

OFFICE OF THE SUPERVISOR

Telephone
(914) 277-3637
Fax
(914) 276-0082

Town of Somers
WESTCHESTER COUNTY, N.Y.

SOMERS TOWN HOUSE
335 ROUTE 202
SOMERS, NY 10589

ROBERT SCORRANO
SUPERVISOR



**SOMERS TOWN BOARD
REGULAR MEETING - 7:00pm
THURSDAY, MAY 14, 2026**

www.somersny.gov

I. PLEDGE OF ALLEGIANCE:

7:00pm Regular Meeting

II. ROLL CALL

PUBLIC COMMENT

Please limit your comments to no more than 3 minutes.

III. APPROVAL OF MINUTES:

IV. DEPARTMENT REPORTS: The Town Clerk announces receipt of the following monthly reports: Town Clerk, Building Inspector, Zoning Board of Appeals, Plumbing, Bureau of Fire Prevention, Parks & Recreation, Planning & Engineering, Tax Receiver, Director of Finance and Department Heads.

SOMERS TOWN BOARD
REGULAR MEETING - 7:00pm
THURSDAY, MAY 14, 2026
www.somersny.gov

V. BUSINESS OF THE BOARD:

A. TOWN BOARD:

1. Town of Somers – Update
2. National Historic Preservation Month – Somers Historical Society
3. Request waiver of permit and certificate fees to replace the generator at the Somers Fire House from the Somers Fire District – Building Department - Discussion
4. Proposed Local Law – Apartments Master Key – Bureau of Fire Prevention - Discussion
5. Proposed Public Notice Requirements for Zoning Code Amendments - Discussion
 - a. Receive proposed petition to amend the Town of Somers Zoning Code
 - b. Declare intent to Act as Lead Agency under SEQRA
 - c. Circulate Notice of Intent to Act as Lead Agency to other Interested and Involved Agencies including the Town of Somers Planning Board and Westchester County
6. Reis Park Project - Discussion
 - a. Receive submission package from Town of Somers Planning & Engineering Office
 - b. Declare intent to Act as Lead Agency under SEQRA
 - c. Circulate Notice of Intent to Act as Lead Agency to other Interested and Involved Agencies including the Town of Somers Planning Board and Westchester County
 - d. Request permission for the Supervisor to execute The LandTek Group LLC. cooperative purchasing proposal Reis Park Renovation #26-164R3 dated 4/8/2026 in the amount of \$10,721,500.00.
7. Koegel Park Residence – Allocation of up to \$100,000 for repair and maintenance using a combination of Recreation Fees and the Capital Project Fund Balance - Discussion
8. The Safe Streets For All Grant Application - Discussion
9. Combination of the July and August Work Sessions and Regular Meetings - Discussion

B. PARKS & RECREATION: No additional business.

SOMERS TOWN BOARD
REGULAR MEETING - 7:00pm
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C. FINANCIAL: No additional business.

D. HIGHWAY: No additional business.

E. PERSONNEL:

1. Current Vacancies:

- a. Affordable Housing Board (2- 2-year terms ending 7/11/2026.)
- b. Affordable Housing Board (1- 2-year term ending 7/11/2027.)
- c. Assessment Board of Review (1- 5-year term ending 9/30/2029.)
- d. Assessment Board of Review (1- 5-year term ending 9/30/2030.)
- e. Parks and Recreation Board (1- 3-year term ending 3/9/2029.)
- f. Partners in Prevention Committee (1- 3-year term ending 12/31/2026.)
- g. Planning Board (1- 7-year term ending 12/31/2026.)
- h. Planning Board (1- 7-year term ending 12/31/2029.)

2. Upcoming Vacancies - Terms Expiring in 2025:

- a. Affordable Housing Board (1- 2-year term ending 7/11/2026.)

3. Authorize the hiring of Lou Hochman as Part-Time Availability (PTA) Laborer for the Somers Parks and Recreation Department at an hourly rate of \$20.00 per memo dated May 8, 2026, from Steven Ralston, Parks and Recreation Superintendent, effective May 18, 2025.

4. Authorize the hiring of Will Marcus as Part-Time Availability (PTA) Laborer for the Somers Parks and Recreation Department at an hourly rate of \$20.00 per memo dated May 8, 2026, from Steven Ralston, Parks and Recreation Superintendent, effective May 18, 2025.

F. PLANNING & ENGINEERING: No additional business.

G. POLICE: No additional business.

SOMERS TOWN BOARD
REGULAR MEETING - 7:00pm
THURSDAY, MAY 14, 2026
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H. CONSENSUS AGENDA:

1. Accept the following checks per the April 14, 2026 and April 15, 2026 memos from Steven Woelfle, Engineering Department:
 - a. \$1,920.00 - Snow Maintenance Deposit
Somers Estate Subdivision – Florence Drive Extension
 - b. \$500.00 - Erosion Control Bond
Raniolo SMESC and Tree Permit
26 Dr. Tony’s Road
TM: 37.19-2-6
 - c. \$500.00 - Erosion Control Bond
Steep Slope, SMESC and Tree Permit
2 Hageman Court
TM: 48.09-1-14

2. Authorize the Supervisor to execute:
 - a. The Tri-Town Nutrition Program Agreement and corresponding vouchers for the period January 1, 2025 through December 31, 2025 between the Town of Somers, North Salem, and Lewisboro per memo dated April 30, 2026 from Princess Guerra, Nutrition Program Director.
 - b. The amendment to increase funding by an additional \$29,164.26 for the Title III-C/NSIP funding contracts for Nutrition Services provided by the Town of Somers for the period commencing on January 1, 2024 and continuing through December 31, 2024 per memo dated April 30, 2026 from Princess Guerra, Senior/Nutrition Program Director.

3. Acknowledge completion and receipt of the Town Justice Court Audit by our Certified Public Accountants PKF O’Connor Davies., LLP in accordance with Section 2019-a of the Uniform Justice Court Act for the year ending December 31, 2025.

**SOMERS TOWN BOARD
REGULAR MEETING - 7:00pm
THURSDAY, MAY 14, 2026
www.somersny.gov**

2026 Calendar

May 14, 2026	7:00pm	Town Board Regular Meeting
June 4, 2026	7:00pm	Town Board Work Session
June 11, 2026	7:00pm	Town Board Regular Meeting

5/11/2026 11:18 AM

SomersNY-Supervisor/Shared Documents/kdelucia/TB Agendas/2026/May 14, 2026 Regular Meeting.docx

Sent to:
TB, TA, TC
5/13/26
KO

TEL 914-277-3323
FAX 914-277-3960

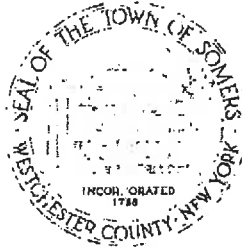
TOWN CLERK'S OFFICE

Town of Somers

WESTCHESTER COUNTY, N.Y.

Town House
335 Route 202
Somers, N.Y. 10589

PATRICIA KALEA
TOWN CLERK



RESOLUTION

RESOLVED, that the Town Board does hereby declare May as Preservation Month
, in connection with National Trust for Historic Preservation.

I hereby certify that the foregoing copy of resolution was unanimously adopted by the Town Board
of the Town of Somers at a Regular Meeting held on

Dated:

Town Clerk

cc: Supervisor
Director of Finance

Telephone
(914) 277-3539

FAX
(914) 277-3790

*Sent to:
TB, TA, TC
5/8/26
KD*

Town of Somers
WESTCHESTER COUNTY, N.Y.

TOWN HOUSE
ANNEX
337 ROUTE 202
SOMERS, NY 10589

THOMAS J. TOOMA JR.
Building Inspector



DATE: May 5, 2026
MEMO TO: Town Board
FROM: Thomas J. Tooma Jr.
Building Inspector

Re: Building Permit and CO Fee Waiver
270 Rt. 202
17.15-1-1
Waiver Request for Somers Fire District

The Somers Fire District is applying for a permit to replace the generator at the Somers Fire House. In the past the permit and certificate of occupancy fees were waived for the Somers Fire District. I am requesting the fees (permit and certificate) be waived for this scope of work as well.

Sent to:
TB, TA, TC
5/8/26
KD

Telephone
(914) 277-5582
Fax
(914) 277-3790

BUREAU OF FIRE PREVENTION

Town of Somers

WESTCHESTER COUNTY, N.Y.

SOMERS TOWN HOUSE
ANNEX
337 ROUTE 202
SOMERS, NY 10589

THOMAS J. TOOMA, JR.
CHIEF



MEMO TO: Town Board

FROM: Bureau of Fire Prevention

RE: Apartments Master Key Proposed Local Law

DATE: April 17, 2026

There have been recent incidences with the Somers Volunteer Fire Department not able to access apartments when there is an emergency or natural gas issue. A request is being made to adopt a local law for the facilities affected provide an emergency access key in the Knox Box on the property that only the Somers Volunteer Fire Department will have access to.

attachment

Model Local Law (New York): Fire Department Access and Master Key Requirements for Multifamily Residential Buildings and Apartment Buildings

Section 1. Legislative Intent

This local law is enacted to ensure rapid, reliable emergency access for fire and emergency personnel to multifamily residential buildings, in accordance with the New York State Uniform Fire Prevention and Building Code and applicable standards of the National Fire Protection Association.

Section 2. Applicability

This law applies to:

- All multifamily residential buildings containing **three (3) or more dwelling units**
 - All apartment buildings, including those with controlled access systems
 - Both new and existing buildings within the jurisdiction
-

Section 3. Definitions

- **“Authority Having Jurisdiction (AHJ)”**: The local Fire Department or Fire Code Official responsible for enforcement.
 - **“Approved”**: Acceptable to the AHJ based on compliance with applicable codes and standards, including NFPA.
 - **“Key Box (Lock Box)”**: A secure, tamper-resistant device meeting UL 1037 and approved by the AHJ.
 - **“Master Key System”**: A system of keys or credentials enabling access to all secured areas required for emergency operations.
 - **“Emergency Access Credential”**: A physical or electronic means of gaining access to secured spaces.
-

Section 4. Key Box Requirement (IFC 506 Consistency)

4.1 Installation Required

Where access to or within a structure is restricted, the owner shall install an approved key box in accordance with:

- National Fire Protection Association guidance
- International Fire Code Section 506 (as adopted or referenced by New York jurisdictions)

4.2 Location and Approval

- Installed at a location approved by the AHJ
 - Typically, at the main entrance or other approved, accessible location
 - Mounted at a height and manner specified by the AHJ
-

Section 5. Required Contents of Key Box

The key box shall contain, at minimum:

1. Master keys providing access to:
 - All dwelling units (where legally permissible)
 - Common areas
 - Mechanical, electrical, fire pump, and sprinkler rooms
 - Elevator controls and machine rooms
 - Roof access points
 2. Emergency access credentials for:
 - Key Fob Systems
 - Card access systems
 - Keypad codes (if applicable)
 3. Additional materials (recommended and may be required by AHJ):
 - Building floor plans
 - Fire protection system information
 - Emergency contact list
-

Section 6. Master Key System Requirements

6.1 General Requirements

All buildings subject to this law shall maintain a master key system that:

- Provides the Fire Department with immediate access to all areas necessary for fire suppression, rescue, and investigation
- It is always maintained in operable condition

6.2 Electronic Access Systems

Where electronic locking systems are used:

- Systems shall comply with applicable provisions of:
 - National Fire Protection Association (including NFPA 101 requirements for egress and unlocking)
 - Emergency override capability shall:
 - Not relying solely on internet connectivity
 - Function during power failure (via battery backup or fail-safe design)
 - Backup physical keys or credentials shall be secured in the key box
-

Section 7. Maintenance and Updating

- Owners shall ensure all keys and credentials are:
 - Accurate and current
 - Replaced or updated within **48 hours** of any change
 - The key box shall be inspected periodically by the AHJ
 - Any malfunction, damage, or tampering shall be reported immediately
-

Section 8. Authority Having Jurisdiction (AHJ)

The AHJ is authorized to:

- Approve key box type (Knox Box)
- Determine required contents

- Require additional access measures based on building complexity or risk
 - Conduct inspections and enforce compliance
 - Issue orders to remedy violations
-

Section 9. New York Code Coordination

This law is intended to be consistent with:

- The New York State Uniform Fire Prevention and Building Code
- Applicable provisions referencing:
 - National Fire Protection Association Standards (NFPA 1, NFPA 101)
 - International Fire Code Section 506 (Key Boxes)

Where conflicts arise, the more stringent requirement shall apply, as determined by the AHJ.

Section 10. Compliance Deadlines

- **New construction:** Prior to issuance of Certificate of Occupancy
 - **Existing buildings:** Within **180 days** of enactment
-

Section 11. Violations and Penalties

- Failure to comply shall result in:
 - Notice of violation
 - Civil penalties (e.g., \$250–\$1,000 per violation)
 - Each day of noncompliance may constitute a separate offense
 - Additional remedies may include court enforcement or administrative orders
-

Section 12. Exceptions

The AHJ may approve alternatives where:

- Equivalent or greater fire department access is provided

- The alternative complies with intent of:
 - National Fire Protection Association Standards
-

Section 13. Severability

If any provision is held invalid, the remainder shall not be affected.

Section 14. Effective Date

This local law shall take effect immediately upon filing in accordance with New York Municipal Home Rule Law.

Sent to:
TB, TA, TC
5/8/26
KD

PLANNING AND ENGINEERING DEPARTMENTS

Telephone
(914) 277-5366
Fax
(914) 277-4093

Town of Somers
WESTCHESTER COUNTY, N.Y.

SOMERS TOWN HOUSE
835 ROUTE 202
SOMERS, NY 10589
www.somersny.com

Steven Woelfle
Principal Engineering Technician
swoelfle@somersny.com



David B. Smith
Town Planner
directorofplanning@somersny.com

May 6, 2026

To: Hon. Robert Scorrano, Supervisor and
Town Board Members

From: David B. Smith

Cc: Roland Baroni
Michael Towey
Patty Kalba

Re: Public Hearing Notice Revisions

As discussed at the April meeting, attached is a draft of proposed zoning text amendments related to public hearing notice for zoning map amendments. Separate but related, the Planning Board has recently entertained an application where the property was landlocked and did not front along a public roadway. In these certain circumstances there is proposed language, see attached, to address public notice signs for a site plan public hearing. Both of these amendments are intended to enhance transparency in the public participation process.

Typically, in these situations, the Town Board has first declared its intent to act as Lead Agency under SEQRA and circulated to a list of other Interested and Involved Agencies, including the Town of Somers Planning Board and Westchester County. After Lead Agency has been established a public hearing would be scheduled.

Should you have any questions on the above or attached please do not hesitate to the reach out to this office.

Article XXIV Amendments

§ 170-132. Amendments

- A. Authority. This local law is enacted pursuant to the Municipal Home Rule Law and the New York State Town Law, including, without limitation, Town Law provisions governing the amendment of town zoning ordinances and the notice and hearing procedures attendant thereto.
- B. Purpose; intent. The purpose of this local law is to supplement, and not supplant, the notice requirements established under the New York State Town Law for the adoption or amendment of the Town's zoning ordinance or zoning map by requiring additional mailed and posted notices to enhance public awareness, transparency, and participation in the legislative process concerning proposed zoning changes.
- C. Construction. The notice provisions of this local law are in addition to, and shall be performed in conjunction with, all applicable requirements of New York State Town Law, the Municipal Home Rule Law, the Open Meetings Law, the State Environmental Quality Review Act, county or regional referral requirements, and any other applicable law. In the event of a direct conflict that would render compliance with both this local law and state law impossible, the more stringent notice provision shall apply to the extent permitted by law.
- D. Amendment procedure.
 - (1) The Town Board may, from time to time, by its own motion, upon petition, or upon recommendation of the Planning Board, amend, supplement or repeal the regulations and provisions of this chapter, after public notice and hearing in the manner provided by Town Law Section 264.
 - (2) Every such proposed amendment or change, whether initiated by the Town Board or by petition or upon recommendation, shall be referred to the Planning Board for a report thereon before the public hearing provided for in Subsection A(1) above.
 - (a) In recommending the adoption of any such proposed amendment, the Planning Board shall state its reasons for such recommendation, describing any condition that it believes makes the amendment advisable and specifically setting forth the manner in which, in its opinion, the amendment would be in harmony with the comprehensive plan of land use for the Town and would be in furtherance of the purposes set forth in Article I of this chapter.
- E. In recommending the rejection or revision of any proposed amendment, the Planning Board shall similarly state its reasons. Failure of the Planning Board to make a report on any proposed amendment within 45 days of the date of referral shall be deemed to be approval thereof, unless such proceedings have theretofore been terminated Notice of Proposed Amendments.
 - (1) In the Town Board is considering an amendment by its own motion or upon recommendation of the Planning Board and the proposed action is in accord with the Town's adopted Comprehensive Plan, as amended, the Town Board shall determine whether additional notice is necessary, including but not limited to mailing of notices, posting of signage, or publishing in excess of the statutory requirements, is necessary. If the Town Board determines additional notice is necessary, it shall direct the Town Clerk, by resolution, stating which additional notice the Town Board has deemed necessary.

- (2) If the Town Board is considering an amendment upon petition, the petitioner shall satisfy the following additional notice requirements:
- (a) Publication. The petitioner shall publish notice of the public hearing in a newspaper published in the Town of Somers Official Newspaper as designated by the Town Board, or, if none, in a newspaper published in Westchester County, New York having general circulation in the Town, not earlier than twenty (20) days nor less than ten (10) days prior to the scheduled date of said public hearing.
 - (i) The petitioner shall include in the notice: (A) a clear statement that the Town Board is considering an amendment to Chapter 170 of the Code of the Town of Somers; (B) the date, time, and location of the public hearing; (C) a plain-language summary of the proposal, including the street address(es) and tax map parcel number(s) for map amendments or rezoning, and a summary of affected zoning districts for text amendments; (D) a statement of where and when the full text and any related maps may be inspected or obtained; (E) instructions for submitting written comments and the deadline for such comments; and (F) contact information for the Town Clerk.
 - (ii) The preparation and cost of publication of the notice required herein shall be at the sole cost and expense of the petitioner.
 - (b) Mailing. The petitioner shall mail notices of the public hearing by certified mail to all record owners of real property, as listed in the Town of Somers Tax Assessor's office as of the date of mailing, within 500 feet of the perimeter of the lot or lots which are the subject of the proposed amendment at least ten (10) days prior to the scheduled date of said public hearing.
 - (i) The petitioner shall include in the notice all the information required in 170-132(E)(a)(i), above.
 - (ii) The petitioner shall file with the Town Clerk of the Town of Somers an affidavit of mailing providing (A) the names of all record owners of real property within the 500 feet, (B) the section and lot number of for each property, and (C) a copy of the written notice at least three (3) days prior to the scheduled public hearing. The notice shall state the general nature of the proposed amendment.
 - (iii) If the proposed amendment affects any real property lying within 500 feet of the boundary of any municipality, the petitioner shall mail a copy of the notice to the clerk of said affected municipality in the same manner and form as herein provided, in accordance with Section 452 of Article 15 of the Westchester County Administrative Code and Section 264.2 of NYS Town Law.
 - (iv) The preparation and cost of the mailings of the notice required herein shall be at the sole cost and expense of the petitioner.
 - (c) Posting. If the proposed amendment includes an amendment to the Zoning Map, the petitioner shall post a sign or signs, as the Town Board may direct, in the form provided by the Town Clerk, for a period of at least ten (10) days immediately preceding the date of the scheduled public hearing date, including subsequent public hearing dates if the scheduled public hearing is adjourned.

- (i) The posting shall include (A) the nature of the proposed amendment, (B) the date, time, and location of the public hearing; and (C) the property affected by the proposed amendment.
- (ii) The Town Board shall, from time to time, by resolution, establish the color, material, size, content and wording of such postings, which shall be maintained in the Town Clerk's Office. The petitioner shall post the signs along each property line that abuts a public roadway at intervals of not more than 500 feet along the entire frontage of the property affected by the amendment; provided, however, that if the property line is less than 500 feet in length a minimum of two signs shall be posted. The signs shall remain in place until the date after the Town Board closes the public hearing and shall be removed no more than one (1) week after the final vote of the Town Board on the proposed amendment.
- (iii) If the Town Board does not take final action on the proposed amendment on or before the date shown on the sign, the petitioner shall update the signs to show the next date, time and place when the proposed amendment is listed on the agenda of the relevant Board. The petitioner shall update the signs no later than ten (10) days immediately before the date of the meeting when the application will next appear on the agenda of the relevant Board.
- (iv) The petitioner shall file with the Town Clerk of the Town of Somers an affidavit at the time of public hearing that such signs have been posted, including a description of the color, material, size, content and wording prescribed by the Town Board.
- (v) The preparation and cost of the posting of the notice required herein shall be at the sole cost and expense of the petitioner.

Proposed revisions highlighted by underlining.

§170-114 C Site plan submission, review and action.

(5) Notification sign

(b) Such sign shall be at least 30 inches in length by 20 inches in width, consist of sturdy and serviceable material containing a white background with black legible letters of at least two inches in height, and shall be placed in a location plainly visible from the most commonly travelled street or highway upon which the property fronts, but in no case more than 20 feet back from the front lot line; provided, however, that if the property fronts along a private road, right-of-way, or other non-official Town street or highway, then the applicant shall post an additional sign, in the aforementioned specifications, at the intersection of such private road, right-of-way, or other non-official Town street or highway and the nearest and most commonly travelled street or highway, or in such location as the Planning Board directs. Such sign shall be at least six feet above the ground and shall read as follows:

Sent to:
TB, TA, TC
5/13/26
KD

Gina M. Arena

Somers Town Councilwoman

RECEIVED

MAY 12 2026

**OFFICE OF THE SUPERVISOR
TOWN OF SOMERS**

Supervisor Robert Scorrano
Town of Somers

Dear Supervisor Scorrano, Town Board Councilmembers and Somers Resident's:

Although, I am unable to attend this evening's Town Board meeting, I would like to make sure that the people of Somers are aware of my strong support of the project for the Reis Park Renovation and Upgrade, which is being submitted to a vote by the Somers Town Board.

This initiative has the potential to make a meaningful and lasting impact on our community by providing much needed upgrades, new updated programs like Pickleball and splashpad, as well as safe, upgraded fields for our ever-growing sports programs for children and adults. The entire project will bring a great uplift to the Town of Somers.

I fully and enthusiastically stand behind the Town of Somers and the Parks and Recreation Department. I strongly encourage my colleagues to give this proposal full support and consideration to move this project forward.

Thank you for your time, and I look forward to hearing about the outcome.

Sincerely,

Gina M. Arena

Gina M. Arena

Somers Town Councilwoman

Sent to:
TR, PA, TC
5/12/26
KD

NOTICE OF SEQRA ACTIONS FOR REIS PARK IMPROVEMENTS

**Proposed improvements for Reis Park
to enhance active recreation uses**

Notice of Intent to Act as Lead Agency

Issued by Town of Somers Town Board
Westchester County, New York
Primrose Street, Somers, NY

TM: 27.16 -2 - 2

This notice is issued pursuant to Part 617 of the implementing regulations pertaining to Article 8 (State Environmental Quality Review Act (SEQRA)) of the New York State *Environmental Conservation Law* and Chapter 92 (Environmental Quality Review) of the *Code of the Town of Somers, New York*.

The Town Board of the Town of Somers, Westchester County, declares its intent to act as lead agency as part of a coordinated review for proposed improvements: conversion of three existing tennis courts to six pickleball courts and a splash pad; construction of a new 600 s.f. Comfort station; conversion of two existing grass athletic fields to turf fields; installation of new lighting park-wide; recondition existing basketball courts; installation of upgraded stormwater management system for proposed turf fields, (the "Proposed Action").

The Somers Town Board at its meeting of May 14, 2026 declared its intention to act as Lead Agency with regard to this Proposed Action under the procedures and requirements of SEQRA and Chapter 92 of the Somers Town Code as part of a coordinated review.

The Proposed Action is considered a Type 1 Action under SEQRA as per Chapter 92 of the *Code of the Town of Somers* in conjunction with Chapter VI – Part 617.4 of the NYS *Environmental Conservation Law*.

PROPOSED LEAD AGENCY: Town Board, Town of Somers
Somers Town House
335 Route 202
Somers, New York 10589

TITLE OF ACTION: *Reis Park Improvements*

DESCRIPTION OF ACTION: Construction of proposed improvements to Reis Park.

LOCATION: 80 Rte. 139 (Tax Lot 27.15 -2 - 4) Town of Somers, Westchester County, New York

SUPPLEMENTAL INFORMATION: A Long Form (EAF) has been prepared for the Proposed Action along with a conceptual plan. This form is being distributed to Involved and Interested Agencies (see list below), and this information is also available for review in the Town Clerk and Planning and Engineering offices at the Town House and on the Town's web site.

Contact: David B. Smith, Town Planner
335 Route 202
Somers, New York 10589

Telephone: 914-277-5366 Email: directorofplanning@somersny.gov

Date of this Notice: May 14, 2026, the Town Board is providing 30 days for Interested and Involved Agencies to respond to this Notice of Intent

SEQR DISTRIBUTION LIST –

Involved Agencies:

Town Board (Requesting Lead Agency)
335 Route 202
Somers, New York 10589
Attn: Robert Scorrano, Supervisor

Town of Somers Planning Board
Somers Town House
335 Route 202
Somers, New York 10589

New York City Department of
Environmental Protection
465 Columbus Avenue
Valhalla, New York 10595
Attn.: Cynthia Garcia

New York State Department of Environmental Conservation-Region 3
21 South Putt Corners Road
New Paltz, New York 12561-1620
Attn.: Kelly Turturro, Regional Director

Interested Agencies/Parties

Town of Somers Town Clerk
Somers Town House
335 Route 202
Somers, New York 10589
Attn: Patricia Kalba, Town Clerk

Town of Somers Parks & Recreation
Reis Park
80 Primrose Street
Somers, NY 10536

Somers Bureau of Fire Prevention
Somers Town House
335 Route 202
Somers, New York 10589

Somers Police Department
Town House
335 Route 202
Somers, New York 10589

Somers Highway Department
Town House
335 Route 202
Somers, New York 10589

Town of Somers Open Space Committee
Somers Town House
335 Route 202
Somers, New York 10589

Westchester County Planning Board
432 Michaelian Office Building
White Plains, New York 10601
Attn: Blanca Lopez, Commissioner

NYS Office of Parks, Recreation and Historic Preservation-Taconic Region
P.O Box 308
9 Old Post Rod
Staatsburg, NY 12580

Other- Lead Agency Representatives

David B. Smith, Planning Director
Town House
335 Route 202
Somers, New York 10589

Abrams Fensterman LLP
81 Main Street
White Plains, NY 10601
Attn: Roland A. Baroni, Esq. – Town Attorney

Other- Project Sponsor Representatives

The LandTek Group, LLC.
105 Sweeneydale Ave.
Bay Shore, NY 11706
Attn: Mike Quick

Full Environmental Assessment Form
Part 1 - Project and Setting

Instructions for Completing Part 1

Part 1 is to be completed by the applicant or project sponsor. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification.

Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information; indicate whether missing information does not exist, or is not reasonably available to the sponsor; and, when possible, generally describe work or studies which would be necessary to update or fully develop that information.

Applicants/sponsors must complete all items in Sections A & B. In Sections C, D & E, most items contain an initial question that must be answered either "Yes" or "No". If the answer to the initial question is "Yes", complete the sub-questions that follow. If the answer to the initial question is "No", proceed to the next question. Section F allows the project sponsor to identify and attach any additional information. Section G requires the name and signature of the applicant or project sponsor to verify that the information contained in Part 1 is accurate and complete.

A. Project and Applicant/Sponsor Information.

Name of Action or Project: Reis Park Improvements		
Project Location (describe, and attach a general location map): 80 Route 139 Somers, NY 10589		
Brief Description of Proposed Action (include purpose or need): The Proposed Action includes the following: conversion of three existing tennis courts to six pickleball courts and a splash pad; construction of a new 600 s.f. Comfort station; conversion of two existing grass athletic fields to turf fields; installation of new lighting park-wide; recondition existing basketball courts; installation of upgraded stormwater management system for proposed turf fields.		
Name of Applicant/Sponsor: Town of Somers	Telephone: 914-277-5366	E-Mail: rscorrano@somersny.gov
Address: 335 Route 202		
City/PO: Somers	State: NY	Zip Code: 10589
Project Contact (if not same as sponsor; give name and title/role): Robert Scorrano, Supervisor	Telephone:	E-Mail:
Address:		
City/PO:	State:	Zip Code:
Property Owner (if not same as sponsor):	Telephone:	E-Mail:
Address:		
City/PO:	State:	Zip Code:

B. Government Approvals

B. Government Approvals, Funding, or Sponsorship. (“Funding” includes grants, loans, tax relief, and any other forms of financial assistance.)

Government Entity	If Yes: Identify Agency and Approval(s) Required	Application Date (Actual or projected)
a. City Counsel, Town Board, or Village Board of Trustees <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Project funding	
b. City, Town or Village Planning Board or Commission <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	site plan, tree removal, Stormwater Management & Erosion & Sediment Control Permit	
c. City, Town or Village Zoning Board of Appeals <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
d. Other local agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	NYC DEP	
e. County agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Westchester Co. GML Referral	
f. Regional agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
g. State agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	NYSDEC - Coverage under SPDES GP-0-20-001	
h. Federal agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
i. Coastal Resources.		
i. Is the project site within a Coastal Area, or the waterfront area of a Designated Inland Waterway?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
ii. Is the project site located in a community with an approved Local Waterfront Revitalization Program?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
iii. Is the project site within a Coastal Erosion Hazard Area?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

C. Planning and Zoning

C.1. Planning and zoning actions.

Will administrative or legislative adoption, or amendment of a plan, local law, ordinance, rule or regulation be the only approval(s) which must be granted to enable the proposed action to proceed? Yes No

- If Yes, complete sections C, F and G.
- If No, proceed to question C.2 and complete all remaining sections and questions in Part 1

C.2. Adopted land use plans.

a. Do any municipally- adopted (city, town, village or county) comprehensive land use plan(s) include the site where the proposed action would be located? Yes No

If Yes, does the comprehensive plan include specific recommendations for the site where the proposed action would be located? Yes No

b. Is the site of the proposed action within any local or regional special planning district (for example: Greenway; Brownfield Opportunity Area (BOA); designated State or Federal heritage area; watershed management plan; or other?) Yes No

If Yes, identify the plan(s):

NYC Watershed Boundary

c. Is the proposed action located wholly or partially within an area listed in an adopted municipal open space plan, or an adopted municipal farmland protection plan? Yes No

If Yes, identify the plan(s):

C.3. Zoning

a. Is the site of the proposed action located in a municipality with an adopted zoning law or ordinance. Yes No
 If Yes, what is the zoning classification(s) including any applicable overlay district?
 R-120 _____

b. Is the use permitted or allowed by a special or conditional use permit? Yes No

c. Is a zoning change requested as part of the proposed action? Yes No
 If Yes,
 i. What is the proposed new zoning for the site? _____

C.4. Existing community services.

a. In what school district is the project site located? Somers _____

b. What police or other public protection forces serve the project site?
 Town of Somers and NYS Police _____

c. Which fire protection and emergency medical services serve the project site?
 Somers Fire District _____

d. What parks serve the project site?
 Reis _____

D. Project Details

D.1. Proposed and Potential Development

a. What is the general nature of the proposed action (e.g., residential, industrial, commercial, recreational; if mixed, include all components)? Recreation _____

b. a. Total acreage of the site of the proposed action? _____ 81+/- acres
 b. Total acreage to be physically disturbed? _____ 3.6 acres
 c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ 113.1+/- acres

c. Is the proposed action an expansion of an existing project or use? Yes No
 i. If Yes, what is the approximate percentage of the proposed expansion and identify the units (e.g., acres, miles, housing units, square feet)? % _____ Units: _____

d. Is the proposed action a subdivision, or does it include a subdivision? Yes No
 If Yes,
 i. Purpose or type of subdivision? (e.g., residential, industrial, commercial; if mixed, specify types) _____
 ii. Is a cluster/conservation layout proposed? Yes No
 iii. Number of lots proposed? _____
 iv. Minimum and maximum proposed lot sizes? Minimum _____ Maximum _____

e. Will the proposed action be constructed in multiple phases? Yes No
 i. If No, anticipated period of construction: _____ months
 ii. If Yes:
 • Total number of phases anticipated _____ 3
 • Anticipated commencement date of phase 1 (including demolition) _____ 9 month _____ 2026 year
 • Anticipated completion date of final phase _____ 6 month _____ 2028 year
 • Generally describe connections or relationships among phases, including any contingencies where progress of one phase may determine timing or duration of future phases: _____

f. Does the project include new residential uses? Yes No

If Yes, show numbers of units proposed.

	<u>One Family</u>	<u>Two Family</u>	<u>Three Family</u>	<u>Multiple Family (four or more)</u>
Initial Phase	_____	_____	_____	_____
At completion	_____	_____	_____	_____
of all phases	_____	_____	_____	_____

g. Does the proposed action include new non-residential construction (including expansions)? Yes No

If Yes,

- i. Total number of structures 1
- ii. Dimensions (in feet) of largest proposed structure: 12 height; 24 width; and 24 length
- iii. Approximate extent of building space to be heated or cooled: 6,072 square feet

h. Does the proposed action include construction or other activities that will result in the impoundment of any liquids, such as creation of a water supply, reservoir, pond, lake, waste lagoon or other storage? Yes No

If Yes,

- i. Purpose of the impoundment: _____
- ii. If a water impoundment, the principal source of the water: Ground water Surface water streams Other specify: _____
- iii. If other than water, identify the type of impounded/contained liquids and their source. _____
- iv. Approximate size of the proposed impoundment. Volume: _____ million gallons; surface area: _____ acres
- v. Dimensions of the proposed dam or impounding structure: _____ height; _____ length
- vi. Construction method/materials for the proposed dam or impounding structure (e.g., earth fill, rock, wood, concrete): _____

D.2. Project Operations

a. Does the proposed action include any excavation, mining, or dredging, during construction, operations, or both? (Not including general site preparation, grading or installation of utilities or foundations where all excavated materials will remain onsite) Yes No

If Yes:

- i. What is the purpose of the excavation or dredging? _____
- ii. How much material (including rock, earth, sediments, etc.) is proposed to be removed from the site?
 - Volume (specify tons or cubic yards): _____
 - Over what duration of time? _____
- iii. Describe nature and characteristics of materials to be excavated or dredged, and plans to use, manage or dispose of them. _____
- iv. Will there be onsite dewatering or processing of excavated materials? Yes No
If yes, describe. _____
- v. What is the total area to be dredged or excavated? _____ acres
- vi. What is the maximum area to be worked at any one time? _____ acres
- vii. What would be the maximum depth of excavation or dredging? _____ feet
- viii. Will the excavation require blasting? Yes No
- ix. Summarize site reclamation goals and plan: _____

b. Would the proposed action cause or result in alteration of, increase or decrease in size of, or encroachment into any existing wetland, waterbody, shoreline, beach or adjacent area? Yes No

If Yes:

- i. Identify the wetland or waterbody which would be affected (by name, water index number, wetland map number or geographic description): _____

ii. Describe how the proposed action would affect that waterbody or wetland, e.g. excavation, fill, placement of structures, or alteration of channels, banks and shorelines. Indicate extent of activities, alterations and additions in square feet or acres:

iii. Will the proposed action cause or result in disturbance to bottom sediments? Yes No
If Yes, describe: _____

iv. Will the proposed action cause or result in the destruction or removal of aquatic vegetation? Yes No
If Yes:

- acres of aquatic vegetation proposed to be removed: _____
- expected acreage of aquatic vegetation remaining after project completion: _____
- purpose of proposed removal (e.g. beach clearing, invasive species control, boat access): _____
- proposed method of plant removal: _____
- if chemical/herbicide treatment will be used, specify product(s): _____

v. Describe any proposed reclamation/mitigation following disturbance: _____

c. Will the proposed action use, or create a new demand for water? Yes No
If Yes:

i. Total anticipated water usage/demand per day: _____ TBD gallons/day

ii. Will the proposed action obtain water from an existing public water supply? Yes No
If Yes:

- Name of district or service area: Existing on-site water supply
- Does the existing public water supply have capacity to serve the proposal? Yes No
- Is the project site in the existing district? Yes No
- Is expansion of the district needed? Yes No
- Do existing lines serve the project site? Yes No

iii. Will line extension within an existing district be necessary to supply the project? Yes No
If Yes:

- Describe extensions or capacity expansions proposed to serve this project: _____
- Source(s) of supply for the district: _____

iv. Is a new water supply district or service area proposed to be formed to serve the project site? Yes No
If Yes:

- Applicant/sponsor for new district: _____
- Date application submitted or anticipated: _____
- Proposed source(s) of supply for new district: _____

v. If a public water supply will not be used, describe plans to provide water supply for the project: _____

vi. If water supply will be from wells (public or private), what is the maximum pumping capacity: _____ gallons/minute.

d. Will the proposed action generate liquid wastes? Yes No
If Yes:

i. Total anticipated liquid waste generation per day: _____ TBD gallons/day

ii. Nature of liquid wastes to be generated (e.g., sanitary wastewater, industrial; if combination, describe all components and approximate volumes or proportions of each): _____

Sanitary wastewater

iii. Will the proposed action use any existing public wastewater treatment facilities? Yes No
If Yes:

- Name of wastewater treatment plant to be used: _____
- Name of district: _____
- Does the existing wastewater treatment plant have capacity to serve the project? Yes No
- Is the project site in the existing district? Yes No
- Is expansion of the district needed? Yes No

- Do existing sewer lines serve the project site? Yes No
- Will a line extension within an existing district be necessary to serve the project? Yes No

 If Yes:

- Describe extensions or capacity expansions proposed to serve this project: _____

iv. Will a new wastewater (sewage) treatment district be formed to serve the project site? Yes No
 If Yes:

- Applicant/sponsor for new district: _____
- Date application submitted or anticipated: _____
- What is the receiving water for the wastewater discharge? _____

v. If public facilities will not be used, describe plans to provide wastewater treatment for the project, including specifying proposed receiving water (name and classification if surface discharge or describe subsurface disposal plans):

vi. Describe any plans or designs to capture, recycle or reuse liquid waste: _____

e. Will the proposed action disturb more than one acre and create stormwater runoff, either from new point sources (i.e. ditches, pipes, swales, curbs, gutters or other concentrated flows of stormwater) or non-point source (i.e. sheet flow) during construction or post construction? Yes No
 If Yes:

- i. How much impervious surface will the project create in relation to total size of project parcel?
 _____ Square feet or 3.6 acres (impervious surface)
 _____ Square feet or 113.1 acres (parcel size)
- ii. Describe types of new point sources. _____
- iii. Where will the stormwater runoff be directed (i.e. on-site stormwater management facility/structures, adjacent properties, groundwater, on-site surface water or off-site surface waters)?
 on-site stormwater management facility/structures

 - If to surface waters, identify receiving water bodies or wetlands: _____
 - Will stormwater runoff flow to adjacent properties? Yes No

iv. Does the proposed plan minimize impervious surfaces, use pervious materials or collect and re-use stormwater? Yes No

f. Does the proposed action include, or will it use on-site, one or more sources of air emissions, including fuel combustion, waste incineration, or other processes or operations? Yes No
 If Yes, identify:

- i. Mobile sources during project operations (e.g., heavy equipment, fleet or delivery vehicles)

- ii. Stationary sources during construction (e.g., power generation, structural heating, batch plant, crushers)

- iii. Stationary sources during operations (e.g., process emissions, large boilers, electric generation)

g. Will any air emission sources named in D.2.f (above), require a NY State Air Registration, Air Facility Permit, or Federal Clean Air Act Title IV or Title V Permit? Yes No
 If Yes:

- i. Is the project site located in an Air quality non-attainment area? (Area routinely or periodically fails to meet ambient air quality standards for all or some parts of the year) Yes No
- ii. In addition to emissions as calculated in the application, the project will generate:
 - _____ Tons/year (short tons) of Carbon Dioxide (CO₂)
 - _____ Tons/year (short tons) of Nitrous Oxide (N₂O)
 - _____ Tons/year (short tons) of Perfluorocarbons (PFCs)
 - _____ Tons/year (short tons) of Sulfur Hexafluoride (SF₆)
 - _____ Tons/year (short tons) of Carbon Dioxide equivalent of Hydrofluorocarbons (HFCs)
 - _____ Tons/year (short tons) of Hazardous Air Pollutants (HAPs)

h. Will the proposed action generate or emit methane (including, but not limited to, sewage treatment plants, landfills, composting facilities)? Yes No

If Yes:

i. Estimate methane generation in tons/year (metric): _____

ii. Describe any methane capture, control or elimination measures included in project design (e.g., combustion to generate heat or electricity, flaring): _____

i. Will the proposed action result in the release of air pollutants from open-air operations or processes, such as quarry or landfill operations? Yes No

If Yes: Describe operations and nature of emissions (e.g., diesel exhaust, rock particulates/dust): _____

j. Will the proposed action result in a substantial increase in traffic above present levels or generate substantial new demand for transportation facilities or services? Yes No

If Yes:

i. When is the peak traffic expected (Check all that apply): Morning Evening Weekend
 Randomly between hours of _____ to _____.

ii. For commercial activities only, projected number of truck trips/day and type (e.g., semi trailers and dump trucks): _____

iii. Parking spaces: Existing _____ Proposed _____ Net increase/decrease _____

iv. Does the proposed action include any shared use parking? Yes No

v. If the proposed action includes any modification of existing roads, creation of new roads or change in existing access, describe: _____

vi. Are public/private transportation service(s) or facilities available within 1/2 mile of the proposed site? Yes No

vii. Will the proposed action include access to public transportation or accommodations for use of hybrid, electric or other alternative fueled vehicles? Yes No

viii. Will the proposed action include plans for pedestrian or bicycle accommodations for connections to existing pedestrian or bicycle routes? Yes No

k. Will the proposed action (for commercial or industrial projects only) generate new or additional demand for energy? Yes No

If Yes:

i. Estimate annual electricity demand during operation of the proposed action: _____

ii. Anticipated sources/suppliers of electricity for the project (e.g., on-site combustion, on-site renewable, via grid/local utility, or other): _____

iii. Will the proposed action require a new, or an upgrade, to an existing substation? Yes No

l. Hours of operation. Answer all items which apply.

<p>i. During Construction:</p> <ul style="list-style-type: none"> • Monday - Friday: _____ 7:00 am to 6:00 pm • Saturday: _____ 7:00 am to 6:00 pm • Sunday: _____ no • Holidays: _____ no 	<p>ii. During Operations:(Open 8am to 10:30pm Daily)</p> <ul style="list-style-type: none"> • Monday - Friday: _____ • Saturday: _____ • Sunday: _____ • Holidays: _____
--	--

m. Will the proposed action produce noise that will exceed existing ambient noise levels during construction, operation, or both? Yes No

If yes:

i. Provide details including sources, time of day and duration:
 Typical for proposed construction activity _____

ii. Will the proposed action remove existing natural barriers that could act as a noise barrier or screen? Yes No
 Describe: _____

n. Will the proposed action have outdoor lighting? Yes No

If yes:

i. Describe source(s), location(s), height of fixture(s), direction/aim, and proximity to nearest occupied structures:
 Proposed 5 poles @ 70'; two poles @ 75'; 8 poles at 40' for sport field lighting; relamp existing 90' baseball field lighting _____

ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen? Yes No
 Describe: _____

o. Does the proposed action have the potential to produce odors for more than one hour per day? Yes No
 If Yes, describe possible sources, potential frequency and duration of odor emissions, and proximity to nearest occupied structures: _____

p. Will the proposed action include any bulk storage of petroleum (combined capacity of over 1,100 gallons) or chemical products 185 gallons in above ground storage or any amount in underground storage? Yes No

If Yes:

i. Product(s) to be stored _____

ii. Volume(s) _____ per unit time _____ (e.g., month, year)

iii. Generally, describe the proposed storage facilities: _____

q. Will the proposed action (commercial, industrial and recreational projects only) use pesticides (i.e., herbicides, insecticides) during construction or operation? Yes No

If Yes:

i. Describe proposed treatment(s):

ii. Will the proposed action use Integrated Pest Management Practices? Yes No

r. Will the proposed action (commercial or industrial projects only) involve or require the management or disposal of solid waste (excluding hazardous materials)? Yes No

If Yes:

i. Describe any solid waste(s) to be generated during construction or operation of the facility:

- Construction: _____ tons per _____ (unit of time)
- Operation : _____ tons per _____ (unit of time)

ii. Describe any proposals for on-site minimization, recycling or reuse of materials to avoid disposal as solid waste:

- Construction: _____
- Operation: _____

iii. Proposed disposal methods/facilities for solid waste generated on-site:

- Construction: _____
- Operation: _____

s. Does the proposed action include construction or modification of a solid waste management facility? Yes No

If Yes:

- i. Type of management or handling of waste proposed for the site (e.g., recycling or transfer station, composting, landfill, or other disposal activities): _____
- ii. Anticipated rate of disposal/processing:
 - _____ Tons/month, if transfer or other non-combustion/thermal treatment, or
 - _____ Tons/hour, if combustion or thermal treatment
- iii. If landfill, anticipated site life: _____ years

t. Will the proposed action at the site involve the commercial generation, treatment, storage, or disposal of hazardous waste? Yes No

If Yes:

- i. Name(s) of all hazardous wastes or constituents to be generated, handled or managed at facility: _____
- ii. Generally describe processes or activities involving hazardous wastes or constituents: _____
- iii. Specify amount to be handled or generated _____ tons/month
- iv. Describe any proposals for on-site minimization, recycling or reuse of hazardous constituents: _____
- v. Will any hazardous wastes be disposed at an existing offsite hazardous waste facility? Yes No

If Yes: provide name and location of facility: _____

If No: describe proposed management of any hazardous wastes which will not be sent to a hazardous waste facility: _____

E. Site and Setting of Proposed Action

E.1. Land uses on and surrounding the project site

a. Existing land uses.

i. Check all uses that occur on, adjoining and near the project site.

- Urban Industrial Commercial Residential (suburban) Rural (non-farm)
- Forest Agriculture Aquatic Other (specify): municipal/recreation

ii. If mix of uses, generally describe: _____

b. Land uses and covertypes on the project site.

Land use or Covertype	Current Acreage	Acreage After Project Completion	Change (Acres +/-)
• Roads, buildings, and other paved or impervious surfaces	5+/-	5.1+/-	0.1+
• Forested	40.9+/-	40.8+/-	(0.1)
• Meadows, grasslands or brushlands (non-agricultural, including abandoned agricultural)	-	-	-
• Agricultural (includes active orchards, field, greenhouse etc.)	-	-	-
• Surface water features (lakes, ponds, streams, rivers, etc.)	>1	>1	-
• Wetlands (freshwater or tidal)	1+/-	1+/-	-
• Non-vegetated (bare rock, earth or fill)	-	-	-
• Other Describe: <u>Fields/landscaping</u>	40.98+/-	40.98+/-	0.1+/-

c. Is the project site presently used by members of the community for public recreation? Yes No
i. If Yes: explain: Reis Park active recreation facilities

d. Are there any facilities serving children, the elderly, people with disabilities (e.g., schools, hospitals, licensed day care centers, or group homes) within 1500 feet of the project site? Yes No
If Yes,
i. Identify Facilities:
Somers Senior Center

e. Does the project site contain an existing dam? Yes No
If Yes:
i. Dimensions of the dam and impoundment:
• Dam height: _____ feet
• Dam length: _____ feet
• Surface area: _____ acres
• Volume impounded: _____ gallons OR acre-feet
ii. Dam's existing hazard classification: _____
iii. Provide date and summarize results of last inspection: _____

f. Has the project site ever been used as a municipal, commercial or industrial solid waste management facility, or does the project site adjoin property which is now, or was at one time, used as a solid waste management facility? Yes No
If Yes:
i. Has the facility been formally closed? Yes No
• If yes, cite sources/documentation: _____
ii. Describe the location of the project site relative to the boundaries of the solid waste management facility: _____
iii. Describe any development constraints due to the prior solid waste activities: _____

g. Have hazardous wastes been generated, treated and/or disposed of at the site, or does the project site adjoin property which is now or was at one time used to commercially treat, store and/or dispose of hazardous waste? Yes No
If Yes:
i. Describe waste(s) handled and waste management activities, including approximate time when activities occurred: _____

h. Potential contamination history. Has there been a reported spill at the proposed project site, or have any remedial actions been conducted at or adjacent to the proposed site? Yes No
If Yes:
i. Is any portion of the site listed on the NYSDEC Spills Incidents database or Environmental Site Remediation database? Check all that apply: Yes No
 Yes – Spills Incidents database Provide DEC ID number(s): 0808229
 Yes – Environmental Site Remediation database Provide DEC ID number(s): _____
 Neither database
ii. If site has been subject of RCRA corrective activities, describe control measures: _____
iii. Is the project within 2000 feet of any site in the NYSDEC Environmental Site Remediation database? Yes No
If yes, provide DEC ID number(s): _____
iv. If yes to (i), (ii) or (iii) above, describe current status of site(s): _____

v. Is the project site subject to an institutional control limiting property uses? Yes No

- If yes, DEC site ID number: _____
- Describe the type of institutional control (e.g., deed restriction or easement): _____
- Describe any use limitations: _____
- Describe any engineering controls: _____
- Will the project affect the institutional or engineering controls in place? Yes No
- Explain: _____

E.2. Natural Resources On or Near Project Site

a. What is the average depth to bedrock on the project site? _____ 6.5+ feet

b. Are there bedrock outcroppings on the project site? Yes No
 If Yes, what proportion of the site is comprised of bedrock outcroppings? _____ %

c. Predominant soil type(s) present on project site:

PnC	_____	21.7 %
PnB	_____	21.4 %
Ub	_____	15.7 %

d. What is the average depth to the water table on the project site? Average: _____ 6.5 feet

e. Drainage status of project site soils: Well Drained: _____ 65.3 % of site
 Moderately Well Drained: _____ 18.1 % of site
 Poorly Drained _____ 16.5 % of site

f. Approximate proportion of proposed action site with slopes: 0-10%: _____ 59 % of site
 10-15%: _____ 38.8 % of site
 15% or greater: _____ 2.2 % of site

g. Are there any unique geologic features on the project site? Yes No
 If Yes, describe: _____

h. Surface water features.

i. Does any portion of the project site contain wetlands or other waterbodies (including streams, rivers, ponds or lakes)? Yes No

ii. Do any wetlands or other waterbodies adjoin the project site? Yes No
 If Yes to either *i* or *ii*, continue. If No, skip to E.2.i.

iii. Are any of the wetlands or waterbodies within or adjoining the project site regulated by any federal, state or local agency? Yes No

iv. For each identified regulated wetland and waterbody on the project site, provide the following information:

- Streams: Name 864-154 Classification C(TS)
- Lakes or Ponds: Name _____ Classification _____
- Wetlands: Name Federal Waters, Federal Waters, Federal Waters,... Approximate Size _____
- Wetland No. (if regulated by DEC) _____

v. Are any of the above water bodies listed in the most recent compilation of NYS water quality-impaired waterbodies? Yes No
 If yes, name of impaired water body/bodies and basis for listing as impaired: _____

i. Is the project site in a designated Floodway? Yes No

j. Is the project site in the 100-year Floodplain? Yes No

k. Is the project site in the 500-year Floodplain? Yes No

l. Is the project site located over, or immediately adjoining, a primary, principal or sole source aquifer? Yes No
 If Yes:
 i. Name of aquifer: _____

m. Identify the predominant wildlife species that occupy or use the project site: _____
 Typical for suburban community _____

n. Does the project site contain a designated significant natural community? Yes No
 If Yes:
 i. Describe the habitat/community (composition, function, and basis for designation): _____

 ii. Source(s) of description or evaluation: _____
 iii. Extent of community/habitat:
 • Currently: _____ acres
 • Following completion of project as proposed: _____ acres
 • Gain or loss (indicate + or -): _____ acres

o. Does project site contain any species of plant or animal that is listed by the federal government or NYS as endangered or threatened, or does it contain any areas identified as habitat for an endangered or threatened species? Yes No
 If Yes:
 i. Species and listing (endangered or threatened): _____
 Northern Long-eared Bat

p. Does the project site contain any species of plant or animal that is listed by NYS as rare, or as a species of special concern? Yes No
 If Yes:
 i. Species and listing: _____

q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing? Yes No
 If yes, give a brief description of how the proposed action may affect that use: _____

E.3. Designated Public Resources On or Near Project Site

a. Is the project site, or any portion of it, located in a designated agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304? Yes No
 If Yes, provide county plus district name/number: _____

b. Are agricultural lands consisting of highly productive soils present? Yes No
 i. If Yes: acreage(s) on project site? _____
 ii. Source(s) of soil rating(s): _____

c. Does the project site contain all or part of, or is it substantially contiguous to, a registered National Natural Landmark? Yes No
 If Yes:
 i. Nature of the natural landmark: Biological Community Geological Feature
 ii. Provide brief description of landmark, including values behind designation and approximate size/extent: _____

d. Is the project site located in or does it adjoin a state listed Critical Environmental Area? Yes No
 If Yes:
 i. CEA name: _____
 ii. Basis for designation: _____
 iii. Designating agency and date: _____

e. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places? Yes No

If Yes:

i. Nature of historic/archaeological resource: Archaeological Site Historic Building or District

ii. Name: Mt. Zion Methodist Church

iii. Brief description of attributes on which listing is based: _____

f. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory? Yes No

g. Have additional archaeological or historic site(s) or resources been identified on the project site? Yes No

If Yes:

i. Describe possible resource(s): _____

ii. Basis for identification: _____

h. Is the project site within five miles of any officially designated and publicly accessible federal, state, or local scenic or aesthetic resource? Yes No

If Yes:

i. Identify resource: _____

ii. Nature of, or basis for, designation (e.g., established highway overlook, state or local park, state historic trail or scenic byway, etc.): _____

iii. Distance between project and resource: _____ miles.

i. Is the project site located within a designated river corridor under the Wild, Scenic and Recreational Rivers Program 6 NYCRR 666? Yes No

If Yes:

i. Identify the name of the river and its designation: _____

ii. Is the activity consistent with development restrictions contained in 6 NYCRR Part 666? Yes No

F. Additional Information

Attach any additional information which may be needed to clarify your project.

If you have identified any adverse impacts which could be associated with your proposal, please describe those impacts plus any measures which you propose to avoid or minimize them.

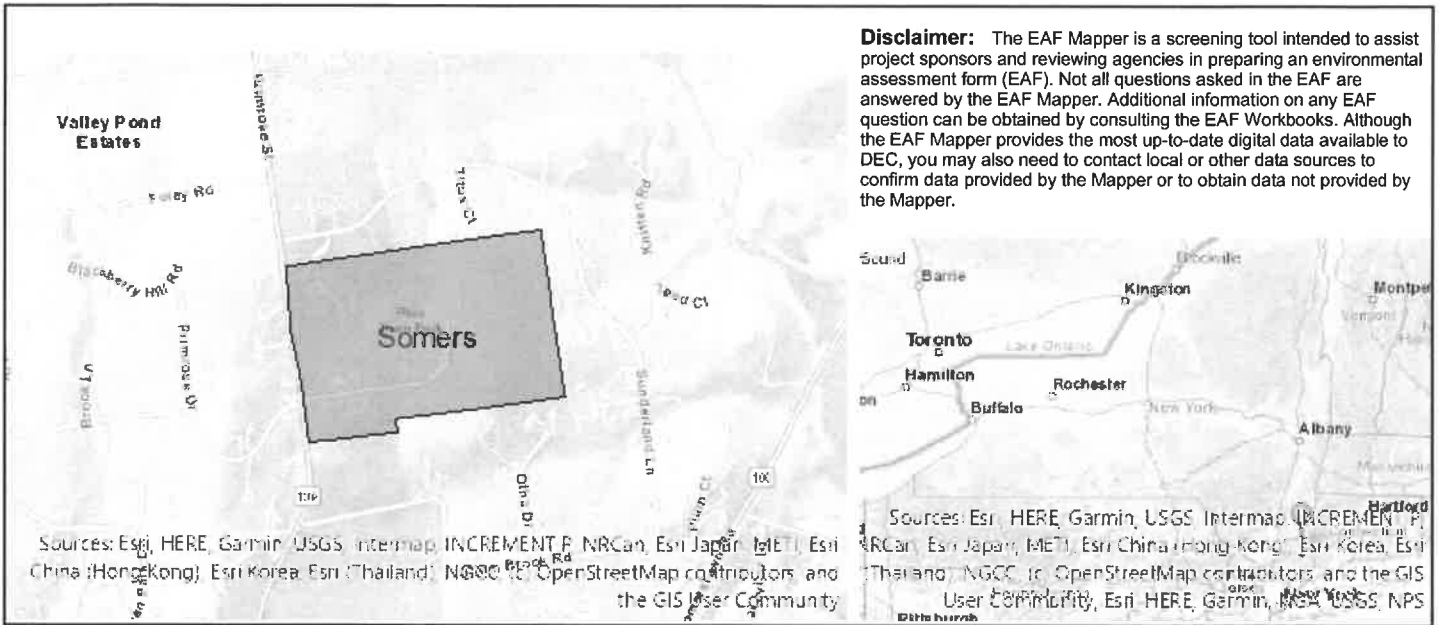
G. Verification

I certify that the information provided is true to the best of my knowledge.

Applicant/Sponsor Name Town of Somers Date 5/9/26

Signature  Title Planning Director

PRINT FORM



B.i.i [Coastal or Waterfront Area]	No
B.i.ii [Local Waterfront Revitalization Area]	No
C.2.b. [Special Planning District]	Yes - Digital mapping data are not available for all Special Planning Districts. Refer to EAF Workbook.
C.2.b. [Special Planning District - Name]	NYC Watershed Boundary
E.1.h [DEC Spills or Remediation Site - Potential Contamination History]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h.i [DEC Spills or Remediation Site - Listed]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h.i [DEC Spills or Remediation Site - Environmental Site Remediation Database]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h.iii [Within 2,000' of DEC Remediation Site]	No
E.2.g [Unique Geologic Features]	No
E.2.h.i [Surface Water Features]	Yes - Digital mapping information on local, New York State, and federal wetlands and waterbodies is known to be incomplete. Refer to the EAF Workbook.
E.2.h.ii [Surface Water Features]	Yes - Digital mapping information on local, New York State, and federal wetlands and waterbodies is known to be incomplete. Refer to the EAF Workbook.
E.2.h.iii [Surface Water Features]	Yes - Digital mapping information on local, New York State, and federal wetlands and waterbodies is known to be incomplete. Refer to the EAF Workbook.
E.2.h.iv [Surface Water Features - Stream Name]	864-154
E.2.h.iv [Surface Water Features - Stream Classification]	C(TS)
E.2.h.iv [Surface Water Features - Wetlands Name]	Federal Waters

E.2.h.v [Impaired Water Bodies]	No
E.2.i. [Floodway]	No
E.2.j. [100 Year Floodplain]	No
E.2.k. [500 Year Floodplain]	No
E.2.l. [Aquifers]	No
E.2.n. [Natural Communities]	No
E.2.o. [Endangered or Threatened Species]	Yes
E.2.o. [Endangered or Threatened Species - Name]	Northern Long-eared Bat
E.2.p. [Rare Plants or Animals]	No
E.3.a. [Agricultural District]	No
E.3.c. [National Natural Landmark]	No
E.3.d [Critical Environmental Area]	No
E.3.e. [National or State Register of Historic Places or State Eligible Sites]	Yes - Digital mapping data for archaeological site boundaries are not available. Refer to EAF Workbook.
E.3.e.ii [National or State Register of Historic Places or State Eligible Sites - Name]	Mt. Zion Methodist Church
E.3.f. [Archeological Sites]	Yes
E.3.i. [Designated River Corridor]	No



Source: Westchester County GIS

Reis Park – Somers, New York

DATE: 5/7/2026
ISSUE: PRELIM

PROJECT NO.: 2025-001

PROJECT NAME: REIS PARK



The Landtek Group, LLC
1000 ROUTE 92
SOMERS, NY 10589

DRAWN: [Name]

REIS PARK
SOMERS, NY

INSPIRE 3.0

DATE: 5/7/26

SHEET TITLE

LAYOUT

SCALE: 1"=40'

C-01



DATE: 11/15/2025
BY: S.A.S.
PROJECT:

CITY OF SOMERS



The LandTek Group, LLC
1000 Route 9W
Somers, NY 10589

PROJECT:

REIS PARK
SOMERS, NY

DATE:

11/15/2025

SCALE:

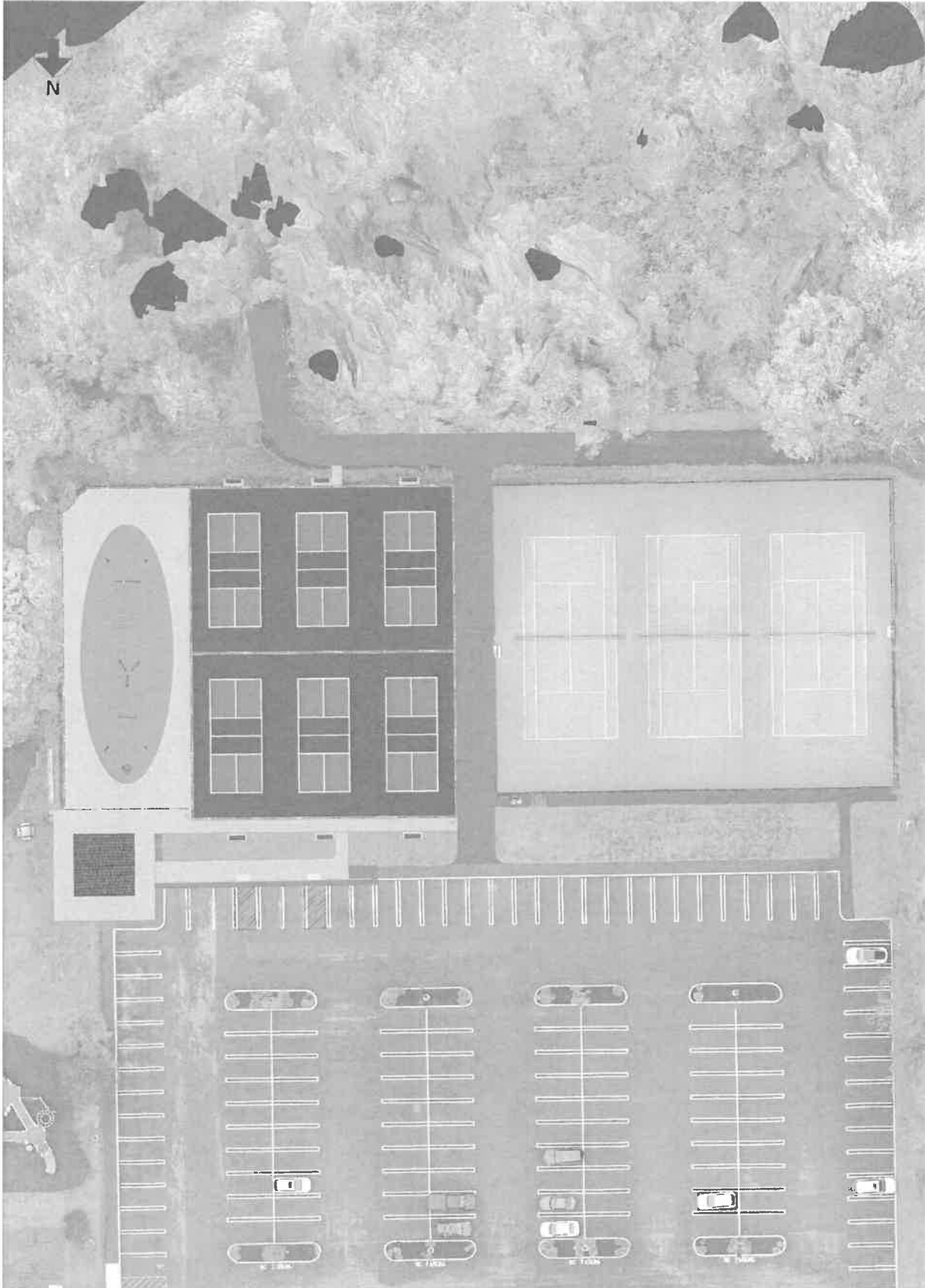
AS SHOWN

SHEET TITLE

LAYOUT

SCALE:

C-02



REIS PARK
10% PRELIM
COMMENTS

DATE: 5/7/2026
TIME: 3:01:39 PM



The LandTak Group, LLC

LOCATION

REIS PARK
SOMERS, NY

INSUR. PLAN

SCALE: 1" = 100'

DATE: 5/7/26

SHEET TITLE

LAYOUT

APP. T. IN DIFF.

C-03



COOPERATIVE PURCHASING PROPOSAL

Page 1

Town of Somers/Reis Park

The LandTek Group, LLC. "Contractor" is pleased to present the following proposal to the Town of Somers "Owner". The LandTek Group pricing is based on the Equalis contract. The Cooperative Council of Governments (CCOG), an Equalis Group Lead Agency, issued RFP #COG-2138 for Sports Construction Services on 10/7/2022, using a rigorous, nationally compliant, and transparent competitive public sector procurement process. CCOG subsequently entered into Contract #COG-2183C with The LandTek Group. CCOG awarded the contract to The LandTek Group as the highest-ranking respondent whose proposal was most advantageous to CCOG, with price as the primary evaluation criteria. The LandTek Group was not only awarded based on the lowest price, but also ranked highest in best value including products, services, capabilities, and qualifications.

Contract#:

COG-2138C

Lead Agency:

CCOG

Current Term:

12.01.2022 – 12.31.2026



Click on the following [Equalis Group](#) hyperlink for contract due diligence documentation:

[Contract Confirmation Letter](#)

Date: 5/14/2026

Reis Park Renovation - Proposal #26-164R3B

Scope:

Pre-Construction Design & Permitting: **\$407,000.00**

- Site survey
- Geotech survey
 - Borings
 - Infiltration testing
- Construction design
 - Preliminary plan set
 - Permit/ construction plans
 - SEQRA compliance
 - SWPPP Inspections

General Conditions: **\$26,000.00**

Bond: **\$6495.00**

- Bonds ~1.5%

Total Project Cost

\$439,495.00

The total cost for this proposal is four hundred thirty-nine thousand four hundred ninety-five dollars

Clarifications:

- Proposal pricing is based on plans C-01, C-02, C-03 Layout Reis Park
- The above proposal is based on observed site conditions and regionally accepted design plan. Should final plans/permitting or site conditions require a deviation from the above proposal adjustments in value, up or down



"Building Champions from the Ground Up".

The LandTek Group, LLC ©

A TENCATE COMPANY

www.landtekgroup.com
105 Sweeneydale Ave
Bay Shore, NY 11706

Concrete
Fencing
Natural Grass Construction
Construction & Infrastructure
Synthetic Turf Maintenance
Synthetic Turf

COOPERATIVE PURCHASING PROPOSAL

Page 2

will be presented for approval prior to construction.

Please feel free to reach out to any member of our project team with questions about our offer:

Mike Quick
Account Manager
The LandTek Group, LLC.
mquick@landtekgroup.com

Thank you again for your interest in LandTek, we look forward to working with you.

The present proposal serves to provide an overview of the terms and conditions governing the business relationship between the parties for the completion of the above-referenced transaction. The parties hereby undertake to subsequently formalize their agreement by signing a more detailed agreement and/or purchase order ("Contract") and as such the amount listed herein shall be an estimate which will be formalized in said Contract.

By its signature(s) below, the customer acknowledges having read and accepted this proposal and undertakes to be bound by it.

X

Owner (Signature)

The LandTek Group, LLC. holds the Cooperative Purchase contract, any PO for Contract must be made out to The LandTek Group, LLC.
105 Sweeneydale Ave, Bay Shore, NY 11706



Exclusions:

- Sales Tax
- Permits and inspection fees

Terms & Conditions:

The following provisions shall serve as the basis of an agreement between "Contractor" and "Owner" in connection with the supply and installation of products and services in accordance with the present cooperative purchasing proposal:

- a) Pricing is valid for 30 days
- b) Pricing is based off prevailing wage
- c) Delays and cost increases of raw materials and/or labor due to disrupted supply chains and fluctuation in market conditions may occur.
- d) This bid proposal and its acceptance is subject to strikes, accidents, delays beyond our control and *force majeure*.
- e) "Contractor" shall not be a party to any penalty clauses and/or liquidated damages provisions.
- f) The parties acknowledge and agree that Contractor shall not be entitled to seek or obtain any increase in the proposal sum



"Building Champions from the Ground Up".

The LandTek Group, LLC ©
A TENCATE COMPANY

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105 Sweeneydale Ave
Bay Shore, NY 11706

Concrete

Fencing

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Construction & Infrastructure

Synthetic Turf Maintenance

Synthetic Turf

COOPERATIVE PURCHASING PROPOSAL

unless changes are approved by "Owner". If there are any changes in proposal scope, memorialized in approved Change Orders, that require additional supplies, materials or equipment, the cost associated with these items will be additional to the proposal.

- g) A material deposit may be required to hold pricing for an extended period of time. This item will be discussed during the creation of a contractual agreement.
- h) Progress Payments: Based upon Applications for Payment submitted to the Owner by the Contractor and Certificates for Payment issued by the Owner, the Owner shall make progress payments on account of the Contract Sum.
- i) The period covered by each Application for Payment shall be one calendar month ending on the last day of the month.
- j) Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor.
- k) In the event that "Contractor" pursues the collection of payment of any past-due invoice, "Contractor" shall have the right to recover all charges and expenses, including attorney fees, related with the collection operations.
- l) **Confidential Information.** In the performance of this agreement, employees of each party may receive confidential information and materials of the other ("Confidential Information"). Confidential Information includes (i) either party's business or financial information and plans; (ii) the price, scope, terms and existence of this Agreement or any agreement between LandTek and its

customers; (iii) any other items identified as being confidential by either party. Confidential Information will not include information that the receiving party can show: (a) is or becomes publicly known or available through no fault of the receiving party; (b) was in its possession prior to receipt from the disclosing party, as evidenced by business records; (c) was lawfully obtained from a third party who has the right to make such disclosure; (d) is independently developed as can be shown by documentation; or (e) is produced in compliance with applicable law or a court order, provided the receiving party first gives the disclosing party reasonable notice of such law or order. Both parties agree for themselves, and their employees that such information will be kept confidential, using the same degree of care that each party uses to protect its own confidential information, and not disclosed to third parties.

- m) This proposal is based on using AIA document A101-2017 as a contract document with the following premises: Section 6.2 building dispute resolution will be arbitration pursuant to section 15.4 of AIA A201-2017
- n) **Indemnification-** If required by Owner will be for any occurrence that was caused by the Contractor's fault or negligence during the contract time period
- o) **Insurance-** Limits are valued as such: Liability \$1,000,000 per occurrence, Property Damage \$1,000,000 per occurrence, Umbrella coverage \$5,000,000, Workman's compensation as required by law
- p) The Owner must have legal ownership of the land improved by this contract.

Concrete

Fencing

Natural Grass Construction

Construction & Infrastructure

Synthetic Turf Maintenance

Synthetic Turf



"Building Champions from the Ground Up"

The LandTek Group, LLC ©
A TENCATE COMPANY

www.landtekgroup.com
105 Sweeneydale Ave
Bay Shore, NY 11706

Sent to:
TB, TA, TC
5/13/26
KS

PLANNING AND ENGINEERING DEPARTMENTS

Telephone
(914) 277-5366
Fax
(914) 277-4093

Town of Somers
WESTCHESTER COUNTY, N.Y.

SOMERS TOWN HOUSE
335 ROUTE 202
SOMERS, NY 10589
www.somersny.com

Steven Woelfle
Principal Engineering Technician
swoelfle@somersny.com



David B. Smith
Town Planner
directorofplanning@somersny.com

May 12, 2026

To: Hon. Robert Scorrano and
Town Board Members

From: David B. Smith

Re: Safe Streets for All Grant

The Town is preparing an application with Millenium Strategies coordinated with the Planning Department to submit an application for grant funding to provide funds for the development of an Action Plan that provides a holistic, comprehensive strategy to improve roadway safety and reducing (or eliminating) roadway fatalities and serious injuries in the Town. This Action Plan will build on the goals from the Town's 2016 Comprehensive Plan regarding objectives for implementation of pedestrian and traffic safety improvement projects.

Regarding funding for this grant application, it shall be noted that the Federal share of an SS4A grant may not exceed 80 percent of total eligible project costs, and recipients are required to contribute a local matching share of no less than 20 percent of total eligible project costs. Unless otherwise authorized by statute, all matching funds must be from non-Federal sources. Matching funds may include funding from the applicant, or other eligible non-Federal sources.

The grant application must be submitted by the end of May; therefore, as an added item on the Town Board Agenda for the May 14, 2026 meeting, the board needs to consider the attached Resolution which is similar to the Resolution adopted by the Town Board as part of the 2024 grant submission process.

TEL : 914-277-3323
FAX: 914-277-3960

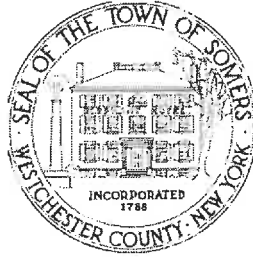
TOWN CLERK'S OFFICE

Town of Somers

WESTCHESTER COUNTY, N.Y.

Town House
335 Route 202
Somers, N.Y. 10589

PATRICIA KALBA
TOWN CLERK



RESOLUTION

RESOLVED, that the Town Board does hereby commit to a goal of zero fatalities on roadways in the Town of Somers; and

WHEREAS, the Town Board does authorize an application to be made for funds in an amount not to exceed \$300,000 for the submission of an SS4A grant program application administered by the United States Department of Transportation for the development of an Action Plan for improvements to roadway safety for all users; and

NOW THEREFORE BE IT RESOLVED, that the Town Board does hereby commit the Town to provide 20% of the awarded amount to meet its match on obligation to provide staff and resources to support the execution of the grant.

I hereby certify that the foregoing copy of the resolution was unanimously adopted by the Town Board of the Town of Somers at a Work Session/Regular Meeting held on May 14, 2026.

Dated: May 14, 2026

Town Clerk

Ec: Supervisor
Director of Finance

Somers Department of Parks & Recreation
PO Box 46 Somers, New York 10589


Phone: (914)-232-8441
Fax: (914)-232-8548
Email: parks@somersny.com
Web: www.somersny.com

Steven Ralston
Superintendent



May 8, 2026

To: Town Board

From: Steven Ralston 
Superintendent of Parks and Recreation

Re: Staff Request

Request permission to hire:

Lou Hochman
Laborer, Part Time Availability
\$20.00 per hour
Effective May 18, 2026

Will Marcus
Laborer, Part Time Availability
\$20.00 per hour
Effective May 18, 2026

C: Park Board
Director of Finance
Town Clerk

Sent to:
TB, TA, TC
4/30/26
KA

PLANNING AND ENGINEERING DEPARTMENTS

Town of Somers
WESTCHESTER COUNTY, N.Y.

SOMERS TOWN HOUSE
535 ROUTE 202
SOMERS, NY 10589
www.somersny.gov

Telephone
(914) 277-5366
Fax
(914) 277-4093

Steven Woelfle
Principal Engineering Technician
swoelfle@somersny.gov



David B. Smith
Town Planner
directorofplanning@somersny.gov

Date: April 14, 2026

To: Director of Finance: T10(913)

From: Steven Woelfle *SW*
Engineering Department

**Re: Somers Estates Subdivision – Florence Drive Extension
Snow Maintenance Deposit**

Attached is a check in the amount of \$1,920.00 posted by Reino Assets LLC, 371 Route 22, Goldens Bridge, NY 10526, in payment of the Snow Maintenance Deposit for Somers Estates Subdivision – Florence Drive Extension, as per memo to Town Board dated March 25, 2026.

Please deposit it in a Trust & Agency Account.

cc: Town Board
Town Clerk

Sent to:
TB, TA,
4/30
KD

PLANNING AND ENGINEERING DEPARTMENTS

Telephone
(914) 277-5366
Fax
(914) 277-4093

Town of Somers
WESTCHESTER COUNTY, N.Y.

SOMERS TOWN HOUSE
335 ROUTE 202
SOMERS, NY 10589
www.somersny.gov

Steven Woelfle
Principal Engineering Technician
swoelfle@somersny.gov



David B. Smith
Town Planner
directorofplanning@somersny.gov

Date: April 15, 2026
To: Director of Finance T10(914)
From: Steven Woelfle SW
Engineering Department
RE: Erosion Control Bond
Raniolo SMESC and Tree Permit
26 Dr. Tony's Road
TM: 37.19-2-6

Attached is a check in the amount of \$500.00 posted by Gary Raniolo,
in payment of an Erosion Control Bond for 26 Dr.
Tony's Road.

Att.
cc: Town Board
Town Clerk

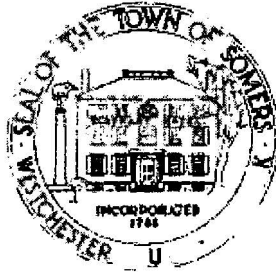
PLANNING AND ENGINEERING DEPARTMENTS

Town of Somers
WESTCHESTER COUNTY, N.Y.

SOMERS TOWN HOUSE
335 ROUTE 202
SOMERS, NY 10589
www.somersny.gov

Telephone
(914) 277-5366
Fax
(914) 277-4093

Steven Woelfle
Principal Engineering Technician
swoelfle@somersny.gov



David B. Smith
Town Planner
directorofplanning@somersny.gov

Date: May 1, 2026
To: Director of Finance T10(914)
From: Steven Woelfle *SW*
Engineering Department
RE: **Erosion Control Bond**
Steep Slope, SMESC and Tree Permit
2 Hageman Court
TM: 48.09-1-14

RECEIVED

MAY 1 - 2026

Attached is a check in the amount of \$500.00 posted by F P Bohlander,
in payment of an Erosion Control Bond for 2 Hageman Court.

Att.
cc: Town Board
Town Clerk

Sent to:
TB, TA, TC
4/30/26
RD

INTEROFFICE MEMORANDUM

TO: ROBERT SCORANNO, TOWN SUPERVISOR AND TOWN BOARD MEMBERS
FROM: PRINCESS GUERRA, NUTRITION PROGRAM DIRECTOR
SUBJECT: 2025 TRI-TOWN CONTRACT
DATE: 4/30/2026
CC: DIRECTOR OF FINANCE AND TOWN CLERK

The Director of the Senior Nutrition Program respectfully requests the Town Supervisor execute the 2025 Memorandum of agreement and corresponding vouchers among the Towns of Somers, North Salem and Lewisboro with regard to the Senior Nutrition Program.

OFFICE OF THE SUPERVISOR

Telephone
(914) 277-3637
Fax
(914) 276-0082

Town of Somers
WESTCHESTER COUNTY, N.Y.

SOMERS TOWN HOUSE
335 ROUTE 202
SOMERS, NY 10589

Robert Scorrano
SUPERVISOR



2025
MEMORANDUM OF AGREEMENT AMONG THE
TOWNS OF SOMERS, LEWISBORO, AND NORTH SALEM,
with regard to
THE SENIOR CITIZEN NUTRITION PROGRAM

The Town of Somers will provide a Senior Citizen Nutrition Lunch Program meeting the requirements of the Older Americans Act and the rules and regulations of the New York State Office for the Aging for the persons qualifying in the Towns of Somers, Lewisboro and North Salem. Such services will be provided in accordance with the Town of Somers' agreement with the County of Westchester.

The Town of Somers may terminate this Agreement if its arrangement with Westchester County is terminated. If the program is terminated by Westchester County, Somers will promptly notify the supervisors of Lewisboro and North Salem.

The Towns of Lewisboro and North Salem will furnish (1) appropriate insurance in accordance with the requirements of Westchester County, if applicable and (2) proof of insurance and indemnities to Westchester County as might be required by Westchester County.

The Towns of Lewisboro and North Salem will provide the Town of Somers with proof of existing General Liability Insurance containing Broad Form Contractual Liability coverage in the amounts listed below:

\$500,000 per occurrence for bodily injury
\$100,000 per occurrence for property damage

The Town of Somers will provide the Towns of Lewisboro and North Salem with certificates of insurance in like amounts and naming each as an additional insured with respect only to the activities at the congregate site.

If transportation is furnished by the Town of Lewisboro or the Town of North Salem, that town will provide proof of existing Automobile Liability Insurance coverage in the amounts listed below and in which the Town of Somers is named as an additional insured with respect to the Nutrition Program:

\$1,000,000 per occurrence for bodily injury
\$100,000 per occurrence for property damage

Nothing arising out of this agreement shall create or give to any third parties a claim or right of action.

The Town of Lewisboro agrees to pay the Town of Somers the sum of \$43,974.46 and the Town of North Salem agrees to pay the Town of Somers the sum of \$32,338.01 as indicated in the schedule below:

	<i>WIN - Wellness in Nutrition</i>
<i>Lewisboro</i>	<i>\$43,974.46</i>
<i>North Salem</i>	<i>\$32,338.01</i>
<i>Somers</i>	<i>\$217,061.24</i>

It is further understood that the attendance from each town impacts the cash amounts provided for in this Agreement.

In the event extraordinary and unanticipated expenses are incurred by the Nutrition Program, these expenses will be apportioned among the three towns according to percentage of attendance as indicated in the attached schedule for both the WIN, Wellness in Nutrition Program.

The period of time covered by this agreement is from January 1, 2025 to December 31, 2025.

**Robert Scorrano, Town Supervisor
Town of Somers**

**Tony Gonçalves, Town Supervisor
Town of Lewisboro**

**Warren Lucas, Town Supervisor
Town of North Salem**

**2025 NUTRITION PROGRAM
LEWISBORO, NORTH SALEM, SOMERS
WIN**

Wellness in Nutrition - WIN					
1. SALARIES					
Program Director					56,348
Site Manager					40,696
Food Svc Help - F.T.					36,885
Intermediate Clerk - P.T.					13,597
Chauffeur - 50.00%					25,154
			Total Salaries		172,680
2. EMPLOYEE BENEFITS					
Program Director					
Health Insurance					8,203
Dental Insurance					445
Optical Insurance					27
Life Insurance					250
Retirement (Tier 6 at 12.60%)					7,100
Social Security (6.2%)					3,494
Medicare (1.45%)					817
MTA (.34%)					192
Workers' Compensation (1.035%)					550
Site Manager					
Health Insurance					0
Dental Insurance					1,406
Optical Insurance					67
Life Insurance					250
Retirement (Tier 6 at 12.6%)					5,128
Social Security (6.2%)					2,523
Medicare (1.45%)					590
MTA (.34%)					138
Workers' Compensation (1.035%)					373
Food Svc Helper - F.T.					
Health Insurance					11,718
Dental Insurance					445
Optical Insurance					27
Life Insurance					250
Retirement (Tier 4 at 19.3%)					7,119
Social Security (6.2%)					2,287
Medicare (1.45%)					535
MTA (.34%)					125
Workers' Compensation (1.035%)					360
Intermediate Clerk - P.T.					
Health Insurance					0
Dental Insurance					0
Optical Insurance					0
Life Insurance					0
Retirement (Does not contribute)					0
Social Security (6.2%)					843
Medicare (1.45%)					197
MTA (.34%)					46
Workers' Compensation (1.035%)					133
Chauffeur - 50% of time					
Health Insurance					14,145

Dental Insurance				615
Optical Insurance				51
Life Insurance				190
Retirement (Tier 4 at 19.30%)				4,855
Social Security (6.2%)				1,560
Medicare (1.45%)				365
MTA (.34%)				86
Workers' Compensation (3.305%)				803
			Total Benefits	78,304
3. CONTRACTUAL				
6773.401 Subcontractor - Food				175,286
.402 Telephone				493
.404 Tray Goods/Utensils				11,864
.406 Miscellaneous				1,945
.407 Cold Food - Milk				0
.408 Janitorial Supplies				250
.775 Transportation - Transportation of Food from Central Kitchen				1,826
			Total Contractual	191,663
TOTAL WIN EXPENSES				442,647
LESS REVENUES:				
FED GRANT IIIC-2				15,417
PROGRAM CONTRIBUTIONS WIN				36,158
STATE GRANT WIN				82,000
NSIP				15,698
			TOTAL REVENUES	149,273
WIN			TOTAL EXPENSES TO BE SHARED BY TOWNS	293,374
Towns participated at the following rates:			<u>Number of Meals</u>	<u>Participation</u>
Somers			19,922	73.99%
North Salem			2,968	11.02%
Lewisboro			4,036	14.99%
			26,926	100%
Somers' Share			\$ 217,061.24	74%
North Salem's Share			\$ 32,338.01	11%
Lewisboro's Share			\$ 43,974.46	15%
			\$293,374	

Sent to:
TB, TA, TC
4/30/26
KD

INTEROFFICE MEMORANDUM

TO: TOWN SUPERVISOR, ROBERT SCORRANO AND MEMBERS OF THE TOWN BOARD
FROM: SENIOR PROGRAMS DIRECTOR, PRINCESS GUERRA
SUBJECT: 2024 TITLE III-C/NSIP & NUTRITION RELATED SERVICES CONTRACT AMENDMENT
DATE: 4/30/2026
CC: TOWN CLERK AND FINANCE DIRECTOR

The Director of the Somers Senior Programs, respectfully requests the Town Supervisor and members of the town board to execute the 2024 Title III-C/NSIP contract amendment with the Department of Senior Programs and Services.



Kenneth W. Jenkins
County Executive

Department of Senior Programs and Services

Mae Carpenter
Commissioner

April 23, 2026

Ms. Princess Guerra
Director, Somers Nutrition Program
Town of Somers
PO Box 236
Lincolndale, NY 10540

RE: Amendment to the Title III-C/NSIP Nutrition Services Contract, PY 2024

Dear Ms. Guerra:

Attached to the e-mail that was sent with this letter is a blank copy of the amendment to the Title III-C1, III-C2 and Nutrition Services Incentive Program (NSIP) contract for Nutrition Services provided by the **Town of Somers** for the program period commencing on January 1, 2024 and continuing through December 31, 2024. The contract is being amended to increase III-C funding by \$29,164.26. This includes an increase of \$8,699.05 for the III-C1 program and \$20,465.21 for the III-C2 program, due to additional funding provided to the County by the New York State Office for the Aging. As a result, the aggregate not to exceed amount of the contract has changed from \$38,632.00 to \$66,158.76. Included within the aggregate total are NSIP funds that have been previously disbursed for the funding year October 1, 2023 through September 30, 2024. The following is the breakdown of the amended III-C1 and III-C2 funding allocated to the department for the 2024 program year.

PROGRAM	ORIGINAL FUNDING	ADDITIONAL FUNDING	AMENDED FUNDING (ORIGINAL & ADDITIONAL)
III-C1	\$18,064.00	\$8,699.05	\$26,763.05
III-C2	\$15,417.00	\$20,465.21	\$35,882.21

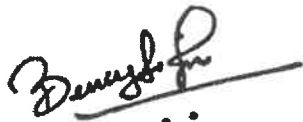
The Amendment also consists of a Revised Schedule "B", which replaces Schedule "B" in the original contract.

You MUST use the original contract documents that we have provided for the amendment. NO ALTERATIONS may be made to the amendment without the prior consent of the Dept. We also recommend that you keep an electronic copy of the amendment on hand in the event that you need to reprint a page. With the exception of the applicable Excel Pages, DO NOT fill out the amendment electronically as we want to maintain the integrity of the document. Noncompliance with these requests will result in the contract returned to your agency.

Please **print a hard copy of the entire amendment** and fill it out making sure that where signatures are required on all documents that they are original. Return the ENTIRE originally signed amendment to me at the address in the footer on the first page. COPIED signatures are unacceptable.

Please direct program-related questions to your program liaison Patricia Szeliga 914-813-6432, or via e-mail at pls3@westchestercountyny.gov. You may also contact me at 914-813-6058 or via e-mail at benl@westchestercountyny.gov for questions pertaining to the processing of the contract.

Sincerely,

A handwritten signature in black ink, appearing to read "Bency Liju", written over a horizontal line. There are two small dots below the line.

Bency Liju
Program Administrator (Contract Management)

Attachments

THIS AMENDMENT made _____, 2026 by and between:

THE COUNTY OF WESTCHESTER, a corporation of the State of New York, having an office and place of business in the Michaelian Office Building, 148 Martine Avenue, White Plains, New York, 10601 (hereinafter referred to as the “County”)

and

TOWN OF SOMERS a municipal corporation organized under the laws of the State of New York, having an office and place of business at **P.O. Box 236, Lincolndale, NY 10540** (hereinafter referred to as the “Municipality” and together with the County hereinafter referred to as the “Parties”)

WITNESSETH:

WHEREAS, the County, acting by and through its Department of Senior Programs and Services (“Department”), has been awarded grants by the New York State Office for the Aging (“NYSOFA”) pursuant to Titles III-C1, III-C2 and the Nutrition Services Incentive Program (“NSIP”) of the Older Americans Act to provide various social and nutrition services to elderly residents of the County (the “Program”); and

WHEREAS, on or about October 22, 2024, the Parties entered into an agreement pursuant to which the Municipality agreed to provide Program services to elderly residents in the County for the period from January 1, 2024 through December 31, 2024 (the “Agreement”); and

WHEREAS, the County was notified by NYSOFA that it would be awarding additional funding to the County; and

WHEREAS, the County would like the Contractor to use the additional funding to continue providing Program services; and

WHEREAS, the Parties now desire to amend the Agreement to increase the not-to-exceed amount by a portion of the amount of additional funding awarded to the County.

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

1. The Parties desire to amend the Agreement to increase the total not-to-exceed amount authorized thereunder by an additional \$29,164.26, in accordance with the revised budget attached hereto and made a part hereof as Revised Schedule “B”, which shall replace Schedule

“B” attached to the original Agreement. Accordingly, the first sentence of the first full paragraph of Section “2” of the Agreement is hereby deleted in its entirety and the following is substituted in its place:

“For the Services to be provided pursuant to Paragraph “1”, the County shall pay the Municipality an aggregate amount not-to-exceed \$66,158.76 in federal funds, subject to appropriation and payable on a monthly basis at the rates set forth in Schedule “B” for meals provided by the Municipality during the term of this Agreement, and if applicable, the Municipality will also be reimbursed for certain nutrition-related expenses actually incurred and paid by the Municipality as set forth in Schedule “B.”

2. Except as otherwise specifically amended hereby, all remaining terms and conditions set forth in the Agreement shall remain in full force and effect upon the Parties.

[NO FURTHER TEXT ON THIS PAGE]

ACKNOWLEDGMENT

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

On the _____ day of _____ in the year 202_ before me, the undersigned, a Notary Public in and for said State, personally appeared _____, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her capacity, and that by his/her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument; and, acknowledged if operating under any trade name, that the certificate required by the New York State General Business Law Section 130 has been filed as required therein.

Signature and Office of individual
taking acknowledgement

IN WITNESS WHEREOF, the County of Westchester and the Contractor have caused this Amendment to be executed.

THE COUNTY OF WESTCHESTER

By _____
Mae Carpenter, Commissioner
Department of Senior Programs and Services

TOWN OF SOMERS

By _____
Name:
Title:

Approved by the Westchester County Board of Legislators pursuant to Act No. 2024-119 adopted on the 30th day of March 2026.

Approved as to form and manner of execution:

Assistant County Attorney
The County of Westchester
CON#

S:\Contract\ZORN\SRS\IMA-Grant Legislation\NYSOFA IIIC & NSIP IMAs 2024\2024\IMA Amendment Template\Title IIIC & NSIP IMAs Amendment - IMA Template 4.1.26.docx

CERTIFICATE OF AUTHORITY
(MUNICIPALITY)

I, _____,
(Official other than official signing contract)

certify that I am the _____ of
(Title)
the _____
(Name of Municipality)

a Municipal Corporation duly organized and in good standing under the laws of the State of New York that _____
(Person executing agreement)

who signed said agreement on behalf of the _____
(Name of Municipality)

was, at the time of execution _____ of the Municipal Corporation
(Title of such person)

and that said agreement was duly signed for and on behalf of said Municipal Corporation by authority of its governing board, thereunto duly authorized and that such authority is in full force and effect at the date hereof.

(Signature)

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

On the _____ day of _____ in the year 202_ before me, the undersigned, a Notary Public in and for said State, _____ personally appeared, personally known to me or proved to me on the basis of satisfactory evidence to be the officer described in and who executed the above certificate, who being by me duly sworn did depose and say that he/she resides at _____, and he/she is an officer of said municipal corporation; that he/she is duly authorized to execute said certificate on behalf of said corporation, and that he/she signed his/her name thereto pursuant to such authority.

Notary Public
Date:

WESTCHESTER COUNTY DEPARTMENT OF SENIOR PROGRAMS AND SERVICES

REVISED SCHEDULE "B"

**TITLE III-C 1 & TITLE III-C 2 NUTRITION PROGRAMS
&
NUTRITION SERVICES INCENTIVE PROGRAM**

OF THE OLDER AMERICANS ACT OF 1965, AS AMENDED

SUBMITTED BY:

TOWN OF SOMERS

(MUNICIPALITY)

PERIOD COVERED:

**JANUARY 1, 2024 TO DECEMBER 31, 2024
OCTOBER 1, 2023 TO SEPTEMBER 30, 2024 – NSIP
ONE (1) COPY MUST BE MAINTAINED BY
EACH OF THE INDIVIDUALS LISTED ON
PAGE 2, ITEM NUMBER 7 OF SCHEDULE "C"**

SEND TO:

**WESTCHESTER COUNTY DEPARTMENT
OF SENIOR PROGRAMS AND SERVICES
9 SOUTH FIRST AVENUE, 10TH FLOOR
MT. VERNON, NEW YORK 10550-3414**

**WESTCHESTER COUNTY
DEPARTMENT OF SENIOR PROGRAMS AND SERVICES
2024 TITLE III-C & 2023 - 2024 NSIP**

SCHEDULE "B"

TABLE OF CONTENTS

	PAGE
Allocation Strategy and Reimbursement System	1a – 1c
Unit Cost for Nutrition Program Year 2024	2
Excel Docs:	
Budget Form: Unit Cost Reimbursement 2024 - Title IIIC-1	3a
Budget Form: Unit Cost Reimbursement 2024 - Title IIIC-2	4a

* Pages marked with an asterisk require original signatures and dates.
Include page(s) only for the service(s) which is (are) being provided

**WESTCHESTER COUNTY
DEPARTMENT OF SENIOR PROGRAMS AND SERVICES
2024 TITLE III-C & 2023 - 2024 NSIP**

ALLOCATION STRATEGY AND REIMBURSEMENT SYSTEM

The Westchester County Department of Senior Programs and Services (DSPS) is challenged to meet the ever increasing demand for needed services with declining resources. It is critical that available resources be managed in the most effective and efficient manner possible.

Local municipal services for case management and information and assistance are targeted to 5 of the county's 6 cities and 11 municipalities that total 84.13% of the weighted senior population. DSPS and other countywide agencies provide services to seniors not living in those communities. Supplemental funds are issued to 4 communities to provide these services.

The DSPS Allocation Schedule labels each service by the following six status designations for each category:

1. Mandated – 1 (M-1): Service is mandated by funding source for countywide services and municipalities with more than 20% of the county's senior population and the provider has the highest priority for funding at the minimal required level.

2. Mandated – 2 (M-2): Service is mandated or discretionary service with components of a countywide service for frail elderly and/or capacity building to serve growing elderly population through strategic partnerships, network management and new ventures in volunteerism including outreach through public information and self-empowerment through community education and training.

3. Mandated – 3 (M-3): Overfunded, mandated service for local services that can be provided on a countywide basis or countywide service that can be provided locally.

4. Discretionary – 1 (D-1): Discretionary Service includes stand-alone community education and public information.

5. Discretionary – 2 (D-2): Discretionary Service includes recreation, special events on a countywide basis.

6. Discretionary – 3 (D-3): Discretionary Service includes intergenerational and special populations and other non-mandated life enrichment programs.

DSPS has been able to create and develop new initiatives to enhance the quality of life and preserve the independence and dignity of older persons and their caregivers with new funding in the past several years. However, due to the changing economic climate there is no guarantee that current funding will be maintained at the same level the following year.

Priority Services information required by the National Aging Program Information System (NAPIS) is reported through PeerPlace reporting system. PeerPlace collects information on what services are provided, who is being served, how many service units and when services are provided to an individual on an unduplicated basis. Every service that is funded is reported though PeerPlace in terms of units provided and people served. No manual data is submitted to state and federal funding sources.

**WESTCHESTER COUNTY
DEPARTMENT OF SENIOR PROGRAMS AND SERVICES
2024 TITLE III-C & 2023 - 2024 NSIP**

ALLOCATION STRATEGY AND REIMBURSEMENT SYSTEM (Cont'd.)

The Administration on Aging, US Department of Health and Human Services funded the National Aging Information Center to prepare the Guide to Performance-Based Management: Concepts and Approaches for the National Aging Network for area agencies on aging. The Guide points out that "New and changing requirements for aging programs place a premium on effective management by the Aging Network. In recent years, the thrust of management practice, both in the public and private sector, has been toward a "results" orientation. Accountability is tied to clearly defined measurable results and increasingly so is the budget."

Performance-Based Management is built on three pillars - explicit performance expectation, performance contracting, and ongoing performance assessment based on accurate data.

Performance-Based Management focuses on bringing outcomes, quality and costs together. A price tag, value or unit cost is placed on achievement of specific outcomes. The cost-effectiveness of the service, program or service delivery system relative to explicit expectations are measured. In other words, "Is the return of sufficient value that continued funding at the same or a higher level warranted?" Also, "What are the opportunity costs of continuing to use limited funding on the same set of services and/or providers, and what other promising ideas or approaches are never pursued?"

Whenever performance-based funding for a service is implemented, funding for subsequent years will be based upon the expenditure/performance for the previous program year. If the Municipality is unable to meet service goals that meet required standards for residents within a municipality or region during a program year, new and/or additional providers will be sought for the next program year to serve those residents.

Services that are reimbursed on a unit cost basis have included in-home services, employment program and the nutrition services. The unit cost breakdowns for the nutrition programs are included later in this document. Nutrition program contractors are reimbursed on a performance unit cost basis. Nutrition contractors will submit claims with the required back-up documentation showing the number of meals purchased or prepared, the sign-in sheets and the contribution collected. They will be reimbursed in the following manner:

$$\begin{aligned} & \text{Total Meals Served x Gross Unit Cost} \\ & \text{Less the Local Share for Title IIIC} \\ & \text{Less \$1.30 contribution/meal} \\ & \underline{\text{Less USDA of \$0.74 per meal}} \\ = & \text{The federal/state reimbursement, limited to the projected number of meals} \end{aligned}$$

Many nutrition contractors have gross unit costs less than the countywide average. This is due to a greater use of volunteers and/or additional other resources from the municipality. Therefore, the number of meals budgeted for 2024 based upon the countywide federal/state average will be lower than the actual meals those contractors will be able to serve with the same money. Contributions may exceed the average of \$1.30 per meal, which is another source for serving more meals than is projected.

**WESTCHESTER COUNTY
DEPARTMENT OF SENIOR PROGRAMS AND SERVICES
2024 TITLE III-C & 2023 - 2024 NSIP**

ALLOCATION STRATEGY AND REIMBURSEMENT SYSTEM (Cont'd.)

Vouchering System

The Department of Senior Programs and Services will track and monitor Municipality's service deliveries on a monthly reporting basis through the NYSOFA Client Statewide Data System (PeerPlace) reporting system. Vouchers will be submitted each month for each specific service. When a voucher is submitted reviews are conducted by DSPS staff to determine if the contract's performance goals and objectives are being met in a fiscally responsible and appropriate fashion. The actual number of elderly served and units of service are compared to annual goals set forth in the contractual agreement and a percentage is calculated to show how well they are meeting their goals. The Vouchering System will reimburse Municipality based on the calculated performance percentage for either number of people served or number of units served.

- Claims will only be paid based on summary reports in the PeerPlace system. The number of elderly served and units provided for each service each month must be entered into PeerPlace each month. The PeerPlace data must agree with the claim amount for that month and that particular service. DSPS Program staff will monitor fiscal claims to ensure the number of units or persons reported for the month corresponds to the PeerPlace data.
- A hard copy of the PeerPlace report on the number of units and people served must accompany each claim form. DSPS Program staff will sign off on each claim prior to Fiscal processing. Monthly payments will be made on a unit cost basis or a per person cost basis only.
- Payment will be capped at 1/12 of the total allocation each month. At the end of the year adjustments will be made to the final claim to address extreme cyclical periods.

Funding for subsequent years will be based upon service delivery performance of the previous program year.

**WESTCHESTER COUNTY
DEPARTMENT OF SENIOR PROGRAMS AND SERVICES
2024 TITLE III-C & 2023 - 2024 NSIP**

UNIT COSTS FOR NUTRITION PROGRAM YEAR 2024

Title III-C-1 Congregate Meals & Title III-C-2 Home Delivered Meals

Federal Reimbursement per Meal @ \$9.62

FOOD		OTHER PROGRAM COSTS		TOTAL	REIMBURSEMENT RATE
\$3.17	Federal Share	Federal	\$6.45	Federal	\$9.62 75%
<u>\$1.06</u>	<u>Local Share</u>	<u>Local</u>	<u>\$2.15</u>	<u>Local Share</u>	<u>\$3.21</u>
\$4.23	Net Cost of Meal	Total	\$8.60	Net	\$12.83
\$0.74	Federal Estimated Nutrition Services Incentive Program				
<u>\$1.30</u>	<u>Uniform Food Contribution</u> Gross Food Costs based upon Westchester County				
\$6.27	Regional Kitchen Costs				

Gross Unit Cost Per Meal Without Nutrition Services Incentive Program = \$14.87 - \$0.74 = \$14.13

**WESTCHESTER COUNTY DEPARTMENT OF SENIOR PROGRAMS & SERVICES
REVISED BUDGET FORM
UNIT COST REIMBURSEMENT - 2024**

TOWN OF SOMERS
Municipality

**TITLE III-C-1
GRANT**

	BUDGET CATEGORY	TITLE IIIC-1 CONGREGATE MEALS, OTHER SERVICES & ADMINISTRATIVE MANAGEMENT COSTS
1.	FEDERAL ALLOCATION	\$26,763.05
2.	Line 1 ÷ .75	\$32,785.05
3.	Local Share (Line 2 - Line 1)	\$6,022.00
4.	Number of Meals Budgeted on a Unit Cost Basis @ \$9.62 per meal (Line 1 ÷ \$9.62)	2,782
5.	Title IIIC-1 Total Performance-Based Meal costs @ \$14.87 per meal (Line 4 x \$14.87)	\$41,369.00
6.	Actual Nutrition Services Incentive Program Funding	\$1,484.64
7.	Budgeted Contributions @ \$1.30 per meal (Line 4 x \$1.30)	\$3,617.00
8.	Municipality Projected Meals to be Served (Complete Lines 9 through 12 <u>ONLY</u> if the meals projected on Line 8 are greater than the meals budgeted on Line 4)	
9.	Difference Between Budgeted Meals in Line 4 and Projected Meals (Line 8 - Line 4)	
10.	Total Cost for Additional Meals @ \$14.13 x Line 9	
11.	Additional NSIP Funding (Line 9 x \$ 0.74)	
12.	Total Contributions = Municipality Average per meal contribution from Line 12 of last voucher _____ x the greater of Line 4 or Line 8 (indicate month used: _____)	
13.	Budgeted Contributions Surplus/Deficit (Line 12 - Line 7)	
14.	Municipality Other Resources needed for additional meals (Line 10 - Line 11 - Line 13) If Line 13 is negative it will be added instead of subtracted. If Line 14 is negative there is a surplus and Municipality must complete page 2 before completing Lines 16 & 17, and enter on line 15	
15.	Total Non-Recurring Costs from Page 2 of the Budget	
16.	TOTAL ALL RESOURCES (Line 2 + Line 6 + Line 11 + Line 14 (if 14 is positive) or Line 15)	
17.	TOTAL Gross Per Meal Cost (Line 16 ÷ the greater of Line 4 or Line 8)	

**WESTCHESTER COUNTY DEPARTMENT OF SENIOR PROGRAMS AND SERVICES
REVISED BUDGET FORM
UNIT COST REIMBURSEMENT - 2024**

TOWN OF SOMERS
Municipality

TITLE III-C-2
GRANT

	BUDGET CATEGORY	TITLE III-C-2 HOME DELIVERED MEALS, OTHER SERVICES & ADMINISTRATIVE MANAGEMENT COSTS
1.	FEDERAL ALLOCATION	\$35,882.21
2.	Line 1 ÷ .75	\$41,021.21
3.	Local Share (Line 2 - Line 1)	\$5,139.00
4.	Number of Meals Budgeted on a Unit Cost Basis @ \$9.62 per meal (Line 1 ÷ \$9.62)	3,730
5.	Title III-C-2 Total Performance-Based Meal costs @ \$14.87 per meal (Line 4 x \$14.87)	\$55,466.00
6.	Actual Nutrition Services Incentive Program Funding	\$2,028.86
7.	Budgeted Contributions @ \$1.30 per meal (Line 4 x \$1.30)	\$4,849.00
8.	Municipality Projected Meals to be Served (Complete Lines 9 through 12 ONLY if the meals projected on Line 8 are greater than the meals budgeted on Line 4)	
9.	Difference Between Budgeted Meals in Line 4 and Projected Meals (Line 8 - Line 4)	
10.	Total Cost for Additional Meals @ \$14.13 x Line 9	
11.	Additional NSIP Funding (Line 9 x \$ 0.74)	
12.	Total Contributions = Municipality Average per meal contribution from Line 12 of the last voucher report \$ _____ x the greater of Line 4 or Line 8 (indicate month used: _____)	
13.	Budgeted Contributions Surplus/Deficit (Line 12 - Line 7)	
14.	Municipality Other Resources needed for additional meals (Line 10-Line 11-Line 13) If Line 13 is negative it will be added instead of subtracted. If Line 14 is negative there is a surplus and Municipality must complete page 2 before completing Lines 16 & 17, and enter on line 15	
15.	Total Non-Recurring Costs from Page 2 of the Budget	
16.	TOTAL ALL RESOURCES (Line 2+Line 6+Line 11+Line 14 (if 14 is positive) or Line 15)	
17.	TOTAL Gross Per Meal Cost (Line 16 ÷ the greater of Line 4 or Line 8)	

Sent to:
TB, ITA, ITC
5/8/26
KA



New York State
Unified Court System

Hon. Joseph A. Zayas, J.S.C.
Chief Administrative Judge

March 27, 2026

Dear Supervisor:

Section 2019-a of the Uniform Justice Court Act requires that town justices annually provide their court records and dockets to the auditing board of the town, and that such records then be examined, and that fact be entered into the minutes of the board's proceedings.

The Unified Court System's Division of Internal Audit Services is responsible for monitoring town board compliance with Section 2019-a. Accordingly, I am requesting that you provide a copy of the audit of your local court's records for fiscal year ending in 2025 and a copy of your board resolution acknowledging that the required examination was conducted.

Please email the report and resolution to tvauditcompliance@nycourts.gov or mail to Carol Jones, Director of Internal Audit Services, NYS Unified Court System, 224 Harrison Street, Suite 504, Syracuse, NY 13202. Please respond by April 30, 2026.

If you have any questions, please contact Anna Dussing at (518) 453-4660 or at the e-mail listed above. Thank you for your cooperation.

Very truly yours,

/asd

c: Carol Jones, CPA, CIA
Anna Dussing

As of 03/16/2017 11:05AM , the Laws database is current through 2017 Chapters 1-23

Uniform Justice Court

§ 2019-a. Justices' criminal records and docket.

The records and dockets of the court except as otherwise provided by law shall be at reasonable times open for inspection to the public and shall be and remain the property of the village or town of the residence of such justice, and at the expiration of the term of office of such justice shall be forthwith filed by him in the office of the clerk of such village or town, provided, however, that if such records and dockets are transferred pursuant to section twenty hundred twenty-one of the uniform district court act, the responsibility for such records and dockets by the city, village or town shall cease and they shall be the property of the district court to which they are transferred. The record of every criminal action shall state the names of the witnesses sworn and their places of residence, and if in a city, the street and house number; and every proceeding had before him. It shall be the duty of every such justice, at least once a year and upon the last audit day of such village or town, to present his records and docket to the auditing board of said village or town, which board shall examine the said records and docket, or cause same to be examined and a report thereon submitted to the board by a certified public accountant, or a public accountant and enter in the minutes of its proceedings the fact that they have been duly examined, and that the fines therein collected have been turned over to the proper officials of the village or town as required by law. Any such justice who shall willfully fail to make and enter in such records and docket forthwith, the entries by this section required to be made or to exhibit such records and docket when reasonably required, or present his records and docket to the auditing board as herein required, shall be guilty of a misdemeanor and shall, upon conviction, in addition to the punishment provided by law for a misdemeanor, forfeit his office.

Sent to:
TB, TA, TC
5/8/26
KD

Town of Somers, New York

Town Justice Court

Statement of Cash Receipts,
Cash Disbursements and Cash Balances

Year Ended December 31, 2025

Independent Auditors' Report

**The Honorable Town Supervisor
and Members of the Town Board
of the Town of Somers, New York**

Report on the Audit of the Financial Statement

Opinion

We have audited the statement of cash receipts, cash disbursements and cash balances of the Town Justice Court of the Town of Somers, New York, as of and for the year ended December 31, 2025, and the related note to the financial statement.

In our opinion, the accompanying financial statement referred to above presents fairly, in all material respects, the cash receipts, cash disbursements and cash balances of the Town Justice Court of the Town of Somers, New York as of December 31, 2025, and for the year then ended in accordance with the cash basis of accounting described in Note 1.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America ("GAAS"). Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statement section of our report. We are required to be independent of the Town Justice Court of the Town of Somers, New York, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Emphasis of Matter – Basis of Accounting

We draw attention to Note 1 of the financial statement, which describes the basis of accounting. The financial statement is prepared on the cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Responsibilities of Management for the Financial Statement

Management is responsible for the preparation and fair presentation of this financial statement in accordance with the cash basis of accounting described in Note 1, and for determining that the cash basis of accounting is an acceptable basis for the preparation of the financial statement in the circumstances. Management is also responsible for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of the financial statement that is free from material misstatement, whether due to fraud or error.

Auditors' Responsibilities for the Audit of the Financial Statement

Our objectives are to obtain reasonable assurance about whether the financial statement as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statement.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statement, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statement.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town Justice Court of the Town of Somers, New York's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statement.
- Conclude whether, in our judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town Justice Court of the Town of Somers, New York's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Restriction on Use

This report is intended solely for the information and use of the Town Board, the Office of Court Administration and management and is not intended to be and should not be used by anyone other than these specified parties.

PKF O'Connor Davies, LLP
PKF O'Connor Davies LLP
Harrison, New York
May 4, 2026

Town of Somers, New York

Town Justice Court
 Statement of Cash Receipts, Cash Disbursements and Cash Balances
 Year Ended December 31, 2025

	Joint Bail	Fines and Parking	
		Justice McDermott	Justice Marra
CASH RECEIPTS			
Bail	\$ 11,500	\$ -	\$ -
Fines, fees and other	-	115,393	106,449
Total Cash Receipts	<u>11,500</u>	<u>115,393</u>	<u>106,449</u>
CASH DISBURSEMENTS			
Remittances to Town	-	115,918	104,261
Bail refunds and bail applied to fines and forfeitures	81,500	-	-
Total Cash Disbursements	<u>81,500</u>	<u>115,918</u>	<u>104,261</u>
Excess (Deficiency) of Cash Receipts Over Cash Disbursements	(70,000)	(525)	2,188
CASH BALANCES			
Beginning of Year	83,553	4,455	11,495
End of Year	<u>\$ 13,553</u>	<u>\$ 3,930</u>	<u>\$ 13,683</u>
CASH BALANCES REPRESENTED BY			
Amounts due to Town	\$ -	\$ 3,930	\$ 13,683
Undisposed cases	13,553	-	-
Cash Balances - December 31, 2025	<u>\$ 13,553</u>	<u>\$ 3,930</u>	<u>\$ 13,683</u>

The accompanying note is an integral part of the financial statement.

Town of Somers, New York

Town Justice Court
Note to Financial Statement
December 31, 2025

Note 1 - Summary of Significant Accounting Policies

A. Basis of Accounting

This financial statement was prepared on the basis of cash receipts and cash disbursements in conformity with the accounting principles prescribed in the New York State Handbook for Town and Village Justices and Court Clerks, which is a comprehensive basis of accounting other than generally accepted accounting principles. Under this basis of accounting, revenues are recognized when cash is received and expenditures are recognized when cash is disbursed.

B. Cash and Equivalents, Investments and Risk Disclosures

Cash and Equivalents - Cash and equivalents consist of funds deposited in demand deposit accounts, time deposit accounts and short-term investments with original maturities of less than three months from the date of acquisition.

The Town Justice Court's deposits and investment policies follow the Town of Somers, New York's ("Town") policies. The Town's investment policies are governed by state statutes. The Town has adopted its own written investment policy which provides for the deposit of funds in FDIC insured commercial banks or trust companies located within the state. The Town is authorized to use demand deposit accounts, time deposit accounts and certificates of deposit.

Collateral is required for demand deposit accounts, time deposit accounts and certificates of deposit at 100% of all deposits not covered by Federal deposit insurance. The Town has entered into custodial agreements with the various banks which hold their deposits. These agreements authorize the obligations that may be pledged as collateral. Such obligations include, among other instruments, obligations of the United States and its agencies and obligations of the State and its municipal and school district subdivisions.

Investments - Permissible investments include obligations of the U.S. Treasury, U.S. Agencies, repurchase agreements and obligations of New York State or its political subdivisions.

The Town follows the provisions of GASB Statement No. 72, "*Fair Value Measurement and Application*", which defines fair value and establishes a fair value hierarchy organized into three levels based upon the input assumptions used in pricing assets. Level 1 inputs have the highest reliability and are related to assets with unadjusted quoted prices in active markets. Level 2 inputs relate to assets with other than quoted prices in active markets which may include quoted prices for similar assets or liabilities or other inputs which can be corroborated by observable market data. Level 3 inputs are unobservable inputs and are used to the extent that observable inputs do not exist.

Risk Disclosure

Interest Rate Risk - Interest rate risk is the risk that the government will incur losses in fair value caused by changing interest rates. The Town does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from changing interest rates. Generally, the Town does not invest in any long-term investment obligations.

Town of Somers, New York

Town Justice Court
Note to Financial Statement (Concluded)
December 31, 2025

Note 1 - Summary of Significant Accounting Policies (Continued)

Custodial Credit Risk - Custodial credit risk is the risk that in the event of a bank failure, the Town's deposits may not be returned to it. GASB Statement No. 40, "*Deposit and Investment Risk Disclosures – an amendment of GASB Statement No. 3*", directs that deposits be disclosed as exposed to custodial credit risk if they are not covered by depository insurance and the deposits are either uncollateralized, collateralized by securities held by the pledging financial institution or collateralized by securities held by the pledging financial institution's trust department but not in the Town's name. The Town's aggregate bank balances that were not covered by depository insurance were not exposed to custodial credit risk at December 31, 2025.

Credit Risk - Credit risk is the risk that an issuer or other counterparty will not fulfill its specific obligation even without the entity's complete failure. The Town does not have a formal credit risk policy other than restrictions to obligations allowable under General Municipal Law of the State of New York.

Concentration of Credit Risk - Concentration of credit risk is the risk attributed to the magnitude of a government's investments in a single issuer. The Town's investment policy limits the amount of deposit at each of its banking institutions.
