

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

KATHLEEN KRAUS
Receiver of Taxes

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

Tel. (845) 628-1500 • Fax (845) 628-6836
www.carmelny.org

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

TOWN BOARD WORK SESSION
Wednesday, October 25, 2017 7:00pm

Pledge of Allegiance – Moment of Silence

Town Board Work Session:

- Review of Town Board Minutes, October 18, 2017
- 1. Police Chief Michael Cazzari – Consider Request to Advertise for Bids for the Purchase and Cleaning of Police Uniforms
- 2. Michael Simone, Highway Superintendent – Consider Request to Award Bid for Miscellaneous Highway Materials and Supplies
- 3. Richard Franzetti, PE, Town Engineer – Consider Bond Return – Putnam County Savings Bank TM# 86.11-1-1 (\$350,000)
- 4. Richard Franzetti, PE, Town Engineer – Consider Request to Authorize Payment for the Emergency Repairs – CWD#8 Crest Tank Road
- 5. Joseph Wilichoski, Town of Carmel Fire Inspector, Consider Request to attend NYS DOS Building Standards and Codes Training Seminar – November 28-30, 2017 Latham, Albany
- **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. Glenn Droese, Town Assessor – Consider Stipulation of Settlement/Certiorari – Mahopac Golf Club
2. Personnel - Budget Fiscal Year 2018

Michael Cazzari
Chief of Police

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

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

October 27, 2017

To Whom It May Concern:

The Town of Carmel Police Department is in the process of requesting proposals for the dry cleaning of the department's uniforms. Please review the attached bid specifications and if you have questions, you may contact my Administrative Assistant, Mrs. Rose Bierbaum, at 845-628-1300.

The Town of Carmel has the option to choose the vendor that would best serve the interest of the Department.

The Town of Carmel has the exclusive option to renew the awarded contract for up to three (3) additional one year extensions. The Town will give thirty (30) days written notice to the vendor for each and every additional one (1) year extension. Any such extension will also be accepted by the vendor within said thirty (30) day notice period.

Thank You,



Michael Cazzari
Police Chief

2018

BID SPECIFICATIONS
FOR UNIFORM CLEANING BID

The one unit * price is for the dry cleaning of the following articles comprising a police uniform and a civilian suit.

* One unit shall consist of EITHER a shirt, OR a (1) pair of pants, OR a jacket, OR a tie, OR a skirt, OR a sweater, OR a uniform hat.

The bid includes the replacing of missing buttons; said missing buttons and necessary stitching thread must match the originally placed button(s) and stitching thread. The price for alterations of pants is for one pair (two legs).

Billing invoices must be submitted monthly.

The business must be located in the Town of Carmel, and must be open at least five (5) days a week from 8 am to 5 pm for pick up and drop off.

The Town of Carmel has the exclusive option to renew the awarded contract for up to three (3) additional one year extensions. The Town will give thirty (30) days written notice to the vendor for each and every additional one (1) year extension. Any such extension will also be accepted by the vendor within said thirty (30) day notice period.

=====

BID FORM

My one (1) unit bid is _____ \$ _____.
(written form)

My bid for pants alteration is _____ \$ _____.
(Lengthen/shorten legs) (written form)

Legal name of bidder: _____

A/k/a (if applicable): _____

Address: _____

Telephone # (____) _____ - _____

Print Representative's name: _____

(Representative's signature)

Date: _____, 20____

Michael Cazzari
Chief of Police

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

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

October 27, 2017

To Whom It May Concern:

The Town of Carmel Police Department is in the process of requesting proposals for the purchase of the department's uniforms. Please review the attached specification list of the required items for bid on a yearly basis. If you have questions about the specifications, please contact my Administrative Assistant, Mrs. Rose Bierbaum, at 845-628-1300 to schedule an appointment with her.

All proposals must be in writing and include the address of the bidder's showroom that must be within a thirty-five (35) mile radius of the Town of Carmel. The bidder, upon request, must schedule at least three (3) measurements at the Town of Carmel Police Department headquarters to accommodate the three (3) tour rotation work schedule. The bidder must have on-site facilities for the alterations and repair of uniforms. All articles of clothing shall be free of damage and defects of any kind. Upon the Police Department's request, each bidder must submit samples, without any expense to the Town of Carmel Police Department.

The Town of Carmel has the option to choose the vendor that would best serve the interest of the Department.

The Town of Carmel has the exclusive option to renew the awarded contract for up to three (3) additional one year extensions. The Town will give thirty (30) days written notice to the vendor for each and every additional one (1) year extension. Any such extension will also be accepted by the vendor within said thirty (30) day notice period.

Thank You,



Michael Cazzari
Police Chief

2018

BID SPECIFICATIONS FOR UNIFORM BID

Flying Cross Gore-Tex
Public Safety Jacket
style # 79900GTXA * \$ _____ each

Flying Cross
Single Breasted Dress Coat
55/45 Polyester/Wool
Style # 34891 \$ _____ each

Cap (summer) 8 point \$ _____ each

Cap (winter) 8 point \$ _____ each

Flying Cross Reversible
Rain Coat #76120 \$ _____ each

Shirt (summer) *

Flying Cross Short Sleeve Shirt
Style #57R84
75% Polyester 25% Wool \$ _____ each

Shirt (winter) *

Flying Cross Long Sleeve
Style #07W84
75% Polyester 25% Wool \$ _____ each

Pants – **

Flying Cross Wool Blend Pants
Style #V47680
75% Polyester 25% Wool \$ _____ each

- * Includes sewing flag & patch on garment. U.S. Flag to be included as part of garment price. Patch to be supplied by Department.
- ** Side seaming waist to hem, according to Rank, ½ braid for Police Officer and 1" braid for Sergeant(s) and Lieutenant(s).
- *** Embroidered police shield left chest, officers first initial last name right breast; shield and name in silver for police officers, gold for sergeants, lieutenants and chief.

Instructions to bidders:

1. The bidder must maintain a showroom within a thirty-five (35) mile radius of the Town of Carmel.
2. The bidder, upon request, must schedule at least three (3) measurements at the Town of Carmel Police Department headquarters to accommodate the three (3) Tour rotation work schedule.
3. The bidder must have on-site facilities for the alterations and repair of uniforms.
4. All articles of clothing shall be free of damage and defects of any kind. Upon the Police Department's request, each bidder must submit samples, without any expense to the Town of Carmel Police Department.
5. The Town of Carmel has the option to choose the vendor that would best serve the interest of the Department.
6. The Town of Carmel has the exclusive option to renew the awarded contract for up to three (3) additional one year extensions. The Town will give thirty (30) days written notice to the vendor for each and every additional one (1) year extension. Any such extension will also be accepted by the vendor within said thirty (30) day notice period.

Legal name of bidder: _____

A/k/a (if applicable): _____

Address: _____

Telephone # (____) _____ - _____

Print Representative's name: _____

(Representative's signature)

Date: _____, 20____

TOWN OF CARMEL HIGHWAY DEPARTMENT

Carmel Highway Department
55 McAlpin Avenue
Mahopac, NY 10541

MICHAEL SIMONE
Superintendent of Highways

845.628.7474
FAX 845.628.1471
MSimone@bestweb.net

MEMORANDUM

TO: Town Board
FROM: Michael Simone – Highway Superintendent
DATE: October 11, 2017
RE: Highway Requests – Fall Bid Awards

I am recommending the following bids be awarded as follows:

WASHED SAND

Red Wing Properties	F.O.B. -	\$15.50 per ton
	DELIVERED -	\$20.50 per ton

WINTER MIX

Package Pavement Co., Inc.	-	\$110.00 per ton
56 – 60# BAGS	-	\$308.00 per pallet
MILEAGE ADJ	-	\$ 3.68 per ton

GUIDERAIL—Complete Layout & Installation per NYS DOT specifications

CHEMUNG SUPPLY CORP. (Single Bidder)

Galvanized:	Corrugated beam rail, 12' 6" post spacing	-	\$ 22.75, per linear foot
	Corrugated beam rail, 12' 3" post spacing	-	\$ 25.94, per linear foot
	6" x 6" box beam rail,		
	Spliced plates/hardware inclusive	-	\$ 44.60, per linear foot
	Using type one end sections	-	\$ 724.00, each installed
	Using type two end sections	-	\$1,424.00, each installed
	6" x 6" box beam rail		
	Shop Cut & Mitered Curve	-	\$72.10, per linear foot
Corten:	Corrugated beam rail, 12' 6" post spacing	-	\$ 24.10, per linear foot
	Corrugated beam rail, 12' 3" post spacing	-	\$ 26.05, per linear foot
	6" x 6" box beam rail,		
	Spliced plates/hardware inclusive	-	No Bid
	Using type one end sections	-	No Bid
	Using type two end sections	-	No Bid
	6" x 6" box beam rail		
	Shop Cut & Mitered Curve	-	No Bid
Timber:	Ironwood 1'- 100 L.F.	-	\$ 115.00, per linear foot
	100' and over	-	\$ 97.00, per linear foot
	End terminal, type I timber rail complete	-	\$1,650.00, each
	End terminal, type II timber rail complete	-	\$2,600.00, each
	Anchorage unit guide rail, back slope	-	\$2,600.00, each

MS/Sen

cc Ann Spofford – Town Clerk
Gregory Folchetti – Town Attorney
Comptroller's Office

HAROLD GARY
Chairman
CRAIG PAEPRER
Vice-Chair

BOARD MEMBERS

ANTHONY GIANNICO
DAVE FURFARO
CARL STONE
KIM KUGLER
RAYMOND COTE

**TOWN OF CARMEL
PLANNING BOARD**



60 McAlpin Avenue
Mahopac, New York 10541
Tel. (845) 628-1500 – Ext.190
www.ci.carmel.ny.us

MICHAEL CARNAZZA
*Director of Code
Enforcement*

RICHARD FRANZETTI, P.E.
Town Engineer

PATRICK CLEARY,
AICP, CEP, PP, LEED AP
Town Planner

VINCENT FRANZE
Architectural Consultant

MEMORANDUM

To: Town Board

From: Rose Trombetta

Date: October 12, 2017

Subject: **Bond Return** – Putnam County Savings Bank/Mahopac Branch
- 150 Route 6 - TM – 86.11-1-1 – Bond Register #808

On October 11, 2017 the Planning Board passed a motion recommending the full bond return of the above captioned property.

Attached is a fully executed bond application form and Town Engineer, Richard Franzetti's memo dated September 22, 2017 and Director of Code Enforcement, Michael Carnazza's memo dated October 11, 2017.



Planning Board
Town of Carmel - Town Hall
Mahopac, New York 10541

Subdivision - Site Plan Bond Application

Bond Amount \$350,000.00

Inspection Fee N/A

Bond Register No 808

Tax Map # 86.11-1-1

Filing Date 09/21/2017

The undersigned hereby files a bond pursuant to the regulations of the Town of Carmel in the amount of \$350,000.00. Said bond was fixed by Resolution of the Planning Board on date 01/27/16 for the construction and completion of improvements described on a map on file with the Planning Board.

Applicant's Name: Putnam County Savings Bank - Robert Farrier

Applicant's Address: P.O. Box 417, Brewster, NY 10509

Applicant's Telephone Number: 914-248-7272

Email: Robertf@mypcsb.com

Map Entitled: PCSB/Mahopac Branch Property Address: 150 Route 6, Mahopac, NY Last Revised 12/30/15

Applicant's Signature

Town Engineer's Signature

Bonding Company Aegis Security Insurance Company Bond # B10027637 Bond Expires 06/29/19

The above application is in order and is approved this day of 20

By

By

Chairman, Planning Board

Chairman, Environmental Conservation Board

Application for Bond Return XXXXX

Bond Reduction

The undersigned hereby applies for bond return/reduction heretofore filed in accordance with the Town of Carmel regulations and hereby affirms that he has completed the required improvements in accordance with the specifications applicable hereto for bond return/reduction.

Date 10/11/17 Applicant's Signature

I inspected the improvements on the above captioned site during construction and after completion and hereby authorize the bond filed by to be reduced to

Date Town Engineer's Signature

OR

I have inspected the above mentioned improvements and find same to meet the applicable specifications and hereby recommend that the applicant be completely released from the obligation of said bond.

Date 10/11/17 Town Engineer's Signature

Date 10/11/17 Planning Board Chairman

Date Environmental Conservation Board Chairman

Approved by the Town Board at a meeting on

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 Planning Board

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

Date: September 22, 2017

Re: 86.11-1-1 PCSB Mahopac - Lot 1 150 Route 6 – Bond Return

In response to the attached request by the referenced above applicant, a representative of the Engineering Department performed a field inspection of the referenced property on September 22, 2017 to evaluate the current status of the site construction, for the purpose of determining whether a bond return was warranted. The results of our investigation are presented below.

The original bond amount of \$350,000.00 was posted on June 30, 2016. Based upon our inspection all the site improvements required pursuant to the Board's Site Plan approval have now been completed. On this basis, this Department recommends that the remainder of the bond, \$350,000.00, be released.

We trust that this is adequate for your needs. If you have any questions, please don't hesitate to contact me.

Michael G. Carnazza
Director of Code Enforcement




60 McAlpin Avenue
Mahopac, New York 10541

Kenneth Schmitt
Supervisor

MEMORANDUM

TO: Chairman Harold Gary and Members of the Town of Carmel Planning Board.

FROM: Michael G. Carnazza, Director of Code Enforcement 

DATE: October 11, 2017

RE: Bond Return for PCSB/Mahopac Branch (Lot 1 of Baldwin Subdivision) Tm# 86.11-1-1

-
- I inspected the site on October 25, 2017 and found the site in compliance with the Site Plan.
 - I have no objection to the Bond Return.

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: October 19, 2017

Re: CWD#8 Emergency Repairs – Crest Road Tank

On Tuesday September 19, 2017 Bee and Jay (B&J), the operators for Carmel Water District 8 (CWD 8) advised the Engineering Department about a leak in the vicinity of the Crest Road Tank. This tank services CWDs 1, 8, 10 and 13.

The repair has been made and the system is back in operation.

The Town Board previously approved the purchase and installation of the insta-valve by Legacy Supply LLC. Attached are the invoices from Bee and Jay and Kuck Excavating.

The total cost for this emergency repair was \$38,342.50. The cost breakdown is as follows:

- Legacy Supply -\$21,000.00
- Bee and Jay - \$10,810.00
- Kuck Excavating - \$6,532.50

There are sufficient funds in budget for this work as describe in the attached correspondence.

This Department recommends that the Town Board approve the payment of these invoices and respectfully requests that this matter be placed on the next Town Board work session.



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

p: 845.628.3924 f: 845.628.4062

e: service@beeandjay.com

INVOICE

DATE	INVOICE #
10/10/2017	85312

www.BEEANDJAY.com

BILL TO:

Town Of Carmel, CWD-8
Engineering Dept.
60 Mc Alpin Avenue
Mahopac, NY 10541

SERVICE LOCATION:

Town Of Carmel, CWD-8
Crest Tank
Mahopac, NY

PROFESSIONAL SERVICE 53 YEARS 1964-2017

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

CUSTOMER #	TERMS	MECHANIC	SERVICE DATE	WORK ORDER #
845 628 2087	Due Upon Receipt	EK	9/21/2017	43806
ITEM	QTY/HRS	DESCRIPTION	RATE	AMOUNT
Description		<p>CWD# 8 Crest Tank - Emergency storage tank offset main leak to hydrants and sensing line to transfer pump station</p> <p>9/21/17- Excavation, testing and locating of offset 12" main leak feeding hydrant and control booster sensing level line. NOTE: 12" main at tank entry needed isolation valve for repair - ordered line stop.</p> <p>9/25/17- Excavated complete area, made temporary repair to 2" flush hydrant main - disassembled booster pump #3, installed 3" copper bypass to maintain water service in system during tank shut down.</p> <p>10/4/17-Excavation to 12" main to install line stop sleeve and valve, tank shut down, bypassed, removed tank sensing line and maintain service in system.</p> <p>10/5/17- removed two faulty and leaking flushing hydrants and leaking offset piping, plugged main and installed valves, installation of new storage tank and sensing line with copper pipe, valves and fittings, reset controls and restored.</p>		
Labor TOC Mech	16	2 Mech @ 8 Hours 9/21/17	75.00	1,200.00
Labor TOC Tech	16	2 Tech @ 8 Hours 9/21/17	85.00	1,360.00
Labor TOC Mech	16	2 Mech @ 8 Hours 9/25/17	75.00	1,200.00
Labor TOC Tech	16	2 Tech @ 8 Hours 9/25/17	85.00	1,360.00
Labor TOC Mech	16	2 Mech @ 8 Hours 10/4/17	75.00	1,200.00
			Total Due	



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

p: 845.628.3924 f: 845.628.4062

e: service@beeandjay.com

INVOICE

DATE	INVOICE #
10/10/2017	85312

www.BEEANDJAY.com

BILL TO:

Town Of Carmel, CWD-8
Engineering Dept.
60 Mc Alpin Avenue
Mahopac, NY 10541

SERVICE LOCATION:

Town Of Carmel, CWD-8
Crest Tank
Mahopac, NY

PROFESSIONAL SERVICE 53 YEARS 1964-2017

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

CUSTOMER #		TERMS	MECHANIC	SERVICE DATE	WORK ORDER #	
845 628 2087		Due Upon Receipt	EK	9/21/2017	43806	
ITEM	QTY/HRS	DESCRIPTION			RATE	AMOUNT
Labor TOC Tech	16	2 Tech @ 8 Hours 10/4/17			85.00	1,360.00
Labor TOC Mech	8	1 Mech @ 8 Hours 10/5/17			75.00	600.00
Labor TOC Tech	8	1 Tech @ 8 Hours 10/5/17			85.00	680.00
Material		Total Materials			1,850.00	1,850.00
		10 feet 3" L Copper				
		2- 3" M x Copper Adapter				
		1- 3x1 Tee				
		1- 3" Copper Ball Valve				
		2- 3" 45				
		60 feet 3/4" K Copper				
		2- 3/4" Male Adapter				
		1- 3/4" Curb Valve				
		6- 3/4" Curb Box				
		Gaskets and Bolt Kits				
		Drain Valves				

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

Total Due \$10,810.00

WE ACCEPT ALL MAJOR CREDIT CARDS !!

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

CARDHOLDER/NAME: _____ SIGNATURE: _____

CARD# _____ EXP. DATE: _____ CID # _____

ED KUCK EXCAVATING INC
20 Day Road
Carmel NY 10512

October 15, 2017
Emergency – Water Tank Repair

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

CWD#
REQ -
Inv # TOC 076-17
Tax ID- 133851002
Vendor – 0670

Attn: Robert Vara

Job Location: Crest Drive
Job Date: 9/19/17, 10/04/17 & 10/14/17
As per: Bee and Jay

Job Description

9/19/17 –

Excavate and expose leak
Locate 2" copper line leaking
Determined there was no shutoff at main
Install temporary wrap
Excavate and expose rest of main to tank

10/4/17

Clean around 2" main for valve to be put in
Removed two copper lines from main
Bee and Jay plugged connection to main
Backfilled and compacted area with item 4

10/14/17

Install filter fabric and gravel

Materials	Total hrs, yds, qty	Price per yd,qty,day	Total
Track Hoe MR55	20 hours	\$80.00	\$1,600.00
Machine operator	20 hours	\$55.00	\$1,100.00
Laborer	1 man X 17 hours	\$43.00	\$731.00
Laborers	2 men X 3 hours	\$43.00	\$258.00
Dump truck	20 hours	\$85.00	\$1,700.00
Item 4	13yds	\$39.00	\$507.00
Gravel	12yds	\$44.00	\$528.00
Mud Sucker	Day rate	\$65.00	\$65.00
Filter fabric			\$43.50
Total			\$6,532.50



Building Standards and Codes

New York State
Department of State
Division of Building Standards and Codes
 One Commerce Plaza
 99 Washington Avenue, Suite 1160
 Albany, NY 12231-0001
 (518) 474-4073
 Fax: (518) 474-5788
 www.dos.ny.gov

Educational Program Application (INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED)

NAME (Print Legibly) Please check: Mr. ___ Mrs. ___ Ms. ___	OFFICE PHONE
STUDENT IDENTIFICATION # (Please use training id # if one has been issued to you)	CELL PHONE
TITLE	FAX #
MAILING ADDRESS Please check: Home ___ Business ___ New Address ___	EMAIL ADDRESS
CITY/STATE/ZIP	

Check all appropriate boxes that describe yourself:

- ☐ **Code Enforcement Official** (person who performs any enforcement activity related to the administration and/or enforcement of the Uniform Code and/or the Energy Code) for a city, town, village or county (**Do not check this box if you work for a state agency**)
- ☐ **Building Safety Inspector** (person who performs fire safety and property maintenance inspections on existing buildings) for a city, town, village or county (**Do not check this box if you work for a state agency**)
- ☐ **Code Compliance Manager** (as described in 1204.6) for a construction-permitting state agency
- ☐ **Code Coordinator** (as described in 1204.5) for a construction-permitting state agency

If you checked any one of the four boxes above, please complete the information below:

Date of Appointment to this position (MM/DD/YYYY) _____

Title of this position _____

Name of municipality or state agency _____

- ☐ Third-party consultant that is contracted by a municipality to provide code enforcement services
- Employer/company name _____
 - Name of municipality _____
- ☐ Municipal official, other than a Code Enforcement Official or Building Safety Inspector
- ☐ Member of the fire service
- ☐ State agency employee, other than a Code Compliance Manager or Code Coordinator
- ☐ New York State Licensed Design Professional
- ☐ Private sector construction-related business
- ☐ Other (describe) _____

BASIC TRAINING PROGRAM REGISTRATION

9A16- _____ Location _____

9D16- _____ Location _____

9B16- _____ Location _____

9E16- _____ Location _____

9C16- _____ Location _____

9F16- _____ Location _____

You may apply for all six courses at one time, if you wish to do so. Registrants that apply for the entire sequence at one location and who are accepted into Course 9A16 will be guaranteed a reservation into the subsequent courses.

Please note that the required prerequisites must be met before attending each course.

The Schuyler County location requires a \$25 registration fee for each course. Please see the instruction page for additional information