

**MICHAEL S. CAZZARI**  
Town Supervisor

**FRANK D. LOMBARDI**  
Town Councilman  
Deputy Supervisor

**ROBERT KEARNS**  
Town Councilman

**SUZANNE MC DONOUGH**  
Town Councilwoman

**TOWN OF CARMEL**  
TOWN HALL



60 McAlpin Avenue  
Mahopac, New York 10541  
Tel. (845) 628-1500 • Fax (845) 628-6836  
www.ci.carmel.ny.us

**ALICE DALY**  
Town Clerk

**KATHLEEN KRAUS**  
Receiver of Taxes

**MICHAEL STERN**  
Superintendent of Highways  
Tel. (845) 628-7474

**TOWN BOARD WORK SESSION**  
Wednesday, March 13th, 2024 7:00pm

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**PLEDGE OF ALLEGIANCE - MOMENT OF SILENCE**

- **Putnam County Legislative Update - Erin Crowley, District 9**
- **Roll Call Attendance**

**Public Comments on Town Related Business (Five (5) Minutes Maximum for Town Residents, Property Owners & Business Owners Only)**

**Town Board Work Session:**

- **Review Town Board Minutes February 21st, 2024**
  1. Mary Ann Maxwell, Town Comptroller – Consider January – February 2024 Budget Revisions
  2. Nina Kallmeyer, Director of Parks & Recreation - Consider New Appointment to Recreation and Parks Advisory Committee
  3. Nina Kallmeyer, Director of Parks & Recreation - Consider Re-Appointment to Recreation and Parks Advisory Committee
  4. Michael Stern, Highway Superintendent – Consider Request to Dispose of Equipment - Car #8, Truck #56
  5. Michael Stern, Highway Superintendent - Consider Request to Purchase Parts for Truck #58 in the Amount of \$11,929.00
  6. Richard J. Franzetti, P.E. Town Engineer – Consider Emergency Repairs to CWD2 in the Amount of \$15,076.56
  7. Richard J. Franzetti, P.E. Town Engineer – Consider Request to go out for Bid for Chemical Supplies for Various Water and Sewer Treatment Plants
  8. Richard J. Franzetti, P.E. Town Engineer – Consider EOHWC O&M Performance in the Amount of \$26,021.12
  9. Michael Cazzari, Town Supervisor – Consider Contract Renewal for Auction International
  10. Michael Cazzari, Town Supervisor – Consider Revisions to 2024 Organizational Chart
- **Town Board Comments**
- **Motion to Move into Executive Session**

**Executive Session**

1. Potential Contract Retention - (6:15pm)
  2. Personnel – PD
  3. Potential Contract Retention
  4. Vendor Services
- **Motion to Adjourn Meeting**

## Work Session Item #1

### TOWN OF CARMEL BUDGET REVISIONS JANUARY - FEBRUARY 2024 #2024/01

BUDGET REVISION NUMBER	ACCOUNT	ACCOUNT TITLE & TRANSFER DESCRIPTION	INCREASE USES & SOURCES OF FUNDS	DECREASE USES & SOURCES OF FUNDS
<b>GENERAL FUND</b>				
1	100.1930.0040	CERTIORARI SETTLEMENTS	6,000.00	
	<b>100.1989.9876</b>	<b>RESERVE FOR CERTIORARI SETTLEMENTS</b> *	<b>6,000.00</b>	
		- PROVIDE FOR CERTIORARI SETTLEMENTS		
2	100.3120.0012	POLICE STAFF OVERTIME	7,200.00	
	<b>100.1989.3089</b>	<b>STATE AID CRIMINAL JUSTICE</b> *	<b>7,200.00</b>	
		- PROVIDE FOR POLICE OVERTIME DUE TO COURT COVERAGE FROM DISCOVERY GRANT		
3	100.3120.0024	POLICE ACCIDENT REPAIRS	1,717.60	
	<b>100.1989.2681</b>	<b>INSURANCE RECOVERY - ASSET</b> *	<b>1,717.60</b>	
		- PROVIDE FOR POLICE VEHICLE REPAIRS FROM INSURANCE CLAIM		
4	100.3120.0027	POLICE OTHER EQUIPMENT	2,195.00	
	<b>100.1989.2701</b>	<b>REFUND PRIOR YEARS EXPENSE</b> *	<b>2,195.00</b>	
		- PROVIDE FOR REFUND FOR RETURNED POLICE EQUIPMENT		
5	100.3120.0029	SPEC EQUIPMENT GRANTS- SEIZED ASSETS	3,924.00	
	<b>100.1989.3089</b>	<b>STATE AID CRIMINAL JUSTICE</b> *	<b>3,924.00</b>	
		- PROVIDE FOR POLICE INTERVIEW ROOM RECORDING SYSTEM FROM DISCOVERY GRANT		
6	100.1010.0042	TOWN BOARD EXPENSE - R.K.	100.00	
	100.1620.0048	BUILDING CLEANING SERVICES	2,400.00	
	100.1920.0040	MUNICIPAL ASSN DUES	200.00	
	100.1010.0046	TOWN BOARD CONSULTING SERVICES		300.00
	100.1620.0045	BUILDING GROUNDS SPEC IMPROVEMENT		2,400.00
		- TRANSFER FOR MISCELLANEOUS EXPS IN THE GENERAL FUND		
7	100.1440.0046	ENGINEERING CONSULTANT EXPENSE	84,000.00	
	100.1440.0011	ENGINEERING STAFF EXPENSE		84,000.00
		- TRANSFER FOR 2024 ENGINEERING CONSULTANT EXPENSE		
8	100.5010.0011	HIGHWAY ADMIN STAFF EXPENSE	10,000.00	
	100.5010.0080	HIGHWAY ADMIN BENEFIT EXPENSE	50,000.00	
	100.1610.0011	CENTRAL SERVICES STAFF EXPENSE		20,000.00
	100.9902.0099	HIGHWAY FUND ANNUAL TRANSFER		40,000.00
		- TRANSFER FOR HIGHWAY ADMIN SALARY/BENEFIT EXP		
9	100.1620.0045	BUILDING GROUNDS IMPROVEMENT	14,000.00	
	100.1680.0020	INFO TECH EQUIPMENT	118,000.00	
	100.1680.0021	DATA IMAGING EQUIPMENT	105,000.00	
	100.1990.0040	CONTINGENCY - SOFTWARE CONVERSION	73,376.00	
	100.1990.0040	CONTINGENCY - MASTER PLAN/TOWN CODE	25,600.00	
	100.1990.0040	CONTINGENCY - SWAN COVE	325,000.00	
	100.3120.0021	POLICE MOTOR VEHICLES	55,000.00	
	100.3120.0027	POLICE OTHER EQUIPMENT	30,000.00	
	100.3120.0046	POLICE RENTALS/LEASES	70,000.00	
	100.7110.0020	PARK MAINTENANCE EQUIPMENT	18,500.00	
	100.7110.0022	PARK SPECIAL EQUIPMENT	11,512.00	
	100.7112.0041	MCDONOUGH SKATE PARK	9,500.00	
	100.7113.0045	SWAN COVE PARK IMPROVEMENTS	20,000.00	
	100.7115.0020	AIRPORT PARK EQUIPMENT EXPENSE	39,000.00	
	100.7190.0040	SKATING RINK CONTRACTUAL EXP	48,000.00	
	100.7999.0040	PARK CAPITAL IMPROVEMENTS	170,000.00	
	<b>100.1989.9909</b>	<b>APPROPRIATED FUND BALANCE ENCUMBRANCES</b> *	<b>1,132,488.00</b>	
		- RECORD ENCUMBRANCES FORWARD INCREASING BUDGET PER AUTHORIZING RESOLUTION		

**TOWN OF CARMEL**  
**BUDGET REVISIONS JANUARY - FEBRUARY 2024 #2024/01**

BUDGET REVISION NUMBER	ACCOUNT	ACCOUNT TITLE & TRANSFER DESCRIPTION	INCREASE USES & SOURCES OF FUNDS	DECREASE USES & SOURCES OF FUNDS
<b>HIGHWAY FUND</b>				
10	500.5110.0013	GENERAL REPAIR TEMPORARY STAFF EXP	30,000.00	
	500.5110.0016	GENERAL REPAIR COMP RESERVE		30,000.00
		- TRANSFER FOR TEMPORARY STAFF EXP		
11	500.5130.0041	MACHINERY REPAIR CAPITAL EXPENSES	650,000.00	
	<b>500.5010.9878</b>	<b>FUND BALANCE FOR CAPITAL PROJECTS</b>	*	<b>650,000.00</b>
		- PROVIDE FOR 2024 HIGHWAY MACHINERY CAPITAL EXPENSE		
12	500.9902.0099	MACHINERY REPAIR CAPITAL EXPENSES	200,000.00	
	<b>500.5010.9878</b>	<b>FUND BALANCE FOR CAPITAL PROJECTS</b>	*	<b>200,000.00</b>
		- PROVIDE FOR 2024 HIGHWAY DRAINAGE CAPITAL EXPENSE		
<b>CARMEL FIRE PROTECTION DISTRICT #1</b>				
13	301.3410.0045	DRY HYDRANT EXPENDITURES	102,230.00	
	<b>301.3410.9909</b>	<b>APPROPRIATED FUND BALANCE ENCUMBRANCES</b>	*	<b>102,230.00</b>
		- RECORD ENCUMBRANCES FORWARD INCREASING BUDGET PER AUTHORIZING RESOLUTION		
<b>CARMEL FIRE PROTECTION DISTRICT #2</b>				
14	302.3410.0045	DRY HYDRANT EXPENDITURES	50,000.00	
	<b>302.3410.9909</b>	<b>APPROPRIATED FUND BALANCE ENCUMBRANCES</b>	*	<b>50,000.00</b>
		- RECORD ENCUMBRANCES FORWARD INCREASING BUDGET PER AUTHORIZING RESOLUTION		
15	302.3410.0043	INSURANCE EXPENSE	47,640.00	
	302.3410.0040	CONTRACT EXPENDITURES		47,640.00
		- TRANSFER TO COVER MVFD LIABILITY INSURANCE EXPENSE FOR PERIOD 1.20.24 - 4.1.24 TO BE DEDUCTED FROM QUARTERLY CONTRACTED AMOUNT - PER AUTHORIZED CONTRACT RESOLUTION		
<b>CARMEL GARBAGE DISTRICT</b>				
16	571.8160.0045	GARBAGE CONTRACT	5,500.00	
	<b>571.8160.9909</b>	<b>APPROPRIATED FUND BALANCE</b>	*	<b>5,500.00</b>
		- PROVIDE FOR 2024 CONTRACT EXPENSE		
<b>CARMEL GARBAGE DISTRICT (CLUSTER)</b>				
17	572.8160.0045	GARBAGE CONTRACT	12,700.00	
	<b>572.8160.9909</b>	<b>APPROPRIATED FUND BALANCE</b>	*	<b>12,700.00</b>
		- PROVIDE FOR 2024 CONTRACT EXPENSE		
<b>CARMEL WATER DISTRICT #5</b>				
18	605.8310.0047	EMERGENCY REPAIRS	5,000.00	
	605.8310.0040	CONTRACTUAL REPAIRS		1,134.00
	605.8310.0099	REPAIR RESERVE		3,866.00
		- TRANSFER FOR EMERGENCY MYRTLE AVE PUMP REPAIR		
<b>CARMEL SEWER DISTRICT #6</b>				
19	706.8130.0020	EQUIPMENT	3,000.00	
	706.8130.0040	CONTRACTUAL EXPENSE		3,000.00
		- TRANSFER FOR TSS METER		

**TOWN OF CARMEL**  
**BUDGET REVISIONS JANUARY - FEBRUARY 2024 #2024/01**

BUDGET REVISION NUMBER	ACCOUNT	ACCOUNT TITLE & TRANSFER DESCRIPTION		INCREASE USES & SOURCES OF FUNDS	DECREASE USES & SOURCES OF FUNDS
<b>CARMEL LIGHTING DISTRICT</b>					
20	752.5182.0040	CONTRACTUAL REPAIRS		6,000.00	
	752.5182.9909	APPROPRIATED FUND BALANCE	*	6,000.00	
		- PROVIDE FOR THE PURCHASE OF REPLACEMENT STREET LIGHT			
<b>DRAINAGE CAPITAL PROJECT</b>					
21	900.1989.0012	PROJECT OVERTIME EXPENSE		18,000.00	
	900.1989.0040	CONTRACTUAL EXPENDITURES		175,000.00	
	900.1989.0048	OTHER PROJECT EXPENDITURES		5,500.00	
	900.1989.0080	FICA/MED EXPENSE		1,500.00	
	900.1989.5030	INTERFUND TRANSFER FROM HIGHWAY	*	200,000.00	
		- PROVIDE FOR 2024 DRAINAGE PROJECT COST			
<b>FEMA PROJECT 4723 CAPITAL FUND</b>					
22	904.1989.0044	ENGINEERING SERVICES		50,000.00	
	904.1989.4321	FEDERAL AID - FEMA	*	50,000.00	
		- PROVIDE FOR ENGINEERING COST ASSISTANCE WITH FEMA LARGE PROJECTS			
<b>HIGHWAY RESURFACING CAPITAL PROJECT</b>					
23	950.5112.0012	PROJECT OVERTIME		15,000.00	
	950.5112.0045	CONTRACTED PAVING SERVICES		725,000.00	
	950.5112.0048	OTHER PROJECT EXPENDITURES		9,000.00	
	950.5112.0082	FICA/MED EXPENSE		1,000.00	
	950.5112.5710	PROCEEDS OF BORROWING	*	750,000.00	
		- RECORD 2024 CAPITAL AUTHORIZATION			
<b>CARMEL SEWER DISTRICT #5 CAPITAL FUND</b>					
24	975.8130.0020	EQUIPMENT		8,300.00	
	975.8130.0045	CONTRACT IMPROVEMENTS			8,300.00
		- TRANSFER FOR CAPITAL EQUIPMENT EXPENSE			
<b>CARMEL WATER DISTRICTS LEAD SERVICE LINE CAPITAL FUND</b>					
25	988.8310.0044	PROJECT ENGINEERING		212,000.00	
	988.8310.5710	PROCEEDS OF BORROWING	*	212,000.00	
		- PROVIDE FOR CAPITAL PROJECT COSTS FROM APPROVED BORROWING			

**Work Session Item #2**



**TOWN OF CARMEL RECREATION & PARKS DEPARTMENT**  
SYCAMORE PARK, 790 LONG POND ROAD  
MAHOPAC, NEW YORK 10541

NINA KALLMEYER, 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>

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DATE:                      March 8, 2024

TO:                         Carmel Town Board  
                                Carmel Town Hall

FROM:                     Nina Kallmeyer  
                                Director, Recreation and Parks

SUBJECT:                 Recreation and Parks Advisory Committee Candidate

Lindsey Jones is interested in serving the Town of Carmel by being appointed to the Recreation and Parks Advisory Committee. Lindsey is an active member of the community and is enthusiastic about contributing ideas that will help make a positive impact on the recreational experiences of the community. Lindsey attended the March 8<sup>th</sup> Recreation Advisory Committee meeting to discuss the position. I have attached a copy of her Letter of Interest for your review.

The Recreation and Parks Advisory Committee are requesting that Lindsey Jones be appointed as members of the Committee with a term start date of April 1, 2024.

Please add this to the March 13, 2024 Town Board work session and contact me with any questions.

/ns  
Attachment

**Work Session Item #3**

**TOWN OF CARMEL RECREATION & PARKS DEPARTMENT**

SYCAMORE PARK, 790 LONG POND ROAD

MAHOPAC, NEW YORK 10541

NINA KALLMEYER, 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>



DATE: March 8, 2024

TO: Carmel Town Board  
Carmel Town Hall

FROM: Nina Kallmeyer  
Director, Recreation and Parks

SUBJECT: Recreation and Parks Advisory Committee Reappointment

The term of Mike Mongon expired on December 31, 2023.

Mike Mongon has been on the Recreation and Parks Advisory Committee since June 2018. He is a dedicated individual who provides knowledge and experience and who serves a vital role as a member. He has agreed to serve another three-year term on the Committee, effective April 1, 2024.

The Committee highly recommends he be reappointed to this position, and is requesting a resolution be passed at the March 13, 2024 Town Board Executive meeting.

Please contact me with any questions. Thank you.

/ns

*"Town Unity through Recreation"*

# TOWN OF CARMEL HIGHWAY DEPARTMENT

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Carmel Highway Department  
55 McAlpin Avenue  
Mahopac, NY 10541

**MICHAEL STERN**  
*Superintendent of Highways*

845.628.7474  
FAX 845.628.1471

MStern@ci.carmel.ny.us

**FROM THE DESK OF:** *Michael Stern*

**TO:** SUPERVISOR MICHAEL CAZZARI  
TOWN BOARD

**DATE:** MARCH 6, 2024

**RE:** REQUEST TO DISPOSE OF EQUIPMENT

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I am requesting the authorization to dispose of the following equipment:

- Car # 8 – 2011 FORD Crown Vic, VIN 2FABP7BV8BX183065  
(Old PD Vehicle)
- Truck #56 – 2000 MACK VacAll, VIN VG6M118C2YB303814

These vehicles have outlived their useful life.

A handwritten signature in black ink, consisting of the letters 'MS' inside a hand-drawn oval.

cc Comptroller's Office  
Supervisor's Office – Joanna

# TOWN OF CARMEL HIGHWAY DEPARTMENT

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Carmel Highway Department  
55 McAlpin Avenue  
Mahopac, NY 10541

**MICHAEL STERN**  
***Superintendent of Highways***

845.628.7474  
FAX 845.628.1471

MStern@ci.carmel.ny.us

**FROM THE DESK OF: *Michael Stern***

**TO:** SUPERVISOR MICHAEL CAZZARI  
TOWN BOARD

**DATE:** MARCH 7, 2024

**RE:** REQUEST TO PURCHASE TRUCK PART OVER \$10K

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I am requesting authorization to purchase an impeller, with necessary parts, for our 2011 Freightliner VacAll, Truck #58, from Long Island Sanitation Equipment Co., per the attached written quotes.

NOTE: There were only 2-vendors who were able to provide the part in a timely manner.



Long Island Sanitation Equipment Co.



1670 New Highway • Farmingdale, NY 11735

Quote

Date	Quote No.
3/4/2024	3664

Name / Address
TOWN OF CARMEL HIGHWAY DEPARTMENT 55 McALPIN AVENUE MAHOPAC, NY 10541

Ship To
TOWN OF CARMEL HIGHWAY DEPARTMENT 55 McALPIN AVENUE MAHOPAC, NY 10541

P.O. No.	Serial #	Truck #	Make	Model
	MX3038		ELGIN	MEGAWIND
Item	Description	Qty	Cost	Total
EG 1091056	IMPELLER SHAFT W/ KEY	1	475.00	475.00
EG 1127111	BEARING - PILLOW BLOCK	1	295.00	295.00
EG 1109205	FAN-S45GI-334DH-HARDOX 500-CW	1	10,924.00	10,924.00
EG 1123187	BELT-5 BAND EDPM	1	235.00	235.00
THIS QUOTE DOES NOT INCLUDE FREIGHT, WHICH WILL BE APPLIED TO THIS BILL IF PURCHASED.				

-----RETURN POLICY-----  
 -NO RETURNS ON SPECIAL ORDER ITEMS  
 -NO RETURNS ON ELECTRICAL ITEMS  
 -NO RETURNS ON HYDRUALIC VALVES  
 -STOCK ITEMS ARE SUBJECT TO A 20% RESTOCK FEE  
 -NO RETURNS AFTER 30 DAYS  
 -RETURNND MUST BE IN ORIGINAL PACKAGING  
 -NO RETURNS ON OPEN SEAL KITS

<b>Subtotal</b>	\$11,929.00
<b>Sales Tax (0.0%)</b>	\$0.00
<b>Total</b>	\$11,929.00

Phone #	Fax #
(631) 531-9292	(631) 531-9333

Signature \_\_\_\_\_

\*\*\* QUOTE IS ONLY VALID FOR 30 DAYS \*\*\*



Quote

Order Number: 0493840  
 Order Date: 3/4/2024

Lacal Equipment, Inc  
 901 W. Pike Street  
 P.O. Box 757  
 Jackson Center, OH 45334  
 (937) 596-6106

Salesperson: 0139  
 Customer Number: 00-0155504

**Sold To:**  
 TOWN OF CARMEL HWY DEPT  
 55 MC ALPIN AVE.  
 MAHOPAC, NY 10541

**Ship To:**  
 TOWN OF CARMEL HWY DEPT  
 55 MC ALPIN AVE.  
 MAHOPAC, NY 10541

**Confirm To:**  
 JOHN BROWER

Customer P.O.	Ship VIA	F.O.B.	Terms	
			Net 30 Days	

Item Number	Unit	DCode	Ordered	Shipped	Back Order	Price	Amount
REF: 2011 ELGIN MEGAWIND							
LS1109205	EACH	1	1.00	0.00	1.00	12,511.950	12,511.95
FAN-S45GI-334DH-CW A1							
6-8 WEEKS							
LS1091056	EACH	2	1.00	0.00	1.00	356.720	356.72
AY-FAN SHAFT							
5-7 DAYS							
LS1127111	EACH	1	2.00	0.00	0.00	431.130	862.26
PILLOW BLOCK BEARING A1							
QTY 5 IN STOCK							
*LS1098302	EACH		1.00	0.00	0.00	4,767.130	4,767.13
UPPER FAN HOUSING LC							

NOTE: QTY 1 IN STOCK FOR UPPER FAN HOUSING. PRICING WILL INCREASE ONCE STOCK IS SOLD.

LACAL OFFERS FREE SHIPPING TO THE TOWN ON MOST ORDERS OF \$300 OR MORE.

NOTE: THE ABOVE ITEMS ARE ORDER ON DEMAND, AND ARE NOT CANCELLABLE OR RETURNABLE.

Net Order:	18,498.06
Less Discount:	0.00
Freight:	0.00
Sales Tax:	0.00
<b>Order Total:</b>	<b>18,498.06</b>
Less Deposit:	0.00

Richard J. Franzetti, P.E.  
Town Engineer



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

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

## MEMORANDUM

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**To:** Carmel Town Board

**From:** Richard J. Franzetti P.E. Town Engineer

**Date:** March 6, 2024

**Re:** Emergency Repairs/Services

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

- CWD2 - Route 301 and Belden Rd

On February 2, 2024 Inframark, the operators for CWD2, notified the Engineering Department of a water leak at on Route 301 proximate to Belden Rd.. It was a determined that the water main had had a circular crack. Attached is an invoice form Kuck Excavating in the amount of \$15,076.56 to make the repair. Per the attached, there are sufficient funds in the operating budget for this expense.

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

EXHIBIT "B"

**Emergency Justification Form  
Town of Carmel Procurement Policy**

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**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

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Department: Engineering

Vendor names: Kuck Excavating

Nature of emergency: Water Main 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):

Purchasing Agent's signature for approval:

  
\_\_\_\_\_

Department Head's signature for approval:

  
\_\_\_\_\_

**Ed Kuck Excavating Inc**  
 20 Day Road  
 Carmel, NY 10512

CWD 3  
 INV #  
 TOC 12-2024  
 REQ #  
 Vendor 0670  
 Tax ID - 133851002

Attention:, ENGINEERING  
 TOWN OF CARMEL

**EMERGENCY 8" CIRCULAR CRACK IN WATER MAIN-NIGHT WORK**

Respond as per INFRAMARK  
 Job Location: ROUTE 301/BELDEN ROAD  
 Work Completed; 2/2/2024  
 Start time:

End Time: -8 HRS PWOT

**Job Description:**  
**SET UP TRAFFIC CONTROL AND LIGHT TOWER. WATER LEAKING ON SHOULDER OF ROAD. DUG UP AND EXPOSED LEAKING WATER MAIN, FOUND CIRCULAR CRACK IN 8" MAIN. USED REPAIR CLAMP TO FIX. BACKFILLED AND COMPACT TO SUBGRADE, THEN INSTALLED COLD PATCH TO BLACKTOP GRADE.**

Materials / Equipment/ Labor	Total Hrs,yds,qty	Price per yd, qty, day	Total
Track Hoe MR55	8	\$95.00 per hour	760.00
PC-120		\$175.00 PER HR	
Dump Truck	2 TRUCKS 8HRS	\$100.00 per hour	1600.00
Support Vehicle	Day rate	\$155.00 PER DAY	155.00
Chop Saw	Day rate	\$ 70.00	
Jumping Jack	Day rate	\$70.00	70.00
KUBOTA		PER HR	
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	HRS X MAN	\$194.18 PER HR	
Laborers	HRS X MEN	\$169.30 PER HR	
LABORER OT	8 HRS X 4 MEN	\$253.95 PER HR	8,126.40
Item 4 WITH SALT	20 YARDS	\$62.00 per yard	1,240.00
Seed		\$150.00 bag	
COLD PATCH	3 TON		450.00
PORTLAND		\$28.50	
Top soil		\$50.00	
Blacktop		\$151.00 per ton	
SHORING BOX		\$500.00	
HAY		\$19.00 bag	
GRAVEL		\$50.00/YARD	
LIGHT TOWER	275.00 DAY RATE		275.00
SKYLIFT	90.00 PER HR		
Total			15,076.56



Richard Franzetti, P.E.  
Town Engineer



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

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

### WATER MAIN BREAK/DAMAGED HYDRANT REPORT

District & Number: CWD2

Location (street address): Route 301 / Belden Road

Time and Date of Main Break or Hydrant Damage: 2/2/24

Field Response:

Manpower	HRS	Equipment	HRS
<u>1 operator</u>	<u>8</u>	<u>MRSS</u>	<u>8</u>
<u>4 laborers</u>	<u>32</u>	<u>Dump truck</u>	<u>8</u>
		<u>Dump truck</u>	<u>8</u>

Water Main: Size: 8" Material: Cast iron Depth to Main: 7ft

Hydrant: Manufacturer & Model: \_\_\_\_\_

Repair Materials Utilized: (1) 8" wrap

Cause of Main Break or Hydrant Damage: Radial Crack

Description of Damage caused, if any: \_\_\_\_\_

Future Restoration Required:

Pavement:

Sidewalk:

Lawn Area:

Shrubs:

Cause of Main Break or Hydrant Damage: \_\_\_\_\_

Date Repair Completed: 2/2/24

Prepared by: Jack G  
(Printed Name)

Tel: (845) 628-1500 Fax: (845) 628-7085 email [info@carml.ny.us](mailto:info@carml.ny.us)

**From:** [Esteves, Donna](#)  
**To:** [Franzetti, Richard](#)  
**Subject:** 02-21-24 ~ CWD2 ~ Emergency Repair  
**Date:** Wednesday, February 21, 2024 10:55:42 AM  
**Attachments:** [TOC 12-2024.pdf](#)

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Rich,

Please see attached emergency repair invoice that will require Board authorization. There are sufficient funds in the budget for this expense.

*Donna Esteves*  
Town of Carmel ~ Engineering Department  
60 Mc Alpin Ave  
Mahopac, NY 10541  
845-628-1500 ext. 184

**Work Session Item #7**

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




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

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

**MEMORANDUM**

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**To:** Carmel Town Board

**From:** Richard J. Franzetti P.E. Town Engineer 

**Date:** March 4, 2024

**Re:** C 295 - Chemical Supply – Request to Bid

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The current contract for chemical supplies for our various water and sewer treatment plants, currently serviced by Slack Chemical, expires on July 19, 2024.

At this time, this Department requests permission to put Chemical Supplies back out to bid. As in the past, we would like to specify the contract as a one (1) year term.

Based upon the past two (2) years of invoices, the pricing for this project will exceed the GML threshold of \$20,000.00. We request that this matter be placed on an upcoming Town Board work session for discussion.



**Work Session Item #8**

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



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

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

**MEMORANDUM**

**To:** Carmel Town Board  
Mike Stern, Superintendent of Highways

**From:** Richard J. Franzetti P.E. Town Engineer



**Date:** February 28, 2024

**Re:** EOHWC O&M Invoice

As the Board is aware, the Town of Carmel (Town) is a member of the East of Hudson Watershed Corporation (EOHWC). The EOHWC is made up of nineteen municipalities in Dutchess, Putnam and Westchester Counties and was established as a regional stormwater entity in response to the heightened phosphorus removal requirements under the New York State Department of Environmental Conservation (NYSDEC) stormwater regulations.

The EOHWC administers, coordinates and installs the regional stormwater retrofit projects (SRPs), with funding made available by the New York City Department of Environmental Protection (NYCDEP), Westchester County, and Putnam County. Through the EOHWC, the member municipalities are collectively achieving compliance with their SRP requirements through bubble compliance, regardless of the physical location of each retrofit.

As identified in the attached EOHWC O&M policy each municipality has to maintain the SRPs that have been or will be installed. The Town adopted the EOHWC policy as identified in the attached February 17, 2016 Resolution.

Due to bubble compliance the Town is required to pay for O&M based on the Town's overall phosphorus reduction not just for those SRPs installed in the Town. The EOHWC provides the O&M for the SRPs located in the Town.

Attached please find an invoice from the EOHWC in the amount of \$26,021.12 for the O&M performed in 2023. Per the attached there are sufficient funds in the budget for this expense.

February 28, 2024

## EOHWC O&M Invoice

The following is a summary of the Town's operation and maintenance (O&M) status:

- The ten (10) year phosphorus reduction goal for the entire EOHWC is 919 kg.
- The Town's portion for the ten (10) years 144 kg (~16% of the total EOHWC goal).
- There have been 16 SRPs installed in the Town with a total phosphorus reduction of 49.17 kg (~34% of the Town's total goal).
- The Town passed the attached February 17, 2016 Resolution adopting the EOHWC O&M policy.
- SRP inspections are performed semi-annually by the Engineering Department (with the labor costs applied back to the EOHWC) and the O&M performed by Putnam County.

In order to maintain permit coverage and to be eligible for future funding, the EOHWC developed the O&M Policy. Please note the attached O&M Policy estimated the costs for O&M for the Town of Carmel at \$38,137.28. This value has been adjusted to more accurately represent actual cost.



**EAST OF HUDSON  
WATERSHED CORPORATION**

2 Route 164  
Patterson, NY 12563  
Tel: 845-319-6349  
Fax: 845-319-6391

November 10, 2015

To the Chief Elected Officials of Member Municipalities,

Today the Board of Directors of the EOHWC adopted an Operation and Maintenance Policy ("O&M Policy"), conditioned on each member municipality agreeing by resolution of its legislative body to accept the Policy. I'm enclosing for your review and action the EOHWC Board resolution, a model member resolution, the O&M Policy (5 pages) and the Annual Estimated O&M Cost (1 page).

It is critically important that each of you give this your immediate attention. The MS4 Permit requires each municipality to maintain the stormwater retrofit practices ("SRPs") that have been or will be installed. Failure to do so would violate the permit and may cause the phosphorus reduction credits we've amassed to be lost. In a worst case, if EOHWC does not step up to the plate and ensure O&M is performed, all municipalities could be liable for a permit violation and bubble compliance would collapse.

In addition, we have been told by representatives of DEP that while they may be willing to fund some or all of the next five years of SRP construction, they are not willing to fund O&M. They are looking to the municipalities to take on that responsibility as their contribution to the overall effort. Without DEP funding of SRP construction, all the cost of the next five years would fall on the municipalities.

The Annual Estimated O&M Cost I've enclosed is only an estimate to give you an idea of the numbers our engineers have calculated. As O&M is performed we will acquire actual data that will give us more accurate figures, hopefully less than what is conservatively estimated on the enclosed sheet. The basic concept is that municipalities will be expected to perform the O&M in the most efficient way possible. As you will see in the Policy, some will get reimbursement from EOHWC and some will pay in, depending on the allocation in the Policy.

Again, please give this your immediate attention. If at all possible, please return your adopted resolution to me at EOHWC no later than December 31. This is a very important step in our negotiations for funding for years 6-10 of the MS4 Permit. If you have questions about how the policy works or how it will apply to your municipality, feel free to contact me or Kevin Fitzpatrick at EOHWC.

  
Michael Griffin, President

**BOARD OF DIRECTORS  
EAST OF HUDSON WATERSHED CORPORATION  
2 Route 164, Patterson, NY 12563**

**RESOLUTION TO ADOPT O&M POLICY**

Resolution #: R-1110-07

Moved By: \_\_\_\_\_

Dated: November 10, 2015

Seconded By: \_\_\_\_\_

At the meeting of the Board of Directors of the East of Hudson Watershed Corporation held on November 10, 2015, the following resolution was adopted:

WHEREAS, the MS4 Permit applicable to all member municipalities requires the municipality to maintain each stormwater retrofit project (SRP) for its useful life to ensure that it continues to operate as it was designed; and

WHEREAS, DEP has indicated that while it may to some extent be willing to continue funding the construction of SRPs approved by NYSDEC as part of the regional stormwater retrofit plan, it is not willing to fund the non-construction costs of operation and maintenance (O&M) of completed SRPs, as such expenses may not be paid from bond proceeds; and

WHEREAS, the Executive Committee has developed and recommends for adoption by the Board of Directors the annexed O&M Policy providing for the equitable sharing of the costs and responsibilities of O&M by all member municipalities in a manner consistent with the MS4 Permit bubble compliance concept; and

WHEREAS, approval of the O&M Policy is a Type II action exempt from the State Environmental Quality Review Act (SEQRA) under 6 NYCRR 617.5(c)(1) as it relates to the routine maintenance of the SRPs;

NOW THEREFORE IT IS HEREBY RESOLVED by the Board of Directors of the East of Hudson Watershed Corporation that:

1. The Board of Directors hereby approves the annexed O&M Policy providing for the equitable sharing of the costs and responsibilities of O&M by all member municipalities in a manner consistent with the MS4 Permit bubble compliance concept, conditioned on the legislative body of each member municipality agreeing to comply with the terms and conditions of the O&M Policy; and

2. Authorizes the President to distribute to each member municipality the annexed Model Member O&M Resolution with a request that the member municipality promptly adopt the model resolution or a similar resolution assuring that it will comply with the terms and conditions of the O&M Policy.

Aye \_\_\_\_\_ Nay \_\_\_\_\_

\_\_\_\_\_  
Michael Griffin, Chair

[Town/Village/County] of \_\_\_\_\_

**Resolution Regarding O&M  
of Stormwater Retrofit Projects**

Resolution No. \_\_\_\_\_  
Date: \_\_\_\_\_, 2015

Moved by: \_\_\_\_\_  
Second by: \_\_\_\_\_

WHEREAS, the [Town/Village/County] of \_\_\_\_\_ is a member of the East of Hudson Watershed Corporation (“EOHWC”), a not-for-profit local development corporation formed to assist the member municipalities in complying with the stormwater retrofit requirements of the Municipal Separate Storm Sewer System Permit (MS4 Permit); and

WHEREAS, EOHWC has installed and will continue to install stormwater retrofit projects (SRPs) or has reimbursed member municipalities for installing SRPs in compliance with the first five-year Regional Stormwater Retrofit Plan and intends to do so for the second five-year plan to the extent funding is provided by New York City Department of Environmental Protection (DEP); and

WHEREAS, the MS4 Permit requires member municipalities to maintain each SRP for its useful life to ensure that it continues to operate as it was designed; and

WHEREAS, the Board of Directors of EOHWC has adopted an O&M Policy providing for the equitable sharing of the costs and responsibilities of O&M by all member municipalities in a manner consistent with the MS4 Permit bubble compliance concept, conditioned on the legislative body of each member municipality agreeing to comply with the terms and conditions of the O&M Policy; and

WHEREAS, approval of the O&M Policy is a Type II action exempt from the State Environmental Quality Review Act (SEQRA) under 6 NYCRR 617.5(c)(1) as it relates to the routine maintenance of the SRPs; and

WHEREAS, approval of the O&M Policy is in the best interests of the [Town/Village/County] as it assures continued compliance by the [Town/Village/County] with the MS4 Permit;

NOW THEREFORE IT IS HEREBY RESOLVED by the [Legislative Body] of the [Town/Village/County] of \_\_\_\_\_ that:

1. The [Town/Village/County] of \_\_\_\_\_ accepts and agrees to the terms and conditions of the EOHWC O&M Policy; and
2. Authorizes the [Supervisor/Mayor/County Executive] to take whatever other actions are required to implement this resolution.



# EAST OF HUDSON WATERSHED CORPORATION

PO Box 176  
Patterson, NY 12563  
Tel: 845-319-6349  
Fax: 845-319-6391

## POLICY FOR THE OPERATION AND MAINTENANCE of EOHWC STORMWATER RETROFIT PRACTICES Adopted November 10, 2015

The nineteen municipalities, represented by the East of Hudson Watershed Corporation (EOHWC) have over 150 stormwater retrofit practices planned for, or constructed within their individual municipalities. Each of these projects, over time will require maintenance in order for the practice to maintain optimal efficiency in its operation. Within the EOHWC there has been much discussion concerning funding for, and completion of the maintenance required for these stormwater retrofits. This Policy will define how maintenance of the stormwater retrofit projects (SRP's) will occur.

In order for stormwater practices to remain effective at reducing phosphorus, proper maintenance is essential. Each stormwater retrofit that is installed by the EOHWC will have its own unique set of maintenance requirements and maintenance cycle, however some generalities can be made. Maintenance can be broken down into three parts; inspections, routine maintenance and non-routine repairs that may be required after large storms, or as a result of other unforeseen problems. Practices can be broken down into classes which have similar maintenance periods and requirement. These classes would include wet ponds, created wetlands, infiltration, and filter practices.

The NYSDEC General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (GP-0-15-003) places the ultimate responsibility with each individual municipality for all stormwater practices within their jurisdiction including those considered stormwater retrofits. Part VI.Q states, "A covered entity must at all times properly operate and maintain all facilities and systems of treatment and control (and related appurtenances) which are installed or used by the covered entity to achieve compliance with the conditions of this SPDES general permit."

At present, Towns and Villages are considered 'traditional land use control MS4's' as they hold the authority to make land use decisions under zoning and subdivisions controls. As such, they are obligated under the General Permit to maintain an inventory<sup>1</sup>, provide for inspections and ensure the maintenance of all stormwater practices within their jurisdiction<sup>2</sup>. The NYSDEC language in the General Permit covers both publically-owned, and privately owned stormwater management facilities that are located in, or under a municipality's jurisdiction.

Under the requirements of the General Permit, Towns and Villages should already be maintaining, or causing maintenance to be performed on, the stormwater management practices in their respective jurisdictions. This includes all drainage control structures such as stormwater ponds, and other practices installed as part of their highway drainage system. This also includes stormwater management practices

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<sup>1</sup>Part VII.A.5.a.vi. "maintain an inventory of post-construction stormwater management practices within the covered entities jurisdiction" [including] "type of practice, maintenance needs per the NYS Stormwater Management Design Manual, SWPPP and dates and type of maintenance performed."

<sup>2</sup>Part VII.A.5.a.vii 'ensures adequate long-term operation and maintenance of management practices identified in Part VII.5.a.vi. by trained staff, including inspection to ensure that the practices are performing properly.'





## EAST OF HUDSON WATERSHED CORPORATION

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constructed as part of a subdivision or site plan approved by the Town or Village. Pursuant to the requirements of the General Permit, municipalities must already have written procedures<sup>3</sup>, the equipment and the manpower to provide inspections and maintenance to the stormwater infrastructure in their respective municipalities. Since municipalities must already have a program in place, it should be relatively simple to manage the additional EOHWC retrofit practices constructed in their municipalities, although their individual resources will likely need to be supplemented.

With participation in the EOHWC, each municipality has agreed to “bubble compliance”, or a shared responsibility for the installation of stormwater retrofits. While each individual municipality will ultimately be responsible for the retrofits located within their jurisdiction, it is generally agreed that the EOHWC should remain involved in some fashion for meeting the maintenance requirements for as long as the EOHWC is in existence.

The EOHWC has chosen the following means for providing maintenance to EOHWC SRP’s;

Each stormwater retrofit will require maintenance specific to each individual retrofit. This maintenance obligation will be described in a written plan, prepared for each project by the design engineer preparing the construction documents in consultation with the host municipality. The maintenance plan shall include the design life of each SRP, recommended inspection schedule and checklist which also provides basic design criteria for the practice, required maintenance activities, an estimate of time needed and cost of such activities, schedule of such activities, and a present worth cost for inspecting and maintaining the SRP for its design life. Three copies of the maintenance plan shall be provided to the host municipality, along with an as-built drawing upon completion of construction of the retrofit. Moving forward, each maintenance plan shall be reviewed and approved by the chief elected officer of the host municipality prior to the SRP construction being placed for bidding.

Each municipality will be responsible for providing the inspections and maintenance of the stormwater retrofit practices (SRP) within, or under their jurisdiction. Maintenance shall be completed in accordance with the maintenance plan that has been prepared for the project.

The EoH municipalities have sought to achieve compliance with the stormwater regulations and the retrofit program through bubble compliance i.e., a sharing of the overall phosphorus reduction requirements for all of the EoH municipalities. Similarly the expense of paying for the cost of maintenance of the stormwater retrofits that have been installed would be shared between the municipalities in proportion to each of their obligations for phosphorus removal. The O&M **financial obligation** for each municipality will be based on their percentage of the overall 5-year phosphorus reduction (see Table 1) and the estimated annual total O&M cost for maintaining the stormwater retrofits.

Municipalities will be reimbursed by the EOHWC for costs incurred for providing maintenance at the actual cost plus 2% for administration. Municipalities can individually chose how to accomplish maintenance responsibilities to find the most cost-effective and efficient means; either by using municipal staff/highway departments, or through the use of private contractors.

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<sup>3</sup>Part IX.A.6



# EAST OF HUDSON WATERSHED CORPORATION

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When completing SRP maintenance by contracting with a private contractor, all contracts seeking reimbursement from the EOHWC must follow EOHWC procurement policies. However, as the minimum requirement to qualify for reimbursement of maintenance costs, municipalities must request at least three written quotes from three different contractors in order to ensure that the work is being completed at a fair price. Where there is a conflict between a municipality's procurement policy and the EOHWC procurement policy, the EOHWC procurement policy will govern.

Costs associated with the use of municipal employees and equipment to provide SRP maintenance shall be.

Work completed by municipal employees and consultants will be reimbursed at cost, based on a schedule of values, and subject to a cap. The EOHWC Board of Directors shall establish a schedule of reimbursement rates for completing SRP maintenance. The schedule shall provide a maximum hourly rate for municipal employees, consultants and equipment. Reimbursement costs shall also be capped by the estimate of time needed and cost of such activities found in the maintenance plan. Any exceedance of the cap must be approved by the EOHWC Board of Directors.

## **Financing O&M Requirements**

The EOHWC shall oversee the O&M operations for the retrofits installed by the Corporation. The EOHWC shall create a separate fund (a bank) to fund the estimated cost of providing the annual operation and maintenance cost of all the stormwater retrofits in the Program. Each municipality is responsible to provide their proportionate share of this amount to the EOHWC as either a direct payment or as a documented labor and capital expenditure to be applied as credit toward O&M costs.

Twice annually, in June and November municipalities will submit an invoice for reimbursement of the actual cost for providing maintenance of the stormwater practices under their jurisdiction. Invoices will be reviewed by the EOHWC staff and Executive Board. Actual costs incurred will be credited against any amount due and owing to the Corporation. Where there is a surplus, the municipality would receive a refund. EOHWC staff shall be responsible for spot checking inspections completed by each municipality and ensuring that the maintenance of each practice is being completed in a timely and efficient manner.

Each municipality's financial obligation will fall into one of two categories:

- 1) The estimated O&M financial obligation of your municipality is **less** than your yearly O&M costs. Those municipalities that are required to contribute towards retrofit maintenance fund must provide payments to the EOHWC on the following schedule:
  - § January 1, 2016. 35% of total O&M estimates costs minus any incurred costs for completing retrofit maintenance.
  - § May 1, 2016. 35% of total O&M estimates costs minus any incurred costs for completing retrofit maintenance.
  - § September 1, 2016. 30% of total O&M estimates costs minus any incurred costs for completing





# EAST OF HUDSON WATERSHED CORPORATION

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retrofit maintenance.

In case 1, the actual expenses incurred by the municipality will serve as a credit towards meeting its responsibility to the EOHWC O&M program. The difference between the actual expenses and the municipality's financial obligation will be due as payment to the EOHWC.

- 2) The estimated O&M financial obligation for your municipality is **more** than your yearly O&M Costs.

Those municipalities that will receive O&M funds must provide documentation of inspection and maintenance completed for each project to the EOHWC on the following schedule:

- § June 30, 2016. O&M Documentation for December 1, 2015 thru May 31, 2016.  
§ November 30, 2016. O&M Documentation for June 1, 2016 thru November 30, 2016

In case 2, the municipality will document all expenditures for the O&M program. Once the municipality has reached the estimate annual O&M costs, the EOHWC will reimburse the municipality for the additional required O&M which exceeds its financial obligation.

These reimbursements will be capped by the calculated percentage contribution for the overall bubble compliance. Any additional expenditure will be documented by the municipality. All overages to the estimated municipal costs must be verified and approved by the EOHWC prior to the work being completed. These costs will be then included in an updated budget for the next O&M calendar year.



**EAST OF HUDSON  
WATERSHED CORPORATION**

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TABLE 1

<b>Municipality</b>	<b>5-Year Phosphorus Reduction (kg)</b>	<b>Percent Contribution</b>
Bedford	32.2	7.01%
Brewster	9.2	2.00%
Carmel	72.0	15.67%
Cortlandt	11.6	2.52%
Kent	33.6	7.31%
Lewisboro	35.5	7.73%
Mount Kisco	18.7	4.07%
New Castle	25.1	5.46%
North Castle	1.0	0.22%
North Salem	19.1	4.16%
Patterson	17.2	3.74%
Pawling, Town	3.5	0.76%
Pawling, Village	4.3	0.94%
Pound Ridge	9.5	2.07%
Putnam County	30.9	6.72%
Putnam Valley	1.0	0.22%
Somers	50.0	10.88%
Southeast	31.1	6.77%
Yorktown	54.0	11.75%
Total	459.5	100.00%

ANNUAL ESTIMATED O&M COST

	5-Year Phosphorus Reduction Requirement	Estimated Annual O&M Total	Estimated Share of Annual O&M Total	Difference
Bedford	32.2	\$ 21,902	\$ 17,055.84	\$ 4,846.11
Brewster	9.2	\$ 3,427	\$ 4,873.10	\$ (1,445.90)
Carmel	72.0	\$ 27,418	\$ 38,137.28	\$ (10,719.68)
Cortlandt	11.6	\$ 2,678	\$ 6,144.34	\$ (3,466.84)
Kent	33.6	\$ 19,171	\$ 17,797.40	\$ 1,373.50
Lewisboro	35.5	\$ 14,073	\$ 18,803.80	\$ (4,730.86)
Mt. Kisco	18.7	\$ 7,336	\$ 9,905.10	\$ (2,568.75)
New Castle	25.1	\$ 4,142	\$ 13,295.08	\$ (9,153.08)
North Castle	1.0	\$ -	\$ 529.68	\$ (529.68)
North Salem	19.1	\$ 8,954	\$ 10,116.97	\$ (1,163.41)
Patterson	17.2	\$ 30,572	\$ 9,110.57	\$ 21,461.12
Pawling (T)	3.5	\$ 11,500	\$ 1,853.90	\$ 9,645.97
Pawling (V)	4.3	\$ 4,284	\$ 2,277.64	\$ 2,006.36
Pound Ridge	9.5	\$ -	\$ 5,032.00	\$ (5,032.00)
Putnam County	30.9	\$ 10,399	\$ 16,367.25	\$ (5,967.84)
Putnam Valley	1.0	\$ -	\$ 529.68	\$ (529.68)
Somers	50.0	\$ 38,369	\$ 26,484.22	\$ 11,884.35
Southeast	31.1	\$ 29,902	\$ 16,473.19	\$ 13,429.13
Yorktown	54.0	\$ 9,264	\$ 28,602.96	\$ (19,338.81)
<b>Total</b>	<b>459.5</b>	<b>\$ 243,390</b>	<b>\$ 243,390</b>	





**2023 O&M Analysis**

Town	2023 O&M Costs (\$) submitted	with 2% Admin Fee(\$)	Town P- Removal Require- ment	Towns Monetary Responsibility	Net EOHWC Payout/ (Billing)
Brewster	\$0.00	\$0.00	9.2	\$3,934.90	(\$3,934.90)
Carmel	\$4,680.03	\$4,773.63	72	\$30,794.85	(\$26,021.22)
Kent	\$20,377.42	\$20,784.97	33.6	\$14,370.93	\$6,414.04
Patterson	\$26,287.15	\$26,812.89	17.2	\$7,356.55	\$19,456.34
Pawling (T)	\$1,341.06	\$1,367.88	3.5	\$1,496.97	(\$129.09)
Pawling (V)	\$722.33	\$736.78	4.3	\$1,839.14	(\$1,102.36)
Putnam County	\$30,874.02	\$31,491.50	30.9	\$13,216.12	\$18,275.38
Putnam Valley	\$0.00	\$0.00	1	\$427.71	(\$427.71)
Southeast	\$23,981.37	\$24,461.00	31.1	\$13,301.66	\$11,159.34
Total Putnam				<u>\$86,738.83</u>	
Bedford	\$16,762.87	\$17,098.13	32.2	\$13,772.14	\$3,325.99
Cortlandt	\$8,570.00	\$8,741.40	11.6	\$4,961.39	\$3,780.01
Lewisboro	\$2,846.95	\$2,903.89	35.5	\$15,183.57	(\$12,279.68)
Mt. Kisco	\$13,074.56	\$13,336.05	18.7	\$7,998.11	\$5,337.94
New Castle	\$0.00	\$0.00	25.1	\$10,735.43	(\$10,735.43)
North Castle	\$0.00	\$0.00	1	\$427.71	(\$427.71)
North Salem	\$17,058.10	\$17,399.26	19.1	\$8,169.19	\$9,230.07
Pound Ridge	\$1,635.72	\$1,668.43	9.5	\$4,063.21	(\$2,394.78)
Somers	\$24,465.90	\$24,955.21	50	\$21,385.31	\$3,569.90
Yorktown	\$0.00	\$0.00	54	\$23,096.14	(\$23,096.14)
Total Westchester				<u>\$109,792.20</u>	
<b>Total</b>	<b>\$192,677.48</b>	<b>\$196,531.02</b>	<b>459.5</b>	<b>\$ 196,531.02</b>	
			O&M Cost per/Kg	<b>\$ 427.71</b>	

**From:** [Esteves, Donna](#)  
**To:** [Scavelli, Lori](#); [Franzetti, Richard](#)  
**Subject:** RE: 2-28-2024~East of Hudson Watershed Corp  
**Date:** Wednesday, February 28, 2024 12:22:01 PM

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Rich,

This is a 2023 that has been accrued.

*Donna Esteves*  
Town of Carmel ~ Engineering Department  
60 Mc Alpin Ave  
Mahopac, NY 10541  
845-628-1500 ext. 184

---

**From:** Scavelli, Lori <las@ci.carmel.ny.us>  
**Sent:** Wednesday, February 28, 2024 11:59 AM  
**To:** Franzetti, Richard <rjf@ci.carmel.ny.us>; Esteves, Donna <de@ci.carmel.ny.us>  
**Subject:** 2-28-2024~East of Hudson Watershed Corp

Rich,

Please see attached from EOHWC, this needs to go to the board for a resolution.

Thanks,

Lori



ONLINE AUCTION CONTRACT - AGREEMENT FOR SALE OF GOVERNMENT ASSETS BY ONLINE AUCTION

This Agreement made on 02 / 24 / 20 21, between Kenneth Schmitt (TOWN OF CARMEL SUPERVISOR), hereafter called "Seller", and Auctions International, Inc., 11167 Big Tree Road, East Aurora, NY 14052, hereafter called "Auctioneer":

The Auctioneer hereby agrees to use professional skills, knowledge, and experience to the best advantage of both parties in preparing for and conducting the sale. All auction items will be sold "As-Is, Where-Is", subject to the Seller's terms.

The Seller agrees to provide Titles, Keys and all other Proof of Ownership to customers who present a paid invoice from Auctions International, and release the purchased items once the Auctioneer has received full payment for the goods listed and described in detail on provided condition reports, and/or provided by electronic means to Auctioneer.

GOVERNMENT VEHICLES, MACHINERY, EQUIPMENT AND ALL OTHER SURPLUS ASSETS

The Seller agrees to provide merchantable title (with no liens or encumbrances) for motor vehicles, and agrees to write-in the purchase information on the back of any titles issued to purchasers (as required by law). The Seller furthermore agrees not to sell listed merchandise before the term of the online auction is complete, under any circumstances.

The Auction is to be held online at www.AuctionsInternational.com, beginning and closing on mutually agreed dates and times. The terms and prices of this contract shall remain in effect for two (2) years after the agreement is executed, based on the needs of the Seller. Notwithstanding the foregoing, the Seller may terminate this contract at any time for convenience.

It is agreed that all listed merchandise be sold to the highest bidder, "as-is", "where-is", with no warranty expressed, implied or otherwise, and with the Government Seller retaining the right to reject any bids that are insufficient. Seller agrees to specify a minimum acceptable price on each rejected bid, which will be posted on the 'Past Prices' page of the Auctioneer's website.

Purchaser's will be required to pay a 4% buyer's premium for vehicles and equipment sold within two (2) years of the manufacture date, a 5% buyer's premium for vehicles and equipment within three (3) years of the manufacture date, or a 10% buyer's premium for all older equipment to be added to the successful high bid prices, which will constitute the Auctioneer's compensation for these services. There is NO commission charged to the seller.

The Auctioneer will conduct auction(s) at no-cost to the Seller, provided the Seller takes photos and descriptions of the merchandise, and provides this information to the Auctioneer's staff. The Auctioneer reserves the right to combine low-value merchandise into larger online auction lots as necessary, based on past experience with such items.

If requested by the Seller, the Auctioneer's staff will travel to the Seller's facilities to obtain photos and condition reports of the Seller's items, for the following listing fees: Thirty dollar (\$30) fee for each motorized vehicle/equipment, and Five dollar (\$5) fee for each auction lot that is not a motor vehicle. These listing fees will be deducted from the sale proceeds, before final payment is made to Seller.

The Auctioneer will mail a check to the Seller for all proceeds collected within fifteen (15) business days after the Seller approves the bids for the sale items and all monies are collected, along with an accounting summary. In the event of a bidder's refusal or failure to pay for their invoiced items, the Auctioneer will offer the unsold merchandise to the backup bidder, and the renegeing bidder will be banned from future auctions. If the backup bidder does not take the merchandise for the backup bid price, then the merchandise will revert back to possession of the seller, after a reasonable time has been allowed for the backup bidder to get their payment to the Auctioneer. At the request of the Seller, any unsold merchandise can be re-listed in a future online auction. At no cost to the seller.

INDEPENDENT STATUS. That during the existence of this agreement, the Auctioneer shall remain an individual, independent contractor, retaining its separate identity and shall in no way be considered a division, department or agent of the Seller's agency or organization.

WAIVER. No waiver of any breach of any condition of the agreement shall be binding unless in writing and signed by the party waiving said breach. No such waiver shall in any way affect any other term or condition of this agreement or constitute a cause or excuse for a repetition of such or any other breach unless the waiver shall include the same.

ENTIRE AGREEMENT. This Agreement constitutes the entire agreement among the parties with respect to the subject matter of this Agreement, and supersedes any and all prior understandings and agreements, whether written or oral, and all prior dealings of the parties with respect to the subject matter of this Agreement.

(X) [Signature] Seller's Authorizing Signature, TOWN OF CARMEL SUPERVISOR KENNETH SCHMITT Printed Name and Agency Title, 845 628-1490 Telephone Number
(X) 60 MCALPIN AVE MARHTA PAC NY 10541 A/T/N: SUPERVISOR KEN SCHMITT Seller's Agency Payment Address
(X) KSA CI. CARMEL, NY, US Seller's E-Mail Address
(X) [Signature] Auctioneer's Signature, Marc Smith Auctioneer's Printed Name, Putnam Seller's County

# Town of Carmel Organizational Chart

## Town Supervisor & Carmel Town Board

**Supervisor's Office**  
↓  
**Michael Cazzari,**  
Supervisor

**Confidential Exec. Asst./**  
**Asst. to Town Board**

Principal Office Assistant

**Reception**  
Receptionist/Office Asst.

**Assessor Office**  
Town Assessor  
Sr. Real Property Appraisers  
Real Property Appraiser(s)  
Assessment Assistant

**Building Department**  
Building & Codes Enforcer  
Asst. Bldg. Inspector  
Fire Inspector  
Property Compliance Officer  
Principal Office Assistant  
Account Clerk

**Recreation Department**  
Recreation Director  
Sr. Recreation Leader  
Principal Office Assistant  
Account Clerk/Recreation  
P/T Office Help(s)  
Park Maintenance Worker(s)  
P/T Laborer

**Maintenance Dept.**  
Bldg. & Grounds Maint. Sup.  
P/T Help

**Engineering Office**  
Richard Franzetti, PE  
Town Engineer

↓

**Engineering Projects Manager**  
Principal Account Clerk  
P/T Seasonal

**Planning Department**  
P/T Secy to Bds.  
P/T Office Help

**Comptroller Dept.**  
Mary Ann Maxwell,  
Comptroller

↓

Principal Account Clerk  
Sr. Account Clerk

**Accounting Dept.**  
Principal Account Clerk  
**Account Clerk**

**Police Dept.**  
Anthony Hoffmann,  
Police Chief

↓

Pol Lts.  
Detective Sergeant  
Sergeant(s)  
Detective(s)

**Police Officers**  
Dispatcher(s)  
Sr. Account Clerk  
Principal Office Assistant

## Town of Carmel Elected Officials

**Receiver of Taxes**  
Kathleen Kraus, Rec. of Taxes

↓

Deputy Receiver of Taxes  
Sr. Account Clerk II

**Town Clerk**  
**Alice Daly, Town Clerk**

↓

Deputy Town Clerk  
Principal Office Asst.

**Highway Department**  
**Michael Stern, Highway Sup.**

↓

Deputy Highway Superintendent  
Principal Account Clerk  
**Senior Account Clerk**

**Highway Workers**

**Justice Court**  
Thomas Jacobellis. T.J.  
Daniel Miller, T.J.

↓

Town Court Clerk  
Clerk to Justice(s)  
Sr. Account Clerk /Justice Court