

TOWN BOARD MEETING
TOWN HALL, MAHOPAC, N.Y.

A Regular Meeting of the Town Board of the Town of Carmel was called to order by Supervisor Michael Cazzari on the 18th day of January 2023 at 7:02 p.m. at Town Hall, 60 McAlpin Avenue, Mahopac, New York. Members of the Town Board present by roll call were: Councilman Baranowski, Councilman Lombardi, Councilwoman McDonough, Councilman Schanil, and Supervisor Cazzari.

The Pledge of Allegiance to the Flag was observed prior to the start of official business. A moment of silence was held to honor those serving in the United States Armed Forces.

PUBLIC COMMENTS

No member of the public wished to comment at this time.

MINUTES OF TOWN BOARD MEETINGS HELD ON 12/07/2022 AND 12/14/2022 - ACCEPT AS SUBMITTED BY THE TOWN CLERK

On motion by Councilman Baranowski, seconded by Councilwoman McDonough, with all members of the Town Board present and voting “aye”, the minutes of the Town Board meetings held on December 7th and December 14th, 2022 were accepted as submitted by the Town Clerk.

ADVERTISEMENT FOR BIDS AUTHORIZED – HIGHWAY DEPARTMENT - 2023 MISCELLANEOUS MATERIALS

RESOLVED that Michael J. Simone, Town of Carmel Superintendent of Highways is hereby authorized to advertise for bids for the purchase of spring construction materials for use by the Town of Carmel Highway Department; and
BE IT FURTHER RESOLVED that upon finalization and completion of bid specifications, the Superintendent of Highways is to furnish detailed specifications for the above to the Town Clerk Ann Spofford which are to be used in conjunction with the Town's general bid conditions and specifications.

Resolution
Offered by: Councilman Lombardi
Seconded by: Councilman Scanil

<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>

DONATION OF PICNIC TABLE FOR SYCAMORE PARK AUTHORIZED

RESOLVED, that the Town Board of the Town of Carmel hereby authorizes and accepts the donation of a picnic table for Sycamore Park from Ms. Kelly Ann Barker of Mahopac, NY; and
BE IT FURTHER RESOLVED that said donated picnic table shall contain an engraved dedication plaque in memory of John David Barker, Jr., #21.

18 JANUARY 2023
TOWN BOARD MEETING

(Cont.)

Resolution
Offered by: Councilman Schanil
Seconded by: Councilman Lombardi

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

**TOWN ENGINEER RICHARD J. FRANZETTI, P.E. - ATTENDANCE AT SEMINAR
AUTHORIZED - NEW YORK WATER ENVIRONMENT ASSOCIATION (NYWEA)
CONFERENCE - 2/6/2023 THROUGH 2/8/2023**

RESOLVED that the Town Board of the Town of Carmel hereby authorizes Town of Carmel Engineer, Richard J. Franzetti, P.E. to attend the New York Water Environment Association (NYWEA) Conference, in New York City, NY from February 6 through February 8, 2023; and

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

Resolution
Offered by: Supervisor Cazzari
Seconded by: Councilwoman McDonough

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

**EMERGENCY REPAIRS/SERVICES ACKNOWLEDGED - CARMEL SEWER
DISTRICT #1 - \$12,751.27 AND CARMEL WATER DISTRICT #2 - \$10,555.53 -
KUCK EXCAVATING**

RESOLVED, the Town Board of the Town of Carmel, acting as Commissioners of the various water and sewer districts of the Town of Carmel, hereby acknowledges the emergency performance of water and sewer district collection system/distribution system and treatment facilities repairs as fully detailed in the memorandum of Town Engineer Richard J. Franzetti, P.E. to the Town Board dated January 5, 2023, as attached hereto and made a part thereof.

Resolution
Offered by: Councilwoman McDonough
Seconded by: Councilman Baranowski

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

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TOWN BOARD MEETING

(Cont.)

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: January 5, 2023

Re: Emergency Repairs/Services

This memorandum is being presented to the Town Board to advise the Board of emergency invoices that were submitted for payment 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 1

On December 15, 2022, A resident reported leaking sewage at 597 US 6. Upon excavation and inspection, it was found that the sewer line was compromised. Attached is the invoice from Ed Kuck excavating in the amount of \$12,751.27 to make this repair the sewer line.

- Carmel Water District 2

On November 29, 2022, Inframark, the operators of CWD 2, reported a water line leaking at 11 Old Rt 6. Attached is the invoice from Ed Kuck excavating in the amount of \$10,555.53 to make this repair.

We request that this memorandum be put into the agenda as a matter of record.

Ed Kuck Excavating Inc
20 Day Road
Carmel, NY 10512

Attention: ROB VARA, ENGINEERING
TOWN OF CARMEL

CWD 2
INV #
TOC 133-2022
REQ #
Vendor 0670
Tax ID - 133851002

EMERGENCY 6" STEEL MAIN CRACKED

Respond as per INFRAMARK
Job Location: DAY ROAD & 11 OLD ROUTE 6
Work Completed; 11/29/2022
Start time: End Time: 9 HRS PWOT

Job Description:

WATER LINE LEAKING IN ROAD, SAWV CUT DUG UP AND EXPOSED 6"STEEL , FOUND CONCRETE ELECTRICAL ON MAIN WHICH DETERMINED CAUSED CRACKED MAIN. CUT OUT 8' SECTION OF MAIN, INSTALLED NEW SECTION OF DUCTILE IRON & HYMAX'S, SECURE WATER MAIN WITH GRAVEL, BACKFILLED WITH ITEM 4 AND COMPACT NEEDS BLACKTOP RESTORATION

Materials / Equipment/ Labor	Total Hrs,yds,qty	Price per yd, qty, day	Total
Track Hoe MR55	9	\$95.00 per hour	855.00
PC-120		\$175.00 PER HR	
Dump Truck	9	\$100.00 per hour	900.00
Support Vehicle	Day rate	\$155.00 PER DAY	155.00
LARGE MOLE		\$1,475.00 PER DAY	
AIR COMPRESSOR		\$275.00 DAY RATE	
Chop Saw	Day rate	\$ 70.00	70.00
Jumping Jack	Day rate	\$70.00	70.00
Plate tamper	Day rate	\$70.00	
Mud Sucker	Day rate	\$70.00	70.00
Locater	Day rate	\$70.00	
TRASH PUMP & HOSE	DAY RATE PER UNIT	\$225.00 PER PUMP	
Machine Hammer	Day rate	\$250.00	250.00
Powered drill/hammer	Day rate	\$70.00	
MACHINE OPERATOR OT	9 HRS X 1 MAN	\$276.27 PER HR	2486.43
Machine operator	HRS X 1 MAN	\$184.18 PER HR	
Laborers	HRS X 2 MEN	\$159.30	
LABORER OT	9 HRS X 2 MEN	\$238.95 PER HR	4301.10
Item 4	24 YARDS	\$52.00 per yard	1248.00
Seed		\$150.00 bag	
Top soil		\$50.00	
Blacktop		\$151.00 per ton	
SHORING BOX		\$500.00	
HAY		\$19.00 bag	
GRAVEL	3 YARDS	\$50.00/YARD	150.00
LIGHT TOWER	275.00 DAY RATE		
SKYLIFT	90.00 PER HR		
Total			10,555.53

(Cont.)

~~Ronald J. Gault~~ 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: CWD2

Location (street address): 11 Old Route 6 (Daw Rd)

Time and Date of Main Break or Hydrant Damage: 11/30/2022

Field Response:

Mandpower	HRS	Equipment	HRS
<u>2 laborers</u>	<u>18</u>	<u>MRESS Excavator</u>	<u>9</u>
<u>1 Operator</u>	<u>9</u>	<u>Dump truck</u>	<u>9</u>

Water Main: Size: 6" Material: Steel Depth to Main: 5 FT

Hydrant: Manufacturer & Model: N/A

Repair Materials Utilized: (2) 6" Hummer Couplings (20 FT) 6" Ductile Iron

Cause of Main Break or Hydrant Damage: Electric Sander Concrete Surge Stressed Main. Caused Radial Crack

Description of Damage caused, if any:

Future Restoration Required:

Pavement:

Lawn Area:

☒ Sidewalk:
☒ Shrubs:



Cause of Main Break or Hydrant Damage:

Date Repair Completed: 11/30/22 Prepared by: Jack Goetzman
(Printed Name)

(Cont.)

Ed Kuck Excavating Inc
20 Day Road
Carmel, NY 10512

CSD 1
INV #
TOC 139-2022
REQ #
Vendor 0670
Tax ID - 133851002

Attention: ROB VARA, ENGINEERING
TOWN OF CARMEL

EMERGENCY 6” SEWER LATERAL REPAIR

Respond as per ENGINEERING DEPT
Job Location: 597 US 6
Work Completed; DAY 1: 12/15 /2022 DAY 2. 12/19/2022
Start time: End Time: DAY 1 ; 8 HRS PW DAY 2 8 HRS PW 1 HR PWOT

Job Description: DAY 1: SAW CUT AND HAMMER SIDEWALK, EXPOSED SEWER LATERAL, FOUND THAT THE ORANGE
BERG PIPE WAS COMPROMISED
DAY 2: HAMMERED MORE OF SIDEWALK , REPLACED COMPROMISED PIPE WITH SDR PIPE. INSTALLED CLEANOUT,
BACKFILLED AND COMPACT WITH ITEM 4
NEEDS BLACKTOP AND SIDEWALK RESTORATION

Materials / Equipment/ Labor	Total Hrs,yds,qty	Price per yd, qty, day	Total
Track Hoe MR55	17	\$95.00 per hour	1615.00
PC-120		\$175.00 PER HR	
Dump Truck	17	\$100.00 per hour	1700.00
Support Vehicle	Day rate 2 DAYS	\$155.00 PER DAY	310.00
Chop Saw	Day rate 2 DAYS	\$ 70.00	140.00
Jumping Jack	Day rate 1 DAY	\$70.00	70.00
Plate tamper	Day rate	\$70.00	
Mud Sucker	Day rate 2 DAYS	\$70.00	140.00
Locater	Day rate	\$70.00	
TRASH PUMP & HOSE	DAY RATE PER UNIT	\$225.00 PER PUMP	
Machine Hammer	Day rate 2 DAYS	\$250.00	500.00
Powered drill/hammer	Day rate	\$70.00	
MACHINE OPERATOR OT	1 HRS X 1 MAN	\$276.27 PER HR	276.27
Machine operator	15 HRS X 1 MAN	\$184.18 PER HR	2762.70
Laborers	7 HRS X 1 MAN DAY 1	\$159.30	1115.10
Laborers	8 HRS x 2 MEN	\$159.30	2548.80
LABORER OT	1 HR X 2 MEN	\$238.95 PER HR	477.90
Item 4	20 YARDS	\$52.00 per yard	1040.00
Seed		\$150.00 bag	
Top soil		\$50.00	
Blacktop		\$151.00 per ton	
SHORING BOX		\$500.00	
HAY		\$19.00 bag	
GRAVEL		\$50.00/YARD	
LIGHT TOWER	275.00 DAY RATE		
SKYLIFT	90.00 PER HR		
MATERIALS		6 BAGS CONCRETE	55.50
Total			12,751.27

(Cont.)

EXHIBIT "B"
Emergency Justification Form
Town of Carmel Procurement Policy

Procurement Policy, Section VI: Emergency Procurement

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

Department: Engineering
Vendor names: Ed Kuck Excavating_
Nature of emergency: CSD1 Sewer Lateral Repair
Estimated cost: See attached invoice

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

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

Purchasing Agent's signature for approval: 

Department Head's signature for approval: 

RESOLUTION (AMENDING AND) ADOPTING 2023 USER FEE SCHEDULE

RESOLVED that the Town Board of the Town of Carmel hereby adopts, effective immediately, the Town of Carmel User Fee Schedule for Fiscal Year 2023 in form as attached hereto and made a part hereof.

18 JANUARY 2023
TOWN BOARD MEETING

(Cont.)

Resolution
Offered by: Councilman Baranowski
Seconded by: Councilwoman McDonough

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

TOWN OF CARMEL ADOPTED USER SERVICE FEES --
FISCAL YEAR 2023

FEE DESCRIPTION	ADOPTED 2023 USER FEES	
TOWN CLERK'S OFFICE		
Certification		
Registrar's Certification (Birth/Death)	10.00	
Town Clerk's Certification (Marriage/Other)	10.00	
Genealogy Fee Schedule:	1 - 3 years - \$22.00	
	4 - 10 years - \$42.00	
	11 - 20 years - \$62.00	
	21 - 30 years - \$62.00	
	31 - 40 years - \$102.00	
	41 - 50 years - \$122.00	
	51 - 60 years - \$142.00	
	61 - 70 years - \$162.00	
Copies:		
Copies of Town Ordinance or Other Documents - Per Page	0.25	
Facsimile/Fax - Per Page	2.00	
Map (Zoning, Election, Other) - Black & White/Color	10.00/15.00	
USB Flash Drive	10.00	
Licenses:		
Auctioneering License - Annual	300.00	
Auctioneering License - One Day	150.00	
Annual Dog License Fee - spayed/neutered	7.50	
Annual Dog License Fee - unspayed/un-neutered	15.50	
Garbage Carting License - Renewal *	2,000.00	* Plus \$150 per truck inspection annually
Garbage Carting License - NEW *	2,500.00	* Plus \$150 per truck inspection annually
Marriage License	40.00	
Marriage License - Active Duty Members of US Armed Forces	waived	
Miscellaneous:		
Cemetery Grave Marker - Each	100.00	
Dog Pick-Up		
Dog Shelter Fee - First Impoundment	25.00	+ 20.00 Each Additional 24 Hours
Second Impoundment - within one year	50.00	+ 20.00 Each Additional 24 Hours
Third Impoundment - within one year	60.00	+ 20.00 Each Additional 24 Hours
Subsequent Impoundment - within one year	70.00	+ 20.00 Each Additional 24 Hours
Petition to Amend Zoning Ordinance	5000.00	
Permits:		
Canvassing/Soliciting Permit - 3 Months	25.00	
Public Assembly Permit - Each Event	200.00	
Sound Amplification Permit Commercial	100.00	per day
Sound Amplification Permit Residential	50.00	per day
Town Code:		
Annual Town Code Book Supplement	75.00	
Code Book	598.00	

User Fee Schedule 2023

TOWN OF CARMEL ADOPTED USER SERVICE FEES --
FISCAL YEAR 2023

FEE DESCRIPTION	ADOPTED 2023 USER FEES	
POLICE DEPARTMENT		
Accident Report - Business	0.25	per page
Accident Report - Personal	0.25	per page
Finger Printing Service - Per Person	100.00	
Photograph	20.00	per photo
Police Special Escort Service - Per Hour		
Special Event or Special Services - Per Hour	150.00	with Town Contract
CD of Photographs from Casefile	50.00	
Tow Application Fee	250.00	Annual Application Fee
Vehicle Impound Fee	100.00	per vehicle
ALARM ORDINANCE		
Alarm Permit - 1 Year - Residential & Commercial	40.00	
One False Alarm	-	
Two False Alarms	-	
Three False Alarms	50.00	
Four False Alarms	100.00	
Five False Alarms	300.00	
Six-Nine False Alarms	400.00	
Ten or more False Alarms	500.00	
HIGHWAY DEPARTMENT		
Driveway Bond - "Refundable"	750.00	
Driveway Permit - Includes two Inspections	215.00	
Road Opening Bond - "Refundable" - Entire Road	1,000.00	
Road Opening Bond - "Refundable" - Half Road	500.00	
Road Opening Permit	215.00	

User Fee Schedule 2023

18 JANUARY 2023
TOWN BOARD MEETING

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TOWN OF CARMEL ADOPTED USER SERVICE FEES --
FISCAL YEAR 2023

FEE DESCRIPTION		ADOPTED 2023 USER FEES	
PARKS & RECREATION DEPARTMENT			
Camp:			
	Playground Camp grade 2 - 8; 9:00 am - 3:00 pm	600.00	Non-Resident \$1,200.00
	Primary Camp grade K - 1; 9:30 am - 2:30 pm	650.00	Non-Resident \$1,300.00
	Camp Extended Day	250.00	
Classes/Lessons:			
	Additional Swimming Lessons	\$75	Residents only
	Adult Classes	\$65.00 - \$325.00	* plus \$35.00 non residents
	CPR Review	\$75	Non-Resident \$110.00
	Lifeguard Training Aid/Safety	\$380.00	Non-Resident \$415.00
	Lifeguard Training Review	\$195.00	Non-Resident \$230.00
	Youth Classes	FREE - \$180.00	* plus \$35.00 non residents
	RTE - Responding to Emergencies	225.00	Non-Resident \$260.00
	Swimming Lessons Including Permit	145.00	Residents only
Facilities Rental:			
	Ballfield Rental - 2 Hour Limit	\$150.00/\$250.00 w/lights	
	Boat Rental Fee	5.00	
	Civic - Building Rental	200.00	+Supervisor Hourly Rate
	Group Picnic/Pavilion	150.00	Residents Only
	Private Building Rental	300.00	+Supervisor Hourly Rate
	Sycamore Park Concession (Seasonal)	3,500.00	
ID/Permits: "Residents Only"			
	Lake Access Card	50.00	
	Family Beach Day Pass	20.00	
	Adult Swimming Permit	100.00	
	Daily Adult Beach Fee	8.00	
	Daily Adult Guest Beach Fee	10.00	
	Daily Youth Beach Fee	7.00	
	Daily Youth Guest Beach Fee	9.00	
	Family Swimming Permit	200.00	
	Family Tennis Permit	80.00	
	Resident Registration Fee	6.00	
	Senior Resident Registration Fee	No charge	
	Nanny Registration Fee	12.00	
	Nanny Swim Permit	100.00	
	Individual Tennis/Pickleball Permit	50.00	
	Tennis/Pickleball Guest Fee	6.00	
	Youth Swimming Permit	80.00	
Dog Park:			
	Sycamore Dog Park User Fee - Resident	30.00	Annual
	Sycamore Dog Park User Fee - Non-Resident	80.00	Annual
Vendor Space Fee			
		\$20.00 per event	10'x10' Vendor Space for Special Events
		\$250.00 / Half Season	10'x10' Vendor Space for Farmers Market 12 weeks
		\$500.00 / Full Season	10'x10' Vendor Space for Farmers Market 24 weeks
		\$20.00 / Date	10'x10' Concession Vendor Space for Farmers Market - * Different Concession Vendors featured weekly
		\$360.00 / Full Season	10'x10' Craft Vendor Space for Farmers Market 12 weeks max.
		\$40.00 / Date * Per day	10'x10' Craft Vendor Space for Farmers Market
	Registration Cancellation Processing Fee	25% of program fee	Fee Incurred if participant cancels their registration less than 5 days prior to class start date
	Returned Deposited Bad Check - each item	20.00	

User Fee Schedule 2023

TOWN OF CARMEL ADOPTED USER SERVICE FEES --
FISCAL YEAR 2023

FEE DESCRIPTION		ADOPTED 2023 USER FEES	
BUILDING & CODES DEPARTMENT			
	Accessory Apartment Permit	1,000.00	
	Bed & Breakfast Special Application	1,000.00	
	Building Permits – Flat Rate PLUS Estimated Cost of Construction	125.00	Flat Rate PLUS
	Estimated Cost of Construction – Calculated as:	15.00	per \$1,000 Calculated Estimated Cost
	Residential – New construction	100.00	per sq. ft.
	Residential – Finish existing space to living space	25.00	per sq. ft.
	Commercial	200.00	per sq. ft.
	Commercial - Garage	75.00 - 80.00	per sq. ft.
	Decks	50.00	per sq. ft.
	Garage	75.00	per sq. ft.
	Shed	25.00	per sq. ft.
	Building Permits – After structure is built	250.00	New Fee
	Certificates of Compliance	80.00/150.00	Residential/Commercial
	Certificates of Occupancy	80.00/150.00	Residential/Commercial
	Excavation or Fill Permit for the first 2,000 cubic yards	200.00	Plus \$100 for each additional 1,000 CY
	Inspection Fee for Clearance of Title Search Violation	200.00	Each Inspection
	Mother/Daughter Permit	500.00	
	Plumbing Permit Per Fixture	25.00	\$100.00 minimum fee
	Plumbing/ Air Conditioning Inspection		
	Re-inspection Fee When Inspection Requested but Job Not Ready	250.00	Paid in Advance of 2nd Inspection
	Sign Permit	150.00	
	Swimming Pool Permit - Above Ground	250.00	
	Swimming Pool Permit - In Ground	500.00	
	HVAC Fee	125.00	Flat Rate plus
		20.00	per \$1,000 Estimated Cost of Installation
	Title Search	275.00/425.00	Residential/ Commercial + \$100 per establishment
	Zoning Letter	100.00	
	Outdoor Dining Annual Fee	100.00	Annual Fee
	Outdoor Dining (fee per 10 or more seats)	+ 50.00/up to 10 seats	An add'l \$50.00 for 11 or more seats
	Fire Inspection: Multifamily / Commercial	150.00 / 100.00	Commercial \$100 per establishment
	Blasting Permit	300.00	per month
	Operational Permits *	100.00	
	* (NYSDEC requires towns to issue permits for storage of certain materials and certain uses)		
	Natural Gas Inspections		
	Residential	125.00	(5 Fixtures) \$10 each additional
	Commercial	175.00	(5 Fixtures) \$20 each additional
	Liquid Propane Gas Inspections		
	Residential	125.00	(5 Fixtures) - \$10 each additional
	Commercial	175.00	(5 Fixtures) - \$20 each additional

User Fee Schedule 2023

18 JANUARY 2023
TOWN BOARD MEETING

(Cont.)

TOWN OF CARMEL ADOPTED USER SERVICE FEES --
FISCAL YEAR 2023

FEE DESCRIPTION	ADOPTED 2023 USER FEES	
ENVIRONMENTAL CONSERVATION REVIEW BOARD		
ECB Wetlands Marker	25.00	
Permit Renewal/Extension Fee	200.00	\$200.00 for each one year permit renewal/extension.
Application Withdrawal	100.00	
Letter of Maintenance	100.00	
Letter of Permission (In lieu of application)	150.00	
Major Interagency Review - Over 5 Acres - Per Acre or Part Thereof	150.00	Total Wetland Include. 100' Control Area (per acre)
Minor Interagency Review - Up to 5 Acres - Per Acre or Part Thereof	125.00	Total Wetland Include. 100' Control Area (per acre)
Private Consultation/Conference with Wetland Inspector Per Hour	200.00	
Public Hearing	minimum \$200.00 or cost	
SEQR - DEIS		1% of Bond
Site Plan Inspection - Single Lot - Per Acre or Part Thereof	300.00	Total Wetland Include. 100' Control Area (per acre)
Subdivision Plan Inspection - Per Acre or Part Thereof	300.00	Total Wetland Include. 100' Control Area (per acre)
Tree Cutting - Up to 5 Acres	500.00	Escrow to be determined by Professional Forester
Tree Cutting - 5 to 25 Acres	1,000.00	Escrow to be determined by Professional Forester
Tree Cutting - Over 25 Acres	1,500.00	Escrow to be determined by Professional Forester
Minor Wetland Permit Application - for projects disturbing up to 1,000 sq ft in the 100 ft buffer area.	225.00	
Escrow Fee for Minor Project	500.00	
Major Wetland Permit Application - for projects disturbing 1,000 sq ft or greater in the 100 ft buffer area or any disturbance in the buffer.	500.00	*plus \$100 for each add'l 1,000 sq ft disturbance (or part thereof) in the 100 ft buffer. Maximum fee \$1,000
Escrow Fee for Major Project	2,500.00	has determined by the Town's Wetland Inspector
Wetland Determination for Health Dept	200.00	
Floodplain Permit Fee	minimum \$250.00	maximum \$500
ZONING BOARD OF APPEALS		
280A Exemption	400.00	
Application Withdrawal	100.00	
Area Variance Application	200.00	
Bed and Breakfast Special Permit Application	400.00	
Interpretation of Ordinance	400.00	
Use Variance Application	400.00	
Computer address labels for variance mailing	50.00	
NOTIFICATION SIGN	50.00	per sign
PLANNING BOARD		
PLANNING SUBDIVISION FEES:		
Sketch fee	1,250.00	One time fee
Preliminary Fees		
Major Subdivision	5,500.00	Plus \$950 per lot
Minor Subdivision	3,500.00	Plus \$950 per lot
"Extension of Preliminary Sub-division"	2,500.00	
Final Fees:		
Amendment to Final Plat	2,500.00	
Major Subdivision	2,500.00	Plus \$750 per lot
Minor Subdivision	2,500.00	Plus \$750 per lot
Re-approval of Final Approval	2,500.00	(Does not include SEQR fees)
Extension of final approval	2,500.00	
OPEN DEVELOPMENT REVIEW FEE	3,500.00	
LOT LINE ADJUSTMENT FEE	3,500.00	

User Fee Schedule 2023

TOWN OF CARMEL ADOPTED USER SERVICE FEES --
FISCAL YEAR 2023

FEE DESCRIPTION	ADOPTED 2023 USER FEES	
SITE PLAN FEES:		
Commercial Site Plan -- Flat Rate PLUS Parking Spaces	2,000.00	Plus \$100 per Parking Spaces
Residential Site Plan -- Flat Rate PLUS Unit Fee	3,000.00	PLUS \$500 per Dwelling Unit
Amendment to Previous Approved Site Plan -- with no new parking spaces	3,000.00	
Amendment to Previous Approved Site Plan -- with new parking spaces	3,000.00	Plus \$100 per Parking Spaces
Re-grant of Site Plan Approval	3,000.00	
Extension of Site Plan Approval	2,000.00	
SPECIAL SITE PLAN FEES		
Boat House/Bathhouse	1,000.00	
Parking Lot	1,000.00	
Pool/Tennis Courts/ Playgrounds	1,000.00	
Residential Barns	1,000.00	
Residential Dock	1,000.00	
Residential Horse Riding Ring	1,000.00	
Home Office	1,000.00	
LANDFILL, SURFACE GRADING, & OTHER EXCAVATION		
Up to 2 Acres	300.00	
From 2 to 5 Acres	600.00	
Over 5 Acres	900.00	Plus \$40.00/Acre
ARCHITECTURAL REVIEW		
New Commercial Structure Review	300.00	
Modification to Existing Commercial Structure Review	200.00	
Other Structure or Sign Review	100.00	
Single Family Residential Structure Review	150.00	
Two or More Family Residential Structure Review	150.00	Plus 50.00 each Additional Unit over two
PLANNING/MISCELLANEOUS FEES:		
Engineering Fee (Site Plans & Subdivisions) - Technical Review and Construction Inspections	5%	% of Bond Amount
Public Hearings Including Bond Returns and Reductions	250.00	Per Hearing
Planning Board SEQR Escrow Fees - DEIS	2.00%	Not to exceed 2% of Project Value
Planning Board SEQR Escrow Fees - FEIS	2.00%	Not to exceed 2% of Project Value
Recreation Fee in Lieu of Parklands	8,500.00	Per Residential Lot
Recreation Fee Sr. Cit. Multi Family Dwelling/Apt.	3,500.00	Per Dwelling/Apartment for site plan with approvals originating prior to 12/31/15
Recreation Fee Sr. Cit. Multi Family Dwelling/Apt.	6,500.00	1/1/16
Recreation Fee Multi Family Developments	7,000.00	Per Dwelling
Computer address labels	50.00	
NOTIFICATION SIGN	50.00	per sign

User Fee Schedule 2023

(Cont.)

TOWN OF CARMEL ADOPTED USER SERVICE FEES --
FISCAL YEAR 2023

FEE DESCRIPTION	ADOPTED 2023 USER FEES	
DEPARTMENT MISCELLANEOUS TOWN SERVICES:		
Computer Labels	0.05	Each Label - 5.00 Minimum
Computer Report of Tax Parcels	0.25	Per Page - 5.00 Minimum
Copies of Plans/Maps - 24" x 36" black/white or color	10.00 black/white, 15.00 color	
Copies of Records/Documents	0.25	Per Page
Mail Reminder Notices	2.00	
Returned Deposited Bad Check - Each Item	20.00	
Tax or Record Search and Copy	5.00	
Tax or Record Search and Copy with Letter	10.00	
Floodplain Permit	250.00	
SPECIAL DISTRICTS:		
PARK DISTRICTS:		
Building Rental - District Resident	150.00	
Building Rental - Non-District Resident	N/A	
Building Rental Deposit - "Refundable"	150.00	
Building Rental Cleaning Fee	100.00	
SEWER DISTRICTS:		
Sewer System Service Application, Including one Inspection (where Street Lateral to Curb Line exists)	250.00 500.00	Residential Commercial
Sewer System Connection Additional Inspection - Each Inspection	50.00	
Sewer Sludge Dumping Fee, each 1000 gallons	200.00	
Out of District Application Fee - Residential	4,000.00	
Out of District Application Fee - Commercial	5,000.00	
Pretreatment Permit Exceedence Surcharge	500.00	
WATER DISTRICTS:		
Water System Service Application, including one Inspection (where water line curb box exists)	250.00 500.00	Residential Commercial
Water System Connection Additional Inspection - Each Inspection	50.00	
New Badger Water Meter Purchase - 3/4"	Base \$100.00 Encoder - \$100.00 Endpoint \$300.00 Total - \$500.00	Residential 3/4"
New Badger Water Meter Purchase - 1" or greater	***At Replacement Cost***	plus 15%
Water Meter Replace Due To Customer's Damage	\$500.00 for 3/4" meter replacement cost	plus 15% for all other size meters
Water Meter Test, by written request of consumer	200.00	* If test shows the meter failed no cost; If test shows meter functions then fee applies
Water service turned on or off	50.00	
Water sprinkler tap - Annual Fee	200.00	
Final Bill Fee	35.00	
Bulk Water Sales	10 times the normal in district rate	Minimum fee \$300.00
Out of District Application Fee - Residential	4,000.00	
Out of District Application Fee - Commercial	5,000.00	
Water Bill Adjustment from Estimate to Actual	25.00 after 2nd adjustment	
Water Consumption Semi-Annual Fine for meters that have not complied with mandatory water meter exchange.	\$300.00 Residential/\$600.00 Commercial	Billed Semi-Annual
Install Meter Pit at Residence/Business	****Replacement Cost****plus 25%	

User Fee Schedule 2023

RESOLUTION WAIVING THE NOTICE REQUIREMENT IN SECTION 64 OF THE NEW YORK STATE ABC LAW WITH RESPECT TO A LIQUOR LICENSE FOR PRATO RESTAURANT AND PIZZERIA, INC. D/B/A PRATO TRATTORIA

WHEREAS, the representatives and/or proprietors of Prato Trattoria, 1892 US Route 6, Carmel, New York, have advised of the intention to apply for an on-premises liquor license for which thirty days advance notice of such application must be sent to the municipality, and

WHEREAS, the notice required by Article 5 of the ABC Law may be waived by the Town Board, and

WHEREAS, the Town of Carmel Town Board does not intend to comment upon the application referred to herein;

NOW, THEREFORE BE IT RESOLVED, that the Town Board of the Town of Carmel hereby waives the thirty-day notice requirement contained in Article 5 of the Alcoholic and Beverage Control Law, and states that it does not intend to offer any comments regarding said application, for a liquor license at the premises referred to herein; and

BE IT FURTHER RESOLVED that Town Clerk Ann Spofford is hereby authorized to sign a Waiver of Said Notice on behalf of the Town of Carmel.

(Cont.)

Resolution
Offered by: Councilman Lombardi
Seconded by: Councilman Schanil

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

RESOLUTION AUTHORIZING ADDITIONS AND DELETIONS TO THE ACTIVE LIST OF THE MAHOPAC VOLUNTEER FIRE DEPARTMENT

RESOLVED that the Town Board of the Town of Carmel hereby authorizes the additions of the following names to the active list of the Mahopac Volunteer Fire Department:

**Madison Kirkman, Mahopac, NY
Michael Hecht, Mahopac, NY
Joshua Cisneros, Mahopac, NY
John Palushevich, Carmel, NY
Jonathan Gong, Mahopac, NY
Michael Gong, Mahopac, NY
Alexandria Hanlon, Mahopac, NY
Michael Hernandez, Mahopac, NY**

BE IT FURTHER RESOLVED that the Town Board of the Town of Carmel hereby authorizes the deletion of the following names from the active list of the Mahopac Volunteer Fire Department:

**Thomas Carey
Abigail Selca
Thomas Caruso
Christopher Peterson
Chelsea McNulty
Volodomyr Karpa
Justin Vializ
Michael Aurisicchio**

Resolution
Offered by: Councilman Schanil
Seconded by: Councilman Lombardi

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

AMENDED RESOLUTION DESIGNATING COUNCIL MEMBERS AS LIAISONS TO SPECIAL COMMITTEES

BE IT RESOLVED that the Town Board of the Town of Carmel hereby designates the following Town Council Members as liaisons for the following purposes:

Councilman Steven Baranowski – Liaison to CSEA and Veterans, Special Legal Counsel, other Governmental Agencies including County, State and School Districts, and Libraries, Lake Park Districts (Casse, Secor, Teakettle Spout & Mahopac)

Councilwoman Suzanne McDonough – Liaison to CSEA, Veterans and Planning Board, Recreation, Cable TV Advisory Board, Other Governmental Agencies including County, State and School Districts, Liaison to the Hamlet of Carmel Civic Association and the local Chambers of Commerce

Councilman Robert Schanil – Liaison to Police Department, Highway Department, Recreation, and other Governmental Agencies including County, State and School Districts, Libraries and all Administrative Boards including Planning, Zoning, ECB, Ethics Board and Cable TV Advisory Boards

Councilman Frank Lombardi – Liaison to Special Legal Counsel, Highway Department, Police, Administrative Boards to include Zoning, ECB, and Ethics Board, Liaison to Hamlet of Carmel Civic Association, and other Government agencies including County, State and School Districts, and the local Chambers of Commerce and all Lake Park Districts (Casse, Secor, Teakettle Spout & Mahopac)

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>

COMMENTS/ANNOUNCEMENTS

Supervisor Cazzari stated that he attended the Mahopac Volunteer Fire Department’s Installation Dinner on Saturday. He congratulated all of the Officers and Officials who were sworn in.

ADJOURNMENT

All agenda items having been addressed, on motion by Councilman Lombardi and Councilman Baranowski, seconded by Councilman Schanil and Councilwoman McDonough, with all Town Board members present and in agreement, the meeting was adjourned at 7:12 p.m. to the scheduled Work Session.

Respectfully submitted,

Alice Daly, Deputy Town Clerk