

KENNETH SCHMITT
Town Supervisor

TOWN OF CARMEL
TOWN HALL

ANN SPOFFORD
Town Clerk

FRANK D. LOMBARDI
Town Councilman
Deputy Supervisor

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KATHLEEN KRAUS
Receiver of Taxes

JOHN D. LUPINACCI
Town Councilman
SUZANNE MC DONOUGH
Town Councilwoman
JONATHAN SCHNEIDER
Town Councilman

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

TOWN BOARD VOTING MEETING
Wednesday, October 21, 2015 7:00pm

Pledge of Allegiance – Moment of Silence

6:00pm Executive Session:

1. Police Chief Michael Cazzari – Personnel
2. Mary Ann Maxwell, Town Comptroller – Personnel Budget F/Y/E 2016

Town Board Voting Meeting:

1. Res: Adopting the Amended Tentative Budget as the Preliminary Budget Fiscal Year Ending 2016
 2. Res: Authorizing the Scheduling of Public Hearing in Connection with the Preliminary Budget Fiscal Year Ending 2016
 3. Res: Authorizing Additions/Deletions to the Active List of the Mahopac Volunteer Fire Department
 4. Res: Removing Member - Town of Carmel Alarms Appeal Board
 5. Res: Declaring Certain Equipment Obsolete and Authorizing Disposal
 6. Res: Authorizing Releasing Bond TM#65.17-1-41 (\$28,000) NYCDEP c/o Stratis Contracting Corp
 7. Res: Authorizing Advertise for Bids for Roof Replacement at Carmel Sewer Wastewater Treatment Plant #7
 8. Res: Accepting Proposal and Authorizing Entry into Contract for Electrical Service Installation Camarda Park Utility/Concession Building
 9. Res: Accepting Proposal and Authorizing Purchase of Red Clay Material and Installation Camarda Park Ballfields
 10. Res: Authorizing Mailing of Lake Casse Park District Quarterly Newsletter
 11. Res: Adopting Senior Recreation and Recreation Fee Study
 12. Res: Authorizing Submission of Application for Certification as an Approved Assessing Unit
- **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**
-

Executive Session:

1. Richard Franzetti, PE, Town Engineer, John Folchetti, PE, Town Engineering Consultant, and Mary Ann Maxwell, Town Comptroller- Budget F/Y/E 2016 Personnel

#1

RESOLUTION ADOPTING THE AMENDED TENTATIVE BUDGET AS THE PRELIMINARY BUDGET

RESOLVED that the Town Board of the Town of Carmel hereby adopts the Town Supervisor's Amended Tentative Budget as the Preliminary Budget for fiscal year 2016 as attached hereto and made a part hereof.

Resolution

Offered by: _____

Seconded by: _____

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

TOWN OF CARMEL 2016 BUDGET ADJUSTMENTS FROM TENTATIVE TO PRELIMINARY

TOWN OF CARMEL 2016 BUDGET ADJUSTMENTS TENTATIVE TO PRELIMINARY				Total
EXPENDITURES				
	* Increase Elected Officials/Management Salary			
	Act code 1010.10	Town Board	1,572	
	Act code 1220.10	Supervisor	3,669	
	Act code 1410.10	Town Clerk	1,671	
	Act code 5010.10	Highway Super	5,400	
				12,312
	* Decrease Compensation Reserve			
	Act code 1010.16	Elec Official/Mngt Inc	(12,312)	(12,312)
TOTAL NET EXPENDITURE ADJUSTMENTS				0
	* Increase/Decrease in Gen/Hwy Levy			
		General Levy	0	
		Highway Levy	0	
Adjustment to Tax Levy				0
Tax Rate Increase 2.62%				

#2

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

RESOLVED that the Town Board of the Town of Carmel hereby authorizes the scheduling of a Public Hearing in regard to the Preliminary Budget for fiscal year 2016 including the General Town Fund, Highway Funds as well as all Water Districts, Sewer Districts, Park Districts, Fire Districts, Fire Protection Districts and Lighting Districts; and

BE IT FURTHER RESOLVED that said Public Hearing shall be held on the 4th day of November, 2015 at Town Hall, 60 McAlpin Avenue, Mahopac, New York at 7:00 PM or as soon thereafter that evening as possible, at which all interested persons shall be heard; and

BE IT FURTHER RESOLVED that the proposed salaries of the following officials for fiscal year 2016 shall be advertised, as required by Section 108 of the Town Law of the State of New York, as follows in said notice:

Town Supervisor \$108,514.04

Town Council Members \$20,038.00

Town Clerk \$85,194.20

Town Highway Superintendent \$113,398.74

BE IT FURTHER RESOLVED that Town Clerk Ann Spofford is hereby authorized and directed to publish the Notice of said Public Hearing in the official newspapers of the Town a minimum of five (5) days prior to November 4th, 2015, and

BE IT FURTHER RESOLVED that the Town Clerk of the Town of Carmel is hereby authorized and directed to post the Notice of said Public Hearing on the Town Bulletin Board a minimum of five (5) days prior to November 4th, 2015; and

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

Resolution

Offered by: _____

Seconded by: _____

Roll Call Vote

YES

NO

Jonathan Schneider

John Lupinacci

Suzanne McDonough

Frank Lombardi

Kenneth Schmitt

#3

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 addition of the following names to the active list of the Mahopac Volunteer Fire Department:

Thomas Caruso, 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

Brian Prazenka, Mahopac, NY

Michael Klein, Mahopac, NY

Resolution

Offered by: _____

Seconded by: _____

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

#4

RESOLUTION REMOVING MEMBER TOWN OF CARMEL ALARMS APPEAL BOARD

RESOLVED that the Town Board of the Town of Carmel hereby removes Michael Klein from the Town of Carmel Alarms Appeal Board, effective immediately.

Resolution

Offered by: _____

Seconded by: _____

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

#5

RESOLUTION DECLARING CERTAIN EQUIPMENT OBSOLETE AND AUTHORIZING DISPOSAL

RESOLVED that, upon the recommendation of Michael Simone Highway Superintendent for the Town of Carmel, the Town Board of the Town of Carmel hereby declares the following equipment to be obsolete and hereby authorizes its disposal in accordance with Town Law, including but not limited to disposal pursuant to Town Law §64(2-a):

1985 Chevrolet Blazer VIN# 1G8ED18J2FF129824

Resolution

Offered by: _____

Seconded by: _____

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

#6

RESOLUTION RELEASING BOND - TM # 65.17-1-41 NEW YORK CITY DEPARTMENT OF ENVIRONMENTAL PROTECTION

WHEREAS application has been made by Stratis Contracting Corp. on behalf of the New York City Department of Environmental Protection for the total release of a site plan bond posted in accordance with the Land Subdivision and/or Zoning Regulations of the Town of Carmel for Tax Map #65.17-1-41, 35 Mud Pond Road, Mahopac NY; and

WHEREAS said application has been reviewed by the Town Engineer, Richard J. Franzetti, P.E. and release of the bond has been recommended and approved by the Town Engineer, and the Town of Carmel Planning Board,

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Carmel hereby authorizes the release of the site plan bond posted for Tax Map # 65.17-1-41, Liberty Mutual Insurance Company Bond # 015036609 in the amount of \$28,000.

Resolution

Offered by: _____

Seconded by: _____

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

#7

RESOLUTION AUTHORIZING ADVERTISING FOR BIDS FOR REPLACEMENT OF ROOF AT CARMEL SEWER DISTRICT #7 WWTP

RESOLVED that, pursuant to the request of Town Engineer, Richard J. Franzetti, P.E., the Town Board of the Town of Carmel, Acting as Commissioners of Town of Carmel Sewer District #7, hereby authorizes Town Clerk Ann Spofford to advertise for bids for the replacement of the roof at the Town of Carmel Sewer District #7 Wastewater Treatment Plant; and

BE IT FURTHER RESOLVED that the Town Engineer is to furnish detailed specifications for the above to the Town Clerk to be used in conjunction with the Town's general bid conditions and specifications.

Resolution

Offered by: _____

Seconded by: _____

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

#8

RESOLUTION ACCEPTING PROPOSAL AND AUTHORIZING ENTRY INTO CONTRACT FOR ELECTRICAL SERVICE INSTALLATION CAMARDA PARK UTILITY/CONCESSION BUILDING

RESOLVED THAT the Town Board of the Town of Carmel, upon the recommendation of Town of Carmel Director of Recreation and Parks James R. Gilchrist hereby authorizes the acceptance of the proposal of Lawrence Light Electrical Contractors, Inc, Mahopac, NY and authorizes entry into a contract for installation of electrical service at the concessions/utility building to be erected at Camarda Park, at a cost not to exceed \$8,200.00; and

BE IT FURTHER RESOLVED that upon presentation of insurance certificates in form acceptable to Town Counsel, Town Supervisor Kenneth Schmitt is hereby authorized to execute any and all necessary contract documentation to effect acceptance of this proposal upon the terms authorized herein.

Resolution

Offered by: _____

Seconded by: _____

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

#9

RESOLUTION ACCEPTING PROPOSAL AND AUTHORIZING PURCHASE OF RED CLAY MATERIAL AND INSTALLATION CAMARDA PARK BALLFIELDS

RESOLVED THAT the Town Board of the Town of Carmel, upon the recommendation of Town of Carmel Director of Recreation and Parks James R. Gilchrist hereby authorizes the purchase of 220 tons of red clay for Camarda Park Ballfields from James Carriere & Sons, Inc., Port Chester, NY, Westchester County Bid Contract # RFB-WC-15047, at a cost not to exceed \$19,030.00; and

BE IT FURTHER RESOLVED, that the Town Board of the Town of Carmel hereby accepts the proposal of Athletic Field Services, LLC, Bridgeport, CT, for the installation of the purchased red clay materials at the Camarda Park Ballfields at a cost not to exceed \$8,680.00; and

BE IT FURTHER RESOLVED that upon presentation of insurance certificates in form acceptable to Town Counsel, Town Supervisor Kenneth Schmitt is hereby authorized to execute any and all necessary contract documentation to effect acceptance of these proposals upon the terms authorized herein.

Resolution

Offered by: _____

Seconded by: _____

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

#10

RESOLUTION AUTHORIZING MAILING OF LAKE CASSE PARK DISTRICT QUARTERLY NEWSLETTER

RESOLVED that the Town Board, acting as the Commissioners of the Lake Casse Park District, hereby authorizes the mailing to all properties within the district of the newsletter prepared by the Lake Casse Park District Committee and that the cost thereof be charged as a district expense.

Resolution

Offered by: _____

Seconded by: _____

Roll Call Vote

YES

NO

Jonathan Schneider

John Lupinacci

Suzanne McDonough

Frank Lombardi

Kenneth Schmitt

#11

RESOLUTION ADOPTING SENIOR RECREATION AND RECREATION FEE STUDY UPDATE

RESOLVED that the Town Board hereby adopts the contents and findings of the report entitled "Senior Recreation and Recreation Fee Study Update, Town of Carmel, New York" prepared by VHB Associates, White Plains, NY dated September, 2015.

Resolution

Offered by: _____

Seconded by: _____

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

#12

RESOLUTION AUTHORIZING SUBMISSION OF APPLICATION FOR CERTIFICATION AS AN APPROVED ASSESSING UNIT

RESOLVED that the Town Board hereby authorizes the filing of an application for Certification as an Approved Assessing Unit (AAU) with the New York State Office of Real Property Services; and

BE IT FURTHER RESOLVED that pursuant to §1902(3) the Town of Carmel shall notify all school districts within its boundaries of said application, providing therewith a summary of Real Property Tax Law §1903-a and the deadline date by which said school districts can file Notice of Intent to use Homestead Tax rates; and

BE IT FURTHER RESOLVED, that Town Supervisor Kenneth Schmitt is hereby authorized to execute form RP-3002 for Certification as a AAU, 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>
Jonathan Schneider	_____	_____
John Lupinacci	_____	_____
Suzanne McDonough	_____	_____
Frank Lombardi	_____	_____
Kenneth Schmitt	_____	_____



NEW YORK STATE DEPARTMENT OF TAXATION & FINANCE
OFFICE OF REAL PROPERTY TAX SERVICES

APPLICATION FOR CERTIFICATION OR RECERTIFICATION AS AN APPROVED
ASSESSING UNIT

SWIS CODE: 372000 MUNICIPALITY: Town of Carmel COUNTY: Putnam

Submitted By:

Name, Title: _____

Address: 60 McAlpin Avenue, Mahopac, NY 10541

Telephone: 845-628-1500

Name, Title of Chief Executive Officer: Kenneth Schmitt, Supervisor

Address: 60 McAlpin Avenue, Mahopac, NY 10541

Telephone: 845-628-1500

I, _____ having been authorized by the local governing body of the Town of Carmel do hereby make application for certification or recertification as an Approved Assessing Unit pursuant to Subdivision 2, Section 1902 of the Real Property Tax Law. The date of filing of the tentative assessment roll on which the revaluation/update assessments are to be entered is May, 1 2016. The uniform percentage of value at which all real property will be assessed on that tentative assessment roll is 100%. Section 1903 of the Real Property Tax Law has never been used by the assessing unit.

Signed: _____ Date: _____

INSTRUCTIONS

This application may only be filed by a municipality, which has the power to assess real property, no later than 120 days prior to the filing of the tentative assessment roll on which the revaluation/update assessments will be entered. A county not having such power cannot make application on behalf of its cities, towns or villages.

Notice of certification or denial thereof will be transmitted to the chief executive officer of the applicant municipality no later than 30 days prior to the filing of the above mentioned tentative assessment roll.

Submit this application to:

YOUR REGIONAL
OFFICE OF REAL PROPERTY TAX SERVICES