

TOWN BOARD MEETING  
TOWN HALL, MAHOPAC, N.Y.

A Regular Meeting of the Town Board of the Town of Carmel was called to order by Supervisor Kenneth Schmitt on the 16<sup>th</sup> day of November 2016 at 7:12 p.m. at Town Hall, 60 McAlpin Avenue, Mahopac, New York. Members of the Town Board present by roll call were: Councilman Lupinacci, Councilwoman McDonough, Councilman Lombardi and Supervisor Schmitt. Councilman Schneider was absent.

The Pledge of Allegiance to the Flag was observed prior to the start of official business. A moment of silence was held to honor those serving in the United States Armed Forces and in memory of Peter Convery, Putnam County Undersheriff, who passed away suddenly on November 15, 2016.

**PRESENTATION OF PROCLAMATION TO WILLIAM R. DUSCHANECK, TOWN OF CARMEL’S NOMINEE TO THE 2016 NYS VETERANS' HALL OF FAME**

Supervisor Schmitt along with the Town of Carmel Town Board awarded William R. Duschaneck longtime Town of Carmel resident, and Vietnam War Veteran, with a proclamation and nominated him to the 2016 New York State Senate 40<sup>th</sup> District Veterans' Hall of Fame. The Town Board of the Town of Carmel gratefully acknowledged his thirty-six years of service, dedication and commitment to the veterans and residents of the Town of Carmel and to the United States of America and proclaimed Mr. Duschaneck to be an "Outstanding Citizen" and "Friend".

Mr. Duschaneck thanked Kenneth Schmitt, Town Supervisor, the members of the Town Board, and his family as well as the veterans of Mahopac for their support.

**MINUTES OF TOWN BOARD MEETING HELD ON 11/2/16 - ACCEPT AS SUBMITTED BY THE TOWN CLERK**

On motion by Councilman Lombardi, seconded by Councilman Lupinacci, with all members of the Town Board present voting “aye”, the minutes of the Town Board meeting held on November 2, 2016 were accepted as submitted by the Town Clerk.

**2017 PRELIMINARY BUDGET AMENDED AND ADOPTED AS ANNUAL BUDGET**

WHEREAS the Town Board has met at the time and place specified in the notice of public hearing on the Preliminary Budget and heard all persons desiring to be heard thereon; and

WHEREAS following the public hearing, the Town Board met with the Town Comptroller, Maryann Maxwell and the (amended) Preliminary Budget, (as described on the attached schedule); to arrive at a Final Budget for fiscal year 2017;

NOW THEREFORE BE IT RESOLVED that the Final Budget, as incorporated herein and made a part hereof, is hereby adopted as the annual budget of the Town of Carmel for the fiscal year beginning the 1st day of January, 2017 and that such budget as so adopted be entered in detail in the minutes of this Town Board; and

BE IT FURTHER RESOLVED that the Town of Carmel Town Clerk Ann Spofford shall prepare and certify in duplicate, copies of said annual budget as adopted by this Town Board, together with the assessment rolls for benefit improvements adopted pursuant to Section 202-a, subdivision 2, of the Town Law and deliver one copy thereof to the Town Supervisor Kenneth Schmitt, to be presented by him to the Putnam County Legislature.

Resolution

Offered by: \_\_\_\_\_ Councilman Lombardi  
Seconded by: \_\_\_\_\_ Councilman Lupinacci

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

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TOWN OF CARMEL 2017 BUDGET ADJUSTMENTS ADOPTED 11/16/16

TOWN OF CARMEL 2017 BUDGET ADJUSTMENTS TENTATIVE - PRELIMINARY - ADOPTED				Total
Adjustments Tentative to Preliminary				
* Increase Elected Officials/Management Salary				
	Act code 1010.10	Town Board	1,603	
	Act code 1220.10	Supervisor	4,341	
	Act code 1410.10	Town Clerk	3,408	
	Act code 5010.10	Highway Super	4,536	13,888
* Decrease Compensation Reserve				
	Act code 1010.16	Elec Official/Mngt Inc	(13,888)	(13,888)
Adjustments Preliminary to Adopted				
* Increase Elected Officials/Management Salary				
	Act code 1010.11	Asst to Tn Board	166	
	Act code 1110.10	Justice	2,430	
	Act code 1220.11	Conf Secretary	2,862	
	Act code 1315.10	Comptroller	4,033	
	Act code 1330.10	Receiver of Taxes	3,170	
	Act code 1330.11	Deputy Receiver of Taxes	1,530	
	Act code 1355.10	Town Assessor	1,911	
	Act code 1410.11	Deputy Town Clerk	2,072	
	Act code 1440.10	Town Engineer	2,769	
	Act code 3120.11	Chief of Police	2,969	
	Act code 5010.11	Deputy Highway Super	2,948	
	Act code 7020.10	Director of Parks	2,435	29,295
* Decrease Compensation Reserve				
	Act code 1010.16	Compensation Reserve - Promotions	(12,302)	
	Act code 1010.16	Comp Reserve - Mngmt Salary Inc	(29,295)	(41,597)
* Increase/Decrease Receiver of Tax's Dept Budget				
	Act code 1330.14	Tax Receiver Longevity	2,100	
	Act code 1330.45	Tax Receiver Equip Upgrade	(1,000)	
	Act code 1330.48	Tax Receiver Postage Expense	(1,100)	0
* Increase/Decrease Assessor's Dept Budget				
	Act code 1355.11	Assessor's Dept Staff - Move BA to Assessor	(3,473)	
	Act code 1355.13	Assessor's Dept Part Time Staff (CP and MM)	50,000	
	Act code 1355.14	Assessor's Dept Longevity - BA	2,300	48,827
* Increase/Decrease Central Services's Dept Budget				
	Act code 1610.11	Central Services Dept Staff - Moved BA to	(55,725)	
	Act code 1610.13	Central Services Dept PT Staff	13,000	
	Act code 1610.14	Central Services Longevity - BA	(2,300)	
	Act code 1610.80	Central Services Emp Benefits less BA	(22,500)	(67,525)
* Decrease Building Maintenance Dept Budget				
	Act code 1620.13	Building Maintenance PT Staff	(3,000)	(3,000)
* Increase/Decrease Police Dept Budget				
	Act code 3120.11	Police Staff Salary	(32,586)	
	Act code 3120.12	Police Staff Overtime	15,000	
	Act code 3120.19	Police Comp Absences	7,586	
	Act code 3120.41	Police Motor Vehicle Fuel	15,000	
	Act code 3120.84	Police Staff Health Insurance	25,000	30,000
* Increase Code Enforcement Dept Budget				
	Act code 3620.13	Code Enforcement PT Staff	25,000	
	Act code 3620.42	Code Enforcement Dept Utility Exp	500	
	Act code 3620.80	Code Enforcement Emp Benefits	6,000	31,500
Decrease Highway Admin Dept Budget				
	Act code 5010.42	Highway Admin Dept Utility Exp	(500)	(500)
* Decrease Recreation Playground Staff Budget				
	Act code 7140.13	Playground Staff PT	(6,000)	(6,000)
* Increase Recreation Surveillance Cameras				
	Recreation Parks Budget Lines	Equipment	91,000	91,000
* Increase Cemetery Maintenance Budget				
	Act code 8810.20	Cemetery Repair Expense	(350)	
	Act code 8810.40	Cemetery Contractual	3,500	3,150
* Increase other Expense Budgets				
	Act code 1930.40	Certeriori Settlement Expense	2,500	
	Act code 1990.40	Contingent Account	20,000	
	Act code 3510.46	SPCA Contract Expense	2,500	25,000
TOTAL NET EXPENDITURE ADJUSTMENTS				140,150

REVENUES				
	Act code 1989.2012	Increase Park Concession Fees	(500)	(500)
	Act code 1989.2045	Increase Dog Park Membership Fees	500	500
	Act code 1989.2090	Increase Rink Program Revenues	3,000	3,000
	Act code 1989.2555	Increase Building Permit Fees	45,000	45,000
	Act code 1989.2557	Decrease Fire Inspection Fees	(10,000)	(10,000)
	Act code 1989.2890	Decrease Central Gasoline Service	(1,000)	(1,000)
	Act code 1989.3005	Increase Mortgage Tax Revenue	100,000	100,000
	Act code 1989.3006	Increase State Aid - Cemeteries	3,150	3,150
TOTAL REVENUE ADJUSTMENTS				140,150
* Increase/Decrease in Gen/Hwy Levy		General Levy	0	
		Highway Levy	0	
Adjustment to Tax Levy				0
Tax Rate Increase 1.6%				

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Supervisor Schmitt thanked the Comptroller's Office for all their hard work preparing the budget. He pointed out that all the department heads were good with the budget and he noted that with a tax rate increase of 1.6%, the Town of Carmel's Final Budget for fiscal year 2017 compiles with New York State's property tax cap.

Councilman Lupinacci explained that overall there is no change from the preliminary budget even though some lines were increased others were decreased. He stated that it is a sound budget and that the increase in the mortgage tax revenue helped keep the budget below the 2% tax cap.

Supervisor Schmitt noted that there is one new position in the Police Department but that someone else in the Police Department will be retiring in 2017.

Councilman Lombardi noted that they have been able to put the town on good fiscal ground over the last few years. He thanked all the employees of the town especially Mary Ann Maxwell, Town Comptroller. He agreed that it is a good budget that took a lot of meetings to produce.

Supervisor Schmitt stated that this budget has the lowest increase since 2008. He commented that the last several years have been difficult but he believes we have turned a corner as far as the economy is concerned and are heading in the right direction.

Councilman Lupinacci explained that they were able to put some funds back into the reserves and not use any of the savings for this budget. He also acknowledged the employees of the town, especially the union employees for agreeing to their respected contracts which include provisions for contributions to health insurance and lower salary increases.

Supervisor Schmitt noted the importance of the AA1 bond rating that the town has been able to maintain.

Councilman Lombardi reported that the town is paying for the purchase of equipment without borrowing for the first time in a long time.

Supervisor Schmitt remarked that the reserve for snow expenses is over \$450,000. He thanked the Town Board for all their hard work during the budget process.

**PUBLIC HEARING SCHEDULED FOR 12/7/16 TO HEAR OBJECTIONS TO THE ASSESSMENT ROLLS FOR THE OPERATION AND MAINTENANCE OF THE IMPROVEMENTS OF THE GARBAGE, SEWER AND WATER DISTRICTS FOR FISCAL YEAR 2017**

WHEREAS the Town of Carmel hereby has completed its assessment rolls for the operation and maintenance of the improvements serving Carmel Sewer Districts #1, #2, #3, #4, #5, #6, #7 and #8 and extensions thereto as well as Carmel Water Districts #1, #2, #3, #4, #5, #6, #7, #8, #9, #10, #12, #13, and #14 and extensions thereto as well as The Town of Carmel Garbage District of said Town for fiscal year 2017; and

WHEREAS said assessment rolls have been filed with Ann Spofford, Town Clerk of the Town of Carmel;

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Carmel hereby schedules a Public Hearing at the Town Hall, 60 McAlpin Avenue, Mahopac, NY 10541 on Wednesday December 7, 2016 at 7:00 PM or as soon thereafter that evening as possible for the purpose of considering any objections which may be made to said assessment rolls.

**Resolution**

Offered by: Councilman Lupinacci

Seconded by: Councilwoman McDonough

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Roll Call Vote	YES	NO	
Jonathan Schneider			Absent
John Lupinacci	X		
Suzanne McDonough	X		
Frank Lombardi	X		
Kenneth Schmitt	X		

**BUDGET MODIFICATIONS #2016-05 - AUTHORIZED**

WHEREAS the Town Comptroller has reviewed the proposed Budget Modifications for the period ending October 31, 2016 with the Town Board which are detailed and explained on the attached Budget Revisions Schedule identified as #2016-05;

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Carmel hereby authorizes and ratifies the Budget Modifications/Revisions for the period ending October 31, 2016, as shown on itemized on Schedule #2016-05 which is attached hereto, incorporated herein and made a part hereof.

Resolution

Offered by: Councilwoman McDonough  
Seconded by: Councilman Lupinacci

Roll Call Vote	YES	NO	
Jonathan Schneider			Absent
John Lupinacci	X		
Suzanne McDonough	X		
Frank Lombardi	X		
Kenneth Schmitt	X		

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BUDGET REVISIONS SEPTEMBER - OCTOBER 2016 - #2016/05

BUDGET REVISION NUMBER	ACCOUNT	ACCOUNT TITLE & TRANSFER DESCRIPTION	INCREASE USES & SOURCES OF FUNDS	DECREASE USES & SOURCES OF FUNDS
<b>GENERAL FUND</b>				
1	100.3120.0024	POLICE ACCIDENT REPAIRS	7,682.00	
	100.3120.0045	POLICE VEHICLE MAINTENANCE		1,566.00
	100.1989.2681	INSURANCE RECOVERY	*	6,116.00
		- PROVIDE AND TRANSFER FOR POLICE VEHICLE ACCIDENT REPAIRS FROM INSURANCE CLAIMS		
2	100.1355.0013	ASSESSOR TEMPORARY STAFF	5,000.00	
	100.1355.0045	ASSESSMENT BOARD SERVICES		3,000.00
	100.1355.0080	ASSESSOR EMPLOYEE BENEFITS		2,000.00
		- TRANSFER FOR PART TIME POSITION IN ASSESSOR'S OFFICE		
3	100.1670.0045	CENTRAL ADVERTISING EXPENSE	3,000.00	
	100.1910.0040	INSURANCE EXPENSE		3,000.00
		- TRANSFER FOR CENTRAL ADVERTISING EXPENSE		
4	100.1680.0020	INFORMATION TECHNOLOGY EQUIPMENT	31,392.00	
	100.1680.0045	INFORMATION TECHNOLOGY SERVICE CONTRACT	46,328.00	
	100.1990.0040	CONTINGENT ACCOUNT		77,720.00
		- TRANSFER FOR PURCHASE AND INSTALLATION OF NEW TELEPHONE SYSTEM		

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5	100.3620.0042	CODE ENFORCEMENT UTILITIES EXPENSE	500.00	
	100.3620.0045	CODE ENFORCEMENT SYSTEM MAINTENANCE		500.00
		- TRANSFER FOR TABLET EXPENSE		
6	100.5132.0021	HIGHWAY GARAGE SPEC EXPENSE	2,000.00	
	100.5132.0040	HIGHWAY GARAGE CONTRACTUAL EXPENSE	10,000.00	
	100.5010.0080	HIGHWAY ADMIN EMPLOYEE BENEFITS		12,000.00
		- TRANSFER FOR MISC HIGHWAY GARAGE EXPENSES		
7	100.7020.0040	RECREATION ADMIN CONTRACTUAL EXPENSE	1,000.00	
	100.7117.0040	CAMARDA PARK CONTRACTUAL EXPENSE	100.00	
	100.7020.0080	RECREATION ADMIN EMPLOYEE BENEFITS		1,000.00
	100.7110.0040	PARK CONTRACTUAL EXPENSE		100.00
		- TRANSFER FOR RECREATION CONTRACTUAL EXPENSES		
8	100.7020.0013	RECREATION ADMIN TEMPORARY STAFF	2,000.00	
	100.7110.0013	PARK MAINTENANCE TEMPORARY STAFF	6,000.00	
	100.7310.0013	YOUTH PROGRAM TEMPORARY STAFF	500.00	
	100.7020.0080	RECREATION ADMIN EMPLOYEE BENEFITS		2,000.00
	100.7110.0080	PARK MAINTENANCE EMPLOYEE BENEFITS		6,000.00
	100.7310.0040	YOUTH CONTRACTUAL EXPENSE		500.00
		- TRANSFER FOR TEMPORARY STAFF EXPENSES		
9	100.8090.0040	RECYCLE CONTRACTUAL EXPENSE	1,000.00	
	100.8090.0048	LANDFILL MONITORING		1,000.00
		- TRANSFER FOR MISC RECYCLE EXPENSES INCLUDING		
		SUPPLIES FOR EWASTE RELOCATION		
GENERAL/HIGHWAY FUNDS				
10	100.1640.0018	CENTRAL GARAGE TOOL ALLOWANCE	50.00	
	500.5130.0018	TOOL EXPENSE REIMBURSEMENT	200.00	
	100.1640.0084	HEALTH INSURANCE		50.00
	500.5130.0084	HEALTH INSURANCE		200.00
		- TRANSFER FOR MECHANIC TOOL ALLOWANCE PER IBT CONTRACT		
HIGHWAY FUND				
11	500.5112.0020	CHIPS - CONTRACT EXPENSE	80,245.00	
	500.5010.3502	STATE AID - CHIPS	*	43,745.00
	500.5010.9909	APPROPRIATED FUND BALANCE	*	36,500.00
		- REVISE 2016-2017 CHIPS FUNDING BUDGET		
12	500.5130.0020	MACHINERY REPAIR TOOLS	2,000.00	
	500.5140.0012	WEEDS & BRUSH OVERTIME	2,000.00	
	500.5130.0083	WORKERS COMPENSATION		2,000.00
	500.5140.0083	WORKERS COMPENSATION		2,000.00
		- TRANSFER FOR HIGHWAY REPAIR TOOLS AND OVERTIME		
13	500.5130.0040	MACHINERY REPAIR EXPENSES	15,000.00	
	500.5130.0016	CENTRAL GARAGE SERVICES		5,000.00
	500.5130.0080	EMPLOYEE RETIREMENT		10,000.00
		- TRANSFER FOR MACHINERY REPAIR EXPENSES		

TOWN OF CARMEL  
BUDGET REVISIONS SEPTEMBER - OCTOBER 2016 - #2016/05

BUDGET REVISION NUMBER	ACCOUNT	ACCOUNT TITLE & TRANSFER DESCRIPTION	INCREASE USES & SOURCES OF FUNDS	DECREASE USES & SOURCES OF FUNDS
LAKE CASSE PARK DISTRICT				
14	401.7140.0040	CONTRACTUAL EXPENSE	2,000.00	
	401.7140.0042	UTILITIES EXPENSE	2,000.00	
	401.7140.0099	REPAIR RESERVE FUND		4,000.00
		- TRANSFER FOR MISC EXPENSES		
CARMEL WATER DISTRICT #2				
15	602.8310.0020	EQUIPMENT	5,000.00	
	602.8310.0040	CONTRACTUAL EXPENSE		5,000.00
		- TRANSFER FOR FIRE HYDRANTS		
CARMEL WATER DISTRICT #4				
16	604.9901.0099	TRANSFER TO DEBT FUND	20,000.00	
	604.8310.9909	APPROPRIATED FUND BALANCE	*	20,000.00
		- PROVIDE FOR TRANSFER TO DEBT FUND FOR BAN PAYOFF		
17	604.8310.0047	EMERGENCY REPAIRS	1,000.00	
	604.8310.0040	CONTRACTUAL EXPENSE		1,000.00
		- TRANSFER FOR EMERGENCY REPAIRS		
CARMEL WATER DISTRICT #8				
18	608.8310.0020	EQUIPMENT	3,000.00	
	608.8310.0040	CONTRACTUAL EXPENSE		3,000.00
		- TRANSFER FOR PURCHASE OF SECURITY SYSTEM AT WATER PLANT		
CARMEL WATER DISTRICT #10				
19	610.8310.0020	EQUIPMENT	1,000.00	
	610.8310.0040	CONTRACTUAL EXPENSE		1,000.00
		- TRANSFER FOR PURCHASE OF SECURITY SYSTEM AT WATER PLANT		

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CARMEL WATER DISTRICT #12				
20	612.8310.0046	PURCHASE OF WATER	8,000.00	
	612.8310.0099	REPAIR RESERVE FUND		8,000.00
		- TRANSFER FOR PURCHASE OF WATER DUE TO LOW WATER SUPPLY		
CARMEL SEWER DISTRICT #4				
21	704-9901-0099	TRANSFER TO DEBT FUND	35,000.00	
	704-8130-0090	CONTINGENCY		5,000.00
	704-8130-0099	REPAIR RESERVE		10,000.00
	704-8130-9909	APPROPRIATED FUND BALANCE	*	20,000.00
		- PROVIDE FOR TRANSFER TO DEBT FUND FOR BAN PAYOFF		
TOWN OF CARMEL DEBT FUNDS				
22	810-9730-0061	BAN PRINCIPAL DRAINAGE	15,000.00	
	850-9730-0060	BAN PRINCIPAL ROADS	10,000.00	
	864-9730-0060	BAN PRINCIPAL	20,000.00	
	871-9730-0070	BAN INTEREST	3,500.00	
	874-9730-0060	BAN PRINCIPAL	40,000.00	
	810-9730-0071	BAN INTEREST		10,000.00
	850-9730-0070	BAN INTEREST - ROADS		5,000.00
	871-9901-0099	TRANSFER TO OTHER FUNDS		3,500.00
	810-1989-9909	APPROPRIATED FUND BALANCE	*	5,000.00
	850-5010-2710	PREMIUM ON BAN SALE	*	5,000.00
	864-8310-5031	TRANSFER FROM OTHER FUNDS	*	20,000.00
	874-8130-5030	TRANSFER FROM OTHER FUNDS	*	35,000.00
	874-8130-9909	APPROPRIATED FUND BALANCE	*	5,000.00
		- PROVIDE/TRANSFER FOR BAN PAYOFF		

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BUDGET REVISION NUMBER	ACCOUNT	ACCOUNT TITLE & TRANSFER DESCRIPTION	INCREASE USES & SOURCES OF FUNDS	DECREASE USES & SOURCES OF FUNDS
HIGHWAY RESURFACING CAPITAL PROJECT				
23	950-5112-0046	CONTRACTED PAVING SERVICES	40,000.00	
	950-5112-0012	PROJECT OVERTIME		20,000.00
	950-5112-0048	OTHER PROJECT EXPENDITURES		15,000.00
	950-5112-0080	FICA/MED EXPENSE		5,000.00
		- REVISE CAPITAL PROJECT COST		
CARMEL SEWER DISTRICT #1 CAPITAL PROJECT				
24	971-8130-0044	PROJECT ENGINEERING	213,321.00	
	971.8130.0046	CONTRACTUAL IMPROVEMENTS	783,266.00	
	971-8130-0048	OTHER CAPITAL COSTS	115,723.00	
	971-8130-5710	PROCEEDS OF BORROWING	*	1,112,310.00
		- PROVIDE FOR CAPITAL COSTS FROM APPROVED BORROWING		
CARMEL SEWER DISTRICT #3 CAPITAL PROJECT FUND				
25	973-8130-0044	PROJECT ENGINEERING	57,391.00	
	973-8130-0046	CAPITAL IMPROVEMENTS	210,727.00	
	973-8130-0048	OTHER CAPITAL EXPENDITURES	26,882.00	
	973-8130-0040	CONTRACTUAL EXPENDITURES		295,000.00
		- REVISE CAPITAL PROJECT COST		
CARMEL SEWER DISTRICT #7 CAPITAL PROJECT FUND				
26	977-8130-0040	CAPITAL IMPROVEMENTS	3,873.00	
	977-8130-0048	OTHER CAPITAL EXPENDITURES	4,000.00	
	977-8130-0044	PROJECT ENGINEERING		4,000.00
	977-8130-0048	OTHER CAPITAL EXPENDITURES		3,873.00
		- REVISE CAPITAL PROJECT COST		

**SUBMISSION OF COMPLETED FORM RP-3002 TO NEW YORK STATE OFFICE OF REAL PROPERTY TAX SERVICES FOR CERTIFICATION AS APPROVED ASSESSING UNIT – AUTHORIZED**

RESOLVED that the Town Board of the Town of Carmel hereby authorizes Town Supervisor Kenneth Schmitt to submit a completed form RP-3002 to the New York State Office of Real Property Tax Services in connection with and seeking certification or re-certification as an approved assessing unit, said submission being in form and content as currently on file in the Office of the Town Supervisor.



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Resolution

Offered by: Councilman Lombardi  
Seconded by: Councilwoman McDonough

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

**BIDS FOR MISCELLANEOUS HIGHWAY DEPARTMENT MATERIALS AWARDED**

WHEREAS the Town Board of the Town of Carmel has previously authorized advertisement for the solicitation of bids for winter mix and guide rail, and

WHEREAS the Highway Superintendent has recommended the awarding of the bids as set forth hereafter,

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Carmel hereby awards the bids for the foregoing materials to the lowest responsible bidders who met specifications (after adjustment for mileage in the case of FOB plant bids) as follows:

<b>Galvanized Guide Rail</b>	<b>Chemung Supply Corp.</b>
<b>Corten (Rustic) Guide Rail</b>	<b>PO Box 527</b>
<b>Timber Guide Rail</b>	<b>Elmira, NY 14902</b>
<b>(Furnished &amp; Installed)</b>	

<b>Winter Mix</b>	<b>Package Pavement Co, Inc.</b>
	<b>Stormville, NY 12582</b>

Resolution

Offered by: Councilman Lupinacci  
Seconded by: Councilman Lombardi

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>	
Jonathan Schneider	<u>          </u>	<u>          </u>	Absent
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>	

**PROPOSAL OF DIAMOND ELECTRICAL SUPPLIES, DANBURY, CT FOR ELECTRICAL SUPPLIES, FIXTURES AND BULBS FOR INSTALLATION IN TOWN OF CARMEL HIGHWAY GARAGE FACILITY - ACCEPTED**

RESOLVED, that the Town Board of the Town of Carmel, upon the recommendation of Town of Carmel Superintendent of Highways Michael Simone, hereby accepts the proposal of Ray of Light Electric, Inc., Mahopac, NY to perform lighting and electrical repairs and installations in the Town of Carmel Department of Highways Garage facility in accordance with the proposal dated October 31, 2016 and at a cost not to exceed \$7690; and

BE IT FURTHER RESOLVED, that the Town Board of the Town of Carmel hereby accepts the proposal of Diamond Electrical Supplies, Danbury, CT for the provision of electrical supplies, fixtures and bulbs for installation in the Town of Carmel Highway Garage facility, in accordance with the proposal dated November 2, 2016 and at a cost not to exceed \$9,850.40,

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BE IT FURTHER RESOLVED, that upon presentation of insurance certificates in form acceptable to Town Counsel, Town Supervisor Kenneth Schmitt is hereby authorized to execute any and all documentation necessary to effect the authorization set forth within the terms of this resolution.

Resolution  
Offered by: Councilwoman McDonough  
Seconded by: Councilman Lupinacci

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>	
Jonathan Schneider	<u>          </u>	<u>          </u>	Absent
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>	

**RECREATION AND PARKS DEPARTMENT - PROPOSAL OF SPORT TECH CONSTRUCTION, BREWSTER, NY FOR INSTALLATION OF SAFETY NETTING AT MCDONOUGH PARK - ACCEPTED**

RESOLVED, that the Town Board of the Town of Carmel, upon the recommendation of Town of Carmel Director of Recreation and Parks James R. Gilchrist, hereby accepts the proposal of Sport Tech Construction, Brewster, NY to perform the installation of safety netting at the ballfields located at McDonough Park in the Town of Carmel, in accordance with the proposal dated October 25, 2016, and at a cost not to exceed \$26,800.00; and

BE IT FURTHER RESOLVED, that upon presentation of insurance certificates in form acceptable to Town Counsel, Town Supervisor Kenneth Schmitt is hereby authorized to execute any and all documentation necessary to effect the authorization set forth within the terms of this resolution.

Resolution  
Offered by: Councilman Lombardi  
Seconded by: Councilman Lupinacci & Councilwoman McDonough

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>	
Jonathan Schneider	<u>          </u>	<u>          </u>	Absent
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>	

**EAGLE SCOUT PROJECT OF CHRISTOPHER DISILVIO AT MCDONOUGH PARK - AUTHORIZED**

RESOLVED that the Town Board of the Town of Carmel, in connection with the proposed Eagle Scout project of Christopher DiSilvio of Boy Scouts of America Scout Troop 1 Mahopac, hereby authorizes the installation of bleachers, seating and artificial turf at McDonough Park in accordance with memorandum and plans provided by Director of Recreation and Parks James R. Gilchrist dated November 4, 2016, subject to any required jurisdictional approvals; and

BE IT FURTHER RESOLVED, that upon presentation of insurance certificates for all vendors and contractors proposed to perform improvements in connection with this authorization in form acceptable to Town Counsel, the aforesaid work may be commenced.



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Resolution

Offered by: Councilman Lupinacci  
Seconded by: Councilman Lombardi & Councilwoman McDonough

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

**LAKE CASSE PARK DISTRICT – PROPOSAL OF W&K GENERAL CONTRACTOR, CORTLANDT MANOR, NY FOR INSTALLATION OF STEPS AND CONCRETE SLAB/PAD AT LAKE CASSE CLUBHOUSE - ACCEPTED**

RESOLVED, that the Town Board of the Town of Carmel, upon the recommendation of Town of Carmel Town Engineer Richard J. Franzetti, P.E., and acting as Commissioners of the Lake Casse Park District, hereby accepts the proposal of W&K General Contractor, Cortlandt Manor, NY to perform the installation of steps and concrete slab/pad at the Lake Casse Clubhouse in accordance with the proposal dated October 13, 2016, and at a cost not to exceed \$9,200.00; and

BE IT FURTHER RESOLVED, that upon presentation of insurance certificates in form acceptable to Town Counsel, Town Supervisor Kenneth Schmitt is hereby authorized to execute any and all documentation necessary to effect the authorization set forth within the terms of this resolution.

Resolution

Offered by: Councilwoman McDonough  
Seconded by: Councilman Lupinacci

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

Supervisor Schmitt noted that the funds for the project come from the Lake Casse Park District and is not paid for by the whole town.

**CARMEL WATER DISTRICT #2 – PROPOSAL OF REINER PUMP SYSTEMS, SPARTA, NJ FOR PURCHASE OF HIGH LIFT PUMP ACCEPTED AND COST OF INSTALLATION BY SEVERN TRENT ENVIRONMENTAL SERVICES, CARMEL, NY - AUTHORIZED**

RESOLVED, that the Town Board of the Town of Carmel, upon the recommendation of Town of Carmel Town Engineer Richard J. Franzetti, P.E., and acting as Commissioners of Carmel Water District #2, hereby accepts the proposal of Reiner Pump Systems, Sparta, NJ, for the purchase of a high lift pump unit for the Carmel Water District #2 Water Treatment Plant in accordance with the proposal dated March 25, 2016 and at a cost not to exceed \$18,875.00; and

BE IT FURTHER RESOLVED, that the sum of \$1,450.00 is hereby authorized for the cost of installation of the aforementioned pump purchase to Severn Trent Environmental Services, Carmel, NY;

BE IT FURTHER RESOLVED, that upon presentation of insurance certificates in form acceptable to Town Counsel, Town Supervisor Kenneth Schmitt is hereby authorized to execute any and all documentation necessary to effect the authorization set forth within the terms of this resolution.

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Resolution

Offered by: Councilman Lombardi  
Seconded by: Councilwoman McDonough

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>	
Jonathan Schneider	<u>          </u>	<u>          </u>	Absent
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>	

**LAKE SECOR PARK DISTRICT – PROPOSAL OF BELLA VISTA LANDSCAPING  
FOR PERIOD OF MAY 1, 2017 TO APRIL 30, 2020 – ACCEPTED**

RESOLVED, that The Town Board of the Town of Carmel, acting as Commissioners of the Lake Secor Park District, and upon the recommendation of Town Engineer Richard J. Franzetti, P.E., hereby accepts the proposal of Bella Vista Landscaping for provision of annual landscaping and maintenance services for the Lake Secor Park District for the period commencing May 1, 2017 and concluding April 30, 2020;

BE IT FURTHER RESOLVED that the annual costs for said services shall not exceed \$2,450 for period commencing May 1, 2017; \$2,560 for the period commencing May 1, 2018 and \$2,580 for the period commencing May 1, 2019; and

BE IT FURTHER RESOLVED, that the Town of Carmel shall have the discretion of exercising two (2) single-year options to extend said contract by resolution of the Town Board at annual costs not to exceed \$2,650 for the initial extension and \$2,800 for the final extension; and

BE IT FURTHER RESOLVED, that upon presentation of insurance certificates in form acceptable to Town Counsel, Town Supervisor Kenneth Schmitt is hereby authorized to execute any and all documentation necessary to effect the authorization set forth within the terms of this resolution.

Resolution

Offered by: Councilman Lupinacci  
Seconded by: Councilwoman McDonough

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>	
Jonathan Schneider	<u>          </u>	<u>          </u>	Absent
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>	

**PROPOSAL OF KIKO'S LANDCAPING, BALDWIN PLACE, NY FOR SERVICES  
FOR TOWN OWNED CEMETERIES FOR YEARS 2017, 2018 AND 2019 –  
ACCEPTED**

RESOLVED, that The Town Board of the Town of Carmel, upon the recommendation of Town Engineer Richard J. Franzetti, P.E., hereby accepts the proposal of Kiko's Landscape, Baldwin Place, NY for provision of annual landscaping and maintenance services for the Town-owned cemeteries for the years 2017, 2018 and 2019;

BE IT FURTHER RESOLVED that in accordance with the proposal dated October 20, 2016, the annual costs for said services shall not exceed \$10,500 for 2017; \$11,550 for 2018 and \$12,705 for 2019; and

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BE IT FURTHER RESOLVED, that the Town of Carmel shall have the discretion of exercising two (2) single-year options to extend said contract by resolution of the Town Board at annual costs not to exceed \$12,705 for each year; and

BE IT FURTHER RESOLVED, that upon presentation of insurance certificates in form acceptable to Town Counsel, Town Supervisor Kenneth Schmitt is hereby authorized to execute any and all documentation necessary to effect the authorization set forth within the terms of this resolution.

Resolution

Offered by: Councilwoman McDonough  
Seconded by: Councilman Lupinacci

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>	
Jonathan Schneider	<u>          </u>	<u>          </u>	Absent
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>	

A member of the public questioned how may cemeteries there are and where they are located. Kenneth Schmitt, Town Supervisor advised him that he would be able to comment at the end of the voting meeting.

**TEAKETTLE SPOUT LAKE PARK DISTRICT – PROPOSAL OF BELLA VISTA LANDSCAPING FOR SERVICES COMMENCING MAY 1, 2017 AND CONCLUDING APRIL 30, 2020**

RESOLVED, that The Town Board of the Town of Carmel, acting as Commissioners of the Teakettle Spout Lake Park District, and upon the recommendation of Town Engineer Richard J. Franzetti, P.E., hereby accepts the proposal of Bella Vista Landscaping for provision of annual landscaping and maintenance services for the Teakettle Spout Lake Park District for the period commencing May 1, 2017 and concluding April 30, 2020;

BE IT FURTHER RESOLVED that the annual costs for said services shall not exceed \$1,580 for period commencing May 1, 2017; \$1,600 for the period commencing May 1, 2018 and \$1,620 for the period commencing May 1, 2019; and

BE IT FURTHER RESOLVED, that the Town of Carmel shall have the discretion of exercising two (2) single-year options to extend said contract by resolution of the Town Board at annual costs not to exceed \$1,650 for the initial extension and \$1,700 for the final extension; and

BE IT FURTHER RESOLVED, that upon presentation of insurance certificates in form acceptable to Town Counsel, Town Supervisor Kenneth Schmitt is hereby authorized to execute any and all documentation necessary to effect the authorization set forth within the terms of this resolution.

Resolution

Offered by: Councilman Lombardi  
Seconded by: Councilwoman McDonough

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>	
Jonathan Schneider	<u>          </u>	<u>          </u>	Absent
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>	

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**ENGINEERING DEPARTMENT – SIGNING AND FILING OF SEMI-ANNUAL MS4 STORMWATER REPORT – AUTHORIZED**

WHEREAS the Town Board has been presented with a draft semi- annual MS4 Stormwater Report prepared by the Town of Carmel Engineering Department; and  
WHEREAS public comment on the draft annual report was received by the Town Board and the Town Board has considered any comments to such report comments;  
NOW, THEREFORE, BE IT RESOLVED that the Town Supervisor, Kenneth Schmitt is hereby authorized to sign and file said report as drafted by Town Engineer Richard J. Franzetti, P.E.

Resolution  
Offered by: Councilman Lupinacci  
Seconded by: Councilwoman McDonough

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>	
Jonathan Schneider	<u>          </u>	<u>          </u>	Absent
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>	

**HAMLET OF CARMEL CIVIC ASSOCIATION – APPLICATION OF CHAPTER 104 OF THE TOWN CODE ENTITLED "NOISE" WAIVED WITH RESPECT TO ANNUAL HOLIDAY ON THE LAKE EVENT NOVEMBER 26, 2016 – DECEMBER 31, 2016**

RESOLVED, that pursuant to Town Code § 104-8, the Town Board of the Town of Carmel hereby waives the application of Chapter 104 of the Town Code, entitled “Noise” with respect to the Hamlet of Carmel Civic Association Annual Holiday on the Lake event commencing November 26, 2016 and concluding December 31, 2016.

Resolution  
Offered by: Councilwoman McDonough  
Seconded by: Councilman Lombardi

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>	
Jonathan Schneider	<u>          </u>	<u>          </u>	Absent
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>	

**PUBLIC COMMENTS - AGENDA ITEMS**

No member of the public wished to comment at this time.

**TOWN BOARD MEMBER COMMENTS - AGENDA ITEMS**

No member of the Town Board wished to comment at this time.

**PUBLIC COMMENTS - OPEN FORUM**

Louis Astorino of Red Mills Road in Mahopac inquired about the proposed Community Center at Sycamore Park. He asked if there was going to be a septic system or if they would tie into the sewer lines.

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Supervisor Schmitt explained that they would be using a subsurface septic system and they did not expect that there would be a lot of waste from the building. He also noted that the closest sewer main is Route 6 and Baldwin Lane and that the cost to hook into that sewer main would be millions of dollars making it cost prohibited.

Mr. Astorino said that he was concerned that the building would become larger.

Supervisor Schmitt stated that although the building is being designed with the future in mind he can't predict what they are going to do fifty years from now.

Greg Folchetti, Legal Counsel explained that Insite Engineering is working on the plans which are about 50% complete and that approval from the Putnam County Health Department will be needed before anything is done. He also noted that about five years ago the Town Board considered an extension to the sewer district and that even though the distance was not as far as to Sycamore Park the cost was found to be prohibited and the petition was withdrawn.

Mr. Astorino asked if approval from the City of New York was needed.

Greg Folchetti, Legal Counsel stated that yes, it is, as they have jurisdiction.

Councilwoman McDonough pointed out that they are only at the very beginning of the process.

Mr. Astorino asked if it wouldn't be the responsible thing to let the City of New York know about the project.

Councilwoman McDonough stated that yes, it would be, but that they are not ready for that yet and they will be informed.

Mr. Astorino inquired if any funds have been recouped from the Mahopac Volunteer Fire Department.

Supervisor Schmitt stated that he believes that some money has been recovered by insurance but that he doesn't know the amount.

Mr. Astorino remarked that the money should go into the general fund as the Fire Department doesn't need it.

A brief discussion was held regarding the contract between the Town of Carmel and the Mahopac Volunteer Fire Department.

Jean Hopper, resident of Mahopac, questioned if the Town Board shouldn't assess the amount being paid to the fire departments.

Councilman Lombardi pointed out that they have cut approximately half a million dollars.

Ms. Hopper stated that Mahopac Falls Fire Department should be assessed.

Councilman Lupinacci stated that all the fire departments are now fiscally responsible but that Mahopac Falls Fire Department doesn't request a lot due to their reserves.

Councilwoman McDonough explained that now the fire departments must submit their financial information to independent auditors before any payments are made to them.

Ms. Hopper asked how the money is requested by the fire departments, what is it based on and why is it the same each year.

Councilman Lupinacci explained that the fire departments are contracted vendees and as such there is only so much they can ask for regarding their financial information. He

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stated that the Town Board scrutinizes their requests and that the amounts stay flat due to being fiscally responsible and having set expenses.

Kenneth Schmitt, Town Supervisor noted that when a new member joins the fire department the cost is about \$8,000. He remarked that the town gets a great value for their money due to the members being volunteers and no one is being paid.

Ms. Hopper said that no one is denying they do a good job but she is questioning who is the watchdog.

Councilman Lupinacci said as a not-for-profit they are overseen by New York State.

Councilwoman McDonough suggested going to the Mahopac Volunteer Fire Department meetings as they are now public.

Ms. Hopper asked where that is announced.

Councilwoman McDonough said she would look into that.

Mr. Astorino commented that the fire departments should be consolidated with the town.

Councilman Lupinacci explained that then they would not be volunteers, they would be paid employees which would cost a lot of money.

Mr. Astorino wanted to know exactly how much that would cost.

Supervisor Schmitt responded that he doesn't have that information right now but that if it became a fire district they would have their own government and that would take the town out of it.

A brief discussion regarding the fire department contracts ensued.

**TOWN BOARD MEMBER COMMENTS - OPEN FORUM**

Supervisor Schmitt announced that there will be a New England Christmas celebration welcoming in the season with traditional Christmas carols and holiday refreshments at the Union Valley Cemetery Chapel on December 3, 2016 at 4:00 p.m.

Councilman Lupinacci announced the Holiday on the Lake Parade and Tree Lighting sponsored by the Hamlet of Carmel Civic Association would be taking place on Saturday, December 3, 2016 and that there are events scheduled all throughout the day concluding with the tree lighting at 7:30 p.m.

Councilman Lupinacci also reported that Operation Gratitude was taking place on Sunday, November 20, 2016 at Frasier's Hardware Store. They are collecting for care packages to be sent to individual service members, their children, veterans and wounded warriors.

Councilwoman McDonough announced that Purple Heart Homes is hosting their event at Putnam County Golf Club on Saturday, November 19, 2016 and they are expecting about 500 veterans and their guests.

Councilman Lombardi reported on the recently concluded, highly successful Thanksgiving food drive. The Town of Carmel in conjunction with the Mahopac Middle School provided 50 food baskets to local families in need. Councilman Lombardi expressed his appreciation to the individuals and organizations who generously contributed and noted this was the eighth year doing this food drive.

Supervisor Schmitt also thanked everyone that donated towards the food drive.

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Supervisor Schmitt then spoke about the recent accident in Mahopac where a vehicle with two young women in the car landed in Lake Mahopac. Fortunately for them, 19 year old Cullen Malzo jumped into the lake after calling 911 and was able to rescue both women. Supervisor Schmitt announced that there is going to be a Community Ceremony recognizing Cullen and his heroic acts on December 7, 2016 at 7:00 p.m. Senator Terrence Murphy is expected to attend.

Supervisor Schmitt announced that the next Work Session of the Town Board will be held on Tuesday, November 22, 2016 at 7:00 p.m. The Town Hall will be closed on November 24, 2016 and November 25, 2016 for the Thanksgiving holiday.

**ADJOURNMENT**

All agenda items having been addressed, on motion by Councilman Lombardi, seconded by Councilman Lupinacci, with all Town Board members present in agreement, the meeting was adjourned at 8:35 p.m.

Respectfully submitted,

Phyllis Bourges, Deputy Town Clerk