

KENNETH SCHMITT
Town Supervisor

TOWN OF CARMEL
TOWN HALL

ANN SPOFFORD
Town Clerk

SUZANNE MC DONOUGH
Town Councilwoman
Deputy Supervisor

60 McAlpin Avenue
Mahopac, New York 10541
Tel. (845) 628-1500 • Fax (845) 628-6836
www.carmelny.org

KATHLEEN KRAUS
Receiver of Taxes

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

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

TOWN BOARD VOTING MEETING/WORK SESSION
Wednesday, April 25, 2018 7:00pm
Carmel Fire House, Vink Drive, Carmel, NY

Pledge of Allegiance – Moment of Silence

Town Board Voting Meeting:

1. Res: Appointing Police Officer
 2. Res: Making Appointment to the Board of Assessment Review
 3. Res: Making Appointment to the Board of Assessment Review
 4. Res: Authorizing Signature Certificate of Approval – Mahopac Volunteer Fire Department, Inc.
 5. Res: Authorizing Entry into Contract- Mahopac Volunteer Fire Department, Inc.
- **Public Comment (Three (3) Minutes on Agenda Items Only)**
 - **Town Board Member Comments**

Town Board Work Session:

- Review Town Board Minutes, April 4, 2018
1. Request for Waiver of Sound Amplification Permit Fee – Putnam County Golf Course Summer Barbeque Series
 2. Mary Ann Maxwell, Town Comptroller – Consider Request for Town Comptroller to Attend Finance School – May 3 and 4, 2018, Saratoga Springs, NY (\$200 plus Travel and Lodging)
 3. Mary Ann Maxwell, Town Comptroller – Consider Request for Town Comptroller and Principal Account Clerk to Attend NYS Retirement System Employer Education Seminar May 11, 2018, Poughkeepsie, NY (No Cost to Town)
 4. Police Chief Michael Cazzari – Consider Request to Declare Equipment Old and Obsolete and Authorizing Disposal
 5. Michael Simone, Highway Superintendent – Consider Request to Authorize Payment of Invoice for Repair and Parts – Lawn Mower
 6. Richard Franzetti, PE, Town Engineer – Consider Request to Authorize Payment for Hydrant Replacement CWD#2 and Vineland Pump Station CWD#7
 7. Richard Franzetti, PE, Town Engineer – Review of DRAFT Annual MS4 Report
- **Public Comment (Three (3) Minutes on Agenda Items Only)**
 - **Town Board Member Comments**

Open Forum:

- **Public Comments on New Town Related Business (Three (3) Minutes Maximum per Speaker for Town Residents, Property Owners & Business Owners Only)**
- **Town Board Member Comments**
- **Adjournment**

Open Informational Meeting – Carmel Water District #2

RESOLUTION #1

RESOLUTION MAKING PROBATIONARY APPOINTMENT OF POLICE OFFICER – CARMEL POLICE DEPARTMENT

RESOLVED that the Town Board of the Town of Carmel, acting as Commissioners of the Town of Carmel Police Department, hereby appoints Brian J. Smith to the position of Police Officer in the Town of Carmel Police Department, effective immediately, on a probationary basis subject to the provisions of Civil Service Law and the Civil Service Rules and Regulations.

Resolution

Offered by: _____

Seconded by: _____

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Michael Barile	_____	_____
Jonathan Schneider	_____	_____
John Lupinacci	_____	_____
Suzanne McDonough	_____	_____
Kenneth Schmitt	_____	_____

RESOLUTION #2

RESOLUTION MAKING APPOINTMENT TO TOWN OF CARMEL BOARD OF ASSESSMENT REVIEW

RESOLVED that the Town Board of the Town of Carmel hereby appoints Francis J. Monaco to the Town of Carmel Board of Assessment Review, for a term commencing immediately and expiring September 30, 2022.

Resolution

Offered by: _____

Seconded by: _____

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Michael Barile	_____	_____
Jonathan Schneider	_____	_____
John Lupinacci	_____	_____
Suzanne McDonough	_____	_____
Kenneth Schmitt	_____	_____

RESOLUTION #3

RESOLUTION MAKING APPOINTMENT TO TOWN OF CARMEL BOARD OF ASSESSMENT REVIEW

RESOLVED that the Town Board of the Town of Carmel hereby appoints Daniel Pearsall to the Town of Carmel Board of Assessment Review for a term commencing immediately and expiring September 30, 2020.

Resolution

Offered by: _____

Seconded by: _____

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Michael Barile	_____	_____
Jonathan Schneider	_____	_____
John Lupinacci	_____	_____
Suzanne McDonough	_____	_____
Kenneth Schmitt	_____	_____

RESOLUTION #4

RESOLUTION AUTHORIZING SIGNATURE CERTIFICATE OF APPROVAL MAHOPAC VOLUNTEER FIRE DEPARTMENT, INC.

WHEREAS, Mahopac Volunteer Fire Department, Inc., the provider of fire protection services in Carmel Fire Protection District #2 in the Town of Carmel, has advised the Town Board that it is in the process of obtaining financing for the acquisition of certain fire protection vehicles and/or equipment; and

WHEREAS that the Town Board of the Town of Carmel has been advised that the Mahopac Volunteer Fire Department, Inc. is seeking financing pursuant to Internal Revenue Code §147(f) in an amount not to exceed \$700,000 for the purchase of certain equipment, specifically one (1) E-1 Cyclone II Tanker Pumper; and

WHEREAS, the Town Board has been advised that a public hearing concerning the borrowing has been duly noticed and conducted by the Mahopac Volunteer Fire Department, Inc. on April 12, 2018, and that all persons wishing to be heard were given due opportunity to do so;

NOW THEREFORE BE IT RESOLVED, that Town Supervisor Kenneth Schmitt is hereby authorized to sign a certificate of approval of the proposed financing of the aforesaid equipment by the Mahopac Volunteer Fire Department, Inc., said certificate to be in form as attached hereto and made a part hereof.

Resolution

Offered by: _____

Seconded by: _____

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Michael Barile	_____	_____
Jonathan Schneider	_____	_____
John Lupinacci	_____	_____
Suzanne McDonough	_____	_____
Kenneth Schmitt	_____	_____

SECTION 147(F) APPROVAL AND WRITTEN CONTRACT

The undersigned Chief Elected Official of _____ (hereinafter referred to as "Municipality") pursuant to section 147(f) of the Internal Revenue Code of 1986, as amended (the "code"), hereby approves that the Mahopac Volunteer Fire Department, Inc. is entering into a Contract in an aggregate principal amount not to exceed \$700,000.00 to finance equipment or a project consisting of E-One Cyclone II Tanker Pumper.

This approval is given following a public hearing held on April 12, 2018 at 7:00pm at the company's fire station (or other location which was designated in the public notice) and is solely for the purpose of satisfying the requirements of Section 147(f) of the code. **This approval does not in any way constitute any financial involvement or obligation of the Municipality.**

Furthermore, this document acknowledges that for consideration, the receipt and sufficiency of which are hereby acknowledge, the Mahopac Volunteer Fire Department, Inc. has provided exclusive firefighting and other services for the Municipality for many years and Mahopac Volunteer Fire Department, Inc. hereby agrees to meet the requirement to continue to provide firefighting and other services for Municipality.

Dated as of _____

Mahopac Volunteer Fire Department, Inc.

Municipality

George Jones

Signature

Vice Chairman

Printed Name and Title

RESOLUTION #5

RESOLUTION AUTHORIZING ENTRY INTO CONTRACT

WHEREAS appropriations have been made in the 2018 Town Budget for entry into various contracts for the provision of various services to the Town of Carmel, and

WHEREAS said contract is on file in the office of the Town Supervisor for the inspection and review of all Town Board members,

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Carmel hereby authorizes the Town Supervisor to enter into and execute, on behalf of the Town, the contract with the following contractor for the services indicated in an amount not to exceed that set forth below:

<u>Contractor</u>	<u>Services</u>	<u>Not to Exceed Amount</u>
Mahopac Volunteer Fire Department, Inc.	Fire Protection-Fire Protection Dist. #2	\$ 1,200,000

Resolution

Offered by: _____

Seconded by: _____

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Michael Barile	_____	_____
Jonathan Schneider	_____	_____
John Lupinacci	_____	_____
Suzanne McDonough	_____	_____
Kenneth Schmitt	_____	_____

PUTNAM COUNTY EXECUTIVE

40 Gleneida Avenue
Carmel, New York 10512
(845) 808-1001 Fax (845) 808-1901
www.putnamcountyny.gov

MaryEllen Odell
County Executive

Patricia Simone
Chief of Staff

Nicholas DePerno Jr.
Director of Constituent Services

Theresa M. Oliver
Confidential Secretary



April 10, 2018

Honorable Kenneth Schmitt
Town of Carmel Town Supervisor
60 McAlpin Avenue
Mahopac, New York 10541

Re: Request for Waiver

Dear Supervisor Schmitt:

I am writing to once again formally request that the Town of Carmel Town Board consider the waiver of the provisions of Chapter 104 of its Town Code, which require that a permit be acquired for the use and operation of sound devices and equipment at the Putnam County Golf Course in connection with its Friday Night Barbeques, which will be held through October of this year (a schedule of the season's live music events is attached).

I know that the continued success of this County-owned course is of paramount importance to us all, in that the taxpayers of Putnam County are the ultimate beneficiaries of this golf and banquet facility. The waiver of the permit requirement, along with the requirement that the County pay a fee for such a permit, will obviously assist the County in becoming as successful as possible in its endeavor to provide enhanced services to its residents.

Thank you for your consideration and cooperation.

Very truly yours,

MaryEllen Odell
County Executive

to/meo

cc: Jennifer S. Bumgarner, County Attorney
Michael McCall, General Manager



2018



PUTNAM

COUNTY GOLF COURSE

Friday NIGHT BARBEQUE Series

AT PUTNAM COUNTY GOLF COURSE

DOORS OPEN AT 6:00 PM
SEATING AND BBQ BEGINS AT 6:30 PM
LIVE MUSIC BEGINS AT 8:00 PM

PRE-ORDER TICKETS ONLINE

\$29 PLUS TAX
INCLUDES BBQ & SHOW.
CASH BAR AVAILABLE
TICKETS AT THE DOOR
\$35.00

- 6/1 SHILELAGH LAW
- 6/8 EVOLUTION, JOURNEY
- 6/15 HINDENBURG, LED ZEPPELIN
- 6/22 DISCO NIGHT
- 6/29 GET YOUR WINGS, AEROSMITH
- 7/6 THE NERDS
- 7/13 TRAMPS LIKE US, BRUCE SPRINGSTEEN
- 7/20 ZBTB, ZAC BROWN
- 7/27 GYPSY, FLEETWOOD MAC
- 8/3 ONE WILD NIGHT, BON JOVI
- 8/10 APPETITE FOR DESTRUCTION,
GUNS N' ROSES
- 8/17 DESERT HIGHWAY,
THE EAGLES
- 8/24 WHO'S YOUR DADDY
- 9/8 LOBSTER / CLAM BAKE



187 HILL STREET
MAHOPAC, NY 10541
845-808-1881
WWW.PUTNAMCOUNTYGC.COM

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Town Councilwoman
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MICHAEL A. BARILE
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MEMORANDUM

To: Kenneth Schmitt, Town Supervisor
Town Board

Date: April 18, 2018

From: Mary Ann Maxwell, Town Comptroller

RE: 18th Annual Town Finance School

The 18th Annual Town Finance School will be held Thursday, May 3rd - Friday, May 4th in Saratoga Springs, NY. Attached is the tentative agenda. I am requesting approval to attend.

Topics of discussions are:

- Analysis of Shared Services
- Proper use of Appropriated Fund Balances
- Funding Opportunities from NYSEFC
- Fiscal Oversight of Town Highway Operations
- Procedures for Amending the Budget and Interfund Transactions
- Accounting for Payroll and Personnel

The cost of the conference is \$200 per member plus the cost of hotel lodging.

If you have any questions or concerns please contact me at ext 175.

Cc: A. Pasquerello



Tentative Agenda

18th Annual Town Finance School



May 3 & 4, 2018 – Courtyard by Marriott Saratoga Springs
(11 Excelsior Ave, Saratoga Springs, NY 12866)

May 10 & 11, 2018 – Holiday Valley Resort & Conference Center
(6557 Holiday Valley Rd, Ellicottville, NY 14731)

Co-sponsored by the Association of Towns of the State of New York (AOT) and the Office of the State Comptroller (OSC), Division of Local Government and School Accountability.

(The OSC will provide Continuing Professional Education credits for CPAs, and AOT will provide Certified Town Official credits for town officials.)

Thursday, May 3 & 10

- 8:00 A.M. **Breakfast and Registration**
- 8:50 A.M. **Welcoming Remarks from the Office of the State Comptroller and Association of Towns**
- 9:00 A.M.
(60 minutes) **Analysis of Shared Services**
Chris Anderson, Director of Research and Programming, Association of Towns of the State of New York
This session will review the efforts and effects of shared services and efficiencies undertaken by local governments under the Tax Freeze Efficiency Plans, which are in effect through 2019, County-Wide Shared Services Mandate, which was enacted in 2017, and prior efforts by local governments since 1996. Topics will include revenue from shared services, return on investment, and where to focus your search for efficiencies and services to share.
- 10:00 A.M. **Break**
- 10:15 A.M.
(75 minutes) **Proper Use of Appropriated Fund Balances**
Local Official Training Unit, Division of Local Government and School Accountability, Office of the State Comptroller
The failure to understand what appropriated fund balance means, how to use it properly and what happens if it is included in the budget is a common trend in our audit reports. Join OSC in a discussion about appropriating fund balance and learn best practices if appropriated fund balance is used in your budget.
- 11:30 A.M. **Lunch**
- 12:30 P.M.
(75 minutes) **[Saratoga Only] Funding Opportunities from the NYS Environmental Facilities Corporation**
Carol Sitterly, Assistant Financial Development Manager, Public Finance, New York State Environmental Facilities Corporation
The Environmental Facilities Corporation (EFC) consistently leads the nation in financing for water-quality infrastructure. EFC and Department of Health staff will provide an overview of EFC's grant

programs including the Water Infrastructure Improvement Act and the Intermunicipal Grant Program, as well as low cost financing available through the Clean Water and Drinking Water State Revolving Funds.

[Ellicottville Only] We Have a Small Treasurer's/Clerk's Office: How Can We Strengthen Our Internal Controls

Staff, Buffamante Whipple Buttafaro, P.C.

[Course description pending]

1:45 P.M. **Break**

2:00 P.M. **Fiscal Oversight of Town Highway Operations**

(75 minutes) *Local Official Training Unit, Division of Local Government and School Accountability, Office of the State Comptroller*

In 2016, towns spent \$1.4 billion on roads and bridges. Highway operations have a significant impact on town finances – it is their number one expenditure. This session will address various aspects of highway budgeting, including requirements for towns that contain villages, personnel records and reporting requirements.

3:15 P.M. **Break**

3:30 P.M. **Ask the Auditor**

(60 minutes) *Local Official Training Unit, Division of Local Government and School Accountability, Office of the State Comptroller*

This session will allow local officials to ask OSC staff questions in an open forum.

4:30 P.M. **Reception**

Enjoy some hors d'oeuvres and network with other town officials and the staff from OSC and AOT.

Friday, May 4 & 11

8:00 A.M. **Breakfast**

9:00 A.M. **Procedures for Amending the Budget and Interfund Transactions**

(75 minutes) *Local Official Training Unit, Division of Local Government and School Accountability, Office of the State Comptroller*

No matter how thorough your budget development process is, the need to modify the budget will arise. In this session we will review the budgetary process and the procedures that should be used in preparing the budget. We will then focus on the requirements and options for amending the budget during the year. Finally, we'll discuss the various categories and proper accounting for interfund transactions.

10:15 A.M. **Break**

10:30 A.M. **Accounting for Payroll and Personnel**

(75 minutes) *Local Official Training Unit, Division of Local Government and School Accountability, Office of the State Comptroller*

This session will provide an overview of preparing and accounting for payrolls. We will discuss suggested supporting records, internal controls, payroll journal entries and the calculation of year-end accruals.

11:45 A.M. **End**



18th Annual Town Finance Schools

Cosponsored by
Association of Towns and the NYS Office of the State Comptroller

May 3-4, 2018 – Courtyard by Marriott, Saratoga Springs
May 10-11, 2018 – Holiday Valley Resort & Conference Center, Ellicottville

REGISTRATION FORM

Name Mary Ann Maxwell Title Town Comptroller
Town Town of Carmel County Putnam
Address 60 McAlpin Ave Mahopac NY 10541
(Street No., PO Box, City, State & Zip)
Daytime Phone (845) 628-1500 Home Phone () _____
Fax (845) 628-7085 E-mail: nam@ci.carmel.ny.us
Please choose school you are attending: Saratoga ☒ Ellicottville ☐

WE ENCOURAGE YOU TO REGISTER ONLINE FOR THESE SCHOOLS
ONLINE REGISTRATION IS AVAILABLE ON OUR WEBSITE: WWW.NYTOWNS.ORG, MARCH 12.
WE ONLY ACCEPT VISA OR MASTERCARD

The Registration fee is \$200 (Members) / \$250 (Non-Members).

- Includes breakfast, lunch, refreshment breaks and materials.
- Please make check payable to *Association of Towns* and return along with this form to:

Association of Towns
150 State Street
Albany, NY 12207
Fax: (518)465-0724

Registration Deadline for either school: April 11, all registrations will be processed on-site at the cost of \$225 (Members) \$275 (Non-Members) per person.

Please Note: Cancellations received 10 days prior to event will be refunded, less a \$10 processing fee.
NO REFUNDS AFTER THAT DEADLINE.

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MEMORANDUM

To: Kenneth Schmitt, Town Supervisor
Town Board

Date: April 18, 2018

From: Mary Ann Maxwell, Town Comptroller

RE: NYS Retirement System Employer Education Seminar – May 11th

NYS Retirement System Employer Education Unit will be presenting a one day Employer Education Seminar on May 11th in Poughkeepsie, NY. Attached is the tentative agenda. I am requesting approval for myself and Eileen Brennan to attend.

There is no cost for this seminar.

If you have any questions or concerns please contact me at ext 175.

Cc: A. Pasquerello

Maxwell,Mary Ann

To: Maxwell,Mary Ann
Subject: RE: Employer Education Seminar Invitation - Dutchess County - May 10th or 11th, 2018

From: RTempSer [<mailto:RTempSer@osc.ny.gov>]
Sent: Thursday, March 29, 2018 1:16 PM
Subject: Employer Education Seminar Invitation - Dutchess County - May 10th or 11th, 2018



Employer Education Seminar

Dear Employer,

The NYS Retirement System Employer Education Unit will be presenting two, one day Employer Education Seminars at:

Boardman Road Branch Library
141 Boardman Rd
Poughkeepsie, NY 12603

May 10th or 11th, 2018 *Please choose one out of the two days offered to attend.

Our seminar covers reporting requirements and procedures that have proven valuable for payroll and personnel staff.

The Seminar addresses topics such as:

- Membership
- Monthly Reporting
- Elected and Appointed Officials
- Reporting at Time of Retirement
- Post-Retirement Employment
- Planning for Retirement
- Tier 5 and Tier 6 information

The seminar will begin at 9:00am and will run until approximately 3:30pm.

Seminar size is limited. Reservations will be accepted on a "first come, first served" basis.

Please limit your response to two attendees in order for us to serve as many employers as possible.

****If you have already attended the employer education one day seminar within the past 18 months, please forward this invitation along to others in your organization who may benefit from attending.***

If you are interested in attending, please reply to this email with the following information:

Name

Employer

Location Code (if known)

Title

Email address

Thank you - Hope to see you soon!

Employer Education Unit

NYS Employees Retirement System

REmpSer@osc.ny.gov

(518) 474-0167

Michael Cazzari
Chief of Police

TOWN OF CARMEL
POLICE DEPARTMENT
60 McAlpin Avenue
Mahopac, New York 10541

(845) 628-1300
Fax (845) 628-2597
www.carmelny.org/police

April 16, 2018

Kenneth Schmitt, Town Supervisor and
Town of Carmel Town Board
60 McAlpin Ave
Mahopac, N.Y. 10541

Re: Old/Outdated/Broken Electronic Equipment

Honorable Town Board Members,

I am requesting that the Town Board deem the following listed electronics and miscellaneous equipment as obsolete and authorize the disposal of same.

- 1 -Polaroid Camera on Stand, Model 203, S/N: B80336F
- 1 -Black Dell keyboard with built-in mouse (broken)
- 1 -Tactical Technologies Inc, Citation 8 Portable Cassette Recorder, S/N: 0688
- 1 -Smith's Heimann Biometrics LS1 LITE-Xe Livescanner RICI LiveScan Machine with wires, Model # RJ0445, Version #:0, S/N: 000181117.I2005
- 1 -Dell Windows 7 Pro OA Computer Tower from old RICI LiveScan Machine, S/N: 93VZJQ1
- 1 -small antenna with wire
- 1 -Sanyo Time Lapse Video Cassette Recorder, Model #: SRT-7168, S/N: 31110544G0
- 1 -HP Scanjet G3110 Scanner
- 1 -Sony Color Video Printer, Model #: UP-2100SD, S/N: 12789
- 1 -Ganz TV, Model #: CEC-CM21A, S/N: 62YR308091
- 1 -Sensory Science VCR plus 3 Cable Box Control, Model #: DDV2120, S/N: 209212070383
- 1- Dell Optiplex GX300 Computer Tower, Model #: MMP, S/N: GP3Q10B
- 1 -Dell Optiplex GX300 Computer Tower, Model #: MMP, S/N: BP3Q10B
- 1 -Bell and Howell Filmosound 16mm Projector
- 1- Stitz Video Light with accessories in Camera Bag

1 -Mitron Systems Corporation Traffic Count Machine, Model #: 3000T/P, S/N: 60438
1 -Beige BTC keyboard, Model #: 5121
1 -Black Dell keyboard, Model #: SK-8110
1 -Black Dell Computer Monitor
1 -Audiolog Verint DVD Multi-Recorder, S/N: ULT30111414501
1 -Audiolog by Mercom, S/N: M-2083
1 -APO-Sigma Black Camera Lens
1 -Graflite Strob250 Camera Light and Flash
1 -Lexmark X63 Printer, S/N: 02210572200
1 -Panasonic Auto Stop Electric Pencil Sharpener
1 -US Robotics Voice Data Switch with wires
1 -HP Color Laserjet 3700n Printer, Model #: BOISB-0302-00, S/N: CNLBB41713
1 -Titan Space Heater, Model#: T-760B1, S/N: 0110
1 -HP HPfax1220 Fax Machine, S/N: MY24MD634Q
1 -HP Printer, Model #: C3980A, S/N: USCD061244
6 -GE Portable Radios, S/N's: 508197617, 508197217, 716622427D, 508198017, 2
radios missing serial numbers
1 -GE Portable Radio Charging Station, S/n: 334317042

Respectfully,



Michael Cazzari
Police Chief

VENDOR CLAIM FORM

TOWN OF CARMEL
60 McALPIN AVENUE
MAHOPAC, NY 10541

Highway Department

CLAIMANT'S NAME Pine Plains Tractor & Equipment **Vendor #** 10018

Remit Address PO Box 344
Mahopac, NY 10541

VENDOR TAX ID # 4-1512952

TAX EXEMPT No. A-158985

VOUCHER NO.	
PURCHASE ORDER # 19615	
REQUISITION #	
<u>APPROPRIATION #</u>	<u>AMOUNT</u>
500.5130.40	
TOTAL	12408.44
Abstract No.	

[illegible]

VENDOR'S/CLAIMANT'S CERTIFICATION

I, Schatzi Ludwig, certify that the above account in the amount of \$ 12408.44 is true and correct; that the items, services and disbursements charged were rendered to or for the municipality on the dates stated; that no part has been paid or satisfied; that taxes, from which the municipality is exempt, are not included, and that the amount claimed is actually due.

2/28/18

Date _____

Stacy Hughes

Signature

(Space below for Municipal Use)

Owner/Pres.

Title

TOWN DEPARTMENT APPROVAL

The above services or materials were rendered or furnished to the municipality on the date stated and the charges are correct.

4/3/18

Date _____

ted and the charges are correct.

Authorized Official

APPROVAL FOR PAYMENT

The claim is approved and ordered paid from the appropriations indicated above.



PINE PLAINS
TRACTOR & EQUIP., INC.
2786 CHURCH ST. ROUTE 199
PINE PLAINS, NEW YORK 12567
518-398-7107
PinePlainsTractor.com
remit to: PO BOX 344



SOLD TO
CARM08 TOWN OF CARMEL
HIGHWAY DEPT.
55 MCALPIN AVE
MAHOPAC, NY 10541

SHIP TO

NH TS100 01 SN: 163837B U/C 1C02B HR 9320.0 WR:00 PR: 1
Sold By: RC PO #: TS100 TRANS NOIS Date 2/16/18 WORK ORDERS WO32279
Ship By: Tax #: 12:54:52

Tax	D	Qty	Description	Price	Amount
			COMMENTS		
			INSPECT FOR LOSS OF DRIVE TS100		
			DIAGNOSE PROBLEM		
			SCAN UNIT		
			REMOVE CAB FLOOR TO ACCESS SHIFTER		
			TEST F/R SHUTTLE		
			REMOVE TOP COVER - FOUND BROKEN SYNCHRO		
			GEAR DAMAGE		
			REMOVE HOOD, TINWARE ETC		
			REMOVE BRACKETS FOR MOWER AS REQ.		
			SPLIT TRACTOR BETWEEN ENGINE AND TRANS		
			SPLIT BETWEEN REAR AXLE AND TRANS		
			REMOVE TRANSMISSION		
			DISASSEMBLE TRANS		
			REPLACE SYNCRO, 2 GEARS, REAR SEALS		
			REASSEMBLE TRANS		
			CHECK PTO DISC - OK		
			REASSEMBLE TRACTOR		
			REPLACE TEE ON BRAKE MASTER		
			REPLACE RES. CAP		
			BLEED OUT BRAKES AND ADJUST		
			RENEW HYD OIL AND FILTERS		
			TEST		
			SERVICE LABOR		
			Total Hours: 88.50		
			** TOTAL SERVICE LABOR		7832.25
			PARTS-SERVICE		
N		1	MIS CLA20	HOSE CLAMP FITOP	.75
N		1	AFO 47132449	SWITCH DR1B02	28.75
N		1	AFO 82007504	FORK, SHIFT	168.00
N		2	AFO 5175009	SEAL, RING	7.60
N		1	AFO 511029	ORING OR3F05	1.40
N		1	AFO 81863566	BEARING ASS	19.00
N		1	AFO 82007502	GEAR	595.00
N		2	AFO 81866546	WASHER, THR	50.75
N		1	AFO 82013857	SYNCHRONIZE	1220.00
N		2	AFO 81864253	CIRCLIP	5.35
N		1	AFO 81863567	BEARING ASS	23.00
N		1	AFO 82007506	WASHER	26.00
N		1	AFO 82007501	GEAR	855.00
N		5	AFO 9992298	O-RING ORF OR2A06	.75
N		1	AFO 84298833	GASKET	15.00

Handwritten signature





SOLD TO
CARM08 TOWN OF CARMEL
HIGHWAY DEPT.
55 MCALPIN AVE
MAHOPAC, NY 10541

SHIP TO

NH TS100 01 SN: 163837B U/C 1C02B HR 9320.0 WR:00 PR: 1
Sold By: RC PO #: TS100 TRANS NOIS Date 2/16/18 WORK ORDERS WO32279
Ship By: Tax #: 12:54:52

Tax	D	Qty	Description		Price	Amount
N		1	AFO 82008857	CLUTCH, PLA	325.00	325.00
N		1	AFO F0NN7N283AB	SEAL FI116	3.55	3.55
N		1	AFO 82895079	CIRCLIP	5.00	5.00
N		1	AFO 81871230	FORK	280.00	280.00
N		1	AFO 47465237	HYD FILTER 07B04	31.00	31.00
N		1	AFO 84226258	HYD FILTER 08F03	59.00	59.00
N		1	AFO 84248043	HYD FILTER US05F	54.00	54.00
N		1	AFO 87369250	SWITCH	73.00	73.00
N		1	AFO 128825	O-RING OR1A03	1.45	1.45
N		2	MIS CAS2494	SHOP SOLVE GON1	7.65	15.30
N		3	FOR 71910	2" SURFACE FORN1	2.00	6.00
N		2	AFO ZPX51850	GASKET ELIM GON1	19.00	38.00
N		3	FOR 71912	3" SURFACE FORN1	2.91	8.73
N		7	AFO 9992298	O-RING ORF OR2A06	.75	5.25
N		1	AFO ZPX51550	GASKET SEAL GON1	18.75	18.75
N		2	AFO 83976875	GASKET GD08	16.00	32.00
N		1	AFO 84565927	FUEL FILTR 01C01	30.00	30.00
N		1	AFO 81869958	KIT, REPAIR	114.00	114.00
N		1	AFO 82859444	ADAPTER	7.95	7.95
N		1	AFO 82859445	ADAPTER	5.70	5.70
N		1	AFO 82007886	PLUG	42.00	42.00
N		1	MIS CLA02	#2 HOSE CLA FITOP	.80	.80
N		1	AFO 73340450	BRAKE OIL OIL	10.50	10.50
			** TOTAL PARTS-SERVICE			4250.03
			OIL-GREASE SVC			
N		17	CON BULKHYD	BULK HYD GA SHOP	15.97	271.49
			SHOP SUPPLY SVC			
N			SHOP SUPPLY			44.50
			FREIGHT			
N			FREIGHT INBOUND (PARTS DEPOT)			10.17

** SUBTOTAL 12408.44

X  Charge Sale

Phone: (845) 628-7474
Page 2 Last Page

PAY THIS
AMOUNT

\$12408.44

No returns after 30 days. No return on electrical items. No returns without proof of purchase. Returns subject to a 20% restock fee.

Richard J. Franzetti, P.E.
Town Engineer




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

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

MEMORANDUM

To: Carmel Town Board

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

Date: April 18, 2018

Re: Request Payment for Repairs

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

- Carmel Water District 2 – Hydrant Replacement
On March 26, 2018 Inframark, the operators for CWD2, notified the Engineering Department of a missing hydrant at corner of Hughson Road and Old Route 6. Attached is an invoice in the amount of \$5,222.00 for Kuck Excavating to reinstall the missing hydrant.
- Carmel Water District 7 – Vineland Pump Station
On April 3, 2018 Bee and Jay, the operators for CWD7, notified the Engineering Department that the emergency alarms due to electrical damage to 10 hp starter seized contacts which caused the 10 hp motor to fail. Bee and Jay responded to low pressure alarms and smoke alarms at pump station ordered replacement 10hp booster pump. Attached is an invoice in the amount of \$5,924.15 for Bee and Jay to replace the failed pump.

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

The Engineering Department requests that the Town Board approve payment.

ED KUCK EXCAVATING INC
20 Day Road
Carmel NY 10512

March 28, 2018
Emergency - Hydrant Replacement

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

CWD# 2
REQ #
Inv # TOC 027-18
Tax ID- 133851002
Vendor - 0670

Attn: Robert Vara

Job Location: Corner of Hughson Road / Old Route 6
Job Date: 3/27/18
As per: Inframark

Job Description

- Traffic control
- Excavate and expose broken hydrant hit by vehicle
- Remove hydrant
- Install new hydrant, hymax and thrust block
- Install gravel around hydrant
- Backfilled and compact with item 4
- Blacktop restoration to follow

Materials	Total hrs, yds, qty	Price per yd,qty,day	Total
Track Hoe MR55	9 hours	\$85.00	\$765.00 ✓
Machine operator	8 hours	\$60.00	\$480.00 ✓
Machine Operator 7:30am-8am 4pm-4:30pm	1 hour	\$90.00	\$90.00 ✓
Laborers	4men X 8 hours	\$48.00	\$1,536.00 ✓
Laborers 7:30am-8am 4pm-4:30pm	4 men X 1 hour	\$72.00	\$288.00 ✓
Dump truck	9 hours	\$90.00	\$810.00 ✓
Support Vehicle	Day rate	\$155.00	\$155.00 ✓
Jumping Jack	Day rate	\$70.00	\$70.00 ✓
Chop saw	Day rate	\$70.00	\$70.00 ✓
Item 4 with Salt	15yds	\$50.00	\$750.00 ✓
Gravel	3yds	\$46.00	\$138.00 ✓
Thrust block	1	\$70.00	\$70.00 ✓
Total			\$5,222.00

From: [Esteves, Donna](#)
To: [Franzetti, Richard](#)
Subject: CWD #2 ~ Hydrant Replacement TOC 027-18
Date: Friday, April 06, 2018 9:00:25 AM
Attachments: [CWD #2 Hydrant Replacement Repair.pdf](#)

Rich,

Please see attached invoice from Ed Kuck that will need authorization from the Board for payment. There are sufficient funds in the budget for this expense.

Thanks,

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



P.O. Box 78 - 719 Route 6 - Mahopac, NY 10541

p: 845.628.3924 f: 845.628.4062

e: service@beeandjay.com

INVOICE

DATE	INVOICE #
4/11/2018	87217
www.BEEANDJAY.com	

BILL TO:

Town of Carmel- CWD 7
Engineering Dept.
60 McAlpin Ave.
Mahopac, NY 10541

SERVICE LOCATION:

Vineland Road
Booster Station
Mahopac, NY

PROFESSIONAL SERVICE 54 YEARS 1964-2018

Master Plumbers Lic.#s W.C. 556 P.C. 363

CUSTOMER #	TERMS	MECHANIC	SERVICE DATE	WORK ORDER #
845 628 2087	Due Upon Receipt	MS	4/3/2018	46766
ITEM	QTY/HR	DESCRIPTION	RATE	AMOUNT
Description		Emergency - April 3, 2018 - CWD #7 Booster station low pressure alarms, pump failures - Inspection found station down of pump failure and booster pump and motor burnt out and 3 phase 10hp starter burnt out and seized. Technician bypassed controls and starter back up booster and ordered replacement parts. April 9, 2018- Installation of new 10hp Goulds booster pump, replaced 10 hp starter and overload assembly, rewired and tested.		
Labor TOC Mech	2	1- Mech - April 3, 2018	75.00	150.00
Labor TOC Tech	2	1- Tech - April 3, 2018	85.00	170.00
Labor TOC Mech	8	1- Mech - April 9, 2018	75.00	600.00
Labor TOC Tech	8	1- Tech - April 9, 2018	85.00	680.00
Material		Goulds 10hp Booster Pump 3656	3,390.00	3,390.00
Material		2" Silent Check Valve	239.00	239.00
Material		10hp 3ph Starter and Overload Relay	660.15	660.15
Material		Gaskets and Bolts	35.00	35.00

** Invoices not paid when due will be subjected to a finance charge of 1.5% per month

Total Due \$5,924.15

WE ACCEPT ALL MAJOR CREDIT CARDS !!

CARD TYPE: VISA MASTERCARD AMERICAN EXPRESS DISCOVER DINER'S CLUB OTHER _____

CARDHOLDER/NAME: _____ SIGNATURE: _____

CARD# _____ EXP. DATE: _____ CID # _____

APR-12-2018 10:09

THE GUMP PEOPLE



D & S PUMP AND SUPPLY COMPANY, INC.

WHOLESALE ONLY

MAIN OFFICE:
3784 DANBURY RD.
BREWSTER, NY 14609
(845) 279-3788
FAX (845) 279-5830

OTHER LOCATIONS:
 WILLIAMSBURG, CT. (860) 458-3731
 RHINEBECK, N.Y. (845) 878-3573
 MIDDLETOWN, N.Y. (845) 652-3200
 HARRISVILLE, R.I. (401) 588-3338
 HUDSON, Md. (800) 588-8440
 GREENFIELD, MA. (413) 772-0032
 WHITEVILLE, N.C. (910) 841-0809

**DOMESTIC INDUSTRIAL COMMERCIAL :
WATER SYSTEMS & CONDITIONING EQUIPMENT**

ORDER NO. 318990

ORDER DATE 04/04/18

TIME: 12:09

PAGE 1

000100

BEE & JAY FLD & HTG
719 ROUTE 6
PO BOX 78
MAHOPAC, NY 10541
045 628-3924

JOB NAME
DELIVER TO:

PICK UP FROM EE.
CWD #7

ON AMOUNTS BEYOND 60 DAYS PAST DUE A 1% MONTHLY SERVICE CHARGE WILL BE MADE

[illegible]

ORIGINAL



D & S PUMP AND SUPPLY COMPANY, INC.

WHOLESALE ONLY

MAIN OFFICE:
3784 DANBURY RD.
BREWSTER, NY 10509
(845) 279-3785
FAX (845) 279-5536

OTHER LOCATIONS:
WILLIMANTIC, CT. (860) 456-3731
RHINEBECK, N.Y. (845) 876-3071
MIDDLETOWN, N.Y. (845) 692-3200
HARRISVILLE, R.I. (401) 568-3334
HUDSON, N.H. (603) 598-9448
GREENFIELD, MA. (413) 772-0032
WHITEVILLE, N.C. (910) 641-0909

**DOMESTIC-INDUSTRIAL-COMMERCIAL
WATER SYSTEMS & CONDITIONING EQUIPMENT**

ORDER NO. 312000

ORDER DATE 06/03/18

TIME: 08:20

PAGE: 3

JOB NAME
DELIVER TO:

While upon the
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ON AMOUNTS BEYOND 60 DAYS PAST DUE A 1 1/2% MONTHLY SERVICE CHARGE WILL BE MADE

SOLD TO

Figure 1

DEC 2 1997 PL 2 5 446

719 Route 6

PG BOX 78

NY 10541

849 628-3924

[illegible]

CUSTOMER

From: [Esteves, Donna](#)
To: [Franzetti, Richard](#)
Subject: FW: 04-12-18 ~ CWD #7 ~ Vineland Rd Booster Station
Date: Thursday, April 12, 2018 11:41:46 AM
Attachments: [CWD #7 Vineland Rd Booster Station.pdf](#)

Rich,

Please see attached invoice from Bee & Jay for an emergency repair in CWD #7 at the Booster Rd pump station that will need authorization from the Board for payment. There are sufficient funds in the budget for this expense.

Thanks

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


Richard J. Franzetti, P.E.
Town Engineer



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

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

MEMORANDUM

To: Carmel Town Board
From: Richard J. Franzetti P.E., Town Engineer 
Date: April 18, 2018
Re: DRAFT Annual MS4 Report

As the Board is aware, the federally mandated regulation known as Stormwater Phase II, requires permits for stormwater discharges from Municipal Separate Storm Sewer Systems (MS4s) in urbanized areas.

The Town of Carmel is an MS4 community and as such we are required to develop and submit an annual report under the New York State Department of Environmental Conservation (NYSDEC) State Pollution Discharge Elimination System (SPDES) General Permit for Stormwater Discharges from MS4s (GP-0-15-003).

Attached for your consideration is the Draft Annual (MS4) Report. The Draft report was placed on the Town of Carmel webpage on April 19, 2018 and is to be posted for comment for at least 30 days prior to being made final.

The Final Annual MS4 report is due June 1, 2018. Given the voting schedule in May we respectfully request that if there are no comments made to the Draft document that the report be considered final, signed by the Supervisor and submitted to the NYSDEC in a timely fashion. A copy of this Final document will be placed on the Town of Carmel webpage.

MCC form for period ending March 9,

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Name of MS4

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Name of Single Entity

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Name of Coalition

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MS4 Annual Report Cover Page**MCC form for period ending March 9,**

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Provide SPDES ID of each permitted MS4 included in this report.

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MCC form for period ending March 9,

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MCC form for period ending March 9,

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Name of MS4

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

This form must be signed by either a principal executive officer or ranking elected official, or duly authorized representative of that person as described in GP-0-08-002 Part VI.J.

First Name

[illegible]

MI

7

Last Name

[illegible]

Title (Clearly print title of individual signing report)

[illegible]

Signature

Date _____

		/			/				
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Send completed form and any attachments to the DEC Central Office at:

MS4 Permit Coordinator
Division of Water
4th Floor
625 Broadway
Albany, New York 12233-3505

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Water Quality Trends

The information in this section is being reported (check one):

- On behalf of a coalition

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☐ Yes ☐ No

If Yes, choose one of the following

- Web Page(s) where report(s) is/are provided below

Please provide specific address of page where report(s) can be accessed - not home page.

[illegible][illegible][illegible][illegible]

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

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[illegible][illegible]

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Name of MS4/Coalition

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

SPDES ID

3. Web Page con't.: Provide specific web addresses - not home page.

URL

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☐ Yes ☐ No

☐ Yes ☐ No

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MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

SPDES ID

Minimum Control Measure 2. Public Involvement/Participation

The information in this section is being reported (check one):

- On behalf of an individual MS4
- On behalf of a coalition

How many MS4s contributed to this report?

1. What opportunities were provided for public participation in implementation, development, evaluation and improvement of the Stormwater Management Program (SWMP) Plan during this reporting period? Check all that apply:

- | | | | | | | | | | | | |
|---|-------------|---|--|---|---|---|---|--|--|--|--|
| <input type="radio"/> Cleanup Events | # Events | | | | | | | | | | |
| <input type="radio"/> Comments on SWMP Received | # Comments | | | | | | | | | | |
| <input type="radio"/> Community Hotlines | Phone # | (| | |) | | - | | | | |
| Phone # | (| | |) | | - | | | | | |
| Phone # | (| | |) | | - | | | | | |
| Phone # | (| | |) | | - | | | | | |
| Phone # | (| | |) | | - | | | | | |
| Phone # | (| | |) | | - | | | | | |
| <input type="radio"/> Community Meetings | # Attendees | | | | | | | | | | |
| <input type="radio"/> Plantings | Sq. Ft. | | | | | | | | | | |
| <input type="radio"/> Storm Drain Markings | # Drains | | | | | | | | | | |
| <input type="radio"/> Stakeholder Meetings | # Attendees | | | | | | | | | | |
| <input type="radio"/> Volunteer Monitoring | # Events | | | | | | | | | | |
| <input type="radio"/> Other: | | | | | | | | | | | |

2. Was public notice of availability of this annual report and Stormwater Management Program (SWMP) Plan provided? ☐ Yes

- [illegible]

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Name of MS4/Coalition

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URL

[illegible][illegible][illegible][illegible][illegible][illegible][illegible]

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

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3. Where can the public access copies of this annual report, Stormwater Management Program (SWMP) Plan and submit comments on those documents?

☐ MS4/Coalition Office ☐ Annual Report ☐ SWMP Plan ☐ Comments

[illegible][illegible][illegible]

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☐ Library ☐ Annual Report ☐ SWMP Plan ☐ Comments

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☐ Other ☐ Annual Report ☐ SWMP Plan ☐ Comments

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☐ Web Page URL: ☐ Annual Report ☐ SWMP Plan ☐ Comments

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Please provide specific address of page where report can be accessed - not home page.

☐ eMail ☐ Comments

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MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

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4.a. If this report was made available on the internet, what date was it posted?

Leave blank if this report was not posted on the internet.

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4.b. For how many days was/will this report be posted?

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If submitting a report for single MS4, answer 5.a.. If submitting a joint report, answer 5.b..

5.a. Was an Annual Report public meeting held in this reporting period?

☐ Yes ☐ No

If Yes, what was the date of the meeting?

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If No, is one planned?

☐ Yes ☐ No

5.b. Was an Annual Report public meeting held for all MS4s contributing to this report during this reporting period?

☐ Yes ☐ No

If No, is one planned for each?

☐ Yes ☐ No

6. Were comments received during this reporting period?

☐ Yes ☐ No

If Yes, attach comments, responses and changes made to SWMP in response to comments to this report.

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Name of MS4/Coalition

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☐ Yes ☐ No

☐ Yes ☐ No

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Name of MS4/Coalition

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Name of MS4/Coalition

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☐ Yes ☐ No

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☐ Yes ☐ No

☐ Yes ☐ No

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SPDES ID							

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- 11. What percent of staff in relevant positions and departments has received IDDE training?**
- | | | | | |
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MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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Name of MS4/Coalition

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SPDES ID

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12. Evaluating Progress Toward Measurable Goals MCM 3

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

--

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

--

C. How many times was this observation measured or evaluated in this reporting period?

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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

☐ Yes ☐ No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

☐ Yes ☐ No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

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MS4 Annual Report Form

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

SPDES ID

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Minimum Control Measures 4 and 5. Construction Site and Post-Construction Control

The information in this section is being reported (check one):

- ☐ On behalf of an individual MS4
☐ On behalf of a coalition

How many MS4s contributed to this report?

1a. Has each MS4 contributing to this report adopted a law, ordinance or other regulatory mechanism that provides equivalent protection to the NYS SPDES General Permit for Stormwater Discharges from Construction Activities? ☐ Yes ☐ No

1b. Has each Town, City and/or Village contributing to this report documented that the law is equivalent to a NYSDEC Sample Local Law for Stormwater Management and Erosion and Sediment Control through either an attorney certification or using the NYSDEC Gap Analysis Workbook? ☐ Yes ☐ No ☐ NT

If Yes, Towns, Cities and Villages provide date of equivalent NYS Sample Local Law.

☐ 09/2004 ☐ 03/2006 ☐ NT

2. Does your MS4/Coalition have a SWPPP review procedure in place? ☐ Yes ☐ No

3. How many Construction Stormwater Pollution Prevention Plans (SWPPPs) have been reviewed in this reporting period?

4. Does your MS4/Coalition have a mechanism for receipt and consideration of public comments related to construction SWPPPs? ☐ Yes ☐ No ☐ NT

If Yes, how many public comments were received during this reporting period?

5. Does your MS4/Coalition provide education and training for contractors about the local SWPPP process? ☐ Yes ☐ No

6. Identify which of the following types of enforcement actions you used during the reporting period for construction activities, indicate the number of actions, or note those for which you do not have authority:

<input type="radio"/> Notices of Violation	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority
<input type="radio"/> Stop Work Orders	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority
<input type="radio"/> Criminal Actions	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority
<input type="radio"/> Termination of Contracts	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority
<input type="radio"/> Administrative Fines	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority
<input type="radio"/> Civil Penalties	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority
<input type="radio"/> Administrative Orders	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority
<input type="radio"/> Enforcement Actions or Sanctions	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						
<input type="radio"/> Other	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

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SPDES ID

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Minimum Control Measure 4. Construction Site Stormwater Runoff Control

The information in this section is being reported (check one):

- ☐ On behalf of an individual MS4
☐ On behalf of a coalition

How many MS4s contributed to this report?

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1. How many construction projects have been authorized for disturbances of one acre or more during this reporting period?

--	--	--

2. How many construction projects disturbing at least one acre were active in your jurisdiction during this reporting period?

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3. What percent of active construction sites were inspected during this reporting period? ☐ NT

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 %

4. What percent of active construction sites were inspected more than once? ☐ NT

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 %

5. Do all inspectors working on behalf of the MS4s contributing to this report use the NYS Construction Stormwater Inspection Manual?

☐ Yes ☐ No ☐ NT

6. Does your MS4/Coalition provide public access to Stormwater Pollution Prevention Plans (SWPPPs) of construction projects that are subject to MS4 review and approval?

☐ Yes ☐ No ☐ NT

If your MS4 is Non-Traditional, are SWPPPs of construction projects made available for public review?

☐ Yes ☐ No

If Yes, use the following page to identify location(s) where SWPPPs can be accessed.

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SPDES ID

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MS4 Annual Report Form

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Name of MS4/Coalition

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SPDES ID

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7. Evaluating Progress Toward Measurable Goals MCM 4

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

--

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

--

C. How many times was this observation measured or evaluated in this reporting period?

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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

☐ Yes ☐ No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

☐ Yes ☐ No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

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Minimum Control Measure 5. Post-Construction Stormwater Management

- On behalf of an individual MS4
- On behalf of a coalition

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1. How many and what type of post-construction stormwater management practices has your MS4/Coalition inventoried, inspected and maintained in this reporting period?

	# Inventoried	# Inspections	# Times Maintained
<input type="radio"/> Alternative Practices	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="radio"/> Filter Systems	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="radio"/> Infiltration Basins	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="radio"/> Open Channels	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="radio"/> Ponds	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="radio"/> Wetlands	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="radio"/> Other	<input type="text"/>	<input type="text"/>	<input type="text"/>

☐ Yes ☐ No

3. What types of non-structural practices have been used to implement Low Impact Development/Better Site Design/Green Infrastructure principles?

- ☐ Building Codes
- ☐ Overlay Districts
- ☐ Zoning
- ☐ None
- ☐ Watershed Plans
- ☐ Other:
- ☐ Municipal Comprehensive Plans
- ☐ Open Space Preservation Program
- ☐ Local Law or Ordinance
- ☐ Land Use Regulation/Zoning
- ☐ Other Comprehensive Plan

[illegible]

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Name of MS4/Coalition

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Name of MS4/Coalition

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A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

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☐ Yes ☐ No

☐ Yes ☐ No

MS4 Annual Report Form

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Name of MS4/Coalition

SPDES ID

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Minimum Control Measure 6. Stormwater Management for Municipal Operations

The information in this section is being reported (check one):

- ☐ On behalf of an individual MS4
☐ On behalf of a coalition

How many MS4s contributed to this report?

- 1. Choose/list each municipal operation/facility that contributes or may potentially contribute Pollutants of Concern to the MS4 system. For each operation/facility indicate whether the operation/facility has been addressed in the MS4's/Coalition's Stormwater Management Program(SWMP) Plan and whether a self-assessment has been performed during the reporting period. A self-assessment is performed to: 1) determine the sources of pollutants potentially generated by the permittee's operations and facilities; 2) evaluate the effectiveness of existing programs and 3) identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program, if it's not done already.**

<u>Operation/Activity/Facility</u>	<u>Self-Assessment</u>					
	<u>Operation/Activity/Facility</u>			<u>performed within the past 3</u>		
	<u>Addressed in SWMP?</u>			<u>years?</u>		
Street Maintenance.....	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Yes	<input type="radio"/> No	
Bridge Maintenance.....	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Yes	<input type="radio"/> No	
Winter Road Maintenance.....	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Yes	<input type="radio"/> No	
Salt Storage.....	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Yes	<input type="radio"/> No	
Solid Waste Management.....	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Yes	<input type="radio"/> No	
New Municipal Construction and Land Disturbance..	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Yes	<input type="radio"/> No	
Right of Way Maintenance.....	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Yes	<input type="radio"/> No	
Marine Operations.....	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Yes	<input type="radio"/> No	
Hydrologic Habitat Modification.....	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Yes	<input type="radio"/> No	
Parks and Open Space.....	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Yes	<input type="radio"/> No	
Municipal Building.....	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Yes	<input type="radio"/> No	
Stormwater System Maintenance.....	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Yes	<input type="radio"/> No	
Vehicle and Fleet Maintenance.....	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Yes	<input type="radio"/> No	
Other.....	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Yes	<input type="radio"/> No	

MS4 Annual Report Form

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Name of MS4/Coalition

SPDES ID

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2. Provide the following information about municipal operations good housekeeping programs:

- | | | |
|--|---------|--|
| <input type="radio"/> Parking Lots Swept (Number of acres X Number of times swept) | # Acres | <table border="1" style="display: inline-table; border-collapse: collapse; width: 100px; height: 20px;"></table> |
| <input type="radio"/> Streets Swept (Number of miles X Number of times swept) | # Miles | <table border="1" style="display: inline-table; border-collapse: collapse; width: 100px; height: 20px;"></table> |
| <input type="radio"/> Catch Basins Inspected and Cleaned Where Necessary | # | <table border="1" style="display: inline-table; border-collapse: collapse; width: 100px; height: 20px;"></table> |
| <input type="radio"/> Post Construction Control Stormwater Management Practices
Inspected and Cleaned Where Necessary | # | <table border="1" style="display: inline-table; border-collapse: collapse; width: 100px; height: 20px;"></table> |
| <input type="radio"/> Phosphorus Applied In Chemical Fertilizer | # Lbs. | <table border="1" style="display: inline-table; border-collapse: collapse; width: 100px; height: 20px;"></table> |
| <input type="radio"/> Nitrogen Applied In Chemical Fertilizer | # Lbs. | <table border="1" style="display: inline-table; border-collapse: collapse; width: 100px; height: 20px;"></table> |
| <input type="radio"/> Pesticide/Herbicide Applied
(Number of acres to which pesticide/herbicide was applied X Number of
times applied to the nearest tenth.) | # Acres | <table border="1" style="display: inline-table; border-collapse: collapse; width: 100px; height: 20px;"></table> |

3. How many stormwater management trainings have been provided to municipal employees during this reporting period?

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4. What was the date of the last training?

		/			/				
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5. How many municipal employees have been trained in this reporting period?

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6. What percent of municipal employees in relevant positions and departments receive stormwater management training?

			%
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☐ Yes ☐ No

☐ Yes ☐ No

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MS4 Annual Report Form

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Name of MS4/Coalition

SPDES ID

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Additional Watershed Improvement Strategy Best Management Practices

The information in this section is being reported (check one):

- ☐ On behalf of an individual MS4
☐ On behalf of a coalition

How many MS4s contributed to this report?

MS4s must answer the questions or check NA as indicated in the table below.

MS4 Description	Answer	Check NA	(POC)
NYC EOH Watershed	-	-	-
Traditional Land Use	1,2,3,4,5,6,7a-d,8a,8b,9	10,11,12	Phosphorus
Traditional Non-Land Use	1,2,3,4,7a-d,8a,8b,9	5,10,11,12	Phosphorus
Non-Traditional	1,2,77a-d,8a,8b,9	3,4,5,10,11,12	Phosphorus
Onondaga Lake Watershed	-	-	-
Traditional Land Use	1,6,7a-d,8a,9	2,3,4,5,8b,10,11,12	Phosphorus
Traditional Non-Land Use	1,6,7a-d,8a,9	2,3,4,5,8b,10,11,12	Phosphorus
Non-Traditional	1,6,7a-d,8a,9	2,3,4,5,8b,10,11,12	Phosphorus
Greenwood Lake Watershed	-	-	-
Traditional Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Traditional Non-Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Non-Traditional	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Oyster Bay	-	-	-
Traditional Land Use	1,4,7a-d,9,10,11,12	2,3,5,6,8a,8b	Pathogens
Traditional Non-Land Use	1,4,7a-d,9,10,11,12	2,3,5,6,8a,8b	Pathogens
Non-Traditional	1,4,7a-d,9	2,3,4,5,8a,8b,10,11,12	Pathogens
Peconic Estuary	-	-	-
Traditional Land Use	1,4,7a-d,8a,9,10,11,12	2,3,5,6,8b	Pathogens and Nitrogen
Traditional Non-Land Use	1,4,7a-d,8a,9,10,11,12	2,3,5,6,8b	Pathogens and Nitrogen
Non-Traditional	1,4,7a-d,8a,9	2,3,4,5,8b,10,11,12	Pathogens and Nitrogen
Oscawana Lake Watershed	-	-	-
Traditional Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Traditional Non-Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Non-Traditional	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
LI 27 Embayments	-	-	-
Traditional Land Use	1,2,3,4,7a-d,9,10,11,12	5,6,8a,8b	Pathogens
Traditional Non-Land Use	1,2,3,4,7a-d,9,10,11,12	5,6,8a,8b	Pathogens
Non-Traditional	1,2,3,4,7a-d,9	5,6,8a,8b,10,11,12	Pathogens

1. Does your MS4/Coalition have an education program addressing impacts of phosphorus/nitrogen/pathogens on waterbodies?

☐ Yes ☐ No ☐ N/A

2. Has 100% of the MS4/Coalition conveyance system been mapped in GIS?

☐ Yes ☐ No ☐ N/A

If N/A, go to question 3.

If No, estimate what percentage of the conveyance system has been mapped so far.

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 %

Estimate what percentage was mapped in this reporting period.

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 %

MS4 Annual Report Form

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Name of MS4/Coalition

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SPDES ID

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3. Does your MS4/Coalition have a Stormwater Conveyance System (infrastructure) Inspection and Maintenance Plan Program? ☐ Yes ☐ No ☐ N/A

4. Estimate the percentage of on-site wastewater treatment systems that have been inspected and maintained or rehabilitated as necessary in this reporting period?

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 %

5. Has your MS4/Coalition developed a program that provides protection equivalent to the NYSDEC SPDES General Permit for Stormwater Discharges from Construction Activities (GP-0-08-001) to reduce pollutants in stormwater runoff from construction activities that disturb five thousand square feet or more? ☐ Yes ☐ No ☐ N/A

6. Has your MS4/Coalition developed a program to address post-construction stormwater runoff from new development and redevelopment projects that disturb greater than or equal to one acre that provides equivalent protection to the NYS DEC SPDES General Permit for Stormwater Discharges from Construction Activities (GP-0-08-001), including the New York State Stormwater Design Manual Enhanced Phosphorus Removal Standards? ☐ Yes ☐ No ☐ N/A

7a. Does your MS4/Coalition have a retrofitting program to reduce erosion or phosphorus/nitrogen/pathogen loading? ☐ Yes ☐ No ☐ N/A

7b. How many projects have been sited in this reporting period?

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7c. What percent of the projects included in 7b have been completed in this reporting period?

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 %

7d. What percent of projects planned in previous years have been completed?

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 %

☐ No Projects Planned

8a. Has your MS4/Coalition developed and implemented a turf management practices and procedures policy that addresses proper fertilizer application on municipally owned lands? ☐ Yes ☐ No ☐ N/A

8b. Has your MS4/Coalition developed and implemented a turf management practices and procedures policy that addresses proper disposal of grass clippings and leaves from municipally owned lands? ☐ Yes ☐ No ☐ N/A

MS4 Annual Report Form

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Name of MS4/Coalition

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SPDES ID

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9. Has your MS4/Coalition developed and implemented a program of native planting?

☐ Yes ☐ No ☐ N/A

10. Has your MS4/Coalition enacted a local law prohibiting pet waste on municipal properties and prohibiting goose feeding?

☐ Yes ☐ No ☐ N/A

11. Does your MS4/Coalition have a pet waste bag program?

☐ Yes ☐ No ☐ N/A

12. Does your MS4/Coalition have a program to manage goose populations?

☐ Yes ☐ No ☐ N/A