

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
www.carmelny.org

KATHLEEN KRAUS
Receiver of Taxes

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

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

TOWN BOARD WORK SESSION
Wednesday, May 8, 2019 7:00pm

Pledge of Allegiance – Moment of Silence

6:00pm Executive Session:

1. Michael Carnazza, Bldg. & Codes Enforcer – Personnel
2. Glenn Droese – Contractual – GAR Associates

Town Board Work Session:

- Review of Town Board Meeting minutes for April 10, April 17 and April 24, 2019
 - 1. Glenn Droese, Town Assessor, Dave Bennett, GAR Appraisals & Associates - Informational meeting - Town of Carmel Cyclical Re-assessments
 - 2. Consider Request to Waive the 30 Day Notice of Requirement in Section 64 of the New York State ABC Law with Respect to a Liquor License for Babu, NY, LLC d/b/a BAM's
 - 3. Michael Carnazza, Building & Codes Enforcer – Consider Request to Authorize Waiver of Permit Fee – Eagle Scout Candidate Noah Wahl
 - 4. Michael Carnazza, Building & Codes Enforcer – Consider Request to Authorize Property Compliance Clean Up TM#76.9-3-38 and TM#55.19-1-19.1
 - 5. Lake Casse Park District Advisory Board – Consider Request to Set Pay Rates for 2019 Summer P/T Help
 - 6. Lake Secor Park District Advisory Board – Consider Request to Set Pay Rates for 2019 Summer P/T Help
 - 7. James Gilchrist, Director of Recreation & Parks – Consider Request to Authorize Shared Services Agreement with Carmel Central School District
 - 8. James Gilchrist, Director of Recreation & Parks – Consider Request to Authorize Eagle Scout Project – Picnic Tables at Red Mills Park – Kyle Link, Eagle Scout Candidate
 - 9. Michael Simone, Highway Superintendent – Consider Request to Authorize Purchase of Parts for 2001 New Holland Flail Mower
 - 10. Richard Franzetti, PE, Town Engineer – Consider Request for Proposals for Asset Management Services
 - 11. Richard Franzetti, PE, Town Engineer – Consider Request to Authorize Change Order #1 of Contract #C242 for CWD#9 (no cost to Town)
 - 12. Richard Franzetti, PE, Town Engineer – Consider Request to Accept Proposal for Hydro Raking Services – Lake Secor Park District
 - 13. Richard Franzetti, PE, Town Engineer – Consider Request to Accept Proposal for the Purchase and Installation of Dock – Lake Secor Park District
 - 14. Richard Franzetti, PE, Town Engineer – Consider Request to Authorize Payment for Repair Services CWD#14
 - 15. Richard Franzetti, PE, Town Engineer – Consider Discussion Regarding the Property Interest from Putnam County to Access the Upper Teakettle Dam
 - **Public Comment (Three (3) Minutes on Agenda Items Only)**
 - **Town Board Member Comments**
- Open Forum:**
- **Public Comments on New Town Related Business (Three (3) Minutes Maximum for Town Residents, Property Owners & Business Owners Only)**
 - **Town Board Member Comments**
 - **Adjournment**

**Standardized NOTICE FORM for Providing 30-Day Advance Notice
to a Local Municipality or Community Board**

1. Date Notice was Sent: _____

1a. Delivered by: _____

RECEIVED

APR 23 2019

2. Select the type of Application that will be filed with the Authority for an On-Premises Alcoholic Beverage License:

- ☒ New Application ☐ Renewal ☐ Alteration ☐ Corporate Change ☐ Removal ☐ Class Change ☐ Method of Operation Change

For **New** applicants, answer each question below using all information known to dateFor **Renewal** applicants, answer all questionsFor **Alteration** applicants, attach a complete written description and diagrams depicting the proposed alteration(s)For **Corporate Change** applicants, attach a list of the current and proposed corporate principalsFor **Removal** applicants, attach a statement of your current and proposed addresses with the reason(s) for the relocationFor **Class Change** applicants, attach a statement detailing your current license type and your proposed license typeFor **Method of Operation Change** applicants, although not required, if you choose to submit, attach an explanation detailing those changes**This 30-Day Advance Notice is Being Provided to the Clerk of the Following Local Municipality or Community Board:**

3. Name of Municipality or Community Board: Putnam County

Applicant/Licensee Information:

4. Licensee Serial Number (if applicable): _____ Expiration Date (if applicable): _____

5. Applicant or Licensee Name: Babu NY LLC

6. Trade Name (if any): Bam's

7. Street Address of Establishment: 166 Stoneleigh Ave

8. City, Town or Village: Carmel, NY Zip Code: _____

9. Business Telephone Number of Applicant/Licensee: 845-276-5170

10. Business E-mail of Applicant/Licensee: BAMSOFCARMEL@GMAIL.COM

11. Type(s) of alcohol sold or to be sold: ☒ Beer & Cider ☒ Wine, Beer & Cider ☐ Liquor, Wine, Beer & Cider

12. Extent of Food Service:

- ☒ Full food menu; full kitchen run by a chef or cook ☐ Menu meets legal minimum food availability requirements; food prep area at minimum

13. Type of Establishment: Restaurant (full kitchen and full menu required)

14. Method of Operation:
(check all that apply)

- ☐ Seasonal Establishment ☐ Juke Box ☐ Disc Jockey ☐ Recorded Music ☐ Karaoke
☐ Live Music (give details i.e., rock bands, acoustic, jazz, etc.): _____
☐ Patron Dancing ☐ Employee Dancing ☐ Exotic Dancing ☐ Topless Entertainment
☐ Video/Arcade Games ☐ Third Party Promoters ☐ Security Personnel
☐ Other (specify): _____

15. Licensed Outdoor Area:
(check all that apply)

- ☐ None ☒ Patio or Deck ☐ Rooftop ☐ Garden/Grounds ☐ Freestanding Covered Structure
☐ Sidewalk Cafe ☐ Other (specify): _____

RECEIVED

APR 23 2019

SUPERVISOR'S OFFICE
TOWN OF CARMEL

☐ Original☐ Amended

Date _____

16. List the floor(s) of the building that the establishment is located on: Ground floor
17. List the room number(s) the establishment is located in within the building, if appropriate: _____
18. Is the premises located within 500 feet of three or more on-premises liquor establishments? ☐ Yes ☒ No
19. Will the license holder or a manager be physically present within the establishment during all hours of operation? ☒ Yes ☐ No
20. If this is a transfer application (an existing licensed business is being purchased) provide the name and serial number of the licensee:
- | Name | Serial Number |
|-------|---------------|
| _____ | _____ |
21. Does the applicant or licensee own the building in which the establishment is located? ☐ Yes (if YES, SKIP 23-26) ☒ No

Owner of the Building in Which the Licensed Establishment is Located

22. Building Owner's Full Name: Award Enterprises, Inc
23. Building Owner's Street Address: 229 McLain Street
24. City, Town or Village: Mt. Kisco State: New York Zip Code: 10507
25. Business Telephone Number of Building Owner: 914-260-6443

Representative or Attorney Representing the Applicant in Connection with the Application for a License to Traffic in Alcohol at the Establishment Identified in this Notice

26. Representative/Attorney's Full Name: Michael Bambace
27. Representative/Attorney's Street Address: 3 Terrace Avenue
28. City, Town or Village: Carmel State: NY Zip Code: 10509
29. Business Telephone Number of Representative/Attorney: 845-276-5170
30. Business E-mail Address of Representative/Attorney: bamsofcarmel@gmail.com

I am the applicant or licensee holder or a principal of the legal entity that holds or is applying for the license. Representations in this form are in conformity with representations made in submitted documents relied upon by the Authority when granting the license. I understand that representations made in this form will also be relied upon, and that false representations may result in disapproval of the application or revocation of the license.

By my signature, I affirm - under **Penalty of Perjury** - that the representations made in this form are true.

31. Printed Principal Name: Michael Bambace Title: owner

Principal Signature: _____





Eagle Scout Service Project Workbook



BOY SCOUTS OF AMERICA®

Eagle Scout candidate's name Noah Wahl

Message From the Chief Scout Executive

Congratulations on attaining the rank of Life Scout. Each year, approximately 57,000 Scouts just like you reach this milestone. And, since you're reading this, I know you are looking forward to achieving the pinnacle of your Scouting experience: the rank of Eagle Scout.

Think of your Eagle Scout service project as the ultimate "application phase" of what you have learned thus far in Scouting: leadership. . . responsibility. . . managing projects. . . applying your Scout Oath—"to help other people." An Eagle Scout project is a crowning achievement following years of fun, adventure, and advancement. In completing it, you provide an example for others that they can do the same thing.

Some may suggest how big your project should be, or how many hours should be spent on it, but that is entirely up to you. Service, impact, and leadership are the objectives and measurements. Use these as your criteria to consider, select, develop, and evaluate your project. For most, the Eagle Scout service project becomes a truly defining moment in your quest for excellence. Planning and leadership skills utilized and memories of outcomes achieved will last you a lifetime. You will want to share those stories with others, so make it a worthy project!

Legendary hall-of-fame basketball coach John Wooden said, "It's not so important who starts the game but who finishes it." Let me be among the first to encourage you to take Mr. Wooden's remark to heart. You have made it to Life Scout, but Eagle represents the finish line. Keep striving. I know you will cross it, and you will be glad you did!



Robert J. Mazzuca
Chief Scout Executive

Scouts and Parents or Guardians

Be sure to read "Message to Scouts and Parents or Guardians" on page 21 and "Excerpts and Summaries From the *Guide to Advancement*" on page 22. Those pages contain important information that will help you ensure requirements are properly administered according to National Council policies and procedures.

Completing This Workbook

If you are working from a printed copy of the *Eagle Scout Service Project Workbook*, you may complete it legibly in ink, or with a typewriter. Feel free to add as many pages as you wish. This may be necessary if more space is needed, or as you include photographs, photocopies, maps, or other helpful printed materials.

A fillable version of the new workbook is available at www.scouting.org (click on "Youth," then "Boy Scout," then "Advancement, Awards, Recognition"). If you experience difficulties with the fillable PDF, you may need to download a more recent version of Adobe Acrobat reader (available free online). Or, it might be necessary to use a printed copy.

At the time of this printing, the national Advancement Team was actively coordinating the production of a new electronic version of the workbook. If testing proves successful, we will replace the fillable PDF version with it. Regardless, the workbook will continue to be available for printing a hard copy that can be completed by hand or with a typewriter.

Eagle Scout Service Project Workbook

Contents

✓ Message From the Chief Scout Executive	2
✓ Meeting Eagle Scout Requirement 5	4
Project Purpose	4
Choosing a Project	4
Restrictions	4
✓ How to Use This Workbook	5
✓ Contact Information	6
✓ Eagle Scout Service Project Proposal	7
✓ Eagle Scout Service Project Final Plan	11
✓ Eagle Scout Service Project Fundraising Application	17
✓ Procedures and Limitations on Eagle Scout Service Project Fundraising	18
✓ Eagle Scout Service Project Report	19
✓ Message to Scouts and Parents or Guardians	21
✓ Excerpts and Summaries from the <i>Guide to Advancement</i>	22

Only the Official Workbook May Be Used

Eagle Scout candidates must use the official *Eagle Scout Service Project Workbook*, No. 512-927, as produced by the Boy Scouts of America. The official fillable PDF version can be found at www.scouting.org. Although it is acceptable to copy and distribute the workbook, it must maintain the same appearance with nothing changed, added, or deleted.

No council, district, unit, or individual has the authority to produce or require additional forms, or to add or change requirements, or to make any additions, deletions, or changes in the text, outlines, links, graphics, or other layout or informational elements of the workbook. It is permissible, however, to print, copy, or send individual pages or forms within the workbook as long as they are not changed in the process.

Attention: Unit, District, and Council Reviewers

Eagle Scout projects must be evaluated primarily on impact: the extent of benefit to the religious institution, school, or community, and on the leadership provided by the candidate. There must also be evidence of planning and development. This is not only part of the requirement but relates to practicing the Scout motto, "Be Prepared."

However, in determining if a project meets Eagle Scout requirement 5, reviewers must not require more planning and development than necessary to execute the project. These elements must not overshadow the project itself, as long as the effort was well led and resulted in otherwise worthy results acceptable to the beneficiary.

Meeting Eagle Scout Requirement 5

Eagle Scout Requirement 5

While a Life Scout, plan, develop, and give leadership to others in a service project helpful to any religious institution, any school, or your community. (The project must benefit an organization other than Boy Scouting.) A project proposal must be approved by the organization benefiting from the effort, your unit leader and unit committee, and the council or district before you start. You must use the Eagle Scout Service Project Workbook, No. 512-927, in meeting this requirement.

Project Purpose

In addition to providing service and fulfilling the part of the Scout Oath, “to help other people at all times,” one of the primary purposes of the Eagle Scout service project is to demonstrate or hone, or to learn and develop, leadership skills. Related to this are important lessons in project management and taking responsibility for a significant accomplishment.

Choosing a Project

Your project must be for any religious institution, any school, or your community. It is important to note, however, that the Boy Scouts of America has recently redefined “your community” to include the “community of the world.” Normally, “your community” would not refer to individuals, although a council or district advancement committee may consider scenarios in which an individual in need can affect a community. It is then a matter of identifying a source representing the “community” who will provide approvals. For more information, see the *Guide to Advancement*, No. 33088, section 9.0.2.5.

Your project must present an opportunity for planning, development, and leadership. For example, if a blood drive is chosen and the blood bank provides a set of “canned” instructions to be implemented with no further planning, the planning effort would not meet the test. You may need to meet with blood bank officials and work out an approach that requires planning, development, and leadership. This might involve developing and carrying out a marketing and logistics plan, or coordinating multiple events.

An Internet search can reveal hundreds of service project ideas. Your project doesn’t have to be original, but it could be. It might be a construction, conservation, or remodeling project, or it could be the presentation of an event with a worthwhile purpose. Conversations with your unit leader, teachers, your religious leader, or the leaders of various community organizations can also uncover ideas. In any case, be sure the project presents a challenge that requires leadership, but also something that you can do with unskilled helpers, and within a reasonable period of time.

Restrictions

- There are no required minimum hours for a project. No one may tell you how many hours must be spent on it.
- Routine labor is not normally appropriate for a project. This might be defined as a job or service you may provide as part of your daily life, or a routine maintenance job normally done by the beneficiary (for example, pulling weeds on the football field at your school.)
- While projects may not be of a commercial nature or for a business, this is not meant to disallow work for community institutions, such as museums and service agencies (like homes for the elderly, for example), that would otherwise be acceptable. Some aspect of a business operation provided as a community service may also be considered—for example, a park open to the public that happens to be owned by a business.
- A project may not be a fundraiser. In other words, it may not be an effort that primarily collects money, even for a worthy charity. Fundraising is permitted only for securing materials and facilitating a project, and it may need to be approved by your council. See “Eagle Scout Service Project Fundraising Application” on page 17.
- No more than one Eagle Scout candidate may receive credit for working on the same Eagle Scout service project.
- Projects may not be performed for the Boy Scouts of America, or its councils, districts, units, or properties.

How to Use This Workbook

This workbook includes valuable information that can help ensure your success. It also includes four forms: a proposal, a final plan, a fundraising application, and a project report.

Before completing any of the forms, read with your parent or guardian the “Message to Scouts and Parents or Guardians” found on page 21. If your project is worthy and meets Eagle Scout requirement 5 as it is written, the message will help you successfully present your proposal through the approval process.

Preparing the Project Proposal (Pages 7–10)

Your proposal must be completed first. It is an overview, but also the beginnings of planning. It shows your unit leader, unit committee, and council or district that the following tests can be met. For your proposal to be approved, it must show the following:

1. ***It provides sufficient opportunity to meet the Eagle Scout service project requirement.*** You must show that planning, development, and leadership will take place; and how the three factors will benefit a religious institution, a school, or your community.
2. ***It appears to be feasible.*** You must show the project is realistic for you to complete.
3. ***Safety issues will be addressed.*** You must show you have an understanding of what must be done to guard against injury, and what will be done if someone does get hurt.
4. ***Action steps for further detailed planning are included.*** You must make a list of the key steps you will take to make sure your plan has enough details to be carried out successfully.
5. ***You are on the right track with a reasonable chance for a positive experience.***

Your proposal need only be detailed enough to show a reviewer that you can meet the tests above. If you find in order to do that, the proposal must be lengthy and complicated, your project might be more complex than necessary.

If your project does not require materials or supplies, etc., simply mark those spaces “not applicable.” Remember, do not begin any work or raise any money or obtain any materials until your project proposal has been approved. If you submit your proposal too close to your 18th birthday, it may not be approved in time to finish planning and executing the project.

The Final Plan (Pages 11–16)

Complete the Eagle Scout Service Project Final Plan after your proposal has been approved. This is a tool for your use—*no one approves it*—and it can be important in showing your Eagle Scout board of review that you have planned and developed your project as required. For this reason you are ***strongly encouraged*** to share the final plan with a project coach. This might be the council or district person who approved your proposal, or perhaps someone who has agreed to work with you. A coach can help you avoid many problems associated with service projects, and thus improve your chance of passing the Eagle board of review. If materials, etc., were not needed, mark those spaces “not applicable.”

The Fundraising Application (Pages 17–18)

If your fundraising effort involves contributions ***only*** from the beneficiary or you, your parents or relatives, your unit or its chartered organization, or parents or members in your unit, submitting the fundraising application is not necessary. If you will be obtaining money or materials from any other sources, you must submit a completed application to the local council service center. For more information, see “Procedures and Limitations on Eagle Scout Service Project Fundraising” on page 18.

The Project Report (Pages 19–20)

Complete this portion after the project has been finished. Note the space for you to sign (confirming that you led and completed the project), and also the signature lines for the beneficiary and your unit leader’s approval that your project met Eagle Scout requirement 5. As with the proposal and final plan, if materials, etc., were not required, mark those spaces “not applicable.”

Contact Information

Eagle Scout Candidate

Full legal name: Noah Wahl	Birth date:	BSA PID No.*:	
Email address:			
Address:	City:	State:	Zip:
Preferred phone Nos.:		Life board of review date:	

*Personal ID No., found on the BSA membership card

Current Unit Information

Check one: <input type="checkbox"/> Troop <input type="checkbox"/> Team <input type="checkbox"/> Crew <input type="checkbox"/> Ship	Unit No.
District name: Orange	Council name: Occoneechee

Unit Leader Check one: ☐ Scoutmaster ☐ Varsity Coach ☐ Crew Advisor ☐ Skipper

Name:	Preferred phone Nos.:		
Address:	City:	State:	Zip:
Email address:	BSA PID No.:		

Unit Committee Chair

Name:	Preferred phone Nos.:		
Address:	City:	State:	Zip:
Email address:	BSA PID No.:		

Unit Advancement Coordinator

Name:	Preferred phone Nos.:		
Address:	City:	State:	Zip:
Email address:			

Project Beneficiary (Name of religious institution, school, or community)

Name:	Preferred phone Nos.:		
Address:	City:	State:	Zip:
Email address:			

Project Beneficiary Representative (Name of contact for the project beneficiary)

Name:	Preferred phone Nos.:		
Address:	City:	State:	Zip:
Email address:			

Your Council Service Center

Council name: Occoneechee	Phone No.: 919-872-4884		
Address: P.O. Box 41229	City: Raleigh	State: NC	Zip: 27629
Email address: (Eagle Service Desk) tiffany.adams@scouting.org			

Council or District Project Approval Representative

(Your unit leader, unit advancement coordinator, or council or district advancement chair may help you learn who this will be.)

Name: Alfred Reid	Preferred phone Nos.: 919-929-1271 (after 6:00 pm)		
Address: 307 Bolin Creek Drive	City: Carrboro	State: NC	Zip: 27510
Email address: areid@med.unc.edu			

Project Coach

(Your council or district project approval representative may help you learn who this will be.)

Name:	Preferred phone Nos.:		
Address:	City:	State:	Zip:
Email address:			



Eagle Scout Service Project Proposal



BOY SCOUTS OF AMERICA®

Eagle Scout candidate's name Noah Wahl

Eagle Scout Requirement 5

While a Life Scout, plan, develop, and give leadership to others in a service project helpful to any religious institution, any school, or your community. (The project must benefit an organization other than Boy Scouting.) A project proposal must be approved by the organization benefiting from the effort, your unit leader and unit committee, and the council or district before you start. You must use the *Eagle Scout Service Project Workbook*, No. 512-927, in meeting this requirement.

Eagle Scout Service Project Proposal

Project Description and Benefit

Eagle Scout candidate: Noah Wahl

Briefly describe the project. Attach sketches or "before" photographs if these will help others visualize it.

I will be building a gazebo for my church. aprox 12' in diameter. After consulting the warden and talking to vestry about different designs we decided on 6 concrete footing on pressure treated wood posts. A small entry staircase will lead to the gazebo which will be elevated. the interior of the gazebo will have a perimeter railing with inside benches.

Tell how your project will be helpful to the beneficiary. Why is it needed?

This project will be for my church, the Church of Holy Communion in Mahopac. I have been there just about every Sunday since i as was five and i have a close relationship with everyone there. Currently all Sunday school classes are held inside at small tables for the children. During the spring it would be a great opportunity for them to be outside for bible studies class. Also all marriages are held inside and it would be a much nicer experience in the spring to offer outside services as well. We also have barbeque's and concerts that could be held outside. This Gazebo would enable our church to have functions outside, and possibly attract more events.

When do you plan to begin work on the project? 5/05/19

How long do you think it will take to complete? 7/01/19

Giving Leadership

Approximately how many people will be needed to help on your project? Prep work 8-10 ,for construction small groups of 5-8

Where will you recruit them (unit members, friends, neighbors, family, others)? Explain:

Church Youth Group, Troop members, Football team, Track throw team

What do you think will be most difficult about leading them?

Many wont have building experience and will have to be educated beforehand on the procedure. To accomodate i will hold a meeting before the week of the beginning of construction for my Troop and invite those helping me as well, I will discuss and show my designs and the procedure. This way we all share the same vision before construction. Before we start working i will tell the workers our daily goals to accomplish. Working around my busy school schedule and other athletics will be a challenge as well, especially if i want to organize them to help me. The biggest challenge will be that the scouts and team members are friends of mine i will have to adapt to lead a group of my peers .

Materials

(Materials are things that become part of the finished project, such as lumber, nails, and paint.)

What types of materials, if any, will you need? You do not yet need a detailed list of exact quantities, but you must show you have a reasonable idea of what is required.

1x6 kingpost and finial
3/4" plywood sheathing
2x6 rafters
2x6 intermediate rafter
Ridgecap
Metal drip cap
Wood shingles
15 lb. roofing paper
4x4 post
2x4 dadoed rails
2x4 dadoed top rail
2x4 dadoed bottom rail
2x4 head rail
2x6 for Flooring /composite deck material 1x6 And 6 Concrete Posts 80 pounds a post a yard of gravel so (x6)

Supplies

(Supplies are things you use up, such as masking tape, tarps, and garbage bags.)

What kinds of supplies, if any, will you need? You do not yet need a detailed list or exact quantities, but you must show you have a reasonable idea of what is required.

Nails, Screws , Wheelbarrows, Concrete mix,garbage bags and cans

Eagle Scout Service Project Proposal

Tools

What kinds of tools, if any, will you need?

I will need basic construction tools : Shovels, Hammers, Post hole digger so likely a jackhammer, saws, Miter Saw, Power hand Drill, screw gun, nail gun, tape measure and a level.

Permits and Permissions

(Note that property owners normally secure permits.)

Will you need to secure permissions or permits (for example, building permits)? Who will obtain them?
How much will they cost? How long will it take to secure them?

Permit is required from the town. I will obtain then and the process should take about two weeks. It will be waived because it is a non-profit eagle project it will be waived.

Preliminary Cost Estimate

(You do not need exact costs. Reviewers will just want to see if you can reasonably expect to raise enough money to cover an initial estimate of expenses.)

(Enter your estimated expenses) **Fundraising** *Explain where you will get the money for total costs indicated below, left.*

Items	Cost	\$1500 will be donated to dedicate the Gazebo to Charlotte the late wife of our Deacon. I will be hosting a pasta dinner at the VFW to fun raise and my Football team will help fund-raise as well as bring their families to the dinner. If necessary more than one fundraiser
Materials	2,899.98	
Supplies	0	
Tools	0	
Other*		
Total costs:	NaN	

**Such costs as food, water, gasoline, parking, permits, equipment rental, sales tax, etc.*

Project Phases

Think of your project in terms of phases and list what they might be. The first might be to complete your final plan. Others might include fundraising, preparation, execution, and reporting. You may have as many phases as you want, but it is not necessary to become overly complicated.

1. Survey construction area
2. Give my troop a overview of my project and the process
3. Fundraising
4. Purchase materials
5. Now that we have spent meetings learning about construction, begin building on weekends
6. Start digging posts
7. Build the Floor
8. set posts build roof Finally, install railing and inside seating

Logistics

(A Tour Plan has also been called a "Tour Permit." Check with your council service center to determine if one is required.)

How will you handle transportation of materials, supplies, tools, and helpers? Will you need a Tour Plan?

I will bring tools in my truck and the materials will be delivered to the site

Eagle Scout Service Project Proposal, continued

Safety Issues

(The Guide to Safe Scouting is an important resource in considering safety issues.)

Describe the hazards and safety concerns you and your helpers should be aware of as this project is conducted.

Scouts would be required to wear Boots and Safety glasses and long pants. Kids need to stay out of a blood circle of adults using power tools. Kids need to work together to carry lumber to avoid it falling on toes or back injuries. Therefore 2 scouts to move the Vertical pillars.

Further Planning

(You do not have to list every step, but it must be enough to show you have a reasonable idea of how to complete a final plan.)

List some action steps you will take to complete a final plan. For example, "Complete a more detailed set of drawings."

Talk to more carpenters see if i can make this more affordable and how to build it get an estimate of time to build

Learn more about construction

make a detailed procedure of how the project will be done

I will be working closely with a carpenters who will help me plan the construction before each days work, then I would lead the construction

Candidate's Promise

(Signed before approvals below are granted)

On my honor as a Scout, I have read this entire workbook, including the "Message to Scouts and Parents or Guardians" on page 21. I promise to be the leader of this project, and to do my best to carry it out for the maximum benefit to the religious institution, school, or community I have chosen as beneficiary.

Signed

Date

Unit Leader Approval*

I have reviewed this proposal and discussed it with the candidate. I believe it provides impact worthy of an Eagle Scout service project, and will involve planning, development, and leadership. I am comfortable the Scout understands what to do, and how to lead the effort. I will see that the project is monitored, and that adults or others present will not overshadow him.

Signed

Date

Unit Committee Approval*

This Eagle Scout candidate is a Life Scout, and registered in our unit. I have reviewed this proposal, I am comfortable the project is feasible, and I will do everything I can to see that our unit measures up to the level of support we have agreed to provide (if any). I certify that I have been authorized by our unit committee to provide its approval for this proposal.

Signed

Date

Beneficiary Approval*

This service project will provide significant benefit, and we will do all we can to see it through. We realize funding on our part is not required, but we have informed the Scout of the financial support (if any) that we have agreed to. We understand any fundraising he conducts will be in our name and that funds left over will come to us. We will provide receipts to donors as required.

Signed

Date

Council or District Approval

I have read sections 9.0.2.0 through 9.0.2.15, regarding the Eagle Scout Service Project, in the *Guide to Advancement*, No. 33088. I agree on my honor to apply the procedures as written, and in compliance with the policy on "Unauthorized Changes to Advancement." Accordingly, I approve this proposal. I will encourage the candidate to complete a final plan and further encourage him to share it with a project coach.

Signed

Date

**While it makes sense to obtain them in the order they appear, there shall be no required sequence for the order of obtaining approvals marked with an asterisk (*). However, council or district approval must come after the others.*



Eagle Scout Service Project Final Plan



BOY SCOUTS OF AMERICA®

Eagle Scout candidate's name: _____

Project start date: _____ Projected completion date: _____

Eagle Scout requirement 5 says you must “plan” and “develop” your service project. Though this final plan is a tool for your use, and is not approved or signed, it is important in helping to show you have done the required planning and development. Note, however, that it is not necessary to provide details that are not necessary to the accomplishment of your project.

A Scout who is prepared will complete the final plan and ask a project coach to review it with him. The council or district representative who approved your proposal may have agreed to serve as your project coach, or someone else may take on this important role. His or her involvement and review of your final plan is optional, but it can help you avoid many problems or mistakes. This can also improve your chances of passing the Eagle Scout board of review.

Eagle Scout Service Project Final Plan, continued

Comments From Your Proposal Review

What suggestions were offered by the council or district representative who approved your proposal?

Project Description and Benefit—Changes From the Proposal

As projects are planned, changes usually are necessary. If they are major, it is important to confirm they are acceptable to the beneficiary. You should also share major changes with those who approved your proposal, and also with your coach to be sure you still have a chance of passing the board of review. If more space is needed to describe changes, please add an attachment.

How will your project be different from your approved proposal?

Will the changes make the project more or less helpful to the beneficiary? Explain:

Present Condition or Situation

(It is extremely helpful to have "before" photographs to show the board of review.)

Describe the present condition of the worksite (for an event or activity, describe your biggest obstacles).

Project Phases

(You may have more than eight phases, or fewer, as needed; if more, place in an attachment.)

Look at the phases from your proposal. Make any changes, then provide a little more detail, including timing.

Phase 1: _____

Phase 2: _____

Phase 3: _____

Phase 4: _____

Phase 5: _____

Phase 6: _____

Phase 7: _____

Phase 8: _____

Eagle Scout Service Project Final Plan, continued

Work Processes

Prepare a step-by-step list of what must be done and how everything will come together: site preparations, sizing, assembly, and fastening of materials; uses of supplies and tools; finishes to be used (paint, varnish, etc.); and so forth. Consider asking your project coach for assistance with this.

Attach further plans as necessary, with drawings, diagrams, maps, or pictures that will help you succeed and that might be helpful to your workers, your coach, the project beneficiary, and your board of review. Drawings should be to scale. If you are planning an event or activity, a program outline or script might be appropriate.

Permits and Permissions

(The Tour Plan has also been called the "Tour Permit.")

Will a Tour Plan be needed (this must be confirmed with local council policies)?

If you will need permissions or permits*, what is being done to obtain them, and when will they be issued?

**Permissions and permits could include building or electrical permits, dig permits, event permits, permission to access property, etc.*

Materials

List each item, and its description, quantity, unit cost, total cost, and source. For example:

Plywood	3/4", 4' X 8', B-C interior grade	3 sheets	\$20.00	\$60.00	ABC Hardware donation*
Item	Description	Quantity	Unit Cost	Total Cost	Source
				0	
				0	
				0	
				0	
				0	
				0	
				0	
				0	
				0	
				0	
Total cost of materials				0	

**If you plan for donations such as the one shown in the sample, you will most likely need to complete the Eagle Scout Service Project Fundraising Application on page 17.*

Eagle Scout Service Project Final Plan, continued

Supplies

List each item and its description, quantity, unit cost, total cost, and source. For example:

Plastic tarp	9' X 12', 2ml thick	2 tarps	\$4.00	\$8.00	ABC Hardware purchase
Item	Description	Quantity	Unit Cost	Total Cost	Source
				0	
				0	
				0	
				0	
				0	
				0	
				0	
				0	
				0	
				0	
				0	
Total cost of supplies				0	

Tools

List each tool, with its quantity, unit cost, total cost, source, and who will operate or use it. For example:

Circular power saw*	1	\$0	\$0	Mr. Smith	Mr. Smith
Tool	Quantity	Unit Cost	Total Cost	Source	Who will operate/use?
			0		
			0		
			0		
			0		
			0		
			0		
			0		
Total cost of tools			0		

*Power tools considered hazardous, like circular saws, must be operated by adults who are experienced in their use. See the Guide to Safe Scouting.

Expenses

Revenue

Item	Projected Cost	Total to be raised: \$ _____ Contribution from beneficiary: \$ _____
Total materials (from above)	0	Describe in detail how you will get the money for your project. Include what any helpers will do to assist with the effort.
Total supplies (from above)	0	
Total tools (from above)	0	
Other expenses		
Total cost	0	

Eagle Scout Service Project Final Plan, continued

Giving Leadership

Complete the chart below, telling about specific jobs that need to be done, the skills needed to do them, whether they must be adults or may be youth, how many helpers are needed, and how many you have so far (if any). For example:

<i>Work at car wash</i>	<i>Able to drive or wash cars</i>	<i>Adult drivers/supervisors, youth to wash</i>	<i>2 adults, 10 youth</i>	<i>1 adult, 5 youth</i>
Job to Be Done	Skills Needed (If any)	Adult or Youth	Helpers Needed	Helpers So Far

What are your plans for briefing helpers, or making sure they know how to do what you want them to do?

What is your plan for communicating with your workers to make sure they know how to get where they need to be, that they will be on time, and they will have with them what they need?

Logistics

How will the workers get to and from the place where the work will be done?

How will you transport materials, supplies, and tools to and from the site?

How will the workers be fed?

Will restrooms be conveniently located?

Eagle Scout Service Project Final Plan, continued

Logistics, continued

What will be done with leftover materials and supplies?

What will be done with the tools?

Safety

Will a first-aid kit be needed for this project? If so, where will it be kept?

Will any hazardous materials or chemicals be used? If so, how will you see that they are properly handled?

List hazards you might face. (These could include severe weather, wildlife, hazardous tools or equipment, sunburn, etc.) What will you do to prevent problems (for example, hazardous tools operated only by qualified adults)?

Potential Hazard	What will you do to prevent problems?

How do you plan to communicate these safety issues and hazards to your helpers?

Will you hold a safety briefing? If so, when?

Who will conduct it?

Who will be your first-aid specialist?

Contingency Plans

What could cause postponement or cancellation of the project? What will you do should this happen?

Comments From Your Project Coach About Your Final Plan

(A project coach is not required but can be extremely helpful.)

Eagle Scout Service Project Fundraising Application

Before completing this application, it is important to read the "Procedures and Limitations on Eagle Scout Service Project Fundraising." It can be found at the back of this application. Once completed, you must obtain approval from the project beneficiary and your unit leader, and then submit the fundraising application to your council service center at least two weeks in advance of your fundraising efforts. You will be contacted if it cannot be approved or if adjustments must be made. Use this form, not the Unit Money Earning Application.

Eagle Scout Candidate

Name:	Preferred phone Nos.:		
Address:	City:	State:	Zip:
Email address:			
Check one:	<input type="checkbox"/> Troop	<input type="checkbox"/> Team	<input type="checkbox"/> Crew <input type="checkbox"/> Ship
			Unit No.
District name: Orange		Council name: Occoneechee	

Project Beneficiary (Name of religious institution, school, or community)

Name:	Preferred phone Nos.:		
Address:	City:	State:	Zip:
Email address:			

Project Beneficiary Representative (Name of contact for the project beneficiary)

Name:	Preferred phone Nos.:		
Address:	City:	State:	Zip:
Email address:			

Describe how funds will be raised:

Proposed date the service project will begin:

Proposed dates for the fundraising efforts:

How much money do you expect to raise?:

If people or companies will be asked for donations of money, materials, supplies, or tools*, how will this be done and who will do it?

**You must attach a list of prospective donor names and what they will be asked to donate. This is not required for an event like a car wash.*

Are any contracts to be signed? If so, by whom?

Contract details:

See "Procedures and Limitations" following this application.

Approvals

(The beneficiary and unit leader sign below, in any order, before authorized council approval is obtained.)

Beneficiary	Unit Leader	Authorized Council Approval*
Signed _____ Date _____	Signed _____ Date _____	Signed _____ Date _____

**Councils may delegate approval to districts or other committees according to local practices.*

Procedures and Limitations on Eagle Scout Service Project Fundraising

The Eagle Scout Service Project Fundraising Application must be used in obtaining approval for service project fundraising or securing donations of materials*. Send the completed form to your local council service center, where it will be routed to those responsible for approval. This may be a district executive or another staff member, the council or district advancement committee, a finance committee, etc., as determined appropriate.

**This application is not necessary for contributions from the candidate, his parents or relatives, his unit or its chartered organization, parents or members of his unit, or the beneficiary. All money left over, regardless of the source, goes to the beneficiary.*

If the standards below are met, your fundraising effort likely will be approved.

1. Eagle Scout service projects may not be fundraisers. In other words, the candidate may not stage an effort that primarily collects money, even if it is for a worthy charity. Fundraising is permitted only for securing materials, and otherwise facilitating a project. Unless the effort involves contributions only from the beneficiary, the candidate, his parents or relatives, his unit or its chartered organization, or from parents or members in his unit, it must be approved by the local council. This is achieved by submitting the Eagle Scout Service Project Fundraising Application.
2. It must be clear to all donors or event participants that the money is being raised on behalf of the project beneficiary. Once collected, money raised must be turned over for deposit to an account of the beneficiary or the candidate's unit, until needed for the project. If the unit receives the funds, it must release them to the beneficiary once expenses have been paid.
3. Any contracts must be signed by a responsible adult, acting as an individual, without reference to the Boy Scouts of America. The person who signs the contract is personally liable. Contracts must not and cannot bind the local council, Boy Scouts of America, or the unit's chartered organization.
4. If something is to be sold, we want people to buy it because it is a quality product, not just because of an association with Scouting. Buyers or donors must be informed that the money will be used for an Eagle Scout service project to benefit the school, religious institution, or community chosen, and any funds left over will go to that beneficiary.
5. Any products sold or fundraising activities conducted must be in keeping with the ideals and principles of the BSA. For example, they must not include raffles or other games of chance.
6. Should any donors want documentation of a gift, this must be provided through the project beneficiary, not the Boy Scouts of America. If a donor or fundraising participant wants a receipt, this, too, must be provided in the name of the beneficiary.
7. Youth are not normally permitted to solicit funds on behalf of other organizations. However, a local council may allow an exception for Eagle Scout service projects.

Eagle Scout Service Project Report

*To be completed after the service project has been concluded. It is not necessary to provide lengthy answers.
Please be prepared to discuss your responses at your board of review.*

Eagle Scout candidate: _____

Once planning was completed, when did the work begin? _____ When was it finished? _____

Summary

What went well?

What was challenging?

Changes

What changes were made as the project was conducted?

Leadership

In what ways did you demonstrate leadership?

What was most difficult about being the leader?

What was most rewarding about being the leader?

What did you learn about leadership, or how were your leadership skills further developed?

Materials, Supplies, Tools

Were there significant shortages or overages of materials, supplies, and tools? If so, what effect did this have?

Eagle Scout Service Project Report, continued

Entering Service Project Data

The Boy Scouts of America collects information on the hours worked* on Eagle Scout service projects because it points to achievement on our citizenship aim. So that you can assist with the data collection, please keep a list of the people who help on your project, and a log of the number of hours they work. Then, please provide the information requested below. Be sure to include yourself, and the time spent on planning.

	No.	Hours
The Eagle Scout candidate	1	
Registered BSA youth members		
Other youth (brothers, sisters, friends, etc., who are not BSA members)		
Registered BSA adult Scout leaders		
Other adults (parents, grandparents, etc., who are not BSA members)		
Totals	1	0

*There is no requirement for a minimum number of hours that must be worked on an Eagle Scout service project.

If you have been told you must meet a minimum number of hours then you may lodge a complaint with your district or council. If you have given leadership to an otherwise worthy project and are turned down by your board of review solely because of a lack of hours, you should appeal the decision.

Funding

Describe your fundraising efforts:

How much was collected?

How much was spent?

If your expenses exceeded funds available, explain why this happened, and how excess expenses were paid.

If you had money left over after the project completion, did you turn it over to the project beneficiary? If "No," when and how long will that take place?

How were the donors thanked?

Photos and Other Documentation

If you have them, attach any "before," "during," and "after" photographs. Attach letters, maps, handouts, printed materials, or similar items that might be helpful to your board of review.

Candidate's Promise

On my honor as a Scout, I was the leader of my Eagle Scout service project and completed it as reported here.

Signed:

Date:

Completion Approvals

In my opinion, this Eagle Scout service project meets Eagle Scout requirement 5, as stated on page 4 of this workbook.

Beneficiary name:

Unit leader name:

Signed:

Date:

Signed:

Date:

Message to Scouts and Parents or Guardians

The Eagle Scout service project requirement has been widely interpreted—both properly and improperly. This message is designed to share with the Eagle Scout candidate and his parents or guardians the same information we provide to council and district volunteers responsible for project approvals throughout the Boy Scouts of America. You will learn what they can and cannot require.

In addition to reading this entire workbook, the candidate and his parent or guardian should consult the *Guide to Advancement*, No. 33088, beginning with section 9.0.2.0, “The Eagle Scout Service Project.”

The *Guide to Advancement*, along with the *Boy Scout Requirements* book, No. 34765, and this workbook, are the only official sources on policies and procedures for Eagle Scout service projects. The *Guide to Advancement* and *Boy Scout Requirements* book are available in Scout shops or on www.scoutstuff.org. Your local council and district are important resources for information and guidance and can tell you where to submit service project proposals.

The council and district may also establish limited local procedures as necessary. However, all of this must be done in harmony with the official sources mentioned above. Councils, districts, units, and individuals may not add requirements or ask you to do anything that runs contrary to or exceeds the policies, procedures, or requirements of the Boy Scouts of America.

What an Eagle Scout Candidate Should Expect

First, the Eagle Scout service project belongs to the Eagle Scout candidate. His parents and others may help, but the Scout must be the leader. Nonetheless, while working toward completion of the project, especially during the proposal approval process, a candidate has the right to expect the following, as reprinted from the *Guide to Advancement*, section 9.0.2.1.

1. Questioning and probing for his understanding of the project, the proposal, and what must be done, shall be conducted in a *helpful, friendly, courteous, and kindhearted* manner. We will respect the Scout's dignity. He will be allowed, if he chooses, to have a parent, unit leader, or other adult present as an observer at any time he is discussing his proposal or project with someone who is reviewing it.
2. Project expectations will match Eagle Scout requirement 5, and we will not require proposals to include more than described in the *Eagle Scout Service Project Workbook*.
3. If requested by the Scout or his parent or guardian, an explanation of a proposal rejection will be provided in writing, with a copy sent to the council advancement chair and staff advisor. It will indicate reasons for rejection and suggestions concerning what can be done to achieve approval.
4. Guidance that maximizes the opportunity for completion of a worthwhile project will be readily available and strongly recommended. Ultimately, however, the responsibility for success belongs to the Scout, and final evaluation is left to the board of review.
5. If the candidate believes he has been mistreated or his proposal wrongfully rejected, he will be provided a method of redress. This will include the opportunity for a second opinion and approval, either through another volunteer or professional advancement administrator*, or the Scout executive, as determined by the council advancement committee or executive board.

*An “advancement administrator” is a member or chair of a council or district advancement committee, or a volunteer or professional designated according to local practices, to assist in advancement administration.

Excerpts and Summaries From the *Guide to Advancement**

Eagle Scout Service Project Coaches

Many units, districts, and councils use Eagle Scout service project “coaches.” They may or may not be part of the proposal approval. Though it is a Scout’s option, coaches are highly recommended—especially those from the council or district level who are knowledgeable and experienced with project approvals. Their greatest value comes in the advice they provide after approval of a proposal as a candidate completes his planning. A coach can help him see that, if a plan is not sufficiently developed, then projects can fail. Assistance can come through evaluating a plan and discussing its strengths, weaknesses, and risks, but coaches shall *not* have the authority to dictate changes, withdraw approval, or take any other such directive action. Instead, coaches must use the BSA method of positive adult association, logic, and common sense to help the candidate make the right decisions.

It is up to the council to determine who may serve as project coaches and how they might be assigned or otherwise provided to candidates. Coaches must be registered with the BSA (in any position) and have taken BSA Youth Protection training, and may come from the unit, district, or council level.

What Is Meant by “Give Leadership to Others ...”?

“Others” means at least two people in addition to the Scout. Helpers may be involved in Scouting or not, and of any age appropriate for the work. Councils, districts, and units shall not establish requirements for the number of people led, or their make-up, or for the time worked on a project. The most important thing here is that the Eagle Scout candidate exhibits leadership.

Evaluating the Project After Completion

Eagle Scout projects must be evaluated primarily on impact—the extent of benefit to the religious institution, school, or community, and on the leadership provided by the candidate. There must also be evidence of planning and development. This is not only part of the requirement, but relates to practicing our motto to, “Be Prepared.” **However**, in determining if a project meets Eagle Scout requirement 5, reviewers must not require more planning and development than necessary to execute the project. These elements must not overshadow the project itself, as long as the effort was well led, and resulted in otherwise worthy results acceptable to the beneficiary.

There may be instances where upon its completion, the unit leader or project beneficiary chooses not to approve a project. One or the other may determine modifications were so material that the extent of service or the impact of the project was insufficient to warrant approval. The candidate may be requested to do more work or even start over with another project. He may choose to meet these requests, or he may decide—if he believes his completed project worthy and in compliance—to complete his Eagle Scout Rank application and submit his project workbook without final approval. He must be granted a board of review should he request it. If it is thought a unit board may not provide a fair hearing, a “board of review under disputed circumstances” may be initiated. See the *Guide to Advancement* for more information.

Risk Management and Eagle Scout Service Projects

All Eagle Scout service projects constitute official Scouting activity and thus are subject to Boy Scouts of America policies and procedures. Projects are considered part of a unit’s program and are treated as such with regard to policies, procedures, and requirements regarding Youth Protection, two-deep leadership, etc. The health and safety of those working on Eagle projects must be integrated with project execution. As with any Scouting activity, the *Guide to Safe Scouting* applies. The “Sweet 16 of BSA Safety” must also be consulted as an appropriate planning tool. It can be found online at “Scouting Safely,” www.scouting.org/scoutsource/healthandsafety/sweet16.aspx.

At the time of publication of this workbook, changes were being made to the *Guide to Safe Scouting* that will affect how service projects are conducted. The changes limit the use of hazardous power tools, machinery, and equipment, and also such activities as working at heights or on ladders, and driving motor vehicles.

Insurance and Eagle Scout Projects

The Boy Scouts of America General Liability Policy provides general liability insurance coverage for official Scouting activities. Registered adult leaders are provided primary coverage. Unregistered adults participating in a Scouting activity are provided coverage in excess of their personal insurance. Every council has the opportunity to participate in the BSA accident and sickness insurance program. It provides insurance for medical and dental bills arising from Scouting activities. If councils do not purchase this, then units may contract for it. In some cases, chartered organizations might provide insurance, but this must not be assumed. Most of these programs provide insurance, but this must not be assumed. Most of these programs provide only secondary coverage and are limited to registered youth and adults and those interested in becoming members.

*The *Guide to Advancement* is available in Scout shops or from www.scoutstuff.org.



*Michael G. Carnazza
Director of Code Enforcement*

*Kenneth Schmitt
Supervisor*



*60 McAlpin Avenue
Mahopac, New York 10541*

MEMORANDUM

TO: Supervisor Kenneth Schmitt &
Members of the Town of Carmel Town Board

FROM: Michael G. Carnazza, Director of Code Enforcement

DATE: May 2, 2019, 2019

RE: Property Maintenance Clean-ups

I would like to have the following properties cleaned under the Property Maintenance code of the Town Of Carmel.

- 34 Mayfair Ln., TM#76.9-3-38- County Clerk's office claims the property has a judgement but the foreclosure process is not yet complete. We need to have a contractor clean all litter and debris, mow, weed whack, and rake (or blow) property. The pool needs to be treated and covered so there is no stagnant water for mosquitoes to breed. The Putnam County Dept. of Health wants the Towns and Villages to look out for such situations and have them taken care of before the mosquito breeding begins.

- 11 Meadow Dr., TM#55.19-1-19.1- Denis sent several Order's to Comply to the owners but never got a reply. The lawn needs to get mowed, weed whacked and raked (or blown). Last year the contractor could not mow the rear yard but I will check it this year.

Thank you,

From: [Stacey](#)
To: [Pasquerello, Anne](#)
Subject: Re: Lake Casse
Date: Tuesday, April 30, 2019 4:01:14 PM

Please see below the 2019 rates for the Lake Casse Park District Lifeguards and Gateguards

Lifeguard \$17.00

Lifeguard \$16.00

Lifeguard \$15.00

Gateguard \$13.00

Gateguard \$16.00

From: [Karl Brenner](#)
To: [Pasquerello, Anne](#)
Subject: secor lifeguards
Date: Monday, May 06, 2019 1:33:26 PM
Attachments: [WS5-9-2018LakeSecorPkDistrict Lifeguards.pdf](#)

life guard rates will be as follows and will remain unchanged from last year..

1yr...13.00

2yr...15.00

3yr+..17.00

head lifeguard 20.00

in addition we will pay for re certifications as long as they are done within the town. and approved prior to attendance.

Thanks

KArI

ATT. last years rate structure..



TOWN OF CARMEL RECREATION & PARKS DEPARTMENT
SYCAMORE PARK, 790 LONG POND ROAD
MAHOPAC, NEW YORK 10541

JAMES R. GILCHRIST, CPRP, DIRECTOR

TELEPHONE: (845) 628-7888 FAX: (845) 628-2820

EMAIL: carmelrecreation@ci.carmel.ny.us

WEB: <http://www.carmelny.org>

DATE: April 30, 2019

TO: Carmel Town Board
Carmel Town Hall

FROM: James R. Gilchrist, CPRP
Director, Recreation and Parks

SUBJECT: Shared Services Agreement between CCSD and Town of Carmel

Please review the attached contract from CCSD regarding the use of their facilities for Carmel Sports Association. There were no changes made to the previous contract. This agreement will be effective for a five-year period, ending March 31, 2024.

A resolution is required; please add this to the May 8, 2019 Town Board Work Session agenda and contact me with any questions.

/ns
attachment



CARMEL CENTRAL SCHOOL DISTRICT

ERIC M. STARK

Assistant Superintendent for Business

April 24, 2019

Mr. Jim Gilchrist
Sycamore Park
790 Long Pond Rd.
Mahopac, NY 10541

Dear Mr. Gilchrist:

Enclosed please find three signed copies of the agreement between the Carmel Central School District and the Town of Carmel (Sports Association).

Please return a fully executed copy to us as soon as possible.

If you require anything further, please don't hesitate to let me know. Thank you.

Sincerely,

A handwritten signature in purple ink that reads 'Ines A. Petterson'.

Ines A. Petterson
Secretary to Eric Stark

cc: John Weise, Director of Facilities

Enclosures

:iap

Cultivating Opportunities



**AGREEMENT BETWEEN THE CARMEL CENTRAL SCHOOL DISTRICT
AND
THE TOWN OF CARMEL**

WHEREAS the CARMEL CENTRAL SCHOOL DISTRICT, hereafter known as the "DISTRICT", is a municipal corporation of the State of New York, with offices at 81 South Street, Patterson, New York 12563 and the TOWN OF CARMEL, hereafter known as the "TOWN", is a municipal corporation of the State of New York with offices at Town Hall, 60 McAlpin Avenue, Mahopac, New York 10541; and

WHEREAS, pursuant to Education Law Section 414, DISTRICT has in the past allowed the TOWN, its contractors, agents, servants and employees to use the facilities of the DISTRICT for recreational purposes for Town sponsored activities at no charge, and

WHEREAS, the DISTRICT, in view of the continuing escalating capital and maintenance costs required to maintain and improve its recreational facilities, can no longer continue to provide the use of such facilities to the TOWN;

NOW, THEREFORE, IT IS AGREED by and between the CARMEL CENTRAL SCHOOL DISTRICT AND THE TOWN OF CARMEL that:

FIRST: The DISTRICT shall furnish to said TOWN the use of three ball fields identified as Fields #5, #6 and #7 (as per attached map) at Carmel High School, 30 Fair Street in the hamlet of Carmel for programs conducted by said TOWN, its contractors, agents, servants and employees for recreational purposes and for TOWN sponsored activities. Except when needed for use by the DISTRICT, the TOWN shall have exclusive use of the aforesaid fields as follows:

1. Field #5

April 1st through June 30 for T-Ball

Monday through Friday from 5:00 p.m. until sunset

Saturday and Sunday from 9:00 a.m. until sunset

September 1 through December 31 for Flag Football

Sundays from 9:00 a.m. through 2:00 p.m.

2. Fields #6 and #7

April 1 through August 31 for Little League

Monday through Friday from 6:00 p.m. until sunset

Saturday and Sunday from 9:00 a.m. until sunset

September 1 through December 31 for Flag Football

Saturday and Sunday from 9:00 a.m. until sunset

AGREEMENT BETWEEN CCSD AND TOWN OF CARMEL

In the event the TOWN fails to utilize the fields during the above times, the DISTRICT reserves the right to allow others to use said fields. The TOWN's programs shall be conducted by and remain under the direct supervision and control of the TOWN, its contractors, agents, servants and employees. The TOWN hereby agrees to defend and indemnify the DISTRICT, its officers and employees from any and all claims, suits or action for injury or damage to person(s) or property that may arise by reason of the TOWN's use of these facilities. The TOWN, its contractors, agents, servants, employees, patrons and invitees use these facilities at their own risk. This provision shall not be construed to indemnify the DISTRICT, its officers, employees or agents for damage arising out of bodily injury to persons or damage to property caused by or resulting from the negligence of the DISTRICT, its officers, employees or agents.

SECOND: For the use of said facilities, the TOWN agrees to make the following capital improvements to the fields and to perform the following maintenance:

Capital Improvements

1. Fields #6 and #7

Improvements to the infield clay and surrounding grass areas at a cost of \$2,000/year

Provide a port-a-potty April through November for five years with an estimated cost of \$720/year

Shared Services

The TOWN shall deliver sand and salt to the DISTRICT from the town garage. The DISTRICT will reimburse the TOWN at their cost. The DISTRICT shall be responsible for mowing.

The TOWN shall provide use of field maintenance equipment, if available, as requested by the DISTRICT.

Examples: Aerator, York Rake, Top Dresser, Field Lining Equipment, etc.

THIRD: This Agreement shall be effective for a five-year period commencing on April 1, 2019 and ending March 31, 2024.

TOWN OF CARMEL

By:

Name:

Title:

Date:

CARMEL CENTRAL SCHOOL DISTRICT

By:

Name: Greg Riley

Title: President, Board of Education

Date: 4/23/19



TOWN OF CARMEL RECREATION & PARKS DEPARTMENT
SYCAMORE PARK, 790 LONG POND ROAD
MAHOPAC, NEW YORK 10541

JAMES R. GILCHRIST, CPRP, DIRECTOR

TELEPHONE: (845) 628-7888 FAX: (845) 628-2820

EMAIL: carmelrecreation@ci.carmel.ny.us

WEB: <http://www.carmelny.org>

DATE: May 2, 2019

TO: Carmel Town Board
Carmel Town Hall

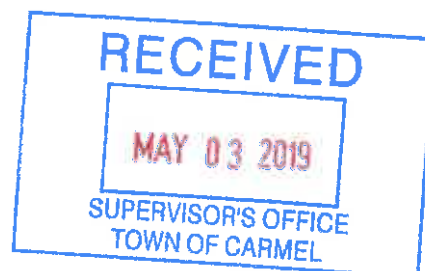
FROM: James R. Gilchrist, CPRP 
Director, Recreation and Parks

SUBJECT: Eagle Scout Project – Picnic Tables at Red Mills Park

Eagle Scout candidate Kyle Link has proposed to build (2) picnic tables at Red Mills Park. They will be constructed of Cedar wood and placed on stone pads.

Attached is an outline Kyle submitted for review at Thursday night's Recreation and Parks Advisory Committee Meeting. This idea was reviewed and unanimously approved by all members.

Please add this to the next Town Board meeting agenda and contact me with any questions.



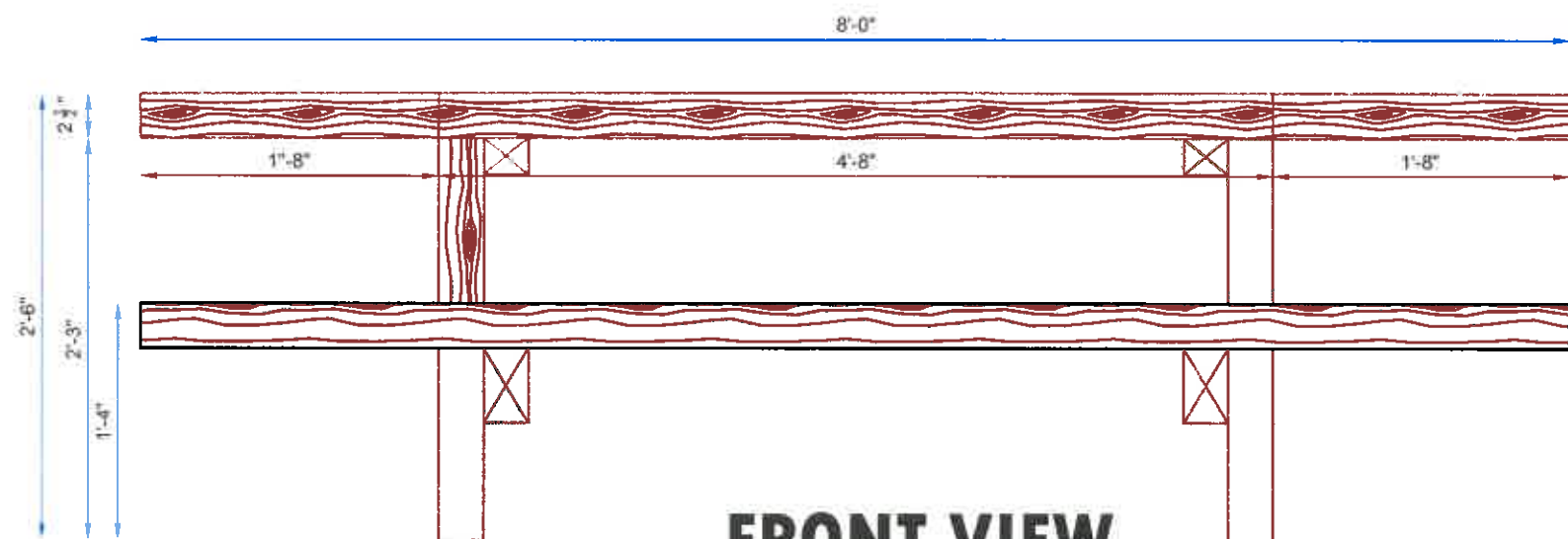
/nls
Attachment

New Picnic Benches
Proposal for
Town of Carmel Parks Department
Prepared by Kyle Link
Life Scout
Boy Scouts of America
Troop 1 Mahopac







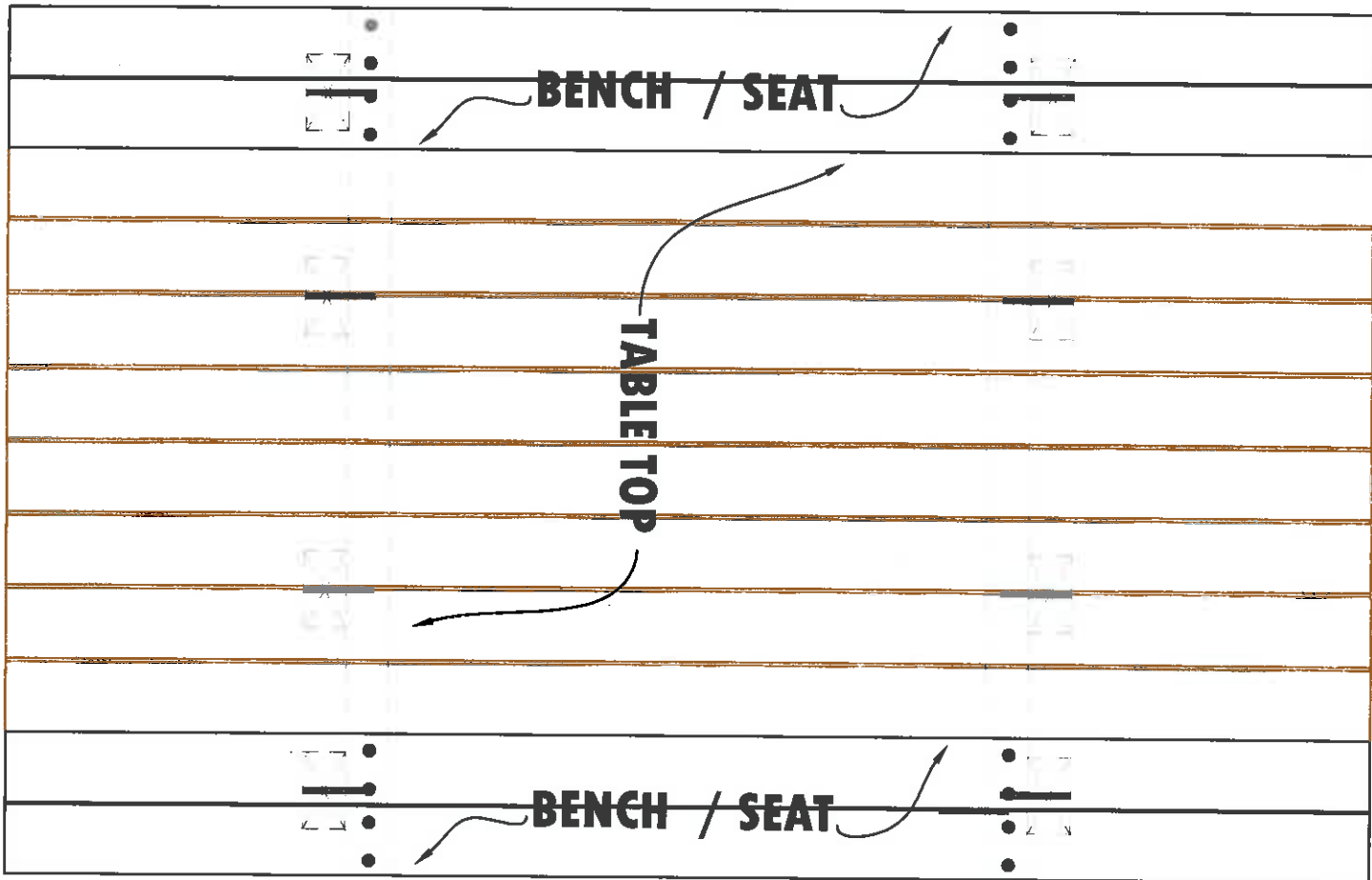


FRONT VIEW

8'

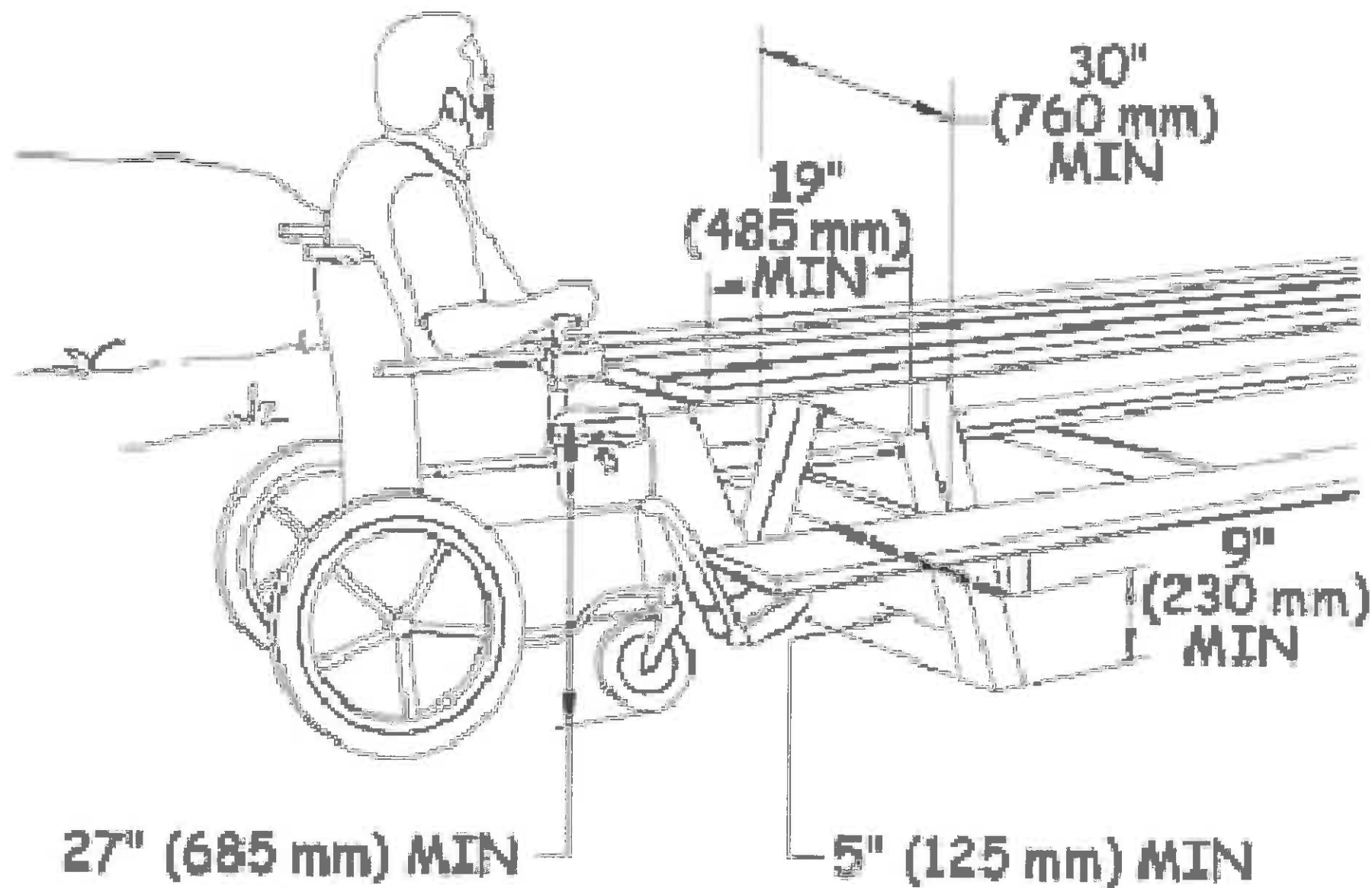
TOP VIEW

5.08'



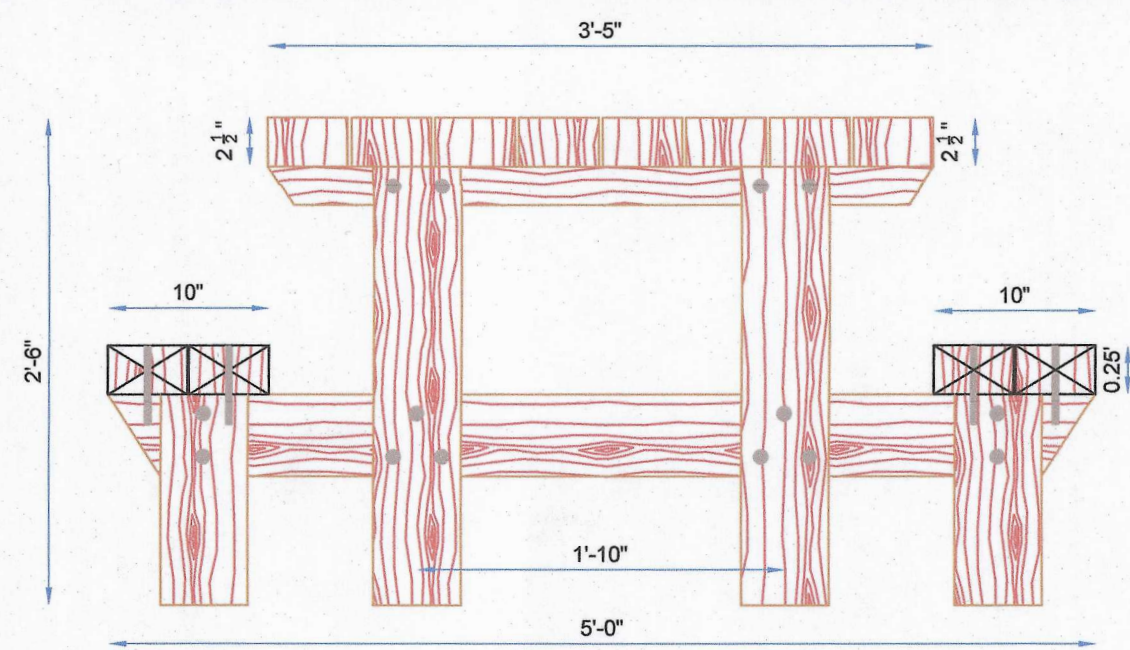
5.08'

8.00'

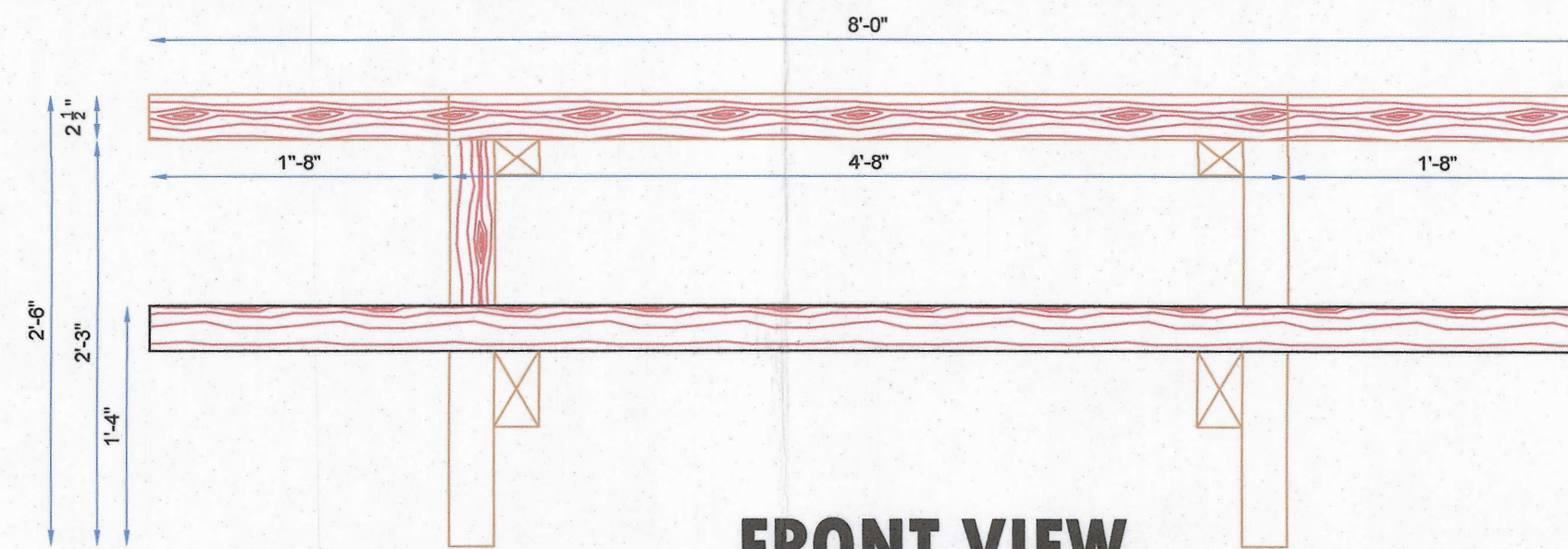


PROPOSED
NEW PICNIC BENCHES
TO BE INSTALLED AT
RED MILLS PARK
TOWN OF CARMEL
PUTNAM COUNTY
NEW YORK

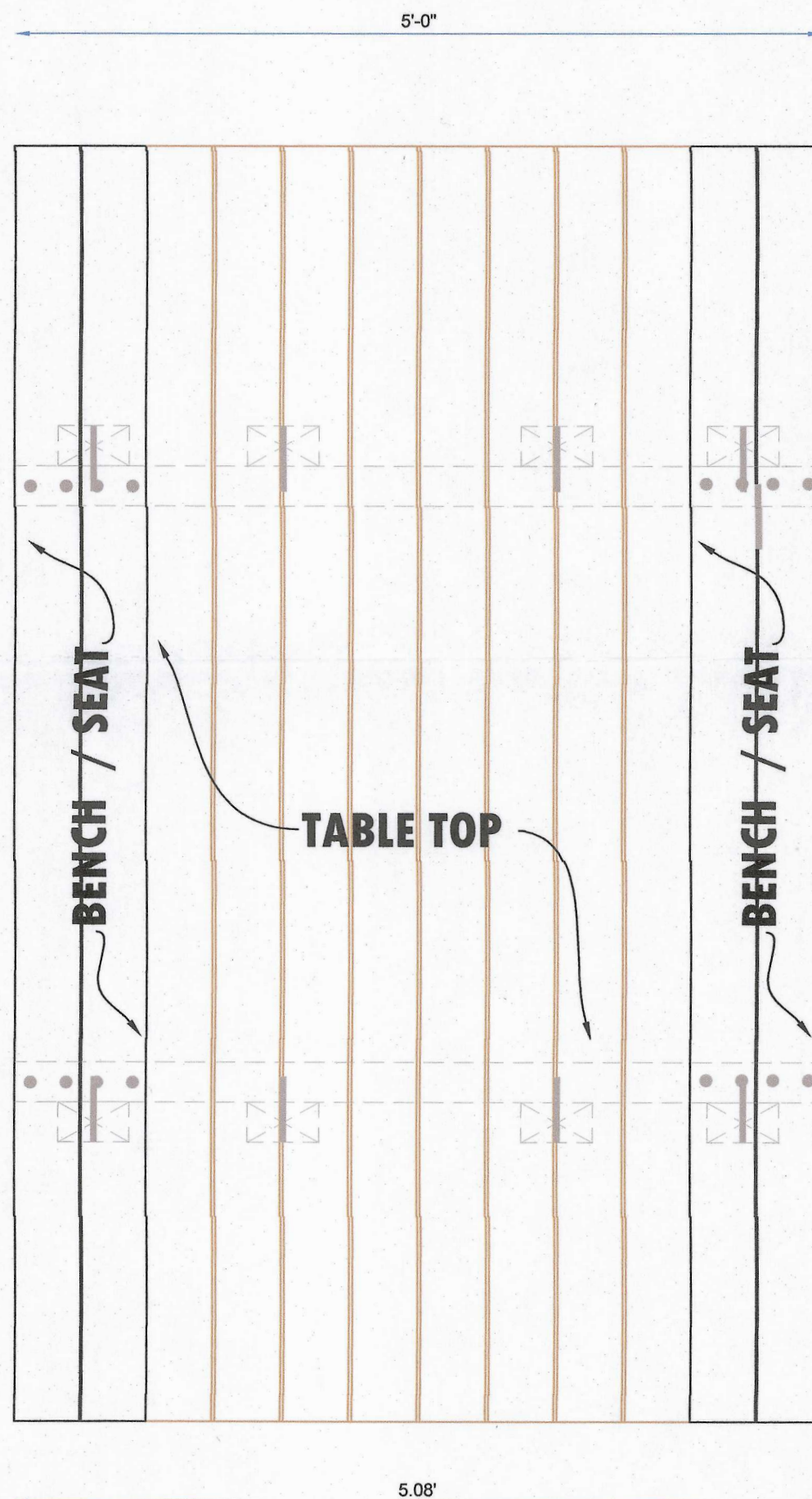
RESEARCH AND DESIGNED BY
LIFE SCOUT KYLE J. LINK
APRIL 20, 2019



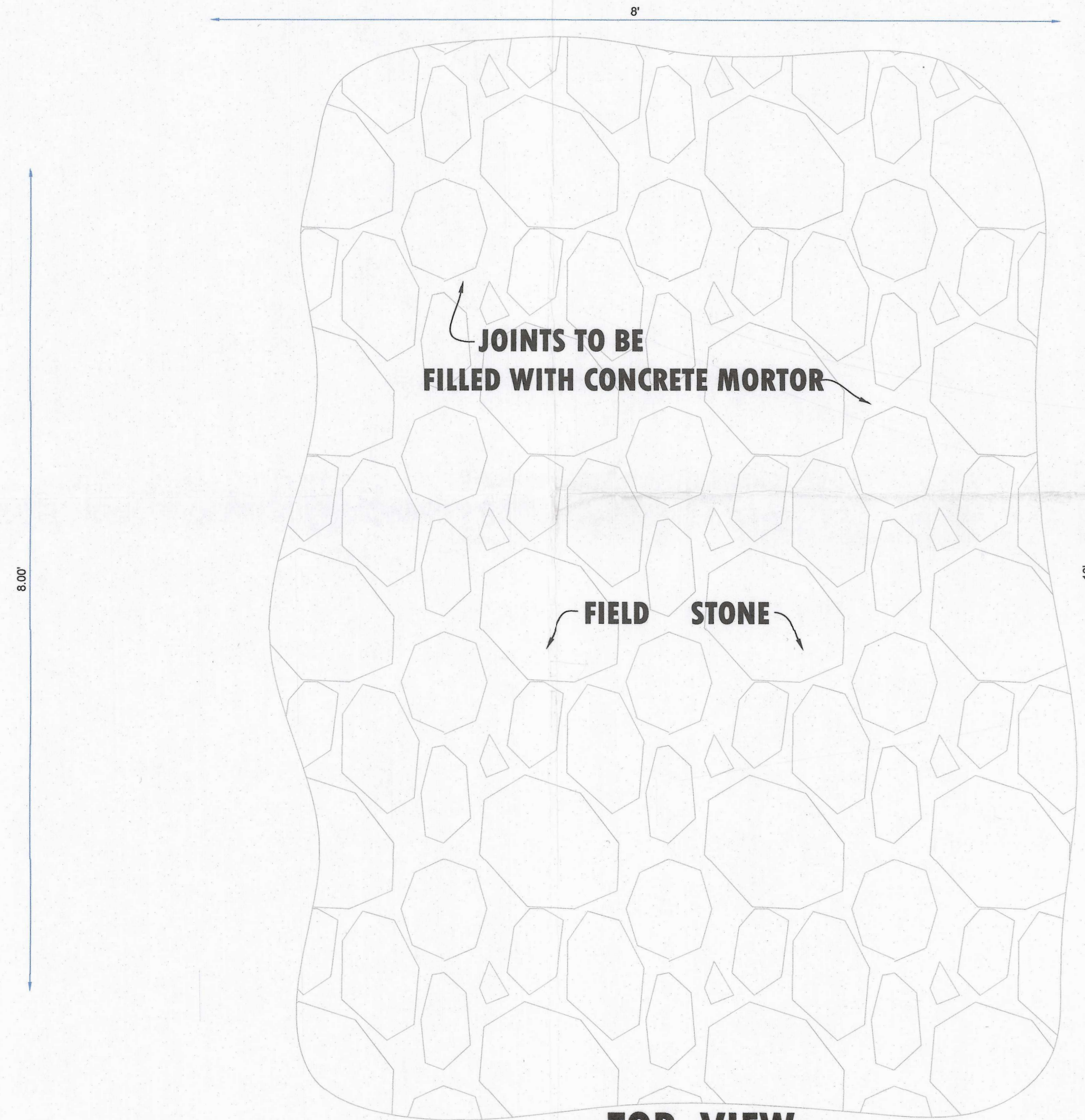
SIDE VIEW



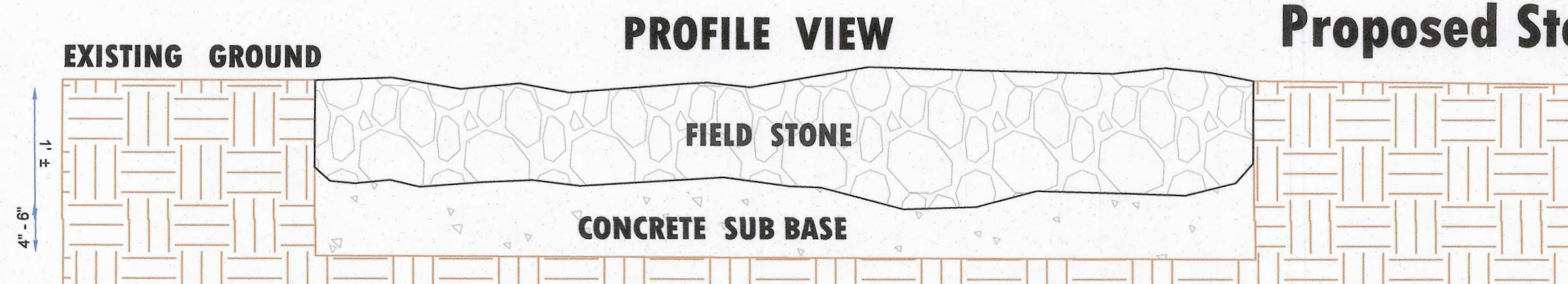
FRONT VIEW



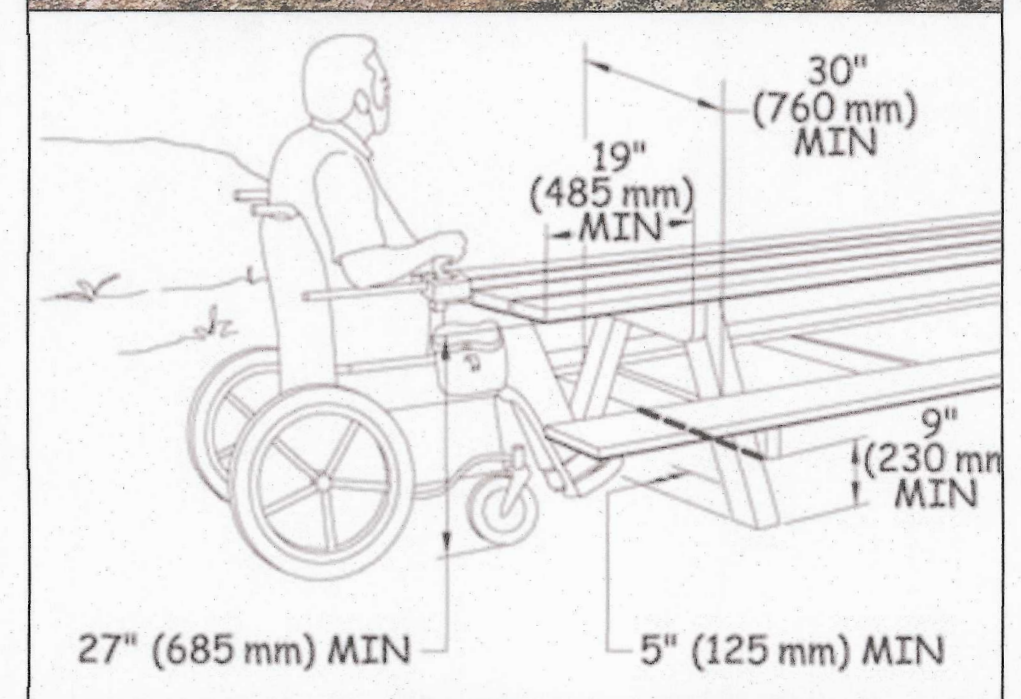
TOP VIEW



TOP VIEW
Proposed Stone Pad



PROFILE VIEW



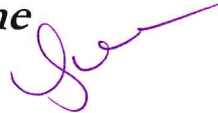
TOWN OF CARMEL HIGHWAY DEPARTMENT

Carmel Highway Department
55 McAlpin Avenue
Mahopac, NY 10541

MICHAEL SIMONE
Superintendent of Highways

845.628.7474
FAX 845.628.1471
MSimone@bestweb.net

FROM THE DESK OF: *Michael Simone*



TO: SUPERVISOR KENNETH SCHMITT
TOWN BOARD

DATE: APRIL 26, 2019

RE: REQUEST TO PURCHASE PARTS

Our 2001 New Holland Flail Mower is in need of an new flail head.

➤ I request authorization to purchase the part, totaling \$13,287.05 from Westchester Tractor, Inc, per the attached quotes.

NOTE: Westchester Tractor is \$354.05 higher than Keil Equipment, but their delivery date is at least a month longer and the equipment is needed ASAP.

Town of Carmel Highway Department

QUOTES

DATE: April 24, 2019

PRODUCT: Alamo Grass Flail Head Replacement for FORD Tractor

VENDORS CONTACTED

COST

1. Westchester Tractor, Inc

\$ 13,287.05

60 International Blvd.

Brewster, NY 10509

Phone: 845.278.7766

Request
45-Day Delivery

2. Keil Equipment Co., Inc

\$ 12,933.00

2356 Route 9

Hudson, NY 12534

Phone: 518.537.6221

3-4 Month Delivery

3. None Available

Phone: _____

RESEARCH BY: Shawn Spock

THE BEST DON'T REST

Mower #1

Quotation

QUOTE DATE: April 3, 2019
Quotation valid for (days): 30
Quotation valid until: May 3, 2019
Prepared by: Jeff Underhill (VP)
Salesman's Phone #: (914) 490-6405
Salesman's Email: jeff@vtractor.com

Customer Information:

Town of Carmel	PHONE	EXT	FAX
	CELL		
	EMAIL		

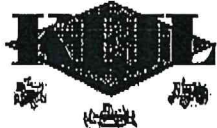


MACHINE AND OPTIONS	PRICE
New replacement 48" grass flail head for Alamo AB17 "A-Boom"	\$14,973.00
NJPA/OGS discount 15%	(\$2,245.95)
discounted	\$12,727.05
freight in	\$560.00
total FOB Brewster, NY	\$13,287.05
TRADE UNITS	

TOTAL	\$13,287.05
TOTAL TAX	\$ -
TOTAL PRICE	\$ 13,287.05

PLUS TAX IF APPLICABLE

THANK YOU FOR YOUR BUSINESS!



2356 Route 9
Hudson, NY 12534
(518) 537-6221

7536 North Broadway
Red Hook, NY 12571
(845) 758-8888

fax: (518) 537-5276
email: keil@keilequipment.com
web: www.keilequipment.com

Equipment Company, Inc.
Power Equipment for Home & Industry

Ship to:

SAME AS BELOW

Invoice to:

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

Branch 01 - HUDSON		
Date 04/17/2019	Time 8:00:24 (O)	Page 1
Account No. CARME002	Phone No. 8456287499	Reference No. 000648
Ship Via	Purchase Order SEAN	
		Salesperson 062

ESTIMATE EXPIRY DATE: 05/17/2019

PARTS QUOTE

QUOTE GOOD FOR 30 DAYS

Part#	Description	U	Qty	Price	Amount
-------	-------------	---	-----	-------	--------

* THIS HEAD IS A GF48-170701
THEY DO NOT MAKE A GX48-170701
IT WILL TAKE ATLEAST 4 WEEKS TO GET

3-4 month

02963869	ASY, 48" HD FLA		1	12933.00	12933.00
				Subtotal:	12933.00
				Tax:	.00
Authorization: _____				TOTAL:	12933.00

Signature:

Date:

Quote good for 30 days, unless otherwise noted.

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

To: Carmel Town Board

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

Date: May 2, 2019

Re: Asset Management Services Request for Proposal

As the Board is aware the Town was selected to participate in the Municipal Sewage System Asset Management Pilot Program (MSSAMPP). The Town's Engineering Department requested participation in this pilot program in January of 2016 and was notified in May of 2017 that the Town was selected.

The Engineering Department has been working with the DEC, EFC, and the engineering firm Barton & Loguidice (B&L) to develop asset management plans for Carmel Sewer Districts (CSD) 4, 5, 6, and 7. Key aspects of asset management include asset inventories, informed decision-making, and long-term funding strategies.

As the Town is developing a master plan and planning for the future by investigating crucial infrastructure needs, Councilman Schneider requested an asset management inventory and study for the sewer and water districts not included in the MSSAMPP be provided. These include CSDs 1, 1 extension 3, 2, 3, and 8 and CWDs 1, 2, 2A, 3, 4, 5, 6, 7, 8, 9, 10, 12, 13, and 14.

At this time, the Engineering Department requests authorization to issue Requests for Proposal (RFP) for this service to firms that have asset management experience.

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

To: Carmel Town Board

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

Date: April 29, 2019

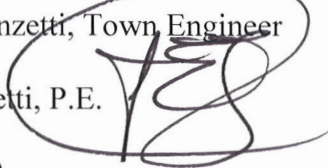
Re: C242 - CWD 9 No Cost Change Order No. 1 Request

As the Board is aware, the referenced project was awarded to Brennan Construction.

Due to winter conditions, rock and maintenance and protection of traffic (i.e., challenges with allowing residents in and out of the narrow roadways) it is recommended that the date for substantial completion be changed to June 13, 2019. This delay was not caused by the Contractor. A more detailed explanation is provided in the attached from JRFA associates.

In order to ensure appropriate time for the contractor to complete the project, we recommend that the Board authorize the NO COST Work Change Order #1 (attached). The proposed contract completion date would then be on or before September 13, 2019.

Attached please find the proposed **no-cost** Change Order #1. We recommend that the Board approve Change Order #1 and authorize the Supervisor to sign the same.

MEMO TO: Richard J. Franzetti, Town Engineer
FROM: John E. Folchetti, P.E. 
DATE: April 25, 2019
**SUBJECT: CARMEL WATER DISTRICT 9
WATER DISTRIBUTION SYSTEM UPGRADES
CONTRACT C-242
CHANGE ORDER NO. 1**

Dear Mr. Franzetti:

JRFA has received the referenced request, dated April 24, 2019. The Contractor is requesting a contract extension due to winter weather conditions and the challenges of working in the smaller roadways.

There is no change to the cost of the project. I recommend approval of the contract extension to the dates identified in their request.

JEF/jac
Attachment

Cc: File



15 Independent Way, Brewster, NY 10509
845.628.8739 • 845.628.6045, fax

HIGHWAY, ROAD & PAVING CONTRACTORS

April 24, 2019

SENT VIA EMAIL

J. Robert Folchetti & Associates, LLC
31 Sodom Road,
Brewster, NY 10509

Attn: John Folchetti

BCC # 004

RE: Carmel Water District No. 9 Water Distribution System Upgrade

Subject: Extension of Time Request

Dear John:

In accordance with Article 12 of the Contract Agreement, Brennan Construction will be seeking a 45-day extension to the original contract completion date.

This extension is due to slow production from a combination of winter weather conditions, rock and M&PT challenges of getting residents in and out of the narrow roadways.

We will continue to work diligently to complete this project in the most timely and safe manner.

If you have any questions, concerns or require additional information, please contact us immediately.

Very truly yours,
Brennan Construction Company

A handwritten signature in dark ink, appearing to read 'Fred Todd', with a long horizontal flourish extending to the right.

Fred Todd
Vice President

Cc: File

CHANGE ORDER

1

No.

CARMEL WATER DISTRICT NO. 9 WATER DISTRIBUTION SYSTEM UPGRADE

DATE OF ISSUANCE 4/25/2019

EFFECTIVE DATE 4/29/2019

OWNER The Town of Carmel
OWNER's Contractor No. C-242

CONTRACTOR: Thomas M. Brennan, Inc.

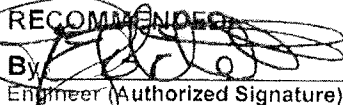
ENGINEER: J. Robert Folchetti & Associates

You are directed to make the following changes in the Contract Documents.

Reason for Change Order: 1. Contract Time Extension

Attachments: (List documents supporting change) Engineering Memo; Contractor Request

CHANGE IN CONTRACT PRICE: Original Contract Price	CHANGE IN CONTRACT TIMES: Original Contract Times
\$ None	Substantial Completion: April 29, 2019 Ready for final payment July 28, 2019
Net changes from previous Change Orders No. to No.	Net change from previous Change Orders No. to No.
\$	
Contract Price prior to this Change Order	Contract Times prior to this Change Order
\$	Substantial Completion: April 29, 2019 Ready for final payment: July 28, 2019
Net Increase (decrease) of this Change Order	Net Increase of this Change Order
\$	45 Days
Contract Price with all approved Change Orders	Contract Times with all approved Change Orders
\$	Substantial Completion: June 13, 2019 Ready for final payment: September 11, 2019 days or dates

RECOMMENDED:
By: 
Engineer (Authorized Signature)

ACCEPTED:

By: 
Contractor (Authorized Signature)

APPROVED:

By: _____
Owner (Authorized Signature)

Date: 4-25-2019

Date: 4/26/19

Date: _____


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

To: Carmel Town Board
CC: Karl Brenner, Co-Chair Lake Secor Park District Advisory Board
From: Richard J. Franzetti P.E. Town Engineer 
Date: May 2, 2019
Re: Hydro Raking at Lake Secor

In accordance with the Town of Carmel Procurement Policy in 2016 Karl Brenner of the Lake Secor Park District (LSPD) Advisory Board obtained multi-year proposals to perform annual Hydro Raking at Lake Secor.

At that time Solitude Lake Management provided a proposal with costs as follows:

- 2016, 2017, ,2018, \$5,600 per year (total for 2016, 2017 and 2018 is \$16,800), and
- 2019 and 2020 is \$5,900.00 per year. (total for 2019 and 2020 is \$11,800)

Per the attached April 6, 2016 resolution the Town Board approved these services for 2016 – 2018. This Department contacted Solitude Lake to verify if the costs for 2019 and 2020 were valid and they provided the attached updated quote with the following costs:

- 2019 and 2020 is \$5,080.00 per year. (total for 2019 and 2020 is \$10,160)

The cost for this service is included in the LSPD 2019 budget (contractual expense line 404.7140.0040). See attached email.

Based upon the above, we recommend that the Town Board authorize Solitude Lake Management to perform this work.

**RESOLUTION ACCEPTING PROPOSAL AND AUTHORIZING ENTRY
INTO CONTRACT FOR HYDRO RAKING SERVICES
LAKE SECOR**

RESOLVED THAT the Town Board of the Town of Carmel, as Commissioners of Lake Secor Park District, hereby authorizes the acceptance of the proposal of Aquatic Control Technology dba Solitude Lake Management, Shrewsbury, MA, for the provision of hydro raking services at Lake Secor for the years 2016, 2017 and 2018 at an aggregate base cost not to exceed \$5,600.00 annually in accordance with the terms of the proposal dated February 8, 2016; 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.

Resolution

Offered by: Councilman Lupinacci
Seconded by: Councilwoman McDonough

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Jonathan Schneider	<u>X</u>	<u> </u>
John Lupinacci	<u>X</u>	<u> </u>
Suzanne McDonough	<u>X</u>	<u> </u>
Frank Lombardi	<u>X</u>	<u> </u>
Kenneth Schmitt	<u> </u>	<u> </u> Absent

S
E
A
L

I, Ann Spofford, Town Clerk of the Town of Carmel, Putnam County, New York, do hereby certify that the foregoing resolution is a true and exact copy of the original on file in my office which was adopted by the Town Board of said Town at a duly called and held meeting on the 6th day of **April, 2016**; and of the whole thereof.

April 7, 2016
Dated

Ann Spofford
Ann Spofford, Town Clerk

SCHEDULE A

Town of Carmel

Insurance Requirements – Contractors

- I. Notwithstanding any terms, conditions or provisions in any other writing between the parties, the contractor hereby agrees to effectuate the naming of the municipality as an unrestricted additional insured on the contractor's insurance policies, with the exception of workers' compensation. Before any of the work is started under this contract, the contractor shall file with the municipality a certificate(s).
- II. The policy naming the municipality as an additional insured shall:
 - Be an insurance policy from an A.M. Best rated "secured" or better, New York State admitted insurer.
 - Provide for 30 days notice of cancellation.
 - State that the contractors' coverage shall be primary coverage for the municipality, its Board, employees and volunteers.
 - The municipality shall be listed as an additional insured by using endorsement CG 2026 or broader. The certificate must state that this endorsement is being used. If another endorsement is used, a copy shall be included with the certificate of insurance.
- III. The contractor agrees to indemnify the municipality for any applicable deductibles.
- IV. Required Insurance:
 - Commercial General Liability Insurance
\$1,000,000 per occurrence/\$2,000,000 general and products/completed operations aggregates. The general aggregate shall apply on a per-project basis.
 - Automobile Liability
\$1,000,000 combined single limit for owned, hired and borrowed and non-owned motor vehicles. \$1,000,000 contracts above \$100,000.
 - Workers' Compensation
Statutory Workers' Compensation and Employers' Liability Insurance for all employees.
 - Owners/Contractors Protective Insurance
(Required for construction projects in excess of \$500,000). \$1,000,000 per occurrence/\$2,000,000 aggregate, with the municipality as the named insured.
 - Excess Insurance
Limits depending on the size of the project: \$1,000,000 limit for contracts above \$100,000, \$3,000,000 limit for contracts above \$250,000, and \$5,000,000 limit for contracts above \$500,000.
 - Bid, Performance and Labor & Material Bonds
If required in the specifications, these bonds shall be provided by a New York State admitted Surety Company, in good standing.
 - If any work is to be subcontracted, the proposed subcontractor must be reviewed with the municipality prior to acceptance.

Schedule A (continued)

- Professional Errors & Omission Insurance

All Professional Consultants such as Engineers, Architects, Surveyors, Contractor Construction Managers, Environmental, Attorneys and Accountants.

\$1,000,000 per occurrence/\$2,000,000 Aggregate for negligent professional acts of the consultant.

- V. Contractor acknowledges that failure to obtain such insurance on behalf of the municipality constitutes a material breach of contract and subjects it to liability for damages, indemnification and all other legal remedies available to the municipality. The contractor is to provide the municipality with a certificate of insurance, evidencing the above requirements have been met, prior to the commencement of work or use of facilities.



April 30, 2019

Richard J. Franzetti, P.E, BCEE, LEED AP Town Engineer
TOWN OF CARMEL
60 McAlpin Avenue
Mahopac, NY 10541
(845) 628-1506
rjf@ci.carmel.ny.us

Re: 2019-2020 Aquatic Management Program at Beach Area on Lake Secor

Dear Richard:

Please accept this as our 2019 Proposal/Agreement for mechanical services for Lake Secor Town of Carmel beach area. For the years 2019 and 2020 the hourly hydro-rake service fee is \$205(minimum of 16 hours) and mobilization / demobilization fee of \$1,800. We will expect to coordinate the project directly with Karl and you, unless you advise us differently.

Please sign the enclosed Standard Agreement for the work and return a copy to our office by May 4, 2019, so that we can assure you preferential scheduling. If you have any questions or comment, please feel free to call or email me. We appreciate your past business and look forward to continuing a successful management program on Lake Secor.

Sincerely,

SOLitude Lake Management

A handwritten signature in cursive script that reads "Lauren Sullivan".

Lauren Sullivan
Project Coordinator

Competitively Sensitive & Proprietary Materials – The information contained herein is the intellectual property of SOLitude Lake Management. Recipient may not disclose to any outside party any proprietary information, processes, or pricing contained in this document or any of its attachments without the prior written consent of SOLitude Lake Management. This document is provided to the recipient in good faith and it shall be the responsibility of the recipient to keep the information contained herein confidential.



STANDARD AGREEMENT #1048-19

This AGREEMENT dated this 30th day of April 2019 by and between SOLITUDE LAKE MANAGEMENT, LLC hereinafter referred to as the 'COMPANY' and RICHARD J. FRANZETTI, TOWN ENGINEER for the Lake Secor Park District in Carmel, NY hereinafter referred to as the 'CLIENT' for the products and/or services to be provided by the COMPANY as described below:

Product / Service	No. Hrs. / Units	Hrs. / Unit Cost	Amount
Hydro-rake & Operator (2019-2020)	16 hrs.(min)	\$205 hr.	\$3280
Equipment Mobilization / Demobilization			\$1,800

The estimated total cost of the work is **\$5,080** per year for 2019 & 2020. This shall not be exceeded without prior approval from the CLIENT (estimate project cost does not include permit application preparation and submittal service fee). The work shall be tentatively performed mid-June 2019 (conditions permitting).

The CLIENT shall be fully responsible for:

1. Procuring and compliance with all Federal, State and Local permits and approvals for the work.
2. Identifying a project liaison and providing our Operator with guidance/direction as to the work (i.e. specific area to be hydro-raked, amount of time spent in each area, etc.).
3. Arranging for all shore-based disposal work. If necessary, making arrangements for material to be removed from the off-loading site to allow the hydro-raking work to continue.
4. Trucking/disposal of all material deposited along the water edge, to a permanent upland disposal.
5. Making arrangements for and payment of all repairs and restoration to the shoreline off-loading sites at property.

Additional conditions mutually agreed to by the COMPANY and the CLIENT include:

- Payment is due in full within 30 days of receipt of an invoice.

The CLIENT further certifies the area to be free of all wires, cables, water intakes, or other underwater obstructions.

SOLITUDE will rake and remove as much vegetation/root material/ unconsolidated bottom debris, as possible within the allotted budget, but does not guarantee the removal of all vegetation, nor make any claims as to plant re-growth that may or may not occur.

To reserve preferred scheduling of equipment and personnel, this Agreement should be signed and a copy returned to our office on or before May 4, 2019.



GENERAL CONDITIONS

- Company will continue to maintain all appropriate licensing necessary to perform all specified work in a safe and legal manner throughout the entire contract period.
- Company will furnish personnel, equipment, boats, materials, and other items required to provide the forgoing at his expense.
- Company is dedicated to environmental stewardship in all of its work and maintains a diligent program to recycle all plastic containers, cardboard, paper and other recyclable wastes generated through the performance of our contract work.
- Company will maintain general liability and workman's compensation insurance.
- Company shall be reimbursed by the Client for any non-routine expenses, administrative fees, compliance fees, or any other similar expense that are incurred as a result of requirements placed on the Company by the Client that are not covered specifically by the written specifications of this contract.
- Neither party may assign this Agreement without the written consent of the other party; provided, that Company may assign this Agreement upon the merger, reorganization, consolidation, change of control or sale of all or substantially all of the assets of Company. This Agreement shall inure to the benefit of, and be binding upon, the parties and their respective successors and permitted assigns.
- The Client agrees to pay penalties and interest in the amount of 2% per month for all past due invoices and related account balances in excess of 30 days past due from the due date as specified by the contract and as stated on the relevant invoice presented to the Client.
- The Client covenants and agrees to pay reasonable attorney's fees and all other related costs and expenses for collection of past due invoices and account balances and for any other actions required to remedy a material breach of this contract.

I (we) the CLIENT accept the terms and conditions as stated above and authorize the COMPANY to proceed.

CONTRACT PRICE: \$5,080

PAYMENT TERMS:

SOLITUDE will invoice for this project upon work completion, due within 30 days of the receipt of invoice. This document shall become a contract upon signing and returning a copy to SOLITUDE. Please print a copy for your records. If this contract is not executed within thirty days, SOLITUDE reserves the right to review the contract price.

APPROVED:

SOLitude Lake Management®

Town of Carmel, NY
(Authorized Signature)

(Print Name and Title)

(Date)

Competitively Sensitive & Proprietary Materials – The information contained herein is the intellectual property of SOLitude Lake Management. Recipient may not disclose to any outside party any proprietary information, processes, or pricing contained in this document or any of its attachments without the prior written consent of SOLitude Lake Management. This document is provided to the recipient in good faith and it shall be the responsibility of the recipient to keep the information contained herein confidential.

From: [Tenefrancia,Michelle](#)
To: [Franzetti,Richard](#)
Cc: [Russell, Michelle](#); [Maxwell,Mary Ann](#); [Esteves,Donna](#)
Subject: RE: 05-02-19 = Lake Secor Hydro raking budget
Date: Thursday, May 02, 2019 9:56:24 AM

Good morning Rich,

Yes, there is sufficient funding in 404.7140.0040 for the \$5,080 Lake Secor hydro raking.

~ *Michelle* ~

From: Franzetti,Richard
Sent: Thursday, May 02, 2019 9:30 AM
To: Russell, Michelle
Cc: Tenefrancia,Michelle
Subject: 05-02-19 = Lake Secor Hydro raking budget

Michelle

Can you please see if there is sufficient funding in the Lake Secor budget for the attached proposal.

The contractual expense line 404.7140.0040 and the amount in the attached proposal is \$5,080.00

Thanks in advance for your help

Richard J. Franzetti. P.E, BCEE
Town Engineer
60 McAlpin Avenue
Mahopac, New York 10541
Phone - (845) 628-1500 ext 181
Fax – (845) 628-7085
Cell – (914) 843-4704
rjf@ci.carmel.ny.us

This communication may be confidential and is intended for the sole use of the addressee(s). No use or reproduction of the information provided is permitted without the written consent of the Town of Carmel. If you are not the intended recipient, you should not copy, disclose or take any action in reliance on this communication. If you have received this communication in error, please notify the sender by reply e-mail and delete the message and any attached documents.

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

To: Carmel Town Board
CC: Karl Brenner, Co-Chair Lake Secor Park District Advisory Board

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

Date: April 29, 2019

Re: New Docks at Lake Casse Park District

The Lake Secor Park District Advisory Board received the attached three (3) quotes to upgrade and install the existing docks at the Lake Secor beach area. The following quotes were received:

<u>Contractor</u>	<u>Total Bid Price</u>
Sportsman Marina	\$9,910.28
EZ-Dock South	\$10,515.24
Regatta Dock System	\$7,189.00

The quotes are for the installation of four (4) 60"x120" docks with associated equipment. We note that the Regatta Dock system proposals do not include installation, chains and hardware while the proposals from both Sportsman Marina and EZ-Dock South do. Therefore the quote from Regatta Dock System is not responsive.

Based upon the pricing, we recommend that the project be awarded to Sportsman's Marina for \$9,910.28. As per the attached the Lake Secor Park District has sufficient funds for this work.

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



PO Box 143
330 Lakeside Rd.
Hewitt, NJ 07421

Estimate

Date	Estimate #
3/12/2019	20190081

Name / Address	<i>EZ Dock Innovations</i> <i>(973) 983-3000</i>
Town of Carmel NY 60 McAlpin Avenue Mahopac, NY 10541	
	Project
	2ea 10'x10' swim platforms

Qty	Description	Rate	Total
	EZ Dock Innovations proposes to furnish the following:		
4	60" X 10' DOCK - creates 2ea 10'x10' swim platforms.	1,595.00	6,380.00T
12	COUPLER KIT	54.51	654.12T
2	SMALL DEADWEIGHT BRACKET KIT FOR 3/8" CHAIN (PAIR)	156.77	313.54T
4	Deadweight - 30"x6" Disk 368LBS	90.00	360.00T
120	LFT 3/8' GALVANIZED CHAIN (Allowance for 4pcs 3x depth of water of 10')	3.00	360.00T
2	MOLDED POLYETHYLENE 5 STEP SWIM LADDER	421.31	842.62T
1	EZ DOCK DELIVERY & ASSEMBLY	1,000.00	1,000.00T

All dock sections and ports warranted by the manufacturer for eight (8) years and all hardware is warranted for one (1) year from date of purchase. Approved warrantee claims include labor performed by EZ Dock Innovations. All claims should be made to Dealer in a timely fashion. Warrantee coverage excludes damage caused by fire, obvious abuse, or collision. Installation price does not include removal of concealed concrete, wood or steel pilings unless expressly listed in this estimate. Payment in full is due upon completion. EZ Dock Innovations retains full ownership of all items supplied until paid in full and reserves the right to remove unpaid items without additional notice after ten (10) days of installation. (Customer's

Subtotal	\$9,910.28
Sales Tax (0.0%)	\$0.00
Total	\$9,910.28

EZ Docks South

1300 Stagecoach Rd
Oceanview, NJ 08230
6094327878
Lesfrie.ezdock@gmail.com
ezdockusa.com



ESTIMATE

ADDRESS

Town Of Carmel

ESTIMATE # 2505**DATE 04/23/2019**

ACTIVITY	QTY	RATE	AMOUNT
206010 DOCK SECTION 60" X 120"	4	1,595.00	6,380.00
301100 COUPLER SET W/ COMP (MULTIPLES OF 50)	12	55.00	660.00
100740 KIT SMALL DEADWEIGHT BRKT FOR 3/8" CHAIN	2	163.15	326.30
Misc Dead Weight Material	4	100.00	400.00
300260 MOLDED POLYETHYLENE 5 STEP SWIM LADDER	2	438.47	876.94
Service Chain 3/8th	120	3.10	372.00
Service Installation and Delivery	1	1,500.00	1,500.00

To proceed with purchase we need the total for materials as down payment, balance for installation is due when job is completed.
Please contact Les Frie at 609 432 7878 for Sales

TOTAL**\$10,515.24**

Accepted By

Accepted Date

From: [Esteves, Donna](#)
To: [Franzetti, Richard](#)
Subject: FW: [***WARNING POSSIBLE SPAM OR VIRUS!!!***] Carmel, NY Swim Float quotes
Date: Monday, April 29, 2019 4:24:55 PM
Attachments: [Carmel hex.xlsx](#)
[ATT00001..htm](#)

Donna Esteves

Town of Carmel ~ Engineering Department
60 Mc Alpin Ave
Mahopac, NY 10541
845-628-1500 ext. 184

From: Karl Brenner [mailto:kbrenner@westchesterbmw.com]
Sent: Thursday, March 14, 2019 1:34 PM
To: Esteves, Donna
Subject: Fwd: [***WARNING POSSIBLE SPAM OR VIRUS!!!***] Carmel, NY Swim Float quotes
This is the other quote not including delivery install or anchorage.... once all together it's more expensive for a smaller dock... also the first quote is the company that sycamore used.

Sent from my iPhone

Begin forwarded message:

From: Mike Lauretano Sr. <mike@regattadock.com>
Date: March 22, 2018 at 8:07:34 PM EDT
To: Karl Brenner <kbrenner@westchesterbmw.com>
Cc: "matt@regattadock.com" <matt@regattadock.com>
Subject: [***WARNING POSSIBLE SPAM OR VIRUS!!!***] Carmel, NY Swim Float quotes

Karl

EZ Dock Hex Dock quote attached. I am traveling until Tuesday, best to call my cell phone..... 860-302-9182 or email.

Hex Dock.....\$4120.83

Mike Lauretano

Regatta Dock Systems

7 Heron Pointe

Morris CT, 06763

mike@regattadock.com

860-940-6468 (phone)

860-567-0242 (home)

860-302-9182 (cell)

860-583-0949 (fax)

www.regattadock.com

www.ctlakes.org

From: Mike Lauretano Sr. [mailto:mike@regattadock.com]
Sent: Wednesday, March 21, 2018 3:54 PM
To: 'Karl Brenner'
Cc: 'matt@regattadock.com'

Subject: Carmel, NY Swim Float quotes

Karl

Sorry for the delay. Was waiting on the Polydock price.

90" x 10' Connect-A-Dock w/ ladder.....\$ 3142.64

80" x 120" EZ Dock w/ ladder \$ 2834.44

7.5' x 9.5' Poly Swim Float w/ ladder..... \$1212.39 (see attached flyer)

Prices delivered FOB not installed. Does not include anchor chain or hardware.....Poly

Float does include the tether line to an anchor.

Please reply so I know you received this email proposal.

Mike Lauretano

Regatta Dock Systems

7 Heron Pointe

Morris CT, 06763

mike@regattadock.com

860-940-6468 (phone)

860-567-0242 (home)

860-302-9182 (cell)

860-583-0949 (fax)

www.regattadock.com

www.ctlakes.org

From: Mike Lauretano Sr. [<mailto:mike@regattadock.com>]

Sent: Wednesday, March 14, 2018 7:28 PM

To: 'Karl Brenner'

Cc: 'matt@regattadock.com'

Subject: RE: dock quotes

Karl

Will get you pricing right away.

We will quote EZ, Connect-A-Dock and ShoreMaster/Polydock

Mike Lauretano

Regatta Dock Systems

7 Heron Pointe

Morris CT, 06763

mike@regattadock.com

860-940-6468 (phone)

860-567-0242 (home)

860-302-9182 (cell)

860-583-0949 (fax)

www.regattadock.com

www.ctlakes.org

From: Karl Brenner [<mailto:kbrenner@westchesterbmw.com>]

Sent: Wednesday, March 14, 2018 6:49 PM

To: 'mike@regattadock.com'

Subject: dock quotes

Hi Mike,

This is in follow up to my phone message today 3.14.2018.

I run a small park district with a very (unfortunately) limited budget. The winter has taken a toll on my swim rafts I currently have 2 10*10 aluminum rafts. I am looking to

replace one or both this year with a PVC dock so I do not need to worry about taking them in and out every year or about the residents burning their feet on the hot aluminum.

I see you carry ez dock and connect a dock. I would appreciate quotes on both lines please. In addition I would be interested in a slide for one of them if possible. I hate to be a pain but I would need the quotes three ways.

One dock

Two docks

One dock and one dock with slide

We are tax exempt, and would need them delivered to 160 lake shore drive Mahopac ny 10541. Also as we are working thru a municipality we would need to do this with a po. Please give us your best prices as we are required to obtain 3 quotes and we must go with the lowest bid (gotta love government ☺).

Thank you for your help!

Karl Brenner

LSPD Chairman

Town Of Carmel

From: [Esteves, Donna](#)
To: [Franzetti, Richard](#)
Subject: FW: Estimate 20190081 from Sportsmans Marina LLC
Date: Monday, April 29, 2019 4:39:44 PM
Attachments: [Est 20190081 from Sportsmans Marina LLC 4956.pdf](#)

Rich,

Please see attached proposal from EZ Dock for the docks at Lake Secor. This equipment was budgeted for 2019 and there are sufficient funds to cover this expense.

Thanks,

Donna Esteves
Town of Carmel ~ Engineering Department
60 Mc Alpin Ave
Mahopac, NY 10541
845-628-1500 ext. 184

From: Karl Brenner [mailto:kbrenner753@yahoo.com]
Sent: Thursday, March 14, 2019 11:45 AM
To: Esteves, Donna
Subject: Fwd: Estimate 20190081 from Sportsmans Marina LLC

Karl Brenner
Real Estate Sales Person

Cell 914.374.1955

Coldwell Banker Residential brokerage
366 underhill ave Yorktown heights N.Y.

[KarlSoldIt.com](#)

Begin forwarded message:

From: Karl Brenner <kbrenner753@yahoo.com>
Date: March 12, 2019 at 5:27:21 PM EDT
To: Vinny <shadowfaxlives@aol.com>, Sissee <sis2956@yahoo.com>, Robin Sahinovic <robinsahinovic@comcast.net>, Robin Sahinovic <rdrake@byramhills.net>, Robin Drake <rdrake@byramhills.org>, Megan <megm0248@yahoo.com>, Jim Nyarady <jamesnyarady@gmail.com>, Caitlin Perrotta <caitlin.perrotta@gmail.com>, A-leigh <jellybean2003@hotmail.com>, "sameolejets@aol.com" <sameolejets@aol.com>, Jim Detoma <jmdetoma@gmail.com>
Subject: Fwd: Estimate 20190081 from Sportsmans Marina LLC

Reminder there is a meeting tonight!!!!

See quote for dock below.

Karl Brenner
Real Estate Sales Person

Cell 914.374.1955

Coldwell Banker Residential brokerage
366 underhill ave Yorktown heights N.Y.

KarlSoldIt.com

Begin forwarded message:

From: <chris@ezdockinnovations.com>
Date: March 12, 2019 at 4:35:01 PM EDT
To: <kbrenner753@yahoo.com>
Subject: Estimate 20190081 from Sportsmans Marina LLC

Dear Customer :

Please review the attached estimate. Feel free to contact us if you have any questions.

We look forward to working with you.

Sincerely,

Sportsmans Marina LLC
973-728-9611

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

To: Carmel Town Board

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

Date: April 29, 2019

Re: Request Payment for Repairs

This memorandum is being presented to the Town Board to request payment of the attached repairs invoice. This invoice is over the Town of Carmel's procurement policy threshold. The following provides a brief a summary of the work that was performed.

- Carmel Water District 14 – 2 Scott Road Saddle Repair
On April 18, 2019 Bee and Jay, the operators for CWD14, notified the Engineering Department of a water leak at 2 Scott Road. Upon further investigation it was determined that a saddle failed. Attached is an invoice in the amount of \$5,165.00 for Kuck Excavating to perform the repair at this location.

We have advised the Comptroller's office of this expenditure and per the attached there are sufficient funds in budget for this work as describe.

The Engineering Department requests that the Town Board approve payment.

ED KUCK EXCAVATING INC
20 Day Road
Carmel NY 10512

April 22, 2019
Emergency – 6" Water Break

Town of Carmel Engineering Dept
60 McAlpin Avenue
Mahopac, NY 10541

CWD# 14
REQ #
Inv # TOC 026-18
Tax ID- 133851002
Vendor – 0670

Attn: Robert Vara

Job Location: #2 Scott Road
Job Date: 4/18/19
As per: Bee & Jay

Job Description

- Locate water leak on side of road
- Locate closest service lines
- Excavate and expose main, locate leak at main
- Cut out section of main and replace with C900 pipe
- Install new saddle connected service line and installed curb valve & box
- Compact with item 4
- Blacktop and lawn restoration to follow

Materials	Total hrs, yds, qty	Price per yd,qty,day	Total
Track Hoe MR55	8 hours	\$85.00	\$680.00
Machine operator	4 hours	\$60.00	\$240.00
Machine operator 4pm-8pm	4 hours	\$90.00	\$360.00
Laborer	4 men X 4 hours	\$48.00	\$768.00
Laborers 4pm-8pm	4 men X 4 hours	\$72.00	\$1,152.00
Dump truck	8 hours	\$90.00	\$720.00
Support Vehicle	Day rate	\$155.00	\$155.00
Mud Sucker	Day rate	\$70.00	\$70.00
Jumping Jack	Day rate	\$70.00	\$70.00
Chop Saw	Day rate	\$70/00	\$70.00
Item 4	22 yds	\$40.00	\$880.00
Total			\$5,165.00

Ronald J. Gainer, 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

WATER MAIN BREAK/DAMAGED HYDRANT REPORT

District & Number: CW0414

Location (street address): 2 SECT 27

Time and Date of Main Break or Hydrant Damage: 4/18/19

Field Response:

Manpower	HRS	Equipment	HRS
<u>Bar & Dig PLS</u>		<u>Backhoe</u>	
<u>Test</u>	<u>10</u>	<u>Backhoe / other</u>	<u>8</u>
<u>Test</u>	<u>10</u>	<u>Dump truck</u>	<u>5</u>
<u>Test</u>	<u>10</u>	<u>Compactor</u>	<u>5</u>
<u>Test</u>	<u>10</u>		

Water Main: Size: 6" Material: Transition Depth to Main: 72"

Hydrant: Manufacturer & Model: _____

Repair Materials Utilized: 6" Transition Shaver Corp.
Bleed out - Dump main -

Cause of Main Break or Hydrant Damage: Replaced section of
6" Transition of Corporation - 500' - 1000'

Description of Damage caused, if any: Shaver

Future Restoration Required:

Pavement:

Lawn Area:

☒ Sidewalk:
☒ Shrubs:



Cause of Main Break or Hydrant Damage: _____

Date Repair Completed: 4/18/19 Prepared by: _____

(Printed Name)

From: [Esteves, Donna](#)
To: [Franzetti, Richard](#)
Subject: CWD #14 Water Main Break ~ 2 Scott Rd
Date: Monday, April 29, 2019 11:51:24 AM
Attachments: [Invoice #TOC 026-19.pdf](#)

Rich,

Please see attached invoice for the water main repair on Scott Rd that will need authorization from the Board for payment. There are sufficient funds in CWD #14 budget for this expense.

Thanks,

Donna Esteves
Town of Carmel ~ Engineering Department
60 Mc Alpin Ave
Mahopac, NY 10541
845-628-1500 ext. 184

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

To: Carmel Town Board

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

Date: April 30, 2019

Re: Upper Teakettle Dam Access

As the Town Board is aware the Engineering Department (Department) has accepted proposals for the development of design plans and specifications for the performance of maintenance and repair work at three (3) Town owned dams.

This first phase is to have the trees/brush removed from the dams upper and lower embankments and once completed future work may need to be performed to bring the dam into compliance.

The Town has two (2) access points to the Upper Teakettle Lake Dam (Dam), however a more cost-effective and logistically sensible access point is over the Putnam County owned parcel located at 26 Northview Road (TM 76.17-2-55). See the attached google aerial.

This Department contacted Mr. Fred Pena and Mr. John Tully of Putnam County to determine what would be required from the County to use this parcel to access the dam and they asked if the Town would be interested in taking fee title to the property.

I ask that this matter be placed on the next available Town Board Work Session so that this request can be discussed further.

The Board should note that it is anticipated that the work will most likely commence in the late summer/early fall.

Upper Teakettle Lake

Write a description for your map.

Legend

Feature 1



Upper Teakettle Dam
288 Union Valley Road
TM 76.17-2-56
Town of Carmel

26 Northview Drive
TM 76.17-2-55
Putnam County

"Paper Road" no
tax map on file

27 Northview
TM 76.17-2-57

286 Union Valley Road
TM 87.5-2-3

292 Union Vally Road
TM 87.5-2-3

Town Access