

KENNETH SCHMITT
Town Supervisor

TOWN OF CARMEL
TOWN HALL

ANN SPOFFORD
Town Clerk

FRANK D. LOMBARDI
Town Councilman
Deputy Supervisor

60 McAlpin Avenue
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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 ORGANIZATIONAL MEETING
Wednesday, January 4, 2017 7:00pm

Pledge of Allegiance – Moment of Silence

Town Board Organizational Voting Meeting:

1. Res: Setting Seating Order of the Town Board Members
2. Res: Setting Roll Call Voting Order of the Town Board Members
3. Res: Establishing Dates, Time and Location of Town Board Meetings
4. Res: Setting Rules of Order for Town Board Meetings
5. Res: Designating Official Newspapers of the Town
6. Res: Designating Official Depositories
7. Res: Designating Insurance Agent
8. Res: Authorizing Petty Cash Funds for Fiscal Year 2017
9. Res: Setting Mileage Rate for Fiscal Year 2017
10. Res: Setting Rates for 2017 Highway Department Temporary Help
11. Res: Designating Council members as Liaisons to Special Committees
12. Res: Acknowledging Appointment of Deputy Town Clerk
13. Res: Appointing Chairman to Town of Carmel Planning Board
14. Res: Appointing Vice-Chair to the Town of Carmel Planning Board
15. Res: Making Appointment of Town of Carmel Planning Board
16. Res: Appointing Chairman to the Town of Carmel Zoning Board of Appeals
17. Res: Making Appointment to Town of Carmel Zoning Board of Appeals
18. Res: Appointing Vice-Chair to the Town of Carmel Zoning Board of Appeals

19. Res: Making Appointment to Town of Carmel Zoning Board of Appeals
 20. Res: Appointing Chairman to the Town of Carmel Environmental Conservation Board
 21. Res: Appointing Vice-Chairman to the Town of Carmel Environmental Conservation Board
 22. Res: Appointing Wetlands Inspector
 23. Res: Setting Salaries for Fiscal Year 2017 for Certain Officials of the Town and for Employees of the Town Not Covered by a Collective Bargaining Agreement
 24. Res: Making Probationary Appointment of Senior Recreation Leader in the Town of Carmel Recreation Department
 25. Res: Accepting Proposal for Planning Consulting Services
 26. Res: Making Appointments Town of Carmel Lake Casse Park District Advisory Board
 27. Res: Making Appointments to Town of Carmel Lake Mahopac Park District Advisory Board and Sub Committee
 28. Res: Authorizing Attendance of Officers and Employees to Attend the Association of Towns Conference
 29. Res: Designating Town of Carmel Delegate at the 2017 Association of Towns Annual Business Session
 30. Res: Adopting Town of Carmel 2017 Subject Matter List and Office Retention Schedule
 31. Res: Authorizing Execution of Member Agreement Endorsement with new York State Municipal Workers' Compensation Alliance
 32. Res: For Review and Renewal of the Town of Carmel Procurement Policy
 33. Res: Establishing Seasonal/Temporary and Part-time Workers Wage Rates
 34. Res: Setting Rates for 2017 Part-time/Temporary Help
 35. Res: Authorizing Submission of Grant Application with County of Putnam Local Government Record Management Improvement Fund
- **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**

#1

RESOLUTION SETTING SEATING ORDER OF THE TOWN BOARD MEMBERS

RESOLVED that the Town Board Members will be seated as follows (left to right):
facing the dais: Jonathan Schneider, Frank Lombardi, Kenneth Schmitt, John Lupinacci
and Suzanne McDonough

Resolution

Offered by: _____

Seconded by: _____

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

#2

RESOLUTION SETTING ROLL CALL VOTING ORDER OF TOWN BOARD MEMBERS

RESOLVED that the Roll Call Voting Order of the Town Board shall be as follows:

Jonathan Schneider

John Lupinacci

Suzanne McDonough

Frank Lombardi

Kenneth Schmitt

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	_____	_____

#3

RESOLUTION ESTABLISHING DATES, TIME AND LOCATION OF TOWN BOARD MEETINGS

RESOLVED that all regular meetings of the Town Board of the Town of Carmel shall be held on the first and third Wednesdays of each month, commencing Wednesday, January 18, 2017, at Carmel Town Hall, 60 McAlpin Avenue, Mahopac, New York at 7:00 PM except in the months of July and August where there shall be one meeting on July 19, 2017 and one meeting on August 16, 2017 and there shall be a meeting on Tuesday, September 19, 2017 instead of Wednesday, September 20, 2017, and

BE IT FURTHER RESOLVED that all work sessions of the Town Board of the Town of Carmel shall be held on the second and fourth Wednesdays of each month commencing Wednesday, January 11, 2017, with the exception of the months of July where there shall be one work session on Wednesday, July 26, 2017 and one work session on Wednesday, August 9, 2017 and in November where the work session shall be held on Tuesday, November 21, 2017, instead of Wednesday, November 22, 2017, and the month of December when no work session meeting shall be held on the fourth Wednesday. All work sessions shall be held at Carmel Town Hall, 60 McAlpin Avenue, Mahopac, New York at 7:00 PM, with the exception of the work session meeting to be held on Wednesday, April 26, 2017, which shall be held in the hamlet of Carmel at the Carmel Firehouse, Vink Drive, Carmel, NY at 7:00 PM.

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 SETTING RULES OF ORDER FOR TOWN BOARD MEETINGS

RESOLVED that the Rules of Order for Town Board Meetings shall be Roberts' Rules of Order Newly Revised.

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 DESIGNATING OFFICIAL NEWSPAPERS OF THE TOWN

RESOLVED that the Town Board of the Town of Carmel designates the Putnam County Courier and the Mahopac News as the official newspapers of the Town of Carmel for the year 2017; and

BE IT FURTHER RESOLVED that, in those situations where the Town is required by law to publish in a daily newspaper, the Journal News is hereby designated as the daily newspaper in which publication shall be made.

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 DESIGNATING OFFICIAL DEPOSITORIES

RESOLVED that the Town Board of the Town of Carmel hereby designates any commercial bank authorized to do business in the State of New York as an official depository for Town of Carmel funds and investments provided all deposits are properly collateralized in accordance with New York State law and hereby authorizes the Town Supervisor to deposit funds in any authorized depository for fiscal year 2017 in order to obtain the maximum rate of interest on said deposits.

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 DESIGNATING INSURANCE AGENT

RESOLVED that the Town Board of the Town of Carmel hereby appoints the Spain Agency, 625 Route Six, Mahopac, New York as Insurance Agents and Brokers of Record for the Town of Carmel for the year 2017.

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 AUTHORIZING PETTY CASH FUNDS FOR FISCAL YEAR 2017

RESOLVED that the Town Board of the Town of Carmel hereby authorizes the establishment of Petty Cash Funds in the following departments at the following amounts for fiscal year 2017:

Supervisor \$200

Receiver of Taxes \$500

Justice Court \$200

Recreation \$200

Town Clerk \$200

Police Chief \$200

Bldg. Maintenance \$100

Supt. of Highways \$200

Resolution

Offered by: _____

Seconded by: _____

Roll Call Vote

YES

NO

Jonathan Schneider

John Lupinacci

Suzanne McDonough

Frank Lombardi

Kenneth Schmitt

#9

RESOLUTION SETTING MILEAGE RATE FOR FISCAL YEAR 2017

RESOLVED that the Town Board of the Town of Carmel hereby establishes the mileage reimbursement rate for 2017 at the IRS rate for 2017.

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 SETTING RATES FOR 2017 HIGHWAY DEPARTMENT TEMPORARY HELP

RESOLVED that the Town Board of the Town of Carmel hereby sets the following rates for Highway Department temporary help for fiscal year 2017:

- Private Plowers (minimum 2500 Series Truck/1 Ton Truck with plow) - \$60.00/hour
- Drivers (Labor only in Town trucks) - \$30.00/hour

Resolution

Offered by: _____

Seconded by: _____

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

#11

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 Frank Lombardi – Liaison to Police Department, Highway Department, Special Legal Counsel, other Governmental Agencies including County, State and School Districts, local School Boards and Libraries

Councilwoman Suzanne McDonough – Liaison to Planning Board, Recreation, all Lake Park District Advisory Boards (Casse, Secor, Teakettle Spout & Mahopac), Cable TV Advisory Board, Other Governmental Agencies including County, State and School Districts, local School Boards, Liaison to the Hamlet of Carmel Civic Association and Local Chambers of Commerce

Councilman John Lupinacci – Liaison to Police Department, Recreation, and all Lake Park District Advisory Boards (Casse, Secor, Teakettle Spout & Mahopac) Administrative Boards to include Planning, Zoning, ECB, ARB, Ethics Board and Libraries

Councilman Jonathan Schneider – Liaison to Highway Department, Administrative Boards to include Zoning, ECB, ARB and Ethics Board, Liaison to Hamlet of Carmel Civic Association, and other Government agencies including County, State and School Districts, local School Boards and the local Chambers of Commerce

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 ACKNOWLEDGING APPOINTMENT OF DEPUTY TOWN CLERK

RESOLVED that the Town Board of the Town of Carmel hereby acknowledges the appointment by Town Clerk Ann M. Spofford of Alice Daly as Deputy Town Clerk at the salary contained in the 2017 budget as adopted.

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	_____	_____

#13

RESOLUTION APPOINTING CHAIRMAN TOWN OF CARMEL PLANNING BOARD

RESOLVED that the Town Board of the Town of Carmel hereby appoints Harold Gary as Chairman of the Town of Carmel Planning Board for the year 2017.

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	_____	_____

#14

RESOLUTION APPOINTING VICE CHAIRMAN TOWN OF CARMEL PLANNING BOARD

RESOLVED that the Town Board of the Town of Carmel hereby appoints Craig Paepre as Vice-Chairman of the Town of Carmel Planning Board for the year 2017.

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	_____	_____

#15

RESOLUTION MAKING APPOINTMENT TO TOWN OF CARMEL PLANNING BOARD

RESOLVED that the Town Board of the Town of Carmel hereby appoints Kim Kugler to the Town of Carmel Planning Board for a term commencing, January 1, 2017 and expiring December 31, 2023.

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	_____	_____

#16

RESOLUTION APPOINTING CHAIRMAN TOWN OF CARMEL ZONING BOARD OF APPEALS

RESOLVED that the Town Board of the Town of Carmel hereby appoints John Maxwell as Chairman of the Town of Carmel Zoning Board of Appeals for the year 2017.

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	_____	_____

#17

RESOLUTION MAKING APPOINTMENT TO TOWN OF CARMEL ZONING BOARD OF APPEALS

RESOLVED that the Town Board of the Town of Carmel hereby appoints Phillip Aglietti to the Town of Carmel Zoning Board of Appeals for a term commencing, January 1, 2017 and expiring December 31, 2021.

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	_____	_____

#18

RESOLUTION APPOINTING VICE-CHAIRMAN TOWN OF CARMEL ZONING BOARD OF APPEALS

RESOLVED that the Town Board of the Town of Carmel hereby appoints Philip Aglietti as Vice-Chairman of the Town of Carmel Zoning Board of Appeals for the year 2017.

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	_____	_____

#19

RESOLUTION MAKING APPOINTMENT TO TOWN OF CARMEL ZONING BOARD OF APPEALS

RESOLVED that the Town Board of the Town of Carmel hereby appoints Rose Marie Fabiano the Town of Carmel Zoning Board of Appeals for a term commencing, January 1, 2017 and expiring December 31, 2021.

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	_____	_____

#20

**RESOLUTION APPOINTING CHAIRMAN
TOWN OF CARMEL ENVIRONMENTAL CONSERVATION BOARD**

RESOLVED that the Town Board of the Town of Carmel hereby appoints Robert Laga as Chairman of the Town of Carmel Environmental Conservation Board for the year 2017.

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	_____	_____

#21

RESOLUTION APPOINTING VICE-CHAIRMAN TOWN OF CARMEL ENVIRONMENTAL CONSERVATION BOARD

RESOLVED that the Town Board of the Town of Carmel hereby appoints Nicholas Fannin as Vice-Chairman of the Town of Carmel Environmental Conservation Board for the year 2017.

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	_____	_____

#22

RESOLUTION REAPPOINTING TOWN OF CARMEL INTERIM WETLANDS INSPECTOR

RESOLVED that the Town Board of the Town of Carmel hereby reappoints Richard Franzetti, PE as Interim Wetlands Inspector for the year 2017 at the salary contained in the 2017 Budget as adopted.

Resolution

Offered by: _____

Seconded by: _____

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

#23

RESOLUTION SETTING SALARIES FOR FISCAL YEAR 2017 FOR CERTAIN OFFICIALS OF THE TOWN AND FOR EMPLOYEES OF THE TOWN NOT COVERED BY A COLLECTIVE BARGAINING AGREEMENT

RESOLVED that the Town Board of the Town of Carmel hereby sets the salaries for fiscal year 2017 for the following officials and employees of the Town not covered under the terms of a Collective Bargaining Agreement: Town Comptroller, Receiver of Taxes, Town Justices, Director of Parks & Recreation, Town Assessor, Deputy Town Clerk, Deputy Highway Superintendent, Deputy Receiver of Taxes, Confidential Secretary to the Supervisor/Assistant to the Town Board, at the amounts set forth in the 2017 budget as adopted.

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	_____	_____

#24

RESOLUTION MAKING PROBATIONARY APPOINTMENT OF RECREATION LEADER IN THE TOWN OF CARMEL RECREATION AND PARKS DEPARTMENT

RESOLVED that the Town Board of the Town of Carmel hereby appoints Nina Kallmeyer as Senior Recreation Leader on a probationary basis effective January 1, 2017, at Group 6, Step 1 position within the collective bargaining agreement and 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>
Jonathan Schneider	_____	_____
John Lupinacci	_____	_____
Suzanne McDonough	_____	_____
Frank Lombardi	_____	_____
Kenneth Schmitt	_____	_____

#25

RESOLUTION ACCEPTING PROPOSAL FOR PLANNING CONSULTING SERVICES

RESOLVED that the Town Board of the Town of Carmel hereby accepts the proposal of Patrick Cleary of Cleary Consulting, Northport, NY, for the provision of planning consulting services, commencing immediately, for an annual sum not to exceed \$70,000.00, and

BE IT FURTHER RESOLVED that upon presentation of insurance certificates in form and content satisfactory to counsel, Supervisor Kenneth Schmitt is authorized to execute a contract for said services and any other documentation necessary to accept the aforementioned proposal.

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	_____	_____

#26

RESOLUTION MAKING APPOINTMENTS TO TOWN OF CARMEL LAKE CASSE PARK DISTRICT ADVISORY BOARD

RESOLVED that the Town Board of the Town of Carmel hereby appoints the following residents to the Town of Carmel Lake Casse Park District Advisory Board for a term commencing retroactive to January 1, 2017 and expiring December 31, 2017

Jon Aquina
Amanda Guszack
Stacey Ann Kelly
Kim Kugler
William Siclari
Scott Sterbens
Mario Viscovich

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	_____	_____

#27

RESOLUTION MAKING APPOINTMENTS TO TOWN OF CARMEL LAKE MAHOPAC PARK DISTRICT ADVISORY BOARD AND SUB COMMITTEE

RESOLVED that the Town Board of the Town of Carmel hereby appoints the following residents to the Town of Carmel Lake Mahopac Park District Advisory Board for a term commencing retroactive to January 1, 2017 and expiring December 31, 2017

Edward A. Barnett

Jay Crawford

Martin Greenberg

Charles Langlitz

James Maxwell

BE IT FURTHER RESOLVED that the Town Board of the Town of Carmel hereby appoints the following residents to the Town of Carmel Lake Mahopac Park District Sub-Advisory Committee for a term commencing retroactive to January 1, 2017 and expiring December 31, 2017

William Frumkin

Joseph Massaro

Sheila Margolis

John Maxwell

Bert Melchner

Mark Robertson

William Spain

Resolution

Offered by: _____

Seconded by: _____

Roll Call Vote

Jonathan Schneider

YES

NO

John Lupinacci

Suzanne McDonough

Frank Lombardi

Kenneth Schmitt

#28

RESOLUTION AUTHORIZING ATTENDANCE OF OFFICERS AND EMPLOYEES TO ATTEND THE ASSOCIATION OF TOWNS CONFERENCE

WHEREAS the Annual Meeting and Training School of the Association of Towns is to be held in New York, NY from February 19th through the 22nd, 2017; and

WHEREAS in the past, the information and training available at said meeting and the seminars conducted there have proved to be helpful to Town Officers and employees in the performance of their duties and it is in the best interest of the Town of Carmel to have certain of its officers and employees attend such meeting and training schools;

NOW, THEREFORE BE IT RESOLVED, that the Town Board of the Town of Carmel hereby authorizes the following officers and employees of the Town to attend the Association of Towns Conference in New York, NY and that the reasonable and necessary expenses of said persons be reimbursed by the Town upon audit and approval by the Town Comptroller to the extent reserved in the 2017 Conference and Seminars line of the Court Budget:

Joseph Spofford – Town Justice

Thomas Jacobellis – Town Justice

Patricia Genna – Court Clerk

Francine Schmansky – Account Clerk

Marie Paprocki – Clerk to Justice

Lisa Laquidara – Clerk to Justice

BE IT FURTHER RESOLVED that the entire Town Board of the Town of Carmel is also authorized to attend the Association of Towns Conference in New York, NY and that their reasonable and necessary expenses be reimbursed by the Town upon audit and approval by the Comptroller's Office.

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	_____	_____

#29

RESOLUTION DESIGNATING TOWN OF CARMEL DELEGATE AT THE 2017 ASSOCIATION OF TOWNS ANNUAL BUSINESS SESSION

RESOLVED that Councilman John Lupinacci is hereby designated as the voting delegate and Councilwoman McDonough is hereby designated as the alternate voting delegate of the Town of Carmel to the 2017 Annual Business Session of the Association of Towns of the State of New York to be held in New York City from February 19th through the 22nd, 2017 and are hereby authorized to cast the vote of the Town of Carmel pursuant to Section 6 of Article III of the Constitution and By-Laws of said Association.

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	_____	_____

#30

RESOLUTION ADOPTING TOWN OF CARMEL 2017 SUBJECT MATTER LIST AND OFFICE RETENTION SCHEDULE

RESOLVED that, upon the recommendation of Ann Spofford, Town Clerk, the Town Board of the Town of Carmel hereby adopts the Town of Carmel 2017 Subject Matter List and Record Retention Schedule as pre-filed with the Town Clerk.

Resolution

Offered by: _____

Seconded by: _____

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

#31

RESOLUTION AUTHORIZING EXECUTION OF MEMBER AGREEMENT ENDORSEMENT WITH NEW YORK STATE MUNICIPAL WORKERS' COMPENSATION ALLIANCE

RESOLVED that the Town Board of the Town of Carmel hereby authorizes Town Supervisor Kenneth Schmitt to execute the member agreement endorsement form with New York State Municipal Workers' Compensation Alliance (NYMWCA) in connection with the provision of workers compensation insurance coverage to the Town of Carmel for 2017

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	_____	_____

#32

RESOLUTION FOR REVIEW AND RENEWAL OF THE TOWN OF CARMEL PROCUREMENT POLICY

WHEREAS Section 104-b of the General Municipal Law requires the governing body of every municipality to annually review their Official Procurement Policy, for the purchase of all goods and services which are not required by law to be publicly bid; and

WHEREAS the Town Board deems that no revisions are necessary at this time,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Carmel hereby renews the Procurement Policy which is pre-filed in the Office of the Town Comptroller and designates the Town Comptroller to distribute the policy to all department heads; and

BE IT FURTHER RESOLVED that the Town Board of the Town of Carmel hereby designates the responsible purchasing agents and titles as set forth within the aforesaid policy.

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	_____	_____

#33

RESOLUTION ESTABLISHING SEASONAL/TEMPORARY AND PART-TIME WORKERS WAGE RATES

RESOLVED that the Town Board of the Town of Carmel hereby sets the Seasonal/Temporary-Full-Time Workers maximum wage rates for the following title effective January 1, 2017:

SEASONAL/TEMPORARY FULL TIME WORKERS

POSITION AND/OR TITLE

HOURLY WAGE RATE BASED ON CUMULATIVE HOURS OF SERVICE: 0-500 501-1000 1001-1500 1501-XXXX

Seasonal/Temp.	12.50	13.50	14.50	15.50
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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	_____	_____

#34

RESOLUTION SETTING RATES FOR 2017 PART-TIME/TEMPORARY HELP

RESOLVED that the Town Board of the Town of Carmel hereby sets the following rates for part-time/temporary help in the following departments for fiscal year 2017:

<u>Department</u>	<u>Minimum</u>	<u>Maximum</u>	<u>Comments</u>
Accounting	13.00/hr	\$20.00/hr	Commensurate with Experience
Assessor	13.00/hr	\$20.00/hr	Commensurate with Experience
Police	13.00/hr	\$20.00/hr	Commensurate with Experience
Town Clerk	13.00/hr	\$20.00/hr	Commensurate with Experience
Engineering	13.00/hr	\$20.00/hr	Commensurate with Experience
Recreation	13.00/hr	\$20.00/hr	Commensurate with Experience
Planning	13.00/hr	\$20.00/hr	Commensurate with Experience

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	_____	_____

#35

RESOLUTION AUTHORIZING SUBMISSION OF GRANT APPLICATION WITH COUNTY OF PUTNAM LOCAL GOVERNMENT RECORD MANAGEMENT IMPROVEMENT FUND

WHEREAS Town Clerk Ann Spofford has advised the Town Board that a Local Government Record Management Improvement Fund (LGRMIF) grant will enable the Town of Carmel and the Office of the Town Clerk to acquire and employ technological resources that will enable more efficient records management and provide more effective methods of providing public access to such records as well; and

WHEREAS, the County of Putnam is partnering with local municipalities within Putnam County to apply for LGRMIF grants to facilitate the above objectives;

NOW THEREFORE BE IT RESOLVED, that the Town Board of the Town of Carmel hereby authorizes the submission of the referenced LGRMIF grant application in conjunction with the County of Putnam; and

BE IT FURTHER RESOLVED, that Town Clerk Ann Spofford is authorized to work with County of Putnam personnel in connection with the referenced grant application and to attend any meetings, conferences or seminars held in connection with this matter.

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	_____	_____