

**MICHAEL S. CAZZARI**  
Town Supervisor

**ROBERT F. SCHANIL, JR.**  
Town Councilman  
Deputy Supervisor

**STEPHEN J. BARANOWSKI**  
Town Councilman  
**FRANK D. LOMBARDI**  
Town Councilman  
**SUZANNE MC DONOUGH**  
Town Councilwoman

**TOWN OF CARMEL**  
TOWN HALL



60 McAlpin Avenue  
Mahopac, New York 10541  
Tel. (845) 628-1500 • Fax (845) 628-6836  
www.ci.carmel.ny.us

**ANN SPOFFORD**  
Town Clerk

**KATHLEEN KRAUS**  
Receiver of Taxes

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

**TOWN BOARD VOTING MEETING/ WORK SESSION**  
**Wednesday, October 19, 2022 7:00pm**

**PLEDGE OF ALLEGIANCE - MOMENT OF SILENCE**

- **Roll Call Attendance**
- **Public Comments on Town Related Business (Five (5) Minutes Maximum for Town Residents, Property Owners & Business Owners Only)**

**Continued Public Hearings:**

1. **Public Hearing** on a Proposed Local Law Which is Proposing Multiple Amendments to Chapter 156 of the Code of the Town of Carmel, entitled "Zoning"
2. **Public Hearing** Pursuant to New York Town Law §272-A and §272A(6) on the Draft Comprehensive Plan Being Currently Proposed in and for the Town of Carmel

**Town Board Voting Meeting:**

- **Accept Town Board Minutes September 21, 2022 and October 5, 2022**

1. Res: Authorizing Mailing of Lake Casse Park District Newsletter
2. Res: For Review and Renewal of the Town of Carmel Procurement Policy
3. Res: Authorizing Advertisement for Bids
4. Res: Waiving Park Facility Rental Fees in Reference to Application of the Putnam County Department of Health
5. Res: Authorizing Extension of Contract for Maintenance Services – Lake Casse Park District – R2019-08
6. Res: Terminating Declaration of Water Emergency Pursuant to Section 151-22 of the Town Code
7. Res: Authorizing Filing of Semi-Annual MS4 Stormwater Report
8. Res: Accepting Donation of Sick Time by Town of Carmel Employees
9. Res: Adopting the (Amended) Tentative Budget as the Preliminary Budget

10. Res: Authorizing the Scheduling of Public Hearing in Connection with the Preliminary Budget (November 9, 2022)

11. Res: Authorizing Chief of Police to Proceed with the Purchase of Police Vehicles

12. Res: Authorizing Emergency Purchase of Town of Carmel Police Department

13. Res: Authorizing Settlement of Litigation

14. Res: For Submission of Grant Under Hudson Valley Greenway Planning Grant Program-Volz Park Rehabilitation

- **Town Board Comments**
- **Motion to Close Voting Meeting**
- **Motion to Open Town Board Work Session**
  
- **Public Comments on Town Related Business (Five (5) Minutes Maximum for Town Residents, Property Owners & Business Owners Only)**

**Town Board Work Session:**

- Review of Town Board Minutes October 12, 2022
1. Mary Ann Maxwell, Town Comptroller – Consider Budget Revisions August-September 2022 #2022-04
  2. Richard Franzetti, PE, Town Engineer – Update on EV Charging Stations in the Town of Carmel
  3. Joel Greenberg, AIA, NACRB – Consider Request to Approve Open Development TM# 64.13-1-16 334 Austin Road
- **Motion to Move into Executive Session**

**Executive Session:**

1. Police Chief Anthony Hoffmann – Personnel
  2. Budget F/Y 2023 – Personnel
- **Motion to Adjourn Meeting**



**Ann Spofford**

Town Clerk

Town of Carmel

[ams@ci.carmel.ny.us](mailto:ams@ci.carmel.ny.us)

Town Hall  
60 McAlpin Avenue  
Mahopac, New York 10541

Telephone: 845.628.1500

Fax: 845.628.7434

**NOTICE OF PUBLIC HEARING  
(CONTINUED)**

NOTICE IS HEREBY GIVEN, that the Town Board of the Town of Carmel will CONTINUE a Public Hearing at the Town Hall, 60 McAlpin Avenue, Mahopac, New York 10541 on Wednesday, October 19, 2022 at 7:00 p.m. or as soon thereafter that evening as possible on a proposed Local Law which is proposing multiple amendments to Chapter 156 of the Code of the Town of Carmel, entitled "Zoning".

Copies of the full text of the proposed Local Law are available in the lobby at Town Hall, from the Town Clerk's office during normal business hours as well as on the Town of Carmel website at [www.ci.carmel.ny.us](http://www.ci.carmel.ny.us).

At said Public Hearing, all interested persons shall be heard on the subject thereof. The Town Board will make every effort to assure that the Public Hearing is accessible to persons with disabilities. Anyone requiring special assistance and/or reasonable accommodations should contact the Town Clerk.

By Order of the Town Board  
of the Town of Carmel  
Ann Spofford, Town Clerk



**Ann Spofford**

Town Clerk

Town of Carmel

[ams@ci.carmel.ny.us](mailto:ams@ci.carmel.ny.us)

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60 McAlpin Avenue  
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**NOTICE OF PUBLIC HEARING  
(CONTINUED)**

NOTICE IS HEREBY GIVEN, that the Town Board of the Town of Carmel will CONTINUE a Public Hearing at the Town Hall, 60 McAlpin Avenue, Mahopac, New York 10541 on Wednesday, October 19, 2022 at 7:00 p.m. or as soon thereafter that evening as possible pursuant to New York Town Law §272-A and §272-A(6) on the Draft Comprehensive Plan being currently proposed in and for the Town of Carmel.

Copies of the full text of the Draft Comprehensive Plan are available in the lobby at Town Hall, from the Town Clerk's office during normal business hours as well as on the Town of Carmel website at [www.ci.carmel.ny.us](http://www.ci.carmel.ny.us).

At said Public Hearing, all interested persons shall be heard on the subject thereof. The Town Board will make every effort to assure that the Public Hearing is accessible to persons with disabilities. Anyone requiring special assistance and/or reasonable accommodations should contact the Town Clerk.

By Order of the Town Board  
of the Town of Carmel  
Ann Spofford, Town Clerk

# RESOLUTION #1

## 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 October 2022 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>
Stephen Baranowski	_____	_____
Frank Lombardi	_____	_____
Suzanne McDonough	_____	_____
Robert Schanil	_____	_____
Michael Cazzari	_____	_____

**RESOLUTION #2**

**RESOLUTION FOR REVIEW AND RENEWAL  
OF THE TOWN OF CARMEL PROCUREMENT POLICY**

WHEREAS Section 104-b of the General Municipal Law requires the governing body of every municipality to annually review their Official Procurement Policy, for the purchase of all goods and services which are not required by law to be publicly bid; and

WHEREAS the Town Board deems that no revisions are necessary at this time,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Carmel hereby renews the Procurement Policy which is attached hereto and made a part of hereof and designates the Town Comptroller’s Office to distribute the policy to all department heads; and

BE IT FURTHER RESOLVED that the Town Board of the Town of Carmel hereby designates the responsible purchasing agents and titles as set forth within the aforesaid policy.

Resolution

Offered by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Stephen Baranowski	___	___
Frank Lombardi	___	___
Suzanne McDonough	___	___
Robert Schanil	___	___
Michael Cazzari	___	___

## **RESOLUTION #3**

### **RESOLUTION AUTHORIZING ADVERTISEMENT FOR BIDS**

RESOLVED that Michael J. Simone, Town of Carmel Superintendent of Highways is hereby authorized to advertise for bids for the purchase of Sand, Guide Rail and Winter Mix for use by the Town of Carmel Highway Department; and

BE IT FURTHER RESOLVED that upon finalization and completion of bid specifications, the Superintendent of Highways is to furnish detailed specifications for the above to the Town Clerk Ann Spofford which are to be used in conjunction with the Town's general bid conditions and specifications.

Resolution

Offered by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Stephen Baranowski	_____	_____
Frank Lombardi	_____	_____
Suzanne McDonough	_____	_____
Robert Schanil	_____	_____
Michael Cazzari	_____	_____

**RESOLUTION #4**

**RESOLUTION WAIVING PARK FACILITY RENTAL FEES IN REFERENCE TO APPLICATION OF THE PUTNAM COUNTY DEPARTMENT OF HEALTH**

BE IT RESOLVED that the Town Board of the Town of Carmel hereby authorizes the waiving of the park facility rental fees in reference to the application of the Putnam County Department of Health for an event to be held on Thursday, December 15, 2022 in the Recreation Building at Sycamore Park.

Resolution

Offered by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Stephen Baranowski	_____	_____
Frank Lombardi	_____	_____
Suzanne McDonough	_____	_____
Robert Schanil	_____	_____
Michael Cazzari	_____	_____

**RESOLUTION #5**

**RESOLUTION AUTHORIZING EXTENSION OF 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 extension of contract of Mr. Terrance Kelly, Mahopac, NY to perform said maintenance services for fiscal years 2023 and 2024 at annual costs not to exceed \$13,500; and

BE IT FURTHER RESOLVED, that Town Supervisor Michael Cazzari 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>
Stephen Baranowski	_____	_____
Frank Lombardi	_____	_____
Suzanne McDonough	_____	_____
Robert Schanil	_____	_____
Michael Cazzari	_____	_____

**RESOLUTION #6**

**RESOLUTION TERMINATING DECLARATION OF WATER EMERGENCY  
PURSUANT TO SECTION 151-22 OF THE TOWN CODE**

WHEREAS, that the Town Board of the Town of Carmel, acting as Commissioners of Carmel Water District #s 3,7, and 12 has previously enacted a water emergency with respect to and within Carmel Water District #s 3,7 and 12; and

WHEREAS, the Town Board has been advised by Town Engineer Richard J. Franzetti, P.E. that the circumstances necessitating the declaration of water emergency in Carmel Water District #s 3, 7, and 12 have subsequently abated and that the emergency can be rescinded.

NOW THEREFORE BE IT RESOLVED, that pursuant to Town Code §155-22 (A), the Town Board of the Town of Carmel hereby terminates the water emergency previously declared for Carmel Water District #s 3, 7 and 12.

Resolution

Offered by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

<u>Roll Call Vote</u>	<u>YES</u>	NO
Stephen Baranowski	_____	_____
Frank Lombardi	_____	_____
Suzanne McDonough	_____	_____
Robert Schanil	_____	_____
Michael Cazzari	_____	_____

**RESOLUTION #7**

**RESOLUTION AUTHORIZING FILING OF  
SEMI-ANNUAL MS4 STORMWATER REPORT**

WHEREAS the Town Board has been presented with a draft semi-annual MS4 Stormwater Report prepared by the Town of Carmel Engineering Department; and

NOW, THEREFORE, BE IT RESOLVED that the Town Supervisor, Michael Cazzari is hereby authorized to sign and file said report as drafted by Town Engineer Richard J. Franzetti, P.E.

Resolution

Offered by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Stephen Baranowski	_____	_____
Frank Lombardi	_____	_____
Suzanne McDonough	_____	_____
Robert Schanil	_____	_____
Michael Cazzari	_____	_____

**RESOLUTION #8**

**RESOLUTION ACCEPTING DONATION OF SICK TIME  
TIME BY TOWN OF CARMEL EMPLOYEES**

RESOLVED, that the Town Board of the Town of Carmel hereby accepts and approves the donation of sick time to Employee #2777 from the following Town of Carmel Employees:

- Employee #1034 - 16 Hours - Sick
- Employee #1037 - 16 Hours - Sick
- Employee #2409 - 8 Hours - Sick
- Employee #1149 - 8 Hours - Sick

Resolution

Offered by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Stephen Baranowski	___	___
Frank Lombardi	___	___
Suzanne McDonough	___	___
Robert Schanil	___	___
Michael Cazzari	___	___

**RESOLUTION #9**

**RESOLUTION ADOPTING THE (AMENDED) TENTATIVE BUDGET AS THE PRELIMINARY BUDGET**

RESOLVED, that the Town Board of the Town of Carmel hereby adopts the Town Supervisor’s Tentative Budget (as amended by the attached schedules) as the Preliminary Budget for fiscal year 2023.

Resolution

Offered by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Stephen Baranowski	_____	_____
Frank Lombardi	_____	_____
Suzanne McDonough	_____	_____
Robert Schanil	_____	_____
Michael Cazzari	_____	_____



**RESOLUTION #10**

**RESOLUTION AUTHORIZING THE SCHEDULING OF PUBLIC HEARING IN CONNECTION WITH PRELIMINARY BUDGET**

RESOLVED that the Town Board of the Town of Carmel hereby authorizes the scheduling of a Public Hearing in regard to the Preliminary Budget for fiscal year 2023 including the General Town Fund, Highway Funds as well as all Water Districts, Sewer Districts, Park Districts, Fire Districts, Garbage District, Fire Protection Districts and Lighting Districts; and

BE IT FURTHER RESOLVED that said Public Hearing shall be held on the 9<sup>th</sup> day of November, 2022 at Town Hall, 60 McAlpin Avenue, Mahopac, New York at 7:00 PM or as soon thereafter that evening as possible, at which all interested persons shall be heard; and

BE IT FURTHER RESOLVED that the proposed salaries of the following officials for fiscal year 2023 shall be advertised, as required by Section 108 of the Town Law of the State of New York, as follows in said notice:

**Town Supervisor \$132,388.10**  
**Town Council Members \$22,276.80**  
**Town Clerk \$110,008.36**  
**Town Highway Superintendent \$141,914.10**

BE IT FURTHER RESOLVED that Town Clerk Ann Spofford is hereby authorized and directed to publish the Notice of said Public Hearing in the official newspapers of the Town a minimum of five (5) days prior to November 9, 2022; and

BE IT FURTHER RESOLVED that the Town Clerk of the Town of Carmel is hereby authorized and directed to post the Notice of said Public Hearing on the Town Bulletin Board a minimum of five (5) days prior to November 9, 2022; and

BE IT FURTHER RESOLVED that a copy of the preliminary budget be available at the Office of the Town Clerk where it may be inspected by any interested person during office hours.

Resolution

Offered by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Stephen Baranowski	_____	_____
Frank Lombardi	_____	_____
Suzanne McDonough	_____	_____
Robert Schanil	_____	_____
Michael Cazzari	_____	_____

# RESOLUTION #11

## RESOLUTION AUTHORIZING CHIEF OF POLICE TO PROCEED WITH THE PURCHASE OF POLICE VEHICLES

RESOLVED that the Town Board of the Town of Carmel hereby authorizes Chief of Police Anthony Hoffmann to proceed with the purchase of two (2) new 2022 Dodge Durango Ford Police Pursuit SUV vehicles at a unit cost not to exceed \$41,021.49 each from Robert Green Auto & Truck, Monticello, NY under NYS Office of General Services Contract #PC68970; and

BE IT FURTHER RESOLVED that Chief of Police Anthony Hoffmann is hereby authorized to sign all necessary documents to purchase said vehicles from the vendor set forth herein in accordance with the NYS Office of General Services contract referenced herein and the quotation dated September 22, 2022; and

BE IT FURTHER RESOLVED, that Town Comptroller Mary Ann Maxwell is hereby authorized to make any and all necessary budget revisions to effect the aforesaid purchase transaction authorized herein.

### Resolution

Offered by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Stephen Baranowski	_____	_____
Frank Lombardi	_____	_____
Suzanne McDonough	_____	_____
Robert Schanil	_____	_____
Michael Cazzari	_____	_____

**RESOLUTION #12**

**RESOLUTION AUTHORIZING EMERGENCY PURCHASE  
TOWN OF CARMEL POLICE DEPARTMENT**

WHEREAS, the Town Board of the Town of Carmel has been advised by Carmel Chief of Police Anthony Hoffman that supply-chain issues have created an emergency circumstance with respect to the availability of police vehicles within the existing Town of Carmel Police Department fleet which may affect the safety and/or property of the residents of the Town of Carmel;

NOW THEREFORE BE IT RESOLVED, that the Town Board of the Town of Carmel, upon the recommendation of the Chief of Police authorizes the emergency purchase of two (2) 2022 Ram 1500 vehicles from New Holland Auto Group Fleet, New Holland, PA at a unit cost not to exceed \$42,371.00 each; and

BE IT FURTHER RESOLVED that Chief of Police Anthony Hoffmann is hereby authorized to sign all necessary documents to purchase said vehicles from the vendor set forth herein quotation dated October 6, 2022; 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>
Stephen Baranowski	_____	_____
Frank Lombardi	_____	_____
Suzanne McDonough	_____	_____
Robert Schanil	_____	_____
Michael Cazzari	_____	_____

**RESOLUTION #13**

**RESOLUTION AUTHORIZING SETTLEMENT OF LITIGATION**

WHEREAS there are currently pending in the Supreme Court, County of Putnam, State of New York twelve lawsuits respectively entitled “The Retreat at Carmel Condominium I vs. The Town of Carmel and its Assessor and Board of Assessment Review”;

WHEREAS such litigation was commenced in regard to the assessment of certain real property located within the Town of Carmel on the 2018, 2019, 2020 ad 2021 tax rolls; and

WHEREAS a proposed settlement of the litigation has been negotiated by Glen Droese, Town Assessor, and certiorari counsel Gregory L. Folchetti who have recommended approval of the proposed settlement;

NOW THEREFORE, BE IT RESOLVED that the Town Board of the Town of Carmel hereby authorizes the settlement of the aforementioned litigation and any other open litigation concerning the assessment of the aforesaid real property as recommended; and

BE IT FURTHER RESOLVED that certiorari counsel Gregory Folchetti is hereby authorized to sign, on behalf of the Town of Carmel, the stipulation of settlement and corresponding consent judgment reflecting the terms of the settlement.

Resolution

Offered by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Stephen Baranowski	___	___
Frank Lombardi	___	___
Suzanne McDonough	___	___
Robert Schanil	___	___
Michael Cazzari	___	___

**RESOLUTION #14**

**RESOLUTION FOR SUBMISSION OF GRANT UNDER HUDSON VALLEY GREENWAY PLANNING GRANT PROGRAM- VOLZ PARK REHABILITATION**

WHEREAS, the Town of Carmel is applying to the Hudson River Valley Greenway for a grant under the Hudson River Valley Greenway Planning Grant Program for a project entitled "Volz Park Rehabilitation" to be located in the Town of Carmel.

NOW, THEREFORE, be it resolved that the Carmel Town Board hereby does approve and endorse the application for a grant under the Hudson River Valley Greenway Planning Grant Program, for a project known as "Volz Park Rehabilitation" and located within this community.

Resolution

Offered by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Stephen Baranowski	___	___
Frank Lombardi	___	___
Suzanne McDonough	___	___
Robert Schanil	___	___
Michael Cazzari	___	___

TOWN OF CARMEL  
BUDGET REVISIONS AUGUST-SEPTEMBER 2022 #2022/04

BUDGET REVISION NUMBER	ACCOUNT	ACCOUNT TITLE & TRANSFER DESCRIPTION	INCREASE USES & SOURCES OF FUNDS	DECREASE USES & SOURCES OF FUNDS
<b>GENERAL FUND</b>				
1	100.1930.0040	CERTIORARI SETTLEMENTS	10,000.00	
	100.1989.9876	RESERVE FOR CERTIORARI SETTLEMENTS	*	10,000.00
		- PROVIDE FOR CERTIORARI SETTLEMENTS		
2	100.3120.0019	POLICE STAFF OTHER COMPENSATION	122,240.00	
	100.1989.9877	FUND BALANCE FOR COMPENSATED ABSENCES	*	122,240.00
		- PROVIDE FOR RETIREMENT INCENTIVE AND PAYOUT OF ACCRUED TIME		
3	100.3120.0027	POLICE OTHER EQUIPMENT	3,395.00	
	100.3120.0029	POLICE SPEC EQUIP-GRANTS	11,640.00	
	100.1989.3389	STATE AID - POLICE EQUIPMENT	*	22,362.00
	100.1989.3041	STATE AID - OTHER GOVT	*	7,327.00
		- PROVIDE FOR LPR SYSTEM/DOCKING STATION FOR POLICE VEHICLES FROM NYS SAM GRANT		
4	100.3123.0012	COMMUNITY POLICE OVERTIME	22,375.00	
	100.1989.1523	POLICE TRAFFIC CONTROL REVENUE	*	22,375.00
		- PROVIDE FOR POLICE OVERTIME FROM TRAFFIC CONTROL REVENUE RECEIVED		
5	100.9903.0099	TRANSFER TO OTHER FUNDS	70,000.00	
	100.1989.9909	APPROPRIATED FUND BALANCE	70,000.00	
		- PROVIDE FOR TRANSFER TO CWD #7 TO FUND INCREASE IN DISTRICT EMERGENCY COST IN 2022		
6	100.3120.0021	POLICE MOTOR VEHICLES	64,000.00	
	100.3120.0011	POLICE PERSONNEL SALARY - UNIFORM		64,000.00
		- TRANSFER FOR THE PURCHASE OF POLICE VEHICLES		
7	100.3120.0016	POLICE HOLIDAY PAY	100,000.00	
	100.3121.0012	LAKE PATROL OVERTIME	5,000.00	
	100.3121.0041	LAKE PATROL FUEL EXPENSE	800.00	
	100.3124.0012	K-9 POLICE OVERTIME	6,500.00	
	100.3124.0040	K-9 POLICE CONTRACT EXPENSE	5,000.00	
	100.3120.0011	POLICE UNIFORM STAFF SALARY		50,000.00
	100.3120.0081	POLICE STAFF RETIREMENT EXPENSE		67,300.00
		- TRANSFER FOR POLICE HOLIDAY PAY, LAKE PATROL/K-9 OVERTIME AND OTHER EXPENSE		
8	100.1640.0084	HEALTH INSURANCE	1,500.00	
	100.3310.0084	HEALTH INSURANCE	6,400.00	
	100.8090.0084	HEALTH INSURANCE	1,500.00	
	500.5110.0084	HEALTH INSURANCE	7,000.00	
	500.5140.0084	HEALTH INSURANCE	6,000.00	
	500.5142.0084	HEALTH INSURANCE	7,000.00	
	100.1640.0083	WORKMANS COMPENSATION		1,500.00
	100.3310.0012	SIGN CONTROL OVERTIME		1,000.00
	100.3310.0080	EMPLOYEE RETIREMENT		2,500.00
	100.3310.0083	WORKMANS COMPENSATION		2,900.00
	100.8090.0083	WORKMANS COMPENSATION		1,500.00
	500.5110.0083	WORKMANS COMPENSATION		7,000.00
	500.5140.0083	WORKMANS COMPENSATION		6,000.00
	500.5142.0084	WORKMANS COMPENSATION		7,000.00
		- TRANSFER FOR HEALTH INSURANCE COSTS		
<b>HIGHWAY FUND</b>				
9	500.5110.0012	GENERAL REPAIR OVERTIME	13,500.00	
	500.5110.0045	GR CONTRACED CAPITAL IMPROVEMENTS	475,000.00	
	500.5010.4321	FEDERAL AID - FEMA	*	488,500.00
		- PROVIDE FOR HIGHWAY GENRL REPR EXPENDITURES FROM ANTICIPATED FEMA REIMBURSEMENT		

May change....based on final costs and FEMA reimb

**TOWN OF CARMEL**  
**BUDGET REVISIONS AUGUST-SEPTEMBER 2022 #2022/04**

BUDGET REVISION NUMBER	ACCOUNT	ACCOUNT TITLE & TRANSFER DESCRIPTION	INCREASE USES & SOURCES OF FUNDS	DECREASE USES & SOURCES OF FUNDS
10	500.5130.0041	MACHINERY REPAIR CAPITAL EXPENSES	560,000.00	
	<b>500.5010.9878</b>	<b>FUND BALANCE FOR CAPITAL PROJECTS</b>	<b>*</b>	<b>560,000.00</b>
		- PROVIDE FOR HIGHWAY MACHINERY CAPITAL EXPENSE		
11	500.5112.0012	PROJECT OVERTIME		33,682.88
	500.5112.0020	PROJECT EXPENDITURES	35,756.84	
	500.5112.0082	PROJECT FICA/MED COST		7,195.61
	<b>500.5010.3502</b>	<b>CHIPS STATE AID - CAPITAL</b>	<b>*</b>	<b>5,121.65</b>
		- PROVIDE FOR HIGHWAY PROJECT COSTS FROM REDUCTION IN CHIPS FUNDING		
<b>DEBT FUNDS</b>				
12	810-9730-0061	BAN PRINCIPAL DRAINAGE/AIRPORT	220,000.00	
	850-9730-0060	BAN PRINCIPAL ROAD RESURFACING	100,000.00	
	871-9730-0060	BAN PRINCIPAL CSD #1	15,000.00	
	<b>810-1989-9909</b>	<b>GENERAL DEBT APPROPRIATED FUND BALANCE</b>	<b>*</b>	<b>220,000.00</b>
	<b>850-5010-9909</b>	<b>HIGHWAY DEBT APPROPRIATED FUND BALANCE</b>	<b>*</b>	<b>100,000.00</b>
	<b>871-8130-9909</b>	<b>CSD #1 DEBT APPROPRIATED FUND BALANCE</b>	<b>*</b>	<b>15,000.00</b>
		- PROVIDE FOR ADDITIONAL BAN PAYMENTS IN DEBT FUNDS		
<b>CAPITAL DRAINAGE FUND</b>				
13	900.1989.0012	PROJECT OVERTIME	3,000.00	
	900.1989.0040	CONTRACTUAL EXPENDITURES		3,000.00
		- TRANSFER CAPITAL PROJECT COST		
<b>SPECIAL CAPITAL DRAINAGE FUND</b>				
14	902.1989.0040	CONTRACTUAL EXPENDITURES	32,000.00	
	902.1989.0048	OTHER PROJECT EXPENDITURE	2,000.00	
	<b>902.1989.4300</b>	<b>FEDERAL AID - ARPA</b>	<b>*</b>	<b>216,000.00</b>
	<b>902.1989.5710</b>	<b>PROCEEDS OF BORROWING</b>	<b>*</b>	<b>250,000.00</b>
		- PROVIDE FOR CAPITAL PROJECT COSTS FROM APPROVED BORROWING		
<b>AIRPORT PARK CAPITAL FUND</b>				
15	910.7140.0040	CONTRACTUAL EXPENDITURES	125,000.00	
	910.7140.0046	CONTRACTED PLAYGROUND IMPROVEMENTS	100,000.00	
	910.7140.0047	CONTRACTED BUILDING IMPROVEMENTS	25,000.00	
	<b>910.7140.3000</b>	<b>INTERFUND TRANSFER - OTHER</b>	<b>*</b>	<b>250,000.00</b>
		-PROVIDE FOR CAPITAL IMPROVEMENTS AT AIRPORT PARK FROM GRANT FUNDING		
<b>HIGHWAY RESURFACING CAPITAL PROJECT</b>				
16	950.5112.0045	CONTRACTED PAVING SERVICES	15,000.00	
	950.5112.0048	OTHER PROJECT EXPENDITURES		15,000.00
		- TRANSFER CAPITAL PROJECT COST		
<b>CARMEL SEWER DISTRICT #5 CAPITAL FUND</b>				
17	975.8130.0044	PROJECT ENGINEERING	60,000.00	
	975.8130.0045	CONTRACT IMPROVEMENTS	125,000.00	
	975.8130.0046	TECHNICAL SERVICES	14,600.00	
	975.8130.0048	OTHER PROJECT EXPENDITURES	400.00	
	<b>975.8130.5710</b>	<b>PROCEEDS OF BORROWING</b>	<b>*</b>	<b>200,000.00</b>
		- PROVIDE FOR CAPITAL PROJECT COSTS FROM APPROVED BORROWING		
<b>CARMEL WATER DISTRICT #14 CAPITAL FUND</b>				
18	984.8310.0048	OTHER PROJECT EXPENDITURES	3,200.00	
	<b>984.8310.5710</b>	<b>PROCEEDS OF BORROWING</b>	<b>*</b>	<b>3,200.00</b>
		- PROVIDE FOR CAPITAL PROJECT COSTS FROM APPROVED BORROWING		

*Richard J. Franzetti, P.E.  
Town Engineer*



*(845) 628-1500  
(845) 628-2087  
Fax (845) 628-7085*

**Office of the Town Engineer**  
*60 McAlpin Avenue  
Mahopac, New York 10541*

## MEMORANDUM

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**To:** Carmel Town Board

**From:** Richard J. Franzetti P.E. Town Engineer 

**Date:** October 13, 2022

**Re:** EV Charging Stations in the Town of Carmel

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The Town of Carmel (Town) received a grant from the New York State Department of Conservation (NYSDEC) for the supply and installation of four (4) electric vehicle (EV) charging stations. The grant provides for \$13,068.00 per location, for a total fund amount of \$52,272.00. The grant contract requires that the units be Chargepoint CT4021-GW1 level 2 units, with a “minimum of a 10-year service agreement with the service provider to guarantee the equipment.” as identified in the attached page 15 of the grant contract.

The approved locations are as follows:

- Camarda Park
- Carmel Town Hall
- Red Mills Convenience Store
- Mahopac Bank Parking lot (owned by TOC)

The Red Mills location is not owned by the Town of Carmel. As such, this requires that the Town enter into an easement agreement with the owner, Red Mills Realty. The specific easement is a Standard NYSDEC Climate Change Mitigation Easement. Supervisor Cazzari spoke to the owner who, as indicated in the attached email, that they are willing to enter into such an agreement with the Town. The Town will pursue this easement and secure it prior to entering the property.

The specified unit and installation pricing is available through award #PGB-23035 with the New York State Office of General Services (OGS).

In speaking with a representative of Chargepoint, it was recommended that the Town contact Plug in Stations Online, LLC (PlugIn), for a quote on a complete supply and installation turnkey solution. Per the attached OGS Contractor and Reseller/Distributor Information Sheet, PlugIn is an authorized reseller and installer of the specified units.

As identified in the attached NYSEG Contractor list, PlugIn is also on the list of approved contractors for the NYSEG Make Ready program which provides for a partial payment directly to the contractor for up to 90% of the work to make the site ready for the install (electric, new

service trenching, conduit etc.) which is capped at \$10,800, but provides for an additional 10% add on for future proofing.

PlugIn provided the attached quotes providing for total supply and installations for all four (4) locations (discounted by the above NYSEG incentive) as follows

Camarda Park	\$25,697.62
Carmel Town Hall	\$25,507.00
Red Mill Convenience	\$29,827.00
Mahopac Bank	\$27,802.00
<b>TOTAL</b>	<b>\$108,833.62</b>

Of the above total amount, the Town will be reimbursed \$52,272.00 from NYSDEC, leaving a Town and out of pocket cost of \$56,561.62.

PROCUREMENT DISCUSSION

The proposed work can be characterized as Public Work within the meaning of GML § 103. It is a hybrid type, containing both elements of supply or goods and installation. The total amount of the project is \$108,833.62. It is therefore above the GML § 103 threshold of \$35,000.00 and as such would necessitate public bidding. However, in this case, the goods element is being supplied in accordance with the NYSOGS contract #PGB-23035 and in accordance the terms of the NYSDEC contract are required or are necessary for a complete functional unit. These items are identified on the quote as all of the products, with the exception of the Electrical Make Ready charges. Therefore, for purposes of procurement, the purchase element (procured under state contract) can be separated from the installation element shown on the quote, which is summarized as follows.

Red Mills Convenience

Electric Make Read	\$22,960.00
Less NYSEG Make Ready (paid directly to contractor)	\$13,096.00
<u>Net to be paid by Town</u>	<u>\$9,864.00</u>

Mahopac Bank

Electric Make Read	\$20,710.00
Less NYSEG Make Ready (paid directly to contractor)	\$12,871.00
<u>Net to be paid by Town</u>	<u>\$7,893.00</u>

Carmel Town Hall

Electric Make Read	\$18,160.00
Less NYSEG Make Ready (paid directly to contractor)	\$12,616.00
<u>Net to be paid by Town</u>	<u>\$5,544.00</u>

Camarda Park

Electric Make Read	\$18,305.00
Less NYSEG Make Ready (paid directly to contractor)	\$12,570.38
<u>Net to be paid by Town</u>	<u>\$5,734.62</u>

Total net paid by the Town of Carmel is therefore \$29,035.62. This amount is therefore below the GML 103 threshold and as such is to be solicited in accordance with the Town of Carmel Procurement policy which is waivable by the Board. The following factors support such a waiver:

1. PlugIn is already approved under the NYSOGS contract to perform the supply and installs in accordance with the terms of that contract.
2. PlugIn is approved by Chargepoint to perform all station installation certifications and start-up which is a prerequisite to connecting the units to the Chargepoint platform, which is a requirement under the terms of our contract with NYSDEC as the units cannot be simply stand alone.
3. We have contacted both the Towns of Ballston, Bethlehem and Philipstown, New York who both utilized Plug In and were satisfied with the work.

The total amount of the project for all locations is \$108,833.62. Of that amount, \$79,797.62 is supply and installation under NYSOGS state bid award. The balance is Make Ready charges of \$29,036.00.

In summary of the \$108,833.62, \$52,272.00 is reimbursable to the Town of Carmel and the Town's out of pocket cost is of \$56,561.62. It should be noted that the Town will have to pay the amount to the contractor first and then apply for reimbursement from the State.

Based on the above, we recommend that this project be awarded to PlugIn Stations Online, LLC for the total amount of \$108,833.62.

I respectfully request that this matter be placed on the next available work session for discussion.

the Project to be maintained, preserved and kept in good repair, working order and condition and shall make, or cause to be made, all necessary and proper repairs, replacements and renewals from time to time, so that at all times the Project may be operated properly in a manner consistent with the Project performance standards contained in the engineering report or facilities plan for the Project, with this Contract, and with the requirements of any related permit or other governmental approval of the Project.

#### **7. Mitigation Monitoring and Reporting**

All networked and non-networked infrastructure will be required to track customer usage, electricity usage, and greenhouse gas emission reductions for each piece of infrastructure installed. Grantees using ChargePoint will grant rights to DEC using OrgID ORG27201- New York State Department of Environmental Conservation. Grantees using EVConnect will inform their project manager and EVConnect will be contacted to add the grantee to the DEC Platform. Grantees using another provider will create a viewing rights only account for DEC and provide the project manager with the username and password for access. Unless expressly revoked at the close of the contract term, the Contractor grants permission to the Department to continue to access and use data from charging infrastructure funded through this rebate program indefinitely.

Grantees with non-networked units or hydrogen fuel cell filling stations will develop a plan to track usage and estimate greenhouse gas reductions as part of the application and will follow that protocol to collect and deliver the information with the Quarterly Report until the end of the contract or Letter of Agreement term.

#### **8. Climate Change Mitigation Easement**

If the infrastructure facility will be located on a site that is not owned by the applicant municipality, the municipality shall obtain a climate change mitigation easement (CCME) from the owner of the property, pursuant to Environmental Conservation Law (ECL) §54-1513, before installation of the infrastructure occurs. The municipality shall develop and execute the climate change mitigation easement, which must ensure the following:

- The property shall be accessible to the municipality for any necessary work to achieve the funded purpose throughout the anticipated life of the project.
- The property shall provide the identified public benefit, e.g., publicly accessible clean vehicle charging or fueling, throughout the anticipated life of the project.
- The property shall be used to achieve climate protection and mitigation goals pursuant to ECL Article 54 Title 15 "Climate Smart Community Projects," e.g., reduction of greenhouse gas emissions from municipal and community transportation, throughout the anticipated life of the project.
- The property owner shall provide information and data to the municipality or will provide access to the municipality for collection of data, as specified in the rebate contract.
- A ten-year minimum term for the easement is required to adequately reflect the expected useful life of the project.

#### **9. Signage**

The Contractor shall install signage on-site that identifies the site as a clean vehicle charging/refueling facility; promotes public use of the facility; and acknowledges rebate funding from the Department of Environmental Conservation through Title 15 of the Environmental Protection Fund. All signs must include the following acknowledgment statement: This infrastructure was funded in part by Title 15 of the Environmental Protection Fund through the NYS Department of Environmental Conservation.

Signage developed for use at a rebate-funded facility shall be subject to review and approval by the Department prior to installation.



#### **10. Shared Use Plan**

All infrastructure facilities must be available primarily for public use. Facilities that will be available for both municipal fleet use and public use must submit a shared use plan detailing when the facility will be available for public use and when the facility will be used for fleet charging. This plan must also be posted publicly on the municipal website, with the municipalities other parking information and/or on-site.



#### **11. In-service Agreement**

All networked EVSE and all HFC fueling stations must obtain a minimum 10-year service agreement with the service provider to guarantee the equipment will be functional and available for public use at least 80% of the time.

#### **12. Operations, Maintenance, and Mitigation Monitoring Plan**

## Vara, Rob

---

**From:** Cazzari,Michael  
**Sent:** Thursday, March 31, 2022 4:41 PM  
**To:** Vara, Rob; Franzetti,Richard  
**Cc:** Esteves,Donna; Schanil,Robert; Pasquerello,Anne; Simone, Mike  
**Subject:** RE: 03-09-2022 - EV Grant status

Rob,

As a follow up to our last discussion about you contacting DEC, please forward your proposed explanation on the location charges to our grant writers for their input and ask I've asked Rich to review it too.

I would rather not be denied the grant over tone or verbiage.

MC

---

**From:** Cazzari,Michael  
**Sent:** Wednesday, March 30, 2022 2:13 PM  
**To:** Vara, Rob; Franzetti,Richard  
**Cc:** Esteves,Donna; Schanil,Robert; Pasquerello,Anne; Simone, Mike  
**Subject:** Re: 03-09-2022 - EV Grant status

 Rob,

I have confirmed that the property owner at Red Mills will allow us an easement memorializing our right to use that property for our EV charging station.

The Town Board has agreed on the selection and identified the four locations for the EV charging stations.

Please complete the grant application and submissions process

Thanks,

MC

On Mar 24, 2022, at 11:21 AM, Cazzari,Michael <[msc1s@ci.carmel.ny.us](mailto:msc1s@ci.carmel.ny.us)> wrote:

Yes DEC needs buy-in BUT if it doesn't work for the highway dept or the town board then it will not be going through.

---

**From:** Vara, Rob  
**Sent:** Thursday, March 24, 2022 11:18 AM  
**To:** Cazzari,Michael; Franzetti,Richard  
**Cc:** Esteves,Donna; Schanil,Robert; Pasquerello,Anne; Simone, Mike  
**Subject:** RE: 03-09-2022 - EV Grant status

Mike,

I will send in the application. As far as approval of locations, Donna and I did talk to DEC about that and they indicated that the locations were set based upon a host of considerations, including proximity to highways, so any modification of the locations could be denied by DEC, but we will deal with that problem if and when it arises.

chargepoint.com



ChargePoint, Inc.  
754 East Hacienda Avenue | Campbell, CA 95008 USA  
• 1.408.841.4500 or US toll-free #1.877.370.3802

November 28, 2018

To Whom it May Concern:

ChargePoint recently executed a contract with the New York State Office of General Services (OGS), contract # PC68451, to be able to provide electric vehicle charging solutions to New York government agencies, school districts and non-profit organizations. This centralized procurement contract enables ChargePoint and its authorized resellers to sell direct to thousands of OGS authorized users. PlugIn Stations Online LLC, is one of ChargePoint authorized resellers and is also included under this contract.

A link to ChargePoint's contract can be accessed [here](#).

Please let me know if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "John Schott".

John Schott  
Sr. Grant Operations Manager  
John.schott@chargepoint.com  
667-237-3406

**Group 40404 – 23035**  
**Electric Vehicle Supply Equipment and Network Services**

**CONTRACTOR and RESELLER/DISTRIBUTOR INFORMATION**  
**ChargePoint Inc. – Updated August 24, 2022**

<b>CONTRACTOR/COMPANY INFORMATION</b>	
Company Name:	ChargePoint, Inc.
Address (from first page of bid):	254 East Hacienda Avenue
Company Website:	Chargepoint.com
Federal ID #:	26-1080576
NYS Vendor ID #:	1100107353
Contract Administrator Name:	Kira Costanza
Title:	Account Executive
Email:	<a href="mailto:Kira.costanza@chargepoint.com">Kira.costanza@chargepoint.com</a>
Phone:	270-246-3188
Toll Free Phone:	877-370-3802

<b>SALES/BILLING (if different from above)</b>	
Contact Name:	Marilou Liscomb
Title:	Accounts Receivable
Address:	Same as above
Email:	<a href="mailto:ChargePointar@ChargePoint.com">ChargePointar@ChargePoint.com</a>
Phone:	408-841-4500
Toll Free Phone:	877-370-3802

<b>EMERGENCIES</b>	
Contact Name:	Kira Costanza
Title:	Account Executive
Address:	Same as above
Email:	<a href="mailto:Kira.costanza@chargepoint.com">Kira.costanza@chargepoint.com</a>
Phone:	270-246-3188
Cell Phone:	270-246-3188

## Authorized Resellers

Note: ChargePoint Inc. is the contractor and has authorized the resellers listed below to take orders, ship direct, and/or receive payments, as indicated. Purchase orders should reference the NYS contract number and the appropriate reseller.

RESELLER/DISTRIBUTOR INFORMATION	
Company Name:	ABM Electrical Power Services LLC
Address:	One Liberty Plaza 7 <sup>th</sup> Floor, New York, NY 10006
Federal ID #:	20-3180504
NYS Vendor ID #:	1100219408
Contact Name:	Val Wilkins
Title:	Director of Business Development
Email:	<a href="mailto:Val.wilkins@abm.com">Val.wilkins@abm.com</a>
Hours of Availability:	8AM – 5PM Mon – Fri
Phone:	866-226-2838
MWBE and/or SDVOB Certification:	<input type="checkbox"/> NYS Certified Women Owned <input type="checkbox"/> NYS Certified Minority Owned <input type="checkbox"/> SDVOB
SBE:	<input type="checkbox"/> NYS Small Business Enterprise (self-identified)
Reseller is Authorized to: (check all that apply)	<input type="checkbox"/> Take orders <input type="checkbox"/> Ship Direct <input type="checkbox"/> Receive Payment
Restrictions Applicable to this Reseller (if any):	

RESELLER/DISTRIBUTOR INFORMATION	
Company Name:	Apex Solar
Address:	64 Main Street, Queensbury, NY 12804
Federal ID #:	46-3046124
NYS Vendor ID #:	1100195243
Contact Name:	Stan Dobert
Title:	President
Email:	<a href="mailto:stan@apexsolarpower.com">stan@apexsolarpower.com</a>
Hours of Availability:	8AM – 6PM Mon – Fri
Phone:	970-531-7855
MWBE and/or SDVOB Certification:	<input type="checkbox"/> NYS Certified Women Owned <input type="checkbox"/> NYS Certified Minority Owned <input type="checkbox"/> SDVOB
SBE:	<input type="checkbox"/> NYS Small Business Enterprise (self-identified)
Reseller is Authorized to: (check all that apply)	<input type="checkbox"/> Take orders <input type="checkbox"/> Ship Direct <input type="checkbox"/> Receive Payment
Restrictions Applicable to this Reseller (if any):	

RESELLER/DISTRIBUTOR INFORMATION	
Company Name:	EV Charge Solutions
Address:	4 E. Main Street Suite 100, Bloomfield, NY 14469
Federal ID #:	81-4619947
NYS Vendor ID #:	1100219420
Contact Name:	Mike Moser
Title:	CEO
Email:	<a href="mailto:mmoser@evchargesolutions.com">mmoser@evchargesolutions.com</a>
Hours of Availability:	8AM – 6PM Mon – Fri
Phone:	585-657-7070
MWBE and/or SDVOB Certification:	<input type="checkbox"/> NYS Certified Women Owned <input type="checkbox"/> NYS Certified Minority Owned <input type="checkbox"/> SDVOB
SBE:	<input type="checkbox"/> NYS Small Business Enterprise (self-identified)
Reseller is Authorized to: (check all that apply)	<input type="checkbox"/> Take orders <input type="checkbox"/> Ship Direct <input type="checkbox"/> Receive Payment
Restrictions Applicable to this Reseller (if any):	

RESELLER/DISTRIBUTOR INFORMATION	
Company Name:	Green Power Technologies
Address:	N/A
Federal ID #:	26-3780634
NYS Vendor ID #:	1000019682
Contact Name:	Jerry Reich
Title:	President/CEO
Email:	<a href="mailto:jreich@gptechnology.com">jreich@gptechnology.com</a>
Hours of Availability:	8AM – 6PM Mon – Fri
Phone:	937-546-6141
MWBE and/or SDVOB Certification:	<input type="checkbox"/> NYS Certified Women Owned <input type="checkbox"/> NYS Certified Minority Owned <input type="checkbox"/> SDVOB
SBE:	<input type="checkbox"/> NYS Small Business Enterprise (self-identified)
Reseller is Authorized to: (check all that apply)	<input type="checkbox"/> Take orders <input type="checkbox"/> Ship Direct <input type="checkbox"/> Receive Payment
Restrictions Applicable to this Reseller (if any):	

RESELLER/DISTRIBUTOR INFORMATION	
Company Name:	Horizon Solutions
Address:	28 Van Buren Blvd, Altamont, NY 12009
Federal ID #:	84-1718506
NYS Vendor ID #:	1000019343
Contact Name:	Bruce Shaffer
Title:	Director of Energy Services
Email:	<a href="mailto:bshaffer@hs-e.com">bshaffer@hs-e.com</a>
Hours of Availability:	7AM – 5PM Mon – Fri
Phone:	508-717-7942
MWBE and/or SDVOB Certification:	<input type="checkbox"/> NYS Certified Women Owned <input type="checkbox"/> NYS Certified Minority Owned <input type="checkbox"/> SDVOB
SBE:	<input type="checkbox"/> NYS Small Business Enterprise (self-identified)
Reseller is Authorized to: (check all that apply)	<input type="checkbox"/> Take orders <input type="checkbox"/> Ship Direct <input type="checkbox"/> Receive Payment
Restrictions Applicable to this Reseller (if any):	

RESELLER/DISTRIBUTOR INFORMATION	
Company Name:	Leviton Manufacturing Company
Address:	201 North Service Road, Melville, NY 11747
Federal ID #:	11-1001790
NYS Vendor ID #:	1100057443
Contact Name:	John Eder
Title:	Director of Product Management
Email:	<a href="mailto:John.eder@leviton.com">John.eder@leviton.com</a>
Hours of Availability:	8AM – 7PM Mon – Fri
Phone:	631-812-6248
MWBE and/or SDVOB Certification:	<input type="checkbox"/> NYS Certified Women Owned <input type="checkbox"/> NYS Certified Minority Owned <input type="checkbox"/> SDVOB
SBE:	<input type="checkbox"/> NYS Small Business Enterprise (self-identified)
Reseller is Authorized to: (check all that apply)	<input type="checkbox"/> Take orders <input type="checkbox"/> Ship Direct <input type="checkbox"/> Receive Payment
Restrictions Applicable to this Reseller (if any):	



RESELLER/DISTRIBUTOR INFORMATION	
Company Name:	Plug In Stations Online
Address:	418 Broadway 2 <sup>nd</sup> Floor, Albany, NY 12207
Federal ID #:	45-1368656
NYS Vendor ID #:	1100009379
Contact Name:	John Doran
Title:	CEO
Email:	<a href="mailto:jdoran@pisoev.com">jdoran@pisoev.com</a>
Hours of Availability:	8AM – 6PM Mon – Fri
Phone:	518-928-9729
MWBE and/or SDVOB Certification:	<input type="checkbox"/> NYS Certified Women Owned <input type="checkbox"/> NYS Certified Minority Owned <input type="checkbox"/> SDVOB
SBE:	<input type="checkbox"/> NYS Small Business Enterprise (self-identified)
Reseller is Authorized to: (check all that apply)	<input type="checkbox"/> Take orders <input type="checkbox"/> Ship Direct <input type="checkbox"/> Receive Payment
Restrictions Applicable to this Reseller (if any):	

RESELLER/DISTRIBUTOR INFORMATION	
Company Name:	Voltrek
Address:	494 8 <sup>th</sup> Ave Suite 200, New York, NY 10001
Federal ID #:	27-1822580
NYS Vendor ID #:	1100219435
Contact Name:	Kathleen Connors
Title:	CEO
Email:	<a href="mailto:kathleen@voltrek.com">kathleen@voltrek.com</a>
Hours of Availability:	8AM – 6PM Mon – Fri
Phone:	978-886-5166
MWBE and/or SDVOB Certification:	<input type="checkbox"/> NYS Certified Women Owned <input type="checkbox"/> NYS Certified Minority Owned <input type="checkbox"/> SDVOB
SBE:	<input type="checkbox"/> NYS Small Business Enterprise (self-identified)
Reseller is Authorized to: (check all that apply)	<input type="checkbox"/> Take orders <input type="checkbox"/> Ship Direct <input type="checkbox"/> Receive Payment
Restrictions Applicable to this Reseller (if any):	

# Approved Contractors

## Make-Ready Program Approved Contractors

Entities wishing to install electric vehicle chargers under the EV Make-Ready Program must do so using one of the Approved Contractors in their service territory listed in the table below. If you are seeking to become an Approved Contractor through the Make-Ready Program, please fill out the application linked below.

[Apply Here or Edit an Existing Application](#)



### Service Areas

- Central Hudson
- Con Edison
- National Grid
- NYSEG
- RG&E
- Orange & Rockland

### Services Provided

- Engineering
- Electrical
- Construction
- Turnkey EVSE Developer
- Owner/Operator
- Other

### Previously performed work under the Make-Ready Program

- Any -
- Yes
- No

Name	Email	Phone
Abbott Energy, Inc.	dfarrow@abbottenergy.com	866-252-3739

American Energy Care rebates@aecenergy.com  
518-869-6862

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Aries Power jason@ariespowerinc.com  
518-528-1699

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Ascent Cities tkassal@ascentcities.com  
917-406-2162

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Bright Energy Services bonnie@brightenergyservices.com  
347-470-7090

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CIR Electrical Construction Corp Solarpv@Cirelectric.com  
716-362-5000

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Eastern Energy Solutions, Inc. kris@easternenergysolutions.com  
607-639-1516

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Electrify America aaron.young@electrifyamerica.com  
833-632-2778

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Energy Conservation and Supply ryan.kish@enerconsupply.com  
Inc.  
718-855-5888

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EV Connect Inc david@evconnect.com  
310-251-8726

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Genesis LED and Energy andy@genesisledenergy.com  
Associates Inc.  
518-290-3123

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Green Team Lighting LLC Nate@cnygreenteam.com  
929-777-1741

---

Hope Energy Group LLC hope@hopeenergygroup.com  
855-733-4673

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INF Associates LLC gcrispo@infassociates.com  
914-474-8008

Integra LED, LLC. jwaldman@integrated.com  
518-738-0804

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Livingston Energy Group jason@solution.energy  
844-623-1001

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Mill Creek Renewables LLC jsavage@millcreekrenewables.com  
732-241-4600

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Northeast Energy Group rirish@northeastenergygroup.com  
516-567-1955

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O'Connell Electric Company, Inc. brad.hartford@oconnellelectric.com  
5859242176

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Plugin Stations Online LLC bmortka@pisoev.com  
855-467-3751

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PlugPV, LLC snolan@plugpv.com  
518-948-5316

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Power Management Company ddrury@powermgt.com  
585-249-1360

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PPR Energy Solutions info@pprenergysolutions.com  
716-295-9967

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SKYCHARGER, LLC melissa.mataba@skycharger.com  
603-494-0246

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TM MONTANTE SOLAR ksoscia@montante.com  
DEVELOPMENTS LLC  
716-431-2003

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**Plugin Stations Online, LLC**  
 7 Cotton Mill Lane  
 Valatie, NY 12184  
 +1 8554673751  
 info@pisoev.com  
 http://www.pisoev.com



## Estimate

**ADDRESS**  
 Robert Vara  
 Engineering Projects Coordinator  
 Town of Carmel  
 60 McAlpin Avenue  
 Mahopac, NY 10541  
 Ph. 845-628-1500 ex. 183

**SHIP TO**  
 Robert Vara  
 Engineering Projects Coordinator  
 Town of Carmel  
 60 McAlpin Avenue  
 Mahopac, NY 10541  
 Ph. 845-628-1500 ex. 183

ESTIMATE #	DATE	EXPIRATION DATE
101877	09/29/2022	10/29/2022

**SITE ADDRESS**  
 Red Mills Realty

**DEPOSIT TERMS**  
 50/50

ACTIVITY	QTY	PRICE	AMOUNT
<b>ChargePoint - CT4000 -CT4K Hardware - CT4021-GW1 STATE CONTRACT</b> State Contract - Dual Output Gateway Option USA, Bollard Unit - 208/240V @30A with Cord Management	1	7,352.00	7,352.00T
<b>ChargePoint - CT4000 -Cloud - CPCLD-COMMERCIAL-5</b> 5 Year Commercial Cloud Plan, price per port. Prepaid Commercial Cloud Plan subscription with station management features such as: Custom Video uploads and Automatic Software Updates, driver and fleet management features including: Access Control and Pricing & Automatic Payment Collection, as well as energy and power management features which include Power Sharing. Real-time dashboards and reports provided for applicable features. Station Activation purchase required.	2	1,385.00	2,770.00T
<b>ChargePoint - CT4000 -L2 Assure - CT4000-ASSURE10</b> 10 prepaid years of ChargePoint Assure. Includes Parts and Labor Warranty, Remote Technical Support, On-Site Repairs when needed, Unlimited Configuration Changes, and Reporting.	1	8,085.00	8,085.00T
<b>ChargePoint - CPSUPPORT-ACTIVE</b> Initial Station Activation & Configuration Service includes activation of cloud services and configuration of radio groups, custom groups, connections, access control, visibility control, pricing, reports and alerts. One time initial service per station.	1	350.00	350.00T

ACTIVITY	QTY	PRICE	AMOUNT
<b>ChargePoint - CT4000 -Services - PARTNER-SELFVALID</b> Customer works with a self-validating Channel Partner to perform all construction and station installation services. This includes Site Validation of electrical capacity, transformers, panels, breakers, wiring, cellular coverage and that the station installation meets all ChargePoint published requirements and local codes. The name of the self-validating Channel Partner must be indicated on the Channel Partner purchase order. Upon confirmation of successful Site Validation by self-validating partner, the customer will be eligible to obtain warranty coverage under a ChargePoint Maintenance plan, sold separately.	1	0.00	0.00T
<b>CT4000 Shipping</b>	1	206.00	206.00T
<b>Station Installation</b> Charging Station Mounting and Installation. State contract price.	1	1,200.00	1,200.00T
			Subtotal: 19,963.00
<b>Electrical Make-Ready</b> All associated electrical and site work to install 1 dual port charging station at Red Mills Realty. This scope of work includes: 1. Permitting 2. Electrical inspection 3. New 200A service fed from existing utility pole. This requires utility approval. 4. Wire/conduit/msc fittings 5. Prevailing wage labor rates 6. Trenching/backfill of trenched area 7. Utility application and associated paperwork	1	22,960.00	22,960.00T
<b>Electric Utility Incentive</b> The Electric Utility will pay PlugIn Stations directly for "make-ready" portion of invoice. This site is expected to be covered at 90%. This is capped at \$10,800 per dual port station plus an additional 10% for futureproofing.	1	-13,096.00	-13,096.00T

By signing below, customer approves the scope of work and the pricing laid out in this estimate.

**PAYMENT SCHEDULE:**

A deposit of 50% of the total will be due upon receipt in order to begin the project.

A further payment of 45% of the total will be due when the equipment has been received at site.

A final payment of 5% of the total will be due upon completion of the project (Station Commissioning).

**PAYMENT TERMS:** A one and one-half percent (1.5%) late payment fee will be added on overdue balance per every (30) day period or portion thereof past due date.

To provide you with the option to pay by credit card or debit card, PISOEV has made arrangements with QuickBooks. QuickBooks charges a convenience fee of 2.9% for each card payment you make. If you wish to pay by credit card, please let us know and we will issue your invoice with the convenience fee.

SUBTOTAL	29,827.00
TAX	0.00
<b>TOTAL</b>	<b>\$29,827.00</b>

Accepted By

Accepted Date

**Plugin Stations Online, LLC**  
 7 Cotton Mill Lane  
 Valatie, NY 12184  
 +1 8554673751  
 info@pisoev.com  
 http://www.pisoev.com



## Estimate

**ADDRESS**

Robert Vara  
 Engineering Projects Coordinator  
 Town of Carmel  
 60 McAlpin Avenue  
 Mahopac, NY 10541  
 Ph. 845-628-1500 ex. 183

**SHIP TO**

Robert Vara  
 Engineering Projects Coordinator  
 Town of Carmel  
 60 McAlpin Avenue  
 Mahopac, NY 10541  
 Ph. 845-628-1500 ex. 183

ESTIMATE #	DATE	EXPIRATION DATE
101876	09/29/2022	10/29/2022

**SITE ADDRESS**

Mahopac National Bank

**DEPOSIT TERMS**

50/50

ACTIVITY	QTY	PRICE	AMOUNT
<b>ChargePoint - CT4000 -CT4K Hardware - CT4021-GW1 STATE CONTRACT</b> State Contract - Dual Output Gateway Option USA, Bollard Unit - 208/240V @30A with Cord Management	1	7,352.00	7,352.00T
<b>ChargePoint - CT4000 -Cloud - CPCLD-COMMERCIAL-5</b> 5 Year Commercial Cloud Plan, price per port. Prepaid Commercial Cloud Plan subscription with station management features such as: Custom Video uploads and Automatic Software Updates, driver and fleet management features including: Access Control and Pricing & Automatic Payment Collection, as well as energy and power management features which include Power Sharing. Real-time dashboards and reports provided for applicable features. Station Activation purchase required.	2	1,385.00	2,770.00T
<b>ChargePoint - CT4000 -L2 Assure - CT4000-ASSURE10</b> 10 prepaid years of ChargePoint Assure. Includes Parts and Labor Warranty, Remote Technical Support, On-Site Repairs when needed, Unlimited Configuration Changes, and Reporting.	1	8,085.00	8,085.00T
<b>ChargePoint - CPSUPPORT-ACTIVE</b> Initial Station Activation & Configuration Service includes activation of cloud services and configuration of radio groups, custom groups, connections, access control, visibility control, pricing, reports and alerts. One time initial service per station.	1	350.00	350.00T

ACTIVITY	QTY	PRICE	AMOUNT
<b>ChargePoint - CT4000 -Services - PARTNER-SELFVALID</b> Customer works with a self-validating Channel Partner to perform all construction and station installation services. This includes Site Validation of electrical capacity, transformers, panels, breakers, wiring, cellular coverage and that the station installation meets all ChargePoint published requirements and local codes. The name of the self-validating Channel Partner must be indicated on the Channel Partner purchase order. Upon confirmation of successful Site Validation by self-validating partner, the customer will be eligible to obtain warranty coverage under a ChargePoint Maintenance plan, sold separately.	1	0.00	0.00T
<b>CT4000 Shipping</b>	1	206.00	206.00T
<b>Station Installation</b> Charging Station Mounting and Installation. State Contract Price.	1	1,200.00	1,200.00T
			Subtotal: 19,963.00
<b>Electrical Make-Ready</b> All associated electrical and site work to install 1 dual port EV charger at Mahopac National Bank. This scope of work includes: 1. Permitting 2. Electrical Inspection 3. New 200A 3ph service fed from existing utility pole. Requires utility approval. 4. Wire/conduit/msc breakers 5. Prevailing wage labor rates 6. asphalt trench (minimal) and restoration 7. Meter/panel stanchion 8. Utility application and paperwork.	1	20,710.00	20,710.00T
<b>Electric Utility Incentive</b> The Electric Utility will pay PlugIn Stations directly for "make-ready" portion of invoice. This site is expected to be covered at 90%. This is capped at \$10,800 per dual port station. You will receive an additional 10% for futureproofing the site.	1	-12,871.00	-12,871.00T

By signing below, customer approves the scope of work and the pricing laid out in this estimate.

**PAYMENT SCHEDULE:**

A deposit of 50% of the total will be due upon receipt in order to begin the project.

A further payment of 45% of the total will be due when the equipment has been received at site.

A final payment of 5% of the total will be due upon completion of the project (Station Commissioning).

**PAYMENT TERMS:** A one and one-half percent (1.5%) late payment fee will be added on overdue balance per every (30) day period or portion thereof past due date.

To provide you with the option to pay by credit card or debit card, PISOEV has made arrangements with QuickBooks. QuickBooks charges a convenience fee of 2.9% for each card payment you make. If you wish to pay by credit card, please let us know and we will issue your invoice with the convenience fee.

SUBTOTAL	27,802.00
TAX	0.00
<b>TOTAL</b>	<b>\$27,802.00</b>

Accepted By

Accepted Date

**Plugin Stations Online, LLC**  
 7 Cotton Mill Lane  
 Valatie, NY 12184  
 +1 8554673751  
 info@pisoev.com  
 http://www.pisoev.com



## Estimate

**ADDRESS**  
 Robert Vara  
 Engineering Projects Coordinator  
 Town of Carmel  
 60 McAlpin Avenue  
 Mahopac, NY 10541  
 Ph. 845-628-1500 ex. 183

**SHIP TO**  
 Robert Vara  
 Engineering Projects Coordinator  
 Town of Carmel  
 60 McAlpin Avenue  
 Mahopac, NY 10541  
 Ph. 845-628-1500 ex. 183

ESTIMATE #	DATE	EXPIRATION DATE
101875	09/29/2022	10/29/2022

**SITE ADDRESS**  
 Carmel Town Hall

**DEPOSIT TERMS**  
 50/50

ACTIVITY	QTY	PRICE	AMOUNT
<b>ChargePoint - CT4000 -CT4K Hardware - CT4021-GW1 STATE CONTRACT</b> State Contract - Dual Output Gateway Option USA, Bollard Unit - 208/240V @30A with Cord Management	1	7,352.00	7,352.00T
<b>ChargePoint - CT4000 -Cloud - CPCLD-COMMERCIAL-5</b> 5 Year Commercial Cloud Plan, price per port. Prepaid Commercial Cloud Plan subscription with station management features such as: Custom Video uploads and Automatic Software Updates, driver and fleet management features including: Access Control and Pricing & Automatic Payment Collection, as well as energy and power management features which include Power Sharing. Real-time dashboards and reports provided for applicable features. Station Activation purchase required.	2	1,385.00	2,770.00T
<b>ChargePoint - CT4000 -L2 Assure - CT4000-ASSURE10</b> 10 prepaid years of ChargePoint Assure. Includes Parts and Labor Warranty, Remote Technical Support, On-Site Repairs when needed, Unlimited Configuration Changes, and Reporting.	1	8,085.00	8,085.00T
<b>ChargePoint - CPSUPPORT-ACTIVE</b> Initial Station Activation & Configuration Service includes activation of cloud services and configuration of radio groups, custom groups, connections, access control, visibility control, pricing, reports and alerts. One time initial service per station.	1	350.00	350.00T

ACTIVITY	QTY	PRICE	AMOUNT
<b>ChargePoint - CT4000 -Services - PARTNER-SELFVALID</b> Customer works with a self-validating Channel Partner to perform all construction and station installation services. This includes Site Validation of electrical capacity, transformers, panels, breakers, wiring, cellular coverage and that the station installation meets all ChargePoint published requirements and local codes. The name of the self-validating Channel Partner must be indicated on the Channel Partner purchase order. Upon confirmation of successful Site Validation by self-validating partner, the customer will be eligible to obtain warranty coverage under a ChargePoint Maintenance plan, sold separately.	1	0.00	0.00T
<b>CT4000 Shipping</b>	1	206.00	206.00T
<b>Station Installation</b> Charging Station Mounting and Installation. State contract price.	1	1,200.00	1,200.00T
			Subtotal: 19,963.00
<b>Electrical Make-Ready</b> All associated electrical and site work with the installation of one dual port EV charger at Carmel Town Hall. This scope of work includes: 1. Permitting 2. Electrical inspection 3. wire/conduit/msc fittings 4. trench/backfill of trenched area 5. New 200A service off existing utility pole (requires utility approval) 6. Stanchion installation 7. Prevailing wage labor 8. Utility application/paperwork	1	18,160.00	18,160.00T
<b>Electric Utility Incentive</b> The Electric Utility will pay PlugIn Stations directly for "make-ready" portion of invoice. This site will be covered at 90% of "electric make ready" price capped at \$10,800 per dual port station. You will receive an additional 10% for futureproofing.	1	-12,616.00	-12,616.00T

By signing below, customer approves the scope of work and the pricing laid out in this estimate.

**PAYMENT SCHEDULE:**

A deposit of 50% of the total will be due upon receipt in order to begin the project.

A further payment of 45% of the total will be due when the equipment has been received at site.

A final payment of 5% of the total will be due upon completion of the project (Station Commissioning).

**PAYMENT TERMS:** A one and one-half percent (1.5%) late payment fee will be added on overdue balance per every (30) day period or portion thereof past due date.

To provide you with the option to pay by credit card or debit card, PISOEV has made arrangements with QuickBooks. QuickBooks charges a convenience fee of 2.9% for each card payment you make. If you wish to pay by credit card, please let us know and we will issue your invoice with the convenience fee.

SUBTOTAL

25,507.00

TAX

0.00

TOTAL

**\$25,507.00**

Accepted By

Accepted Date

**Plugin Stations Online, LLC**  
 7 Cotton Mill Lane  
 Valatie, NY 12184  
 +1 8554673751  
 info@pisoev.com  
 http://www.pisoev.com



## Estimate

**ADDRESS**  
 Robert Vara  
 Engineering Projects Coordinator  
 Town of Carmel  
 60 McAlpin Avenue  
 Mahopac, NY 10541  
 Ph. 845-628-1500 ex. 183

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 Engineering Projects Coordinator  
 Town of Carmel  
 60 McAlpin Avenue  
 Mahopac, NY 10541  
 Ph. 845-628-1500 ex. 183

**ESTIMATE #**      **DATE**  
 101874              09/29/2022

**SITE ADDRESS**  
 Carmada Park

**DEPOSIT TERMS**  
 50/50

ACTIVITY	QTY	PRICE	AMOUNT
<b>ChargePoint - CT4000 -CT4K Hardware - CT4021-GW1 STATE CONTRACT</b> State Contract - Dual Output Gateway Option USA, Bollard Unit - 208/240V @30A with Cord Management	1	7,352.00	7,352.00T
<b>CT4000 Shipping</b>	1	206.00	206.00T
<b>ChargePoint - CT4000 -Cloud - CPCLD-COMMERCIAL-5</b> 5 Year Commercial Cloud Plan, price per port. Prepaid Commercial Cloud Plan subscription with station management features such as: Custom Video uploads and Automatic Software Updates, driver and fleet management features including: Access Control and Pricing & Automatic Payment Collection, as well as energy and power management features which include Power Sharing. Real-time dashboards and reports provided for applicable features. Station Activation purchase required.	2	1,385.00	2,770.00T
<b>ChargePoint - CT4000 -L2 Assure - CT4000-ASSURE10</b> 10 prepaid years of ChargePoint Assure. Includes Parts and Labor Warranty, Remote Technical Support, On-Site Repairs when needed, Unlimited Configuration Changes, and Reporting.	1	8,085.00	8,085.00T
<b>ChargePoint - CPSUPPORT-ACTIVE</b> Initial Station Activation & Configuration Service includes activation of cloud services and configuration of radio groups, custom groups, connections, access control, visibility control, pricing, reports and alerts. One time initial service	1	350.00	350.00T

ACTIVITY	QTY	PRICE	AMOUNT
per station.			
<b>ChargePoint - CT4000 -Services - PARTNER-SELFVALID</b>	1	0.00	0.00T
Customer works with a self-validating Channel Partner to perform all construction and station installation services. This includes Site Validation of electrical capacity, transformers, panels, breakers, wiring, cellular coverage and that the station installation meets all ChargePoint published requirements and local codes. The name of the self-validating Channel Partner must be indicated on the Channel Partner purchase order. Upon confirmation of successful Site Validation by self-validating partner, the customer will be eligible to obtain warranty coverage under a ChargePoint Maintenance plan, sold separately.			
<b>Station Installation</b>	1	1,200.00	1,200.00T
Charging Station Mounting and Installation. 2022 State Contract Price			
			Subtotal: 19,963.00
<b>Electrical Make-Ready</b>	1	18,305.00	18,305.00T
This line price includes all site electrical and civil work required with installing one new dual port EV charger. This scope of work includes:			
1. permitting			
2. Electrical inspection			
3. New 200A service fed from existing utility owned transformer. (requires utility approval)			
4. Wire/Conduit/Breakers			
5. Enough power for future expansion on site.			
<b>Electric Utility Incentive</b>	1	-12,570.38	-12,570.38T
The Electric Utility will pay PlugIn Stations directly for "make-ready" portion of invoice.			
By signing below, customer approves the scope of work and the pricing laid out in this estimate.			
<b>PAYMENT SCHEDULE:</b>			
A deposit of 50% of the total will be due upon receipt in order to begin the project.			
A further payment of 45% of the total will be due when the equipment has been received at site.			
A final payment of 5% of the total will be due upon completion of the project (Station Commissioning).			
<b>PAYMENT TERMS:</b> A one and one-half percent (1.5%) late payment fee will be added on overdue balance per every (30) day period or portion thereof past due date.			
To provide you with the option to pay by credit card or debit card, PISOEV has made arrangements with QuickBooks. QuickBooks charges a convenience fee of 2.9% for each card payment you make. If you wish to pay by credit card, please let us know and we will issue your invoice with the convenience fee.			
		<b>SUBTOTAL</b>	25,697.62
		<b>TAX</b>	0.00
		<b>TOTAL</b>	<b>\$25,697.62</b>



October 10, 2022

Supervisor Michael Cazzari and Members of the Town Board  
Town of Carmel  
60 McAplin Ave  
Mahopac, NY 10541

RE: Regina Jedlicka  
2 Lot Subdivision  
334 Austin Road  
TM#: 64.13-1-16

Dear Supervisor Michael Cazzari and Members of the Town Board,

Ms. Jedlicka & her late husband Ronald own the above mentioned property, which has a 1-Family house on it with a pool, garage and barn. It contains 8.7 Acres with a 100FT frontage on Austin Road. She would like to transfer the house to her daughter and her family, and create a second lot, and place a 1-Story house for herself on it. Because of the configuration of the existing lot, the newly created lot will have no frontage on Austin Road. Therefore, approval from the Town Board for an Open Development Subdivision is required. Ms. Jedlicka would appreciate it if we could place it on your agenda for approval on your meeting October 19<sup>th</sup>, 2022.

Very truly yours,

A handwritten signature in cursive script that reads "Joel Greenberg".

Joel Greenberg, AIA, NACRB

