

KENNETH SCHMITT
Town Supervisor

TOWN OF CARMEL
TOWN HALL

ANN SPOFFORD
Town Clerk

FRANK D. LOMBARDI
Town Councilman
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

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/ WORK SESSION

Wednesday, August 10, 2016 7:00pm

Pledge of Allegiance – Moment of Silence

Town Board Voting Meeting:

1. Tabled Resolution: Consider Motion to Enact Local Law #3 Chapter 44, Parades, Events and Street Closings
2. Accept Town Board Minutes July 13, 2016
3. Res: Authorizing Budget Revisions/Modifications May-June 2016
4. Res: Authorizing Distribution of Newsletter – Lake Mahopac Park District
5. Res: Authorizing Acceptance of Proposal for Appraisal Services
- **Public Comment (Three (3) Minutes on Agenda Items Only)**
- **Town Board Member Comments**

Town Board Work Session:

1. Review Town Board Minutes July 27, 2016
2. Michael Carnazza, Building & Codes Enforcer – Consider Request to Correct Violation per Section 114-15 of the Town Code – TM 65.11-2-37
3. Glenn Droese, Town Assessor – Consider Request to Attend Conference September 18 to the 21st, 2016 (\$1,073.65 reimbursed by NYS)
4. Consider Request to Waive 30 Day Notice of Requirement in Section 64 of the New York State ABC Law with Respect to a Liquor License for 944 RT CORP – LaFamiglia Felice
5. Richard Franzetti, PE, Town Engineer- Consider Emergency Purchase and Installation of Turbine Pump – CWD#8
6. Richard Franzetti, PE, Town Engineer- Consider Accepting Proposal for the Purchase and Installation of Surveillance System – CWD#8
7. Richard Franzetti, PE, Town Engineer- Consider Change Order #1 Apple Maintenance Cleaning Service
8. Richard Franzetti, PE, Town Engineer- Consider Accepting Proposal for the Purchase and Installation of Security Cameras – Lake Casse Park District Club House
9. Richard Franzetti, PE, Town Engineer – Consider Request to Attend Conference Southeast Stormwater Conference October 19, 2016 at Dutchess Manor (\$125)

- **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. **Edye McCarthy, Assessor Consultant- Update on Visions Contract**

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN, that the Town Board of the Town of Carmel will conduct a Public Hearing at the Town Hall, 60 McAlpin Avenue, Mahopac, New York 10541 on Wednesday, January 20, 2016 at 7:00 p.m. or as soon thereafter that evening as possible on a proposed Local Law enacting Chapter 44 of the Town Code of the Town of Carmel,, entitled "Parades, Events and Street Closings" as follows:

TOWN OF CARMEL PROPOSED LOCAL LAW # _____ OF THE YEAR 2016 CHAPTER 44

PARADES, EVENTS AND STREET CLOSINGS

44-1 Title.

This chapter shall be cited as the "Parades, Events and Street Closings"

44-2 Purpose.

The Town Board, in order to promote proper government and ensure the proper protection, order, conduct, safety, health, welfare and well-being of persons and property within the Town of Carmel, Putnam County, New York, finds that it is in the public interest to enact this chapter. This chapter shall regulate parades, events and street closings within the Town of Carmel, Putnam County, New York.

44-3 Definitions and word usage.

- A. Word usage. Words used in the present tense include the future; the singular number includes the plural. "Shall is mandatory, and "may" is permissive.
- B. Definitions. For the purpose of this chapter, the terms used herein are defined as follows:

CHIEF OF POLICE - The Chief of Police of the Town of Carmel.

PARADE - Any parade, march, procession or demonstration of any kind or any similar display, in or upon any street, park or other public place in the Town of Carmel.

EVENT - Any formal event, assembly or gathering other than a parade in or upon any street, park or other public place in the Town of Carmel.

PARADE /EVENT PERMIT - A permit as required by this article.

PERSON - Any person, firm, partnership, association, corporation, company or organization of any kind.

TOWN - Town of Carmel.

TOWN BOARD - The duly constitutional legislative body of the Town of Carmel.

44-4 Definitions and word usage.

A. No person shall engage in, participate in, aid, form or start any parade or event unless a parade / event permit shall have been obtained from the Chief of Police or his designee.

B. Exceptions. This article shall not apply to:

- (1) Funeral processions;
- (2) Wedding processions ;
- (3) Students going to and from school, classes or participating in educational activities, provided that such conduct is under the immediate direction and supervision of the proper school authorities;

44-5 Application.

A. A person seeking issuance of a parade or event permit shall file an application with the Chief of Police or his designee on forms provided by the Chief of Police or his designee.

B. **Contents.** The application for a parade or event permit shall set forth the following information:

- (1) The name, address and telephone number of the person or persons seeking to conduct such parade or event.
- (2) If the parade or event is proposed to be conducted for, on behalf of or by an organization, the name, address and telephone number of the headquarters of the organization and of the authorized and responsible heads of such organization.
- (3) The name, address and telephone number of the person who will be the Parade or Event Chairman and who will be responsible for its conduct.
- (4) The date when the parade or event is to be conducted.
- (5) The route to be traveled, the starting point and the termination point if it is a parade and the fixed location or locations if it is an event without any procession.
- (6) The approximate number of persons, animals and vehicles which will constitute such parade or event, including the type of animals and the description of the participating vehicles.

- (7) The hours when such parade or event will start and terminate.
- (8) A statement as to whether a parade or event will occupy all or only a portion of width of the streets proposed to be utilized or traversed.
- (9) The location by streets or physical address of any assembly or staging areas for such parade or event to include proposed parking areas. Applicant must specify what traffic detour devices or barricades may be necessary for event.
- (10) The time at which units or persons involved in the parade or event will begin to assemble or stage at any such assembly or staging area.
- (11) If the parade or event is designed to be held by, and on behalf of or for, any person other than the applicant, the applicant for such permit shall file with the Chief of Police or his designee a communication, in writing, from the person proposing to hold the parade or event authorizing the applicant to apply for the permit on his or her behalf.
- (12) An agreement and affirmation that the persons or organization applying for the permit will prepay the applicable costs and fees for the event as determined by the parade / permit fee schedule (See 44-13).

44-6 Standards for issuance.

The Chief of Police or his designee shall issue a permit as provided for hereunder when, from a consideration of the application and from such other information as may otherwise be obtained, he finds that:

- A. The conduct of the parade or event will not substantially interrupt the safe and orderly movement of other traffic contiguous to its route or location.
- B. The conduct of the parade or event will not require the diversion of so great a number of police officers of the town to properly police the line of movement and the areas contiguous thereto as to prevent normal police protection to the town.
- C. The concentration of persons, animals and vehicles at assembly or staging areas of the parade or event and the conduct thereof will not unduly interfere with proper fire and police protection of or ambulance services to areas contiguous to such assembly or staging areas and the town in general.

- D. The conduct of such parade or event will not interfere with the movement of fire-fighting equipment en route to a fire or normal ambulance service.
- E. The parade or event is scheduled to move from its point of origin to its point of termination expeditiously and without unreasonable delays en route.
- F. The parade or event is not designed to be held purely for private profit.
- G. The pre-paid fees for the proposed parade or event as set forth in article (44-13) has been received in full by the Town Clerk of the Town of Carmel.

44-7 Time limit for decision; denial.

The Chief of Police or his designee shall act upon the permit within 30 days of its receipt. If the Chief of Police or his designee disapproves the application, notice thereof, including the reasons for the denial shall be promptly given to the applicant.

44-8 Alternative Permit.

The Chief of Police or his designee, in denying an application for a parade or event permit, shall be empowered to authorize the conduct of the parade or event on a date, at a time, location or over a route different from that named by the applicant, if so requested by the applicant.

44-9 Appeal from denial of permit.

Any applicant denied a parade or event permit by the Chief of Police or his designee may appeal, in writing, to the Town Board within 10 days of the denial. The time to so appeal may be extended, at the discretion of the Town Board. The applicant, upon appeal, shall be entitled to argue its case before the Town Board. The Town Board is hereby empowered to affirm, modify or reverse the decision of the Chief of Police or his designee. The Town Board may attach any conditions to a permit, should it determine the permit should be granted.

44-10 Contents of permit.

Each parade / event permit shall state the following information.

- A. The starting time and estimated time of termination.

- B. The portions of the streets to be traversed and the areas or locations to be occupied by the parade or event.
- C. The maximum length in the case of a parade in miles or fractions thereof.
- D. Other Town services requested or required.
- E. Fire and or EMS requested or required.
- F. Such other information as the Chief of Police or his designee shall find necessary for the enforcement of this article.

44-11 Duties and Obligations of Parade or Event Permittee / Participants.

- A. A permittee hereunder shall comply with all permit directions and conditions and with all applicable laws.
- B. Possession of permit. The Parade or event Chairman or other person heading or leading such activity shall carry the parade or event permit upon his or her person during the duration of the parade or event.
- C. No parade participant may throw candy or any other item to Parade spectators. Any entry with participants throwing items will be removed from the Parade by the applicant/director and/or the Police Dept. Walkers may hand items to spectators only and there will be no exceptions to this rule.
- D. No one shall be permitted to board or exit from a float once the parade has commenced.
- E. Drivers of any and all vehicles in the parade areas must possess a valid driver's license and be at least 18 years of age. Drivers must remain seated in the driver's seat for the duration of the parade and no vehicles will be left unattended.
- F. All pets in the Parade must be kept on leashes and held by someone strong enough to manage them. Animals participating in the Parade must be kept under control. If you cannot control your animal or its presence presents any safety issue, please leave the Parade area with your animal rather than risk a problem.
- G. Entries involving animals of any kind must provide their own clean-up, or "pooper scooper" immediately following their entry.

- H. Participants on bicycles, scooters, skates, skateboards, etc. must wear a helmet and proper safety equipment.
- I. Floats must have proper safety chains to connect the float to the tow vehicle.
- J. Support vehicles for marching units will not be allowed in the parade.
- K. All vehicular entries shall proceed at a safe and appropriate speed. shall maintain a safe distance from spectators and shall not weave from side to side. They will obey all applicable NYS Vehicle and Traffic Laws during the Parade or Event.
- L. Parade units and floats that stop along the parade route due to mechanical malfunctions must be removed from the parade route as to not impede, obstruct or delay parade participants.
- M. All participants, in consideration of participation in this event, agree to indemnify, hold harmless and release the Town of Carmel, its agents and employees, from any and all liability from any injury or damage which may arise out of or in any way be connected with participation in the Parade or Event.
- N. Any street vendor proposed to be part of the Parade / Event must first obtain the applicable permit(s) from the Town of Carmel Clerks Office pursuant to Town Code section 111 (Peddling and Soliciting) before offering any items for sale during the duration of the Parade or Event.

44-12 Interference with parade or event; parking on route or location.

- A. Interference. No person shall unreasonably hamper, obstruct, impede or interfere with any parade or event or with any person, vehicle or animal participating or used in a parade or event during the course of an event.
- B. Driving through parades. No driver of a vehicle shall drive between the vehicles or persons comprising a parade when such vehicles or persons are in motion and are conspicuously designated as a parade.
- C. Parking on parade route. The Chief of Police or his designee shall have the authority, when reasonably necessary, to prohibit or restrict the parking of vehicles along a highway or part thereof constituting a part of a route of a parade or event. The Chief of Police may post signs to such

effect and it shall be unlawful for any person to park or leave unattended any vehicle in violation thereof.

44-13 Fee schedule for parades and events.

The Town Board of the Town of Carmel shall annually establish a fee schedule for parades and events to mitigate the increasing costs associated with the public safety assets required to host these events. The fee schedule shall be broken down into three categories (1, 2 and 3) respectively, each reflecting staffing hours associated with hosting proposed events. The Town Board reserves the right to waive or modify the fee schedule at their discretion, and may seek the input and recommendations of the Chief of Police with respect to same.

- A. Category (1) A major parade or event requiring 50 or more staffing hours.
- B. Category (2) A secondary parade or event requiring 25 or more staffing hours.
- C. Category (3) A minor event requiring less than 25 staffing hours.

At said Public Hearing, all interested persons shall be heard on the subject thereof. The Town Board will make every effort to assure that the Public Hearing is accessible to persons with disabilities. Anyone requiring special assistance and/or reasonable accommodations should contact the Town Clerk.

By Order of the Town Board
of the Town of Carmel
Ann Spofford, Town Clerk

RESOLUTION #3

RESOLUTION AUTHORIZING BUDGET MODIFICATIONS #2016-03

WHEREAS Senior Account Clerk, Michelle Tenefrancia has reviewed the 2016 year-to-date Budget Modifications/Revisions for the period of May 1, 2016 through June 30, 2016 with the Town Board, which are detailed and explained on the attached Budget Revisions Schedule identified as #2016-03;

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Carmel hereby authorizes and ratifies the 2016 year-to-date Budget Modifications/Revisions for the period of May 1, 2016 through June 30, 2016 as itemized on Schedule #2016-03 which is attached hereto, incorporated herein 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
BUDGET REVISIONS MAY-JUNE 2016 - #2016/03

BUDGET REVISION NUMBER	ACCOUNT	ACCOUNT TITLE & TRANSFER DESCRIPTION		INCREASE USES & SOURCES OF FUNDS	DECREASE USES & SOURCES OF FUNDS
GENERAL FUND					
1	100.1410.0011	TOWN CLERK STAFF		32,942.00	
	100.1410.0013	TOWN CLERK TEMPORARY STAFF			16,000.00
	100.1989.2709	EMPLOYEE CONTRIBUTIONS	*	16,942.00	
		- PROVIDE/TRANSFER FOR FULL TIME POSITION IN TOWN CLERK'S OFFICE			
2	100.3120.0012	POLICE STAFF OVERTIME		9,562.00	
	100.1989.2680	INSURANCE RECOVERY - PAYROLL	*	9,562.00	
		- PROVIDE FOR POLICE OVERTIME FROM WORKERS COMP INSURANCE CLAIM			
3	100.3120.0019	POLICE COMPENSATED ABSENCES		25,086.00	
	100.1989.9877	FUND BALANCE FOR COMPENSATED ABSENCES	*	25,086.00	
		- PROVIDE FOR RETIREMENT PAYOUT OF ACCRUED TIME			
4	100.3120.0019	POLICE COMPENSATED ABSENCES		25,690.82	
	100.1989.9877	FUND BALANCE FOR COMPENSATED ABSENCES	*	25,690.82	
		- PROVIDE FOR SICK TIME PAYOUT PER AUTHORIZED RESOLUTION			
5	100.3120.0024	POLICE ACCIDENT REPAIRS		4,173.00	
	100.1989.2681	INSURANCE RECOVERY	*	4,173.00	
		- PROVIDE FOR POLICE VEHICLE ACCIDENT REPAIRS FROM INSURANCE CLAIMS			
6	100.8010.0040	ZONING BOARD CONTRACTUAL EXPENSES		1,500.00	
	100.1989.2110	ZONING BOARD FEES	*	1,500.00	
		- PROVIDE FOR PURCHASE OF ZONING BOARD SIGNS			
7	100.1110.0019	JUSTICE COURT OTHER COMPENSATION		2,500.00	
	100.1110.0080	COURT EMPLOYEE BENEFITS			2,500.00
		- TRANSFER FOR INCREASE IN HEALTH INSURANCE BUYOUT PER CBA CONTRACT			
8	100.1320.0040	AUDIT CONTRACTUAL EXPENSES		1,400.00	
	100.1320.0049	AUDIT CAFR EXPENSES		185.00	
	100.1320.0044	AUDIT SPECIAL EXPENSES			1,400.00
	100.1315.0045	COMPTROLLER MAINTENANCE CONTRACT			185.00
		- TRANSFER FOR AUDIT EXPENSES AND ANNUAL FINANCIAL REPORTS			
9	100.1420.0044	LABOR LEGAL SERVICES		15,000.00	
	100.1420.0041	LITIGATION LEGAL SERVICES			15,000.00
		- TRANSFER FOR LABOR LEGAL SERVICES			
10	100.3120.0027	POLICE OTHER EQUIPMENT		5,100.00	
	100.3120.0083	POLICE WORKERS COMP			5,100.00
		- TRANSFER FOR PUTNAM 911 AVL PROJECT PER RESOLUTION			
11	100.3120.0046	POLICE RENTALS/LEASES		800.00	
	100.3120.0015	POLICE EDUCATION STIPENDS			800.00
		- TRANSFER FOR POLICE RADIO AND TELEPHONE RECORDING LEASE CONTRACT			
12	100.5010.0046	HIGHWAY ADMIN CONTRACTS		100.00	
	100.5010.0080	HIGHWAY ADMIN EMPLOYEE BENEFITS			100.00
		- TRANSFER FOR HIGHWAY ADMINISTRATIVE CONTRACTS			
13	100.7110.0020	PARK MAINTENANCE EQUIPMENT		2,900.00	
	100.7112.0040	MCDONOUGH FIELDS CONTRACTUAL EXPENSE		1,850.00	
	100.7111.0020	SYCAMORE BALLFIELD EQUIPMENT			1,000.00
	100.7112.0020	MCDONOUGH FIELDS EQUIPMENT			850.00
	100.7117.0020	CAMARDA PARK EQUIPMENT			1,000.00
	100.7118.0020	BALDWIN MEADOWS EQUIPMENT			500.00
	100.7180.0020	BEACH EQUIPMENT			1,400.00
		- TRANSFER FOR MISC RECREATION EXPENSES			
14	100.8510.0040	PARK/BEAUTIFICATION EXPENSE		2,700.00	
	100.1620.0045	BUILDING SPECIAL IMPROVEMENTS			2,700.00
		- TRANSFER FOR PURCHASE OF FLOWER BASKETS FOR DOWNTOWN MAHOPAC			

TOWN OF CARMEL
BUDGET REVISIONS MAY-JUNE 2016 - #2016/03

BUDGET REVISION NUMBER	ACCOUNT	ACCOUNT TITLE & TRANSFER DESCRIPTION		INCREASE USES & SOURCES OF FUNDS	DECREASE USES & SOURCES OF FUNDS
HIGHWAY FUND					
15	500.5110.0020	GENERAL REPAIR ROAD TOOLS		5,000.00	
	500.5110.0041	GENERAL REPAIR GAS AND FUEL			5,000.00
		- TRANSFER FOR GENERAL REPAIR ROAD TOOLS			
CARMEL WATER DISTRICT #2					
16	602.8310.0020	EQUIPMENT		15,000.00	
	602.8310.0099	REPAIR RESERVE FUND			15,000.00
		- TRANSFER FOR PURCHASE OF FIRE HYDRANTS AND WATER METERS			
CARMEL WATER DISTRICT #4					
17	604.8310.0047	EMERGENCY REPAIRS		15,000.00	
	604.8310.0099	REPAIR RESERVE FUND			15,000.00
		- TRANSFER FOR EMERGENCY REPAIRS			
CARMEL WATER DISTRICT #7					
18	607.8310.0047	EMERGENCY REPAIRS		10,850.00	
	607.8310.0099	REPAIR RESERVE FUND			5,850.00
	607.8310.9909	APPROPRIATED FUND BALANCE	*	5,000.00	
		- PROVIDE/TRANSFER FOR EMERGENCY REPAIRS			
SYCAMORE PARK COMMUNITY CENTER CAPITAL FUND					
19	915-7140-0044	PROJECT ENGINEERING			105,820.00
	915-7140-3000	STATE AID - GRANT	*		105,820.00
		- REVISE CAPITAL BUDGET FOR PROJECT ENGINEERING			
20	915-7140-0044	PROJECT ENGINEERING		8,500.00	
	915-7140-3000	STATE AID - GRANT	*	8,500.00	
		- REVISE CAPITAL BUDGET FOR CONTRACTUAL EXPENSES			
21	915-7140-0045	CONTRACTED CAPITAL IMPROVEMENTS		142,400.00	
	915-7140-3000	STATE AID - GRANT	*	112,400.00	
	915-7140-5030	INTERFUND TRANSFER FROM PARKLAND TRUST	*	30,000.00	
		- PROVIDE FOR CAPITAL IMPROVEMENTS FROM GRANT FUNDING AND TRANSFER FROM PARKLAND TRUST PER AUTHORIZED RESOLUTION			
AGENCY & TRUST FUNDS					
22	990-0037-0099	TRANSFER TO OTHER FUNDS - (915 Fund - Sycamore Park)		30,000.00	
	990-0037-9909	PARKLAND TRUST FUND APPROPRIATION	*	30,000.00	
		- PROVIDE FOR PARK IMPROVEMENTS FROM PARKLAND TRUST			
SPECIAL DRAINAGE CAPITAL FUND					
23	902-1989-0099	TRANSFER TO DEBT FUND		23,740.89	
	902-1989-0040	CONTRACTUAL EXPENDITURES			23,740.89
		- TRANSFER TO CLOSE CAPITAL PROJECT			
SYCAMORE PARK CAPITAL FUND					
24	914-7140-0099	TRANSFER TO OTHER FUND		0.42	
	914-7140-9909	APPROPRIATED FUND BALANCE		0.42	
		- TRANSFER TO CLOSE CAPITAL PROJECT			

TOWN OF CARMEL
BUDGET REVISIONS MAY-JUNE 2016 - #2016/03

BUDGET REVISION NUMBER	ACCOUNT	ACCOUNT TITLE & TRANSFER DESCRIPTION		INCREASE USES & SOURCES OF FUNDS	DECREASE USES & SOURCES OF FUNDS
CWD #2 CAPITAL PROJECT FUND					
25	962-8310-0099	TRANSFER TO DEBT FUND		28,000.00	
	962-8310-5710	PROCEEDS OF BORROWING	*	28,000.00	
	.	- TRANSFER TO CLOSE CAPITAL PROJECT		.	
CWD #6 CAPITAL PROJECT FUND					
26	966-8310-0099	TRANSFER TO DEBT FUND		22,360.00	
	966-8310-5710	PROCEEDS OF BORROWING	*	22,360.00	
	.	- TRANSFER TO CLOSE CAPITAL PROJECT		.	
CWD #8 CAPITAL PROJECT FUND					
27	968-8310-0045	CONTRACT IMPROVEMENTS		0.09	
	968-8310-0040	CONTRACTUAL EXPENDITURES			0.09
	.	- TRANSFER TO CLOSE CAPITAL PROJECT		.	
CSD #2 CAPITAL PROJECT FUND					
28	972-8130-0048	OTHER EXPENSES		262.50	
	972-8130-3990	STATE EFC AID	*	262.50	
	.	- TRANSFER TO CLOSE CAPITAL PROJECT		.	
CSD #4 CAPITAL PROJECT FUND					
29	974-8130-0144	UPGRADE ENGINEERING		4,436.23	
	974-8130-0145	CONTRACTED CAPITAL IMPROVEMENTS		314,509.75	
	974-8130-0148	OTHER EXPENSES		437.50	
	974-8130-3990	STATE EFC AID	*	260,383.48	
	974-8130-5710	PROCEEDS OF BORROWING	*	49,000.00	
	974-8130-5730	BANS REDEEMED	*	10,000.00	
	.	- TRANSFER FOR CAPITAL EXPENSE AND APPROVED BORROWING		.	
CSD #7 CAPITAL PROJECT FUND					
30	977-8130-0045	CONTRACTED CAPITAL IMPROVEMENTS		57,400.00	
	977-8130-3990	STATE EFC AID	*	57,400.00	
	.	- TRANSFER TO CLOSE CAPITAL PROJECT		.	

RESOLUTION #4

RESOLUTION AUTHORIZING MAILING OF LAKE MAHOPAC PARK DISTRICT NEWSLETTER

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

Resolution

Offered by: _____

Seconded by: _____

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

RESOLUTION #5

RESOLUTION AUTHORIZING ACCEPTANCE OF PROPOSAL FOR APPRAISAL SERVICES

WHEREAS the Town Board of the Town of Carmel has been advised by Town Assessor Glenn Droese that professional appraisal services will be required in the defense of two tax certiorari proceedings currently pending in Supreme Court, Putnam County, specifically the matters of Centennial Golf Club v. Town of Carmel and Mahopac Golf Club v. Town of Carmel; and

WHEREAS the Town Assessor Glenn Droese has procured proposals from various professional real property appraisal services and has recommended acceptance of the proposals submitted by Sterling Appraisals, Eastchester, NY dated April 25, 2016 and July 6, 2016 respectively;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Carmel in accordance with the recommendation of the Town Assessor hereby accepts the referenced proposals of Lane Sterling Appraisals, to prepare appraisals for each certiorari matter referenced herein at cost to the Town of Carmel not to exceed \$2,750 for the Centennial Golf Club v. Town of Carmel proceeding and not to exceed \$5500 for the Mahopac Golf Club v. Town of Carmel proceeding; and

BE IT FURTHER RESOLVED, that Town Comptroller Maryann Maxwell is hereby authorized to make any and all budget transfers or modifications necessary to fund the services 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	___	___

Michael G. Carnazza
Director of Code Enforcement




Kenneth Schmitt
Supervisor

60 McAlpin Avenue
Mahopac, New York 10541

MEMORANDUM

To: Supervisor Kenneth Schmitt
Town Board

From: Michael Carnazza, Building Inspector 

Date: August 6, 2016

Re: Property now or formerly of Keevins, 4 Lacona Rd. Mahopac
Tm# 65.11-2-37

Please be advised that I received several complaints from neighbors of the above mentioned property. We attempted to contact the owner but they have not complied with our orders.

Upon inspection, the grass is extremely long, and blocking the view while trying to pull out from Lacona Rd. onto Shear Hill Rd. The long grass and unkempt property is a violation of the Property Maintenance code of the Town of Carmel.

Under section 114-15, the Building Inspector is hereby authorized and empowered to correct or cause to be corrected such violation, subject to the approval of the Town Board of the Town of Carmel.

I am asking for approval to remedy the violations on the properties by obtaining bids for said work.

Thank you for your consideration in this matter.

From: [Droese, Glenn](#)
To: [Schmitt, Kenneth](#); [Lombardi, Frank](#); [McDonough, Suzanne](#); [Schneider, Jonathan](#); [Lupinacci, John](#)
Cc: Request to attend annual assessor seminar
Subject: Thursday, July 28, 2016 4:34:26 PM
Date: [Assessor seminar.pdf](#)
Attachments:

Supervisor Schmitt and Town Board,

I would like permission to attend the annual NYS Assessor's Association seminar on Assessment Administration. The seminar will be held starting Sunday September 18, 2016 thru Wednesday the 23rd. Attached is additional information.

The New York State Assessor's Association tuition is \$175.

The hotel for Sunday to Wednesday, three nights is \$736.50.

I will use my personal car to travel to the seminar and back. Mileage reimbursement based on state rates, plus tolls, is expected to be \$162.15.

Total initial requested expense is expected to be \$1073.65.

I expect that NY State will reimburse the town for the entire amount.

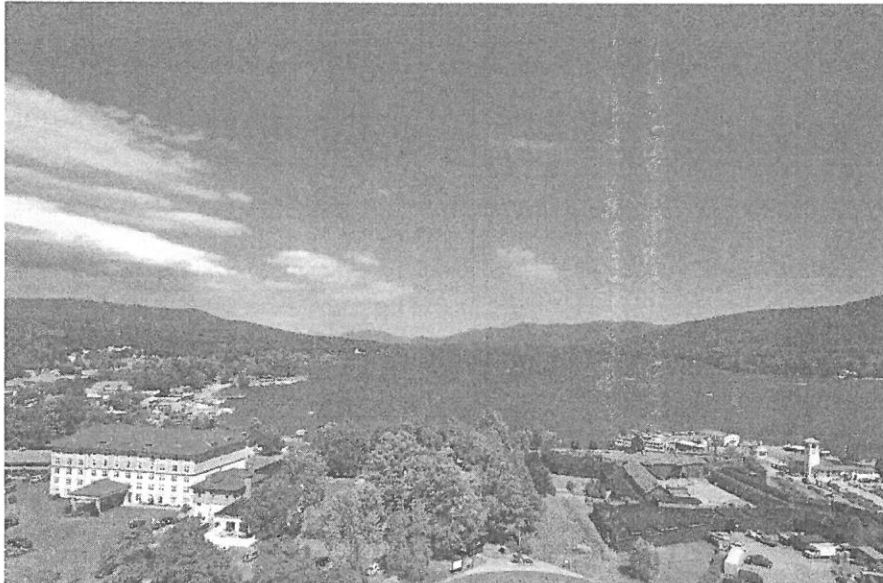
Thank you,

Glenn A. Droese
Assessor
Town of Carmel
60 McAlpin Ave.
Mahopac, NY 10541
Phone: (845) -628-1500

SEMINAR ON ASSESSMENT ADMINISTRATION AND ANNUAL MEETING

September 18 – September 21, 2016

Lake George, New York



Fort William Henry Hotel & Conference Center

This historic Adirondack hotel is located on a spacious 18-acre estate spanning the entire southern shore at the head of Lake George. First-time guests are delighted to discover the stunning location combined with beautifully landscaped grounds and open space just a "stone's throw" from the lake. Returning guests savor the gracious service, fine accommodations and world-class views of the many islands of Lake George and the surrounding Adirondack mountains.

One of the few area resorts open year-round, the Fort William Henry offers – upscale lodging accommodations with the perfect mix of historical elegance and today's conveniences. From the traditional grace of the Grand Hotel to the comfort of the Premium East and Standard West rooms, all of our accommodations enjoy access to our extensive amenities, including an indoor pool with sauna and Jacuzzi, Olympic-size outdoor pool, several unique shops & boutiques, and three superb restaurants all on resort grounds. The Hotel offers Free Wireless Internet Service throughout, Business Center, Indoor Swimming Pool, Hot Tub, and Fitness room.

The New York State Assessors' Association has structured this seminar to provide you up to 12 continuing educational credits, the Annual Membership Meeting, a Lake George Cruise on the LAC DU SAINT SACREMENT steamboat, the NYSAA Golf Tournament, an Awards Dinner and the Installation of Officers Banquet. All this and you will still have time to enjoy the pleasures of Lake George and the surrounding countryside. We hope you will come and interact with your fellow assessment professionals in both the business and social atmosphere. The NYSAA office is here to assist you with all your needs. Please call (315) 706-3424.

TENTATIVE SCHEDULE

Sunday, September 18, 2016

11:00 AM - 12:00 PM Way/Costello Meeting
12:00 PM - 1:00 PM IAO Trustees Lunch Meeting
1:00 PM - 5:00 PM Registration and Check-in
2:00 PM - 6:00 PM NYSAA Annual Golf Tournament
6:00 PM - 6:30 PM Welcome Reception
6:30 PM - 7:30 PM Dinner
8:00 PM - Entertainment

Monday, September 19, 2016

7:00 AM - 8:30 AM Breakfast in the White Lion Room
8:00 AM - 12:00 PM Registration
8:30 AM - 9:30 AM NYSAA Annual Membership Meeting
9:45 AM - 10:45 PM Legislative Update
11:00 AM - 12:00 PM NYS Department of Taxation & Finance Update
12:00 PM - 1:00 PM Lunch
1:00 PM - 2:00 PM County President's Meeting
1:00 PM - 6:00 PM Free time
3:00 PM Boarding for the Lake George Steamboat Cruise
3:30 PM - 5:30 PM Lake George Steamboat Cruise on the LAC DU SAINT SACREMENT
7:00 PM - 8:30 PM Annual Awards Dinner - Banquet Room
9:00 PM - Entertainment

Tuesday, September 20, 2016

7:00 AM - 8:30 AM Breakfast in the White Lion Room
8:00 AM - 11:00 AM Registration
9:00 AM - 12:00 PM Concurrent Sessions*
9:00 AM - 4:30 PM Full Day Session**
12:00 PM IAO Annual Meeting/NYSAA Lunch
12:00 PM - 1:00 PM Lunch
1:30 PM - 4:30 PM Concurrent Sessions
5:30 PM Presidents Reception
6:30 PM - 9:30 PM Annual Installation Banquet Dinner – Banquet Room
9:30 PM - Entertainment - The Horn Dogs – Sponsored By GAR Associates, Inc.

Wednesday, September 21, 2016

7:00 AM - 8:30 AM Breakfast in the White Lion Room
9:00 AM - 12:00 PM Concurrent Sessions*
12:00 PM Way/Costello FUND Raffle
12:00 PM - 1:00 PM Lunch

* TUESDAY CONCURRENT SESSIONS:

9:00 – 12:00 Practical Partial Interest Valuation – Nathan Gabbert, IAO
Current Legal Issues – Patrick Seely, Esq. Stewart Jones Hacker & Murphy
Mini-Module Sessions – Donna Komor, IAO
- Correction of Errors: RPTL Article 5, Title 3 – Andrea Nilon, FIAO
- Billboard Litigation and Valuation – Robert Hutchison Jr. IAO
Strategies for Taxation of Fiber Optic Cable – Michael B. Risman, Esq.
1:00 – 4:00 Reading and Understanding Deeds – Todd Wiley, IAO
The Meaning of Market Value (Panel Discussion) – Robert Bick
Reviewing I & E Statements – Rebecca Speno, Esq.

** TUESDAY FULL DAY SESSION

9:00 – 12:00]
1:00 – 4:00] Valuation of Solar Panels / Farms - John Zukowski, MAI, SRA, IAO

* WEDNESDAY CONCURRENT SESSIONS

9:00 – 12:00 Reading and Understanding Deeds – Todd Wiley, IAO
PDC / Trends – Colleen Adamec, IAO & Curt Schoeberl
Reassessment, Rural VS Metropolis – Edye McCarthy, IAO & Warren Wheeler, IAO

2016 NYSAA Annual Meeting & Seminar on Assessment Administration CONFERENCE RESERVATION FORM

Each attendee wishing to register must use a separate form. Please enclose the completed registration form and return with a check or completed municipal voucher. All registration fees include materials and attendance.

Name: Glenn Droese First Name for Badge Glenn
Title: Sole Assessor Name of Spouse (if attending) _____
Municipality Town of Carmel Address 68 McAlpin Ave, Mahopac, NY 10541

Registration Fee for attendees **BOOKED** at the Fort William Henry Hotel & Conference Center

NYSAA Member \$175 ☒ Non-Member \$225 ☐

Registration Fee for attendees **NOT BOOKED** at the Fort William Henry Hotel & Conference Center

NYSAA Member \$225 ☐ Non-Member \$275 ☐

☐ Please check here if you will be commuting

Conference Registration Fee is non-refundable after August 25, 2016.

- ☒ Please check here if you plan to join us on the Lake George Steamboat Cruise Additional Person- \$20 ☐
The **First 200 Registered** conference attendees cruise for **FREE** (sponsored by the Warren County Assessors' Association) all others will be **CHARGED \$20.00** per person. So REGISTER & SIGN UP EARLY.

Return this registration form with a check or signature ready voucher, to:

NYSAA
8417 Oswego Rd., #233
Baldwinsville, NY 13027
Phone: (315) 706-3424 Fax: (315) 410-5660

COMMUTERS ONLY

If you are commuting, rates for meals are as follows: Breakfast \$20.00; Lunch \$30.00; Dinner \$50.00. Please indicate your dinner choices at the bottom of the hotel registration form. All meal tickets will be purchased at the hotel's front desk. Please inform the front desk staff of your entrée selection from the following:

DINNER CHOICES

Sunday, September 18, 2016

The Lake George Buffet

Monday, September 19, 2016

Roasted Prime Rib _____

Chicken Picatta _____

Grilled Atlantic Salmon _____

Tuesday, September 20, 2016

Filet Style Sirloin _____

Chicken Cordon Bleu _____

Lemon Sole Franchise _____

☐ Please check if you have any special dietary needs. Describe: _____

HOTEL RESERVATION FORM

Sunday, September 18 to Wednesday, September 21, 2016 ~ Fort William Hotel & Conference Center,
48 Canada Street, Lake George, NY

Please complete this hotel form and the Sales Tax Exemption Certificate.

Reservations accepted by credit card with a \$100 deposit.

Fort William Henry Hotel & Conference Center Information:

Telephone: Toll Free: (518) 668-3081 Option 1 ~ Fax: (518) 964-6687 (credit card required with fax).

Reservations made after THURSDAY, AUGUST 25, 2016, will be made based on room availability

Name: Glenn A. Droese

Make hotel reservation checks
payable and mail to:

Municipality: Town of Carmel

**Fort William Henry Hotel
& Conference Center
48 Canada Street
Lake George, NY 12845**

Address: 60 McAlpin Ave, Mahopac, NY 10541

Arrival Date: 9/18/2016 Departure Date: 9/21/2016

Day Phone: 845-628-1500 Fax: 845-628-7085 Email: gad@ci.carmel.ny.us

Credit Card (type, number) _____ Exp. _____

*All rates are based on per person, per night and are inclusive of meals. Additional gratuity is at the discretion of the member.
Tax is additional, unless exempt. Meal package begins with dinner on arrival date and ends with lunch on your departure date.
Please mark your choice of accommodations:*

Check in: 4:00 PM ~ Check out: 11:00 AM

	Single	Spouse	Double
Per Night without taxes:			
Standard Room*	\$245.50	\$175.50	\$175.50
Premium Section*	\$255.50	\$185.50	\$185.50
Grand Hotel Room*	\$285.50	\$195.50	\$195.50

* All rooms have a maximum occupancy of 2 guests. Spouses' rate does not include any taxes; if spouse is tax exempt, please make a note on the reservation form and include the spouse's tax exempt form. Stays will be confirmed, subject to availability. A voucher or credit card is required at the time of reservation.

Room shared with: (PLEASE PUT NAME) _____

Shared person, except spouse, must complete separate Hotel Reservation Form.

Accommodations desired (check one) King ☒ Two Double Beds (2 persons) ☐ Other ☐

Reservations must be received by Ft. William Henry Hotel on or before Thursday, August 25, 2016

Any reservations received after this date will be accepted based on availability.

ROOM CANCELLATIONS – A non-refundable deposit of \$100.00 is required at the time of reservation.

DINNER CHOICES

Sunday, September 18, 2016

The Lake George Buffet

Monday, September 19, 2016

Roasted Prime Rib _____

Chicken Picatta _____

Grilled Atlantic Salmon _____

Tuesday, September 20, 2016

Filet Style Sirloin _____

Chicken Cordon Bleu _____

Lemon Sole Franchise _____

☐ Please check if you have any special dietary needs. Please list.

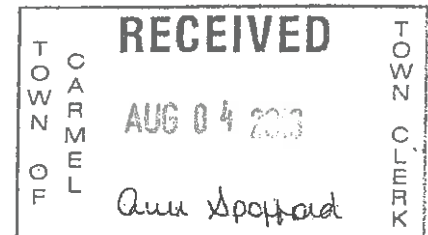
*Glen F. Kubista & Associates*242 BROADWAY · PO Box 670
PORT EWEN, NEW YORK 12466

PHONE: (845) 338-8062

FAX: (845) 338-6057

kubista@aol.comwww.gkubista.com

August 3, 2016

Clerk, Town of Carmel
60 McAlpin Avenue
Mahopac, NY 10541RE: 944 RT CORP
LA FAMIGLIA FELICE
944 RT 6
MAHOPAC NY 10541

Dear Sir/Madam

This office represents the above subject applicant with their license application for the premises so captioned.

As required by the ABC Law Section 110 (b), I, on their behalf, am notifying you of their intent to file an application, for a liquor license, with the New York State Liquor Authority.

Pending a waiver from your municipality, a 30 hold, before said application can be filed, is mandated by the State Liquor Authority. If a waiver to this hold is an option please refer to the attached "sample waiver" and provide same on your letterhead.

Please feel free to contact this office should you have any questions regarding this notice.

Very truly yours,

A handwritten signature in cursive script that reads "Glen F. Kubista".
Glen F. Kubista

CERTIFIED MAIL RETURN RECEIPT 7015 0640 0005 1917 9740

SAMPLE WAIVER

Jacqueline Held – Deputy Commissioner
New York State Liquor Authority
80 South Swan Street Suite 900
Albany, New York 12210

RE: **944 RT CORP**
 LA FAMIGLIA FELICE
 944 RT 6
 MAHOPAC NY 10541

Dear Ms. Held

The Town of Carmel acknowledges that a Liquor License Application is being filed by the above captioned for the location so specified.

In this instance the Town of Carmel waives its rights to the 30 day hold and consents to the processing and issuance of the aforesaid license.

Please feel free to contact this office should you have any questions regarding this letter.

This letter can be signed by the Clerk, Supervisor, Mayor or any other authorized official

This letter should be typed to the Liquor Authority BUT sent to my office by mail or Faxed to 845-338-6057 so that same can be included with the License Application Package.


**State Liquor
Authority**

OFFICE USE ONLY			
<input checked="" type="radio"/> Original	<input type="radio"/> Amended	Date	08 03 2016

**Standardized NOTICE FORM for Providing 30-Day Advanced Notice to a
Local Municipality or Community Board**
(Page 2 of 2 of Form)

17. List the floor(s) of the building that the establishment is located on: BASEMENT, MAIN FLOOR AND ATTIC
18. List the room number(s) the establishment is located in within the building, if appropriate: BSMT: WALKING, LIQUOR STORAGE, OFFICE, RR00M & STORAGE
1st 3 RR00MS, KITCHEN, OFFICE, BAR/DINING
19. Is the premises located within 500 feet of three or more on-premises liquor establishments? ☒ Yes ☐ No
20. Will the license holder or a manager be physically present within the establishment during all hours of operation? ☒ Yes ☐ No
21. If this is a transfer application (an existing licensed business is being purchased) provide the name and serial number of the licensee.
MAHOPAC INN INC PUTN OP 2192297
22. Does the applicant or licensee own the building in which the establishment is located? ☐ Yes (If Yes SKIP 23-26) ☒ No

Owner of the Building in Which the Licensed Establishment is Located

23. Building Owner's Full Name: 944 ROUTE 6 LLC
24. Building Owner's Street Address: 944 RT 6
25. City, Town or Village: MAHOPAC State: NY Zip Code: 10541
26. Business Telephone Number of Building Owner: 646 415 3338 CELL

**Representative or Attorney representing the Applicant in Connection with the
application for a license to traffic in alcohol at the establishment identified in this notice**

27. Representative/Attorney's Full Name: GLEN F KUBISTA / GLEN F KUBSITA & ASSOCIATES
28. Street Address: 242 BROADWAY PO BOX 670
29. City, Town or Village: PORT EWEN State: NY Zip Code: 12466
30. Business Telephone Number of Representative/Attorney: 845 338 8062 FAX 845 338 6057
31. Business Email Address: KUBISTA@AOL.COM

I am the applicant or hold the license or am a principal of the legal entity that holds or is applying for the license. Representations in this form are in conformity with representations made in submitted documents relied upon by the Authority when granting the license. I understand that representations made in this form will also be relied upon, and that false representations may result in disapproval of the application or revocation of the license.

By my signature, I affirm - under **Penalty of Perjury** - that the representations made in this form are true.

32. Printed Name: VICTOR VULAJ VULJEVIC Title: PRESIDENT

Signature: X

PLACE STICKER AT TOP OF ENVELOPE TO THE RIGHT OF THE RETURN ADDRESS FOLD AT DOTTED LINE

CERTIFIED MAIL



7015 0640 0005 1917 9740
7015 0640 0005 1917 9740

U.S. Postal Service CERTIFIED MAIL® RECEIPT	
Domestic Mail Only	
For delivery information, visit our website at www.usps.com	
POSTAGE USE	
Certified Mail Fee \$	Postmark Here
Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy) \$	
<input type="checkbox"/> Return Receipt (electronic) \$	
<input type="checkbox"/> Certified Mail Restricted Delivery \$	
<input type="checkbox"/> Adult Signature Required \$	
<input type="checkbox"/> Adult Signature Restricted Delivery \$	
Postage \$	
Total Postage and Fees \$	
Sent To <u>Clerk T/Carmel</u>	
Street and Apt. No., or PO Box No. <u>60 McAlpin Ave</u>	
City, State, ZIP+4® <u>Mahopac NY 10541</u>	
PS Form 3800, April 2015 PSN 7530-02-000-9053 See Reverse for Instructions	

SENDER: COMPLETE THIS SECTION	COMPLETE THIS SECTION ON DELIVERY
<ul style="list-style-type: none"> Complete items 1, 2, and 3. Print your name and address on the reverse so that we can return the card to you. Attach this card to the back of the mailpiece, or on the front if space permits. <p>1. Article Addressed to:</p> <p><u>Clerk</u> <u>T/Carmel</u> <u>60 McAlpin Ave</u> <u>Mahopac NY 10541</u></p> <p>2. Article Number (Transfer from service label)</p> <p><u>7015 0640 0005 1917 9740</u></p>	<p>A. Signature</p> <p>X <input type="checkbox"/> Agent <input type="checkbox"/> Addressee</p> <p>B. Received by (Printed Name)</p> <p>C. Date of Delivery</p> <p>D. Is delivery address different from item 1? <input type="checkbox"/> Yes If YES, enter delivery address below: <input type="checkbox"/> No</p> <p>3. Service Type</p> <p><input type="checkbox"/> Adult Signature <input type="checkbox"/> Adult Signature Restricted Delivery <input type="checkbox"/> Certified Mail® <input type="checkbox"/> Certified Mail Restricted Delivery <input type="checkbox"/> Collect on Delivery <input type="checkbox"/> Collect on Delivery Restricted Delivery <input type="checkbox"/> Registered Mail <input type="checkbox"/> Registered Mail Restricted Delivery (\$500)</p> <p><input type="checkbox"/> Priority Mail Express® <input type="checkbox"/> Registered Mail™ <input type="checkbox"/> Registered Mail Restricted Delivery <input type="checkbox"/> Return Receipt for Merchandise <input type="checkbox"/> Signature Confirmation™ <input type="checkbox"/> Signature Confirmation Restricted Delivery</p>

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: August 20, 2016

Re: CWD # 8 – Main Turbine Pump

Bee and Jay (B&J) the operators for Carmel Water District 8 (CWD 8) has advised the Engineering Department (Department) that the 25 horsepower main turbine pump for the plant has seized and no longer functions. The water plant is currently operating on single pump till replacement installed.

This Department considers the need for this main turbine pump an emergency situation warranting immediate purchase and installation

This Department has authorized B&J to purchase the necessary equipment to install the pump. The labor cost for the installation is \$2,900.00 and the pump cost is \$23,930.00 for a total cost for this work of \$26,830.00. See attached invoices.

B&J has indicated that the life expectancy of the pump ~15 years.

Since the plant serves water districts 1, 8, 10 and 13, the cost must be allocated to each of these districts. A reasonable approach to allocate the costs is based upon district flow. Therefore the cost distribution would be as follows:

- CWD#1 9.2% (\$2,468.36)
- CWD#8 58.5% (\$15,695.55)
- CWD#10 19.5% (\$5,231.85)
- CWD#13 12.8% (\$3,434.24)

We have advised the Comptroller's office of this expenditure. There are sufficient funds for this expense (as provided in the attached).

This memorandum is presented to Board for informational purposes, no Board action is necessary.



719 ROUTE 6
MAHOPAC, NY 10541
845.628.3924

August 1, 2016

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

Attention: Richard Franzetti
Town Engineer

Re: CWD# 8 Filter Plant – Emergency Pump Failure

Sunday July 31, 2016

- Bee and Jay Mechanical responded to main turbine 25 hp failure alarms
- Tested, found turbine pump #2 seized and locked up due to age of 18 year old pump and motor.

Monday August 1, 2016

- Bee and Jay ordered a 25 hp turbine pump and motor from Goulds direct thru factory rep to expedite custom fabrication and delivery.
- Duplex turbine pump system operating on single pump till replacement installed.

Quotation of 25 hp turbine pump and motor to follow.

Ted Kugler



Quote Number: 3301-160531-014

CWD Filter Plant #8
Mahopac NY
Bee and Jay Plumbing and Mechanical

August 1st, 2016

Terms:

Job: 7WALC-3-stg-5-31-16-SR-00

We are pleased to quote you for the following equipment, subject to Xylem approval and acceptance of Xylem terms and conditions of sale. Quantities are not guaranteed and should be verified, with any Prices adjusted, prior to placing an order. This quotation is subject to change without notice and void after .

Item #	Qty	Description	Net Price USD
1	1	VIT - Short Set Lineshaft Turbine Pumps Lineshaft Turbine: Open Lineshaft, 7WALC/3-Stage, VIT-FFFM	23,930
1.1	1	Bowl Assembly 7WALC / 3-STG / Manufacturer's Standard	635.00 (lb) wt. 4,461
1.2	1	Column Assembly 6" x 1.19" Flanged W/L Column	114.00 (lb) wt. 6,341
1.3	1	Discharge Head Assembly 6" x 12.0" FF Head	221.00 (lb) wt. 8,668
1.4	1	Driver Assembly US Motors VHS 25 HP 3600 RPM 256TPH	(lb) wt. 4,460
			300.00 (lb) wt.
Total Item Net Price USD			23,930
Additional Freight (not included in item Net Price) USD			0
Total Quotation Net Price USD			23,930
Total Weight (lb)			635.00



INTERNAL COST WORKSHEET

CWD Filter Plant
Mahopac, NY
Bee and Jay Plumbing and Mechanical

August 1st, 2016.

Terms:

Job: 7WALC-3-stg-5-31-16-SR-00

QUOTE NUMBER: 3301-160531-014

Line	Description	Qty	Unit Price USD	Sales Multi	Multi Override	Total Price USD	Tag	Profit Factor	Profit Factor Override	Base Price USD	Weight (lb)	Freight	Sell Price USD
1	Lineshaft Turbine: Open Lineshaft, 7WALC/3- Stage, VIT-FFFM	1	23,930	1.000	0.000	23,930		1.000	0.000	23,930	635.00	0	23,930
1.1	7WALC / 3-STG / Manufacturer's Standard	1	4,461	1.000	0.000	4,461		1.000	0.000	4,461	114.00	0	4,461
1.2	6" x 1.19" Flanged W/L Column	1	6,341	1.000	0.000	6,341		1.000	0.000	6,341	221.00	0	6,341
1.3	6" x 12.0" FF Head	1	8,668	1.000	0.000	8,668		1.000	0.000	8,668		0	8,668
1.4	US Motors VHS 25 HP 3600 RPM 256TPH	1	4,460	1.000	0.000	4,460		1.000	0.000	4,460	300.00	0	4,460

Total Sell Price USD

23,930

Total Weight (lb)

635.00



PLUMBING & HEATING
MECHANICAL
WATER SYSTEMS

719 ROUTE 6
MAHOPAC, NY 10541
845.628.3924
800.965.4702

August 3, 2016

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

Attention: Richard Franzetti
Town Engineer

CWD # 8 Emergency Pump Replacement

- Dismantle and remove 8 feet flanged 25hp submersible turbine pump from clear well with hoist equipment.
- Installation of new 25hp flanged turbine pump and motor with all related flanges, gaskets, bolts and material, rewire motor and start up.

Labor - Approximately 10 hours 3 men & Materials - \$2,900.00

Ted Kugler



From: [Maxwell,Mary Ann](#)
To: [Franzetti,Richard](#)
Cc: [Esteves,Donna](#)
Subject: RE: 08-03-16 CWD 8 Main Turbing Pump cost summary
Date: Wednesday, August 03, 2016 10:20:47 AM

Yes there are currently sufficient funds in the emergency line as well as available funds in repair reserve and contingency budget expense lines for this purchase.

Mary Ann Maxwell
Town Comptroller
Town of Carmel
(845) 628-1500 ext 175
Fax (845) 628-7085
mam@ci.carmel.ny.us

From: Franzetti,Richard
Sent: Wednesday, August 03, 2016 10:10 AM
To: Maxwell,Mary Ann
Cc: Esteves,Donna
Subject: FW: 08-03-16 CWD 8 Main Turbing Pump cost summary

Mary Anne,

See Donna's summary below based on my request (even further below and attached).
Please review and comment

Richard J. Franzetti. P.E, BCEE, LEED ^{AP}
Town Engineer
60 McAlpin Avenue
Mahopac, New York 10541
Phone - (845) 628-1500 ext 181
Fax – (845) 628-7085
Cell – (914) 843-4704
rjf@ci.carmel.ny.us

This communication may be confidential and is intended for the sole use of the addressee(s). No use or reproduction of the information provided is permitted without the written consent of the Town of Carmel. If you are not the intended recipient, you should not copy, disclose or take any action in reliance on this communication. If you have received this communication in error, please notify the sender by reply e-mail and delete the message and any attached documents.

From: Esteves,Donna
Sent: Wednesday, August 03, 2016 9:56 AM
To: Franzetti,Richard
Subject: RE: 08-03-16 CWD 8 Main Turbing Pump cost summary

Rich,

Yes, there are sufficient funds in each district's emergency repair line for this purchase.

Donna Esteves

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

From: Franzetti, Richard
Sent: Wednesday, August 03, 2016 9:46 AM
To: Esteves, Donna
Subject: 08-03-16 CWD 8 Main Turbing Pump cost summary

Donna,

Please advise if there are sufficient funds in the CWD 1, 8, 10 and 13 budgets to cover the cost to purchase and install a main turbine pump.

See attached for costs

Richard J. Franzetti. P.E, BCEE, LEED ^{AP}
Town Engineer
60 McAlpin Avenue
Mahopac, New York 10541
Phone - (845) 628-1500 ext 181
Fax – (845) 628-7085
Cell – (914) 843-4704
rjf@ci.carmel.ny.us

This communication may be confidential and is intended for the sole use of the addressee(s). No use or reproduction of the information provided is permitted without the written consent of the Town of Carmel. If you are not the intended recipient, you should not copy, disclose or take any action in reliance on this communication. If you have received this communication in error, please notify the sender by reply e-mail and delete the message and any attached documents.

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

CC: Mike Cazzari, Town of Carmel Police Chief
Mary Ann Maxwell, Town Comptroller

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

Date: August 20, 2016

Re: CWD # 8 –Water Treatment Plan CIA Security

Bee and Jay (B&J) the operators for Carmel Water District 8 (CWD 8) water treatment plant (WTP) has requested the attached proposal from Commercial Instruments and Alarm System (CIA) for the installation of a video surveillance system at the WTP. A copy of the CIA proposal is attached. The reason for this installation of this security system is due to the increased vandalism at the site.

The system includes the following:

- 8-Channel network video recorder;
- Four (4) high definition dome cameras;
- One (1) monitor;
- Surge protection;
- One (1) uninterruptable power supply;
- All wiring and cables;
- Intrusion system with ten (10) zones of coverage;
- Two (2) magnetic contact switches;
- Metal DVR lock box
- One (1) Control Panel,
- One (1) Command Center, and
- Three (3) Motion Detectors

The cost for the installation and equipment is \$9,254.78 with a radio monitoring fee of \$40.50/month. Due to the technical nature of this work and the classified/confidential nature of the information the work can be considered a professional service; in addition CIA currently provides security and alarm service at multiple Town locations. We therefore recommend that the project be awarded to CIA.

Per the attached there sufficient funds in the various budgets to have this system installed.

I recommend that this matter be placed on the next Town Board work session for discussion.



Commercial Instruments & Alarm Systems, Inc.

2 Summit Court, Suite 306 • Fishkill • New York • 12524

"Tomorrow's Security Today"

VIDEO SURVEILLANCE SYSTEM WITH NVR

PROPOSAL SUBMITTED TO:

Town of Carmel – Controller's Office

MAILING ADDRESS:

60 McAlpin Avenue
Mahopac, NY 10541

EMAIL:

rjf@ci.carmel.ny.us

PHONE:

845-628-1500

JOB NAME/LOCATION:

Carmel Water District #8
72 Heather Drive
Mahopac, NY 10541

ATTN:

Mr. Richard Franzetti

DATE:

August 3, 2016

CONSULTANT:

Jim Starr

Thank you for the opportunity to submit our proposal for a video surveillance system at Carmel Water District #8. The installation will include the following:

8-CHANNEL IP BASED NETWORK VIDEO RECORDER:

CIA will furnish and install one (1) 8-Channel, IP Network Video Recorder. This recorder offers the following:

- 8 independent IP Channels
- 3 Terabytes of video-specific, eSATA hard drive storage
- 160Mbps Data Transfer
- HDMI/VGA 1080P output
- 8 eSATA interfaces
- Alarm I/O: 16/4
- Dual streaming for high quality recorded video and low bandwidth video for off-site viewing
- Three-year manufacturer limited warranty
- Ipad/Iphone/Android apps and supports Internet and some MAC remote viewing Graphic User Interface
- NVR to be located on the desk in the Office Area
- **CIA's Video Health Monitoring and Video Verification Integration*****

***** Video Health Monitoring feature is available exclusively through CIA's Security Operations Center. This service is included for the first year at no cost.**

Your High-Definition Video Surveillance Server has been custom designed for a maximum of 8 IP based IP cameras and has three (3) TB of storage. The recorder will provide approximately thirty (30) days of video storage at high image quality for the proposed 4.1 Megapixel cameras. Cameras will be programmed to record at 8 frames per second, 3048kbps and 4.1MP resolution.

4.1 MEGAPIXEL VANDAL IP DOME CAMERA:

We will furnish and install four (4) Indoor/Outdoor 4.1 megapixel Dome Cameras with IR illumination which will be connected to existing NVR. This camera features a 2.8mm wide angle fixed lens, POE ready, CMOS progressive scan, and 360° swivel mount. The exterior camera will be streaming security video at 8 fps, a bit rate of 3048kbps and a resolution of 4.1 Megapixel. The recording will be triggered on motion and the cameras will only record when motion is detected. This camera has a two year limited manufacturer warranty. Cameras will be located as follows:

- Driveway/Parking
- Generator Area
- Front of Building
- South Side

U.L. LISTED INSTALLATIONS ▪ ACCESS CONTROL SYSTEMS ▪ CCTV ▪ CENTRAL STATION MONITORING

Licenses: NY – 12000016988; CT – 105734

ADMINISTRATION
845-896-9500

FAX
845-896-8887

MONITORING RESPONSE CENTER
845-897-1200

SERVICE DEPARTMENT
845-897-5550

EXTERIOR VANDAL RESISTANT IP DOME CAMERA:

CIA will furnish and install one (1) exterior vandal resistant IP dome cameras with a fixed lens which have the following features:

- 1080P Resolution
- 2.8mm fixed lens
- 3 axis gimbal for adjustment purposes
- Resolution 1920x 1080
- True Day/Night
- IP 66 Weather Resistant Camera
- Operating Temperature -30° F to 140° F
- Sealed camera unit

Camera to be located:

- In closet with recording equipment

METAL DVR LOCK BOX:

CIA will furnish and install one (1) Metal DVR Lock Box equipped with cooling fan to be located in Basement Closet.

WIRING/CABLING:

CIA will furnish and install all necessary wiring/cabling to complete installation. CIA will use direct burial cabling for all camera locations

MONITOR:

CIA will furnish and install one (1) 19" LED monitor on desk in office.

UNINTERRUPTABLE POWER SUPPLY:

CIA will furnish and install one (1) Desktop UPS located on the desk in the office. The UPS will supply power to the high definition digital video recorder and power supplies for a short period of time should there be an interruption in municipal power. This UPS will also shield the High Definition Network Video Recorder and power supplies from power surges and/or brown outs that typically damage the camera and recording equipment.

SECOND LAYER OF SECURITY:

This proposal includes a second layer of security in an attempt to safe guard against any on-site tampering with the recording device. In the event that the recording device is removed from the property, Carmel Water District #8 (Town of Carmel) is to contact CIA Security for instructions on how to access the Second Layer of Security.

INVESTMENT DATA

*****Pricing guaranteed for 60 days*****

PURCHASE PRICE: The above equipment can be purchased, with a one-year guarantee on parts and labor, for Six Thousand Nine Hundred and Fifty-Five Dollars and Fourteen Cents (\$6,955.14) plus sales tax. Pricing based on prevailing rate wages.

DEPOSIT: A 50 percent deposit is due when the contract is accepted, and the balance is due within ten (10) days of completion and sign-off of proposed work.

VIDEO HEALTH MONITORING: Health Monitoring Services are included for the first year at no charge. The **Health Monitoring Service** checks your DVR every hour to confirm the functionality of all cameras, storage HDD, and the network interface. It will send you an email notification when an irregularity is noticed. Receipt of an email notification **DOES NOT** automatically generate a service call. This service virtually eliminates the prospect of an event occurring and the system being non-functional. This service is provided, as a courtesy, at **no charge for the first year**. The DVR Health Monitoring Services can be continued after the first year for a fee of **One Hundred Fifty Dollars (\$150.00) per year**. Please initial to continue this service.

NOTES:

1. This service requires a reliable broadband connection.
2. CIA will ***NOT*** receive Email notifications. Email notifications are ***ONLY*** sent to the customer.
3. Customer is responsible for contacting CIA for service.
4. Email notifications will be sent from DVR.Health@signalcentralsecurity.com. Please add this address to your contacts to avoid having these emails sent to Spam.

ACCEPTED _____ (PLEASE INITIAL)

REQUIRED: VIDEO HEALTH MONITORING EMAIL ADDRESS WHERE ALERTS ARE TO BE SENT:

_____ *

***Please note that client is responsible for management of email account.**

Print Name

Phone #

ELECTRICAL AND/OR BUILDING PERMIT FEES: Your local municipality may require an electrical and/or building permit(s) be issued and an inspection be requested for this work. **Any fees associated with the electrical and/or building permit(s) and inspections are not included in the proposal and will be billed to the owner at that cost.*

INSURANCE:

Any insurance requirements shall be presented to designer/bidder prior to accepting this proposal. If not, it is presumed that we have satisfied all your insurance requirements.

ADMINISTRATIVE EMAIL ADDRESS:

By providing your email address, you give CIA Security the permission to send invoice alerts, as well as other administration notifications. In addition, we will send confirmations and reminders of upcoming service appointments that you make. The safety and security of our clients is our primary concern so please be assured that we WILL NOT under any circumstances share/sell your email address.

NOTES:

1. Owner is to furnish the following:
 - a. 120VAC outlet at location of monitor, recorder, power supply and UPS.
 - b. Adequate shelf space for monitor & recorder.
2. The DVR is network ready. Owner is to supply a cable modem or DSL connection. For reliable viewing, the broadband connection lines have to provide a minimum of 1500KBps of bandwidth for transmitting video pictures. If the bandwidth is reduced it will greatly impact video quality and speed. CIA cannot be responsible for reduced bandwidth from the broadband supplier. Please check to ensure that your system will be compatible with the broadband service provided and the required bandwidth is available. Static IP address is recommended.
3. Please review the ventilation for your new DVR. Please insure that there is adequate ventilation for the video equipment and/or the rack. The proposed video equipment pulls air through the front of each unit which must be a stable 72 degrees or less and exhausts the warmer air out of the back. The console must be able to exhaust this warmed air to maintain the proper cooling for the equipment. Failure in providing adequate ventilation will result in shorter life expectancies of the proposed equipment. *Client* is responsible for maintaining adequate ventilation and keeping air filters clean.
4. Adequate lighting is the responsibility of the client. It is impossible to determine if the existing lighting is adequate to provide good picture quality. The existing lighting may be suitable close to the building; however, the lighting at the perimeter of the property may not be adequate. If the picture quality is not suitable, it will be the owner's responsibility to furnish more lighting. Blooming is a condition whereby the light level exceeds the camera's capability to adjust. When blooming occurs, the picture will appear washed out. Excessive lighting is typically found on bright, sunny days, particularly after a snow storm.
5. Owner is to furnish a secure location for DVR and all other security related equipment.
6. Any changes in the scope of work will be done on a separate agreement.

7. CIA has provided surge protection on the main power circuit of the video system. There is no guarantee that your system will be free from any spikes or surges.
8. **Firewall & Internet Security:** The owner shall be responsible for providing a reasonable level of network security and supplying all firewall equipment. Please review this requirement with your computer consultant.
9. Guarantee does not cover any network problems, internet outages, smart phone apps or router issues that may occur. Telephone support is available and will be invoiced at \$45.00 per hour (one hour Minimum). Please have a *Network Administrator* available if you require telephone support.
10. Raceway/conduits may be installed in areas where wire runs cannot be concealed.
11. CIA makes no representations or guarantees as to the condition, usability or type of the existing wiring. If any issues are found, we will address it under separate agreement.

O P T I O N S

Pricing for options is only valid during the installation of the base system. If option(s) is selected, all terms and conditions of the original Sales/Rental Agreement apply.

OPTION #1: OPTIONAL CIA VIDEO SERVICE

This DVR has been specifically programmed to integrate with CIA's video management service. This service includes video alarm verification. This service can be turned on or off at any time.

VIDEO ALARM VERIFICATION:

Upon receipt of an alarm, a CIA operator will bring up the IP address of your location and provide a visual surveillance of the video system. Any unusual activity will be reported to both Police authorities and the owner. CIA will observe the property for approximately 5 minutes. Monitoring fee will be \$20.00 per month, billed quarterly in advance. If desired, please initial.

ACCEPTED _____ (PLEASE INITIAL)

OPTION #2: SERVICE CONTRACT INFORMATION/PREVENTATIVE MAINTENANCE PROGRAM

CIA provides a full one-year warranty on the Video Recorder. We recommend that you protect your investment with our extended-warranty/service contract plan. Under our service agreement, CIA will provide continued coverage for all system components, including labor and materials. This service contract will include:

- Disassembling, cleaning, inspection and testing of the Video Recorder
- Check fans for CPU and Power Supply
- CIA will perform preventative maintenance on the Video Recorder every six months

The cost for extended-term service coverage/preventative maintenance program will be 10% of the total installation price, billable annually. Typically agreements operate on a calendar year schedule starting in January. At the expiration of your warranty, a pro-rated contract will be provided.

ACCEPTED _____ (PLEASE INITIAL)

NOTES:

1. *Not included* in service agreement is the cost for a lift for any work to be performed on any surveillance equipment located twelve feet above the ground. Any required lifts will be invoiced to *client* at our cost.
2. Service agreement is based on service during business hours: Monday through Friday, 8:00 AM to 4:30 PM (emergency service *not included*).
3. Surge Suppressors *not included*.
4. Network Connections *not included*.
5. 120V work *not included*.
6. Loaner DVR is not included but if CIA has a unit available, it will be supplied at a discounted daily rate if desired.
7. *Client* is to furnish CAD drawings for future record keeping.
8. All ancillary computer equipment to the video surveillance system is not included as it is supported by your *IT Department*.

OPTION #3: ANNUAL INSPECTION

We recommend having your system inspected on an annual basis. CIA will inspect and test all devices. At completion of the inspection, CIA will provide a written report. Any problems found will be noted, and any repairs required will be addressed under a separate contract. The cost for the inspection coverage will be \$295.00 per year, billable annually.

ACCEPTED _____ (PLEASE INITIAL)

ACCEPTED BY:

AUTHORIZED SIGNATURE

PLEASE TYPE OR PRINT NAME

This proposal is subject to Subscriber signing a standard Sales agreement prior to commencing work. Any purchase orders issued are agreeing to the terms and conditions of this proposal.

THE PARTY AGREES THAT THE ALARM SYSTEM IS NOT DESIGNED OR GUARANTEED TO PREVENT ANY LOSS BY BURGLARY, THEFT OR OTHER ILLEGAL ACTS OF THIRD PARTIES, OR LOSS BY FIRE, SMOKE, WATER, OR ANY OTHER CAUSE. IF, NOT WITHSTANDING THE TERMS OF THIS AGREEMENT, THERE SHOULD ARISE ANY LIABILITY ON THE PART OF CIA, AS A RESULT OF BURGLARY, THEFT, HOLD-UP, FIRE, SMOKE EQUIPMENT FAILURE, OR ANY CAUSE WHATSOEVER, REGARDLESS OF WHETHER OR NOT SUCH LOSS, DAMAGE OR PERSONAL INJURY WAS CAUSED BY OR CONTRIBUTED TO BY CIA'S NEGLIGENCE TO ANY DEGREE OR FAILURE TO PERFORM ANY OBLIGATION, SUCH LIABILITY SHALL BE LIMITED TO ANY AMOUNT EQUAL TO 5% OF THE PURCHASE PRICE OR TO THE SUM OF \$1,000.00, WHICHEVER IS GREATER.



Commercial Instruments & Alarm Systems, Inc.

2 Summit Court, Suite 306 • Fishkill • New York • 12524

"Tomorrow's Security Today"

COMMERCIAL SECURITY SYSTEM

PROPOSAL SUBMITTED TO:

Town of Carmel – Controller's Office

BUSINESS PHONE:

845-628-1500

DATE:

August 3, 2016

MAILING ADDRESS:

60 McAlpin Avenue
Mahopac, NY 10541

JOB NAME/LOCATION:

Carmel Water District #8
72 Heather Drive
Mahopac, NY 10541

CONSULTANT:

Annemarie Sipilief

FAX/EMAIL:

rjf@ci.carmel.ny.us

ATTN:

Mr. Richard Franzetti

Thank you for the opportunity to submit our proposal for the installation of a "custom-designed" security alarm system for your business. We will wire the new security system to the radio and install a data module to report intrusion devices by zone. The installation includes the following:

CONTROL PANEL:

We will furnish and install the DMP XR-150 DNL-G Alarm Control Panel. This advanced, state-of-the-art control panel is equipped with the following features:

- 10 on-board zones, expandable to 142 zones
- Alarm history log with 1,200 event buffer
- Multifunction user (arming) codes
- Flexible system arming features with instant arming option
- On-board network communicator
- U.L listed
- Grounded in conformance with National Electric Code and for added protection against lightning surges.
- Panel will be located by the radio

CIA will furnish wiring to the network hub. *Owner is to furnish a router port and provide programming for internet communication.

NOTE:

Plywood to be installed on the wall next to the Radio for mounting control panel.

BACK UP BATTERY:

We will furnish and install two (2) Yuasa 12-volt 7-amp backup batteries with fused harness.

COMMAND CENTER:

We will furnish and install one (1) command center to provide arming and disarming of the security alarm system. The command center provides custom English-language display of the zones and alarm descriptions. The command center will be located as follows:

- Front Door

WIRELESS RECEIVER:

CIA will furnish and install one (1) wireless receiver. Wireless receiver location is to be determined at time of installation.

U.L. LISTED INSTALLATIONS • ACCESS CONTROL SYSTEMS • CCTV • CENTRAL STATION MONITORING

Licenses: NY – 12000016988; CT – 105734

ADMINISTRATION
845-896-9500

FAX
845-896-8887

MONITORING RESPONSE CENTER
845-897-1200

SERVICE DEPARTMENT
845-897-5550

AES INTELLIPRO MODULE:

We will furnish and install one (1) AES IntelliPro Module to the radio transceiver. The module transmits full data formats through the AES radio network to our Monitoring Response Center for processing.

NOTIFICATION:

The DMP XR-150 DNL-G Control Panel includes an internet communicator programmed to report alarm signals (identified by individual zones) to CIA's own Monitoring Response Center Listed by Underwriters Laboratories, Inc. Please note that internet monitoring requires a reliable broadband connection.

Monitoring via the internet provides transmission of alarm signals at a much faster speed than standard telephone transmission. To ensure the integrity of the system, daily check-ins to our Monitoring Response Center are also provided.

The existing AES radio will be used as back-up communication.

When we receive an alarm signal, our Monitoring Response Center's "seasoned" personnel will dispatch the proper authorities to the exact area of alarm activation and notify personnel on your designated call list. Our Monitoring Response Center's personnel will then follow-up to verify the outcome of the alarm condition and report back to the client and our service department.

Included is the following:

- *Total reporting zones* – all annunciating and reporting zones will be individually displayed at the command center and will also be reported to our Monitoring Response Center for custom reporting of individual zone.
- *A/C Power Monitoring and Low Battery Supervision* – in the event the electricity at the building is off or the system detects a low battery, a supervisory signal will be transmitted to our Monitoring Response Center.

FIVE DIAMOND CERTIFICATE:

CIA has been awarded The Five Diamond Certificate which is the highest certification that can be achieved in the alarm industry. The Five Diamond Certification, awarded by the Central Station Alarm Association, designates a higher level of performance than the industry standard for High Security Monitoring Centers. The industry standard is typically having a UL Listed Monitoring Response Center. The Five Diamond Certificate raises the performance standard to a higher level.

DETECTION DEVICES

MAGNETIC SECURITY CONTACTS (WIRELESS TECHNOLOGY)

We will furnish and install three (3) wireless magnetic contact switches on doors to provide perimeter detection. Anyone opening a protected door more than one-half inch with the system "armed/on" will activate the alarm. The contacts will be installed as follows:

- Front Door (1)
- Side Doors (2)

Wireless transmitters will be installed as shown in the attached drawing. Each transmitter will be mounted within six inches of the security contact. Transmitters measure approximately 3"x 1"x 1".

MAGNETIC SECURITY CONTACT (HARDWIRED):

We will furnish and install one (1) magnetic contact switch in the door of the Metal DVR Lock Box. In the event someone opens the door, our Monitoring Response Center will get an alert.

NOTE:

Metal DVR Lock Box was included in our proposal for Video Surveillance System with NVR previously sent to you on 8/3/16.

MOTION DETECTION (WIRELESS TECHNOLOGY):

We will furnish and install three (3) passive infra-red motion sensor to provide internal space detection; unit provides a 25-foot protection pattern in a directional line of sight. Anyone walking in front of the detection patterns with the system "armed/on" will activate the alarm. The detectors will be located as follows:

- Office
- Chemical Room
- Main Area

INVESTMENT DATA

****Pricing guaranteed for 60 days****

PURCHASE PRICE: The above system can be purchased, with a one-year guarantee on parts and labor, for Two Thousand Two Hundred and Ninety-Nine Dollars and Sixty-Four Cents (\$2,299.64) plus sales tax. Pricing based on prevailing rate wages.

DEPOSIT: A 50 percent deposit is due when the contract is accepted, and the balance is due within ten (10) days of completion and sign-off of proposed work.

MONITORING FEE: Will remain the same.

EMAIL

ADDRESS: _____

By providing your email address, you give CIA Security the permission to send invoices, system notification alerts as well as other administration notifications. In addition, we will send confirmations and reminders of upcoming service appointments that you make. The safety and security of our clients is our primary concern so please be assured that we WILL NOT under any circumstances share/sell your email address.

ELECTRICAL AND/OR BUILDING PERMIT FEES: Your local municipality may require an electrical and/or building permit(s) be issued and an inspection be requested for this work. **Any fees associated with the electrical and/or building permit(s) and inspections are not included in the proposal and will be billed to the owner at that cost.*

INSURANCE:

Any insurance requirements shall be presented to designer/bidder prior to accepting this proposal. If not, it is presumed that we have satisfied all your insurance requirements.

NOTES:

1. Subscriber is to supply one 120 VAC outlet in close vicinity of control panel and cannot be a GFI outlet.
2. Any changes in the scope of work will be done on a separate agreement.
3. The system has been designed with point-of-protection reporting. Each device is mapped to a zone to be reported to CIA's Monitoring Response Center. Our dispatcher then advises law enforcement of the activated device and frequency of the signals.
4. System is expandable as future needs grow.
5. Ethernet port will be required for the internet alarm communicator.
6. **Firewall & Internet Security:** The owner shall be responsible for providing a reasonable level of network security and supplying all firewall equipment. Please review this requirement with your computer consultant.
7. Guarantee does not cover any network problems, internet outages, smart phone apps or router issues that may occur. Telephone support is available and will be invoiced at \$45.00 per hour (one hour Minimum). Please have a *Network Administrator* available if you require telephone support.

OPTIONS

Pricing for options is only valid during the installation of the base system. If option(s) is selected, all terms and conditions of the original Sales/Rental Agreement apply.

OPTION #1: SURGE SUPPRESSION FOR ALARM POWER CIRCUIT

We strongly recommend installing a surge suppressor for the 120VAC alarm panel power circuit. The device we recommend is the Tripplite Ultra Block. If desired, please add \$49.00 to above purchase.

ACCEPTED _____ (PLEASE INITIAL)

OPTION #2: NETWORK SURGE SUPPRESSION

We will furnish and install a COM-CLESP network surge protector for the incoming network circuit. If desired, please add \$40.00 to above purchase price.

ACCEPTED _____ (PLEASE INITIAL)

CIA has included options for surge suppression for vital areas of your system. CIA does not guarantee that your system will be free from harm due to lightning strikes or other surges.

ACCEPTED BY:

AUTHORIZED SIGNATURE

PLEASE TYPE OR PRINT NAME

This proposal is subject to Subscriber signing a standard Sales agreement prior to commencing work. Any purchase orders issued are agreeing to the terms and conditions of this proposal.

THE PARTY AGREES THAT THE ALARM SYSTEM IS NOT DESIGNED OR GUARANTEED TO PREVENT ANY LOSS BY BURGLARY, THEFT OR OTHER ILLEGAL ACTS OF THIRD PARTIES, OR LOSS BY FIRE, SMOKE, WATER, OR ANY OTHER CAUSE. IF, NOT WITHSTANDING THE TERMS OF THIS AGREEMENT, THERE SHOULD ARISE ANY LIABILITY ON THE PART OF CIA, AS A RESULT OF BURGLARY, THEFT, HOLD-UP, FIRE, SMOKE EQUIPMENT FAILURE, OR ANY CAUSE WHATSOEVER, REGARDLESS OF WHETHER OR NOT SUCH LOSS, DAMAGE OR PERSONAL INJURY WAS CAUSED BY OR CONTRIBUTED TO BY CIA'S NEGLIGENCE TO ANY DEGREE OR FAILURE TO PERFORM ANY OBLIGATION, SUCH LIABILITY SHALL BE LIMITED TO ANY AMOUNT EQUAL TO 5% OF THE PURCHASE PRICE OR TO THE SUM OF \$1,000.00, WHICHEVER IS GREATER.

From: [Esteves, Donna](#)
To: [Franzetti, Richard](#)
Subject: RE: 08-04-16 CWD 1,8,10 and Security
Date: Thursday, August 04, 2016 9:10:24 AM

Yes there are sufficient funds in the budget for all districts, for both the purchase and monthly service fees.

Donna Esteves

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

From: Franzetti, Richard
Sent: Thursday, August 04, 2016 8:48 AM
To: Esteves, Donna
Subject: 08-04-16 CWD 1,8,10 and Security

Donna

Are there sufficient funds in the CWD 1, 8, 10 and 13 budgets for a security system at the water plant. See attached cost summary for costs.

Richard J. Franzetti. P.E, BCEE, LEED ^{AP}
Town Engineer
60 McAlpin Avenue
Mahopac, New York 10541
Phone - (845) 628-1500 ext 181
Fax – (845) 628-7085
Cell – (914) 843-4704
rjf@ci.carmel.ny.us

This communication may be confidential and is intended for the sole use of the addressee(s). No use or reproduction of the information provided is permitted without the written consent of the Town of Carmel. If you are not the intended recipient, you should not copy, disclose or take any action in reliance on this communication. If you have received this communication in error, please notify the sender by reply e-mail and delete the message and any attached documents.

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: August 3, 2016

Cc: M. Maxwell, Comptroller

Re: Change Order #1- Contract C237- Town Hall Cleaning Services

As the Board is aware, in April of this year, Apple Maintenance Services, Inc. (Apple) commenced cleaning services of the Town Hall and Police Department. After approximately three (3) months of service, this Department along with the Supervisor's office has had a chance to evaluate Apple's performance.

We find that Apple is performing adequately and that the Town facilities cleanliness has improved. However after discussions with Apple, we have determined that some of the task frequencies identified in the original specifications are excessive, while some tasks, which are commonly performed in the cleaning industry, were not identified at all.

Attached please find the proposed **no-cost** Change Order #1 (3 copies) which provides for modifications of task frequency and additional services to be provided by the contractor.

Based upon the above, we recommend that Board approve Change Order #1.

CHANGE ORDER

No. 1

TOWN HALL CLEANING SERVICES C237

DATE OF ISSUANCE: _____

EFFECTIVE DATE: _____

OWNER: Town of Carmel
OWNER's Contractor No.: C233

CONTRACTOR: Apple Maintenance Services, Inc.

ENGINEER: Town of Carmel Engineering Department

The parties agree to the following modifications:

The original contract specifications provide for completion certain tasks to be performed at certain frequencies. The task frequencies are modified as follows (in italics). This is a no cost change order.

- **Empty and replace liners in all trash receptacles and place in appropriate containers.**
No changes.
- **Dust all horizontal surfaces up to 60 inches off the ground.**
*Originally, this task was on a daily basis. This task will now be performed on an **as needed basis**.*
- **Thoroughly vacuum and spot clean all carpeted floors no less than three (3) times a week.**
No changes.
- **Vacuum all upholstered chairs and dust other chairs.**
*Originally, this task was on a daily basis. This task will now be performed on a **monthly basis**.*
- **Wash, with disinfectant cleaner, all furniture, file cabinets, vinyl cover chairs, tables and benches.**
*Originally, this task was on a daily basis, this task will now be performed on an **as needed basis**.*
- **Clean all doormats.**
No changes.
- **Thoroughly sweep and mop all non-carpeted floors using a sanitizer/disinfectant equal to Lysol products.**
No changes.
- **Clean all sinks, fixtures, mirrors, toilet dispensers with a disinfectant cleaner and chrome dry to shine using a non-abrasive cleaner.**
No changes.

- **Clean interior and exterior of toilet bowl using a disinfectant cleaner. Acidic cleaner may be used to remove excess build up.**
No changes.
- **Spot wash all bathroom partitions, baseboards, walls and doors as needed.**
No changes.
- **Wipe down all doorknobs, telephones, chrome handles, towel dispensers and waste containers with a disinfectant cleaner and dry to a shine.**
*Originally, this task was on a daily basis. This task will now be performed **every other week or more frequently as needed.***
- **Clean all mirror surfaces. Fill all paper and soap dispensers.**
No changes.
- **Empty waste receptacle at all entrances to Town Hall. This includes the waste receptacle at the gas pump.**
No changes.
- **Clean the windows/glass of the main doors to the Front Foyer, Meeting Hall, Main hall, hallways, hallway doors, office dividers, front door of the Police Station, Police Dispatch and the window and door by the Police Department Records clerk.**
*The elevated glass separating the offices will be cleaned **at least every two months or more frequently as needed.** All other work will be performed on a daily basis.*
- **Scrub and thoroughly rinse all bathroom floors with a disinfectant cleaner.**
Contractor shall perform this work with a machine scrubbing device in order to clean tile and grout. This work shall be performed on a monthly basis as originally specified.
- **Dust all horizontal surfaces greater than 60 inches off the ground.**
No changes.

The following is extra work to be performed by the Contractor:

- *Once a month, contractor shall machine buff all V.C.T tile floors to remove scuff marks and bring back luster to floor.*
- *On a quarterly basis contractor shall dust all blinds.*

Reason for Change Order: The specifications provided for task frequencies that are not reasonable. The specifications failed to identify tasks that are normally performed in the cleaning industry which will now be performed.

RECOMMENDED:

ACCEPTED:

APPROVED:

By: _____
Engineer (Authorized Signature)

By: _____
Contractor (Authorized Signature)

By: _____
Owner (Authorized Signature)

Date: _____

Date: _____

Date: _____

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

CC: Mike Cazzari, Town of Carmel Police Chief
Mary Ann Maxwell, Town Comptroller

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

Date: August 3, 2016

Re: Lake Casse Security (CIA security)

The Lake Casse Park District solicited a proposal from Commercial Instruments and Alarm Systems (CIA) to install a video surveillance and intrusion system at the Lake Casse clubhouse. A copy of the CIA proposal is attached.

The system includes the following:

- 16-Channel network video recorder;
- Six (6) high definition dome cameras;
- One (1) monitor;
- Surge protection;
- One (1) uninterruptable power supply;
- All wiring and cables;
- Intrusion system with ten (10) zones of coverage;
- Two (2) magnetic contact switches; and
- Metal DVR lock box

The cost for the installation and equipment is \$9,766.44 with a radio monitoring fee of \$40.50/month. Due to the technical nature of this work and the classified/confidential nature of the information the work can be considered a professional service; in addition CIA currently provides security and alarm service at multiple Town locations. We therefore recommend that the project be awarded to CIA.

Per the attached there sufficient funds in the Lake Casse budget to have this system installed.

I respectfully request that this matter be placed on the next available work session for discussion.



Commercial Instruments & Alarm Systems, Inc.

2 Summit Court, Suite 306 • Fishkill • New York • 12524

“Tomorrow’s Security Today”

August 3, 2016

Mr. Richard Franzetti
Town of Carmel
60 McAlpin Avenue
Mahopac, NY 10541

RE: **Proposal for Video Surveillance System and Intrusion System**
Town of Carmel - Lake Casse Park District, 196 Shear Hill Road, Mahopac, NY 10541

Dear Mr. Franzetti

Thank you for the opportunity to provide you with our proposal for a Video Surveillance System and Intrusion System for the Lake Casse Park District. We can assure you that we will provide you with the best service available and look forward to your continued business in the future.

Please read the proposal and, if satisfied, please sign and return.

Upon receipt of the signed proposal with any options selected, we will prepare the sales/radio rental/monitoring agreement for your signature. When all paperwork has been processed, our service department will contact you to schedule the installation. Should you have any questions, please feel free to call me at anytime.

Cordially,

Jim Starr

Jim Starr

JS/pjz

Enclosure

U.L. LISTED INSTALLATIONS • ACCESS CONTROL SYSTEMS • CCTV • CENTRAL STATION MONITORING

Licenses: NY – 12000016988; CT – 105734

ADMINISTRATION
845-896-9500

FAX
845-896-8887

MONITORING RESPONSE CENTER
845-897-1200

SERVICE DEPARTMENT
845-897-5550



Commercial Instruments & Alarm Systems, Inc.
2 Summit Court, Suite 306 • Fishkill • New York • 12524

“Tomorrow’s Security Today”

VIDEO SURVEILLANCE SYSTEM AND INTRUSION SYSTEM

PROPOSAL SUBMITTED TO:

Town of Carmel - Controller’s Office

BUSINESS PHONE:

(914) 621-1407

DATE:

August 3, 2016

MAILING ADDRESS:

60 McAlpin Avenue
Mahopac, NY 10541

JOB NAME/LOCATION:

Town of Carmel
Lake Casse Park District
196 Shear Hill Road
Mahopac, NY 10541

CONSULTANT:

Jim Starr

EMAIL:

rjf@ci.carmel.ny.us

ATTN:

Mr. Richard Franzetti

Thank you for the opportunity to submit our proposal to install a video surveillance system for Lake Casse Park District. The installation will include the following:

VIDEO SURVEILLANCE SYSTEM

16-CHANNEL IP BASED NETWORK VIDEO RECORDER:

CIA will furnish and install one (1) 16-Channel, IP Network Video Recorder. This recorder offers the following:

- 16 independent IP Channels
- 3 Terabytes of video-specific, eSATA hard drive storage
- 160Mbps Data Transfer
- HDMI/VGA 1080P output
- 2 eSATA interfaces
- Intuitive GUI interface
- 1U Chassis
- Dual streaming for high quality recorded video and low bandwidth video for off-site viewing
- Three-year manufacturer limited warranty
- Ipad/Iphone/Android apps and supports Internet and some MAC remote viewing Graphic User Interface
- **CIA’s Video Health Monitoring and Video Verification Integration*****

***** Video Health Monitoring feature is available exclusively through CIA’s Security Operations Center. This service is included for the first year at no cost.**

Your High-Definition Video Surveillance Server has been custom designed for a maximum of 16 IP based IP cameras and has three (3) TB of storage. The recorder will provide approximately thirty (30) days of video storage at high image quality for the proposed 3 Megapixel cameras. Cameras will be programmed to record at 10 frames per second, 2048kbps and 1080p resolution.

U.L. LISTED INSTALLATIONS • ACCESS CONTROL SYSTEMS • CCTV • CENTRAL STATION MONITORING

Licenses: NY – 12000016988; CT – 105734

ADMINISTRATION
845-896-9500

FAX
845-896-8887

SECURITY OPERATIONS CENTER
845-897-1200

SERVICE DEPARTMENT
845-897-5550

EXTERIOR HIGH DEFINITION VANDAL RESISTANT DOME CAMERAS:

CIA will furnish and install five (5) exterior vandal resistant turret style dome cameras with a fixed lens which have the following features:

- 1080P Resolution
- 2.8mm fixed lens
- 3 axis gimbal for adjustment purposes
- Resolution 1920x 1080
- True Day/Night
- IP 66 Weather Resistant Camera
- Operating Temperature -30°F to 140°F
- Sealed camera unit
- Next Generation Matix IR LED illumination

Camera to be located:

- Front to view Dumpster
- Side to view Driveway
- Rear to view Parking Lot
- Under Deck
- Side to view along woods

EXTERIOR VANDAL RESISTANT IP DOME CAMERA:

CIA will furnish and install one (1) exterior vandal resistant IP dome camera with a fixed lens which has the following features:

- 1080P Resolution
- 2.8mm fixed lens
- 3 axis gimbal for adjustment purposes
- Resolution 1920x 1080
- True Day/Night
- IP 66 Weather Resistant Camera
- Operating Temperature -30°F to 140°F
- Sealed camera unit

Camera to be located:

- In closet with recording equipment

MONITOR:

CIA will furnish and install one (1) 19" LED monitor.

SURGE SUPPRESSION:

We will furnish and install one (1) Ultrablok ISOBAR surge suppressor.

UNINTERRUPTABLE POWER SUPPLY:

CIA will furnish and install one (1) UPS located in the area with the Digital Video Recorder. The UPS will supply power to the high definition digital video recorder and power supplies for a short period of time should there be an interruption in municipal power. This UPS will also shield the High Definition Digital Video Recorder and power supplies from power surges and/or brown outs that typically damage the camera and recording equipment.

WIRING/CABLING:

CIA will furnish and install all necessary wiring/cabling to complete installation. CIA will use high-end network Plenum cabling for all camera locations. By installing Plenum Rated Cat6 Lake Casse Park District is future proofing their wiring to accept any available technology that might come in the future. Cat6 wire is the industry standard for the highest flexibility of deployment and supports virtually all technology.

SECOND LAYER OF SECURITY:

This proposal includes a second layer of security in an attempt to safe guard against any on-site tampering with the recording device. In the event that the recording device is removed from the property, Lake Casse Park District (Town of Carmel) is to contact CIA Security for instructions on how to access the Second Layer of Security.

NETWORK CONNECTION:

Video recorder is network ready. Network connectivity provides multiple benefits including the ability for Personnel to log into the DVRs/NVRs to remotely view live video or to be able to play back recorded video. Owner is to supply a network connection with static IP address and all programming associated with the network connection. Included in the base bid is wiring from video recorder to the closest network switch. CIA will program the DVR/NVR for your Broadband Internet Connection. This will allow for the remote viewing of the DVR's/NVR's live and recorded video from virtually anywhere.

NOTE: In order to establish remote connectivity to the DVR/NVR from the Internet, your firewall/router will need to be programmed to allow for remote access through your broadband connection. This is typically done by the Owner or the Owner's IT Representative. If desired, CIA can perform this service for an additional fee. If interested, please call for pricing. CIA requires access to the router, which includes any user names or passwords if different than the manufacturer's default. CIA also prefers a PC on site to complete the programming.

INTRUSION SYSTEM**CONTROL PANEL:**

We will furnish and install the DMP XT30DM-G Alarm Control Panel. This advanced, state-of-the-art control panel is equipped with the following features:

- Ten zones (expandable to 38 zones with optional modules)
- 1-30 multifunction user (arming) codes
- Yuasa 12VDC, 7-amp-hour rechargeable battery
- Grounded in conformance with National Electric Code and for added protection against lightning surges
- 263C Digital Communicator
- Panel will be located in the Basement Closet with DVR

COMMAND CENTER:

We will furnish and install one (1) DMP Command Center to provide arming and disarming of the security alarm system. The command center provides custom English-language display of the zones and alarm descriptions. The command center will be located at the Front Door.

SIREN:

We will furnish and install one (1) self-contained siren.

RADIO NETWORK (RENTAL UNIT):

The AES Radio Network uses the latest in Intelligent Technology and provides immediate transmission of alarm signals to CIA's Monitoring Response Center without the use of telephone lines. Radio signals are received very rapidly after an alarm, unlike the phone dialer system that may take 30 to 60 seconds to communicate an alarm. In addition, the AES Intelligent Systems reports test signals daily to insure the integrity of the system.

The AES 7058-E Series Radio Transceiver is equipped with the following features:

- Built in power supply and 7-amp-hour battery
- Eight input zones
- A/C power supervision and low battery supervision
- Cabinet Tamper
- Antenna with mounts and antenna brackets

AES INTELLIPRO MODULE:

We will furnish and install one (1) AES IntelliPro Module to the radio transceiver. The module transmits full data formats through the AES radio network to our Monitoring Response Center for processing.

NOTES:

1. FCC requires a license to operate any radio. Under the rental program, CIA will procure the FCC license.
2. Based upon the availability of radio service in the Mahopac area, field testing will be performed prior to entering into a contract.
3. Field testing will be performed prior to installation to determine if signals are strong enough from your location. Includes an antenna next to radio.
4. Subscriber is to supply one 120 VAC outlet in close vicinity of the radio and cannot be a GFI outlet.

NOTIFICATION:

Notification to CIA's own Monitoring Response Center Listed by Underwriters Laboratories, Inc. will be via AES Radio.

When we receive an alarm signal, our Monitoring Response Center's personnel will dispatch the proper authorities to the exact area of alarm activation and notify personnel on your designated call list. Our Monitoring Response Center's personnel will then follow-up to verify the outcome of the alarm condition and report back to the client and our service department.

Included is the following:

- Total reporting zones – all annunciating and reporting zones will be individually displayed at each command center and will also be reported to our Monitoring Response Center for custom reporting of individual devices.
- A/C Power Monitoring and Low Battery Supervision – in the event the electricity at the building is off or the system detects a low battery, a supervisory signal will be transmitted to our Monitoring Response Center.

FIVE DIAMOND CERTIFICATE:

CIA has been awarded The Five Diamond Certificate which is the highest certification that can be achieved in the alarm industry. The Five Diamond Certification, awarded by the Central Station Alarm Association, designates a higher level of performance than the industry standard for High Security Monitoring Centers. The industry standard is typically having a UL Listed Monitoring Response Center. The Five Diamond Certificate raises the performance standard to a higher level.

DETECTION DEVICES

MAGNETIC SECURITY CONTACTS:

We will furnish and install two (2) magnetic contact switches on doors to provide perimeter detection. Anyone opening a protected door more than one-half inch with the system "armed/on" will activate the alarm. The contacts will be installed as follows:

Doors:

- Closet Door – can be turned off
- Lock Box – always on

METAL DVR LOCK BOX:

CIA will furnish and install one (1) Metal DVR Lock Box equipped with cooling fan to be located in Basement Closet.

WIRING:

CIA will furnish and install all necessary wiring/cabling to complete installation.

INVESTMENT DATA

*****Pricing guaranteed for 60 days*****

PURCHASE PRICE: The above equipment can be purchased, with a one-year guarantee on parts and labor, for Nine Thousand Seven Hundred and Sixty-Six Dollars and Forty-Four Cents (\$9,766.44). Pricing based on prevailing-rate wages.

RADIO/RENTAL MONITORING FEE: The radio/rental monitoring fee is Forty Dollars (\$40.50) per month, billed quarterly in advance. Monitoring includes all alarm reporting by zones, supervision of a/c power, battery condition and daily test signal to our UL-listed Monitoring Response Center. The fee also includes all maintenance and repairs to the radio rental unit.

DEPOSIT: A 50 percent deposit is due when the contract is accepted, and the balance is due within ten (10) days of completion and sign-off of proposed work.

ELECTRICAL AND/OR BUILDING PERMIT FEES: Your local municipality may require an electrical and/or building permit(s) be issued and an inspection be requested for this work. **Any fees associated with the electrical and/or building permit(s) and inspections are not included in the proposal and will be billed to the owner at that cost.*

INSURANCE:

Any insurance requirements shall be presented to designer/bidder prior to accepting this proposal. If not, it is presumed that we have satisfied all your insurance requirements.

EMAIL ADDRESS:_____

By providing your email address, you give CIA Security the permission to send invoices, system notification alerts as well as other administration notifications. In addition, we will send confirmations and reminders of upcoming service appointments that you make. The safety and security of our clients is our primary concern so please be assured that we WILL NOT under any circumstances share/sell your email address.

VIDEO HEALTH MONITORING: Health Monitoring Services are included for the first year at no charge. The **Health Monitoring Service** checks your DVR every hour to confirm the functionality of all cameras, storage HDD, and the network interface. It will send you an email notification when an irregularity is noticed. Receipt of an email notification **DOES NOT** automatically generate a service call. This service virtually eliminates the prospect of an event occurring and the system being non-functional. This service is provided, as a courtesy, at **no charge for the first year**. The DVR Health Monitoring Services can be continued after the first year for a fee of **One Hundred Fifty Dollars (\$150.00) per year**. Please initial to continue this service.

NOTES:

1. This service requires a reliable broadband connection.
2. CIA will **NOT** receive Email notifications. Email notifications are **ONLY** sent to the customer.
3. Customer is responsible for contacting CIA for service.
4. Email notifications will be sent from DVR.Health@signalcentralsecurity.com. Please add this address to your contacts to avoid having these emails sent to Spam.

ACCEPTED _____ (PLEASE INITIAL)

REQUIRED: VIDEO HEALTH MONITORING EMAIL ADDRESS WHERE ALERTS ARE TO BE SENT:

_____ *

***Please note that client is responsible for management of email account.**

Print Name

Phone #

NOTES:

1. Owner is to furnish the following:
 - a. 120VAC outlet at location of monitor, recorder, power supply and UPS.
 - b. Adequate desktop space for monitor & recorder.
2. The DVR is network ready. Owner is to supply a cable modem or DSL connection. For reliable viewing, the broadband connection lines have to provide a minimum of 786K of bandwidth for transmitting video pictures.

If the bandwidth is reduced it will greatly impact video quality and speed. CIA cannot be responsible for reduced bandwidth from the broadband supplier. Please check to ensure that your system will be compatible with the broadband service provided and the required bandwidth is available. Static IP address is recommended.

3. Please review the ventilation for your new DVR. Please insure that there is adequate ventilation for the video equipment and/or the rack. The proposed video equipment pulls air through the front of each unit which must be a stable 72 degrees or less and exhausts the warmer air out of the back. The console must be able to exhaust this warmed air to maintain the proper cooling for the equipment. Failure in providing adequate ventilation will result in shorter life expectancies of the proposed equipment. *Client* is responsible for maintaining adequate ventilation and keeping air filters clean.
4. Adequate lighting is the responsibility of the client. It is impossible to determine if the existing lighting is adequate to provide good picture quality. The existing lighting may be suitable close to the building; however, the lighting at the perimeter of the property may not be adequate. If the picture quality is not suitable, it will be the owner's responsibility to furnish more lighting. Blooming is a condition whereby the light level exceeds the camera's capability to adjust. When blooming occurs, the picture will appear washed out. Excessive lighting is typically found on bright, sunny days, particularly after a snow storm.
5. Owner is to furnish a secure location for DVR and all other security related equipment.
6. Any changes in the scope of work will be done on a separate agreement.
7. CIA has provided surge protection on the main power circuit of the video system. There is no guarantee that your system will be free from any spikes or surges.
8. Ethernet port will be required for the internet alarm communicator.
9. **Firewall & Internet Security:** The owner shall be responsible for providing a reasonable level of network security and supplying all firewall equipment. Please review this requirement with your computer consultant.
10. Guarantee does not cover any network problems or router issues that may occur. Telephone support is available and will be invoiced at our standard service rate. Please have a *Network Administrator* available if you require telephone support.
11. Raceway/conduits may be installed in areas where wire runs cannot be concealed.
12. CIA makes no representations or guarantees as to the condition, usability or type of the existing wiring. If any issues are found, we will address it under separate agreement.
13. Subscriber is to supply one 120 VAC outlet in close vicinity of control panel and cannot be a GFI outlet.
14. Yard signs and window decals will be provided.
15. The system has been designed with point-of-protection reporting. Each device is mapped to a zone to be reported to CIA's Monitoring Response Center. Our dispatcher then advises law enforcement of the activated device and frequency of the signals.
16. System is expandable as future needs grow.

OPTIONS

Pricing for options is only valid during the installation of the base system. If option(s) is selected, all terms and conditions of the original Sales/Rental Agreement apply.

OPTION #1: OPTIONAL CIA VIDEO SERVICE

This DVR has been specifically programmed to integrate with CIA's video management service. This service includes video alarm verification. This service can be turned on or off at any time.

VIDEO ALARM VERIFICATION:

Upon receipt of an alarm activation from your existing alarm system, a CIA Security Operator will establish a video connection to the IP address at your location. This will provide them with a visual surveillance of all connected cameras. The CIA Security Operators will observe the property for approximately 5 minutes. Any unusual activity will be reported to the authorities and the owner. A reliable high speed internet connection is required at the site. If you are interested in this service, we would appreciate it if you would provide us with a sketch of the physical location and camera locations along with the name or title of each camera linked to the video system. This will provide accurate information to the viewing Operator and dispatch details to the First Responders. If you do not have an existing alarm system, please speak with your CIA Sales Representative for more information. Monitoring fees for this service will be \$20.00 per month, billed quarterly in advance.

ACCEPTED _____ (PLEASE INITIAL)

OPTION #2: SERVICE CONTRACT INFORMATION/PREVENTATIVE MAINTENANCE PROGRAM

CIA provides a full one-year warranty on the Video Recorder. We recommend that you protect your investment with our extended-warranty/service contract plan. Under our service agreement, CIA will provide continued coverage for all system components, including labor and materials. This service contract will include:

- Disassembling, cleaning, inspection and testing of the Video Recorder
- Check fans for CPU and Power Supply
- CIA will perform preventative maintenance on the Video Recorder **every six months**

The cost for extended-term service coverage/preventative maintenance program will be 12% of the total installation price, billable annually. Typically, agreements operate on a calendar year schedule starting in January. At the expiration of your warranty, a pro-rated contract will be provided.

ACCEPTED _____ (PLEASE INITIAL)

NOTES:

1. *Not included* in service agreement is the cost for a lift for any work to be performed on surveillance equipment located twelve feet above the ground. Any required lifts will be invoiced to client at our cost.
2. Service agreement is based on service during business hours: Monday through Friday, 8:00 am to 4:30 pm (emergency service *not included*).
3. Surge suppressors *not included*.
4. Network connections *not included*.
5. 120V work *not included*.
6. Loaner DVR is not included but if CIA has a unit available, it will be supplied at a discounted daily rate if desired.
7. *Client* is to furnish CAD drawings for future record keeping.
8. All ancillary computer equipment to the video surveillance system is not included as it is supported by your *IT Department*.

OPTION #3: ANNUAL INSPECTION (in lieu of service contract)

We recommend having your system inspected on an annual basis. CIA will inspect and test all Video Surveillance Devices. At completion of the inspection, CIA will provide a written report. Any problems found will be noted, and any repairs required will be addressed under a separate contract. The cost for the inspection coverage will be \$395.00 per year, billable annually.

ACCEPTED _____ (PLEASE INITIAL)

ACCEPTED BY:

AUTHORIZED SIGNATURE

PLEASE TYPE OR PRINT NAME

This proposal is subject to Subscriber signing a standard Sales agreement prior to commencing work. Any purchase orders issued are agreeing to the terms and conditions of this proposal.

THE PARTY AGREES THAT THE ALARM SYSTEM IS NOT DESIGNED OR GUARANTEED TO PREVENT ANY LOSS BY BURGLARY, THEFT OR OTHER ILLEGAL ACTS OF THIRD PARTIES, OR LOSS BY FIRE, SMOKE, WATER, OR ANY OTHER CAUSE. IF, NOT WITHSTANDING THE TERMS OF THIS AGREEMENT, THERE SHOULD ARISE ANY LIABILITY ON THE PART OF CIA, AS A RESULT OF BURGLARY, THEFT, HOLD-UP, FIRE, SMOKE EQUIPMENT FAILURE, OR ANY CAUSE WHATSOEVER, REGARDLESS OF WHETHER OR NOT SUCH LOSS, DAMAGE OR PERSONAL INJURY WAS CAUSED BY OR CONTRIBUTED TO BY CIA'S NEGLIGENCE TO ANY DEGREE OR FAILURE TO PERFORM ANY OBLIGATION, SUCH LIABILITY SHALL BE LIMITED TO ANY AMOUNT EQUAL TO 5% OF THE PURCHASE PRICE OR TO THE SUM OF \$1,000.00, WHICHEVER IS GREATER.

From: [Esteves, Donna](#)
To: [Franzetti, Richard](#)
Cc: [Bill Siclari \(siclari36@verizon.net\)](mailto:Bill.Siclari@verizon.net)
Subject: RE: CIA Security: Town of Carmel - Lake Casse Park District, 196 Shear Hill Road, Mahopac, NY 10541 - Proposal for Video Surveillance System & Intrusion System
Date: Wednesday, August 03, 2016 4:20:19 PM

There are sufficient funds in the budget for this expense in the equipment line. Rich/Bill, the other thing we should give thought to is the insurance for this equipment. Is it necessary; is it covered in the existing cost of the building or would it require additional coverage. If so, we should get a feel for the additional expense so that we can be sure we have sufficient funds in the 2017 budget. I spoke briefly with Mary Ann regarding this, and she recommended that we take a look at our other facilities that use CIA, to see how it is done. I will look into it and get back to you.

Thanks,

Donna Esteves

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

From: Franzetti, Richard
Sent: Wednesday, August 03, 2016 3:35 PM
To: 'siclari36@verizon.net'; Esteves, Donna
Subject: FW: CIA Security: Town of Carmel - Lake Casse Park District, 196 Shear Hill Road, Mahopac, NY 10541 - Proposal for Video Surveillance System & Intrusion System

Bill – see the attached.

Donna – are there sufficient funds in the Lake Casse budget to cover the cost of a security system – Cost \$9,766.44 and \$40.50/month.

Richard J. Franzetti. P.E, BCEE, LEED ^{AP}
Town Engineer
60 McAlpin Avenue
Mahopac, New York 10541
Phone - (845) 628-1500 ext 181
Fax – (845) 628-7085
Cell – (914) 843-4704
rjf@ci.carmel.ny.us

This communication may be confidential and is intended for the sole use of the addressee(s). No use or reproduction of the information provided is permitted without the written consent of the Town of Carmel. If you are not the intended recipient, you should not copy, disclose or take any action in reliance on this communication. If you have received this communication in error, please notify the sender by reply e-mail and delete the message and any attached documents.

From: Paula Zammikiel [<mailto:PaulaZ@ciasecurity.com>]

Sent: Wednesday, August 03, 2016 2:50 PM

To: Franzetti, Richard

Subject: CIA Security: Town of Carmel - Lake Casse Park District, 196 Shear Hill Road, Mahopac, NY 10541 - Proposal for Video Surveillance System & Intrusion System

Good afternoon Mr. Franzetti.

Attached please find our cover letter dated August 3, 2016, along with our proposal for a video surveillance system and intrusion system for the Lake Casse Park District.

If you should have any questions, please do not hesitate to contact us.

Thank you.

Paula Zammikiel

Commercial Instruments and Alarm Systems, Inc.

2 Summit Court, Suite 306

Fishkill, NY 12524

T 845-896-9500 x. 4038

F 845-896-8887

www.ciasecurity.com



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: August 5, 2016

Re: Request to attend Conference

Attached please find the program which outlines an upcoming conference which I respectfully request to attend:

1. Southeast NY Stormwater Conference. Sponsored by the Lower Hudson Coalition of Conservation Districts on October 19, 2016 at the Dutchess Manor. The seminar's focus is on stormwater management and will address the topics related to green infrastructure design and retrofits and phosphorus load reduction strategies

The cost for this one (1) day seminar is \$125.00.

There are sufficient funds in the Engineering Departments budget to cover the cost for these conferences (Line 100.1440.0047 – Engineering Training Exp. \$1,200.00).

I respectfully request that this matter be placed on the next available work session for discussion.

Registration Form

Please register by clipping and returning this form with your payment **OR** register on-line with a credit card at www.lhccd.net.

Name (please include professional certifications)

Affiliation/Business

Street Address

City State Zip Code

Telephone Email Address

Please indicate which breakout sessions you plan to attend.

I ☐ A or ☐ B

II ☐ A or ☐ B

III ☐ A or ☐ B

Registration Fee:

On or before September 24: \$ 125.00

After September 24: \$ 150.00

Payment Options:

Check:

Make payable to Dutchess County SWCD

Mail this form & payment to:

Dutchess County SWCD

Attn: Conference

2715 Route 44, Suite 3

Millbrook, NY 12545

Credit Card:

Register on-line at www.lhccd.net

**PURCHASE ORDERS WILL NO
LONGER BE ACCEPTED**

Sorry, no refunds after October 6.

Registration questions? Contact Jennifer Lusk at
dutch@dutchessswcd.org or 845-677-8011 x3



Professional Development

In 2015, the **SENY Stormwater Conference** was approved for 5 Continuing Education Credits for Certified Floodplain Managers (Association of State Floodplain Managers); 5 Professional Development Hours for Registered Landscape Architects (American Society of Landscape Architects); and 4 Professional Development Hours for Professional Engineers (Practicing Institute of Engineering, Inc.). We anticipate similar credit being offered for the 2016 conference. **PLEASE INCLUDE PROFESSIONAL CERTIFICATIONS ON YOUR REGISTRATION FORM.** Self-certification certificates will be available at the registration table after conference adjourns. Please visit www.lhccd.net for updates and more information.

Conference Venue



The Dutchess Manor

263 Route 9D

Beacon, NY 12508

845-831-3650

www.dutchessmanor.com

Overnight accommodations may be found nearby in Newburgh and Fishkill.

16th Annual

Southeast New York Stormwater Conference and Trade Show



OCTOBER 19, 2016
Beacon, New York

presented by

The Lower Hudson Coalition of
Conservation Districts



www.lhccd.net

Including Soil and Water Conservation
Districts in the counties of
Albany, Rennselaer, Columbia, Dutchess,
Greene, Orange, Putnam, Rockland,
Ulster, Westchester and New York City

Southeast New York Stormwater Conference

Wednesday, October 19 - 2016

Dutchess Manor - Beacon, NY

Tentative Agenda

8:00 -- **Conference Check-In, Trade Show and Continental Breakfast**

Plenary I:

8:30 -- **Lower Hudson Coalition of Conservation Districts Update**

Mike Jastremski, CFM - LHCCD Coordinator

8:40 -- **Scaling Up Stormwater Green Infrastructure in the Hudson Valley**

Emily Vail- NYS DEC Hudson River Estuary Program, /NYS Water Resources Institute at Cornell University

9:20 -- **Urban Drainage Modeling for Storm Water Design using USGS QL2 LiDAR Data**

Benjamin H. Houston, P.E., PMP, GISP - Spatial Analytix, LLC

10:00 -- **Trade Show and Coffee Break**

10:50 -- **Breakout session 1**

A: Introduction to Unmanned Aerial System Flight Operations for Mapping

Benjamin H. Houston, P.E., PMP, GISP- Spatial Analytix, LLC

Natural Resource Inventories: A Tool for Proactive Conservation of Natural Areas

Laura Heady, NYS DEC Hudson River Estuary Program, /NYS Water Resources Institute at Cornell University

B: Subsurface Stormwater Storage Design

Craig Johnson - Vari-Tech LLC

11:55 -- **Lunch**

12:45 -- **Breakout session II**

A: Walkkill River Floodplain Bench

Kevin Sumner, Orange County Soil and Water Conservation District
Wendell R. Buckman, PE, CFM - Barton & Loguidice, D.P.C.

B: Alternate Channel Stabilization Phosphorus Loading Calculation for the East of Hudson Watershed Corporation (EOHWC)

John H. Belyea, PE - EOHWC
Kevin Fitzpatrick, PE - EOHWC

1:30 -- **Breakout session III**

A: HP Polypropylene (PP) Resin Pipe for Sanitary and Challenging Stormwater Applications

Tom Gable, CPESC - Advanced Drainage Systems, Inc.

B: Green Alternatives to Rock Rip Rap for Streambank Protection and Shoreline Stabilization

Joe Koziell — North American Green

2:15 -- **Break**

Plenary II

2:30 -- **NYS DEC General Permit Updates**

Dave Gasper, P.E.—NYS DEC, Division of Water

3:15 -- **New York State's Community Risk and Resilience Act**

Mark Lowery- NYS DEC, Office of Climate Change

4:00 -- **Conference Adjourns**