a devisee or assistant of the Code Enforcement Officer.

- B. An appeal from such revocation may be taken by the permit holder to the Town Board, by written request, made within 30 days from the date of such revocation. The Town Board shall hold a public hearing on such appeal within 30 days after receipt of written notice of such appeal, and after such hearing shall make written findings, a conclusion and a decision either sustaining such permit revocation or reinstating such permit within 30 days after the close of such public hearing. Unless the Town Board directs otherwise in circumstances constituting serious threats to health and safety, the filing of an appeal shall stay the effectiveness of a permit revocation until the Town Board has considered and ruled upon the issue.

§ 108-13 Penalties for offenses.

- A. Any person, association, firm or corporation which violates any provision of this chapter or assists in the violation of any provision of this chapter shall be guilty of a violation, punishable:
- (1) By a fine of not less than \$250 and not exceeding \$1,000 or by imprisonment for a period not to exceed 15 days, or both, for conviction of a first offense.
 - (2) By a fine of not less than \$1,000 nor more than \$3,000 or by imprisonment for a period not to exceed 15 days, or both, for conviction of the second of two offenses, both of which were committed within a period of five years.
 - (3) By a fine of not less than \$2,000 nor more than \$5,000 or by imprisonment for a period not to exceed 15 days, or both, for conviction of the third or subsequent offenses of a series of offenses, all of which were committed within a period of five years.
- B. Each week's continued violation shall constitute a separate additional violation.

§ 108-14 Administration.

This chapter shall be enforced by the Code Enforcement Officer as defined by this chapter.

§ 108-15 Implementation.

This chapter shall be effective on, or upon filing with the Secretary of State, whichever is later.

SECTION 3. CHAPTER 138, CHAPTER 138, ATTACHMENT 3, COMMERCIAL ZONING SCHEDULE

Chapter 138, Attachment 5, Table of General Use Requirements, Residential Zoning Districts, is hereby amended by amending Column C, "Conditional Uses by Planning Board" to add "Short-Term Rental" to each row.

SECTION 4. CHAPTER 138, ARTICLE I, GENERAL PROVISIONS; DEFINITIONS

§ 138-4, "Definitions" is hereby amended by amending and adding the following definitions:

BED-AND-BREAKFAST

~~A lodging facility with fewer than 10 guest rooms. A dining room and kitchen may be provided for serving guests of the facility. No public dining or a public bar is permitted within a bed-and-breakfast. An owner-occupied residence, used for providing overnight accommodations and a meal to transient lodgers, and containing at least three but not more than ten bedrooms for such lodgers. Rooms shall not be rented to guests for longer than two weeks, and food and drink are to be provided only to guests. A bed-and-breakfast does not qualify as a home occupation use.~~

BOARDINGHOUSE

~~A building or portion thereof, other than a hotel, where lodging and meals are provided to three or more persons individually or as families, for compensation.~~

FAMILY

~~A person or a group of related persons, plus guests and domestic servants thereof, or a group of not more than six persons who need not be so related, who are living as a single housekeeping unit, maintaining a common household, using rooms and housekeeping facilities in common and having such meals as they eat at home prepared and eaten together. A roomer or boarder to whom rooms are let and/or board as furnished as permitted by this chapter shall not be considered a member of a family for the purpose of this definition.~~

The following shall constitute a family:

1. Any number of persons occupying a dwelling unit, provided that all are related by blood, marriage or legal adoption and provided that they live and cook together as a single housekeeping unit; or
2. Any number of persons not exceeding five occupying a dwelling unit and living and cooking together as a single housekeeping unit, where not all are related by blood, marriage or legal adoption.

HOTEL

~~A commercial building or any part thereof designed and used for temporary occupancy by transient guests which provides sleeping accommodations for compensation, but does not allow cooking in rooms. These facilities may provide rooms for public assembly and may include the serving of food. The term "hotel" includes, but is not limited to "motel," "auto court," "motor hotel," "motor court," "motor lodge," "tourist court," "tourist cabins," or "roadside hotel." (See also "conference center.") which contains sleeping accommodations for transient occupancy by the public for compensation and has a common exterior entrance or entrances. For the purposes of this definition, transient occupancy is limited to no more than 30 days, hourly rate lodging is not permitted, and there must be a minimum of 5 lodging units. A hotel may include additional ancillary services such as restaurants, meeting rooms, recreational facilities, and laundry services.~~

SHORT-TERM RENTAL

A dwelling unit, or portion thereof, within any single-family or two-family residential dwelling, which is rented to individuals or families who occupy the overnight accommodations for compensation for a period of less than 30 days. Occupancy is limited to no more than five persons per dwelling unit, or a number determined by the Planning Board based on the number of sleeping rooms and the septic system, whichever is less. Any dwelling which is rented or leased for a period of thirty days or more to individuals or families who then allow others to occupy the dwelling for periods of less than thirty days shall be considered a short-term rental unit and will require a permit for this use. Hotels, bed and breakfasts, and country inns as defined in this chapter are excluded from this definition.

SECTION 5. CHAPTER 138, ARTICLE III, PROVISIONS APPLICABLE TO ALL DISTRICTS

Article III is hereby amended by adding the following:

§ 138-15.2 Short-Term Rentals.

Short-Term Rentals are permitted pursuant to a Conditional Use Permit in any legal dwelling unit.

SECTION 6. CHAPTER 138, ARTICLE X, SPECIAL PERMIT AND CONDITIONAL USES

Article X, "Special Permit and Conditional Uses" is hereby amended by adding the following:

§ 138-56.4 Short-Term Rentals.

Short term rentals are subject to the following supplementary regulations:

- A. Rental occupancy permit required.
 - (1) No property may be used as a short-term rental without a rental occupancy permit.
 - (2) A rental occupancy permit for a short-term rental shall be valid for two years from the date of issue and must be renewed upon expiration for the duration of the short-term rental.
- B. In granting a conditional use permit for a Short-Term Rental, the Planning Board may impose reasonable conditions consistent with preserving the character of the neighborhood, public health, safety, and general welfare of the community. Among the limitations which may be imposed are:
 - (1) No fewer than one off-street parking spaces per bedroom suitable for year-round use shall be provided on the lot. No new driveway access to the street shall be permitted. The Board may require the creation of additional parking spaces, if deemed necessary, and the installation of screening and/or planting to buffer parking areas from the street or from adjoining residences.
 - (2) The maximum occupancy shall be determined by the Planning Board based on the number of bedrooms and approved sanitary wastewater system capacity.

- (3) Short-term rental properties may not be used for special events such as weddings, parties, film production, concerts, or similar activities that may generate traffic, generate noise, or be in conflict with the residential character of the neighborhood.
- (4) Short-term rentals must adhere to property maintenance regulations in Chapter 105 of the Town Code.
- (5) Short-term rentals must adhere to the rental occupancy permit regulations in Chapter 108 of the Town Code.
- (6) Short-term rentals must adhere to noise regulations in Chapter 96 of the Town Code which regulates noise during the day (7 AM - 8 PM) and night (8 PM to 7 AM). Noise violations shall be grounds for revocation or denial of a Conditional Use Permit.
- (7) A plan must be presented for the storage location and disposal of trash.
- (8) A short-term rental shall be subject to inspection by the Building Inspector, Fire Code Inspector and/or Code Enforcement Officer at any time. A finding of noncompliance with any condition or term of the permit shall result in the issuance of an order to remedy. The permit shall be revoked if the noncompliance is not corrected within the time period set forth in the order to remedy.
- (9) A copy of the original conditional use permit and of each renewal permit, signed by the owner of the property, shall be filed by the applicant with the Town Clerk within 30 days of approval of the permit.
- (10) Applicants for permits for short-term rental properties shall be responsible for payment of fees and late charges as set by the Town Board from time to time in the Town of Southeast Fee Schedule.

SECTION 7. CHAPTER 138, ARTICLE X, SPECIAL PERMIT AND CONDITIONAL USES

Section 138-63.2, "Senior Housing" is hereby replaced with the following:

Senior housing may be permitted subject to the following requirements:

- A. Such property shall be serviced by a central sewage treatment plant and a central water supply system.
- B. Senior housing units may consist of multiple-dwelling units, single-family detached, or single-family attached dwelling units situated on a single lot or in a subdivision. No individual dwelling unit shall contain more than three bedrooms.
- C. Community facilities, such as fitness centers, walking trails, and community rooms, shall be provided which support and enhance the complex.
- D. Multiple-dwelling buildings with two or more stories shall be serviced with an elevator.

- E. Such property shall be serviced with an emergency generator that can support the refrigeration of medications and the running of medical devices. Such generator may be used to service a common area and is not required to be exclusive to an individual unit.

SECTION 8. VALIDITY

The invalidity of any word, section, clause, paragraph, sentence, part, provision of this Local Law shall not affect the validity of any other part of this Local Law that shall be given effect without such invalid part or parts.

SECTION 9. EFFECTIVE DATE

This Local Law shall take effect immediately upon filing with the Secretary of State.

MEMORANDUM

To : Nick Durante, Supervisor

From : James J. Hahn, P.E.
Town Consulting Engineer

Dated : July 25, 2025

Subject : Maple Road Improvements

As requested by the Town of Southeast, we have reviewed the previously proposed drainage and roadway improvements for the approximately 0.5-mile gravel road section of Maple Road from Enoch Crosby Road and northward. Additionally, we have met with Matthew Giannetta from NYCDEP to review the City's requirements and we have met with you and the Town Highway Superintendent, Michael Burdick, to discuss the Town's concerns and possible alternatives to improve this road. We have also obtained historic topography from Nathan L. Jacobson & Associates which was needed to design the improvements.

It is our understanding the primary concerns of local residents are poor road surface conditions due to inadequate drainage along this section of road that occurs during the spring thaw. These temporary conditions result in annual complaints from residents. We have prepared three options to address these concerns.

The first option (1) is to pave the gravel road section of Maple Road, construct new drainage swales and structures, and install new guiderail. NYCDEP requires asphalt to drain to a swale before discharging into the reservoir. Some re-grading would be required to cross-pitch the full length of the road into the swales because of limited space along the reservoir side of the road. Furthermore, due to its length and per NYCDEP requirements, paving the road would have to be performed in two phases separated by two years between the completion of one phase and the start of the second phase. This phasing would be done to avoid NYCDEP and NYSDEC stormwater runoff water quality treatment and peak runoff mitigation requirements. There is insufficient space to install traditional stormwater treatment practices, such as bioretention basins and infiltration trenches, to satisfy such requirements. Alternative proprietary practices, such as "jellyfish" filters, are expensive and maintenance intensive. By phasing the project, such that NYCDEP and NYSDEC threshold requirements are not exceeded, drainage practices could be limited to drainage swales and deep sump catch basins. This would avoid NYSDEC approvals, require only limited NYCDEP review, and would be less costly.

Nick Durante
Maple Road Improvements
July 25, 2025
Page 2

However, project phasing results in additional costs for additional mobilizations and material costs increases over time. We estimate it would cost approximately \$1.6 million to design and construct this option to Town specifications; see enclosed estimate. There could be a cost savings if the Highway Department performs some of the work using their own forces. Additionally, our office has been told that there are residents who prefer the gravel road and its rural aesthetic character, which attract pedestrians to walk along the edge of the reservoir.

We have also prepared a second option (2). In this option, only new drainage swales and structures and new guiderail would be installed. The gravel road would remain as is. This option would completely avoid NYCDEP review and, as a result, could be constructed in a single phase. However, due to the road's proximity to the reservoir, NYCDEP would be informed as a courtesy of the project and may opine on it. The intent of the option is to address the drainage concerns while preserving the rural aesthetic character of the road. Additionally, there would be a significant cost savings. We estimate it would cost approximately \$575,000 to design and construct this option; see enclosed estimate. As with the previous option, there could be a cost savings if the Highway Department performs some of the work.

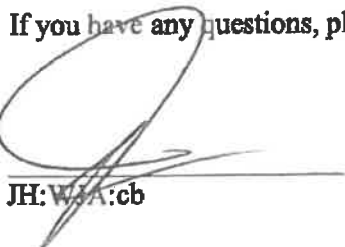
The third option (3) is for the Town's Highway Department to install crushed stone sublayer under a 250-300 foot section of Maple Road with geotextile fabric and a new gravel surface course. Subsurface drains with laterals under the gravel road may be an alternative approach. This material could be installed in the Fall of 2025 and evaluated in the Spring of 2026, when the wet conditions are occurring. Our office can evaluate with the Highway Superintendent the effectiveness of the crushed stone sublayer and assess the remaining portions of the gravel road. The Highway Superintendent was in favor of this option as on July 25, 2025. It seems reasonable the Highway Department can implement this remediation measure for approximately \$50,000 using their own forces. No approvals from NYCDEP or NYSDEC are required. This option excludes the guiderail which would still have to be installed. If the remediation measure is effective, it can be applied to the remainder of gravel road over a period of approximately five years. This option enables progressive implementation, continued evaluation of effectiveness, at minimal cost.

It should also be noted, the existing topographic data for the road is over 20 years old. Since that time, a significant amount of gravel has been added to the road thereby changing the grades from the earlier design. Depending on the option selected, obtaining an updated topographic survey of the road may be required to provide accurate plans for bidding and to avoid change orders during construction.

As this project, primarily in the form of the first option, has been considered since 2005 but has yet to be implemented, indicates that the Town is hesitant to pave the road at such a considerable expense for a condition that only typically occurs during a minimum time period at one time of the year. As a result, we recommend pursuing the third option described herein at a significant cost savings and to ensure a safe, passable road during all seasons. If option three is the selected alternative it is likely an updated survey may not be required.

Nick Durante
Maple Road Improvements
July 25, 2025
Page 3

If you have any questions, please do not hesitate to contact me at your earliest convenience.



JH:WJA:cb

Enclosures

cc: Town Board (townboard@southeast-ny.gov)
Michael Burdick, Highway Superintendent (mburdick@southeast-ny.gov)

F:\Town of Southeast\Highway\Maple Road\Maple Road Drainage Improvements 2025-07-25.docx

**PRELIMINARY COST ESTIMATE FOR
MAPLE ROAD IMPROVEMENTS
TOWN OF SOUTHEAST
PUTNAM COUNTY, NY
James J. Hahn Engineering, P.C.
1689 Route 22, Brewster, NY 10509
July 25, 2025**

Option 1: Pave Maple Road In Two Phases					
SPEC. SECT.	ITEM	UNIT	EST. QUAN.	UNIT PRICE	QUANTITY
BBC	Bituminous Base Course (5")	TON	1,900	\$245.00	\$465,500.00
BBGR	Box Beam Guiderail	LF	2,120	\$125.00	\$265,000.00
BTC	Bituminous Top Course (2")	TON	800	\$275.00	\$220,000.00
CB	Catch Basins (with 3' sump)	EA	6	\$10,000.00	\$60,000.00
CPP	Corrugated Polyethelene Pipe (15" Dia.)	LF	55	\$160.00	\$8,800.00
CPP	Corrugated Polythelene Pipe (15" Dia. End Section)	EA	1	\$1,200.00	\$1,200.00
CSG	Crushed Stone and Gravel ("Item 4")	CY	600	\$120.00	\$72,000.00
ECD	Erosion Control Devices	LS	2	\$7,500.00	\$15,000.00
MPT	Maintenance and Protection of Traffic	LS	2	\$15,000.00	\$30,000.00
PM	Pavement Markings (4")	LF	5,000	\$3.00	\$15,000.00
R	Restoration	NP	NP	NP	NP
RR	RipRap	CY	5	\$200.00	\$1,000.00
SS	Survey and Stakeout	LS	2	\$6,500.00	\$13,000.00
VS	Vegetated Swale	LF	2,230	\$20.00	\$44,600.00
UFG	Unclassified Excavation, Filling, and Grading	LS	2	\$5,000.00	\$10,000.00
CONSTRUCTION BASE COST					\$1,221,100.00
Contingency (20%)					\$244,200.00
Engineering & Inspection (6% of Base Cost & Contingency)					\$87,900.00
Escalation for Phase 2 (10% of Half of Base Cost, Contingency, and E&I)					\$77,700.00
TOTAL COST					\$1,630,900.00
<p>This estimate is preliminary and approximate. The prices shown above are not actual construction prices and are subject to change. These prices are based on our engineering experience and knowledge of previous construction projects of similar work and scope. The estimate does not include utility construction costs for telephone, electric and gas, permit fees and any other fees or costs related to the infrastructure work. This estimate is done for budgeting purposes only.</p> <p><i>Assumptions: Existing Item 4 to be reused; 3" of item 4 across length & width to adjust grade/fill ruts; no walking path; 24 ft wide road; one existig culvert crossing to be replaced; no significant cuts or re-pitching of road; all guide rail to be replaced</i></p>					

**PRELIMINARY COST ESTIMATE FOR
MAPLE ROAD IMPROVEMENTS
TOWN OF SOUTHEAST
PUTNAM COUNTY, NY
James J. Hahn Engineering, P.C.
1689 Route 22, Brewster, NY 10509
July 25, 2025**

Option 2: Drainage Improvements & Guide Rail Only					
SPEC. SECT.	ITEM	UNIT	EST. QUAN.	UNIT PRICE	QUANTITY
BBGR	Box Beam Guiderail	LF	2,120	\$125.00	\$265,000.00
CB	Catch Basins (with 3' sump)	EA	6	\$10,000.00	\$60,000.00
CPP	Corrugated Polyethelene Pipe (15" Dia.)	LF	55	\$160.00	\$8,800.00
CPP	Corrugated Polyethelene Pipe (15" Dia. End Section)	EA	1	\$1,200.00	\$1,200.00
CSG	Crushed Stone and Gravel ("Item 4")	CY	300	\$120.00	\$36,000.00
ECD	Erosion Control Devices	LS	1	\$7,500.00	\$7,500.00
MPT	Maintenance and Protection of Traffic	LS	1	\$10,000.00	\$10,000.00
R	Restoration	NP	NP	NP	NP
RR	RipRap	CY	5	\$200.00	\$1,000.00
SS	Survey and Stakeout	LS	2	\$6,500.00	\$13,000.00
VS	Vegetated Swale	LF	2,230	\$20.00	\$44,600.00
UFG	Unclassified Excavation, Filling, and Grading	LS	1	\$5,000.00	\$5,000.00
CONSTRUCTION BASE COST					\$452,100.00
Contingency (20%)					\$90,400.00
Engineering & Inspection (6% of Base Cost & Contingency)					\$32,600.00
TOTAL COST					\$575,100.00

This estimate is preliminary and approximate. The prices shown above are not actual construction prices and are subject to change. These prices are based on our engineering experience and knowledge of previous construction projects of similar work and scope. The estimate does not include utility construction costs for telephone, electric and gas, permit fees and any other fees or costs related to the infrastructure work. This estimate is done for budgeting purposes only.

Assumptions: 1.5" of item 4 across length & width to fill ruts and minor adjustments; no walking path; 24 ft wide road; one existig culvert crossing to be replaced; no significant cuts or re-pitching of road; all guide rail to be replaced

**Town of Southeast
Accounting Department
1360 Route 22
Brewster, NY 10509**

Town Accountant
Ronald Hund

Tel. (845) 279-7338

Sr. Account Clerk
Christine Floer

Fax. 1-845-279-4399

rhund@southeast-ny.gov
cfloer@southeast-ny.gov

MEMO TO: Nick Durante

FROM: Ron Hund *RH*

DATE: August 7, 2025

RE: Budget Transfers

Attached are the budget transfers that must be put on the agenda for approval at the Town Board meeting on August 21, 2025.

CC. Town Board
Town Clerk

BUDGET TRANSFER and APPROPRIATION INCREASE REQUEST

To: Budget Officer
Town Board

Date: 8/21/2025

Prepared By: Town Accountant

From Account Code	Description	Amount	To Account Code	Description	Amount
GENERAL FUND - A					
A000-1010-415-000	Town Board Videographer	200.00	A000-1010-408-000	Town Board Legal Notice <i>Legal Notices</i>	200.00
A000-1220-405-000	Supervisor Conference/Seminar/Training	1,000.00	A000-1220-426-000	Supervisor Grants <i>Grants</i>	1,000.00
A000-1355-403-000	Assessor Books/Publications/Subscriptions	366.00	A000-1355-405-000	Assessor Conference/Seminar/Training <i>Conference</i>	105.00
			A000-1355-424-000	Assessor Vehicle Maintenance/Repair <i>Repairs</i>	261.00
A000-1610-401-000	Special Districts Supplies/Material	360.00	A000-1610-461-000	Special Districts Cell Phone <i>Cell Phone</i>	360.00
A000-1620-417-000	Facilities Maintenance Building Maintenance/Repair	1,199.00	A000-1620-210-000	Facilities Other Equipment <i>Portable Generator</i>	1,199.00
A000-1650-100-000	Central Communications Personal Services	733.00	A000-1650-421-000	Central Communications Software Lease/Maintenance <i>Timeclock Plus Additional User Licenses</i>	733.00
A000-1989-400-000	Contingency	10,234.00	A000-1620-417-000	Facilities Maintenance Building Maintenance/Repair <i>67 Main Street</i>	10,000.00
			A000-1910-400-000	Unallocated Insurance <i>For Insurance Premiums Auto Insurance</i>	234.00
A000-1990-400-000	Sub-Contingency	6,500.00	A000-7020-101-000	Recreation Administration Overtime	2,000.00
			A000-7180-101-000	Tonetta Lake Overtime <i>Overtime</i>	4,500.00
A000-7020-402-000	Recreation Administration Postage	500.00	A000-7020-411-000	Recreation Administration Professional/Technical Services <i>Portable Bathrooms</i>	500.00
A000-7140-411-000	Markel Park Professional/Technical Services	200.00	A000-7140-401-000	Markel Park Supplies/Material <i>Supplies</i>	200.00
A000-7141-401-000	Scolpino Park Supplies/Material	1,500.00	A000-7140-470-000	Markel Park Electricity <i>Electricity</i>	1,500.00
A000-7141-417-000	Scolpino Park Building Maintenance/Repair	1,500.00	A000-7140-470-000	Markel Park Electricity <i>Electricity</i>	1,500.00

BUDGET TRANSFER and APPROPRIATION INCREASE REQUEST

To: Budget Officer Town Board		Date: 8/21/2025			
Prepared By: <u>Town Accountant</u>					
From Account Code	Description	Amount	To Account Code	Description	Amount
A000-7151-417-000	Lakeview Manor Building Maintenance/Repair	2,000.00	A000-7151-470-000	Lakeview Manor Electricity	2,000.00
A000-7180-411-000	Tonetta Lake Professional/Technical Services	350.00	A000-7180-210-000	Tonetta Lake Other Equipment	350.00
A000-7180-417-000	Tonetta Lake Building Maintenance/Repair	2,000.00	A000-7180-401-000	Tonetta Lake Supplies/Material	2,000.00
GENERAL FUND - B					
B000-3995-402-000	Code Enforcement Postage	100.00	B000-3995-101-000	Code Enforcement Personal Services	100.00
B000-3995-424-000	Code Enforcement Vehicle Maintenance/Repair	50.00	B000-3410-424-000	Fire Protection Vehicle Maintenance/Repair	50.00
B000-3620-201-000	Safety Inspection Computer/Printer Hardware	160.00	B000-3620-101-000	Safety Inspection Overtime	160.00
HIGHWAY TOWNWIDE - DA					
DA00-5130-401-000	Machinery Supplies/Material	768.00	DA00-5130-210-000	Machinery Other Equipment	768.00
HIGHWAY OUTSIDE VILLAGE - DB					
DB00-5112-100-000	Improvements Personal Services	33,667.00	DB00-5112-411-000	Improvements Professional/Technical Services	33,667.00
DB00-5112-401-000	Improvements Supplies/Material	150,000.00	DB00-5112-411-000	Improvements Professional/Technical Services	150,000.00
BLACKBERRY PARK SP					
SP00-7180-100-000	Blackberry Pool Personal Services	4,000.00	SP00-7180-101-000	Blackberry Pool Overtime	4,000.00
BREWSTER HEIGHTS SEWER SS2					
SS02-8130-210-000	Sewage Treatment & Disposal Other Equipment	5,241.00	SS02-8120-422-000	Sanitary Sewer Equipment Lease/Maintenance	5,241.00
PEACH LAKE SEWER SS3					
SS03-8130-401-000	Sewage Treatment & Disposal Supplies/Material	4,500.00	SS03-8130-411-000	Sewage Treatment & Disposal Professional/Technical Services	4,500.00

BUDGET TRANSFER and APPROPRIATION INCREASE REQUEST

To: Budget Officer
Town Board

Date: 8/21/2025

Prepared By: Town Accountant

From Account Code	Description	Amount	To Account Code	Description	Amount
BREWSTER HEIGHTS WATER SW1 SW01-8320-401-000	Source of Supply,Power,Pumping Supplies/Material	1,000.00	SW01-8320-411-000	Source of Supply,Power,Pumping Professional/Technical Services <i>Repairs</i>	1,000.00
PEACEABLE HILL WATER - SWS SW05-8310-210-000	Water Administration Other Equipment	325.00	SW05-8320-422-000	Source of Supply,Power,Pumping Equipment Maintenance/Repair <i>Generator Services</i>	325.00
BLACKBERRY WATER - SWS SW06-8340-411-000	Transmission & Distribution Professional/Technical Services	5,000.00	SW06-8310-470-000	Sewer Administration Electricity <i>Electricity</i>	5,000.00
INCREASE APPROPRIATIONS BY USING UNAPPROPRIATED, UNRESERVED FUND BALANCE OR UNANTICIPATED REVENUES (Increase Appropriation and Revenue Budget)					
GENERAL FUND - A A000-2025-037-000	Special Rec. Tennis Bear Power	1,670.00	A000-7310-400-037	Youth Programs Tennis Bear Power <i>Program Expenses</i>	1,670.00
A000-2025-043-000	Special Rec. Track & Field	40.00	A000-7310-400-043	Youth Programs Track & Field <i>Program Expenses</i>	40.00
A000-4089-000-000	Federal Aid, Other	474,005.00	A000-9901-900-000	Transfer To Other Funds <i>Transfer to Federal ARPA Funds to Highway Fund for Paving Brewster Hill Road</i>	474,005.00
HIGHWAY OUTSIDE VILLAGE - DB DB00-5031-000-000	Interfund Transfers	474,005.00	DB00-5112-411-000	Improvements Professional/Technical Services <i>Federal ARPA Fund Paving Brewster Hill Road</i>	474,005.00

2025 Contingency Report

Beginning Balance 1/1/25

\$ 107,000.00

Subtotal Contingency

\$ 107,000.00

Deductions:

R	Facilities - Purchase attachment for Toro Tractor \$1,617.72	(865.00)
R	Recreation - Purchase 2015 Ford Explorer \$7,000.00	(7,000.00)
	Town Clerk - New Computer	(998.00)
R	Fiscal Agent Fees - Actuarial Services for Post-Employment Benefits	(1,060.00)
R	Unallocated Insurance - Insurance Premium for Property, Equipment and Auto Insurance	(41,000.00)
R	Recreation Administration Electricity - 146 Pumphouse Road	(4,000.00)
R	Youth Program Football League - Reversible Jerseys	(500.00)
R	Supervisor Grants - Millenium Strategies Grant Writing	(1,500.00)
R	Town Clerk - New Computer Additional CB20 Costs	(10.00)
R	Lakeview Manor Electricy - Increase in Use and Price	(4,000.00)
R	Youth Program Football League - Turf Rental and Custodial Fees	(2,878.00)
R	Fiscal Agent Fees - Preparation of Post-Employment Benefits Report	(1,850.00)

(65,661.00)

Total

\$ 41,339.00

Proposed Deductions:

A	67 Main Street - Building Maintenance/Repair	(10,000.00)
A	Unallocated Insurance - Vehicles added	(234.00)

(10,234.00)

Pending Balance 6/30/25

\$ 31,105.00

Note:

R = resolution

A = proposed budgetary amendment

2025 Sub-Contingency Report

Beginning Balance 1/1/25 **\$ 60,000.00**

Subtotal Sub-Contingency **\$ 60,000.00**

Deductions:

R	Facilities Maintenance Overtime - Snow Removal	(1,500.00)
R	Facilities Maintenance Overtime - Snow Removal	(2,500.00)
R	Facilities Maintenance Overtime	(500.00)
R	Facilities Maintenance Overtime	(1,000.00)

(5,500.00)

Total **\$ 54,500.00**

Proposed Deductions:

A	Recreation Administration Overtime	(2,000.00)
A	Tonetta Lake Overtime	(4,500.00)

(6,500.00)

Pending Balance 6/30/25 **\$ 48,000.00**

Note:

R = resolution

A = proposed budgetary amendment

Revenues 2025	B		C		D		E		F		G		H	
	ADJUSTED BUDGET	YTD 7/31/2025	YTD BUDGET BALANCE	ADJUSTED BUDGET/7*12	COLUMN C MINUS COLUMN E	7/12*100	PERCENT USED	YTD 7/31/2025	YTD 7/31/2024	DIFFERENCE				
Cable Fees	\$ 280,000	\$ 142,117	\$ (137,883)	\$ 163,333	\$ (21,216)	58.33%	50.76%	\$ 142,117	\$ 146,506	\$ (4,389)				
Court Fines & Forfeitures	\$ 400,000	\$ 278,476	\$ (121,524)	\$ 233,333	\$ 45,143	58.33%	69.62%	\$ 278,476	\$ 391,961	\$ (113,484)				
Departmental Revenue	\$ 639,020	\$ 544,460	\$ (94,560)	\$ 372,762	\$ 171,699	58.33%	85.20%	\$ 544,460	\$ 706,875	\$ (162,415)				
Alarm Fees	\$ 19,500	\$ 28,150	\$ 8,650	\$ 11,375	\$ 16,775	58.33%	144.36%	\$ 28,150	\$ 19,900	\$ 8,250				
Assessor Fees	2,000	1,590	(410)	1,167	423	58.33%	79.50%	1,590	1,659	(69)				
Clerk Fees	20,000	13,990	(6,010)	11,667	2,324	58.33%	69.95%	13,990	18,385	(4,395)				
Interest	317,000	410,647	93,647	184,917	225,731	58.33%	129.54%	410,647	479,376	(68,729)				
Intergovernmental Charges	-	9,775	9,775	-	9,775	58.33%	0.00%	9,775	11,238	(1,463)				
Licenses and Permits	4,520	2,653	(1,867)	2,637	16	58.33%	58.69%	2,653	3,703	(1,050)				
Miscellaneous	250,000	68,082	(181,918)	145,833	(77,751)	58.33%	27.23%	68,082	164,910	(96,827)				
Parking Fees	5,000	3,373	(2,627)	3,500	(127)	58.33%	56.21%	3,373	2,931	441				
Sale of Scrap	-	5,913	5,913	-	5,913	58.33%	0.00%	5,913	4,530	1,383				
Tax Collector Fees	20,000	287	(19,713)	11,667	(11,380)	58.33%	1.43%	287	243	44				
	\$ 639,020	\$ 544,460	\$ (94,560)	\$ 372,762	\$ 171,699	58.33%	85.20%	\$ 544,460	\$ 706,875	\$ (162,415)				
Interfund Revenues	\$ 453,000	\$ 6,469	\$ (446,531)	\$ 264,250	\$ (257,781)	58.33%	1.43%	\$ 6,469	\$ 10,581	\$ (4,112)				
Mortgage Tax	\$ 350,000	\$ 238,811	\$ (111,189)	\$ 204,167	\$ 34,645	58.33%	68.23%	\$ 238,811	\$ 324,991	\$ (86,179)				
Planning Board Fees	\$ 148,000	\$ 278,175	\$ 130,175	\$ 86,333	\$ 191,842	58.33%	187.96%	\$ 278,175	\$ 166,349	\$ 111,826				
Real Property Taxes	\$ 7,301,990	\$ 7,284,445	\$ (17,545)	\$ 4,259,494	\$ 3,024,951	58.33%	99.76%	\$ 7,284,445	\$ 7,144,983	\$ 139,462				
Recreation Fees	\$ 375,194	\$ 159,049	\$ (214,145)	\$ 217,697	\$ (58,648)	58.33%	42.62%	\$ 159,049	\$ 264,242	\$ (105,193)				
Safety Inspection Fees	\$ 490,000	\$ 277,810	\$ (212,190)	\$ 285,833	\$ (8,023)	58.33%	56.70%	\$ 277,810	\$ 382,200	\$ (104,390)				
Building Inspection Fees	\$ 450,000	\$ 238,790	\$ (211,210)	\$ 262,500	\$ (23,710)	58.33%	53.06%	\$ 238,790	\$ 326,720	\$ (87,930)				
Wetland Fees	5,000	3,170	(1,830)	2,917	253	58.33%	63.40%	3,170	3,280	(110)				
Zoning Fees	35,000	35,850	850	20,417	15,433	58.33%	102.43%	35,850	52,200	(16,350)				
	\$ 490,000	\$ 277,810	\$ (212,190)	\$ 285,833	\$ (8,023)	58.33%	56.70%	\$ 277,810	\$ 382,200	\$ (104,390)				
State Aid	\$ 1,136,360	\$ 28,425	\$ (1,107,935)	\$ 662,877	\$ (634,452)	58.33%	2.50%	\$ 28,425	\$ 50,207	\$ (21,782)				
Tax Penalties	\$ 25,000	\$ -	\$ (25,000)	\$ 14,583	\$ (14,583)	58.33%	0.00%	\$ -	\$ -	\$ -				
Total	\$ 11,596,564	\$ 9,238,237	\$ (2,358,327)	\$ 6,764,662	\$ 2,473,575	58.33%	79.56%	\$ 9,238,237	\$ 9,568,893	\$ (350,656)				

Expenditures 2025	B		C		D		E		F		G		H	
	ADJUSTED BUDGET	YTD 7/31/2025	YTD BUDGET BALANCE	ADJUSTED BUDGET/7*12	COLUMN E MINUS COLUMN C	7/12*100	PERCENT USED						YTD 7/31/2025	YTD 7/31/2024
Cultural	\$ 72,500	\$ 58,901	\$ 13,599	\$ 42,292	\$ (16,609)	58.33%	81.24%					\$ 58,901	\$ 58,582	\$ 319
Adult Recreation	\$ 26,000	\$ 17,081	\$ 8,919	\$ 15,167	\$ (1,914)	58.33%	65.69%					\$ 17,081	\$ 15,552	\$ 1,529
Celebrations	1,000	725	275	583	(142)	58.33%	72.50%					725	1,060	(335)
Historical Commission	500		500	292	292	58.33%	0.00%							
Museum	40,000	40,000		23,333	(16,667)	58.33%	100.00%					40,000	40,000	
Veterans	5,000	1,095	3,905	2,917	1,822	58.33%	21.90%					1,095	1,970	(875)
Employee Benefits	\$ 72,500	\$ 58,901	\$ 13,599	\$ 42,292	\$ (16,609)	58.33%	81.24%					\$ 58,901	\$ 58,582	\$ 319
	\$ 2,769,750	\$ 1,454,476	\$ 1,361,440	\$ 1,615,688	\$ 161,211	58.33%	51.16%					\$ 1,454,476	\$ 1,305,313	\$ 149,163
Active Employees	\$ 2,420,158	\$ 1,238,044	\$ 1,228,280	\$ 1,411,759	\$ 173,715	58.33%	51.16%					\$ 1,238,044	\$ 1,117,860	\$ 120,184
State Retirement	614,000	128,233	\$ 485,767	\$ 358,167	\$ 229,934	58.33%	20.88%					\$ 128,233	\$ 112,674	\$ 15,559
Social Security	285,000	146,839	138,161	166,250	19,411	58.33%	51.52%					146,839	135,559	11,280
Medicare	68,000	34,341	33,659	39,667	5,325	58.33%	50.50%					34,341	31,704	2,638
Worker's Compensation	211,000	155,195	55,805	123,083	(32,112)	58.33%	73.55%					155,195	130,737	24,459
Unemployment Insurance						58.33%	0.00%							
Disability Insurance	1,750	670	1,080	1,021	351	58.33%	38.26%					670	633	37
Hospital & Medical Insurance	1,143,908	701,100	442,808	667,280	(33,820)	58.33%	61.29%					701,100	650,687	50,413
Dental & Optical Insurance	71,000	46,166	71,000	41,417	(4,749)	58.33%	65.02%					46,166	37,166	9,000
Union Welfare	25,500	25,500		14,875	(10,625)	58.33%	100.00%					25,500	18,700	6,800
	\$ 2,420,158	\$ 1,238,044	\$ 1,228,280	\$ 1,411,759	\$ 173,715	58.33%	51.16%					\$ 1,238,044	\$ 1,117,860	\$ 120,184
Retired Employees	\$ 349,592	\$ 216,432	\$ 133,160	\$ 203,929	\$ (12,503)	58.33%	61.91%					\$ 216,432	\$ 187,454	\$ 28,978
Hospital & Medical, Dental & Optical Insurance	\$ 349,592	\$ 216,432	\$ 133,160	\$ 203,929	\$ (12,503)	58.33%	61.91%					\$ 216,432	\$ 187,454	\$ 28,978
General Gov't Suppl't	\$ 3,311,767	\$ 2,051,085	\$ 1,260,682	\$ 1,931,864	\$ (119,221)	58.33%	61.93%					\$ 2,051,085	\$ 1,516,020	\$ 535,065
Accounting	\$ 252,865	\$ 135,985	\$ 116,880	\$ 147,505	\$ 11,520	58.33%	53.78%					\$ 135,985	\$ 129,073	\$ 6,912
Assessor	201,200	112,682	88,518	117,367	4,685	58.33%	56.00%					112,682	104,064	8,618
Attorney	325,190	169,199	155,991	189,694	20,495	58.33%	52.03%					169,199	165,019	4,180
Budget Officer	21,640	12,483	9,157	12,623	140	58.33%	57.68%					12,483	12,472	11
Central Communications	102,000	64,664	37,336	59,500	(5,164)	58.33%	63.40%					64,664	51,503	13,160
Central Print/Mail	25,100	10,948	14,152	14,642	3,694	58.33%	43.62%					10,948	11,236	(288)
Central Storeroom	8,500	2,783	5,718	4,958	2,176	58.33%	32.74%					2,783	4,313	(1,531)
Contingency	41,339		41,339	24,114	24,114	58.33%	0.00%							
Sub-Contingency	55,000		54,500	31,792	31,792	58.33%	0.00%							
Engineer	555,000	460,844	94,156	323,750	(137,094)	58.33%	83.04%					460,844	45,216	415,629
Facilities Maintenance	315,535	189,681	125,854	184,062	(5,619)	58.33%	60.11%					189,681	144,123	45,558
Fiscal Agent	5,910	5,910		3,448	(2,463)	58.33%	100.00%					5,910		5,910

Expenditures 2025	B		C		D		E		F		G		H	
	ADJUSTED BUDGET	YTD 7/31/2025	YTD BUDGET BALANCE	ADJUSTED BUDGET/7*12	COLUMN E MINUS COLUMN C	7/12*100	PERCENT USED	YTD 7/31/2025	YTD 7/31/2024	DIFFERENCE				
Operating Transfers	\$ 352,000	\$ 130,999	\$ 221,001	\$ 205,333	\$ 74,335	58.33%	37.22%	\$ 130,999	\$ 133,191	\$ (2,192)				
Debt Service	\$ 352,000	\$ 130,999	\$ 221,001	\$ 205,333	\$ 74,335	58.33%	37.22%	\$ 130,999	\$ 133,191	\$ (2,192)				
Transfer ARPA Funds from General Fund A To Highway						58.33%	0.00%							
Public Safety	\$ 352,000	\$ 130,999	\$ 221,001	\$ 205,333	\$ 74,335	58.33%	37.22%	\$ 130,999	\$ 133,191	\$ (2,192)				
Assessment Review Board	\$ 460,385	\$ 281,749	\$ 178,636	\$ 268,558	\$ (13,192)	58.33%	61.20%	\$ 281,749	\$ 278,432	\$ 3,318				
Control of Dogs	\$ 2,300	\$ 1,850	\$ 450	\$ 1,342	\$ (508)	58.33%	80.43%	\$ 1,850	\$ 1,850	\$ -				
Fire Protection	\$ 60,855	\$ 49,919	\$ 10,936	\$ 35,499	\$ (14,420)	58.33%	82.03%	\$ 49,919	\$ 50,012	\$ (93)				
Safety Inspection	\$ 15,950	\$ 10,137	\$ 5,813	\$ 9,304	\$ (833)	58.33%	63.55%	\$ 10,137	\$ 9,203	\$ 934				
	\$ 381,280	\$ 219,844	\$ 161,436	\$ 222,413	\$ 2,570	58.33%	57.66%	\$ 219,844	\$ 217,366	\$ 2,477				
Recreation	\$ 460,385	\$ 281,749	\$ 178,636	\$ 268,558	\$ (13,192)	58.33%	61.20%	\$ 281,749	\$ 278,432	\$ 3,318				
Total	\$ 853,577	\$ 425,356	\$ 428,221	\$ 497,920	\$ 72,564	58.33%	49.83%	\$ 425,356	\$ 409,587	\$ 15,769				
	\$ 12,501,378	\$ 7,452,164	\$ 5,095,380	\$ 7,292,471	\$ (159,694)	58.33%	59.61%	\$ 7,452,164	\$ 6,162,230	\$ 1,289,935				

TOWN BOARD
TOWN OF SOUTHEAST, NY

HIGHWAY EQUIPMENT PURCHASE

RESOLUTION NO. _____ / 2025

August 21, 2025

INTRODUCED BY: _____

SECONDED BY: _____

WHEREAS, the Town Board is in receipt of a request from the Highway Superintendent dated August 15, 2025 seeking approval for the purchase of 2025 Weller Model P385C paver; and

WHEREAS, there are sufficient highways funds appropriated in the 2025 Town Budget for the capital expenditure itemized above and there is no need to bond or borrow funds for the purchase of this item of equipment; and

WHEREAS, the Highway Superintendent is in receipt of a quote from H.O.PENN dated July 25, 2025 for the above-referenced equipment and offering a "trade in" credit for the Town's 2022 LeeBoy Model 8520B paver (serial # 313500) for a total purchase price of \$177,000.

NOW, THEREFORE, BE IT

RESOLVED, that the Superintendent of Highways be and hereby is authorized to execute and deliver such purchase agreement or agreements necessary for the purchase of one (1) 2025 Weller Model P385C paver from H.O.Penn for a net purchase price not to exceed One Hundred Seventy Seven Thousand and 00/00 (\$177,000.00) dollars; and be it further

RESOLVED, the Superintendent of Highways shall comply with all State and local laws regarding procurement and expenditure of public funds before effectuating the foregoing purchases; and be it further

RESOLVED, in the event the foregoing funds are insufficient to meet the purchase requirements set forth herein, the Highway Superintendent shall return to the Town Board for further consideration.

UPON A ROLL CALL VOTE:

Councilman Cyprus _____
Councilman Larca _____
Councilwoman Lewis _____
Councilman Mazzotta _____
Supervisor Durante _____

VOTE: carried / defeated by a vote of _____ in favor, _____ against; _____ abstained.

TOWN CLERK'S CERTIFICATION

STATE OF NEW YORK)
 : ss.:
COUNTY OF PUTNAM)

I, KATHLEEN CHIUDINA, Town Clerk of the Town of Southeast, do hereby certify that the above is a true and exact copy of a Resolution adopted by the Town Board of the Town of Southeast at a regular meeting of said board held the 21st day of August 2025.

KATHLEEN CHIUDINA
Town Clerk



10 Palmer Road, Brewster, N.Y. 10509

(845) 279-2141

mburdick@southeast-ny.gov

FAX (845) 279-3226

Michael Burdick
Highway Superintendent

Supervisor Durante/Town Board

August 15, 2025

The Town of Southeast Highway Department is requesting approval to purchase One 2025 Weiler P385C paver. This purchase will replace our current LeeBoy 8520B paver. This new paver will increase our paving production for many years. We will be trading in the paver we currently have now and there are sufficient funds in the DA fund balance to cover the cost. The purchase price is \$177,000.00 (one hundred seventy seven thousand dollars) this includes the trade in of our current paver.

Thank you

Michael Burdick

Highway Superintendent



Jul 25, 2025

TOWN OF SOUTHEAST
10 PALMER ROAD
BREWSTER, New York 10509

Mike Burdick,

Thank you for this opportunity to quote Caterpillar products for your business needs. We are pleased to quote the following for your purchase consideration.

One (1) New Weiler Model: P385C Paver with all standard equipment in addition to the additional specifications listed below:

STOCK NUMBER: TBD SERIAL NUMBER: TBD YEAR: 2025 SMU:

We appreciate your interest in H.O. Penn Machinery Co. Inc. and Caterpillar products for your business needs. This quotation is valid for 30 days, and is subject to prior sale. If there are any questions, please do not hesitate to contact me.

Regards,

Sean Molloy
Machine Sales Representative
SMolloy@hopenn.com
(845) 235-4229

One (1) New Weiler Model: P385C Paver with all standard equipment in addition to the additional specifications listed below:

MACHINE SPECIFICATIONS

P385C	P385C-002
816 SCREED GROUP	P385C-250
ADDT OPERATORS SEAT GROUP	P385C-100
LOWER ADDT SCREED MTD CONTROL	P385C-150
- PANEL GROUP	
DECAL GROUP	P385C-601
****STANDARD IN "C" MODEL****	
WALKWAY EXT GROUP	
LED STROBE LIGHT GROUP	
LIGHTING GROUP	
HEATED END GATES GROUP	
Hyd Power Slope	34166
RH 12 Hyd Berm	74303
LH 12 Hyd Berm	74304

WARRANTY & COVERAGE

Standard Warranty: 12 Months Full Machine 4 years or 4,000 hours Powertrain, Hydraulic and Electric EPP

SELL PRICE	\$269,500.00
LESS GROSS TRADE ALLOWANCE	(\$92,500.00)
NET BALANCE DUE	\$177,000.00
AFTER TAX BALANCE	\$177,000.00

ADDITIONAL CONSIDERATIONS

- 10% Sourcewell discount applied

TRADE-INS

Model	Make	Serial Number	Year	Trade Allowance
8520B	LEEBOY (LE)	313500	2022	\$92,500.00

F.O.B/TERMS:
Poughkeepsie

PAYMENT TERMS

Cash Invoice Terms

CASH WITH ORDER	QUOTE SELL PRICE
\$0.00	\$269,500.00

Accepted by _____ on _____

Signature

**TOWN BOARD
TOWN OF SOUTHEAST, NEW YORK**

BIG GEYSER, INC. / ESTABLISHMENT OF PERFORMANCE

RESOLUTION NO. _____ / 25

DATE: August 21, 2025

INTRODUCED BY: _____

SECONDED BY: _____

WHEREAS, the Town Board of the Town of Southeast is in receipt of a report and recommendation from the Town Engineer dated August 5, 2025, and the recommendation from the Planning Board dated August 11, 2025, with respect to the establishment of Performance and Erosion and Sediment Control Bonds for site plan of Big Geyser, Inc. located at 22 Sutton Place, Town of Southeast Tax Map No.. 78.-2-16.3.

NOW, THEREFORE, BE IT

RESOLVED, that the bond amounts for the following project are set as follows:

<u>PROJECT NAME</u>	<u>PRESENT AMOUNT</u>	<u>RECOMMENDED TO</u>
Big Geyser, Inc.		
Site Improvements	\$ -0-	\$1,339,694.00
Erosion & Sediment Control	\$ -0-	\$22,500.00

ROLL CALL VOTE:

Councilman Cyprus _____
Councilman Larca _____
Councilwoman Lewis _____
Councilman Mazzotta _____
Supervisor Durante _____

VOTE: carried / defeated by a vote of _____ in favor, _____ against; _____ abstained.

TOWN CLERK'S CERTIFICATION

STATE OF NEW YORK)
 : ss.:
COUNTY OF PUTNAM)

I, KATHLEEN CHIUDINA, Town Clerk of the Town of Southeast, do hereby certify that the above is a true and exact copy of a Resolution adopted by the Town Board of the Town of Southeast at a meeting of said board held the 21st day of August 2025.

KATHLEEN CHIUDINA
Town Clerk

Town of Southeast
Planning Board / Architectural Review Board
One Main Street
Brewster, NY 10509

August 11, 2025

Town Board of the Town of Southeast
1360 Route 22
Brewster, NY 10509

RE: BIG GEYSER, INC., 22 Sutton Place, Tax Map ID 78.-2-16.3

Dear Boardmembers:


At the 8/11/25 regular meeting of the Town of Southeast Planning Board/Architectural Review Board, a motion was made to positively refer the above referenced application to the Town Board for the establishment of a Performance Bond for Erosion & Sediment Control and Site Stabilization in the following amount:

<u>PROJECT</u>	<u>AMOUNT</u>
BIG GEYSER, INC.	\$22,500.00

The Town Engineer's memo is attached for your consideration and includes the estimate for all site improvements, which totals \$1,339,694.00. Inspection Fees, based on the total cost of site improvements, in the amount of \$51,500.00, must be remitted to the Planning Board Secretary prior to filing for a Building Permit and/or scheduling a pre-construction meeting.

If you have any questions, please contact the Planning Board/Architectural Review Board.

Sincerely,



Thomas LaPerch, Chairman
Southeast Planning Board/Architectural Review Board

cc: Town Attorney
Town Clerk
Insite Engineering
Planning Board File



**JAMES J. HAHN
ENGINEERING, P.C.**

Putnam Business Park
1689 Route 22
Brewster, NY 10509

Tel: 845-279-2220
Fax: 845-279-8909
jhahn@hahn-eng.com

MEMORANDUM

To : Tom LaPerch, Chairman
Town of Southeast Planning Board

From : James J. Hahn, P.E.
Town Consulting Engineer

Dated : August 5, 2025

Subject : Bond Estimates
Big Geysers, Inc.
22 Sutton Place
Tax Map ID: 78.-2-16.3

As requested, we have prepared a performance bond estimate for all improvements associated with the above-reference project. Our attached estimate for site improvements total \$1,339,694. Based on the current "Town of Southeast, Planning Board Fee Schedule" and our estimate, the required inspection fee to be collected for the project is \$41,000 plus 3% of Site Development Costs over \$1,000,000 or \$51,500.

We have also prepared a performance bond estimate for erosion & sediment controls and site restoration. The required Erosion & Sediment Control and Site Restoration Bond based on the attached estimate is \$22,500.

If there are any questions concerning the above, please contact William J. Angiolillo, P.E. in our office at your earliest convenience.

JH:WJA:cb
Enclosures

cc: Jackie Lester (planning@southeast-ny.gov)
Tom LaPerch (tomlaperch@aol.com)
Nick Durante (ndurante@southeast-ny.gov)
Michael Levine (mlevine@southeast-ny.gov)
Willis Stephens Jr. (wstephens@southeast-ny.gov)
Michael Burdick (mburdick@southeast-ny.gov)
Kathleen Chiudina (kchiudina@southeast-ny.gov)
Ashley Ley (aley@akrf.com)
William Angiolillo, P.E. (wangiolillo@hahn-eng.com)
Douglas Hahn, P.E. (dhahn@hahn-eng.com)
John Watson, P.E. (jwatson@insite-eng.com)
Jamie LoGuidice, RLA (jloguidice@insite-eng.com)

P:\Town of Southeast\Planning Board\Sutton Place (22) - Big Geysers Inc\22 Sutton Place - Review 2025-08-05.docx
ENVIRONMENTAL AND CIVIL ENGINEERING
STUDIES • REPORTS • DESIGN

**TOWN BOARD
TOWN OF SOUTHEAST, NEW YORK**

FORTUNE RIDGE BARN – BOND RELEASE

RESOLUTION NO. _____ / 2025

DATE: August 21, 2025

INTRODUCED BY: _____

SECONDED BY: _____

WHEREAS, the Town Board of the Town of Southeast is in receipt of a report and recommendation from the Town Engineer dated July 22, 2025 and referral from the Planning Board dated July 28, 2025 with respect to the release of Performance Security posted in connection with the project known as Fortune Ridge Barn located at 30 Drewsclift Lane, Tax Map ID 78.-3-29.2 (the “Subject Premises”); and

WHEREAS, the Planning Board and Town Engineer have recommend that the performance security for the Subject Premises be released.

NOW, THEREFORE, BE IT

RESOLVED, that the bond amount shall for the project set forth below shall be:

<u>PROJECT NAME:</u>	<u>BOND AMOUNT:</u>	<u>RECOMMENDED:</u>
Fortune Ridge Barn Erosion & Sediment	\$10,100.00	\$-0-

And be it further

RESOLVED, the Town Clerk be and hereby is duly authorized to cancel and return the Bond or other security instruments heretofore established in connection with this project; and be it further

RESOLVED, that a certified copy of this resolution shall be transmitted by the Town Clerk to the Planning Board Secretary and Building Inspector forthwith.

UPON A ROLL CALL VOTE:

Councilman Cyprus _____
Councilman Larca _____
Councilwoman Lewis _____
Councilman Mazzotta _____
Supervisor Durante _____

VOTE: carried / defeated by a vote of _____ in favor, _____ against; _____ abstained.

TOWN CLERK'S CERTIFICATION

STATE OF NEW YORK)
 : ss.:
COUNTY OF PUTNAM)

I, KATHLEEN CHIUDINA, Town Clerk of the Town of Southeast, do hereby certify that the above is a true and exact copy of a Resolution adopted by the Town Board of the Town of Southeast at a meeting of said board held the 21st day of August 2025.

KATHLEEN CHIUDINA
Town Clerk

**TOWN BOARD
TOWN OF SOUTHEAST, NEW YORK**

RELEASE OF PERFORMANCE BOND – SPLASH CAR WASH

RESOLUTION NO. _____ / 2025

DATE: August 21, 2025

INTRODUCED BY: _____

SECONDED BY: _____

WHEREAS, the Town Board of the Town of Southeast is in receipt of a report and recommendation from the Town Engineer dated July 22, 2025 and referral from the Planning Board dated July 28, 2025 with respect to the release of Performance Security posted by Splash Car Wash located at 1559 Route 22, Tax Map ID 46.-1-33 (the “Subject Premises”); and

WHEREAS, it is the recommendation of the Engineer and Planning Board that the security be released.

NOW, THEREFORE, BE IT

RESOLVED, that the bond amount for the project set forth below:

<u>PROJECT NAME:</u>	<u>BOND AMOUNT:</u>	<u>REDUCED TO:</u>
Splash Car Wash Erosion & Sediment Control	\$4,000.00	\$-0-

And be it further

RESOLVED, the Town Clerk be and hereby is duly authorized to cancel and return the Bond or other security instruments heretofore established in connection with this project; and be it further

RESOLVED, that a certified copy of this resolution shall be transmitted by the Town Clerk to the Planning Board Secretary and Building Inspector forthwith.

UPON A ROLL CALL VOTE:

Councilman Cyprus _____
Councilman Larca _____
Councilwoman Lewis _____
Councilman Mazzotta _____
Supervisor Durante _____

VOTE: carried / defeated by a vote of _____ in favor, _____ against; _____ abstained.

TOWN CLERK'S CERTIFICATION

STATE OF NEW YORK)
 : ss.:
COUNTY OF PUTNAM)

I, KATHLEEN CHIUDINA, Town Clerk of the Town of Southeast, do hereby certify that the above is a true and exact copy of a Resolution adopted by the Town Board of the Town of Southeast at a meeting of said board held the 21st day of August 2025.

KATHLEEN CHIUDINA
Town Clerk

**TOWN BOARD
TOWN OF SOUTHEAST, NEW YORK**

RELEASE OF PERFORMANCE BOND – RED ROOSTER DRIVE IN

RESOLUTION NO. _____ / 2025

DATE: August 21, 2025

INTRODUCED BY: _____

SECONDED BY: _____

WHEREAS, the Town Board of the Town of Southeast is in receipt of a report and recommendation from the Town Engineer dated July 22, 2025 and referral from the Planning Board dated July 28, 2025 with respect to the release of Performance Security posted by Red Rooster Drive-In at 1566 Route 22, Tax Map ID 46.-2-43 (the “Subject Premises”); and

WHEREAS, it is the recommendation of the Engineer and Planning Board that the security be released.

NOW, THEREFORE, BE IT

RESOLVED, that the bond amount for the project set forth below:

<u>PROJECT NAME:</u>	<u>BOND AMOUNT:</u>	<u>REDUCED TO:</u>
Red Rooster Drive-In Erosion & Sediment Control	\$8,000.00	\$-0-

And be it further

RESOLVED, the Town Clerk be and hereby is duly authorized to cancel and return the Bond or other security instruments heretofore established in connection with this project; and be it further

RESOLVED, that a certified copy of this resolution shall be transmitted by the Town Clerk to the Planning Board Secretary and Building Inspector forthwith.

UPON A ROLL CALL VOTE:

Councilman Cyprus _____
Councilman Larca _____
Councilwoman Lewis _____
Councilman Mazzotta _____
Supervisor Durante _____

VOTE: carried / defeated by a vote of _____ in favor, _____ against; _____ abstained.

TOWN CLERK'S CERTIFICATION

STATE OF NEW YORK)
 : ss.:
COUNTY OF PUTNAM)

I, KATHLEEN CHIUDINA, Town Clerk of the Town of Southeast, do hereby certify that the above is a true and exact copy of a Resolution adopted by the Town Board of the Town of Southeast at a meeting of said board held the 21st day of August 2025.

KATHLEEN CHIUDINA
Town Clerk

**TOWN BOARD
TOWN OF SOUTHEAST, NEW YORK**

**SETTLEMENT OF CERTIORARI PROCEEDINGS
4 SODOM LANE SO.- TAX MAP NO. 68.5-2-13**

RESOLUTION NO. _____ / 2025

DATE: August 21, 2025

INTRODUCED BY: _____

SECONDED BY: _____

WHEREAS, a proceeding having been commenced in NYS Supreme Court challenging the assessed valuation of premises owned by 4 Sodom Lane So., LLC, Tax Map No. 68.5-2-13, for the 2024 and 2025 tax rolls; and

WHEREAS, the Town Board is in receipt of a recommendation from its Assessor, Appraiser and Town Attorney in connection with the assessed valuation of the subject premises.

NOW, THEREFORE, BE IT

RESOLVED, that the Town Board of the Town of Southeast does hereby accept the recommendation of its professional advisors and authorizes the Town Attorney to execute a Stipulation of Settlement, Consent Judgment and/or Order on Consent in accordance with said recommendations for the following:

Petitioner	Tax ID	Year	Assessment	Settled Assessment
4 Sodom Lane So.	68.5-2-13	2024	\$789,600	\$530,000.00
		2025	\$789,600	\$645,000.00

And be it further

RESOLVED, that the Town Attorney is hereby authorized and directed to execute all stipulations, consent orders or other documents necessary to reflect the forgoing settlement.

UPON A ROLL CALL VOTE:

Councilman Cyprus _____
Councilman Larca _____
Councilwoman Lewis _____
Councilman Mazzotta _____
Supervisor Durante _____

VOTE: carried / defeated by a vote of _____ in favor, _____ against; _____ abstained.

TOWN CLERK'S CERTIFICATION

STATE OF NEW YORK)
 : ss.:
COUNTY OF PUTNAM)

I, KATHLEEN CHIUDINA, Town Clerk of the Town of Southeast, do hereby certify that the above is a true and exact copy of a Resolution adopted by the Town Board of the Town of Southeast at a regular meeting of said board held the 21st day of August 2025.

KATHLEEN CHIUDINA
Town Clerk

M E M O R A N D U M

TO: Town Board Members

FROM: Laurie Bell, Assessor

DATE: August 5, 2025

RE: Recently Settled CERT

The following was recently settled by the Assessor:

Name	Tax ID	Assessment Year	Original Assessment	Requested Assessment	Settled Assessment	Town Refund Due
4 Sodom Ln N	68.5-2-13	2024	\$789,600	\$ 415,000	\$ 530,000	\$422.57
		2025	\$789,600	\$ 415,000	\$ 645,000	NONE
				Town Refund Due:		\$422.57

**TOWN BOARD
TOWN OF SOUTHEAST, NEW YORK**

**SETTLEMENT OF CERTIORARI PROCEEDINGS
MT. EBO 22 ASSOCIATES- TAX MAP NO. 46.-2-29**

RESOLUTION NO. _____ / 2025

DATE: August 21, 2025

INTRODUCED BY: _____

SECONDED BY: _____

WHEREAS, a proceeding having been commenced in NYS Supreme Court challenging the assessed valuation of premises owned by Mt. Ebo 22 Associates, Tax Map No. 46.-2-29, for the 2024 and 2025 tax rolls; and

WHEREAS, the Town Board is in receipt of a recommendation from its Assessor, Appraiser and Town Attorney in connection with the assessed valuation of the subject premises.

NOW, THEREFORE, BE IT

RESOLVED, that the Town Board of the Town of Southeast does hereby accept the recommendation of its professional advisors and authorizes the Town Attorney to execute a Stipulation of Settlement, Consent Judgment and/or Order on Consent in accordance with said recommendations for the following:

<u>Petitioner</u>	<u>Tax ID</u>	<u>Years</u>	<u>Assessment</u>	<u>Settled Assessment</u>
Mt. Ebo 22 Associates	68.5-2-13	2023	\$5,207,000	\$4,694,088
		2024	\$6,248,400	\$5,981,436
		2025	\$6,748,272	\$5,691,196

And be it further

RESOLVED, that the Town Attorney is hereby authorized and directed to execute all stipulations, consent orders or other documents necessary to reflect the forgoing settlement.

UPON A ROLL CALL VOTE:

Councilman Cyprus _____
Councilman Larca _____
Councilwoman Lewis _____
Councilman Mazzotta _____
Supervisor Durante _____

VOTE: carried / defeated by a vote of _____ in favor, _____ against; _____ abstained.

TOWN CLERK'S CERTIFICATION

STATE OF NEW YORK)
 : ss.:
COUNTY OF PUTNAM)

I, KATHLEEN CHIUDINA, Town Clerk of the Town of Southeast, do hereby certify that the above is a true and exact copy of a Resolution adopted by the Town Board of the Town of Southeast at a regular meeting of said board held the 21st day of August 2025

KATHLEEN CHIUDINA
Town Clerk

MEMORANDUM

TO: Town Board Members

FROM: Laurie Bell, Assessor

DATE: August 15, 2025

RE: Recently Settled CERT

The following was recently settled by the Assessor:

Name	Tax ID	Assessment Year	Original Assessment	Requested Assessment	Settled Assessment	Town Refund Due
Mt Ebo 22	46.-2-29	2023	\$5,207,000	\$ 520,000	\$4,694,088	\$1,336
		2024	\$6,248,400	\$ 624,840	\$5,981,436	\$ 435
		2025	\$6,748,272	\$ 624,800	\$5,691,196	NONE
					Town Refund Due:	\$1,771

TOWN BOARD
TOWN OF SOUTHEAST, NY

ARBORCREEK FARMS, LLC
PERFORMANCE BOND RELEASE

RESOLUTION NO. _____/25

Date: August 21, 2025

INTRODUCED BY: _____

SECONDED BY: _____

WHEREAS, the Town Board is in receipt of a recommendation from the Town Consulting Engineer dated August 5, 2025 and from the Town Planning Board dated August 11, 2025 with respect to the release of a performance Bond for the soil and erosion control measures to be made in connection with the establishment of the Arborcreek Tree Farm located at 400-410 Route 22 (Tax Map #78.-1-16); and

WHEREAS, upon review thereof, the Town Board agrees to accept this recommendation.

NOW, THEREFORE, BE IT

RESOLVED, that the bond amount shall be established for the project set forth below:

<u>PROJECT NAME:</u>	<u>BOND AMOUNT:</u>	<u>REDUCED BOND AMOUNT:</u>
Arborcreek Farms Soil & Erosion Control Bond	\$30,000.00	\$-0-

And be it further

RESOLVED, the Town Clerk be and hereby is duly authorized to cancel and return the Bond or other security instruments heretofore established in connection with this project; and be it further

RESOLVED, that a certified copy of this resolution shall be transmitted by the Town Clerk to the Planning Board Secretary and Building Inspector forthwith.

UPON A ROLL CALL VOTE:

Councilman Cyprus _____
Councilman Larca _____
Councilwoman Lewis _____
Councilman Mazzotta _____
Supervisor Durante _____

VOTE: carried / defeated by a vote of _____ in favor, _____ against; _____ abstained.

TOWN CLERK'S CERTIFICATION

STATE OF NEW YORK)
 : ss.:
COUNTY OF PUTNAM)

I, KATHLEEN CHIUDINA, Town Clerk of the Town of Southeast, do hereby certify that the above is a true and exact copy of a Resolution adopted by the Town Board of the Town of Southeast at a meeting of said board held the 21st day of August 2025.

KATHLEEN CHIUDINA
Town Clerk

Town of Southeast
Planning Board / Architectural Review Board
One Main Street
Brewster, NY 10509

August 11, 2025

Town Board of the Town of Southeast
1360 Route 22
Brewster, NY 10509

RE: ARBORCREEK FARMS, LLC, 400-410 Route 22, Tax Map ID 78.-1-16
Project #: 23-1247

Dear Boardmembers:

At the August 11, 2025 regular meeting of the Town of Southeast Planning Board/Architectural Review Board, a motion was made to positively refer the above referenced application to the Town Board for the release of the Performance Bond currently being held.

<u>PROJECT</u>	<u>AMOUNT</u>
ARBORCREEK FARMS, LLC	\$30,000.00

The Town Engineer's Report is attached for your consideration. If you have any questions, please do not hesitate to contact the Planning Board/Architectural Review Board.

Sincerely,



Thomas LaPerch, Chairman
Southeast Planning Board/Architectural Review Board

cc: Town Attorney
Town Clerk
Brian Bury, NYSEG
Planning Board File



Jacobson

August 5, 2025

Mr. Thomas LaPerch, Chairman
Town of Southeast Planning Board
One Main Street
Brewster, NY 10509

Re: Arborcreek Farms, LLC
400-410 Route 22
Bond Release
Tax Map ID No.: 78.-1-16
NLJ #0001-0918

Dear Mr. LaPerch:

As requested, we have made inspections at the above referenced project and determined that the site improvements are satisfactorily complete and generally in accordance with the approved plans incorporating any approved field changes.

It is our understanding that the erosion control/site restoration bond currently held for this project is in the amount of \$30,000. Since all site improvements are completed and the supporting documentation from the Applicant's Consultants has been provided, we recommend release of this bond.

Should you have any questions, please feel free to contact me.

Very truly yours,

NATHAN L. JACOBSON & ASSOCIATES, P.C.

Joseph M. Dillon, P.E.

JMD:jmd

cc: N. Durante	K. Chiudina
M. Levine	A. Ley
M. Burdick	B. Barber
W. Stephens, Jr.	S. Karlson

**TOWN BOARD
TOWN OF SOUTHEAST, NEW YORK**

RELEASE OF PERFORMANCE BOND – 220 DOANSBURG ROAD

RESOLUTION NO. _____ / 2025

DATE: August 21, 2025

INTRODUCED BY: _____

SECONDED BY: _____

WHEREAS, the Town Board of the Town of Southeast is in receipt of a report and recommendation from the Town Engineer dated July 22, 2025 and referral from the Planning Board dated July 28, 2025 with respect to the release of Performance Security posted by the developer of the commercial site known as 220 Doansburg Road, Tax Map ID 47.-1-33 (the “Subject Premises”); and

WHEREAS, it is the recommendation of the Engineer and Planning Board that the security be released.

NOW, THEREFORE, BE IT

RESOLVED, that the bond amount shall be established for the project set forth below:

<u>PROJECT NAME:</u>	<u>BOND AMOUNT:</u>	<u>REDUCED TO:</u>
220 Doansburg Road Erosion & Sediment Control	\$3,300	\$-0-

And be it further

RESOLVED, the Town Clerk be and hereby is duly authorized to cancel and return the Bond or other security instruments heretofore established in connection with this project; and be it further

RESOLVED, that a certified copy of this resolution shall be transmitted by the Town Clerk to the Planning Board Secretary and Building Inspector forthwith.

UPON A ROLL CALL VOTE:

Councilman Cyprus _____
Councilman Larca _____
Councilwoman Lewis _____
Councilman Mazzotta _____
Supervisor Durante _____

VOTE: carried / defeated by a vote of _____ in favor, _____ against; _____ abstained.

TOWN CLERK'S CERTIFICATION

STATE OF NEW YORK)
 : ss.:
COUNTY OF PUTNAM)

I, KATHLEEN CHIUDINA, Town Clerk of the Town of Southeast, do hereby certify that the above is a true and exact copy of a Resolution adopted by the Town Board of the Town of Southeast at a meeting of said board held the 21st day of August 2025.

KATHLEEN CHIUDINA
Town Clerk