

Supervisor - Robert Valentine

*Town Board -*

Thomas Becker  
Robert Courtenay  
Orlando Perez  
Cynthia Smith

*Town Justices -*

Janet M. Haislip  
Sharon Worthy-Spiegl

# TOWN OF CHESTER

1786 Kings Highway  
Chester, NY 10918

Tel: (845) 469-7000  
Fax: (845) 469-9242  
www.chester-ny.gov

*Town Clerk - Linda A. Zappala*

*Highway Supt. - Anthony LaSpina*

*Receiver of Taxes - Vincent A. Maniscalco*

*Building Inspector - Alexa Burchianti*

*Assessor - John Schuler, III*

*Police Dept. - Daniel J. Doellinger, Chief*

## DECLARATION OF STATE OF EMERGENCY TOWN OF CHESTER

Pursuant to the authority granted to me under New York State Executive Law, Section 24, in order to preserve public safety, I, Robert Valentine, Town Supervisor of the Town of Chester hereby declare a state of emergency in the Town of Chester for a period of time beginning 3:00 p.m. On March 25, 2020 and lasting until April 30, 12:00 am (2400 hrs).

I hereby direct all departments of the Town of Chester, to take steps necessary to protect life and property, public infrastructure, and provide such emergency assistance deemed necessary.

This state of emergency has been declared due to the ongoing COVID-19 / Coronavirus Disease 2019, which was declared a pandemic by the Centers for Disease Control (CDC) on March 11, 2020, the World Health Organization (WHO) declared this disease a world Pandemic on March 11, 2020, the Governor of the State of New York declared a state of emergency for New York State on March 07, 2020 and on March 13, 2020 the President of the United States filed an Emergency Declaration in regard to COVID-19, is of sufficient severity and magnitude to warrant that certain emergent protective measures to be taken in response to the COVID-19 pandemic emergency to protect the health, safety, and welfare of all the Town residents, pursuant to subparagraph 4 of Section 103 of the General Municipal Law.

These conditions threaten the public safety of the citizens of the Town of Chester.

Dated: March 25, 2020

Signature: \_\_\_\_\_  
Robert Valentine, Town Supervisor

Witness: \_\_\_\_\_  
Linda A. Zappala, Town Clerk

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### Local Emergency Orders

#### TOWN OF CHESTER EMERGENCY ORDER LIMITING ACCESS TO TOWN HALL

I, Robert Valentine, Town Supervisor of the Town of Chester, New York, in accordance with a declaration of a State of Emergency executed on the 25th day of March, 2020, and pursuant to Section 24 of Article 2-B, New York State Executive Law, do hereby order that Town Hall remains staffed Monday - Thursday 8:00 am to 5:00 pm. and requiring that anyone having business with Town Hall are prohibited from visiting Town Hall unless they are accessing the drop box placed in the vestibule, during business hours. All others will communicate via phone, email, fax or mail. This order is to comply with the limits on gatherings and social distancing.

Signed this 25th day of March, 2020, at 7:15pm. in the Town of Chester, New York.

Signature: \_\_\_\_\_  
Robert Valentine

Title: Town Supervisor

Witness: \_\_\_\_\_

Title: Town Clerk

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## Local Emergency Orders

### TOWN OF CHESTER EMERGENCY ORDER TOWN WATER DISTRICT BILLING AND CHARGES

I, Robert Valentine, Town Supervisor of the Town of Chester, New York, in accordance with a declaration of a State of Emergency executed on the 25th day of March, 2020, and pursuant to Section 24 of Article 2-B, New York State Executive Law, do hereby order the suspension of any Town Policy, agreement, and / or code to the extent that it conflicts with this or any emergency order and / or emergency declaration. It has been determined that due to the state of emergency and by the Governor's executive orders, that residents have been furloughed and / or laid off due to the COVID-19 Pandemic and the state(s) of emergency related here to. To provide immediate relief to our residents who have received the April water district billing, that they will be afforded relief during this emergency. The water and sewer district billing which was due on April 30, 2020 will now be deferred for thirty days (30) or May 31, 2020. The Town will defer the April water district billing. This will afford all residents an additional thirty (30) days in order to provide them with ample opportunity to pay. The April billing will be deferred for thirty (30) days with no penalty and / or surcharge. All late fees will be frozen from March 19, 2020 until June 1, 2020. This order is in response to the COVID-19 emergency. This emergency order is effective immediately and continuing until further order of the Town Supervisor and / or Governor of the State of New York.

Signed this 25th day of March, 2020, at 7:00 p.m. in the Town of Chester, New York.

Signature: \_\_\_\_\_  
Robert Valentine

Title: Town Supervisor

Witness: \_\_\_\_\_

Title: Town Clerk



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## Local Emergency Orders

### **TOWN OF CHESTER EMERGENCY ORDER TOWN EMPLOYEES ASSIGNMENTS & EMERGENCY SCHEDULING**

I, Robert Valentine, Town Supervisor of the Town of Chester, New York, in accordance with a declaration of a State of Emergency executed on the 25th day of March, 2020, and pursuant to Section 24 of Article 2-B, New York State Executive Law, do hereby order the suspension of any Town Policy, agreement, and / or contract to the extent that it conflicts with this or any emergency order and / or emergency declaration. It has been determined by the Governor's executive order (202.4) that all local municipalities must evaluate their staff and declare which staff is non-essential and who, if absent, will not affect the continuity of the local government and their ability to respond to the COVID-19 emergency. Those employees who are determined to be non-essential shall be ordered to work from home when the employee is able to work from home. Additionally, the Town Supervisor shall have the power and authority to alter work schedules, times and / or days off in order to keep the continuity of the local government functioning and ready, willing and able to address any and all situations that will and / or may arise from the COVID-19 emergency. This emergency order is effective immediately and continuing until further order of the Town Supervisor and / or Governor of the State of New York.

Signed this 25th day of March, 2020, at 7:15p.m. in the Town of Chester, New York.

Signature: \_\_\_\_\_

Title: Robert Valentine  
Town Supervisor

Witness: \_\_\_\_\_

Title: Linda A. Zappala  
Town Clerk

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## Local Emergency Orders

### **TOWN OF CHESTER EMERGENCY ORDER IN REGARDS TO APPLICANTS BEFORE THE ZBA AND PLANNING BOARD**

I, Robert Valentine, Town Supervisor of the Town of Chester, New York, in accordance with a declaration of a State of Emergency executed on the 25th day of March, 2020, and pursuant to Section 24 of Article 2-B, New York State Executive Law, do hereby order the suspension of the Town Code as it related to zoning deadlines and requirement for public hearings and / or public meetings to be held by a certain date and time. These requirements will be suspended for thirty (30) days allowing all applicants that are presently before the ZBA and / Planning Board an automatic thirty (30) day extension on all applications before these boards.

Signed this 25th day of March, 2020, at 7:15p.m. in the Town of Chester, New York.

Signature: \_\_\_\_\_

Robert Valentine

Title: \_\_\_\_\_

Town Supervisor

Witness: \_\_\_\_\_

Linda A. Zappala

Title: \_\_\_\_\_

Town Clerk

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## Local Emergency Orders

### TOWN OF CHESTER EMERGENCY ORDER EMERGENCY PURCHASES

I, Robert Valentine, Town Supervisor of the Town of Chester, New York, in accordance with a declaration of a State of Emergency executed on the 25th day of March, 2020, and pursuant to Section 24 of Article 2-B, New York State Executive Law, do hereby order the Town cannot wait for competitive bidding process when conditions affecting response to this pandemic and public safety, public property or life, health, and safety of residents exists that may require immediate action. I hereby suspend the Town's competitive bidding process and procurement policy. All department heads requesting to make purchases or order services that are outside of the Town's procurement policy, are required to first get prior written approval from the Town Supervisor, or in his absence the Town Comptroller, prior to executing the purchase or ordering the service.

All other procedures in regards to a purchase or ordering of services must be followed and filed in writing with the Town's Accounts Payable clerk without exception.

Signed this 25th day of March, 2020, at 7:15 p.m. in the Town of Chester, New York.

Signature: \_\_\_\_\_

Robert Valentine

Title: Town Supervisor

Witness: \_\_\_\_\_

Linda A. Zappala

Title: Town Clerk