

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 17th day of May 2023 at 7:38 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, Councilwoman McDonough, Councilman Schanil, and Supervisor Cazzari. (The Work Session scheduled at the end of the agenda was moved to the beginning to allow for discussion on certain items to be voted on at the Regular Meeting.)

PUBLIC COMMENTS

Noelle Harrison inquired if the implementation of the Everbridge Reverse 911 Notification System discussed earlier in the Work Session will require the installation of additional cell towers and/or new technology.

Supervisor Cazzari explained that the service will utilize the internet and existing cell towers.

MINUTES OF TOWN BOARD MEETING HELD ON 4/19/2023 - ACCEPT AS SUBMITTED BY THE TOWN CLERK

On motion by Councilman Lombardi, seconded by Councilman Baranowski and Councilwoman McDonough, with all members of the Town Board present and voting “aye”, the minutes of the Town Board meeting held on April 19th, 2023 were accepted as submitted by the Town Clerk.

DEPARTMENT OF RECREATION AND PARKS - PROVISIONAL PROBATIONARY APPOINTMENT OF PARK MAINTENANCE WORKER MADE - JOSEPH MERCURIO - EFFECTIVE 5/22/2023

RESOLVED that the Town Board of the Town of Carmel hereby appoints Joseph Mercurio of Mahopac, NY to the position of Maintenance Worker in the Parks and Recreation Department effective May 22, 2023, on a provisional probationary basis, at a CSEA Group 5, Step 1 salary level subject to the provisions of Civil Service Law and Civil Service Rules and Regulations.

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 expressed his congratulations to Joseph Mercurio on his appointment.

ENVIRONMENTAL CONSERVATION BOARD REAPPOINTMENT MADE - ROBERT LAGA - COMMENCING 6/14/2023 AND EXPIRING 6/13/2026

RESOLVED that the Town Board of the Town of Carmel hereby reappoints Robert Laga to the Town of Carmel Environmental Conservation Board for a term commencing June 14, 2023 and expiring June 13, 2026.

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

(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>

Supervisor Cazzari congratulated Robert Laga on his reappointment and acknowledged his outstanding efforts on the Environmental Conservation Board.

APPOINTMENT MADE TO THE LAKE SECOR PARK DISTRICT ADVISORY COMMITTEE - CAITLIN PERROTTA

RESOLVED that the Town Board of the Town of Carmel hereby appoints Caitlin Perrotta to the Lake Secor Park District Committee, effective immediately, serving at the pleasure of the Board.

<u>Resolution</u>	
Offered by:	<u>Supervisor Cazzari</u>
Seconded by:	<u>Councilman Schanil and Councilwoman McDonough</u>

<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 welcomed Caitlin Perrotta to the Lake Secor Park District Advisory Committee.

LAKE SECOR PARK DISTRICT - NEWSLETTER MAILING AUTHORIZED

RESOLVED that the Town Board of the Town of Carmel, acting as the Commissioners of the Lake Secor Park District, hereby authorizes the mailing of the Annual newsletter as prepared by the Lake Secor Park District Advisory Committee to all properties within the district and further directs that the cost thereof be charged as a district expense.

<u>Resolution</u>	
Offered by:	<u>Councilwoman McDonough</u>
Seconded by:	<u>Councilman Baranowski</u>

<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>

LAKE SECOR PARK DISTRICT - RATES SET FOR 2023 SEASONAL EMPLOYEES

RESOLVED that the Town Board of the Town of Carmel, acting as the Commissioners of the Lake Secor Park District, hereby sets the following rates for Lifeguards in 2023.

<u>POSITION</u>	<u>MAXIMUM RATE OF PAY</u>
Head Lifeguard	\$21.00/hr
Lifeguards	\$18.50/hr
New Life Guards	\$16.00/hr

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(Cont.)

Resolution
Offered by: Councilman Baranowski
Seconded by: Councilwoman McDonough

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

2023 USER FEE SCHEDULE - AMENDED

RESOLVED that the Town Board of the Town of Carmel hereby amends, effective immediately, the Town of Carmel User Fee Schedule for Fiscal Year 2023 in form as attached hereto and made a part hereof.

Resolution
Offered by: Councilman Lombardi
Seconded by: Councilwoman McDonough

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

TOWN OF CARMEL REVISED ADOPTED USER SERVICE FEES --
FISCAL YEAR 2023

FEE DESCRIPTION	REVISED ADOPTED 2023 USER FEES	
TOWN CLERK'S OFFICE		
Certification:		
Registrar's Certification (Birth/Death)	10.00	
Town Clerks Certification (Marriage/Other)	10.00	
Genealogy Fee Schedule:	1 - 3 years - \$22.00	
	4 - 10 years - \$42.00	
	11 - 20 years - \$62.00	
	21 - 30 years - \$82.00	
	31 - 40 years - \$102.00	
	41 - 50 years - \$122.00	
	51 - 60 years - \$142.00	
	61 - 70 years - \$162.00	
Copies:		
Copies of Town Ordinance or Other Documents - Per Page	0.25	
Facsimile/Fax - Per Page	2.00	
Map (Zoning, Election, Other) - Black & White/Color	10.00/15.00	
USB Flash Drive	10.00	
Licenses:		
Auctioneering License - Annual	300.00	
Auctioneering License - One Day	150.00	
Annual Dog License Fee - spayed/nuetered	7.50	
Annual Dog License Fee - unspayed/un-nuetered	15.50	
Garbage Carting License - Renewal *	2,000.00	* Plus \$150 per truck inspection annually
Garbage Carting License - NEW *	2,500.00	* Plus \$150 per truck inspection annually
Marriage License	40.00	
Marriage License - Active Duty Members of US Armed Forces	waived	
One-Day Marriage Officiant License	25.00	
Miscellaneous:		
Cemetery Grave Marker - Each	100.00	
Dog Pick-Up	-	
Dog Shelter Fee - First Impoundment	25.00	+ 20.00 Each Additional 24 Hours
Second Impoundment - within one year	50.00	+ 20.00 Each Additional 24 Hours
Third Impoundment - within one year	60.00	+ 20.00 Each Additional 24 Hours
Subsequent Impoundment - within one year	70.00	+ 20.00 Each Additional 24 Hours
Petition to Amend Zoning Ordinance	5000.00	
Permits:		
Canvassing/Soliciting Permit - 3 Months	25.00	
Public Assembly Permit - Each Event	200.00	
Sound Amplification Permit Commercial	100.00	per day
Sound Amplification Permit Residential	50.00	per day
Town Code:		
Annual Town Code Book Supplement	75.00	
Code Book	598.00	

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(Cont.)

TOWN OF CARMEL REVISED ADOPTED USER SERVICE FEES --
FISCAL YEAR 2023

FEE DESCRIPTION	REVISED ADOPTED 2023 USER FEES	
POLICE DEPARTMENT		
Accident Report - Business	0.25	per page
Accident Report - Personal	0.25	per page
Finger Printing Service - Per Person	100.00	
Photograph	20.00	per photo
Police Special Escort Service - Per Hour	-	
Special Event or Special Services - Per Hour	150.00	with Town Contract
CD of Photographs from Casefile	50.00	
Police Youth Camp	100.00	per camper
Tow Application Fee	250.00	Annual Application Fee
Vehicle Impound Fee	100.00	per vehicle
ALARM ORDINANCE		
Alarm Permit - 1 Year - Residential & Commercial	40.00	
One False Alarm	-	* All alarm fees: 10% of outstanding balance after 90 days past due.
Two False Alarms	-	
Three False Alarms	50.00	
Four False Alarms	100.00	
Five False Alarms	300.00	
Six-Nine False Alarms	400.00	
Ten or more False Alarms	500.00	
HIGHWAY DEPARTMENT		
Driveway Bond - "Refundable"	750.00	
Driveway Permit - Includes two Inspections	215.00	
Road Opening Bond - "Refundable" - Entire Road	1,000.00	
Road Opening Bond - "Refundable" - Half Road	500.00	
Road Opening Permit	215.00	
EV Charging Stations		
Cost per kWh at EV Station	\$0.25	per kWh
Cost for staying/sitting at EV station one hour after Full Vehicle Charge	\$10.00	per hour

TOWN OF CARMEL REVISED ADOPTED USER SERVICE FEES --
FISCAL YEAR 2023

FEE DESCRIPTION	REVISED ADOPTED 2023 USER FEES	
PARKS & RECREATION DEPARTMENT		
Camp:		
Playground Camp grade 2 - 8; 9:00 am - 3:00 pm	600.00	Non-Resident \$1,200.00
Primary Camp grade K - 1; 9:30 am - 2:30 pm	650.00	Non-Resident \$1,300.00
Camp Extended Day	250.00	
Classes/Lessons:		
Additional Swimming Lessons	\$75	Residents only
Adult Classes	\$65.00 - \$325.00	* plus \$35.00 non residents
CPR Review	\$75	Non-Resident \$110.00
Lifeguard Training Aid/Safety	\$380.00	Non-Resident \$415.00
Lifeguard Training Review	\$195.00	Non-Resident \$230.00
Youth Classes	FREE - \$180.00	* plus \$35.00 non residents
RTE - Responding to Emergencies	225.00	Non-Resident \$260.00
Swimming Lessons Including Permit	145.00	Residents only
Facilities Rental:		
Ballfield Rental - 2 Hour Limit	\$150.00/\$250.00 w/lights	
Boat Rental Fee	5.00	
Civic - Building Rental	200.00	+Supervisor Hourly Rate
Group Picnic/Pavilion	150.00	Residents Only
Private Building Rental	300.00	+Supervisor Hourly Rate
Sycamore Park Concession [Seasonal]	3,500.00	
ID/Permits: "Residents Only"		
Lake Access Card	50.00	
Family Beach Day Pass	20.00	
Adult Swimming Permit	100.00	
Daily Adult Beach Fee	8.00	
Daily Adult Guest Beach Fee	10.00	
Daily Youth Beach Fee	7.00	
Daily Youth Guest Beach Fee	9.00	
Family Swimming Permit	200.00	
Family Tennis Permit	80.00	
Resident Registration Fee	6.00	
Senior Resident Registration Fee	No charge	
Nanny Registration Fee	12.00	
Nanny Swim Permit	100.00	
Individual Tennis/Pickleball Permit	50.00	
Tennis/Pickleball Guest Fee	6.00	
Youth Swimming Permit	80.00	
Dog Park:		
Sycamore Dog Park User Fee - Resident	30.00	Annual
Sycamore Dog Park User Fee - Non-Resident	80.00	Annual
Vendor Space Fee		
	\$20.00 per event	10'x10' Vendor Space for Special Events
	\$250.00 / Half Season	10'x10' Vendor Space for Farmers Market 12 weeks
	\$500.00 / Full Season	10'x10' Vendor Space for Farmers Market 24 weeks
	\$20.00 / Date	10'x10' Concession Vendor Space for Farmers Market - " Different Concession Vendors featured weekly
	\$360.00 / Full Season	10'x10' Craft Vendor Space for Farmers Market 12 weeks max.
	\$40.00 / Date * Per day	10'x10' Craft Vendor Space for Farmers Market
Registration Cancellation Processing Fee	25% of program fee	Fee incurred if participant cancels their registration less than 5 days prior to class start date
Returned Deposited Bad Check - each item	20.00	

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(Cont.)

TOWN OF CARMEL REVISED ADOPTED USER SERVICE FEES --
FISCAL YEAR 2023

FEE DESCRIPTION		REVISED ADOPTED 2023 USER FEES	
BUILDING & CODES DEPARTMENT			
Accessory Apartment Permit		1,000.00	
Bed & Breakfast Special Application		1,000.00	
Building Permits -- Flat Rate PLUS Estimated Cost of Construction		125.00	Flat Rate PLUS
Estimated Cost of Construction -- Calculated as:		15.00	per \$1,000 Calculated Estimated Cost
Residential -- New construction		100.00	per sq. ft.
Residential -- Finish existing space to living space		25.00	per sq. ft.
Commercial		200.00	per sq. ft.
Commercial - Garage		75.00 - 80.00	per sq. ft.
Decks		50.00	per sq. ft.
Garage		75.00	per sq. ft.
Shed		25.00	per sq. ft.
Building Permits -- After structure is built		250.00	New Fee
Certificates of Compliance		80.00/150.00	Residential/Commercial
Certificates of Occupancy		80.00/150.00	Residential/Commercial
Excavation or Fill Permit for the first 2,000 cubic yards		200.00	Plus \$100 for each additional 1,000 CY
Inspection Fee for Clearance of Title Search Violation		200.00	Each Inspection
Mother/Daughter Permit		500.00	
Plumbing Permit Per Fixture		25.00	\$100.00 minimum fee
Plumbing/ Air Conditioning Inspection			
Re-Inspection Fee When Inspection Requested but Job Not Ready		250.00	Paid in Advance of 2nd Inspection
Sign Permit		150.00	
Swimming Pool Permit -- Above Ground		250.00	
Swimming Pool Permit -- In Ground		500.00	
HVAC Fee		125.00	Flat Rate plus
		20.00	per \$1,000 Estimated Cost of Installation
Electrical Inspection Fee		100.00	
Title Search		275.00/425.00	Residential/ Commercial + \$100 per establishment
Zoning Letter		100.00	
Outdoor Dining Annual Fee		100.00	Annual Fee
Outdoor Dining (fee per 10 or more seats)		+ 50.00/up to 10 seats	An add'l \$50.00 for 11 or more seats
Fire Inspection: Multifamily / Commercial		150.00 / 100.00	Commercial \$100 per establishment
Blasting Permit		300.00	per month
Operational Permits *		100.00	
* (NYS DOS requires towns to issue permits for storage of certain materials and certain uses)			
Natural Gas Inspections			
Residential		125.00	(5 Fixtures) \$10 each additional
Commercial		175.00	(5 Fixtures) \$20 each additional
Liquid Propane Gas Inspections			
Residential		125.00	(5 Fixtures) - \$10 each additional
Commercial		175.00	(5 Fixtures) - \$20 each additional

TOWN OF CARMEL REVISED ADOPTED USER SERVICE FEES --
FISCAL YEAR 2023

FEE DESCRIPTION		REVISED ADOPTED 2023 USER FEES	
ENVIRONMENTAL CONSERVATION REVIEW BOARD			
ECB Wetlands Marker		25.00	
Permit Renewal/Extension Fee		200.00	\$200.00 for each one year permit renewal/extension;
Application Withdrawal		100.00	
Letter of Maintenance		100.00	
Letter of Permission (In lieu of application)		150.00	
Major Interagency Review - Over 5 Acres - Per Acre or Part Thereof		150.00	Total Wetland Include: 100' Control Area (per acre)
Minor Interagency Review - Up to 5 Acres - Per Acre or Part Thereof		125.00	Total Wetland Include: 100' Control Area (per acre)
Private Consultation/Conference with Wetland Inspector Per Hour		200.00	
Public Hearing		minimum \$200.00 or cost	
SEQR - DEIS		1%	of Bond
Site Plan Inspection - Single Lot - Per Acre or Part Thereof		300.00	Total Wetland Include: 100' Control Area (per acre)
Subdivision Plan Inspection - Per Acre or Part Thereof		300.00	Total Wetland Include: 100' Control Area (per acre)
Tree Cutting - Up to 5 Acres		500.00	Escrow to be determined by Professional Forester
Tree Cutting - 5 to 25 Acres		1,000.00	Escrow to be determined by Professional Forester
Tree Cutting - Over 25 Acres		1,500.00	Escrow to be determined by Professional Forester
Minor Wetland Permit Application - for projects disturbing up to 1,000 sq ft in the 100 ft buffer area.		225.00	
* Escrow Fee for Minor Project		500.00	
Major Wetland Permit Application - for projects disturbing 1,000 sq ft or greater in the 100 ft buffer area or any disturbance in the buffer.		500.00	*plus \$100 for each add'l 1,000 sq ft disturbance (or part thereof) in the 100 ft buffer. Maximum fee \$1,000
* Escrow Fee for Major Project		2,500.00	*as determined by the Town's Wetland Inspector
Wetland Determination for Health Dept		200.00	
Floodplain Permit Fee		minimum \$250.00	maximum \$500
ZONING BOARD OF APPEALS			
280A Exemption		400.00	
Application Withdrawal		100.00	
Area Variance Application		200.00	
Bed and Breakfast Special Permit Application		400.00	
Interpretation of Ordinance		400.00	
Use Variance Application		400.00	
Computer address labels for variance mailing		50.00	
NOTIFICATION SIGN		50.00	per sign
PLANNING BOARD			
PLANNING SUBDIVISION FEES:			
Sketch fee		1,250.00	One time fee
Preliminary Fees			
Major Subdivision		5,500.00	Plus \$950 per lot
Minor Subdivision		3,500.00	Plus \$950 per lot
*Extension of Preliminary Sub-division"		2,500.00	
Final Fees:			
Amendment to Final Plat		2,500.00	
Major Subdivision		2,500.00	Plus \$750 per lot
Minor Subdivision		2,500.00	Plus \$750 per lot
Re-approval of Final Approval		2,500.00	(Does not include SEQR fees)
Extension of final approval		2,500.00	
OPEN DEVELOPMENT REVIEW FEE		3,500.00	
LOT LINE ADJUSTMENT FEE		3,500.00	

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(Cont.)

TOWN OF CARMEL REVISED ADOPTED USER SERVICE FEES --
FISCAL YEAR 2023

FEE DESCRIPTION	REVISED ADOPTED 2023 USER FEES	
SITE PLAN FEES:		
Commercial Site Plan -- Flat Rate PLUS Parking Spaces	2,000.00	Plus \$100 per Parking Spaces
Residential Site Plan -- Flat Rate PLUS Unit Fee	3,000.00	PLUS \$500 per Dwelling Unit
Amendment to Previous Approved Site Plan -- with no new parking spaces	3,000.00	
Amendment to Previous Approved Site Plan -- with new parking spaces	3,000.00	Plus \$100 per Parking Spaces
Re-grant of Site Plan Approval	3,000.00	
Extension of Site Plan Approval	2,000.00	
SPECIAL SITE PLAN FEES		
Boat House/Bathhouse	1,000.00	
Parking Lot	1,000.00	
Pools/Tennis Courts/ Playgrounds	1,000.00	
Residential Barns	1,000.00	
Residential Dock	1,000.00	
Residential Horse Riding Ring	1,000.00	
Home Office	1,000.00	
LANDFILL, SURFACE GRADING, & OTHER EXCAVATION		
Up to 2 Acres	300.00	
From 2 to 5 Acres	600.00	
Over 5 Acres	900.00	Plus \$40.00/Acre
ARCHITECTURAL REVIEW		
New Commercial Structure Review	300.00	
Modification to Existing Commercial Structure Review	200.00	
Other Structure or Sign Review	100.00	
Single Family Residential Structure Review	150.00	
Two or More Family Residential Structure Review	150.00	Plus 50.00 each Additional Unit over two
PLANNING/MISCELLANEOUS FEES:		
Engineering Fee (Site Plans & Subdivisions) - Technical Review and Construction Inspections	5%	% of Bond Amount
Public Hearings Including Bond Returns and Reductions	250.00	Per Hearing
Planning Board SEQR Escrow Fees - DEIS	2.00%	Not to exceed 2% of Project Value
Planning Board SEQR Escrow Fees - FEIS	2.00%	Not to exceed 2% of Project Value
Recreation Fee in Lieu of Parklands	8,500.00	Per Residential Lot
Recreation Fee Sr. Cit. Multi Family Dwelling/Apt.	3,500.00	Per Dwelling/Apartment for site plan with approvals originating prior to 12/31/15
Recreation Fee Sr. Cit. Multi Family Dwelling/Apt.	6,500.00	Per Dwelling/Apartment for site plan with approvals originating after 1/1/16
Recreation Fee Multi Family Developments	7,000.00	Per Dwelling
Computer address labels	50.00	
NOTIFICATION SIGN	50.00	per sign

TOWN OF CARMEL REVISED ADOPTED USER SERVICE FEES --
FISCAL YEAR 2023

FEE DESCRIPTION	REVISED ADOPTED 2023 USER FEES	
DEPARTMENT MISCELLANEOUS TOWN SERVICES:		
Computer Labels	0.05	Each Label - 5.00 Minimum
Computer Report of Tax Parcels	0.25	Per Page - 5.00 Minimum
Copies of Plans/Maps - 24" x 36" black/white or color	10.00 black/white, 15.00 color	
Copies of Records/Documents	0.25	Per Page
Mail Reminder Notices	2.00	
Returned Deposited Bad Check - Each Item	20.00	
Tax or Record Search and Copy	5.00	
Tax or Record Search and Copy with Letter	10.00	
Floodplain Permit	250.00	
SPECIAL DISTRICTS		
PARK DISTRICTS:		
Building Rental - District Resident	350.00	
Building Rental - Non-District Resident	N/A	
Building Rental Deposit - "Refundable"	350.00	
SEWER DISTRICTS:		
Sewer System Service Application, including one inspection (where Street Lateral to Curb Line exists)	250.00 Residential 500.00 Commercial	
Sewer System Connection Additional Inspection - Each Inspection	50.00	
Sewer Sludge Dumping Fee, each 1000 gallons	200.00	
Out of District Application Fee - Residential	4,000.00	
Out of District Application Fee - Commercial	5,000.00	
Pretreatment Permit Exceedence Surcharge	500.00	
WATER DISTRICTS:		
Water System Service Application, including one inspection (where water line curb box exists)	250.00 Residential 500.00 Commercial	
Water System Connection Additional Inspection - Each Inspection	50.00	
New Badger Water Meter Purchase - 3/4"	Base \$100.00 Encoder - \$100.00 Endpoint \$300.00 Total - \$500.00	Residential 3/4"
New Badger Water Meter Purchase - 1" or greater	***At Replacement Cost***	plus 15%
Water Meter Replace Due To Customer's Damage	\$500.00 for 3/4" meter replacement cost	plus 15% for all other size meters
Water Meter Test, by written request of consumer	200.00	' If test shows the meter failed no cost; if test shows meter functions then fee applies
Water service turned on or off	50.00	
Water sprinkler tap - Annual Fee	200.00	
Final Bill Fee	35.00	
Bulk Water Sales	10 times the normal in district rate	Minimum fee \$300.00
Out of District Application Fee - Residential	4,000.00	
Out of District Application Fee - Commercial	5,000.00	
Water Bill Adjustment from Estimate to Actual	25.00 after 2nd adjustment	
Water Consumption Manual Read Assessment for Non-celluar meters.	\$300.00 Residential/\$600.00 Commercial	Billed Semi-Annual
Install Meter Pit at Residence/Business	****Replacemnt Cost****plus 25%	

(Cont.)

Supervisor Cazzari stated that the User Fee Schedule was amended to add the fees for kilowatt-hour and hourly rate for use in connection with the Town’s new electronic vehicle charging stations scheduled to go online on May 19, 2023.

Councilman Schanil confirmed that the cost per kilowatt-hour at the EV station is \$0.25 and the cost for stay/sitting at the EV station after full vehicle charge is \$10.00 per hour.

**PROPOSAL ACCEPTED FOR PROFESSIONAL GRANT WRITING SERVICES -
MILLENNIUM STRATEGIES, LLC - NOT TO EXCEED \$36,000.00 ANNUALLY**

RESOLVED, that the Town Board of the Town of Carmel hereby accepts the proposal of Millennium Strategies, LLC, Morrison, NJ, for grant-writing services for the Town of Carmel at a cost not to exceed \$36,000.00 annually; and

BE IT FURTHER RESOLVED, that upon presentation of insurance certificates in form acceptable to Town Counsel, Town Supervisor, Michael Cazzari is hereby authorized to execute any and all documentation reasonably necessary to effectuate the purchase authorized hereunder; 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: 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 expressed his hope that Dave Jenkins and the staff at Millennium Strategies, LLC will obtain significant grant awards for the Town this year.

**CARMEL WATER DISTRICT #2 - EMERGENCY REPAIRS ACKNOWLEDGED - KUCK
EXCAVATING - \$21,892.53**

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 April 27, 2023, as attached hereto and made a part thereof.

Resolution

Offered by: Supervisor Cazzari
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>

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TOWN BOARD MEETING

(Cont.)

Richard J. Franzetti, P.E.
Town Engineer



(845) 628-1500
(845) 628-2088
Fax (845) 628-7088

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: April 27, 2023

Re: Emergency Repairs/Services

This memorandum is being presented to the Town Board to advise the Board of emergency invoices that were submitted for payment 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 2

On April 7, 2023, Inframark, the Operators of Water District 2, advised the Engineering Department of a slight leak on the service line proximate to 1787 Route 6 TM 55.6-1-56). Due to the location of the leak the excavation work, which included lane closures on Route 6 in Carmel, work had to be performed at night.

This repair was completed by Kuck Excavating on April 18, 2023. The cause of the leak was a pinhole in the copper service line underneath the lane of traffic on Route 6. All copper was replaced from the curb valve to the corporation valve. Attached is the invoice in the amount of \$21,892.53 to make this repair.

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\05-10-23 WS\04-27-23 Repair Acknowledgement to TB - .doc

Ed Kuck Excavating Inc
20 Day Road
Carmel, NY 10512

CWD 2
INV #
TOC 26-2023
REQ #
Vendor 0670
Tax ID - 133851002

Attention:, ENGINEERING
TOWN OF CARMEL

EMERGENCY 3/4" COPPER SERVICE LINE LEAKING

Respond as per INFRAMARK
Job Location: 1787 US 6
Work Completed;4/17/2023 4/18/2023
Start time:

End Time: 4 /17/ 2023 8 HRS PWOT 4/18/2023 4 HRS TOTAL 12 HRS

Job Description: SET UP TRAFFIC CONTROL & LIGHT TOWERS, SAW CUT SHOULDER OF ROAD, TUNNEL UNDER ROAD 7 FT. FOUND 8" WATER MAIN & SERVICE CONNECTION, REPLACED 30 FT OF SERVICE LINE. BACKFILLED UNDER ROAD WITH KCRETE , INSTALLED STEEL PLATE BACKFILLED AND COMPACT INSTALLED TOPSOIL IN LAWN AREA. RAKE, SEED AND HAY DISTURBED AREA

(Cont.)

Materials / Equipment/ Labor	Total Hrs,yds,qty	Price per yd, qty, day	Total
Track Hoe MR55	12	\$95.00 per hour	1,140.00
PC-120		\$175.00 PER HR	
Dump Truck	12	\$100.00 per hour	1,200.00
Support Vehicle	Day rate 2 DAYS	\$155.00 PER DAY	310.00
Chop Saw	Day rate	\$ 70.00	70.00
Jumping Jack	Day rate	\$70.00	70.00
Plate tamper	Day rate	\$70.00	
Mud Sucker	Day rate	\$70.00	70.00
Locater	Day rate	\$70.00	
TRASH PUMP & HOSE	DAY RATE PER UNIT	\$225.00 PER PUMP	
Machine Hammer	Day rate	\$250.00	
Powered drill/hammer	Day rate	\$70.00	
MACHINE OPERATOR OT 1-1/2	8 HRS X 1 MAN	\$291.27 PER HR	2,330.16
Machine operator	4 HRS X1 MAN	\$194.18 PER HR	776.72
Laborers	4 HRS X 2 MEN	\$169.30 PER HR	1,354.40
LABORER OT 1 -1/2	8 HRS X 5 MEN	\$253.95 PER HR	10,158.00
Item 4	15 YARDS	\$52.00 per yard	780.00
Seed	1/8 BAG	\$150.00 bag	18.75
CONCRETE			2,895.50
Top soil	3 YARD	\$50.00	150.00
Blacktop		\$151.00 per ton	
SHORING BOX		\$500.00	
HAY	1 BAG	\$19.00 bag	19.00
GRAVEL		\$50.00/YARD	
LIGHT TOWER	2 TOWERS	\$275.00 DAY RATE	550.00
SKYLIFT		90.00 PER HR	
Total			21,892.53

EXHIBIT “B”
Emergency Justification Form
Town of Carmel Procurement Policy

Procurement Policy, Section VI: Emergency Procurement

Subdivision (4) of General Municipal Law §103 sets forth an exception to purchasing and bidding requirements for emergency situations

Department: Engineering
Vendor names: Ed Kuck Excavating_
Nature of emergency: CWD2 Copper Service Line Repair
Estimated cost: See attached invoice

There are three basic statutory criteria to be met in order to fall within the emergency purchase exception. State the basis for identifying an emergency purchase or service, check any that apply:

- ☒ The situation arose out of an accident or unforeseen occurrence or condition.
- ☐ Public buildings, public property, or the life, health, safety or property of the political sub-division's residents were affected.
- ☐ The situation required immediate action, which could not await competitive bidding.
- ☐ The emergency purchases or services exceeded \$10,000 and will be submitted to the Town Board for presentation at a Town Board Meeting to acknowledge said emergency. A Town Board Resolution should be passed acknowledging the same.
- ☐ Other (provide explanation):

(Cont.)

Purchasing Agent’s signature for approval: 

Department Head’s signature for approval: 

PROPOSAL ACCEPTED FOR PROFESSIONAL SERVICES - LARRY L. LYNN, LAND SURVEYOR, PC - OAKBROOK SUBDIVISION AND JULIA LEVINE WRIGHT SUBDIVISION - NOT TO EXCEED \$20,000.00

RESOLVED that the Town Board of the Town of Carmel, upon the recommendation of Town Engineer Richard J. Franzetti, P.E., hereby accepts the proposal of Larry L. Lynn, Land Surveyor, PC, Wappinger Falls, NY, for the provision of surveying services for the preparation of as-built survey drawings for the Oakbrook Subdivision and Julia Levine Wright Subdivision in accordance with the proposal dated April 17, 2023 at a cost not to exceed \$20,000.00; and

BE IT FURTHER RESOLVED that Town Supervisor Michael Cazzari is hereby authorized to sign any and all documentation necessary to 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>

ADVERTISEMENT FOR BIDS AUTHORIZED - LAKE MAHOPAC DAM REHABILITATION PROJECT

RESOLVED that Town Engineer Richard J. Franzetti, P.E. is hereby authorized to advertise for bids for the Lake Mahopac Dam Rehabilitation project as required by the existing order on consent entered into with the New York State Department of Environmental Conservation as authorized May 13, 2020; and

BE IT FURTHER RESOLVED that upon finalization and completion of bid specifications, the Town Engineer 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: 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>

17 MAY 2023
TOWN BOARD MEETING

**CARMEL WATER DISTRICTS #2, #3, #8, #9, AND #14 - AMENDMENTS TO
ENGINEERING SERVICES AGREEMENT WITH WESTON & SAMPSON FOR WATER
STORAGE TANK REHABILITATION - APPROVED**

WHEREAS, the Town Board of the Town of Carmel, acting as Commissioners of Carmel Water Districts #2, #3, #8, #9, and #14, hereby had previously accepted the proposal of Weston & Sampson, Reading, MA for the provision of design, bid assistance and construction administration services for water storage tank rehabilitation in the referenced Water Districts on November 6, 2019;

NOW THEREFORE BE IT RESOLVED, that the Town Board of the Town of Carmel, acting as Commissioners of the referenced Water Districts, and upon the recommendation of Town Engineer Richard J. Franzetti, P.E. hereby accepts and approves the amendments #2 and #3 to scope of services to be rendered by Weston & Sampson for design, bid assistance and construction administration services in said projects; and

BE IT FURTHER RESOLVED, that amendment #2 is approved at an increase of \$2,900 and amendment #3 is approved at a cost of \$69,500.00 as contained in the proposals dated April 4, 2023 and April 13, 2023 attached hereto and made a part hereof;

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 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>



Weston & Sampson, PE, LS, LA, PC
Heritage Executive Suites, 2537 Route 52, Building 3, Suite 1,
Hopewell Junction, NY 12533

April 4, 2022

Richard J. Franzetti, P.E.
Town Engineer
Town of Carmel
60 McAlpin Avenue
Mahopac, NY 10541

Re: RFP-2019-006
Water Tank Rehabilitation Proposal
Request for Amendment No. 2

Dear Mr. Franzetti:

The Town of Carmel (Town) owns several water-storage tanks in multiple districts across the Town, each district having its own budget, debt load, and financing requirements in order to maintain their tanks. The Town retained Pittsburgh Tank & Tower Group (PTTG) to inspect each tank in the inventory and provide a report of their finding and recommendations back in March 2019. The Town Board of the Town of Carmel (Town), as Commissioners of the Town owned Water Districts, selected Weston & Sampson to provide design, bidding, and construction engineering services for the rehabilitation of water storage tanks in multiple districts across the Town.

Weston & Sampson prepared a design for the replacement of the wood structure that houses the pneumatic water tank within CWD #9. With Weston & Sampson's support, the project was bid in 2021 and the bids were rejected due to the high prices received and the low volume of bidders. Since then, the building structure has continued to deteriorate, and the Town would like to rebid the design documents that were prepared last year. Therefore, additional bid phase services will be required, and we have developed this amendment for the rebidding of the CWD #9 water tank building.

SCOPE OF SERVICES:

CWD #9 Mahopac Hills Structure Replacement Rebidding:

The original bid documents will be re-bid in April 2022. The additional Bidding Support Services will include the following:

(Cont.)

- Draft and submit to the town for review, approval, and publication, a public bid advertisement.
- Provide and issue from our office a complete electronic set of contract documents for bidding. Contract documents shall be provided in electronic format to the Town for its use so that they can be made available for online publishing and viewing through their web-based bidding service. We shall provide three (3) hard copy sets of each set of contract documents to the Town for its use. Two (2) of the Town's hard copy sets shall be full-size plans while one (1) of the Town's hard copy sets shall be half-size plans.
- Conduct a pre-bid conference with bidders and other interested parties prior to receipt of bids for the project. Record minutes of the meeting, attendees, and agenda, and distribute to attendees following the meeting.
- Assist the Town with securing and tabulating bids; review and analysis of the bid results; providing a tabulation of the bid results; and review and analysis of bidders' qualifications to conduct the work for each contract.
- Submit a letter of recommendation.

The cost increase associated with re-bidding the contract documents for CWD #9 is \$2,900.

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Offices in: MA, CT, NH, VT, NY, SC & FL

FEE SCHEDULE:

Based on our revised scope request by the Town, as described above, we have developed an updated Fee Schedule summary.

Amendment No. 2 Summary			
	Existing Value	Amendment No. 2	Revised Value
CWD #2 – Hamlet of Carmel			
Task 1: Design Services (Lump Sum)	\$105,000	-	\$105,000
Task 2: Bidding Services (Lump Sum)	\$10,400	-	\$10,400
Task 3: Construction Services (Lump Sum)	\$98,900	-	\$98,900
CWD #2 Total	\$214,300	-	\$214,300
CWD #3 – Lake Secor			
Task 1: Design Services (Lump Sum)	\$6,600	-	\$6,600
Task 2: Bidding Services (Lump Sum)	\$1,000	-	\$1,000
Task 3: Construction Services (Lump Sum)	\$9,300	-	\$9,300
CWD #3 Total	\$16,900	-	\$16,900
CWD #8 – Mahopac Ridge			
Task 1: Design Services (Lump Sum)	\$14,200	-	\$14,200
Task 2: Bidding Services (Lump Sum)	\$2,100	-	\$2,100
Task 3: Construction Services (Lump Sum)	\$20,100	-	\$20,100
CWD #8 Total	\$36,400	-	\$36,400
CWD #9 – Mahopac Hills			
Task 1: Design Services (Lump Sum)	\$11,000	-	\$11,000
Task 2: Bidding Services (Lump Sum)	\$200	\$2,900	\$3,100
Task 3: Construction Services (Lump Sum)	\$1,600	-	\$1,600
CWD #9 Total	\$12,800	-	\$15,700
CWD #14 – Red Mills			
Task 1: Design Services (Lump Sum)	\$36,400	-	\$36,400
Task 2: Bidding Services (Lump Sum)	\$2,600	-	\$2,600
Task 3: Construction Services (Lump Sum)	\$24,800	-	\$24,800
CWD #14 Total	\$63,800	-	\$63,800
PROJECT TOTAL	\$344,200	\$2,900	\$347,100

(Cont.)

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All other terms, conditions, and contract scope items shall remain as described in our original professional services contract with the Town.

We look forward to continuing to assist the Town with this important project. If you have any questions or require further information, please don't hesitate to contact me at zongolj@wseinc.com or at 518-463-4400.

Sincerely,
WESTON & SAMPSON, PE, LS, LA, PC



Joseph Zongol, PE, NICET III
Senior Associate | Team Leader

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AMENDMENT NO. 2
to the
Contract Scope of Work (dated November 15, 2019)
(Contract)
for
Rehabilitation of Water Storage Tanks Carmel Water Districts 2, 3, 8, 9, & 14 R2019-006
(Project)
between
Town of Carmel
(Town)
and
Weston & Sampson, PE, LS, LA, PC
(Weston & Sampson)

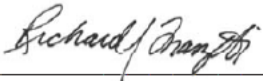
This Amendment authorizes the addition of funds for the Rehabilitation of Water Storage Tanks Carmel Water Districts 2, 3, 8, 9, & 14, contract R2019-006. A summary of the addition of funds authorized under this amendment and the original project budget is provided below:

Amendment No. 2 Summary

Amendment No. 2 Summary			
Project Task	Existing Contract Value	Amendment No. 2	New Contract Value
CWD #2 – Hamlet of Carmel	\$214,300	-	\$214,300
CWD #3 – Lake Secor	\$16,900	-	\$16,900
CWD #8 – Mahopac Ridge	\$36,400	-	\$36,400
CWD #9 – Mahopac Hills	\$12,800	\$2,900	\$15,700
CWD #14 – Red Mills	\$63,800	-	\$63,800
TOTAL LUMP SUM (NOT TO EXCEED FEE)	\$344,200	\$2,900	\$347,100

All other terms, conditions, and contract scope items shall remain as described in the original contract. There is no additional compensation authorized under this amendment. The billings for this project shall not exceed \$347,100 without written authorization from the Town.

ACCEPTED FOR:
Town of Carmel

By: (signature) 
(please print name) Richard J Franzetti

Title: Town Engineer
Date: 04-05-2022

17 MAY 2023
TOWN BOARD MEETING

(Cont.)



Weston & Sampson, PE, LS, LA, ARCHITECTS, PC
1 Winners Circle, Suite 130, Albany, NY 12205
Tel: 518.483.4400

April 13, 2023

Richard J. Franzetti, P.E.
Town Engineer
Town of Carmel
60 McAlpin Avenue
Mahopac, NY 10541

Re: RFP-2019-006
Water Tank Rehabilitation Proposal
Request for Amendment No. 3

Dear Mr. Franzetti:

The Town of Carmel (Town) owns several water-storage tanks in multiple districts across the Town, each district having its own budget, debt load, and financing requirements in order to maintain their tanks. The Town retained Pittsburgh Tank & Tower Group (PTTG) to inspect each tank in the inventory and provide a report of their finding and recommendations back in March 2019. The Town Board of the Town of Carmel (Town), as Commissioners of the Town owned Water Districts, selected Weston & Sampson to provide design, bidding, and construction engineering services for the rehabilitation of water storage tanks in multiple districts across the Town.

During the course of the design and construction process, additional out-of-scope work was requested by the Town and District operators, and a majority of it has already been completed as a good faith effort to the Town. The out-of-scope work for Carmel Water District (CWD) #2 includes:

- Complete replacement of the Lindy Drive water tank due to code issues that were discovered prior to bidding that were not identified within the PTTG report, as well as the need to increase storage volume to account for new planned development within the area. The code issue stems from the roof of the tank designed as a concave "bowl" like configuration, with the roof drain system running through the tank. This setup has the potential to cause roof failures if the drain were to clog or cross contamination issues. These issues were not identified sooner as record drawings are not available for this tank and roof tank inspections were not part of our original scope.
- Prepare design documents for the pavement of the access road to the Lindy Drive tank.
- Replacement of control equipment at the Everett Road Water tank site and design of a new outdoor control panel structure
- Support for hazardous materials testing for the demolition of the existing Everett Road Tank

In addition, Weston & Sampson performed a 50-year life-cycle cost analysis comparing the cost of rehabilitating Lindy Drive tank to the construction of a new glass-lined water tank. Based on the results of our review and cost analysis, it was determined, in consultation with the Town, that the most cost-effective long-term approach would be to replace the 300,000-gallon Lindy Drive tank in Carmel Water District (CWD) #2 with a 500,000-gallon glass lined tank, in lieu of painting the existing tank, and completing a full roof replacement to address the above-mentioned code issues.

Given the change in design direction for rehabilitation of an existing tank to construction of a new tank, additional field information is necessary to complete the design. Therefore, we have prepared this amendment to include the necessary State Historic Preservation Office (SHPO) reviews, State Environmental Quality Review (SEQR) Act determinations, geotechnical evaluation needed to design new tank foundations, and topographic survey to site the new tank.

Finally, work was anticipated to be constructed in 2020. Due to supply chain issues, COVID, and other factors, construction has been delayed. To account for the increased cost of salaries and inflation, we request a modest increase in our fees for the remaining contract to cover the costs that these delays have caused us to incur.

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Page 2

Therefore, we are pleased to present this amendment for the following out of scope geotechnical, survey, SHPO, SEQR, design document development, and permitting services:

ADDITIONAL SCOPE OF SERVICES:**CWD #2 Hamlet of Carmel:**

Lindy Drive Tank Replacement Design: Due to the discovery of the roof and roof drain configuration code issues at the Lindy Drive tank, the Town conducted a second tank inspection in 2021. The new inspections confirmed that the Lindy tank drain was no longer functioning. To resolve this, while meeting current technical and water quality standards, a significant structural upgrade to the tank's roof would be needed. Weston & Sampson performed a Life Cycle Cost Analysis and evaluated the options available to the town. Due to the excessive costs associated with replacing the tank's roof, it is recommended that the Town pursue a full replacement of the current steel tank with a lower maintenance cost, glass lined tank. The tank size will be increased from 300,000 gallons to 500,000 gallons to help facilitate the Town's continued growth. The existing tank will be demolished and a new tank will be constructed in approximately the same location on the site.

(Cont.)

Improvements to the current gravel access road were requested by the Town to help facilitate tank maintenance and snow removal. A new paved entrance way will be included within the design. The existing altitude valve, vault, and controls shall be maintained and not replaced as part of this project.

The cost associated with the level of effort for additional Lindy Drive Tank Replacement Design and Life Cycle Cost Analysis, as described above is \$22,000.

Lindy Drive Topographic and Boundary Survey: We will perform a boundary survey along with stakeout of the town parcel at 31 Lindy Drive in Carmel, NY, to replace the town water tank in the existing footprint. Our surveyor will perform research needed on-line and at the County Clerk's Office. Plot deeds/maps of subject and adjoining parcels for use in completion of scope as needed.

Existing roadways, paths, fences, pavement, and at-grade utilities will be located. The location of utility poles, gate valves, catch basins, manholes, water spigots, light standards and other evidence of utilities will be shown. Contours of the ground surface at one (1) foot intervals extending to the parcel limits.

The cost associated with the level of effort for Lindy Drive Topographic and Boundary Survey is \$9,000.

Geotechnical Evaluation of Lindy Drive Tank Site: Through the use of our subconsultant Terracon, the following geotechnical scope will be provided at each site:

Two, 20-foot (or to practical refusal) soil borings will be advanced at the site with a trailer or an all-terrain mounted drill rig using continuous flight augers or flush joint casing with tri-cone rotary techniques. Soil sampling is typically performed using split-barrel sampling procedures. The split-barrel samplers are driven in accordance with the standard penetration test (SPT) ASTM D1586. The samples will be placed in appropriate containers, taken to our soil laboratory for testing, and classified by a geotechnical engineer or geologist. In addition, we will observe and record groundwater levels during drilling and sampling. Upon encountering bedrock or refusal-to-drilling conditions above a depth of 10 feet below the ground surface, rock coring will be performed at one of the two borings. A minimum of 5 feet of rock coring will be performed at this project. Water will be used as a drilling fluid for rock coring and the spent water will be discharged on site.

Our exploration team will perform a soil boring stakeout, obtain Dig Safely NY clearance, prepare field boring logs as part of standard drilling operations including sampling depths, penetration distances, and other relevant sampling information. Field logs include visual classifications of materials encountered during drilling, and our interpretation of subsurface conditions between samples. Final boring logs, prepared from field logs, represent the geotechnical Engineer's interpretation, and include modifications based on observations and laboratory tests.

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Page 3

The project engineer will review field data and assign laboratory tests to understand the engineering properties of various soil and rock strata. The anticipated laboratory testing may include the following:

- Water content
- Grain size analysis
- Unconfined compressive strength

Results of our field and laboratory programs will be evaluated by a professional engineer. The engineer will develop a geotechnical site characterization, perform the engineering calculations necessary to evaluate foundation alternatives, and develop appropriate geotechnical engineering design criteria for earth-related phases of the project.

The cost associated with the level of effort for Geotechnical Evaluation of Lindy Drive Tank Site is \$10,200.

Lindy Drive SEQR and SHPO: Since new tanks are proposed to be constructed, the project is subject to SEQR and SHPO review for each district.

SEQR Documentation – As replace-in-kind project, it is our opinion that this project is a SEQR Type II Action based on our experience with prior projects. We will provide the Town with draft resolution language to support its declaration of this project as a Type II action. The Town shall consult with its attorney for confirmation that the project meets the legal definition of a Type II action.

SHPO Review Determination Letter - We will submit a State Historic Preservation Office (SHPO) project review request package on behalf of the Town. Since this work is either on or adjacent to previously disturbed areas, this proposal assumes that this project will be considered No Impact by SHPO. If SHPO determines additional studies or information is needed, we will provide a scope of services commensurate with the required level of effort.

The cost associated with the level of effort for Lindy Drive Tank SEQR and SHPO is \$4,900.

Lindy Drive PCDOH Permitting: The redesign will require permitting from the Putnam County Department of Health (PCDOH). Weston & Sampson will resubmit a permitting application to PCDOH for this project and address any comments they have to receive approval of the redesigned project.

The cost associated with the level of effort for Lindy Drive Tank PCDOH Permitting is \$5,000.

(Cont.)

Everett Road Controls Upgrade: The Town has decided to relocate the controls at their Everett Road tank as part of this project. Originally the tank controls were to remain in the existing vault for the old tank. However, the existing vault has become problematic by decreasing the useful life of controls equipment due to the moist environment. The tank controls will be relocated to a new exterior stanchion mounted backboard with roof near the new tank. The controls will be located within outdoor rated housings and this setup will help limit the need for operations staff to enter confined space vaults, resulting in increased worker safety and decreased Town liabilities.

The cost increase associated with the Everett Road Controls Upgrade is \$6,500.

Lindy Drive Tank Replacement Construction Administration: This work is anticipated to be bid as part of the C257 Contract which was for rehabilitation of steel tanks. Since this project will now include the construction of a new glass lined tank, additional shop drawings will need to be reviewed, such as the tank and appurtenances, foundation, concrete mix designs, and other ancillary components. This will result is a modest increase in Construction administration for this project.

The cost associated with the level of effort for additional Lindy Drive Tank Replacement Construction Administration is \$5,600.

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Hazardous Materials Testing Support: Prior to the demolition of the Everett Road tank, the Town performed additional hazardous materials testing to confirm the absence of asbestos. Prior asbestos testing was not performed by PTTG, and since transite water mains existed within the system, it was recommended that testing of the tank be conducted as a precautionary measure. Weston & Sampson provided testing protocol support to the Town to self-perform and coordination between the contractor and town for this effort. Weston & Sampson also attended additional DOH requested inspection visits at the Everett Road Tank, as requested by DOH.

The cost increase associated with Hazardous Materials Testing Support for CWD #2 is \$1,300.

Everett Road Controls Upgrade Construction Administration: This work is anticipated to be bid as part of the C257 Contract which was for rehabilitation of steel tanks. Since this project will now include the construction of a new exterior stanchion mounted backboard with roof near the new tank, additional shop drawings will need to be reviewed, such as control panels, enclosures, stanchions, backboard, roof, conduit and conductors, as well as other ancillary components. This will result is a modest increase in Construction administration for this project.

The cost associated with the level of effort for additional Lindy Drive Tank Replacement Construction Administration is \$5,000.

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Offices in: MA, CT, NH, VT, NY, SC & FL



FEE SCHEDULE:

Based on our revised scope request by the Town, as described above, we have developed an updated Fee Schedule summary.

Amendment No. 3 Summary			
	Existing Value	Amendment No. 3	Revised Value
CWD #2 – Hamlet of Carmel			
Task 1: Design Services (Lump Sum)	\$105,000	\$58,900	\$163,900
Task 2: Bidding Services (Lump Sum)	\$10,400	-	\$10,400
Task 3: Construction Services (Lump Sum)	\$98,900	\$10,600	\$109,500
CWD #2 Total	\$214,300	\$69,500	\$283,800


(Cont.)

CWD #3 – Lake Secor			
Task 1: Design Services (Lump Sum)	\$6,600	-	\$6,600
Task 2: Bidding Services (Lump Sum)	\$1,000	-	\$1,000
Task 3: Construction Services (Lump Sum)	\$9,300	-	\$9,300
CWD #3 Total	\$16,900	-	\$16,900
CWD #8 – Mahopac Ridge			
Task 1: Design Services (Lump Sum)	\$14,200	-	\$14,200
Task 2: Bidding Services (Lump Sum)	\$2,100	-	\$2,100
Task 3: Construction Services (Lump Sum)	\$20,100	-	\$20,100
CWD #8 Total	\$36,400	-	\$36,400
CWD #9 – Mahopac Hills			
Task 1: Design Services (Lump Sum)	\$11,000	-	\$11,000
Task 2: Bidding Services (Lump Sum)	\$3,100	-	\$3,100
Task 3: Construction Services (Lump Sum)	\$1,600	-	\$1,600
CWD #9 Total	\$15,700	-	\$15,700
CWD #14 – Red Mills			
Task 1: Design Services (Lump Sum)	\$36,400	-	\$36,400
Task 2: Bidding Services (Lump Sum)	\$2,600	-	\$2,600
Task 3: Construction Services (Lump Sum)	\$24,800	-	\$24,800
CWD #14 Total	\$63,800	-	\$63,800
PROJECT TOTAL	\$347,100	\$69,500	\$416,600

All other terms, conditions, and contract scope items shall remain as described in the original contract. There is no additional compensation authorized under this amendment. The billings for this project shall not exceed \$416,600 without written authorization from the Town.

We look forward to continuing to assist the Town with this important project. If you have any questions or require further information, please don't hesitate to contact me at zongolj@wseinc.com or at 518-463-4400.

Sincerely,
WESTON & SAMPSON, PE, LS, LA, ARCHITECTS, PC


Joseph Zongol, PE, NICET III
Senior Associate | Regional Manager (FL)

ACCEPTED FOR:
Town of Carmel

By: (signature) _____ Title: _____
(please print name) _____ Date: _____

17 MAY 2023
TOWN BOARD MEETING

ISSUANCE OF \$900,000 BONDS OF THE TOWN OF CARMEL, PUTNAM COUNTY, NEW YORK, TO PAY THE COST OF THE ROAD RECONSTRUCTION AND RESURFACING, THROUGHOUT AND IN AND FOR THE TOWN OF CARMEL - AUTHORIZED SUBJECT TO PERMISSIVE REFERENDUM - SUMMARIZED AND OFFERED AS PRE-FILED

WHEREAS, the capital project hereinafter described has been determined to be a Type II Action pursuant to the regulations of the New York State Department of Environmental Conservation promulgated pursuant to the State Environmental Quality Review Act, the implementation of which as proposed, such regulations provide will not result in any significant adverse environmental impact; and

WHEREAS, it is now desired to authorize such capital project and the financing thereof;

NOW, THEREFORE BE IT RESOLVED, by the affirmative vote of not less than two-thirds of the total voting strength of the Town Board of the Town of Carmel, Putnam County, New York, as follows:

Section 1. Road reconstruction and resurfacing, throughout and in and for the Town of Carmel, Putnam County, New York, including drainage, sidewalks, curbs, gutters, landscaping, grading or improving rights-of-way, as well as other incidental improvements and expenses in connection therewith, is hereby authorized at a maximum estimated cost of \$900,000, subject to permissive referendum.

Section 2. It is hereby determined that the plan for the financing thereof is by the issuance of \$900,000 bonds of said Town hereby authorized to be issued therefor pursuant to the provisions of the Local Finance Law.

Section 3. It is hereby determined that the period of probable usefulness of the aforesaid class of objects or purposes is fifteen years, pursuant to subdivision 20(c) of paragraph a of Section 11.00 of the Local Finance Law. It is hereby further determined that the maximum maturity of the bonds herein authorized will exceed five years.

Section 4. The faith and credit of said Town of Carmel, Putnam County, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such bonds as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such bonds becoming due and payable in such year. There shall annually be levied on all the taxable real property of said Town, a tax sufficient to pay the principal of and interest on such bonds as the same become due and payable.

Section 5. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the issuance and sale of the bonds herein authorized, including renewals of such notes, is hereby delegated to the Supervisor of said Town, the chief fiscal officer. Such notes shall be of such terms, form and contents, and shall be sold in such manner, as may be prescribed by said Supervisor, consistent with the provisions of the Local Finance Law.

Section 6. All other matters except as provided herein relating to the bonds herein authorized including the date, denominations, maturities and interest payment dates, within the limitations prescribed herein and the manner of execution of the same, including the consolidation with other issues, and also the ability to issue bonds with substantially level or declining annual debt service, shall be determined by the Supervisor, the chief fiscal officer of such Town. Such bonds shall contain substantially the recital of validity clause provided for in Section 52.00 of the Local Finance Law, and shall otherwise be in such form and contain such recitals, in addition to those required by Section 51.00 of the Local Finance Law, as the Supervisor shall determine consistent with the provisions of the Local Finance Law.

Section 7. This resolution shall constitute a statement of official intent for purposes of Treasury Regulations Section 1.150-2. Other than as specified in this resolution, no monies are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside with respect to the permanent funding of the object or purpose described herein.

Section 8. The validity of such bonds and bond anticipation notes may be contested only if:

- 1) Such obligations are authorized for an object or purpose for which said Town is not authorized to expend money, or

(Cont.)

- 2) The provisions of law which should be complied with at the date of publication of this resolution are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or
- 3) Such obligations are authorized in violation of the provisions of the Constitution.

Section 9. Upon this resolution taking effect, the same shall be published in summary form in the official newspaper of said Town for such purpose, together with a notice of the Town Clerk in substantially the form provided in Section 81.00 of the Local Finance Law.

Section 10. **THIS RESOLUTION IS ADOPTED SUBJECT TO PERMISSIVE REFERENDUM.**

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>

CONSTRUCTION OF DRAINAGE IMPROVEMENTS THROUGHOUT AND IN AND FOR THE TOWN OF CARMEL, PUTNAM COUNTY, NEW YORK, AT A MAXIMUM ESTIMATED COST OF \$200,000 AND ISSUANCE OF \$200,000 BONDS OF THE TOWN OF CARMEL TO PAY THE COST THEREOF - AUTHORIZED SUBJECT TO PERMISSIVE REFERENDUM - SUMMARIZED AND OFFERED AS PRE-FILED

WHEREAS, the capital project hereinafter described has been determined to be a Type II Action pursuant to the regulations of the New York State Department of Environmental Conservation promulgated pursuant to the State Environmental Quality Review Act, the implementation of which as proposed, such regulations provide will not result in any significant adverse environmental impact; and

WHEREAS, it is now desired to authorize such capital project and its financing;

NOW, THEREFORE, BE IT RESOLVED, by the Town Board of the Town of Carmel, Putnam County, New York, as follows:

Section 1. The construction of drainage improvements throughout and in and for the Town of Carmel, Putnam County, New York, together with incidental improvements and expenses in connection therewith, is hereby authorized at a maximum estimated cost of \$200,000, subject to permissive referendum.

Section 2. It is hereby determined that the plan for the financing thereof is by the issuance of \$200,000 bonds of said Town hereby authorized to be issued therefor pursuant to the provisions of the Local Finance Law.

Section 3. It is hereby determined that the period of probable usefulness of the aforesaid class of objects or purposes is forty years, pursuant to subdivision 4 of paragraph a of Section 11.00 of the Local Finance Law. It is hereby further determined that the maximum maturity of the bonds herein authorized will exceed five years.

Section 4. The faith and credit of said Town of Carmel, Putnam County, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such bonds as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such bonds becoming due and payable in such year. There shall annually be levied on all the taxable real property of said Town, a tax sufficient to pay the principal of and interest on such bonds as the same become due and payable.

(Cont.)

Section 5. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the issuance and sale of the bonds herein authorized, including renewals of such notes, is hereby delegated to the Supervisor of said Town, the chief fiscal officer. Such notes shall be of such terms, form and contents, and shall be sold in such manner, as may be prescribed by said Supervisor, consistent with the provisions of the Local Finance Law.

Section 6. All other matters except as provided herein relating to the bonds herein authorized including the date, denominations, maturities and interest payment dates, within the limitations prescribed herein and the manner of execution of the same, including the consolidation with other issues, and also the ability to issue bonds with substantially level or declining annual debt service, shall be determined by the Supervisor, the chief fiscal officer of such Town. Such bonds shall contain substantially the recital of validity clause provided for in Section 52.00 of the Local Finance Law, and shall otherwise be in such form and contain such recitals, in addition to those required by Section 51.00 of the Local Finance Law, as the Supervisor shall determine consistent with the provisions of the Local Finance Law.

Section 7. This resolution shall constitute a statement of official intent for purposes of Treasury Regulations Section 1.150-2. Other than as specified in this resolution, no monies are, or are reasonably expected to be, reserved, allocated on a long- term basis, or otherwise set aside with respect to the permanent funding of the object or purpose described herein.

Section 8. The validity of such bonds and bond anticipation notes may be contested only if:

- 1) Such obligations are authorized for an object or purpose for which said Town is not authorized to expend money, or
- 2) The provisions of law which should be complied with at the date of publication of this resolution are not substantially complied with and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or
- 3) Such obligations are authorized in violation of the provisions of the Constitution.

Section 9. Upon this resolution taking effect, the same shall be published in summary form in the official newspaper of said Town for such purpose, together with a notice of the Town Clerk in substantially the form provided in Section 81.00 of the Local Finance Law.

Section 10. **THIS RESOLUTION IS ADOPTED SUBJECT TO PERMISSIVE REFERENDUM.**

Resolution

Offered by: Supervisor Cazzari
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>

BIRCH ROAD DRAINAGE REHABILITATION BID AWARDED - AROLD CONSTRUCTION COMPANY, INC. - CONTRACT #C289 - NOT TO EXCEED \$697,000.00

WHEREAS the Town Board of the Town of Carmel, has previously authorized advertisement for the solicitation of bids for the Birch Road Drainage Rehabilitation Project, Contract #C289; and

WHEREAS such bids were received and opened on May 11, 2023;

(Cont.)

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Carmel, upon the recommendation of Engineering Consultant J. Robert Folchetti & Associates, LLC, as fully detailed in the memorandum dated May 12, 2023, hereby awards the aforesaid contract to Arold Construction Company, Inc., Kingston NY, the lowest responsible bidder meeting specifications at a cost not to exceed \$697,000.00; and

BE IT FURTHER RESOLVED, that upon presentation of insurance certificates in form acceptable to Town Counsel, Town Supervisor Michael Cazzari is hereby authorized to sign any and all documentation necessary for the execution of all contract documentation required in connection herewith,

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: Councilwoman McDonough
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>

CARMEL WATER DISTRICT #2 - DETERMINATION AND FINDINGS MADE - PROPOSED ACQUISITION OF CERTAIN PROPERTIES BY EMINENT DOMAIN IN FURTHERANCE OF THE PUBLIC PURPOSE OF PROVIDING AND CONSTRUCTING A NEW WATER TREATMENT PLANT FACILITY - 1760 ROUTE SIX - TAX MAP NO. 55.6 BLOCK 1 LOT 31 - SUMMARIZED AND OFFERED AS PRE-FILED

WHEREAS, the Carmel Town Board, pursuant to Article 2 of the Eminent Domain Procedure Law, advertised and held a public hearing on Wednesday, May 3, 2023 on a project involving the construction of a new water treatment plant facility for Carmel Water District #2, said hearing having been held to discuss the proposed acquisition of the real property and improvements located at 1760 Route Six in the Town of Carmel, also known and designated as Town of Carmel Tax Map No. 55.6 Block 1 Lot 31, and whether such proposed acquisition is in furtherance of the public purposes of providing and constructing a new water treatment plant facility for Carmel Water District #2 and the residents and users located within such district; and

WHEREAS, the Town of Carmel Town Board received both comment and documents at the Public Hearing; and

WHEREAS, the Eminent Domain procedure Law requires that the Town Board, within ninety days after the conclusion of the Public Hearing, make determinations and findings concerning the project;

NOW, THEREFORE, BE IT RESOLVED that the Carmel Town Board hereby makes the following determination and findings:

1. No objection was expressed to the project at the public hearing.
2. The public use, benefit or purpose to be served by the proposed public project is to provide a location for the construction of a new water treatment plant facility for Carmel Water District #2.
3. The location for the proposed public project is located at 1760 Route Six in the Town of Carmel, also known and designated as Town of Carmel Tax Map No. 55.6 Block 1 Lot 31. The reason for the selection of this location is that this location significantly minimizes the cost of constructing a new water treatment facility and would cause the least environmental harm. Further, the need for a new water treatment facility is due to the failing treatment facility which could potentially cause environmental harm.

(Cont.)

4. The general effect of the proposed new water treatment facility on the environment will be beneficial and the general effect of the proposed project on the residences of the locality will also be beneficial in that water will be collected and treated by a newly renovated treatment plant that eliminates the existing failing treatment plant and eliminates the potential for future environmental harm from the continued use of the existing water treatment facility.

5. The proposed location is close in proximity to the existing Water Treatment Plant, raw water main and sewer connection.

6. The project’s plans have been the subject of a prolonged and intensive review by various state and local agencies including the Town of Carmel and its consulting engineers.

BE IT FURTHER RESOLVED, that the Town of Carmel, pursuant to the Eminent Domain Procedure Law, is directed to publish a notice of these Determinations and Findings in at least two successive issues of an official newspaper of the Town of Carmel.

Resolution

Offered by: Councilman Baranowski

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>

Councilman Schanil explained that along with the rehabilitation of water lines and water tanks, the construction of a new water treatment plant will be the last step in the Carmel Water District #2 capital upgrades. He thanked the prior Town Board for commencing the improvements and bonding for the funding when they did, saving the district a significant amount of money.

HIGHWAY DEPARTMENT - EMERGENCY PURCHASE ACKNOWLEDGED AND AUTHORIZED - 2023 CAM SUPERLINE 8.5X20+5 20 TON TRAILER - HUDSON RIVER TRUCK AND TRAILER - NOT TO EXCEED \$29,887.00

RESOLVED, that the Town Board of the Town of Carmel and upon the recommendation and request of Town of Carmel Highway Superintendent Michael J. Simone, hereby authorizes the purchase of a 2023 CAM Superline 8.5x20+5 20 ton trailer from Hudson River Truck and Trailer, Poughkeepsie, NY at a cost not to exceed \$29,887.00 in accordance with the price quote dated May 4, 2023; and

BE IT FURTHER RESOLVED, that such purchase is made upon being advised that same is an emergency circumstance under NY General Municipal Law §103(4) affecting public buildings, public property or the life, health, safety or property of the Town of Carmel; and

BE IT FURTHER RESOLVED that Town Supervisor Michael S. Cazzari is hereby authorized to sign any and all documentation necessary to accept the proposal authorized 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 Lombardi

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>

COMMENTS/ANNOUNCEMENTS

Supervisor Cazzari announced that representatives from NYSEG will be available to answer questions from customers at a pop-up event at Town Hall on May 19, 2023 from 10:00 a.m. to 2:00 p.m.

Supervisor Cazzari announced that New York State Assemblyman Matthew Slater will be honoring the area’s 2023 Women of Distinction on May 20, 2023 at Town Hall. He noted that Putnam County Legislator Amy Sayegh will be one of the award recipients.

Supervisor Cazzari announced that the Town of Carmel will be holding a Medication Take Back Day on May 22, 2023 at Town Hall from 12:00 noon to 4:00 p.m. in conjunction with the Prevention Council of Putnam.

Supervisor Cazzari announced that the Town Hall will be closed on May 29, 2023 in observance of Memorial Day.

Supervisor Cazzari announced that the next Town Board meeting will be held on June 7, 2023.

Councilman Lombardi announced that with rain in the forecast for this weekend, the Carmel Spring Fair scheduled for May 20, 2023 may be postponed until May 27, 2023.

Councilwoman McDonough announced that commencing tomorrow, the bridge on Drewville Road will be closed for construction work and traffic detours will be in effect possibly until October.

Councilman Baranowski reminded the public about the upcoming events to commemorate Memorial Day in the hamlet of Carmel, as well as in the hamlet of Mahopac which will include the annual parade.

ADJOURNMENT

All agenda items having been addressed, on motion by Councilman Baranowski, seconded by Councilwoman McDonough, with all Town Board members present and in agreement, the meeting was adjourned at 8:04 p.m. to Executive Session to discuss a matter of personnel.

Respectfully submitted,

Ann Spofford, Town Clerk