

**TOWN BOARD MEETING  
CARMEL FIRE HOUSE  
CARMEL, N.Y.**

A Regular Meeting of the Town Board of the Town of Carmel was called to order by Supervisor Michael Cazzari on the 1<sup>st</sup> day of March 2023 at 7:00 p.m. at the Carmel Fire House, Vink Drive, Carmel, New York. Members of the Town Board present by roll call were: Councilman Baranowski, Councilman Lombardi, Councilwoman McDonough, Councilman Schanil, and Supervisor Cazzari.

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.

## **PUBLIC COMMENTS**

There were no public comments at this time.

## **PUBLIC HEARING HELD - PROPOSED LOCAL LAW AMENDING ARTICLE VI OF CHAPTER 137 OF THE TOWN CODE OF THE TOWN OF CARMEL ENTITLED, "VOLUNTEER FIRE FIGHTERS AND AMBULANCE WORKERS EXEMPTIONS"**

With no one present in objection, reading of the following Notice of Public Hearing as published in the Town's official newspapers was waived. Copies of the notice were made available to the public.

**PUBLIC NOTICE**  
**Carmel**  
**NOTICE OF  
PUBLIC HEARING**

NOTICE IS HEREBY GIVEN, that the Town Board of the Town of Carmel will conduct a Public Hearing at the Carmel Fire House, Vink Drive, Carmel, New York 10512 on Wednesday, March 1, 2023 at 7:00 p.m. or as soon thereafter that evening as possible on a proposed Local Law amending Article VI of Chapter 137 of the Town Code of the Town of Carmel entitled, "Volunteer Fire Fighters and Ambulance Workers Exemptions" as follows:

**TOWN OF CARMEL  
PROPOSED LOCAL LAW  
# OF THE YEAR 2023  
A LOCAL LAW AMENDING  
ARTICLE VI OF CHAPTER  
137 OF THE TOWN CODE  
OF THE TOWN OF CARMEL ENTITLED,  
"VOLUNTEER FIRE FIGHTERS  
AND AMBULANCE  
WORKERS EXEMPTIONS"**  
**BE IT ENACTED BY THE  
TOWN BOARD OF THE  
TOWN OF CARMEL, COUNTY OF PUTNAM, STATE OF NEW YORK AS FOLLOWS:**

### **SECTION 1 : AUTHORITY**

This chapter is adopted pursuant to the authority of Article 2, §10 of the New York State Municipal Home Rule Law.

### **SECTION 2 : AMENDMENT OF CHAPTER 137**

Article VI of Chapter 137 of the Town of Carmel Town Code entitled "Volunteer Fire Fighters and Ambulance Workers Exemption" is hereby repealed in its entirety and replaced with the following:

**§137-14 Purpose**  
The purpose of this article is for the Town of Carmel to opt-in to the provisions of New York State Real Property Tax Law §466-a, as amended December 9, 2022 (Chapter 670 Section 1 Laws of 2022) and to provide a real property tax exemption on the assessed valuation of certain real property owned by an enrolled member of an incorporated volunteer fire company, fire department or incorporated voluntary ambulance service, or to such enrolled member and spouse, as permitted by the Real Property Tax Law.

### **§ 137-15 Exemption Granted & Eligibility**

An exemption from taxation of 10% of the assessed value of property owned by an eligible person as set forth below is hereby granted with respect to the Town, part-Town and special district charges exclusive of special assessment. Such exemption shall be granted to an enrolled member of an incorporated volunteer fire company, fire department or incorporated voluntary ambulance service residing in the Town of Carmel, provided that:

A. The applicant resides in the Town of Carmel and the Town of Carmel is served by such incorporated volunteer fire company or fire department or incorporated voluntary ambulance service;

B. The property is the primary residence of the applicant;

C. The property is used exclusively for residential purposes; provided however, that in the event any portion of such property is not used exclusively for the applicant's residence but is used for other purposes, such portion shall be subject to taxation and the remaining portion only shall be entitled to the exemption provided by this section; and

D. The applicant has been certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department, or voluntary ambulance service as an enrolled member

of such incorporated volunteer fire company, fire department, or voluntary ambulance service for a period of at least five years. The Town of Carmel to determine the procedure for certification. The applicant must submit proof of such certification, together with the application for an exemption.

**E. Lifetime Exemption.** Any enrolled member of an incorporated volunteer fire company, fire department or incorporated voluntary ambulance service who accrues more than twenty years of active service and is so certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department or incorporated voluntary ambulance service, shall be granted the ten percent exemption as authorized by this section for the remainder of his or her life as long as the property for which exemption is sought under this Chapter is the primary residence of the enrolled member.

### **§137-16 Un-Remarried Spouses**

**A. Line of Duty Death of Member.**

Any exemption under this Chapter shall be continued to the un-remarried spouse of an enrolled member of an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service who is killed in the line of duty upon the following conditions:

(1) Such un-remarried spouse is certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department or incorporated voluntary ambulance service as an un-remarried spouse of an enrolled member of such incorporated volunteer fire company, fire department or incorporated voluntary ambulance service who was killed in the line of duty; and

(2) Such deceased volunteer had been an enrolled member for at least five years; and

(3) Such deceased volunteer had been receiving the exemption prior to his or her death.

### **B. Death of Member.**

Any exemption under this Chapter shall be continued to the un-remarried spouse of a deceased member of an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service upon the following conditions:

(1) Such un-remarried spouse is certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department or incorporated voluntary ambulance service as an un-remarried spouse of a deceased enrolled member of such incorporated volunteer fire company, fire department or incorporated voluntary ambulance service; and

(2) Such deceased volunteer had been an enrolled member for at least twenty five years; and

(3) Such deceased volunteer had been receiving the exemption prior to his or her death.

### **§137-17 Application for Exemption & Miscellaneous Provisions**

**A. Application for such exemption shall be filed with the Assessor on or before the taxable status date, on a form as described by the Commissioner.**

**B. No applicant who is a volunteer fire fighter or volunteer ambulance worker who, by reason of such status, is receiving any benefit under the provisions of Real Property Tax Law, Article 4, Exemptions, on the effective date of this article shall suffer any diminution of such benefit because of the provisions of this article.**

### **SECTION 3 : HOME RULE**

Nothing in this Local Law is intended, or shall be construed to limit the home rule authority of the Town under State Law or to limit the Town's discretion in

setting fees and charges in connection with any applications requiring Town approval.

### **SECTION 4 : SEVERABILITY**

If any part or provision of this Local Law or the application thereof to any person or circumstance be adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part or provision or application directly involved in the controversy in which judgment shall have been rendered and shall not affect or impair the validity of the remainder of this Local Law or the application thereof to other persons or circumstances, and the Town Board of the Town of Carmel hereby declares that it would have passed this Local Law or the remainder thereof had such invalid application or invalid provision been apparent.

### **SECTION 5 : EFFECTIVE DATE**

This Local Law shall take effect immediately upon filing in the office of the Secretary of State in accordance with Section 27 of the Municipal Home Rule Law.

At said Public Hearing, all interested persons shall be heard on the subject thereof. The Town Board will make every effort to assure that the Public Hearing is accessible to persons with disabilities. Anyone requiring special assistance and/or reasonable accommodations should contact the Town Clerk.

By Order of the Town Board of the Town of Carmel  
Alice Daly, Deputy Town Clerk

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Supervisor Cazzari opened the Public Hearing for public comment at 7:02 p.m. Twelve (12) people were in attendance.

With no one present wishing to be heard on the subject of the Public Hearing, on motion by Councilman Baranowski and Councilman Schanil, seconded by Councilwoman McDonough and Councilman Lombardi, with all members of the Town Board present and in agreement, the Public Hearing was closed at 7:03 p.m.

1 MARCH 2023  
TOWN BOARD MEETING

**LOCAL LAW #2 OF THE YEAR 2023 - A LOCAL LAW AMENDING ARTICLE VI OF CHAPTER 137 OF THE TOWN CODE OF THE TOWN OF CARMEL ENTITLED, "VOLUNTEER FIRE FIGHTERS AND AMBULANCE WORKERS EXEMPTIONS" - ADOPTED AS NOTICED AND PUBLISHED**

**TOWN OF CARMEL  
LOCAL LAW #2 OF THE YEAR 2023  
A LOCAL LAW AMENDING ARTICLE VI OF CHAPTER 137  
OF THE TOWN CODE OF THE TOWN OF CARMEL ENTITLED,  
"VOLUNTEER FIRE FIGHTERS AND AMBULANCE WORKERS EXEMPTIONS"**

**BE IT ENACTED BY THE TOWN BOARD OF THE TOWN OF CARMEL, COUNTY OF PUTNAM, STATE OF NEW YORK AS FOLLOWS:**

**SECTION 1 : AUTHORITY**

This chapter is adopted pursuant to the authority, of Article 2, §10 of the New York State Municipal Home Rule Law.

**SECTION 2 : AMENDMENT OF CHAPTER 137**

Article VI of Chapter 137 of the Town of Carmel Town Code entitled "Volunteer Fire Fighters and Ambulance Workers Exemption" is hereby repealed in its entirety and replaced with the following:

**§137-14 Purpose**

The purpose of this article is for the Town of Carmel to opt-in to the provisions of New York State Real Property Tax Law §466-a, as amended December 9, 2022 (Chapter 670 Section 1 Laws of 2022) and to provide a real property tax exemption on the assessed valuation of certain real property owned by an enrolled member of an incorporated volunteer fire company, fire department or incorporated voluntary ambulance service, or to such enrolled member and spouse, as permitted by the Real Property Tax Law.

**§ 137-15 Exemption Granted & Eligibility**

An exemption from taxation of 10% of the assessed value of property owned by an eligible person as set forth below is hereby granted with respect to the Town, part-Town and special district charges exclusive of special assessment. Such exemption shall be granted to an enrolled member of an incorporated volunteer fire company, fire department or incorporated voluntary ambulance service residing in the Town of Carmel, provided that:

- A. The applicant resides in the Town of Carmel and the Town of Carmel is served by such incorporated volunteer fire company or fire department or incorporated voluntary ambulance service;
- B. The property is the primary residence of the applicant;
- C. The property is used exclusively for residential purposes; provided however, that in the event any portion of such property is not used exclusively for the applicant's residence but is used for other purposes, such portion shall be subject to taxation and the remaining portion only shall be entitled to the exemption provided by this section; and
- D. The applicant has been certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department, or voluntary ambulance service as an enrolled member of such incorporated volunteer fire company, fire department, or voluntary ambulance service for a period of at least five years. The Town of Carmel to determine the procedure for certification. The applicant must submit proof of such certification, together with the application for an exemption.
- E. Lifetime Exemption. Any enrolled member of an incorporated volunteer fire company, fire department or incorporated voluntary ambulance service who accrues more than twenty years of active service and is so certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department or incorporated voluntary ambulance service, shall be granted the ten percent exemption as authorized by this section for the remainder of his or her life as long as the property for which exemption is sought under this Chapter is the primary residence of the enrolled member.

**§137-16 Un-Remarried Spouses**

- A. Line of Duty Death of Member.  
Any exemption under this Chapter shall be continued to the un-remarried spouse of an enrolled member of an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service who is killed in the line of duty upon the following conditions:



(Cont.)

- (1) Such un-remarried spouse is certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department or incorporated voluntary ambulance service as an un-remarried spouse of an enrolled member of such incorporated volunteer fire company, fire department or incorporated voluntary ambulance service who was killed in the line of duty; and
  - (2) Such deceased volunteer had been an enrolled member for at least five years; and
  - (3) Such deceased volunteer had been receiving the exemption prior to his or her death.
- B. Death of Member.  
Any exemption under this Chapter shall be continued to the un-remarried spouse of a deceased member of an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service upon the following conditions:
- (1) Such un-remarried spouse is certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department or incorporated voluntary ambulance service as an un-remarried spouse of a deceased enrolled member of such incorporated volunteer fire company, fire department or incorporated voluntary ambulance service; and
  - (2) Such deceased volunteer had been an enrolled member for at least twenty five years; and
  - (3) Such deceased volunteer had been receiving the exemption prior to his or her death.

**§137-17 Application for Exemption & Miscellaneous Provisions**

- A. Application for such exemption shall be filed with the Assessor on or before the taxable status date, on a form as described by the Commissioner.
- B. No applicant who is a volunteer fire fighter or volunteer ambulance worker who, by reason of such status, is receiving any benefit under the provisions of Real Property Tax Law, Article 4, Exemptions, on the effective date of this article shall suffer any diminution of such benefit because of the provisions of this article.

**SECTION 3 – HOME RULE**

Nothing in this Local Law is intended, or shall be construed to limit the home rule authority of the Town under State Law or to limit the Town’s discretion in setting fees and charges in connection with any applications requiring Town approval.

**SECTION 4 – SEVERABILITY**

If any part or provision of this Local Law or the application thereof to any person or circumstance be adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part or provision or application directly involved in the controversy in which judgment shall have been rendered and shall not affect or impair the validity of the remainder of this Local Law or the application thereof to other persons or circumstances, and the Town Board of the Town of Carmel hereby declares that it would have passed this Local Law or the remainder thereof had such invalid application or invalid provision been apparent.

**SECTION 5– EFFECTIVE DATE**

This Local Law shall take effect immediately upon filing in the office of the Secretary of State in accordance with Section 27 of the Municipal Home Rule Law.

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>X</u>	<u>          </u>
Robert Schanil	<u>X</u>	<u>          </u>
Michael Cazzari	<u>X</u>	<u>          </u>

1 MARCH 2023  
TOWN BOARD MEETING

**PUBLIC HEARING HELD - PROPOSED LOCAL LAW ESTABLISHING A MORATORIUM IN REGARD TO THE ISSUANCE OF PERMITS FOR “SMOKE SHOPS” AND “VAPE SHOPS” WITHIN THE TOWN OF CARMEL**

With no one present in objection, reading of the following Notice of Public Hearing as published in the Town’s official newspapers was waived. Copies of the notice were made available to the public.

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN, that the Town Board of the Town of Carmel will conduct a Public Hearing at the Carmel Fire House, Vink Drive, Carmel, New York 10512 on Wednesday, March 1, 2023 at 7:00 p.m. or as soon thereafter that evening as possible on a proposed Local Law establishing a moratorium in regard to the issuance of permits for “Smoke Shops” and “Vape Shops” within the Town of Carmel as follows:

TOWN OF CARMEL

PROPOSED LOCAL LAW #\_\_\_ OF THE YEAR 2023

A LOCAL LAW ESTABLISHING A MORATORIUM IN REGARD

TO THE ISSUANCE OF PERMITS FOR “SMOKE SHOPS” AND “VAPE SHOPS” WITHIN THE TOWN

OF CARMEL

Be it enacted by the Town Board of the Town of Carmel, Putnam County, State of New York as follows:

SECTION 1 : AUTHORITY

This chapter is adopted pursuant to the authority, of Article 2, §10 of the New York State Municipal Home Rule Law.

SECTION 2: PURPOSE

The purpose of this local law is to establish a temporary moratorium on the issuance of building permits and/or certificates of occupancy by the Town of Carmel Building Department for the construction, establishment and/or operation of any additional or new “smoke shops” or “vape shops” within the limits of the Town of Carmel.

SECTION 3: LEGISLATIVE FINDINGS

The Town Board of the Town of Carmel has received numerous complaints regarding the operation of “smoke shops” and “vape shops” as defined herein, specifically concerning their detrimental effects on the health, safety, welfare and quality of life of the residents and citizens of the Town of Carmel. The Town Board is currently engaged in a comprehensive review of its Zoning Chapter of the Town Code and consider the potential regulation of such “smoke shops” and “vape shops”. In order to allow the Town Board time to complete its review, draft proposed new legislation and enact any such legislation for these types of establishments, the Town Board deems it in the best interest of the general health, safety and welfare of the residents of the Town of Carmel to impose a moratorium on the issuance of any further building permits and/or certificates of occupancy by the Town of Carmel Building Department for the construction, establishment and/or operation of any additional or new “smoke shops” or “vape shops” within the limits of the Town of Carmel which are not currently legally in existence or operation.

SECTION 4: MORATORIUM

Chapter 156 of the Town Code of the Town of Carmel is hereby amended by the addition of a new subparagraph/section 156-39.6. which shall read as follows:

Notwithstanding the foregoing, no building permits and/or certificates of occupancy permitting the construction, establishment and/or operation of any additional or new “smoke shops” or “vape shops” which are not currently in existence or operation at the time of the enactment of this law shall be issued by the Town of Carmel Building Department as a permitted retail use or other use within any zone within the Town of Carmel, from the effective date of this Local Law through and including June 30, 2023. For purposes of this section “smoke shop” or “vape shop” shall mean any business, facility or establishment with its main, primary or specialized purpose being the on-premises use and/or retail sale of tobacco and tobacco-related products, smoking equipment and/or electronic cigarette products and related products and paraphernalia.

SECTION 5: HOME RULE

Nothing in this Local Law is intended, or shall be construed to limit the home rule authority of the Town under State Law to limit the Town’s discretion in setting fees and charges in connection with any applications requiring Town approval.

SECTION 6: SEVERABILITY

If any part or provision of this Local Law or the application thereof to any person or circumstance be adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part or provision or application directly involved in the controversy in which judgment shall have been rendered and shall not affect or impair the validity of the remainder of this Local Law or the application thereof to other persons or circumstances, and the Town Board of the Town of Carmel hereby declares that it would have passed this Local Law or the remainder thereof had such invalid application or invalid provision been apparent.

SECTION 7: EFFECTIVE DATE

This Local Law shall take effect immediately upon filing in the office of the Secretary of State in accordance with Section 27 of the Municipal Home Rule Law.

At said Public Hearing, all interested persons shall be heard on the subject thereof. The Town Board will make every effort to assure that the Public Hearing is accessible to persons with disabilities. Anyone requiring special assistance and/or reasonable accommodations should contact the Town Clerk.

By Order of the Town Board  
of the Town of Carmel  
Alice Daly, Deputy Town Clerk

1 MARCH 2023  
TOWN BOARD MEETING

(Cont.)

Supervisor Cazzari opened the Public Hearing for public comment at 7:04 p.m. Twelve (12) people were in attendance.

Kristin McConnell, Executive Director of The Prevention Council of Putnam located in the Town of Carmel, read the following statement:

*“For those of you who may not be familiar, the Drug Enforcement Administration (DEA) defines vaping as the act of inhaling and exhaling an aerosol or vapor made from a liquid or dry material that is heated in an electronic powered device, called an electronic cigarette, or e-cigarette. The liquid can contain flavoring, nicotine, or marijuana concentrates. Preventing vaping among youth is critical to ending the tobacco epidemic in this country.*

*The Surgeon General urges that youth use of nicotine in any form, including e-cigarettes, is unsafe. Nicotine is a highly addictive drug and can harm adolescent brain development, particularly the parts of the brain responsible for attention, memory and learning. The Surgeon General also found that using nicotine in adolescence may increase risk of future addiction to other drugs. The potency of the nicotine in vape products vary, but there are nicotine concentrates that can be as potent as 50mg or 5% nicotine.*

*Most of us are already familiar with the information I've shared here tonight, but what may be new information is that despite the amazing educational campaigns and evidence based prevention programs in our schools, youth vape use is on the rise. According to the Monitoring the Future Survey, 20.5 percent of 10th graders and 27.3 percent of 12th graders reported using vapes in 2022. Additionally, we have emerging information about high potency nicotine product use resulting in seizure like disorders in children who have no prior symptoms, no risk factors and no family history of seizure disorders. These symptoms have been reported to us by our own school administrators here in Putnam.*

*The Prevention Council works collaboratively with local school districts in Putnam County. We constantly hear from school administrators who are overwhelmed with students' vaping at school. Another concerning trend we are seeing, is youth vaping high potency THC products, as well as Delta-8, Delta-9 and other synthetically-derived compounds that, just like THC, are addictive, intoxicating, and psychoactive. These dangerous products are marketed to youth using fun flavors, and sold in accessible locations like gas stations and delis.*

*Although you must be 21 to purchase vape products in NY, both local and national data shows us that children are gaining access to these products, and more so where there is higher density of vape retailers.*

*(<https://www.ncbi.nlm.nih.gov/pmc/articles/PMC8340854/>)*

*The Prevention Council utilizes the environmental prevention strategies approach to prevention, which recognizes that there is constant interplay between the environment and the individual. Health behaviors, choices, and perceptions are all impacted by where we live and determine the level of risk individuals and communities experience. Strategies such as reducing access and availability of vape products harness the ability to shape an individual's behavior by structuring what is expected or permitted in specific environments in a positive way.*

*Youth vaping is a public health epidemic in this community and we all play a role in preventing the next generation of young people from ever trying vaping, and potentially saving thousands of lives in Putnam County. Thank you for making vaping prevention a priority.”*

(Cont.)

Danielle Canora, stated that she is an owner of Park Ford in Mahopac as well as Hudson Valley Hemp located at 888 Route 6, and that she agreed that vaping and nicotine products should be regulated more. Ms. Canora stated that she was present at this Public Hearing to educate the public with regard to cannabis products.

Ms. Canora stated that her business (Hudson Valley Hemp) is not a smoke shop and that she is fully licensed by the State for hemp retail which she believes other retailers should be as well. She stated that she does not agree that smoke shops should be allowed to remain open from 10:00 a.m. until midnight, noting that she operates her business during regular hours. Ms. Canora stated that she caters to a clientele that ranges from 35 years old to 85 years old, and that she is constantly thanked by those clients who need her help with legal cannabis products. Ms. Canora invited everyone to visit her store and stated that should the municipality ever consider opting-in for dispensaries, she would volunteer to spearhead a committee in connection with the matter.

Ms. Canora stated that by definition, a smoke shop is a place that has nicotine tobacco products and smoking paraphernalia which she does not condone. She stated that she does condone cannabis health and wellness, notably for those people who want to replace prescription medications with a natural therapeutic.

With no one else present wishing to be heard on the subject of the Public Hearing, on motion by Councilman Baranowski and Councilman Lombardi, seconded by Councilwoman McDonough, with all members of the Town Board present and in agreement, the Public Hearing was closed at 7:11 p.m.

**SEQR DETERMINATION MADE - PROPOSED LOCAL LAW ESTABLISHING A MORATORIUM IN REGARD TO THE ISSUANCE OF PERMITS FOR “SMOKE SHOPS” AND “VAPE SHOPS” WITHIN THE TOWN OF CARMEL - TYPE II ACTION**

RESOLVED that the Town Board of the Town of Carmel hereby determines that, the Local Law #\_\_\_ Establishing a Moratorium in Regards to the Issuance of Permits for “Smoke Shops” and “Vape Shops” Under Chapter 156 of the Town Code of the Town of Carmel is a Type II action under SEQR, NYCRR Section 617.5(c) (27) and no further review is necessary.

Resolution  
Offered by: Councilman Lombardi  
Seconded by: Councilwoman McDonough

<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>X</u>	<u>          </u>
Robert Schanil	<u>X</u>	<u>          </u>
Michael Cazzari	<u>X</u>	<u>          </u>

**LOCAL LAW #3 OF THE YEAR 2023 - A LOCAL LAW ESTABLISHING A MORATORIUM IN REGARD TO THE ISSUANCE OF PERMITS FOR “SMOKE SHOPS” AND “VAPE SHOPS” WITHIN THE TOWN OF CARMEL - ADOPTED AS NOTICED AND PUBLISHED**

**TOWN OF CARMEL  
LOCAL LAW #3 OF THE YEAR 2023  
A LOCAL LAW ESTABLISHING A MORATORIUM IN REGARD  
TO THE ISSUANCE OF PERMITS FOR “SMOKE SHOPS” AND “VAPE SHOPS”  
WITHIN THE TOWN OF CARMEL**

(Cont.)

Be it enacted by the Town Board of the Town of Carmel, Putnam County, State of New York as follows:

**SECTION 1 : AUTHORITY**

This chapter is adopted pursuant to the authority, of Article 2, §10 of the New York State Municipal Home Rule Law.

**SECTION 2: PURPOSE**

The purpose of this local law is to establish a temporary moratorium on the issuance of building permits and/or certificates of occupancy by the Town of Carmel Building Department for the construction, establishment and/or operation of any additional or new “smoke shops” or “vape shops” within the limits of the Town of Carmel.

**SECTION 3: LEGISLATIVE FINDINGS**

The Town Board of the Town of Carmel has received numerous complaints regarding the operation of “smoke shops” and “vape shops” as defined herein, specifically concerning their detrimental effects on the health, safety, welfare and quality of life of the residents and citizens of the Town of Carmel. The Town Board is currently engaged in a comprehensive review of its Zoning Chapter of the Town Code and consider the potential regulation of such “smoke shops” and “vape shops”. In order to allow the Town Board time to complete its review, draft proposed new legislation and enact any such legislation for these types of establishments, the Town Board deems it in the best interest of the general health, safety and welfare of the residents of the Town of Carmel to impose a moratorium on the issuance of any further building permits and/or certificates of occupancy by the Town of Carmel Building Department for the construction, establishment and/or operation of any additional or new “smoke shops” or “vape shops” within the limits of the Town of Carmel which are not currently legally in existence or operation.

**SECTION 4: MORATORIUM**

Chapter 156 of the Town Code of the Town of Carmel is hereby amended by the addition of a new subparagraph/section 156-39.6. which shall read as follows:

Notwithstanding the foregoing, no building permits and/or certificates of occupancy permitting the construction, establishment and/or operation of any additional or new “smoke shops” or “vape shops” which are not currently in existence or operation at the time of the enactment of this law shall be issued by the Town of Carmel Building Department as a permitted retail use or other use within any zone within the Town of Carmel, from the effective date of this Local Law through and including June 30, 2023. For purposes of this section “smoke shop” or “vape shop” shall mean any business, facility or establishment with its main, primary or specialized purpose being the on-premises use and/or retail sale of tobacco and tobacco-related products, smoking equipment and/or electronic cigarette products and related products and paraphernalia.

**SECTION 5: HOME RULE**

Nothing in this Local Law is intended, or shall be construed to limit the home rule authority of the Town under State Law to limit the Town’s discretion in setting fees and charges in connection with any applications requiring Town approval.

**SECTION 6: SEVERABILITY**

If any part or provision of this Local Law or the application thereof to any person or circumstance be adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part or provision or application directly involved in the controversy in which judgment shall have been rendered and shall not affect or impair the validity of the remainder of this Local Law or the application thereof to other persons or circumstances, and the Town Board of the Town of Carmel hereby declares that it would have passed this Local Law or the remainder thereof had such invalid application or invalid provision been apparent.

(Cont.)

**SECTION 7: EFFECTIVE DATE**

This Local Law shall take effect immediately upon filing in the office of the Secretary of State in accordance with Section 27 of the Municipal Home Rule Law.

Offered by: Councilman Lombardi  
Seconded by: Councilwoman McDonough

<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>X</u>	<u>          </u>
Robert Schanil	<u>X</u>	<u>          </u>
Michael Cazzari	<u>X</u>	<u>          </u>

Town Attorney Gregory Folchetti noted that the moratorium will expire on June 30, 2023.

Prior to voting, Councilman Baranowski thanked the speakers for their comments at the Public Hearing. He stated that this is a complex topic that relates to complicated social issues. Councilman Baranowski questioned the practical usefulness of the prohibition given the amount of smoke shops already located in the Town, however agreed that the prohibition does send a positive message.

**MINUTES OF TOWN BOARD MEETINGS HELD ON 2/1/2023 AND 2/8/2023 - ACCEPT AS SUBMITTED BY THE TOWN CLERK**

On motion by Councilman Baranowski, seconded by Councilwoman McDonough, with all members of the Town Board present and voting “aye”, the minutes of the Town Board meetings held on February 1<sup>st</sup> and February 8<sup>th</sup>, 2023 were accepted as submitted by the Town Clerk.

**FINAL BUDGET MODIFICATIONS/REVISIONS FOR THE PERIOD ENDING DECEMBER 31, 2022 AUTHORIZED AND RATIFIED - BUDGET REVISIONS SCHEDULE #2022/06**

WHEREAS the Town Comptroller, Mary Ann Maxwell has reviewed the proposed Budget Revisions for the period ending December 31, 2022 with the Town Board which are detailed and explained on the attached Budget Revisions Schedule #2022/06; and  
NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Carmel hereby authorizes and ratifies the Final Budget Modifications/Revisions for the period ending December 31, 2022 as shown itemized on schedule #2022/06 which is attached hereto, incorporated herein and made a part hereof.

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>X</u>	<u>          </u>
Robert Schanil	<u>X</u>	<u>          </u>
Michael Cazzari	<u>X</u>	<u>          </u>



1 MARCH 2023  
TOWN BOARD MEETING

(Cont.)

TOWN OF CARMEL  
BUDGET REVISIONS DECEMBER 2022 #2022/06

BUDGET REVISION NUMBER	ACCOUNT	ACCOUNT TITLE & TRANSFER DESCRIPTION	INCREASE USES & SOURCES OF FUNDS	DECREASE USES & SOURCES OF FUNDS
GENERAL FUND				
1	100.1620.0045	BUILDING GROUNDS SPEC IMPROVEMENTS	50,000.00	
	100.1989.3041	STATE AID - OTHER GOVT	* 50,000.00	
		- PROVIDE FOR NETWORK ACCESS CONTROL SYSTEMS FROM AWARDED NYS GRANT FUNDING		
2	100.3120.0021	POLICE MOTOR VEHICLES	50,000.00	
	100.1989.3041	STATE AID - OTHER GOVT	* 50,000.00	
		- PROVIDE FOR SPECIAL OPERATIONS TRUCK FROM AWARDED NYS SAM GRANT		
3	100.3120.0024	POLICE ACCIDENT REPAIRS	3,924.97	
	100.1989.2681	INSURANCE RECOVERY - ASSET	* 3,924.97	
		- PROVIDE FOR VEHICLE REPAIRS FROM INSURANCE CLAIM		
4	100.3121.0012	LAKE PATROL OVERTIME	760.00	
	100.3123.0012	COMMUNITY POLICE OVERTIME	7,410.00	
	100.3124.0012	K-9 OVERTIME	365.00	
	100.3120.0011	POLICE UNIFORM STAFF		4,035.00
	100.1989.1523	POLICE TRAFFIC CONTROL REVENUE	* 4,500.00	
		- PROVIDE AND TRANSFER FOR POLICE OVERTIME		
5	100.5010.0019	HIGHWAY ADMIN STAFF OTHER COMPENSATION	2,115.00	
	100.1989.9877	FUND BALANCE FOR COMPENSATED ABSENCES	* 2,115.00	
		- PROVIDE FOR PAYOUT OF ACCRUED VACATION TIME		
6	100.1950.0040	TAXES AND ASESSMENTS (PROPERTY APPRAISAL)	7,500.00	
	100.1989.0040	UNCLASSIFIED EXPENSE (SNOW REMOVAL)	2,500.00	
	100.8510.0040	PARK BEAUTIFICATION (HOLIDAY DECORATIONS)	1,800.00	
	100.1990.0040	CONTINGENT ACCOUNT		11,800.00
		- TRANSFER FOR APPRAISAL ON DOWNTOWN PROPERTY, SNOW REMOVAL AT SWAN COVE AND HOLIDAY DECORATIONS		
7	100.1110.0046	JUSTICE COURT INTERPRETING SERVICES	900.00	
	100.1330.0086	TAX RECEIVER RETIREES HEALTH INSURANCE	200.00	
	100.1420.0042	LEGAL SERVICES - JUSTICE COURT PROSECUTION	3,100.00	
	100.1440.0013	ENGINEERING TEMPORARY STAFF	500.00	
	100.1610.0080	CENTRAL SERVICES EMPLOYEE BENEFITS	100.00	
	100.1620.0021	BUILDING MOTOR VEHICLES	1,900.00	
	100.1620.0042	BUILDING UTILITIES EXPENSES	2,900.00	
	100.1620.0043	BUILDING ALARM/SECURITY SYSTEM	1,000.00	
	100.1670.0040	CENTRAL PRINTING EXPENSE	400.00	
	100.3120.0045	POLICE VEHICLE MAINTENANCE	7,000.00	
	100.5010.0080	HIGHWAY ADMIN EMPLOYEE BENEFITS	100.00	
	100.5132.0020	HIGHWAY GARAGE EQUIPMENT	11,000.00	
	100.5132.0042	HIGHWAY GARAGE UTILITIES EXPENSES	2,200.00	
	100.5132.0046	HIGHWAY GARAGE ALARM	400.00	
	100.1110.0040	JUSTICE COURT OFFICE EXPENSES		900.00
	100.1330.0080	TAX RECEIVER EMPLOYEE BENEFITS		200.00
	100.1420.0044	LABOR LEGAL SERVICES		3,100.00
	100.1440.0012	ENGINEERING STAFF OVERTIME		500.00
	100.1610.0086	CENTRAL SERVICES RETIREES HEALTH INSURANCE		100.00
	100.1620.0046	BUILDING CLEANING SUPPLIES		2,000.00
	100.1620.0080	BUILDING EMPLOYEE BENEFITS		3,800.00
	100.1670.0045	CENTRAL ADVERTISING EXPENSE		400.00
	100.3120.0046	POLICE RENTALS/LEASES		7,000.00
	100.5010.0047	HIGHWAY ADMIN TRAINING EXPENSES		100.00
	100.8090.0047	RECYCLING SPECIAL EXPENSES		13,600.00
		- TRANSFER FOR MISCELLANEOUS EXPENSES WITHIN THE GENERAL FUND		
8	100.7020.0040	RECREATION ADMIN CONTRACTUAL EXPENSES	700.00	
	100.7020.0042	RECREATION UTILITIES EXPENSES	4,700.00	
	100.7110.0041	PARK AND MAINTENANCE FUEL	100.00	
	100.7112.0042	MCDONOUGH FIELDS UTILITIES EXPENSES	2,000.00	
	100.7180.0042	BEACH UTILITIES EXPENSES	300.00	
	100.7310.0045	YOUTH SELF SUSTAIN PROGRAM	4,000.00	
	100.7020.0041	RECREATION ADMIN VEHICLE FUEL		700.00
	100.7020.0045	RECREATION BUILDING SPECIAL REPAIRS		4,700.00
	100.7110.0042	PARK AND MAINTENANCE UTILITIES EXPENSES		100.00
	100.7112.0045	MCDONOUGH FIELDS PARK IMPROVEMENTS		2,000.00
	100.7180.0040	BEACH CONTRACTUAL EXPENSES		300.00
	100.7310.0040	YOUTH CONTACTUAL EXPENSES		4,000.00
		- TRANSFER FOR MISCELLANEOUS RECREATION EXPENSES		

TOWN OF CARMEL  
BUDGET REVISIONS DECEMBER 2022 #2022/06

BUDGET REVISION NUMBER	ACCOUNT	ACCOUNT TITLE & TRANSFER DESCRIPTION	INCREASE USES & SOURCES OF FUNDS	DECREASE USES & SOURCES OF FUNDS
9	100.7999.0040	PARK CAPITAL IMPROVEMENTS	105,800.00	
	100.7118.0040	BALDWIN MEADOWS CONTRACTUAL EXPENSES		68,800.00
	100.7115.0020	AIRPORT PARK EQUIPMENT		37,000.00
		- TRANSFER FOR PARKING LOT LIGHTING AND LANDSCAPING IMPROVEMENTS AT AIRPORT PARK (AVAILABLE BALANCE WILL BE APPROX. \$120K AFTER TRANSFER)		

1 MARCH 2023  
TOWN BOARD MEETING

(Cont.)

GENERAL AND OTHER FUNDS				
10	100.1930.0040	CERTIORARI SETTLEMENTS	101,000.00	
	201.4540.0048	OTHER EXPENDITURES	3,500.00	
	302.3410.0048	OTHER EXPENDITURES	1,233.00	
	303.3410.0048	OTHER EXPENDITURES	22,000.00	
	402.7110.0048	OTHER EXPENDITURES	103.00	
	602.8310.0048	OTHER EXPENDITURES	30,000.00	
	100.1989.9876	RESERVE FOR CERTIORARI SETTLEMENTS	*	101,000.00
	201.4540.9909	APPROPRIATED FUND BALANCE	*	3,500.00
	302.3410.9909	APPROPRIATED FUND BALANCE	*	1,233.00
	303.3410.9909	APPROPRIATED FUND BALANCE	*	22,000.00
	402.7110.9909	APPROPRIATED FUND BALANCE	*	103.00
	602.8310.9909	APPROPRIATED FUND BALANCE	*	30,000.00
		- PROVIDE FOR CERTIORARI SETTLEMENT AND TAX WARRANT ADJUSTMENTS DUE TO PUTNAM COUNTY		
HIGHWAY FUND				
11	500.5148.0040	SERVICE FOR OTHER GOVERNMENTS	4,839.00	
	500.5010.2681	INSURANCE RECOVERY - ASSETS	*	4,839.00
		- PROVIDE FOR GUIDERAIL REPAIR FROM INSURANCE CLAIM		
12	500.5110.0045	CONTRACTED CAPITAL IMPROVEMENTS	45,000.00	
	500.5130.0040	MACHINERY REPAIR EXPENSES	14,000.00	
	500.5140.0041	WEEDS AND BRUSH - GAS AND FUEL	500.00	
	500.5142.0012	SNOW REMOVAL OVERTIME	14,000.00	
	500.5142.0084	HEALTH INSURANCE	5,500.00	
	500.5110.0086	RETIREEES HEALTH INSURANCE		59,000.00
	500.5140.0049	OTHER EXPENDITURES		500.00
	500.5142.0080	EMPLOYEE RETIREMENT		14,000.00
	500.5142.0083	WORKERS COMPENSATION		5,500.00
		- TRANSFER FOR MISCELLANEOUS HIGHWAY EXPENSES		
LAKE SECOR PARK DISTRICT				
13	404.7140.0040	CONTRACTUAL EXPENSES	2,800.00	
	404.7140.0042	UTILITIES EXPENSES	100.00	
	404.7140.0020	EQUIPMENT		2,900.00
		- TRANSFER FOR CONTRACTUAL AND UTILITIES EXPENSES		
CARMEL WATER DISTRICT #2				
14	602.8310.0041	CHEMICAL EXPENSES	2,400.00	
	602.8310.0042	UTILITIES EXPENSES	7,700.00	
	602.8310.0046	PURCHASE OF WATER	20,000.00	
	602.8310.0047	EMERGENCY REPAIRS	51,900.00	
	602.8310.9909	APPROPRIATED FUND BALANCE	*	82,000.00
		- PROVIDE FOR PURCHASE OF WATER AND EMERGENCY REPAIRS		
CARMEL WATER DISTRICT #3				
15	603.8310.0040	CONTRACTUAL REPAIRS	3,400.00	
	603.8310.0048	OTHER OPERATING EXPENSES	6,000.00	
	603.8310.0020	EQUIPMENT EXPENSES		2,000.00
	603.8310.0041	CHEMICAL EXPENSES		1,400.00
	603.8310.0047	EMERGENCY REPAIRS		6,000.00
		- TRANSFER FOR CONTRACTUAL AND OTHER OPERATING EXPENSES		
CARMEL WATER DISTRICT #4				
16	604.8310.0048	OTHER OPERATING EXPENSES	5,000.00	
	604.8310.0040	CONTRACTUAL EXPENSES		1,500.00
	604.8310.0041	CHEMICAL EXPENSES		1,000.00
	604.8310.0042	UTILITIES EXPENSES		2,500.00
		- TRANSFER FOR OTHER OPERATING EXPENSES		

TOWN OF CARMEL  
BUDGET REVISIONS DECEMBER 2022 #2022/06

BUDGET REVISION NUMBER	ACCOUNT	ACCOUNT TITLE & TRANSFER DESCRIPTION	INCREASE USES & SOURCES OF FUNDS	DECREASE USES & SOURCES OF FUNDS
CARMEL WATER DISTRICT #5				
17	605.8310.0048	OTHER OPERATING EXPENSES	4,400.00	
	605.8310.0040	CONTRACTUAL EXPENSES		1,400.00
	605.8310.0047	EMERGENCY REPAIRS		3,000.00
		- TRANSFER FOR OTHER OPERATING EXPENSES		
CARMEL WATER DISTRICT #6				
18	606.8310.0042	UTILITIES EXPENSES	1,000.00	
	606.8310.0047	EMERGENCY REPAIRS	4,500.00	
	606.8310.0048	OTHER OPERATING EXPENSES	4,500.00	
	606.8310.0020	EQUIPMENT EXPENSES		4,500.00
	606.8310.0040	CONTRACTUAL EXPENSES		1,500.00
	606.8310.9909	APPROPRIATED FUND BALANCE	4,000.00	
		- PROVIDE AND TRANSFER FOR EMERGENCY REPAIRS AND OTHER OPERATING EXPENSES		
CARMEL WATER DISTRICT #7				
19	607.8310.0042	UTILITIES EXPENSES	2,000.00	
	607.8310.0048	OTHER OPERATING EXPENSES	2,500.00	
	607.8310.0047	EMERGENCY REPAIRS		4,500.00
		- TRANSFER FOR UTILITIES EXPENSES AND OTHER OPERATING EXPENSES		

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(Cont.)

CARMEL WATER DISTRICT #8				
20	608.8310.0040	CONTRACTUAL EXPENSES	6,200.00	
	608.8310.0042	UTILITIES EXPENSES	5,000.00	
	608.8310.0047	EMERGENCY REPAIRS	15,800.00	
	608.8310.0048	OTHER OPERATING EXPENSES	1,000.00	
	608.8310.9909	APPROPRIATED FUND BALANCE	*	28,000.00
		- PROVIDE FOR EMERGENCY REPAIRS AND OTHER OPERATING EXPENSES		
CARMEL WATER DISTRICT #9				
21	609.8310.0020	EQUIPMENT EXPENSES	1,500.00	
	609.8310.0048	OTHER OPERATING EXPENSES	3,500.00	
	609.8310.0047	EMERGENCY REPAIRS		5,000.00
		- TRANSFER FOR EQUIPMENT AND OTHER OPERATING EXPENSES		
CARMEL WATER DISTRICT #10				
22	610.8310.0047	EMERGENCY REPAIRS	4,000.00	
	610.8310.9909	APPROPRIATED FUND BALANCE	*	4,000.00
		- PROVIDE FOR EMERGENCY REPAIRS		
CARMEL WATER DISTRICT #12				
23	612.8310.0020	EQUIPMENT EXPENSES	1,000.00	
	612.8310.0048	OTHER OPERATING EXPENSES	1,000.00	
	612.8310.0047	EMERGENCY REPAIRS		2,000.00
		- TRANSFER FOR EQUIPMENT AND OTHER OPERATING EXPENSES		
CARMEL WATER DISTRICT #14				
24	614.8310.0042	UTILITIES EXPENSES	1,000.00	
	614.8310.0047	EMERGENCY REPAIRS		1,000.00
		- TRANSFER FOR UTILITIES EXPENSES		
CARMEL SEWER DISTRICT #1				
25	701.8130.0040	CONTRACTUAL EXPENSES	12,000.00	
	701.8130.9909	APPROPRIATED FUND BALANCE	*	12,000.00
		- PROVIDE FOR CONTRACTUAL EXPENSES		

TOWN OF CARMEL  
BUDGET REVISIONS DECEMBER 2022 #2022/06

BUDGET REVISION NUMBER	ACCOUNT	ACCOUNT TITLE & TRANSFER DESCRIPTION	INCREASE USES & SOURCES OF FUNDS	DECREASE USES & SOURCES OF FUNDS
CARMEL SEWER DISTRICT #2				
26	702.8130.0040	CONTRACTUAL EXPENSES	13,000.00	
	702.8130.0042	UTILITIES EXPENSES	31,000.00	
	702.8130.0046	PURCHASE OF WATER	600.00	
	702.8130.0047	SLUDGE DISPOSAL	4,200.00	
	702.8130.0020	EQUIPMENT EXPENSES		7,000.00
	702.8130.0120	MICROFILTRATION EQUIPMENT EXPENSES		9,000.00
	702.8130.0140	MICROFILTRATION CONTRACTUAL EXPENSES		8,000.00
	702.8130.0142	MICROFILTRATION UTILITIES EXPENSES		7,800.00
	702.8130.9909	APPROPRIATED FUND BALANCE	*	17,000.00
		- PROVIDE AND TRANSFER FOR UTILITIES AND MISCELLANEOUS EXPENSES		
CARMEL SEWER DISTRICT #3				
27	703.8130.0042	UTILITIES EXPENSES	100.00	
	703.8130.0040	CONTRACTUAL EXPENSES		100.00
		- TRANSFER FOR UTILITIES EXPENSES		
CARMEL SEWER DISTRICT #4				
28	704.8130.0046	PURCHASE OF WATER	2,700.00	
	704.8130.0040	CONTRACTUAL EXPENSES		2,700.00
		- TRANSFER FOR PURCHASE OF WATER		
CARMEL SEWER DISTRICT #5				
29	705.8130.0042	UTILITIES EXPENSES	500.00	
	705.8130.0048	OTHER OPERATING EXPENSES	300.00	
	705.8130.0047	SLUDGE DISPOSAL		800.00
		- TRANSFER FOR UTILITIES AND OTHER OPERATING EXPENSES		
CARMEL SEWER DISTRICT #6				
30	706.8130.0040	CONTRACTUAL EXPENSES	700.00	
	706.8130.0046	PURCHASE OF WATER	4,600.00	
	706.8130.0049	SERVICES - OTHER DEPTS/GOVTS		300.00
	706.8130.0099	REPAIR RESERVE FUND		5,000.00
		- TRANSFER FOR CONTRACTUAL EXPENSES AND PURCHASE OF WATER		

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TOWN BOARD MEETING

(Cont.)

<b>CARMEL SEWER DISTRICT #7</b>				
31	707.8130.0040	CONTRACTUAL EXPENSES	8,500.00	
	707.8130.0048	OTHER OPERATING EXPENSES	1,200.00	
	707.8130.0042	UTILITIES EXPENSES		1,500.00
	707.8130.0047	SLUDGE DISPOSAL		1,300.00
	707.8130.0140	MICROFILTRATION CONTRACTUAL EXPENSES		1,800.00
	707.8130.0141	MICROFILTRATION CHEMICAL EXPENSES		2,100.00
	707.8130.9909	APPROPRIATED FUND BALANCE	*	3,000.00
		- PROVIDE AND TRANSFER FOR CONTRACTUAL AND OTHER OPERATING EXPENSES		
<b>CARMEL SEWER DISTRICT #8</b>				
32	708.8130.0040	CONTRACTUAL EXPENSES	21,265.00	
	708.8130.0048	OTHER OPERATING EXPENSES	100.00	
	708.8130.0049	SERVICES - OTHER DEPTS/GOVTS		100.00
	708.8130.2681	INSURANCE RECOVERY - ASSET	*	21,265.00
		- PROVIDE FOR CONTRACTUAL EXPENSES FROM ANTICIPATED INSURANCE CLAIM AND TRANSFER FOR OTHER OPERATING EXPENSES		

TOWN OF CARMEL  
BUDGET REVISIONS DECEMBER 2022 #2022/06

BUDGET REVISION NUMBER	ACCOUNT	ACCOUNT TITLE & TRANSFER DESCRIPTION	INCREASE USES & SOURCES OF FUNDS	DECREASE USES & SOURCES OF FUNDS
<b>COUNTRY HILLS LIGHT DIST STREET LIGHTING</b>				
33	754.5182.0042	CONTRACTUAL UTILITIES	80.00	
	754.5182.0049	SERVICES - OTHER DEPTS/GOVTS		80.00
		- TRANSFER FOR CONTRACTUAL UTILITIES		
<b>LAKE MACGREGOR LIGHT DIST STREET LIGHTING</b>				
34	755.5182.0042	CONTRACTUAL UTILITIES	100.00	
	755.5182.9909	APPROPRIATED FUND BALANCE	*	100.00
		- PROVIDE FOR CONTRACTUAL UTILITIES		
<b>LAKE CASSE CAPITAL FUND</b>				
35	941.7140.0044	ENGINEERING SERVICES	43,000.00	
	941.7140.5710	PROCEEDS OF BORROWING	*	43,000.00
		- PROVIDE FOR CAPITAL PROJECT COSTS FROM APPROVED BORROWING		
<b>HIGHWAY RESURFACING CAPITAL FUND</b>				
36	950.5112.0045	CONTRACTED PAVING SERVICES	502,770.00	
	950.5112.3000	COUNTY AID - SALES TAX FUNDING	*	502,770.00
		- PROVIDE FOR CAPITAL PAVING COSTS FROM COUNTY SHARE OF SALES TAX FUNDING		
<b>CWD #3 CAPITAL PROJECT FUND</b>				
37	963-8310-0040	CONTRACTUAL EXPENDITURES	10,774.00	
	963.8310.5710	PROCEEDS OF BORROWING	*	10,774.00
		- PROVIDE FOR CAPITAL PROJECT COSTS FROM APPROVED BORROWING		
<b>CWD #14 CAPITAL PROJECT FUND</b>				
38	984-8310-0040	CONTRACTUAL EXPENDITURES	10,980.00	
	984.8310.5710	PROCEEDS OF BORROWING	*	10,980.00
		- PROVIDE FOR CAPITAL PROJECT COSTS FROM APPROVED BORROWING		

**ENCUMBRANCES OF 2022 FUNDS FOR EXPENDITURES IN 2023 - OFFERED AS PRE-FILED - AUTHORIZED**

WHEREAS, it is recommended by the Town Comptroller’s Office that 2022 Government Budget Funds be encumbered or reserved for the 2023 Budget Appropriations, based on recent approved Town Board Resolutions and/or specific projects in progress for various purposes.



1 MARCH 2023  
TOWN BOARD MEETING

(Cont.)

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Carmel authorizes the Town Comptroller’s Office to Encumber or Reserve unexpended 2022 Government Fund monies for expenditures in fiscal year 2023 as follows:

<u>Purpose of Encumbrance</u>	<u>Accounts</u>	<u>Maximum</u>	<u>Explanation and/or Comments</u>
<b><u>General Fund</u></b>			
Building Grounds Spec Improvement	100-1620-0045	85,000.00	Bal Improvements/Upgrades Town Hall
Data Imaging Equipment	100-1680-0021	95,000.00	Data Imaging Equipment.
Technology Line	100-1680-0020	70,000.00	Bal Technology Upgrades
Contingency Line	100-1990-0040	73,376.00	Software Conversion
Contingency Line	100-1990-0040	35,000.00	Bal left Master Plan/Tn Code
Contingency Line	100-1990-0040	300,000.00	Swan Cove Improvements
Police Motor Vehicle Line	100-3120-0021	50,000.00	Police Vehicle Encumbrance
Police Other Equipment	100-3120-0027	40,000.00	Police Other Equip
Police Consulting Services	100-3120-0044	40,000.00	Consulting Services
Police Rentals/Leases	100-3120-0046	70,000.00	Records Management System/Radios
Lake Patrol Equipment	100-3121-0020	10,000.00	Lake Patrol Equipment
Park Special Equipment	100-7110-0022	21,887.00	Remaining Parks Video Surveillance
McDonough Skate Park	100-7112-0041	10,000.00	Remaining Bal Skate Park
Swan Cove Park Improvements	100-7113-0045	90,000.00	Remaining Bal. Swan Cove Improvements
Skating Rink Contractual Expense	100-7190-0040	40,000.00	Recoat Skating Rink
Park Capital Improvements	100-7999-0040	120,000.00	Airport Parking Lot Lighting/Landscaping
<b>Total General Fund Encumbrances</b>		<b><u>\$1,150,263.00</u></b>	
 Mahopac Falls Fire Dept	 301-3410-0045	 \$92,230	 Reserve for Dry Hydrant Estimate

Resolution  
Offered by: Supervisor Cazzari  
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>X</u>	<u>          </u>
Robert Schanil	<u>X</u>	<u>          </u>
Michael Cazzari	<u>X</u>	<u>          </u>

**FINAL BUDGET MODIFICATIONS/REVISIONS FOR THE PERIOD ENDING FEBRUARY 28, 2023 AUTHORIZED AND RATIFIED - BUDGET REVISIONS SCHEDULE #2023/01**

WHEREAS the Town Comptroller, Mary Ann Maxwell has reviewed the proposed Budget Revisions for the period ending February 28, 2023 with the Town Board which are detailed and explained on the attached Budget Revisions Schedule #2023/01; and  
NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Carmel hereby authorizes and ratifies the Final Budget Modifications/Revisions for the period ending February 28, 2023 as shown itemized on schedule #2023/01 which is attached hereto, incorporated herein and made a part hereof.

Resolution  
Offered by: Councilwoman McDonough  
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>X</u>	<u>          </u>
Robert Schanil	<u>X</u>	<u>          </u>
Michael Cazzari	<u>X</u>	<u>          </u>

1 MARCH 2023  
TOWN BOARD MEETING

(Cont.)

TOWN OF CARMEL  
BUDGET REVISIONS JANUARY-FEBRUARY 2023 #2023/01

BUDGET REVISION NUMBER	ACCOUNT	ACCOUNT TITLE & TRANSFER DESCRIPTION	INCREASE USES & SOURCES OF FUNDS	DECREASE USES & SOURCES OF FUNDS
GENERAL FUND				
1	100.1220.0019	SUPERVISOR STAFF OTHER COMPENSATION	2,138.00	
	100.1989.9877	FUND BALANCE FOR COMPENSATED ABSENCES	*	2,138.00
		- PROVIDE FOR PAYOUT OF ACCRUED VACATION TIME		
2	100-3120-0029	POLICE OTHER EQUIPMENT - GRANTS	14,528.00	
	100-1989-1522	POLICE SPECIAL REVENUES - SEIZED ASSETS	*	5,022.00
	100-1989-3389	GRANT AID - POLICE EQUIP/OTHER	*	9,506.00
		- PROVIDE FOR PURCHASE OF DISPATCHER CHAIRS/DESKTOP FOR DETECTIVES/POLICE WELLNESS PROGRAM FROM GRANT FUNDING AND SEIZED ASSETS		
3	100.1010.0046	TOWN BOARD CONSULTING SERVICES	15,000.00	
	100.1990.0040	CONTINGENCY LINE		15,000.00
		- TRANSFER FOR REC BOATING STUDY FOR LAKE MAHOPAC AND KIRK LAKE FROM CONTINGENT LINE		
4	100.1420.0010	TOWN ATTORNEY STAFF PAY	147,000.00	
	100.1420.0080	TOWN ATTORNEY EMPLOYEE BENEFITS	33,500.00	
	100.1420.0040	TOWN LEGAL SERVICES CONTRACTUAL		95,000.00
	100.1420.0045	DISTRICT LEGAL SERVICES		40,000.00
	100.1420.0043	SPECIAL COUNSEL BOARDS		12,000.00
	100.1989.9909	APPROPRIATED FUND BALANCE	*	33,500.00
		- PROVIDE AND TRANSFER FOR TOWN ATTORNEY STAFF COMPENSATION AND BENEFIT EXPENSE		
5	100.1620.0044	BLDG MAINTENANCE CONTRACT	3,870.00	
	100.1990.0040	CONTINGENCY LINE		3,870.00
		- TRANSFER FOR HVAC CONTRACT FROM CONTINGENCY LINE		
6	100.1620.0048	BLDG CLEANING SERVICES	630.00	
	100.1620.0020	BLDG EQUIPMENT EXP		630.00
		- TRANSFER FOR INCREASE IN CLEANING SRVCS CONTRACT EXP		
7	100.1620.0045	BUILDING GROUNDS IMPROVEMENT	85,000.00	
	100.1680.0020	INFO TECH EQUIPMENT	70,000.00	
	100.1680.0021	DATA IMAGING EQUIPMENT	95,000.00	
	100.1990.0040	CONTINGENCY - SOFTWARE CONVERSION	73,376.00	
	100.1990.0040	CONTINGENCY - MASTER PLAN/TOWN CODE	35,000.00	
	100.1990.0040	CONTINGENCY - SWAN COVE	300,000.00	
	100.3120.0021	POLICE MOTOR VEHICLE LINE	50,000.00	
	100.3120.0027	POLICE OTHER EQUIPMENT	40,000.00	
	100.3120.0044	POLICE CONSULTING SERVICES	40,000.00	
	100.3120.0046	POLICE RENTALS/LEASES	70,000.00	
	100.3121.0020	POLICE LAKE PATROL EQUIPMENT	10,000.00	
	100.7110.0022	PARK SPECIAL EQUIPMENT	21,887.00	
	100.7112.0041	MCDONOUGH SKATE PARK	10,000.00	
	100.7113.0045	SWAN COVE PARK IMPROVEMENTS	90,000.00	
	100.7190.0040	SKATING RINK CONTRACTUAL EXP	40,000.00	
	100.7999.0040	AIRPORT PARKING LOT LIGHTING/LANDSCAPING	120,000.00	
	100.1989.9909	APPROPRIATED FUND BALANCE ENCUMBRANCES	*	1,150,263.00
		- RECORD ENCUMBRANCES FORWARD INCREASING BUDGET PER AUTHORIZING RESOLUTION		

TOWN OF CARMEL  
BUDGET REVISIONS JANUARY-FEBRUARY 2023 #2023/01

BUDGET REVISION NUMBER	ACCOUNT	ACCOUNT TITLE & TRANSFER DESCRIPTION	INCREASE USES & SOURCES OF FUNDS	DECREASE USES & SOURCES OF FUNDS
TRANSFER FOR PFOS/PFOA'S ENGINEERING SERVICES				
8	603.8310.0044	ENGINEERING SERVICES	17,500.00	
	604.8310.0044	ENGINEERING SERVICES	17,500.00	
	605.8310.0044	ENGINEERING SERVICES	17,500.00	
	606.8310.0044	ENGINEERING SERVICES	17,500.00	
	603.8310.0099	REPAIR RESERVE		17,500.00
	604.8310.0099	REPAIR RESERVE		17,500.00
	605.8310.0099	REPAIR RESERVE		10,000.00
	606.8310.0099	REPAIR RESERVE		12,500.00
	605.8310.9909	APPROPRIATED FUND BALANCE	*	7,500.00
	606.8310.9909	APPROPRIATED FUND BALANCE	*	5,000.00
		- PROVIDE AND TRANSFER FOR PFOS/PFOA ENGINEERING SERVICES		

(Cont.)

9	601.8310.0044	ENGINEERING SERVICES		3,864.00	
	608.8310.0044	ENGINEERING SERVICES		24,570.00	
	610.8310.0044	ENGINEERING SERVICES		8,190.00	
	613.8310.0044	ENGINEERING SERVICES		5,376.00	
	601.8310.0099	REPAIR RESERVE			3,864.00
	608.8310.0099	REPAIR RESERVE			14,570.00
	610.8310.0099	REPAIR RESERVE			8,190.00
	613.8310.0099	REPAIR RESERVE			5,376.00
	608.8310.9909	APPROPRIATED FUND BALANCE	*	10,000.00	
		- PROVIDE AND TRANSFER FOR PFOS/PFOA ENGINEERING SERVICES			

**DEPARTMENT OF RECREATION AND PARKS - RENEWAL OF LICENSING AGREEMENT WITH ASCAP AUTHORIZED**

RESOLVED that the Town Board of the Town of Carmel hereby authorizes the renewal of the License Agreement with ASCAP for public performances of copyrighted music for the year 2023 at an annual rate of \$420.00; and  
BE IT FURTHER RESOLVED that James Gilchrist, Director of Recreation and Parks, is hereby authorized to sign any necessary documents and/or reports concerning said renewal on behalf of the Town of Carmel.

Resolution  
Offered by: Councilman Baranowski  
Seconded by: Councilman Schanil and Councilwoman McDonough

<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>X</u>	<u>          </u>
Robert Schanil	<u>X</u>	<u>          </u>
Michael Cazzari	<u>X</u>	<u>          </u>

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

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 2022 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: Councilwoman McDonough and 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>X</u>	<u>          </u>
Robert Schanil	<u>X</u>	<u>          </u>
Michael Cazzari	<u>X</u>	<u>          </u>

1 MARCH 2023  
TOWN BOARD MEETING

**RESOLUTION FROM 4/20/2022 AMENDED - ACCEPTANCE OF PROPOSAL AUTHORIZED FOR PURCHASE AND INSTALLATION OF POLICE VEHICLE LICENSE PLATE READERS AND RELATED EQUIPMENT - ISLAND TECH SERVICES - NOT TO EXCEED \$21,424.50**

WHEREAS, Chief of Police Anthony Hoffmann has previously solicited proposals for the cost of outfitting Town of Carmel Police vehicles with digital license plate readers and related computer units and equipment;

NOW THEREFORE BE IT RESOLVED that the Town Board of the Town of Carmel hereby accepts the proposal of Island Tech Services, Ronkonkoma, NY for the purchase and installation of mobile data computer terminals, equipment and accessories for license plate reader units on three (3) Carmel Police Department vehicles at a cost not to exceed \$21,424.50 and in accordance with the proposal dated January 12, 2023; and

BE IT FURTHER RESOLVED that Chief of Police, Anthony Hoffmann is hereby authorized to sign any and all documentation necessary to accept the proposal and authorize the actions contained herein; and

BE IT FURTHER RESOLVED, that this resolution shall serve to amend the prior resolution of this Board dated April 20, 2022, solely with respect to the portion of said resolution which authorized purchase of computer units and software licensing from Advanced Electronic Design/Patrol PC; and

BE IT FURTHER RESOLVED, that Town Comptroller Mary Ann Maxwell is hereby authorized to make any and all necessary budget transfers or modifications required to fund the cost of this authorization.

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>X</u>	<u>          </u>
Robert Schanil	<u>X</u>	<u>          </u>
Michael Cazzari	<u>X</u>	<u>          </u>

**ACCEPTANCE OF PROPOSAL AUTHORIZED FOR POLICE VEHICLE EMERGENCY LIGHTING EQUIPMENT INSTALLATION - RFC EMERGENCY LIGHTING & SERVICES, LLC - ESTIMATED TOTAL COST OF \$33,531.30 AND NOT TO EXCEED \$34,999.00**

WHEREAS, Chief of Police Anthony Hoffmann has previously solicited proposals for the cost of outfitting two Carmel Police vehicles with emergency lighting and related equipment;

NOW THEREFORE BE IT RESOLVED that the Town Board of the Town of Carmel hereby accepts the proposal of RFC Emergency Lighting & Services, LLC, Briarcliff Manor, NY, for the installation of emergency lighting and related equipment on two (2) 2022 Dodge Durango police vehicles at an estimated total cost of \$33,531.30 and not to exceed \$34,999 in accordance with the proposals dated January 4, 2023 and January 9, 2023; and

BE IT FURTHER RESOLVED that Chief of Police, Anthony Hoffmann is hereby authorized to sign any and all documentation necessary to accept the proposal and authorize the actions contained herein; and

BE IT FURTHER RESOLVED, that Town Comptroller Mary Ann Maxwell is hereby authorized to make any and all necessary budget transfers or modifications required to fund the cost of this authorization.

Resolution

Offered by: Supervisor Cazzari  
Seconded by: Councilman Schanil



(Cont.)

<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>X</u>	<u>          </u>
Robert Schanil	<u>X</u>	<u>          </u>
Michael Cazzari	<u>X</u>	<u>          </u>

**ACCEPTANCE OF PROPOSAL AUTHORIZED FOR PURCHASE OF POLICE DEPARTMENT RIFLES - ATLANTIC TACTICAL - TOTAL COST OF \$18,058.55**

WHEREAS, Chief of Police Anthony Hoffmann has previously solicited proposals for the cost of replacing existing rifle inventory in the Town of Carmel Police Department;  
NOW THEREFORE BE IT RESOLVED that the Town Board of the Town of Carmel hereby accepts the proposal of Atlantic Tactical, Farmingdale, NY for the purchase of nineteen (19) FN America model FN 15SRP G2P Carbine Rifles at a total cost of \$18,058.55 in accordance with the proposal dated January 6, 2023; and  
BE IT FURTHER RESOLVED that Chief of Police, Anthony Hoffmann is hereby authorized to sign any and all documentation necessary to accept the proposal and authorize the actions contained herein; and  
BE IT FURTHER RESOLVED, that Town Comptroller Mary Ann Maxwell is hereby authorized to make any and all necessary budget transfers or modifications required to fund the cost of this authorization.

Resolution  
Offered by: Councilwoman McDonough  
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>X</u>	<u>          </u>
Robert Schanil	<u>X</u>	<u>          </u>
Michael Cazzari	<u>X</u>	<u>          </u>

**ACCEPTANCE OF PROPOSAL AUTHORIZED FOR PURCHASE OF POLICE DEPARTMENT OPTIC UNITS AND EQUIPMENT - ATLANTIC TACTICAL - TOTAL COST OF \$5,190.99**

WHEREAS, Chief of Police Anthony Hoffmann has previously solicited proposals for the cost of Town of Carmel Police Department pistol rifle optic units and equipment for the Town of Carmel Police Department;  
NOW THEREFORE BE IT RESOLVED that the Town Board of the Town of Carmel hereby accepts the proposal of Atlantic Tactical, Farmingdale, NY for the purchase of nineteen (19) Sig Sauer SOR52001 ROMEO5 Compact rifle optic units and nineteen (19) Nash Surefire XT07 pistol light units at a total cost of \$5,190.99 in accordance with the proposal dated February 20, 2023; and  
BE IT FURTHER RESOLVED that Chief of Police, Anthony Hoffmann is hereby authorized to sign any and all documentation necessary to accept the proposal and authorize the actions contained herein; and  
BE IT FURTHER RESOLVED, that Town Comptroller Mary Ann Maxwell is hereby authorized to make any and all necessary budget transfers or modifications required to fund the cost of this authorization.

Resolution  
Offered by: Councilman Baranowski  
Seconded by: Councilman Lombardi

(Cont.)

<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>X</u>	<u>          </u>
Robert Schanil	<u>X</u>	<u>          </u>
Michael Cazzari	<u>X</u>	<u>          </u>

**REQUEST FOR PROPOSALS FOR SURVEYING SERVICES AUTHORIZED - TOWN OF CARMEL ROAD ACQUISITION - JAMES COURT, JULIA COURT, MAPLE LANE, BAUERLEIN COURT, BETSY ROAD AND BLACKROCK LANE**

RESOLVED that the Town Board of the Town of Carmel, hereby authorizes Town Engineer Richard J. Franzetti, P.E. to solicit/request proposals for professional surveying and related services required in connection with preparation of as-built surveys and acquisition maps for future eminent domain proceedings involving James Court, Julia Court, Maple Lane, Bauerlein Court, Betsy Road and Blackrock Lane.

Resolution  
Offered by: Councilman Lombardi  
Seconded by: Councilwoman McDonough

<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>X</u>	<u>          </u>
Robert Schanil	<u>X</u>	<u>          </u>
Michael Cazzari	<u>X</u>	<u>          </u>

Supervisor Cazzari explained that since the early 2000s, the Town has been taking care of a little over two miles of roads without any reimbursement, and that the Town intends to dedicate these roads so that funding may be pursued from the State and Federal government toward their maintenance.

**COMMENTS/ANNOUNCEMENTS**

Supervisor Cazzari announced that the Carmel-Kent Chamber of Commerce is sponsoring Youth Art Month and that beautiful artwork created by students in the Carmel Central School District will be on display at the Carmel Town Hall until March 31, 2023.

Supervisor Cazzari announced that volunteers from the Mahopac High School Interact Club and the Lake Mahopac Rotary Club are holding a food drive for the St. John the Evangelist Church Food Pantry through March 10, 2023. They are seeking non-perishable, non-frozen, non-expired food as well as toiletries. Collection boxes are located at the Carmel Town Hall, Mahopac Public Library, Temple Beth Shalom, and Perrone Family Chiropractic.

Supervisor Cazzari announced that United for the Troops, a 100% volunteer-led nonprofit organization which provides essential items to our deployed service members overseas, will be holding their Annual Gala on March 10, 2023 from 7:00 p.m. to 11:00 p.m. at Villa Barone Hilltop Manor in Mahopac. For further information and to purchase tickets, visit [www.unitedforthetroops.org](http://www.unitedforthetroops.org).

Councilman Lombardi announced that Our Lady of the Lakes Council 6318 of the Knights of Columbus in Carmel will be holding their annual Lenten Fish Fry Fridays to benefit St. James the Apostle Church. Several delicious fish dishes are available at very reasonable prices.

1 MARCH 2023  
TOWN BOARD MEETING

(Cont.)

Councilman Schanil acknowledged the Town of Carmel Highway Department, as well as the Putnam County Highway Department for their outstanding efforts with regard to the recent snowstorm.

Councilman Baranowski thanked the Carmel Fire Department for the use of their facilities for tonight's Town Board meeting.

**ADJOURNMENT**

All agenda items having been addressed, on motion by Councilman Lombardi, seconded by Councilwoman McDonough, with all Town Board members present and in agreement, the meeting was adjourned at 7:32 p.m. to Executive Session to be held at the Carmel Town Hall in connection with personnel.

Respectfully submitted,

Ann Spofford, Town Clerk