

**MICHAEL S. CAZZARI**  
Town Supervisor

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

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

TOWN OF CARMEL  
TOWN HALL



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

**ANN SPOFFORD**  
Town Clerk

**KATHLEEN KRAUS**  
Receiver of Taxes

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

**TOWN BOARD WORK SESSION**  
**Wednesday, August 9, 2023 7:00pm**

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PLEDGE OF ALLEGIANCE - MOMENT OF SILENCE

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

**OATH OF OFFICE CEREMONY**  
**LIEUTENANT NEIL BROWN & SERGEANT KEVIN ANDERSON**  
**CARMEL POLICE DEPARTMENT**

**Town Board Work Session:**

- **Review Town Board Minutes July 5, 2023, & August 2, 2023**

1. Michael Simone, Highway Superintendent – Consider Request to Purchase Bulk Diesel – NYS OGS Contract PC69480
2. Michael Simone, Highway Superintendent – Consider Request to Adopt Roads as Town Roads
3. Richard Franzetti, PE, Town Engineer – Consider Request to Acknowledge Emergency Repairs/Services CSD#4
4. Richard Franzetti, PE, Town Engineer – Consider Request to Authorize Awarding of Bid C291 Sewer Jetting and Rejecting Bid for Pump Station Vactoring CSDs# 1, CSD#1 ext.3, CSD #2, 3, 4, 5, 6, 7 and 8
5. NYC DEP – Consider Request to Waive Performance Bond – West Branch Reservoir Auxiliary Dam (Putnam County) Slope Improvement Project CRO-534
6. Glenn Droese, Town Assessor – Consider Request to Attend 2023 NYS Assessor Association Fall Conference 10/3/2023 to 10/6/2023 Saratoga Springs
7. Consider Request to Waive 30 Day Notice Requirement in Section 64 of the NYS ABC Law with Respect to a Liquor License for Dana's Diner LLC d/b/a Dana's Diner

- **Town Board Comments**
- **Motion to Move into Executive Session**

**Executive Session:**

1. Justices Jacobellis and Miller – Personnel
2. Richard Franzetti, PE, Town Engineer - Conference with Legal Counsel

- **Motion to Adjourn Meeting**

# TOWN OF CARMEL HIGHWAY DEPARTMENT

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MS

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 MICHAEL CAZZARI  
TOWN BOARD

DATE: JULY 14, 2023

RE: REQUEST TO PURCHASE BULK DIESEL NYS OGS CONTRACT PC69480

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It has come to our attention that the previous contract for purchasing bulk-diesel has been extended as of April 7, 2023.

Therefore, I am requesting authorization to purchase bulk-diesel fuel from Global Montello Group Corp., contract PC69480, per NYS OGS Group #5602, Award #23236, through August 22, 2024.

Previous contract period 8/27/21 – 8/24/23, resolution dated October 20, 2021.

See attached contract award notification page.

cc Comptroller MaryAnn Maxwell  
Town Clerk Ann Spofford



Office of General Services
Procurement Services

Corning Tower, Empire State Plaza, Albany, NY 12242 | https://ogs.ny.gov/procurement | customer.services@ogs.ny.gov | 518-474-6717

Contract Award Notification

Table with contract details: Title (Group 05602 - Ultra-Low Sulfur Diesel & Biodiesel Fuel), Award Number (23236), Contract Period (August 27, 2021 - August 22, 2024), Bid Opening Date (July 7, 2021), Date of Issue (August 25, 2021), Specification Reference (As Incorporated Herein), Contractor Information (Appears on Pages 2 of this Award).

Address Inquiries To:

Table with contact information for State Agencies & Vendors (Sandra Fernandes) and Political Subdivisions & Others (Procurement Services Customer Services).

Procurement Services values your input. Complete and return "Contract Performance Report" at end of document.

Description

The purpose of this Contract is to provide State and Non-state agencies with a method to procure various types of Ultra-Low Sulfur (ULS) diesel and biodiesel fuel for on-road use only. There are 0% SDVOB participation goals on this contract. There are overall MWBE participation goals of 10%-20% in 22 counties.

PR # 23236

# 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

## MEMORANDUM

**TO:** Michael Cazzari – Town Supervisor  
Richard Franzetti – Town Engineer  
Greg Folchetti – Town Council

**FROM:** Michael Simone – Highway Superintendent 

**DATE:** July 26, 2023

**RE:** Resolution to Adopt Town Maintained Roads

Attached you will find a list of roads that the Highway Department maintains, but are not recognized by the New York State Department of Transportation as being publicly maintained. As well, I've attached maps for each road, highlighting the section of the road that requires a resolution as being maintained by the Town of Carmel.

Most of these roads have been upgraded since their original dedication. However, with a few roads there were mileage changes, name changes and additions due to realignments, etc. – see the notes associated with each road.

According to Amy Mackenzie, at the Hudson Valley Region NYSDOT:

*“The resolution can be a new resolution and can include all of the roads described as they should be listed because that’s how they are now on-the-ground, in one resolution. The resolution needs to say that the town recognizes each road as a public road that legal and maintenance responsibility is the town’s. Each road will be included on the resolution with its name and a description of each road’s limits (example below).”*

Road Name	Limit From	Limit to
Ann Rd	Harkin Road	Second cul-de-sac

*More resolution guidance is included on Page 6 of the attached LHI manual.”*

I have attached pages 6 and 7, of the NYSDOT Local Highway Inventory (LHI) manual, that Amy refers to with regards to “Resolutions”, as well as “Miscellaneous Notes”. The attached list of roads, indicates the start and end of each section.

As well, the list shows the additional mileage, with the DOT beginning & end. However, those do not need to be included on the resolution: the Highway Department will utilize that information to complete the forms necessary to submit to the DOT, along with the resolution, for inclusion to the NYS Local Road Inventory.

Please make every effort to take legal ownership ASAP. This is 1.54 centerline-miles, or 3.08 lane-miles, for which the Town is NOT ELIGIBLE FOR NYS FUNDING.

cc Ann Spofford – Town Clerk  
MaryAnn Maxwell – Town Comptroller

## RESOLUTIONS

Resolutions are required to add roadways to the inventory. These resolutions are to provide a positive affirmation that the local governing body accepts full legal and maintenance responsibility for the roadways. In simple cases a motion by the local governing body can substitute for a resolution providing it contains the required elements noted below and there is indication that it was voted upon and accepted.

Municipal resolutions are required:

- For new roads and extensions of existing roads
- To add old roads not currently in the inventory
- As acknowledgement that roads that appear to be private are actually public
- To accept more than minor length corrections
- To change the name of a road

Resolutions must include:

- Local governing body (town board, city council, village board, etc.) acceptance of responsibility for maintenance and repair of the roadway
- Local governing body acceptance of legal responsibility for the roadway
- An indication that the resolution has been voted upon and passed
- The name of each road specifically mentioned and not by reference to unrelated documents not attached to the resolution
- Description of the roadway limits (beginning and ending points)

The purpose of a resolution is to formally acknowledge a local government's acceptance of responsibility for a roadway. The resolutions should **not** state that they are for the purpose of adding the road to the NYSDOT Local Highway Inventory.

A roadway must be fully completed, accepted by the local government as complete, and fully open to public use before addition to the Local Highway Inventory. For resolutions that are contingent upon future actions, such as a final inspection by the highway superintendent, proof that the contingency has been met must also be provided before a roadway can be added to the Local Highway Inventory.

A local governing body may issue a "blanket" resolution if there is more than one road being added, although all roads must be listed (no wholesale acceptance of subdivision plats, for example). The statement of acceptance must be from the governing body unless that authority has been officially delegated and such delegation documented.

Deeds do not replace resolutions. Deeds establish ownership of real property (i.e., right-of-way), but do not designate the roadway as a public road nor do they constitute a formal commitment to legal responsibilities, restrictions, and obligations for that roadway as a public highway.

**MISCELLANEOUS NOTES****Roads by Use**

*Highways by Use* - Highway Law, Article 2, Section 18g: "All lands which shall have been used by the public as a highway for the period of ten years or more, shall be a highway, with the same force and effect as if it had been duly laid out and recorded as a highway, and the town superintendent shall open all such highways to the width of at least three rods."

*Streets by Prescription* - Village Law, Article 6, Section 626: "All lands within the village which have been used by the public as a street for ten years or more continuously, shall be a street with the same force and effect as if it had been duly laid out and recorded as such."

Laws such as these were originally passed in the 1930's, presumably to formalize the longstanding use of certain roadways by the general public. Roads (or Highways) by Use is the legal mechanism by which most of the current roadways became "town roads", particularly in the rural areas. It would be rare for a "new" Road by Use to be created, however, as it would require ten years of maintenance by a public entity on what is not public property. Published opinions of the Office of the State Comptroller have indicated that this is a potential misuse of public funds in violation of the State Constitution. In some cases there are long existing Roads by Use that are not currently in the Local Highway Inventory, but these are rare and will most likely have to have been in existence and publicly maintained since the 1930's. Requests to add roads to the LHI on a Roads by Use basis will be reviewed on a case-by-case basis, but the burden of proof will be on the municipality to show its long term and continued maintenance.

**Discontinuance and Abandonment of Roads**

Discontinued or abandoned roads are removed from the LHI with a resolution. A map should be submitted that delineates the limits of the road (or portion thereof) no longer in use as a public road. A road can also be deemed abandoned if it is noted to have deteriorated into physical impassability by a standard, four-wheel passenger car. Please note that removal from the LHI does not relieve a local government from its legal responsibilities with respect to road discontinuance or abandonment.

**Seasonal Roads**

If not barricaded or otherwise physically inaccessible, seasonal and minimum maintenance roads may be included in the Local Highway Inventory.

**Maintenance Responsibility – maintenance by others**

A local government has maintenance responsibility (and therefore CHIPS eligibility) for a roadway whether it maintains the roadway itself or pays another entity to do so. A local government does not have such responsibility for a roadway if it is paid by another entity to maintain the roadway (the paying entity has that responsibility).

**NYS DOT Local Roads Listing (Edited)**  
**Town of Carmel Highway Department Maintained Roads**  
**NOT INCLUDED on 1/19/23 LIST AUDIT**

<b>NYS DOT</b>			<b>Section to be Adopted</b>		<b>DOT CHANGES</b>			<b>CARMEL</b>	
<b>DOT ID</b>	<b>DOT Mileage</b>	<b>Road/Street Name</b>	<b>Start of Section</b>	<b>End of Section</b>	<b>Beg MP</b>	<b>End MP</b>	<b>Add'l Milage</b>	<b>TOTAL MILES</b>	<b>NOTES</b>
<u>191711</u>	<u>0.18</u>	<u>ANN RD</u>	<u>HARKIN RD</u>	<u>N Cul de Sac</u>	<u>0.18</u>	<u>0.41</u>	<u>0.23</u>	<u>0.41</u>	0.17 miles dedicated 1963 - changes due to Upgrades/Realignments
<u>191737</u>	<u>0.14</u>	<u>Blossom La</u>	<u>Blossom La</u>	<u>N Cul de Sac</u>	<u>0.14</u>	<u>0.25</u>	<u>0.11</u>	<u>0.25</u>	0.14 miles dedicated 1963 - changes due to Upgrades/Realignments
<u>NEW</u>	<u>0</u>	<u>Buckshollow Spur</u>	<u>Buckshollow Rd</u>	<u>US 6</u>	<u>0</u>	<u>0.08</u>	<u>0.08</u>	<u>0.08</u>	Section built after Rt 6 realignment and RR changes in 1960's/1970's
<u>191767</u>	<u>0.05</u>	<u>Cherry La</u>	<u>Dead End</u>	<u>US 6</u>	<u>0.05</u>	<u>0.09</u>	<u>0.04</u>	<u>0.09</u>	0.04 miles dedicated 1963 - changes due to Upgrades/Realignments
<u>191776</u>	<u>0</u>	<u>Cole Dr</u>	<u>Dead End</u>	<u>Croton Falls Rd</u>	<u>0</u>	<u>0.14</u>	<u>0.14</u>	<u>0.14</u>	DOT REMOVED 2017--No Record of Dedication
<u>191879</u>	<u>0.19</u>	<u>Hatfield Rd</u>	<u>Hatfield Rd</u>	<u>Mandy Ln</u>	<u>0.19</u>	<u>0.26</u>	<u>0.07</u>	<u>0.26</u>	0.19 miles dedicated 1963 - 1970 Development Upgrade
<u>191887</u>	<u>0.24</u>	<u>Hemlock Ter</u>	<u>Dead End</u>	<u>Hemlock Ter</u>	<u>0.24</u>	<u>0.32</u>	<u>0.08</u>	<u>0.32</u>	0.27 miles dedicated 12/28/54 - changes due to Upgrades/Realignments
<u>191908</u>	<u>0.11</u>	<u>Indian Ave</u>	<u>Indian Ave</u>	<u>Mary Ave</u>	<u>0</u>	<u>0.04</u>	<u>0.04</u>	<u>0.15</u>	0.21 miles dedicated 1963 - changes due to Realignments
<u>191909</u>	<u>0</u>	<u>Indian Hill Rd</u>	<u>NY 6N</u>	<u>Dead End</u>	<u>0</u>	<u>0.11</u>	<u>0.11</u>	<u>0.11</u>	DOT REMOVED 2017--0.27 miles dedicated 12/31/63
<u>191918</u>	<u>0.47</u>	<u>Kelly Ridge Rd</u>	<u>END</u>	<u>Kelly Ridge Rd</u>	<u>0.47</u>	<u>0.59</u>	<u>0.12</u>	<u>0.59</u>	0.47 miles dedicated 1963 - changes due to Upgrades/Realignments
<u>NEW</u>	<u>0</u>	<u>Muscoot Rd E</u>	<u>Muscoot Rd S</u>	<u>End</u>	<u>0</u>	<u>0.08</u>	<u>0.08</u>	<u>0.08</u>	Realignment/rename section of Muscoot Rd S (Originally 0.16 miles/now 0.10 miles)
<u>192013</u>	<u>0.05</u>	<u>NORTHVIEW LA</u>	<u>W'Chester C/L</u>	<u>Oriole Dr</u>	<u>0.05</u>	<u>0.08</u>	<u>0.03</u>	<u>0.08</u>	0.04 miles dedicated 1963 - changes due to Realignments (Town log indicates North View Dr/Lake Baldwin)
<u>192155</u>	<u>0.08</u>	<u>UNDERHILL RD</u>	<u>Underhill Rd</u>	<u>DEAD END</u>	<u>0.08</u>	<u>0.17</u>	<u>0.09</u>	<u>0.17</u>	0.08 miles dedicated 1963 - changes due to Upgrades/Realignments
<u>NEW</u>	<u>0</u>	<u>Vista Ter N</u>	<u>Vista Ter</u>	<u>End</u>	<u>0</u>	<u>0.19</u>	<u>0.19</u>	<u>0.19</u>	Road always maintained by Town
<u>NEW</u>	<u>0</u>	<u>Vista Ter S</u>	<u>Rockledge Pl</u>	<u>End</u>	<u>0</u>	<u>0.13</u>	<u>0.13</u>	<u>0.13</u>	Road always maintained by Town

**1.54**

STATUS ~ 7/26/23 Resolution Request

Ann Rd 0.20 miles (North Loop)

Click a starting point.

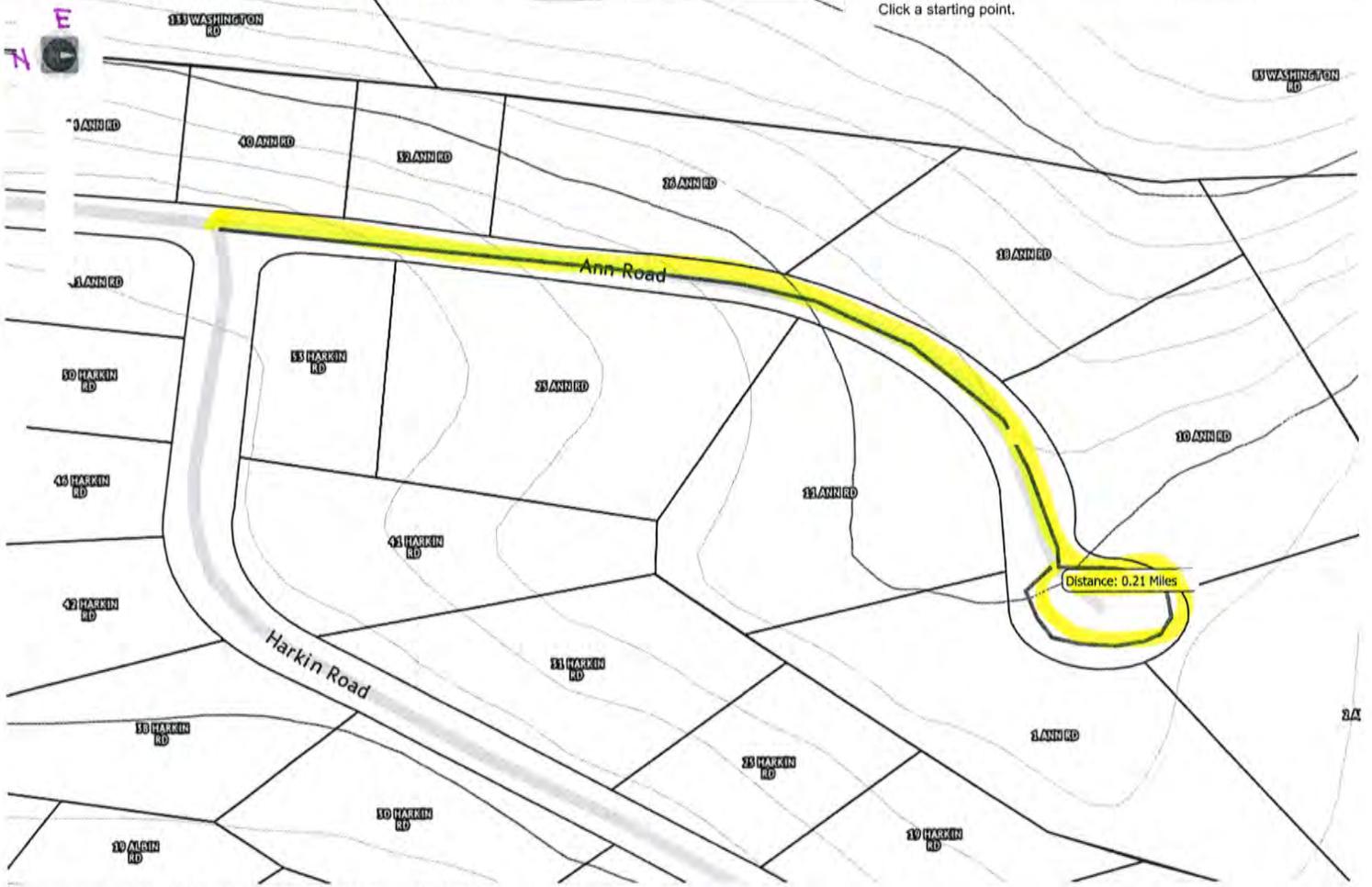


\* Requires Resolution

Ann Rd 0.21 Miles (South Loop)

CONNECTEXPLORER™

Click a starting point.

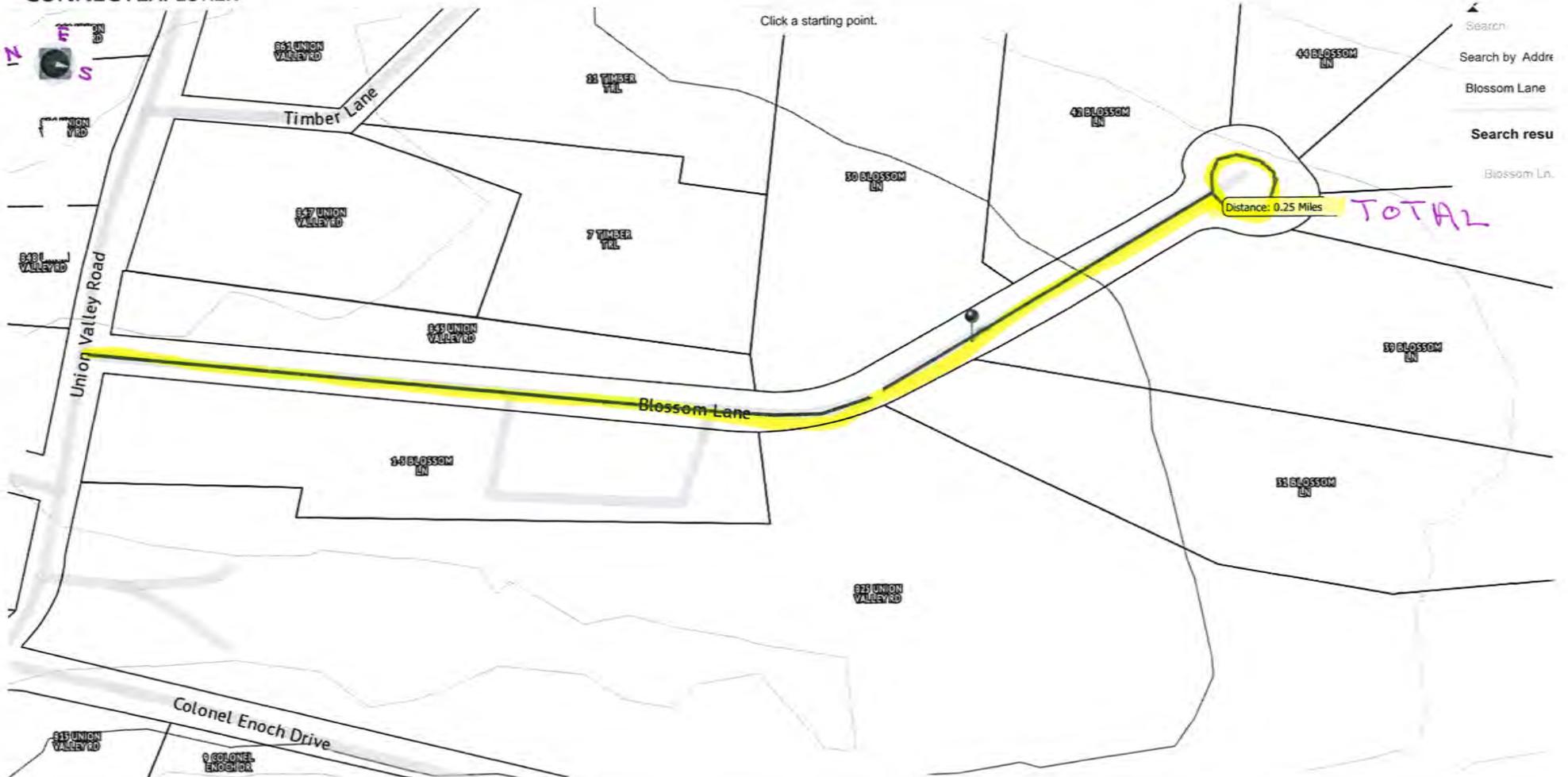


map: Auto (Oblique) Dates: All image 1 of 27 11/21/2022

Section Dedicated 1963

Blossom La

CONNECTEXPLORER



0.14 miles Dedicated 1963  
Union Valley to Dead End





map: Auto (Mosaic) | Dates: All | 04/19/2020 - 05/03/2020

DOT  
ID# 191750 Buckshallow Rd 164 U'valley Rd to Rt 6

Spur 008 B'hollow Rd to Rt 6

172 miles

Cherry Ln

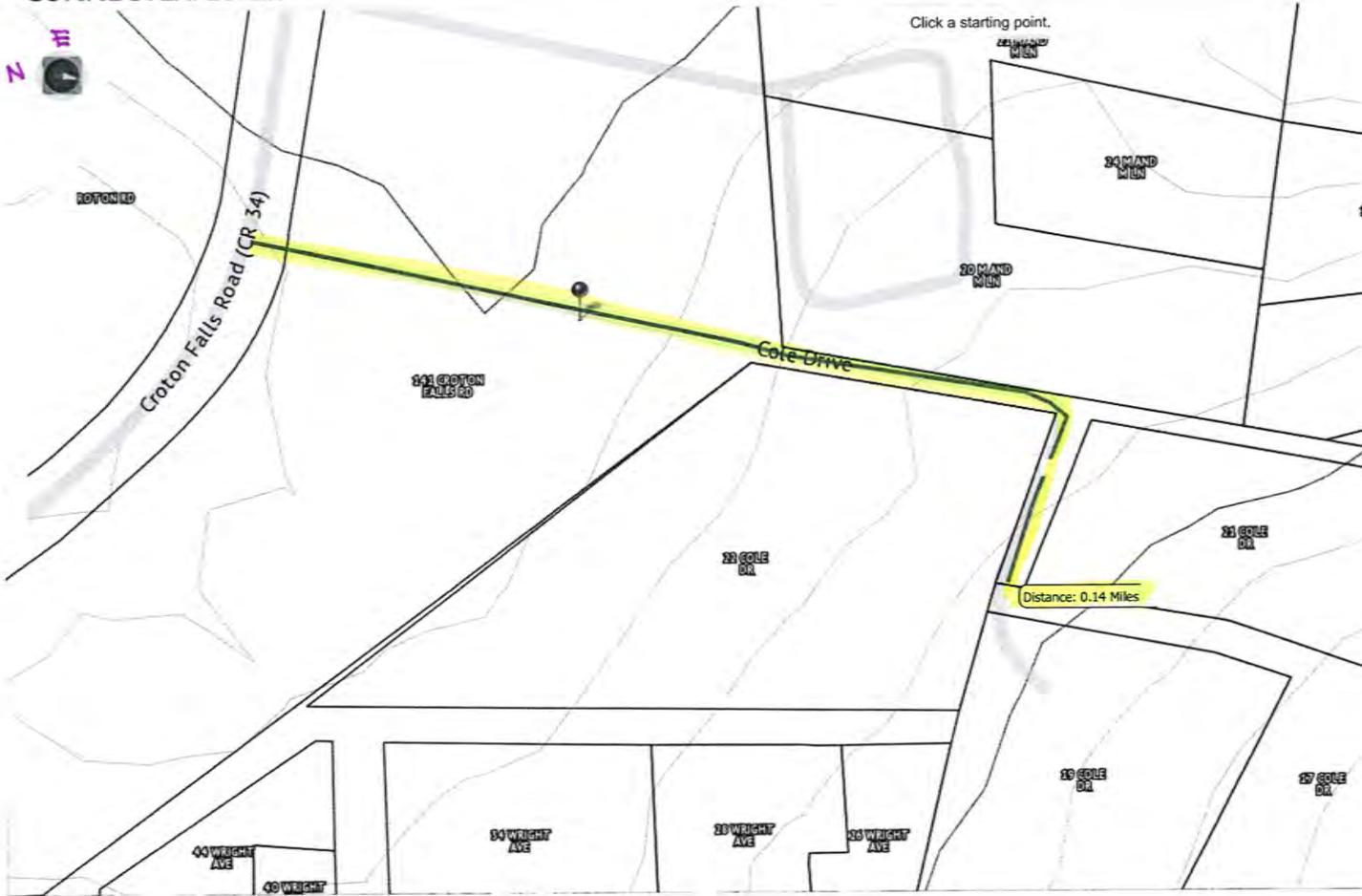
CONNECTEXPLORER



map: Auto (Oblique) Dates: All image 2 of 28 04/03/2021

1963 Dedication Rt 6N to Route 6

Cole Dr  
CONNECTEXPLORER



Search  
Search by Address  
Cole Dr, Mahop  
Search results  
Cole Dr, Mahop

© 2021 Eagleview  
map: Auto (Oblique) Dates: All image 1 of 24 04/03/2021

DOT Removed from list 2017  
- No record of dedication found



Hemlock Terrace



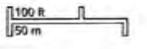
Search

Search by Address

Hemlock Terrace

Search results (1) Options

Hemlock Terrace, Carmel, NY 10512



1954 Dedication 0.27 miles

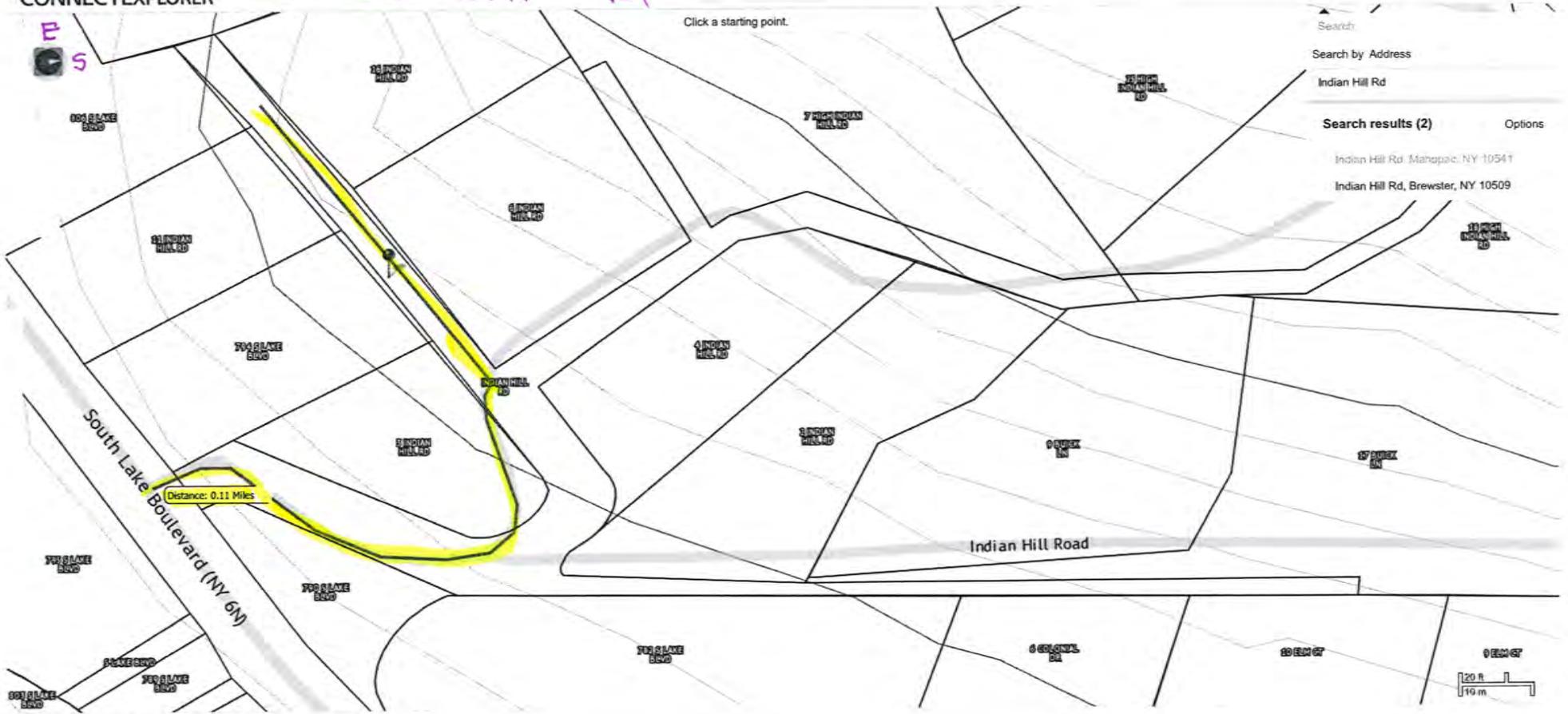
Indian Ave 0.15 Miles Crest Dr to Mary Ave



State recognizes 0.04 to 0.15 = 0.11 miles  
(Mary Ave Realignment)

1963 Dedication 0.21 miles

Indian Hill Rd



DOT removed 2017 List

1963 Dedication: record not found

Kelly Ridge Rd

Click a starting point.

Search

Search by Address

kelly Ridge Road

Search results (1)

Options

Kelly Ridge Rd, Carmel, NY 10512

Distance: 0.59 Miles



1963 Dedication 0.47 miles







Vista Terrace N



Click a starting point.

Distance: 0.19 Miles

No Dedication Found



Richard J. Franzetti, P.E.  
Town Engineer



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

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

## MEMORANDUM

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**To:** Carmel Town Board

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

**Date:** July 20, 2023

**Re:** Emergency Repairs/Services

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This memorandum is being presented to the Town Board to advise the Board of emergency invoices that were submitted for payment/authorization to proceed in excess of \$10,000.00 for services rendered. The following provides a brief a summary of the work that was performed.

- Carmel Sewer District 4

On June 27, 2023 Inframark, the operators for CSD4, notified the Engineering Department that the Supervisory Control and Data Acquisition (SCADA) computer interface controlling the function of the continuous microfiltration (CMF) building has been repeatedly freezing and crashing. Per Inframark if the computer completely fails then the facility will have to be bypassed. This would cause the plant to be in violation of the State Pollution Discharge Elimination System (SPDES) permit.

This type of software/SCADA is highly specific and varies from each individual plant. Due to the age of the system the controller is not under warranty and a replacement in kind is no longer available. This Department therefore considers this particular manufacturer to be a sole source.

Attached please find a proposal for the replacement which includes the cost for the materials and installation by the manufacturer. The replacement cost is \$13,251.00

As an FYI these projects were completed as a Regulatory Upgrade and were financed through NYS EFC by the New York City Department of Environment Protection (NYCDEP) and the NYCDEP has approved this purchase and will reimburse the Town accordingly.

**TOWN OF CARMEL**  
**ENGINEERING**  
**REQUEST FOR PURCHASE OR REPAIR**  
District: CSD 4 CMF

**Inframark, LLC**  
2 Renwick Street  
Newburgh, NY 12550  
United States

T: +1 845 228 0460  
[www.inframark.com](http://www.inframark.com)

Date of Request: 6-27-23

Asset ID #: 4065

Quote Expires: 7-26-23

Item requested: SCADA Computer Upgrade – **Emergency Request**

Purpose of item: Controls all the functions of the CMF building, including operating all the control valves. Since it crashed last Thursday, it has been running, however the computer interface itself has been freezing daily making system resets necessary far too frequently. As we saw last week, if the computer decides to quit completely, we'll be forced to bypass the CMF units and submit further NY Alerts/Non-Comp. This type of software/SCADA controls work is highly specific to each individual plant and Chuck Cuyulis has demonstrated the most knowledge of our systems to date.

Estimated age of equipment to be replaced / repaired: Approx. 15 years

Estimated life expectancy of new equipment / repair: Approx. 10 years

Labor cost for installation and/or repair: Included in quote.

Vendor #1:	Water Solution Supply, LLC	Cost: \$13,251.00
Vendor #2:		Cost:
Vendor #3:		Cost:

**Water Solution Supply, LLC**

PO Box 4269  
Wayne, NJ 07474

**Proposal**

**Proposal Date:** 6/26/2023  
**Proposal #:** CS230626  
**FOB:** Destination  
**Terms:** See Below

**Bill To:**

Town of Carmel  
Sewer and Water Districts  
60 McAlpin Ave  
Mahopac, NY 10541

Description	Total
<p>SCADA Computer upgrade at Carmel Sewer District 4 WWTP Includes:</p> <ol style="list-style-type: none"> <li>1) On site visit to review current machine, confirm licensing is available and review for other software that may be needed</li> <li>2) Configure the new machine to get the system prepared for installing SCADA, and Rockwell RSLogix software.</li> <li>3) Install Wonderware version appropriate to the license you have (I believe it is 2021r2, need to confirm this)</li> <li>4) Install Rockwell RSLogix software as required to work with Wonderware and the plant systems</li> <li>5) Copy projects and programming files from backup to appropriate locations on new machine</li> <li>6) Get Wonderware SCADA project working</li> <li>7) Deliver and install new machine on site at Carmel 4. Test and troubleshoot. (2 Engineers on site)</li> <li>8) Another day on site to address any issues that have occurred and for other support</li> </ol> <p>SCADA Computer Hardware:</p> <ol style="list-style-type: none"> <li>1) Hewlett Packard Z2 G5 Workstation computer with: Intel Core i5 Hexa-core (6 Core) i5-10500 10th Gen 3.10 GHz, 16 GB DDR4 SDRAM RAM, 512 GB SSD, Windows 11 Pro</li> <li>2) Hewlett Packard V24v G5 23.8" Full HD LCD Monitor</li> <li>3) Cables</li> </ol> <p>Computer systems at this time are in very tight supply. This particular machine may not be available at the time of order.</p> <p>This proposal is based on information and conditions known at the time of quotation. We reserve the right to revise this proposal through change orders(s) should conditions vary significantly from those known at the time of quotation and require additional work or materials. Quote is valid for 30 days from date of this proposal. Delivery: 1~2 weeks after notice to proceed Payment Terms: 50% with purchase order, balance invoiced on delivery of parts (30 day terms on invoices)</p>	13,251.00T

**Total**

Subject to Water Solution Supply, LLC Terms and Conditions

**Water Solution Supply, LLC**

PO Box 4269  
Wayne, NJ 07474

**Proposal**

**Proposal Date:** 6/26/2023  
**Proposal #:** CS230626  
**FOB:** Destination  
**Terms:** See Below

**Bill To:**

Town of Carmel  
Sewer and Water Districts  
60 McAlpin Ave  
Mahopac, NY 10541

Description	Total
<p>Notwithstanding any liabilities or responsibilities it has assumed hereunder, Water Solution Supply, LLC shall in no event be responsible to Buyer or any third party in contract or in tort, or otherwise, for loss or damage sustained as a result of the operation of the equipment, loss of use, expenses involved in loss of capital claims or Buyer's or Owner's loss of profit or revenues, or any other indirect, incidental, special or consequential loss or damage, whether arising from defects, delay, or any other cause whatsoever. WSS hereby disclaims all representations and warranties with respect to the goods, whether express, implied or statutory (except as to title) including, without limitation, warranties of merchantability, fitness for a particular purpose, non-infringement and other implied warranties under any applicable laws, rules or regulations.</p>	0.00
<p>Exempt from Sales Tax</p>	
<b>Total</b>	<b>\$13,251.00</b>

Subject to Water Solution Supply, LLC Terms and Conditions

## Esteves, Donna

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**From:** Ostapyshyn, Dmitriy <DOstapyshyn@dep.nyc.gov>  
**Sent:** Friday, July 7, 2023 9:02 AM  
**To:** Esteves, Donna  
**Cc:** Franzetti, Richard  
**Subject:** RE: Microfiltration Approval Requests for CMF2 & CMF4

Donna,

Are the UV bulbs for the main unit or the backup unit?

SCADA for CMF4 is approved.

Thank You,  
Dmitriy

---

Dmitriy Ostapyshyn, ENV SP | Project Manager | NYC Environmental Protection  
Bureau of Water Supply, Watershed Lands & Community Planning  
(O) 845 340-7299 | [dostapyshyn@dep.nyc.gov](mailto:dostapyshyn@dep.nyc.gov)

**From:** Esteves, Donna <de@ci.carmel.ny.us>  
**Sent:** Tuesday, June 27, 2023 10:32 AM  
**To:** Ostapyshyn, Dmitriy <DOstapyshyn@dep.nyc.gov>  
**Cc:** Franzetti, Richard <rjf@ci.carmel.ny.us>  
**Subject:** [EXTERNAL] Microfiltration Approval Requests for CMF2 & CMF4

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. Report suspected phishing emails with the Phish Alert Button or forward them to [phish@oti.nyc.gov](mailto:phish@oti.nyc.gov) as an attachment.

Good Morning Dmitriy,

Please see attached requests for your approval.

Regards,

*Donna Esteves*

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

**TOWN OF CARMEL**  
**ENGINEERING**  
**REQUEST FOR PURCHASE OR REPAIR**  
District: CSD 4 CMF

**Inframark, LLC**  
2 Renwick Street  
Newburgh, NY 12550  
United States

T: +1 845 228 0460  
www.Inframark.com

Date of Request: 6-27-23

Asset ID #: 4065

Quote Expires: 7-26-23

Item requested: SCADA Computer Upgrade – **Emergency Request**

Purpose of item: Controls all the functions of the CMF building, including operating all the control valves. Since it crashed last Thursday, it has been running, however the computer interface itself has been freezing daily making system resets necessary far too frequently. As we saw last week, if the computer decides to quit completely, we'll be forced to bypass the CMF units and submit further NY Alerts/Non-Comp. This type of software/SCADA controls work is highly specific to each individual plant and Chuck Cuyulis has demonstrated the most knowledge of our systems to date.

Estimated age of equipment to be replaced / repaired: Approx. 15 years

Estimated life expectancy of new equipment / repair: Approx. 10 years

Labor cost for installation and/or repair: Included in quote.

Vendor #1:	Water Solution Supply, LLC	Cost: \$13,251.00
Vendor #2:		Cost:
Vendor #3:		Cost:

EXHIBIT "B"

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

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**Procurement Policy, Section VI: Emergency Procurement**

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

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Department: Engineering

Vendor name: Water Solution Supply

Nature of emergency: CMF4 SCADA Computer Replacement

Estimated cost: See attached

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

- The situation arose out of an accident or unforeseen occurrence or condition.
- Public buildings, public property, or the life, health, safety or property of the political sub-division's residents were affected.
- The situation required immediate action, which could not await competitive bidding.

The emergency purchases or services exceeded **\$10,000** and will be submitted to the Town Board for presentation at a Town Board Meeting to acknowledge said emergency. A Town Board Resolution should be passed acknowledging the same.

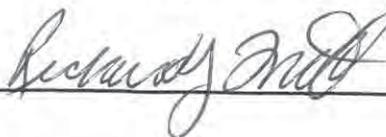
- Other (provide explanation):

Purchasing Agent's signature for approval:



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Department Head's signature for approval:



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## Esteves, Donna

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**From:** Geertsema, Jack <Jack.Geertsema@inframark.com>  
**Sent:** Monday, June 26, 2023 4:12 PM  
**To:** Franzetti, Richard; Esteves, Donna  
**Cc:** Boyd, Diane; Batz, Michael; Harris, Carrie; Dursee, Kristoffer; Dries, Gabriel  
**Subject:** Carmel Sewer District #4 - CMF Scada Computer  
**Attachments:** CSD4 Scada Computer.pdf

**Importance:** High

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Afternoon,

Attached is the quote I received from Charles Cuyulis regarding the CSD4 CMF Scada computer replacement. As noted in our communications last week, CSD4 is in desperate need of replacement for its Scada controls computer. Since Chuck was on-site this past Thursday our CMF system has been running, however the computer interface itself has been freezing daily making system resets necessary far too frequently.

As we saw last week, if this computer decides to quit completely we'll be forced to bypass the CMF units and submit further NY Alerts/Non-Comp. I believe this should be submitted for emergency PO asap to avoid these type scenarios. This type of software/Scada controls work seems to be highly specific to each individual plant and Chuck has demonstrated the most knowledge of our systems to date. I do not believe a typical three-quote type submittal is feasible in a scenario like this considering our level of risk associated and lack of qualified individuals to do so.

Jack Geertsema | Operations Supervisor



Carmel, New York | Water & Wastewater  
(M) 845-667-2752 | [www.inframark.com](http://www.inframark.com)

**Water Solution Supply, LLC**

PO Box 4269  
Wayne, NJ 07474

**Proposal**

**Proposal Date:** 6/26/2023

**Proposal #:** CS230626

**FOB:** Destination

**Terms:** See Below

**Bill To:**

Town of Carmel  
Sewer and Water Districts  
60 McAlpin Ave  
Mahopac, NY 10541

Description	Total
<p>SCADA Computer upgrade at Carmel Sewer District 4 WWTP Includes:</p> <ol style="list-style-type: none"> <li>1) On site visit to review current machine, confirm licensing is available and review for other software that may be needed</li> <li>2) Configure the new machine to get the system prepared for installing SCADA, and Rockwell RSLogix software.</li> <li>3) Install Wonderware version appropriate to the license you have (I believe it is 2021r2, need to confirm this)</li> <li>4) Install Rockwell RSLogix software as required to work with Wonderware and the plant systems</li> <li>5) Copy projects and programming files from backup to appropriate locations on new machine</li> <li>6) Get Wonderware SCADA project working</li> <li>7) Deliver and install new machine on site at Carmel 4. Test and troubleshoot. (2 Engineers on site)</li> <li>8) Another day on site to address any issues that have occurred and for other support</li> </ol> <p>SCADA Computer Hardware:</p> <ol style="list-style-type: none"> <li>1) Hewlett Packard Z2 G5 Workstation computer with: Intel Core i5 Hexa-core (6 Core) i5-10500 10th Gen 3.10 GHz, 16 GB DDR4 SDRAM RAM, 512 GB SSD, Windows 11 Pro</li> <li>2) Hewlett Packard V24v G5 23.8" Full HD LCD Monitor</li> <li>3) Cables</li> </ol> <p>Computer systems at this time are in very tight supply. This particular machine may not be available at the time of order.</p> <p>This proposal is based on information and conditions known at the time of quotation. We reserve the right to revise this proposal through change orders(s) should conditions vary significantly from those known at the time of quotation and require additional work or materials. Quote is valid for 30 days from date of this proposal. Delivery: 1~2 weeks after notice to proceed Payment Terms: 50% with purchase order, balance invoiced on delivery of parts (30 day terms on invoices)</p>	<p>13,251.00T</p>
<p><u>Subject to Water Solution Supply, LLC Terms and Conditions</u></p>	<p><b>Total</b></p>

**Water Solution Supply, LLC**

PO Box 4269  
Wayne, NJ 07474

**Proposal**

**Proposal Date:** 6/26/2023

**Proposal #:** CS230626

**FOB:** Destination

**Terms:** See Below

**Bill To:**

Town of Carmel  
Sewer and Water Districts  
60 McAlpin Ave  
Mahopac, NY 10541

Description	Total
<p>Notwithstanding any liabilities or responsibilities it has assumed hereunder, Water Solution Supply, LLC shall in no event be responsible to Buyer or any third party in contract or in tort, or otherwise, for loss or damage sustained as a result of the operation of the equipment, loss of use, expenses involved in loss of capital claims or Buyer's or Owner's loss of profit or revenues, or any other indirect, incidental, special or consequential loss or damage, whether arising from defects, delay, or any other cause whatsoever. WSS hereby disclaims all representations and warranties with respect to the goods, whether express, implied or statutory (except as to title) including, without limitation, warranties of merchantability, fitness for a particular purpose, non-infringement and other implied warranties under any applicable laws, rules or regulations.</p>	0.00
<p>Exempt from Sales Tax</p>	
<b>Total</b>	<b>\$13,251.00</b>

Subject to Water Solution Supply, LLC Terms and Conditions

**From:** [Esteves, Donna](#)  
**To:** [Franzetti, Richard](#)  
**Subject:** Micro4 SCADA Computer Emergency Upgrade  
**Date:** Thursday, July 13, 2023 10:27:04 AM  
**Attachments:** [S2ndFlrCopi23071309430.pdf](#)

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Rich,

Please see attached invoice for the SCADA computer upgrade that will require Board authorization. There are sufficient funds in the budget. However, I will be submitting a budget transfer request to the equipment line to encumber the costs.

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:** August 2, 2023

**Re:** C291- Sewer Jetting and Pump Station Vactoring  
Carmel Sewer Districts 1,1 ext 3, 2,3,4,5,6,7 and 8

As provided in the attached resolution the Engineering Department advertised bids for the referenced project on February 13, 2020. Bids were received and opened by the Town Clerk, on July 20 2023 at 11:00 AM. A copy of the bid opening results is attached, indicating four (4) bids received. All bids have been tabulated and verified and no irregularities were found.

The contract term is for 2024 and 2025, with the unilateral option on the part of the Town Board to extend for 2026 and 2027 at the prices bid. Please see attached spread sheet showing unit pricing and extensions for all four years.

The following is a summary of the sewer jetting bid results for all four years:

<u>Contractor</u>	<u>Total Bid Price</u>
TAM Enterprises, Inc., Goshen, NY	\$404,000.00
Fred A. Cook Jr.. Montrose NY	\$417,407.00
Arold Construction, Kingston, NY	\$735,288.00
Songer Contracting LLC	\$954,200.00

The lowest bidder for both 2024/2025 and the options going forward for 2026/2027 for sewer jetting work is TAM Enterprises. TAM has performed the sewer jetting work for the Town of Carmel under the previous contract (C263). Based on this Departments prior experience with TAM, we have determined that the company is qualified to perform the sewer jetting work outlined in the bid specifications.

The following is a summary of the pump station vactoring bid results for all four years:

<u>Contractor</u>	<u>Total Bid Price</u>
Songer Contracting LLC	\$51,100.00
Fred A. Cook Jr.. Montrose NY	\$138,000.00
TAM Enterprises, Inc., Goshen, NY	\$389,360.00
Arold Construction, Kingston, NY	\$2,372,760. 00

The lowest bidder for both 2024/2025 and the options going forward for 2026/2027 is Songer Contracting LLC.

Per the attached, there are insufficient funds in the budgets of the various districts that will be serviced under this contract. The Board should note that the bid specifications reserved the right for the Town of Carmel to award any portion of the work described at each sewer plant to one contractor or multiple contractors. The Town of Carmel also reserves the right to consider the total amount for all sites in determining what constitutes the lowest qualified bid.

We therefore recommend that the sewer jetting portion of the project be awarded to Tam Enterprises Inc. for years 2024 and 2025 at a total amount of \$198,400.00

Per the attached, there sufficient funds in the budgets of the various districts that will be serviced under this contract.

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

**RESOLUTION AUTHORIZING ADVERTISEMENT FOR BIDS**

RESOLVED that Richard J. Franzetti, P.E., Town Engineer, is hereby authorized to advertise for bids for the purchase and installation of Sewer Jetting for Town of Carmel Sewer Districts #s 1,2,3,4,5,6,7 and 8; and

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

Resolution

Offered by: Supervisor Cazzari

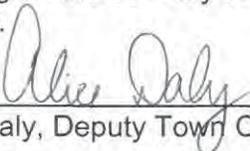
Seconded by: Councilwoman McDonough

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

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I, Alice Daly, Deputy 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 **15<sup>th</sup>** day of **February, 2023**; and of the whole thereof.

February 16, 2023  
Dated

  
\_\_\_\_\_  
Alice Daly, Deputy Town Clerk

C-291 Sewer Jetting & Grease Removal  
Carmel Sewer Districts #1, #1 Ext 3, #2, #3, #4, #5, #6, #7, #8  
Bid Opening: July 20, 2023 @ 11:00 AM

Bidder Name / Address:

1. Arold Construction  
51 Powder Mill Bridge Road, Kingston, N.Y. 12401

2. Fred A. Cook Jr. Inc.  
P.O. Box 70, Montrose, N.Y. 10548

3. Songer Contracting LLC  
343 Beamer Road, Walden, N.Y. 12586

4. TAM Enterprises Inc.  
114 Hartley Road, Goshen, N.Y. 10924

5. \_\_\_\_\_  
\_\_\_\_\_

**C-291 Sewer Jetting & Grease Removal**  
**Carmel Sewer Districts #1, #1 Ext 3, #2, #3, #4, #5, #6, #7, #8**  
**Bid Opening: July 20, 2023 @ 11:00 AM**

Bidder #1	Bidder #2	Bidder #3	Bidder #4	Bidder #5
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Receipt of Addendum Acknowledged	✓	✓	No	✓	
Non-Collusive Bid Certification	✓	✓	✓	✓	
Bid Bond Attached	✓	✓	✓	✓	
<b>Carmel Sewer Distr #1 2024</b>					
Unit Price Bid Per Each Jetting & Degreasing	7,500.00	3,657.50	6,000.00	3,400.00	
X Four (4) per yr	30,000.00	14,630.00	24,000.00	13,600.00	
Unit Price Bid Per Each Vactoring One (1) Pump Station	12,500.00	2,400.00	400.00	2,100.00	
X Two (2) per yr	25,000.00	4,800.00	800.00	4,200.00	
<b>Carmel Sewer Distr #1 2025</b>					
Unit Price Bid Per Each Jetting & Degreasing	7,875.00	3,657.50	6,300.00	3,490.00	
X Four (4) per yr	31,500.00	14,630.00	25,200.00	13,960.00	
Unit Price Bid Per Each Vactoring One (1) Pump Station	13,125.00	2,400.00	425.00	2,190.00	
X Two (2) per yr	26,250.00	4,800.00	850.00	4,380.00	
<b>Carmel Sewer Distr #1 2026</b>					
Unit Price Bid Per Each Jetting & Degreasing	8,269.00	3,657.50	6,500.00	3,580.00	
X Four (4) per yr	33,076.00	14,630.00	26,000.00	13,320.00	
Unit Price Bid Per Each Vactoring One (1) Pump Station	13,750.00	2,400.00	450.00	2,280.00	
X Two (2) per yr	27,500.00	4,800.00	900.00	4,560.00	
<b>Carmel Sewer Distr #1 2027</b>					
Unit Price Bid Per Each Jetting & Degreasing	9,685.00	3,657.50	6,700.00	3,670.00	
X Four (4) per yr	34,740.00	14,630.00	26,800.00	14,680.00	
Unit Price Bid Per Each Vactoring One (1) Pump Station	14,450.00	2,400.00	475.00	2,370.00	
X Two (2) per yr	28,900.00	4,800.00	950.00	4,740.00	

**C-291 Sewer Jetting & Grease Removal**  
**Carmel Sewer Districts #1, #1 Ext 3, #2, #3, #4, #5, #6, #7, #8**  
**Bid Opening: July 20, 2023 @ 11:00 AM**

Bidder #1	Bidder #2	Bidder #3	Bidder #4	Bidder #5
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<b>Carmel Sewer Distr #1 Extension 3 2024</b>				
Unit Price Bid Per Each Vactoring Two Manholes	150.00	600.00	400.00	1,200.00
X Two (2) per yr	300.00	1,200.00	800.00	2,400.00
<b>Carmel Sewer Distr #1 Extension 3 2025</b>				
Unit Price Bid Per Each Vactoring Two Manholes	160.00	600.00	425.00	1,290.00
X Two (2) per yr	320.00	1,200.00	850.00	2,580.00
<b>Carmel Sewer Distr #1 Extension 3 2026</b>				
Unit Price Bid Per Each Vactoring Two Manholes	175.00	600.00	450.00	1,380.00
X Two (2) per yr	350.00	1,200.00	900.00	2,760.00
<b>Carmel Sewer Distr #1 Extension 3 2027</b>				
Unit Price Bid Per Each Vactoring Two Manholes	190.00	600.00	475.00	1,470.00
X Two (2) per yr	380.00	1,200.00	950.00	2,940.00
<b>Carmel Sewer Distr #2 2024</b>				
Unit Price Bid Per Each Jetting & Degreasing	22,500.00	15,675.00	35,000.00	14,800.00
X Four (4) per yr	90,000.00	62,700.00	140,000.00	59,200.00
Unit Price Bid Per For Each Vactoring Thirteen (13) Pump Stations	162,500.00	8,450.00	2,600.00	27,300.00
X Two (2) per yr	325,000.00	16,900.00	5,200.00	54,600.00
Unit Price Bid Per For Each Vactoring One (1) Pump Station	12,500.00	650.00	300.00	2,100.00
X Four (4) per yr	50,000.00	2,600.00	1,200.00	8,400.00

**C-291 Sewer Jetting & Grease Removal**  
**Carmel Sewer Districts #1, #1 Ext 3, #2, #3, #4, #5, #6, #7, #8**  
**Bid Opening: July 20, 2023 @ 11:00 AM**

Bidder #1	Bidder #2	Bidder #3	Bidder #4	Bidder #5
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<b>Carmel Sewer Distr #2 2025</b>				
Unit Price Bid Per Each Jetting & Degreasing	23,650.00	15,675.00	37,000.00	14,890.00
X Four (4) per yr	94,600.00	62,700.00	148,000.00	59,560.00
Unit Price Bid Per For Each Vactoring Thirteen (13) Pump Stations	170,625.00	8,450.00	2,700.00	28,470.00
X Two (2) per yr	341,250.00	16,900.00	5,400.00	56,940.00
Unit Price Bid Per For Each Vactoring One (1) Pump Station	13,125.00	650.00	325.00	2,190.00
X Four (4) per yr	52,500.00	2,600.00	1,300.00	8,760.00
<b>Carmel Sewer Distr #2 2026</b>				
Unit Price Bid Per Each Jetting & Degreasing	24,850.00	15,675.00	38,500.00	14,980.00
X Four (4) per yr	99,400.00	62,700.00	154,000.00	59,920.00
Unit Price Bid Per For Each Vactoring Thirteen (13) Pump Stations	179,250.00	8,450.00	2,800.00	29,640.00
X Two (2) per yr	358,500.00	16,900.00	5,600.00	59,280.00
Unit Price Bid Per For Each Vactoring One (1) Pump Station	13,800.00	650.00	350.00	2,280.00
X Four (4) per yr	55,200.00	2,600.00	1,400.00	9,120.00
<b>Carmel Sewer Distr #2 2027</b>				
Unit Price Bid Per Each Jetting & Degreasing	26,100.00	15,675.00	42,000.00	15,070.00
X Four (4) per yr	104,400.00	62,700.00	168,000.00	60,280.00
Unit Price Bid Per For Each Vactoring Thirteen (13) Pump Stations	188,250.00	8,450.00	3,000.00	32,810.00
X Two (2) per yr	376,500.00	16,900.00	6,000.00	61,620.00
Unit Price Bid Per For Each Vactoring One (1) Pump Station	14,500.00	650.00	400.00	2,370.00
X Four (4) per yr	58,000.00	2,600.00	1,600.00	9,480.00

**C-291 Sewer Jetting & Grease Removal**  
**Carmel Sewer Districts #1, #1 Ext 3, #2, #3, #4, #5, #6, #7, #8**  
**Bid Opening: July 20, 2023 @ 11:00 AM**

Bidder #1	Bidder #2	Bidder #3	Bidder #4	Bidder #5
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<b>Carmel Sewer Distr #3 2024</b>				
Unit Price Bid Per Each Jetting & Degreasing	4,250.00	2,932.65	6,700.00	2,800.00
X Two (2) per yr	8,500.00	5,865.30	13,400.00	5,600.00
<b>Carmel Sewer Distr #3 2025</b>				
Unit Price Bid Per Each Jetting & Degreasing	4,475.00	2,932.65	7,100.00	2,890.00
X Two (2) per yr	8,950.00	5,865.30	14,200.00	5,780.00
<b>Carmel Sewer Distr #3 2026</b>				
Unit Price Bid Per Each Jetting & Degreasing	4,700.00	2,932.65	7,500.00	2,980.00
X Two (2) per yr	9,400.00	5,865.30	15,000.00	5,960.00
<b>Carmel Sewer Distr #3 2027</b>				
Unit Price Bid Per Each Jetting & Degreasing	4,950.00	2,932.65	7,700.00	3,070.00
X Two (2) per yr	9,900.00	5,865.30	15,400.00	6,140.00
<b>Carmel Sewer Distr #4 2024</b>				
Unit Price Bid Per Each Jetting & Degreasing	4,250.00	2,489.00	5,900.00	2,300.00
X Four (4) per yr	17,000.00	9,956.00	23,600.00	9,200.00
Unit Price Bid Per For Each Vactoring One (1) Pump Station	12,500.00	750.00	200.00	2,100.00
X Two (2) per yr	25,000.00	1,500.00	400.00	4,200.00
Unit Price Bid Per For Each Vactoring One (1) Pump Station	12,500.00	750.00	200.00	2,100.00
X Four (4) per yr	50,000.00	3,000.00	800.00	8,400.00
<b>Carmel Sewer Distr #4 2025</b>				
Unit Price Bid Per Each Jetting & Degreasing	4,475.00	2,489.00	6,100.00	2,390.00
X Four (4) per yr	17,900.00	9,956.00	24,400.00	9,560.00
Unit Price Bid Per For Each Vactoring One (1) Pump Station	13,125.00	750.00	225.00	2,190.00
X Two (2) per yr	26,250.00	1,500.00	450.00	4,380.00

**C-291 Sewer Jetting & Grease Removal**  
**Carmel Sewer Districts #1, #1 Ext 3, #2, #3, #4, #5, #6, #7, #8**  
**Bid Opening: July 20, 2023 @ 11:00 AM**

Bidder #1	Bidder #2	Bidder #3	Bidder #4	Bidder #5
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Unit Price Bid Per For Each Vactoring One (1) Pump Station	13,125.00	750.00	225.00	2,190.00	
X Four (4) per yr	52,500.00	3,000.00	900.00	8,760.00	
<b>Carmel Sewer Distr #4 2026</b>					
Unit Price Bid Per Each Jetting & Degreasing	4,700.00	2,489.00	6,400.00	2,480.00	
X Four (4) per yr	18,800.00	9,956.00	25,600.00	9,920.00	
Unit Price Bid Per For Each Vactoring One (1) Pump Station	13,800.00	750.00	250.00	2,280.00	
X Two (2) per yr	27,600.00	1,500.00	450.00	4,560.00	
Unit Price Bid Per For Each Vactoring One (1) Pump Station	13,800.00	750.00	250.00	2,280.00	
X Four (4) per yr	55,200.00	3,000.00	1,000.00	9,120.00	
<b>Carmel Sewer Distr #4 2027</b>					
Unit Price Bid Per Each Jetting & Degreasing	4,950.00	2,489.00	6,700.00	2,570.00	
X Four (4) per yr	19,800.00	9,956.00	26,800.00	10,280.00	
Unit Price Bid Per For Each Vactoring One (1) Pump Station	14,500.00	750.00	275.00	2,370.00	
X Two (2) per yr	29,000.00	1,500.00	550.00	4,740.00	
Unit Price Bid Per For Each Vactoring One (1) Pump Station	14,500.00	750.00	275.00	2,370.00	
X Four (4) per yr	58,000.00	3,000.00	1,100.00	9,480.00	
<b>Carmel Sewer Distr #5 2024</b>					
Unit Price Bid Per Each Jetting & Degreasing	4,250.00	1,710.00	4,000.00	1,600.00	
X Two (2) per yr	8,500.00	3,420.00	8,000.00	3,200.00	
<b>Carmel Sewer Distr #5 2025</b>					
Unit Price Bid Per Each Jetting & Degreasing	4,462.50	1,710.00	4,300.00	1,690.00	
X Two (2) per yr	8,925.00	3,420.00	8,600.00	3,380.00	

**C-291 Sewer Jetting & Grease Removal**  
**Carmel Sewer Districts #1, #1 Ext 3, #2, #3, #4, #5, #6, #7, #8**  
**Bid Opening: July 20, 2023 @ 11:00 AM**

Bidder #1	Bidder #2	Bidder #3	Bidder #4	Bidder #5
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<b>Carmel Sewer Distr #5 2026</b>				
Unit Price Bid Per Each Jetting & Degreasing	4,685.62	1,710.00	4,600.00	1,780.00
X Two (2) per yr	9,371.25	3,420.00	9,200.00	3,560.00
<b>Carmel Sewer Distr #5 2027</b>				
Unit Price Bid Per Each Jetting & Degreasing	4,919.90	1,710.00	5,000.00	1,870.00
X Two (2) per yr	9,839.80	3,420.00	10,000.00	3,740.00
<b>Carmel Sewer Distr #6 2024</b>				
Unit Price Bid Per Each Jetting & Degreasing	3,950.00	760.00	1,600.00	850.00
X Two (2) per yr	7,900.00	1,520.00	3,200.00	1,700.00
Unit Price Bid Per For Each Vactoring One (1) Pump Station	12,500.00	750.00	200.00	1,800.00
X Two (2) per yr	25,000.00	1,500.00	400.00	3,600.00
<b>Carmel Sewer Distr #6 2025</b>				
Unit Price Bid Per Each Jetting & Degreasing	4,147.50	760.00	1,800.00	940.00
X Two (2) per yr	8,295.00	1,520.00	3,600.00	1,880.00
Unit Price Bid Per For Each Vactoring One (1) Pump Station	13,125.00	750.00	225.00	1,890.00
X Two (2) per yr	26,250.00	1,500.00	450.00	3,780.00
<b>Carmel Sewer Distr #6 2026</b>				
Unit Price Bid Per Each Jetting & Degreasing	4,354.87	760.00	2,000.00	1,030.00
X Two (2) per yr	8,709.75	1,520.00	4,000.00	2,060.00
Unit Price Bid Per For Each Vactoring One (1) Pump Station	13,781.25	750.00	250.00	1,980.00
X Two (2) per yr	27,562.50	1,500.00	450.00	3,960.00

**C-291 Sewer Jetting & Grease Removal**  
**Carmel Sewer Districts #1, #1 Ext 3, #2, #3, #4, #5, #6, #7, #8**  
**Bid Opening: July 20, 2023 @ 11:00 AM**

Bidder #1	Bidder #2	Bidder #3	Bidder #4	Bidder #5
-----------	-----------	-----------	-----------	-----------

<b>Carmel Sewer Distr #6 2027</b>				
Unit Price Bid Per Each Jetting & Degreasing	4,572.61	760.00	2,200.00	1,120.00
X Two (2) per yr	9,145.22	1520.00	4,400.00	2,240.00
Unit Price Bid Per For Each Vactoring One (1) Pump Station	14,470.31	750.00	275.00	2,070.00
X Two (2) per yr	28,940.62	1500.00	550.00	4,140.00
<b>Carmel Sewer Distr #7 2024</b>				
Unit Price Bid Per Each Jetting & Degreasing	4,250.00	3,130.25	4,800.00	2,900.00
X Two (2) per yr	8,500.00	6,260.50	9,600.00	5,800.00
<b>Carmel Sewer Distr #7 2025</b>				
Unit Price Bid Per Each Jetting & Degreasing	4,462.50	3,130.25	5,000.00	2,990.00
X Two (2) per yr	8,925.00	6,260.50	10,000.00	5,980.00
<b>Carmel Sewer Distr #7 2026</b>				
Unit Price Bid Per Each Jetting & Degreasing	4,685.62	3,130.25	5,200.00	3,080.00
X Two (2) per yr	9,371.25	6,260.50	10,400.00	6,160.00
<b>Carmel Sewer Distr #7 2027</b>				
Unit Price Bid Per Each Jetting & Degreasing	4,919.90	3,130.25	5,400.00	3,170.00
X Two (2) per yr	9,839.80	6,260.50	10,800.00	6,340.00
<b>Carmel Sewer Distr #8 2024</b>				
Unit Price Bid Per For Each Vactoring Two (2) Pump Stations	25,000.00	1,500.00	800.00	2,800.00
X Two (2) per yr	50,000.00	3,000.00	1,600.00	5,600.00
<b>Carmel Sewer Distr #8 2025</b>				
Unit Price Bid Per For Each Vactoring Two (2) Pump Stations	26,250.00	1,500.00	1,000.00	2,890.00
X Two (2) per yr	52,500.00	3,000.00	2,000.00	5,780.00

**C-291 Sewer Jetting & Grease Removal**  
**Carmel Sewer Districts #1, #1 Ext 3, #2, #3, #4, #5, #6, #7, #8**  
**Bid Opening: July 20, 2023 @ 11:00 AM**

Bidder #1	Bidder #2	Bidder #3	Bidder #4	Bidder #5
-----------	-----------	-----------	-----------	-----------

<b>Carmel Sewer Distr #8 2026</b>				
Unit Price Bid Per For Each Vactoring Two (2) Pump Stations	27,562.50	1,500.00	1,500.00	2,980.00
X Two (2) per yr	55,125.00	3,000.00	2,400.00	5,960.00
<b>Carmel Sewer Distr #8 2027</b>				
Unit Price Bid Per For Each Vactoring Two (2) Pump Stations	28,940.62	1,500.00	1,400.00	3,070.00
X Two (2) per yr	57,881.25	3,000.00	2,400.00	6,140.00

				<b>JETTING</b>
	Arold	Cook	Songer	Tam
2024	170,400	104,352	221,800	<b>98,300</b>
2025	179,095	104,352	234,000	<b>100,100</b>
2026	188,128	104,352	244,200	<b>101,900</b>
2027	197,665	104,352	254,200	<b>103,700</b>
	<u>735,288</u>	<u>417,407</u>	<u>954,200</u>	<b>404,000</b>

				<b>VAC</b>
	Arold	Cook	Songer	Tam
2024	550,300	34,500	<b>11,200</b>	91,400
2025	577,820	34,500	<b>12,200</b>	95,360
2026	607,038	34,500	<b>13,200</b>	99,320
2027	637,602	34,500	<b>14,500</b>	103,280
	<u>2,372,760</u>	<u>138,000</u>	<b>51,100</b>	389,360

				<b>JETTING &amp; VAC</b>
	Arold	Cook	Songer	Tam
2024	720,700	<b>138,852</b>	233,000	189,700
2025	756,915	<b>138,852</b>	246,200	195,460
2026	795,166	<b>138,852</b>	257,400	201,220
2027	835,267	<b>138,852</b>	268,700	206,980
	<u>3,108,048</u>	<b>555,407</b>	1,005,300	793,360

<b>JETTING</b>																	
Dist	x's per yr	Arold				Fred Cook				Songer Contracting				TAM			
		2024	2025	2026	2027	2024	2025	2026	2027	2024	2025	2026	2027	2024	2025	2026	2027
csd1	4	30,000.00	31,500.00	33,076.00	34,740.00	14,630.00	14,630.00	14,630.00	14,630.00	24,000.00	25,200.00	26,000.00	26,800.00	13,600.00	13,960.00	14,320.00	14,680.00
csd2	4	90,000.00	94,600.00	99,400.00	104,400.00	62,700.00	62,700.00	62,700.00	62,700.00	140,000.00	148,000.00	154,000.00	160,000.00	59,200.00	59,560.00	59,920.00	60,280.00
csd3	2	8,500.00	8,950.00	9,400.00	9,900.00	5,865.30	5,865.30	5,865.30	5,865.30	13,400.00	14,200.00	15,000.00	15,400.00	5,600.00	5,780.00	5,960.00	6,140.00
csd4	4	17,000.00	17,900.00	18,800.00	19,800.00	9,956.00	9,956.00	9,956.00	9,956.00	23,600.00	24,400.00	25,600.00	26,800.00	9,200.00	9,560.00	9,920.00	10,280.00
csd5	2	8,500.00	8,925.00	9,371.24	9,839.80	3,420.00	3,420.00	3,420.00	3,420.00	8,000.00	8,600.00	9,200.00	10,000.00	3,200.00	3,380.00	3,560.00	3,740.00
csd6	2	7,900.00	8,295.00	8,709.74	9,145.22	1,520.00	1,520.00	1,520.00	1,520.00	3,200.00	3,600.00	4,000.00	4,400.00	1,700.00	1,880.00	2,060.00	2,240.00
csd7	2	8,500.00	8,925.00	9,371.24	9,839.80	6,260.50	6,260.50	6,260.50	6,260.50	9,600.00	10,000.00	10,400.00	10,800.00	5,800.00	5,980.00	6,160.00	6,340.00
	Total	170,400	179,095	188,128	197,665	104,352	104,352	104,352	104,352	221,800	234,000	244,200	254,200	98,300	100,100	101,900	103,700

VACTORING																	
Dist	x's per yr	Arold				Fred Cook				Songer Contracting				TAM			
		2024	2025	2026	2027	2024	2025	2026	2027	2024	2025	2026	2027	2024	2025	2026	2027
csd1	2	25,000.00	26,250.00	27,500.00	28,900.00	4,800.00	4,800.00	4,800.00	4,800.00	800.00	850.00	900.00	950.00	4,200.00	4,380.00	4,560.00	4,740.00
csd2	2	325,000.00	341,250.00	358,500.00	376,500.00	16,900.00	16,900.00	16,900.00	16,900.00	5,200.00	5,400.00	5,600.00	6,000.00	54,600.00	56,940.00	59,280.00	61,620.00
csd2	4	50,000.00	52,500.00	55,200.00	58,000.00	2,600.00	2,600.00	2,600.00	2,600.00	1,200.00	1,300.00	1,400.00	1,600.00	8,400.00	8,760.00	9,120.00	9,480.00
csd4	2	25,000.00	26,250.00	27,600.00	29,000.00	1,500.00	1,500.00	1,500.00	1,500.00	400.00	450.00	500.00	550.00	4,200.00	4,380.00	4,560.00	4,740.00
csd4	4	50,000.00	52,500.00	55,200.00	58,000.00	3,000.00	3,000.00	3,000.00	3,000.00	800.00	900.00	1,000.00	1,100.00	8,400.00	8,760.00	9,120.00	9,480.00
csd6	2	25,000.00	26,250.00	27,562.50	28,940.62	1,500.00	1,500.00	1,500.00	1,500.00	400.00	450.00	500.00	550.00	3,600.00	3,780.00	3,960.00	4,140.00
csd8	2	50,000.00	52,500.00	55,125.00	57,881.24	3,000.00	3,000.00	3,000.00	3,000.00	1,600.00	2,000.00	2,400.00	2,800.00	5,600.00	5,780.00	5,960.00	6,140.00
csd1 ext3	2	300.00	320.00	350.00	380.00	1,200.00	1,200.00	1,200.00	1,200.00	800.00	850.00	900.00	950.00	2,400.00	2,580.00	2,760.00	2,940.00
		550,300	577,820	607,038	637,602	34,500	34,500	34,500	34,500	11,200	12,200	13,200	14,500	91,400	95,360	99,320	103,280

**From:** [Esteves, Donna](#)  
**To:** [Franzetti, Richard](#)  
**Subject:** C291 Sewer Jetting and Vactoring Bid Analysis  
**Date:** Wednesday, August 2, 2023 4:06:11 PM  
**Attachments:** [bid analysis.pdf](#)

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Rich,

See attached bid analysis for your review and recommendation to the Board.

The cost for the jetting services would be included in the yearly operating budget. However, please note that multiple districts would not be able to absorb the additional cost to vactor the pump stations based on the summary provided in the attached.

Thanks,

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

ccax/email: Supr  
T Board  
Anne P.  
Rose T.  
PB Chair  
Town Attorney  
PB Attorney  
Engineer  
file: NYC Dep  
7/18 (J.T.)



Environmental Protection

Rohit T. Aggarwala  
Commissioner

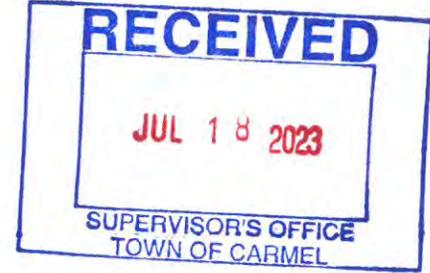
Elissa Stein Cushman  
General Counsel/ Deputy  
Commissioner  
Bureau of Legal Affairs

59-17 Junction Blvd.  
Flushing, NY 11373

Tel. (718) 595-6711  
Fax (718) 595-6543  
[ecushman@dep.nyc.gov](mailto:ecushman@dep.nyc.gov)

June 22, 2023

Hon. Michael Cazzari  
Town of Carmel Supervisor  
Carmel Town Hall  
60 McAlpin Avenue  
Mahopac, NY 10541



Town Board of the Town of Carmel  
Carmel Town Hall  
60 McAlpin Avenue  
Mahopac, NY 10541

Town of Carmel Planning Board  
Carmel Town Hall  
60 McAlpin Avenue  
Mahopac, NY 10541

Attention: Rose Trombetta, Secretary to the Planning Board

**Re: CRO-534: West Branch Reservoir Auxiliary Dam (Putnam County)  
Slope Improvement Project**

New York City Department of Environmental Protection  
Bureau of Engineering, Design and Construction  
Plan Application – Bond Waiver

Dear Honorable Michael Cazzari, Town Board and Planning Board Members of the Town of Carmel:

The New York City Department of Environmental Protection ("DEP") has previously submitted the Site Plan application to the Town of Carmel Planning Board on July 27, 2022, for the West Branch Auxiliary Dam Slope Improvement project. Site improvements include but are not limited to: placing selected fill to flatten the downstream slope of the dam, installing a seepage drain at the new toe of slope, installing slope monitoring instrumentation, resurfacing the site access road, replacing guide railing, install a curb and closed drainage system (catch basins and piping) and reconstructing US Route 6 within the limits of the dam crest. All site improvements have been developed in accordance with the Town of Carmel's regulations and will be consistent with the Final Site Plan Approval, when it is granted by the Town of Carmel's Planning Board.

DEP understands that in accordance with the requirements of Town Code of Carmel §156-61.J - *Site Plan Approval*, a performance bond will be required to ensure completion of all improvements. DEP respectfully requests a waiver from the requirement of a performance bond for the referenced project. Please accept this letter in lieu of the aforementioned bond as DEP's guarantee that all of the conditions of the Final Site Plan Approval will be strictly adhered to and satisfied. DEP requires a performance bond from the selected contractor as a guarantee to DEP that all work will be completed as approved, including all site restoration work. This requirement is also included in the scope of work, which is incorporated by reference into the construction contract.

DEP hereby warrants, represents, and guarantees that it will perform and satisfy all conditions of the Final Site Plan Approval to be granted by the Town of Carmel's Planning Board for the West Branch Auxiliary Dam Slope Improvement project. This guarantee is made by DEP in lieu of placing a bond with the Town of Carmel. It is the intent of this document that DEP shall be fully responsible for satisfying the aforementioned conditions. This guarantee shall not expire without the express written consent of the Town of Carmel.

Should there be any additional questions, please contact Paul Costa (Portfolio Manager) at 917-690-3039 or via email [Pcosta@dep.nyc.gov](mailto:Pcosta@dep.nyc.gov).

Sincerely,

*Elissa Stein Cushman*

Elissa Stein Cushman  
General Counsel

cc: Paul Costa, P.E, Portfolio Manager, BEDC  
Linda Singh, Deputy Portfolio Manager, BEDC  
Mark Klein, P.E., Director of PMO, BEDC  
Philip Simmons, BEPA  
Craig Paepre, Planning Board Chairman  
Gregory Folchetti, Town Attorney  
Joseph Charbonneau, Planning Board Attorney  
Erik LeClair, Project Manager, CDM Smith

**RESOLUTION OF THE  
PLANNING BOARD OF THE TOWN OF CARMEL**  
#23-15, May 24, 2023

Tax Map #65.-1-5  
**NYCDEP WEST BRANCH AUXILIARY DAM  
FINAL SITE PLAN APPROVAL**

**WHEREAS**, an application for final site plan approval for has been submitted the New York City Department of Environmental Protection (hereinafter referred to as the “Applicant”); and

**WHEREAS**, the site is located at 34 Drewville Road, and is more specifically known and designated as Tax Map #65.-1-5 (hereinafter referred to as the “Site”); and

**WHEREAS**, the proposed action involves flattening the downstream slope and widening the crest of the West Branch Auxiliary Dam which is exhibiting signs of deterioration, including movement of the downstream slope, pavement cracking on Route 6, surface drainage problems, leaning guardrail and utility poles. This work will occur over two years, and will temporarily impact Route 6 to allow for the roadway improvements to be constructed, which is being coordinated with the NYSDOT (hereinafter referred to as the “Project”); and

**WHEREAS**, the final site plan consists of the following drawings prepared by the City of New York Department of Environmental Protection and CDM Smith, dated May 5, 2022, (hereinafter referred to as the “Final Site Plan”):

1 of 49	Cover Sheet
2 of 49	Index
3 of 49	Parcel Map
4 of 49	Site Plan Overview – Existing Conditions
5 of 49	Site Plan Overview – Proposed Conditions
6 of 49	Existing Conditions Plan (1 of 5)
7 of 49	Existing Conditions Plan (2 of 5)
8 of 49	Existing Conditions Plan (3 of 5)
9 of 49	Existing Conditions Plan (4 of 5)
10 of 49	Existing Conditions Plan (5 of 5)
11 of 49	Proposed Site Plan (1 of 5)
12 of 49	Proposed Site Plan (2 of 5)
13 of 49	Proposed Site Plan (3 of 5)
14 of 49	Proposed Site Plan (4 of 5)
15 of 49	Proposed Site Plan (5 of 5)
16 of 49	General Site Grading Plan (1 of 2)
17 of 49	General Site Grading Plan (2 of 2)

18 of 49	Final Site Grading Plan – Temporary Access Road
19 of 49	Drainage and Piping Plan (1 of 2)
20 of 49	Drainage and Piping Plan (2 of 2)
21 of 49	Bioretention Swale Plan and Details
22 of 49	Phase 0 Soil Erosion & Sediment Control Plan (1 of 2)
23 of 49	Phase 0 Soil Erosion & Sediment Control Plan (2 of 2)
24 of 49	Phase I Soil Erosion & Sediment Control Plan (1 of 2)
25 of 49	Phase I Soil Erosion & Sediment Control Plan (2 of 2)
26 of 49	Phase II Soil Erosion & Sediment Control Plan (1 of 2)
27 of 49	Phase II Soil Erosion & Sediment Control Plan (2 of 2)
28 of 49	Soil Erosion & Sediment Control Details (1 of 2)
29 of 49	Soil Erosion & Sediment Control Details (2 of 2)
30 of 49	Instrumentation Plan
31 of 49	Tree Removal Plan (1 of 4)
32 of 49	Tree Removal Plan (2 of 4)
33 of 49	Tree Removal Plan (3 of 4)
34 of 49	Tree Removal Plan (4 of 4)
35 of 49	Plantings – Bioretention Swale
36 of 49	Plantings – Site Entrance
37 of 49	Work Zone Traffic Control Notes
38 of 49	Work Zone Traffic Control Plan – Stage I
39 of 49	Work Zone Traffic Control Plan – Stage II
40 of 49	Work Zone Traffic Control Plan – Stages III-A, IV-A, & VI-A
41 of 49	Work Zone Traffic Control Plan – Stages III-B & VI-B
42 of 49	Work Zone Traffic Control Plan – Stage V
43 of 49	Work Zone Traffic Control Plan – Stage IV-C
44 of 49	Work Zone Traffic Control Plan – Stages IV-D
45 of 49	Work Zone Traffic Control – Temporary Traffic Signal Plan
46 of 49	Work Zone Traffic Control Plan – Miscellaneous Details
47 of 49	Work Zone Traffic Control Staging Sections (1 of 2)
48 of 49	Work Zone Traffic Control Staging Sections (2 of 2)
49 of 49	Truck Routes

**WHEREAS**, the NYCDEP serving as Lead Agency adopted a Negative Declaration finding that the Project will not result in any adverse environmental impacts; and

**WHEREAS**, a public hearing held pursuant to Section 276 of the Town Law on the proposed site plan at Town Hall, Mahopac. All persons wishing to speak on the application were provided an opportunity to be heard; and

**WHEREAS**, the Planning Board has considered the Final Site Plan, and all other materials submitted by the Applicant in support of this proposal, the comments of Town staff and consultants made via memoranda to the Planning Board (which memoranda are incorporated herein by reference) the verbal commentary made during the entire course of the Planning Board's meetings pertaining to the review for final site plan approval and evaluation of the proposed action, and the comments of the public; and

**WHEREAS**, the requirements for site plan approval contained in the Town of Carmel Zoning Ordinance have been met by said application for Final Site Plan approval, with the exception of those items waived per §156-61 of the Town of Carmel Zoning Code; and

**NOW THEREFORE BE IT RESOLVED**, that the application of approval of the Final Site Plan submitted by the New York City Department of Environmental Protection, as depicted on the plans identified above is hereby granted subject to the following conditions:

1. This Final Site Plan approval authorizes the Applicant to undertake only the activities specifically set forth herein, in accordance with this resolution of approval and as delineated on the Final Site Plan as endorsed by the Planning Board Chairman. *Any change in use, alteration or modification to the Final Site Plan, or to the existing or approved facilities and site shall require the review and approval by the Planning Board of the Town of Carmel.*
2. The Applicant shall furnish the Planning Board with the required number of sets of the site plan as described above, for endorsement by the Planning Board Chairman, subject to the satisfaction of all approval conditions, which shall then be recorded as the approved Final Site Plan:
3. No changes, additions, erasures, modifications or revisions shall be made to the Final Site Plan following endorsement by the Planning Board Chairman. Any changes detected after endorsement of the Final Site Plan as final, shall result in the immediate termination and revocation of this resolution of approval, thereby making it null and void.
4. Authorized issuance of a Building Permit by the Building Inspector shall be fully based on, and in accordance with this resolution of approval and the signed and filed Final Site Plan. The Building Inspector shall include reference to the Final Site Plan and this resolution of approval on any Building Permit.
5. A performance bond, or other form of surety, prepared in form to the satisfaction of the Planning Board Attorney, and in the amount of \$1,080,000.00, in accordance with the requirements set forth in §156-61 J of the Zoning Ordinance, shall be provided to assure the completion of all improvements.
6. An engineering inspection fee in the amount of \$54,000.00 in accordance with the requirements set forth in §156-61 J of the Zoning Ordinance, shall be paid to the Town of Carmel.

7. All comments of the Town Engineer shall be satisfactorily addressed.
8. The hours of construction activity shall take place in conformance with the applicable Town Regulations.
9. All work within the NYSDEC regulated wetland and wetland adjacent area shall be undertaken pursuant to all terms and conditions of the NYSDEC Freshwater Wetland Permit.
10. All work within the Town of Carmel regulated wetland and wetland adjacent area shall be undertaken pursuant to all terms and conditions of the Environmental Conservation Board.
11. Approval of the project shall be conditioned upon compliance with all applicable Phase II stormwater regulations, including the preparation of a Stormwater Pollution Prevention Plan (SWPPP) and the filing of a NYSDEC State Pollution Discharge Elimination System (SPDES) General Permit.
12. The Applicant shall provide a stormwater maintenance agreement and maintenance guarantee per Town Code (§156-85 and §156-87B respectively), to assure long term maintenance of all stormwater practices (SWMP).
13. This approval is subject to all terms and condition established by the NYSDOT for work within the Route 6 right-of-way.
14. All landscaping shall be installed in accordance with the Landscaping Plan. Any substitutions to listed plant materials shall be submitted to the Building Inspector prior to installation of same. Should the Building Inspector determine that the substitutions constitute a substantive change to the approved Landscape Plan, the Applicant shall file an application for Amendment to the Site Plan Approval, which shall be reviewed and approved by the Planning Board, prior to the installation of the landscaping materials.
15. All site landscaping shall be maintained in a healthy state; should any plantings become damaged or die, said plantings shall be immediately replaced in-kind.
16. Prior to the commencement of any site work or construction activity, erosion and sedimentation controls shall be installed in accordance with the Erosion & Sediment Control Plan and the NYSDEC SPDES General Permit for Stormwater Discharges from Construction Activity (GP-0-15-002) and shall be subject to continual inspection and maintenance and any additional controls that may be required by the Building Inspector and/or Town Engineer. Stormwater runoff shall be controlled at all times during construction to prevent erosion of the site area under construction and to prevent sedimentation and dust dispersal upon areas not under construction, particularly off-site locations. Silt fencing, hay bales, anti-tracking aprons and all other required erosion and sedimentation control measures shall be regularly inspected and maintained in an orderly

and functioning manner. Additional supplies of silt fencing and hay bales shall be kept on the site during construction for immediate use if needed.

17. A Construction Management Plan shall be submitted with the Building Permit, and shall be approved by the Town.
18. All traffic management measures and road closures shall be coordinated with the Town of Carmel Police Department.
19. A clean and legible copy of this Resolution (as signed by the Planning Board Chairman) and a copy of the signed Amended Final Site Plan shall be maintained at the subject property at all times.
20. Prior to the issuance of a Certificate of Occupancy by the Building Inspector, an "As-Built" Plan showing the installed and completed improvements, certified by a New York State licensed Land Surveyor shall be prepared at the sole expense of the Applicant. Said As-Built Plan shall be provided to the Building Inspector, documenting satisfactory completion of all approved and authorized construction activities and zoning compliance.
21. Failure to comply with any of the conditions set forth herein shall be deemed a violation of this approval, which may lead to the revocation of the Approval and/or Certificate of Occupancy, in accordance with the applicable provisions of the Town of Carmel.
22. The applicant shall obtain all other applicable permits and approvals and shall pay all other fees as a part of the execution of the Amended Final Site Plan.

**BE IT FURTHER RESOLVED**, that this Final Site Plan Approval shall remain valid for a period of one (1) year from the date of its approval. This Final Site Plan Approval shall become null and void on may 24, 2024.

**BE IT FINALLY RESOLVED** that this Amended Final Site Plan approval resolution shall have an effective date of May 24, 2023.

**PLANNING BOARD  
TOWN OF CARMEL**

  
Chairman

5/24/23  
Dated:

*NYCDEP West Branch Auxiliary Dam  
Amended Final Site Plan Approval  
Resolution #23-15  
May 24, 2023*

## WS8/9/2023 AGENDA ITEM #6

**From:** [Droese, Glenn](#)  
**To:** [Cazzari, Michael](#); [Schanil, Robert](#); [Lombardi, Frank](#); [McDonough, Suzanne](#); [Baranowski, Stephen](#)  
**Cc:** [Pasquerello, Anne](#); [Greg Folchetti](#); [Maxwell, Mary Ann](#)  
**Subject:** Request to attend New York State Assessors Association Fall Conference  
**Date:** Friday, August 4, 2023 12:50:34 PM  
**Attachments:** [2023 NYSAA Fall Conference.pdf](#)

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Supervisor Cazzari and Town Board,

I would like permission to attend the New York State Assessors' Association Annual Meeting and Seminar on Assessment Administration. This will be held starting on Tuesday October 3, 2023 through Friday October 6, 2023. The seminar provides classroom learning and NY State required continuing education credits.

The total initial cost to the town for the travel, hotel room, and tuition is \$1384.51. The State Educational Services will reimburse the town for most of the cost. Based on past years reimbursements I estimate the final cost to the town will be \$350.

I will use my own personal vehicle to travel to the seminar.

Attached is the seminar registration info, class schedule, and fees.

Please place this request on the next available work session for review.

Thank you,

*Glenn A. Droese*

Assessor

Town of Carmel

60 McAlpin Ave.

Mahopac, NY 10541

Phone: (845)-628-1500

[WWW.CI.CARMEL.NY.US](http://WWW.CI.CARMEL.NY.US)



[Summary](#) [Fees](#) [Classes](#) [Instructors](#)  
[Hotel](#) [4-Day Agenda](#)

[Register Now](#)

# 2023 NYSAA Fall Conference

October 3, 2023 –  
October 6, 2023

Saratoga Hilton  
534 Broadway  
Saratoga Springs, NY 12866

The 2023 NYSAA Annual Meeting and Seminar on Assessment Administration

**Please be sure to visit all of the pages (links above) on this site before registering. You will find helpful information on all of them.**

**Please carefully read the hotel information page if you are planning on staying at the conference hotel.**

## **Deadlines:**

**The deadline to register for in-person attendance is September 1.**

**The hotel reservation deadline is September 5.**

**The deadline to register for online attendance is September 8.**

NYSAA's Fall Conference offers up to 12 continuing education credits for assessors:

3 hours for attending the NYS ORPTS presentation on Wednesday morning

3 hours for attending a class on Thursday morning

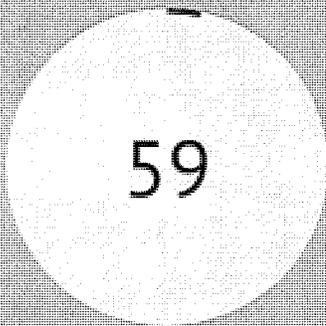
3 hours for attending a class on Thursday afternoon

3 hours for attending a class on Friday morning

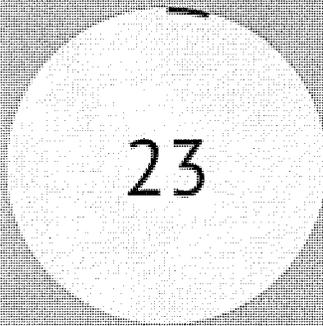
Attendees can receive up to 12 credits, but in order to receive those credits, they must adhere to NYSAA's attendance policy: in person attendees must sign an attendance sheet for each session attended, and virtual attendees must have a webcam on at all times, a working microphone, must participate during the session, and sign a certification form.

Attendees are not required to attend sessions totaling 12 credits; they will receive credit only for the sessions they attend. The fee is the same regardless of the number of sessions attended.

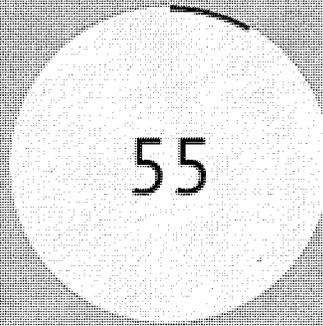
## Countdown to the Event



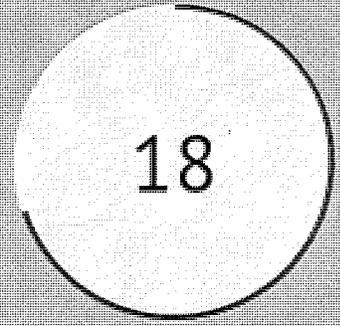
DAYS



HOURS



MINUTES



SECONDS

[Register Now](#)

[Already registered?](#)

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# 2023 NYSAA Fall Conference

October 3, 2023 –  
October 6, 2023

Saratoga Hilton  
534 Broadway  
Saratoga Springs, NY 12866

## Classes

Here are the classes scheduled for the event. Classes noted as "hybrid" are offered in person and online.

October 4, 2023

> Annual Meeting and NYS ORPTS Presentation - Hybrid

8:00 AM-12:00 PM

## October 5, 2023

> Grievance, SCARs, and CERTs, Oh MY!

9:00 AM-12:00 PM

> Construction Terminology and Blueprint Reading Workshop

9:00 AM-12:00 PM

> RPSV4: Valuation Preparation - Hybrid

9:00 AM-12:00 PM

> Estimating Market Value on Leased Properties

9:00 AM-12:00 PM

> Tax Law Update 2023

1:30 PM-4:30 PM

> Taxes Taxes Taxes

1:30 PM-4:30 PM

> Assessor Bootcamp: Ratios and Trends - Hybrid

1:30 PM-4:30 PM

> Excel Can!

1:30 PM-4:30 PM

# October 6, 2023

> Public Relations: How to Be Nice

9:00 AM-12:00 PM

> Assessment Admin – The Basics & Beyond

9:00 AM-12:00 PM

> Mini Modules

9:00 AM-12:00 PM

> Forestry and the 480a - Hybrid

9:00 AM-12:00 PM



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Summary Fees Classes Instructors  
Hotel 4-Day Agenda

Register Now

# 2023 NYSAA Fall Conference

October 3, 2023 –  
October 6, 2023

Saratoga Hilton  
534 Broadway  
Saratoga Springs, NY 12866

Commuters and guests: Individual meals are available for purchase on the NYSAA website at [nyassessor.org/pay-online](https://nyassessor.org/pay-online) until Friday, September 15, 2023.

**At the conference, you WILL NOT be able to purchase individual meals.**

Please plan accordingly.

## Fees

Below is all of the pricing information for the event.

### Admission Items

#### In Person Conference Pass

NYSAA Member Fee

\$200.00

Non-Member Fee

\$400.00

### Virtual Conference Pass

NYSAA Member Fee

\$200.00

Non-Member Fee

\$400.00

### Additional Items

### Conference Meal Package

Conference Meal Package

\$429.00

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Summary Fees Classes Instructors  
 Hotel 4-Day Agenda

[Register Now](#)

# 2023 NYSAA Fall Conference

October 3, 2023 –  
 October 6, 2023

Saratoga Hilton  
 534 Broadway  
 Saratoga Springs, NY 12866

**Rooms:**

**Single/Double: \$189 per night**

Junior Suite One King Bed: \$219 per night

Luxury Suite One King Bed: \$319 per night

3-night minimum

The deadline to reserve a room in the NYSAA block at the Saratoga Hilton is Tuesday, September 5, 2023.

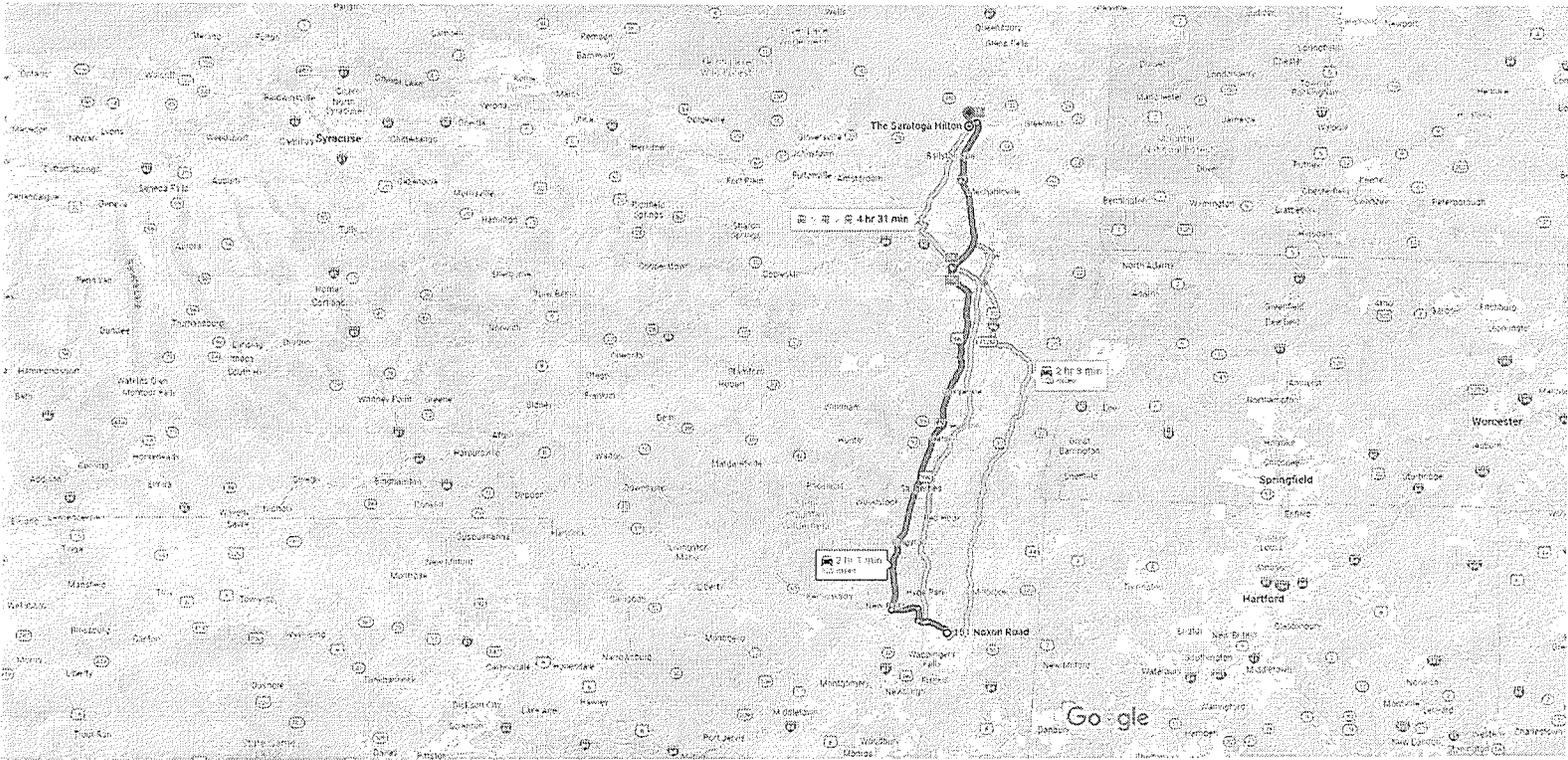
Please use this link to make your hotel reservation: <https://book.passkey.com/go/NYSAssessors2023>. Do not call the hotel.

Parking for overnight hotel guests is \$10 per day. Hotel parking is available for day guests: \$5.00 for up to four hours, \$10.00 for over four hours.

**Meals:**

151 Noxon Rd, Poughkeepsie, NY to The Saratoga Hilton

Drive 121 miles, 2 hr 1 min



Map data ©2023 Google 10 mi

 **via I-87 N** 2 hr 1 min  
 Fastest route now due to traffic conditions 121 miles  
 ⚠️ This route has tolls.

 **via Taconic State Parkway** 2 hr 8 min  
120 miles

 **1:26 PM—5:57 PM** 4 hr 31 min  
 🚶 🚗 🚏 🚝 Ethan Allen Express None  
 🚗 450

Explore nearby The Saratoga Hilton

-  Restaurants
-  Hotels
-  Gas stations
-  Parking Lots
-  More

## WS8-9-2023 AGENDA ITEM #7

**From:** [Daly,Alice](#)  
**To:** [Pasquerello,Anne](#)  
**Cc:** [Spofford, Ann](#)  
**Subject:** Liquor License - Waiver of the 30 day notice requirement - Dana's Diner LLC  
**Date:** Tuesday, August 8, 2023 8:53:40 AM  
**Attachments:** [SClerkCopie23080807460.pdf](#)

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Attached is a request for a waiver of the 30 day notice requirement relating to the liquor license for Dana's Diner LLC. This was hand delivered this morning to the Town Clerk's Office. Please note the reference in the applicant's cover letter which states that this request is due to an incorrect Suite Number listed on their original application from September 2022. Thank you.

*Alice Daly*

Town of Carmel  
Deputy Town Clerk  
60 McAlpin Avenue  
Mahopac, NY 10541  
Ph: 845-628-1500  
Fax: 845-628-7434

**ANDREA O'BRIEN**  
**NYS ABC LAW CONSULTING GROUP**  
**LIQUOR LICENSE CONSULTANT**  
**WWW.NYSLIQUOR.ORG**  
**ANDREA@LIQUORAUTHORITY.ORG**  
**914-980-9717**

August 7, 2023  
Town of Carmel  
Office of the Town Clerk  
60 McAlpin Ave.  
Mahopac, NY 10541

REVISED

HAND DELIVERED



Re: Dana's Diner LLC  
565 Route 6, Suite 1 & 2  
Mahopac, NY 10541

Dear Town Clerk:

Enclosed herewith is a revised 30-Day Notice to the Municipality for the above-mentioned Dana's Diner LLC, part of the NYS Liquor Authority application for a Liquor License. This Notice is just to advise the Town that the original address, suite #4, was incorrect. The above referenced is the correct Suites 1 & 2 that the restaurant occupies. They have been operating for 1 year without a license and now about 7 months with a temporary permit without incident.

The NYSLA is requiring us to send a new notice to the Municipality and we are under a serious time restraint of 14 days to furnish the SLA with a waiver of the 30-day Notice.

We respectfully request a waiver of the 30-day wait period so that the applicant can proceed quickly with submitting the address change to the NYSLA. We greatly appreciate your assistance in this matter.

If you have any questions or need any additional information, please do not hesitate to contact me.

Sincerely yours,

**Andrea O'Brien**

Andrea O'Brien  
Liquor License Consultant

Encl.

OFFICE USE ONLY		
<input type="radio"/> Original	<input type="radio"/> Amended	Date _____

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

1. Date Notice Sent:

1a. Delivered by:

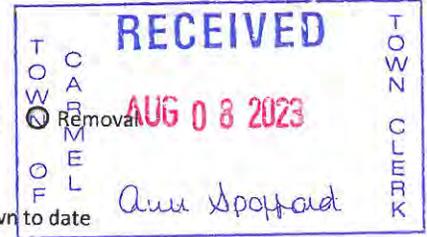
2. Select the type of Application that will be filed with the Authority for an On-Premises Alcoholic Beverage License: **HAND DELIVERED**  
For premises outside the City of New York:

New Application    Removal    Class Change

For premises in the City of New York:

New Application    New Application and Temporary Retail Permit    Renewal    Alteration    Removal

Class Change    Method of Operation    Corporate Change



For **New** and Temporary Retail Permit applicants, answer each question below using all information known to date

For **Renewal** applicants, answer all questions

For **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 principals

For **Removal** applicants, attach a statement of your current and proposed addresses with the reason(s) for the relocation

For **Class Change** applicants, attach a statement detailing your current license type and your proposed license type

For **Method of Operation Change** applicants, although not required, if you choose to submit, attach an explanation detailing those changes

**Please include all documents as noted above. Failure to do so may result in disapproval of the application.**

**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:

**Applicant/Licensee Information:**

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

5. Applicant or Licensee Name:

6. Trade Name (if any):

7. Street Address of Establishment:

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

9. Business Telephone Number of applicant/ Licensee:

10. Business E-mail of Applicant/Licensee:

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/cook    Menu meets legal minimum food requirements; food prep area required

13. Type of Establishment:

Seasonal Establishment    Juke Box    Disc Jockey    Recorded Music    Karaoke

14. Method of Operation: (check all that apply)    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:    None    Patio or Deck    Rooftop    Garden/Grounds    Freestanding Covered Structure  
(check all that apply)    Sidewalk Cafe    Other (specify): \_\_\_\_\_

<b>OFFICE USE ONLY</b>		
<input type="radio"/> Original	<input type="radio"/> Amended	Date _____

16. List the floor(s) of the building that the establishment is located on:

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:

23. Building Owner's Street Address:

24. City, Town or Village:  State:  Zip Code:

25. Business Telephone Number of Building Owner:

**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:

27. Representative/Attorney's Street Address:

28. City, Town or Village:  State:  Zip Code:

29. Business Telephone Number of Representative/Attorney:

30. Business E-mail Address of Representative/Attorney:

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:  Title:

**Principal Signature:**