

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 4th day of November, 2020 at 7:01 p.m. at Town Hall, 60 McAlpin Avenue, Mahopac, New York. Members of the Town Board present by roll call were: Councilman Schanil, Councilman Barile, Councilman Lombardi, Councilwoman McDonough and Supervisor Schmitt.

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.

Supervisor Schmitt announced that the Town Board met in Executive Session at 6:00 p.m. with Town Assessor Glenn Droese and Legal Counsel Gregory Folchetti for a certiorari litigation update as well as with Town Clerk Ann Spofford to discuss personnel in connection with Budget Fiscal Year 2021.

PUBLIC HEARING HELD - PRELIMINARY BUDGET FOR FISCAL YEAR 2021

Supervisor Schmitt asked the Town Clerk to read the following Notice of Public Hearing as published in the Town’s official newspapers:

<p>LEGAL NOTICE NOTICE OF PUBLIC HEARING TOWN OF CARMEL PRELIMINARY BUDGET NOTICE IS HEREBY GIVEN, that the Town Board of the Town of Carmel will conduct a Public Hearing on the 4th day of November, 2020 at Town Hall, 60 McAlpin Avenue, Mahopac, New York, at 7:00 p.m. or as soon thereafter that evening as possible in regard to the Preliminary Budget for the fiscal year 2021 including the General Town Fund, Highway Funds as well as all Water Districts, Sewer Districts, Park Districts, Fire Districts, Garbage District, Fire Protection Districts and Lighting Districts; and</p>	<p>BE IT FURTHER NOTICED that pursuant to Section 108 of the Town Law, the proposed salaries of the following officials for fiscal year 2021 are hereby specified as follows: Supervisor: \$127,296.00; Town Council Members (ea): \$22,276.80; Town Clerk \$97,063.20; and Highway Superintendent \$131,539.20; AND BE IT FURTHER NOTICED, that the Preliminary Budget for the Town of Carmel has been completed and filed in the Office of the Town Clerk, Town Hall, 60 McAlpin Avenue, Mahopac, New York, where it is available for public inspection during office hours.</p>	<p>At said Public Hearing, any resident may be heard in favor of or against the Preliminary Budget as compiled or for or against any item or items contained therein. The Town Board will make every effort to assure that the Public Hearing is accessible to persons with disabilities. Anyone requiring special assistance and/or reasonable accommodations should contact the Town Clerk. By Order of the Town Board of the Town of Carmel Ann Spofford, Town Clerk</p>
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Supervisor Schmitt opened the Public Hearing for public comment at 7:04 p.m. Five (5) people were in attendance.

With no one present wishing to be heard on the subject of the Public Hearing, on motion by Councilman Lombardi, seconded by Councilwoman McDonough, with all members of the Town Board present and in agreement, the Public Hearing was closed at 7:04 p.m.

MINUTES OF TOWN BOARD MEETING HELD ON 10/14/2020 - ACCEPT AS SUBMITTED BY THE TOWN CLERK

On motion by Councilman Lombardi, seconded by Councilwoman McDonough and Councilman Schanil, with all members of the Town Board present and voting “aye”, the minutes of the Town Board meeting held on October 14th, 2020 were accepted as submitted by the Town Clerk.

ADDITION AND DELETION TO THE ACTIVE LIST OF THE MAHOPAC VOLUNTEER FIRE DEPARTMENT - AUTHORIZED

RESOLVED that the Town Board of the Town of Carmel hereby authorizes the addition of the following name(s) to the active list of the Mahopac Volunteer Fire Department:

Sabrina I. Selca

4 NOVEMBER 2020
TOWN BOARD MEETING

(Cont.)

BE IT FURTHER RESOLVED that the Town Board of the Town of Carmel hereby authorizes the deletion of the following name(s) to the active list of the Mahopac Volunteer Fire Department:

John Palushevic

Resolution
Offered by: Councilman Schanil
Seconded by: Councilwoman McDonough

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Robert Schanil	<u>X</u>	<u> </u>
Michael Barile	<u>X</u>	<u> </u>
Frank Lombardi	<u>X</u>	<u> </u>
Suzanne McDonough	<u>X</u>	<u> </u>
Kenneth Schmitt	<u>X</u>	<u> </u>

Supervisor Schmitt welcomed the new member to the Mahopac Volunteer Fire Department and thanked the departing member for his service.

BUDGET MODIFICATIONS AUTHORIZED - BUDGET REVISIONS SCHEDULE #2020/03

WHEREAS the Town Comptroller MaryAnn Maxwell has reviewed the proposed Budget Modifications for the period of September 1, 2020 through October 31, 2020 with the Town Board which are detailed and explained on the attached Budget Revisions Schedule #2020/03;

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Carmel hereby authorizes and ratifies the Final Budget Modifications/Revisions for the period of September 1, 2020 through October 31, 2020 as shown itemized on schedule #2020/03 which is attached hereto, incorporated herein and made a part hereof.

Resolution
Offered by: Councilwoman McDonough
Seconded by: Councilman Lombardi

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Robert Schanil	<u>X</u>	<u> </u>
Michael Barile	<u>X</u>	<u> </u>
Frank Lombardi	<u>X</u>	<u> </u>
Suzanne McDonough	<u>X</u>	<u> </u>
Kenneth Schmitt	<u>X</u>	<u> </u>

TOWN OF CARMEL
DEBT FUNDS/ CAPITAL BUDGET REVISIONS SEPTEMBER - OCTOBER 2020 #2020/03

BUDGET REVISION NUMBER	ACCOUNT	ACCOUNT TITLE & TRANSFER DESCRIPTION	INCREASE USES & SOURCES OF FUNDS	DECREASE USES & SOURCES OF FUNDS
HIGHWAY FUND				
1	500.5112.0020	PROJECT EXPENDITURES	6,500.00	
	500.5112.0012	PROJECT OVERTIME		3,000.00
	500.5112.0082	PROJECT FICA/MED COST		3,500.00
		- TRANSFER FOR CHIPS HIGHWAY PROJECT COSTS		
GENERAL DEBT FUND				
2	810.9730.0061	BAN PRINCIPAL - DRAINAGE	145,000.00	
	810.1989.9909	APPROPRIATED FUND BALANCE	*	145,000.00
		- PROVIDE FOR BAN PRINCIPAL PAYMENT		

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ALL WATER DISTRICT OPERATING FUNDS					
3	601.9903.0099	TRANSFER TO DEBT FUND		20,000.00	
	602.9901.0099	TRANSFER TO DEBT FUND		346,000.00	
	603.9901.0099	TRANSFER TO DEBT FUND		80,000.00	
	604.9901.0099	TRANSFER TO DEBT FUND		30,000.00	
	605.9901.0099	TRANSFER TO DEBT FUND		10,000.00	
	607.9901.0099	TRANSFER TO DEBT FUND		28,000.00	
	608.9901.0099	TRANSFER TO DEBT FUND		50,000.00	
	609.9901.0099	TRANSFER TO DEBT FUND		28,000.00	
	610.9901.0099	TRANSFER TO DEBT FUND		18,000.00	
	612.9901.0099	TRANSFER TO DEBT FUND		27,000.00	
	613.9901.0099	TRANSFER TO DEBT FUND		20,000.00	
	614.9901.0099	TRANSFER TO DEBT FUND		18,000.00	
	601.8310.9909	APPROPRIATED FUND BALANCE	*	20,000.00	
	602.8310.9909	APPROPRIATED FUND BALANCE	*	346,000.00	
	603.8310.9909	APPROPRIATED FUND BALANCE	*	80,000.00	
	604.8310.9909	APPROPRIATED FUND BALANCE	*	30,000.00	
	605.8310.9909	APPROPRIATED FUND BALANCE	*	10,000.00	
	607.8310.9909	APPROPRIATED FUND BALANCE	*	28,000.00	
	608.8310.9909	APPROPRIATED FUND BALANCE	*	50,000.00	
	609.8310.9909	APPROPRIATED FUND BALANCE	*	28,000.00	
	610.8310.9909	APPROPRIATED FUND BALANCE	*	18,000.00	
	612.8310.9909	APPROPRIATED FUND BALANCE	*	27,000.00	
	613.8310.9909	APPROPRIATED FUND BALANCE	*	20,000.00	
	614.8310.9909	APPROPRIATED FUND BALANCE	*	18,000.00	
		- PROVIDE FOR TRANSFER TO DEBT FUND FOR WATER METER PROJECT			
ALL WATER DISTRICT DEBT FUNDS					
4	861.9730.0060	BAN PRINCIPAL		20,000.00	
	862.9730.0060	BAN PRINCIPAL		346,000.00	
	863.9730.0060	BAN PRINCIPAL		80,000.00	
	864.9730.0060	BAN PRINCIPAL		30,000.00	
	865.9730.0060	BAN PRINCIPAL		10,000.00	
	866.9730.0060	BAN PRINCIPAL		20,000.00	
	867.9730.0060	BAN PRINCIPAL		28,000.00	
	868.9730.0060	BAN PRINCIPAL		60,000.00	
	869.9730.0060	BAN PRINCIPAL		38,000.00	
	860.9730.0060	BAN PRINCIPAL		18,000.00	
	887.9730.0060	BAN PRINCIPAL		27,000.00	
	883.9730.0060	BAN PRINCIPAL		20,000.00	
	884.9730.0060	BAN PRINCIPAL		23,000.00	
	861.8310.5031	TRANSFER FROM OPERATING FUND	*	20,000.00	
	862.8310.5031	TRANSFER FROM OPERATING FUND	*	346,000.00	
	863.8310.5031	TRANSFER FROM OPERATING FUND	*	80,000.00	
	864.8310.5031	TRANSFER FROM OPERATING FUND	*	30,000.00	
	865.8310.5031	TRANSFER FROM OPERATING FUND	*	10,000.00	
	867.8310.5031	TRANSFER FROM OPERATING FUND	*	28,000.00	
	868.8310.5031	TRANSFER FROM OPERATING FUND	*	50,000.00	
	869.8310.5031	TRANSFER FROM OPERATING FUND	*	28,000.00	
	860.8310.5031	TRANSFER FROM OPERATING FUND	*	18,000.00	

TOWN OF CARMEL
DEBT FUNDS/ CAPITAL BUDGET REVISIONS SEPTEMBER - OCTOBER 2020 #2020/03

BUDGET REVISION NUMBER	ACCOUNT	ACCOUNT TITLE & TRANSFER DESCRIPTION		INCREASE USES & SOURCES OF FUNDS	DECREASE USES & SOURCES OF FUNDS
	887.8310.5031	TRANSFER FROM OPERATING FUND	*	27,000.00	
	883.8310.5031	TRANSFER FROM OPERATING FUND	*	20,000.00	
	884.8310.5031	TRANSFER FROM OPERATING FUND	*	18,000.00	
	866.8310.9909	APPROPRIATED FUND BALANCE	*	20,000.00	
	868.8310.9909	APPROPRIATED FUND BALANCE	*	10,000.00	
	869.8310.9909	APPROPRIATED FUND BALANCE	*	10,000.00	
	884.8310.9909	APPROPRIATED FUND BALANCE	*	5,000.00	
		- PROVIDE FOR BAN PRINCIPAL PAYMENT FOR WATER METER PROJECT			
5	863.9730.0070	BAN INTEREST		1,346.00	
	884.9730.0070	BAN INTEREST		206.00	
	887.9730.0070	BAN INTEREST		136.00	
	863.8310.2710	PREMIUM ON BAN SALE	*	1,346.00	
	884.8310.2710	PREMIUM ON BAN SALE	*	206.00	
	887.8310.2710	PREMIUM ON BAN SALE	*	136.00	
		- PROVIDE FOR BAN INTEREST PAYMENT FOR WATER METER PROJECT			
6	883.9710.0060	BOND PRINCIPAL		5,000.00	
	883.9710.0070	BOND INTEREST			5,000.00
		- TRANSFER FOR BOND PRINCIPAL PAYMENT			

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CWD 1,2,3,9,10,13,14 CAPITAL PROJECT FUND				
7	960-8310-0044	PROJECT ENGINEERING	4,368.00	
	961-8310-0044	PROJECT ENGINEERING	2,061.00	
	962-8310-0044	PROJECT ENGINEERING	76,700.00	
	963-8310-0044	PROJECT ENGINEERING	3,800.00	
	969-8310-0044	PROJECT ENGINEERING	10,500.00	
	983-8310-0044	PROJECT ENGINEERING	2,867.00	
	984-8310-0044	PROJECT ENGINEERING	29,300.00	
	960.8310.5710	PROCEEDS OF BORROWING	* 4,368.00	
	961.8310.5710	PROCEEDS OF BORROWING	* 2,061.00	
	962.8310.5710	PROCEEDS OF BORROWING	* 76,700.00	
	963.8310.5710	PROCEEDS OF BORROWING	* 3,800.00	
	969.8310.5710	PROCEEDS OF BORROWING	* 10,500.00	
	983.8310.5710	PROCEEDS OF BORROWING	* 2,867.00	
	984.8310.5710	PROCEEDS OF BORROWING	* 29,300.00	
		- PROVIDE FOR PROJECT ENGINEERING COSTS FROM APPROVED BORROWING		
CWD #9 CAPITAL PROJECT				
8	969.8310.0048	OTHER PROJECT EXPENSES	5,000.00	
	969.8310.0040	CONTRACTUAL EXPENDITURES		5,000.00
		- TRANSFER FOR CAPITAL PROJECT EXPENSE		

2021 USER FEE SCHEDULE - ADOPTED

RESOLVED that the Town Board of the Town of Carmel hereby adopts, effective immediately, the Town of Carmel User Fee Schedule for Fiscal Year 2021 in form as attached hereto and made a part hereof.

Resolution
Offered by: Councilman Lombardi
Seconded by: Councilman Barile

Roll Call Vote	YES	NO
Robert Schanil	X	
Michael Barile	X	
Frank Lombardi	X	
Suzanne McDonough	X	
Kenneth Schmitt	X	

TOWN OF CARMEL ADOPTED USER SERVICE FEES --
FISCAL YEAR 2021

FEE DESCRIPTION	ADOPTED 2021 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/muetered	7.50	
Annual Dog License Fee - unsplayed/un-muetered	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	

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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	
Sound Amplification Permit Residential	50.00	
Town Code:		
Annual Town Code Book Supplement	75.00	
Code Book	598.00	

User Fee Schedule 2021

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FEE DESCRIPTION	ADOPTED 2021 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	-	
CD of Photographs from Casefile	50.00	
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	-	
Two False Alarms	-	
Three False Alarms	50.00	
Four False Alarms	100.00	
Five False Alarms	500.00	
Six-Nine False Alarms	750.00	
Ten or more False Alarms	1,000.00	
HIGHWAY DEPARTMENT		
Driveway Bond - "Refundable"	750.00	
Driveway Permit - Includes two Inspections	215.00	
Road Opening Bond - "Refundable" - Entire Road	5,000.00	
Road Opening Bond - "Refundable" - Half Road	2,500.00	
Road Opening Permit	500.00	

User Fee Schedule 2021

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TOWN OF CARMEL ADOPTED USER SERVICE FEES --
FISCAL YEAR 2021

FEE DESCRIPTION	ADOPTED 2021 USER FEES	
PARKS & RECREATION DEPARTMENT		
Camp:		
Playground Camp	500.00	Non-Resident \$960.00
* Early Bird Registration Fee - Playground Camp	450.00	Non-Resident \$860.00
Primary Camp [9:30 AM to 2:30 PM]	550.00	Non-Resident 1,060.00
* Early Bird Registration Fee - Primary Camp	500.00	Non-Resident \$960.00
Primary Camp Extended Day [2:30 PM to 4:30 PM]	200.00	
Classes/Lessons:		
Additional Swimming Lessons	\$75	Residents only
Adult Classes	\$70.00 - \$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
Tennis Lessons - 6 One Hour Sessions	75.00	Non-Resident \$110.00
Tennis Lessons - 8 One Hour Sessions	95.00	Non-Resident \$130.00
Facilities Rental:		
Ballfield Rental - 2 Hour Limit	\$150.00/\$250.00 w/lights	
Boat Rental Fee	5.00	
Civic Building Rental/Pavilion	200.00	+Supervisor Hourly Rate
Group Picnic	150.00	Residents Only
Private Building Rental	300.00	+Supervisor Hourly Rate
Sycamore Park Concession [Seasonal]	3,600.00	
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 Permit	50.00	
Tennis 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

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Vendor Space Fee	\$20.00 per event	10'x10' Vendor Space for Special Events
	\$500.00 / Season * May – October	10'x10' Vendor Space for Farmers Market
	\$1,000.00 / Season * May – October	20'x10' Vendor Space for Farmers Market
		10'x10' Concession Vendor Space for Farmers Market - * Different
	\$50.00 / Date	Concession Vendors featured weekly
	\$180.00 / Season * 6 Sundays	10'x10' Craft Vendor Space for Farmers Market
	\$360.00 / Season * 6 Sundays	20'x10' Craft Vendor Space for Farmers Market
	\$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

User Fee Schedule 2021

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TOWN OF CARMEL ADOPTED USER SERVICE FEES –
FISCAL YEAR 2021

FEE DESCRIPTION	ADOPTED 2021 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	50.00	Flat Rate PLUS
Estimated Cost of Construction – Calculated as:	12.00	per \$1,000 Calculated Estimated Cost
Residential – New construction	100.00	per sq. ft.
Residential – Finish existing space to living space	20.00	per sq. ft.
Commercial	150.00	per sq. ft.
Commercial - Garage	75.00 - 80.00	per sq. ft.
Decks	35.00	per sq. ft.
Garage	75.00	per sq. ft.
Shed	25.00	per sq. ft.
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	50.00	Each Inspection
Mother/Daughter Permit	400.00	
Plumbing Permit Per Fixture	15.00 each	\$75.00 minimum fee
Plumbing/ Air Conditioning Inspection		
Re-Inspection Fee When Inspection Requested but Job Not Ready	100.00	Paid in Advance of 2nd Inspection
Sign Permit	150.00	
Swimming Pool Permit - Above Ground	150.00	
Swimming Pool Permit - In Ground	300.00	
HVAC Fee	50.00	Flat Rate plus
	10.00	per \$1,000 Estimated Cost of Installation
Title Search	175.00/325.00	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	50.00	(5 Fixtures) \$10 each additional
Commercial	100.00	(5 Fixtures) \$20 each additional
Liquid Propane Gas Inspections		
Residential	50.00	(5 Fixtures) - \$10 each additional
Commercial	100.00	(5 Fixtures) - \$20 each additional

User Fee Schedule 2021

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TOWN OF CARMEL ADOPTED USER SERVICE FEES –
FISCAL YEAR 2021

FEE DESCRIPTION	ADOPTED 2021 USER FEES	
ENVIRONMENTAL CONSERVATION REVIEW BOARD		
ECB Wetlands Marker	15.00	
Permit Renewal/Extension Fee	75.00	For each one year permit renewal/extension;
Application Withdrawal	50.00	
Letter of Maintenance	75.00	
Letter of Permission (In lieu of application)	150.00	
Major Interagency Review - Over 5 Acres - Per Acre or Part Thereof	60.00	Total Wetland Include. 100' Control Area (per acre)
Minor Interagency Review - Up to 5 Acres - Per Acre or Part Thereof	50.00	Total Wetland Include. 100' Control Area (per acre)
Private Consultation/Conference with Wetland Inspector Per Hour	175.00	
Public Hearing	minimum \$150.00 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	
Accessory Apartment Application	250.00	
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

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TOWN BOARD MEETING

(Cont.)

PLANNING BOARD		
PLANNING SUBDIVISION FEES:		
Sketch fee	1,000.00	One time fee
Preliminary Fees		
Major Subdivision	5,000.00	Plus \$950 per lot
Minor Subdivision	3,500.00	Plus \$950 per lot
"Extension of Preliminary Sub-division"	1,000.00	
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	2,000.00	
OPEN DEVELOPMENT REVIEW FEE	3,500.00	
LOT LINE ADJUSTMENT FEE	3,500.00	

User Fee Schedule 2021

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TOWN OF CARMEL ADOPTED USER SERVICE FEES --
FISCAL YEAR 2021

FEE DESCRIPTION	ADOPTED 2021 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	175.00	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

User Fee Schedule 2021

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TOWN OF CARMEL ADOPTED USER SERVICE FEES --
FISCAL YEAR 2021

FEE DESCRIPTION	ADOPTED 2021 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"	10.00	
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	
Banner Permit Fee (non-waivable)	400.00	* Fee for each banner issued under permit - Revised 4/2015
SPECIAL DISTRICTS		
PARK DISTRICTS:		
Building Rental - District Resident	150.00	
Building Rental - Non-District Resident	N/A	
Building Rental Deposit - "Refundable"	150.00	
Building Rental Cleaning Fee	100.00	
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	3,500.00	
Out of District Application Fee - Commercial	4,500.00	
Pretreatment Permit Exceedence Surcharge	500.00	

4 NOVEMBER 2020
TOWN BOARD MEETING

(Cont.)

WATER DISTRICTS:		
Water System Service Application, including one inspection	250.00	Residential
(where water line curb box exists)	500.00	Commercial
Water System Connection Additional Inspection - Each Inspection	50.00	
New Water Meter & Installation - 3/4" Meter	325.00	
New Water Meter Purchase	275.00	
All Others	Quote	
Water Meter Replace Due To Customer's Damage	***At Replacement Cost***	plus 15%
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	3,500.00	
Out of District Application Fee - Commercial	4,500.00	
Water Bill Adjustment from Estimate to Actual	25.00 after 2nd adjustment	
Manual read meter and process usage for meters that have not been upgraded	\$250.00 Residential/\$500.00 Commercial	Billed Semi-Annual
Install Meter Pit at Residence/Business	****Replacement Cost****plus 25%	

User Fee Schedule 2021

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PUBLIC HEARING SCHEDULED FOR 12/2/2020 TO HEAR OBJECTIONS TO ASSESSMENT ROLLS FOR THE OPERATION AND MAINTENANCE OF THE IMPROVEMENTS OF THE GARBAGE, SEWER AND WATER DISTRICTS FOR FISCAL YEAR 2021

WHEREAS the Town of Carmel hereby has completed its assessment rolls for the operation and maintenance of the improvements serving Carmel Sewer Districts #1, #2, #3, #4, #5, #6, #7 and #8 and extensions thereto as well as Carmel Water Districts #1, #2, #3, #4, #5, #6, #7, #8, #9, #10, #12, #13, #14 and extensions thereto as well as The Town of Carmel Garbage District of said Town for fiscal year 2021; and

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

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Carmel hereby schedules a Public Hearing at the Town Hall, 60 McAlpin Avenue, Mahopac, NY 10541 on Wednesday, December 2, 2020, at 7:00 PM or as soon thereafter that evening as possible for the purpose of considering any objections which may be made to said assessment rolls.

Resolution

Offered by: Councilman Barile
Seconded by: Councilman Lombardi

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Robert Schanil	<u>X</u>	<u> </u>
Michael Barile	<u>X</u>	<u> </u>
Frank Lombardi	<u>X</u>	<u> </u>
Suzanne McDonough	<u>X</u>	<u> </u>
Kenneth Schmitt	<u>X</u>	<u> </u>

CARMEL SEWER DISTRICT #2 WASTEWATER TREATMENT PLANT - EMERGENCY PURCHASE AND INSTALLATION OF EQUIPMENT AUTHORIZED - ALL MAKES PUMP & MOTOR REPAIR - NOT TO EXCEED \$23,258.00

WHEREAS, the Town Board of the Town of Carmel, acting as Commissioners of Carmel Sewer District #2, and upon the recommendation of Town Engineer Richard J. Franzetti, P.E., hereby authorizes the emergency purchase and installation of certain equipment at the Carmel Sewer District #2 Wastewater Treatment Plant, such equipment to include a micro filtration feed pump unit; and

BE IT FURTHER RESOLVED, that such purchase and installation is to be performed by All Makes Pump & Motor Repair, Yorktown Heights, NY at a cost not to exceed \$23,258.00 and in accordance with the proposal dated July 30, 2020; 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.

4 NOVEMBER 2020
TOWN BOARD MEETING

(Cont.)

Resolution

Offered by: Councilman Schanil
Seconded by: Councilwoman McDonough

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Robert Schanil	<u>X</u>	<u> </u>
Michael Barile	<u>X</u>	<u> </u>
Frank Lombardi	<u>X</u>	<u> </u>
Suzanne McDonough	<u>X</u>	<u> </u>
Kenneth Schmitt	<u>X</u>	<u> </u>

HIGHWAY DEPARTMENT - AWARD OF CONTRACT FOR PURCHASE OF BULK ROAD SALT AUTHORIZED UNDER PUTNAM COUNTY OFFICE OF PURCHASING CONTRACT - CHAMPION SALT, LLC

RESOLVED THAT the Town Board of the Town of Carmel, upon the recommendation of Town of Carmel Highway Superintendent Michael Simone, hereby authorizes the award of bid contract for purchase of bulk road salt for the Town of Carmel Highway Department for the period commencing retroactive to September 18, 2020 through August 31, 2021 to Champion Salt, LLC under Putnam County Office of Purchasing Contract No. PC69186, Group #01800, Award #23212 at the price of \$58.13 per ton.

Resolution

Offered by: Councilwoman McDonough
Seconded by: Councilman Schanil

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Robert Schanil	<u>X</u>	<u> </u>
Michael Barile	<u>X</u>	<u> </u>
Frank Lombardi	<u>X</u>	<u> </u>
Suzanne McDonough	<u>X</u>	<u> </u>
Kenneth Schmitt	<u>X</u>	<u> </u>

AIRPORT PARK - ENTRY INTO AGREEMENT WITH NEW YORK STATE ELECTRIC & GAS CORP. - AUTHORIZED

RESOLVED, that the Town Board of the Town of Carmel hereby authorizes the entry into an agreement with New York State Electric & Gas Corporation for an underground electrical service for the Airport Park facilities, said agreement to be in form as is on file in the Office of the Town Supervisor; and

BE IT FURTHER RESOLVED, that Town Supervisor Kenneth Schmitt is hereby authorized to sign said agreement and any related documentation thereto.

Resolution

Offered by: Councilman Lombardi
Seconded by: Councilwoman McDonough

<u>Roll Call Vote</u>	<u>YES</u>	<u>NO</u>
Robert Schanil	<u>X</u>	<u> </u>
Michael Barile	<u>X</u>	<u> </u>
Frank Lombardi	<u>X</u>	<u> </u>
Suzanne McDonough	<u>X</u>	<u> </u>
Kenneth Schmitt	<u>X</u>	<u> </u>

PUBLIC COMMENTS - AGENDA ITEMS

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

4 NOVEMBER 2020
TOWN BOARD MEETING

TOWN BOARD MEMBER COMMENTS - AGENDA ITEMS

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

PUBLIC COMMENTS - OPEN FORUM

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

TOWN BOARD MEMBER COMMENTS - OPEN FORUM

Councilwoman McDonough reported on the recent interactive public workshop held along with the Town's consultants from Nelson, Pope & Voorhis, LLC at Sycamore Park to seek input regarding updates to the Town of Carmel Comprehensive Plan. She noted that a webinar will be held at a later date for those who could not attend. In addition, she urged anyone who lives, works, or owns a business in the Town to complete the survey in connection with the Comprehensive Plan posted on the Town's website.

Supervisor Schmitt reiterated that there will be other opportunities for the public to engage in the process and spoke regarding the importance of the public's participation in the project.

Supervisor Schmitt announced that the Town Board will meet next at their Work Session to be held on Tuesday, November 10th. Carmel Town Hall will be closed on Wednesday, November 11th in observance of Veterans Day.

Supervisor Schmitt explained that this year's Veterans Day ceremonies on November 11th at 11:00 a.m. in Mahopac and Carmel will be held in conformance with CDC guidelines for public gatherings.

Councilman Schanil inquired to Councilwoman McDonough about the progress of Olivia Conlin's Girl Scout Gold Award project, "Our Hometown Heroes".

Councilwoman McDonough stated that it is going very well and reported that 22 or 23 patriotic banners have been purchased to honor local residents who have served our country in the military.

Supervisor Schmitt announced that the Town Board will be commencing tomorrow with the second round of interviews in connection with the current vacancy in the chief of police position.

ADJOURNMENT

All agenda items having been addressed, on motion by Councilman Schanil, seconded by Councilwoman McDonough, with all Town Board members present and in agreement, the meeting was adjourned at 7:20 p.m. to Executive Session with Director of Recreation and Parks James Gilchrist to discuss personnel, as well as with Director of Codes Enforcement/Building Inspector Michael Carnazza to discuss personnel, both in connection with Budget Fiscal Year 2021.

Respectfully submitted,

Ann Spofford, Town Clerk