

KENNETH SCHMITT
Town Supervisor

TOWN OF CARMEL
TOWN HALL

ANN SPOFFORD
Town Clerk

SUZANNE MC DONOUGH
Town Councilwoman
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

MICHAEL A. BARILE
Town Councilman
JOHN D. LUPINACCI
Town Councilman
JONATHAN SCHNEIDER
Town Councilman

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

TOWN BOARD WORK SESSION
Wednesday, August 8, 2018 7:00pm

Pledge of Allegiance – Moment of Silence

Public Hearing: In the Matter of the increase and Improvement of the Facilities of Carmel Sewer District #1 in the Town of Carmel, Putnam County, New York (\$170,000)

Town Board Work Session:

1. Police Chief Michael Cazzari, Carmel Police Department – Consider Request to Authorize Purchase and Installation of 2018 Police Vehicle Mobile Data Terminal Package
2. Waiving the Notice of Requirement in Section 64 of the New York State ABC Law with Respect to a Liquor License for Coffee Time, Inc. d/b/a Coffee Time
3. Anne Pasquerello, Confidential Secretary/Assistant to Town Board – Consider Request to attend Seminar September 18, 2018 (no charge)
4. Councilwoman Suzi McDonough – Discussion to Consider Enactment of Moratorium Temporarily Prohibiting Vapor/Smoke Shops

- **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)**
Speaker for Town Residents, Property Owners & Business Owners Only)
- **Town Board Member Comments**
- **Adjournment**

Executive Session:

1. Police Chief Michael Cazzari – Personnel

NOTICE OF PUBLIC HEARING

Carmel Sewer District No. 1 of the Town of Carmel, Putnam, New York

NOTICE IS HEREBY GIVEN that the Town Board of the Town of Carmel, Putnam County, New York, will meet in the Town Hall, 60 McAlpin Avenue, Mahopac, New York, in said Town, on August 8, 2018, at 7:00 o'clock P.M., Prevailing Time, for the purpose of conducting a public hearing upon a certain map, plan and report, including an estimate of cost, in relation to the proposed to the increase and improvement of the facilities of Carmel Sewer District No. 1 in the Town of Carmel, Putnam County, New York (the "Sewer District"), consisting of the purchase and installation of approximately 450 linear feet of 8 inch sewer line, including three (3) manholes, two (2) service laterals and restoration of NYSDOT right of way, including original furnishings, equipment, machinery, apparatus, appurtenances and incidental improvements and expenses in connection therewith at a maximum estimated cost of \$170,000.

The capital project described above has been determined to be a "Type II Action" pursuant to the regulations promulgated under the State Environmental Quality Review Act ("SEQRA") which such regulations provide will not result in any significant environmental adverse impacts. The map, plan and report are available in the office of the Town Clerk, where they may be inspected during regular office hours.

At said public hearing said Town Board will hear all persons interested in the subject matter 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.

Dated: Mahopac, New York,
July 17, 2018.

BY ORDER OF THE TOWN BOARD OF THE TOWN OF
CARMEL, PUTNAM COUNTY, NEW YORK

Ann Spofford
Town Clerk

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

MEMORANDUM

To: Town Board, Town of Carmel

From: Chief Michael Cazzari

Date: July 27, 2018

Ref: 2018 Police Vehicle Mobile Data Terminal Package Purchase

I would like the Town Board's permission to upfit the three new police patrol vehicles with three Panasonic Toughbook CF-54 computers, Sierra Airlink modems and associated components that were all budgeted for in our 2018 Town Budget. Attached is the quote from our vendor Island Tech Services in the amount of \$19,062.75.

The dealership has completed all the emergency lighting and equipment installation. We are having the mobile data terminals and equipment installation work completed separately by Island Tech Services when the new vehicles arrive here at the police station.

I am requesting authorization to purchase the computer equipment.

Thank you for your consideration.

MC

ISLAND TECH SERVICES (ITS)

980 S 2nd Street, Ronkonkoma, NY 11779

Phone: 631-447-2442 Fax: 631-447-2514

Contact: Robert Gronenthal

Email: robert@islandtechservices.com

QUOTE

Number ITSQ19511

Date Aug 28, 2017

Sold To

Carmel Police Department
Mike Cazzari
60 McAlpin Avenue
Mahopac, NY 10541
United States

Phone (845) 628-1305
Fax

Ship To

Carmel Police Department
Mike Cazzari
60 McAlpin Avenue
Mahopac, NY 10541
United States

Phone (845) 628-1305
Fax

Salesperson	P.O. Number	Contract Number	Ship Via	Terms
robert		PT67052		NET 30

Qty	Part #	Description	Unit Price	Ext. Price
** TOUGHBOOK / MOUNTING **				
3	CF-54F2881KM	Panasonic Toughbook CF-54 - Win7 (Win10 Pro COA), Intel Core i5-6300U 2.40GHz - 14.0" FHD, Gloved Multi Touch, 256GB SSD, 8GB - Intel WiFi a/b/g/n/ac, TPM, Bluetooth, Emissive Backlit Keyboard - No DVD Drive, Toughbook Preferred	\$2,750.00	\$8,250.00
3	CFSVCLTNF5Y	Panasonic Protection Plus - 5 Year - Service - Maintenance - Parts & Labor	\$785.00	\$2,355.00
3	DS-PAN-422	Docking Station with Power Supply for Panasonic's Toughbook 54	\$790.00	\$2,370.00
3	C-MD-102	Swing arm with motion adapter	\$230.00	\$690.00
3	C-HDM-214	8.5" Heavy Duty Telescoping Pole, side mount	\$87.00	\$261.00
3	C-ARPB-114	Brother Arm rest printer bracket: top mount	\$195.00	\$585.00
3	CG-X	Chargeguard-select	\$69.00	\$207.00
** MODEM **				
3	1102360	Sierra Wireless AirLink GX450 - 4G XLTE Gateway - Ethernet/Serial/USB/GPS + WiFi - LTE Bands - Verizon - Includes DC Power Cable - 3 Year Warranty	\$719.00	\$2,157.00
3	AP-CCWG-Q-S2222-RP3-B L	Antenna Plus MIMO LTE/Cellular/PCS/GPS/WiFi Combo Antenna - Threaded Bolt Mount - Omni-Directional - Black	\$175.00	\$525.00
3	15212	C2G Cat5e Patch Cable -RJ-45 Male Network - 25ft - GRAY	\$4.25	\$12.75
** INSTALLATION **				
3	VehicleInstall	Installation of vehicle mounted equipment - Onsite Installation at Customer Site - Customer must provide garage or covered location - Installation includes wiring and labor - Installation based on manufacturers install guide	\$550.00	\$1,650.00

WE SPECIFICALLY DISCLAIM ANY AND ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTIES OR WITH REGARD TO ANY LICENSED PRODUCTS. WE SHALL NOT BE LIABLE FOR ANY LOSS OF PROFITS, BUSINESS, GOODWILL, DATA, INTERRUPTION OF BUSINESS, NOR FOR INCIDENTAL OR CONSEQUENTIAL MERCHANTABILITY OR FITNESS OF PURPOSE, DAMAGES RELATED TO THIS AGREEMENT. MINIMUM 15% RESTOCKING FEE WITH ORIGINAL PACKAGING. PANASONIC & GETAC PRODUCTS ARE BUILT TO ORDER AND NOT RETURNABLE.

Qty	Part #	Description	Unit Price	Ext. Price
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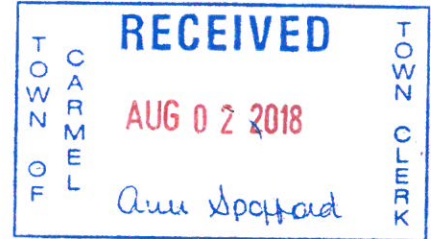
To accept proposal please sign bottom and fax to 631-447-2514. Please remember to reference a PO on your quote.

Signature: _____

SubTotal	\$19,062.75
Tax	\$0.00
Shipping	\$0.00
Total	\$19,062.75

ANDREA O'BRIEN
NYS ABC LAW CONSULTING GROUP
LIQUOR LICENSE CONSULTANT
WWW.NYSLIQUOR.COM
ANDREA@LIQUORAUTHORITY.ORG
914-980-9717

August 2, 2018



Town Clerk, Carmel
60 McApln Ave.
Mahopac, NY 10541

Re: Coffee Time Inc
Dba Coffee Time
559 Route 6N
Mahopac, NY 10541

Dear Town Clerk:

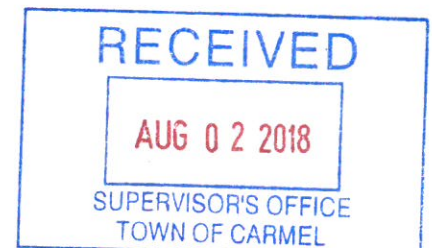
Enclosed herewith is a 30 Day Notice to the Municipality, part of the application for a NY State Liquor License. The above-mentioned applicant, Coffee Time, Inc. respectfully requests that you consider waiving this 30-day waiting period so that the application can be filed as soon as possible.

If you have any questions or need any additional information, please do not hesitate to contact me.

Regards,


Andrea O'Brien
Liquor License Consultant

Encl.



OFFICE USE ONLY		
<input type="radio"/> Original	<input type="radio"/> Amended	Date _____

Standardized NOTICE FORM for Providing 30-Day Advance Notice to a Local Municipality or Community Board

1. Date Notice was Sent: Aug 2, 2018 1a. Delivered by: hand delivered

2. Select the type of Application that will be filed with the Authority for an On-Premises Alcoholic Beverage License:

- ☒ New Application
 ☐ Renewal
 ☐ Alteration
 ☐ Corporate Change
 ☐ Removal
 ☐ Class Change
 ☐ Method of Operation Change

For **New** applicants, answer each question below using all information known to date

For **Renewal** applicants, answer all questions

For **Alteration** applicants, attach a complete written description and diagrams depicting the proposed alteration(s)

For **Corporate Change** applicants, attach a list of the current and proposed corporate principals

For **Removal** applicants, attach a statement of your current and proposed addresses with the reason(s) for the relocation

For **Class Change** applicants, attach a statement detailing your current license type and your proposed license type

For **Method of Operation Change** applicants, although not required, if you choose to submit, attach an explanation detailing those changes

This 30-Day Advance Notice is Being Provided to the Clerk of the Following Local Municipality or Community Board:

3. Name of Municipality or Community Board: Town of Carmel

Applicant/Licensee Information:

4. Licensee Serial Number (if applicable): N/A Expiration Date (if applicable): N/A

5. Applicant or Licensee Name: Coffee Time Inc

6. Trade Name (if any): Coffee Time

7. Street Address of Establishment: 559 Route 6N

8. City, Town or Village: _____, NY Zip Code: _____

9. Business Telephone Number of Applicant/Licensee: 914-471-2519

10. Business E-mail of Applicant/Licensee: _____

11. Type(s) of alcohol sold or to be sold: ☐ Beer & Cider ☒ Wine, Beer & Cider ☐ Liquor, Wine, Beer & Cider

12. Extent of Food Service:

- ☐ Full food menu; full kitchen run by a chef or cook
 ☒ Menu meets legal minimum food availability requirements; food prep area at minimum

13. Type of Establishment: TAVERN

14. Method of Operation: (check all that apply)

☐ Seasonal Establishment
 ☐ Juke Box
 ☐ Disc Jockey
 ☒ Recorded Music
 ☐ Karaoke

☐ Live Music (give details i.e., rock bands, acoustic, jazz, etc.): _____

☐ Patron Dancing ☐ Employee Dancing ☐ Exotic Dancing ☐ Topless Entertainment

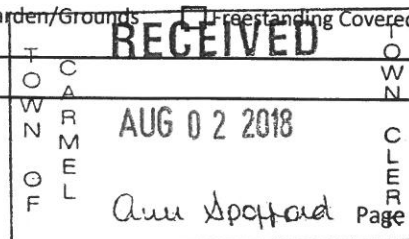
☐ Video/Arcade Games ☐ Third Party Promoters ☐ Security Personnel

☐ Other (specify): _____

15. Licensed Outdoor Area: (check all that apply)

☐ None
 ☒ Patio or Deck
 ☐ Rooftop
 ☐ Garden/Grounds
 ☐ Freestanding Covered Structure

☐ Sidewalk Cafe ☐ Other (specify): _____



OFFICE USE ONLY		
<input type="radio"/> Original	<input type="radio"/> Amended	Date _____

16. List the floor(s) of the building that the establishment is located on: MAIN level + 2nd Fl.
17. List the room number(s) the establishment is located in within the building, if appropriate: N/A
18. Is the premises located within 500 feet of three or more on-premises liquor establishments? ☐ Yes ☐ No
19. Will the license holder or a manager be physically present within the establishment during all hours of operation? ☒ Yes ☐ No
20. If this is a transfer application (an existing licensed business is being purchased) provide the name and serial number of the licensee:
- | | |
|------------|---------------|
| <u>N/A</u> | <u>N/A</u> |
| Name | Serial Number |
21. 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

22. Building Owner's Full Name: DNT LLC
23. Building Owner's Street Address: PO Box Jefferson
24. City, Town or Village: Jefferson Valley State: NY Zip Code: _____
25. Business Telephone Number of Building Owner: _____

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

26. Representative/Attorney's Full Name: Andrea OBrien
27. Representative/Attorney's Street Address: 6 Mathas Ct
28. City, Town or Village: Lake Peekskill State: NY Zip Code: 10537
29. Business Telephone Number of Representative/Attorney: 914-980 9717
30. Business E-mail Address of Representative/Attorney: andrea@liquorauthority.org

I am the applicant or licensee holder or 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.

31. Printed Principal Name: Daniel Ivezaj Title: President

Principal Signature: 

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

MEMORANDUM

To: Supervisor Schmitt, Carmel Town Board

Date: August 6, 2018

From: Anne Pasquerello, Confidential Secretary/Asst. Town Board

RE: Conference Training

I am requesting authorization to attend the Supervisory 101 Training sponsored by the Employee Assistance Program (EAP) on Tuesday, September 18th from 9:00am to 1:00pm.

There is no charge for this seminar.

SAVE THE DATE

SUPERVISORY 101 TRAINING

SPONSORED BY

EMPLOYEE ASSISTANCE PROGRAM (EAP)

TRAINING IS FREE

DATE: Tuesday, September 18, 2018

TIME: 9:00 am to 1:00 pm

TOPICS WILL INCLUDE

- Supervisory and Leadership Styles
- Developing Effective Interpersonal Communications
- How and When To Respond To Challenging Situations in the Workplace
 - Conflict Resolution
 - Dealing Effectively With Negativity
 - Effective Time Management Strategies
 - Providing Feedback
- EAP and Supervisory Referral Overview

**To register please e-mail Pat Garrity at
ppg6@westchestergov.com**

Last day to register is Friday, September 14, 2018

Space is limited, so register early.