

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 WORK SESSION
Wednesday, January 28, 2015 7:00pm

Pledge of Allegiance – Moment of Silence

5:15pm Executive Session:

1. Personnel- Interviews - Administrative Board Vacancies

7:00pm Town Board Work Session:

1. Michael Simone, Highway Superintendent – Consider Advertise for Bids for Miscellaneous Highway Supplies and Materials
 2. James Gilchrist, Director of Recreation and Parks – Consider Advertise for Bids for Bus Transportation - 2015 Summer Camp Trips
 3. Richard Franzetti, PE, Town Engineer - Consider Stormwater Maintenance Agreement – CVS TM# 55.10-1-12
 4. Richard Franzetti, PE, Town Engineer – Consider Proposal for Herbicide Treatments – Upper and Lower Teakettle Spout Lakes
- **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**

7:45 pm Executive Session:

1. Personnel- Interviews - Administrative Board Vacancies
2. Litigation – PBA Arbitration

#1

Pasquerello, Anne

From: Mike Simone ~~XXXXXXXXXXXXXXXXXXXX~~
Sent: Wednesday, January 21, 2015 10:26 AM
To: Pasquerello, Anne
Cc: ~~XXXXXXXXXXXXXXXXXXXX~~
Subject: Town Board Agenda

☒ Work Session 1/28/14

☐ Agenda

I would like to be placed on the Agenda for the following:

- ~~XXXXXXXXXXXXXXXXXXXX~~
- I am requesting approval to put the following items out to spring bid:
 - Bituminous Concrete
 - Catch Basins & Sumps with Tops
 - Crushed Gravel
 - Drainage Pipe – Aluminum Culvert Pipe
 - Polyethylene Pipe
 - Steel Culvert Pipe
 - Granular Base (Item 4)
 - Road Oil, Cut Backs, etc.
 - Run of Bank Gravel
 - Tree Felling & Trimming

Thank you,

Michael Simone

Superintendent of Highways
Town of Carmel Highway Department
55 McAlpin Avenue
Mahopac, NY 10541

845.628.7474
FAX 845.628.1471



#2

TOWN OF CARMEL RECREATION & PARKS DEPARTMENT
SYCAMORE PARK, 790 LONG POND ROAD
MAHOPAC, NEW YORK 10541

JAMES R. GILCHRIST, CPRP, DIRECTOR

TELEPHONE: (845) 628-7888 FAX: (845) 628-2820

EMAIL: carmelrecreation@ci.carmel.ny.us

WEB: <http://www.carmelny.org>

DATE: January 12, 2015

TO: Ken Schmitt, Supervisor ✓
Carmel Town Hall

FROM: James R. Gilchrist, CPRP
Director, Recreation and Parks

☒ Work Session 1/28/15

☐ Agenda _____

SUBJECT: Summer Camp Bus Bid

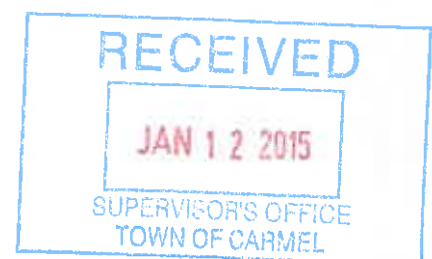
In preparation for our upcoming camp season, it is necessary for us to go out to bid for bus transportation for our camp trips. I am requesting your authorization to proceed with the bid process.

I have attached a Bid Form and description of services for your review.

Please contact me if you have any questions.

/sms

Attachments





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Town of Carmel - Mahopac, NY 10541

Bid Form

Bus Transportation for 2015 Summer Camp Trips

The undersigned, being experienced and responsible for bus transportation, agrees to provide for the Town of Carmel, bus transportation for 2015 Summer Camp trips in accordance with the attached specifications of the Town of Carmel.

Please enter your price below for each trip, per bus, to complete all specified work required in the bid.
(Please write in Bid Price in figures and words).

Price Trip #1 \$ _____

Price Trip #2 \$ _____

Price Trip #3 \$ _____

Representative's Signature: _____

Bidder's Legal Name: _____

Address: _____

Telephone Number: _____

Date: _____

BIDS MUST BE SUBMITTED WITH THIS FORM



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General Conditions

1. TYPE AND LOCATION OF WORK

- a. The work shall comprise of all labor, material and equipment necessary to complete the work.
- b. It is the intent of the Town of Carmel to enter into a contract with a properly equipped and qualified company for Bus Transportation Services in the Town of Carmel on an as need basis.

2. PAYMENT

- a. Prices bid shall be full compensation for all labor, materials, use of tools and equipment, insurance, overhead and other costs necessary as required and specified herein.
- b. Payment will be made after submission of an invoice, verification by the Recreation Department of work completed and approval by the responsible individual (s).

3. ORDER AND DIRECTION OF WORK

The work to be done shall be under the general supervision of the local municipal representative. The contractor shall immediately comply with any and all orders and instructions given. The order of sequence of execution of the work and the general conducts shall be subject to the approval and direction of the local municipal representative.

4. CONDITIONS AT WORK SITE

It is expected that bidders will make personal inspections of the both departure and arrival locations to obtain necessary information as to enable them to make up their bids intelligently. No allowance will be made for any claim that bids were made on incomplete information as to the nature and character of the bid requirements or work involved.

5. SPECIFIC BID DETAILS

- a. Provide safe and reliable transportation to the following destinations, using the approximate departure and return arrival times. Buses needed for each trip is an approximate total based upon past use. Buses will be required to depart from as many as three separate locations and return to those locations.



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5. SPECIFIC BID DETAILS (continued)

- b. The buses must report to the following departure and return locations for all trips **one half hour** before the scheduled departure time of each trip. Each trip (Section a) lists the departure locations that will be used. The following are the street address for those locations. The Town has the right to split the buses between those locations to accommodate all of the passengers from each location.

Fulmar Road Elementary School
55 Fulmar Road
Mahopac, NY 10541

Lakeview Elementary School
112 Lakeview Drive
Mahopac, NY 10541

Sycamore Park
790 Long Pond Road
Mahopac, NY 10541

- c. All vendors must meet the following requirements in order to be eligible to perform this service:
- All buses must meet NYS DOT (New York State Department of Transportation) requirements.
 - All buses must bear required registration and inspection stickers and be equipped with at least a first-aid kit, tools, fire extinguisher, and flares.
 - All drivers must be at least 18 years old and possess a valid operator's license.
 - Must supply a current roster of drivers, along with current copies of driver licenses upon bid awarding
- d. Each proposal must consist of a cost per bus per trip. Each bidder must be able to supply the approximate buses needed for each trip scheduled, however the town is not obligated to use the approximate number of buses needed. More or less buses may be used according to the needs of each trip. Bus numbers will be finalized by 2:00 p.m. on the Monday before each scheduled trip.
- e. If a trip is cancelled, the Town will notify the vendor by 7:00 a.m. the day of the scheduled trip without penalty or financial obligation from the Town of Carmel.
- f. The successful bidder shall be required to carry insurance of at least \$2 million with proof of insurance submitted with proposal.

"Town Unity through Recreation"



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Trip #1

Wednesday, July 15, 2015: Departure Time 9:30 a.m. – Return Time 4:00 p.m.

Quassy Amusement Park

2132 Middlebury Road, Route 64

Middlebury, CT 06762

Approximately 10 buses total, departing from and returning to 3 locations (Lakeview School, Fulmar Road School, and Sycamore Park)

Trip #2

Wednesday, July 22, 2015: Departure Time 9:30 a.m. – Return Time 4:00 p.m.

Rockland Boulders at Provident Bank Park

1 Provident Bank Park Drive

Pomona, NY 10970

Approximately 10 buses total, departing from and returning to 3 locations (Lakeview School, Fulmar Road School, and Sycamore Park)

Trip #3

Friday, July 24, 2015: Departure Time 11:00 a.m. – Return Time: 2:00 p.m.

Putnam County 4-H Fair

Putnam County Veterans Memorial Park

201 Gipsy Trail Road

Carmel, NY 10512

Approximately 2 buses total, departing from and returning to 1 location (Sycamore Park)



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EMAIL: carmelrecreation@ci.carmel.ny.us

WEB: <http://www.carmelny.org>

Town of Carmel
Recreation Department
Contractors Qualifications Questionnaire

Bid for: **Bus Transportation for 2015 Summer Camp Trips**

Year which company first began providing bus transportation services: _____

Four municipalities/private companies to which bus transportation services have been provided, within the last year, including contact person and telephone number.

1. Name: _____
Address: _____
Contact Person: _____
Telephone Number: _____

2. Name: _____
Address: _____
Contact Person: _____
Telephone Number: _____

3. Name: _____
Address: _____
Contact Person: _____
Telephone Number: _____

4. Name: _____
Address: _____
Contact Person: _____
Telephone Number: _____

"Town Unity through Recreation"



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EMAIL: carmelrecreation@ci.carmel.ny.us

WEB: <http://www.carmelny.org>

List of equipment currently owner, operated and available for use in this contract:

Type: _____
Make: _____
Model: _____
Year Acquired: _____
Condition: _____

Type: _____
Make: _____
Model: _____
Year Acquired: _____
Condition: _____

Type: _____
Make: _____
Model: _____
Year Acquired: _____
Condition: _____

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Model: _____
Year Acquired: _____
Condition: _____

Type: _____
Make: _____
Model: _____
Year Acquired: _____
Condition: _____

Type: _____
Make: _____
Model: _____
Year Acquired: _____
Condition: _____

All Star Transportation
7 Dodd Road
New Milford, CT 06776
Phone: (860) 354-2705

Arthur F. Mulligan, Inc.
P.O. Box 250 - 2 Tillson Road
Tillson, NY 12486-0250
(845) 658-8600

Baumann & Sons Buses, Inc.
3355 Veterans Memorial Highway
Ronkonkoma, NY 11779
(631) 471-4600

Birnie Bus Service, Inc.
P.O. Box 630
Rome, NY 13442-0630
(315) 336-3950

Central Bus Company
845 Nepperhan Avenue
Yonkers, NY 10701
(914) 423-3200
(914) 423-0661 – Fax

Chappaqua Transportation, Inc.
130 Hunts Lane - P.O. Box 335
Chappaqua, NY 10514
(914) 238-4404

Chestnut Ridge Transit, Inc.
401 Route 17
Hillburn, NY 10931
(845) 357-0904

Ethan Allen Ent., Inc.
113 Hunter Street
Kingston, NY 12401
(845) 338-6817

G & G Bus Service, Inc.
15 Industrial Drive - P.O. Box 626
Florida, NY 10921
(845) 651-7200

Gallagher Bus Service Corp.
P.O. Box 2628
Newburgh, NY 12550
(845) 565-7900

George M. Carroll, Inc.
Box 2522 - 7 Route 17K
Newburgh, NY 12550
(845) 565-8300

Gershowitz Bus Company
5008 Main Street
South Fallsburg, NY 12779
(845) 434-0511

Haverstraw Transit, Inc.
200 Riverside Avenue - P.O. Box 350
Haverstraw, NY 10927
(845) 429-3407

Hudson Valley Charters
6 Dogwood Road
Cortlandt Manor, NY 10567
(914) 788-1000
(914) 788-9215 – Fax

Mid-City Transit Corporation
518 North Street - Rt. 17M, Box 202
Middletown, NY 10940
(845) 343-4702

Partners in Safety, Inc.
800 Route 17M
Middletown, NY 10940
(845) 341-0515

Peter Brega, Inc.
500 Kings Highway - P.O. Box 152
Valley Cottage, NY 10989
(845) 268-6107

Rolling V. Bus Corporation
5008 Main Street
South Fallsburg, NY 12779
(845) 434-0511

Royal Coach Lines, Inc.
1010 Nepperhan Avenue
Yonkers, NY 10703
ATTN: Steven Dipaolo
(914) 965-0733

Service Tours
PO Box 51
845 Nepperhan Avenue
Yonkers, NY 10703
1-800-287-2427
(914) 423-0661 - Fax

Student Bus Company
16 Hoffman Street
Spring Valley, NY 10977
(845) 371-0800

Supertrans NY, Inc.
60 Alexander Street
Yonkers, NY 10701
(914) 968-3300

The Trans Group, LLC
56 West Church Street
Spring Valley, NY 10977
(845) 356-2200

West Point Tours, Inc.
P.O. Box 125
Vails Gate, NY 12584
(845) 561-2671

White Plains Bus Company, Inc.
P.O. Box 823C
White Plains, NY 10603-0823
(914) 328-1400

Richard J. Franzetti, P.E.
Town Engineer



(845) 628-1500
(845) 628-2087
Fax (845) 628-7085

#3

Office of the Town Engineer
60 McAlpin Avenue
Mahopac, New York 10541

☒ Work Session 1/28/15

☐ Agenda _____

MEMORANDUM

To: Carmel Town Board

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

Date: January 9, 2015

Re: CVS TM# 55.10-1-12

The referenced project recently received Planning Board Approval. A condition of the Resolution of Final approval require that the applicant execute the attached Stormwater Maintenance Agreement, as required by §156-86 of the Town Code. The Agreement has been signed by the owner and approved by Joe Charbonneau, Planning Board Attorney as provided in the attached.

At this point, based upon the recommendation of Counsel, the Town Board must pass a resolution authorizing the Supervisor to countersign the agreement, prior to the owner filing the same.

I request that this matter be placed on the next available Town Board Work Session for discussion.

Stormwater Control Facility Maintenance Agreement

Whereas, the Town of Carmel, County of Putnam, State of New York ("Municipality") and AC I Carmel LLC ("facility owner") want to enter into an agreement to provide for the long-term maintenance and continuation of stormwater control measures approved by the Municipality for the below named project, and

Whereas, the Municipality and the facility owner desire that the stormwater control measures be built in accordance with the approved project plans and thereafter be maintained, cleaned, repaired, replaced and continued in perpetuity in order to ensure optimum performance of the components. Therefore, the Municipality and the facility owner agree as follows:

1. This agreement binds the Municipality and the facility owner, its successors and assigns, to the maintenance provisions depicted in the approved project plans which are attached as Schedule A of this agreement.
2. The facility owner and or Tenant shall maintain, clean, repair, replace and continue the stormwater control measures depicted in Schedule A as necessary to ensure optimum performance of the measures to design specifications. The stormwater control measures shall include, but shall not be limited to, the following: drainage ditches, swales, dry wells, infiltrators, drop inlets, pipes, culverts, soil absorption devices and retention ponds.
3. The facility owner shall be responsible for all expenses related to the maintenance of the stormwater control measures and shall establish a means for the collection and distribution of expenses among parties for any commonly owned facilities.
4. The facility owner shall provide for the periodic inspection of the stormwater control measures, not less than once in every five-year period, to determine the condition and integrity of the measures. Such inspection shall be performed by a professional engineer licensed by the State of New York. The inspecting engineer shall prepare and submit to the Municipality, within 30 days of the inspection, a written report of the findings, including recommendations for those actions necessary for the continuation of the stormwater control measures.
5. The facility owner shall not authorize, undertake or permit alteration, abandonment, modification or discontinuation of the stormwater control measures except in accordance with written approval of the Municipality.

Facility Owner: AC I Carmel LLC.

Owner's Representative: Benjamin Ringel.

Representative Signature: Benjamin Ringel

ACKNOWLEDGEMENTS

STATE OF New York)
) SS:
COUNTY OF New York)

On this 14 day of January, 2015, before me personally appeared Benjamin Ringel, personally known by me, who, being by me duly sworn, did depose and say that he/she resides at Lawrence NY, that he/she is Manager of AC I CARMEL LLC, the company described in this instrument and that he/she executed this instrument on behalf of said company and that he/ she had the authority to do so.

Christina A. Cooke
STATE OF NEW YORK

NOTARY PUBLIC

My Commission expires September 16, 2017

Commission # 01006258983

Christina A. Cooke
NOTARY PUBLIC

6. The facility owner shall undertake necessary repairs and replacement of the stormwater control measures at the direction of the Municipality or in accordance with the recommendations of the inspecting engineer.
7. The facility owner shall provide to the Municipality, within 30 days of the date of this agreement, a security for the maintenance and continuation of the stormwater control measures in the form of a bond, letter of credit or escrow account in an amount not to exceed \$2,500 if applicable.
8. This agreement shall be recorded in the Office of the County Clerk, County of Putnam together with the deed for the subject premises.
9. If ever the Municipality determines that the facility owner has failed to construct or maintain the stormwater control measures in accordance with the project plan or has failed to undertake corrective action specified by the Municipality or by the inspecting engineer within ninety (90) days after written notification (**return receipt required**) by the Municipality to the facility owner, the Municipality is authorized to undertake such steps as reasonably necessary for the preservation, continuation or maintenance of the stormwater control measures and to affix such reasonable expenses thereof as a lien against the property.
10. This agreement is effective JANUARY 6, 2015.

Facility Owner: AC I Carmel LLC

Owner's Representative: Benjamin Ringel

Representative Signature: [Signature]

Municipality:

The Town of Carmel, New York

By: _____

ACKNOWLEDGEMENTS

STATE OF New York)
COUNTY OF New York) SS:

On this 10 day of January, 2015, before me personally appeared Benjamin Ringel, personally known by me, who, being by me duly sworn, did depose and say that he/she resides at Lawrence, NY, that he/she is Manager of AC I CARMEL LLC, the company described in this instrument and that he/she executed this instrument on behalf of said company and that he/she had the authority to do so.

Christina A. Cooke

STATE OF NEW YORK
NOTARY PUBLIC

My Commission Expires September 16, 2017

Commission # 01C06288983

[Signature]
Name: Christina A Cooke
NOTARY PUBLIC

STATE OF NEW YORK)
TOWN OF CARMEL) ss.:

Notary Public

STATE OF NEW YORK)
) ss.:
TOWN OF _____)

Notary Public

Richard J. Franzetti, P.E.
Town Engineer



(845) 628-1500
(845) 628-2087
Fax (845) 628-7085

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Office of the Town Engineer
60 McAlpin Avenue
Mahopac, New York 10541

☒ Work Session 1/28/15

☐ Agenda _____

MEMORANDUM

To: Carmel Town Board
From: Richard J. Franzetti P.E. Town Engineer
Date: January 8, 2015
Re: Lake Treatments- Upper and Lower Teakettle Spout Lakes R2014-003

The Town Board authorized the referenced project for the year 2014. The work involves Herbicide Treatments to Both Upper and Lower Teakettle Spout Lakes.

The contractor is The Pond and Lake Connection, LLC. The 2014 bid documents and contract provide for two (2) one (1) year extensions at the option of the Town of Carmel. Based upon the performance by The Pond and Lake Connection, LLC over 2014, we recommend that the contract be extended for a period of one year.

The total budget amount for 2014 was \$14,000.00. Based upon the pricing provided, the pricing for 2015 is \$13,500.00.

We have checked with the Comptroller's office and have been advised that sufficient funds are budgeted for this work.

I ask that this matter be placed on the next available Town Board Work Session.

Tel: (845) 628-1500 Fax: (845) 628-7085 email rjf@ci.carmel.ny.us

G:\Engineering\Contracts and RFPs\R2014-0003 - Lake Treatments Teakettle Upper and Lower\01-2015 Contract Renewal\01-08-2015 R 2014-0003
Teakettle Treatment extension TB.doc