

KENNETH SCHMITT
Town Supervisor

TOWN OF CARMEL
TOWN HALL

ANN SPOFFORD
Town Clerk

SUZANNE MC DONOUGH
Town Councilwoman
Deputy Supervisor

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KATHLEEN KRAUS
Receiver of Taxes

MICHAEL A. BARILE
Town Councilman
JOHN D. LUPINACCI
Town Councilman
JONATHAN SCHNEIDER
Town Councilman

MICHAEL SIMONE
Superintendent of Highways
Tel. (845) 628-7474

TOWN BOARD VOTING MEETING
Wednesday, October 2, 2019, 2019 7:00pm

Pledge of Allegiance – Moment of Silence

6:00pm Executive Session:

1. Michael Martin, Dep.Hwy.Sup. – Personnel
2. Interview Perspective Vendor-Master Plan & Code Revisions

Distribution of the Tentative Budget Fiscal Year Ending 2020 to the Carmel Town Board by Ann Spofford, Town Clerk

- **Budget Message 2020 - Kenneth Schmitt, Town Supervisor**
- **PowerPoint Presentation of 2020 Budget by Mary Ann Maxwell, Town Comptroller**

Town Board Voting Meeting:

1. Res: Accepting Proposal for Special Counsel
2. Res: In Support of Parking and Vehicle and Traffic Controls-New York State Department of Transportation Signal Improvements Project U.S. Route 6
3. Res: Authorizing Mailing of Lake Casse Park District Newsletter
4. Res: Authorizing Budget Modifications #2019/04
5. Res: Authorizing Acceptance of Proposal for Purchase and Installation of Air Conditioning Unit – Sycamore Park Recreation Building
6. Res: Accepting Proposal and Authorizing Award of Bid for Painting of Reflectorized Payment Striping – Town of Carmel Highway Department
7. Res: Establishing Employment Anniversary Date
8. Res: Authorizing Town of Carmel Director of Codes Enforcement Attendance at Seminar
9. Res: Authorizing Town of Carmel Fire Inspector Attendance at Seminar
10. Res: Authorizing Extension of Contract for Cemetery Maintenance Services – R2016-003
11. Res: Authorizing Acceptance of Proposal for Contracting Services for Sewer Street Lateral Repair
12. Res: Entry into Contract for Maintenance Services – Lake Casse Park District - R2019-008

13. Res: Accepting Proposal for Landscaping and Maintenance Services – Town of Carmel Landfill
14. Res: Authorizing Substitution of Collateral in Connection with Performance Bond TM# 65.05-1-38 CountryScapes / Wixon Pond Estates Subdivision
15. Res: Authorizing Payment for Repairs
16. Res: Authorizing Payment for Repairs
17. Res: Authorizing Signing of Change Order #1 Airport Park Phase II Improvements Contract # C255
18. Res: Declaring Water Emergency Pursuant to Section 151-22 of the Town Code

- **Public Comment (Three (3) Minutes on Agenda Items Only)**
- **Town Board Member Comments**

Open Forum:

- **Public Comments on New Town Related Business (Three (3) Minutes Maximum for Town Residents, Property Owners & Business Owners Only)**
- **Town Board Member Comments**
- **Adjournment**

*Office of the Supervisor
Kenneth Schmitt*

TOWN OF CARMEL



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SUPERVISOR'S FISCAL YEAR 2020 TENTATIVE BUDGET MESSAGE

Good evening ladies and gentlemen, members of the Town Board, residents and property owners of the Town of Carmel. One of the most important duties of the Town Supervisor is to initiate and coordinate the annual budget process, and tonight, I am presenting the Tentative Fiscal Year 2020 Budget to the Town Clerk, Town Board Members and the public.

First a note about the process; the Tentative Budget is based on months of preparation and collaboration between myself, the Town Comptroller, Mary Ann Maxwell, the Managers of the various Town departments, as well as other Elected Officials, I wish to thank everyone for the care and consideration they took in the preparation of their budget requests. The Town Comptroller and I worked for many days and hours examining every single line item in the budget. Expenses and revenues were reviewed and carefully considered while formulating the Tentative Budget.

In 2011, New York State established a property tax levy limit for all government municipalities known as the 2% Tax Cap, which is now permanent. The Tax Cap law sets a limit on the annual growth of property taxes levied by local governments to 2% or the rate of inflation, whichever is less. In 2020, the rate of inflation increased to 2.07%. The Town's FY 2020 tax levy increase cannot exceed 2%. I am pleased to report to you this evening that my Tentative FY 2020 Budget achieves this mandate and will stay under the New York State Tax cap.

The Tentative FY 2020 Budget is still subject to review and amendments made by the Carmel Town Board. Changes to the Tentative Budget may be made by the Board and a Preliminary Budget will be adopted on October 16th. A Public Hearing will be held on November 6th. A final Town wide and FY 2020 budget must be voted on and adopted on or before November 20th, 2019.

Total Town wide tax increase for 2020:

The 2020 FY Tentative Budget reflects a 0.80% increase in the Town-wide tax rate. Included in my Tentative Budget is Funding for the following initiatives:

- Funding for Professional Consulting Firms to assist the Town in providing professional and technical guidance as the Town moves forward in developing a new Master Plan, along with reviewing and revising the Town of Carmel Town Code.

- \$75,000 for the installation of Bathrooms at Baldwin Meadows Park
- \$75,000 for new natural gas stand-by generator for Carmel Town Hall
- \$50,000 for building special improvements line for future windows replacement at Carmel Town Hall
- \$15,000 for the concrete replacement for the south entrance of Carmel Town Hall
- \$120,000 for Swan Cove Park and Municipal Parking Lot improvements

Our Town Comptroller, Mary Ann Maxwell will now present to you the FY 2020 Town of Carmel Supervisor's Tentative budget. This presentation will provide for you an in depth review of the Town's finances identifying projected expenditures and revenues for Fiscal Year 2020.

In closing, my sincere thanks to Town Comptroller, Mary Ann Maxwell, my office staff, Anne Pasquerello and Joanna Terilli, along with other elected officials, department heads and managers for their diligence and assistance during the preparation of my Tentative FY 2020 Budget.

Respectfully submitted this 2nd day of October, 2019



Kenneth Schmitt,
Supervisor, Town of Carmel

TOWN OF CARMEL

2020

Tentative Budget

NYS Property Tax Cap

In 2011 the NYS Office of State Comptroller established the 2% Real Property Tax Cap Law.

With some exceptions, this law limits the amount local governments and school districts can increase property taxes by the lesser of:

2 percent; or
the rate of inflation.

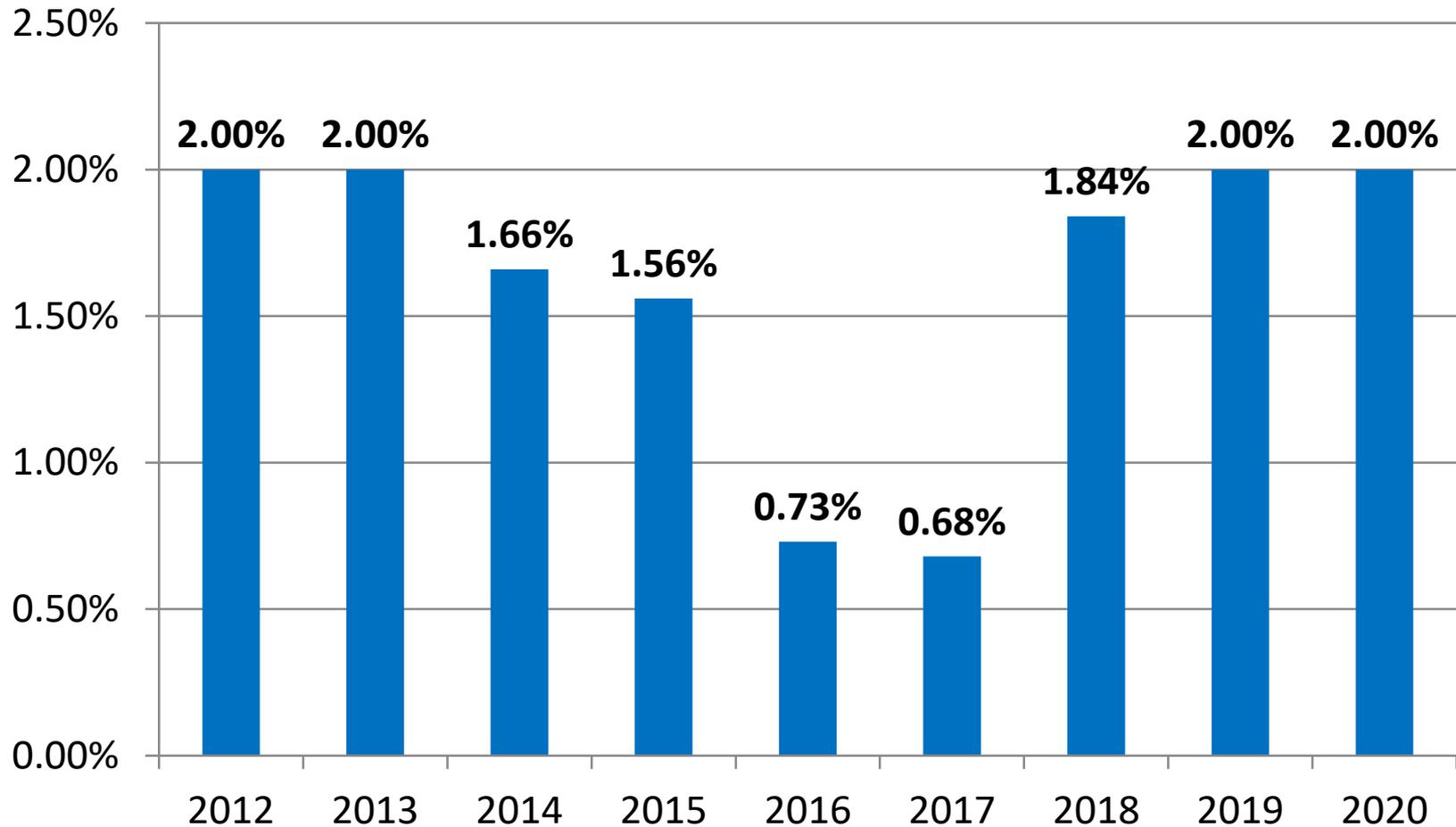
Tax Levy

The ***Allowable Tax Levy Growth*** imposed by NYS Comptroller's Office for the 2020 Budget is 2.00% which is the lesser of 2.07% which is the current rate of inflation.

For the Town of Carmel (Townwide and Special Districts) this equates to a ***Maximum Allowable Tax Levy*** increase of \$986,366.

NYS 2.0% Property Tax Cap

Maximum Allowable Tax Levy



Total Tax Levy Increase

Due to a Retired Capital Debt in 2015 the Town of Carmel still has an Available Carryover from 2019 to 2020 of \$26,788.

Therefore the total *Maximum Allowable 2020 Tax Levy increase* (Townwide/Special Districts) including the carryover is **\$1,013,154**

Maximum Allowable Levy	\$ 986,366
Available Carryover	<u>\$ 26,788</u>
Total Allowable Tax Levy Increase	\$1,013,154

Total Tax Levy Increase

2020 Tentative Budget the Overall Tax Levy Increase of:

* 2020 Tentative Levy Increase: **\$968,278**

Tentative 2020 Budget is under the Tax Cap by \$44,876
(1,013,154 – 968,278 = 44,876)

Due to good financial planning *and an available carryover from a retired capital debt* the Town of Carmel is able to stay under the Tax Cap in the 2020 Tentative Budget.

Tax Levy vs. Tax Rate

Property Tax Levy is calculated by taking the Town's total annual expenditures less any revenues and/or appropriated fund balance equity.

$$\begin{aligned} & \text{Expenditures} \\ & - \text{Revenues} \\ & \underline{+(-) \text{Appropriated Fund Balance}} \\ & = \textit{Property Tax Levy} \end{aligned}$$

The Annual Tax Rate is determined by dividing the total amount of the **property tax levy** by the total taxable assessed value of a town or special district.

$$\begin{aligned} & \text{Property Tax Levy} / \text{Taxable Assessed Value} \\ & = \text{Annual Tax Rate} \end{aligned}$$

Town's 100% Equalized Assessed Value

The Townwide *100% Equalized Assessed Value* used for the 2020 Tentative Budget is 4,830,253,426, an **increase** of approx. 77,463,608 from the prior year equalized assessed value.

An **increase** in the assessed value would result in an **decrease** in the tax rate if the levy remained the same.

2020 Townwide Budget (General/Highway)

Tax Levy

Expenditures	\$30,630,906
(Revenues)	(5,950,910)
Fund Balances - Reserves	<u>(285,000)</u>
Property Tax Levy	\$24,394,996

Tax Rate

Property Tax Levy	\$24,394,996/
Taxable Assessed Value	<u>4,830,253,426</u>
2020 Tax Rate	5.05

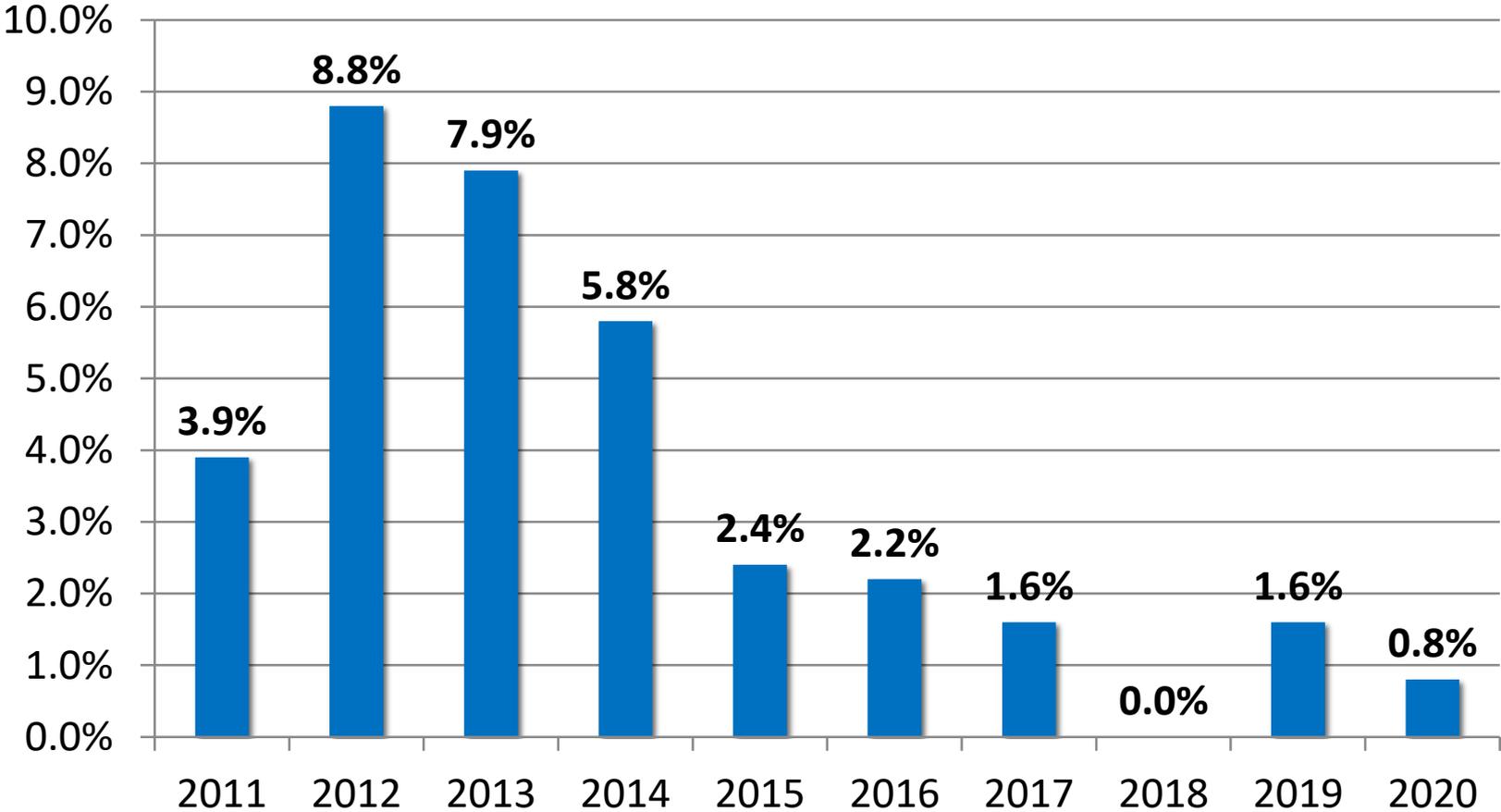
*** 2020 Annual Tax Rate Increase 0.80%**

** Represents tax % increase on rate from prior year*

Tax Rate Annual Increase

Townwide (General/Highway) – 10 Year History

Years 2011-2020



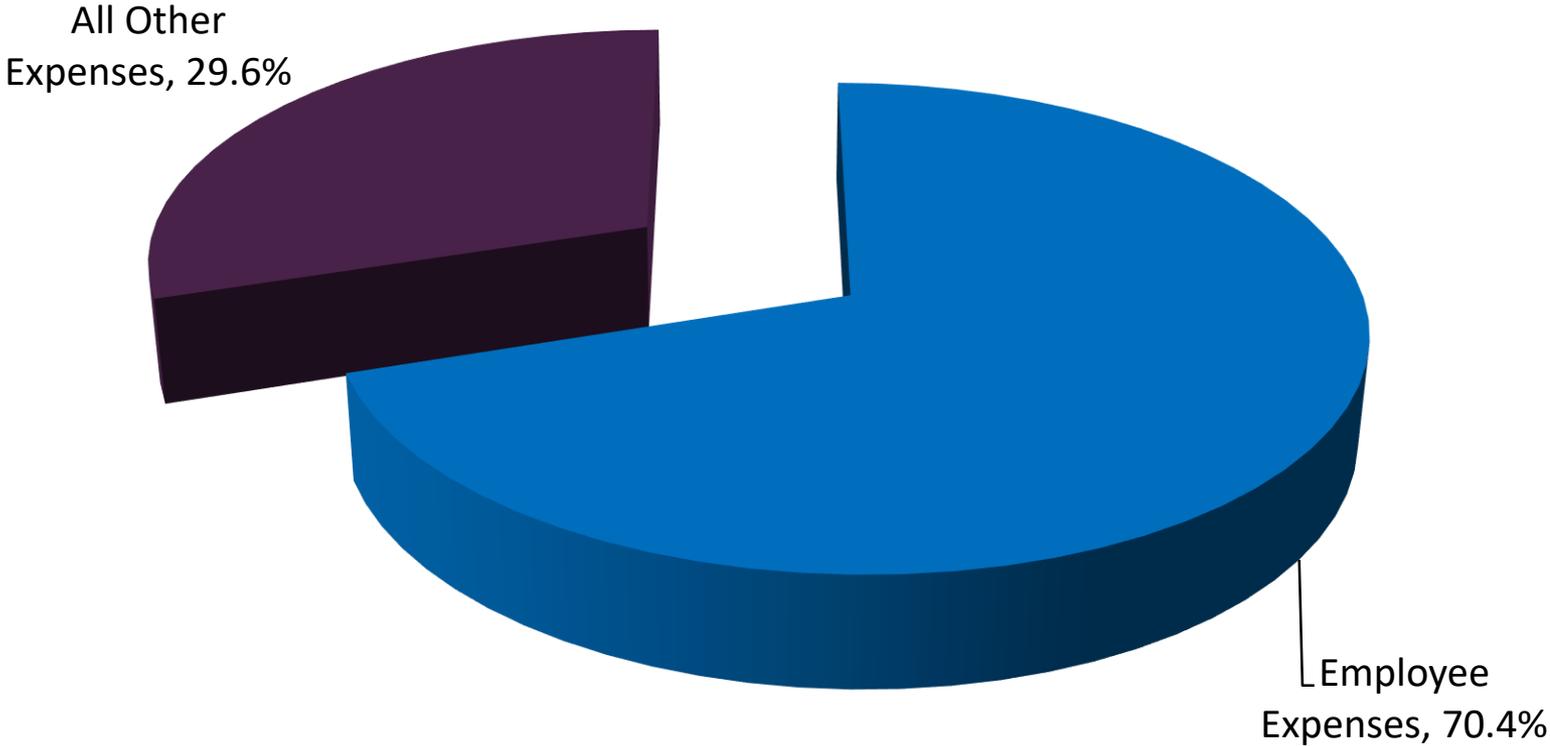
2020 Tentative Townwide Budget

The average homeowner (assessed at \$347,000) would pay approximately \$1,752 per year which is a \$14 increase from the prior year. This assessed valuation reflects the current equalization rate of 100.00%

\$1,985,000 is budgeted for 2020 Annual Townwide Debt Obligations.

Of the \$30.6 million in Townwide Expenditures approximately \$21.6 million is budgeted in 2020 for ***Employee Compensation & Benefit Costs***. This represents a percentage of approximately 70.4% of total expenditures.

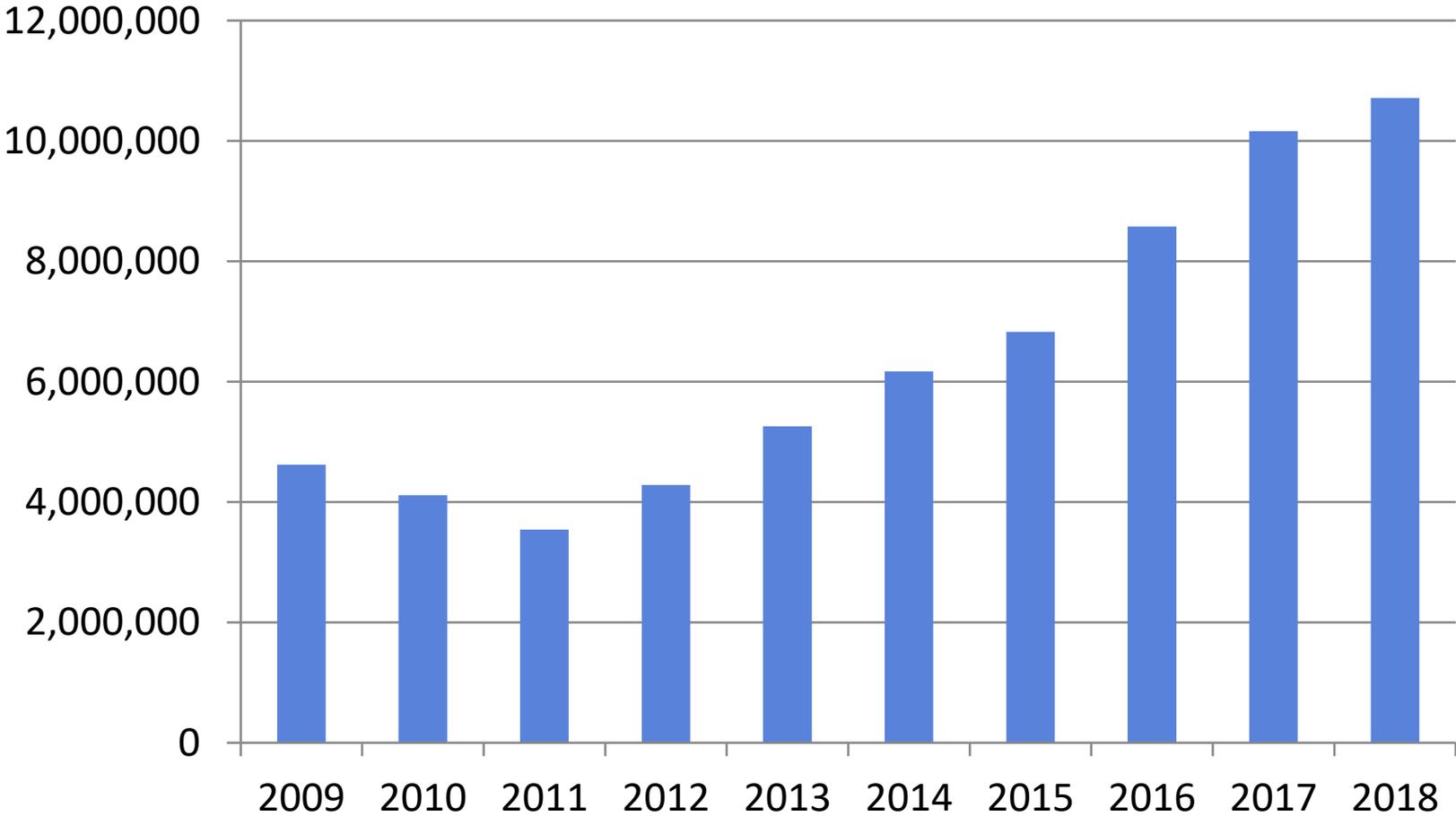
General & Highway Expenditures by Type



**** Employee expenses include Annual Salary, Overtime, Other Compensation Cost, Pension, Health Benefit Costs, Workers Compensation, FICA/Medicare/MTA Tax**

Townwide Fund Equity

10 Year History



BUDGET DRIVERS/HIGHLIGHTS

Employee Benefit Costs:

- **Health Insurance Costs** continue to increase. However since more employees are taking the buyout we are able to lower some of the employee benefit lines.
- **Pension Contributions** decreased slightly (Tier 4 - ERS 15.7%, Tier 2 - PFRS 24.3% of salary). Since many new employees/officers are Tier 5 and Tier 6 we are able to reduce many of the retirement lines because the Town's % contribution is less.
- **Workers Comp Exp** is estimated to remain flat compared to the 2019 actual.

Salary Expense for Union Employees increased 2% due to union contract agreements.

Police Overtime - Police Overtime expense remains the same at \$620,000

Mortgage Tax Revenue the YTD 2019 actual revenue is approximately \$580,000 through August 2019 with a \$950,000 annual budget. \$950,000 is budgeted in 2020.

BUDGET DRIVERS/HIGHLIGHTS

Revenues Increased approximately 4.4% from prior year:

* Employee HI Contributions - increased approximately \$5,000 (*due to union contract agreements*)

* Interest Earnings increased by \$70,000 in the 2020 Budget

* Building Dept Fees increased approximately \$90,000 in the 2020 Budget

Cable Franchise Fees - \$795,000 budgeted revenue in 2020 Budget

Parks and Recreation Fees - \$285,000 budgeted revenue in 2020 Budget

CHIPS Highway Funding – State Aid estimated at \$585,000 in 2020 Budget

Police Lake Patrol – State Aid estimated at \$20,000 in 2020 Budget

Contingent Line – Budgeted \$180,000 in 2020 Tentative Budget (Partially to fund Master Plan and Town Code).

BUDGET DRIVERS/HIGHLIGHTS

Capital Equipment/Projects Budgeted from Reserve Fund Balances/Other:

- Swan Cove Improvements/Upgrades (*\$100k From Capital Reserve*) - \$120,000
- New Generator at Town Hall (*From Capital Reserve*) - \$75,000
- Bathroom Facility at Baldwin Meadows (*From Capital Reserve*) - \$75,000
- 1 unmarked police vehicle (*From Equipment Reserve*) - \$35,000
- Established Capital Improvement line for new windows at Town Hall - \$50,000

New Debt Service – 2020 Required Debt Payments from Land Acquisition, Airport Park, Highway Projects, Water Meter Project, Carmel Water District #2, Carmel Water District #9, Carmel Sewer District #1.

Total ‘New Money’ Debt Issued in 2019 October BAN/Bond Sale = \$6,640,000

Garbage Districts – An estimated 15% increase is budgeted in the Garbage Contracts. Contract bid results are due Oct. 2019.

BUDGET DRIVERS/HIGHLIGHTS

Highway Fund

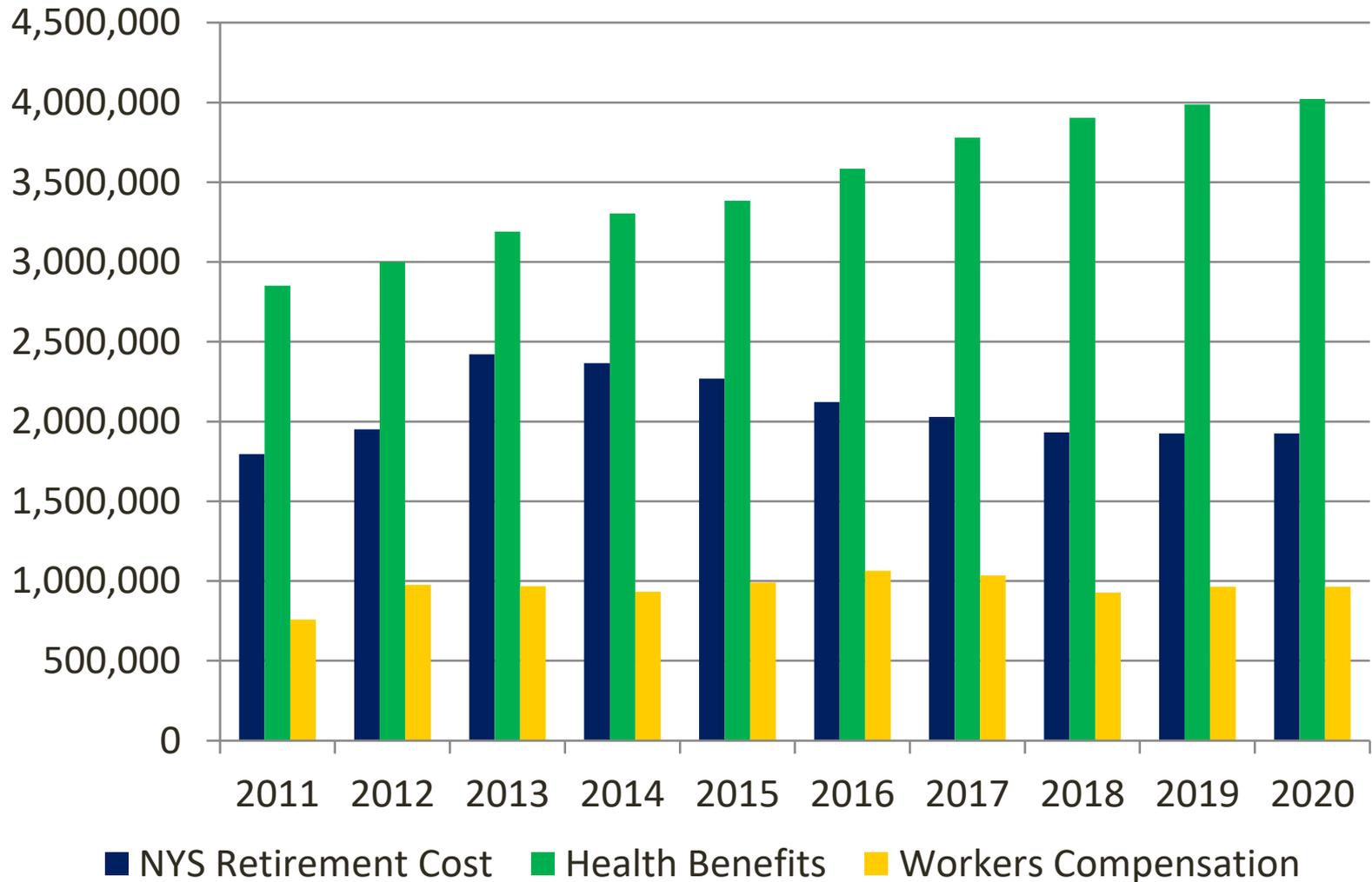
- Budget for snow materials expense \$700k and snow removal overtime expense \$360k remained the same as prior year.
- \$150,000 is budgeted for Capital Machinery increasing the Capital Reserve to \$403,919 due to an unused carryover balance of \$253,919.
- Snow Reserve Fund Balance as of 12/31/18 was \$750,000. Due to rough winter (Jan-March 2019) we may need to transfer money into the snow overtime line to cover OT costs through Dec 2019. Available balance in the overtime line is \$46,147.

CWD #2 and CWD #9 will see a special district tax increase due to annual debt obligations from capital project costs

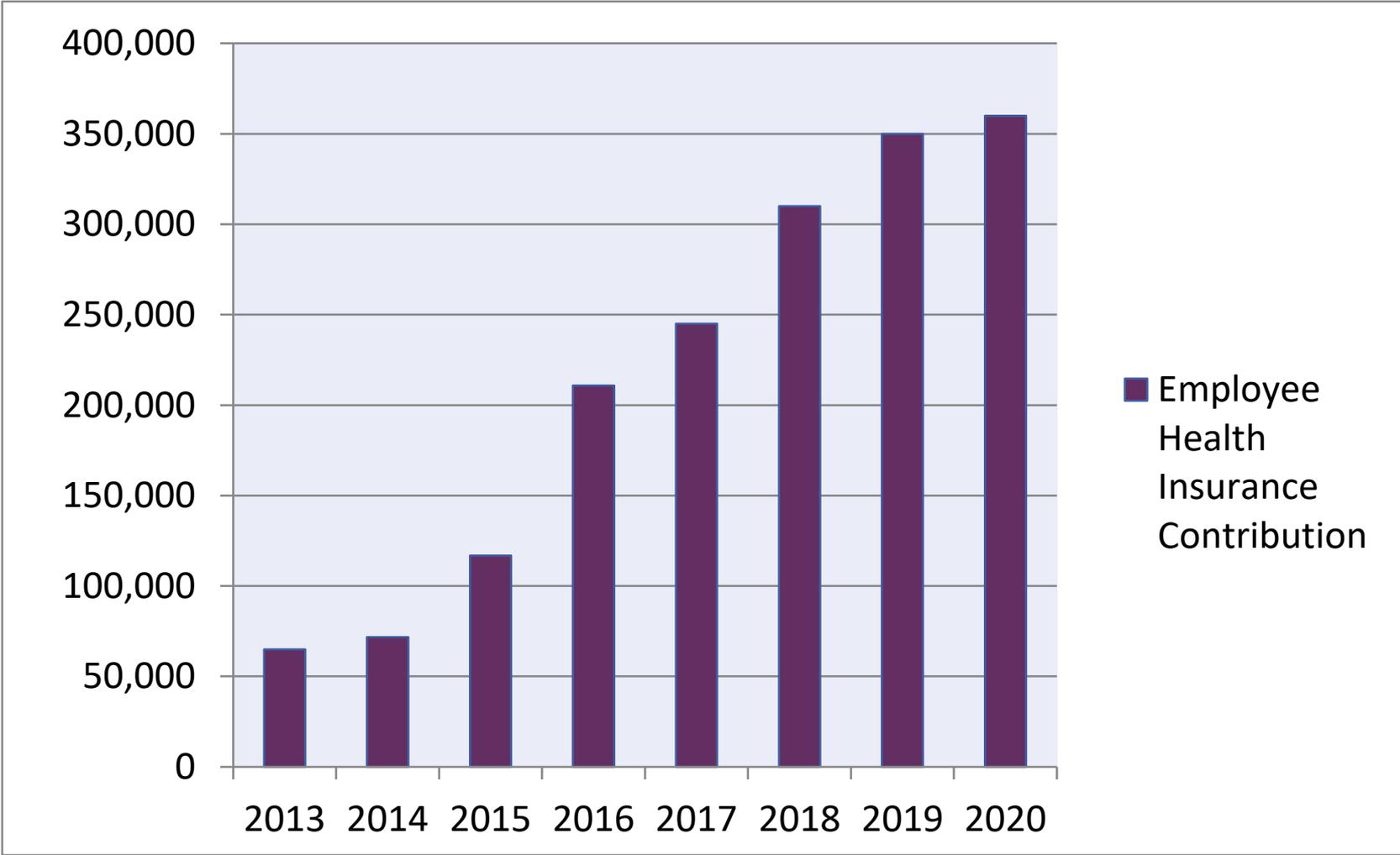
CSD #4 will see a special district tax increase due to an increase in the O&M contract with regard to emergencies and operator overtime expense.

Technology upgrades - \$80,000 is budgeted in the 2020 for technology upgrades. A fund was established for future purchase of *data imaging equipment* - Balance \$75K

Employee/Retiree Benefits Costs 2011-2020



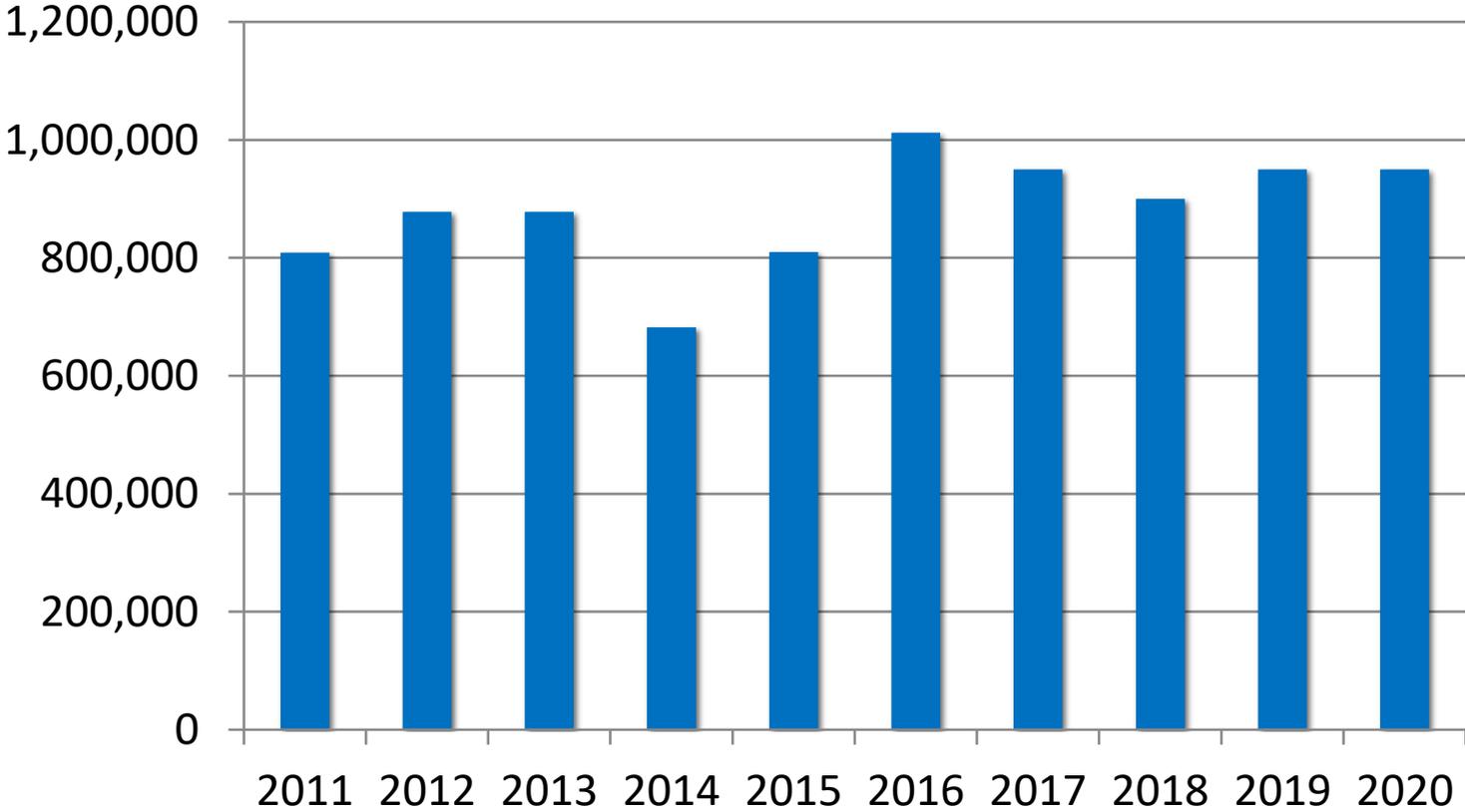
Employee HI Contributions 2013 - 2020



Mortgage Tax Revenue

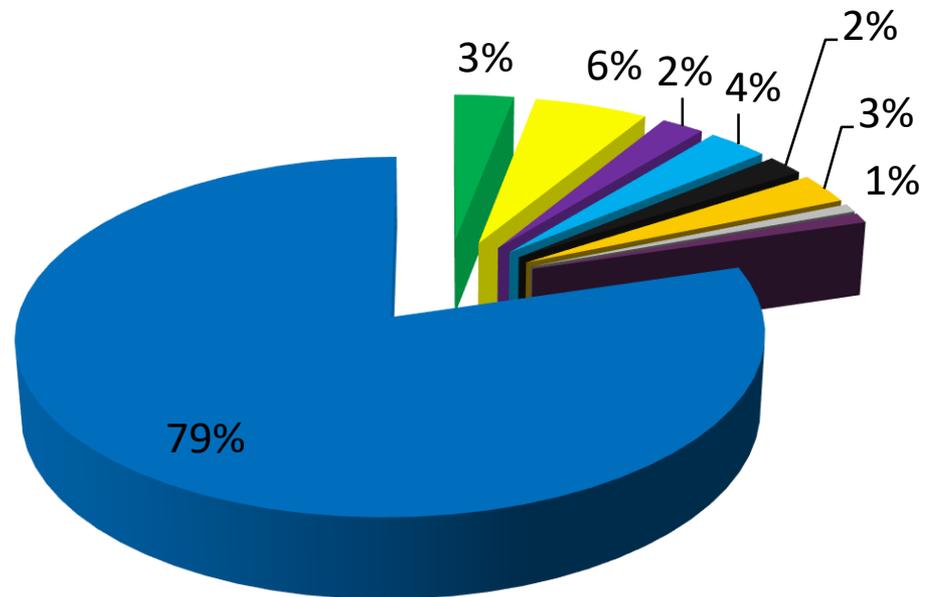
10 Year History

Years 2011-2020

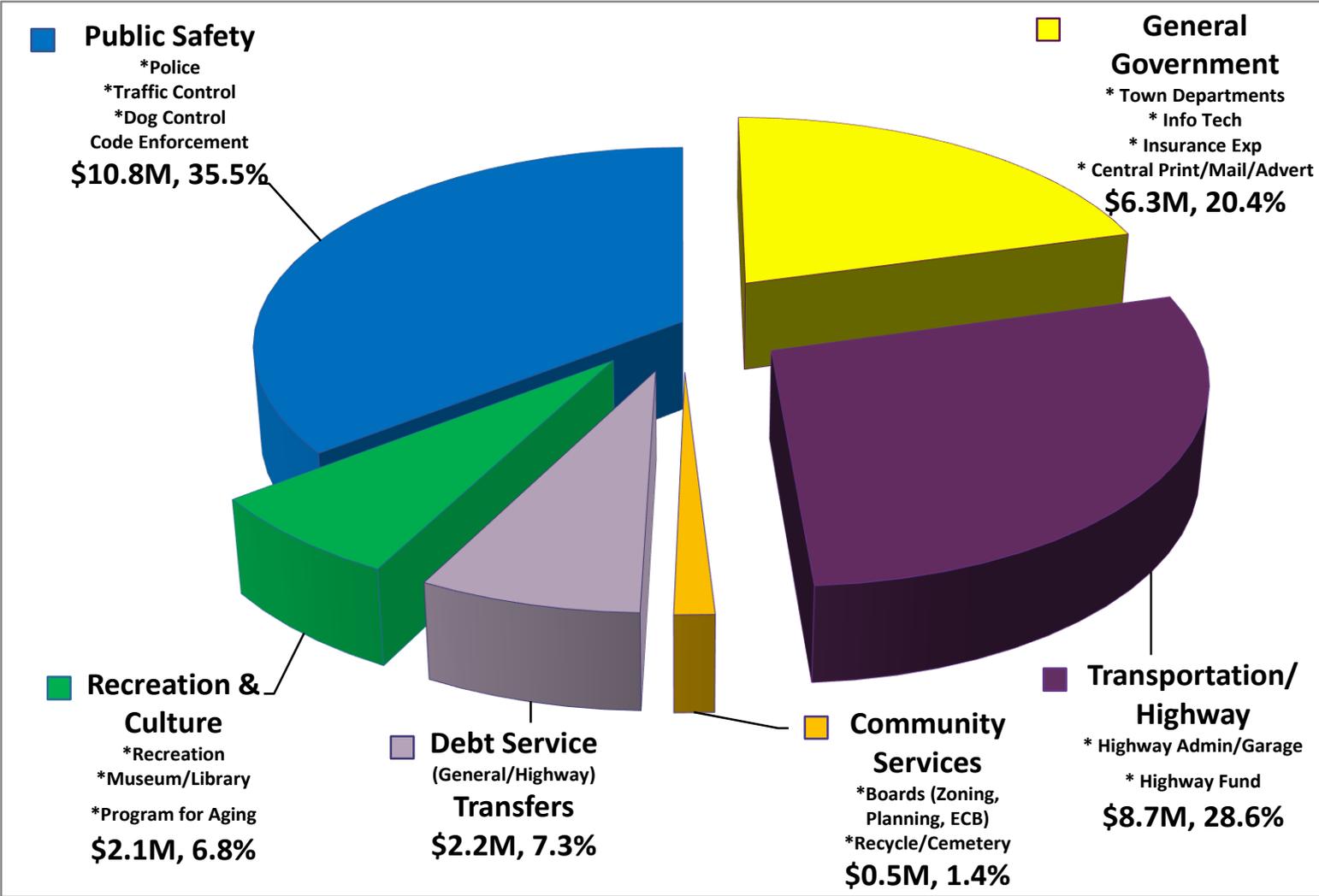


Townwide Budgeted Revenues for Fiscal Year 2020 - \$30,630,906

- Real/Non-Property Tax Items
- State Aid
- Departmental Income
- Inter Govt Service Fees/Revenue
- Use of Money/Property
- Licenses/Permits/Court Fees & Fines
- Transfers
- Fund Balance Appropriation

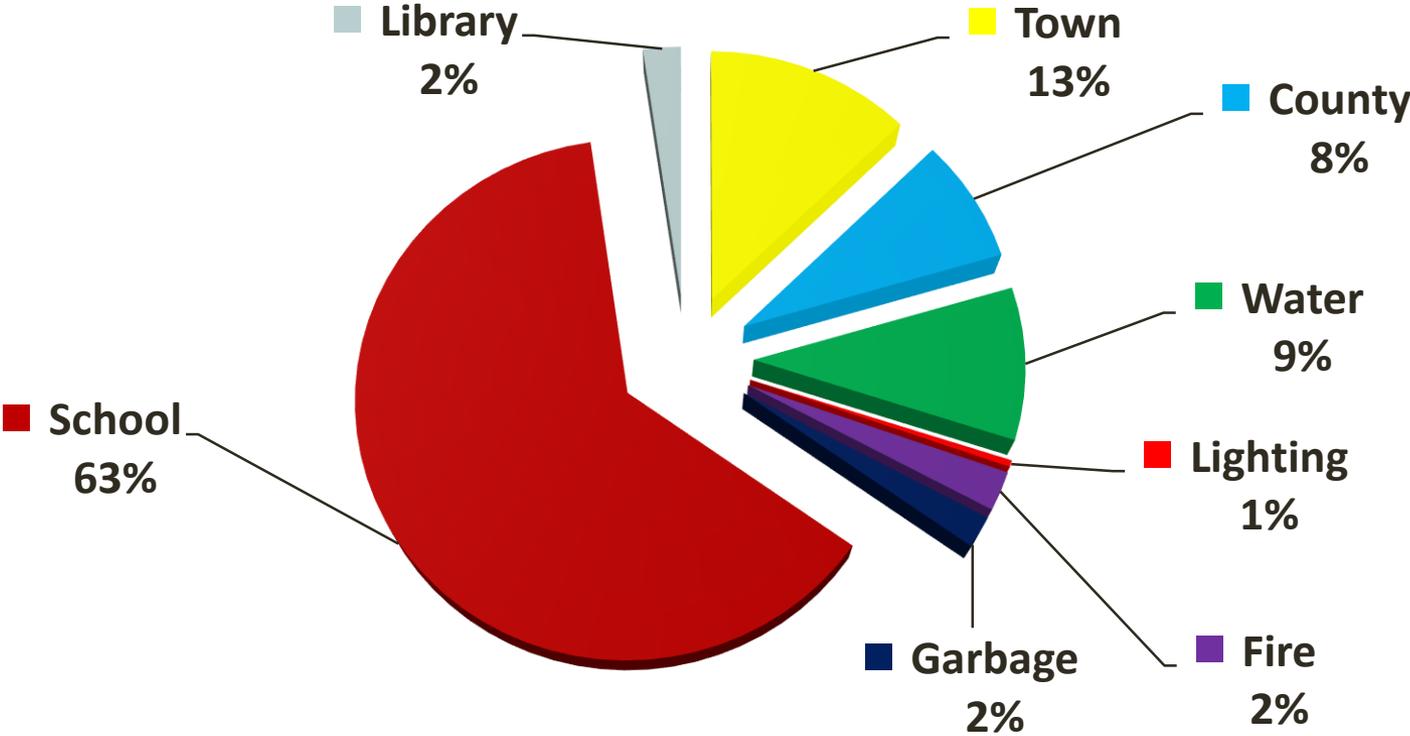


Townwide Budgeted Expenditures for Fiscal Year 2020 - \$30,630,906



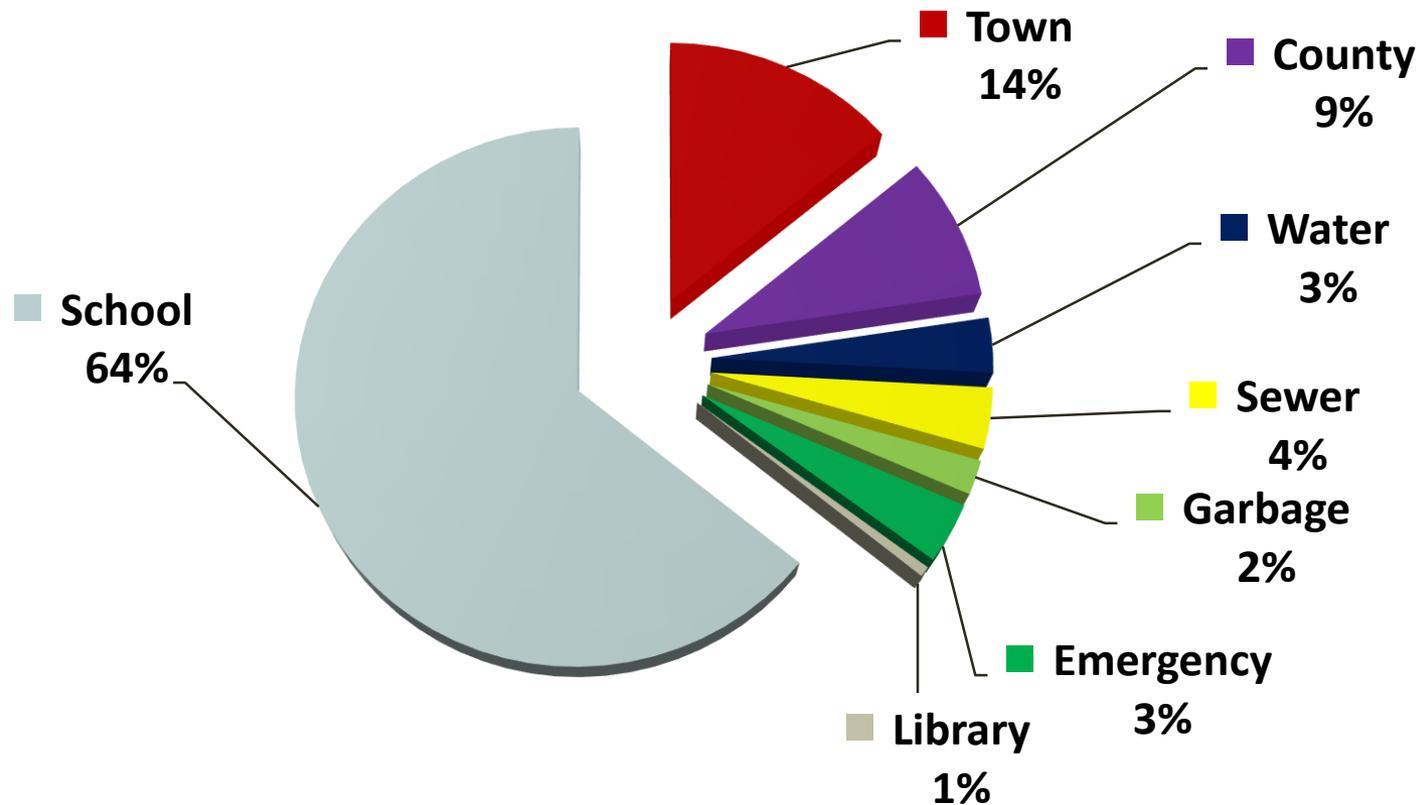
Total Tax Bill for Taxpayer in Mahopac Central School District

Total Tax Bill of a \$410,900 Assessed Value;
Total 2019 Taxes – \$12,539



Total Tax Bill for Taxpayer in Carmel Central School District

Total Tax Bill of a \$331,100 Assessed Value;
Total 2019 Taxes – \$11,880



Questions/Answers

If anyone has any questions or concerns regarding the 2020 Tentative Budget please feel free to stop by the Comptroller's Office or call at (845) 628-1500 ext 175.

Mary Ann Maxwell

Town Comptroller

Town of Carmel

RESOLUTION #1

RESOLUTION ACCEPTING PROPOSAL FOR SPECIAL COUNSEL

WHEREAS, there have been published reports suggesting that there has been a misuse of Town resources by Michael Barile, a member of the Town board, acting in his personal capacity, and more specifically involving an alleged unauthorized hookup to the Town sewer system without proper approvals involving property he owns, that certain violations have been issued in connection with this matter, and that the circumstances are under review by several government agencies as well; and

WHEREAS, the Town Legal Counsel has recused himself from the matter; and

WHEREAS, the Town board has considered engaging Cozen O'Connor, an outside law firm which the board had previously interviewed in connection with other matters, to investigate the allegations and advise on what steps, if any, the Town should take based on the outcome of the investigation; now therefore, it is hereby

RESOLVED, that the Town Board hereby authorizes the Town Supervisor to engage Cozen O'Connor for these purposes on the terms set forth in that certain letter dated September 25, 2019 from Kenneth K. Fisher, a Member of the firm, and to execute the same on behalf of the Town; and

BE IT FURTHER RESOLVED that the board directs all Town employees to fully cooperate with such investigation, to provide such records as Cozen O'Connor requests; and it is further

RESOLVED that Cozen O'Connor is authorized to contact such government entities, individual or other parties as they deem reasonably necessary in furtherance of their investigation.

BE IT FURTHER RESOLVED, that Town Comptroller Mary Ann Maxwell is hereby authorized to make any and all necessary budget revisions to effect payment for the aforesaid proposal

Resolution

Offered by: _____

Seconded by: _____

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Michael Barile	___	___
Jonathan Schneider	___	___
John Lupinacci	___	___
Suzanne McDonough	___	___
Kenneth Schmitt	___	___

RESOLUTION #2

RESOLUTION IN SUPPORT OF PARKING AND VEHICLE AND TRAFFIC CONTROLS – NEW YORK STATE DEPARTMENT OF TRANSPORTATION SIGNAL IMPROVEMENTS PROJECT U.S. ROUTE 6

RESOLVED, that the Town Board of the Town of Carmel hereby supports the project being considered by the New York State Department of Transportation identified as P.I.N. No. 8815.13, specifically those portions of said project which would prohibit parking on U.S. Route 6 in Mahopac from 625 Route 6 East to Buckshollow Road; prohibit left turns from U.S. Route 6 onto U.S. Route 6N and into the proposed Town of Carmel Parking Lot to be located on U.S. Route 6N; and prohibit left turns from Buckshollow Road onto U.S. Route 6; and

BE IT FURTHER RESOLVED the Town Supervisor Kenneth Schmitt is hereby authorized to transmit a copy of this resolution to New York State Department of Transportation immediately.

Resolution

Offered by: _____

Seconded by: _____

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Michael Barile	___	___
Jonathan Schneider	___	___
John Lupinacci	___	___
Suzanne McDonough	___	___
Kenneth Schmitt	___	___

RESOLUTION #3

RESOLUTION AUTHORIZING MAILING OF LAKE CASSE PARK DISTRICT NEWSLETTER

RESOLVED that the Town Board of the Town of Carmel, acting as the Commissioners of the Lake Casse Park District, hereby authorizes the mailing of the September 2019 newsletter as prepared by the Lake Casse Park District Committee to all properties within the district and further directs that the cost thereof be charged as a district expense.

Resolution

Offered by: _____

Seconded by: _____

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Michael Barile	___	___
Jonathan Schneider	___	___
John Lupinacci	___	___
Suzanne McDonough	___	___
Kenneth Schmitt	___	___

RESOLUTION #4

RESOLUTION AUTHORIZING BUDGET MODIFICATIONS

WHEREAS the Town Comptroller MaryAnn Maxwell has reviewed the proposed Final Budget Modifications for the period ending August 31, 2019 with the Town Board which are detailed and explained on the attached Budget Revisions Schedule #2019/04;

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Carmel hereby authorizes and ratifies the Final Budget Modifications/Revisions for the period ending August 31, 2019 as shown itemized on schedule #2019/04, which is attached hereto, incorporated herein and made a part hereof.

Resolution

Offered by: _____

Seconded by: _____

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Michael Barile	___	___
Jonathan Schneider	___	___
John Lupinacci	___	___
Suzanne McDonough	___	___
Kenneth Schmitt	___	___

**TOWN OF CARMEL
BUDGET REVISIONS JULY-AUGUST 2019 #2019/04**

BUDGET REVISION NUMBER	ACCOUNT	ACCOUNT TITLE & TRANSFER DESCRIPTION	INCREASE USES & SOURCES OF FUNDS	DECREASE USES & SOURCES OF FUNDS
GENERAL FUND				
1	100.3120.0024	POLICE ACCIDENT REPAIRS	6,514.85	
	100.1989.2681	INSURANCE RECOVERY - ASSET	*	6,514.85
		- PROVIDE FOR POLICE VEHICLE REPAIRS FROM INSURANCE CLAIM		
2	100.3120.0040	POLICE CONTRACTUAL EXPENSES	2,500.00	
	100.1989.1522	POLICE SPECIAL REVENUES	*	2,500.00
		- PROVIDE FOR PURCHASE OF AEDS FOR POLICE VEHICLES FROM GRANT FUNDING		
3	100.1010.0045	TOWN BOARD RECORDING SERVICES	86,612.00	
	100.1989.9878	FUND BALANCE FOR CAPITAL PROJECTS	*	86,612.00
		- PROVIDE FOR PURCHASE OF VIDEO SYSTEM EQUIPMENT AND UPGRADES PER AUTHORIZING RESOLUTION		
4	100.7310.0045	YOUTH SUSTAIN PROGRAM	15,000.00	
	100.1989.2050	PARK SELF SUSTAINING FEES	*	15,000.00
		- PROVIDE FOR YOUTH SELF SUSTAINING PROGRAMS		
5	100.1620.0045	BUILDING IMPROVEMENTS	8,620.00	
	100.1990.0040	CONTINGENT ACCOUNT		8,620.00
		- TRANSFER FOR PURCHASE AND INSTALLATION OF ROOFTOP AIR CONDITIONING UNIT PER AUTHORIZING RESOLUTION		
6	100.1620.0045	BUILDING IMPROVEMENTS	14,200.00	
	100.1990.0040	CONTINGENT ACCOUNT		14,200.00
		- TRANSFER FOR CONCRETE REPAIRS AT TOWN HALL PER AUTHORIZING RESOLUTION		
7	100.1110.0020	JUSTICE COURT EQUIPMENT	805.00	
	100.1110.0044	JUSTICE COURT RECORDER SERVICES		805.00
		- TRANSFER FOR THE PURCHASE OF CHAIRS IN JUSTICE COURT AND BEHIND COURTROOM DAIS		
8	100.3120.0021	POLICE MOTOR VEHICLES	1,144.00	
	100.3120.0027	POLICE OTHER EQUIPMENT		1,144.00
		- TRANSFER FOR PURCHASE OF TRAILER HITCHES FOR NEW POLICE DURANGOS PER REVISED RESOLUTION		
9	100.3120.0020	POLICE UNIFORMS	20,000.00	
	100.3120.0011	POLICE PERSONNEL SERVICES - UNIFORM		20,000.00
		- TRANSFER FOR UNIFORM AND GEAR COSTS FOR NEWLY HIRED POLICE OFFICERS		
10	100.3121.0012	LAKE PATROL OVERTIME	5,042.00	
	100.3121.0020	LAKE PATROL EQUIPMENT	1,000.00	
	100.3121.0040	LAKE PATROL CONTRACTUAL EXPENSES	1,000.00	
	100.3120.0011	POLICE PERSONNEL SERVICES - UNIFORM		5,042.00
	100.3120.0045	POLICE VEHICLE MAINTENANCE		2,000.00
		- TRANSFER FOR LAKE PATROL EXPENSES		

**TOWN OF CARMEL
BUDGET REVISIONS JULY-AUGUST 2019 #2019/04**

BUDGET REVISION NUMBER	ACCOUNT	ACCOUNT TITLE & TRANSFER DESCRIPTION	INCREASE USES & SOURCES OF FUNDS	DECREASE USES & SOURCES OF FUNDS
11	100.3310.0040	SIGNS CONTRACTUAL EXPENSE	1,000.00	
	100.3310.0020	SIGNS EQUIPMENT EXPENSE		1,000.00
		- TRANSFER FOR SIGNS CONTRACTUAL EXPENSES		
12	100.3620.0086	RETIREE HEALTH INSURANCE	6,500.00	
	100.3620.0011	CODE ENFORCEMENT STAFF		6,500.00
		- TRANSFER FOR RETIREE HEALTH INSURANCE COST		
13	100.5010.0040	HIGHWAY ADMIN CONTRACTUAL EXPENSE	500.00	
	100.5010.0013	TEMPORARY STAFF		500.00
		- TRANSFER FOR HIGHWAY ADMIN CONTRACTUAL EXPENSE		
14	100.7020.0012	RECREATION STAFF ADMIN OVERTIME	6,000.00	
	100.7140.0013	PLAYGROUND TEMPORARY STAFF		6,000.00
		- TRANSFER FOR RECREATION STAFF ADMIN OVERTIME		
15	100.7112.0041	MCDONOUGH SKATE PARK	2,000.00	
	100.7115.0040	AIRPORT CONTRACTUAL EXPENSE	500.00	
	100.7180.0040	BEACH CONTRACTUAL EXPENSE	1,000.00	
	100.7180.0042	BEACH UTILITIES	500.00	
	100.7610.0040	PROGRAM FOR THE AGING CONTRACTUAL EXP	3,500.00	
	100.7110.0020	PARK MAINTENANCE EQUIPMENT		500.00
	100.7112.0040	MCDONOUGH FIELDS CONTRACTUAL EXPENSES		2,000.00
	100.7180.0022	MAHOPAC LAKEFRONT		1,500.00
	100.7140.0013	PLAYGROUND TEMPORARY STAFF		3,500.00
		- TRANSFER FOR MISCELLANEOUS RECREATION EXPENSES		
16	100.8090.0047	RECYCLING SPECIAL EXPENDITURE	2,000.00	
	100.8090.0048	LANDFILL MONITORING		2,000.00
		- TRANSFER FOR RESIDENT E-WASTE EVENT		
HIGHWAY FUND				
17	500.5110.0013	GENERAL REPAIR TEMPORARY LABOR	12,000.00	
	500.5110.0018	HIGHWAY DIFFERENTIAL COMP	1,500.00	
	500.5110.0020	GENERAL REPAIR ROAD TOOLS	1,500.00	
	500.5110.0046	CONTRACTUAL ROAD RENTALS		7,000.00
	500.5110.0083	WORKERS COMPENSATION INSURANCE		8,000.00
		- TRANSFER FOR MISCELLANEOUS EXPENSES		
18	500.5130.0040	MACHINERY REPAIR EXPENSES	50,000.00	
	500.5110.0084	HEALTH INSURANCE		45,000.00
	500.5130.0084	HEALTH INSURANCE		5,000.00
	- TRANSFER FOR MACHINERY REPAIR EXPENSES			
19	500.5140.0012	WEEDS AND BRUSH OVERTIME	5,000.00	
	500.5140.0084	HEALTH INSURANCE		5,000.00
		- TRANSFER FOR WEEDS AND BRUSH OVERTIME		
LAKE SECOR PARK DISTRICT				
20	404.7140.0013	TEMPORARY LABOR	2,000.00	
	404.7140.0099	REPAIR RESERVE FUND		2,000.00
		- TRANSFER FOR TEMPORARY LABOR		

**TOWN OF CARMEL
BUDGET REVISIONS JULY-AUGUST 2019 #2019/04**

BUDGET REVISION NUMBER	ACCOUNT	ACCOUNT TITLE & TRANSFER DESCRIPTION	INCREASE USES & SOURCES OF FUNDS	DECREASE USES & SOURCES OF FUNDS
CARMEL WATER DISTRICT #2				
21	602.8310.0020	EQUIPMENT	1,500.00	
	602.8310.0047	EMERGENCY REPAIRS	2,500.00	
	602.8310.2681	INSURANCE RECOVERY - ASSET	4,000.00	
		- PROVIDE FOR EMERGENCY HYDRANT REPLACEMENT FROM INSURANCE CLAIM		
CARMEL WATER DISTRICT #7				
22	607.8310.0020	EQUIPMENT	8,116.00	
	607.8310.0047	EMERGENCY REPAIRS	4,059.14	
	607.8310.2681	INSURANCE RECOVERY - ASSET	12,175.14	
		- PROVIDE FOR WELL PUMP REPLACEMENT DAMAGED BY LIGHTNING FROM INSURANCE CLAIM		
CARMEL WATER DISTRICT #12				
23	612.8310.0020	EQUIPMENT	7,000.00	
	612.8310.0040	CONTRACTUAL REPAIRS		7,000.00
		- TRANSFER FOR EQUIPMENT EXPENSES		
CARMEL WATER DISTRICT #14				
24	614.8310.0047	EMERGENCY REPAIRS	2,500.00	
	614.8310.0020	EQUIPMENT		500.00
	614.8310.0040	CONTRACTUAL REPAIRS		2,000.00
		- TRANSFER FOR EMERGENCY REPAIRS		
CARMEL SEWER DISTRICT #1				
25	701.8130.0040	CONTRACTUAL REPAIRS	4,500.00	
	701.8130.0099	REPAIR RESERVE		4,500.00
		- TRANSFER FOR CONTRACTUAL REPAIRS		
CARMEL SEWER DISTRICT #2				
26	702.8130.0141	MICROFILTRATION CHEMICALS	20,000.00	
	702.8130.0140	MICROFILTRATION CONTRACTUAL REPAIRS		20,000.00
		- TRANSFER FOR MICROFILTRATION CHEMICALS DUE TO CHEMICAL CONTRACT COST INCREASE		
CARMEL SEWER DISTRICT #3				
27	703.8130.0048	OTHER OPERATING EXPENSES	900.00	
	703.8130.0099	REPAIR RESERVE FUND		900.00
		- TRANSFER FOR LAB SAMPLING EXPENSE		
CARMEL SEWER DISTRICT #1 EXT#3				
28	713.8130.0040	CONTRACTUAL REPAIRS	6,000.00	
	713.8130.0041	CHEMICAL EXPENSE		2,000.00
	713.8130.0099	REPAIR RESERVE		4,000.00
		- TRANSFER FOR CONTRACTUAL REPAIRS		

TOWN OF CARMEL
BUDGET REVISIONS JULY-AUGUST 2019 #2019/04

BUDGET REVISION NUMBER	ACCOUNT	ACCOUNT TITLE & TRANSFER DESCRIPTION		INCREASE USES & SOURCES OF FUNDS	DECREASE USES & SOURCES OF FUNDS
GENERAL FUND TRANSFER TO CAPITAL					
29	100.9950.0099	TRANSFER TO CAPITAL PROJECT FUND		100,000.00	
	100.7112.0045	MCDONOUGH FIELDS PARK IMPROVEMENTS			35,000.00
	100.7113.0020	CHAMBER PARK IMPROVEMENTS			30,000.00
	100.7117.0040	CARMADA PARK CONTRACTUAL EXPENSE			35,000.00
		- TRANSFER TO 910 CAPITAL FUND FOR AIRPORT PARK PLAYGROUND IMPROVEMENTS			
AIRPORT PARK CAPITAL FUND					
30	910.7140.0046	CONTRACTED PLAYGROUND IMPROVEMENTS		100,000.00	
	910.7140.5031	INTERFUND TRANSFER	*	100,000.00	
		- PROVIDE FOR AIRPORT PARK CAPITAL IMPROVEMENTS			
LAND ACQUISITION CAPITAL FUND					
31	907.1989.0020	CAPITAL OUTLAY - LAND/PROPERTY PURCHASE		395,000.00	
	907.1989.5030	INTERFUND TRANSFER	*	395,000.00	
		- PROVIDE FOR PURCHASE OF LAND/PROPERTY FROM CAPITAL PROJECTS FUND AND GOOD NEIGHBORS FUND			
GENERAL FUND					
32	100.9950.0099	TRANSFER TO CAPITAL FUND		199,200.00	
	100.1989.9878	APPROPRIATED FUND BALANCE CAPITAL PROJECTS	*	199,200.00	
		- PROVIDE FOR TRANSFER TO CAPITAL FUND FOR PURCHASE OF PROPERTY FROM CAPITAL PROJECTS FUND BALANCE			
AGENCY & TRUST					
33	990.0080.0099	TRANSFER TO CAPITAL FUND		195,800.00	
	990.0080.9909	APPROPRIATED FUND BALANCE GOOD NEIGHBOR FUNDS	*	195,800.00	
		- PROVIDE FOR TRANSFER TO CAPITAL FUND FOR PURCHASE OF PROPERTY FROM GOOD NEIGHBOR FUNDS			

RESOLUTION #5

**RESOLUTION AUTHORIZING ACCEPTANCE OF PROPOSAL
FOR PURCHASE AND INSTALLATION OF AIR CONDITIONING UNIT
SYCAMORE PARK RECREATION BUILDING**

WHEREAS the Town Board of the Town of Carmel has been advised by Town of Carmel Director of Recreation and Parks James R. Gilchrist that the Sycamore Park Recreation Building requires purchase and installation of an air conditioning unit;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Carmel in accordance with the recommendation of James R. Gilchrist hereby accepts the proposal of AASPEN HVAC, Carmel NY for the purchase and installation of said air conditioning unit at a cost not to exceed \$6,780.00 in accordance with the proposal dated September 6, 2019; and

BE IT FURTHER RESOLVED that upon presentation of insurance certificates and/or bonds in form acceptable to Town Counsel, Town Supervisor Kenneth Schmitt is hereby authorized to sign any and all documentation necessary to authorize the actions contained herein; and

BE IT FURTHER RESOLVED, that Town Comptroller Maryann Maxwell is hereby authorized to make any and all budget transfers or modifications necessary to fund the services authorized herein.

Resolution

Offered by: _____

Seconded by: _____

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Michael Barile	___	___
Jonathan Schneider	___	___
John Lupinacci	___	___
Suzanne McDonough	___	___
Kenneth Schmitt	___	___

RESOLUTION #6

**RESOLUTION ACCEPTING PROPOSAL AND AUTHORIZING
AWARD OF BID FOR PAINTING OF REFLECTORIZED PAVEMENT STRIPING
TOWN OF CARMEL HIGHWAY DEPARTMENT**

RESOLVED THAT the Town Board of the Town of Carmel, upon the recommendation of Town of Carmel Highway Superintendent Michael Simone, hereby authorizes the award of bid for painting of reflectorized pavement stripes for the period of September 1, 2019 through August 30, 2020 with a one (1) year renewal option from Atlantic Pavement Marking, Inc, Prospect, CT under Putnam County Bid No. RFB-21-19.

Resolution

Offered by: _____

Seconded by: _____

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Michael Barile	___	___
Jonathan Schneider	___	___
John Lupinacci	___	___
Suzanne McDonough	___	___
Kenneth Schmitt	___	___

RESOLUTION #7

RESOLUTION ESTABLISHING EMPLOYMENT ANNIVERSARY DATE

RESOLVED, that the Town Board of the Town of Carmel hereby revises the date of hire and/or anniversary date for Employee # 1037 from September 9, 2011 to April 24, 1998 for all purposes including but not limited to credit in the New York State and Local Retirement System.

Resolution

Offered by: _____

Seconded by: _____

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Michael Barile	___	___
Jonathan Schneider	___	___
John Lupinacci	___	___
Suzanne McDonough	___	___
Kenneth Schmitt	___	___

RESOLUTION #8

RESOLUTION AUTHORIZING ATTENDANCE AT SEMINAR

RESOLVED that the Town Board of the Town of Carmel hereby authorizes Town of Carmel Director of Codes Enforcement Michael Carnazza to attend the 2019 Tri-County NYSBOC Conference being held on November 12 through November 15, 2019 in Kingston, NY; and

BE IT FURTHER RESOLVED that the Town Board of the Town of Carmel authorizes payment of reasonable and necessary expenses incurred in connection therewith upon audit.

Resolution

Offered by: _____

Seconded by: _____

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Michael Barile	___	___
Jonathan Schneider	___	___
John Lupinacci	___	___
Suzanne McDonough	___	___
Kenneth Schmitt	___	___

RESOLUTION #9

RESOLUTION AUTHORIZING ATTENDANCE AT SEMINAR

RESOLVED that the Town Board of the Town of Carmel hereby authorizes Town of Carmel Fire Inspector Joseph Wilichoski to attend the 2019 NYSBOC In-Service Training Certification being held on October 7 through October 9, 2019 in Albany, NY; and

BE IT FURTHER RESOLVED that the Town Board of the Town of Carmel authorizes payment of reasonable and necessary expenses incurred in connection therewith upon audit.

Resolution

Offered by: _____

Seconded by: _____

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Michael Barile	___	___
Jonathan Schneider	___	___
John Lupinacci	___	___
Suzanne McDonough	___	___
Kenneth Schmitt	___	___

RESOLUTION #10

**RESOLUTION AUTHORIZING EXTENSION OF CONTRACT
CEMETERY MAINTENANCE SERVICES – R2016-003**

RESOLVED that the Town Board of the Town of Carmel, upon the recommendation of Town Engineer Richard J. Franzetti, P.E. authorizes the extension of the existing contract for Town of Carmel CEMETERY Maintenance Services with Kiko’s Landscaping, Carmel, NY, for a period of two (2) years commencing January 1, 2020 and concluding December 31, 2021 at annual costs of \$12,705.00 for each year; and

BE IT FURTHER RESOLVED that upon presentation of insurance and bonds in form acceptable to Town Counsel, Town Supervisor Kenneth Schmitt is hereby authorized to sign any documentation necessary to effectuate said contract extension renewal on the terms authorized herein on behalf of the Town of Carmel.

Resolution

Offered by: _____

Seconded by: _____

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Michael Barile	___	___
Jonathan Schneider	___	___
John Lupinacci	___	___
Suzanne McDonough	___	___
Kenneth Schmitt	___	___

RESOLUTION #11

**RESOLUTION AUTHORIZING ACCEPTANCE OF PROPOSAL
FOR CONTRACTING SERVICES FOR SEWER STREET LATERAL REPAIR**

RESOLVED THAT the Town Board of the Town of Carmel, acting as Commissioners of Carmel Sewer District One hereby authorizes acceptance of the proposal for repair/replacement of street lateral at the Mahopac National Bank facility on Route 6 in Mahopac to be performed by Ed Kuck Excavating, Inc., Carmel, NY, at a cost not to exceed \$16,000 and in accordance with the proposal dated July 30, 2019; and

BE IT FURTHER RESOLVED, that upon presentation of insurance certificates and any necessary bonds in form acceptable to Town Counsel, Town Supervisor Kenneth Schmitt is hereby authorized to sign any and all necessary documentation required to accept said proposal on the terms authorized herein; and

BE IT FURTHER RESOLVED that Town Comptroller Mary Ann Maxwell is hereby authorized to make any budget transfers or modifications necessary in connection with this authorization.

Resolution

Offered by: _____

Seconded by: _____

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Michael Barile	___	___
Jonathan Schneider	___	___
John Lupinacci	___	___
Suzanne McDonough	___	___
Kenneth Schmitt	___	___

RESOLUTION #12

**RESOLUTION ENTRY INTO CONTRACT FOR MAINTENANCE SERVICES
LAKE CASSE PARK DISTRICT – R2019-008**

WHEREAS the Town Board of the Town of Carmel, acting as Commissioners of the Lake Casse Park District, has previously sought proposal for maintenance services of the Lake Casse Park District property and facilities;

NOW THEREFORE BE IT RESOLVED that the Town Board of the Town of Carmel, acting as Commissioners of the Lake Casse Park District and upon the recommendation of Town Engineer Richard J. Franzetti, P.E. hereby authorizes the acceptance of the proposal of Mr. Terrance Kelly, Mahopac, NY to perform said maintenance services for fiscal years 2020, 2021 and 2022 at annual costs not to exceed \$13,000; and

BE IT FURTHER RESOLVED, that Town Supervisor Kenneth Schmitt is hereby authorized to execute any extension or amendment as well as any necessary documentation required connection therewith.

Resolution

Offered by: _____

Seconded by: _____

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Michael Barile	___	___
Jonathan Schneider	___	___
John Lupinacci	___	___
Suzanne McDonough	___	___
Kenneth Schmitt	___	___

RESOLUTION #13

**RESOLUTION ACCEPTING PROPOSAL
FOR LANDSCAPING AND MAINTENANCE SERVICES
TOWN OF CARMEL LANDFILL**

WHEREAS, Town Engineer Richard Franzetti has solicited proposals for the performance of landscaping/maintenance services for the Town of Carmel Landfill; and

NOW THEREFORE BE IT RESOLVED, that the Town of Carmel Town Board hereby accepts the proposal of Coviello Landscaping, Carmel, NY for the performance landscaping and maintenance services for the Town of Carmel Landfill for a three (3) year term (2020, 2021 and 2022) with a renewal option in favor of the Town of Carmel for two additional two-year periods at an annual cost not to exceed \$13,000 (THIRTEEN THOUSAND DOLLARS);

BE IT FURTHER RESOLVED, that upon presentation of insurance certificates in form acceptable to Town Counsel, Town Supervisor Kenneth Schmitt is hereby authorized to execute any and all documentation required to formalize the acceptance of said proposal on the terms authorized herein.

Resolution

Offered by: _____

Seconded by: _____

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Michael Barile	___	___
Jonathan Schneider	___	___
John Lupinacci	___	___
Suzanne McDonough	___	___
Kenneth Schmitt	___	___

RESOLUTION #14

**RESOLUTION AUTHORIZING SUBSTITUTION OF COLLATERAL
IN CONNECTION WITH PERFORMANCE BOND - TM # 65.05-1-38
COUNTRYSAPES/WIXON POND ESTATES SUBDIVISION**

WHEREAS a performance bond in the amount of \$110,000 has been previously posted by Baker Residential Limited Partnership and is being held by the Town of Carmel in accordance with the Land Subdivision and/or Zoning Regulations for Tax Map #65.05-1-38 and

WHEREAS Wixon Pond Estates, LLC, successor to Baker Residential Limited Partnership has requested a substitution of collateral for the aforementioned surety bond in form of a cash bond in the amount of \$110,000 as security for the completion of the approved site improvements within said subdivision; and

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Carmel hereby authorizes the substitution of cash bond in the amount of \$110,000 as collateral for the completion of the site improvements in the Wixon Pond Estates Subdivision; and

BE IT FURTHER RESOLVED that the Town Board of the Town of Carmel hereby authorizes the release of the currently surety bond being held for the Wixon Pond Estates Subdivision designated as Travelers Insurance Company Bond No.104525037 posted with the Office of the Town Clerk on or about April 27, 2009; and

BE IT FURTHER RESOLVED that substitution of collateral shall be deemed complete upon receipt of the aforementioned cash bond by the office of the Carmel Town Clerk.

Resolution

Offered by: _____

Seconded by: _____

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Michael Barile	___	___
Jonathan Schneider	___	___
John Lupinacci	___	___
Suzanne McDonough	___	___
Kenneth Schmitt	___	___

RESOLUTION #15

RESOLUTION AUTHORIZING PAYMENT FOR REPAIRS

RESOLVED, the Town Board of the Town of Carmel, acting as Commissioners of the various water and sewer districts of the Town of Carmel, and upon the recommendation of Town Engineer Richard J. Franzetti, hereby authorizes the following payments for repairs performed within the referenced districts:

Vendor Name	Services Rendered	Invoice Amount
Bee & Jay Plumbing	Carmel Water Dist #4 Air Compressor Replacement/repair Invoice September 5, 2019	\$7,024.00
Bee & Jay Plumbing	Carmel Water Dist #6 Well pump replacement Invoice September 17, 2019	\$6,545.73

BE IT FURTHER RESOLVED, that Town Comptroller Mary Ann Maxwell is hereby authorized to make any and all necessary budget revisions to effect payment for the aforesaid repair authorizations.

Resolution

Offered by: _____

Seconded by: _____

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Michael Barile	___	___
Jonathan Schneider	___	___
John Lupinacci	___	___
Suzanne McDonough	___	___
Kenneth Schmitt	___	___

RESOLUTION #16

RESOLUTION AUTHORIZING PAYMENT FOR REPAIRS

RESOLVED, the Town Board of the Town of Carmel, hereby authorizes the following contract services performed on Town-owned properties:

Vendor Name	Services Rendered	Invoice Amount
Mike's Blue Wheel Service	Removal/Transport Construction & Demolition materials Invoice September 9, 2019	\$10,154.28
Vibar Construction, Inc.	Excavation, drainage repairs and Tank removal services Invoice September 13, 2019	\$8,072.00

BE IT FURTHER RESOLVED, the Town Board expressly waives the application of its adopted procurement policy in connection with the aforementioned goods/services and this authorization; and

BE IT FURTHER RESOLVED, that Town Comptroller Mary Ann Maxwell is hereby authorized to make any and all necessary budget revisions to effect payment for the aforesaid repair authorizations.

Resolution

Offered by: _____

Seconded by: _____

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Michael Barile	___	___
Jonathan Schneider	___	___
John Lupinacci	___	___
Suzanne McDonough	___	___
Kenneth Schmitt	___	___

RESOLUTION #17

**RESOLUTION AUTHORIZING SIGNING OF CHANGE ORDER #1
AIRPORT PARK PHASE II IMPROVEMENTS
CONTRACT NO. C255**

WHEREAS the Town Board of the Town of Carmel has previously awarded the contract for the above project to U.S. Pitchcarel, LLC and

WHEREAS, Consutling Engineer Insite Engineering, Surveying & Landscape Architecture, P.C.has provided proposed Change Order No.1 to the aforesaid contract to the Town Board for consideration and review;

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Carmel, hereby authorizes the Town Supervisor to sign Change Order #1 to the aforementioned contract, resulting in an overall contract price increase of \$31,440.00, said Change Order to be in form as attached hereto and made a part hereof.

Resolution

Offered by: _____

Seconded by:_____

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Michael Barile	___	___
Jonathan Schneider	___	___
John Lupinacci	___	___
Suzanne McDonough	___	___
Kenneth Schmitt	___	___

Change Order

No. |

Date of Issuance: 9/30/19 Effective Date: _____

Project: <i>Town of Carmel – Airport Park Phase 2 – Contract C255</i>	Owner: <i>Town of Carmel</i>	Owner's Contract No.: <i>C-255</i>
Contract: <i>Town of Carmel – Airport Park Phase 2 – Contract C255</i>	Date of Contract: <i>June 19, 2019</i>	
Contractor: <i>US Pitchcare LLC</i>	Engineer's Project No.: <i>18192.101</i>	

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

CHANGE ORDER FOR PERIMETER FENCING INSTALLATION AT AIRPORT PARK IN ACCORDANCE WITH THE MASTER PLAN

Attachments (list documents supporting change):

CONTRACTORS PROPOSAL AND SPECIFICATIONS

CHANGE IN CONTRACT PRICE:

Original Contract Price:

\$ 691,678.00

[Increase] [Decrease] from previously approved Change Orders No. _____ to No. _____

\$ N/A

Contract Price prior to this Change Order:

\$ 691,678.00

(Increase) [Decrease] of this Change Order:

\$ 31,440.00

Contract Price incorporating this Change

\$ 723,118.00

CHANGE IN CONTRACT TIMES:

Original Contract Times: Working days Calendar days

Substantial completion (days or date): 10/16/19

Ready for final payment (days or date): 1/14/20

[Increase] [Decrease] from previously approved Change Orders No. _____ to No. _____:

Substantial completion (days): _____

Ready for final payment (days): _____

Contract Times prior to this Change Order:

Substantial completion (days or date): 10/16/19

Ready for final payment (days or date): 1/14/20

(Increase) [Decrease] of this Change Order:

Substantial completion (days or date): 11/6/19

Ready for final payment (days or date): 1/14/20

Contract Times with all approved Change Orders:

Substantial completion (days or date): 11/6/19

Ready for final payment (days or date): 1/14/20

RECOMMENDED:

By: [Signature]
Engineer (Authorized Signature)

Date: 9/30/19

Approved by Funding Agency (if applicable):

ACCEPTED:

By: _____
Owner (Authorized Signature)

Date: _____

ACCEPTED:

By: _____
Contractor (Authorized Signature)

Date: _____

Date: _____

Change Order

Instructions

A. GENERAL INFORMATION

This document was developed to provide a uniform format for handling contract changes that affect Contract Price or Contract Times. Changes that have been initiated by a Work Change Directive must be incorporated into a subsequent Change Order if they affect Price or Times.

Changes that affect Contract Price or Contract Times should be promptly covered by a Change Order. The practice of accumulating Change Orders to reduce the administrative burden may lead to unnecessary disputes.

If Milestones have been listed in the Agreement, any effect of a Change Order thereon should be addressed.

For supplemental instructions and minor changes not involving a change in the Contract Price or Contract Times, a Field Order should be used.

B. COMPLETING THE CHANGE ORDER FORM

Engineer normally initiates the form, including a description of the changes involved and attachments based upon documents and proposals submitted by Contractor, or requests from Owner, or both.

Once Engineer has completed and signed the form, all copies should be sent to Owner or Contractor for approval, depending on whether the Change Order is a true order to the Contractor or the formalization of a negotiated agreement for a previously performed change. After approval by one contracting party, all copies should be sent to the other party for approval. Engineer should make distribution of executed copies after approval by both parties.

If a change only applies to price or to times, cross out the part of the tabulation that does not apply.

RESOLUTION #18

RESOLUTION DECLARING WATER EMERGENCY PURSUANT TO SECTION 151-22 OF THE TOWN CODE

WHEREAS, that the Town Board of the Town of Carmel, has been advised by Town Engineer Richard J. Franzetti, as well as Bee and Jay Plumbing, operator for Carmel Water District #4, that a water emergency exists within the aforesaid water district;

NOW THEREFORE BE IT RESOLVED that pursuant to Section 151-22 (A) of the Town Code of the Town of Carmel, the Town Board, acting as Commissioners of the Carmel Water District #4 in, hereby declares a water emergency with respect to and within Carmel Water District #4; and

BE IT FURTHER RESOLVED, that pursuant to Town Code §155-22 (B), during the period of said emergency as declared herein, the use of water for any of the following nonessential purpose(s) as enumerated in §155-22(C) shall be prohibited:

- (1) THE WASHING OF MOTOR VEHICLES, EXCEPT FOR WINDSHIELDS, MIRRORS AND THE LIKE.**
- (2) THE CLEANING OR WASHING OF THE OUTSIDE OF BUILDINGS OR OTHER STRUCTURES BY THE USE OF WATER OR STEAM.**
- (3) THE BLEEDING OF SUPPLY LINES FOR THE PURPOSE OF MAINTAINING A CONSTANT FLOW TO PREVENT FREEZING.**
- (4) THE FLOODING OF OUTDOOR SKATING RINKS.**
- (5) THE OPERATION OF SWIMMING POOLS, PORTABLE AND OTHERWISE, EXCEPT SWIMMING POOLS DESIGNED AND USED EXCLUSIVELY FOR MEDICAL TREATMENT.**
- (6) THE USE OF AUTOMATIC PLUMBING FLUSH FIXTURES OR APPARATUS, AND THE MAINTENANCE OF CONSTANT FLOW FROM SHOWERS AND SIMILAR APPARATUS.**
- (7) THE USE OF HOSE, SPOUT AND SIMILAR PRESSURE-BATHING APPARATUS, AND THE MAINTENANCE OF CONSTANT FLOW FROM SHOWERS AND SIMILAR APPARATUS.**
- (8) THE NEW INSTALLATION OF REFRIGERATION AND/OR AIR-CONDITIONING EQUIPMENT REQUIRING THE USE OF WATER.**
- (9) THE WATERING OF LAWNS AND PRIVATE GARDENS AND THE OPERATION OF ORNAMENTAL PONDS, POOLS AND FOUNTAINS.**

BE IT FURTHER RESOLVED that the Town Clerk is directed to publish this resolution in the official newspapers of the Town and to post said resolution on the official bulletin Board of the Town.

Resolution

Offered by: _____

Seconded by: _____

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Michael Barile	___	___
Jonathan Schneider	___	___
John Lupinacci	___	___
Suzanne McDonough	___	___
Kenneth Schmitt	___	___