

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, March 11, 2015 7:00pm

Pledge of Allegiance – Moment of Silence

6:00PM Executive Session:

1. Joseph Charbonneau, Special Labor Counsel – Settlement of Litigation
2. Richard Franzetti, Town Engineer - Personnel

Town Board Work Session:

1. Supervisor Schmitt - Consider Proclamation to Designate Town of Carmel "Purple Heart Town"
2. Michael Simone, Highway Superintendent – Consider Request to Advertise for Bid for the Purchase of 1 Six (6) Wheel Dump Truck with Plow Equipment/Wing and Sanding Body
3. Richard Franzetti, PE, Town Engineer – Consider Accepting Proposal for Hydro Raking – Lake Secor Park District
4. Richard Franzetti, PE, Town Engineer – Consider Request to Attend Seminar-Town of Carmel ZBA Members, John Maxwell, Carl Stone and Marc DiTomaso - 2015 Land Use Training Institute- March 19, 2015- Westchester Community College (\$40 per person=\$120)
5. Richard Franzetti, PE Town Engineer – Consider Accepting Proposal for the Purchase and Installation of Sliding Doors/Fascia and Gutters – Lake Casse Park District Club House
6. Richard Franzetti, PE Town Engineer – Consider Accepting Proposal for the Purchase and Installation of Intake Pit Pump – CWD#2
7. Richard Franzetti, PE, Town Engineer – Consider Accepting Proposal for Water Treatment Plant Filter #2 Rehabilitation – CWD#8
8. Richard Franzetti, PE, Town Engineer – Consider Replacement of UV Disinfection Bulbs at CSD#2 Micro-Filtration Plant
9. James Gilchrist, Director of Recreation & Parks – Consider Accepting Proposal for 2015 Concession Stand Operation
10. James Gilchrist, Director of Recreation & Parks – Consider License Agreements – Carmel Rams Youth Lacrosse and Carmel United Soccer
11. James Gilchrist, Director of Recreation & Parks – Consider Awarding of Bid for 2015 Summer Camp Bus Transportation

12. **James Gilchrist, Director of Recreation & Parks- Consider Extension of Renewal of Contract for Landscaping and Grass Cutting of Various Town Owned Parks**
13. **Consider Making Appointment to the Lake Casse Park District Advisory Committee**
14. **Consider Review & Distribution of the Lake Casse Park District Newsletter**
15. **Merri MacDonald, Town Historian – Consider Request to Attend Seminar - Association of Public Historians of New York (APHNY) April 9-12, 2015, Corning, New York (\$486.66)**
16. **Consider Amendment to Town of Carmel Employee Handbook**
17. **Consider Acknowledgment of Appointment - Deputy Receiver of Taxes**

- **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**

Pasquerello, Anne

From: EUGENE LANG <[REDACTED]>
Sent: Tuesday, February 24, 2015 12:38 PM
To: Pasquerello, Anne
Subject: [Carmel NY] CARMEL BECOMMING A PURPLE HEART TOWN
Attachments: buchanan_proclamation.jpg; moph_original.jpg

#1

Follow Up Flag: Follow up
Flag Status: Flagged

☒ Work Session 3/11/15

☐ Agenda _____

apasquerello,

Someone has sent you a message using your contact form on the Carmel NY site.

If you don't want to receive such e-mails, you can change your settings at
<http://www.ci.carmel.ny.us/users/apasquerello>.

Message:

Dear Kenneth Schmitt, Town Supervisor:

The Military Order of the Purple Heart Chapter 21 New York, is requesting that Carmel be known as a Purple Heart Town.

By designating Carmel a Purple Heart Town, you are not only honoring those who have made the ultimate sacrifice or have been wounded for our great country, you are also honoring all service men and women, PAST, PRESENT, and FUTURE and THEIR FAMILIES.

There is no financial obligation from the town.

As you may already know, Westchester County, Putnam County, and Rockland County, are Purple Heart Counties. If it works into your town meeting agenda, members of MOPH Chapter 21 can be there to receive the Proclamation. If you have any questions, please don't hesitate to call me.

Attached is a copy of a proclamation.

Thank you for your help.

<https://www.facebook.com/moph21>

"Freedom is not Free"

Eugene Lang Sr. Vice Commander MOPH Chapter 21.

115 Stonewall Court

Yorktown Heights, NY 10598
[REDACTED]

=====

Message sent by: EUGENE LANG [REDACTED]

=====

Office of the Mayor

Village of Buchanan, New York

Proclamation



WHEREAS, the Purple Heart is awarded to any member of the United States Armed forces who was wounded or killed in combat with an enemy of the United States of America; and,

WHEREAS, the men and women in the military have paid the high price of freedom by leaving their families, friends and communities and by placing themselves in harm's way for the good of all; and

WHEREAS, the contributions and sacrifices of the men and women from Buchanan who have served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and

WHEREAS, many men and women in uniform have given their lives while serving in the Armed Forces; and

WHEREAS, many citizens of our community have received the Purple Heart Medal as a result of being wounded while engaged in combat with enemy forces, construed as a singularly meritorious act of essential service; and

WHEREAS, December 2, 2013 has officially been designated as the day in the Village of Buchanan to remember and recognize veterans who are recipients of the Purple Heart Medal.

NOW, THEREFORE, BE IT RESOLVED, that I, Sean Murray, Mayor of the Village of Buchanan, along with the members of the Village Board, hereby proclaim The Village of Buchanan as a Purple Heart Village, honoring the service and sacrifice of our nations' men and women in uniform wounded or killed by the enemy while serving to protect the freedoms enjoyed by all Americans.

Sean Murray, Mayor
Trustees Theresa Knickerbocker
Richard A. Funchion, Duane Jackson,
Nicolas Zachary

In witness whereof I have hereunto set my
hand and caused this seal to be affixed.

☒ Work Session 3/11/15

#2

Pasquerello, Anne

☐ Agenda _____

From: Schmitt, Kenneth
Sent: Thursday, March 05, 2015 4:24 PM
To: [REDACTED];
[REDACTED];
[REDACTED]
Cc: [REDACTED];
Maxwell, Mary Ann
Subject: Mike Simone New 2015 Truck Purchase with Plow

Board,

Mike met with me today to discuss the Purchase of a new highway six wheeled dump truck with plow and sanding body, this request was discussed with Mike at the Town Board meeting on 2/11/15 (I was absent due to my shoulder surgery) Mike is requesting authorization to go out to bid now for the purchase of the new truck as the build time and delivery for new trucks is quite lengthy.

Mike has monies left over from the 2014 capital equipment purchases \$ 173,000.00 of which \$ 23,000.00 will be used to retrofit the recently acquired Army surplus truck with a dump body, the remaining \$ 150,000.00 will go towards the new plow truck, he is requesting the use of \$ 100,000.00 from the Highway Equipment reserve line that the board established several years ago, this funding would pay for the purchase of the new truck without borrowing.

In addition Mary Ann is asking if the board wants her to move forward with contacting bond counsel Doug Goodfriend regarding the Highway Capital Paving/Drainage for 2015.

I'm fine with Mike Simone's request to go out to bid for the new truck and purchase with existing funds, as well as moving forward with his 2015 Capital request's.

This item has been placed on the 3/11/15 work session agenda.

Kenny

Kenneth Schmitt,

Town of Carmel Supervisor
60 McAlpin Avenue
Carmel, NY 10541
phone 845.628-1500
fax 845.628.6837

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

#3

MEMORANDUM

To: Carmel Town Board

From: Richard J. Franzetti P.E. Town Engineer *RJF* ☒ Work Session 3/11/15

Date: February 27, 2015 ☐ Agenda _____

Re: Hydro Raking at Lake Secor

In accordance with the Town of Carmel Procurement Policy, Keith Cox of the Lake Secor Park District Advisory Board obtained the three (3) attached quotes to perform annual Hydro Raking.

The prices are as follows:

Aquatic Control Technology -	\$5,400.00
Aquatic Technologies, Inc.	\$6,319.00
Allied Biological, Inc.	\$6,500.00

As Keith points out in his attached email, the Park District has been using the services of Aquatic Control Technology for 8 years and has found their performance to be satisfactory. The price of \$5,400.00 is the same that was charged in 2014. We have checked with the Comptroller and have been advised that this cost was funded in the budget for the district (see attached email.)

Based upon the above, we recommend that the Town Board authorize Aquatic Control Technology to perform this work.

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

Vara, Rob

From: keith cox <keithlakesecor@gmail.com>
Sent: Thursday, February 19, 2015 11:04 AM
To: Franzetti, Richard; Vara, Rob
Subject: LAKE SECOR HYDRO RAKING
Attachments: DOC1'.PDF

Hi Rich and Rob, attached are the three proposals from the hydro raking companies and their references. It looks like my guy Aquatic Technology is the cheapest per hour so I would endorse him and our park district endorses him as well. The other guys are close but Aquatic does such an outstanding job for the past 8 years, we want to use them. Please let me know if you need anything from me at this point. I would like to get this set up with the town board in March so we get approval and we can schedule the hydro raking time with them in April. Think Spring! Keith

AQUATIC CONTROL TECHNOLOGY



February 12, 2015

Richard J. Franzetti, P.E, BCCE, LEED AP Town Engineer
TOWN OF CARMEL
60 McAlpin Avenue
Mahopac, NY 10541

Re: 2015 Aquatic Management Program at Lake Secor

Dear Richard:

Please accept this as our 2015 Proposal/Agreement for mechanical services for Lake Secor. The hourly charge rate for the hydro-rake will remain at \$195/hr. and the mobilization fee is \$1,500. We require a minimum of 20 hours of work, but we anticipate having more as has been the case in the past. Please give us an estimate of the total hours as soon as possible. We will expect to coordinate the project directly with you, unless you advise us differently.

Please sign and return the enclosed Standard Agreement for the work and return a copy to our office by **March 1, 2015**, so that we can assure you preferential scheduling.. If you have any questions or comment please feel free to call our office. We appreciate your past business and look forward to continuing a successful management program at Lake Secor.

Sincerely,
Aquatic Control Technology, LLC



Marc D. Bellaud
President/Aquatic Biologist

MDB/jjc

AQUATIC CONTROL TECHNOLOGY

STANDARD AGREEMENT

This AGREEMENT dated this 12th day of February 2015 by and between AQUATIC CONTROL TECHNOLOGY, LLC hereinafter referred to as the 'CONTRACTOR' and the RICHARD J. FRANZETTI, TOWN ENGINEER for the Lake Secor Park District in Carmel, NY hereinafter referred to as the 'CLIENT' for the products and/or services to be provided by the CONTRACTOR as described below:

Product / Service	No. Hrs. / Units	Hrs. / Unit Cost	Amount
Hydro-rake & Operator	20	\$195 hr.	\$3,900
Equipment Mobilization / Demobilization			\$1,500

The estimated total cost of the work is \$5,400 and shall not be exceeded without prior approval from the CLIENT. The work shall be tentatively performed on or about mid-May (conditions permitting).

The CLIENT shall be fully responsible for:

1. Procuring and compliance with all Federal, State and Local permits and approvals for the work.
2. Trucking/disposal of all material deposited along the water edge, to a permanent upland disposal site

Additional conditions mutually agreed to by the CONTRACTOR and the CLIENT include:

- Payment to be made in full upon completion of work.

The CLIENT further certifies the area to be free of all wires, cables, water intakes, or other underwater obstructions. The Contractor carries property damage, general liability, and workmen's compensation insurance.

To reserve preferred scheduling of equipment and personnel, this Agreement must be signed and a copy returned to our office on or before **March 1, 2015**.

I (we) the CLIENT accept the terms and conditions as stated above and authorize the CONTRACTOR to proceed.

Signature: _____

Print Name: _____

Date: _____

AQUATIC CONTROL TECHNOLOGY



CLIENT REFERENCES

The following is a list of client contact information for hydro-raking / harvesting programs conducted by Aquatic Control Technology / Lycott Environmental:

Purgatory Cove	Waltham & Newton, MA	Chestnut Hill Reservoir	Boston, MA, MA
Contact	Tom Flannery (MA DCR)	Contact	John Gregoire (MWRA)
Telephone	(617) 626-4975	Telephone	(508) 424-3608
Address	251 Causeway, Suite 800 Boston, MA 02114	Address	266 Boston Road Southborough, MA 01772
Barkley Lake	Hebron, NY	Mudge Pond	Sharon, CT
Contact	Mike Buttgreit	Contact	Matt Andrulis Mette
Telephone	(516) 680-6388	Telephone	(860) 364-1400
Address	2 Lace Lane Westbury, NY 11590	Address	Box 385 Sharon, CT, 06069
Silver Lake	Rhinebeck, NY	Indian Lake	Sharon, CT / Millerton NY
Contact	Art Depasqua	Contact	Joe Stineman
Telephone	(845)-266-3513	Telephone	(914) 830-6819
Address	8 Deerhill Road Rhinebeck, NY 12572	Address	22 Sunny Brae Place Bronxville, NY 10708

Lake Management Consultants
Experts in
Aquatic Vegetation Control

Aquatic Technologies, Inc.

P.O. Box 769
Branchville, NJ 07826
Tel: 973-773-9567 – Fax: 973-948-7118
www.aquatechnj.com

February 19, 2015

Keith Cox
Lake Secor Park
Mahopac, NY

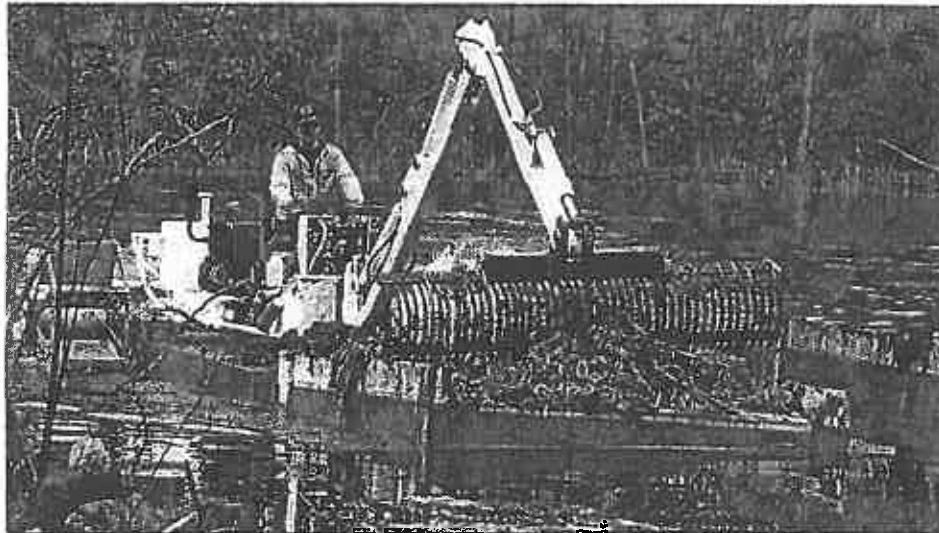
2015 Lake Secor: Hydro-Raking Management Proposal

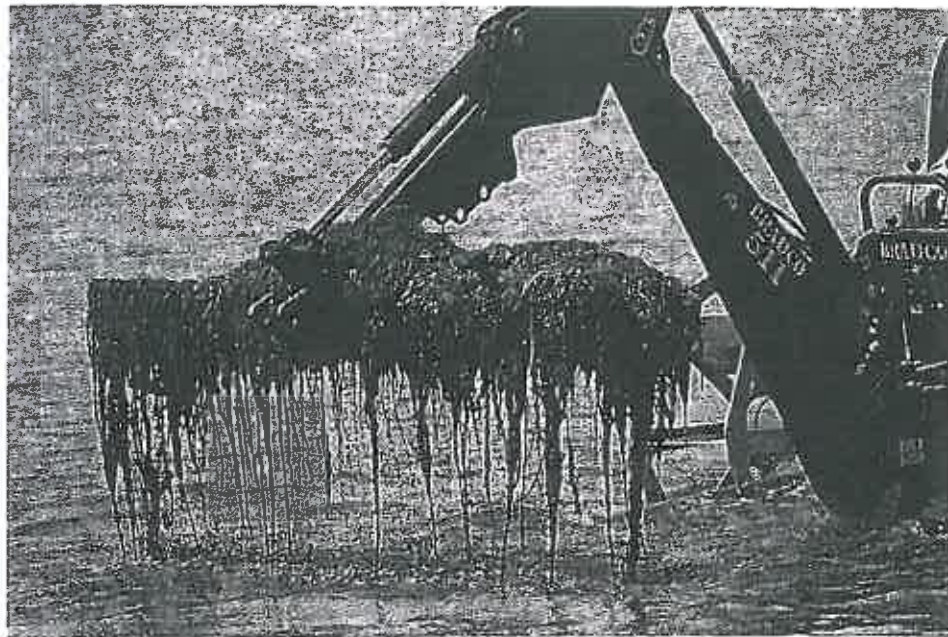
We would like to thank you for your time and courtesy extended to our company. Aquatic Technologies, Inc. looks forward to providing the Hydro-Raking Program at Lake Secor. The following letter and proposal is the recommended Aquatic Technologies, Inc. Hydro-Raking program for Centennial Lake. Items assessed in this proposal include the following:

Hydro- Raking Program - Aquatic Vegetation Removal

Aquatic Technologies specializes in Hydro-Raking. Hydro-Raking on lakes and ponds can be an effective management tool. Removing plants (biomass) can reduce nuisance vegetation, improve aesthetics, allow for recreational access and reduce internal nutrient content of a lake or pond.

Hydro- Raking





The Hydro-Rake can be described as a "floating backhoe". The equipment can operate in shallow water (<2 feet) and it can work to depths of 12 feet. The Hydro-Rake is successful at removing plants, hummocks, roots, stumps and emergent shoreline vegetation. A hydro-rake is operated from the water to "rake" the sediment layer, collecting plants and detritus with its various attachments.

Service is critical in the success of any lake management program. Aquatic Technologies consultative-service provides quick response, professional expertise, consultative recommendations and a dedication to client satisfaction.

Hydro-Raking - Vegetation and Unconsolidated Organic Removal Program Pricing

- \$ 215.00 per hour; Note: minimum of 15 hours
- \$ 635.00 one time transportation fee per machine.
- \$ 705.00 per day skid steer and operator.
- \$ 679.00 per diem trucking of waste utilizing Aquatic Technologies truck/dump trailer. Trucking will be utilized for moving material longer distances on the property and/or reducing negative impact to landscaping.
- Disposal of material will occur on site, in chosen locations.

Incidentals

- Area to be Hydro-Raked: Overall lake with exception to areas impeded by obstacles (i.e. rocks) and inflow stream area.
- Job Timeline: Exact start date will be determined based on access to work areas, determined by environmental factors such as dryness of shoreline areas and accessibility by equipment.
- You will be responsible for supplying an adequate boat launch area at the Lake for access.
- If site deemed inaccessible at time of launching, additional costs for access and equipment retrieval will be the responsibility of the property owner.

Payment Schedule

1. Payments to be determined based on hourly and per diem rates.
2. Initial payment will be due with signed contract and will include the following: Minimum of 15 hours raking and the one time transportation fee.

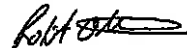
Insurance: Aquatic Technologies is a fully insured corporation. Aquatic Technologies carries workers compensation, public liability and property damage insurance. The insurance will remain in effect throughout the length of this contract. A copy of the certificate of insurance is available upon request.

Summary

As mentioned above, these costs will include all program requirements including chemical treatment and services. A contract is enclosed for your review and signature.

Should you have any further questions, please feel free to contact us at (973) 773-9567.

Sincerely,



Robert Ottmann
Aquatic Technologies, Inc.

Enclosure

Lake Management Consultants
Experts in
Aquatic Vegetation Control

Aquatic Technologies, Inc.

P.O. Box 769
Branchville, NJ 07826
Tel: 973-773-9567 – Fax: 973-948-7118
www.aquatechnj.com

Contract For Services

Contract Submitted To:
Lake Secor

Date Submitted:
2-19-15

Effective Contract Period:
2015

Contract Address:

Waterbody Name and Location:
Lake Secor, NY

Hydro-Raking - Vegetation and Unconsolidated Organic Removal Program Pricing

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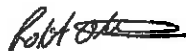
Note: Contracts need to be signed at the earliest convenience to avoid NJDEP Permit Process delay and to assure timely execution of services.

****This Contract will serve as a seasonal invoice, PLEASE remit payments based on payment schedule****

We propose hereby to furnish material and labor – complete in accordance with the above specifications.

All work to be completed in a workman like manner according to standard practice. Any alteration or deviation from above specification involving extra costs will be executed only upon written orders. Sail will become an extra charge over and above the above program. Company to carry liability, property and other necessary insurance. Our workers are fully covered by workers compensation insurance.

Signature:



Aquatic Technologies, Inc.

Acceptance of Proposal: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature: _____ Date: _____

Lake Management Consultants
Experts in
Aquatic Vegetation Control

Aquatic Technologies, Inc.

P.O. Box 769
Branchville, NJ 07826
Tel: 973-773-9567 – Fax: 973-948-7118
www.aquatechnj.com

AQUATIC TECHNOLOGIES, INC References

Aquatic Technologies, Inc. has performed various limnological studies and watershed management projects for the following clients. These studies and projects have included many of Aquatic Technologies services which range from *Aquatic Vegetation / Algal Control, Hydroraking, Harvesting, Nutrient Inactivation, Water Quality Monitoring and Lake Restoration Expertise*. Aquatic Technologies, Inc. *strongly encourages* calling these references and confirming the quality professional service that is implemented in all of our "Consultative-Service Programs".

Hydro-Raking Project Contacts:

<u>Client</u>	<u>Size</u>	<u>Contact</u>	<u>Telephone Number</u>
Erskine Lakes Ringwood, NJ	30 and 60 acres	Paul Sullivan	(973) 727-7277
Muriel Hepner Pond Denville, NJ	3 acres	Don Bogardus	(973) 625-8705
Bergen County Parks Bergen County, NJ	2 - 50 acres	Peter Both	(201) 538-5510
Forest Hills Lake West Milford, NJ	11 acres	Jim Scheuering	(973) 919-0019
Watnong Pond Morris Plains, NJ	2 acres	Frank J. Druetzler	(973) 538-2224

**NOTE - Aquatic Technologies, Inc. does not permit the use of this information, or any part of this information to be used in any form for any purpose other than reference check.*



keith cox <keithlakesecor@gmail.com>

hydro-raking1 message

Glenn Sullivan <glenn@alliedbiological.com>
To: keithlakesecor@gmail.com
Cc: Steve Wilson <steve@alliedbiological.com>

Fri, Feb 13, 2015 at 10:43 AM

Hi Keith,

Thanks for reaching out to Allied Biological for a rate on hydro-raking. Our rake has a 6' wide clamshell attachment, with a reach of at least 12' down. The machine is about 30' long, and propelled by paddlewheels.

Our rate range for raking is \$205.00-\$235.00/hour, plus mobilization. To Lake Secor, mobilization would likely be about \$1,800.00. We also have a paddlewheel barge available if needed, for a fee of \$1,800.00/ day plus a similar mobilization fee.

Some of our hydro-raking clients include Lake Lookover (West Milford, NJ), Lake Tibet (Kent, NY), Lake Bullowa (Stony Point, NY), Lake Musconetcong (Netcong, NJ) and Wickapogue Pond (Southampton, NY).

If you can give me an idea of the scope of work (# of days, type of target material, offload points, last year's work details) I can probably get you something more specific.

Glenn

Glenn P. Sullivan, President
Certified Lake Manager
Allied Biological, Inc.
Hackettstown, NJ
Oneonta, NY
908-850-0303
www.alliedbiological.com

Vara, Rob

From: Maxwell,Mary Ann
Sent: Friday, February 27, 2015 11:39 AM
To: Vara, Rob
Cc: Franzetti,Richard
Subject: RE: 02-27-2015 Lake Secor Park Hydro Raking.

Yes there is funding available

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

From: Vara, Rob
Sent: Friday, February 27, 2015 10:40 AM
To: Maxwell,Mary Ann
Cc: Franzetti,Richard
Subject: 02-27-2015 Lake Secor Park Hydro Raking.

Max, We are looking to recommend hydro raking for a cost of \$5,400.00. According to MT, it is the same that we paid in 2014. Can you please check to see if funding is available and let me know.

Robert Vara
Engineering Projects Coordinator
Town of Carmel
Carmel Town Hall
60 McAlpin Avenue
Mahopac, New York 10541
Ph. 845-628-1500 ex. 183 Fax:845-628-7085

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

#4

MEMORANDUM

To: Carmel Town Board

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

Date: March 5, 2015

Re: Request to attend Training Seminar for Various Board Members

☒ Work Session 3/11/15

☐ Agenda _____

Attached please find the program outline discussing an upcoming training seminar which I respectfully request that Carl Stone (Planning Board), John Maxwell, and Mark DiTomaso (Zoning Board) attend. The conference is:

2015 Land Use Training Institute: Sponsored by the Westchester Municipal Planning Federation on March 19, 2015 at Westchester Community College. The seminar will feature topics of interest to members of planning, zoning conservation and design review boards.

The cost for the seminar is \$40.00 for WMPF Municipality non- members.

There are sufficient funds in the Planning Department's budget to cover the cost for this seminar; line 100.8020.0047 – Planning Training Expense (500.00).

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

WESTCHESTER MUNICIPAL PLANNING FEDERATION

2015 Land Use Training Institute First Program

WMPF invites you to attend its annual Land Use Training Institute

This is the first of three evenings featuring topics of interest to members of planning, zoning, conservation and design review boards.

Satisfy the New York State annual requirement for four hours of training

Have you completed the annual state mandated training for planning and zoning board members?

This first session earns two credit hours. A Certificate of Completion will be issued.

DATE:

Thursday, March 19
6:30 – 9:00 p.m.

PLACE: NEW LOCATION!

Westchester Community College
Gateway Center
Valhalla, New York

6:30–7:00 p.m. | Networking and Registration
7:05–7:55 p.m. | Concurrent Session A
8:00–8:50 p.m. | Concurrent Session B

FEES:

Free with WMPF Municipality membership and Students with a current I.D.

\$20 for WMPF individual, company and not-for-profit memberships

\$40 for non-members

Not a Member? Go to www.WMPF.org/membership for more information.

The WMPF Land Use Training Institute is the best way to keep up with your local, certification and training requirements and the latest issues and trends.

Website: www.wmpf.org

E-mail: info@wmpf.org

Westchester
GOV.COM

Robert P. Astorino, County Executive
Edward Boroughs, Commissioner
Department of Planning



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

#5

MEMORANDUM

To: Carmel Town Board

CC: Mary Ann Maxwell, Comptroller

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

Date: March 5, 2015

Re: Lake Casse Club House Siding-Doors-Fascia and Gutters

☒ Work Session 3/11/15

☐ Agenda _____

The Lake Casse Park District solicited proposals from three (3) home improvement contractors to install siding, doors, fascia and gutters at the Lake Casse Clubhouse. The following Bids were received:

Contractor	Total price
1. W&K General Contractor	\$27,450.00
2. Honey-Do-Men	\$27,500.00
3. Sunrise Carpentry	\$28,750.00

This Department checked references provided by the lowest priced contractor W&K. The reference intake forms are attached. W&K is a licensed contractor in Putnam County.

Mary Ann Maxwell provided the attached indicating there are sufficient funds in the Lake Casse budget to perform this service.

We therefore recommend that the project be awarded to W&K General Contractor at the price of \$27,4250.00.

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

INTERVIEW INTAKE FORM – LAKE CASSE CLUB HOUSE

TOWN OF CARMEL

SUBJECT: W & K Construction

NAME OF PERSON INTERVIEWED: Bernie Henry

NAME OF MUNICIPALITY/BUSINESS Residential

DATE INTERVIEW CONDUCTED: February 26, 2015

PERSON CONDUCTING INVTERVIEW: Donna Esteves

Performance:

1. What work did they perform for you? Siding and front door
2. How long have you used them? Several years
3. Were you satisfied with work performed? Yes, highly recommended
4. Do you currently use them or use them again in the future? Yes

INTERVIEW INTAKE FORM – LAKE CASSE CLUB HOUSE

TOWN OF CARMEL

SUBJECT: W & K Construction
NAME OF PERSON INTERVIEWED: Mrs. Helena Kolenda
NAME OF MUNICIPALITY/BUSINESS Residential
DATE INTERVIEW CONDUCTED: February 23, 2015
PERSON CONDUCTING INVTERVIEW: Donna Esteves

Performance:

1. What work did they perform for you? New roof, replaced windows and chimney repairs
2. How long have you used them? Over several years
3. Were you satisfied with work performed? Yes, very responsible, honest and dependable
4. Do you currently use them or use them again in the future? Yes

W & K GENERAL CONTRACTOR



Walter Brito
President

Lic.#: WC- 08931-H98
PC 2429-A

Contact Information:

8 Jack Rd.
Cortlandt Manor, NY 10567
Phone#: (914) 734-4054
Emergency#:(914) 447-6544

We specialize in:

1. Siding: Alcoa; Mastic; Royal; Crane; CertainTeed; Fiber Cement; Wood; bricks.
2. Roofing: CertainTeed; Elk; Owens Corning; GAF; EPDM; Rubber Roofing.
3. Masonry: Stone walls; Steps; Side walks; Patios; bricks; Cinder blocks, etc.
4. Custom Replacement Windows & Skylights.
5. Seamless Gutters: 5 & 6 K; 16 colors available.
6. Additions; Kitchen & Bathroom Renovations.
7. Ceramic Tile Installation.

QUALITY IS OUR GOAL

FULLY INSURED & BONDED

SIDING, DOORS, FASCIAS & GUTTERS PROPOSAL

Date: January 21, 2015

Proposal Submitted to: Mr. Bill Siclari (LAKE CASSE CLUB HOUSE)
Street: 193 Shearhill Rd.
City/State: Mahopac, NY.
Phone: (914) 536-7507

W&K General Contractor, Inc. hereby submits specifications and estimates to Mr. Siclari, for home improvements at: LAKE CASSE CLUB HOUSE 193 Shearhill Rd. Mahopac, NY, in the following manner:

SIDING

1. Remove existing cedar shakes siding from entire building;
2. Wrap building with TYVECK;
3. Apply ¾" or ½" as need DOW insulation tongue in goup on entire building;
4. Install vinyl MASTIC QUEST D 4.5, 16' length ; *(color to be determined)*
5. Install white center vented soffit;
6. Install 4" outside corner posts; *(white)*
7. All windows trim to be cap with white aluminum coil;
8. Fascias and rakes to be wrapping with white aluminum coil;
9. Install master mountings blocks for light fixtures, outside outlets and garden faucets. *(white color)*
10. Install new gable vents; *(white color, style and size to be determined)*

FASCIAS BOARDS

11. Remove existing fascia boards from back and front;
12. Remove plywood from soffits;
13. Sister out every rafter with correct angle to install fascia board strait;

14. Install 1" X 6" pre prime fascia boards or 2" X 6" DF if roof permits;

6 K GUTTERS

1. Remove existing leaders and gutters and replace with 6 K white seamless gutters and leaders;
15. Gutters will be installed with hidden brackets.

DOORS

16. Remove two exterior doors from under the deck;
17. Install TWO THERMA- TRU EXTERIOR STEEL DOORS with 6 panels and single lock bore; and,
18. All debris to be removed by contractor.

TOTAL

\$ 27,450.00

Down payment	\$ 10,000.00
Upon delivery of materials	\$
Upon ½ completion of work	\$ 10,000.00
Upon job completion	\$ 7,450.00

- Final payment will do no later than two days after the work is completed.
- In addition to the warrantees provided by the manufacturers and/or suppliers of the job materials, W&K General Contractor, Inc. will provide a 15-year guarantee on the workmanship of the job, based on acceptable siding industry standards. (siding only)
- Time periods for beginning and completing the work are subject to the weather conditions.
- The homeowner has the right to cancel this contract and receive back any money deposited with the contractor at any time before midnight of the third business day after the date of this transaction.

- All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the specifications above will become an extra charge over the estimate.
- The work described above will be classified as a Capital Improvement, consequently sales taxes is omitted. A certificate of Capital Improvement will be send for your signature and return to W&K General Contractor Inc.

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined.

Customer Signature.....Date.....

Salesperson Signature.....Date.....



Verizon Message Center

Tuesday, Feb 3 at 2:07 PM

From: Walter Brito <walterbl28@aol.com>
To: siclari36@verizon.net
Subject: REFERRALS

Good afternoon Mr. Siclari, as you request, I am sending you some referrals names.

Mrs. Helena Kolenda (914) 960-5885

Mr. Gutowski (917) 323-5594 *# met on 12-11-14*

Mr. Bernie Henry (914) 606-2568 *1st message*

Sincerely,

Walter Brito.
914-447-6544

INTERVIEW INTAKE FORM – LAKE CASSE CLUB HOUSE

TOWN OF CARMEL

SUBJECT: W & K Construction
NAME OF PERSON INTERVIEWED: Mrs. Helena Kolenda
NAME OF MUNICIPALITY/BUSINESS Residential
DATE INTERVIEW CONDUCTED: February 23, 2015
PERSON CONDUCTING INTERVIEW: Donna Esteves

Performance:

1. What work did they perform for you? New roof, replaced windows and chimney repairs
2. How long have you used them? Over several years
3. Were you satisfied with work performed? Yes, very responsible, honest and dependable
4. Do you currently use them or use them again in the future? Yes

INTERVIEW INTAKE FORM – LAKE CASSE CLUB HOUSE

TOWN OF CARMEL

SUBJECT: W & K Construction

NAME OF PERSON INTERVIEWED: Bernie Henry

NAME OF MUNICIPALITY/BUSINESS Residential

DATE INTERVIEW CONDUCTED: February 26, 2015

PERSON CONDUCTING INTERVIEW: Donna Esteves

Performance:

1. What work did they perform for you? Siding and front door
2. How long have you used them? Several years
3. Were you satisfied with work performed? Yes, highly recommended
4. Do you currently use them or use them again in the future? Yes



Honey Do Men

1995 Route 6

Carmel, NY 10512

Phone: (914) 837-0411, Fax: (845) 621-2948

Website: www.honeydomen.com

Email: info@honeydomen.com

Estimate

5606

Customer (Clients) Siclari, Bill
193 Shear Hill Road
Mahopac, NY 10541

Customer (Clients) Contact Lake Cassie Club House
Phone (Main) (845) 674-0552
Work Number
Home Number
Mobile Number (845) 674-0552
Email siclari36@verizon.net

Issue Date 1/12/15
Expiration Date 2/11/15
Sales Rep(s) Darrell

Charge Name	Description	Charge
Siding repair	<ul style="list-style-type: none"> • Remove the existing siding down to the sheeting and inspect all plywood for damage or rot • Install Tyvek synthetic house wrap to cover all plywood and Tape all the seems • Insulate Polar 3/4" Shelter Wrap Fanfold 4' x 50' around the entire house • Install Mastic Quest D4" Portsmouth Blue vinyl siding on the entire house • Install Mastic Cedar Disc Scalloped Siding on the two triangular ends to the building (It can be White or the same color of the siding) • Install Universal Outside 4" Corner Post • Cap all fascia boards, gable boards, and doors with Mastic white aluminum trim coil • Install new J channel around the windows and keep the existing window capping • Cover all soffits with Mastic Center Vented White Vinyl soffit wrap • Install Mid-America white exterior light mounting blocks and reinstall existing lights. • Install Exterior light receptacles, starting strips and other accessories required by manufacture • Install two new 22" Octagon Gable Vent White with foam board backing. 	\$0.00
Gutter	<ul style="list-style-type: none"> • Install New 5" .032 Seamless white heavy gauge aluminum gutters with oversized commercial 3" x 4" Leaders. 	\$0.00
Handyman	Rebuild the soffits and fascia on the front and back of the building to be squared off and level.	\$0.00
Handyman	Install two new Panel Stamped Steel Exterior Doors with basic handle and lock sets on the back lower level to match the ones you have already installed on the	\$27,500.00

Charge Name	Description	Charge
	main floor	

Subtotal \$27,500.00

Tax \$0.00

Total \$27,500.00

Building is ~80x40 (~ 74x38 - 10' high) with 24" soffits.

Everything guaranteed to be installed as per manufacture specification and to meet or exceed local building codes, architectural and engineering specifications. Clean up and Remove all waste material. Purchase and Deliver all materials.

Unforeseen: Upgrade to Fire Rated Steel Doors \$400/ea •Install regular double 4" siding to match the existing instead of the scalloped siding on the triangular ends of the building -\$700 •Replace any rotted or damaged wood as needed: \$75/sheet 1/2" plywood, \$85/batt of insulation craft face, \$65/wall stud, sill plate, and other framing materials.

1/2 upon acceptance of contract Balance upon completion

Acceptance of Proposal

Honey Do men is hereby authorized to furnish all materials, equipment, and labor required to complete the work described in the above proposal, for which the undersigned agrees to pay the amount stated in said proposal and according to the items therefore. The consumer may cancel the contract at any time prior to midnight of the third business day after the contract is signed without penalty. After the third business day, all deposits are nonrefundable. If payment for work described above is not received upon completion of work, the homeowner/customer authorizes payment to be applied to the credit card provided or will be charged a late fee of 5% per month until final payment is made.

X



Sunrise Carpentry



Quality Work at the Crack of Dawn

3 Old Tomahawk Street, Yorktown Heights, N.Y. 10598 (O) 914-245-0244 (F) 914-556-6057

Westchester County LIC# WC-07318-H96 • Putnam County LIC# PC-2240-A • Connecticut LIC# HIC.0622485

Customer Information

Customer: Bill Siclari	Date: 1/20/2015
Address: 193 Shear Hill Rd, Mahopac, NY 10541	Job: Lake Casse Clubhouse Exterior Remodeling
Phone Number: 845-674-0552	siclari36@verizon.net

Description of Work

LABOR AND MATERIAL TO COMPLETE THE FOLLOWING

- Demolition of existing gutters, fascia and soffit throughout building.
- Demolition of existing siding throughout building (down to exposed plywood).
- Demolition of (2) existing basement entry doors.
- Supply & installation of (2) new pre-hung, ThermoTru Smoothstar Steel 6-Panel, out swing, entry doors (Model #S210). No glass estimated for the doors. The doors are estimated to come with brass hinges and single-bored for a door lock. A double-bored (used for a dead-bolt lock) is not estimated at this time.
- Patch masonry around both new doors.
- Installation of (2) customer-provided door locks.
- Sister-up existing rafter to frame for new horizontal soffit.
- Installation of Tyvek house-wrap throughout the building.
- Installation of ½" rigid foam insulation throughout building.
- Installation of white vinyl corner boards, white vinyl octagon gable vents, white J-channel and white mount blocks (for lighting and electrical receptacles).
- Installation of mid-grade Mastic vinyl (4 over 4) horizontal siding (color of choice).
- Installation of new white aluminum coil throughout fascia and rakes.
- Installation of white vinyl soffits throughout.
- Perforated soffits will be used on the front and rear of the building to allow for the roof's ridge vent to function properly.
- Installation of new white seamless aluminum gutters and downspouts throughout.
- An upgrade option for gutter toppers in listed below this estimate.
- Removal of all debris from the jobsite.
- ****NOTE**** the J-channel will stick out past the window's aluminum trim work. If you do not like the look of the J-channel sticking out, we can provide an estimate (at that time) to remove the existing aluminum trim work to enlarge the thickness of the window trim. We would then need to re-do all of the window's aluminum trim work. This work can be completed after the siding installation and is not included in this estimate.

ESTIMATED COST: \$28,750.00

GUTTER TOPPER UPGRADE OPTION: \$1,250.00

Installation of ShurFlo aluminum gutter toppers throughout new gutters.

<http://www.theshurflo.com/>

From: [Maxwell, Mary Ann](#)
To: [Esteves, Donna](#)
Cc: [Franzetti, Richard](#); [Tenebrancia, Michelle](#)
Subject: RE: 03-03-15 Lake Casse Clubhouse Siding and Doors
Date: Wednesday, March 04, 2015 1:42:35 PM

This should be charged to the capital expenditure line. Currently there is \$14,166 left in that line. We could transfer the additional \$13,284 from the equipment line (currently \$35,000 available). If approved by the board please fill out budget transfer request form to move funds.

Thanks....Mary Ann

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

From: Esteves, Donna
Sent: Tuesday, March 03, 2015 4:29 PM
To: Maxwell, Mary Ann
Cc: Franzetti, Richard
Subject: 03-03-15 Lake Casse Clubhouse Siding and Doors

Mary Ann,

A proposal was submitted for siding, doors, facias and gutters at Lake Casse Clubhouse. We received three proposals and vetted the lowest bidder at \$27,450. I checked and there are sufficient funds in the equipment line. Please confirm that this is where you would like it charged so that it can be brought to the Town Board work session next week.

Thanks,

Donna

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

#6

MEMORANDUM

To: Carmel Town Board
From: Richard J. Franzetti P.E. Town Engineer *RT*
Date: March 5, 2015
Re: CWD # 2 – Replacement Intake Pit Pump

☒ Work Session 3/11/15
☐ Agenda _____

Severn Trent Environmental (STES) has advised the Engineering Department (Department) that the impeller on one of the two (2) intake pumps is bent and that the pump no longer functions. This Department considers the failure of either pump an emergency situation warranting immediate repair.

This Department has authorized STES to purchase and install a new pump. The labor cost for the installation is \$1,500.00 and the pump cost is \$9,250.00 for a total cost for this work of \$10,750.00.

STES has indicated that the replacement pump was ~ 40 years old and that that expected life expectancy of the new pump is ~20 years (as provided in the attached)

We have advised the Comptroller's office of this expenditure

This memorandum is presented to Board for informational purposes, no Board action is necessary. I recommend that this matter be placed on the next Town Board work session for discussion.



Severn Trent Services
1961 Route 6, Rear 3
Carmel, NY 10512
United States

T: +1 845 228 0460
F: +1 845 228 0465

www.severntrentservices.com

TOWN OF CARMEL
ENGINEERING
REQUEST FOR PURCHASE OR REPAIR

District :

Date of Request: 3-5-15

Item requested: Lake pit pump

Purpose of item: supply water to filtration plant

Estimated age of equipment to be replaced / repaired 40 years

Estimated life expectancy of new equipment / repair: 20 years

Labor cost for installation and or repair: \$1,500

Vendor # 1: Empire State

Cost: \$9,250.00

Vendor # 2: Alliance

Cost: \$9,475.00

Vendor # 3:

Cost:

Total cost - \$10,750.00

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

#7

MEMORANDUM

To: Carmel Town Board

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

Date: March 5, 2015

Re: CWD # 8 – Water Treatment Plant Filter # 2 Rehabilitation

☒ Work Session 3/11/15

☐ Agenda _____

Bee and Jay, the operators of Carmel Water District 8 (CWD 8) has altered the Engineering Department (Department) that the water treatment filter plant tanks are in need of repair. This Department inspected the tanks and agreed with the operator's assessment. This Department requested a price proposal for this work from the operator (see attached).

By way of background, CWD 8 was commissioned for operation in 1997 and the plant provides water for Districts 1, 8, 10 and 13. The plant treatment is a Purac dissolved air flotation system consisting of two large filter tanks. The tanks contain a rather complex system of filter media, aeration nozzles and skimmers.

The process for completing the work is involved and would be executed based upon the following sequential steps:

1. Drain Filter tank
2. Remove skimmers
3. Remove filter media
4. Remove two hundred (200) aeration nozzles
5. Cover Filter number one to prevent contamination
6. Install sealing in plant to create Negative pressure situation in order to reclaim chipped paint and sand blast medium.
7. Proceed with sand blasting
8. Install approved coating on tank
9. Install two hundred (200) new aeration nozzles
10. Install new filter media
11. Install skimmer equipment
12. Test and start up

Because we consider this particular work as unique and requiring a significant amount of professional expertise, and coordination, we would like to proceed with authorizing this work as a professional service and direct Bee and Jay to proceed based upon the written proposal. The cos for the work is \$36,900.00.

The Board should also be aware that the other filter tank will need the same attention as soon as it is economically feasible. That work will be placed in the 2016 Budget.

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% (\$3,394.80)
- CWD#8 58.5% (\$21,585.50)
- CWD#10 19.5% (\$7,195.5)
- CWD#13 12.8% (\$4,723.20)

We have discussed this matter with the Comptroller and she advises that are insufficient funds existing to complete this work (see attached email).. However there are sufficient funds in each of the districts Repair Reserve Fund Balance and therefore, separate resolutions for each district would have to be passed and funds would have to be paid back over a two year period (2016, 2017).

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



PLUMBING & HEATING
MECHANICAL
WATER SYSTEMS

719 ROUTE 6
MAHOPAC, NY 10541
845.628.2924
800.965.4707

PROPOSAL

TO:
Town of Carmel Engineer
Rich Franzetti
60 McAlpine Avenue
Mahopac, NY 10541

CONTACT:
Phone: 845 628 2087
Email: rif@ci.carmel.ny.us
Date: February 19, 2015

JOB NAME & ADDRESS:
CWD#8 Filter Plant
71 Heather Drive
Mahopac, NY

SCOPE OF WORK: We propose to furnish the necessary labor and materials to complete the following:

CWD #8 FILTER PLANT FILTER #2 UPGRADE

- Complete rehab of filter media.
- Vac all existing media and power wash media chamber.
- Drain and remove all nozzles.
- Dismantle and remove skimmer assembly and drive motor.
- Cover and seal all filters and equipment, install reclaim vacuum equipment to create negative pressure in building to protect active filter.
- Sand blast and coat all internal media chamber with approved coating.
- Install new media and nozzles, re assembly skimmer equipment.
- Start up and test.

Breakdown – L & M

- Sand blast and coatings = \$16,500.00
 - Reclaim truck and equipment, sealing and covering all filters and equipment.
- Vac truck and power wash = 3,000.00
- New filter media = 7,900.00
- 200 new nozzles = 2,000.00
- Bee and Jay labor = 7,500.00

WE PROPOSE: To furnish material and labor for the sum of.....\$36,900.00



From: [Maxwell, Mary Ann](#)
To: [Franzetti, Richard](#); [Vara, Rob](#)
Cc: ["gfolchetti@aol.com" \(gfolchetti@aol.com\)](#); [John Folchetti \(John.Folchetti@jrfa.com\)](#)
Subject: RE: 03-05-2015 Filter Plant improvements CWD#8
Date: Thursday, March 05, 2015 1:24:07 PM

Was this budgeted all in CWD #8 or was the cost distribution budgeted across the districts?

Currently there appears to be funds in CWD 1, 8 and 10 in the contractual repair lines but only \$1,500 in CWD #13. CWD 1, 8, 10 and 13 have had a lot of emergency repairs thus far and have exhausted (CWD #13) or substantially exhausted their emergency repair lines (1,8,10).

Since we are only in March and the 2015 emergency expenses for these districts are substantial, I would suggest transferring from the repair reserve funds to fund this project if approved.

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: Thursday, March 05, 2015 1:02 PM
To: Maxwell, Mary Ann; Vara, Rob
Cc: 'gfolchetti@aol.com' (gfolchetti@aol.com); John Folchetti (John.Folchetti@jrfa.com)
Subject: RE: 03-05-2015 Filter Plant improvements CWD#8

Yes the costs were included in the O&M budget.

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

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From: Maxwell, Mary Ann
Sent: Thursday, March 05, 2015 12:57 PM
To: Vara, Rob
Cc: Franzetti, Richard; 'gfolchetti@aol.com' ([gfolchetti@aol.com](#)); John Folchetti ([John.Folchetti@jrfa.com](#))

Subject: RE: 03-05-2015 Filter Plant improvements CWD#8

Rob/Rich,

Was this project included in the 2015 O&M budget? If not, I would say there are **not** sufficient funds in each districts 2015 budget to consider this project. Even if there appears to be \$ in the respective budget lines now we are only in March.

I have not seen your memo to the Town Board but if this project is an emergency we could transfer funds from each districts repair reserve funds (see attached). There are sufficient funds in each districts Repair Reserve Fund Balance. I copied Greg on this because a separate resolution for each district would have to be passed and funds would have to be paid back over a two year period (2016, 2017).

Mary Ann

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

From: Vara, Rob
Sent: Thursday, March 05, 2015 10:38 AM
To: Maxwell, Mary Ann
Cc: Franzetti, Richard
Subject: 03-05-2015 Filter Plant improvements CWD#8

Max, We are considering a rehab project on Filter Tank #2. The cost would be \$36,900.00 Since the plant serves 8, 1, 10 and 13 the cost would be allocated to each of these districts. The only reasonable approach based upon district flow. The calculus would be as follows :

CWD#8-58.5% (\$21,585.50)
CWD#1-9.2% (\$3,394.80)
CWD#10-19.5% (\$7,195.5)
CWD#13-12.8% (\$4,723.20)

Could you please advise if sufficient funds are available to perform this work.

Robert Vara
Engineering Projects Coordinator
Town of Carmel
Carmel Town Hall
60 McAlpin Avenue
Mahopac, New York 10541

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

#8

MEMORANDUM

To: Carmel Town Board

From: Richard J. Franzetti P.E. Town Engineer  ☒ Work Session 3/11/15

Date: March 5, 2015 ☐ Agenda _____

Re: CSD #2- Replacement of UV Disinfection Bulbs at Micro-Filtration Plant

Severn Trent Environmental Service (STES) the operators for Carmel Sewer District 2 (CSD 2) have advised the Engineering Department (Department) that the ultraviolet disinfection bulbs and controller at the microfiltration plant are beyond the serviceable life span and that they must be replaced maintain appropriate disinfection standards

As an FYI the Carmel Sewer District # 2 Microfiltration facility was commissioned for operation in 2009. The project was completed as a Regulatory Upgrade and was financed through NYSEFC by New York City. The facility utilizes a combination microfiltration elements and ultraviolet disinfection bulbs.

STES has advised this Department that while there is a market for various manufacturers of bulbs and controllers and that based upon their research, that the Trojan bulbs and controller can be expected to provide longer service than any aftermarket bulbs. Please see the email back up from ST. This Department therefore considers this particular manufacturers bulb to be a sole source. Likewise as Trojan will not warranty it's controller without the use of Trojan bulbs, we consider the controller to be a sole source.

We have received the attached two quotes from Fleet Pump & Service Group. They are as follows:

1. \$10,654.00 for the new QSI controller (includes labor)
2. \$43,218.00 for the Bulbs and ancillary equipment does NOT include Labor.
 - a. STES has provided a labor cost for this portion of the work shown on the attached request for purchase form. The cost is \$2,000.00. total cost for the new bulbs and installation is therefore \$45,218.00

The total costs for equipment installation is \$55,872.00.

We have been advised by STES that 50% of this cost will be reimbursed to the Town of Carmel (Town) by NYCDEP under the terms of the operating between the municipalities. Upon reimbursement by the NYSDEP, the Town's portion would therefore be \$27,936.00.

STES has indicated that the UV bulbs are ~6 years old and that that expected life expectancy of the new bulbs is ~3 years (as provided in the attached). The QSI controlled is ~6 years old and has a life expectancy between 5 and 10 years.

We have discussed this matter with the Comptroller and she advises that are insufficient funds existing to complete this work (see attached email).

We therefore request authorization to proceed with this work as outlined. I recommend that this matter be placed on the next Town Board work session for discussion.

Phone 914 835-3801

Fleet Pump & Service Group
455 Knollwood Road
White Plains, NY 10603

Fax 914 835-2946

Severn Trent Services, Carmel WWTP
Attn: Vinny Maggio

March 3, 2014
Proposal 1503014 DT

Subject: Replacement Trojan UV QSI controller

Dear Vinny,

Per your request we are pleased to quote the following to replace your existing QSI model G72 controller.

- 1- QSI A7 controller c/w 7" color HMI and programming.
Price includes field labor to retrofit and reconfigure wiring as required.

Net..... \$ 10,654.00

Lead time:	Approximately 6 weeks
Freight:	included
Tax:	not included
Terms:	Net 30

I thank you for this opportunity to be of service to you. If you have any questions please feel free to contact me directly.

Thanks,
Don Tiedemann
Don Tiedemann
Sales / Service Engineer

Quotation from: FLEET PUMP and SERVICE GROUP, INC.

An affiliate of G.A. Fleet Associates, Inc.

Date: 3-Mar-2015
QUOTE Number: 103014JD1-REVISED



JOHN DIGREGORIO - PARTS
455 KNOLLWOOD ROAD
WHITE PLAINS, NY 10603
914 835-3801 Tel. x125

TO: Severn Trent - Carmel Sewer District #2

914 835-2946 Fax

ATTN: Vinny Maggio

jdigregorio@fleetpump.com

914-490-7985

www.gafleet.com

FAX

MFR.

Trojan

MODEL

UV3000+ 07

SERIAL #

511264

We are pleased to submit the following bid for materials:

<u>TERMS</u>	<u>EARLIEST SHIP</u>	<u>FOB</u>	<u>SHIP VIA</u>	<u>PARTS PERSON</u>	
Net 30	Will Advise	SP	Best	jd	
<u>ITEM</u>	<u>QTY</u>	<u>DESCRIPTION</u>	<u>UNIT</u>	<u>PRICE EACH</u>	<u>EXTENDED PRICE</u>
1	96.00	794447-0YW Lamp, GA64T6HE Flat Base	ea	337.00	32,352.00
2	2.00	015393-S-158NB Intensity Sensor	ea	2,170.00	4,340.00
3	2.00	015406 Cable Kit for Intensity Sensor	ea	127.00	254.00
4	98.00	327122 Wiper Rebuild Kit	ea	32.00	3,136.00
5	4.00	915378 Ballast Kit	ea	784.00	3,136.00

Shipping is prepaid and added to invoice

Subtotal 43,218.00

Fed. Tax ID 13-2814887

Tax rate: %

Tax

TAX EXEMPTION CERTIFICATES MUST BE ON FILE. QUOTE IS VALID FOR 30 DAYS

Total

#VALUE!

WHEN EQUIPMENT HAS BEEN RELEASED AND READY TO SHIP FROM THE FACTORY IT IS THE CUSTOMERS RESPONSIBILITY TO ACCEPT DELIVERY. THE MANUFACTURER OR THE FLEET COMPANIES WILL NOT HOLD EQUIPMENT.

Please forward a **Purchase Order or Authorization on your Letter head**, if you wish to proceed with the above proposal.



Severn Trent Services
1961 Route 6, Rear 3
Carmel, NY 10512
United States

T: +1 845 228 0480
F: +1 845 228 0465

www.severntrentservices.com

TOWN OF CARMEL

ENGINEERING

REQUEST FOR PURCHASE OR REPAIR

District : SD # 2

Date of Request: 3-4-15

Item requested: UV replacement bulbs

Purpose of item: Wastewater disinfection

Estimated age of equipment to be replaced / repaired 2009

Estimated life expectancy of new equipment / repair: 3 Years

Labor cost for installation and or repair: \$2,000.00

Vendor # 1: Trojan

Cost: \$43,218.00

Vendor # 2:

Cost:

Vendor # 3:

Cost:

Total cost - \$45,218.00



Carter H. Strickland, Jr.
Commissioner

Paul V. Rush, P.E.
Deputy Commissioner
Bureau of Water Supply
prush@dep.nyc.gov

485 Columbus Avenue
Suite 270
Valhalla, NY 10595

T: (845) 340-7800
F: (845) 334-7175

October 12, 2011

Ronald J. Gainer, PE
Town Engineer
Town of Carmel
60 McAlpin Avenue
Mahopac, New York 10541

Re: CSD #2 – WWTP UV Bulb Replacement

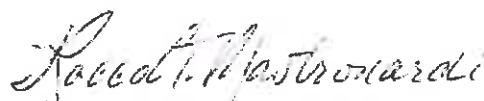
Dear Mr. Gainer,

This correspondence is provided in reply to your letter of September 23, 2011, directed to Andy Stor, Supervisor for WWTP Compliance and Inspection concerning the above referenced matter.

DEP concurs with the Town's determination that the UV bulbs at the Carmel Sewer District (CSD) No. 2 WWTP require replacement. Reimbursement for the replacement of these bulbs will be provided under the terms of the Operation and Maintenance (O&M) Agreement between the Town and the City, a copy of which is attached. Please be advised that, in accordance with Exhibits A and C of this agreement, DEP will be responsible for 50% of the cost; as the Upgrade Scope of Work was developed to address only the redundant aspect of the disinfection process.

Please do not hesitate to contact me at telephone (914) 773-4491 if you wish to discuss this matter further.

Respectfully,


Rocco A. Mastronardi, P.E.
Senior Project Engineer
WWTP Upgrade Program

encl.

cc: Robert Sammons, P.E., NYSEFC
Harry Nelson, P.E., NYSEFC
Brad Simmons, NYSEFC
Andrew Stor, NYCDEP
Andric Rodriguez, P.E., O'Brien & Gere, Inc.
Dale Post, Severn Trent Services, Inc.
file

From: [Maxwell, Mary Ann](#)
To: [Vara, Rob](#)
Cc: [Franzetti, Richard](#); [Tenefrancia, Michelle](#)
Subject: RE: 03-05-2015- CSD#2 UV bulb Replacment
Date: Thursday, March 05, 2015 2:19:31 PM

The 2015 budget for CSD #2 microfiltration is \$217,050. Annual O&M costs for Severn Trent will total \$104,976, leaving \$112,074 for other contractual repairs/projects. Currently there are sufficient funds available for this project.

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

From: Vara, Rob
Sent: Thursday, March 05, 2015 2:01 PM
To: Maxwell, Mary Ann
Cc: Franzetti, Richard
Subject: 03-05-2015- CSD#2 UV bulb Replacment

Max, We are requesting that the TB authorize UV Bulb Replacement at Carmel STP. The total cost for the project is \$55,872.00. According to ST, we will be reimbursed by the City for 50% of the cost. So in the end, the TOC outlay will be \$27,936. Can you please advise if sufficient funds are available for this project.

Robert Vara
Engineering Projects Coordinator
Town of Carmel
Carmel Town Hall
60 McAlpin Avenue
Mahopac, New York 10541
Ph. 845-628-1500 ex. 183 Fax: 845-628-7085



**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: March 3, 2015

#9

TO: Carmel Town Board
Carmel Town Hall

☒ Work Session 3/11/15

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

☐ Agenda _____

SUBJECT: RFPs for Concession Stand Operator at Sycamore Park

Advertisement for the subject proposal was sent to the Mahopac/Carmel Chamber of Commerce, 3 vendors and 4 local newspapers, and posted on Channel 8, Town Hall and Sycamore Park bulletin boards. Today's 11:00 a.m. proposal opening by Town Clerk, Ann Spofford, resulted in only one vendor.

Kevin Stenger of Carmel Bagel Inc. (Carmel Bagel Deli...licious) has proposed to operate the Sycamore Park concession for 3 years, agreeing to pay an annual fee of \$3,500.00 for 2015/2016, \$3,500.00 for 2016/2017, and \$3,500.00 for 2017/2018. We are confident that Mr. Stenger will continue to do an outstanding job, as he has done in previous years. Attached are a proposed contract and his letter of interest, including the menu.

For your information, the following are concession fees paid in prior years:

2014	Carmel Bagel Deli...licious	\$ 4,648.88
2013	Carmel Bagel Deli...licious	\$ 4,427.40
2012	Carmel Bagel Deli...licious	\$ 4,025.00
2011	Bucci Brothers Deli	\$ 3,200.00
2010	Carmel Bagel Deli...licious	\$ 2,800.00
2009	Carmel Bagel Deli...licious	\$ 2,400.00
2008	Carmel Bagel Deli...licious	\$ 2,200.00
2007	Carmel Bagel Deli...licious	\$ 2,000.00
2006	Carmel Bagel Deli...licious	\$ 2,000.00
2005	Joseph Perretta	\$ 1,600.00
2004	Mr. A's	\$ 1,500.00



A Town Board resolution is required authorizing entry into this agreement. Please confirm your approval to let Carmel Bagel Deli...licious sign the attached 3 year Concession Agreement, allowing this vendor to legally operate on Town property.

JRG/sms

Attachments

Concession Menu to TB and LB

CONCESSION AGREEMENT

THIS LICENSE AGREEMENT, entered into this 21st day of March, 2015, by and between the Town of Carmel, a municipal corporation organized and existing under and by virtue of the laws of the State of New York and with offices at 60 McAlpin Avenue, Mahopac, New York 10541 ("Town") and Carmel Bagel Inc., having an address at 126 Route 52, Carmel, New York, 10512 (herein "VENDOR").

WHEREAS, Sycamore Park, including the concession facility located thereat, is a town park facility under the jurisdiction and control of the Town of Carmel (hereinafter, the "Park"); and

WHEREAS, VENDOR has requested a license from the Town of Carmel to operate a concession stand/snack bar at the Park for the 2015/2018 season (March 21, 2015 to March 20, 2018), which will be open to the public during hours of Park operation; and

WHEREAS, the Town Board of the Town of Carmel has duly authorized such use subject to the terms and conditions contained herein.

NOW THEREFORE, in consideration of the terms and conditions herein contained, the parties agree as follows:

1. LICENSE: The Town hereby gives and grants to VENDOR, and VENDOR hereby accepts from the Town, a revocable license to operate a concession stand/snack bar at the Park, in a location specifically designated by the Director of Recreation and Parks for such use, and no other area of Park, during hours of Park operation.
2. TERM: This agreement shall commence on March 21, 2015 and shall terminate on March 20, 2018.
3. TERMINATION: The Town may terminate this Agreement by delivery, by mail, or personal service, to VENDOR at its address stated hereinabove a notice of the Town's intention to terminate the said revocable license three (3) days after the delivery of said notice.
4. FEES AND COMPENSATION: In consideration for the granting of said 3 year license, VENDOR will pay the Town of Carmel a fee of: 1) \$3,500.00 for the first year of the contract of which \$1,750.00 is to be paid at contract signing and the remaining \$1,750.00 to be paid September 22, 2015; 2) \$3,500.00 for the second year of the contract of which \$1,750.00 is payable March 22, 2016 and the remaining \$1,750.00 to be paid September 22, 2016; and 3) \$3,500.00 for the third year of the contract of which \$1,750.00 is payable March 22, 2017 and \$1,750.00 payable September 22, 2017. It is understood that the fee charged takes into consideration the collateral and intangible benefit derived by the Town and its residents by the operation of a concession stand/snack bar at the Park.
5. HEALTH DEPARTMENT PERMIT: VENDOR must obtain any and all permits required by the New York State Department of Health and Putnam County Department of Health.

6. INDEMNIFICATION: It is expressly understood that the Town of Carmel will assume no responsibility for or in relation to the operation of the concession stand/snack bar at the Park. VENDOR agrees to protect, defend, indemnify and save harmless the Town, its officers, employees and agents from any and all suits, actions or causes of action of every name and description brought against the Town for or on account of any injuries or damage received or sustained by any party or parties by or from the negligence of VENDOR, its officers, members or agents. VENDOR further agrees to investigate, handle, respond to, provide defense for and defend any such claims, etc., at its sole expense and agrees to bear all costs and expenses related thereto, even if it (claims, etc.) is groundless, false or fraudulent.
7. INSURANCE: VENDOR shall take out and maintain during the life of this agreement such public liability and property damage insurance as shall protect the Town and VENDOR from claims from damages for personal injury including accidental death, as well as claims for property damage which may arise from operations under this Agreement, and the amounts of such insurance shall be as follows: A single limit policy in the amount of one million dollars (\$1,000,000.00) for bodily injury and property damage claims, public liability insurance, blanket contractual liability, and broad form property damage liability. The Town shall be named as an additional insured on all such policies.
8. LITTER AND DEBRIS: VENDOR, its officers and agents, agree that the concession stand/snack bar and surrounding outside area shall at all times be kept free from litter and debris, and that at the end of each day, VENDOR will ensure that all litter and debris generated thereby will be cleaned up and placed in trash receptacles.
9. DAMAGE: VENDOR agrees to reimburse the Town for any and all damages or injury to any real property or personal property of the Town that may arise, directly or indirectly, from the negligence, acts or omissions of VENDOR, its officers and/or agents.
10. NATURE OF LICENSE: The Revocable license granted herein is not a conveyance of real property, is not intended to grant or convey to VENDOR the exclusive use of the concession stand/snack bar, and is granted subject to the rights of the Town and the public, which the Town hereby reserves, to use and enjoy the Park in any manner that does not unreasonably interfere with the right herein granted to VENDOR. VENDOR, its officers, members and agents, shall make every reasonable effort not to interfere with the use of the Park facilities, not reserved to VENDOR under this license, by the general public.
11. ENTIRE AGREEMENT: This agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and shall supersede all previous negotiations, commitments and writings. It shall not be released, discharged, changed or modified except by an instrument in writing signed by a duly authorized representative of each of the parties.
12. CONTROLLING LAW: This Agreement shall be construed and enforced in accordance with the laws of the State of New York. Any and all disputes and/or legal actions or proceedings arising out of this agreement shall be venued in Putnam County, New York.

13. COUNTERPART ORIGINALS: This Agreement is executed in two (2) counterpart originals, each of which shall constitute an original and all of which, when taken together, shall constitute one Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement in Carmel, New York, on the date hereinabove set forth.

TOWN OF CARMEL

CARMEL BAGEL INC.

(Signature) _____ Date _____

(Signature) _____ Date _____

Kenneth Schmitt
Town Supervisor

Kevin Stenger, President



CERTIFICATE OF LIABILITY INSURANCE

CARB-C2

OP ID: CL

DATE (MM/DD/YYYY)

10/13/14

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
FEEHAN INSURANCE AGENCY, INC.
P.O. BOX 870
CARMEL, NY 10512-
CYNTHIA LIVINGSTON

845-278-7070

845-278-2886

CONTACT

NAME:

PHONE

(A/C, No, Ext):

E-MAIL

ADDRESS:

FAX

(A/C, No):

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: Preferred Mutual Insurance Co

287

INSURER B: Hartford Insurance Group

11000

INSURER C:

INSURER D:

INSURER E:

INSURER F:

INSURED Carmel Bagels and Deli, Inc
126 Glenelda Avenue
Carmel, NY 10512

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	X	BOP0100587241	12/10/13	12/10/15	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPROP AGG \$ COMBINED SINGLE LIMIT (Ea accident) \$ 500,000
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS		16UECJV2344	10/28/13	10/28/15	BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	16WECFY1230	10/20/13	10/20/15	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000 PROPERTY 100,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

The Town of Carmel is included as additional insured with respect to the operations of the named insured.

CERTIFICATE HOLDER

TOWN017

Town of Carmel
Recreation Department
790 Long Pond Rd
Mahopac, NY 10541

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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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>

SYCAMORE PARK CONCESSION PROPOSAL

Concessionaire's Name: Carmel Bagel Inc

Address: 156 Rt 52 Carmel NY 10512

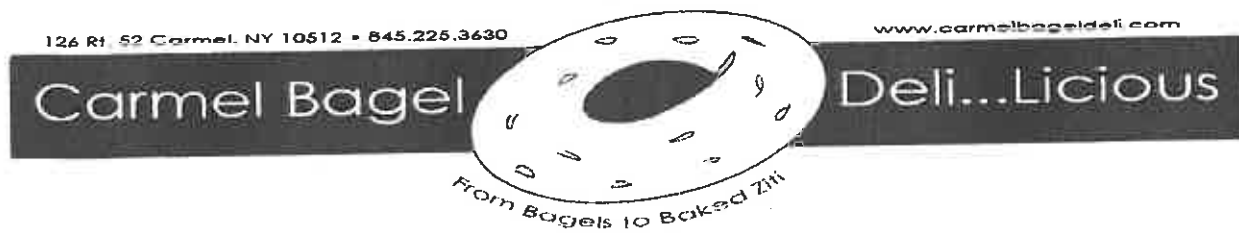
Telephone Number: 914 879-1462

Year

2015-2016 Proposed Fee to Town: \$ 3500 (see attached menu/price list)

2016-2017 Proposed Fee to Town: \$ 3500 (see attached menu/price list)

2017-2018 Proposed Fee to Town: \$ 3500 (see attached menu/price list)



JAMES GILCHRIST
CPRP, DIRECTOR
790 LONG POND RD.
MAHOPAC, N.Y. 10541

2/12/15

Dear James,

As requested here are a few highlights of my "resume" for my 2015 - 2018 concession agreement application.

Before I explain a little about myself and my experience I would like to discuss my proposal. I have given this much thought and would like to emphasize a few important aspects:

1. I have served as the concessionaire for the Town of Carmel for 10 of the last 11 seasons. I believe my past track record speaks for itself. My employees have proven that the customer and staff always come first. That the quality of food served and the standards of the Putnam County Department of Health are paramount and that the community and happiness and safety of our children can not be emphasized enough.
2. I have adjusted my prices slightly from my previous contract for the 2015 to 2016 season but kept them steady for the term of this new agreement. On average this represents a 10% increase over the period of 6 years or less than 2% per year. I believe that these prices will help the camp maintain or increase their enrollment thus benefiting the community and the Town.
3. I have once again enlarged my menu offerings to include even more healthy choices. Among these are a homemade chicken or tuna salad sandwich and a delicious protein wrap made of egg whites, turkey and alpine lace swiss cheese. I have enrolled both of my establishments in the Live Healthy Putnam Initiative and have been approved as a Trans-Fat Free food establishment. The menu offered at the camp would be Trans-Fat Free as well.
4. Although the facility at Sycamore received some much needed repairs last season my company is willing to give the interior a new coat of paint at the start of each season and maintain it to its current standard.

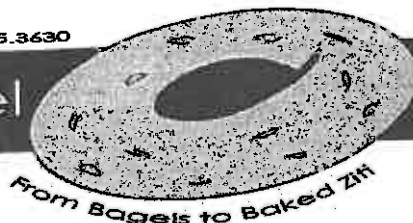
With respect to the fee offered to the town I have analyzed the enrollment at the camp for the past 5 years and have noticed a decline in enrollment of approximately 27% (from 549 campers in 2010 to 404 in 2014). In my last contract term 2012 – 2015 the decline was 16% alone. For this reason I will have to adjust my bid accordingly and propose \$3,500.00 per year for each of the three year period. I realize this is a decrease in my previous bids but taking the declining enrollment trend and the increase in N.Y.S minimum wage laws I believe it is fair compensation.

Sincerely,



Kevin Stenger
President
Carmel Bagel Inc.
Carmel Bagel North Inc

Carmel Bagel



Deli...Licious

From Bagels to Baked Ziti

In addition to these "highlights" I would like to explain a little about myself and my food service experience as well as my community involvement.

I started my food service career as a freshman at Oneonta State College as an employee in the dining hall. After my first year I was putting in 30 to 40 hours a week as a line chef while still maintaining a full course load. I graduated from Oneonta in 1987 (yes I actually did it in four years) but returned in 1988 when I was offered a position as an Assistant Dean of Students. From 1988 to 1993 I worked for the college while obtaining my masters degree.

It was during this period that I decided to open up the first of what would be numerous food service endeavors; ironically it was a mobile food truck or in its most basic form a concession stand. I'm not proud of this but my target market was "late night college revelers". I purchased a "hot dog" truck from a gentleman in New Rochelle, drove to Oneonta created TACO'S TAGO. On Thursday, Friday and Saturday nights I sold tacos, hot dogs, burritos, soda and chips to the college students as they ended their night out.

In 1993 I left Oneonta and moved to Carmel I found there was not much money being offered for a masters of counseling so I decided to go into business for myself. It was at this point in my life that I built J.V. Hot Bagels in Jefferson Valley N.Y. My partner and I operated the establishment until 1998 when we sold it to two of our employees.


From 1998 to 2003 we decided to try to make money the "easy way" by purchasing and running petroleum distribution centers a.k.a gas stations in Elmsford, White Plains and Yonkers. That lasted for about 5 years but I actually missed food service and my community.

In 2003 we purchased Debellis Deli on Rt. 52 in Carmel. I was quite excited to finally own a business in the town in which I live. The plan was always to "close up" Debellis and form Carmel Bagel...licious, which we did in March of 2004.

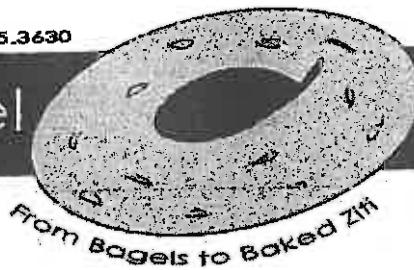
In 2011 I opened Carmel Bagel North Inc to better serve our "northern" community.

I am proud member of our community. Serving my neighbors and donating to them and our school district.

Sincerely,


Kevin Stenger
President
Carmel Bagel Inc.
Carmel Bagel North Inc

Carmel Bagel



Deli...Licious

2011 – Present

Owner / Operator of Carmel Bagel North Inc.

1. Perform all necessary duties to run a successful small business.

2006 – Present

Operate two lunch trucks serving the Mahopac and Carmel area.

1. Develop customer base in order to create routes for each vehicle.
2. Generate breakfast and lunch menus for each route.
3. Meet all Putnam County Department of Health Codes

2005 – 2014

Provide daily lunch program for St. James the Apostle School in Carmel N.Y.

1. Create menu meeting all department of health codes as well as all state nutritional requirements.
2. Serve meals to students and faculty for the academic year.

2003 – Present

Owner / Operator of Carmel Bagel Inc.

1. Perform all necessary duties necessary to run a successful small business

2007 – 2011

Provide daily lunch program for Over the Rainbow Day Care Center in Brewster N.Y.

1. Create menu meeting all department of health codes as well as all state nutritional requirements.
2. Deliver food to location Monday to Friday 52 weeks a year.

2004 – 2010 2012 -- 2014

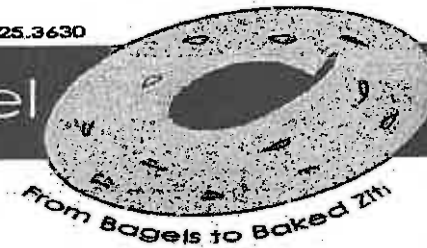
Serve as concessionaire for the Town of Carmel at Sycamore Park.

1. Fulfill all terms of the Concession Agreement now being applied for.
2. Create and adjust yearly the menu to please the customer base including but not limited to lowering the former concessionaires prices to accommodate all customer's budgets.
3. Introduce new healthier food choices on an on going basis.
4. Donate deep fryer to concession facility to expedite customer service.
5. Install 3 beverage vending machines at Sycamore Park in an effort to provide refreshments to visitors during hours when the concession stand is closed.
6. Place signage in the park informing guests of the location of the concession stand and its services.
7. Provide food service for special events such as the "Fall Halloween Fest", "Winter Fest", Movie nights and numerous other events at the park.
8. Accommodate outside town event such as the Carmel Sports Association Awards at Camarda Park by use of one of my two mobile lunch trucks.
9. Follow all Putnam County Department of Health Codes.

126 Rt. 52 Carmel, NY 10512 • 845.225.3630

www.carmelbageldeli.com

Carmel Bagel

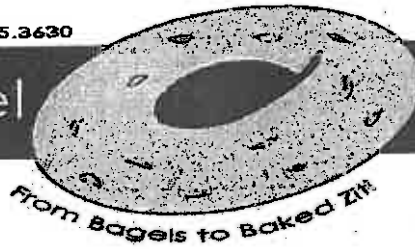


Deli...Licious

Some of the "larger" town organizations I cater to on a regular basis are:

The Town of Carmel
Putnam County Department of Health
Putnam Hospital
Arms Acres
Paladin Center
St. James the Apostle Church
Watson Labs
Events at the T.O.P.S. building
Parc
IBM Somers
Insite Engineering
Almost all schools in both the Carmel and Mahopac school district
Putnam County Sheriff's Department
Putnam County Department of Motor Vehicles
George Fisher Middle School Honor Roll Breakfast
Kent Fire House
Carmel Fire House
County Fire Training Center
Veterans Memorial Park
Carmel Sports Association Soccer Games at George Fisher Middle School
Taconic Road Runners Club
St. James C.Y.O.
St. James C.C.D.
Putnam County Fish and Game
Kent P.B.A.
Putnam County Board of Elections
Carmel Gymnastics
Putnam County Savings Bank
Putnam County Industrial Development Agency
Omega Institute
Putnam County District Attorney's Office
Putnam County Juror's Office
Melrose School
Kent Public Library

Carmel Bagel



Deli...Licious

Not only do I cater to these organizations I give substantial donations to them in an effort to better our community. Some of the other town organizations I donate to are:

Carmel Sports Association
Kent Primary School PTO
Knights of Columbus
Carmel Rotary
Do the Dew
Freezin for a Reason
Post Prom Party at Carmel High School
Carmel High School Spanish Club
Carmel High School Dance Team
Carmel High School Parents Association
American Heart Association
Carmel Cub Cooperstown Team
Cornell Cooperative Extension
Habitat for Humanity
Brewster Community Food Pantry
Putman County 4-H
Lions Club
Community Cares
Boy Scouts
Girl Scouts
Carmel Gymnastics
Carmel Cardinals Breast Cancer Awareness
Lake Carmel Park District
Relay for Life
Carmel High School Gymnastics
Future Business Leaders of America
The Dan K 5K
Fraternal Order of Police
Saint James the Apostle Church
Carmel Rams Football
Carmel Rams Cheerleading
St. Andrews Church in Brewster

SUGGESTED 2015 CAMP MENU

	PRICE
HOT DOG	\$2.25
HAMBURGER	\$3.25
CHEESEBURGER	\$3.75
BACON CHEESEBURGER	\$4.00
GRILLED CHEESE	\$3.25
PB & JELLY SANDWICH	\$3.00
ITALIAN OR AMERICAN COMBO	\$3.00
CHICKEN NUGGETS	\$3.00
CHICKEN TENDERS	\$4.00
FRENCH FRIES	\$2.25
ONION RINGS	\$3.00
MOZZARELLA STICKS	\$4.00
PIZZA BAGELS	\$3.00
CHICKEN CUTLET SANDWICH	\$4.25
GRILLED CHICKEN SANDWICH	\$4.25
CRISPY CHICKEN WRAP	\$5.00
GRILLED CHICKEN SALAD	\$5.00
CHICKEN SALAD SANDWICH	\$4.25
TUNA FISH SALAD SANDWICH	\$4.25
PROTEIN WRAP W/TURKEY, ETC.	\$2.75
GARDEN SALAD	\$5.00
CUP OF SOUP	\$1.75
FRESH FRUIT	\$1.00
FRUIT CUPS	\$3.00
OATMEAL	\$2.00
BUTTERED ROLL	\$1.00
BAGEL w/ CREAM CHEESE	\$2.00
BAGEL w/BUTTER	\$1.50
BACON, EGG & CHEESE	\$2.50
BACON & EGG SANDWICH	\$2.00
MEAT & CHEESE SANDWICH	\$2.00
EGG & CHEESE SANDWICH	\$1.75
EGG SANDWICH	\$1.50
ASSORTED SNACKS AND CANDY	\$.35 - \$1.75
SOFT PRETZEL	\$2.00
ASSORTED ICE CREAM /ICE POPS	\$.50 - \$2.25
ASSORTED SODAS	\$1.00
GATORADE / SNAPPLE	\$2.00
HAWAIIAN PUNCH	\$1.00
MILK (WHOLE, SKIM, 2%, CHOC.)	\$0.50
VITAMIN WATER	\$2.00
TEA / ICED TEA / COFFEE / WATER	\$1.00
NESQUICK	\$2.25
ORANGE JUICE / APPLE JUICE	\$1.50



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>


#10

☒ Work Session 3/11/15

☐ Agenda _____

DATE: March 5, 2015

TO: Carmel Town Board
Carmel Town Hall

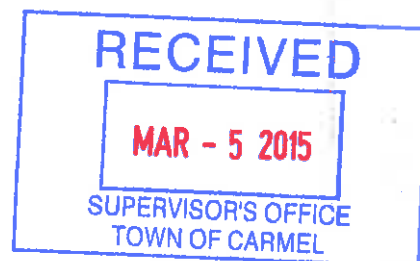
FROM: James R. Gilchrist, CPRP 
Director, Recreation and Parks

SUBJECT: License Agreements between Town of Carmel with Carmel Rams Youth Lacrosse and Carmel United Soccer and Town of Carmel

Please see the two attached proposed License Agreements with Carmel Rams Youth Lacrosse and Carmel United Soccer. The latest lacrosse agreement expired July 31, 2014 and the Carmel United Soccer agreement expired November 30, 2014. I have also attached a current Certificate of Liability Insurance for both organizations.

Please put these items on the next Work Session and contact me with any questions.

/sms
attachments



LICENSE AGREEMENT BETWEEN CARMEL RAMS YOUTH LACROSSE
AND
THE TOWN OF CARMEL

THIS LICENSE AGREEMENT, entered into this 1st day of January 2015, by and between the Town of Carmel, a municipal corporation organized and existing under and by virtue of the laws of the State of New York and with offices at 60 McAlpin Avenue, Mahopac, New York 10541 ("Town") and Carmel Rams Youth Lacrosse, with its business address at P.O. Box 537, Carmel, New York 10512. ("Club"); and

WHEREAS, the CLUB has requested a license agreement from the Town of Carmel to use the meadow at Paul A. Camarda Park in the Hamlet of Carmel for lacrosse games and practices;

WHEREAS, the Town of Carmel has duly authorized such use subject to the terms and conditions contained herein;

NOW, THEREFORE, in consideration of the terms and conditions herein contained, the parties hereby agree as follows:

FIRST: The TOWN hereby gives and grants to the CLUB the use of the meadow at Paul A. Camarda Park for programs conducted by the CLUB for recreational purposes as follows:

1. From the 3rd week of March through the end of July of each calendar year:
 - a. Every Monday, Tuesday and Thursday from 5:00 p.m. until dusk
 - b. Every Saturday from 9:00 a.m. until 2:00 p.m.
 - c. Every Sunday from 10:00 a.m. until 12:00 p.m.
2. From August through the end of November of each calendar year:
 - a. Every Monday from 5:00 p.m. until dusk
 - b. Every Saturday from 9:00 a.m. until 1:00 p.m.
 - c. Every Sunday from 10:00 a.m. until 12:00 p.m.

In the event the CLUB fails to utilize the meadow during the above times, the TOWN reserves the right to allow others to use said meadow. The CLUB's program shall be conducted by and remain under the direct supervision and control of the CLUB, its contractors, agents, servants, and employees.

SECOND: This agreement shall be effective for a 4 year period commencing on January 1, 2015 and ending December 30, 2018, to be renewed on a yearly basis. This agreement shall not be released, discharged, changed or modified except by an instrument in writing signed by a duly authorized representative of each of the parties. The Town may terminate this agreement by delivery, by mail or personal service, to the CLUB at its address stated hereinabove a notice of the Town's intention to terminate the said revocable license three (3) days after the delivery of said notice.

THIRD: For the use of said facility, the CLUB agrees to make the following improvements to Paul A. Camarda Park:

1. Install approximately 100 feet of 10 foot high safety netting that will run between the basketball courts and the lacrosse/soccer field.

2. Attach 135 feet of 6 foot high safety netting along parking lot and 175 feet of 6 foot high safety fencing along the roadside of field to the existing fencing.

It is specifically agreed that the improvements contemplated in this article shall become the property of the Town of Carmel upon installation, as well as any other improvements made by the CLUB to Paul A. Camarda Park during the term of this agreement.

FOURTH: The CLUB shall take out and maintain during the life of this agreement such public liability and property damage insurance as shall protect the TOWN and the CLUB from claims from damages for personal injury including accidental death, as well as claims for property damage which may arise from operations under this agreement, and the amounts of such insurance shall be as follows: A single limit policy in the amount of two million dollars (\$2,000,000.00) for bodily injury and property damage claims, public liability insurance, blanket contractual liability, and broad form property damage liability. The Town of Carmel shall be named as an additional insured on all such policies.

FIFTH: The CLUB hereby agrees to protect, defend, indemnify, and save harmless the TOWN, its officers and employees from any and all claims, suits or actions for injury or damage to person(s) or property that may arise by reason of the CLUB's use of this facility. The CLUB further agrees to investigate, handle, respond to, provide defense for and defend any such claims, etc. at its sole expense and agrees to bear all costs and expenses relate thereto, even if it (claims, etc.) is groundless, false, or fraudulent. The CLUB, its contractors, agents, servants, employees, patrons and invitees use this facility at their own risk. The CLUB shall be wholly responsible for the supervision, safety, and well-being of all participants at all times.

SIXTH: The parties hereby agree and acknowledge that the Town of Carmel bears no liability or responsibility for the administration, organization of the programs, games, tournaments and activities which the CLUB may organize on the TOWN's facilities pursuant to this license agreement.

IN WITNESS WHEREOF, the parties have executed this agreement in Carmel, New York on the date hereinabove set forth.

TOWN OF CARMEL
By:

CARMEL RAMS YOUTH LACROSSE
By:

Kenneth Schmitt, Town Supervisor

Eric Aabel, President

Date: _____

Date: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY):
03/05/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
BOLLINGER, Inc.
101 JFK PARKWAY
SHORT HILLS, NJ 07078
PHONE: 1-800-446-5311 FAX: 873-921-2876

CONTACT

NAME:
PHONE:
(A/C, No. Ext): 800-446-5311 FAX:
(A/C, No.): 873-921-2876

E-MAIL

ADDRESS:

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: Market Insurance Company

NAIC #

INSURER B:

INSURER C:

INSURER D:

INSURER E:

INSURER F:

INSURED
US Lacrosse, Inc.
113 West University Parkway
Baltimore MD 21210
Re: Carmel Rams Youth Lacrosse

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

POLICIES: LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.													
INSR LTR	TYPE OF INSURANCE		ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS					
A	GENERAL LIABILITY		X		8502AH221980	01/01/2015	01/01/2016	BODILY INJURY	\$1,000,000				
	X	COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES	\$500,000				
		CLAIMS-MADE						X	OCCUR	AD & EXP (Per Occurrence)	\$2,000		
	X	Participants Lib						PERSONAL & ADULTERY	\$1,000,000				
	GEN AGGREGATE LIMIT APPLIES PER POLICY							GENERAL AGGREGATE	\$5,000,000				
		POLICY							PROD	X	LOC	PRODUCTS & COMPOUND	\$2,000,000
	AUTOMOBILE LIABILITY							COMBINED SINGLE LIMIT	\$				
	ANY AUTO							BODILY INJURY (Per person)	\$				
	ALL OWNED AUTOS							BODILY INJURY (Per occurrence)	\$				
	SCHEDULED AUTOS							PROPERTY DAMAGE	\$				
	HIRED AUTOS							Per occurrence	\$				
	NON-OWNED AUTOS								\$				
A	X	UMBRELLA LIAB	X	OCCUR	4602AH221079	01/01/2015	01/01/2016	BODILY INJURY	\$1,000,000				
		EXCESS LIAB		CLAIMS MADE				AGGREGATE	\$1,000,000				
		DED		RETENTIONS					\$				
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROP OR PARTNER OR EXECUTIVE OF PROP OR PARTNER OR EXECUTIVE (Mandatory in NH) If not, describe in description of operations below		Y/N	N/A				IND STATUS	IND LIMITS	OTH	\$		
								ELIGIBLE AGGREGATE			\$		
								ELIGIBLE EMPLOYEE			\$		
								ELIGIBLE POLICY LIMIT			\$		
A	Accident Medical Catastrophic Acc				4102AH025220 4102AH025382	01/01/2015 01/01/2015	01/01/2016 01/01/2016	Accident Limit \$100,000 Catastrophic Limit \$1,000,000					

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Coverage applies only to teams/leagues comprised of 100% US Lacrosse member participants during scheduled & supervised lacrosse activities. Certificate Holder is named "Additional Insured" with respect to Carmel Rams Youth Lacrosse.

CERTIFICATE HOLDER

Town of Carmel Camarda Park
60 McAlpin Avenue
Mahopac, NY 10641

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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metal rams
with lacrosse

Basketball
Court

Netting

100' long
10' high

50'

Field

Parking lot

Grass
Fence

Road

158'

175'





New York State Insurance Fund

Workers' Compensation & Disability Benefits Specialists Since 1914

105 CORPORATE PARK DRIVE SUITE 200, WHITE PLAINS, NEW YORK 10604-3814
PHONE: (914) 263-4871

CERTIFICATE OF WORKERS' COMPENSATION INSURANCE

***** 263465843
WEST-NAM INC
PO BOX 80
CARMEL NY 10512

POLICYHOLDER WEST-NAM INC PO BOX 80 CARMEL NY 10512		CERTIFICATE HOLDER TOWN OF CARMEL 60 MCALPIN AVENUE CARMEL NY 10512	
POLICY NUMBER W 2050 113-5	CERTIFICATE NUMBER 417126	PERIOD COVERED BY THIS CERTIFICATE 08/17/2014 TO 08/17/2015	DATE 10/10/2014

THIS IS TO CERTIFY THAT THE POLICYHOLDER NAMED ABOVE IS INSURED WITH THE NEW YORK STATE INSURANCE FUND UNDER POLICY NO. 2050 113-5 UNTIL 08/17/2015, COVERING THE ENTIRE OBLIGATION OF THIS POLICYHOLDER FOR WORKERS' COMPENSATION UNDER THE NEW YORK WORKERS' COMPENSATION LAW WITH RESPECT TO ALL OPERATIONS IN THE STATE OF NEW YORK, EXCEPT AS INDICATED BELOW, AND, WITH RESPECT TO OPERATIONS OUTSIDE OF NEW YORK, TO THE POLICYHOLDER'S REGULAR NEW YORK STATE EMPLOYEES ONLY.

IF SAID POLICY IS CANCELLED, OR CHANGED PRIOR TO 08/17/2015 IN SUCH MANNER AS TO AFFECT THIS CERTIFICATE, 10 DAYS WRITTEN NOTICE OF SUCH CANCELLATION WILL BE GIVEN TO THE CERTIFICATE HOLDER ABOVE. NOTICE BY REGULAR MAIL SO ADDRESSED SHALL BE SUFFICIENT COMPLIANCE WITH THIS PROVISION. THE NEW YORK STATE INSURANCE FUND DOES NOT ASSUME ANY LIABILITY IN THE EVENT OF FAILURE TO GIVE SUCH NOTICE.

THIS POLICY DOES NOT COVER CLAIMS OR SUITS THAT ARISE FROM BODILY INJURY SUFFERED BY THE OFFICERS OF THE INSURED CORPORATION.

ERIC R ABEL - PRESIDENT
GREG RETTA - SECRETREASURER
OF WEST-NAM INC

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS NOR INSURANCE COVERAGE UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICY

NEW YORK STATE INSURANCE FUND

DIRECTOR, INSURANCE FUND UNDERWRITING

This certificate can be validated on our web site at <http://www.nysif.com/cert/certval.asp> or by calling (888) 675-6790
VALIDATION NUMBER: 710346167

LICENSE AGREEMENT BETWEEN CARMEL UNITED SOCCER
AND
THE TOWN OF CARMEL

THIS LICENSE AGREEMENT, entered into this 1st day of January 2015, by and between the Town of Carmel, a municipal corporation organized and existing under and by virtue of the laws of the State of New York and with offices at 60 McAlpin Avenue, Mahopac, New York 10541 ("Town") and Carmel United Soccer, a registered 501(c)(3) non-profit corporation organized and existing under and by virtue of the laws of New York with its business address at P.O. Box 322, Patterson, New York 12563. ("Club"); and

WHEREAS, the CLUB has requested a license agreement from the Town of Carmel to use the meadow at Paul A. Camarda Park in the Hamlet of Carmel for CLUB soccer games and practices;

WHEREAS, the Town of Carmel has duly authorized such use subject to the terms and conditions contained herein;

NOW, THEREFORE, in consideration of the terms and conditions herein contained, the parties hereby agree as follows:

FIRST: The TOWN hereby gives and grants to the CLUB the use of the meadow at Paul A. Camarda Park for programs conducted by the CLUB for recreational purposes as follows:

1. From April 1st through June 30th of each calendar year:
 - a. Every Wednesday and Friday from 5:00 p.m. until dusk
 - b. Every Sunday from 12:00 p.m. until dusk
2. From September 1st through November 30th of each calendar year:
 - a. Every Tuesday, Wednesday, Thursday and Friday from 5:00 p.m. until dusk
 - b. Every Sunday from 12:00 p.m. until dusk

In the event the CLUB fails to utilize the meadow during the above times, the TOWN reserves the right to allow others to use said meadow. The CLUB's program shall be conducted by and remain under the direct supervision and control of the CLUB, its contractors, agents, servants, and employees.

SECOND: This agreement shall be effective for a 4 year period commencing on January 1, 2015 and ending December 30, 2018, to be renewed on a yearly basis. This agreement shall not be released, discharged, changed or modified except by an instrument in writing signed by a duly authorized representative of each of the parties. The Town may terminate this agreement by delivery, by mail or personal service, to the CLUB at its address stated hereinabove a notice of the Town's intention to terminate the said revocable license three (3) days after the delivery of said notice.

THIRD: For the use of said facility, the CLUB agrees to provide up to \$3,000.00 per year to maintain the field surface at Paul A. Camarda Park as follows:

1. Provide professional landscaping and maintenance of the field surface to include:
 - a) aeration, b) overseeding, c) fertilization, d) lime,
 - e) frequency of applications to be determined by cost of said services
2. Lay out the fields and maintain the lines
3. Maintain soccer goals and nets

It is specifically agreed that the improvements contemplated in this article shall become the property of the Town of Carmel upon installation, as well as any other improvements made by the CLUB to Paul A. Camarda Park during the term of this agreement.

FOURTH: The CLUB shall take out and maintain during the life of this agreement such public liability and property damage insurance as shall protect the TOWN and the CLUB from claims from damages for personal injury including accidental death, as well as claims for property damage which may arise from operations under this agreement, and the amounts of such insurance shall be as follows:

A single limit policy in the amount of two million dollars (\$2,000,000.00) for bodily injury and property damage claims, public liability insurance, blanket contractual liability, and broad form property damage liability. The Town of Carmel shall be named as an additional insured on all such policies.

FIFTH: The CLUB hereby agrees to protect, defend, indemnify, and save harmless the TOWN, its officers and employees from any and all claims, suits or actions for injury or damage to person(s) or property that may arise by reason of the CLUB's use of this facility. The CLUB further agrees to investigate, handle, respond to, provide defense for and defend any such claims, etc. at its sole expense and agrees to bear all costs and expenses related thereto, even if it (claims, etc.) is groundless, false, or fraudulent. The CLUB, its contractors, agents, servants, employees, patrons and invitees use this facility at their own risk. The CLUB shall be wholly responsible for the supervision, safety, and well-being of all participants at all times.

SIXTH: The parties hereby agree and acknowledge that the Town of Carmel bears no liability or responsibility for the administration, organization of the programs, games, tournaments and activities which the CLUB may organize on the TOWN's facilities pursuant to this license agreement.

IN WITNESS WHEREOF, the parties have executed this agreement in Carmel, New York on the date hereinabove set forth.

TOWN OF CARMEL
By:

CARMEL UNITED SOCCER
By:

Kenneth Schmitt, Town Supervisor

Ed Kerrigan, President

Date: _____

Date: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
8/19/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	Pullen Insurance Services, Inc. 2560 River Park Plaza, Suite 300 Fort Worth, TX 76116	CONTACT NAME:	Sports Division	
		PHONE:	(817) 738-6100	FAX:
		E-MAIL ADDRESS:	contact@pulleninns.com	
		PRODUCER CUSTOMER ID#:	ENY	
		INSURERS AFFORDING COVERAGE	NAIC #	
INSURED	Eastern New York Youth Soccer Association 265 Sunrise Highway, Suite 38 Rockville Centre, NY 11570	Insurer A:	National Casualty Company	11991
		Insurer B:	National Union Fire Insurance Company	19445
		Insurer C:		
		Insurer D:		
		Insurer E:		
		Insurer F:		

COVERAGES CERTIFICATE NUMBER: 14121882 REVISION NUMBER: 0

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD'L INSRD	SUBR WVD	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR	X		KRO 4666200	9/1/2014	9/1/2015	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE UNLIMITED PRODUCTS - COMP/OP AGG \$3,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			KRO 4666200	9/1/2014	9/1/2015	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
A	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE RETENTION \$			XKO 4666600	9/1/2014	9/1/2015	EACH OCCURRENCE \$4,000,000 AGGREGATE \$4,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under		N/A				WC STATUTORY LIMITS OTH-ER E. L. EACH ACCIDENT E. L. DISEASE - EA EMPLOYEE E. L. DISEASE - POLICY LIMIT
B	PARTICIPANT ACCIDENT MEDICAL			SRG 9131722A	9/1/2014	9/1/2015	\$500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

This certificate is issued on behalf of Eastern New York Youth Soccer Association & East Hudson Youth Soccer League/Carmel United SC. Only activities sanctioned by Eastern New York Youth Soccer, an affiliate of US Youth Soccer, and its registered members, teams and clubs. This certificate holder is named as an additional insured with respect to the liability insurance. All Fields & Buildings

CERTIFICATE HOLDER

Town of Carmel
including Carmarda Park
60 McAlpin Avenue
Mahopac, NY 10541

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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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>

#11

☒ Work Session 3/11/15

☐ Agenda _____

DATE: March 5, 2015

TO: Kenneth Schmitt, Supervisor
Carmel Town Hall

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

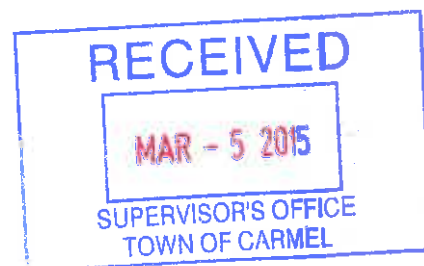
SUBJECT: Bus Transportation for 2015 Summer Camp Program

REFERENCE: March 5, 2015 Bid Opening Results from Ann Spofford, Town Clerk
(copy attached)

Bid packages were sent to 25 vendors in February, with two vendors submitting bids. I am requesting an approval to use the lowest bidder, George M. Carroll Trans, Inc., as our summer camp trip transportation.

Please add this to the next Town Board Work Session for approval, and contact me with any questions.

/sms
Attachment



BID OPENING RESULTS
BUS TRANSPORTATION FOR RECREATION AND PARKS
2015 SUMMER CAMP PROGRAM
MARCH 5, 2015

A bid opening was held in Meeting Room 1 at Town Hall, 60 McAlpin Avenue, Mahopac, New York on the 5th day of March 2015 at 11:00 a.m. by Ann Spofford, Town Clerk and witnessed by Phyllis Bourges, Deputy Town Clerk. With the bidder present in agreement, reading of the following legal notice was waived.

ADVERTISEMENT FOR BID

NOTICE IS HEREBY GIVEN that sealed bids will be received at the office of the Town Clerk of the Town of Carmel, Town Hall, 60 McAlpin Avenue, Mahopac, New York 10541, until 11:00 a.m. on Thursday, the 5th day of March, 2015 at which time all bids will be opened and publicly read and recorded by the Town Clerk not less than five (5) days subsequent to publication of this notice in the official newspapers of the Town of Carmel for the following:

BUS TRANSPORTATION FOR THE TOWN OF CARMEL RECREATION AND PARKS 2015 SUMMER CAMP PROGRAM

All bidders shall comply with Section 102-A and 106-B of the General Municipal Law relating to non-collusive bidding and waiver of immunity against criminal prosecution.

Specifications may be obtained at the office of the Town Clerk at the above address, between the hours of 9:30 a.m. and 4:30 p.m. Monday through Friday.

Bid envelopes shall be marked "BID" plus item bid. All bids must be submitted on bid form furnished

by the Town of Carmel.

The Town Board of the Town of Carmel reserves the right to reject any and all bids and abandon the proposal or may reject all bids and re-advertise for new bids at a future date.

*By Order of the Town Board of
the Town of Carmel*

Ann Spofford, Town Clerk

All bids received were opened, publicly read and recorded as follows:

Bidder Name & Address	Trip #1	Trip #2	Trip #3
1. George M. Carroll Trans, Inc. 7 Rt. 17K Newburgh, NY 12550	\$403.00	\$403.00	\$265.00
2. Baumann & Sons Buses, Inc. 3355 Veterans Memorial Highway Ronkonkoma, NY 11779	\$425.00	\$360.00	\$390.00

Both bids received were accompanied with signed non-collusive bidding certifications. Copies of the original bids are attached for review. Specifications were sent to twenty-five (25) potential bidders.

Respectfully submitted,
Ann Spofford, Town Clerk



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>

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 \$ 403 four hundred Three Dollars
Price Trip #2 \$ 403 four hundred Three Dollars
Price Trip #3 \$ 265 Two hundred Sixty-Five Dollars

Representative's Signature: _____

Bidder's Legal Name: _____

Address: _____

Telephone Number: _____

Date: _____

BIDS MUST BE SUBMITTED WITH THIS FORM



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>

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: 1967

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

1. Name: Newburgh CSD
Address: 124 Grand St
Newburgh NY 12550
Contact Person: Mark Connelly
Telephone Number: 565-6535
2. Name: The Garrison
Address: US 9 Garrison NY 10524
Contact Person: Todd Smith
Telephone Number: 424-3604
3. Name: Camp Rosemarin
Address: 12 School Rd
Monroe NY 10950
Contact Person: Scott Rosemarin
Telephone Number: 783-7222
4. Name: Town of Marlboro Rec Department
Address: 1650 Rt 9W
Milton NY 12547
Contact Person: Bill Pomesoy
Telephone Number: 795-5877

TOWN OF CARMEL

Non-Collusive Bidding Certification

By submission of this bid or proposal, the undersigned bidder(s) (certified) (certify) that to the best of (his) (their) knowledge and belief:

- (a) The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, as to any matter relating to such prices with any other bidder or with any competitor.
- (b) The prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
- (c) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid.

IN WITNESS WHEREOF, (we) (I) have executed this certificate and affirm the truth of the statements therein set forth under penalty of perjury the 3 day of 20 MARCH 2015.


(Signature of Individual Signing Bid)

By Maria J. Marrero

Corporate Seal

MARIA J. MARRERO
Notary Public, State of New York
Qualified in Orange County
Registration No. 01MA6132822
Commission Expires August 29, 2017

Vehicle Number	Make	VIN Number	Weight Rating	Vehicle Year	Seating Capacity	License Plate
089	BLUEBIRD	1BAKFCKA06F 235500	31000	2006	65 C 43 A	44519 BA
088	IH	1HVBBAAN2XH 690133	29,000	1999	65C/43A	30667BA
087	INTER	1HVBBAAN3XH 690593	29000	1999	66 C 44 A	44520 BA
086	FREIGHTLINER	4UZAAXAK41C JO6232	29000	2001	66	56845 BA
085	FREIGHTLINER	4UZAAXAKX3C K88750	29000	2003	66 C 44 A	56872 BA
083	FREIGHTLINER	4UZAAXAK33C K88749	29000	2003	66 C 44 A	56871 BA
082	chevy	1gb3g3bg6e114 7322		2014	20a/30c	26842bb
081	chevy	1gb3g3bg0e114 5940		2014	20a/30c	26844bb
080	chevy	1gb3g3bg4e114 7139		2014	20a/30c	26843bb
079	INTERNATIONAL	4DRBUAAN29B 664603	29800	2009	66C/44A	58120BA
077	INTERNATIONAL	4DRBUAAN76B 293210	29800	2006	66C/44A	58121BA
076	IH	4DRBUAFN38B 520548	29800	2008 1C	66C/44A	3657350BA
075	IC	4DRBUAFN88A 520521	29800	2008 1C	66C/44A	57335BA
074	BLUEBIRD	1BABKBKA08F 253861	36,200	2008	75C/50A	17574bb
073	BLUEBIRD	1BABKBKA98F 253860	36,200	2008	75C/50A	19275BB
072	BLUEBIRD	1BABKBKA28F 253859	36,200	2008	75C/50A	19276BB

Vehicle Number	Make	VIN Number	Weight Rating	Vehicle Year	Seating Capac	License Plate
021	DODGE	1D8HN44HX8B 179001		2009	6	
020	DODGE	2D4RN5D13AR 314230		2010		18125sh
019	DODGE	2D4RN4DEXAR 426441		2010	7 pass	
018	chrysler	2a8hr54169r528 842		2009	7 pass	14510sh
016	DODGE	2D8HN44E49R 620811		2009	7 pass	14508sh
015	CHRYSLER	2A4RR5DG4BR 798622		2011	7 PASS.	14502SH
014	CHRYSLER	2A4RR5DG7BR 665529		2011	7 PASS	13034SH
012	DODGE	2D4GP44L47R2 77050	5700	2007	6	36345SL
011	DODGE	2D4GP44L47R2 82992	5700	2007	6	36346SL
010	DODGE	2D8HN54129R5 77220		2009	7	
009	DODGE	1D4GP25R77B2 39057	5400	2007	6	36316SL
008	DODGE	1D4GP24R97B 232886		2007	7	13034sh
007	DODGE	2a8hr54p68r709 961		2008	6	15115-SH
006	DODGE	1D4GP24R44B 549454	5550	2004	7	36365SL
005	DODGE	2D4GP44L75R1 04121	5700	2005	6	36367SL
004	DODGE	2A4RR8DX7AR 339066		2010	6	

Vehicle Number	Make	VIN Number	Weight Rating	Vehicle Year	Seating Capac	License Plate
003	CHRYSLER	2A8HR54119R6 83718		2009	7 PASS	14503sh
002	TOYOTA	4T3ZF13C62U4 88595	5250	2002	6	30112 SL
001	DODGE	2D4GP44L14R5 61568	5550	2004	7	36314SL



CERTIFICATE OF LIABILITY INSURANCE

OP ID: HESP

DATE (MM/DD/YYYY)

02/18/15

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Marshall & Sterling, Inc.
170 Main Street
Poughkeepsie, NY 12601

845-454-0800

845-485-7804

CONTACT

NAME:

PHONE

(A/C No. Ext.)

E-MAIL

ADDRESS:

PRODUCER

CUSTOMER ID #

GEORG18

FAX

(A/C No.)

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURED
George M. Carroll
Transportation Inc
7 Route 17K
Newburgh, NY 12550

INSURER A: Utica National Assurance Co

375

INSURER B: Republic Franklin Ins. Co.

673

INSURER C: Utica National Ins. of Ohio

13998

INSURER D:

INSURER E:

INSURER F:

REVISION NUMBER:

COVERAGES

CERTIFICATE NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBS INSE WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY X COMMERCIAL GENERAL LIABILITY CLAIM MADE X OCCUR	X	CPP3381086	01/01/15	01/01/16	EACH OCCURRENCE DAMAGE TO RENTALS PREMIUMS (Each occurrence) 100,000 10,000 PERIODICAL ADV INQUIRY 1,000,000 GENERAL AGENT RATE 3,000,000 PRODUCER COMMISSION
	AUTOMOBILE LIABILITY ANY AUTO ALL OTHER AUTOS X PASSENGER AUTO HIRED VEHICLES NON-OWNED AUTOS					COMBINED SINGLE LIMIT BODILY INJURY (Per person) BODILY INJURY (Per occurrence) PROPERTY DAMAGE (Per person)
C	X UMBRELLA LIAB EXCESS LIAB REDUCTIVE X RETENTION \$ 10,000	X OCCUR CLAIM MADE	CULP3381090	01/01/15	01/01/16	EACH OCCURRENCE 10,000,000 10,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY EMPLOYER'S LIABILITY EXCEPTIVE EXCEPTIVE (Mandatory in NY) If applicable, describe in detail: DESCRIPTION OF OPERATIONS below	Y/N N/A				E.L. EACH ACCIDENT E.L. DISEASE (EXCEPTIVE) E.L. DISEASE - POLICY LIMIT

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Certificate holder is provided Additional Insured status when required by written contract or agreement.

CERTIFICATE HOLDER

CANCELLATION

CATTR-1

CAT Transportation
PO Box 2522
Newburgh, NY 12550

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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THE STATE INSURANCE FUND

199 Church St, New York, NY, 10007-1100
(888) 875-5790

Document Type: INFORMATION PAGE	Group No: 510	Period Covered: 11/01/2014 TO 08/01/2015	R.B. File No: 000698788R
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INSURED: G 2347 189-9

GROUP MANAGER: 510

GEORGE M. CARROLL
TRANSPORTATION, INC.
P.O. BOX 2822
NEWBURGH NY 12550

THE TREIBER GROUP L L C.
377 OAK STREET CS 601
GARDEN CITY NY 11530

Policy No: G 2347 189-9
Date: 11/06/2014
Document Number: r306 160

* PERIOD OF COVERAGE BEGINS AND ENDS AT TWELVE AND ONE MINUTE O'CLOCK A.M. EASTERN STANDARD TIME

TYPE OF BUSINESS: CORPORATION

MP 925

INFORMATION PAGE NEW POLICY

THIS POLICY INCLUDES THESE ENDORSEMENTS AND/OR SCHEDULES:

EXPERIENCE RATING IS MANDATORY FOR ALL ELIGIBLE INSURED. THE EXPERIENCE RATING MODIFICATION FACTOR, IF ANY, APPLICABLE TO THIS POLICY MAY CHANGE IF THERE IS A CHANGE IN YOUR OWNERSHIP OR IN THAT OF ONE OR MORE OF THE ENTITIES ELIGIBLE TO BE COMBINED WITH YOU FOR EXPERIENCE RATING PURPOSES. CHANGE IN OWNERSHIP INCLUDES SALES, PURCHASES, OTHER TRANSFERS, MERGERS, CONSOLIDATIONS, DISSOLUTIONS, FORMATIONS OF A NEW ENTITY AND OTHER CHANGES PROVIDED FOR IN THE APPLICABLE EXPERIENCE RATING PLAN MANUAL. YOU MUST REPORT ANY CHANGE IN OWNERSHIP, IN WRITING, WITHIN 90 DAYS OF SUCH CHANGE. FAILURE TO REPORT SUCH CHANGES WITHIN THIS PERIOD MAY RESULT IN REVISION OF THE EXPERIENCE RATING MODIFICATION FACTOR USED TO DETERMINE YOUR PREMIUM.

THE EXPERIENCE RATING CHARGE SHOWN ON LINE 2 BELOW IS IN ACCORDANCE WITH YOUR PAST ACCIDENT EXPERIENCE UNDER THE EXPERIENCE RATING PLAN AS PROMULGATED BY THE APPROPRIATE RATING ORGANIZATION.

THIS POLICY IS ASSIGNED TO GROUP 510 AND IS SUBJECT TO ITS RULES AND REGULATIONS AND AS PER ENDORSEMENT U-258 ATTACHED TO THIS POLICY AND ANY AMENDMENTS THERETO.

THIS POLICY COVERS THE FOLLOWING ENTITY

GEORGE M. CARROLL
TRANSPORTATION, INC.

1-9 EFF: 11/01/2014

THIS POLICY COVERS THE FOLLOWING LOCATIONS

7 ROUTE 17K
NEWBURGH NY 12550
RTE 9W MCCALL PLACE
NEWBURGH NY 12550

1-8 EFF: 11/01/2014

2-6 EFF: 11/01/2014

THIS IS NOT A BILL. IMPORTANT PREMIUM CALCULATION, PLEASE RETAIN FOR YOUR RECORDS.

FOR ATTACHMENT TO WORKERS' COMPENSATION - EMPLOYERS' LIABILITY POLICY

(SEE REVERSE SIDE FOR CONDITIONS)

PAGE 1 CONT.

This policy includes, with their permission, some copyright materials of the National Council on Compensation Insurance and the New York Compensation Insurance Rating Board.

THE STATE INSURANCE FUND

199 Church St, New York, NY, 10007-1100
(888) 875-5790

Document Type: INFORMATION PAGE	Group No: 510	Period Covered: 11/01/2014 TO 08/01/2015	R.B. File No: 000698788R
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INSURED: G 2347 189-9

GROUP MANAGER: 510

GEORGE M. CARROLL
TRANSPORTATION, INC
P.O. BOX 2822
NEWBURGH NY 12550

THE TREIBER GROUP L L C
377 OAK STREET CS 601
GARDEN CITY NY 11530

Policy No: G 2347 189-9
Date: 11/05/2014
Document Number: r906 160

* PERIOD OF COVERAGE BEGINS AND ENDS AT TWELVE AND ONE MINUTE O'CLOCK A.M. EASTERN STANDARD TIME

TYPE OF BUSINESS: CORPORATION

MP 925

INFORMATION PAGE NEW POLICY

THE PREMIUM FOR THIS POLICY WILL BE DETERMINED BY OUR MANUALS OF RULES, CLASSIFICATIONS, RATES AND RATING PLANS. ALL INFORMATION REQUIRED BELOW IS SUBJECT TO VERIFICATION AND CHANGE BY AUDIT.

CODE	CLASSIFICATION DESCRIPTION	ESTIMATED PAYROLL	X RATE PER \$100	= SIF MANUAL RATE PREMIUM
------	----------------------------	----------------------	---------------------	------------------------------

POLICY WRITTEN TO GROUP ANNIVERSARY DATE WHEN IT WILL
BE RENEWED FOR A FULL YEAR.

8394	AUTO-BUS-LIVERY-ALL OTHER EMP&DVR-U	1,956,380	9.87	193,094.71
8385	TAXI,BUS OR LIVERY OPER-GARAGE EMPL	307,250	12.32	37,853.20
8810	CLERICAL OFFICE EMPLOYEES NDC-U	208,840	0.31	647.40
8809	EXECUTIVE OFFICERS N.O.C. ETC-U	240,750	0.32	770.40
1.	SIF MANUAL RATE PREMIUM			232,365.71
2.	EXPERIENCE RATING CHARGE 5% OF ITEM 1.			11,618.29
3.	SIF STANDARD PREMIUM 105%.			243,984.00
4.	EXPENSE CONSTANT			250.00
5.	SIF BASE PREMIUM			244,234.00
6.	TERRORISM PREMIUM.			1,573.67
7.	NATURAL DISASTER AND CATASTROPHE PREMIUM			325.59
8.	TOTAL TERRORISM PREMIUM(TERRORISM + DISASTER).			1,899.26
9.	SIF BASE PREMIUM + TOTAL TERRORISM PREMIUM			246,133.26
10.	STATE FUND DISCOUNT 20% OF ITEM 3.			48,796.80CR
11.	EST. ANNUAL SIF PREMIUM + TOTAL TERRORISM PREMIUM			197,336.46
12.	ASSESSMENT CHARGE 13.8% OF (ITEM 11 LESS ITEM 4)			27,197.93
13.	EST. ANN SIF PREM + TOTAL TERRORISM PREM + ASSMT			224,534.39
14.	DEPOSIT REQUIRED 8.33% OF ITEM 13.			18,703.71

THE REMAINING BALANCE CAN BE PAID IN 8 INSTALLMENT(S). A \$10 SERVICE CHARGE WILL APPLY TO EACH INSTALLMENT. YOU MAY PAY THE FULL ESTIMATED AMOUNT IF YOU WISH.



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.carmeiny.org>

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 \$ 425⁰⁰ - Four hundred twenty-five dollars

Price Trip #2 \$ 360⁰⁰ - Three hundred sixty dollars

Price Trip #3 \$ 390⁰⁰ - Three hundred ninety dollars

Representative's Signature: 

Bidder's Legal Name: Ronde Brunson

Address: 3555 Veterans Memorial Hwy.
Roseton, NY 11779

Telephone Number: 631-471-4600

Date: 3/5/15

BIDS MUST BE SUBMITTED WITH THIS FORM



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>

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: 1959

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

1. Name: Town of Yorktown Parks & Recreation
Address: 363 Underhill Ave.
Yorktown Heights, NY
Contact Person: Alice Roper, Town Clerk
Telephone Number: 914-913-5722-7201
2. Name: Yorktown School District
Address: 2729 Campbelle Rd.
Yorktown Heights, NY 10598
Contact Person: Tom Alb, Assistant Supervisor
Telephone Number: 914-243-3022
3. Name: Carmelville UFSD
Address: Old Rd. Rd.
Carmel, NY
Contact Person: Lara Webster
Telephone Number: 631-912-2020
4. Name: _____
Address: _____
Contact Person: _____
Telephone Number: _____

TOWN OF CARMEL

Non-Collusive Bidding Certification

By submission of this bid or proposal, the undersigned bidder(s) (certified) (certify) that to the best of (his) (their) knowledge and belief:

- (a) The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, as to any matter relating to such prices with any other bidder or with any competitor.
- (b) The prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
- (c) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid.

IN WITNESS WHEREOF; (we) (I) have executed this certificate and affirm the truth of the statements therein set forth under penalty of perjury the ~~March~~ day of 20 15.



(Signature of Individual Signing Bid)

Bidder and Son, Inc.

By

Ronald B...

Corporate Seal

BAUMANN & SONS BUSES, INC.

BRANCHES:

BOHEMIA
COMMACK
COPIAGUE
GORAM
EAST NORTHPORT
FARMINGDALE
WESTBURY
WESTHAMPTON

February 26, 2015

Town of Carmel
Recreation and Parks Department
60 McAlpin Avenue
Mahopac, New York 10541

Dear Sir or Madam:

Please find enclosed bid for transportation due today.

Previous experience in transportation includes:

Northport-East Northport UFSD	Yorktown CSD
Commack UFSD	Three Village CSD
Town of Yorktown	BOCES II

Our Bank Reference is:

JP Morgan Chase Bank
271 Larkfield Road
East Northport, NY 11731

All other information required at the time of bid opening is enclosed, or will be readily supplied upon request.

Looking forward to being of service to your town.

Very truly yours,



Ronald Baumann
President

RB/dc

Enc.

MAIN OFFICE

3355 VETERANS MEMORIAL HIGHWAY • RONKONKOMA, NEW YORK 11779 • TEL (631) 471-4600 • FAX (631) 471-4600



#12

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: March 3, 2015

☒ Work Session 3/11/15

TO: Carmel Town Board
Carmel Town Hall

☐ Agenda _____

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

SUBJECT: Landscaping/Grass Cutting for Town Parks

REFERENCE: "Resolution Awarding Bid for Landscaping/Grass Cutting for Town Parks" dated April 24, 2014 (copy attached)

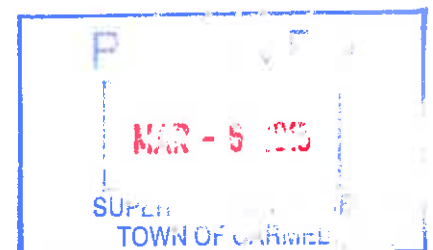
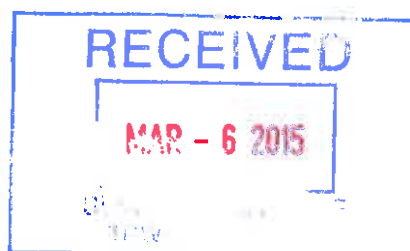
The referenced bid includes landscaping and grass cutting services for the Airport Park, Camarda Park, Chamber Park, and McDonough Park. As the 2014 contract states, the Town of Carmel has an option to renew the contract for up to three additional single periods (2015 and/or 2016 and/or 2017) identical to the terms in the original contract. Based on the performance of Pat Scanlan Landscaping, I would recommend renewing their contract for 2015.

A Town Board resolution is required for the continuance of this contract, so please put this on the next work session agenda for approval and contact me with any questions.

/sms

Attachment

Grass Cutting Bid to Town Board



"Town Unity through Recreation"

**RESOLUTION AWARDING BID FOR
LANDSCAPING/GRASS CUTTING FOR TOWN PARKS**

WHEREAS the Town Board of the Town of Carmel has previously authorized advertisement for the solicitation of bids for landscaping/grass cutting services at various Town of Carmel Town Parks, and

WHEREAS, a bid opening memo has been prepared by James R. Gilchrist, a copy of which is on file with Town Clerk Ann Spofford; and

WHEREAS, James R. Gilchrist, Director of Parks and Recreation has recommended the awarding of the bids to Pat Scanlan Landscaping, New City, NY; and

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Carmel hereby awards the bid to Pat Scanlan Landscaping, New City, NY, the lowest responsible bidder who met specifications for Airport Park, Camarda Park, Mahopac Chamber Park and McDonough Park, at a annual contract price of \$30,750.00; and

BE IT FURTHER RESOLVED, that upon presentation of insurance certificates and a bid bond in form acceptable to Town Counsel, Town Supervisor Kenneth Schmitt is hereby authorized to enter into the aforesaid contract and to execute any necessary documentation required connection therewith.

Resolution

Offered by: Councilwoman McDonough
Seconded by: Councilman Lupinacci

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

S

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I, Ann Spofford, Town Clerk of the Town of Carmel, Putnam County, New York, do hereby certify that the foregoing resolution is a true and exact copy of the original on file in my office which was adopted by the Town Board of said Town at a duly called and held meeting on the 23rd day of April, 2014; and of the whole thereof.

April 24, 2014
Dated

Ann Spofford
Ann Spofford, Town Clerk

Pasquerello, Anne

From: Kim Kugler [REDACTED]
Sent: Tuesday, March 03, 2015 1:17 PM
To: Pasquerello, Anne
Cc: Bill Siclari
Subject: Fwd: Resignation letter for the Lake Casse Advisory Board

#13

Hi Anne,

Please find below the resignation for Ugo Fariselli from the lake Casse advisory Board. With his resignation this should open a seat for a new applicant Amanda Guszack for which I will supply you with her resume and letter of interest when I get back to my home office. If you have any questions please let me know.

Thank you,
Kim Kugler

☒ Work Session 3/11/15
☐ Agenda _____

Sent from my iPhone

Begin forwarded message:

From: Lu&Ugo <[REDACTED]>
Date: March 3, 2015 at 11:59:50 AM EST
To: 'Kim Kugler' <[REDACTED]>
Subject: Resignation letter for the Lake Casse Advisory Board

Hello Kim,
I am writing to let you know that I am resigning my position on the Lake Casse Advisory Board, effective immediately. It has been a pleasure serving on the board, but I find that I cannot continue at this time.

Thank you,
Ugo Fariselli

January 2, 2014

To The Lake Casse Advisory Board,

I am seeking a seat on the Lake Casse Advisory Board. As a long time resident of Lake Casse I would like to serve my community and to help create a strong sense of pride in our neighborhood. The clubhouse and the lake are a great place to foster friendships, spend many summer days relaxing, and a space that truly can benefit the members of the community and I believe that I can help to create activities, events, and opportunities for this to happen.

I have lived in Lake Casse my entire life and recently moved back into the area with my own family. Having two young children, I would love to help restore the communities events back to when I was a child and have activities to entertain and bring my children to. As an educator for almost a decade I feel that I am organized, have good technology skills, get tasks done in a timely manner, and am creative, all things that will help to create activities for Lake Casse and help the board to manage tasks that they have.

Thank you for your time and consideration.

Amanda Guszack

Pasquerello, Anne

☒ Work Session 3/11/15

From: Kim Kugler [REDACTED]
Sent: Thursday, March 05, 2015 1:52 AM
To: Pasquerello, Anne
Cc: Bill Siclari; [REDACTED]
Subject: Lake Casse Community News Letter - for 3/11 work session agenda
Attachments: Lake Casse Community News Letter March 2015.pdf; LAKE CASSE PARK DISTRICT 2015 EVENTS Calendar.docx

☐ Agenda _____

#14

Hello Anne

Had enough of the snow yet?? Im done with the winter!

Please find attached the Lake Casse Community News Letter. Our first news letter in over a year, which we are very excited as it is the 60th birthday of Lake Casse!

We would like to kindly request this news letter be put on the March 11th work session agenda for review and approved via resolution on the March 18th voting meeting.

One thing in our news letter to note for the board as it may be a question. We did budget for a gate guard this summer to check passes as we feel the life guards on duty sole responsibility is the safety of the beach, not to check passes.

If I understand correctly, once our news letter is approved the beach passes will be included and mailed out to the Lake Casse residents? Do you know when that would take place? We would like to ask that the news letter be printed in color. Also, what is the protocol if someone loses their beach pass or needs additional?

Im not sure if its needed for approval, but I have also attached the 2015 Events Calendar we will be working off of. We ask that the Events Calendar **NOT** be included or mailed out with the Community news letter as not all the events are listed in THIS news letter. However, we plan to space out the events in upcoming news letters.

If you need anything further or have any questions please let me know. Thank you for all your help. Have a great day!

Sincerely,

Kim Kugler
Lake Casse Advisory Board
[REDACTED]

Lake Casse Community Quarterly Newsletter

March 2015, Vol. 1, Issue 1

WELCOME TO THE "NEW" LAKE CASSE

INSIDE THIS ISSUE:

Clubhouse Update
Beach News
Open House
Committee Volunteers
2015 Activities Calendar
"Like" Us

ADVISORY BOARD:

Bill Siclari	Kim Kugler	Scott Sterbens
John Aquina	Mario Viscovich	Lourdes Valle

In the last year GREAT things have happened! The Advisory Board worked diligently to address many of the residents requests and concerns at the lake property, as well as foster a better way to stay connected and keep everyone informed. We are happy with the progress we have made thus far and would like to share the news with you!



CLUBHOUSE UPDATE

The clubhouse received several face lifts and looks beautiful! The banquet room floors have been refinished; as well as getting walls painted, new lighting, new windows & doors. We are working on blinds for the new windows along with simple decorative window coverings. In March we are scheduled to have the old front steps demolished and new steps installed along with a handicap ramp. Both the mens and womens bathrooms have been freshened up with new paint and new vanities to be installed soon. In the Spring we anticipate the start of residing the exterior of the clubhouse and installing motion sensor lighting.



If you are interested in reserving the club house for your next party you can contact Bob Krontilik at (845)628-8115 for more details. The Club house is only available to Lake Casse residents. The cost is \$250 + \$150 security deposit.

**LOOKING TO RENT
THE CLUBHOUSE?
HERE IS THE INFO!**

EVENTS CALENDAR

BEACH NEWS

Beach Passes:

Each Lake Casse family will receive two (2) beach passes. These passes must be presented to the gate guard to access the beach. Beach passes will be color coded for the current year and the family name will be printed on it. Each pass admits up to 4 people per pass. Your pass must be presented to access the beach each time.

Gate Guard:

Beginning this summer we will have a "Gate Guard" posted at the entrance to the parking lot checking beach passes.

GET CONNECTED

EMAIL AND FACEBOOK

Email LakeCasse@gmail.com to join our community email list to receive community updates!

"LIKE" us on Facebook!

www.facebook.com/LakeCasseCommunity

VOLUNTEERS WANTED

The activities and building & grounds committees would love volunteers. If you would like to join us please email us at LakeCasse@gmail.com

BULLETIN BOARD NEWS

Check the bulletin board at the lake entrance for information and events.



Have an old beach umbrella? Would you be willing to donate it for the lifeguards? Please bring it by the clubhouse!

APRIL

April 28th, 7:30pm

Open House & Community Meet and Greet with a Champagne celebration for the Lakes 60th birthday!

April 24th- 26th- Community Tag Sale

MAY

Memorial Day - Beach Opens

Lifeguards will be on duty on weekends until school ends. During summer break the beach is open daily.

JUNE

June 27th, 11:00am (all day party)

Summer Kick Off Party - Come celebrate the last day of school. Hot dogs and hamburgers will be provided. Please bring a side dish and beverages to share (no glass at the lake please).

JULY

July 8th, 8:00pm - Campfire, smores and stargazing!

July 23rd, 8:00pm - Movie Night under the stars

AUGUST AND BEYOND!

Stay tuned for our next Newsletter for updates and additional information.

August 18th - Beach Party & Fishing Derby

October - Kids Trunk or Treat!

December - Breakfast with Santa & New Years Eve celebration



THANKS FOR READING!

WE LOOK FORWARD TO SEEING YOU AT THE LAKE!

LAKE CASSE PARK DISTRICT
2015 Events Calendar

APRIL

28 Open House Community Meet & Greet / 60th Anniversary Toast
24-26 Family Tag Sale

MAY

22 Memorial Day weekend - Beach opens (weekends only)

JUNE

27 Last day of school - Summer Kick Off
28 Summer Kick Off - RAIN DATE

JULY

8 Camp Fire/Movie Night/Stargazing (tentative date)
23 Camp Fire/Movie Night/Stargazing (tentative date)

AUGUST

18 Beach Party/Fishing Derby

SEPTEMBER

OCTOBER

23-25 Family Tag Sale
30 Adults only – Halloween Costume Party (evening)
31 Kids Trunk or Treat (early evening)

DECEMBER

TBD Breakfast with Santa
31 New Years Eve Celebration

#15

Pasquerello, Anne

From: [REDACTED]
Sent: Thursday, March 05, 2015 11:46 AM
To: Pasquerello, Anne
Cc: Schmitt, Kenneth; Maxwell, Mary Ann
Subject: RE: APHNYS Conference Information
Attachments: APHNYS 2015 Conference Program.pdf; APHNYS 2015 Hotel Registration Form.pdf; APHNYS 2015 Conference Registration form.pdf

☒ Work Session 3/11/15
☐ Agenda _____

Anne,
Here is a breakdown of my expected expenses. PDF forms will not allow me to edit so here are the details and attached forms for reference. Please let me know if you need something further. Thanks
Best
Merri:

Membership Dues: \$40.00 mailed 3-2-15
Conference:
Registration: \$ 65.00
Hotel 2 nights: \$244.16 (\$109 per night plus 12% sales/occ tax)
Banquets/meals: \$112.50 (Opening Banquet, 2nd day Lunch & Dinner)
Field Trip \$25.00
Conf Total **\$446.66**

Budget Request Total **\$486.66**

From: "Pasquerello, Anne" <amp2@ci.carmel.ny.us>
To: [REDACTED] US
Cc: [REDACTED] US
Date: 03/05/2015 11:08 AM
Subject: RE: APHNYS Conference Information

Great! Can you please get it to me at your earliest convenience. I am preparing the agenda for next week and the cut off is today by 1:00pm. Thanks!

Anne Pasquerello
Confidential Assistant to Town Supervisor
Carmel Town Hall
60 McAlpin Avenue
Mahopac, NY 10541
Office: 845-628-1500 ext. 137
Fax: 845-628-6836

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.



APHNYS CONFERENCE REGISTRATION FORM

Use this form to register for the 2015 Annual State Conference in Corning

Name: _____ APHNYS Region: _____

Title: _____

Municipality: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

E-Mail: _____

Spouse/Guest Name: _____

Please check all that apply:

____ I am a newly or recently-appointed Public Historian.

____ I have been a member of APHNYS since _____.

____ I am a Registered Historian.

____ This will be my first visit to Corning.

Please make checks payable to APHNYS

and return this form to:

APHNYS 2015 Conference

P.O. Box 2985

Setauket, NY 11733

Conference Registration (Please check all that apply)

Registration

____ Member Registration Fee (Full Conference/One-Day Attendance)...\$65.00/person

____ Non-Member Registration Fee.....\$75.00/person

____ Spouse/Guest Rate (if he/she would like to attend sessions).....\$25.00/person

Meals

____ Monday Evening Awards Banquet.....\$43.50/person

____ Tuesday Breakfast.....\$15.50/person

____ Tuesday Lunch.....\$25.50/person

____ Tuesday Evening Dinner.....\$43.50/person

____ Wednesday Breakfast.....\$15.50/person

Tuesday Afternoon Field Experience

Transportation & Admission Fee (required for all making trip).....\$25.00/person

Membership (for those who have yet to renew or wish to join APHNYS)

Renew Your APHNYS Membership for 2015 (see rate on website).....\$ _____

NOTE: IF ATTENDEES MUST CANCEL DUE TO EMERGENCIES PRIOR TO 72 HOURS OF THE CONFERENCE, ALL FEES WILL BE RETURNED EXCEPT REGISTRATION FEES. IF CANCELLED LESS THAN 72 HOURS, MEAL COSTS ALSO CANNOT BE RETURNED.

TOTAL ENCLOSED..\$ _____

Schedule of Conference Events

SUBJECT TO CHANGE

Please Note: During each concurrent session, we attempt to offer conference attendees a focus choice of: History Session (H) or Skills Session (S).

Thursday, April 9, 2015

6:00 – 8:00 PM APHNYS Board of Trustees Spring Meeting

7:00 p.m.-9:00 PM APHNYS Movie Night for Early Arrivals -*A number of video selections on local history topics.*

Friday, April 10, 2015

8:00 a.m. – 5:00 PM. Conference Registration

10:00 – 11:30 AM Pre-Conference Sessions

Session A – ***Basic Orientation for Newly Appointed Historians (S)***

Christine Ridarksy, City of Rochester Historian

Workshop for Public Historians on the job for 1-3 years; provides overview of role and responsibilities, as well as insights on how to get the job done.

Session B – ***On the Seamy Side of the Street:***

How Colorful Characters and the Press can Sell History (H and S)

Gerald Smith, Broome County Historian

Learn how murderers, madams, crooked politicians and a newspaper combined to make for the promotion of local history.

Session C— ***APHNYS Registered Historians Program (S)***

Sandra Bradford, Town of Hector Historian

Make the move toward recognition for all your efforts -- for historians who have been in office for more than 3 years

Lunch (on own/hotel restaurant available)

Schedule of Conference Events

1:00 PM. **APHNYS Official Conference Kick-Off**

Welcoming by APHNYS and other officials

1:30 – 3:00 PM **Concurrent Session 1**

Session A – ***Celebrating the 100th Anniversary of Women’s Right to Vote in New York State—1917 to 2017 (H)***

Spike Herzig, President, New York Cultural Heritage Tourism Network

Since 1917 women in New York have had the right to vote — a historical event that is now part of a new website with stories, blogs, and events , and where we, the historians, can help.

Session B – ***Introduction to Data Mining for Public Historians (S)***

Jacob Ludes, III, President, New England Association of Schools and Colleges

Data mining is available for a new generation of histories, and historians can use these new techniques to reap a rich harvest of local history.

Session C – ***Researching Your Community’s One-Room Schools (S)***

Ray LaFever, Town of Bovina Historian

Researching one-room schools involves looking at community records on local and state levels. The presenter will use his experience using records at the state levels to document the changes in schools in the 19th century through the 1920s.

3:15 – 5:00 PM **APHNYS Annual Meeting & Elections**

“State of the State’s History”

with NYS Historian Robert Weible

5:30—6:30 PM **Cash Bar & Reception**

6:30– 8:00 PM **Annual Awards Banquet**

Presentation of 2014 APHNYS Awards with Keynote Speaker TBA

Schedule of Conference Events

Saturday, April 11, 2015

7:00 AM – 5:00 PM	Conference Registration
7:00 – 9:00 AM	Breakfast
8:30 AM – 12:00 PM	Conference Exhibit Area Open

9:00 – 10:15 AM **Concurrent Session 1**

Session A – ***Primary Sources and Local Government Records: Understanding your Municipal Records Research Potential (S)***

Paula Miller, Executive Director, William G. Pomeroy Foundation and R. Kent Steutz, Regional Advisory Officer, Central New York Region, New York State Archives

Learn how local government records can be used as primary documentation in applying for the Pomeroy Foundation Historic Marker program and what types of records exist.

Session B – ***Agnes: The Flood of '72 (H)***

Brian Frey, History & Heritage Producer, WSKG (PBS)

Utilizing archival photos and film footage, ***Agnes*** tells the incredible history of the region and the story of a natural disaster that forever altered the area's destiny.

Session C – ***Basic Orientation for Newly Appointed Historians (S)***

Christine Ridarksy, City of Rochester Historian

Workshop for Public Historians on the job for 1-3 years; provides overview of role and responsibilities, as well as insights on how to get the job done.

10:30– 11:45 AM **Concurrent Session 2**

Session A – ***Create a Professional Development Course for Teachers Based on Local Historic Sites (S)***

Lynn Burns, Town of Deerpark Historian

Following the Common Core guidelines, this program demonstrates colonial life skills to elementary students and focuses on Brant's Neversink Valley raid

Schedule of Conference Events

Session B – *Glenn Curtis: The Forgotten Eagle (H)*

Brian Frey, History & Heritage Producer, WSKG (PBS)

Winner of a 2005 Emmy Award, this documentary showcases Glenn Curtiss who is credited with the first publicly announced flight of an airplane in the United States, taking place in Hammondsport, NY on July 4, 1908

Session C – *Creating a Historical Marker Maintenance Program (S)*

Christine Ridarksy, John Scherer, Matt Urtz

Creating historical markers is one thing, but how do you create a maintenance program to protect those valuable history tools. This panel discussion will talk about what works for them and what may be usable by the local historian.

11:45 AM-12:45 PM Buffet Lunch & Afternoon Field Session Instructions

1:00 – 5:00 PM Afternoon In-the-Field Sessions with tours of the Rockwell Museum of Western Art and the Corning Museum of Glass

5:30 -6:30 PM Cash Bar & Reception

6:30 -7:00 PM Dinner with Keynote Speaker, TBA

Sunday, April 12, 2015

7:00 – 11:00 AM Conference Registration

7:00 – 9:00 AM Breakfast

9:00 AM – 12:00 PM Conference Exhibit Area Open

9:00 – 10:30 AM **Concurrent Session 1**

Session A – *On the Seamy Side of the Street: How Colorful Characters and the Press can Sell History (H and S)*

Gerald Smith, Broome County Historian

Learn how murderers, madams, crooked politicians and a newspaper combined to make for the promotion of local history.

Schedule of Conference Events

Session B – ***The Museum Association of New York (S)***

Robert Cassetti, President MANY Board of Trustees

Learn about this organization and the importance of the public historian's work with museums.

10:45 AM – 12:00 PM **Concurrent Session 2**

Session A – ***Researching Your Community's One-Room Schools (S)***

Ray LaFever, Town of Bovina Historian

Researching one-room schools involves looking at community records on local and state levels. The presenter will use his experience using records at the state levels to document the changes in schools in the 19th century through the 1920s.

Session B – ***APHNYS Registered Historians Program (S)***

Sandra Bradford, Town of Hector Historian

Make the move toward recognition for all your efforts -- for historians who have been in office for more than 3 years

12:00 PM Conference Concludes



HOTEL REGISTRATION FORM

To make a reservation at the Radisson Hotel Corning,
go to www.radisson.com/corningny
Choose dates and select room.

USE PROMO CODE: aphnys
to receive the correct room rate

If paying by check or faxing reservation, complete form
below



APHNYS 2015 ANNUAL STATE CONFERENCE
APRIL 9-12, 2015

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

E-Mail: _____

Arrival Date: _____ Departure Date: _____

Please check which accommodations you would like:

☐ Standard Single Occupancy: \$109 + applicable tax unless tax-exempt

☐ Standard Double Occupancy: \$109 + applicable tax unless tax-exempt Roommate: _____

Please specify any special requests, i.e.; handicap accessible room, non-smoking room, etc.: _____

You must obtain a tax-exempt form from your local government and present this form to the hotel at time of check-in

Check-In: 4:00 PM

Check-Out: 11:00 AM

Rooms not reserved by cut-off date of 3/19/15 will be returned to the hotel to sell.

Group reservations made after the cut-off date will be made based on availability.

If Paying by Check: Please complete and mail to the address below.

To guarantee with credit card:

Credit Card: ☐ Visa ☐ MasterCard ☐ American Express ☐ Discover

Card # _____ Expiration Date: _____

Signature: _____

Please return this form to:
Radisson Hotel Corning
125 Denison Pkwy E, Corning, NY 14830
(607) 962-5000
DO NOT SEND TO THE APHNYS OFFICE

☐ Agenda

Eligibility - A full-time employee is eligible for paid vacation leave in accordance with this policy. A part-time, temporary, or seasonal employee is not eligible for paid vacation leave but may be allowed to take time-off without pay provided the employee has prior approval from the Department Head.

Allowance - A full-time employee will be credited with paid vacation leave in accordance with the vacation schedule below. Vacation Leave is based on the average number of hours an employee is normally scheduled to work each week. An employee may take vacation leave only after it has been credited. Vacation leave will be credited on the employee's anniversary date of hire.

- A full time employee who completes one year of continuous service will receive two weeks of paid vacation leave
- A full time employee who completes three years of continuous service will receive three weeks of paid vacation leave
- A full time employee who completes five years of continuous service will receive four weeks of paid vacation leave
- A full time employee who completes ten years of continuous service will receive five weeks of paid vacation leave

Continuous Service - Continuous Service shall mean uninterrupted service. An authorized leave of absence without pay, or a resignation followed by reinstatement within one year following such resignation, shall not constitute an interruption of continuous service. Vacation is earned only for monthly pay periods during which an employee is in full pay status for at least fifteen working days during such monthly pay period.

Scheduling – In order to plan for staffing needs, vacation requests must be submitted by the end of April each year. Town Hall employees should submit vacation requests to the Town Supervisor; all others should submit vacation requests to the applicable Department Head. The Town Supervisor or Department Head will have total discretion in the approval of vacation leave. Vacation leave credits may not be used in increments of less than one day hour. (Amended March 11, 2015)

Accumulation – With approval by the Town Supervisor or Town Board, an employee may accumulate a maximum of five days of vacation leave credits for carry over to the following year.

Holiday During Scheduled Vacation - In the event a designated holiday occurs on an employee's normal workday and the employee is on paid vacation, the employee will receive holiday pay for the day and the employee's vacation leave credits will not be charged for that day.

Separation of Employment - An employee who resigns, retires or is laid off will receive cash payment for unused vacation leave to which the employee is properly entitled at the employee's then current rate of pay. To be eligible to receive this payment, an employee who is to resign or retire must give written notice at least two weeks in advance of the last day of employment. In the event an employee leaves employment due to disciplinary action, the employee will not receive a settlement for unused vacation leave. In cases of death of an employee, the Town will pay an employee's designated beneficiary for any unused vacation leave.

Union Employees - An employee who is a member of a collective bargaining unit is not covered by the Vacation Leave provisions set forth immediately above and should refer to the applicable collective bargaining agreement. The Supervisors in the Police Department that are non-unionized will receive benefits at least at the minimum of the negotiated Police Contract. **(Amended November 20, 2013)**

803 Sick Leave

Eligibility - A full-time employee is eligible for paid sick leave in accordance with this policy. A part-time, temporary, or seasonal employee is not eligible for paid sick leave.

Allowance - A newly hired employee will be credited with one and one-quarter days of paid sick leave on the first day of each month during the initial calendar year of employment. Thereafter, a full-time employee will be credited with fifteen days of paid sick leave each January 1. An employee may take sick leave only after it has been credited.

Family Sick Leave - An employee may use up to five days of sick leave credits annually for family illness or injury if the employee must provide direct care to an immediate family member. Such leave will be subtracted from the employee's accumulated sick leave credits. For purpose of family sick leave, "immediate family member" will mean the employee's parent, spouse or child, including step-child and foster child.

Accrual During Leaves of Absence - An employee will be credited with sick leave credits while on a paid leave of absence, but not while on an unpaid leave of absence.

Proper Use of Sick Leave - Sick leave is provided to protect an employee against financial hardship during an illness or injury. An employee may use sick leave credits for personal illness or injury that inhibits the employee's work. Sick leave credits may not be used in increments of less than one-half day hour. **(Amended March 11, 2015)**

Abuse of Sick Leave - An employee who, after investigation, is found to have abused the use of sick leave or falsifies supporting documentation, will be subject to disciplinary action.

Accumulation - An employee may accumulate sick leave credits to a maximum of two hundred days, in accordance with current CSEA contract or negotiations otherwise.

804 *Personal Leave*

Eligibility – A full-time employee is eligible for paid personal leave in accordance with this policy. A part-time, temporary, or seasonal employee is not eligible for paid personal leave.

Allowance - A new employee will be credited with three days of paid personal leave upon hire. Thereafter, the employee will be credited with three days of paid personal leave on each subsequent January 1. An employee may take personal leave only after it has been credited.

Proper Use of Personal Leave - An employee may use personal leave credits to conduct personal business which cannot be conducted outside of normal working hours, non-emergency medical and dental appointments, and for personal emergencies. In no event may personal leave credits be used on the scheduled workday immediately prior to or following a holiday or vacation; in lieu of sick leave or other leaves of absences, except to extend bereavement leave. Personal leave credits may not be used in increments of less than one-half day hour. **(Amended March 11, 2015)**

Scheduling - An employee must receive prior approval from the employee's Department Head to take personal leave. The Department Head will have total discretion in the approval of personal leave.

Accumulation – With approval by the Town Supervisor or Town Board, an employee may accumulate a maximum of three days of personal leave credits for carry over to the following year.

Separation of Employment - An employee whose employment with the Town is terminated for any reason, including retirement, will not receive cash payment for unused personal leave.

Union Employees - An employee who is a member of a collective bargaining unit is not covered by the Personal Leave provisions set forth immediately above, **except** for Proper Use of Personal Leave and Scheduling, and should refer to the applicable collective bargaining agreement. The Supervisors in the Police Department that are non-unionized will receive benefits at least at the minimum of the negotiated Police Contract. ***(Amended November 20, 2013)***

#17

Pasquerello, Anne

Subject: FW: Deputy Receiver of taxes

☒ Work Session 3/11/15

☐ Agenda _____

From: Kraus, Kathleen
Sent: Monday, March 09, 2015 8:56 AM
To: Pasquerello, Anne
Subject: RE: Deputy Receiver of taxes

Anne:

His name is Gary Kiernan and he is starting today, Monday, March 9.

Thank you,
Kathy