

**RESOLUTION LIST  
JUNE 16, 2015**

- Res. #432 General Fund Budget Adjustment**
- Res. #433 Riverhead Highway District Budget Adjustment**
- Res. #434 Approves and Authorizes for Signature Agreement between Riverhead Water District and New York SMSA Limited Partnership D/B/A Verizon Wireless**
- Res. #435 Resolution Granting the State of New York Authority to Perform Adjustment for the Owner and Agreeing to Maintain Facilities Adjusted Via State-Let Contract**
- Res. #436 Ratifies the Approval of a Leave of Absence for Military Reasons for a Police Department Employee**
- Res. #437 Terminates a Leave of Absence and Ratifies the Reappointment of Part-Time Police Officers to Active Duty Status (Christie L Smith, Robert T. Sproston)**
- Res. #438 Appoints a Part-Time Public Safety Dispatcher I to the Police Department (Catherine Stotsky-Urevich)**
- Res. #439 Appoints a Call-in Seasonal Clerk to the Recreation Department (Scala-Hayes)**
- Res. #440 Appoints a Provisional Fire Prevention Inspector (Andrew Smith)**
- Res. #441 Ratifies the Appointment of a Call-In Assistant Recreation Leader to the Recreation Department (Chelsea Chizever)**
- Res. #442 Appoints a Seasonal Water Safety Instructor to the Recreation Department (Cristina Iannacchino)**
- Res. #443 Appoints Seasonal Beach Attendants to the Recreation Department**
- Res. #444 Appoints Seasonal Lifeguards to the Recreation Department**
- Res. #445 Appoints a Call-In Park Attendant to the Recreation Department (Sarah Freeborn)**
- Res. #446 Appoints Call-In Recreation Program Aides to the Recreation Department**
- Res. #447 Appoints Seasonal Recreation Aides to the Recreation Department**

- Res. #448** Appoints Seasonal Recreation Staff to the Recreation Department
- Res. #449** Authorizes Town Clerk to Publish and Post Public Notice to Consider a Local Law to Amend Chapter 18 of the Riverhead Town Code Entitled “Code of Ethics”
- Res. #450** Extends Bid Contract for Fire and Security Alarm Systems
- Res. #451** Local Law to Update and Adopt Procurement Policy Pursuant to General Municipal Law
- Res. #452** Amends Resolution #417 of 2015 (Awards Bid for Snack Vendors)
- Res. #453** Approves Extension of Performance Security of Riverhead Sound Associates, LLC a/k/a Aquebogue Golf Resorts (Road and Drainage Improvements)
- Res. #454** Authorizes the Supervisor to Issue a Letter to the Suffolk County Department of Health Services Allowing the Use of Pine Barrens Credits which Originated from Property Located in Town of Riverhead (O’Shea Properties)
- Res. #455** Authorizes the Supervisor to Execute a Professional Services Agreement with Converged Technology Group, Inc. (CTG)
- Res. #456** Authorizes the Supervisor to Execute a Municipal Cooperation Agreement Renewal No. 6 with the Riverhead Central School District Regarding Unleaded Fuel Services
- Res. #457** Authorizes the Naming of the Recreation Trail at the Enterprise Park at Calverton “Vietnam Veterans Bicycle and Walking Trail”
- Res. #458** Authorizes Sale of Building Located at 542 East Main Street, Riverhead, NY (SCTM #600-129-3-35.2) Known as East Lawn Building to Second Bidder *I’m a Ruralpolitan Inc.*
- Res. #459** Awards Bid for Disposal of Town Generated Construction and Demolition Material
- Res. #460** Awards Bid for the Sale of 1985 Detroit Diesel Generator
- Res. #461** Approves the Chapter 90 Application of George M. Bartunek (17<sup>th</sup> Annual Antique Car Show – September 27, 2015)
- Res. #462** Approves Chapter 90 Application of Jamesport Fire Department (5K & 10K Race – Sunday, August 23, 2015)

- Res. #463 Approves the Application for Fireworks Permit of Newton Shows (Family Festival/Carnival – July 3, 2015)**
- Res. #464 Approves Chapter 90 Application of Peconic Bay Medical Center (Family Festival – July 1, 2015 through July 4, 2015)**
- Res. #465 Authorizes Town Clerk to Publish and Post a Public Notice to Consider a Local Law to Amend Chapter 101 Entitled “Vehicles and Traffic” of the Riverhead Town Code**
- Res. #466 Approves Chapter 90 Application of Polish Town Civic Association (Polish Town Street Fair & Festival – August 15<sup>th</sup> and August 16<sup>th</sup>, 2015)**
- Res. #467 Approves Chapter 90 Application of Riverhead Running Club Inc. (5k Run Entitled “Trick or Trot” 5K Race – Saturday, October 31, 2015)**
- Res. #468 Authorizes Town Clerk to Publish and Post a Public Notice to Consider a Local Law to Amend Procurement Policy Pursuant to General Municipal Law**
- Res. #469 Offers Support to County of Suffolk for Acquisition of SCTM #600-128-3-49 and Authorizes Partnership between Town and County Such That the Town Will Maintain Property and Any Improvements Made by County of Suffolk for Parkland/Passive Recreation (Trail, Canoe Launch, Parking)**
- Res. #470 Appoints Member to the Agricultural Advisory Committee (Robert Kern)**
- Res. #471 Appoints Member to the Agricultural Advisory Committee (David McLarin)**
- Res. #472 Appoints Member to the Agricultural Advisory Committee (Frank Beyrodt)**
- Res. #473 Appoints Member to the Agricultural Advisory Committee (Jeff Rottkamp)**
- Res. #474 Appoints Member to the Agricultural Advisory Committee (Lou Carriciola)**
- Res. #475 Appoints Member to the Agricultural Advisory Committee (Matthew Pendleton)**

- Res. #476** Appoints Member to the Agricultural Advisory Committee (Phil Schmitt)
- Res. #477** Appoints a Temporary Substitute Automotive Equipment Operator to the Sanitation Department (Arthur Reichel)
- Res. #478** Authorization to Publish Advertisement for Lubricant Items for the Town of Riverhead
- Res. #479** Accepts the Resignation of a Principal Accountant
- Res. #480** Authorizes Publication of Help Wanted Advertisement for a Principal Accountant
- Res. #481** Supports and Endorses Pursuit of Suffolk County Downtown Revitalization Round 13 Funding for Downtown LED Lights with Security Cameras
- Res. #482** SEQRA Resolution Regarding Application for Suffolk County Downtown Revitalization Round 13 Funding for LED Street Lights with Security Cameras
- Res. #483** Pays Bills
- Res. #484** Authorizes Removal of Dead Bunker Arising from Emergency Circumstances

**TOWN OF RIVERHEAD**

**Resolution # 432**

**GENERAL FUND**

**BUDGET ADJUSTMENT**

Councilman Dunleavy offered the following resolution,

which was seconded by Councilman Wooten

**WHEREAS**, a budget adjustment is requested to cover annual maintenance costs associated with computer maintenance.

**NOW THEREFORE BE IT RESOLVED**, that the Supervisor be, and is hereby authorized to establish the following budget adjustment and transfer of funds:

	<b><u>FROM</u></b>	<b><u>TO</u></b>
001.016800.524000    Equipment	34,000	
001.016800.541409    Maintenance Contract		34,000

**RESOLVED**, that the Town Clerk is hereby authorized to forward a copy of this resolution to Information Technology and the Accounting Department.

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Gabrielsen <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Wooten <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Dunleavy <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Walter <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

The Resolution Was  Thereupon Duly Declared Adopted

**TOWN OF RIVERHEAD**

**Resolution # 433**

**RIVERHEAD HIGHWAY DISTRICT**

**BUDGET ADJUSTMENT**

Councilman Wooten offered the following resolution,

which was seconded by Councilman Gabrielsen

**WHEREAS**, the Superintendent of Highway is requesting a budget adjustment to cover costs associated with the maintenance of town roads.

**NOW THEREFORE BE IT RESOLVED**, that the Supervisor be, and is hereby authorized to establish the following budget adjustment and transfer of funds:

		<b><u>FROM</u></b>	<b><u>TO</u></b>
111.051100.541311	Pavement Markings	10,000	
111.051400.541306	Drainage	105,000	
111.051400.541303	Traffic Paint		10,000
111.051100.541301	Asphalt		105,000

**RESOLVED**, that the Town Clerk is hereby authorized to forward a copy of this resolution to the Accounting and Highway Departments.

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Gabrielsen <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Wooten <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Dunleavy <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Walter <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 434

**APPROVES AND AUTHORIZES FOR SIGNATURE AGREEMENT BETWEEN  
RIVERHEAD WATER DISTRICT AND NEW YORK SMSA LIMITED PARTNERSHIP  
D/B/A VERIZON WIRELESS**

Councilman Gabrielsen offered the following resolution,

which was seconded by Councilwoman Giglio

**WHEREAS**, the Town Board, as governing body of the Riverhead Water District, held a public hearing on the 2nd day of June, 2015 regarding an agreement between the Riverhead Water District and New York SMSA Limited Partnership d/b/a Verizon Wireless for authorization to use property of the Riverhead Water District located at North Wading River Road, Wading River, New York as shown on the Suffolk County Tax Map District 0600, Section 57, Block 01, Lot 1.5 more commonly known as the Great Rock Road Water Tank (Plant #9), and improvements thereon for the installation of cellular telephone antenna and related equipment, and

**WHEREAS**, all persons wishing to be heard at said public hearing were heard.

**NOW, THEREFORE, BE IT RESOLVED**, that the agreement as described in the preamble is hereby approved and the Town Supervisor be and is hereby authorized to execute said agreement, and be it further

**RESOLVED**, that a copy of the fully executed agreement will be filed with the Town Clerk and the Riverhead Water District, and be it further

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 435

**RESOLUTION GRANTING THE STATE OF NEW YORK AUTHORITY TO PERFORM  
ADJUSTMENT FOR THE OWNER AND AGREEING TO MAINTAIN FACILITIES  
ADJUSTED VIA STATE-LET CONTRACT**

Councilwoman Giglio offered the following resolution,

which was seconded by Councilman Dunleavy

**WHEREAS**, the New York State Department of Transportation proposes the construction, reconstruction, or improvement including Priority Resurfacing at Various Locations in the towns of North Hempstead, Oyster Bay, Huntington, Smithtown and Riverhead, located in Nassau and Suffolk counties, PIN 0809.56, and

**WHEREAS**, the State will include as part of the construction, reconstruction, or improvements of the above mentioned project the adjustment of water valve boxes to final grade, pursuant to Section 10, Subdivision 24, of the State Highway Law, as shown on the contract plans relating to the project and meeting the requirements of the owner, and

**WHEREAS**, the service life of the relocated and or replaced utilities has not been extended, and

**WHEREAS**, the State will provide for the reconstruction of the above mentioned work, as shown on the contract plans relating to the above mentioned project.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town of Riverhead approves of the relocation of and adjustment to its water mains and appurtenances and the above mentioned work performed on the project and shown on the contract plans relating to the project and that the Town of Riverhead will maintain or cause to be maintained the adjusted facilities performed as above stated and as shown on the contract plans, and

**BE IT FURTHER RESOLVED**, that the Town Supervisor has the authority to sign, with the concurrence of the Town Board, any and all documentation that may become necessary as a result of this project as it relates to the Town of Riverhead, and

**BE IT FURTHER RESOLVED**, that the Town Clerk of the Town of Riverhead is hereby directed to transmit five (5) certified copies of the foregoing resolution to the New York State Department of Transportation, and

**BE IT FURTHER RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio  Yes  No      Gabrielsen  Yes  No  
Wooten  Yes  No      Dunleavy  Yes  No  
Walter  Yes  No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 436

**RATIFIES THE APPROVAL OF A LEAVE OF ABSENCE FOR MILITARY REASONS FOR A POLICE DEPARTMENT EMPLOYEE**

Councilman Dunleavy offered the following resolution,

which was seconded by Councilman Wooten

**WHEREAS**, an employee of the Riverhead Police Department is a Reservist with the United States Air Force/Air National Guard; and

**WHEREAS**, that employee has military orders calling him to active duty, effective April 30, 2015 to and including September 12, 2015; and,

**WHEREAS**, that employee has requested an unpaid leave of absence from April 30, 2015 to and including September 12, 2015.

**NOW, THEREFORE, BE IT RESOLVED**, that in accordance with the Uniformed Services Employment and Reemployment Rights Act, Title 38, the Town Board hereby ratifies the approval of this employee's request for a leave of absence from April 30, 2015 to and including September 12, 2015.

**BE IT FURTHER RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 437

**TERMINATES A LEAVE OF ABSENCE AND RATIFIES THE REAPPOINTMENT OF PART-TIME POLICE OFFICERS TO ACTIVE DUTY STATUS**

Councilman Wooten offered the following resolution,

which was seconded by Councilman Gabrielsen

**WHEREAS**, Resolution #756, duly adopted by the Riverhead Town Board on November 5, 2014, appointed Christie L. Smith and Robert T. Sproston to the position of Part-time Police Officer; and

**WHEREAS**, Christie L. Smith and Robert T. Sproston were placed on a leave of absence until their successful completion of required training at the Suffolk County Police Academy; and

**WHEREAS**, they did successfully complete their required training at the Suffolk County Police Academy.

**NOW, THEREFORE BE IT RESOLVED**, that this leave of absence is terminated and effective June 5, 2015, the Town Board hereby ratifies the reappointment of Christie L. Smith and Robert T. Sproston and places them on part-time active duty status at an hourly rate of pay of \$21.00; and

**BE IT FURTHER RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 438

**APPOINTS A PART-TIME PUBLIC SAFETY DISPATCHER I TO THE  
POLICE DEPARTMENT**

Councilman Gabrielsen offered the following resolution,

which was seconded by Councilwoman Giglio

**WHEREAS**, the need for Part-Time Public Safety Dispatchers exists in the Riverhead Town Police Department; and

**WHEREAS**, in accordance with the CSEA contract, this job was duly posted, Job Posting #5, and pursuant to a completed background investigation and other qualifying exams, a recommendation has been made by the Chief of Police to appoint Catherine Stotsky-Urevich to this part-time position.

**NOW, THEREFORE, BE IT RESOLVED**, that this Town Board hereby appoints Catherine Stotsky-Urevich to the part-time position of Public Safety Dispatcher I at an hourly rate of \$19.51 effective June 22, 2015; and

**BE IT FURTHER, RESOLVED** that the Town Clerk be and is hereby directed to forward a copy of this resolution to Catherine Stotsky-Urevich, the Chief of Police, the Accounting Office and the Personnel Officer.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 439

**APPOINTS A CALL-IN SEASONAL CLERK TO THE RECREATION DEPARTMENT**

Councilwoman Giglio offered the following resolution,

which was seconded by Councilman Dunleavy

**WHEREAS**, a Call-in Clerk is needed by the Riverhead Town Recreation Department,

**NOW THEREFORE BE IT RESOLVED**, that effective June 16, 2015, through and December 31, 2015, this Town Board hereby appoints Mary Scala-Hayes to the position of Call-In Seasonal Clerk, to be paid the rate of \$ 14.00 per hour and

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

**TOWN OF RIVERHEAD**

**Resolution # 440**

**APPOINTS A PROVISIONAL FIRE PREVENTION INSPECTOR**

Councilman Dunleavy offered the following resolution,

which was seconded by Councilman Wooten

**WHEREAS**, commercial and residential growth within the Town of Riverhead has made it incumbent upon the Town Board to appoint a Fire Prevention Inspector to perform fire code inspections of existing residential, commercial and/or industrial properties for current fire hazards and the issuance of recommendations for the correction of such hazards; and

**WHEREAS**, in accordance with the CSEA contract, this position was duly posted (Job Posting #7), duly advertised, interviews were conducted, and as no current list of Certified Eligibles for the title of Fire Prevention Inspector exists, the Suffolk County Department of Civil Service has issued approval to fill the position on a provisional basis until such a time when a Certified List of Eligibles for the title of Fire Prevention Inspector is issued; and

**WHEREAS**, Maintenance Mechanic II Andrew Smith meets the qualifications necessary to hold the title of Fire Prevention Inspector, and pursuant to New York State regulations, has completed the basic training entitled Minimum Standards for Code Enforcement Personnel; and

**WHEREAS**, a recommendation has been made by the Personnel Committee to appoint Andrew Smith to this position.

**NOW, THEREFORE, BE IT RESOLVED**, that effective today, June 16, 2015 this Town Board hereby makes a provisional appointment of Andrew Smith to the title of Fire Prevention Inspector as found in Group 4, Step 3A of the Administrative Salary Schedule; and

**BE IT FURTHER RESOLVED that** all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen – ABSTAIN  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 441

**RATIFIES THE APPOINTMENT OF A CALL-IN ASSISTANT RECREATION LEADER  
TO THE RECREATION DEPARTMENT**

Councilman Dunleavy offered the following resolution,

which was seconded by Councilman Wooten

**WHEREAS**, an Assistant Recreation Leader is needed by the Riverhead Town Recreation Department for work in recreation programs,

**NOW THEREFORE BE IT RESOLVED**, that this Town Board hereby ratifies the appointment of Chelsea Chizever effective June 15, 2015, to the position of Call-in Assistant Recreation Leader II, Level 5, to be paid the rate of \$14.20 per hour and

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 442

**APPOINTS A SEASONAL WATER SAFETY INSTRUCTOR TO THE RECREATION DEPARTMENT**

Councilman Dunleavy offered the following resolution,

which was seconded by Councilman Wooten

**WHEREAS**, a Seasonal Water Safety Instructor is needed by the Riverhead Town Recreation Department

**NOW THEREFORE BE IT RESOLVED**, that effective June 22, 2015, through and including September 1, 2015, this Town Board hereby appoints Cristina Iannacchino to the position of Seasonal Water Safety Instructor Level II to be paid the rate of \$12.85 per hour to the Recreation Department and

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Gabrielsen	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Wooten	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Dunleavy	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
			Walter	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 443

**APPOINTS SEASONAL BEACH ATTENDANTS TO THE RECREATION DEPARTMENT**

Councilman Dunleavy offered the following resolution,

which was seconded by Councilman Wooten

**WHEREAS**, Beach Attendants are needed by the Riverhead Town Recreation Department for seasonal work at the Town Beaches

**NOW THEREFORE BE IT RESOLVED**, that effective June 17, 2015 through and including September 15, 2015, this Town Board hereby appoints the attached list of Beach Attendants to the Recreation Department

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

**RECREATION DEPARTMENT APPOINTMENTS  
6/16/15 TOWN BOARD MEETING**

<b><u>Last</u></b>	<b><u>First</u></b>	<b><u>Title</u></b>	<b><u>Level</u></b>	<b><u>Start</u></b>	<b><u>End</u></b>	<b><u>Salary</u></b>
Norbury	Victoria	Beach Attendant	I	6/17/15	9/15/15	\$10.00
Perry	Edwin	Beach Attendant	I	6/17/15	9/15/15	\$10.00
Purick	Jessica	Beach Attendant	I	6/17/15	9/15/15	\$10.00
Rempe	Adam	Beach Attendant	I	6/17/15	9/15/15	\$10.00

**TOWN OF RIVERHEAD**

**Resolution # 444**

**APPOINTS SEASONAL LIFEGUARDS TO THE RECREATION DEPARTMENT**

Councilman Dunleavy offered the following resolution,

which was seconded by Councilman Wooten

**WHEREAS**, Lifeguards are needed by the Riverhead Town Recreation Department for seasonal work at the Town Beaches

**NOW THEREFORE BE IT RESOLVED**, that effective June 17, 2015 through and including September 15, 2015, this Town Board hereby appoints the attached list of Lifeguards to the Recreation Department

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

**RECREATION DEPARTMENT APPOINTMENTS  
6/16/15 TOWN BOARD MEETING**

<b><u>Last</u></b>	<b><u>First</u></b>	<b><u>Title</u></b>	<b><u>Level</u></b>	<b><u>Start</u></b>	<b><u>End</u></b>	<b><u>Salary</u></b>
Hays	Alexandra	Lifeguard	I	6/17/15	9/15/15	\$12.25
Infranco	Daniel	Lifeguard	I	6/17/15	9/15/15	\$12.25
Ohrtman	Kaitlyn	Lifeguard	I	6/17/15	9/15/15	\$12.25

**TOWN OF RIVERHEAD**

**Resolution # 445**

**APPOINTS A CALL-IN PARK ATTENDANT TO THE RECREATION DEPARTMENT**

Councilman Dunleavy offered the following resolution,

which was seconded by Councilman Wooten

**WHEREAS**, a Park Attendant II is needed by the Riverhead Town Recreation Department for work at the Town parks,

**NOW THEREFORE BE IT RESOLVED**, that effective June 16, 2015 this Town Board hereby appoints Sarah Freeborn to the position of Call-in Park Attendant II, Level 2, to be paid the rate of \$10.95 per hour and

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

**TOWN OF RIVERHEAD**

**Resolution # 446**

**APPOINTS CALL-IN RECREATION PROGRAM AIDES  
TO THE RECREATION DEPARTMENT**

Councilman Dunleavy offered the following resolution,

which was seconded by Councilman Wooten

**WHEREAS**, Recreation Program Aides are needed by the Riverhead Town Recreation Department for Town Recreation Programs

**NOW THEREFORE BE IT RESOLVED**, that effective June 16, 2015 this Town Board hereby appoints the attached list of Recreation Program Aides to the Recreation Department

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

**RECREATION DEPARTMENT APPOINTMENTS  
6/16/15 TOWN BOARD MEETING**

<b><u>Last</u></b>	<b><u>First</u></b>	<b><u>Title</u></b>	<b><u>Level</u></b>	<b><u>Salary</u></b>
Daniels	Taylor	Rec. Program Aide	II	\$9.00
Mastropaolo	Lauren	Rec. Program Aide	I	\$8.75
Smith	Maria	Rec. Program Aide	I	\$8.75
Waski	Alexandra	Rec. Program Aide	II	\$9.00

TOWN OF RIVERHEAD

Resolution # 447

**APPOINTS SEASONAL RECREATION AIDES  
TO THE RECREATION DEPARTMENT**

Councilman Dunleavy offered the following resolution,

which was seconded by Councilman Wooten

**WHEREAS**, seasonal Recreation Aides are needed by the Riverhead Town Recreation Department for Town Summer Recreation Programs

**NOW THEREFORE BE IT RESOLVED**, that effective June 16, 2015 through and including August 28, 2015 this Town Board hereby appoints the attached list of Summer Recreation Aides to the Recreation Department

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

**RECREATION DEPARTMENT APPOINTMENTS  
6/16/15 TOWN BOARD MEETING**

<u>Last</u>	<u>First</u>	<u>Title</u>	<u>Level</u>	<u>Start</u>	<u>End</u>	<u>Salary</u>
Behr	Michelle	Summer Rec. Aide*	IV	6/16/15	8/28/15	\$10.95
Berry	Kaitlyn	Summer Rec. Aide	I	6/16/15	8/28/15	\$ 9.80
Blank	Rachel	Summer Rec. Aide*	II	6/16/15	8/28/15	\$10.35
Boergesson	Jacob	Summer Rec. Aide II	II	6/16/15	8/28/15	\$12.60
Clark	Emalee	Summer Rec. Aide	III	6/16/15	8/28/15	\$10.40
D'Angelo	Giuseppinna	Summer Rec. Aide	V	6/16/15	8/28/15	\$11.00
DiResta	Ryan	Summer Rec. Aide	I	6/16/15	8/28/15	\$ 9.80
Fox	Allison	Summer Rec. Aide	I	6/16/15	8/28/15	\$ 9.80
Goldfarb	Max	Summer Rec. Aide	III	6/16/15	8/28/15	\$10.40
Hill	Kathryn	Summer Rec. Aide	V	6/16/15	8/28/15	\$11.00
Hughes	Eric	Summer Rec. Aide	III	6/16/15	8/28/15	\$10.40
Inzalaco	Joseph	Summer Rec. Aide*	IV	6/16/15	8/28/15	\$10.95
Kempermann	Amber	Summer Rec. Aide	III	6/16/15	8/28/15	\$10.40
Latour	Brenna	Fill-in Summer Rec. Aide	I	6/16/15	8/28/15	\$ 9.80
Markert	Cassandra	Summer Rec. Aide	I	6/16/15	8/28/15	\$ 9.80
Melfi	Lauren	Summer Rec. Aide	I	6/16/15	8/28/15	\$ 9.80
Myers	Kayla	Summer Rec. Aide	IV	6/16/15	8/28/15	\$10.70
Patrick	Elissa	Summer Rec. Aide	V	6/16/15	8/28/15	\$11.00
Piro	Michael	Summer Rec. Aide*	IV	6/16/15	8/28/15	\$10.95
Smith	Amanda	Summer Rec. Aide*	III	6/16/15	8/28/15	\$10.65
Smith	Sierra	Summer Rec. Aide*	II	6/16/15	8/28/15	\$10.35
Sperling	Zachary	Summer Rec. Aide	II	6/16/15	8/28/15	\$10.10
Strange	Dajuon	Fill-in Summer Rec. Aide	V	6/16/15	8/28/15	\$11.00
Thompson	Tayana	Summer Rec. Aide	I	6/16/15	8/28/15	\$ 9.80
Tocci	Scott	Summer Rec. Aide	II	6/16/15	8/28/15	\$10.10
Tucci	Sara	Summer Rec. Aide	I	6/16/15	8/28/15	\$ 9.80
Tumminello	Catherine	Summer Rec. Aide	I	6/16/15	8/28/15	\$ 9.80
Young	Krystal	Summer Rec. Aide*	X	6/16/15	8/28/15	\$13.05

\*CPR certified

TOWN OF RIVERHEAD

Resolution # 448

**APPOINTS SEASONAL RECREATION STAFF  
TO THE RECREATION DEPARTMENT**

Councilman Dunleavy offered the following resolution,

which was seconded by Councilman Wooten

**WHEREAS**, seasonal employees are needed by the Riverhead Town Recreation Department for Town Summer Recreation Teen Camp

**NOW THEREFORE BE IT RESOLVED**, that effective June 16, 2015 through and including August 28, 2015 this Town Board hereby appoints the attached list of Summer Recreation employees to the Recreation Department

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

**RECREATION DEPARTMENT APPOINTMENTS  
6/16/15 TOWN BOARD MEETING**

<b><u>Last</u></b>	<b><u>First</u></b>	<b><u>Title</u></b>	<b><u>Level</u></b>	<b><u>Start</u></b>	<b><u>End</u></b>	<b><u>Salary</u></b>
Amitrano	Frank	Summer Rec. Program Leader	IV	6/16/15	8/28/15	\$15.85
Estrema	Jennifer	Summer Rec. Aide	II	6/16/15	8/28/15	\$10.10
Graziano	Amanda	Summer Rec. Aide	II	6/16/15	8/28/15	\$10.10
Tuthill	Matthew	Summer Rec. Aide	I	6/16/15	8/28/15	\$ 9.80

TOWN OF RIVERHEAD

Resolution # 449

**AUTHORIZES TOWN CLERK TO PUBLISH AND POST PUBLIC NOTICE TO  
CONSIDER A LOCAL LAW TO AMEND CHAPTER 18 OF THE  
RIVERHEAD TOWN CODE ENTITLED "CODE OF ETHICS"**

Councilman Wooten offered the following resolution,

which was seconded by Councilman Gabrielsen

**RESOLVED**, that the Town Clerk is hereby authorized to publish the attached public notice to consider a local law to amend Chapter 18 of the Riverhead Town Code entitled, "Code of Ethics", once in the June 25, 2015 issue of the News Review, the newspaper hereby designated as the official newspaper for this purpose, and also to post same on the sign board at Town Hall; and be it further

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD  
PUBLIC NOTICE

PLEASE TAKE NOTICE that a public hearing will be held before the Town Board of the Town of Riverhead, at Riverhead Town Hall, 200 Howell Avenue, Riverhead, New York, on the 7<sup>th</sup> day of July, 2015 at 2:10 pm to consider a local law amending Chapter 18 entitled "Code of Ethics" of the Riverhead Town Code as follows:

CHAPTER 18  
CODE OF ETHICS

§ 18-4. Standards of conduct.

K. Avoidance of conflicts.

(1) A Town officer or employee shall not knowingly acquire, solicit, negotiate for, or accept any benefit, interest, employment, or other thing of value that would put him or her in violation of this Code of Ethics.

(2) No person who, by appointment or election, shall serve as an executive board member of a town, county, state or national committee of a political party committee or any subdivision thereof shall hold appointive office on the Planning Board, Zoning Board of Appeals, Architectural Review Board, Board of Assessment Review, Conservation Advisory Council, Ethics Board, or be a Member of or be the Executive Director of the Town of Riverhead Industrial Development Agency, or be a Town of Riverhead Department Head.

(3) No person who, by appointment or election, shall serve as an executive board member of a town, county, state or national committee of a political party committee or any subdivision thereof if he or she is an elected official of the Town of Riverhead.

(a) Any person who is a member of the executive board of one of the aforementioned political party committees detailed in Subsections K(2) and K(3) shall deliver to the Town Clerk, within five days of his or her appointment to one of the Town Boards listed above, evidence of his or her resignation from the executive board of said political party committee.

(b) Any person who is currently a member of any aforementioned appointive Board, executive director, department head or Town of Riverhead elected official and is currently a member of an aforementioned executive board of political a party committee shall deliver to the Town Clerk such documentation establishing compliance with Subsections K(2) and K(3) within 20 days of the date of enactment of this chapter.

Underline represents addition(s)  
Strikethrough represents deletion(s)  
Dated: Riverhead, New York  
June 16, 2015

BY ORDER OF THE TOWN BOARD  
OF THE TOWN OF RIVERHEAD  
DIANE M. WILHELM, TOWN CLERK

TOWN OF RIVERHEAD

Resolution # 450

**EXTENDS BID CONTRACT FOR FIRE AND SECURITY ALARM SYSTEMS**

Councilman Gabrielsen offered the following resolution,

which was seconded by Councilwoman Giglio

**WHEREAS**, by Resolution 102, adopted on February 3, 2015, the contract with Intelli-Tec Security Services was given the first extension, from January 1, 2015 through June 30, 2015; and

**WHEREAS**, the Engineering Department has requested the contract with Intelli-Tec Security Services be extended; and

**WHEREAS**, the above named vendor has agreed to extend the contract until December 31, 2015 for the same pricing, terms and conditions; and

**WHEREAS**, the Town Board has reviewed said request.

**NOW, THEREFORE, BE IT RESOLVED**, that the contract for TOWN OF RIVERHEAD FIRE & SECURITY ALARM SYSTEMS is extended for the second and final time, from July 1, 2015 to and including December 31, 2015; and

**BE IT FURTHER RESOLVED**, that the Town Clerk be and is hereby authorized to forward a certified copy of this resolution to Intelli-Tec Security Services, the Engineering Department and Purchasing; and

**BE IT FURTHER RESOLVED**, all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 451

**LOCAL LAW TO UPDATE AND ADOPT PROCUREMENT POLICY PURSUANT TO  
GENERAL MUNICIPAL LAW**

Councilwoman Giglio offered the following resolution,

which was seconded by Councilman Dunleavy

**WHEREAS**, the Town, by Resolution #93 adopted on February 2, 2010, adopted a Procurement Policy and thereafter, by a series of resolutions, amendments to the Procurement Policy (See Resolution #592 adopted on July 20, 2010, Resolution #198 adopted on March 15, 2011, Resolution #840 adopted on November 7, 2012, Resolution #300 adopted on April 21, 2015 and Resolution #339 adopted on May 5, 2015), to ensure that sound business judgment is utilized in all procurement transactions and that supplies, equipment, contracts, and services are obtained efficiently and in compliance with applicable laws and to ensure that all procurement transactions will be conducted in a manner that provides full and open competition and prudent and economical use of public money; and

**WHEREAS**, on or about August 1, 2012, the State Legislature in an effort to reduce administrative and product cost, and increase efficiencies adopted and added new subdivision 16 to General Municipal Law (GML) §103 to authorize political subdivisions, such as the Town of Riverhead, to purchase equipment, materials, supplies, and to contract for services related to the installation, maintenance or repair of those items, through the use of contracts let by the United States or any agency thereof, any state or any other political subdivision or district therein provided that the contract terms included a provision, similar to GML §103 (3) and County Law 408-a, such that the contract was made available for use by other governmental entities; and

**WHEREAS**, in 2013, GML §103 (16) was amended to replace the language “provided that the contract must have been let in a manner that constitutes competitive bidding consistent with state law” with the following language “provided that the contract must be let either to the lowest responsible bidder or on the basis of best value in a manner consistent with GML §103, however, political subdivisions (other than New York City) that wish to make procurements under GML §103 (16) through the use of a contract let on the basis of best value must have first authorized the use of best value for awarding their own purchase contracts by local law.

**NOW, THEREFORE, BE IT RESOLVED** that the Town of Riverhead’s Procurement Policy set forth and annexed below is hereby adopted by Local Law and such Procurement Policy is hereby intended to incorporate all amendments and additions set forth and adopted by resolution identified and set forth above:

## **TOWN OF RIVERHEAD Procurement Policy**

### **PURPOSE:**

The purpose of this Procurement Policy is to ensure that sound business judgment is utilized in all procurement transactions and that supplies, equipment, contracts, and services are obtained efficiently and in compliance with applicable laws and to ensure that all procurement transactions will be conducted in a manner that provides full and open competition and prudent and economical use of public money. In addition, this Procurement Policy seeks to ensure that the same sound business judgment used for the purchase of personal property (i.e. supplies and equipment) is used for the evaluation of personal property and/or assets with respect to its usefulness to the Town now or in the foreseeable future and cost effective and efficient procedures for disposition of the personal property and/or assets deemed no longer of public use to the Town.

**Guideline 1:** Every prospective purchase of goods or services shall be evaluated to determine the applicability of General Municipal Law §103 inclusive of all future statutory amendments, deemed to be incorporated by reference, as if recited in its entirety herein. Every town officer, board, department head or other personnel with the requisite purchasing authority (hereinafter "purchaser") shall estimate the cumulative amount of the items of supply or equipment needed in a given fiscal year. The information gathered and conclusions reached shall be documented and kept with the file or other documentation supporting the purchase activity.

**Guideline 2:** All purchases of supplies or equipment which will exceed \$20,000 in the fiscal year or public works contracts over \$35,000 shall be formally bid pursuant to General Municipal Law §103 inclusive of all future statutory amendments, deemed to be incorporated by reference, as if recited in its entirety herein.

### **Guideline 3:**

(1) All estimated purchases of less than \$20,000 but greater than \$3,000 shall require a written request for a proposal ("RFP") and written/fax quotes from at least three comparative vendors; less than \$3,000 but greater than \$1,000 require an oral request for proposal for the goods, equipment or supplies and oral/fax quotes from at least two vendors and purchaser shall maintain a record of responses whether they are received by phone or in writing; less than \$1,000 are left to the discretion of the purchaser.

(2) All estimated public works contracts of less than \$35,000 but greater than \$10,000 require a written request for proposal and fax/proposals from at least three comparable contractors; less than \$10,000 but greater than \$1,000 require a written request for proposal and fax/proposals from at least two contractors and purchaser shall maintain a record of responses whether they are received by phone or in writing; less than \$1,000 are left to the discretion of the purchaser.

(3) All written RFP shall describe the desired goods, quantity and details regarding delivery, including mode of delivery and time parameters for delivery. The purchaser shall compile a list of all vendors from whom written/fax/oral quotes have been requested and the written/fax/oral quotes offered.

(4) All information gathered in complying with the procedures of this guideline shall be preserved and filed with the documentation supporting the subsequent purchase or public works contract. All responses to the RFP shall be kept confidential until such time as the contract for work or goods is awarded and thereafter all documents responsive to the RFP shall be subject to disclosure pursuant to the applicable provisions of the Public Officers Law.

**Guideline 4:** All purchasers shall make a good-faith effort to obtain the required number of proposals or quotations. If the purchaser is unable to obtain the required number of proposals or quotations, the purchaser shall document the attempt made at obtaining the proposals. In no event shall the inability to obtain the proposals or quotes be a bar to the procurement.

**Guideline 5:** The lowest responsible proposal or quote shall be awarded the purchase or public works contract unless the purchaser prepares written justification providing reasons why it is in the best interest of the town and its taxpayers to make an award to other than the low bidder. If a bidder is not deemed responsible, facts supporting that judgment shall also be documented and filed with the record supporting the procurement.

**Guideline 6:** A request for proposal and/or quotation shall not be required under the following circumstances:

(1) Contract for professional services subject to resolution of the Town Board.

(2)(a) Purchase of goods, equipment or supplies or contract for services through qualifying contracts let by other New York State political subdivisions provided that (i) the contract must have been let by the United States or any agency thereof, any state or any other political subdivision or district therein; (ii) the contract must have been made available for use by other governmental entities, i.e. inclusion in the contract let by the other entity of a clause extending the terms and conditions of the contract to other governmental entities; and (iii) the contract must have been let to the lowest responsible bidder or on the basis of best value in a manner consistent with General Municipal Law § 103 and related case law. (\*Note, GML 103 (16) is scheduled to expire on August 1, 2017).

(2)(b) Purchase of goods, equipment or supplies or contract for services through qualifying contracts let by the County of Suffolk or through any county within the State of New York subject to County Law 408(a).

(3) Public emergency arising out of an accident or unforeseen occurrence or condition affecting public buildings, public property or life, health, safety or property of the inhabitants of the Town. Unless exigent circumstances exist such that time is of the essence, Purchaser shall seek to obtain approval of the Town Board prior to purchase or contract.

(4) Sole-source situations (purchaser must obtain written verification from vendor)

(5) Surplus and second-hand supplies, material or equipment from federal government, State of New York, or other political subdivisions, districts, or public benefit corporation.

(6) Purchase of goods, equipment and supplies under State contracts through the Office of General Services and subject to rules promulgated by the Office of General Services.

**Guideline 7:** The purchases of goods or services must be accompanied by a duly signed and completed purchase order or contract except a purchase order shall not be required prior to purchase/procurement under those circumstances identified in Guideline 6 and purchases or public works project less than \$1000.00. The above guidelines will not deem it unnecessary to obtain a purchase order.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

**TOWN OF RIVERHEAD**

**Resolution # 452**

**AMENDS RESOLUTION # 417 OF 2015**  
**(AWARDS BID FOR SNACK VENDORS)**

Councilman Dunleavy offered the following resolution,

which was seconded by Councilman Wooten

**WHEREAS**, Resolution #417, adopted by the Town Board on June 2, 2015, awarded the bid for the Snack Vendors for the Town of Riverhead to Matthew Freudenberg for the location of the Wading River Beach; and

**WHEREAS**, said resolution incorrectly referred to the bid amount of \$300.00; and

**WHEREAS**, the correct bid amount to be awarded shall be \$500.00.

**NOW THEREFORE BE IT RESOLVED**, the Town Board of the Town of Riverhead hereby amends Resolution #417 dated June 2, 2015, to include the correct bid amount of \$500.00; and be it further

**RESOLVED**, that all other terms and conditions of Resolution #417 shall remain in full force and effect; and be it further

**RESOLVED**, that the Town Clerk is hereby authorized to forward a copy of this resolution to Matthew Freudenberg, 22 Further Lane, Riverhead, NY, 11901; and be it further

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Gabrielsen	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Wooten	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Dunleavy	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
			Walter	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 453

**APPROVES EXTENSION OF PERFORMANCE SECURITY OF RIVERHEAD SOUND ASSOCIATES, LLC A/K/A AQUEBOGUE GOLF RESORTS (ROAD AND DRAINAGE IMPROVEMENTS)**

Councilman Wooten offered the following resolution,

which was seconded by Councilman Gabrielsen

**WHEREAS**, pursuant to Resolution #30 dated January 6, 2004, the Riverhead Town Board accepted a performance bond from Riverhead Sound LLC in the amount of \$1,910,000.00 (International Fidelity Insurance Co. #0371109) representing road and drainage improvements to be completed in the subdivision entitled, "Aquebogue Golf Resorts", located on the south side of Sound Avenue, west side of West Lane, Riverhead; and

**WHEREAS**, pursuant to Resolution #113 dated February 6, 2008, the Riverhead Town Board authorized a reduction of the above referenced performance bond to the amount of \$636,666.67; and

**WHEREAS**, by letter dated May 4, 2015 from Gordon N. Gemma, of Kushner Companies, it has been requested that an extension be granted for the performance bond representing the road and drainage improvements to be completed within the subdivision; and

**WHEREAS**, pursuant to Riverhead Planning Board Resolution # 2015-0041, dated May 7, 2015, it has been recommended that the above referenced performance bond be granted an extension, to expire on May 17, 2017; and

**WHEREAS**, Water Key Money in the amount of \$135,000.00, Park and Recreation Fees in the amount of \$243,000.00 and Engineer Fees in the amount of \$82,600.00, have been paid.

**NOW THEREFORE BE IT RESOLVED**, that the Town Board of the Town of Riverhead hereby approves the extension of time for the performance bond representing the road and drainage improvements to be completed within the subdivision for an additional two-year period pursuant to Riverhead Town Code Chapter 108-97 A. (4); and be it further

**RESOLVED**, that the Town Board hereby accepts the \$2,000.00 fee associated with such security extension approval; and be it further

**RESOLVED**, that this extension shall irrevocably extend the performance security representing the road and drainage improvements to be completed within the subdivision to May 17, 2017; and be it further

**RESOLVED**, that the Town Clerk is hereby authorized to forward a copy of this resolution to Kushner Companies, Attn: Gordon N. Gemma, 30A Vreeland Road, suite 220, Florham Park, NJ, 07932 and International Fidelity Insurance Company, One Newark Center, 20<sup>th</sup> Floor, Newark, New Jersey, 07102; and be it further

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 454

**AUTHORIZES THE SUPERVISOR TO ISSUE A LETTER TO THE SUFFOLK COUNTY DEPARTMENT OF HEALTH SERVICES ALLOWING THE USE OF PINE BARRENS CREDITS WHICH ORIGINATED FROM PROPERTY LOCATED IN TOWN OF RIVERHEAD (O'Shea Properties)**

Councilman Gabrielsen offered the following resolution,

which was seconded by Councilwoman Giglio

**WHEREAS**, Pine Barrens credits issued by the Central Pine Barrens Joint Planning and Policy Commission from properties within the Towns of Brookhaven, Riverhead and Southampton may be used interchangeably within the Towns provided that both Towns authorize said use; and

**WHEREAS**, O'Shea Properties, as agent for 3920 Veterans LLC wishes to increase the available sanitary density for premises in the Town of Islip by using 1.42 Pine Barrens credits under Pine Barrens Certificate # 600-103 originating from property located in the Town of Riverhead; and

**WHEREAS**, by letter dated April 16, 2015, the Town of Islip has authorized said transfer.

**NOW THEREFORE BE IT RESOLVED**, that the Town Board hereby authorizes the Supervisor to issue a letter in substantially the same form as attached to the Suffolk County Department of Health Services approving the use of 1.42 credits under said Riverhead Pine Barrens credit(s) on premises located at 3920 Veterans Highway, Bohemia, New York, further described as Suffolk County Tax Map No. 0500-172.00-01.00-051.011; and be it further

**RESOLVED**, that the Town Clerk is hereby directed to forward copies of this resolution to Katie O. Rivas, O'Shea Properties, 4155 Veterans Highway, Suite 9, Ronkonkoma, New York 11779; the Planning Department and the Office of the Town Attorney.

**THE VOTE**

Giglio Yes No

Gabrielsen Yes No

Dunleavy Yes No

Wooten Yes No

Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 455

**AUTHORIZES THE SUPERVISOR TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH CONVERGED TECHNOLOGY GROUP, INC. (CTG)**

Councilwoman Giglio offered the following resolution,

which was seconded by Councilman Dunleavy

**WHEREAS**, Converged Technology Group, Inc. (CTG) has provided professional services to the Town of Riverhead consisting of among other things the installation and configuration of VMWare (software) and Cisco hardware for a Virtual Desktop solution in Phases; and

**WHEREAS**, Converged Technology Group, Inc. (CTG) has proposed to provide professional services to provide for implementation and knowledge base transfer of Phase IV as outlined in proposal dated April 10, 2015 for the period beginning on July 1, 2015 and ending on December 31, 2015 for sum not to exceed \$17,225.25; and

**WHEREAS**, CTG is an approved New York State Vendor for said professional services.

**NOW THEREFORE BE IT RESOLVED**, that the Town Board hereby authorizes the Supervisor to execute a Professional Services Agreement with CTG for implementation and knowledge base transfer of Phase IV for a total sum not to exceed \$17,225.25, which Agreement shall be in substantially the same form annexed hereto; and be it further

**RESOLVED**, that Town Clerk the Town Clerk be and is hereby directed to forward a certified copy of this resolution to CTG, 2990 Express Drive South, Islandia, New York 11749; and be it further

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 456

**AUTHORIZES THE SUPERVISOR TO EXECUTE A MUNICIPAL COOPERATION AGREEMENT-RENEWAL NO. 6 WITH THE RIVERHEAD CENTRAL SCHOOL DISTRICT REGARDING UNLEADED FUEL SERVICES**

Councilman Dunleavy offered the following resolution,

which was seconded by Councilman Wooten

**WHEREAS**, the Riverhead Central School District is in need of an economical source of unleaded fuel to facilitate auxiliary vehicle and equipment operations while it renovates its own fuel service facilities; and

**WHEREAS**, the Riverhead Central School District and the Town of Riverhead have had discussions concerning the use of the Town of Riverhead’s unleaded fuel facility by Riverhead Central School District auxiliary vehicles to facilitate continuous vehicle operations; and

**WHEREAS**, it is in the interest of the taxpayers of the Town of Riverhead and the Riverhead Central School District to share resources in this undertaking for the benefit of the Riverhead Town taxpayer; and

**WHEREAS**, it is legally permissible to make these resources available for mutual use when it is in the public interest; and

**WHEREAS**, the Riverhead Central School District and the Town of Riverhead wish to enter an Agreement for the use of unleaded fuel services for Riverhead Central School District designated auxiliary vehicles and equipment specifically delineated in the Agreement.

**NOW THEREFORE BE IT RESOLVED**, that the Town Board hereby authorizes the Supervisor to execute an agreement with the Riverhead Central School District in substantially the same form as annexed hereto and subject to review and recommendation by the Office of the Town Attorney; and be it further

**RESOLVED**, that the Town Clerk is hereby directed to forward a copy of this resolution to Janette Velardi, Purchasing Agent, Riverhead Central School District, 700 Osborn Avenue, Riverhead, New York 11901; and be it further

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No                      Gabrielsen Yes No  
Wooten Yes No                      Dunleavy Yes No  
Walter Yes No  
The Resolution Was  Thereupon Duly Declared Adopted

# MUNICIPAL COOPERATION AGREEMENT

## RENEWAL NO. 6

MUNICIPAL COOPERATION AGREEMENT effective as of the 1st day of July, 2015, by and between the BOARD OF EDUCATION, RIVERHEAD CENTRAL SCHOOL DISTRICT, with offices for the transaction of business located at 700 Osborn Avenue, Riverhead, New York, and the TOWN OF RIVERHEAD, with offices for the transaction of business located at 200 Howell Avenue, Riverhead, New York.

**WHEREAS**, the Riverhead Central School District (hereinafter referred to as “District”) and the Town of Riverhead (hereinafter referred to as “Town”) have conducted discussions concerning the additional use of the Town of Riverhead’s unleaded fuel pump by Riverhead Central School District vehicles;

**WHEREAS**, the District additionally wishes to use the Town of Riverhead’s unleaded fuel pump to provide unleaded fuel to operate various gas-powered equipment owned or leased by the District;

**WHEREAS**, it is in the interest of the taxpayers of the Town of Riverhead and the Riverhead Central School District to share resources in this undertaking;

**WHEREAS**, it is possible to make these resources available for mutual use when it is in the public interest;

**WHEREAS**, the Riverhead Central School District wishes to enter into this Agreement with the Town of Riverhead for the use of the unleaded fuel pump at the Town Garage to provide unleaded fuel for Riverhead Central School District vehicles specifically delineated in Schedule “A” attached hereto and to provide unleaded fuel to operate various gas-powered equipment owned or leased by the District;

**WHEREAS**, the parties recognize what their respective rights and obligations will be under the contract;

**NOW, THEREFORE**, in consideration of the mutual covenants set forth herein, the parties agree as follows:

1. The term of this Agreement shall be for the period July 1, 2015, until June 30, 2016. However, District and Town each may unilaterally terminate this Agreement at any time and for any reason upon 30 days written notice. Town may also terminate this Agreement immediately without notice in the event a safety and/or security issue arises.

2. The Town and the District each represent that it is authorized, pursuant to both Article 9, Section 1 of the State Constitution and Article 5-G of the General Municipal Law to enter into intergovernmental agreements.

3. The Town and the District, believing it to be in the best interest of their taxpayers, do hereby authorize inter-municipal cooperation and assistance with and between each other for the use of the unleaded fuel pump at the Town Garage (the “fuel pump”).

4. The Town gives permission to the District for the District to undertake usage of the unleaded fuel pump located at the Town of Riverhead Municipal Garage located on Rte 58, Town of Riverhead, in an amount not to exceed 1,200 gallons of unleaded fuel per week regarding the vehicles delineated in Schedule “A”, as attached, as well as unleaded fuel to operate various gas-powered equipment. District and Town agree that the inventory of designated vehicles may be amended from time to time subject to approval by the Town. The District shall comply with all restrictions and undertake any reasonable obligations in accordance with the use of the fuel pumps. Hours of permitted usage and cost per gallon of gasoline shall be listed in Schedule “A” attached to this Agreement.

5. The District agrees to perform all reasonable duties and tasks as may be required for the use of the fuel pump including, but not limited to, those tasks listed in Schedule “A” attached to this Agreement at its sole cost and expense.

6. The Town and District agree to cooperate with one another in furtherance of the use of the Fuel Pumps. The District further represents and affirms that the designated vehicles and various gas-powered equipment shall only be used for official school district purposes when such vehicles and/or equipment contain fuel provided by the Town of Riverhead, a violation of which shall constitute a material breach of this Agreement which may result in the immediate termination of the Agreement.

7. Regardless of whether required by law or ordinance, the Town and the District, their agents, officers and employees agree to conduct their activities in connection with the use of the fuel pump so as not to endanger or harm any person or property. The Town and the District, as their respective roles may require, agree to ensure that all approvals, licenses and certificates which are necessary or appropriate are obtained. District further agrees to provide a registration certificate, valid inspection, vehicle identification number, and proof of satisfactory vehicle liability insurance for each of the designated vehicles prior to or at the time of execution of this Agreement. District shall also provide same above-referenced documentation for each vehicle it wishes to add to Schedule “A” prior to Town fuel usage.

8. The District agrees to purchase and maintain a liability insurance policy listing the Town as an additional insured in the amount of Two Million Dollars (\$2,000,000.00) per occurrence and Four Million Dollars (\$4,000,000.00) in the aggregate; District shall provide a copy of the original declaration page of the subject insurance policy as well as a copy of the insurance certificate which states the Town is an additional insured at or before execution of this Agreement for a term that coincides with the term of this Agreement, as well as for any additional terms which may be negotiated between Town and District in the future. This insurance policy shall also provide protection to District and the Town from claims under

workers' or workmen's compensation, claims for damages because of bodily injury, occupational sickness or disease, or death or injury to or destruction of tangible property, including the loss of use resulting therefrom and caused in whole or in part by any negligent act or omission of the District, anyone directly or indirectly employed by the District or anyone for whose acts the District shall be liable.

9. Indemnification: To the fullest extent permitted by law, the District shall indemnify and hold harmless the Town from and against all claims, damages and losses including but not limited to bodily injury, sickness, disease or death or injury to or destruction of tangible property including loss therefrom and expenses, including but not limited to attorneys' fees, arising out of or resulting from the acts or omissions of the District which shall survive the term or terms of this Agreement. The Town and the District shall maintain and retain all records created or maintained in connection with this Agreement for a period of six (6) years after the termination of this Agreement. Each party agrees to make those documents available for audit and inspection by any government official or agency with the authority and/or jurisdiction over the terms of the Agreement as set forth herein.

10. The parties shall retain the right to review the terms of this Agreement on an annual basis and renew its term at one-year intervals or less upon mutual written agreement of the parties.

11. Any alteration, change, addition, deletion, or modification of any of the provisions of this Agreement or any right either party has under this Agreement shall be made by mutual assent of the parties in writing and signed by both parties.

12. This Agreement shall be governed by the laws of the State of New York. If any portion of this Agreement is found by a court of competent jurisdiction to be invalid or unenforceable, the remainder of this Agreement shall remain in full force and effect.

13. The terms of this Agreement shall not be assigned without the mutual written authorization from the parties.

14. Nothing contained in this Agreement shall be construed to create an employment or principal-agent relationship, or partnership or joint venture, between the Town of Riverhead and the Riverhead Central School District and any officer, employee, servant, agent or independent contractor of the Riverhead Central School District.

15. This Agreement constitutes the full and complete agreement between the Town of Riverhead and the Riverhead Central School District and supersedes all prior written and oral agreements, commitments or understandings with respect thereto.

16. The undersigned representative of the Town of Riverhead hereby represents and warrants that the undersigned is an officer, director or agent of the Town of Riverhead with full legal rights, power and authority to enter into this Agreement on behalf of the Town of Riverhead and bind the Town of Riverhead with respect to the obligations enforceable against the Town of Riverhead in accordance with the terms contained herein.

17. The undersigned representative of the Riverhead Central School District hereby represents and warrants that the undersigned is an officer, director or agent of the Riverhead Central School District with full legal rights, power and authority to enter into this Agreement on behalf of the Riverhead Central School District and bind the Riverhead Central School District with respect to the obligations enforceable against the Riverhead Central School District in accordance with the terms contained herein.

**IN WITNESS WHEREOF**, the undersigned hereby acknowledge that they have read and fully understand the foregoing Agreement and further, that they agree to each of the terms and conditions contained herein.

**RIVERHEAD CENTRAL SCHOOL DISTRICT**

By: \_\_\_\_\_  
Gregory Meyer, President, Board of Education

Date: \_\_\_\_\_

**TOWN OF RIVERHEAD**

By: \_\_\_\_\_  
Sean M. Walter, Town Supervisor

Date: \_\_\_\_\_

**SCHEDULE "A"**  
**Renewal No. 6**

**Hours of operation:** twenty-four hours per day, seven days per week

**CHARGES:**

**A. Cost of gasoline:** As per New York State contract PC 66695-Gasoline and E-85, Award Number: 22782: Contract Period: December 19, 2014, through December 18, 2015, or any contract in succession. District acknowledges receipt of same which is hereby incorporated by reference herein as if recited in its entirety.

**B. Fuel Supplier: Sprague Operating Resources, LLC.**

**C. Frequency of Charges:** Monthly (District to pay invoice within 30 days of receipt). District agrees and affirms that the District's failure to provide payment within 30 days of the invoice may subject the District to immediate termination of the Agreement.

**D. Equipment Leasing Charges:** The following leasing charges are a one-time leasing charge per vehicle to be paid on or before Agreement execution and whose leasing term shall coincide and run with the term of the Agreement. District agrees, represents and affirms that upon the termination of the Agreement, District shall present all of the designated vehicles to the municipal garage or any other Town department if so directed, for the removal of the following devices, within seven (7) business days of the termination of the Agreement. District also agrees that for any designated vehicle rendered no longer operable nor requiring fuel service, said vehicle shall be returned to the Town for removal of the following devices within seven (7) business days of the event, even if the Agreement has not terminated. District further agrees, affirms and represents that District personnel, officials, officers, employees, representatives, and agents shall not remove, alter, replace or manipulate the following devices from the designated vehicles without the express written consent of the Town, which shall survive the termination of the Agreement. District also agrees, affirms and represents that District shall make the designated vehicles available for inspection, service and/or maintenance upon request of the Town within a reasonable time but no later than one full business day. In addition, the installation of the following devices shall constitute a lien upon each of the designated vehicles until such time that the devices are physically removed from the subject vehicles by Town personnel.

- 1. Fuel Point Module: \$115.00 per vehicle**
- 2. T-Ring: \$26.00 per vehicle**
- 3. OBDII Mileage Adapter \$127.00 per vehicle**
- 4. Operator Key: \$20.00 (onetime leasing fee, District to return key upon contract termination).**
- 5. Gas Can Key: \$20.00 (one-time leasing fee, District to return key at contract end)**

**E. Town Administrative Charges: \$0.37 per gallon (thirty-seven cents).** District agrees to pay an administrative charge to the Town equal to \$0.37 (thirty-seven cents) per gallon of fuel that is dispensed from the Town's fuel pump. District further agrees to pay the administrative charge as included in the fuel invoice. Town represents that the administrative charge shall not increase during the term of the Agreement.

**F. Town Installation Charges:** The Town's Municipal Garage Department represents that it shall require the following time periods to install the above-referenced devices.

For vehicles with mileage tracking capability, the installation cost for additional vehicles shall be \$130.00 per man hour x 2.5 hours. For vehicles without mileage tracking capability, the installation cost for additional vehicles shall be \$130.00 per man hour x 2 hours.

Town and District mutually agree to add or delete vehicles during the term of the Agreement upon mutual consent subject to the above delineated charges and conditions. Town and District agree that subsequently designated vehicles shall incur charges delineated above which shall remain unchanged during the term of this Agreement.

**G.** District agrees to pay any additional and reasonable unforeseeable costs related to fuel service subject to verification and proper documentation.

**SCHEDULE A DESIGNATED VEHICLES July 1, 2015- June 30, 2016**

DESIGNATION	EQUIPMENT	MAKE	MODEL	YEAR	PLATE	SERIAL NUMBER	MILEAGE TRACKING		Registration
								CAPABILITY	
B-1	BOX TRUCK	GMC	6000	1987	L70652	1GDG6D1A5HV502525	NO		
C-1	BOX TRUCK	GMC	6000	1986	L70650	1GDE6D1AXHV500468	NO		
B-6	DUMP	FORD	F-350	1997	L25905	3FEKF38GXVMA65105	YES		
B-8	PICK-UP	FORD	F-250	2009	M49903	1FTNF21589EA07044	YES		
B-9	PICK-UP	FORD	F-250	2009	M40299	1FTNF21589EA07045	YES		
B-29	PICK-UP	FORD	F-350	2002	K28229	1FTSF31LX2EB83432	YES		
B-30	VAN	FORD	E-250	1999	L33332	1FTPE2425XHC12802	YES		
B-31	VAN	FORD	E-250	1999	L33331	1FTPE2423XHC12801	YES		
B-38	PICK-UP	FORD	RANGER	1996	L33330	1FTCR10AOTUC56413	YES		
B-39	PICK-UP	FORD	RANGER	1996	L76820	1FTCR11X9TUC56414	YES		
B-2	PICK-UP	CHEVY	1500	2007	M20119	1GCEK14V87Z150178	YES		
B-7	PICK-UP	FORD	F-250	2003	L77100	1FTNF21L43EA64476	YES		
B-58	PICK-UP	FORD	F-250	2001	L25912	1FTSF31L31EA52907	YES		
B-10	PICK-UP	FORD	F-250	2010	M57013	1FTNF2B53AEA18294	YES		
B-65	PICK-UP	CHEVY	1500	1990	L25913	2GCEK14H8L1261598	NO		
B-68	PICK-UP	CHEVY	1500	1990	L25914	2GCEK14HOL1260901	NO		
T-2	SURBN	CHEVY	K1500	1990	L18838	1GNEV16K8LF167379	NO		
S-2	AUTO	MERC	GR MARQ	2006	M50484	2MEFM74W76X605969	YES		
T-3	PICK-UP	FORD	F-350	2007	M20108	1FTWF31Y67EA25951	YES		
T-10	AUTO	CHEVY	IMPALA	2001	K20068	2G1WF52E619306876	YES		
B-11	DUMP	FORD	F-350	2010	M57029	1FDWVF3D51AEA18295			
S-1	SUV	FORD	XLT	2003	M74857	1FMZU73K53UB47117			
T-1	SUV	FORD	EXPLORER	2010	M74860	1FMEU7DE4AU90493			
A-4	SUV	HONDA	CRV	2000	M64686	JHLRD1867YC057738			
B-12	DUMP	FORD	F-350	2011	R12383	1FDRF3D67BEB42353			
B-13	PICK-UP	FORD	F-250	2012	R13342	1FTBF2B68CEA98643			
112	School bus	THOMAS	BUS	2013	R13335	1GB6G5BG8C1118846			
111	School bus	THOMAS	BUS	2013	R13334	1GB6G5BG8C1119155			
113	School bus	THOMAS	BUS	2013	R24467	1GB6G5BG6C1128212			X
114	School bus	THOMAS	BUS	2013	R24468	1GB6G5BG2C1127784			X
115	School bus	THOMAS	BUS	2013	R24466	1GB6G5BG9C1128124			X
133	School bus	Ford	BUS	2013	R35713	1FDFF4FL5DDA89191			X

SCHEDULE A DESIGNATED VEHICLES July 1, 2015- June 30, 2016

DESIGNATION	EQUIPMENT	MAKE	MODEL	YEAR	PLATE	SERIAL NUMBER	MILEAGE TRACKING CAPABILITY	Registration
A1	SUV	Ford	Explorer	2010	AF2678	1FMEU7EE6AUS78361		x

TOWN OF RIVERHEAD

Resolution # 457

**AUTHORIZES THE NAMING OF THE RECREATION TRAIL AT THE ENTERPRISE PARK AT CALVERTON “VIETNAM VETERANS BICYCLE AND WALKING TRAIL”**

Councilman Wooten offered the following resolution,

which was seconded by Councilman Gabrielsen

**WHEREAS**, the Town of Riverhead is extremely proud and indebted to those among us, particularly those from the Town of Riverhead, who have answered the call to duty and served our country during the Vietnam War; and

**WHEREAS**, pursuant to Town Law 64 (9), the Town may designate by name any street, public buildings and places and purchase, install and maintain signs showing the names of said designated streets or places; and

**WHEREAS**, several years ago the Town and Community Development Agency embarked on a plan to create a recreational trail (bicycle/walking) at the site of the former Grumman Facility now known and referred to as Enterprise Park at Calverton (EPCAL); and

**WHEREAS**, a portion of the recreational trail has been completed (approximately three miles) and it is anticipated that other portions will be completed in the near future; and

**WHEREAS**, the Town seeks to name the recreational trail the “Vietnam Veterans Bicycle and Walking Trail” to signify that the Town has not forgotten the brave men and women who served in this conflict and to serve as a reminder of the Town’s commitment to upholding the ideals of freedom for which many of these veterans made the greatest sacrifice.

**NOW, THEREFORE, BE IT RESOLVED** that the Riverhead Town Board hereby officially names the EPCAL recreation trail as the “Vietnam Veterans Bicycle and Walking Trail” in honor of all those men and women who answered the call to duty and served our country during the Vietnam War; and be it further

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No                      Gabrielsen Yes No  
Wooten Yes No                      Dunleavy Yes No  
Walter Yes No  
The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 458

**AUTHORIZES SALE OF BUILDING LOCATED AT 542 EAST MAIN STREET,  
RIVERHEAD, NY (SCTM# 600-129-3-35.2) KNOWN AS EAST LAWN BUILDING TO  
SECOND BIDDER I'M A RURALPOLITAN INC.**

Councilman Gabrielsen offered the following resolution,

which was seconded by Councilwoman Giglio

**WHEREAS**, the Town of Riverhead owns property located at 542 East Main, Riverhead, NY, SCTM# 600-129-3-35.2 ("Subject Property"); and

**WHEREAS**, by Resolution #658 adopted on September 4, 2013, the Town authorized the Town Clerk to publish and post a request for proposals for sale and/or sale with option for Town to lease real property located at 542 East Main Street; and

**WHEREAS**, four (4) responses to the Request for Proposals were received, opened and read aloud on October 22, 2013; and

**WHEREAS**, by Resolution #697 adopted on October 7, 2014, the Town authorized the Town Clerk to publish and post a second request for proposals for sale of property located at 542 East Main Street; and

**WHEREAS**, two (2) responses to the Request for Proposals were received, opened and read aloud on December 9, 2014; and

**WHEREAS**, after the deadline for submission of proposals for each of the request for proposals, the Town did receive other offers to purchase the property; and

**WHEREAS**, the Town did consider and evaluate all submissions, including the timely responses to the first and second request for proposals and those proposals received after the submission deadline for purchase price; planned use of the property, including possible lease to existing tenants; proposed renovation of the structure and grounds to preserve the historic character of the structure; consistency with zoning, Downtown Urban Renewal Plan and the Town's revitalization efforts for the Downtown Business District; the Town desires to have a taxable use of the subject property; and the individuals/entities demonstration of the financial resources to purchase and complete the renovation of the subject property within a short but reasonable amount of time; and

**WHEREAS**, due to the buildings depreciating condition and required investment of Town monies and labor to maintain the building and the Town's desire to eliminate and/or remediate inadequate and inefficient buildings, together with the desire of the tenants to relocate to a space that better meets their respective needs, the Town, by Resolution #184 adopted on March 18, 2015 subject to permissive referendum, authorized the Office of the Town Attorney to proceed with the sale of 542 East Main

Street, Riverhead, NY, SCTM# 600-129-3-35.2 to Castle Restoration and Construction; and

**WHEREAS**, the Town Board authorized the Office of the Town Attorney to proceed with negotiation and preparation of documents to effectuate the sale subject to certain terms and conditions to Castle Restoration and Construction; and

**WHEREAS**, prior to the completion of negotiations, Castle Restoration and Construction informed the Town Board that it no longer intends to purchase the subject property; and

**WHEREAS**, I'm A Ruralpolitan Inc., submitted the second bid received in response to the October 2014 Request for Proposals and expressed a desire to purchase the property under similar terms and conditions; and

**WHEREAS**, based upon above, the Town Board wishes to rescind only that portion of Resolution #184 adopted on March 18, 2015 awarding to Castle Restoration and Construction and terms specific to the sale to Castle Restoration and Construction and instead authorize the sale of 542 East Main Street, Riverhead, NY to I'm A Ruralpolitan Inc. subject to price bid and terms and conditions made part of the bid specifications and considerations set forth by the Town Board.

**NOW, THEREFORE, BE IT RESOLVED** that the Town Board rescinds only that portion of Resolution #184 adopted on March 18, 2015 awarding to Castle Restoration and Construction and terms specific to the sale to Castle Restoration and Construction and the Town Board hereby authorizes the sale of 542 East Main Street, Riverhead, NY to I'm A Ruralpolitan Inc. for \$130,000.00 subject to terms, including but not limited to, historic restoration of the property to be completed within six months; use for residential and commercial (cultural center); rent free space for the Chamber of Commerce and Town Historian and limited to payment of proportionate share of utilities applicable to the space provided to the above entities; and be it further

**RESOLVED**, that the Town Board authorizes the Office of the Town Attorney to proceed with negotiation and preparation of documents to effectuate the sale subject to the terms set forth above; and be it further

**RESOLVED**, that the Town Board authorizes the Supervisor to execute any documents to effectuate the sale subject to the terms set forth above; and be it further

**RESOLVED**, that the Town Clerk be and is hereby authorized to forward a copy of this resolution to I'm A Ruralpolitan Inc., 146 Ostrander Avenue, Riverhead NY 11901, and the Office of Town Attorney; and be it further

**BE IT FURTHER RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 459

**AWARDS BID FOR DISPOSAL OF TOWN GENERATED CONSTRUCTION  
AND DEMOLITION MATERIAL**

Councilwoman Giglio offered the following resolution,

which was seconded by Councilman Dunleavy

**WHEREAS**, the Town Board of the Town of Riverhead, by Resolution # 907 adopted on December 30, 2014, authorized the issuance of a Request for Proposals for Disposal of Town Generated Construction and Demolition Material; and

**WHEREAS**, pursuant to the terms of the Request for Proposals, each proposal must comply with the instructions in the Notice to Bidders and required that all proposals be submitted on or before 11:05 am on February 5, 2015; and

**WHEREAS**, one (1) response to the Request for Proposals was received, opened and read aloud on February 5, 2015 at 11:05 am in the Office of the Town Clerk, 200 Howell Avenue, Riverhead, New York; and

**WHEREAS**, the Town Engineering Department did review and evaluate the proposal; and

**WHEREAS**, after serious consideration and evaluation, the Town Engineering Department recommends that the bid be awarded to Crown Recycling Facility, subject to filing the requisite proof of insurance as set forth in the bid specifications.

**NOW THEREFORE BE IT RESOLVED**, that the bid for Disposal of Town Generated Construction and Demolition Material for the Town of Riverhead be and is hereby awarded to Crown Recycling Facility in the amount of \$63.50 per ton; and be it further

**RESOVLED**, that the Town Board be and does hereby authorize the Supervisor to execute any documents or agreements, to the extent required, with Crown Recycling Facility to effectuate the award of contract for services described above; and be it further

**RESOLVED**, that the Town Clerk be and is hereby authorized directed to forward a copy of this resolution to Crown Recycling Facility, 865 Youngs Avenue, Calverton, NY 11933; and be it further

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio  Yes  No      Gabrielsen  Yes  No  
Wooten  Yes  No      Dunleavy  Yes  No  
Walter  Yes  No

The Resolution Was  Thereupon Duly Declared Adopted

**TOWN OF RIVERHEAD**

**Resolution # 460**

**AWARDS BID FOR THE SALE OF 1985 DETROIT DIESEL GENERATOR**

Councilman Dunleavy offered the following resolution,

which was seconded by Councilman Wooten

**WHEREAS**, the Town Board, as governing body of the Town of Riverhead Sewer District, authorized the Town Clerk to publish and post a public notice for sealed bids for the sale of a 1985 Detroit Diesel Generator; and

**WHEREAS**, one bid was received, opened and read aloud on the 5<sup>th</sup> day of June, 2015 at 11:00 a.m. at Town Hall, 200 Howell Avenue, Riverhead, New York, the date, time and place given in the Notice to Bidders; and

**WHEREAS**, the Sewer District Superintendent did review the bid in the amount of \$2,222.22 from Michael Majsce, Inc.

**NOW THEREFORE BE IT RESOLVED**, that the Town Board, as governing body of the Town of Riverhead Sewer District, hereby awards the bid for the sale of 1985 Detroit Diesel Generator to Michael Majsce, Inc., 2055 Flanders Road, Flanders, NY in the amount of \$2,222.22; and be it further

**RESOLVED**, that the Town Clerk is hereby directed to forward a copy of this resolution to Michael Majsce, Inc., 2055 Flanders Road, Flanders, NY 11901, Michael Reichel, Sewer District Superintendent, and the Office of Accounting; and be it further

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 461

**APPROVES THE CHAPTER 90 APPLICATION OF GEORGE M. BARTUNEK**  
**(17<sup>th</sup> Annual Antique Car Show – September 27, 2015)**

Councilman Wooten offered the following resolution,

which was seconded by Councilman Gabrielsen

**WHEREAS**, on May 28, 2015, George M. Bartunek, on behalf of Antique Automobile Club of America, Inc./Peconic Bay Region, submitted a Chapter 90 Application for the purpose of conducting an Antique Car Show to be held at the Hallockville Farm Museum, located at 6038 Sound Avenue, Riverhead, New York, on Sunday, September 27, 2015, having a rain date of Sunday, October 4, 2015, between the hours of 9:00 a.m. and 4:00 p.m.; and

**WHEREAS**, George M. Bartunek has completed and filed a Short Environmental Assessment Form in accordance with 6 NYCRR 617; and

**WHEREAS**, the Town Board of the Town of Riverhead has declared itself “Lead Agency” in accordance with 6 NYCRR 617.6(b); and

**WHEREAS**, the applicant has requested that the applicable Chapter 90 Application Fee be waived due to its not-for-profit status; and

**WHEREAS**, a certificate of insurance has been received naming the Town of Riverhead as an additional insured; and

**WHEREAS**, the Town Attorney of the Town of Riverhead has reviewed all documents regarding said application.

**NOW THEREFORE BE IT RESOLVED**, that the Town of Riverhead hereby determines the action to be an “Unlisted” action in accordance with 6 NYCRR 617.7(a) and hereby issues a Negative Declaration pursuant to 6 NYCRR 617.7(a)(2); and be it further

**RESOLVED**, that the Chapter 90 Application of Antique Automobile Club of America, Inc./Peconic Bay Region, for the purpose of conducting an Antique Car Show to be held at the Hallockville Farm Museum, located at 6038 Sound Avenue, Riverhead, New York, on Sunday, September 27, 2015, having a rain date of Sunday, October 4, 2015, between the hours of 9:00 a.m. and 4:00 p.m., is hereby approved; and be it further

**RESOLVED**, that approval for this event shall be subject to the following:

- Receipt of required Suffolk County Department of Health Vendors Temporary Food Service Permit;
- Receipt of required Emergency Medical Services (EMS) information;
- Receipt of an Outdoor Safety Plan to be submitted to the Riverhead Fire Marshal;
- All of the above to be received no later than September 15, 2015; and be it further

**RESOLVED**, that this approval is subject to Riverhead Town Code Chapter 108-56 entitled, "Signs" and any other section of the Riverhead Town Code that may apply to this event; and be it further

**RESOLVED**, that the Town Board of the Town of Riverhead hereby waives the Chapter 90 Application fee due to the applicant's not-for-profit status; and be it further

**RESOLVED**, that the necessary tent permit must be obtained and the tent installation and all electric shall comply with the applicable requirements of the NFPA Life Safety Code (NFPA 101), the NFPA Temporary Membrane Structures/Tents (NFPA 102) and the Fire Code of New York State and the Building Code of New York State; and be it further

**RESOLVED**, that the Town Clerk is hereby authorized to forward a copy of this resolution to George M. Bartunek, 21 Silver Beech Lane, Calverton, New York, 11933; and be it further

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a copy of same may be obtained from the Office of the Town Clerk.

### THE VOTE

Giglio Yes No      Gabrielsen Yes No  
 Wooten Yes No      Dunleavy Yes No  
 Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 462

**APPROVES CHAPTER 90 APPLICATION OF JAMESPORT FIRE DEPARTMENT  
(5K & 10K Race – Sunday, August 23, 2015)**

Councilman Gabrielsen offered the following resolution,

which was seconded by Councilwoman Giglio

**WHEREAS**, on June 9, 2015, the Jamesport Fire Department submitted a Chapter 90 Application for the purpose of conducting a 10K race from Iron Pier Beach to Jamesport Town Beach and a 5K race from the Jamesport Town Beach through various public roadways and will end back at Jamesport Town Beach, to be held on Sunday, August 23, 2015, between the hours of 6:00 a.m. and 11:00 a.m.; and

**WHEREAS**, the Jamesport Fire Department has completed and filed a Short Environmental Assessment Form in accordance with 6 NYCRR 617; and

**WHEREAS**, the Town Board of the Town of Riverhead has declared itself “Lead Agency” in accordance with 6 NYCRR 617.6(b); and

**WHEREAS**, the Jamesport Fire Department has requested the Chapter 90 Application fee for this event be waived due to their not-for-profit status; and

**WHEREAS**, a certificate of insurance has been received naming the Town of Riverhead as an additional insured; and

**WHEREAS**, the Town Attorney of the Town of Riverhead has reviewed all documents regarding said application.

**NOW THEREFORE BE IT RESOLVED**, that Town of Riverhead hereby determines the action to be an “Unlisted” action in accordance with 6 NYCRR 617.7(a) and hereby issues a Negative Declaration pursuant to 6 NYCRR 617.7(a)(2); and be it further

**RESOLVED**, that the application of the Jamesport Fire Department for the purpose of conducting a 10K race from Iron Pier Beach to Jamesport Town Beach and a 5K race from the Jamesport Town Beach through various public roadways and will end back at Jamesport Town Beach, to be held on Sunday, August 23, 2015, between the hours of 6:00 a.m. and 11:00 a.m. is hereby approved; and be it further

**RESOLVED**, should any tent(s) be utilized, the necessary tent permit(s) must be obtained, and the tent installation and all electric shall comply with the applicable requirements of the NFPA Life Safety Code (NFPA 101), the NFPA Temporary

Membrane Structures/Tents (NFPA 102) and the Fire Code of New York State and the Building Code of New York State; and be it further

**RESOLVED**, that this approval is subject to receipt of an Outdoor Public Safety Plan, to be submitted to the Fire Marshal's office **no later than July 15, 2015**; and be it further

**RESOLVED**, that the Town Board of the Town of Riverhead hereby waives the Chapter 90 Application fee for this event due to the applicant's not-for-profit status; and be it further

**RESOLVED**, that the Town Clerk is hereby authorized to forward a copy of this resolution to the Jamesport Fire Department, Robert Sikora, 25 Manor Lane, Riverhead, New York, 11901; and be it further

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

**TOWN OF RIVERHEAD**

**Resolution # 463**

**APPROVES THE APPLICATION FOR FIREWORKS PERMIT OF  
NEWTON SHOWS  
(Family Festival/Carnival – July 3, 2015)**

Councilwoman Giglio offered the following resolution,

which was seconded by Councilman Dunleavy

**WHEREAS**, on June 10, 2015, Newton Shows submitted a Fireworks Permit Application for the purpose of conducting a fireworks display on Friday, July 3, 2015 at 10:00 p.m., to be held on property owned by John Zoumas of JNS Contracting located at 6164 Route 25A, Wading River, New York, in connection with the previously approved Chapter 90 event hosted by the Peconic Bay Medical Center entitled a “Family Festival”, to be held on July 1, 2015 through July 4, 2015; and

**WHEREAS**, the Town Attorney is in receipt of a completed Fireworks Application executed by the Chief of the Wading River Fire Department and the Riverhead Fire Marshal and a certificate of insurance from the fireworks company (Garden State Fireworks Inc.) and the sponsor (Newton Shows) naming the Town of Riverhead as an additional insured and has determined that same is satisfactory as to their form.

**NOW THEREFORE BE IT RESOLVED**, that the Fireworks Permit Application of Newton Shows, for the purpose of conducting a fireworks display to be held at 6164 Route 25A, Wading River, New York on Friday, July 3, 2015 at 10:00 p.m., is hereby approved with the following conditions:

- The required fire suppression equipment and personnel shall be provided by the Wading River Fire Department who must be at the site prior to commencement of fireworks display.
- Fireworks Permit Application signed by both the Fire Marshal and the Wading River Fire Chief must be received prior to the commencement of this event.
- Scheduling a pre-event inspection between 3:00 p.m. and 5:00 p.m. on the day of the event having the Fireworks technician(s), the Riverhead Marshal and the Wading River Fire Chief in attendance.
- Fireworks and technicians must arrive at the subject location no later than 5:00 p.m. on the day of the event.
- Fireworks technician must have photo identification and present same to Fire Marshal upon request.
- Fire Marshal to be present 60 minutes prior to commencement of display for purpose of final inspection and safety review.
- Fireworks display shall be limited to the size described on the application.
- Fire Marshal shall have final authorization to allow the fireworks display or

cancel the display if there are unsafe conditions, lightning and/or winds in excess of 30 miles per hour; and be it further

**RESOLVED**, that this approval is subject to receipt of an original executed Fireworks Permit Application Fee and payment of the associated \$200 permit fee to be submitted to the Office of the Town Clerk no later than June 25, 2015; and be it further

**RESOLVED**, that the Town Clerk is hereby authorized to forward a copy of this resolution to Newton Shows, 4075 Jericho Turnpike, East Northport, New York, 11731 and Garden State Fireworks, Inc., P.O. Box 403, Millington, NJ 07946 and Peconic Bay Medical Center, Attn: Joan Fehling, 1300 Roanoke Avenue, Riverhead, NY 11901; and be it further

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

**TOWN OF RIVERHEAD**

**Resolution # 464**

**APPROVES CHAPTER 90 APPLICATION OF PECONIC BAY MEDICAL CENTER  
(Family Festival – July 1, 2015 through July 4, 2015)**

Councilman Dunleavy offered the following resolution,

which was seconded by Councilman Wooten

**WHEREAS**, on June 5, 2015, Joan Fehling, on behalf of Peconic Bay Medical Center, submitted a Chapter 90 Application for the purpose of conducting a Family Festival to include rides, games and food concessions, having all proceeds to be used for the overall patient care services provided at the Peconic Bay Medical Center. This event is to be held on Wednesday, July 1, 2015 through Saturday, July 4, 2015 on property owned by Kenny Barra of East Wind Caterers at 6164 Route 25A, Wading River, New York between the hours of 6:00 p.m. and 11:00 p.m.; and

**WHEREAS**, Peconic Bay Medical Center has requested the applicable Chapter 90 fee be waived due to its not-for-profit status; and

**WHEREAS**, Peconic Bay Medical Center has completed and filed a Short Environmental Assessment Form in accordance with 6 NYCRR 617; and

**WHEREAS**, the Town Board of the Town of Riverhead has declared itself “Lead Agency” in accordance with 6 NYCRR 617.6(b); and

**WHEREAS**, a certificate of insurance has been received naming the Town of Riverhead as an additional insured; and

**WHEREAS**, the Town Attorney of the Town of Riverhead has reviewed all documents regarding said application.

**NOW THEREFORE BE IT RESOLVED**, that the Town Board of the Town of Riverhead hereby determines the action to be an “Unlisted” action in accordance with 6 NYCRR 617.7(a) and hereby issues a Negative Declaration pursuant to 6 NYCRR 617.7(a)(2); and be it further

**RESOLVED** that the Chapter 90 Application of the Peconic Bay Medical Center for the purpose of conducting a Family Festival having all proceeds to be used for the overall patient care services provided at the Peconic Bay Medical Center, to be held on property owned by Kenny Barra of East Wind Caterers at 6164 Route 25A, Wading River, New York on the aforementioned dates and times, is hereby approved; and be it further

**RESOLVED**, the applicable Chapter 90 Application fee is hereby waived due the applicant’s not-for-profit status; and be it further

**RESOLVED**, that the necessary tent permit must be obtained and the tent

installation and all electric shall comply with the applicable requirements of the NFPA Life Safety Code (NFPA 101), the NFPA Temporary Membrane Structures/Tents (NFPA 102) and the Fire Code of New York State and the Building Code of New York State; and be it further

**RESOLVED**, that this approval is subject to the provisions of Riverhead Town Code Chapter 108-56 - "Signs" and any other section of the Riverhead Town Code that may pertain to this event; and be it further

**RESOLVED**, that approval for this event shall be subject to the following:

- The applicant shall use snow fencing to delineate the boundary of the festival and provide security patrols of the boundary to ensure that patrons of the festival do not go beyond the boundaries of the event;
- The applicant shall provide additional lighting along SR 25A.
- Receipt of required Suffolk County Department of Health permit(s) including the food handling permit(s);
- Receipt of required Public Gathering/Emergency Medical Services (EMS) permit(s); and be it further
- Receipt of an Outdoor Public Safety Plan, to be submitted to the Fire Marshal's Office at least three days prior to the event; and be it further

**RESOLVED**, that all vendors shall be ready for a fire safety inspection no later than 12:00 noon on July 1, 2015; and be it further

**RESOLVED**, that the Town Clerk is hereby authorized to forward a copy of this resolution to Peconic Bay Medical Center, Attn: Joan Fehling, Director of Volunteer Services, 1300 Roanoke Avenue, Riverhead, New York 11901; and be it further

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a copy of same may be obtained from the Office of the Town Clerk.

#### **THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 465

**AUTHORIZES TOWN CLERK TO PUBLISH AND POST A PUBLIC NOTICE  
TO CONSIDER A LOCAL LAW TO AMEND CHAPTER 101 ENTITLED  
“VEHICLES AND TRAFFIC” OF THE RIVERHEAD TOWN CODE**

Councilman Wooten offered the following resolution,

which was seconded by Councilman Gabrielsen

**RESOLVED**, that the Town Clerk be and is hereby authorized to publish the attached public notice to consider a proposed local law to amend Chapter 101 entitled “Vehicles and Traffic” of the Riverhead Town Code once in the June 11, 2015 issue of the News-Review, the newspaper hereby designated as the official newspaper for this purpose, and post same on the sign board at Town Hall; and be it further

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

**TOWN OF RIVERHEAD  
PUBLIC NOTICE**

**PLEASE TAKE NOTICE** that a public hearing will be held before the Town Board of the Town of Riverhead, at Riverhead Town Hall, 200 Howell Avenue, Riverhead, New York, on the 7<sup>th</sup> day of July, 2014 at 2:05 pm o'clock p.m. to consider a local law amending Chapter 101 entitled "Vehicles and Traffic" of the Riverhead Town Code as follows:

**CHAPTER 101  
VEHICLES AND TRAFFIC**

§101-10.1. Parking, Standing and stopping prohibited.

The parking, standing or stopping of vehicles is hereby prohibited in areas designated below which are posted "No Parking Fire Lane," "No Parking Fire Zone" and "No Parking, Standing or Stopping." Emergency and police vehicles shall be exempt from § 101-10.1, Parking, standing and stopping prohibited, of the Code of the Town of Riverhead.

<b>SCTM #</b>	<b>Code</b>	<b>Description</b>	<b>Business Name</b>	<b>Location</b>
<u>119-1-19.1</u>	<u>451</u>	<u>Shopping Center</u>	<u>Stop &amp; Shop</u>	<u>1615 Old Country Road</u>

- Underline represents addition(s)
- Strikethrough represents deletion(s)

Dated: Riverhead, New York  
June 16, 2015

BY ORDER OF THE TOWN BOARD  
OF THE TOWN OF RIVERHEAD

DIANE M. WILHELM, TOWN CLERK

TOWN OF RIVERHEAD

Resolution # 466

**APPROVES CHAPTER 90 APPLICATION OF POLISH TOWN CIVIC ASSOCIATION  
(Polish Town Street Fair & Festival - August 15<sup>th</sup> and August 16<sup>th</sup>, 2015)**

Councilman Gabrielsen offered the following resolution,

which was seconded by Councilwoman Giglio

**WHEREAS**, on February 18, 2015, Katherine Davis, on behalf of the Polish Town Civic Association submitted a Chapter 90 Application for the purpose of conducting their annual "Polish Town Street Fair and Festival" to include a carnival, to be held on Pulaski Street, Osborne Avenue, Hallett Avenue, and Lincoln Street, Riverhead, New York, on Saturday, August 15, 2015 and Sunday, August 16, 2015, between the hours of 10:00 a.m. and 6:00 p.m.; and

**WHEREAS**, the Polish Town Civic Association has completed and filed a Special Event Long Form, Large Gathering Application and a Short Environmental Assessment Form in accordance with 6 NYCRR 617; and

**WHEREAS**, the Town Board of the Town of Riverhead has declared itself "Lead Agency" in accordance with 6 NYCRR 617.6(b); and

**WHEREAS**, the Polish Town Civic Association has requested the Chapter 90 Application fee for this event be waived due to their not-for-profit status; and

**WHEREAS**, the Town Attorney of the Town of Riverhead has reviewed all documents regarding said application.

**NOW THEREFORE BE IT RESOLVED**, that Town of Riverhead hereby determines the action to be an "Unlisted" action in accordance with 6 NYCRR 617.7(a) and hereby issues a Negative Declaration pursuant to 6 NYCRR 617.7(a)(2); and be it further

**RESOLVED**, that the Chapter 90 Application of the Polish Town Civic Association for the purpose of conducting their annual Polish Town Street Fair at the above referenced locations, dates and times, is hereby approved; and be it further

**RESOLVED**, that approval for this event shall be subject to:

- Receipt of required Suffolk County Department of Health permit(s), including the food handling permit(s);
- Receipt of required Public Gathering/Emergency Medical Services (EMS) permit(s);

- Receipt of any permits as may be required by the New York State Department of Labor;
- Receipt of a Certificate of Insurance to include general liability and liquor liability having acceptable limits naming the Town of Riverhead as an additional insured;
- Receipt of an Outdoor Safety Plan to be submitted to the Riverhead Fire Marshal; and be it further

**RESOLVED**, that all of the above permits, plans, and insurance are to be received **no later than July 15, 2015**; and be it further

**RESOLVED**, that Chapter 46 of the Riverhead Town Code entitled “Alcoholic Beverages” is deemed to be waived for the service of alcoholic beer during the event provided further that service be by licensed alcohol service providers/TIPS-certified (Training for Intervention Procedures) wait staff and properly identified individuals will be given a wristband for identification purposes; and be it further

**RESOLVED**, that the Town Board of the Town of Riverhead hereby authorizes this event to be exempt from Chapter 86 entitled, “Noise Control” of the Riverhead Town Code; and be it further

**RESOLVED**, that the Town Board hereby waives the Chapter 90 Application fee in connection with this event due to the applicant’s not-for-profit status; and be it further

**RESOLVED**, should any tent(s) be utilized, the necessary tent permit(s) must be obtained, and the tent installation and all electric shall comply with the applicable requirements of the NFPA Life Safety Code (NFPA 101), the NFPA Temporary Membrane Structures/Tents (NFPA 102) and the Fire Code of New York State and the Building Code of New York State; and be it further

**RESOLVED**, that employees of the Riverhead Buildings and Grounds Department, the Riverhead Police Department, the Riverhead Highway Department and the Riverhead Fire Marshal are hereby authorized to utilize overtime expenditures to ensure the necessary public safety and security in connection with this event; and be it further

**RESOLVED**, that the Town Clerk is hereby authorized to forward a copy of this resolution to the Polish Town Civic Association, Attn: Katherine Davis, 300 Lincoln Street, Riverhead, New York, 11901; and be it further

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No  
The Resolution Was  Thereupon Duly Declared Adopted

**TOWN OF RIVERHEAD**

**Resolution # 467**

**APPROVES CHAPTER 90 APPLICATION OF  
RIVERHEAD RUNNING CLUB INC.  
(5K Run Entitled “Trick or Trot” 5K Race – Saturday, October 31, 2015)**

Councilwoman Giglio offered the following resolution,

which was seconded by Councilman Dunleavy

**WHEREAS**, on June 5, 2015, Jill Tapper, on behalf of the Riverhead Running Club Inc., submitted a Chapter 90 Application for the purpose of conducting a 5K Run entitled “Trick or Trot” for children from the Riverhead Central School District. Said 5K run route is to include N. Griffing Avenue, Osborn Avenue, Pulaski Street, Raynor Avenue, and School Street, and is to be held on Saturday, October 31, 2015, between the hours of 6:00 a.m. and 11:00 a.m.; and

**WHEREAS**, the Riverhead Running Club Inc. has completed and filed a Short Environmental Assessment Form in accordance with 6 NYCRR 617; and

**WHEREAS**, the Town Board of the Town of Riverhead has declared itself “Lead Agency” in accordance with 6 NYCRR 617.6(b), and

**WHEREAS**, a certificate of insurance has been received naming the Town of Riverhead as an additional insured; and

**WHEREAS**, the applicable Chapter 90 Application fee has been paid; and

**WHEREAS**, the Town Attorney of the Town of Riverhead has reviewed all documents regarding said application.

**NOW THEREFORE BE IT RESOLVED**, that Town Board hereby determines the action to be an “Unlisted” action in accordance with 6 NYCRR 617.7(a) and hereby issues a Negative Declaration pursuant to 6 NYCRR 617.7(a)(2); and be it further

**RESOLVED**, that the application of Riverhead Running Club Inc. for the purpose of conducting a 5K Run entitled “Trick or Trot” for children from the Riverhead Central School District, to be held on Saturday, October 31, 2015, between the hours of 6:00 a.m. and 11:00 a.m., is hereby approved; and be it further

**RESOLVED**, that this approval is subject to an Outdoor Public Safety Plan, to be submitted to the Fire Marshal’s office **no later than October 1, 2015**; and be it further

**RESOLVED**, that any necessary tent permit(s) must be obtained and the tent installation and all electric shall comply with the applicable requirements of the NFPA Life Safety Code (NFPA 101), the NFPA Temporary Membrane Structures/Tents (NFPA 102) and the Fire Code of New York State and the Building Code of New York State; and be it further

**RESOLVED**, that this approval is subject to the provisions of Riverhead Town Code Chapter 108-56 - "Signs" and any other section of the Riverhead Town Code that may pertain to this event; and be it further

**RESOLVED**, that the Town Clerk is hereby authorized to forward a copy of this resolution to the Riverhead Running Club Inc., Attn.: Jill Tapper, P.O. Box 235, Aquebogue, NY, 11931 and the Riverhead High School, 700 Harrison Avenue, Riverhead, NY 11901; and be it further

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 468

**AUTHORIZES TOWN CLERK TO PUBLISH AND POST A PUBLIC NOTICE  
TO CONSIDER A LOCAL LAW TO AMEND PROCUREMENT POLICY  
PURSUANT TO GENERAL MUNICIPAL LAW**

Councilman Dunleavy offered the following resolution,

which was seconded by Councilman Wooten

**RESOLVED**, that the Town Clerk be and is hereby authorized to publish the attached public notice to consider a proposed local law to amend Procurement Policy pursuant to General Municipal Law once in the June 25, 2015 issue of the News-Review, the newspaper hereby designated as the official newspaper for this purpose, and post same on the sign board at Town Hall; and be it further

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

**TOWN OF RIVERHEAD  
PUBLIC NOTICE**

**PLEASE TAKE NOTICE** that a public hearing will be held before the Town Board of the Town of Riverhead, at Riverhead Town Hall, 200 Howell Avenue, Riverhead, New York, on the 7<sup>th</sup> day of July, 2015 at 2:05 o'clock p.m. to consider a local law to amend Procurement Policy pursuant to General Municipal Law as follows:

**TOWN OF RIVERHEAD  
Procurement Policy**

**PURPOSE:**

The purpose of this Procurement Policy is to ensure that sound business judgment is utilized in all procurement transactions and that supplies, equipment, contracts, and services are obtained efficiently and in compliance with applicable laws and to ensure that all procurement transactions will be conducted in a manner that provides full and open competition and prudent and economical use of public money. In addition, this Procurement Policy seeks to ensure that the same sound business judgment used for the purchase of personal property (i.e. supplies and equipment) is used for the evaluation of personal property and/or assets with respect to its usefulness to the Town now or in the foreseeable future and cost effective and efficient procedures for disposition of the personal property and/or assets deemed no longer of public use to the Town.

**Guideline 1:** Every prospective purchase of goods or services shall be evaluated to determine the applicability of General Municipal Law §103 inclusive of all future statutory amendments, deemed to be incorporated by reference, as if recited in its entirety herein. Every town officer, board, department head or other personnel with the requisite purchasing authority (hereinafter "purchaser") shall estimate the cumulative amount of the items of supply or equipment needed in a given fiscal year. The information gathered and conclusions reached shall be documented and kept with the file or other documentation supporting the purchase activity.

**Guideline 2:** All purchases of supplies or equipment which will exceed \$20,000 in the fiscal year or public works contracts over \$35,000 shall be formally bid pursuant to General Municipal Law §103 inclusive of all future statutory amendments, deemed to be incorporated by reference, as if recited in its entirety herein.

**Guideline 3:**

(1) All estimated purchases of less than \$20,000 but greater than \$3,000 shall require a written request for a proposal ("RFP") and written/fax quotes from at least three comparative vendors; less than \$3,000 but greater than \$1,000 require an oral request for proposal for the goods, equipment or supplies and oral/fax quotes from at least two vendors and purchaser shall maintain a record of responses whether they are received by phone or in writing; less than \$1,000 are left to the discretion of the purchaser.

(2) All estimated public works contracts of less than \$35,000 but greater than \$10,000 require a written request for proposal and fax/proposals from at least three comparable contractors; less than \$10,000 but greater than \$1,000 require a written request for proposal and fax/proposals from at least two contractors and purchaser shall maintain a

record of responses whether they are received by phone or in writing; less than \$1,000 are left to the discretion of the purchaser.

(3) All written RFP shall describe the desired goods, quantity and details regarding delivery, including mode of delivery and time parameters for delivery. The purchaser shall compile a list of all vendors from whom written/fax/oral quotes have been requested and the written/fax/oral quotes offered.

(4) All information gathered in complying with the procedures of this guideline shall be preserved and filed with the documentation supporting the subsequent purchase or public works contract. All responses to the RFP shall be kept confidential until such time as the contract for work or goods is awarded and thereafter all documents responsive to the RFP shall be subject to disclosure pursuant to the applicable provisions of the Public Officers Law.

**Guideline 4:** All purchasers shall make a good-faith effort to obtain the required number of proposals or quotations. If the purchaser is unable to obtain the required number of proposals or quotations, the purchaser shall document the attempt made at obtaining the proposals. In no event shall the inability to obtain the proposals or quotes be a bar to the procurement.

**Guideline 5:** The lowest responsible proposal or quote shall be awarded the purchase or public works contract unless the purchaser prepares written justification providing reasons why it is in the best interest of the town and its taxpayers to make an award to other than the low bidder. If a bidder is not deemed responsible, facts supporting that judgment shall also be documented and filed with the record supporting the procurement.

**Guideline 6:** A request for proposal and/or quotation shall not be required under the following circumstances:

(1) Contract for professional services subject to resolution of the Town Board.

(2)(a) Purchase of goods, equipment or supplies or contract for services through qualifying contracts let by other New York State political subdivisions provided that (i) the contract must have been let by the United States or any agency thereof, any state or any other political subdivision or district therein; (ii) the contract must have been made available for use by other governmental entities, i.e. inclusion in the contract let by the other entity of a clause extending the terms and conditions of the contract to other governmental entities; and (iii) the contract must have been let to the lowest responsible bidder or on the basis of best value in a manner consistent with General Municipal Law § 103 and related case law. (\*Note, GML 103 (16) is scheduled to expire on August 1, 2017).

(2)(b) Purchase of goods, equipment or supplies or contract for services through qualifying contracts let by the County of Suffolk or through any county within the State of New York subject to County Law 408(a).

(3) Public emergency arising out of an accident or unforeseen occurrence or condition affecting public buildings, public property or life, health, safety or property of the inhabitants of the Town. Unless exigent circumstances exist such that time is of the

essence, Purchaser shall seek to obtain approval of the Town Board prior to purchase or contract.

(4) Sole-source situations (purchaser must obtain written verification from vendor)

(5) Surplus and second-hand supplies, material or equipment from federal government, State of New York, or other political subdivisions, districts, or public benefit corporation.

(6) Purchase of goods, equipment and supplies under State contracts through the Office of General Services and subject to rules promulgated by the Office of General Services.

**Guideline 7:** The purchase of goods or services must be accompanied by a duly signed and completed purchase order or contract except a purchase order shall not be required prior to purchase/procurement under those circumstances identified in Guideline 6 and purchases or public works project less than \$1000.00. The above guideline is not intended to eliminate the requirement for a purchase order. Note, all Department Heads shall be responsible to verify the existence of a bid or contract award for the same or similar goods or services and shall be limited to purchase from such vendor/contractor.

**Guideline 8:** The Town Department responsible for personal property and/or asset(s) it wishes to have declared surplus shall complete a "Plant Asset/Office Equipment Disposal Form" including a description of the item, serial/tag #, location, condition, estimated surplus value, and reason for disposal. The Plant Asset/Office Equipment Disposal Form must be signed by the supervisor/manager of the department and filed with the Office of the Financial Administrator. Town Departments may transfer assets and equipment provided that a Plant Asset/Office Equipment Disposal Form records the transfer and same is filed with the Financial Administrator. Finally, the Office of the Financial Administrator, with the assistance of Department Heads, shall evaluate estimated surplus value of all assets and equipment disposed on a bi-annual basis and make recommendation to the Town Board regarding disposal or sale, subject to all applicable laws and procedures regarding disposition of surplus asset/equipment, including but not limited to bid procedures set forth in General Municipal Law § 103, and receipt of an "As-Is" Statement and/or Liability Waiver. Note, all Town logos or other markings identifying the property as Town property shall be removed prior to sale. This policy shall not in any way limit or prohibit the Town Board from donating an item of personal property and/or asset as permitted under the law.

For Purposes of Guideline 8: Surplus shall be defined as any Town personal property and/or asset that is no longer needed now or in the foreseeable future or that is no longer of value or use to the Town and Estimated Surplus Value shall be defined as the estimated amount of money an interested party will be willing to pay the Town for the property. This can be determined through an estimate, an appraisal, Kelly blue book value or other sources available to the responsible Department or Office of the Financial Administrator.

**Guideline 9:** This policy shall be reviewed annually by the Town Board.

- Underline represents addition(s)

Dated: Riverhead, New York  
June 16, 2015

BY ORDER OF THE TOWN BOARD  
OF THE TOWN OF RIVERHEAD  
DIANE M. WILHELM, TOWN CLERK

TOWN OF RIVERHEAD

Resolution # 469

**OFFERS SUPPORT TO COUNTY OF SUFFOLK FOR ACQUISITION OF SCTM #600-128-3-49 AND AUTHORIZES PARTNERSHIP BETWEEN TOWN AND COUNTY SUCH THAT THE TOWN WILL MAINTAIN PROPERTY AND ANY IMPROVEMENTS MADE BY COUNTY OF SUFFOLK FOR PARKLAND/PASSIVE RECREATION (TRAIL, CANOE LAUNCH, PARKING)**

Councilman Wooten offered the following resolution,

which was seconded by Councilman Gabrielsen

**WHEREAS**, the owner of a parcel of property situated on the West Main Street, Riverhead, New York and abutting the Peconic River, described as SCTM #600-128-3-49 and hereinafter referred to as "subject property", has offered the subject property for sale to the County of Suffolk; and

**WHEREAS**, the County of Suffolk has expressed a willingness to purchase the property and designate the preservation goal of the subject property as passive recreation and make improvements consistent and limited to passive recreation subject to the Town of Riverhead's agreement to partner with the County of Suffolk in the acquisition such that the Town would commit to maintain the property (mowing each season) and maintain any improvements that the County of Suffolk may make on or to the subject property in the future; and

**WHEREAS**, due to the subject property's location on the Peconic River, proximity to the downtown business district; Grangebél Park; other passive and open space lands preserved by the Town, County and New York State Department of Environmental Conservation; and the goals set forth in the Town of Riverhead Comprehensive Master Plan reciting creation and development of greenway and/or blueway trails in this area, the Town of Riverhead Open Space Committee recommends that the Town support acquisition by the County of Suffolk for use of the property as parkland with limited improvements consistent with a preservation and conservation area as set forth in Chapter 14 of the Town Code i.e. trail, canoe/kayak launch, picnic area and parking area; and

**WHEREAS**, the Town Board desires to support the efforts of the County of Suffolk consistent with the recommendation of the Town of Riverhead Open Space Committee related to the preservation and use of the subject property.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Riverhead hereby supports the County of Suffolk's acquisition of property described as SCTM #600-128-3-49 for parkland with limited improvements (passive recreation) consistent with a preservation and conservation area as set forth in Chapter 14 of the Town Code i.e. trail, canoe/kayak launch, picnic area and parking area, and the Town shall partner with the County of Suffolk such that the Town will commit and enter into

such agreement as may be required to maintain the property (mowing each season) and maintain any improvements that the County of Suffolk may make on or to the subject property in the future; and be it further

**RESOLVED**, that the Town Board authorizes the Supervisor to execute any agreement or document required to effectuate the above; and be it further

**RESOLVED**, that the Town Clerk is hereby directed to forward a copy of this resolution to Hon. Al Krupski, Suffolk County Legislator, 423 Griffing Avenue, Suite 2, Riverhead, NY 11901 and Laretta Fischer, Principal Environmental Analyst, S.C. Dept. of Planning, P.O. Box 6100, Hauppauge, NY 11788; and be it further

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

**TOWN OF RIVERHEAD**

**Resolution # 470**

**APPOINTS MEMBER TO THE AGRICULTURAL ADVISORY COMMITTEE**

Councilman Gabrielsen offered the following resolution,

which was seconded by Councilwoman Giglio

**WHEREAS**, Resolution #377 of May 20, 2015 adopted a Local Law for the addition of a new Chapter 2 entitled "Agricultural Advisory Committee" to the Riverhead Town Code; and

**WHEREAS**, Chapter 2 §2-2A states that the Agricultural Advisory Committee shall be composed of seven members appointed by the Town Board that are residents of the Town of Riverhead from the agricultural community; and

**WHEREAS**, Chapter 2 §2-2B establishes a four-year term limit, whereby upon initial formation, two members shall serve for a one-year term, two members for a two-year term and all others for a three-year term, with each successive reappointment or new appointment set as four-year terms; and

**WHEREAS**, members shall serve on a voluntary basis without salary;

**WHEREAS**, Robert Kern is a resident of the Town of Riverhead from the agricultural community and has expressed interest in serving on the Agricultural Advisory Board.

**NOW, THEREFORE, BE IT RESOLVED**, the Town Board hereby appoints Robert Kern to the Agricultural Advisory Committee for a two-year term to expire June 2017 with future appointments set as four-year terms; and be it further

**RESOLVED**, that the Town Clerk is hereby directed to forward a copy of this resolution to Robert Kern; and be it further

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

**TOWN OF RIVERHEAD**

**Resolution # 471**

**APPOINTS MEMBER TO THE AGRICULTURAL ADVISORY COMMITTEE**

Councilwoman Giglio offered the following resolution,

which was seconded by Councilman Dunleavy

**WHEREAS**, Resolution #377 of May 20, 2015 adopted a Local Law for the addition of a new Chapter 2 entitled "Agricultural Advisory Committee" to the Riverhead Town Code; and

**WHEREAS**, Chapter 2 §2-2A states that the Agricultural Advisory Committee shall be composed of seven members appointed by the Town Board that are residents of the Town of Riverhead from the agricultural community; and

**WHEREAS**, Chapter 2 §2-2B establishes a four-year term limit, whereby upon initial formation, two members shall serve for a one-year term, two members for a two-year term and all others for a three-year term, with each successive reappointment or new appointment set as four-year terms; and

**WHEREAS**, members shall serve on a voluntary basis without salary;

**WHEREAS**, David Mclarin is a resident of the Town of Riverhead from the agricultural community and has expressed interest in serving on the Agricultural Advisory Board.

**NOW, THEREFORE, BE IT RESOLVED**, the Town Board hereby appoints David Mclarin to the Agricultural Advisory Committee for a three-year term to expire June 2018, with future appointments set as four-year terms; and be it further

**RESOLVED**, that the Town Clerk is hereby directed to forward a copy of this resolution to David Mclarin; and be it further

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Gabrielsen - ABSTAIN
Wooten	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Dunleavy <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
			Walter <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

The Resolution Was  Thereupon Duly Declared Adopted

**TOWN OF RIVERHEAD**

**Resolution # 472**

**APPOINTS MEMBER TO THE AGRICULTURAL ADVISORY COMMITTEE**

Councilman Dunleavy offered the following resolution,

which was seconded by Councilman Wooten

**WHEREAS**, Resolution #377 of May 20, 2015 adopted a Local Law for the addition of a new Chapter 2 entitled "Agricultural Advisory Committee" to the Riverhead Town Code; and

**WHEREAS**, Chapter 2 §2-2A states that the Agricultural Advisory Committee shall be composed of seven members appointed by the Town Board that are residents of the Town of Riverhead from the agricultural community; and

**WHEREAS**, Chapter 2 §2-2B establishes a four-year term limit, whereby upon initial formation, two members shall serve for a one-year term, two members for a two-year term and all others for a three-year term, with each successive reappointment or new appointment set as four-year terms; and

**WHEREAS**, members shall serve on a voluntary basis without salary;

**WHEREAS**, Frank Beyrodt is a resident of the Town of Riverhead from the agricultural community and has expressed interest in serving on the Agricultural Advisory Board.

**NOW, THEREFORE, BE IT RESOLVED**, the Town Board hereby appoints Frank Beyrodt to the Agricultural Advisory Committee for a one-year term to expire June 2016, with future appointments set as four-year terms; and be it further

**RESOLVED**, that the Town Clerk is hereby directed to forward a copy of this resolution to Frank Beyrodt; and be it further

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 473

**APPOINTS MEMBER TO THE AGRICULTURAL ADVISORY COMMITTEE**

Councilman Wooten offered the following resolution,

which was seconded by Councilman Gabrielsen

**WHEREAS**, Resolution #377 of May 20, 2015 adopted a Local Law for the addition of a new Chapter 2 entitled "Agricultural Advisory Committee" to the Riverhead Town Code; and

**WHEREAS**, Chapter 2 §2-2A states that the Agricultural Advisory Committee shall be composed of seven members appointed by the Town Board that are residents of the Town of Riverhead from the agricultural community; and

**WHEREAS**, Chapter 2 §2-2B establishes a four-year term limit, whereby upon initial formation, two members shall serve for a one-year term, two members for a two-year term and all others for a three-year term, with each successive reappointment or new appointment set as four-year terms; and

**WHEREAS**, members shall serve on a voluntary basis without salary;

**WHEREAS**, Jeff Rottkamp is a resident of the Town of Riverhead from the agricultural community and has expressed interest in serving on the Agricultural Advisory Board.

**NOW, THEREFORE, BE IT RESOLVED**, the Town Board hereby appoints Jeff Rottkamp to the Agricultural Advisory Committee for a two-year term to expire June 2017 with future appointments set as four-year terms; and be it further

**RESOLVED**, that the Town Clerk is hereby directed to forward a copy of this resolution to Jeff Rottkamp; and be it further

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

**TOWN OF RIVERHEAD**

**Resolution # 474**

**APPOINTS MEMBER TO THE AGRICULTURAL ADVISORY COMMITTEE**

Councilman Gabrielsen offered the following resolution,

which was seconded by Councilwoman Giglio

**WHEREAS**, Resolution #377 of May 20, 2015 adopted a Local Law for the addition of a new Chapter 2 entitled "Agricultural Advisory Committee" to the Riverhead Town Code; and

**WHEREAS**, Chapter 2 §2-2A states that the Agricultural Advisory Committee shall be composed of seven members appointed by the Town Board that are residents of the Town of Riverhead from the agricultural community; and

**WHEREAS**, Chapter 2 §2-2B establishes a four-year term limit, whereby upon initial formation, two members shall serve for a one-year term, two members for a two-year term and all others for a three-year term, with each successive reappointment or new appointment set as four-year terms; and

**WHEREAS**, members shall serve on a voluntary basis without salary;

**WHEREAS**, Lou Carriciola is a resident of the Town of Riverhead from the agricultural community and has expressed interest in serving on the Agricultural Advisory Board.

**NOW, THEREFORE, BE IT RESOLVED**, the Town Board hereby appoints Lou Carriciola to the Agricultural Advisory Committee for a three-year term to expire June 2018, with future appointments set as four-year terms; and be it further

**RESOLVED**, that the Town Clerk is hereby directed to forward a copy of this resolution to Lou Carriciola; and be it further

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

**TOWN OF RIVERHEAD**

**Resolution # 475**

**APPOINTS MEMBER TO THE AGRICULTURAL ADVISORY COMMITTEE**

Councilwoman Giglio offered the following resolution,

which was seconded by Councilman Wooten

**WHEREAS**, Resolution #377 of May 20, 2015 adopted a Local Law for the addition of a new Chapter 2 entitled "Agricultural Advisory Committee" to the Riverhead Town Code; and

**WHEREAS**, Chapter 2 §2-2A states that the Agricultural Advisory Committee shall be composed of seven members appointed by the Town Board that are residents of the Town of Riverhead from the agricultural community; and

**WHEREAS**, Chapter 2 §2-2B establishes a four-year term limit, whereby upon initial formation, two members shall serve for a one-year term, two members for a two-year term and all others for a three-year term, with each successive reappointment or new appointment set as four-year terms; and

**WHEREAS**, members shall serve on a voluntary basis without salary;

**WHEREAS**, Matthew Pendleton is a resident of the Town of Riverhead from the agricultural community and has expressed interest in serving on the Agricultural Advisory Board.

**NOW, THEREFORE, BE IT RESOLVED**, the Town Board hereby appoints Matthew Pendleton to the Agricultural Advisory Committee for a one-year term to expire June 2016, with future appointments set as four-year terms; and be it further

**RESOLVED**, that the Town Clerk is hereby directed to forward a copy of this resolution to Matthew Pendleton; and be it further

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

**TOWN OF RIVERHEAD**

**Resolution # 476**

**APPOINTS MEMBER TO THE AGRICULTURAL ADVISORY COMMITTEE**

Councilman Dunleavy offered the following resolution,

which was seconded by Councilman Wooten

**WHEREAS**, Resolution #377 of May 20, 2015 adopted a Local Law for the addition of a new Chapter 2 entitled "Agricultural Advisory Committee" to the Riverhead Town Code; and

**WHEREAS**, Chapter 2 §2-2A states that the Agricultural Advisory Committee shall be composed of seven members appointed by the Town Board that are residents of the Town of Riverhead from the agricultural community; and

**WHEREAS**, Chapter 2 §2-2B establishes a four-year term limit, whereby upon initial formation, two members shall serve for a one-year term, two members for a two-year term and all others for a three-year term, with each successive reappointment or new appointment set as four-year terms; and

**WHEREAS**, members shall serve on a voluntary basis without salary;

**WHEREAS**, Phil Schmitt is a resident of the Town of Riverhead from the agricultural community and has expressed interest in serving on the Agricultural Advisory Board.

**NOW, THEREFORE, BE IT RESOLVED**, the Town Board hereby appoints Phil Schmitt to the Agricultural Advisory Committee for a three-year term to expire June 2018, with future appointments set as four-year terms; and be it further

**RESOLVED**, that the Town Clerk is hereby directed to forward a copy of this resolution to Phil Schmitt; and be it further

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 477

**APPOINTS A TEMPORARY SUBSTITUTE AUTOMOTIVE EQUIPMENT OPERATOR  
TO THE SANITATION DEPARTMENT**

Councilman Wooten offered the following resolution,

which was seconded by Councilman Gabrielsen

**WHEREAS**, a temporary Automotive Equipment Operator is needed in the Sanitation Department to substitute for an existing staff member who is on a leave of absence.

**NOW, THEREFORE, BE IT RESOLVED**, that pending the results of a successfully completed background investigation, this Town Board hereby appoints Arthur Reichel to the position of temporary Automotive Equipment Operator effective June 17, 2015 at the hourly rate of \$19.00.

**BE IT FURTHER RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 478

**AUTHORIZATION TO PUBLISH ADVERTISEMENT FOR LUBRICANT ITEMS  
FOR THE TOWN OF RIVERHEAD**

Councilman Gabrielsen offered the following resolution,

which was seconded by Councilwoman Giglio

**WHEREAS**, the Town Clerk is authorized to publish and post a notice to bidders for proposals for LUBRICANT ITEMS for the Town of Riverhead and;

**WHEREAS**, the Town Clerk is hereby authorized to publish and post the following public notice in the JUNE 25, 2015 issue of the News Review.

**NOW, THEREFORE BE IT, RESOLVED**, that all Town Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

**TOWN OF RIVERHEAD  
NOTICE TO BIDDERS**

Sealed bids for the purchase of LUBRICANT ITEMS for the use in the Town of Riverhead, Riverhead, New York will be received by the Town of Riverhead at the Office of the Town Clerk, Riverhead Town Hall, 200 Howell Avenue, Riverhead, New York until 2:00 pm on JULY 20, 2014 at which time they will be publicly opened and read aloud.

Bid packets including specifications may be examined and/or obtained on JUNE 25<sup>TH</sup>, 2015 on the Town's website at [www.townofriverheadny.gov](http://www.townofriverheadny.gov) click on bid requests.

Each proposal must be submitted on the form provided in a sealed envelope clearly marked LUBRICANT ITEMS. Any and all exceptions to the specifications must be listed on a separate sheet of paper, bearing the designation 'EXCEPTIONS TO THE SPECIFICATIONS' and attached to the bid form.

The Town board reserves the right and responsibility to reject any or all bids or to waive any formality if it believes such action to be in the best interest of the Town.

**BY ORDER OF THE TOWN BOARD  
OF THE TOWN OF RIVERHEAD**

**Diane M. Wilhelm, Town Clerk**

TOWN OF RIVERHEAD

Resolution # 479

**ACCEPTS THE RESIGNATION OF A PRINCIPAL ACCOUNTANT**

Councilwoman Giglio offered the following resolution,

which was seconded by Councilman Dunleavy

**WHEREAS**, the Town has received notification from Principal Accountant Scott Harrington, Deputy Financial Administrator for the Town of Riverhead, of his intent to resign effective close of business June 23, 2015.

**NOW, THEREFORE, BE IT RESOLVED**, that this Town Board hereby accepts the resignation of Scott Harrington.

**RESOLVED**, that the Town Clerk is hereby directed to forward a copy of this resolution to Scott Harrington, the Personnel Officer and the Financial Administrator. Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device, and if needed, a certified copy of same can be obtained from the office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 480

**AUTHORIZES PUBLICATION OF HELP WANTED ADVERTISEMENT FOR  
A PRINCIPAL ACCOUNTANT**

Councilman Dunleavy offered the following resolution,

which was seconded by Councilman Wooten

**BE IT RESOLVED**, that the Town Clerk is hereby authorized to publish the attached Help Wanted Advertisement for a Principal Accountant in the June 25, 2015 issue of the News Review, and the June 21, 2015 issue of Newsday;

**BE IT FURTHER RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No    Gabrielsen Yes No  
Wooten Yes No    Dunleavy Yes No

Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

**ADVERTISEMENT TO BE PLACED IN NEWS REVIEW**

Accountant – Deputy Financial Administrator

The Town of Riverhead is seeking a motivated individual to fill the position of Deputy Financial Administrator as a Principal Accountant. Required qualifications include graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's degree in accounting. In addition, the candidate must have six (6) years of experience as an accountant or auditor. It is preferred that the candidate has municipal experience and/or is licensed in the state of New York as a Certified Public Accountant.

Duties and responsibilities include: Candidate will direct various sections of the accounting division and supervise a staff of clerical and technical personnel; Maintain the general ledger and supporting schedules; Assist in the preparation of GASB compliant financial statements; Assist the head of the department or other high-level administrator in compiling, preparing and administering the budget for all funds; Interprets new regulations, procedures and requirements as promulgated by the county, state and federal government.

Essential knowledge, skills and abilities: Thorough knowledge of Fund Accounting principles and practices and the ability to apply this knowledge to work situations. The ability to prepare complete and accurate accounting reports and statements of considerable complexity. The ability to plan, assign, and direct the work of staff members to accomplish duties and responsibilities.

Annual Salary \$90,000 plus benefits.

Resumes Due: July 17, 2015

Town of Riverhead-Personnel Department

200 Howell Avenue, Riverhead, NY 11901

**ADVERTISEMENT TO BE PLACED IN NEWSDAY**

**ACCOUNTANT–GOVERNMENT**

For details go to

[www.townofriverheadny.gov](http://www.townofriverheadny.gov)

Resumes Due: July 17, 2015

[ferris@townofriverheadny.gov](mailto:ferris@townofriverheadny.gov)

TOWN OF RIVERHEAD

Resolution # 481

**SUPPORTS AND ENDORSES PURSUIT OF SUFFOLK COUNTY DOWNTOWN  
REVITALIZATION ROUND 13 FUNDING FOR DOWNTOWN LED LIGHTS WITH  
SECURITY CAMERAS**

Councilman Wooten offered the following resolution,

which was seconded by Councilman Gabrielsen

**WHEREAS**, the Town of Riverhead is always desirous to improve the economy and quality of life within the Town of Riverhead; and

**WHEREAS**, through the Suffolk County Downtown Revitalization Program, the County of Suffolk participates with local governments in the development, support and funding of projects located in Suffolk County that will have an important and sustainable impact on downtowns and business districts; and

**WHEREAS**, Suffolk County announced Round 13 of the Downtown Revitalization Grant Program to encourage long-term improvements in downtown business districts; and

**WHEREAS**, eligible applicants include chambers of commerce and business improvement districts with municipalities acting as local sponsors; and

**WHEREAS**, the Town of Riverhead Community Development Department has been awarded funding for eleven previous projects on behalf of the Riverhead Chamber of Commerce and the Riverhead Business Improvement District under Rounds 1 – 12 of the Suffolk County Downtown Revitalization Program; and

**WHEREAS**, the Riverhead Business Improvement District has requested grant writing support and sponsorship from the Town of Riverhead to submit a grant funding application to provide funds for site improvements to the Town of Riverhead property along the downtown sidewalks to upgrade and replace aging street lights with more energy efficient LED lights that incorporate security cameras; and

**WHEREAS**, the project meets the requirements and goals and objectives of the program, is consistent with the goals of the East Main Street Urban Renewal Plan (1993 and 2008 update), the Vision Plan for Downtown Riverhead (BID 1995), the Revitalization Strategy for Downtown Riverhead (APPS, June 2000), the Town of Riverhead Comprehensive Plan (2003), Downtown Center-1 zoning district (2004), and the objectives of Smart Growth as recognized by Vision Long Island (2005); and

**WHEREAS**, the project is supported by the Riverhead Business Improvement District and the Riverhead Town Board; and

**WHEREAS**, as part of the application process, the County of Suffolk requires a resolution of the Town Board showing local support for the proposed project; and

**WHEREAS**, upon the County's approval of the project, the Town/Village would be required to enter into an intermunicipal agreement with the County under Article 5-G of the General Municipal Law pursuant to which the Town of Riverhead would be required to undertake and complete the project and the County would be responsible for providing financing for all or part of the cost of the project; and

**WHEREAS**, in order to provide County financing for all or part of the project, the County of Suffolk must obtain a leasehold, easement or other real property interest in the site of the project.

**NOW THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Riverhead hereby states its support of the LED Main Street lights with security cameras upgrade/replacement project proposed by the Town of Riverhead Business Improvement District Association pursuant to the Suffolk County Downtown Revitalization Program through the Town of Riverhead; and be it further

**RESOLVED**, that the Town Board authorizes the Supervisor to sign any and all necessary documents, including but not limited to the required easement/lease documents and an intermunicipal agreement, subject to review and approval of the Town Attorney, to participate in the above referenced program; and be it further

**RESOLVED**, that the Town Board hereby supports and endorses an application to be submitted by the Town of Riverhead Community Development Department and/or the Riverhead Business Improvement District to Suffolk County, the Legislator for the First District, and the Downtown Revitalization Program Citizens Advisory Panel for a project as herein described for a grant amount of \$100,000 and reflecting leveraged funds of \$40,000 to be provided in kind by the Town of Riverhead engineering, community development and buildings and grounds services as well as matching funds from US HUD Community Development Block Grant sources; and

**THEREFORE, BE IT FURTHER RESOLVED**, that the Town Clerk shall provide notification of this resolution to the Community Development Department and a copy to Ms. Joanne Minieri, Intergovernmental Relations Coordinator, Suffolk County Department of Economic Development and Workforce Housing, H. Lee Dennison Building, 2nd floor, Hauppauge, NY 11788-0099.

**BE IT FURTHER RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 482

**SEQRA RESOLUTION REGARDING APPLICATION FOR SUFFOLK COUNTY  
DOWNTOWN REVITALIZATION ROUND 13 FUNDING FOR LED STREET LIGHTS  
WITH SECURITY CAMERAS**

Councilman Gabrielsen offered the following resolution,

which was seconded by Councilwoman Giglio

**WHEREAS**, the Town of Riverhead and the Town of Riverhead Business Improvement Association wish to make site improvements to Town of Riverhead property along the downtown waterfront parking lot to upgrade and replace aging street lights with more energy efficient LED lights that also incorporate security cameras on area of less than .5 acres; and

**WHEREAS**, the Town of Riverhead and the Town of Riverhead Business Improvement District are applying to Suffolk County for a Suffolk County Downtown Revitalization Round 13 Grant to fund some of the LED Street lights; and

**WHEREAS**, the Riverhead Planning Department has reviewed the project documentation provided by the Community Development Department and has recommended the directly undertaken action to be considered a Type II Action pursuant to 6NYCRR Part 617.5(c)(1) as maintenance and repair; and

**WHEREAS**, pursuant to 617.3(b), 617.5(a)(1)(i) agency SEQR responsibilities end with this designation with no significance determination being necessary.

**NOW THEREFORE, BE IT RESOLVED**, that Riverhead Town Board declares itself to be the lead agency to upgrade and replace aging street lights with more energy efficient LED lights that incorporate security cameras on Town of Riverhead property along the downtown waterfront parking lot on an area of less than .5 acres, which it declares to be an Type II Action for the purposes of compliance with SEQRA; and

**THEREFORE, BE IT FURTHER RESOLVED**, that the Town Clerk shall provide notification of this resolution to the Community Development Department and a copy to Ms. Joanne Minieri, Deputy County Executive/Commissioner, Suffolk County Department of Economic Development and Workforce Housing, H. Lee Dennison Building, 2nd floor, Hauppauge, NY 11788-0099.

**BE IT FURTHER RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Giglio  Yes  No      Gabrielsen  Yes  No  
Wooten  Yes  No      Dunleavy  Yes  No  
Walter  Yes  No  
The Resolution Was  Thereupon Duly Declared Adopted



TOWN OF RIVERHEAD

Resolution # 484

**AUTHORIZES REMOVAL OF DEAD BUNKER  
ARISING FROM EMERGENCY CIRCUMSTANCES**

Councilman Dunleavy offered the following resolution,

which was seconded by Councilman Wooten

**WHEREAS**, thousands of dead bunker have floated to the surface on the water bodies, or have washed up along the shores, of the Peconic River within the Town of Riverhead; and

**WHEREAS**, the dead bunker have created and continue to create hazardous conditions, including but limited to diminished air quality, accumulation of flies and other insects; and

**WHEREAS**, the conditions being created by the dead bunker, if not abated threaten or imperil the well-being and health of the citizens and visitors of the Town of Riverhead; and

**WHEREAS**, under General Municipal Law §103(4) when a public emergency arising out of an accident or other unforeseen occurrence requires immediate action and cannot await competitive bidding contracts for work may be let by the appropriate board; and

**WHEREAS**, Tim Sweat has offered to remove the dead bunker commencing June 17, 2015 at a cost of \$0.32 per pound; and

**NOW, THEREFORE BE IT HEREBY RESOLVED**, that the Town of Riverhead authorized the Town Supervisor to retain Tim Sweat to remove the dead bunker from the Peconic River bounded on the East by the CR 105 bridge; and be it further

**RESOLVED**, that the Riverhead Town Board hereby authorizes the Supervisor to execute the needed vouchers for payment of work to be done for the work described herein for a sum not to exceed \$30,000.00; and be it further

**RESOLVED**, that the Town Clerk is hereby directed to forward a certified copy of this resolution to the Town Engineer, Tim Sweat, 519 Sterling Place, Greenport, NY 11944, the Office of the Town Attorney and the Office of Accounting.

On a motion by Councilman Dunleavy, seconded by Councilman Wooten, resolution #484 was TAKEN OFF THE FLOOR, motion carried by unanimous vote. Immediately thereafter there was a motion to put to vote.

**VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted