

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

A Regular Meeting of the Town Board of the Town of Carmel was called to order by Supervisor Kenneth Schmitt on the 20<sup>th</sup> day of March 2019 at 7:07 p.m. at Town Hall, 60 McAlpin Avenue, Mahopac, New York. Members of the Town Board present by roll call were: Councilman Schneider, Councilman Lupinacci and Supervisor Schmitt. Councilman Barile and Councilwoman McDonough were absent.

The Pledge of Allegiance to the Flag was observed prior to the start of official business. A moment of silence was held to honor those serving in the United States Armed Forces.

**MINUTES OF TOWN BOARD MEETINGS HELD ON 2/20/19 AND 3/6/19 - ACCEPT AS SUBMITTED BY THE TOWN CLERK**

On motion by Councilman Schneider, seconded by Councilman Lupinacci, with all members of the Town Board present voting “aye”, the minutes of the Town Board meetings held on February 20<sup>th</sup> and March 6<sup>th</sup> 2019 were accepted as submitted by the Town Clerk.

**PUBLIC HEARING RE-SCHEDULED TO 5/15/2019 - PROPOSED LOCAL LAW AMENDING CHAPTER 89 OF THE CODE OF THE TOWN OF CARMEL, ENTITLED "FRESHWATER WETLANDS"**

RESOLVED that the Town Board of the Town of Carmel hereby authorizes the re-scheduling of a Public Hearing at Town Hall, 60 McAlpin Avenue, Mahopac, New York 10541 on Wednesday, May 15, 2019 at 7:00 p.m., or as soon thereafter that evening as possible, on a proposed Local Law amending Chapter 89 of the Code of the Town of Carmel, entitled "Freshwater Wetlands"; and

BE IT FURTHER RESOLVED that Town Clerk Ann Spofford is hereby authorized and instructed to publish and post the necessary notices in the official newspapers of the Town and on the Town bulletin board regarding this Public Hearing.

Resolution

Offered by: Councilman Schneider  
Seconded by: Councilman Lupinacci

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

Supervisor Schmitt explained that the Town Board is in the process of reviewing the comments from the Environmental Conservation Board as well as the public with regard to amending Chapter 89 of the Code of the Town of Carmel, entitled "Freshwater Wetlands".

**PUBLIC HEARING RE-SCHEDULED TO 5/15/19 - PROPOSED LOCAL LAW AMENDING CHAPTER 111 OF THE TOWN CODE OF THE TOWN OF CARMEL, ENTITLED "PEDDLING AND SOLICITING"**

RESOLVED that the Town Board of the Town of Carmel hereby authorizes the re-scheduling of a Public Hearing at Town Hall, 60 McAlpin Avenue, Mahopac, New York 10541 on Wednesday, May 15, 2019 at 7:00 p.m., or as soon thereafter that evening as possible, on a proposed Local Law amending Chapter 111 of the Code of the Town of Carmel, entitled "Peddling and Soliciting"; and

BE IT FURTHER RESOLVED that Town Clerk Ann Spofford is hereby authorized and instructed to publish and post the necessary notices in the official newspapers of the Town and on the Town bulletin board regarding this Public Hearing.

(Cont.)

Resolution

Offered by: Supervisor Schmitt  
Seconded by: Councilman Lupinacci

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

Supervisor Schmitt explained that the Town Board is in the process of reviewing the comments from the Chamber of Commerce and members of the community with regard to amending Chapter 111 of the Code of the Town of Carmel, entitled "Peddling and Soliciting".

**DEPARTMENT OF RECREATION AND PARKS - BID AWARDED FOR BUS TRANSPORTATION 2019 SUMMER CAMP PROGRAM - BAUMANN & SONS BUSES**

WHEREAS the Town Board of the Town of Carmel has previously authorized advertisement for the solicitation of bids for bus transportation for the 2019 summer camp program administered by the Town of Carmel Department of Recreation and Parks, as requested by Director of Parks and Recreation, James R. Gilchrist, and

WHEREAS such bids were received and opened on February 28, 2019 and a bid opening memo is on file with Town Clerk Ann Spofford, and

NOW THEREFORE BE IT RESOLVED that upon the recommendation of James R. Gilchrist, the Town Board hereby awards the aforesaid bid to Baumann & Sons Buses, Inc. Ronkonkoma, NY, the low responsible bidder meeting specifications for all bus trips scheduled by the Recreation and Parks Department for Summer 2019.

BE IT FURTHER RESOLVED that upon review of insurance certificates in form acceptable to Town Counsel, Kenneth Schmitt, Town Supervisor is hereby authorized to execute any other and further documentation necessary to accept such bid and contract for said services.

Resolution

Offered by: Councilman Lupinacci  
Seconded by: Councilman Schneider

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

**DEPARTMENT OF RECREATION AND PARKS - STANDARD FARMERS MARKET VENDOR APPLICATION FORM AND FARMERS MARKET RULES AND REGULATIONS ADOPTED**

RESOLVED, that the Town Board of the Town of Carmel hereby adopts the official Farmers Market Vendor Application Form and Agreement, as well as the official Farmers Market Rules and Regulation forms, in the content and format as attached hereto and made a part hereof for the express purpose of their use in all Farmers Market Events held by the Town of Carmel; and

BE IT FURTHER RESOLVED that the foregoing forms, applications, rules and regulations shall be subject to future revision at the discretion of the Town Board.

(Cont.)

Resolution  
Offered by: Councilman Schneider  
Seconded by: Councilman Lupinacci

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



TOWN OF CARMEL RECREATION & PARKS DEPARTMENT  
SYCAMORE PARK, 790 LONG POND ROAD  
MAHOPAC, NEW YORK 10541  
  
JAMES R. GILCHRIST, CPRP, DIRECTOR  
  
TELEPHONE: (845) 628-7888      FAX: (845) 628-2820  
EMAIL: [carmelrecreation@ci.carmel.ny.us](mailto:carmelrecreation@ci.carmel.ny.us)  
WEB: <http://www.carmelny.org>

**Carmel Farmers Market**  
**“Where the community meets and eats”**  
**2019 NEW VENDOR APPLICATION FORM AND AGREEMENT**

MARKET LOCATION, SEASON & HOURS	
<b>Location:</b>	Town of Carmel – Town Hall – 60 McAlpin Ave. Mahopac, NY 10541
<b>Season:</b>	Summer and Fall 2019 – June 2 <sup>nd</sup> – October 20 <sup>th</sup>
<b>Hours:</b>	Saturdays 9am – 1pm
<b>Fees:</b>	Vendor - \$420/ Season (21 weeks) for a 10’ X 10’ space with 10’ in-between vendors Concession - \$50/ Date for a 10’ X 10’ space
This is an OUTDOOR MARKET and operates rain or shine. Please plan your booth setup with weather in mind.	
This is an application and all vendors must be approved by the Market Committee. Once approved, you will be contacted to pay for your 2019 vendor space.	

**VENDOR INFORMATION:**

Vendor / Business Name: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Cell Phone: \_\_\_\_\_  
Farm Address: (if applicable  
or if different from above) \_\_\_\_\_  
E-mail Address: \_\_\_\_\_

**BUSINESS TYPE:** Check all that apply: (use additional sheet if necessary)

- ☐ Fruits/vegetables – complete crop plan below
- ☐ Dairy: specify products \_\_\_\_\_
- ☐ Fish: specify products \_\_\_\_\_
- ☐ Meat: specify \_\_\_\_\_
- ☐ Maple/honey products: specify products \_\_\_\_\_
- ☐ Baked goods: specify products \_\_\_\_\_
- ☐ Prepared foods: specify products \_\_\_\_\_
- ☐ Crafts: specify products \_\_\_\_\_
- ☐ Nursery products: circle product types – annuals, perennials, vegetable/herb plants, nursery stock
- ☐ Eggs
- ☐ Herbs (dried or fresh cut)
- ☐ Other \_\_\_\_\_

(Cont.)

CROP PLAN: (if applicable)

Indicate crops grown that you plan to sell at the farmers' market, including acreage of each item:

Crop:	Acreage:	Crop:	Acreage:

Additional products you plan to sell, as allowed by the market's rules and regulations:

PRODUCTION METHOD USED:

- ☐ Certified organic. Copy of current certificate must be placed on file with the market.
  - ☐ Non-certified organic. My gross agricultural income from organic sales totals \$5000 or less annually and I comply with applicable organic production and handling requirements.
  - ☐ Conventional
- Please note: Pursuant to CFR Part 205, Subpart B, Section 205.100(c)(1) any operation that knowingly sells or labels a product as organic, except in accordance with the ACT, shall be subject to a civil penalty of not more than \$10,000 per violation.*

MARKET OPERATIONS:

Selling space size and fee is specified in the market rules. Vendor space payment is due in full upon approval of the Market Committee.

- ☐ I would like to reserve \_\_\_\_ number of selling spaces for the current season.
- Please indicate your availability:
- ☐ I plan to attend market for the full season
  - ☐ I will start attending market: \_\_\_\_\_, and I will be finished for the season on or about: \_\_\_\_\_

Please circle your market date preferences (if needed by Market Committee)

All Saturdays      1<sup>st</sup> and 3<sup>rd</sup> Saturdays      2<sup>nd</sup> and 4<sup>th</sup> Saturdays      No Preference

If approved by Market Committee payment will be due IMMEDIATELY

CERTIFICATES/LICENSES REQUIRED:

- ☐ Proof of general and product liability coverage in the amount of \$1 million dollars holding the Town of Carmel, 60 McAlpin Ave. Mahopac, NY 10541 as Additional Insured. A certificate must remain current and on file with the market.
- ☐ Sales Tax Certificate, if you sell taxable items.
- ☐ All appropriate permits as required for products being sold: i.e. health permits, 20C Exemptions, farm winery permit, nursery license, dairy and meat permits, etc.

COMPLIANCE AND INDEMNITY AGREEMENT:

I (we) the undersigned have read the Rules and Regulations of the Farmers Market and do agree to abide by all rules and regulations.

I (we) further agree to operate my (our) stall in accordance with these rules and regulations and to pay all applicable fees as set out in the rules and regulations. I (we) do understand that the stall fee, length of season, and hours of operation are set in the rules and regulations, and I (we) will abide by them.

I (we) further understand that failure to comply with the rules and regulations of the Farmers Market could mean dismissal from the market.

As a vendor, wishing to participate in the Farmers Market, I (we) agree to SAVE, HOLD HARMLESS and INDEMNIFY the Farmers Market, its sponsoring agency, members and employees from any and all liability or responsibility pertaining to any damages to person or property on the site assigned to me (us) by the Farmers Market, when such damages or liability arise out of acts on my (our) own, or of my (our) employees or associates, located at such site.

(Cont.)

**COMPLIANCE AND INDEMNITY AGREEMENT:**

I (we) the undersigned have read the Rules and Regulations of the Farmers Market and do agree to abide by all rules and regulations.

I (we) further agree to operate my (our) stall in accordance with these rules and regulations and to pay all applicable fees as set out in the rules and regulations. I (we) do understand that the stall fee, length of season, and hours of operation are set in the rules and regulations, and I (we) will abide by them.

I (we) further understand that failure to comply with the rules and regulations of the Farmers Market could mean dismissal from the market.

As a vendor, wishing to participate in the Farmers Market, I (we) agree to SAVE, HOLD HARMLESS and INDEMNIFY the Farmers Market, its sponsoring agency, members and employees from any and all liability or responsibility pertaining to any damages to person or property on the site assigned to me (us) by the Farmers Market, when such damages or liability arise out of acts on my (our) own, or of my (our) employees or associates, located at such site.

I (we) verify that all information I (we) have provided about my farm and products for sale is true and accurate.

I (we) understand that the Farmers Market operates on limited funds. I (we) also acknowledge that the Farmers Market's beneficial purpose will be impossible to pursue if it is subjected to costly litigation. Therefore, I (we) hereby agree that as a condition of my participation in the Farmers Market, I (we) will resort to litigation against the Farmers Market, its officers, management, and affiliated entities, only after attempting in good faith to resolve the dispute. I (we) are to limit any claim I (we) may have as a result of a decision by the Farmers Market management or Board of Directors which results in the denial of a market acceptance, the denial of a product to sell, or wrongful suspension or termination from the Farmers Market, to a return of market fees incurred during my (our) absence from the market. I (we) further agree that in the event I (we) am unsuccessful in my (our) litigation against the Farmers Market, I (we) will pay all costs, expenses, fees, and disbursements incurred by the Farmers Market in the course of its defense of said litigation, and I (we) will also pay the Farmers Market a reasonable attorney's fees.

_____ Vendor name, Please print	_____ Signature	_____ Date
_____ Vendor name, Please print	_____ Signature	_____ Date

You may email this application to [carmelrecreation@ci.carmel.ny.us](mailto:carmelrecreation@ci.carmel.ny.us) , fax to (845)628-2820, mail to Carmel Recreation- 790 Long Pond Road Mahopac, NY 10541 or drop it off to Carmel Recreation at Sycamore Park- 790 Long Pond Road Mahopac, NY 10541.

Please contact Carmel Recreation if you have any further questions at (845)628-7888



TOWN OF CARMEL RECREATION & PARKS DEPARTMENT  
SYCAMORE PARK, 790 LONG POND ROAD  
MAHOPAC, NEW YORK 10541  
  
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TELEPHONE: (845) 628-7888      FAX: (845) 628-2820  
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**Carmel Farmers Market- Rules and Regulations**  
  
“Where the community meets and eats”

**20 MARCH 2019  
TOWN BOARD MEETING**

(Cont.)

<b>MARKET LOCATION, SEASON &amp; HOURS</b>	
<b>Location:</b>	Town of Carmel - Town Hall - 60 McAlpin Ave Mahopac, NY 10541
<b>Season:</b>	Summer and Fall 2019 – June 2 <sup>nd</sup> , 2019 to October 20 <sup>th</sup> , 2019
<b>Hours:</b>	Saturdays from 9 am – 1 pm
<b>Fees:</b>	Vendor - \$420/ Season (21 weeks) for a 10' X 10' space with 10' in-between vendors Concession - \$50/ Date for a 10' X 10' space
This is an OUTDOOR MARKET and operates rain or shine. Please plan your booth setup with weather in mind.	
<b>All vendors must be approved by the Market Committee. Once approved vendor will be contacted and you can pay for your 2019 Vendor Space.</b>	

Bona fide –

- As in growers – the seller is the producer of the products being offered for sale, from lands he owns or rents, with control over the production, harvesting and marketing of the products, and a financial interest in the products.
- As in craftsperson – all crafts offered for sale are original in nature and produced in whole by the seller. No crafts shall be permitted that are derived from kits.
- As in homemade products – all products are produced, baked or manufactured by the seller and are original in nature. No baked goods from mixes or purchased for finishing off will be permitted.

1. The market will be sponsored by the Town of Carmel.
2. The mission of the farmers market will be a place for people to meet and eat locally with the members of the community.
3. The market manager is responsible for the orderly and efficient conduct of the market and for implementing and enforcing the Rule and Regulations. The market manager will represent the market and its governing body during market days and in community activities. The market manager will assist the market's governing body with developing and implementing a market budget, establishing market policy, vendor recruitment, collecting fees, establishing the operational schedule, and advertising and promotion of the market.
4. The market will be located at the Town of Carmel - Town Hall- 60 McAlpin Ave Mahopac, NY 10541. The market will operate every Saturday from 9 am – 1pm and will run from June 2<sup>nd</sup>, 2019 through October 21<sup>st</sup>, 2019.
5. Vendors may arrive as early as 8:00 am to begin setup and must stay through the end of the market day to provide a full market to shoppers arriving throughout market hours.
6. Vendors may leave early only under extenuating circumstances and with the permission of the market manager.
7. Vendors must notify the market manager no later than the Thursday before market time if they will be absent for that market day.
8. No selling is permitted before the official opening time, as announced by the market manager.
9. The use of the market is restricted to those who are bona-fide growers, craft persons, producers of homemade products or other vendors approved by the market manager or governing body. Vendors may, on a limited basis, supplement their product line with additional New York State only products, as long as that product is otherwise missing from the market and the market manager has given permission for the supplement. This permission is valid for one season only and must be re-applied for each new season.
10. All agricultural products may be sold at the market, including but not limited to locally grown fruits and vegetables, dairy products, meats, flowers, plants, honey products, maple products, NYS wines sold by a farm winery, eggs, herbs and related products.
11. Craft vendors may sell products that they have hand produced themselves.
12. Bakers who have baked the products themselves and who possess the proper licensing from either the NYS Dept. of Agriculture and Markets or their County Dept. of Health.
13. Prepared food vendors with a current mobile food service license.
14. Products not specifically identified must be pre-approved by the market management.
15. All applicable food safety regulations, both state and local, must be adhered to at all times.
16. All applicable licenses and permits for products sold must be obtained and kept current. Copies of applicable permits and licenses will be kept on file with the Town of Carmel Recreation and Parks Department.
17. All stall spaces must be swept clean and any refuse removed at the end of each market day. We are a carry in carry out Farmers Market. You will be charged with a \$50 maintenance fee if you leave anything behind that needs to be cleaned up by the Town of Carmel.



20 MARCH 2019  
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(Cont.)

18. All vendors must have a sign clearly showing their name and location.
19. Each vendor will be responsible for all equipment, supplies for the setup of a booth including tables and tent (tent must be secure and weighted down). Displays should be constructed in such a way that they do not block customer walkways nor pose any other hazard to customers.
20. Vendors who provide samples and/or products that will result in waste material, such as cups, rinds, and corn cobs, must provide containers for waste disposal.
21. Vendors are required to keep their market space neat and clear of obstacles, litter and debris.
22. All produce displayed for sale must be at least 12" off the ground with the exception of heavy or large items such as pumpkins.
23. Sellers must post prices. **While it is expected that prices will be fair to consumers, the seller and fellow sellers, collusion among sellers to attempt to influence prices is strictly prohibited.**
24. No smoking, alcoholic beverages or firearms are permitted at the market.
25. All products offered for sale must be of good quality and condition. The Market manager reserves the right to direct any inferior goods be removed from display. Failure to remove products deemed inferior will be reported to the market's governing body and may result in loss of market privileges.
26. Each vendor in the market must be directly involved with or knowledgeable about the production of the produce or products being sold at the market.
27. All vendors must provide proof of general liability coverage in the amount of \$1 million dollars and name the Town of Carmel as additional insured. A current certificate must remain on file with the Town of Carmel Recreation and Parks Department.
28. Vendors are responsible for the actions of their representatives, employees or agents.
29. Vendor spaces will be assigned by the market manager on a first come first serve basis.
30. The stall fees and payment schedule will be assessed annually by the market's governing body. Stalls may be rented on a seasonal basis.
31. Farmers with a seasonal lease will be assigned a permanent spot for the duration of the season.
32. Reserved market spaces must be occupied at least 30 minutes prior to opening of the market day. After that time, daily vendors will be permitted to set up in those spaces, as assigned by the market manager. Seasonal leaseholders, arriving after that time, will be re-assigned to another space for the day.
34. No subletting of a seasonal booth is permitted and rents are not reimbursable, either in whole or in part.
35. To ensure the safety of market patrons, any vendor arriving after 8:30am will be required to set up on the periphery of the market.
36. All complaints must be addressed in writing to the Market Manager.
37. The submission of application for admission to the market serves as the vendor's agreement to abide by the rules of the market, as established by the market's governing body and enforced by the market manager. Violations of the rules of the market may be grounds for warnings, dismissal from the market, or both.
  - The first violation of the rules will result in a verbal warning by the market manager. Documentation of the warning will be kept on file by the market manager.
  - The second violation of the rules will result in dismissal from the market with no refund
38. At the discretion of the market manager, when a violation occurs that jeopardizes the health of a customer, another vendor, market management or the overall health of the market, the manager has the right to dismiss the vendor.

Supervisor Schmitt acknowledged the Farmers Market Committee as well as the staff of the Department of Recreation and Parks for their efforts. Supervisor Schmitt stated that he is looking forward to the farmers market and expects it to be great for the community.

20 MARCH 2019  
TOWN BOARD MEETING

**LAKE CASSE PARK DISTRICT - MAILING OF NEWSLETTER AUTHORIZED**

RESOLVED that the Town Board of the Town of Carmel, acting as the Commissioners of the Lake Casse Park District, hereby authorizes the mailing of the March 2019 newsletter as prepared by the Lake Casse Park District Committee to all properties within the district and further directs that the cost thereof be charged as a district expense.

Resolution

Offered by: Supervisor Schmitt  
Seconded by: Councilman Lupinacci

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

Supervisor Schmitt acknowledged the members of the Lake Casse Advisory Committee for the outstanding job they did preparing the March 2019 newsletter.

**PUTNAM COUNTY DEPARTMENT OF REAL PROPERTY TAX SERVICES - ENTRY INTO CONTRACT AUTHORIZED**

WHEREAS appropriations have been made in the 2019 Town Budget for entry into various contracts for the provision of various services to the Town of Carmel, and

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

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Carmel hereby authorizes Town Supervisor Kenneth Schmitt to enter into and execute, on behalf of the Town, the contract with the Putnam County Department of Real Property Tax Services for preparation of the tentative assessment roll for year 2019 in form as attached hereto and made a part hereof.

Resolution

Offered by: Councilman Lupinacci  
Seconded by: Councilman Schneider

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

**PUTNAM COUNTY REAL PROPERTY TAX SERVICE CONTRACT**

AGREEMENT MADE THIS 1<sup>ST</sup> DAY OF MARCH BETWEEN: THE TOWN OF CARMEL REFERRED TO AS THE TOWN AND THE COUNTY OF PUTNAM HAVING ITS PRINCIPAL PLACE OF BUSINESS AT 40 GLENEIDA AVENUE, CARMEL, NEW YORK 10512, HEREINAFTER REFERRED TO AS COUNTY.

THE PARTIES HEREIN AGREE AS FOLLOWS:

- 1) THE COUNTY SHALL PREPARE THE TENTATIVE ASSESSMENT ROLL, FOR THE CALENDAR YEAR OF 2019 AND HAVE IT AVAILABLE ON THE COUNTY WEBSITE TO COMPLY WITH RPTL §1591
- 2) EVERY TRANSFER OF PROPERTY, CHANGE OF ADDRESS, DESCRIPTION OR VALUATION, SPECIAL FRANCHISE, PUBLIC UTILITY, SHALL BE DATA ENTERED BY ASSESSOR OF TOWN OR DESIGNATED STAFF MEMBER.



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- 3) AFTER CLOSING OF THE BOOKS ON MARCH 1st, ALL CHANGES SHALL BE ENTERED ON OR BEFORE APRIL 12th BY THE TOWN, THIS IS ESSENTIAL SO THAT THE TENTATIVE ASSESSMENT ROLL IS RUN FOR THE MAY 1st DEADLINE.
- 4) ALL GRIEVANCE CHANGES, CORRECTION OF CLERICAL ERRORS, & UNLAWFUL ENTRIES SHALL BE APPROVED BY THE BOARD OF ASSESSMENT REVIEW AND ENTERED BY THE TOWN INTO THE REAL PROPERTY SYSTEM, BACKED UP AND BROUGHT TO THE REAL PROPERTY TAX SERVICE AGENCY NO LATER THAN JUNE 14th. FOR FINAL ROLL PROCESSING.
- 5) ALL CHANGES FOR THE SCHOOL TAX PROCESSING SHALL BE SUBMITTED BY AUGUST 2nd.
- 6) ALL CHANGES FOR COUNTY AND TOWN TAX ROLLS SHALL BE SUBMITTED BY THE TOWN ON OR BEFORE NOVEMBER 15th.
- 7) ALL UNPAIDS TO BE MANUALLY ENTERED BY THE COUNTY MUST BE SUBMITTED BY NOVEMBER 15th, RPSV4 MERGEABLE FILES MUST BE SUBMITTED BY NOVEMBER 25th.
- 8) A SEPARATE AGREEMENT SHALL BE NEGOTIATED FOR THE PROVISIONS OF RPTL §1537, OPTIONAL COUNTY SERVICES.

PRICE FOR THE PREPARATION OF THE FOLLOWING IS \$ 0.50 PER PARCEL:

- 1) TENTATIVE ASSESSMENT ROLL (2 COPIES\*) AND ASSOCIATED REPORTS, COA'S
- 2) FINAL ASSESSMENT ROLL (2 COPIES\*)
- 3) TAX ROLL (2 COPIES\*)
- 4) HARD & SOFT BINDERS FOR ROLLS
- 5) BANK CODE LISTINGS
- 6) APPORTIONMENT OF SPECIAL FRANCHISE
- 7) 1 SET OF TAX BILLS IN ENVELOPES
- 8) RPS 145D1,155D1 & 160D1 TAX EXTRACTS
- 9) DATA ENTRY FOR PRO-RATAS
- 10) 1 SET TAX MAPS 24" x 36"

UNPAID WATER, SEWER, OR OTHER UNPAIDS WILL BE CHARGED A FEE IN THE AMOUNT OF 50.00 PER HUNDRED IF THE DATA HAS TO BE MANUALLY ENTERED, OR IF TAX MAP NUMBERS PROVIDED IN COMPUTER FORMAT ARE INVALID.

IF ANY ADDITIONAL SPECIAL DISTRICT ROLLS ARE REQUIRED THE TOWN WILL BE CHARGED A FEE OF 0.01 PER PARCEL.

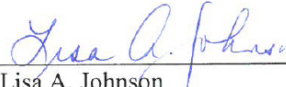
IF ANY INSERTS ARE REQUESTED THE TOWN WILL BE CHARGED A FEE OF 0.01 PER ENVELOPE.

\*.02 PER PARCEL WILL BE DEDUCTED IF ONE (1) COPY OF EACH ROLL IS REQUESTED INSTEAD OF TWO (2)

THE TOWN OF CARMEL HEREBY REPRESENTS THAT THE AGREEMENT HEREIN HAS BEEN APPROVED BY RESOLUTION OF THE TOWN BOARD, A COPY OF WHICH IS ANNEXED HERETO AND MADE A PART HEREOF:

IN WITNESS WHEREOF, THE PARTIES HAVE EXECUTED THIS AGREEMENT IN NEW YORK, ON THE DATE HEREIN ABOVE SET FORTH.

READ AND APPROVED BY:

_____ MaryEllen Odell County Executive	DATE: _____  Lisa A. Johnson County Director, R.P.T.S.A.	DATE: <u>3/1/19</u>
_____ William J. Carlin Commissioner of Finance	DATE: _____ Jennifer S. Bumgarner County Attorney	DATE: _____
_____ Jennifer S. Bumgarner County Attorney o/b/o Risk Management	DATE: _____ Kenneth Schmitt Town Supervisor	DATE: _____

20 MARCH 2019  
TOWN BOARD MEETING

**POLICE DEPARTMENT - CHIEF OF POLICE AUTHORIZED TO PROCEED WITH THE PURCHASE OF TWO (2) NEW 2019 DODGE CHARGER ALL-WHEEL DRIVE POLICE VEHICLES AND TWO (2) NEW 2019 DODGE DURANGO ALL-WHEEL DRIVE POLICE VEHICLES - ROBERT GREEN TRUCK DIVISION**  
**AMENDED 7-24-19**

RESOLVED that the Town Board of the Town of Carmel hereby authorizes Chief of Police Michael Cazzari to proceed to purchase two (2) new 2019 Dodge Charger all-wheel drive police vehicles at a unit cost of not to exceed \$35,739.58 for each vehicle from Robert Green Truck Division, Rock Hill, NY, under Onondaga County #8771Statewide Piggy Back Bid pursuant to General Municipal Law §103(16); and

BE IT FURTHER RESOLVED that the Town Board of the Town of Carmel hereby authorizes Chief of Police Michael Cazzari to proceed to purchase two (2) new 2019 Dodge Durango all-wheel drive police vehicles from Robert Green Truck Division, Rock Hill, NY, at a unit cost not to exceed \$45,418.92 for each vehicle under Onondaga County #8771Statewide Piggy Back Bid pursuant to General Municipal Law §103(16); and

BE IT FURTHER RESOLVED that Town Supervisor Kenneth Schmitt is hereby authorized to sign all necessary documents to purchase said vehicles from Robert Green Truck Division in accordance with their bid/contract quotations dated February 28, 2019; and

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

Resolution

Offered by: Councilman Schneider  
Seconded by: Councilman Lupinacci

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

**POLICE DEPARTMENT - ACCEPTANCE OF PROPOSAL FOR POLICE VEHICLE MOBILE DATA AND EQUIPMENT AUTHORIZED - ISLAND TECH SERVICES - NOT TO EXCEED \$26,030.00**

WHEREAS, Chief of Police Michael Cazzari has previously solicited proposals for the cost of outfitting four Carmel Police vehicles with mobile data equipment;

NOW THEREFORE BE IT RESOLVED Michael Cazzari, also hereby accepts the proposal of Island Tech Services, Ronkonkoma, NY for the installation of mobile data computer terminals and accessories for the referenced vehicles at a cost not to exceed \$26,030.00 and in accordance with the proposal dated March 5, 2019; and

BE IT FURTHER RESOLVED that Town Supervisor Kenneth Schmitt 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 Schmitt  
Seconded by: Councilman Lupinacci

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

**BOND REDUCTION AUTHORIZED - RPK PRECISION HOMES, INC. - SEMINARY HILL ROAD AND MECHANIC STREET - TAX MAP #55.14-1-5; 55.10-1-23; 55.10-1-24; AND 55.10-1-25**

WHEREAS application has been made by RPK Precision Homes, Inc. for reduction of a site plan bond posted in accordance with the Land Subdivision and/or Zoning Regulations for the property owned by applicant located at Seminary Hill Road and Mechanic Street, Carmel NY, Tax Map #55.14-1-5; 55.10-1-23; 55.10-1-24; and 55.10-1-25; and

WHEREAS said application had been previously reviewed by Town Engineer Richard J. Franzetti, P.E. and a reduction of the bond has been previously recommended and approved by the Planning Board; and

NOW THEREFORE BE IT RESOLVED that the Town Board of the Town of Carmel hereby authorizes the reduction of the aforementioned bond posted for RPK Precision Homes, Inc. from its current amount of \$773,000 to \$200,000.00; and

BE IT FURTHER RESOLVED, that the substitution of collateral by the Applicant in form of an acceptable letter of credit, surety bond or cash bond in the amount of the reduced bond is hereby authorized as well.

Resolution

Offered by: Councilman Lupinacci  
Seconded by: Councilman Schneider

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

Prior to the roll call vote, Councilman Lupinacci offered a motion to correct the third paragraph of the resolution as originally drafted by replacing “Ronan Property Group, LLC” with “RPK Precision Homes, Inc.”.

**PAYMENT TO EAST OF HUDSON WATERSHED CORPORATION AUTHORIZED - \$16,533.72**

Resolved, that upon the recommendation and determination of Town Engineer Richard J. Franzetti, P.E., the Town Board of the Town of Carmel hereby authorizes payment of the sum of \$16,533.72 to the East of Hudson Watershed Corporation (EOHWC) for operation and maintenance related to the 2018 Town of Carmel’s overall phosphorus reduction requirements, as well as in accordance with the Operations and Maintenance Policy for EOHWC previously adopted by the Carmel Town Board, as well as the invoice from EOHWC dated February 28, 2019.

Resolution

Offered by: Councilman Schneider  
Seconded by: Councilman Lupinacci

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

**CONVEYANCE OF EASEMENT INTEREST AUTHORIZED - NICHOLAS PELILLO - 33 WARING DRIVE (TM#44.14-1-90)**

WHEREAS, the Town of Carmel is currently vested with a certain drainage easement interest located upon the property known and designated as 33 Waring Drive (TM#44.14-1-90) for the purposes of in fee simple of a parcel of real property situated upon and or adjacent to the Waring Drive right of way; and

WHEREAS, the Town Board has received a request for the surrender and extinguishment of said easement interests from Mr. Nicholas Pelillo, owner of the subject parcel; and

WHEREAS, the matter has been referred to Town Assessor Glenn Droese for the purposes of appraisal/valuation of the easement interests to be conveyed; and

WHEREAS, the matter has been referred to Town Engineering Department and the Town Highway Superintendent Michael Simone for review and comment; and

WHEREAS, by memorandum from Town Engineer Richard J. Franzetti dated October 4, 2018, the Town Engineering Department has concluded that surrender or abandonment of the easement interests will have no adverse impact on the Town of Carmel;

NOW THEREFORE BE IT RESOLVED, that the Town Board of the Town of Carmel hereby authorizes quitclaim or other legal surrender and extinguishment of the interest known as “Easement B” on Filed Map #2934A in the Putnam County Clerk’s Office, solely as said interest concerns, encumbers and affects Lot #5 on the aforesaid Filed Map in exchange for the sum of \$1,000.00 (ONE THOUSAND DOLLARS); and

BE IT FURTHER RESOLVED that upon tender of the referenced sum by Grantee, together with all necessary recording fees for the transaction, Town Supervisor Kenneth Schmitt is hereby authorized to execute any and all documentation necessary to effect to transfers of property interests contemplated herein as prepared by Town Counsel; and

BE IT FURTHER RESOLVED, that Nicholas Pelillo bear all costs of filing and recording of the conveyance documents contemplated herein; and

BE IT FURTHER RESOLVED that this resolution is subject to permissive referendum.

**Resolution**

Offered by: Supervisor Schmitt  
Seconded by: Councilman Lupinacci

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

Prior to the roll call vote, Supervisor Schmitt offered a motion to correct the first paragraph of the resolution as originally drafted by replacing “Baxter Court” right of way with “Waring Drive” right of way.

**PUBLIC COMMENTS - AGENDA ITEMS**

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

**TOWN BOARD MEMBER COMMENTS - AGENDA ITEMS**

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

**PUBLIC COMMENTS - OPEN FORUM**

Joe Tock and Eileen Podlovits referenced the concerns of residents in the Wellington Drive, Cherry Hill Road and Farview Road area discussed at the prior Work Session regarding Homeland Towers’ exploration into potential future sites for cell towers.

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(Cont.)

Mr. Tock expressed the residents' appreciation to the Town Board for stating clearly that they have agreed not to lease or sell town-owned recreation properties on Wellington Drive and Farview Road for cell tower construction. He inquired if the Town Board would consider communicating this commitment in writing to Homeland Towers officials.

Supervisor Schmitt sought the advice of Legal Counsel Gregory Folchetti.

Legal Counsel Folchetti explained that Homeland Towers is currently reviewing the catalog of available Town parcels and will likely approach the Town Board with further inquiry in connection with one or two desirable locations to lease or purchase. The Town Board, as stated in their position last week, can advise Homeland Towers that they are not interested in making the Wellington Drive and Farview Road parcels available.

Supervisor Schmitt indicated that the Town Board would be amenable to sending a letter and discussion ensued regarding the matter.

**TOWN BOARD MEMBER COMMENTS - OPEN FORUM**

Councilman Schneider announced that there will be a benefit dinner on April 13, 2019 from 5:00 p.m. to 9:00 p.m. at the German American Club on Kramers Pond Road in Putnam Valley. The proceeds will be donated to the PFC Joseph P. Dwyer Vet 2 Vet Program of Putnam County.

Councilman Lupinacci announced to water district customers that water meter readings are due no later than March 31, 2019. It may be called in to the Comptroller's Office, mailed to Town Hall, or entered on the Town's website.

Supervisor Schmitt added that it is anticipated that the new water meter installations should commence within the next thirty days or so. Those residences serviced by municipal water will receive a radio read meter which will eliminate the need for residents to manually read their meters and submit the readings to the Town Comptroller's Office for processing. He concluded that the new meters will make the process easier and more efficient for everyone involved.

Supervisor Schmitt announced that registration has commenced for the Department of Recreation and Parks 2019 spring classes and summer camp.

Councilman Lupinacci announced that the Carmel High School Post Prom Committee is seeking donations to assist with their sponsorship of their annual supervised post junior prom alcohol-free event for students.

Supervisor Schmitt reminded residents in Carmel Water District #2 about the April 24, 2019 Town Board meeting to be held at the Carmel Firehouse in which the system wide improvements with estimated costs totaling over \$30 million will be on the agenda. The Town's engineers, consultants and other specialists will be in attendance to address questions and concerns. Discussion followed.

**ADJOURNMENT**

All agenda items having been addressed, on motion by Councilman Schneider, seconded by Councilman Lupinacci, with all Town Board members present in agreement, the meeting was adjourned at 7:42 p.m.

Respectfully submitted,

Ann Spofford, Town Clerk