

KENNETH SCHMITT
Town Supervisor

TOWN OF CARMEL
TOWN HALL

ANN SPOFFORD
Town Clerk

SUZANNE MC DONOUGH
Town Councilwoman
Deputy Supervisor

60 McAlpin Avenue
Mahopac, New York 10541
Tel. (845) 628-1500 • Fax (845) 628-6836
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KATHLEEN KRAUS
Receiver of Taxes

MICHAEL A. BARILE
Town Councilman
FRANK D. LOMBARDI
Town Councilman
ROBERT F. SCHANIL, JR.
Town Councilman

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

TOWN BOARD VOTING MEETING
Tuesday, October 5, 2021 7:00pm

PLEDGE OF ALLEGIANCE - MOMENT OF SILENCE

6:30pm Executive Session:

1. Town Wide Garbage District – Contractual (Supervisor Schmitt, Mary Ann Maxwell, Comptroller, Richard Franzetti, PE Engineer, Robert Vara, Eng. Projects Coordinator, Donna Esteves, Principal Account Clerk)

**Distribution of Town of Carmel Tentative Budget Fiscal Year 2022 to Town Board
by Ann Spofford, Town Clerk**

**Kenneth Schmitt, Town Supervisor, Budget Message
Town of Carmel Budget, Fiscal Year Ending 2022**

**PowerPoint Presentation of Town of Carmel Budget,
Fiscal Year Ending 2022 by Mary Ann Maxwell, Town Comptroller**

Town Board Voting Meeting:

- Accept Town Board Minutes September 1, 2021
1. Res: Adopting the 2020 Service Award Annual Reports for Carmel Ambulance District No. 1
 2. Res: Adopting the 2020 Service Award Annual Reports for Carmel Fire Protection District No. 1
 3. Res: Adopting the 2020 Service Award Annual Reports for Carmel Fire Protection District No. 2
 4. Res: Acknowledging Emergency Purchase Town of Carmel Highway Department
 5. Res: Authorizing Entry into Intermunicipal Agreement with County of Putnam-Shared Electrical Inspections
 6. Amended Resolution Accepting Proposal and Authorizing Entry into Contract for Aquatic Herbicide Treatment of Upper and Lower Teakettle Spout Lake
 7. Res: Awarding Bid Carmel Hamlet Sidewalk Replacement Contract C279

- 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/Announcements
- Adjournment

TOWN OF CARMEL

2022

Tentative Budget

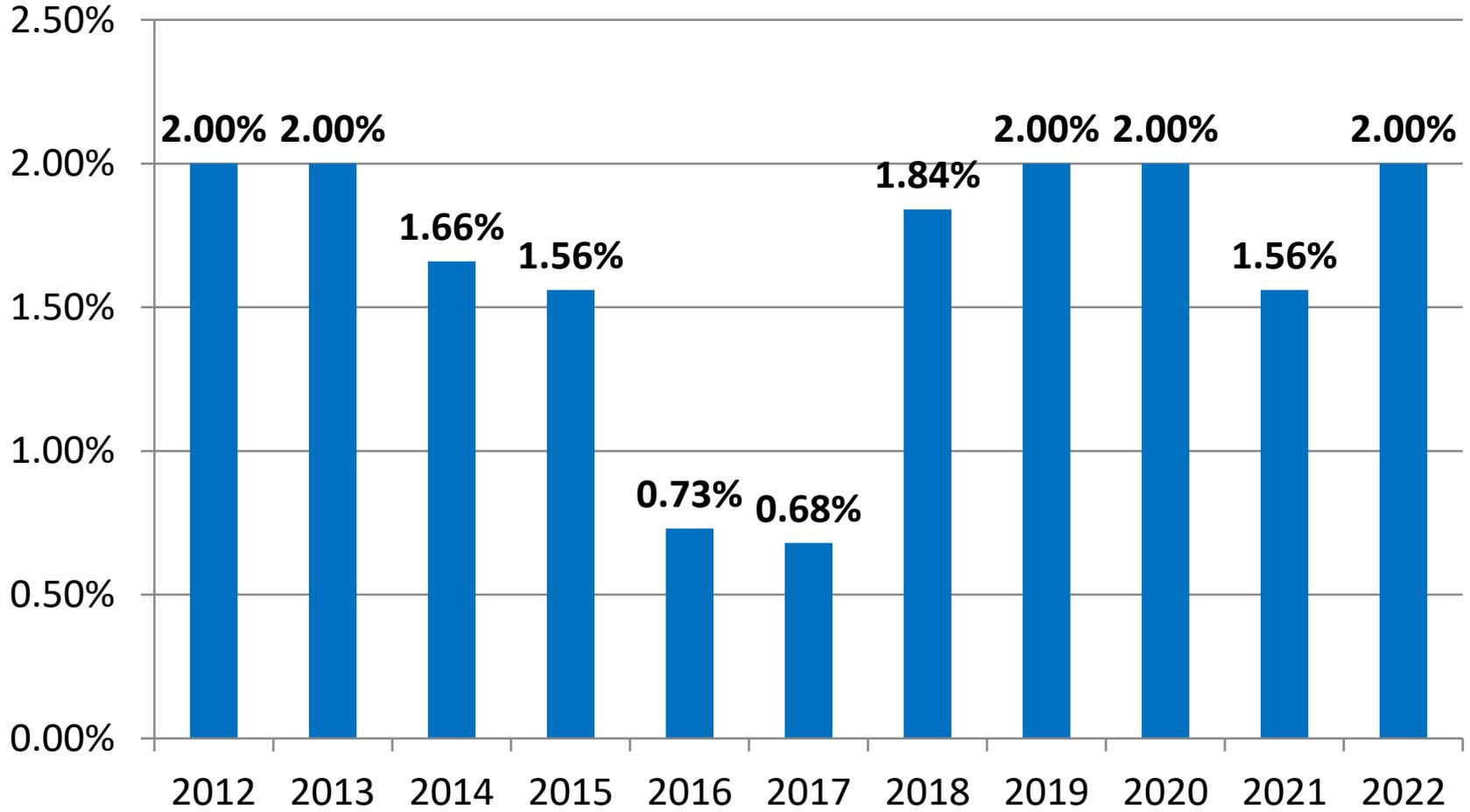
Tax Levy

The ***Allowable Tax Levy Growth*** imposed by NYS Comptroller's Office for the 2022 Budget is 2.00% which is the lesser of 2.30% 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 \$986,890 (which includes an available carryover from 2021 of \$9,446).

NYS 2.00% Property Tax Cap

Maximum Allowable Tax Levy



Total Tax Levy Increase

2022 Tentative Budget the Overall Tax Levy Increase of: \$976,933

General/Highway-	\$89,355
Ambulance/Fire -	\$180,250
Park/Lighting -	\$27,700
Garbage Districts -	\$540,000
Water Districts -	\$76,105
Sewer Districts -	\$119,690 * mostly CSD \$4
Lighting Districts-	(\$55,100)
Debt Funds -	(\$1,067)

Tentative 2022 Budget is under the Cap by \$9,957 (986,890 – 976,933 = 9,957)

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.

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

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

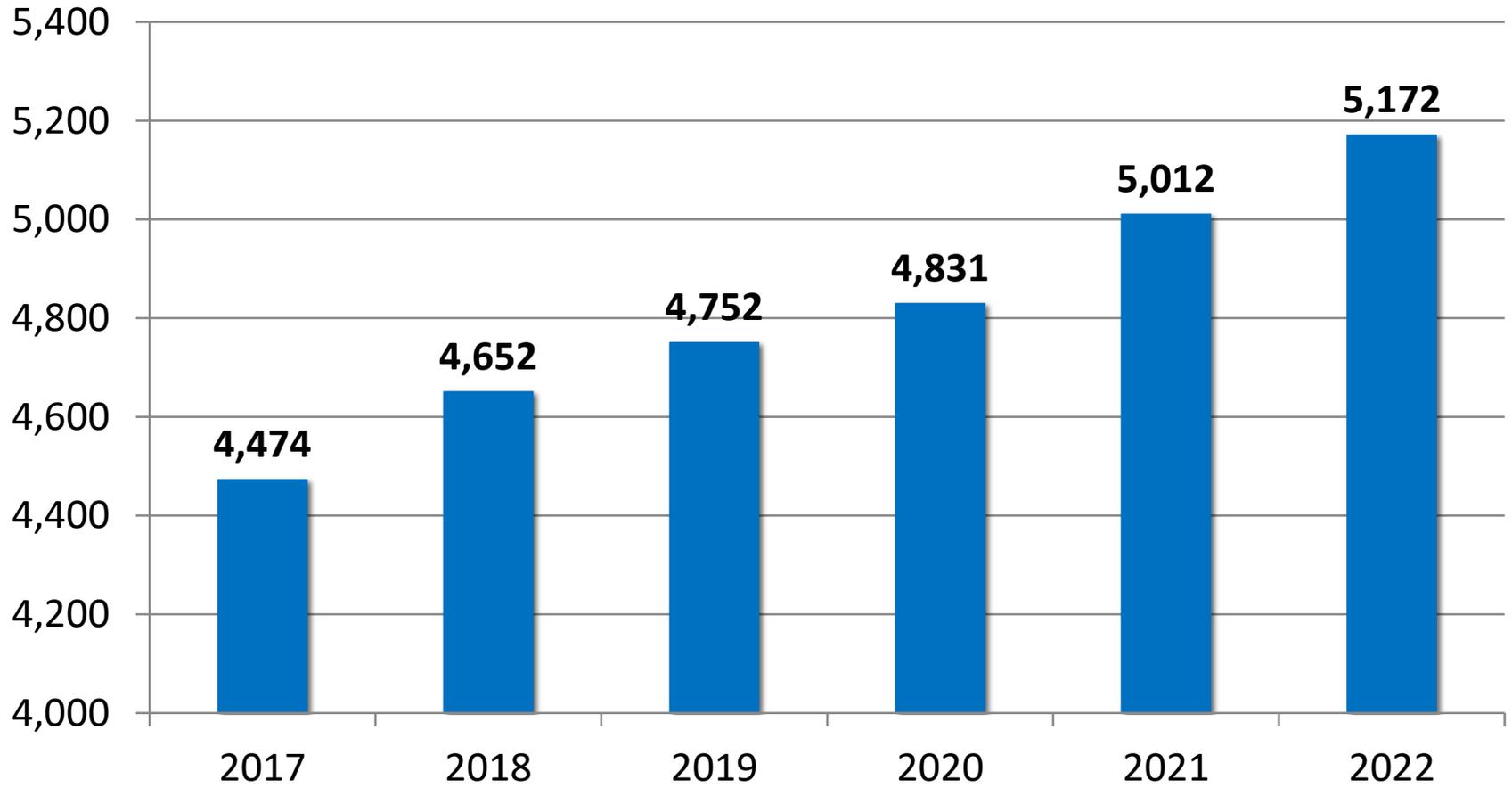
The Townwide *100% Equalized Assessed Value* used for the 2022 Tentative Budget is 5,172,331,907, an ***increase*** of approx. 159,058,711 from the prior year equalized assessed value.

An ***increase*** in the assessed value from one year to the next may result in a ***decrease*** in the tax rate if the levy decreased or remained unchanged.

Annual Taxable Assessed Value

Townwide (General/Highway) – 6 Year History - (in billions xxx,xxx)

Tax Years 2017-2022



2022 Townwide Budget (General/Highway)

Tax Levy

Expenditures	\$31,766,305
(Revenues)	(6,796,828)
Fund Balances - Reserves	<u>(475,000)</u>
Property Tax Levy	\$24,494,477

Tax Rate

Property Tax Levy	\$24,494,477/
Taxable Assessed Value	<u>5,172,331,907</u>
<u>2022 Tax Rate</u>	4.74

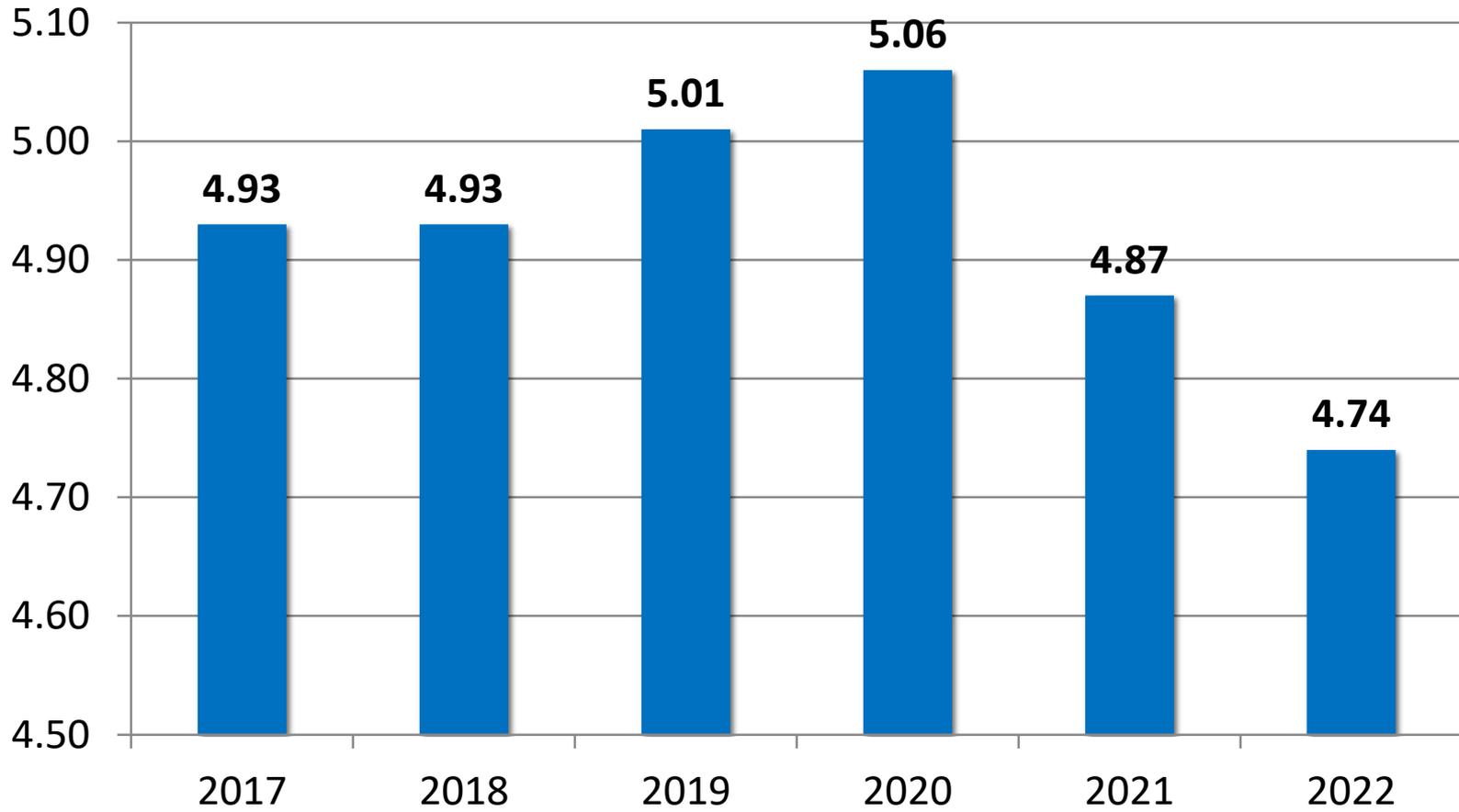
*** 2022 Annual Tax Rate Decrease -2.72%**

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

Annual Tax Rate

Townwide (General/Highway) – 6 Year History

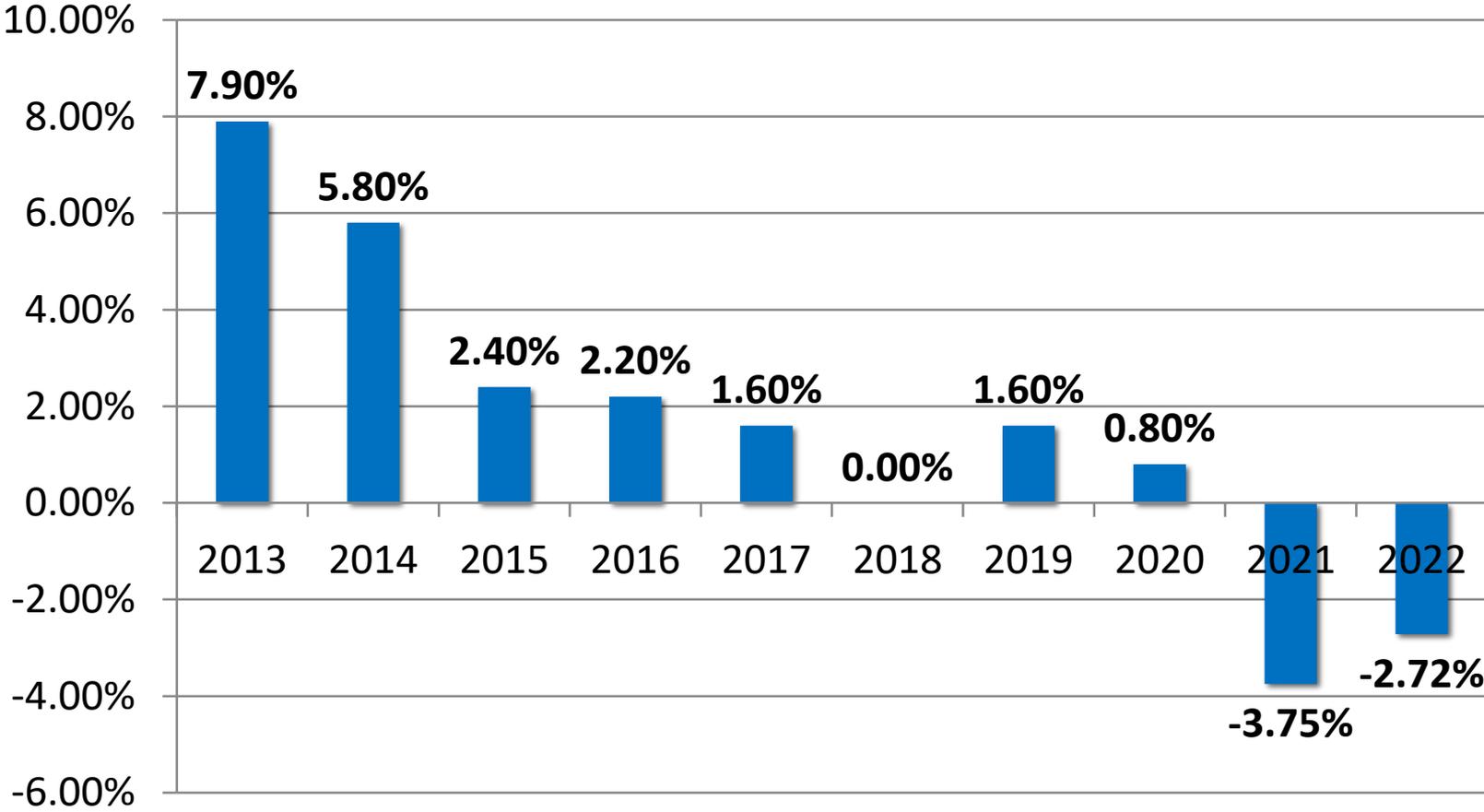
Years 2017-2022



Tax Rate Annual Increase/Decrease

Townwide (General/Highway) – 10 Year History

Years 2013-2022



2022 Tentative Townwide Budget

A property homeowner (assessed at \$370,000) would pay approximately \$1,754 per year which is a \$48 decrease from the prior year if assessed at the same value.

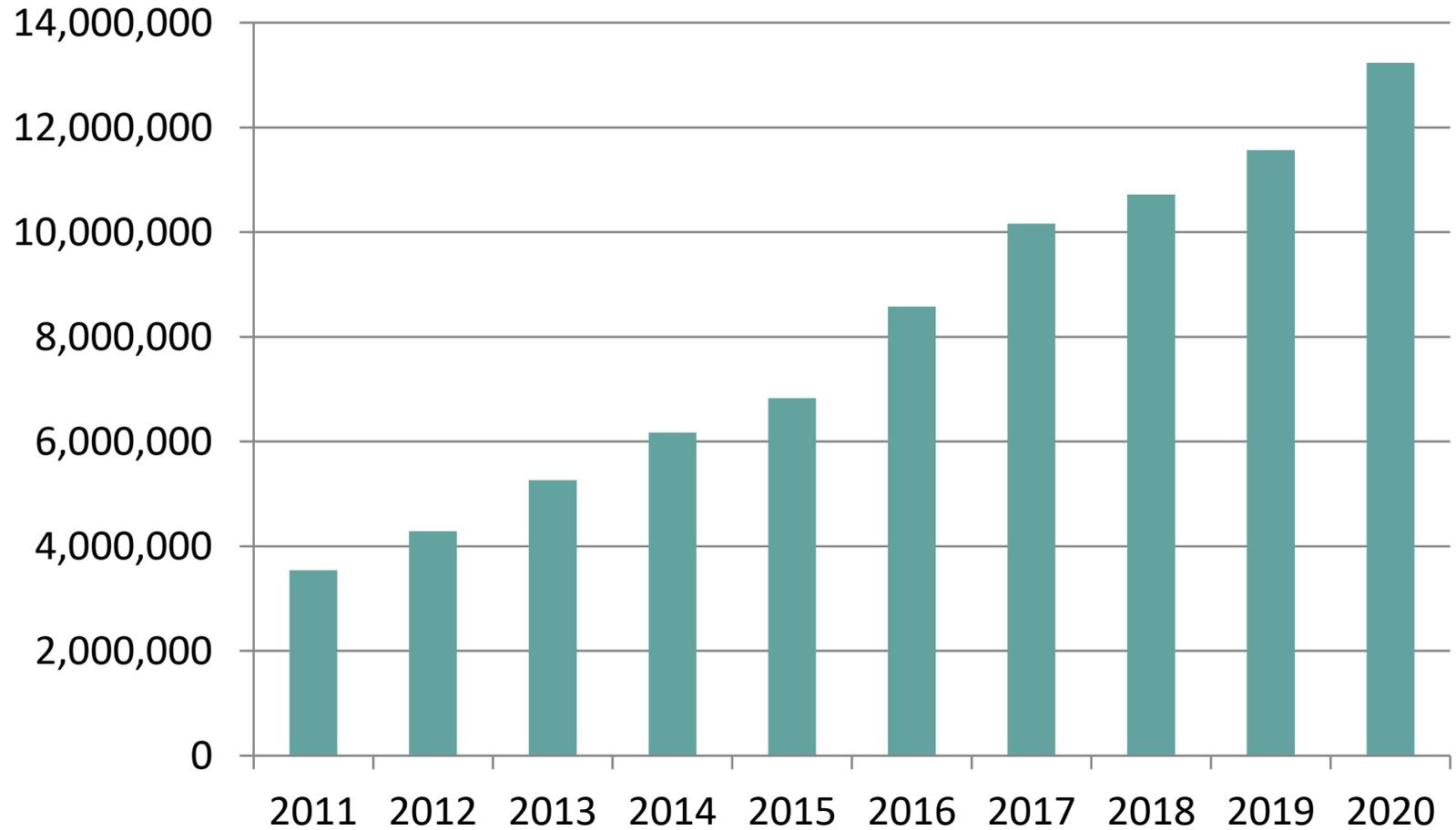
\$2,175,000 is budgeted for 2022 Annual Townwide Debt Obligations.

Employee Compensation & Benefit Costs - 71.4% of total expenditures.
\$22.7 million budgeted of the \$31.8 million in Townwide Expenditures.

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

Townwide Fund Equity

10 Year History



OCTOBER 2021 BAN SALE

New Debt Service – Interest Rate for \$13.7mm October 2021 BAN was 0.1650% which was lowest in history for the Town.

- Interest Due on \$13.7mm BAN is \$22,554.51.
- 2022 Required Debt Payments include Swan Cove, Airport Park, Highway Projects, Water Meter Project, Carmel Water District #2, Park Districts, Water Tank Project, Carmel Sewer District #1.
- Total ‘New Money’ Debt Issued = \$6,126,290 (of which \$4,542,500 is for CWD #2).

BUDGET DRIVERS/HIGHLIGHTS

Employee Benefit Costs:

- Health Insurance Costs Budgeted 6-8% increase for 2022 – will not know 2022 NYSHIP rates until November 2021.
- Pension Contributions
 - ERS rates decreased 5.0% to 13% of salary for Tier 4 members,
 - PFRS decreased slightly to 29.5% of salary for Tier 2 members.
- Workers Comp Exp – Preliminary rates estimated to remain flat in 2022.
- Salary Expense for Union Employees 2.5% to 3.00% due to union contract agreements.
- Police Overtime - Police Overtime Budget no increase remains at \$605,000 (including \$20k celebration line, \$45k Lake Patrol).
- Police Training – Budgeted approx. \$100,000 in 2022 Tentative Budget for Police Training.

BUDGET DRIVERS/HIGHLIGHTS

- **Other Revenues** increases/decreases from prior year:
 - * **Employee HI Contributions** - increased approx \$15,000 (*due to union contract agreements*)
 - * **Interest Earnings** decreased by \$25,000 in the 2022 Budget
 - * **Building Dept Fees** increased approx \$120,000 in the 2022 Budget (Bldg Permit, COs, Title Fees)
- **Mortgage Tax Revenue** Budgeted \$1,540,000 in 2022. YTD 2021 actual revenue is approximately \$1.6mm through Sept 2021 (2021 Budget \$1,150,000).
- **Cable Franchise Fees** - \$800,000 budgeted revenue in 2022 Budget.
- **Parks and Recreation Fees** - \$275,820 budgeted revenue in 2022 Budget.
- **CHIPS Highway Funding** – State Aid estimated approx. \$668,296 in 2022 Budget.
- **Police Lake Patrol** – State Aid estimated at \$30,000 in 2022 Budget (50% of Lake Patrol expense).

BUDGET DRIVERS/HIGHLIGHTS

Capital Equipment Projects/Other

- Swan Cove Improvements/Upgrades (*Budget 2022 \$50k, Carry forward \$296k From 2020 Budget*) - \$346,000
- Capital Improvements at Town Hall (*Budget 2022 - \$0, Carry forward from 2020 Budget*) - \$100,000
- Bathroom Facility at Baldwin Meadows (*Budget 2022 \$0, Carry forward from 2020 Budget*) - \$72,000
- 1 recreation truck (*From Equipment Reserve*) - \$25,000
- New position in Recreation – Park Maintenance - \$100k (salary/benefits)

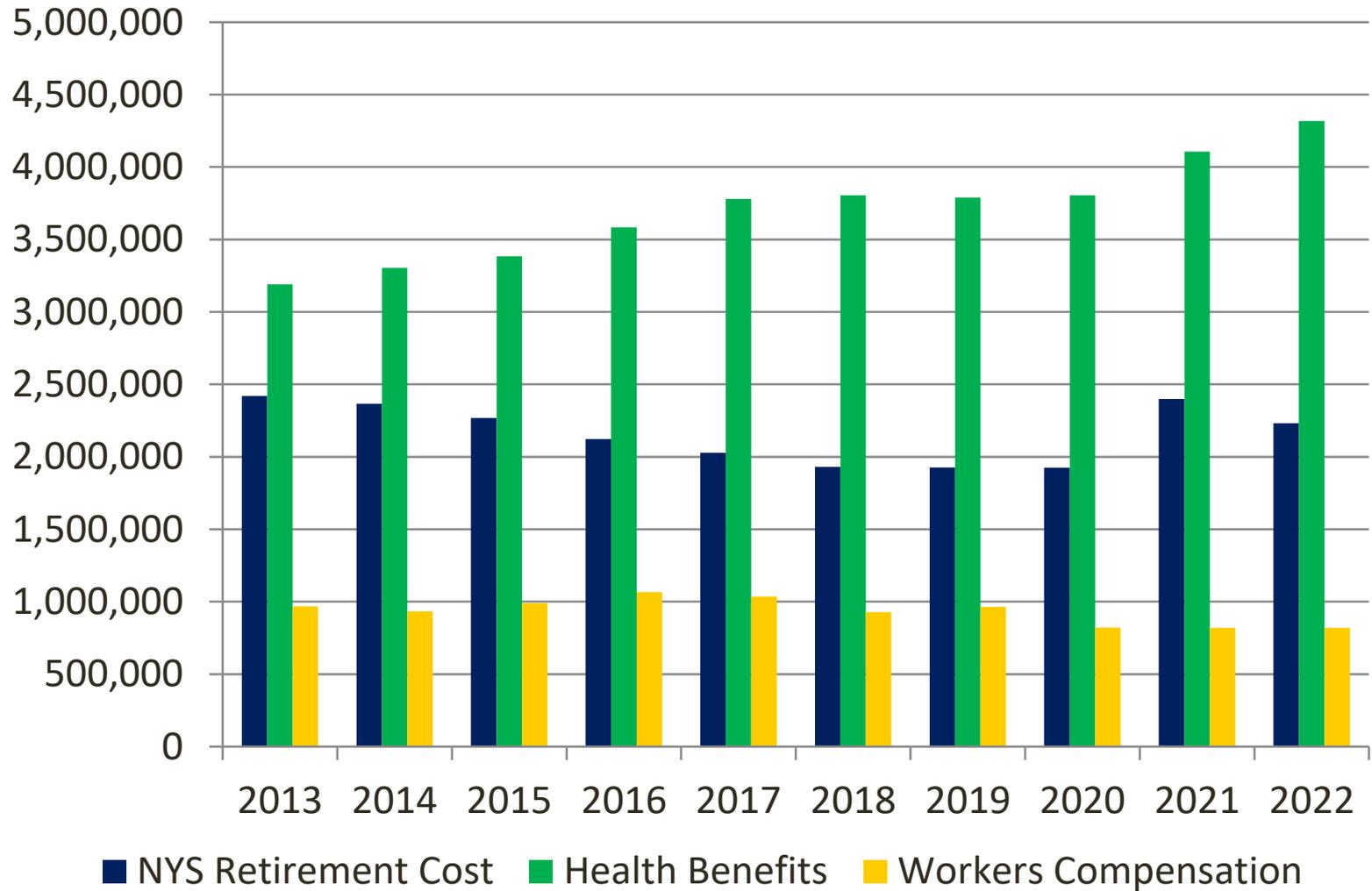
Highway Fund

- 2022 Snow Budget is a total of \$1.8mm (to include \$700k for snow materials expense and \$350k for overtime expense).
- \$150,000 is budgeted for Capital Machinery increasing the Capital Reserve to \$540,000.
- Snow Reserve Fund Balance as of 12/31/20 was \$750,000.

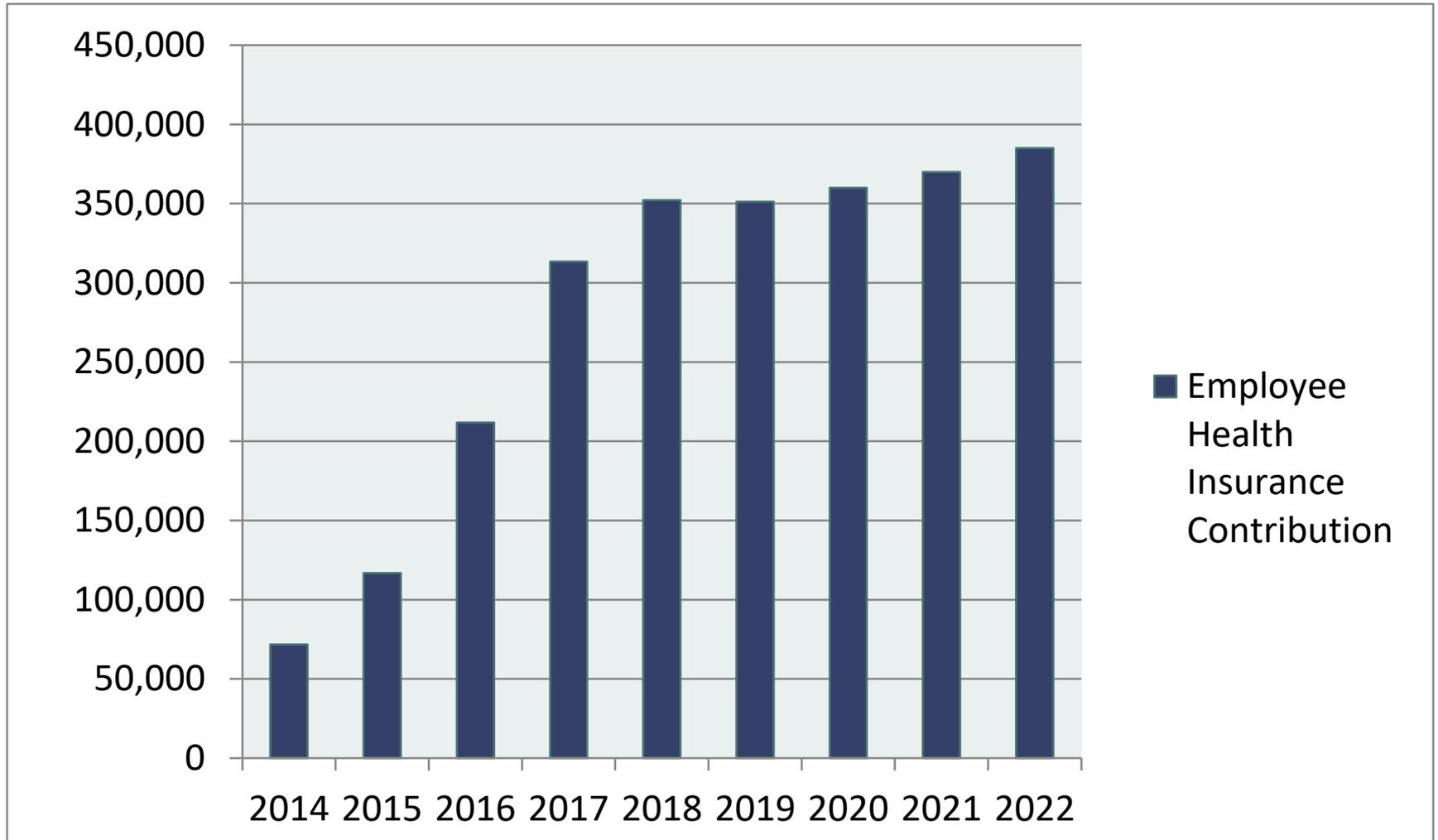
BUDGET DRIVERS/HIGHLIGHTS

- **Garbage Districts** – Increases in Garbage Districts for 2022. Tentative Budget estimated at \$500k increase. Bids due early October 2021.
- **CWD #2** - will see a special district tax increase due to annual debt obligations from capital project costs.
- **Town Water Districts** - will see a special district tax increase due to annual debt obligations from capital project costs for the Water Meter Project and Water Storage Tank Projects.
- **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.
- **Contingent Line** – Budgeted \$150,000 in 2022 Tentative Budget.
- **Technology upgrades** - \$70,000 is budgeted in the 2022 for technology upgrades. A fund was established for future purchase of *data imaging equipment* - Balance \$95K.

Employee/Retiree Benefits Costs 2013-2022



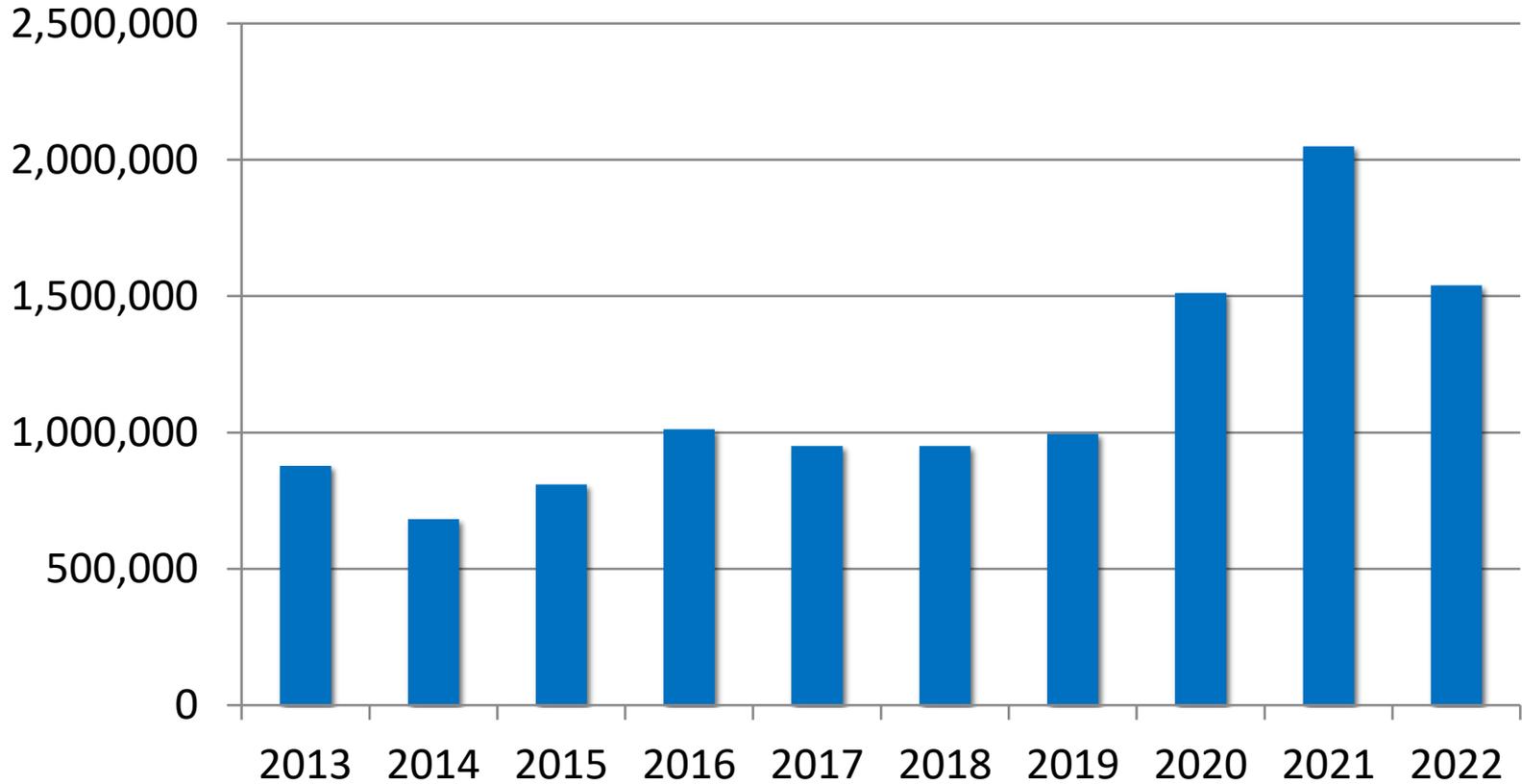
Employee HI Contributions 2014 - 2022



Mortgage Tax Revenue

10 Year History

Years 2013-2022



Townwide Budgeted Revenues for Fiscal Year 2022 - \$31,766,305

■ Real/Non-Property Tax Items

■ State Aid

■ Departmental Income

■ Inter Govt Service Fees/Revenue

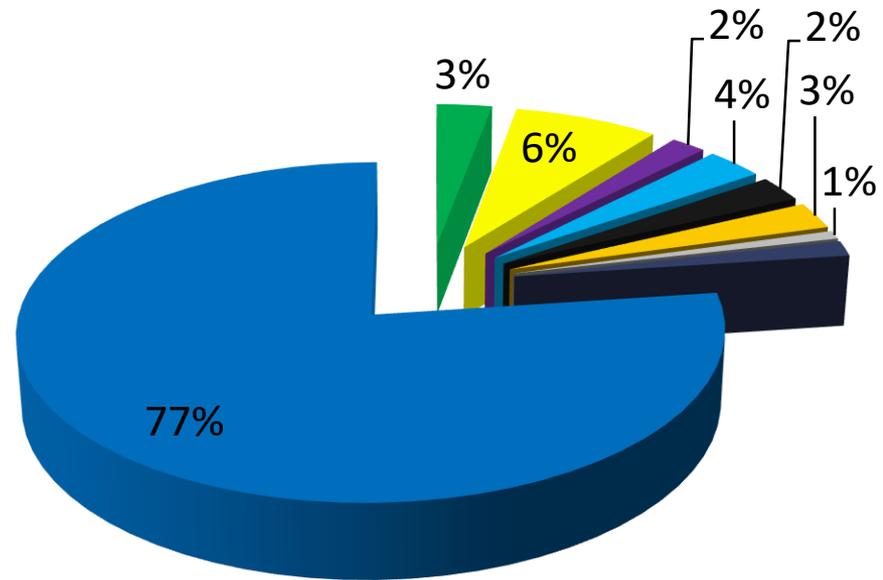
■ Use of Money/Property

■ Licenses/Permits/Court Fees & Fines

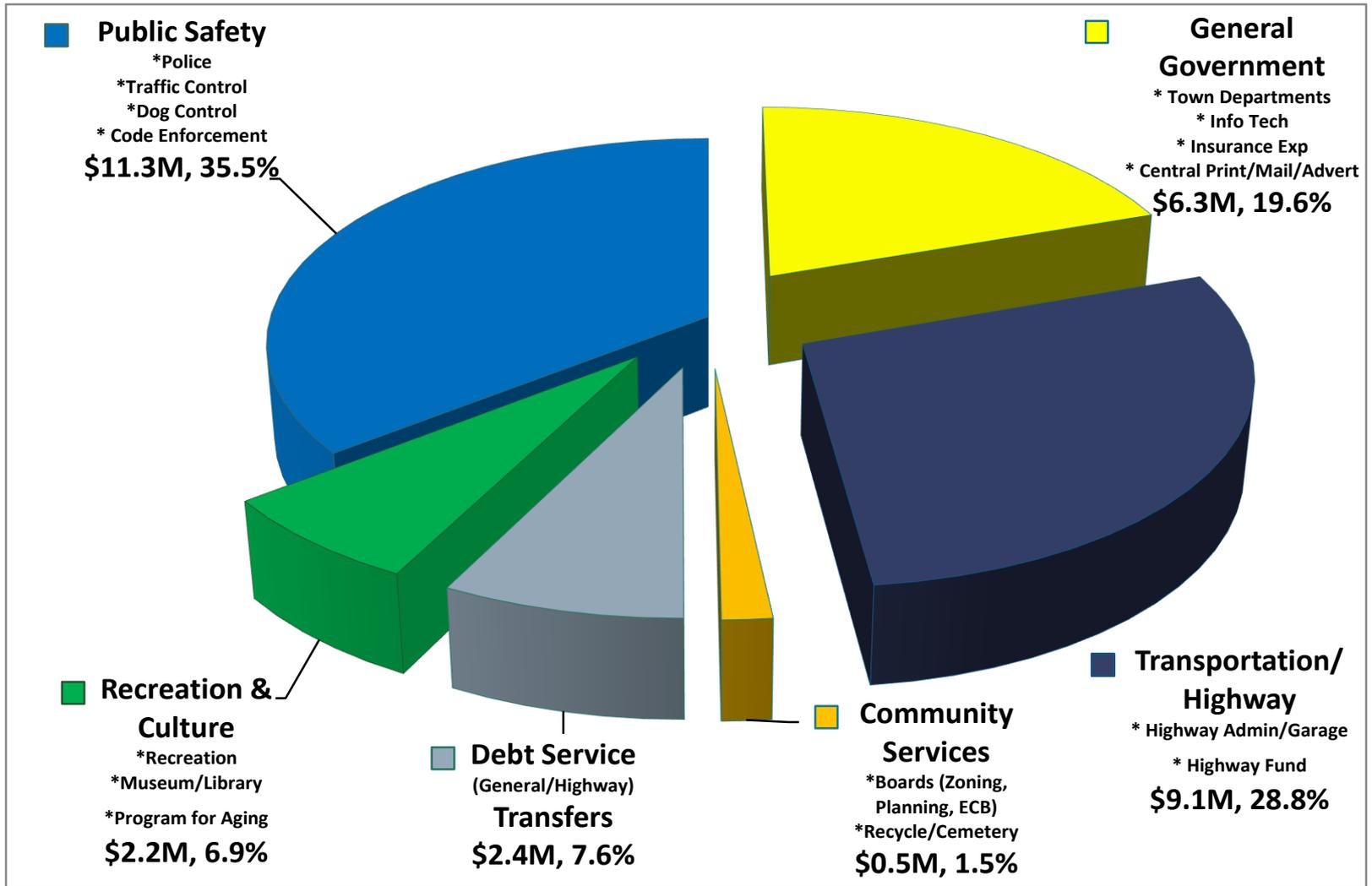
■ Transfers

■ Fund Balance Appropriation

■ Property Taxes

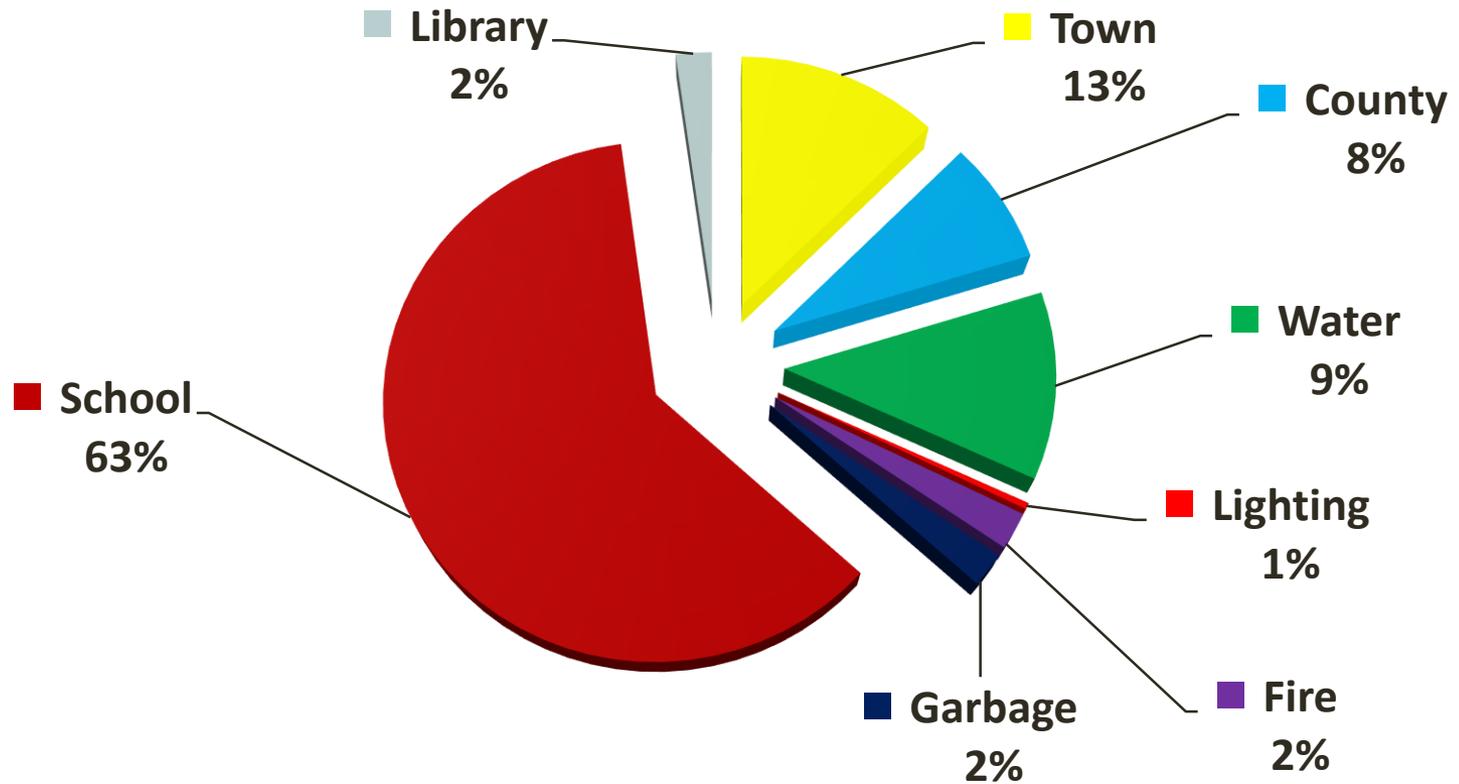


Townwide Budgeted Expenditures for Fiscal Year 2022 - \$31,766,305



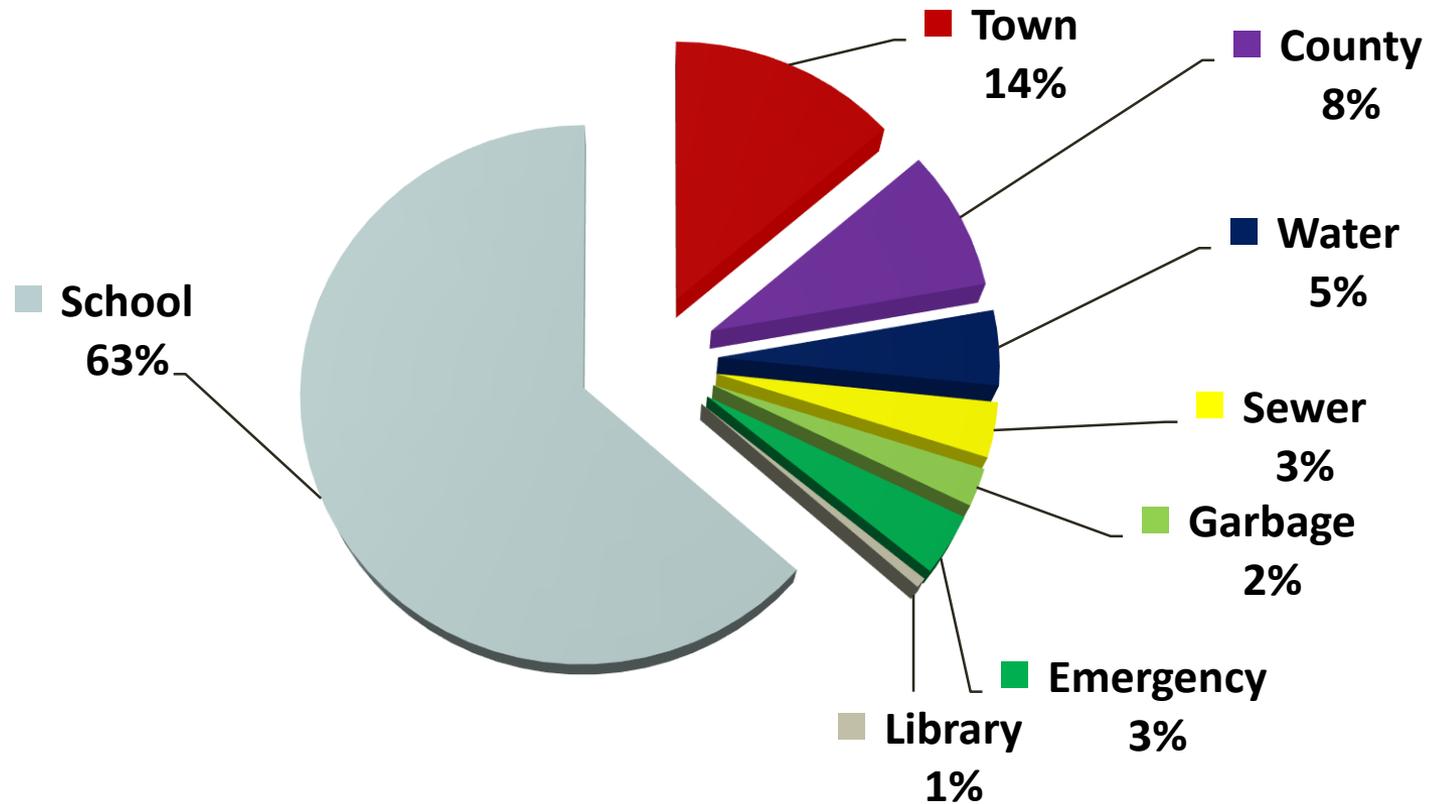
Total Tax Bill for Taxpayer in Mahopac Central School District

Tax Bill (431,400 Assessed Value)
Total 2021 Taxes – \$13,336



Total Tax Bill for Taxpayer in Carmel Central School District

Tax Bill (347,800 Assessed Value)
Total 2021 Taxes – \$12,394



Questions/Answers

If anyone has any questions or concerns regarding the 2022 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 ADOPTING THE 2020 SERVICE AWARD
ANNUAL REPORTS FOR CARMEL AMBULANCE DISTRICT NO. 1**

RESOLVED that the Town Board of the Town of Carmel, acting as Commissioners of Carmel Ambulance District No.1, hereby accepts the 2020 Length of Service Award Program Annual Report for Carmel Ambulance District No. 1 as prepared by Penflex, Inc., a copy of which is on file in the Office of the Town Supervisor.

Resolution

Offered by: _____

Seconded by: _____

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Robert Schanil	_____	_____
Michael Barile	_____	_____
Frank Lombardi	_____	_____
Suzanne McDonough	_____	_____
Kenneth Schmitt	_____	_____

RESOLUTION #2

RESOLUTION ADOPTING THE 2020 SERVICE AWARD ANNUAL REPORTS FOR CARMEL FIRE PROTECTION DISTRICT NO. 1

RESOLVED that the Town Board of the Town of Carmel, acting as Commissioners of Carmel Fire Protection District No.1, hereby accepts the 2020 Length of Service Award Program Annual Report for Carmel Fire Protection District No. 1 as prepared by Penflex, Inc., a copy of which is on file in the Office of the Town Supervisor.

Resolution

Offered by: _____

Seconded by: _____

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Robert Schanil	_____	_____
Michael Barile	_____	_____
Frank Lombardi	_____	_____
Suzanne McDonough	_____	_____
Kenneth Schmitt	_____	_____

RESOLUTION #3

**RESOLUTION ADOPTING THE 2020 SERVICE AWARD ANNUAL REPORTS FOR
CARMEL FIRE PROTECTION DISTRICT NO. 2**

RESOLVED that the Town Board of the Town of Carmel, acting as Commissioners of Carmel Fire Protection District No. 2, hereby accepts the 2020 Length of Service Award Program Annual Report for Carmel Fire Protection District No. 2 as prepared by Penflex, Inc., a copy of which is on file in the Office of the Town Supervisor.

Resolution

Offered by: _____

Seconded by: _____

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Robert Schanil	_____	_____
Michael Barile	_____	_____
Frank Lombardi	_____	_____
Suzanne McDonough	_____	_____
Kenneth Schmitt	_____	_____

RESOLUTION #4

**RESOLUTION ACKNOWLEDGING EMERGENCY PURCHASE
TOWN OF CARMEL HIGHWAY DEPARTMENT**

RESOLVED, that the Town Board of the Town of Carmel and upon the recommendation of Town of Carmel Highway Superintendent Michael J. Simone, hereby acknowledges and authorizes the emergency purchase of drainage pipe from Carmel Winwater Works, Co., Carmel, NY at a cost of \$15,500.00 in accordance with the invoice dated August 24, 2021 as attached hereto and made a part thereof; and

BE IT FURTHER RESOLVED that Town Supervisor Kenneth Schmitt is hereby authorized to sign any and all documentation necessary effect payment as authorized herein; and

BE IT FURTHER RESOLVED, that Town Comptroller Mary Ann Maxwell is hereby authorized to make any and all necessary budget transfers or modifications required to fund the cost of this authorization.

Resolution

Offered by: _____

Seconded by: _____

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Robert Schanil	_____	_____
Michael Barile	_____	_____
Frank Lombardi	_____	_____
Suzanne McDonough	_____	_____
Kenneth Schmitt	_____	_____

EXHIBIT "B"

**Emergency Justification Form
Town of Carmel Procurement Policy**

Procurement Policy, Section VI: Emergency Procurement

Subdivision (4) of General Municipal Law §103 sets forth an exception to purchasing and bidding requirements for emergency situations

Department: Town of Carmel Highway Department

Vendor names: Carmel WinWater, vendor # 0879

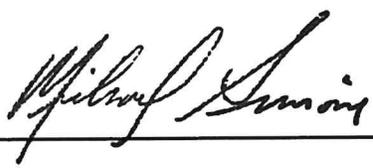
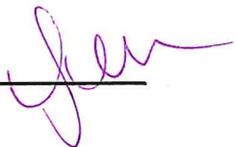
Nature of emergency: Drainage Pipe Shortages – purchase outside of bid-award

Estimated cost: \$15,500, and any future purchases

There are three basic statutory criteria to be met in order to fall within the emergency purchase exception. State the basis for identifying an emergency purchase or service, check any that apply:

- The situation arose out of an accident or unforeseen occurrence or condition.
- Public buildings, public property, or the life, health, safety or property of the political sub-division's residents were affected.
- The situation required immediate action, which could not await competitive bidding.
- The emergency purchases or services exceeded **\$10,000** and will be submitted to the Town Board for presentation at a Town Board Meeting to acknowledge said emergency. A Town Board Resolution should be passed acknowledging the same.
- Other (provide explanation):

Purchasing Agent's signature for approval: _____

Department Head's signature for approval:  

Original Invoice

Remit To:

CARMEL WINWATER WORKS CO.
86 FAIR STREET
P O BOX 550
CARMEL, NY 10512-0550

Page	Date Printed	Invoice No.
1	8/24/21	136111 01

To Reorder Contact Us At
Phone No. : (845) 228-4086
Fax No .. : (845) 228-4098 DB# 17

Sold To:

TOWN OF CARMEL HIGHWAY DEPT
55 MCALPIN AVE
MAHOPAC, NY 10541-2344

Ship To:

TOWN OF CARMEL HIGHWAY DEPT
86 Fair St
Carmel, NY 10512-1305
CARMEL

Customer Number	Customer Purchase Order	Salesman	Type Shipment	Ship VIA	Date Shipped
00017-001275	AUGUST 2021	010-MICHAEL CESARE	Stock	PICK UP	8/24/21

NON STOCK/SPECIAL ORDER MATERIAL IS NON RETURNABLE

Units Ordered	U/M	Item Description	Units Shipped	B/C	Price	Per	Discount	Extended	Tax
1,000	FT	12850020DW 12 DWALL F2648 PIPE 12X20 SOLID N-12 ST-IB ASTM	1,000		10.5000		.00	10,500.00	N
400	FT	15850020DW 15 DWALL F2648 PIPE 15X20 SOLID N-12 ST-IB ASTM	400		12.5000		.00	5,000.00	N

Any sales tax adjustments must be made within 30 days of invoice

Terms: Monthly Service Charge May Be Applied To Past Due Accounts.
2% 10 DAYS, NET 30
If Paid By 9/03/21 You May Deduct 310.00
Pay full balance by 9/23/21

Tax Area ID:	Net Sales	15,500.00
NY - 330790000	Freight	.00
State Tax % .000	State Tax	.00
Local Tax % .000	Local Tax	.00
	Invoice Amount	15,500.00

When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction. For inquiries please call (845) 228-4086.

T&C: You agree that the sale of these products/services is subject to all of our standard terms and conditions of sale located at www.winsupplyinc.com/tcsale.

RESOLUTION #5

**RESOLUTION AUTHORIZING ENTRY INTO INTERMUNICIPAL AGREEMENT
WITH COUNTY OF PUTNAM – SHARED ELECTRICAL INSPECTIONS**

WHEREAS the County of Putnam has proposed that the Town Board authorize the signing of an Intermunicipal agreement between the Town of Carmel and the County of Putnam for providing shared electrical inspection services to be utilized for various local municipalities within the County of Putnam, said agreement being proposed for a period of five (5) years;

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Carmel hereby authorizes the Town Supervisor Kenneth Schmitt to sign on behalf of the Town of Carmel, the Intermunicipal Agreement between County of Putnam and the Town of Carmel for shared electrical inspections in such form as is currently on file in the Office of the Town Supervisor; and

BE IT FURTHER RESOLVED that a copy of said Intermunicipal Agreement be filed with Town Clerk Ann Spofford after signature by the Town Supervisor.

Resolution

Offered by: _____

Seconded by: _____

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Robert Schanil	_____	_____
Michael Barile	_____	_____
Frank Lombardi	_____	_____
Suzanne McDonough	_____	_____
Kenneth Schmitt	_____	_____

RESOLUTION #6

**AMENDED RESOLUTION ACCEPTING PROPOSAL AND AUTHORIZING
ENTRY INTO CONTRACT FOR AQUATIC HERBICIDE TREATMENT OF
UPPER AND LOWER TEAKETTLE SPOUT LAKE**

RESOLVED THAT the Town Board of the Town of Carmel, as Commissioners of Teakettle Spout Lake Park District, and upon the recommendation of Town of Carmel Town Engineer Richard J. Franzetti, P.E., hereby accepts the proposal of The Pond and Lake Connection, Newtown CT for the performance of aquatic herbicide treatment services at Upper and Lower Teakettle Spout Lakes as follows:

<u>CONTRACT YEAR</u>	<u>CONTRACT PRICE</u>
May 1, 2022-April 30, 2023	\$8,925.00
May 1, 2023-April 30, 2024	\$8,925.00
May 1, 2024-April 30, 2025	\$8,925.00;

BE IT FURTHER RESOLVED that the Town of Carmel shall have the exclusive right to extend the contracts for said services for each of the years 2026 and 2027 at annual aggregate contract prices of \$8,925.00 for both Upper and Lower Teakettle Spout Lakes; and

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 necessary contract documentation to effect the authorization upon the terms authorized herein.

BE IT FURTHER RESOLVED, that Town Comptroller Mary Ann Maxwell is hereby authorized to make any and all necessary budget transfers or modifications required to fund the cost of this authorization.

Resolution

Offered by: _____

Seconded by: _____

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Robert Schanil	_____	_____
Michael Barile	_____	_____
Frank Lombardi	_____	_____
Suzanne McDonough	_____	_____
Kenneth Schmitt	_____	_____

RESOLUTION #7

RESOLUTION AWARDING BID CARMEL HAMLET SIDEWALK REPLACEMENT CONTRACT C279

WHEREAS the Town Board of the Town of Carmel has previously authorized advertisement for the solicitation of bids for repair of approximately 1500 square feet of sidewalk along Route 52 in the Hamlet of Carmel;

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Carmel, and upon the recommendation of Town Engineer Richard J. Franzetti, P.E., hereby awards said contract to Woodland Manor, LLC Patterson NY, pursuant to NY General Municipal Law §103(16) under County of Putnam RFB-08-20 at a cost not to exceed \$16,541.84; and

BE IT FURTHER RESOLVED, that upon presentation of insurance certificates and performance and labor and materials bonds in form acceptable to Town Counsel, Town Supervisor Kenneth Schmitt is hereby authorized to execute the contract documents pursuant to this authorization.

Resolution

Offered by: _____

Seconded by: _____

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Robert Schanil	_____	_____
Michael Barile	_____	_____
Frank Lombardi	_____	_____
Suzanne McDonough	_____	_____
Kenneth Schmitt	_____	_____