

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 Michael Cazzari on the 16th day of January 2022 at 7:05 p.m. at Town Hall, 60 McAlpin Avenue, Mahopac, New York. Members of the Town Board present by roll call were: Councilman Baranowski, Councilman Lombardi, Councilman Schanil, and Supervisor Cazzari. Councilwoman McDonough 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 as well as for our local first responders.

PUBLIC COMMENT

There were no public comments at this time.

MINUTES OF TOWN BOARD MEETINGS HELD ON 1/19/2022, 2/2/2022 AND 2/9/2022
- ACCEPT AS SUBMITTED BY THE TOWN CLERK

On motion by Supervisor Cazzari, seconded by Councilman Lombardi and Councilman Schanil, with all members of the Town Board present voting “aye”, the minutes of the Town Board meetings held on January 19th, February 2nd and February 9th, 2022 were accepted as submitted by the Town Clerk.

ENTRY INTO VARIOUS SERVICE CONTRACTS AUTHORIZED - MAHOPAC FALLS FIRE DEPARTMENT, INC., MAHOPAC VOLUNTEER FIRE DEPARTMENT, INC., CARMEL FIRE DISTRICT & CARMEL FIRE DEPARTMENT, INC., CARMEL VOLUNTEER AMBULANCE CORPS., NORTH SALEM VOLUNTEER AMBULANCE CORPS., PUTNAM COUNTY SOCIETY FOR PROTECTION OF CRUELTY TO ANIMALS, PUTNAM COUNTY HUMANE SOCIETY, INC., REED MEMORIAL LIBRARY, MAHOPAC LIBRARY, AND COUNTY OF PUTNAM - OFFERED AS PRE-FILED

WHEREAS appropriations have been made in the 2022 Town Budget for entry into various contracts for the provision of various services to the Town of Carmel, and

WHEREAS said contracts are on file in the office of the Town Supervisor for the inspection and review of all Town Board members,

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Carmel hereby authorizes the Town Supervisor to enter into and execute, on behalf of the Town, contracts with the following contractors for the services indicated in an amount not to exceed that set forth below:

<u>Contractor</u>	<u>Services</u>	<u>Not to Exceed Amount</u>
Mahopac Falls Volunteer Fire Department, Inc.	Fire Protection-Fire Protection Dist. #1	\$846,500.00
Mahopac Volunteer Fire Department, Inc.	Fire Protection-Fire Protection Dist. #2	\$1,500,000.00
Carmel Fire District & Carmel Fire Department, Inc.	Fire Protection-Fire Protection Dist. #3	\$888,375.00
Carmel Volunteer Ambulance Corps	Ambulance Services Carmel Ambulance Dist #1	\$220,000.00
North Salem Volunteer Ambulance Corps	Ambulance Services Carmel Ambulance Dist #1	\$13,000.00
Putnam Co. Society Protection of Cruelty to Animals	Animal Cruelty Prevention Svcs.	\$10,000.00

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(Cont.)

Putnam County Humane Society, Inc.	Dog Shelter Services & Dog Control Services	\$50,635.00
Reed Memorial Library	Library Services	\$40,000.00
Mahopac Library	Library Services	\$60,000.00
County of Putnam	Outreach Worker	\$5,000.00

Resolution

Offered by: Councilman Lombardi
Seconded by: Councilman Schanil

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>	
Stephen Baranowski	<u>X</u>	<u> </u>	
Frank Lombardi	<u>X</u>	<u> </u>	
Suzanne McDonough	<u> </u>	<u> </u>	Absent
Robert Schanil	<u>X</u>	<u> </u>	
Michael Cazzari	<u>X</u>	<u> </u>	

SETTLEMENT OF LITIGATION REGARDING TAX ASSESSMENT AUTHORIZED - "888 ROUTE SIX, LLC VS. THE TOWN OF CARMEL" - TM #65.13-1-56

WHEREAS there is currently pending in the Supreme Court, County of Putnam, State of New York under Index No. 501015/2021 a certain lawsuit entitled "888 Route Six, LLC vs. The Town of Carmel" regarding the tax assessment for the property known and designated Town of Carmel Tax Map No. 65.13-1-56; and

WHEREAS a proposed settlement of the litigation has been negotiated by Glenn Droese, Town Assessor, and special counsel John Cherico, both of whom have recommended approval of the proposed settlement;

NOW THEREFORE, BE IT RESOLVED that the Town Board of the Town of Carmel hereby authorizes the settlement of the aforementioned litigation as recommended; and

BE IT FURTHER RESOLVED that Special Counsel John Cherico is hereby authorized to sign, on behalf of the Town of Carmel, the stipulation of settlement and corresponding consent judgment reflecting the terms of the settlement.

Resolution

Offered by: Councilman Schanil
Seconded by: Councilman Lombardi

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>	
Stephen Baranowski	<u>X</u>	<u> </u>	
Frank Lombardi	<u>X</u>	<u> </u>	
Suzanne McDonough	<u> </u>	<u> </u>	Absent
Robert Schanil	<u>X</u>	<u> </u>	
Michael Cazzari	<u>X</u>	<u> </u>	

AMENDED TOWN OF CARMEL ORGANIZATIONAL CHART - ADOPTED

RESOLVED that the Town Board of the Town of Carmel hereby adopts and ratifies the Town of Carmel Organizational Chart as amended, in form as attached hereto and made part hereof, effective immediately.

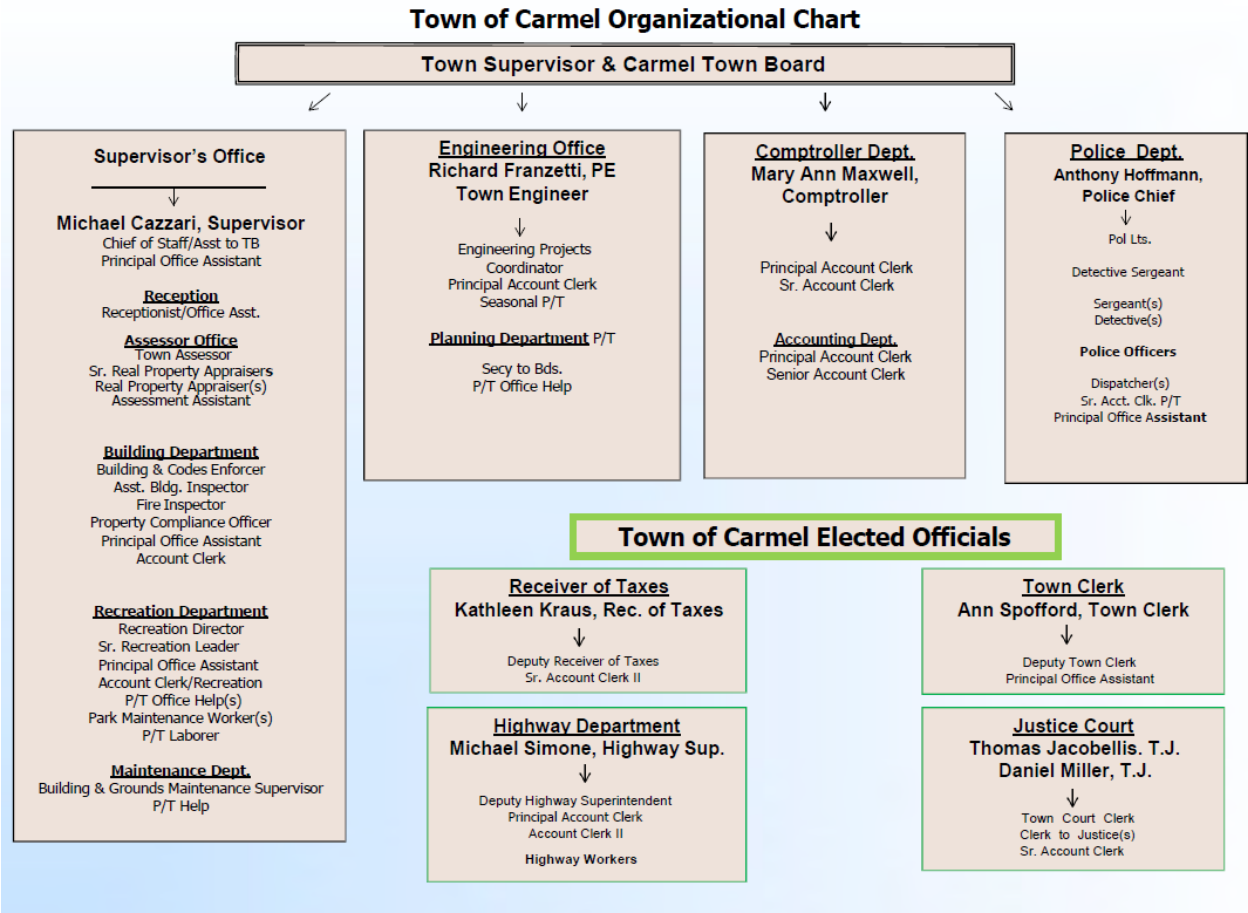
Resolution

Offered by: Supervisor Cazzari
Seconded by: Councilman Baranowski

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(Cont.)

Roll Call Vote	YES	NO	
Stephen Baranowski	X		
Frank Lombardi	X		
Suzanne McDonough			Absent
Robert Schanil	X		
Michael Cazzari	X		



ADVERTISING FOR BIDS AUTHORIZED - HIGHWAY DEPARTMENT SPRING CONSTRUCTION MATERIALS

RESOLVED that Michael J. Simone, Town of Carmel Superintendent of Highways is hereby authorized to advertise for bids for the purchase of spring construction materials for use by the Town of Carmel Highway Department; and

BE IT FURTHER RESOLVED that upon finalization and completion of bid specifications, the Superintendent of Highways is to furnish detailed specifications for the above to the Town Clerk Ann Spofford which are to be used in conjunction with the Town's general bid conditions and specifications.

Resolution

Offered by: Councilman Baranowski

Seconded by: Councilman Schanil

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Roll Call Vote	YES	NO	
Stephen Baranowski	X		
Frank Lombardi	X		
Suzanne McDonough			Absent
Robert Schanil	X		
Michael Cazzari	X		

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TOWN OF CARMEL JUSTICE COURT - RECEIPT OF NOTICE OF AVAILABILITY OF RECORDS AND DOCKET ACKNOWLEDGED

RESOLVED, that the Town Board of the Town of Carmel hereby acknowledges receipt of notice from Town Justices Daniel Miller and Thomas J. Jacobellis that the 2021 records and dockets of said Court have been made available for inspection by the Town Board pursuant to NY Uniform Justice Court Act §2019-a.

Resolution
Offered by: Councilman Lombardi
Seconded by: Councilman Schanil

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>	
Stephen Baranowski	<u>X</u>	<u> </u>	
Frank Lombardi	<u>X</u>	<u> </u>	
Suzanne McDonough	<u> </u>	<u> </u>	Absent
Robert Schanil	<u>X</u>	<u> </u>	
Michael Cazzari	<u>X</u>	<u> </u>	

EMPLOYEE #2777 - EMPLOYMENT ANNIVERSARY DATE ESTABLISHED

RESOLVED, that the Town Board of the Town of Carmel hereby revises the date of hire and/or anniversary date for Employee #2777 from 1/20/2022 to 11/23/2020 for all purposes including but not limited to credit in the New York State and Local Retirement System.

Resolution
Offered by: Councilman Schanil
Seconded by: Councilman Lombardi

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>	
Stephen Baranowski	<u>X</u>	<u> </u>	
Frank Lombardi	<u>X</u>	<u> </u>	
Suzanne McDonough	<u> </u>	<u> </u>	Absent
Robert Schanil	<u>X</u>	<u> </u>	
Michael Cazzari	<u>X</u>	<u> </u>	

EMPLOYEE #2578 - EMPLOYMENT ANNIVERSARY DATE ESTABLISHED

RESOLVED, that the Town Board of the Town of Carmel hereby revises the date of hire and/or anniversary date for Employee #2578 from 1/20/2022 to 4/23/2018 for all purposes including but not limited to credit in the New York State and Local Retirement System.

Resolution
Offered by: Supervisor Cazzari
Seconded by: Councilman Baranowski

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>	
Stephen Baranowski	<u>X</u>	<u> </u>	
Frank Lombardi	<u>X</u>	<u> </u>	
Suzanne McDonough	<u> </u>	<u> </u>	Absent
Robert Schanil	<u>X</u>	<u> </u>	
Michael Cazzari	<u>X</u>	<u> </u>	

EMPLOYEE #2910 - EMPLOYMENT ANNIVERSARY DATE AMENDED

RESOLVED, that the Town Board of the Town of Carmel hereby revises the anniversary date for Employee #2910 to 3/12/2019 for all purposes including but not limited to credit in the New York State and Local Retirement System.

Resolution
Offered by: Councilman Baranowski
Seconded by: Councilman Lombardi

Roll Call Vote	<u>YES</u>	<u>NO</u>	
Stephen Baranowski	<u>X</u>	<u> </u>	
Frank Lombardi	<u>X</u>	<u> </u>	
Suzanne McDonough	<u> </u>	<u> </u>	Absent
Robert Schanil	<u>X</u>	<u> </u>	
Michael Cazzari	<u>X</u>	<u> </u>	

BID AWARDED FOR LANDSCAPING/GRASS CUTTING AT VARIOUS TOWN PARKS, TOWN HALL, HIGHWAY DEPARTMENT, AND HISTORICAL BUILDING - GREENWAY PROPERTY SERVICES, INC.

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, Town of Carmel Town Hall, Highway Department, and Historical Building, and

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

WHEREAS, the Director of Parks and Recreation has recommended the awarding of the bids to Greenway Property Services, Inc., Stamford, CT; and

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Carmel hereby awards the bid to Greenway Property Services, Inc., Stamford, CT, the lowest responsible bidder who met specifications, at a annual contract price of \$64,350.00 for years 2022 and 2023; an annual contract price of \$67,320.00 for years 2024 and 2025; and a unilateral renewal option in favor of the Town of Carmel for 2026 at a price of \$69,750.00; and

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

Resolution
Offered by: Councilman Lombardi
Seconded by: Councilman Schanil

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>	
Stephen Baranowski	<u>X</u>	<u> </u>	
Frank Lombardi	<u>X</u>	<u> </u>	
Suzanne McDonough	<u> </u>	<u> </u>	Absent
Robert Schanil	<u>X</u>	<u> </u>	
Michael Cazzari	<u>X</u>	<u> </u>	

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**CARMEL SEWER DISTRICT #2 WASTEWATER TREATMENT PLANT - PROPOSAL
ACCEPTED FOR PURCHASE OF AUTOMATIC SAMPLERS - HACH COMPANY -
NOT TO EXCEED \$14,352.50 AMENDED 05-04-2022**

RESOLVED that the Town Board of the Town of Carmel, acting as Commissioners of Carmel Sewer District #2, and upon the recommendation of Town of Carmel Town Engineer Richard J. Franzetti, P.E. hereby accepts the proposal of Hach Company, Loveland, CO for purchase of two automatic sampler units for the Carmel Sewer District #2 Wastewater Treatment Plant, at a cost not to exceed \$14,352.50, and in accordance with the proposal/quotation dated January 14, 2022; and

BE IT FURTHER RESOLVED that Town Supervisor Michael Cazzari is hereby authorized to sign all necessary documents to accept said proposal.

Resolution

Offered by: Councilman Schanil
Seconded by: Councilman Baranowski

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>	
Stephen Baranowski	<u>X</u>	<u> </u>	
Frank Lombardi	<u>X</u>	<u> </u>	
Suzanne McDonough	<u> </u>	<u> </u>	Absent
Robert Schanil	<u>X</u>	<u> </u>	
Michael Cazzari	<u>X</u>	<u> </u>	

CWD #3 - EMERGENCY REPAIRS ACKNOWLEDGED - WELL GENERATOR REPLACEMENT

RESOLVED, the Town Board of the Town of Carmel, acting as Commissioners of the various water and sewer districts of the Town of Carmel, hereby acknowledges the emergency performance of water and sewer district collection system/distribution system and treatment facilities repairs as fully detailed in the memorandum of Town Engineer Richard J. Franzetti, P.E. to the Town Board dated February 2, 2022, as attached hereto and made a part thereof.

Resolution

Offered by: Supervisor Cazzari
Seconded by: Councilman Baranowski

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>	
Stephen Baranowski	<u>X</u>	<u> </u>	
Frank Lombardi	<u>X</u>	<u> </u>	
Suzanne McDonough	<u> </u>	<u> </u>	Absent
Robert Schanil	<u>X</u>	<u> </u>	
Michael Cazzari	<u>X</u>	<u> </u>	

*Richard J. Franzetti, P.E.
Town Engineer*



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

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

MEMORANDUM

To: Carmel Town Board
From: Richard J. Franzetti P.E. Town Engineer
Date: February 2, 2022
Re: Emergency Repairs/Services

**16 FEBRUARY 2022
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(Cont.)

This memorandum is being presented to the Town Board to advise the Board of emergency invoices that were submitted for payment/authorization to proceed in excess of \$10,000.00 for services rendered. The following provides a brief a summary of the work that was performed.

- Carmel Water District 3 ~ Well 5 Generator

Around November 13, 2021 the generator for Well 5 in CWD 3 had failed and could not be repaired.

The following is a brief summary of the actions taken by this Department

- Mobilized and arranged to have the portable Town Hall Baldor unit connected at this site. Note that Well 5 is main producing well for CWD 3.
- Requested and received quote of \$32,069.00 for a replacement unit.
- Placed an insurance claim and on December 13, 2021 were made aware that we would be reimbursed \$27,069.00 for this unit.
- Once the funds were received placed the order for the replacement generator.
- Arranged to have the unit installed. This was completed January 25, 2022.

The total replacement cost of the generator for CWD3 was \$32,069.00. This cost included removal of the old generator and installation of the new generator. Payment from NYMIR has been received in the amount of \$27,069 and has already been applied back to the district. Therefore the total "out of pocket" cost to the district was \$5,000, which meets the emergency purchasing requirement threshold per the TOC procurement policy.

We request that this memorandum be put into the agenda as a matter of record.

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

G:\Engineering\Town Board\Emergency Invoices\02-02-2022\02-02-22 Emergency Repair Acknowledgement to TB.doc

**CARMEL SEWER DISTRICT #5 WASTEWATER TREATMENT PLANT - PROPOSAL
ACCEPTED FOR ENGINEERING SERVICES - J. ROBERT FOLCHETTI &
ASSOCIATES, LLC - TOTAL OVERALL COST \$69,300.00**

WHEREAS, the Town Board of the Town of Carmel, acting as Commissioners of Town of Carmel Sewer District #5 and pursuant to the direction of the New York State Department of Environmental Conservation (NYSDEC) previously authorized an investigation into the effluent-related issues with respect to the Carmel Sewer District #5 wastewater treatment plant systems; and

WHEREAS, on or about June 19, 2019 the Town Board entered into an Order on Consent with NYSDEC addressing and remediating certain violations at the CSD#5 Treatment Plant concerning the treatment of effluent discharge at said plant; and

WHEREAS, NYSDEC subsequently proposed a Modified Order on Consent imposing new effluent treatment standards for the facility at CSD #5 Treatment Plant; and

WHEREAS, on December 15, 2021, The Town Board accordingly authorized entry into a modified Order on Consent with NYSDEC,

NOW THEREFORE BE IT RESOLVED, that the Town Board of the Town of Carmel, upon the recommendation of Town Engineer Richard J. Franzetti, P.E. and acting as Commissioners of Carmel Sewer District #5, hereby accepts the amended proposal of J. Robert Folchetti & Associates, LLC, Brewster, NY to develop and provide a facilities plan for Carmel Sewer District #5 in accordance with the terms of the modified Order on Consent at an additional cost of \$13,500 and a total overall cost \$69,300.00;

BE IT FURTHER RESOLVED that Town Supervisor Michael Cazzari is hereby authorized to execute any and all documentation reasonably necessary to effectuate the purchase authorized hereunder.

(Cont.)

Resolution
Offered by: Councilman Baranowski
Seconded by: Councilman Schanil

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>	
Stephen Baranowski	<u>X</u>	<u> </u>	
Frank Lombardi	<u>X</u>	<u> </u>	
Suzanne McDonough	<u> </u>	<u> </u>	Absent
Robert Schanil	<u>X</u>	<u> </u>	
Michael Cazzari	<u>X</u>	<u> </u>	

CARMEL SEWER DISTRICT #4 - PROPOSAL ACCEPTED FOR PURCHASE OF CMF FEED PUMP - EMMONS METRO, LLC - NOT TO EXCEED \$13,446

RESOLVED that the Town Board of the Town of Carmel, acting as Commissioners of Carmel Sewer District #4, and upon the recommendation of Town of Carmel Town Engineer Richard J. Franzetti, P.E. hereby accepts the proposal of Emmons Metro, LLC, Albany, NY for the purchase of a CMF Feed Pump at the Carmel Sewer District #4 Treatment Plant at a cost not to exceed \$13,446 and in accordance with the proposal/invoice dated December 27, 2021; and
BE IT FURTHER RESOLVED that Town Supervisor Michael Cazzari is hereby authorized to sign all necessary documents to accept said proposal; and
BE IT FURTHER RESOLVED that Town Comptroller Mary Ann Maxwell is hereby authorized to make any budgetary transfers or modifications required pursuant to this authorization.

Resolution
Offered by: Councilman Lombardi
Seconded by: Councilman Baranowski

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>	
Stephen Baranowski	<u>X</u>	<u> </u>	
Frank Lombardi	<u>X</u>	<u> </u>	
Suzanne McDonough	<u> </u>	<u> </u>	Absent
Robert Schanil	<u>X</u>	<u> </u>	
Michael Cazzari	<u>X</u>	<u> </u>	

PROPOSAL ACCEPTED FOR ENGINEERING DESIGN SERVICES - BIRCH ROAD DRAINAGE CULVERT REHABILITATION - J. ROBERT FOLCHETTI & ASSOCIATES, LLC

RESOLVED that the Town Board of the Town of Carmel, upon the recommendation of Town of Carmel Superintendent of Highways Michael J. Simone, hereby accepts the proposal for Engineering Design Services for Birch Road Drainage Culvert Rehabilitation from J. Robert Folchetti & Associates, LLC, Brewster, New York as detailed in the proposal dated January 24, 2022 as attached hereto and made a part thereof; and
BE IT FURTHER RESOLVED that Town Supervisor Michael Cazzari is hereby authorized to sign all necessary documents to effectuate the authorizations set forth herein; and
BE IT FURTHER RESOLVED, that Town Comptroller Mary Ann Maxwell is hereby authorized to make any and all necessary budget revisions to effect the aforesaid purchase transaction authorized herein.

Resolution
Offered by: Councilman Schanil
Seconded by: Councilman Baranowski

(Cont.)

Roll Call Vote	YES	NO	
Stephen Baranowski	X		
Frank Lombardi	X		
Suzanne McDonough			Absent
Robert Schanil	X		
Michael Cazzari	X		

J. ROBERT FOLCHETTI & ASSOCIATES. LLC
CIVIL/ENVIRONMENTAL ENGINEERS

January 24, 2022

Mr. Michael Simone, Superintendent
Town of Carmel Highway Department
55 McAlpin Avenue
Mahopac, New York 10541

RE: PROPOSAL FOR ENGINEERING DESIGN SERVICES
BIRCH ROAD DRAINAGE
CULVERT REHABILITATION

Dear Mr. Simone:

We are pleased to submit our proposal for professional engineering services required for the design, permitting, bid assistance, and construction oversight for the referenced project. Pursuant to our site meeting back in October, JRFA's understanding of the project is as follows:

The culvert is a horizontal elliptical CMP. It runs from its inlet on Town property at 320 Willow Drive; thence across 315 Willow; 303 and 316 Birch; into the ROW in Orchard Road; and finally crossing 203 Orchard to discharge on Town property between Orchard and Lake Shore Drive. The total length is approximately 670 feet. Its location is due to the fact that it conveys an old stream, and the pipe was simply installed to convey the stream across those lots allowing for residential construction on them; rerouting the culvert into the highway ROW is not possible due to topography. The existence of easements across the residential lots is unknown. The culvert is well past its useful life and is rotted at both the invert and the crown over much of its length; the rotting crown has led to the development of sinkholes both in the yards and in the roadway. Due to its location, open cut replacement is judged to be the least favorable option for rehabilitation. Subsequent to our meeting, JRFA investigated multiple rehabilitation alternatives including:

- Slip Lining;
- Centrifugally Cast Concrete Pipelining (CCCP); and
- Cured In Place Pipelining (CIPP).

Slip Lining involves inserting a new circular pipe inside the existing elliptical pipe and grouting the annular space between the two; such an approach would reduce the capacity of the culvert to an unacceptable level.

CCCP involves spraying cement mortar inside the existing pipe. Where rot exists, the rot requires repair prior to application of the mortar. The culvert dimensions (span is approximately 5 feet and rise is approximately 3 feet) require a laborer or team of laborers to enter the pipe to effect such repairs; this would likely drive the cost of the project up.

CIPP involves the insertion of flexible, resin-saturated tubes into the existing pipe, expanded with water or air pressure, and exposed to heat or ultraviolet light to cure. Curing can take five to 30 hours, depending on diameter. Structural liners can be designed that will bridge the rotten voids in the existing pipe.

31 Sodom Road
Brewster, New York 10509
845-363-1560
845-582-0485 FAX
www.jrfa.com

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Regardless of the liner type, the project will require bypass pumping from the existing wooded Town owned parcel on Willow Drive. Existing structures will be evaluated for structural integrity and accessibility. Discussions with multiple contractors experienced in both CCCP and CIPP work indicate that lining costs can be expected to range from \$750- \$1000 per foot. Preliminary construction costs have been estimated as follows:

(Cont.)

ITEM	UNIT QTY	ESTIMATED UNIT COST	ESTIMATED COST
Clean & Line Culvert	670 LF	\$750- \$1000.00	\$502,500 - \$670,000
Manhole Rehabilitation	4 Each	\$15,000.00	\$ 60,000.00
Bypass Pumping	60 Days	\$3,500.00	\$210,000.00
Maintenance & Protection Traffic	30 Days	\$3,500.00	<u>\$105,000.00</u>
SubTotal			\$877,500 - \$1,045,000
Contingency @ 20%			<u>\$175,500 - \$209,000.00</u>
Estimated Total Construction Cost			\$1,053,000 - \$1,350,000.00

For your convenience, we have divided the proposal into five sections as follows:

- SECTION 1 - PROPOSED SCOPE OF WORK
- SECTION 2 - WORK BY OTHERS
- SECTION 3 - ESTIMATED COSTS AND SCHEDULE
- SECTION 4 - PAYMENT SCHEDULE
- SECTION 5 - ADDITIONAL SERVICES

SECTION 1 – PROPOSED SCOPE OF WORK

The general engineering tasks necessary to complete this project, in general order of occurrence, are as follows:

- 1.1 Conduct a survey of the existing drainage system, to include manhole locations, rim and invert elevations and Town owned parcel to be used for storage/bypass pumping
- 1.2 Develop detailed asbuilt plans and profiles of existing drainage system
- 1.3 Develop contract plans suitable for permit approval and bidding
- 1.4 Develop contract specifications suitable for permit approval and bidding. These specifications include, but are not limited to, the following:
 - 1.4.1 Front End, including General and Supplementary Conditions and Prevailing Wage Rates
 - 1.4.2 Technical Specifications
- 1.5 Prepare and submit permit applications. Permits and project coordination are expected to be required by the following agencies:
 - 1.5.1 New York State Department of Environmental Conservation
 - 1.5.2 New York City Department of Environmental Protection
- 1.6 Bid Assistance will include the following
 - 1.6.1 Advertisement
 - 1.6.2 Conduct pre-bid conference
 - 1.6.3 Issue clarifications/addenda
 - 1.6.4 Attend bid opening
 - 1.6.5 Bid tabulation and recommendation to award

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- 1.7 Construction Services will include the following
 - 1.7.1 Conduct Pre-Construction Conference
 - 1.7.2 Shop drawing, schedule, and Contractor submittal review and approval
 - 1.7.3 Inspection and review of Contractor video of culvert and manholes
 - 1.7.4 Inspection of pipe/manhole lining and point repairs
 - 1.7.5 Accounting of unit quantities as installed by Contractor
 - 1.7.6 Processing of pay requisitions
 - 1.7.7 Conduct regular progress meetings
 - 1.7.8 Coordination with NYSDEC and NYCDEP

SECTION 2 - WORK BY OTHERS

JRFA’s scope of work, as specified in this proposal, is limited to the Work outlined in Section 1 above with additional work to be performed upon request. JRFA can provide assistance to the Owner/Client in the procurement and coordination of additional services, as required. Where JRFA retains sub-consultants on behalf of the OWNER they will be billed at cost.

SECTION 3 - ESTIMATED COSTS AND SCHEDULE

JRFA can commence work immediately on this project. It is estimated that Tasks 1.1 through 1.5 can be completed within 240 days of Notice to Proceed. The Estimated Engineering Costs for this project are based on percentage of estimated construction cost, as follows:

Survey @ 2%:	\$24,000.00
Design @ 7%	\$84,000.00
Permitting: DEC/DEP @ 1%	\$12,000.00
Bid @ 1%	\$12,000.00
Construction @7%	<u>\$84,000.00</u>
Total Estimated Engineering Costs:	\$216,000.00

(Cont.)

Any costs for additional services as outlined below will be billed under our Hourly Rate Schedule (see attached). These costs will not be exceeded without prior authorization of the Owner.

SECTION 4 - PAYMENT SCHEDULE

We will bill you monthly as the work progresses; payment is expected within 30-days of receipt of our invoices. We reserve the right to discontinue or suspend work if outstanding invoices exceed 45 days.

The following costs will constitute a separate item for reimbursement:

- Project connected traveling expenses;
- Printing, reproduction, legal, laboratory, shipping and other costs not attributable to general overhead;
- All agency fees to be paid by Owner.

SECTION 5 - ADDITIONAL SERVICES


Any work not identified herein is specifically excluded. JRFA will provide the Owner with an estimated cost for completing any additional services tasks prior to executing the work.

Mr. Michael Simone, Superintendent
Proposal for Engineering Services
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We are available to discuss any aspect of this proposal with you at your convenience. If this proposal is satisfactory please execute and return one copy.

Very truly yours,

ENGINEER

 25 JAN 2022
John B. Folchetti, P.E. Date

**OWNER or
AUTHORIZED SIGNATURE**

Signature Date

JEF/jac
Attachment

Cc: PJP
File

Mr. Michael Simone, Superintendent
Proposal for Engineering Services
January 24, 2022
Page 5

**J. ROBERT FOLCHETTI & ASSOCIATES, L.L.C.
ENGINEERING RATES**

<u>CLASSIFICATION</u>	<u>\$ PER HOUR</u>
Principal	\$160.00 - \$210.00
Project Manager	\$150.00 - \$200.00
Project Engineer / Geologist	\$120.00 - \$150.00
Engineer / Designer	\$ 95.00 - \$130.00
Engineer / Inspector	\$ 70.00 - \$100.00
Other Technical Personnel	\$ 75.00 - \$100.00

(Cont.)

REIMBURSABLES

- Travel, Subsistence and Incidentals
- Use of motor vehicles on a mileage basis, consistent with IRS allowances
- Reproduction costs
- Postage and shipping for project related materials
- Rental charges for equipment, including equipment owned by the Engineer
- Cost of acquiring any other materials or services specifically for and applicable to this project. This includes any special requests for Accounting backup or support.
- Subconsultants, as required, will be billed at cost plus 5%.

These rates are guaranteed through December 31, 2022.

EMERGENCY DETERMINED PURSUANT TO NEW YORK GENERAL MUNICIPAL LAW §103(4) - PURCHASE OF ONE (1) NEW 2021 FORD F-150 XL VEHICLE AUTHORIZED - MCMAHON FORD - NOT TO EXCEED \$47,565 AND PURCHASE OF ONE (1) NEW 2021 FORD F-150 POLICE RESPONDER VEHICLE AUTHORIZED - CITY OF RYE POLICE DEPARTMENT - NOT TO EXCEED \$44,838.18

WHEREAS, the Town Board of the Town of Carmel has been advised by Chief of Police Anthony Hoffmann, that the supply chain delays incurred in the previously authorized prior police vehicles from 2021 have prevented the Town of Carmel Police Department from taking delivery of such vehicles;

NOW THEREFORE BE IT RESOLVED that, upon the recommendation of the Chief of Police, and in accordance with procedures set forth in the Town of Carmel adopted Procurement Policy, the Town Board of the Town of Carmel hereby determines that an emergency exists pursuant to New York General Municipal Law §103(4) with respect to the existing shortage in the vehicle fleet of Town of Carmel Police Department; and

BE IT FURTHER RESOLVED that the Chief of Police is hereby authorized to proceed with the purchase of one (1) new 2021 Ford F-150 XL vehicle from McMahon Ford, Norwalk, CT at a cost not to exceed \$47,565; and

BE IT FURTHER RESOLVED that the Town Board of the Town of Carmel hereby authorizes Chief of Police Anthony Hoffmann to proceed with the purchase of one (1) new 2021 Ford F-150 Police Responder vehicle at a cost not to exceed \$44,838.18 from the City of Rye Police Department pursuant to NY General Municipal Law §103(6); and

BE IT FURTHER RESOLVED that Chief of Police Anthony Hoffmann is hereby authorized to sign all necessary documents to purchase said vehicles from the respective vendors set forth herein; and

BE IT FURTHER RESOLVED, that Town Comptroller Mary Ann Maxwell is hereby authorized to make any and all necessary budget revisions to effect the aforesaid purchase transactions authorized herein.

Resolution

Offered by: Supervisor Cazzari
Seconded by: Councilman Baranowski

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Stephen Baranowski	<u>X</u>	<u> </u>
Frank Lombardi	<u>X</u>	<u> </u>
Suzanne McDonough	<u> </u>	<u> </u> Absent
Robert Schanil	<u>X</u>	<u> </u>
Michael Cazzari	<u>X</u>	<u> </u>

16 FEBRUARY 2022
TOWN BOARD MEETING

PURCHASE OF TWO (2) NEW 2022 FORD INTERCEPTOR POLICE HYBRID SUV VEHICLES AUTHORIZED UNDER WESTCHESTER COUNTY CONTRACT #RFB-WC-19023 - BEYER FORD - NOT TO EXCEED \$36,859.50 PER VEHICLE

RESOLVED that the Town Board of the Town of Carmel hereby authorizes Chief of Police Anthony Hoffmann to proceed with the purchase of two (2) new 2022 Ford Interceptor Police Hybrid SUV vehicles at a cost not to exceed \$36,859.50 per vehicle from Beyer Ford, East Hanover, NJ, under Westchester County Contract #RFB-WC-19023 pursuant to General Municipal Law §103(16); and

BE IT FURTHER RESOLVED that Chief of Police Anthony Hoffmann is hereby authorized to sign all necessary documents to purchase said vehicles from the respective vendors set forth herein in accordance with their bid/contract quotations dated February 3, 2022; and

BE IT FURTHER RESOLVED, that Town Comptroller Mary Ann Maxwell is hereby authorized to make any and all necessary budget revisions to effect the aforesaid purchase transactions authorized herein.

Resolution

Offered by: Councilman Baranowski
Seconded by: Councilman Schanil

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>	
Stephen Baranowski	<u>X</u>	<u> </u>	
Frank Lombardi	<u>X</u>	<u> </u>	
Suzanne McDonough	<u> </u>	<u> </u>	Absent
Robert Schanil	<u>X</u>	<u> </u>	
Michael Cazzari	<u>X</u>	<u> </u>	

HIGHWAY DEPARTMENT - RESOLUTION FROM 1/5/2022 PARTIALLY RESCINDED AUTHORIZING THE PURCHASE OF A JOHN DEERE 410L BACKHOE LOADER AND PURCHASE OF CATERPILLAR MODEL 420-07XE BACKHOE AUTHORIZED

RESOLVED that the Town Board of the Town of Carmel, upon the recommendation of Town of Carmel Superintendent of Highways Michael J. Simone, hereby rescinds that portion of the resolution of the Town of Carmel Town Board dated January 5, 2022 which authorized the purchase of a John Deere 410L Backhoe Loader from vendor Jesco, Inc., Beacon, NY at a cost not to exceed \$124,900 per NYSOGS Contract# PC69403/Sourcwell Contract# 032119-JDC; and

BE IT FURTHER RESOLVED that the Town Board of the Town of Carmel, upon the request and recommendation of Town of Carmel Superintendent of Highways Michael J. Simone hereby authorizes the purchase of one Caterpillar Model 420-07XE Backhoe from vendor H.O. Penn Machinery Co., Inc., Poughkeepsie, NY, at a cost not to exceed \$120,100.00 (ONE HUNDRED TWENTY THOUSAND ONE HUNDRED DOLLARS) per NYSOGS Contract #pc69406, Group 40625; and

BE IT FURTHER RESOLVED that Town Supervisor Michael Cazzari is hereby authorized to sign all necessary documents to effectuate the authorizations set forth herein; and

BE IT FURTHER RESOLVED, that Town Comptroller Mary Ann Maxwell is hereby authorized to make any and all necessary budget revisions to effect the aforesaid purchase transaction authorized herein.

Resolution

Offered by: Councilman Lombardi
Seconded by: Councilman Schanil

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>	
Stephen Baranowski	<u>X</u>	<u> </u>	
Frank Lombardi	<u>X</u>	<u> </u>	
Suzanne McDonough	<u> </u>	<u> </u>	Absent
Robert Schanil	<u>X</u>	<u> </u>	
Michael Cazzari	<u>X</u>	<u> </u>	

16 FEBRUARY 2022
TOWN BOARD MEETING

PROPOSAL ACCEPTED FOR INDEPENDENT AUDITING SERVICES AND PREPARATION OF COMPREHENSIVE ANNUAL FINANCIAL REPORT - PKF O'CONNOR DAVIES, LLP

RESOLVED, that the Town Board of the Town of Carmel hereby accepts the proposal of PKF O'Connor Davies, LLP, Harrison, NY for the provision of independent auditing services and preparation of an annual comprehensive financial report for the Town of Carmel for years ending 2021, 2022 and 2023 in accordance with the proposal dated January 19, 2022, a copy of which is on file in the Office of the Town Supervisor; and

BE IT FURTHER RESOLVED, that pursuant to the referenced proposal, compensation for the contemplated services shall aggregate \$78,000 for years ending 2021, 2022 and \$79,400 for year ending 2023.

Resolution

Offered by: Councilman Schanil
Seconded by: Councilman Lombardi

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>	
Stephen Baranowski	<u>X</u>	<u> </u>	
Frank Lombardi	<u>X</u>	<u> </u>	
Suzanne McDonough	<u> </u>	<u> </u>	Absent
Robert Schanil	<u>X</u>	<u> </u>	
Michael Cazzari	<u>X</u>	<u> </u>	

TOWN BOARD COMMENTS

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

ADJOURNMENT

All agenda items having been addressed, on motion by Councilman Lombardi, seconded by Councilman Schanil, with all Town Board members present in agreement, the meeting was adjourned at 7:29 p.m. to the scheduled Work Session.

Respectfully submitted,

Ann Spofford, Town Clerk