

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

Pledge of Allegiance – Moment of Silence

6:00pm Executive Session:

1. Police Chief Cazzari- Personnel

Town Board Voting Meeting:

1. Accept Town Board Minutes, September 2, 9, and 16, 2015
2. Res: Authorizing Additions and Deletions to the Active List of the Mahopac Volunteer Fire Department
3. Res: Authorizing Budget Modifications #2015-04
4. Res: Advertise for Bids Highway Department Winter Materials
5. Res: Authorizing Amendment to Agreement with Severn Trent Environmental Services for Sewer District and Water Operations and Maintenance
6. Res: Accepting Proposal for Purchase and Installation of Clarifier Drive at CSD#4 Wastewater Treatment Plant
7. Res: Authorizing Request for Proposals of Maintenance Manager for the Lake Casse Park District

- **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. Putnam County Sheriff – Policy and Public Safety Matters

#2

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:

John Joseph Piqueras

Resolution

Offered by: _____

Seconded by: _____

Roll Call Vote

YES

NO

Jonathan Schneider

John Lupinacci

Suzanne McDonough

Frank Lombardi

Kenneth Schmitt

#3

RESOLUTION AUTHORIZING BUDGET MODIFICATIONS #2015-04

WHEREAS Town Comptroller Mary Ann Maxwell has reviewed the 2015 year-to-date Budget Modifications/Revisions for the period of July 1, 2015 through August 31, 2015 with the Town Board, which are detailed and explained on the attached Budget Revisions Schedule identified as #2015-04;

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Carmel hereby authorizes and ratifies the 2015 year-to-date Budget Modifications/Revisions for the period of July 1, 2015 through August 31, 2015 as itemized on Schedule #2015-04 which is attached hereto, incorporated herein and made a part hereof.

Resolution

Offered by: _____

Seconded by: _____

Roll Call Vote

YES

NO

Jonathan Schneider

John Lupinacci

Suzanne McDonough

Frank Lombardi

Kenneth Schmitt

TOWN OF CARMEL
BUDGET REVISIONS JULY-AUGUST 2015 - #2015/04

BUDGET REVISION NUMBER	ACCOUNT	ACCOUNT TITLE & TRANSFER DESCRIPTION	INCREASE USES & SOURCES OF FUNDS	DECREASE USES & SOURCES OF FUNDS
GENERAL FUND				
1	100-9903-0099	TRANSFER TO OTHER FUNDS	20,000.00	
	100-1989-9909	APPROPRIATED FUND BALANCE	20,000.00	
		- PROVIDE FOR TEMPORARY LOAN TO 601 FUND		
2	100-3650-0040	BUILDING DEMO EXPENSE	4,226.00	
	100-1989-2770	OTHER REVENUE	4,226.00	
		- PROVIDE FOR ABANDONED PROPERTY CLEANUP		
3	100-1310-0040	FINANCIAL ADVISOR EXPENSE	500.00	
	100-1320-0044	AUDIT SPECIAL EXPENSE		500.00
		- TRANSFER FOR FINANCIAL ADVISOR COSTS		
4	100-5132-0040	HIGHWAY GARAGE CONTRACTUAL EXPENSE	5,000.00	
	100-5132-0042	HIGHWAY GARAGE UTILITIES EXPENSE	5,000.00	
	100-5010-0080	HIGHWAY ADMIN EMPLOYEE BENEFIT		10,000.00
		- TRANSFER FOR HIGHWAY GARAGE EXPENSE		
5	100-7020-0020	REC ADMIN OFFICE EQUIPMENT	1,000.00	
	100-7180-0020	BEACH EQUIPMENT	2,000.00	
	100-7190-0040	SKATING RINK CONTRACTUAL EXPENSE	7,000.00	
	100-7111-0020	SYCAMORE BALLFIELD EQUIPMENT		1,000.00
	100-7117-0020	CARMADA PARK EQUIPMENT		1,000.00
	100-7140-0013	PLAYGROUND TEMPORARY STAFF		7,000.00
	100-7140-0020	PLAYGROUND EQUIPMENT		1,000.00
		- TRANSFER FOR MISC RECREATION EXPENSES		
HIGHWAY FUND				
6	500-5148-0040	SERVICE FOR OTHER GOVERNMENTS	4,500.00	
	500-5010-2681	INSURANCE RECOVERY	4,500.00	
		- PROVIDE FOR VARIOUS EXPS FROM INSURANCE CLAIM		
7	500-5112-0012	CHIPS OVERTIME	10,000.00	
	500-5112-0020	CHIPS CONTRACTUAL EXPENSE	220,000.00	
	500-5112-0082	SOCIAL SECURITY	4,916.00	
	500-5010-3502	CHIPS STATE AID CAPITAL	234,916.00	
		- PROVIDE FOR 2015-2016 CHIPS CAPITAL EXPENSE FROM 2015 NYS BUDGET		
8	500-9950-0099	TRANSFER TO CAPITAL PROJECT FUND	100,000.00	
	500-5130-0041	MACHINERY REPAIR CAPITAL EXPENSE		100,000.00
		- PROVIDE FOR TRANSFER TO 951 FUND		
9	500-5110-0013	GEN REPAIR TEMPORARY LABOR	25,000.00	
	500-5142-0081	MCT MOBILITY TAX	500.00	
	500-5142-0082	SOCIAL SECURITY	10,000.00	
	500-5110-0081	MCT MOBILITY TAX		500.00
	500-5110-0082	SOCIAL SECURITY		10,000.00
	500-5110-0083	WORKERS COMPENSATION INSURANCE		25,000.00
		- TRANSFER FOR HIGHWAY PT TEMP STAFF/MCT MOBILITY		
MISC FUNDS				
10	301-3410-0049	CFD #1 SERVICES OTHER DEPTS/GOVTS	500.00	
	403-7140-0049	TEAKETTLE SERVICES OTHER DEPTS/GOVTS	1,200.00	
	753-5182-0049	DAISY LN LIGHTING SERVICES OTHER DEPTS/GOVTS	50.00	
	754-5182-0049	COUNTRY HILLS LIGHTING SVCS OTHER DEPTS/GOVTS	100.00	
	755-5182-0049	LK MACGREGOR LIGHTING SVCS OTHER DEPTS/GOVTS	50.00	
	301-3410-0048	CFD #1 OTHER EXPENDITURES		500.00
	403-7140-0040	TEAKETTLE CONTRACTUAL EXPENSES		1,200.00
	753-5182-0042	DAISY LN CONTRACTUAL UTILITIES		50.00
	754-5182-0042	COUNTRY HILLS LIGHTING CONTRACTUAL UTILITIES		100.00
	755-5182-0042	LK MACGREGOR LIGHTING CONTRACTUAL UTILITIES		50.00
		- TRANSFER FOR GENERAL GOVERNMENT SERVICES		
CARMEL FIRE DISTRICT #3				
11	303-9025-0090	LOSAP CONTRIBUTION	20,000.00	
	303-3410-9909	APPROPRIATED FUND BALANCE	20,000.00	
		- PROVIDE FOR LOSAP CONTRIBUTION		
LAKE CASSE PARK DISTRICT				
12	401-7140-0013	TEMPORARY LABOR EXPENSE	15,000.00	
	401-7140-0082	SOCIAL SECURITY	2,000.00	
	401-7140-0020	EQUIPMENT		15,000.00
	401-7140-0099	REPAIR RESERVE FUND		2,000.00
		- TRANSFER FOR TEMPORARY LABOR EXPENSE		

TOWN OF CARMEL
BUDGET REVISIONS JULY-AUGUST 2015 - #2015/04

BUDGET REVISION NUMBER	ACCOUNT	ACCOUNT TITLE & TRANSFER DESCRIPTION	INCREASE USES & SOURCES OF FUNDS	DECREASE USES & SOURCES OF FUNDS
LAKE MAHOPAC PARK DISTRICT				
13	402-7110-0040 402-7110-0099	CONTRACTUAL EXPENSES REPAIR RESERVE FUND - TRANSFER FOR MISC EXPENSES	1,635.00	1,635.00
CARMEL WATER DISTRICT #1				
14	601-8310-0047 601-8310-5031	EMERGENCY REPAIRS INTERFUND TRANSFER - PROVIDE FOR TEMPORARY LOAN FROM GEN FUND	20,000.00 20,000.00	
CARMEL WATER DISTRICT #6				
15	606-8310-0047 606-8310-0040 606-8310-0099	EMERGENCY REPAIRS CONTRACTUAL EXPENSES REPAIR RESERVE FUND - TRANSFER FOR EMERGENCY REPAIRS	10,000.00	5,000.00 5,000.00
CARMEL WATER DISTRICT #7				
16	607-8310-0047 607-8310-2681	EMERGENCY REPAIRS INSURANCE RECOVERY - PROVIDE FOR EMERGENCY REPAIRS FROM A LIGHTNING STRIKE	6,680.54 6,680.54	
CARMEL WATER DISTRICT #8				
17	608-8310-0047 608-8310-9909	EMERGENCY REPAIRS APPROPRIATED FUND BALANCE - PROVIDE FOR EMERGENCY REPAIRS	10,000.00 10,000.00	
CARMEL SEWER DISTRICT #2				
18	702-8130-0020 702-8130-0044 702-8130-9888	EQUIPMENT ENGINEERING SERVICES REPAIR RESERVE APPROPRIATION - TRANSFER/PROVIDE FOR CLARIFIER	63,371.25 62,171.25	1,200.00
19	702-8130-0141 702-8130-0041	MICRO - CHEMICAL EXPENSES CHEMICAL EXPENSES - REVISE BUDGET FOR MICROFILTRATION COSTS	20,000.00	20,000.00
CARMEL SEWER DISTRICT #6				
20	708-8130-0041 708-8130-0099	CHEMICAL EXPENSES REPAIR RESERVE FUND - TRANSFER FOR CHEMICAL EXPENSES	3,000.00	3,000.00
DRAINAGE CAPITAL PROJECT				
21	900-1989-0012 900-1989-0040 900-1989-0048 900-1989-0080 900-1989-5710	PROJECT OVERTIME EXPENSE CONTRACTUAL EXPENDITURES OTHER PROJECT EXPENDITURES FICAMED EXPENSE PROCEEDS OF BORROWING - RECORD 2015 CAPITAL AUTHORIZATION	12,000.00 80,000.00 5,000.00 3,000.00 100,000.00	
SPECIAL DRAINAGE CAP FUND				
22	902-1989-0048 902-1989-0040	OTHER PROJECT EXPENDITURES CONTRACTUAL EXPENSES - REVISE CAPITAL EXPENSE	150.00	150.00
MACHINERY CAPITAL PROJECT				
23	951-5130-0024 951-5130-0048 951-5130-5710	PURCHASE OF MACHINERY OTHER PROJECT EXPENDITURES PROCEEDS OF BORROWING - CARRY FORWARD 2014 PROJECT BALANCE	151,094.97 127,137.72	23,957.25
24	951-5130-0024 951-5130-5031	PURCHASE OF HIGHWAY MACHINERY INTERFUND TRANSFERS - PROVIDE FOR MACHINERY CAPITAL EXPENSE	100,000.00 100,000.00	
HIGHWAY SPECIAL GARAGE CAPITAL PROJECT				
25	952-5112-0012 952-5112-0020 952-5112-0040 952-5112-0048	PROJECT OVERTIME EXPENSE EQUIPMENT CONTRACTUAL EXPENDITURES OTHER PROJECT EXPENDITURE - REVISE CAPITAL PROJECT BUDGET	3,836.00	1,149.69 8,505.50 989.28

#4

RESOLUTION AUTHORIZING ADVERTISING FOR BIDS HIGHWAY DEPARTMENT WINTER MATERIALS

RESOLVED that, pursuant to the request of Michael Simone, Town of Carmel Highway Superintendent, Town Clerk Ann Spofford is hereby authorized to advertise for bids for the purchase of the following items:

- Sand
- Guide Rail
- Winter Mix

BE IT FURTHER RESOLVED that the Highway Superintendent 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	_____	_____

#5

RESOLUTION AUTHORIZING AMENDMENT OF AGREEMENT WITH SEVERN TRENT ENVIRONMENTAL SERVICES FOR SEWER DISTRICT AND WATER OPERATIONS AND MAINTENANCE

WHEREAS Severn Trent Environmental Services (STES) is currently in contract with the Town of Carmel for the provision of operation and maintenance services in Carmel Water Districts #2, #3 and #12 as well as Carmel Sewer Districts #1, #2, #4, #5, #6, #7 and #8; and

WHEREAS, the referenced contract which expires December 31, 2017, does not currently provide for utility markouts to be performed by STES; and

WHEREAS, Town Engineer Richard J. Franzetti, P.E. has recommended that the current STES contract be amended for STES to perform utility markouts at a fixed hourly rate;

NOW THEREFORE BE IT RESOLVED, that the Town Board of the Town of Carmel, acting as Commissioners of Carmel Water Districts #2, #3 and #12 as well as Carmel Sewer Districts #1, #2, #4, #5, #6, #7 and #8; , hereby authorizes the amendment of the existing contractual agreement with STES to include the performance of utility markouts at the cost of \$100.00 per hour; and

BE IT FURTHER RESOLVED that Town Supervisor Kenneth Schmitt is hereby authorized to execute the aforementioned agreement and any and all other documentation to effectuate the aforesaid contractual amendment on the express 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	_____	_____

#6
RESOLUTION ACCEPTING PROPOSALS FOR
PURCHASE AND INSTALLATION OF CLARIFIER DRIVE
CARMEL SEWER DISTRICT #4 WASTEWATER TREATMENT PLANT

WHEREAS, Town Engineer Richard J. Franzetti, P.E. and Carmel Sewer District #4 operator Severn Trent Environmental Services (STES) have advised the Town Board that one of the clarifier drives at the Carmel Sewer District #4 Wastewater Treatment Plant (WWTP) has failed; and

WHEREAS, the requirement for replacement and/or repair of the failed clarifier drive is emergency in nature due to treatment processes required at the CSD#4 WWTP and regulatory requirements;

NOW THEREFORE BE IT RESOLVED that the Town Board of the Town of Carmel, acting as Commissioners of Carmel Sewer District #4, hereby accepts the proposal of Jedonna, LLC, Derby, CT and authorizes the purchase of the referenced clarifier drive at a price not to exceed \$10,961.79;and

BE IT FURTHER RESOLVED, RESOLVED THAT the Town Board of the Town of Carmel, that the Town Board of the Town of Carmel, acting as Commissioners of Carmel Sewer District #4, hereby accepts the proposal of STES for the installation of the referenced clarifier drive at a cost not to exceed \$2,900.00.

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 REQUEST FOR PROPOSALS FOR LAKE CASSE PARK DISTRICT MAINTENANCE

RESOLVED that the Town Board of the Town of Carmel, acting as Commissioners of Lake Casse Park District hereby authorizes Town Engineer, Richard Franzetti, PE, to request proposals for maintenance services at Lake Casse Park District for calendar year 2016.

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	_____	_____