

Town of Kent
Town Board Meeting
November 14, 2023

Executive Session 6:30

To discuss possible litigation

Public Hearing 7:00

Soil Removal and Excavation

2023 Budget

Workshop/Meeting

1. Pledge of Allegiance
2. Roll Call
3. Discussion and/or Vote on the following:
 - a. Highway- transfer trailer, advertise for positions
 - b. Planning-appoint alternate member
 - c. Municipal Repairs- accept resignation, advertise
 - d. Lake Carmel-repair electric
4. Vouchers
5. Announcement
6. Public Comment

DRAFT: October 10,
2023 July 6, 2023

Town of Kent **Soil Removal and Excavation**
and Mining
Chapter 63

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A. Purpose and Intent.

The purpose and intent of this chapter, its supplementary land development requirements and standards are as follows:

1. To ensure that excavation will be conducted in a manner that will protect residential and local business areas and other land uses, and the value of land from potential adverse impacts.
2. To limit the amount of excavation to the minimum required for site preparation, preserving, insofar as possible, the topographical beauty of the community, including the character of the existing landscape, its knolls, hills, and ridgelines and other aspects of the Town's natural environment.
3. To limit the amount of material that may be removed from a site and establish clear standards and requirements for the planned phasing of areas of excavation to avoid the creation of a disturbed, barren area of land that is not consistent with the Town's natural environment and rural, residential character.
4. To prevent the adverse effects of disturbed land, such as stormwater, erosion and sedimentation, and pollution from affecting the community's watershed, watercourses, waterbodies and wetlands, and other natural resources.

B. Definitions

AGRICULTURAL ACTIVITY

The activity of an active farm including grazing and watering livestock, irrigating crops, harvesting crops, using land for growing agricultural products, and cutting timber for sale, but shall not include the operation of a dude ranch or similar operation, or the construction of new structures associated with agricultural activities.

CLEARING

Any activity that removes the vegetative surface cover.

CONCEPTUAL EXCAVATION AND PHASED DEVELOPMENT PLAN

A drawing, or set of drawings, with general information sufficient to adequately describe the existing conditions of the site and the proposed excavation and development. This information shall include data on existing land characteristics (slopes, wetlands, rocky areas, etc.), available utilities, and the proposed general layout, timing, and phasing of development, including buildings, parking, driveways, pedestrian ways, generalized landscaped areas and other improvements, and general limits of disturbance.

DISTURBANCE

All land preparation activities involving the movement, placement, removal, transfer or shifting of soil, rock and/or vegetation, including but not limited to, clearing, draining, filling, grading, regrading or the building of structures or the placement of improvements on land, including the construction of individual sidewalks, paths, roads, or driveways. The condition of land disturbance shall be deemed to continue until the area of disturbance is returned to its original state or to a state complying with a permit for such disturbance granted in accordance with this chapter.

DETRIMENTAL:

Any action which is harmful or damaging.

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EXCAVATION

The disturbance or removal of material including soil, rock and/or minerals from land for the purposes of site preparation for land development and construction projects, regardless of whether those materials are retained on the site or removed from the site.

EXCAVATION AND PHASED DEVELOPMENT PLAN

A drawing, or set of drawings, with detailed information as set forth herein, to fully demonstrate the existing conditions of the site and the proposed excavation and phased development. The information and plans shall include data on existing land characteristics (topography, wetlands, rock outcroppings and ledge areas, etc.), available utilities, and the proposed general layout, timing, and phasing of development, including buildings, parking, driveways, pedestrian ways, generalized landscaped areas and other improvements, limits of disturbance, and corresponding grading, drainage, erosion and sedimentation control and other measures to be demonstrated on phased development plans.

MINERAL

All naturally formed, usually inorganic, solid material located on or below the surface of the earth. For the purposes of this chapter, peat and topsoil shall be considered minerals.

MINING

The extraction of soils, rock (overburden) and minerals from the earth, and the removal of such materials from the site through sale or exchange or for commercial, industrial, or municipal use. ~~Mining shall not include the creation of water bodies or excavations in aid of agriculture.~~ Activities associated with the processing of such materials, if permitted, must comply with the conditions of any permit granted in accordance with this chapter.

PROCESSING:

Any mechanical manipulation of material including crushing, screening, blending, washing, and any procedure which changes the size of the particles or the particle size distribution or gradation from in-situ characteristics. Processing also includes any

mechanical and/or thermal combining or blending of materials from one or more sources in order to manufacture a product with certain specification requirements.

Processing shall not mean simply excavating and loading earth material directly into a transport vehicle.

RESTORATION

The act of bringing back to a former condition and function.

TOPSOIL

Topsoil shall consist of friable surface soil reasonably free of grass, weeds, sticks, stones, or other foreign materials.

C. Applicability

1. Mining as defined under this code is prohibited in the Town of Kent.
2. The amount of material to be removed from the subject site shall not exceed 1,000 tons or 72550 cubic yards, whichever is less, during twelve (12) successive calendar months.
3. Excavation as defined under this code shall be permitted in accordance with the following:
4. 2. Any individual or entity proposing to excavate a total, collective area of 80,000 square feet or more of the surface area of a site which will result in a change in the average existing, natural grade (topography) of 4 (four) feet or more in any area defined by a rectangle of 10,000 square feet, minimum dimension of 100 feet per side and involving the displacement of 1,500 cubic yards or more of material within the Town of Kent shall prepare an application as delineated herein below for an excavation permit.
5. Excavation is permitted under the following conditions:
 - a. A special use permit for excavation has been issued by the Town Board according to the procedures outlined below.
 - b. The approved plan shall be for the phased development of the site for uses which are principal permitted uses or permitted special uses in the underlying zoning district.
 - c. For excavation projects, the approval specifically includes a phased implementation plan which balances phases of excavation and phases of land development so as to avoid excavation of the entire site prior to establishment of the approved use. The phasing plan shall be backed by a performance bond.
 - d. The excavated material shall be the minimum necessary to construct the project, and the material that is removed from the property shall only be in excess of that which can be reused or redistributed on the site provided that this amount is specified in the building permit for such improvement and is less than 1,000 tons or 72550 cubic yards, whichever is lower, within 12 successive calendar months.
 - e. The Town Board at its discretion may permit onsite processing of excavated materials subject to such additional conditions as they deem necessary provided that all processed materials are used on site in the proposed phased development and that no processed materials are removed from the property.
 - ~~f.~~ Any regrading, removal or excavation shall be completed within one year of the date of issuance of said permit.

~~6.~~ The excavation permit shall be void if construction is not started within one year of the date of Town Board approval and completed within two years of the date of f

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such approval. Prior to its expiration, the excavation permit approval may be renewed by written request of the applicant for up to two additional ninety-day periods.

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D. Exemptions

Excavation in the following cases is not subject to the limitations of this section, and no special use permit approval from the Town Board is required:

1. Land disturbance operations in which topsoil is removed from one part of the property and deposited on another part of the same property, provided that it is replaced with a cover of earth in which the vegetable matter may take root and grow and is seeded with grass, permanent pasture mixture or other fast-growing vegetation, repeatedly as necessary until the growth is established.
2. Excavation within the limits of the right-of-way of any Town, county, or state highway for the sole purpose of building roads and slopes incidental thereto which lie within the area of a subdivision approved by the Planning Board of the Town of Kent are on file in the County Clerk's office in Putnam County, New York.
3. Excavation in connection with agricultural activity, including farm ponds and soil conservation measures, provided that such improvement conforms to the following standards and conditions:
 - a. Final slopes shall be finished at a grade no greater than the natural angle of repose, except where supported by a retaining wall or foundation.
 - b. Any lakes or ponds that are created shall have a sufficient depth and inflow of water to prevent eutrophication and to prevent their becoming stagnant in dry periods.
 - c. Topsoil may be disturbed and relocated in connection with any permitted excavation but shall be replaced with earth in which vegetable matter may take root and grow and shall be seeded with grass, permanent pasture mixture or other fast-growing vegetation, repeatedly as necessary until the growth is established.
 - d. In the event that the construction of improvements for which preparatory excavation is performed does not commence within six months of the commencement of such excavation, the permittee shall be required to immediately begin reclamation operations to restore the land to a condition that will minimize erosion and any unsightly conditions.

4. Excavation required to construct single-family home foundations and basements.

4-5. Excavation required to maintain waterbodies and watercourses.

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E. Application Procedure.

The application procedure for approval of a special use permit for excavation shall involve a three-stage process:

1. The applicant shall submit an application supported by a conceptual excavation and phased development plan to the Planning Board. The Planning Board shall review the plan and determine if excavation and land disturbance thresholds under this code will be met or exceeded requiring referral to the Town Board. The Town Board shall receive the referral from the Planning Board and evaluate the plan relative to the conformity of

the proposal with the Town Comprehensive Plan and this chapter. The Town Board shall:

- a. provide feedback to the Applicant regarding additional information that must be submitted as part of the conceptual excavation and phased development plan for reconsideration by the Town Board; or
 - b. upon acceptance of the conceptual excavation and phased development plan, the Town Board may direct the applicant to submit a full and complete excavation and phased development plan application as set forth herein; or
 - c. deny the conceptual excavation and phased development plan.
2. Upon direction of the Town Board, the applicant shall submit a full and complete excavation and phased development plan application to the Town Board, which shall be referred to the Planning Board for a detailed review and report. The Planning Board shall serve as Lead Agency and conduct the New York State Environmental Quality Review Act (SEQRA) review unless otherwise superseded by another involved agency. The Planning Board shall as part of the SEQRA review conduct a public hearing on the matter. Upon the conclusion of the SEQRA review, the Planning Board will issue a determination of environmental significance, and all associated approvals and permits. The Planning Board shall refer the entire application package back to the Town Board.
3. Upon receipt of the entire application package from the Planning Board, the Town Board shall accept the SEQRA determination of the Planning Board and review all comments and recommendations provided by the Planning Board. consider the comments of the Planning Board and their SEQRA determination. Within 62 days of receipt of the application from the Planning Board, the Town Board shall give due notice and may hold a public hearing on the special use permit for excavation.

F. Town Board Action.

Within 30 days of the close of the public hearing, the Town Board shall act either to approve, approve with conditions or disapprove the special use permit for excavation.

1. With respect to the excavation permit and phasing, the Town Board shall make the following findings:
 - a. That the location, character and scope of the excavation activity, and the access and any temporary buildings, structures, facilities, or processing equipment, will reasonably safeguard the character of the neighborhood and surrounding property values, will not hinder, or discourage the appropriate development and use of adjacent property and, when completed, will conform to the appropriate and orderly development of the Town and neighborhood.
 - b. That the lot on which the excavation activity is to be conducted is of sufficient size and adequate dimension to permit the excavation activity in a manner that will not be detrimental to the neighborhood or adjacent property.
 - c. That reasonable provision will be made for screening the excavation activity including processing from view from adjacent streets and property, and that buffer transition areas will be provided to protect adjacent properties.
 - d. That the streets serving the proposed excavation activity are adequate to carry

prospective traffic, that provision will be made for entering and leaving the lot in

such a manner that no undue hazard to traffic or undue traffic congestion is created and that adequate off-street parking and loading facilities will be provided for conduct of the excavation activity.

- e. That the proposed excavation activity when completed, will not result in creation of soil erosion, sedimentation or fertility problems or drainage, sewerage or groundwater problems, or pollution which would impair the reasonable reuse and development of the lot and/or be detrimental to the neighborhood or adjacent property and that the excavation and phased development plan is consistent with the Town of Kent Comprehensive Plan.
 - f. That the proposed excavation activity, any buildings, structures, facilities or processing equipment and hours of operation will make provision for control of dust and lighting and otherwise will not be detrimental to the public health, safety and general welfare of the neighborhood and the community.
2. Such conditions and safeguards shall be attached to the special permit as the Town Board deems necessary and appropriate to assure continual conformance to all applicable standards and requirements.

H. Regulatory Compliance

Each application for a special use permit shall be in compliance with all pertinent regulations, including:

1. All applicable provisions of the Code of the Town of Kent, including but not limited to regulations for flood damage prevention, freshwater wetlands, tree removal, steep slope protection and stormwater management, subdivision of land, watercourses, soil hydrology, environmentally sensitive lands, zoning, and any other pertinent provisions.
2. New York City Department of Environmental Protection (NYCDEP), New York State Department of Environmental Conservation (NYSDEC) and all other applicable regulations.

I. Application Requirements

Each application for a special use permit shall be accompanied by the following:

1. A proposed site plan showing the size and location of the lot, the location of all buildings and proposed facilities, including access drives and parking areas, and all streets within 200 feet of the lot. The site plan shall use as a base map a recent, accurate boundary and topographic survey of the property depicting all existing improvements and grades prepared by a New York State licensed land surveyor. The plan shall depict all proposed site alterations and improvements and shall be prepared by a professional engineer, a landscape architect, or an architect licensed by the State of New York and shall include the following information:
 - a. A location map, at a convenient scale, showing the applicant's entire property and all boundaries, easements, and streets within 500 feet thereof.
 - b. Show existing improvements, utilities, wells, and septic systems.

- c. The location and limits of the area of disturbance on the lot to be subject to the excavation activity and any lines delimiting areas not to be disturbed.
- d. Existing topography and proposed grade elevations at a contour interval of not more than two feet, unless waived by the Town Board, with existing topography to be shown on the subject parcel and within 200 feet of the area to be subject to the excavation operation, drawn to a scale of not less than 100 feet equals one inch.
- e. Show existing and proposed drainage within the limits of disturbance and within a distance of 200 feet outside of the limits of disturbance.
- f. Show existing wetlands, watercourses, and waterbodies and associated buffers delineated in compliance with pertinent provisions of the Code of the Town of Kent, including Chapter 39A, within the limits of disturbance and within a distance of 200 feet outside of the limits of disturbance.
- g. Show proposed truck and equipment access to the lot, including roadway and access improvements proposed.
- h. Show the location of wooded areas, existing buildings and structures and the location of any proposed buildings and structures within the limits of disturbance and within a distance of 200 feet outside of the limits of disturbance.
- i. Any proposed temporary or permanent screening of the excavation operation, such as by berms, fences, and landscaping.
- j. The location, size, use and architectural design of all existing buildings and structures.
- k. The location of all property lines and structures within 200 feet of the property boundary.
- l. Existing soil types, wetlands, and watercourses, one-hundred-year floodplains, bedrock outcrops, slopes in excess of 10%, and the location of trees with a diameter of six inches (6") or greater as measured 4.5' from the ground level (Direct Breast Height, or dbh).
- m. The location and capacity or number of all existing and proposed roads, driveways, parking and loading areas, including access and egress drives.
- n. The location of outdoor storage areas.
- o. The location of fire access roads and fire protection features.
- p. The location, description, and design of all existing and proposed site improvements, including building footprints, pavement, walkways, curbs, drains, culverts, retaining walls, fences, parks, open spaces, and recreation areas.
- q. The location, design and description of water supply and sewage disposal facilities.
- r. The location, design, and description of stormwater management facilities, including proposed grading plan.
- s. The location, height, and species of landscape plantings on a landscape plan.
- t. The character and location of all power distribution and transmission lines.
- u. The location and description of all subsurface site improvements and facilities.
- v. The location of any processing equipment and stockpiles.

- w. The extent and amount of cut and fill for all disturbed areas, including before-and-after profiles of typical development areas, building footprints, walkways, parking lots, driveways, and roads.
- x. The total amount of cut and fill in cubic yards.
- y. The average existing grade and the average proposed grade and depth of excavation.
- z. Adequate provisions for the handling of stormwater runoff, including retention/detention, piping, or channeling to existing or proposed drainage systems during and after construction.
 - aa. Proposed phasing of development.
 - bb. A rock removal or blasting plan as determined to be required.
 - cc. If blasting is found to be required, a baseline potability and pollutant study and monitoring plan during and post-construction of surrounding wells. Test parameters and the location of the wells to be tested will be determined.
 - dd. Restoration or reclamation plan as determined to be required.
 - ee. A signature block for Town Board endorsement of approval.
 - ff. The name and address of the owner of the property proposed for development, along with the signature of said owner.
 - gg. The name and address of the applicant, if different, along with the signature of said applicant.
 - hh. At the request of the Town or Planning Board, any other pertinent information or materials determined to be necessary to assist in the review and evaluation of the proposed special use permit for excavation and provide for the proper enforcement of this chapter.
- 2. A Full Environmental Assessment Form (Full EAF) together with any supporting documents or other material intended to expand or clarify information contained in the Full EAF intended to assist the Town in the review of this project.
- 3. A complete copy of all application materials submitted to the NYSDEC pursuant to Article 23, Title 27 of the Environmental Conservation Law, if applicable.
- 4. A stormwater pollution prevention plan (SWPPP) consistent with the requirements of Town of Kent Town Code Chapter 66. The SWPPP shall meet the performance and design criteria and standards in Chapter 66, Article IV. The approved special use permit shall be consistent with the provisions of Chapter 66.
- 5. A narrative addressing the following and such additional information deemed appropriate by the Town Board:
 - a. An evaluation of the proposed excavation activity relative to surrounding land uses, including an evaluation of potential environmental impacts, including but not limited to noise, dust, and visual impacts on surrounding land uses.
 - b. The duration of the operation through to site restoration, proposed hours and days of operation and the program for staging the site preparation, excavation and restoration in time and geographic sections.
 - c. The program of measures to be undertaken for control of noise, dust, soil erosion and sedimentation, water pollution, and the mitigation of visual impacts,

including outdoor illumination, and elements of a reclamation plan for the area of the lot to be subject to the excavation activity.

- d. An estimate of the number of vehicles expected to enter and exit the lot on a daily basis and at peak hours, and description of any roadway capacity and safety improvement proposed on the streets giving access to the lot.
- e. Description of the nature and capacity of any processing equipment proposed to be established on the lot.

J. Waiver of Requirements and Standards

1. Where the ~~Town Board and/or~~ Planning Board finds that certain application requirements, data and information, set forth in section I, above, and standards as set forth in section K, below, are not required or are unnecessary to review the application for a special use permit and the potential effects of proposed excavation, it may waive specific requirements or standards upon written request of the applicant; provided that such waiver will not have the effect of nullifying the intent and purpose of this chapter or any chapter of the Town Code, or the State Environmental Quality Review Act.
- ~~2. Where the Board finds that, due to the special circumstances of a particular application, the provision of certain required improvements or adherence to a certain specific standard is not required to further the interest of the public health, safety and general welfare, or is inappropriate because of inadequacy or lack of connecting facilities adjacent or in proximity to the site of the special use permit, it may waive such requirements or standards, subject to appropriate conditions as deemed appropriate by the Town Board and/or Planning Board. The Board shall state on the record the reasons supporting any waiver that may be granted.~~
- ~~3-2.~~ In granting waiver(s), the Planning Board may require such conditions as will, in its judgment, secure substantially the objectives of the standards or requirements so varied or modified.

K. Performance Standards

The excavation activities shall conform to the following standards and conditions:

1. There shall not be any vegetation removal, clearing of the land or alteration of the site without first obtaining a special use permit for excavation from the Town Board.
2. There shall not be any vegetation removal, clearing of the land or hydrological alteration of any Town of Kent jurisdictional wetland, watercourse, and/or waterbodies and associated buffers without first obtaining a special use permit for excavation from the Town Board.
3. All excavation activities shall conform to the information, report, maps, plans and conditions approved by the Planning Board and Town Board.
4. The lot will be excavated and graded within the limits shown on the approved plans and in conformity with the proposed contour plan as approved.
5. The measures for noise, visual, soil erosion and sediment control will be installed, maintained, and completed in accordance with all approvals and permits.
6. The slopes will not exceed one foot of rise for two feet of horizontal distance or such lesser slope that the Planning Board may specify as necessary for the public health and

safety, soil stability or for the reasonable use of the property after completion of the operation.

7. There will be no excavation, processing or grading or removal within 50 feet of any property or street line, or a greater or lesser distance if approved by the Town Board.
8. There shall be no sharp declivities, pits or depressions, and proper drainage will be provided to avoid stagnant water, soil erosion and water pollution during and upon completion of operations.
9. The permittee shall maintain and repair all streets and roads affected by the conduct of the excavation operations and by the transport of any and all materials to and from the site and within the site; and such work shall be completed within the time provided for in the permit.
10. The lot will be cleared of all debris within the period for which the excavation permit is granted.
11. Except in the location of wetlands and watercourses and exposed ledge rock, the topsoil for a depth of twelve inches will be set aside and retained on the lot and will be respread over the excavated or graded area as the work progresses, that an approved ground cover will be planted and grown to an erosion-resistant condition upon the completion of the excavation or removal in accordance with the approved contour lines and that such work be completed within the period for which the local excavation permit is granted.
12. If required by the Town Board, the area to be excavated or a portion thereof shall be enclosed within a fence of such type, height, and location as the Board approves.
13. A schedule shall be established setting forth the following:
 - a. Limitations on the day of the week and the hours of the day during which any work, including or rock chipping, drilling, processing, or hammering, or blasting may be performed on the lot, in compliance with Town of Kent noise regulations.
 - b. The place and manner of disposal on the lot of excavated material.
 - c. Requirements as to the control of dust, noise, and lighting.
14. The applicant shall submit weekly reports, prepared by and bearing the seal of an engineer, showing the status and progress of the excavation activity to the Town Building Inspector.

L. Performance Bond and Insurance

1. Performance bond

In order to ensure the full and faithful completion of all construction activities related to compliance with all conditions set forth by the Town in its issuance of special use permit for excavation, the owner or applicant shall provide, as a condition of approval, a performance bond, supported by sufficient security in the form of cash bond, surety bond, a cash escrow account, irrevocable letter of credit or certified check drawn upon a national or state bank or other cash equivalent, which guarantees satisfactory completion of the project and names the Town as the beneficiary. The security shall be in an amount to be determined based on submission of final design plans. The amount of the performance bond shall be based on the submittal of a detailed cost estimate, which shall be reviewed by the Town Engineer, who shall report said recommendations to the Town Board.

- a. The bond shall be conditioned that any affected land shall be restored in conformity with the approved excavation permit and plans and the standards set forth by this section.
- b. In the event of default in compliance with the excavation permit and plans or the terms of this section, the letter of credit or surety bond shall be forfeited to the Town.
- c. The Town shall return to the operator any bonded amount that is not needed to cover the expenses of restoration, administration and any other expenses reasonably incurred by the Town as a result of the applicant's failure to comply with the terms of the excavation permit and plans of this section.
- d. The security shall remain in full force until the applicant and/or developer is released from liability by the Town, provided that such period shall not be less than two years from the date of final acceptance or such other certification that the work covered under the permit and/or any phased development plan associated therewith and all improvements have been constructed and completed in accordance with all plans, specifications and approvals.
- e. In the event of a proposed transfer of an excavation permit and plans, the Town Board shall require the filing of a certificate from the surety company issuing the bond then in effect, continuing the same bond as to the new permit holder or certifying that a new bond has been issued. In the absence of such certificate, no transfer of a permit will be allowed.
- f. The required bond amount pursuant to this subsection shall be reviewed on a yearly basis to assure that a fair and reasonable bond is available to the Town should any default in performance of the requirements of the permit or this section occur.
- g. At its discretion, the Town may accept cash or certified check, negotiable bonds of the United States government, United States Treasury notes, United States Treasury certificates of indebtedness, United States Treasury bills, bonds or notes of the State of New York, bonds of any political subdivision in the agency or of other New York State agencies or authorities, or bonds of public corporations of the State of New York, and irrevocable bank letter of credit, a certificate of deposit, or other forms of financial security acceptable to the Town. Acceptable substitutes, if furnished, shall be kept on deposit with the Town Clerk for the duration of the bond period. Any cash received pursuant to this section shall be maintained in an interest-bearing account, which interest shall accumulate during the life of the account and shall be refunded to the depositor when the cash is refunded.

2. Insurance

After approval of the application and before issuance of any permit, the applicant shall present to the Town certificates of insurance evidencing liability insurance coverage. The minimum acceptable liability coverage for any permitted excavation and phased development plan shall be \$2,000,000. The liability coverage shall be maintained throughout the period of permit activity. The certificates of insurance shall provide for a thirty-day minimum notice period to the Town before cancellation of coverage.

M. Enforcement; penalties for offenses.

1. Notice of violation. When the Town determines that excavation and/or land disturbance is not being carried out in accordance with the requirements of this chapter, it may issue a written notice of violation to the landowner. The notice of violation shall contain:
 - a. The name and address of the landowner, developer, or applicant.
 - b. The address, when available, or a description of the building, structure, or land upon which the violation is occurring.
 - c. A statement specifying the nature of the violation.
 - d. A description of the remedial measures necessary to bring the land development activity into compliance with this chapter and a time schedule for the completion of such remedial action.
 - e. A statement of the penalty or penalties that shall or may be assessed against the person to whom the notice of violation is directed by the Town.
 - f. A statement that the determination of violation may be appealed to Town Board by filing a written notice of appeal within 15 days of service of notice of violation.
2. Stop-work orders. The Town may issue a stop-work order for violations of this chapter. Persons receiving a stop-work order shall be required to halt all excavation and/or land disturbance, except those activities that directly remedy the violations leading to the stop-work order. The stop-work order shall be in effect until the Town confirms that the excavation and/or land disturbance is in compliance and the violation has been satisfactorily addressed. Failure to address a stop-work order in a timely manner may result in civil, criminal, or monetary penalties in accordance with the enforcement measures authorized in this chapter.
3. Violations. Any excavation and/or land disturbance that is commenced or is conducted contrary to this chapter may be restrained by injunction or otherwise abated in a manner provided by law.
4. Indemnification of Town. If the NYSDEC shall serve a notice of violation upon the Town, bring an administrative complaint against the Town, and/or commence a civil suit against the Town due to a violation of State Pollution Discharge Elimination System (SPDES) General Permit for Stormwater Discharges from Municipal Separate Stormwater Sewer Systems (MS4) GP-02-02, as may be amended from time to time, and such notice of violation, administrative complaint, or civil suit is a result of, due to, a consequence of, or the outcome of the actions of a person who has violated the provisions of this chapter, then said person shall indemnify the Town for any and all fines, damages or penalties imposed by the NYSDEC upon the Town.
5. Penalties. In addition to or as an alternative to any penalty provided herein or by law, any person who violates the provisions of this chapter shall be guilty of a violation punishable by a fine as indicated in the most recent schedule adopted by the Town Board, or imprisonment for a period not to exceed six months, or both.
6. Withholding of certificate of occupancy. If any excavation and/or land disturbance conducted in violation of this chapter, the Town may prevent the occupancy of said building or land.

7. Restoration of lands. Any violator may be required to restore land to its undisturbed condition. In the event that restoration is not undertaken within a reasonable time after notice, the Town may take necessary corrective action, the cost of which shall become a lien upon the property until paid.

N. Term of Special Use Permit termination, expiration, and revocation

1. Special use permits may terminate with any change of use, expansion of use, failure to abide by the conditions of the special use permit or misrepresentation on an application.
2. A special use permit approval shall be void if construction is not started within one year of the date of Town Board approval and completed within two years of the date of such approval. Prior to its expiration, the special use permit approval may be renewed by written request of the applicant for up to two additional ninety-day periods.
3. Other special use permits granted for a particular operation shall terminate at the completion of the operation or upon expiration of the permit. Such limitation shall be specified as a condition of the special use permit.
4. No less than 30 days prior to the expiration of a special use permit, the applicant or permit holder shall make application to the Town Board for a renewal. Where the applicant is in full compliance with the previously approved conditions, including the requirements and standards in this chapter, the permit shall be renewed. Where the Code Enforcement Officer finds that the applicant is not in compliance with those decisions, the application shall be referred to the Town Board for review.
5. Upon notice of violation issued by the Code Enforcement Officer, the holder of a special use permit may remedy the violation within a period of 30 days, request a hearing before the Town Board or forfeit the special use permit which shall be revoked and become null and void.

O. Appeals

Any person or persons jointly or severally aggrieved by any decision of the Town Board may apply to the Supreme Court of the State of New York for relief through a proceeding under Article 78 of the Civil Practice Law and Rules of the State of New York. Such proceedings shall be governed by the specific provisions of Article 78 except that the action must be initiated as therein provided within thirty calendar days after the filing of the Board's decision with the Office of the Town Clerk.

If the provisions of any article, section, subsection, paragraph, subdivision, or clause of this chapter shall be judged invalid by a court of competent jurisdiction, such order of judgment shall not affect or invalidate the remainder of any article, section, subsection, paragraph, subdivision, or clause of this chapter.

Jaime McGlasson

From: Richard Othmer
Sent: Monday, November 13, 2023 11:47 AM
To: Claudia Dworaczyk; Jaime McGlasson
Cc: ntag@hoganandrossi.com; Lana Cappelli; Kent Highway
Subject: Town Board Meeting

Jaime:

Could you add onto tomorrow night's agenda: advertise for the below listed positions -

- Mechanic
- Mechanic's Helper
- Motor Equipment Operator / MEO

The Mechanics are under your purview & the MEO is under mine but Nick is leaving & I must be proactive because I am the one who is going to bear the brunt of the coming chaos. This will be a brand new mechanic / municipal repair department. Highway is 75% of their work & everyone is new. Once you decide what you are going to do with Nick's position I can then back-fill the other slots immediately. I want to hire the Carrol kid full time as a Mechanic's Helper until he graduates from Diesel Mechanic School, this way he can be here during the storms. As a Temp he cannot do OT etc..., he is working out very well. Winter is coming & we must square this away & take action ASAP.

Nancy, to expedite, can we make the resolution twofold?

1. Advertise for these three positions in - house for the required 5 days posting.
2. After 5 days, have Lana automatically advertise in the newspaper so we can get as many applications as possible?

Also do not add the sander to Red Hook conveyance, it will not fit their truck.

Thanks:

Richie

**Agreement
Between
COUNTY OF PUTNAM
and
TOWN OF KENT**

THIS AGREEMENT, made the _____ day of _____, 2023 by and between the COUNTY OF PUTNAM, a municipal corporation of the State of New York, having an office and place of business at 40 Gleneida Avenue, Carmel, New York 10512, (hereinafter referred to as the “County”) and the TOWN OF KENT, a municipal corporation of the State of New York, having an office and place of business at 25 Sybil's Crossing, Kent Lakes, NY 10512 (hereinafter referred to as the “Town”).

WHEREAS, the County is the owner of a 2000 International trailer, bearing VIN #: 1JKDLA409YA000208; and

WHEREAS, the Trailer is surplus personal property which is no longer required for County purposes; and

WHEREAS, the Town has indicated that it can utilize the trailer for official municipal purposes and that it is desirous of acquiring title and ownership of same; and

WHEREAS, the County has allowed the Town to possess and use the trailer since approximately 2014, and the Town continues to make the trailer available for County use if necessary; and

WHEREAS, the Town has maintained and renovated the trailer, including recent improvements such as structural welding, sand blasting and painting, installing an OSHA ramp safety system, installing new tires, and installing new lights; and

WHEREAS, the value of such improvements totals more than \$17,000.00; and

WHEREAS, the County is desirous of transferring title and ownership of the trailer to the Town for official municipal purposes, upon the terms and conditions herein contained;

NOW, THEREFORE, in consideration of the terms and conditions herein contained, the parties agree as follows:

1. The County shall transfer title and ownership of the trailer to the Town, and the parties will herewith complete and execute any/all documentation required by the N.Y.S. Department of Motor Vehicles to effectuate same. The Town, at its sole cost and expense, shall obtain insurance coverage for the Trailer.

2. The Trailer shall be transferred to the Town, and the Town shall accept same, in an “as is” and “where-is” condition, with no guarantees or representations made, either express or implied.
3. The Town shall only utilize the Trailer for official municipal purposes.
4. The Town shall not sell, destroy, or otherwise dispose of the Trailer without first offering the County, in writing, the option to accept title and ownership of same back without additional consideration. The County shall have sixty (60) days from the date of such written notice within which to either exercise or reject said option. If the County does not respond to the Town, in writing, within such period, the County shall be deemed to have rejected such option.
5. The Town covenants and agrees to fully and forever release and discharge the County and any and all its officers, agents, servants, representatives or employees from any and all claims, demands, rights of action or causes of action, present or future, whether same be known or unknown, anticipated or unanticipated, resulting from any cause whatsoever arising out of the transfer of the title and ownership of the Trailer pursuant to this Agreement.
6. The Town covenants and agrees to forever refrain from instituting, prosecuting, or maintaining any action, suit or proceeding, at law or otherwise, and from pressing, collecting, or otherwise proceeding against the County or any officer, agent, servant, representative, or employee of the County upon any claims, controversies, actions, causes of action, obligations, or liabilities of any nature whatsoever, whether or not presently known, which the undersigned ever had, now has, or hereafter can, shall, or may have or allege, based upon any negligence of whatsoever nature, ordinary or gross, whether or not presently known with respect to or arising out of or in connection with any personal injury, including death, or property damage arising out of the transfer of the title and ownership of the Trailer pursuant to this Agreement.
7. The Town covenants and agrees to defend, indemnify and save harmless the County and any and all its officers, agents, servants, representatives or employees from any and all claims, demands, rights of action or causes of action, present or future, whether same be known or unknown, anticipated or unanticipated, resulting from any cause whatsoever arising out of the transfer of the title and ownership of the Trailer pursuant to this Agreement.
8. The failure of the County to insist, in any one or more instances, upon strict performance of any term or condition herein contained shall not be deemed a waiver or relinquishment for the future of such term or condition, but the same shall remain in full force and effect. No waiver by the County of any provision hereof shall be implied.
9. All notices of any nature referred to in this Agreement shall be in writing and hand delivered or sent by registered or certified mail postage pre-paid, to the respective

addresses set forth below or to such other addresses as the respective parties hereto may designate in writing:

To the County: COUNTY ATTORNEY
48 Gleneida Avenue
Carmel, New York 10512

To the Town: TOWN OF KENT
25 Sybil's Crossing
Kent Lakes, New York 10512
Attention: Town Supervisor

All notices shall be effective on the date of mailing.

10. This Agreement and its attachments constitute the entire Agreement between the parties with respect to the subject matter hereof and shall supersede all previous negotiations, commitments and writings. It will not be released, discharged, changed or modified except by an instrument in writing signed by a duly authorized representative of each of the parties.
11. This Agreement will be construed and enforced in accordance with the laws of the State of New York. Any and all disputes and/or legal actions or proceedings arising out of this Agreement shall be venued in Putnam County, New York.
12. This Agreement may be executed in two (2) counterpart originals, each of which will constitute an original and all of which, when taken together, shall constitute one Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement in Carmel, New York, on the date hereinabove set forth.

READ & APPROVED:

THE COUNTY OF PUTNAM:

_____ Date: _____
C. Compton Spain
Putnam County Attorney

_____ Date: _____
Kevin Byrne
Putnam County Executive

_____ Date: _____
Mat C. Bruno, Sr.
Putnam County Risk Manager

_____ Date: _____
Michael Lewis
Commissioner of Finance

_____ Date: _____
John Tulley
Director of Purchasing

TOWN OF KENT:

_____ Date: _____
Jaime McGlasson
Town Supervisor

ACKNOWLEDGMENT OF PUTNAM COUNTY:

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

On this ___ day of _____, 20__ before me personally came **KEVIN BYRNE** to me known, who being by me duly sworn, did depose and say that he is the County Executive of Putnam County, the corporation described in and which executed the foregoing instrument; that he knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal; and the same was affixed to said instrument under authority of the Putnam County Charter and that he signed his name thereto under the same authority.

Notary Public

ACKNOWLEDGMENT OF TOWN OF KENT:

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

On this ___ day of _____, 2023 before me personally came Jaime McGlasson, to me known, who being by me duly sworn, did depose and say that she is the Supervisor of the Town of Kent and who executed the foregoing instrument and acknowledged to me that she executed the same.

Notary Public

Town of Kent Planning Board
25 Sybil's Crossing
Tel: 845-306-5712

email: planningkent@townofkentny.gov
Kent, NY 10512
Fax: 845-306-5283

Resolution #17
Year 2023

Date: November 29, 2023

From: The Kent Planning Board

To: The Kent Town Board:
Jaime McGlasson, Supervisor
Shaun Boyd
Anne Campbell
Jorme Tompuri

CC: L. Cappelli, Town Clerk Claudia Dworazak

Re: Recommendation to appoint Ms. Jean Mone as an Alternate Member of the Kent Planning Board.

Resolved: On November 29, 2023 Kent Planning Board met in an executive session and discussed appointing Ms. Jean Mone to the Planning Board as an Alternate Member effective immediately. We have had an open position for some time and the Town Clerk, at the Planning Board's request had been advertising for an Alternate Member on the Board, Ms. Mone responded to that advertisement...

Mr. German asked for a motion to ask the Town Board to appoint Ms. Mone to the Planning Board as an Alternate Member. The motion was made by Mr. German and and seconded by Simon Carey. The roll call votes were as follows:

Hugo German, Chairman	Aye
Simon Carey, Vice Chairman	Aye
Jacky Beshar	Aye
Sabrina Cruz	Absent
Thomas Faraone	Aye
Giancarlo Gattucci	Aye
Richard Morini	Aye

The motion carried.

The motion carried.

The Planning Board respectfully asks that, if the Town Board is in agreement, they approve these recommendations.

I, Vera Patterson, Planning Board Secretary of the town of Kent, County of Putnam, State of New York, do hereby certify that the foregoing is a true excerpt from the minutes of a meeting of the Planning Board of the Town of Kent held on November 9, 2023.

Vera Patterson
Planning Board Secretary

Dated: November 29, 2023

From: Jean Mone <jeanmoneinc@gmail.com>
Sent: Tuesday, September 26, 2023 11:58:42 AM
To: Lana Cappelli <lcappelli@townofkentny.gov>
Subject: Resume /application for vacancy zoning board of appeals

TOWN OF KENT NOTICE

THIS EMAIL IS FROM AN EXTERNAL SENDER!

DO NOT click links, DO NOT open attachments, DO NOT forward if you were not expecting this email or if it seems suspicious in any way! REMEMBER: NEVER provide your user ID or password to anyone for any reason!

Dear Sir/Madam

I recently moved to Carmel and am interested in getting involved in the town. For 28 years I was involved in my Cooperative Board having positions as President and Executive Vice President and truly enjoyed my time in serving on the board

Please note that my resume is not updated with my address in Carmel.

I still work full time as psychotherapist but am interested in getting involved in the town,

Thanks!

Jean Mone

Office of Jean Mone,
M.A., LCSW-R CASAC-G
18 Huntington Rd Carmel NY 10512 Resume
Cell: 917-312-3250
Fax: 917-451-5304
jeanmoneinc@gmail.com

Jean Mone M.A. LCSW-R CASAC

211 Thompson Street, Apt 6H
New York, New York 10012
212-982 5158 C: 9173123250
Fax*: 212-982-8438

ADMINISTRATION EXPERIENCE

Program Director 1997-2010
St. Marks Institute Outpatient Chemical Dependence Program New York, NY
Clinically Supervise for 300 clients and ten interdisciplinary staff. Compliance with regulatory agencies. Including training in motivational interviewing and reviewing MI procedures in supervisory sessions. Attain three OASAS three year licenses. Increase staff education of dual diagnosis. Outreach to agencies and criminal justice agencies.

Director of Substance Abuse/ Special Services 1992-1993
H.E.L.P. / Project Samaritan, Inc. Bronx, NY
Responsible for developing therapeutic community within health-related facility for 66 homeless adult substance abusers with AIDS. Redesign the program phases to meet the changing health needs of residents. Coordinate therapeutic community activities with medical, nursing, social work, engineering, dietary.
Knowledge of NYS Department of Health Regulations, MDS+, CCP, Medicare and PRI Systems.

Program Director 1986-1992
Lower East Side Service Center New York, NY
Short Stay Methadone Center Plan, conduct and coordinate all functions and activities of Residential Program which provides for the drug treatment of 50 adult substance abusers who are homeless and HIV+/AIDS. Develop programs to handle crises, violence or other acting-out behavior. Coordinate program responsibilities and interface with medical, third-party payment, methadone clinics. Recruit/hire/train interdisciplinary staff of twenty. Prepare/approve reports to OASAS. Assure program readiness for audits and reviews.

EDUCATION EXPERIENCE

CASAC Instructor 2011 – Present
TARP (Training Addiction and Recovery Professionals) New York, New York
Provide instruction for OASAS 350 hour certification. Additionally teach intensive CASAC test readiness.

CASAC Trainer 1995 –Present
Westchester Professional Training Associates White Plains, New York
Develop Curricula and present OASAS trainings.

Adjunct Associate Professor – Human Services 1990 - 2001
New York City Technical College (CUNY) Brooklyn, New York
Teach Introduction to Social Work, Community Mental Health, Elements of Counseling, Group Dynamics, Community Organization, Fieldwork Practicum and many other courses.

Elementary School Teacher 1971-1980
NYC Board of Education Brooklyn, New York
Taught Borderline/Dull Normal who were emotionally disturbed, learning disabled and dyslexic.
Supervised several student teachers from CUNY.

CLINICAL EXPERIENCE

Private Practice 1986-Present

Sex Addiction Program Coordinator 1995-1997
Realization Center New York, New York
Develop a psycho-educational group on sexuality – sexual anorexia and sexual compulsivity/addiction
and facilitate group therapy on sexuality and relationships in recovery.

MEDIA EXPERIENCE

Sexual and Substance Abuse Expert 1997-Present
Appear on Fox GoodDay NY, MSNBC, Fox Cable, Metro & CBS.

Radio Talk Host of “Let’s Talk About Sex” 1997-1998
WEVD 1050AM – Produce and host weekly live, call-in, half-hour show on sexual issues.

EDUCATION

M.S.W. Hunter School of Social Work Social Welfare Administration and Community Org.
M.A. New York University, Psychology
B.A. H.H.Lehman College Sociology and Elementary Education

LICENSE/CERTIFICATIONS

L.C.S.W. Certified Social Worker, New York State R050960-1
C.A.S.A.C. Certified Substance Abuse Counselor and Gambling Specialty #9153
NACBT Certified Cognitive Behavioral Therapist (since 1997)
NACBT Certified Anxiety Specialist
NACBT Certified Rational Sexual Therapist

Professional Activities

NASW New York City Chapter Committee on Alcohol and Chemical Dependence
Chair 1997-1998
Secretary 1996-1997

Nicholas Mancuso
1 Charles Place
Mahopac, New York 10541

November 10, 2023

Ms. Jaime McGlasson
Town of Kent Supervisor
25 Sybils Crossing
Kent Lakes, New York 10512

Dear Supervisor McGlasson,

I am writing to formally announce my retirement from my position as Municipal Repairs Service Manager of the Town of Kent, effective December 1, 2023. My last day at work will be November 30, 2023. After careful consideration, I have decided that it is time for me to step away from my professional career and embark on a new chapter in my life.

It has been an honor and a privilege to work at the Town of Kent for 15 years. I have had the opportunity to collaborate with some amazing colleagues and contribute to the growth and success of the Municipal Repairs Department. I am deeply grateful for the support and camaraderie I have received during my time here.

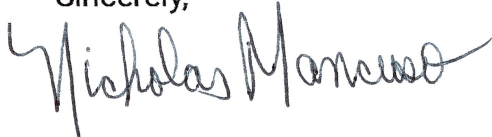
I believe that this transition will be smooth, as I am committed to ensuring a seamless handover of my responsibilities. I am more than willing to work closely with my colleagues and successor to ensure that all ongoing projects and tasks are completed without disruption.

I am excited to embrace the opportunities that retirement will bring, and I look forward to spending more time with my family, pursuing personal interests, and enjoying the freedom to explore new adventures. I will cherish the memories and experiences I have gained at the town.

I want to take this opportunity to express my gratitude to you and the entire Town Board. I will always remember my time here fondly.

Thank you once again for the privilege of being a part of the Town of Kent. I wish the town continued success in the future.

Sincerely,

A handwritten signature in black ink that reads "Nicholas Mancuso". The signature is written in a cursive style with a large initial 'N' and a long, sweeping tail.

Nicholas Mancuso

Cc: Kent Town Board

Jaime McGlasson

From: Lake Carmel Parks Clerk
Sent: Monday, November 13, 2023 12:04 PM
To: Jaime McGlasson
Cc: Claudia Dworaczyk
Subject: Agenda Item: Electrical Service for Lake Carmel Tree Lighting
Attachments: DOC111323-11132023112026.pdf

Importance: High

Attached please find a quote for Doherty Electrical Contracting in the amount of \$1700.00 to repair the electric service to the area of the Lake Carmel Tree Lighting. Quotes were also requested from DiBella Electric and Rovitti Electric and were not received.

Regards,

Heidi Link

Town of Kent

Lake Carmel Park District Clerk

25 Sybil's Crossing

Kent Lakes, NY 10512

WINTER HOURS

Mon. & Tues: 8:00 am - 1:00 pm

Wed: Closed

Thurs. & Fri.: 8:00 am - 1:00 pm

Email: lcpdclerk@townofkentny.gov

Office: 845-306-5602

Fax: 845-225-5130



DOHERTY ELECTRICAL CONTRACTING



27 Sedgwick Rd.

Lake Carmel, N.Y. 10512

Phone: 845 228 1384

Fax 845 228 1011

Email: dohertyelec@yahoo.com

Proposal

Proposal Submitted To

Lake Carmel Park District

Date

6/12/23

Job Name

Service for Tree lights

We hereby submit specifications and estimates for

Replace electric service and outlets on post for tree lighting.

We propose hereby to furnish material and labor in accordance with above specifications, for the sum of:

Seventeen Hundred Dollars

\$1,700.00

Payment to be made as follows:

When completed

This proposal may be withdrawn by us if not accepted within 30 days.

Authorized Signature _____

Acceptance of Proposal The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to perform work as specified. Payment will be made as stated above:

Date of Acceptance

Signature _____