

KENNETH SCHMITT
Town Supervisor

TOWN OF CARMEL
TOWN HALL

ANN SPOFFORD
Town Clerk

SUZANNE MC DONOUGH
Town Councilwoman
Deputy Supervisor

60 McAlpin Avenue
Mahopac, New York 10541
Tel. (845) 628-1500 • Fax (845) 628-6836
www.carmelny.org

KATHLEEN KRAUS
Receiver of Taxes

MICHAEL A. BARILE
Town Councilman
JOHN D. LUPINACCI
Town Councilman
JONATHAN SCHNEIDER
Town Councilman

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

TOWN BOARD WORK SESSION
Wednesday, March 13, 2019 7:00pm

Pledge of Allegiance – Moment of Silence

6:00pm Executive Session:

1. James Gilchrist, Dir. Recreation & Parks – Personnel
2. Councilman Michael Barile- Personnel

Town Board Work Session:

- Review of Town Board Minutes February 27, & March 6, 2019
 - 1. James Gilchrist, Director of Recreation & Parks – Consider Request to Authorize Awarding of Bid for Bus Transportation 2019 Summer Camp Program
 - 2. James Gilchrist, Director of Recreation & Parks – Consider Farmer’s Market Events June 2019 through October 2019
 - 3. Lake Casse Park District Advisory Board – Consider Request to Approve and Distribute Spring 2019 Newsletter
 - 4. Consider Renewal Agreement with Putnam County Real Property Service for the Preparation of the Tentative Assessment Rolls
 - 5. Police Chief Michael Cazzari – Consider Request to Authorize Purchase of 4 Police Vehicles – (Two (2) All-Wheel Drive 2019 Dodge Chargers and Two (2) 2019 All-Wheel Drive Dodge Durango PPV)
 - 6. Police Chief Michael Cazzari – Consider Request to Purchase “Pursuit Rated Package- Upgrades” for the Two (2) 2019 Chargers and Two (2019) Durango
 - 7. Police Chief Michael Cazzari – Consider Request to Authorize Purchase Four (4) Panasonic Toughbook CF-54 Car Computers
 - 8. Richard Franzetti, PE, Town Engineer – Consider Bond Reduction RPK Precision Homes, Inc. TM# 55.14-1-5-1 (\$773,000)
 - 9. Richard Franzetti, PE, Town Engineer – Consider Request to Authorize Payment – East of Hudson Watershed Corporation Operation and Maintenance Statement
 - 10. Richard Franzetti, PE, Town Engineer – Consider Resolution Quitclaiming and Relinquishing Easement - 33 Waring Drive, Carmel, New York
 - **Public Comment (Three (3) Minutes on Agenda Items Only)**
 - **Town Board Member Comments**
- Open Forum:**
- **Public Comments on New Town Related Business (Three (3) Minutes Maximum Speaker for Town Residents, Property Owners & Business Owners Only)**
 - **Town Board Member Comments**
 - **Adjournment**

Work Session Agenda Item #1



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

WEB: <http://www.carmelny.org>

DATE: February 28, 2019

TO: Kenneth Schmitt, Supervisor
Carmel Town Hall

FROM: James R. Gilchrist, CPRP
Director, Recreation and Parks

SUBJECT: Bus Transportation for 2019 Summer Camp Program

REFERENCE: February 28, 2019 Bid Opening Results from Ann Spofford, Town Clerk
(copy attached)

Bid packages were sent to 26 vendors in February, with 1 vendor submitting a bid. I am requesting an approval to use the bidder, Baumann & Sons Busses Inc., for our summer camp trip transportation. We have used Baumann & Sons services for 5 out of the past 7 years without any issues or concerns.

Please add this to the next Town Board Work Session for approval, and contact me with any questions.

/ns
Attachments

Nancy Slattery

From: Spofford, Ann
Sent: Thursday, February 28, 2019 11:26 AM
To: Gilchrist, Jim
Cc: Greg Folchetti; Nancy Slattery
Subject: Bid Opening - Bus Transportation for 2019 Summer Camp Program
Attachments: Legal Notice.docx; Bus Transportation 2 28 19.pdf; Bauman & Sons Buses Inc..pdf

Good morning,

The above referenced bid opening was held in Meeting Room #1 at the Carmel Town Hall, 60 McAlpin Avenue, Mahopac, New York on the 28th day of February, 2019 at 11:00 a.m. by Ann Spofford, Town Clerk and witnessed by Phyllis Bourges, Deputy Town Clerk.

With the bidder present in agreement, reading of the attached legal notice was waived. All bids received were opened, publicly read and recorded. I have attached herewith, a copy of the bid opening results and a copy of the bid received. The original bid is on file in the Town Clerk's office.

Bid specifications were provided to twenty-six (26) potential bidders.

Ann Spofford
Town Clerk
Town of Carmel
60 McAlpin Avenue
Mahopac, NY 10541
Phone: 845.628.1500
Fax: 845.628.7434

*This communication **may** be confidential and is intended for the sole use of the addressee(s).*

*No use or reproduction of the information provided is permitted
without the written consent of the Town of Carmel.*

*If you are not the intended recipient, you should not copy, disclose or take any action in reliance on this communication.
If you have received this communication in error, please notify the sender by reply e-mail
and delete the message and any attached documents.*

LEGAL NOTICE

**LEGAL NOTICE
ADVERTISEMENT
FOR BID**

NOTICE IS HEREBY GIVEN that sealed bids will be received at the office of the Town Clerk of the Town of Carmel, Town Hall, 60 McAlpin Avenue, Mahopac, New York, 10541, until 11:00 a.m. on Thursday, the 28th day of February, 2019 at which time all bids will be opened and publicly read and recorded by the Town Clerk not less than five (5) days subsequent to publication of this notice in the official newspapers of the Town of Carmel for the following:

**BUS
TRANSPORTATION
FOR THE TOWN OF
CARMEL RECREATION
AND PARKS
2019 SUMMER CAMP
PROGRAM**

All bidders shall comply with Section 103-A and 103-D of the General Municipal Law relating to non-collusive bidding and waiver of immunity against criminal prosecution.

Specifications may be obtained at the office of the Town Clerk at the above address, between the hours of 8:30 a.m. and 4:30 p.m. Monday through Friday.

Bid envelopes shall be marked "BID" plus item bid. All bids must be submitted on bid form furnished by the Town of Carmel.

The Town Board of the Town of Carmel reserves the right to reject any and all bids and abandon the proposal or may reject all bids and re-advertise for new bids at a future date.

By Order of
the Town Board
of the Town of Carmel
Ann Spofford,
Town Clerk

BUS TRANSPORTATION BID – RECREATION DEPT.

Bid Opening: February 28, 2019 @ 11:00 AM

	Bidder #1	Bidder #2	Bidder #3	Bidder #4	Bidder #5	Bidder #6	Bidder #7
Trip #1	437.00						
Trip #2	329.00						
Trip #3	299.00						

	Company Name	Company Address	NCBC attached
1.	Bauman + Sons Buses Inc.	3355 Veterans Hwy. Rontokoma, NY 11779	yes
2.			
3.			
4.			
5.			
6.			
7.			

BAUMANN & SONS BUSES, INC.



BRANCHES:

BOHEMIA
COMMACK
COPIAGUE
CORAM
EAST NORTHPORT
FARMINGDALE
WESTBURY
WESTHAMPTON

February 25, 2019

Ann Spofford
Town of Carmel
Town Hall
60 McAlpin Avenue
Mahopac, NY 10541

Re: Bid for 2019 Camp Bus Transportation
Bid Opening February 28, 2019

Dear Sir or Madam:

Enclosed please find bid for transportation due today.

Previous as well as current experience in transportation includes Town of Carmel and Yorktown CSD.

Our bank references are
JP Morgan Chase Bank
271 Larkfield Road
East Northport, NY 11731

All other information required at the time of bid opening is enclosed, or will be readily supplied upon request.

Looking forward to being of service to your Town, we remain

Very truly yours,

Ronald Baumann
President

RB/lb

Enc.

MAIN OFFICE

3355 VETERANS MEMORIAL HIGHWAY • RONKONKOMA, NEW YORK 11779 • TEL (631) 471-4600 • FAX (631) 471-4668



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

WEB: <http://www.carmelny.org>

Town of Carmel - Mahopac, NY 10541

Bid Form

Bus Transportation for 2019 Summer Camp Trips

1

The undersigned, being experienced and responsible for bus transportation, agrees to provide for the Town of Carmel, school bus transportation for 2019 Summer Camp trips in accordance with the attached specifications of the Town of Carmel.

Please enter your price below for each trip, per school bus, to complete all specified work required in the bid. (Please write in Bid Price in figures and words).

Price Trip #1 \$ 437⁰⁰ Four Hundred & Thirty Seven Dollars

Price Trip #2 \$ 329⁰⁰ Three Hundred & Twenty Nine Dollars

Price Trip #3 \$ 299⁰⁰ Two Hundred & Ninety Nine Dollars

Representative's Signature: [Signature]

Bidder's Legal Name: BAUMANN & SONS Buses Inc

Address: 1711 Front St
Yorktown NY 10598

Telephone Number: 914-243-5300

Bidder's E-Mail: rbaumann@abc-transportation.com

Date: 2/27/19

BIDS MUST BE SUBMITTED WITH THIS FORM



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Town of Carmel
Recreation Department
Contractors Qualifications Questionnaire

Bid for: **Bus Transportation for 2019 Summer Camp Trips**

Year which company first began providing bus transportation services: 1955

Four municipalities/private companies to which bus transportation services have been provided, within the last year, including contact person and telephone number.

1. Name: _____
Address: _____

Contact Person: _____
Telephone Number: _____

2. Name: _____
Address: _____

Contact Person: _____
Telephone Number: _____

3. Name: _____
Address: _____

Contact Person: _____
Telephone Number: _____

4. Name: _____
Address: _____

Contact Person: _____
Telephone Number: _____

On file

see attached

BAUMANN & SONS BUSES, INC. CONTRACTS

SCHOOL DISTRICT	YEAR OF COMMENCEMENT OF ORIGINAL CONTRACT	NUMBER OF VEHICLES	CONTRACT DESCRIPTION	DISTRICT CONTACT
Bayport-Blue Point SD	1989	7 Buses	Regular and Special Education	Mr. Steven Painter Bayport-Blue Point SD 189 Academy Street Bayport, NY 11705-1799 (631) 472-7860 x.127
Commack UFSD	2000	80 Buses 40 Vans	Regular and Special Education	Ms. Nancy Nunziotta Commack UFSD P.O. Box 150 Commack, NY 11725 (631) 912-2020
Middle Country CSD	2010	25 Buses	Regular and Special Education	Ms. Barbara Hannah Middle Country CSD 8 43rd Street Centereach, NY 11720 (631) 285-8880
Northport-East Northport UFSD	1973	24 Buses 32 Vans	Regular and Special Education	Ms. Tricia McGrane Northport-East Northport UFSD P.O. Box 210 158 Laurel Avenue Northport, NY 11768 (631) 262-6865
Yorktown CSD	1997	25 Buses 60 Vans	Regular and Special Education	Mr. Tom Cole Yorktown CSD 2729 Crompond Road Yorktown Heights, NY 10598 (914) 243-8000



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EMAIL: carmelrecreation@ci.carmel.ny.us

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List of equipment currently owned, operated and available for use in this contract:

Type: _____
 Make: _____
 Model: _____
 Year Acquired: _____
 Condition: _____

Type: _____
 Make: _____
 Model: _____
 Year Acquired: _____
 Condition: _____

Type: _____
 Make: _____
 Model: _____
 Year Acquired: _____
 Condition: _____

Type: _____
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 Year Acquired: _____
 Condition: _____

Type: _____
 Make: _____
 Model: _____
 Year Acquired: _____
 Condition: _____

Type: _____
 Make: _____
 Model: _____
 Year Acquired: _____
 Condition: _____

VEH #	OWNER PER 9/15	CAPACITY	# OF PASS	VIN #	MODEL/BODY	MAKE/MODEL	FUEL TYPE	MFG YEAR	PLATE #
1200	ACME	14A/20C PASS. VAN	14/20	1FDWE35P56DA44673	THMS MN	FRD	D	6	34611SL
1201	ACME	14A/20C PASS. VAN	14/20	1FDWE35P76DA44674	THMS MN	FRD	D	6	34612SL
1202	ACME	14A/20C PASS. VAN	14/20	1FDWE35P96DA44675	THMS MN	FRD	D	6	34613SL
1203	ACME	14A/20C PASS. VAN	14/20	1FDWE35P06DA44676	THMS MN	FRD	D	6	34614SL
1204	ACME	14A/20C PASS. VAN	14/20	1FDWE35P26DA44677	THMS MN	FRD	D	6	34615SL
1205	ACME	14A/20C PASS. VAN	14/20	1FDWE35P66DA44679	THMS MN	FRD	D	6	34616SL
1756	ACME	16A/24C PASS. VAN	16/24	1FDXE45P16DA71783	THMS MN	FRD	D	6	47126BA
1757	ACME	16A/24C PASS. VAN	16/24	1FDXE45P36DA71784	THMS MN	FRD	D	6	47127BA
1758	ACME	16A/24C PASS. VAN	16/24	1FDXE45P56DA71785	THMS MN	FRD	D	6	15229BB
1759	ACME	16A/24C PASS. VAN	16/24	1FDXE45P76DA71786	THMS MN	FRD	D	6	15215BB
1760	ACME	16A/24C PASS. VAN	16/24	1FDXE45P96DA71787	THMS MN	FRD	D	6	47130BA
1761	ACME	16A/24C PASS. VAN	16/24	1FDXE45P06DA71788	THMS MN	FRD	D	6	47131BA
1762	ACME	16A/24C PASS. VAN	16/24	1FDXE45P26DA71789	THMS MN	FRD	D	6	49612BA
1763	ACME	16A/24C PASS. VAN	16/24	1FDXE45P96DA71790	THMS MN	FRD	D	6	49613BA
1764	ACME	16A/24C PASS. VAN	16/24	1FDXE45P06DA71791	THMS MN	FRD	D	6	49614BA
1766	ACME	16A/24C PASS. VAN	16/24	1FDXE45P46DA71793	THMS MN	FRD	D	6	49616BA
1767	ACME	16A/24C PASS. VAN	16/24	1FDXE45P66DA71794	THMS MN	FRD	D	6	49617BA
1768	ACME	16A/24C PASS. VAN	16/24	1FDXE45P86DA71795	THMS MN	FRD	D	6	49618BA
1769	ACME	16A/24C PASS. VAN	16/24	1FDXE45PX6DA71796	THMS MN	FRD	D	6	45127BB
1770	ACME	16A/24C PASS. VAN	16/24	1FDXE45P16DA71797	THMS MN	FRD	D	6	49620BA
1771	ACME	16A/24C PASS. VAN	16/24	1FDXE45P36DA71798	THMS MN	FRD	D	6	49621BA
1772	ACME	16A/24C PASS. VAN	16/24	1FDXE45P56DA71799	THMS MN	FRD	D	6	49622BA
1773	ACME	16A/24C PASS. VAN	16/24	1FDXE45P86DA71800	THMS MN	FRD	D	6	49623BA
1775	ACME	16A/24C PASS. VAN	16/24	1FDXE45P16DA71802	THMS MN	FRD	D	6	45124BB
1776	ACME	16A/24C PASS. VAN	16/24	1FDXE45P36DA71803	THMS MN	FRD	D	6	49626BA
1777	ACME	16A/24C PASS. VAN	16/24	1FDXE45P56DA71804	THMS MN	FRD	D	6	49627BA
1778	ACME	16A/24C PASS. VAN	16/24	1FDXE45P76DA71805	THMS MN	FRD	D	6	49628BA
1779	ACME	16A/24C PASS. VAN	16/24	1FDXE45P96DA71806	THMS MN	FRD	D	6	49629BA
1781	ACME	16A/24C PASS. VAN	16/24	1FDXE45P26DA71808	THMS MN	FRD	D	6	49631BA
1782	ACME	16A/24C PASS. VAN	16/24	1FDXE45P46DA71809	THMS MN	FRD	D	6	49632BA

1783	ACME	16A/24C PASS. VAN	16/24	1FDXE45P06DA71810	THMS MN	FRD	D	6	49633BA
1784	ACME	16A/24C PASS. VAN	16/24	1FDXE45P26DA71811	THMS MN	FRD	D	6	49634BA
1785	ACME	16A/24C PASS. VAN	16/24	1FDXE45P46DA71812	THMS MN	FRD	D	6	47142BA
1786	ACME	16A/24C PASS. VAN	16/24	1FDXE45P66DA71813	THMS MN	FRD	D	6	47143BA
1787	ACME	16A/24C PASS. VAN	16/24	1FDXE45P86DA71814	THMS MN	FRD	D	6	47144BA
1788	ACME	16A/24C PASS. VAN	16/24	1FDXE45PX6DA71815	THMS MN	FRD	D	6	47145BA
1789	ACME	16A/24C PASS. VAN	16/24	1FDXE45P16DA71816	THMS MN	FRD	D	6	47146BA
1791	ACME	16A/24C PASS. VAN	18/28	1FDXE45P36DA18714	THMS MN	FRD	D	6	52243BA
4436	ACME	16A/24C/4W/C VAN	16/24	1FDXE45P36DA71817	THMS MN	FRD	D	6	47147BA
4437	ACME	16A/24C/4W/C VAN	16/24	1FDXE45P56DA71818	THMS MN	FRD	D	6	47148BA
4438	ACME	16A/24C/4W/C VAN	16/24	1FDXE45P76DA71819	THMS MN	FRD	D	6	47149BA
4439	ACME	16A/24C/4W/C VAN	16/24	1FDXE45P36DA71820	THMS MN	FRD	D	6	49635BA
4440	ACME	16A/24C/4W/C VAN	16/24	1FDXE45P56DA71821	THMS MN	FRD	D	6	49636BA
4441	ACME	16A/24C/4W/C VAN	16/24	1FDXE45P76DA71822	THMS MN	FRD	D	6	49637BA
4442	ACME	16A/24C/4W/C VAN	16/24	1FDXE45P96DA71823	THMS MN	FRD	D	6	49638BA
4443	ACME	16A/24C/4W/C VAN	16/24	1FDXE45P06DA71824	THMS MN	FRD	D	6	49639BA
4444	ACME	16A/24C/4W/C VAN	16/24	1FDXE45P26DA71825	THMS MN	FRD	D	6	49640BA
4445	ACME	16A/24C/4W/C VAN	16/24	1FDXE45P46DA71826	THMS MN	FRD	D	6	49641BA
4446	ACME	16A/24C/4W/C VAN	16/24	1FDXE45P66DA71827	THMS MN	FRD	D	6	45119BB
4447	ACME	16A/24C/4W/C VAN	16/24	1FDXE45P86DA71828	THMS MN	FRD	D	6	49643BA
4448	ACME	16A/24C/4W/C VAN	16/24	1FDXE45PX6DA71829	THMS MN	FRD	D	6	49644BA
4449	ACME	16A/24C/4W/C VAN	16/24	1FDXE45P66DA71830	THMS MN	FRD	D	6	49645BA
4450	ACME	16A/24C/4W/C VAN	16/24	1FDXE45P86DA71831	THMS MN	FRD	D	6	49646BA
4451	ACME	16A/24C/5WC VAN	16/24	1FDXE45P66DA47513	THMS MN	FRD	D	6	49968BA
4452	ACME	16A/24C/5WC VAN	16/24	1FDXE45P86DA47514	THMS MN	FRD	D	6	49969BA
1655	ACME	18A/28C PASS. VAN	18/28	1FDXE45PX6HA10814	THMS MN	FRD	D	6	46311BA
1656	ACME	18A/28C PASS. VAN	18/28	1FDXE45P16HA10815	THMS MN	FRD	D	6	46312BA
1657	ACME	18A/28C PASS. VAN	18/28	1FDXE45P36HA10816	THMS MN	FRD	D	6	46313BA
1658	ACME	18A/28C PASS. VAN	18/28	1FDXE45P56HA10817	THMS MN	FRD	D	6	46314BA
1659	ACME	18A/28C PASS. VAN	18/28	1FDXE45P76HA10818	THMS MN	FRD	D	6	46315BA
1660	ACME	18A/28C PASS. VAN	18/28	1FDXE45P96HA10819	THMS MN	FRD	D	6	46316BA
1661	ACME	18A/28C PASS. VAN	18/28	1FDXE45P56HA10820	THMS MN	FRD	D	6	46317BA
1662	ACME	18A/28C PASS. VAN	18/28	1FDXE45P76HA10821	THMS MN	FRD	D	6	46318BA
1663	ACME	18A/28C PASS. VAN	18/28	1FDXE45P96HA10822	THMS MN	FRD	D	6	46319BA

TOWN OF CARMEL

Non-Collusive Bidding Certification

By submission of this bid or proposal, the undersigned bidder(s) (certified) (certify) that to the best of (his) (their) knowledge and belief:

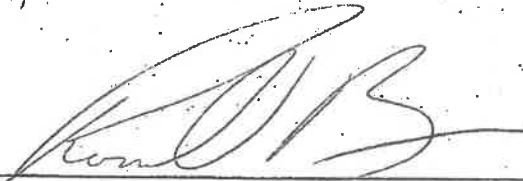
(a) The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, as to any matter relating to such prices with any other bidder or with any competitor.

(b) The prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and

(c) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid.

IN WITNESS WHEREOF, (we) (I) have executed this certificate and affirm the truth of the statements therein set forth under penalty of perjury the

27 day of 20 19
Feb



(Signature of Individual Signing Bid)

Baumann & Sons Buses Inc

By Ronald Baumann

Corporate Seal



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

WEB: <http://www.carmelny.org>

DATE: March 7, 2019

TO: Carmel Town Board
Carmel Town Hall

FROM: James R. Gilchrist, CPRP 
Director, Recreation and Parks

SUBJECT: Approval to Adopt the Farmers Market Vendor Application and Rules and Regulations

We would like the Town Board to adopt the Farmers Market Vendor Application Form and Agreement, as well as the Farmers Market Rules and Regulations. We are also requesting that the following vendor and concession fees be added to the Town of Carmel 2019 Fee Schedule.

- Vendor Fee - \$420.00 per season (21 weeks) for a 10'x10' space
- Concession Fee - \$50.00 per date for a 10'x10' space

Attached are copies of the forms as well as correspondence between Deputy Supervisor McDonough and the Farmers Market Committee for your review.

Please add this to next week's Work Session for discussion.

/ns

Attachments



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

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

Location: Town of Carmel – Town Hall – 60 McAlpin Ave. Mahopac, NY 10541

Season: Summer and Fall 2019 – June 2nd – October 20th

Hours: Saturdays 9am – 1pm

Fees: 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 _____

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:
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
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 1st and 3rd Saturdays 2nd and 4th 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.

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 , 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

JAMES R. GILCHRIST, CPRP, DIRECTOR

TELEPHONE: (845) 628-7888 FAX: (845) 628-2820

EMAIL: carmelrecreation@ci.carmel.ny.us

WEB: <http://www.carmelny.org>

Carmel Farmers Market- Rules and Regulations

“Where the community meets and eats”

MARKET LOCATION, SEASON & HOURS

Location: Town of Carmel - Town Hall - 60 McAlpin Ave Mahopac, NY 10541

Season: Summer and Fall 2019 – June 2nd, 2019 to October 20th, 2019

Hours: Saturdays from 9 am – 1 pm

Fees: 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.

All vendors must be approved by the Market Committee. Once approved vendor will be contacted and you can pay for your 2019 Vendor Space.

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 2nd, 2019 through October 21st, 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.
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.

Kallmeyer,Nina

From: Suzanne McDonough <suzi5mcdonough@gmail.com>
Sent: Monday, March 4, 2019 10:26 PM
To: Gilchrist, Jim; Kallmeyer,Nina; MongonL@mahopac.k12.ny.us
Cc: gfolchetti@aol.com
Subject: Farmers Market

Hi everyone. I sent the vendor application as well as the rules and regulation forms to Greg Folchetti. He looked at them and did not see anything alarming that we would need to change. He did suggest that the town board adopt the vendor Application as well as the rules and regulations. He also thought that we should add the fee to the town of carmel fee schedule. That would not be able to happen until next Wednesday the 13th at the work session. I explain to them that we wanted to get out the vendor application this week. He did not seem to have a problem with that but wanted us to adopt the forms at our next work session. I will be on vacation so I was hoping that the three of you could go to the work session next Wednesday, March 13 and talk about the farmers market and answer any questions regarding the vendor Application and rules and regulation.

Also, were are we going to have a meeting this week? I thought one was scheduled for Thursday at 6 PM but I could be wrong. Let me know. I am really excited for this, and look forward to a very successful farmers market. I also cc'd Greg on this email just to keep him in the communication circle (Greg, if I miss spoke about something, please feel free to correct)

Talk to you all soon. Thank you

Sent from my iPhone

Kallmeyer,Nina

From: Kallmeyer,Nina
Sent: Thursday, February 28, 2019 5:08 PM
To: Suzi McDonough Personal; Gilchrist, Jim; 'Lynne Mongon'; 'masters6661@aol.com'
Subject: RE: Farmers Market
Attachments: Carmel Farmers Market Vendor Application .docx; Farmers Market Rules and Reg.docx; Harvestfest Vendor Agreement.docx; General Release Policy.docx

Good Afternoon All,

Please find the Carmel Farmers Market Application and the Rules and Regulations attached to this email. I had everyone in the office look them over so I think we should be set, I just wanted to make sure we made them into professional documents so we will be ready to post them after we get the proper approvals/make and further edits. If you guys can take some time to read them over it would be greatly appreciated as well as once Greg reads them over if any changes need to be made you can send it back and we will take care of it (just highlight what needs to be changes and how we need to change it!).

Lynne feel free to take our logo off of one of these documents for the stop and shop bags. I was thinking when you bring the idea to them if they are interested a reusable bag with fruits and vegetables behind the logo and words might look great!

Also we spoke with Kenny today and we are going to keep the name Carmel Farmers Market, in all marketing documents we can add -Located in Mahopac at The Town of Carmel – Town Hall or something like that so people know it is in Mahopac.

One last thing I am going to attach our Harvestfest vendor application and our general release with our legal statement on it, not sure if Greg would want to tweak this statement to use but I thought I would add it just in case!!

Hope I hit all of the topics and look forward to speaking with everyone tomorrow.

Sincerely,

Nina Kallmeyer

Senior Recreation Leader
Town of Carmel Recreation and Parks Department
790 Long Pond Road
Mahopac, NY 10541
Phone: (845)628-7888 ext. 275
Fax: (845)628-2820

From: Kallmeyer,Nina
Sent: Wednesday, February 27, 2019 2:59 PM
To: Suzi McDonough Personal; Gilchrist, Jim; 'Lynne Mongon'; 'masters6661@aol.com'
Subject: RE: Farmers Market

Good Afternoon All,

Just wanted to let you know I didn't forget about you guys today! I have been working on a summer camp form that needs to hit online for Monday. As soon as I finish this I will be updating the forms we did yesterday and sending them over for you guys to proof as well as to send over to Greg. Super excited about moving forward!

Sincerely,

Nina Kallmeyer

Senior Recreation Leader
Town of Carmel Recreation and Parks Department
790 Long Pond Road
Mahopac, NY 10541
Phone: (845)628-7888 ext. 275
Fax: (845)628-2820

From: Kallmeyer,Nina
Sent: Tuesday, February 26, 2019 11:50 AM
To: Suzi McDonough Personal; Gilchrist, Jim; 'Lynne Mongon'; 'masters6661@aol.com'
Subject: RE: Farmers Market

Good Morning All,

Sorry I am just getting back to everyone in regards to what we went over last Thursday about the Farmers Market! Here is a list of what we went over and decided on. I am also attaching a writable consumer survey that we have put on our website, Facebook, email blasted to everyone who is signed up through our registration software, sent to Mahopac News, dropping off/email to chamber or commerce and I am planning on dropping off some copies over to the Kohler Center today as well as handing them out at our Senior Trip tomorrow and handing out at the meeting next week .We have received a bunch back so we can go over them tonight! Also please find attached a sample of a vendor registration form, Rules/Regulations for vendors, and preplanning checklist. If you can please look over these so we can go through them at the meeting tonight it would be greatly appreciated!

Thursday 2/21 FM Meetings short minutes:

- Name of the Farmers Market: "Carmel Farmers Market"
- Slogan or tagline: "Where the community meets and eats!"
- Vendor Registration will begin on March 11th- March 20th- Will be online registration through rec dept.
 - We should talk about possibly doing in person registration so we can make sure we get the correct permits or licenses (depending on what they are selling)
 - ONLY OFFERING SEASONAL SPOTS- premier spots \$420 for 21 days (\$20 per day)
 - 15' X 15' space
 - Will be measuring Town Hall today to see how much room we have for vendors
 - After speaking with some residents who frequent FM's they suggested having a max of 10 vendors for the first year and then to grow it from there which I think is a good idea
- Date/ Time-
 - June – October (look at surveys to see if people would be coming to the FM in the fall or primarily summer)
 - Maybe to start we just do it for the summer?
 - June 2nd – October 20th
 - Sundays from 9am -1pm
 - * We should look at the surveys b4 determining this
 - After speaking with some residents they had a good point of offering it on Saturdays

- If people are traveling to a farmers market on a Saturday in neighboring towns (25-30mins away) and we have a farmers in OUR town they might be likely to skip the others and come to ours because of proximity. Something to think about and talk about
- 1 of each vendor category (no duplicates for the 1st year)
- Entertainment every week
 - MS and HS bands, orchestra, chorus, pacapellas, teen bands etc.
 - PAC exhibits or painting during market
 - Possibly kids interactive crafts or entertainment (clown, face painter, etc.)
 - Acoustics
 - MUST NOTE – On a volunteer basis
- Local Food Businesses/ Restaurants – 1 spot per week- \$50
 - 15' X 15'
 - Selling lunch or snacks
 - ONLY HEALTH OPTIONS
 - We will open it up to all local businesses as a way for them to get out into the community
 - Will rotate every week
 - They can hand out coupons or freebies
 - Good way to get them involved!
- Farmers Market Sign/Banner
 - LG BANNERS
 - Across route 6 with arrow to market (put up in June)
 - At rink (put up in June)
 - In Carmel on route 6 the PC trail bridge
 - Put up sandwich boards on bike path with arrows to FM Market
 - By firehouse
 - By mud pond rd
- Flyer
 - Once we have our vendors we will make up a flyer and get it out via all avenues

Let me know what you guys think and I look forward to seeing and speaking with everyone tonight!

Sincerely,

Nina Kallmeyer

Senior Recreation Leader
 Town of Carmel Recreation and Parks Department
 790 Long Pond Road
 Mahopac, NY 10541
 Phone: (845)628-7888 ext. 275
 Fax: (845)628-2820

From: Kallmeyer,Nina
Sent: Thursday, February 21, 2019 12:07 PM
To: Suzi McDonough Personal; Gilchrist, Jim; Lynne Mongon; masters6661@aol.com
Subject: RE: Farmers Market

Good Afternoon All,

Just wanted to get back to everyone in regards to today! First of all thank you Suzi for putting this together I think it is vital that we pick a day/time that we will be having the farmers market as well as pick actual dates! I was wondering if we could possibly meet today at 3:45pm instead of having a conference call. I did put together some samples of vendor

forms as well as Surveys for the public and rules/regulations that I would like everyone to see and look over before moving forward! Let me know if you guys can meet today if not we can do the conference call but I would like to meet again sometime soon to go over more details and how to proceed forward. Thank you and I look forward to speaking with you all soon!

Sincerely,

Nina Kallmeyer

Senior Recreation Leader
Town of Carmel Recreation and Parks Department
790 Long Pond Road
Mahopac, NY 10541
Phone: (845)628-7888 ext. 275
Fax: (845)628-2820

From: Suzanne McDonough [mailto:suzi5mcdonough@gmail.com]
Sent: Friday, February 15, 2019 5:59 PM
To: Gilchrist, Jim; Kallmeyer,Nina; Lynne Mongon; masters6661@aol.com
Subject: Farmers Market

Hello Everyone,

I have attached a spreadsheet of local farmer markets, what months they hold them, the day that they hold them and the time they hold them. Hopefully this helps us in our decision on when to hold them. Jimmy, I think that is a great idea to have a conference call this coming week. Would Thursday, February 21st be good for everyone at 3:45pm?

Thanks and hope you all have a wonderful weekend 😊

Sent from [Mail](#) for Windows 10



Lake Casse Park District Quarterly Newsletter



March 2019

Advisory Board Members:

Bill Siclari Kim Kugler Scott Sterbens Amanda Guszack John Aquina Stacey Kelly Teresa DePace Property Manager: Terry Kelly

Community Update

Work Session Agenda Item #3

Hello Lake Casse Residents!!

Our beautiful lake will hopefully be ready for the summer. Unfortunately, last summer we had the presence of Blue Green Algae and we were unable to use the lake for the majority of the summer. We did have the lake treated four times. This summer, we do have the resources to have the lake treated again if needed. Rest assure, the LCAB is doing everything we can to try to combat the algae. Blue green algae has invaded numerous lakes around the area. We do ask that residents (especially those with property boarding the lake) are diligent about having their septics pumped and watch fertilizers.

VOLUNTEERS WANTED!!

We are looking forward to another eventful year at our wonderful lake this year! Last year, we had numerous events which were huge successes. Our Santa breakfast was sold out again. Thank you again to our very own Mr. and Mrs. Clause, as well as, our wonderful elves who help put on such a great event. Thanks to Cross Roads Deli who supported our breakfast! New Years Eve was also a fabulous time for everyone who rocked in 2019 down at the clubhouse. To continue having such events, WE NEED VOLUNTEERS. Events will be cancelled if we do not have some volunteers. If you would like to volunteer, please email lakecasse@gmail.com. We are especially looking for residents to join the following committees: Summer Kick off, Adult Halloween Party, Santa Breakfast, NYE and Casino Night.



Santa Breakfast



New Years Eve Gala



LIFEGUARDS Needed for the upcoming 2019 Summer Season. Must be certified, 16 y/o or older and able to work from Memorial Day to Labor day. Please email lakecasse@gmail.com if you are interested.



Clubhouse rentals: The clubhouse is available for rental for Lake Casse Residents. It is \$250 rental fee plus \$150 security deposit. If you are interested in renting the building, please call (845) 628-6200 and leave a message or email lakecasse@gmail.com



Halloween



Bonfire Night



Movie Night @ Beach



Egg Hunt

Visit us at [Lake Casse Park District](https://www.facebook.com/LakeCasseParkDistrict)

Contact us at lakecasse@gmail.com to join our email list to receive community updates.

Community Events

Please save the date and send RSVP to lakecasse@gmail.com if you plan to attend.

Stay tuned to our FACEBOOK page for more info.

PLEASE RSVP FOR EVENTS, IF WE DO NOT HAVE ENOUGH RESPONSES THEY WILL BE CANCELLED

Event	Date/Time	Additional Info.
Community Meeting	April 25th @ 7 pm	Come find out what is going on at the lake! Residents are urged to come!!
Multi Family Indoor Flea Market	April 5 - 7th 9am - 4pm each day	RSVP by 3/17 if you would like to sell at the tag sale, space is limited, first come/first serve availability, \$25/spot, requires bringing your own table. Benefits the Putnam Humane Society.
Easter Egg Hunt Egg Filling	April 14th @ 11 am April 12th @ 7pm	RSVP by 3/31 with family name and # of children. We ask that each family donates a bag of candy to fill the eggs. Children 12 and under please. Open to Lake Casse Residents Only
Paint Night for Relay for Life	May 3rd @ 7 pm	Our annual fundraiser for Relay for life. This year we will be painting Mason Jars. \$30 per person. Space is limited. Open to Lake Casse Residents and their guests. Wear purple!! RSVP by 4/12
Kid's Paint "Night"	May 4th @ 1pm	NEW!!!! Parent and Child Paint class!! Paintings will coordinate together. Children ages 5 and up. \$50 per parent/child. Space is limited. Open to Lake Casse Residents and their guests. RSVP by 4/12
Summer Kick off & Bingo Madness!	June 22nd @ 11am	Join us as we kick off the summer season on the Lake with BINGO, BBQ, Music, face painting and more! Bring a side dish to share and your BINGO blotters too!! RSVP by 6/8
4th of July & Pot Luck at the Lake	July 4th	Details to Follow
Movie Night	July 27th	Starts at dark. Movie TBD
Bon Fire	August 11th	Details to Follow

***** Volunteers are needed to help keep these programs running!! *****

Lake Casse Egg Hunt

April 14th @ 11 am

Open to Lake Casse residents and their family. Children 12 years and under please.
Don't forget your baskets!!

RSVP by 3/31 to LakeCasse@Gmail.com

Include family name and # of children planning to hunt. We ask if each family could donate a bag of candy with SMALL items for us to fill the eggs.



Come PAINT with us!
And raise money for the
Mahopac Relay for Life.

Paint Nite @ the Lake Casse Clubhouse
Limited space available

\$30 (\$10 donation to the Relay for Life included)

May 3rd, 2019 @ 7 pm

For info on our artist please visit <http://onkanvas.com/>

This year each participant will paint a Mason Jar,
enjoy some snacks and wine and help raise money
for relay for life!!

Please **RSVP** to lakecasse@gmail.com by 4/12

Lake Casse Park District presents....



Mommy & Me,
or Daddy too!!
Paint Party

"The apple doesn't fall far from the tree"

May 4th @ 1pm

NEW!!!! Parent and Child Paint class!!

Paintings will coordinate together.

Children ages 5 and up.

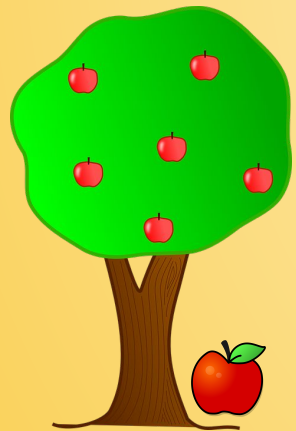
\$50 per parent/child pair.

Space is limited.

Open to Lake Casse Park District

Residents and their guests.

RSVP by 4/12



LAKE CASSE ANNUAL SUMMER KICK-OFF

NEW!!
Bingo
Madness



Fun, Friends &
Face Painting!!

BBQ - Hot
dogs and
Hamburgers

Saturday, June 22nd
starting at 11am



NEW!!
Bingo
Madness



Games: Water
Balloons & Sack
Races

Enjoy the beach
& playground

Please RSVP to lakecasse@gmail.com,

Remember to bring your own beverages and a side salad/dish, dessert, dips or snack to share at the community table! Open to Lake Casse residents and their guests.

"THE GUARDIANS OF FAIRNESS"

Work Session Agenda Item #4

MARYELLEN ODELL
County Executive



LISA A. JOHNSON
County Director- Real Property

Memorandum

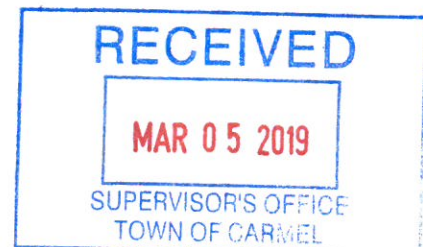
DATE: March 1, 2019
TO: Town Supervisors, School Superintendents, & Village Mayors
FROM: Lisa A. Johnson -County Director of Real Property *LJ*
RE: 2019 Contracts

Please sign enclosed contracts and **return all 3 originals with resolution attached** to:

Putnam County Real Property
40 Gleneida Ave.
Carmel, NY 10512

A completed signed original will be returned for your records.

If you have any questions please call.



PUTNAM COUNTY REAL PROPERTY TAX SERVICE CONTRACT

AGREEMENT MADE THIS 1ST 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.
- 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:

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

Michael Cazzari
Chief of Police

TOWN OF CARMEL
POLICE DEPARTMENT
60 McAlpin Avenue
Mahopac, New York 10541

(845) 628-1300
Fax (845) 628-2597
www.carmelny.org/police

MEMORANDUM

To: Town Board, Town of Carmel

From: Chief Michael Cazzari

Date: March 5, 2019

Ref: 2019 Dodge Police Vehicle Purchase

I am requesting the Town Board's permission to purchase the following police vehicles budgeted for in 2019, (2) two 2019 AWD Dodge Chargers and (2) two 2019 AWD Dodge Durango PPV.

Attached are the Onondaga County contract price quotes from Robert Green Truck Division, Route 17 East Exit 107, Rock Hill, New York.

The purchase price of the (4) four vehicles is **\$162,317.00**; that figure represents base price plus all lighting and emergency equipment installed in these four 2019 Dodge AWD Police Vehicles.

Thank you for your consideration.

ROBERT GREEN TRUCK DIVISION
 ROUTE 17 EAST EXIT 107, P.O. BOX 8002
 ROCK HILL, N.Y. 12775
 PHONE 845-794-0300 FAX 845-794-0295
 ONONDAGA CTY #8771 POLICE AND ADMIN VEHICLES
 2/28/2019

rev-04/01/08

CARMEL POLICE, TOWN OF
 60 MCALPIN AVE
 MAHOPAC, NY 10541
 ROB BAGNAROL
 RB@CI.CARMEL.NY.US

Charger

BASE MODEL LESS 41.82%/ OPTIONS LESS 10%

PH 845 628-1300
 FX 845 628-2597
 VN

		RS GREEN		
QTY		UNIT PRICE	NET PRICE	TOTAL
1	2019 CHARGER POLICE AWD LDEE48	37,055.00	21,558.60	\$21,558.60
1	FACTORY TO DEALER DESTINATION CHARGE		1,345.00	\$1,345.00
1	C8/X9-0HEAVY DUTY CLOTH FRONT AND REAR			
1	TBH-SPARE TIRE RELOCATION BRACKET	145.00	130.50	\$130.50
1	LNF-BLACK SPOT LAMP LH SIDE	210.00	189.00	\$189.00
1	LNK-UPGRADE SPOTLAMP BULB TO LED	150.00	135.00	\$135.00
1	CW6-DEACTIVATE REAR DOOR LOCKS AND WINDOWS	75.00	67.50	\$67.50
1	AYE-PATROL PACKAGE BASE PREP	2,000.00	1,800.00	\$1,800.00
1	2019 MODEL REDUCED BID ASSISTANCE SURCHARGE		1,800.00	\$1,800.00
1	AWC-FLEET SAFETY GROUP AT NO COST			
1	PROGRAM VISM MODULE FOR WIG-WAG AND FLASHBACK LAMPS		\$150.00	\$150.00
1	C-VS-2400-CHGR-2 24" HAVIS CONSOLE	\$ 383.25	\$ 344.93	\$344.93
1	C-CUP2-1 CUPHOLDER FOR CONSOL	\$44.10	\$39.69	\$39.69
1	C-LP-3 LIGHTER OUTLET FOR CONSOLE	\$46.20	\$41.58	\$41.58
2	C-MCB MIC CLIP BRACKET	\$14.70	\$13.23	\$26.46
1	C-AP-0625 6" ACCESSORY POCKET	\$60.30	\$54.27	\$54.27
1	SETINA QK0634CGR11 FULL REPLACEMENT SEAT WITH CENTER	\$809.00	\$728.10	\$728.10
1	QK0491CGR11 FLOOR PAN	\$209.00	\$188.10	\$188.10
1	WK0513CGR11 WINDOW BARRIERS	\$209.00	\$188.10	\$188.10
1	7VS SINGLE PRISONER TRANSPORT-EXPANDED ,METAL	\$1,039.00	\$935.10	\$935.10
1	CODE 3 Z3 SIREN	\$1,396.00	\$1,256.40	\$1,256.40
1	STPKT82 STRAP KIT FOR CHARGER	\$95.00	\$85.50	\$85.50
1	SPEAKER AND BRACKET INCLUDED IN FACTORY AYE PACKAGE			
2	FSM-180-RW FUSION SURFACE MOUNTED RED/WHTE	\$149.99	\$134.99	\$269.98
1	FN-0416D FUSION RED/WHITE STICK	\$318.40	\$286.56	\$286.56
1	FN-0416 FUSION 400 SERIES LIGHT STICK	\$318.40	\$286.56	\$286.56
3	FUSION FN-4016 L-BRACKET	\$18.99	\$17.09	\$51.27
2	LINSV2R V-SERIEWS RED/UNDER SURFACE LAMPS	\$245.00	\$220.50	\$441.00
1	LSVBKT35 WHELEN UNDER MIRROR MOUNT KIT	\$24.50	\$22.05	\$22.05
1	BK0532CGR15 PB400 PUSH BUMPER	\$329.00	\$296.10	\$296.10
1	WHELEN LINZ6B SUPER LED LIGHT HEAD BLUE	\$156.00	\$140.40	\$140.40
1	LINZ6R RED LINZ6 LAMP	\$156.00	\$140.40	\$140.40
2	L6BKT2 LINZ BRACKETS	\$22.50	\$20.25	\$40.50
1	RKR4R ROCKER SWITCH	\$10.00	\$9.00	\$9.00
1	AG3011-77C DC TILT SWITCH	\$18.99	\$17.09	\$17.09
1	MAG MIC CLIPS	\$30.00	\$27.00	\$27.00
1	SETINA PUSH BUMPER INSTALLATION		\$125.00	\$125.00
1	HAVIS CONSOLE INSTALLATION		\$350.00	\$350.00
1	SIREN AND LIGHTING INSTALLATION		\$500.00	\$500.00

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CARMEL POLICE, TOWN OF
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 ROB BAGNAROL
 RB@CI.CARMEL.NY.US
 DURANGO PPV

1/2 cage

SINGLE PRISONER TRANSPORT

PH 845 628-1300
 FX 845 628-2597
 VN

		RS GREEN		
QTY		UNIT PRICE	NET PRICE	TOTAL
1	2019 DODGE DURANGO PURSUIT WDEE75	34,370.00	24,004.00	\$24,004.00
1	FACTORY TO DEALER DESTINATION CHARGE		1,395.00	\$1,395.00
1	SURCHARGE UPGADE TO PURSUIT RATED 2019 MODEL		3,800.00	\$3,800.00
1	EXTERIOR COLOR WHITE			
1	EZH-5.7 LITER V8 GAS ENGINE	2,995.00	2,695.50	\$2,695.50
1	ADL-SKID PLATE GROUP	295.00	265.50	\$265.50
1	7VS SINGLE PRISONER TRANSPORT EXPANDED METAL	1,039.00	935.10	\$935.10
1	LABOR TO INSTALL PARTITION		275.00	\$275.00
1	SETINA PB400 ALUMINUM PUSH BUMPER	389.00	350.10	\$350.10
1	LABOR TO INSTALL PUSH BUMPER		125.00	\$125.00
1	XT3 LAMPS RED/WHITE ON SIDE OF PUSH BUMPER	150.00	135.00	\$135.00
1	SETINA TPO PRISONER TRANSPORT SEAT	\$ 629.00	\$ 566.10	\$566.10
1	SETINA TPO DOOR PANEL	\$259.00	\$233.10	\$233.10
1	SETINA STEEL WINDOW BARRIERS	\$249.00	\$224.10	\$224.10
1	INSTALLATION OF PLASTIC SEAT		\$150.00	\$150.00
1	INSTALLATION OF WINDOW BARRIERS/DOOR PANELS REAR		\$150.00	\$150.00
1	ARIES REAR FLOOR LINER PLASTIC	\$175.00	\$157.50	\$157.50
1	12VS-REAR CARGO PARTITION(REQUIRED WITH PRISONER TRANS SEAT)	\$469.00	\$422.10	\$422.10
1	INSTALL REAR PARTITION		\$75.00	\$75.00
1	UNITY #335 @\$426.66 PLUS 189KIT BRACKET@\$50.58(LED)	477.24	429.52	\$429.52
1	MNSTAR TRS2-S HARNESS ASSY FOR ALL UPFIT APPLICATIO	1,630.00	1,467.00	\$1,467.00
2	CODE 3-C3100CH/U SPEAKER	273.80	246.42	\$492.84
1	SPEAKER INSTALLATION		75.00	\$75.00
1	BULLET LED LAMPS TAIL LAMPS/HEADLAMPS FOR WIG WAG	1,990.00	995.00	\$995.00
1	CODE3-HAVIS C-VS-1500-DUR(FOR DURANGO)	651.80	586.62	\$586.62
1	C-CUP2-1 CUPHOLDER FOR CONSOL	\$44.10	\$39.69	\$39.69
1	C-LP-3 LIGHTER OUTLET FOR CONSOLE	\$46.20	\$41.58	\$41.58
1	C-MCB MIC CLIP BRACKET	\$14.70	\$13.23	\$13.23
1	C-AP-0625 6" ACCESSORY POCKET	\$60.30	\$54.27	\$54.27
1	(2) CODE 3-XT602-RB XT6 SERIES REAR WINDOW	752.80	677.55	\$677.55
1	(2) CODE 3 TRX6 RW SIDE WINDOWS REAR QUARTER	\$752.80	\$677.55	\$677.55
1	CODE 3-Z3 SERIES(REMOTE) SIREN CONTROL	1,267.64	1,140.88	\$1,140.88
1	3450 BANSHEE RUMBLER SIREN	\$550.00	\$495.00	\$495.00
1	(2) TRX6-REAR UNDER HATCH, LED LAMPS W/ BRACKETS @	335.58	302.02	\$302.02
1	(2)HB6PAK-RW) FRONT FENDERS	454.48	409.03	\$409.03
1	(FOUR) XTP4RW LAMPS PUSH BUMPER SIDES AND FRONT @	671.16	604.04	\$604.04
1	HAVIS CONSOLE INSTALLATION		\$350.00	\$350.00

Work Session Agenda Item #6

From: [Cazzari, Mike](#)
To: [Pasquerello, Anne](#)
Cc: [Bierbaum, Rose](#); [Bagnarol, Robert](#)
Subject: 2019 Vehicle and Equipment purchase
Date: Wednesday, March 06, 2019 9:40:20 AM
Attachments: [2018 Durango quote.pdf](#)
[2019 Durango quote.pdf](#)
[2019 Dodge Charger quote.pdf](#)
[image001.png](#)

Anne,

For 2019 Dodge has offered optional improved suspension and handling in the Durango. This "pursuit rated" package has an additional price point of \$3,800 over our original quoted price. I believe that the better performance and safer handling vehicle make this a wise investment.

I have broken down the budget numbers and pricing here in this chart below. Since we are reusing the existing light bars, all the Dodge Chargers will cost us less than we had originally budgeted.

Minus the savings from the Dodge Chargers the upgrade to the two Durango's will only be an additional \$4,731.00.

There is the expected \$5,000 reimbursement from the car computer equipment grant that would cover most of this expense. If the Town Board approves this purchase we will submit a budget transfer of \$4,731 from the Equipment line 3120.27 to the Motor Vehicle line 3120.21.

I am requesting time at a work session to present this to the Town Board.

Thanks,

Mike

Chief Michael Cazzari
Town of Carmel Police Department
60 McAlpin Ave
Mahopac, NY 10541
phone (845) 628-1300 ext 107
fax (845) 628-2597

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 3/20/2018

rev-04/01/08

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 ROB BAGNAROL
 RB@CI.CARMEL.NY.US
 DURANGO SSV

PH 845 628-1300
 FX 845 628-2597
 VN

		RS GREEN		
QTY		UNIT PRICE	NET PRICE	TOTAL
1	2018 DODGE DURANGO SPECIAL SERVICE VEHICLE ALL WHEEL DR	34,345.00	23,986.55	\$23,986.55
1	FACTORY TO DEALER DESTINATION CHARGE		1,095.00	\$1,095.00
1		2,995.00	2,695.50	\$2,695.50
1	TBB-FULL SIZED SPARE TIRE	150.00	135.00	\$135.00
1	MNSTAR TRS2-S HARNESS ASSY FOR ALL UPFIT APPLICATIO	1,630.00	1,467.00	\$1,467.00
1	UNITY #335 @\$426.66 PLUS 189KIT BRACKET@\$50.58(LED)	477.24	429.52	\$429.52
1	CW6-DEACTIVATE REAR DOOR LOCKS AND WINDOWS-DEALER	75.00	67.50	\$67.50
1	CODE 3-C3100CH/U SPEAKER	273.80	246.42	\$246.42
1	SPEAKER INSTALLATION		75.00	\$75.00
1	BULLET LED LAMPS TAIL LAMPS/HEADLAMPS FOR WIG WAG	1,990.00	995.00	\$995.00
1	SETINA MODEL 14 REAR COMPARTMENT COATED SCRATCH RESISTANT P	429.00	386.10	\$386.10
1	CODE3-HAVIS C-VS-1500-DUR(FOR DURANGO)	651.80	586.62	\$586.62
1	C-CUP2-1 CUPHOLDER FOR CONSOL	\$44.10	\$39.69	\$39.69
1	C-LP-3 LIGHTER OUTLET FOR CONSOLE	\$46.20	\$41.58	\$41.58
2	C-MCB MIC CLIP BRACKET	\$14.70	\$13.23	\$26.46
1	C-AP-0625 6" ACCESSORY POCKET	\$60.30	\$54.27	\$54.27
1	SETINA QK0634CGR11 FULL REPLACEMENT SEAT WITH CENTER	\$809.00	\$728.10	\$728.10
1	QK0491CGR11 FLOOR PAN	\$209.00	\$188.10	\$188.10
1	WK0513CGR11 WINDOW BARRIERS	\$209.00	\$188.10	\$188.10
1	PK1130 CGR11SCA 10XL COATED POLY PARTITION	\$819.00	\$737.10	\$737.10
1	CCSRN3 WHELEN SAPPHIRE WIREN SYSTEM	\$1,396.00	\$1,256.40	\$1,256.40
1	STPKT82 STRAP KIT	\$95.00	\$85.50	\$85.50
2	FSM-180-RW FUSION SURFACE MOUNTED RED/WHTE	\$149.99	\$134.99	\$269.98
1	FN-0416D FUSION RED/WHITE STICK	\$318.40	\$286.56	\$286.56
1	FN-0416 FUSION 400 SERIES LIGHT STICK	\$318.40	\$286.56	\$286.56
3	FUSION FN-4016 L-BRACKET	\$18.99	\$17.09	\$51.27
2	LINSV2R V-SERIEWS RED/UNDER SURFACE LAMPS	\$245.00	\$220.50	\$441.00
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SINGLE PRISONER TRANSPORT

1/2 cage

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1	SPEAKER INSTALLATION		75.00	\$75.00
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1	(2) CODE 3 TRX6 RW SIDE WINDOWS REAR QUARTER	\$752.80	\$677.55	\$677.55
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1	3450 BANSHEE RUMBLER SIREN	\$550.00	\$495.00	\$495.00
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1	FN-0416D FUSION RED/WHITE STICK	\$318.40	\$286.56	\$286.56
1	FN-0416 FUSION 400 SERIES LIGHT STICK	\$318.40	\$286.56	\$286.56
3	FUSION FN-4016 L-BRACKET	\$18.99	\$17.09	\$51.27
2	LINSV2R V-SERIEWS RED/UNDER SURFACE LAMPS	\$245.00	\$220.50	\$441.00
1	LSVBKT35 WHELEN UNDER MIRROR MOUNT KIT	\$24.50	\$22.05	\$22.05
1	BK0532CGR15 PB400 PUSH BUMPER	\$329.00	\$296.10	\$296.10
1	WHELEN LINZ6B SUPER LED LIGHT HEAD BLUE	\$156.00	\$140.40	\$140.40
1	LINZ6R RED LINZ6 LAMP	\$156.00	\$140.40	\$140.40
2	L6BKT2 LINZ BRACKETS	\$22.50	\$20.25	\$40.50
1	RKR4R ROCKER SWITCH	\$10.00	\$9.00	\$9.00
1	AG3011-77C DC TILT SWITCH	\$18.99	\$17.09	\$17.09
1	MAG MIC CLIPS	\$30.00	\$27.00	\$27.00
1	SETINA PUSH BUMPER INSTALLATION		\$125.00	\$125.00
1	HAVIS CONSOLE INSTALLATION		\$350.00	\$350.00
1	SIREN AND LIGHTING INSTALLATION		\$500.00	\$500.00

Michael Cazzari
Chief of Police

TOWN OF CARMEL
POLICE DEPARTMENT
60 McAlpin Avenue
Mahopac, New York 10541

(845) 628-1300
Fax (845) 628-2597
www.carmelny.org/police

Work Session Agenda Item #7

MEMORANDUM

To: Town Board, Town of Carmel

From: Chief Michael Cazzari

Date: March 5, 2019

Ref: Panasonic Toughbook Purchase

I am requesting authorization for the purchase and installation of (4) four new Panasonic Toughbook CF-54 car computers, docking stations, sierra modems and accessories.

Attached is a quote from Island Tech Services, PO Box 88, Brookhaven, New York under NYS State contract pricing in the amount of **\$26,030.00**. This quote covers the purchase and installation of the mobile data terminal plus accessories for the (4) four 2019 Dodge Police vehicles.

We will be utilizing this purchase order in our submission for reimbursement of the previously Town Board approved equipment grant of \$5,000.

Thank you for your consideration.



MDT_CF54_Q4

Quote #ITS035392NY
v1



Prepared by:

Ronkonkoma Office

Robert Gronenthal
980 S 2nd Street
Ronkonkoma, NY 11779

P: 631.447.2442 x236
E:
Robert@islandtechservices.com

Bill to:

Carmel Police Department

Mike Cazzari
60 McAlpin Avenue
Mahopac, NY 10541

P: (845) 628-1305
E: msc@ci.carmel.ny.us

Ship to:

Carmel Police Department

Mike Cazzari
60 McAlpin Avenue
Mahopac, NY 10541

P: (845) 628-1305
E: msc@ci.carmel.ny.us

Date Issued:

03.05.2019

Expires:

06.03.2019

Contract #:

PT67052 - PM68148

Products	Price	Qty	Ext. Price
** TOUGHBOOK **			
CF-54J2-04VM TOUGHBOOK CF-54 Win10 Pro, Intel Core i5-7300U 2.60GHz, vPro 14.0" FHD, Gloved Multi Touch, 256GB SSD, 8GB Intel WiFi a/b/g/n/ac, TPM 2.0, Bluetooth, 4G LTE Emissive Backlit Keyboard, No DVD Drive, Webcam Protection Plus Warranty - Laptop (Years 1, 2 &3), Toughbook No return of defective drive (Years 1,2 & 3)	\$2,800.00	4	\$11,200.00
** MOUNTING **			
DS-PAN-422 Havis-Docking Station with Power Supply for Panasonic's Toughbook 54 Rugged Laptop	\$795.00	4	\$3,180.00
C-MD-112 Havis-Tilt/swivel slide motion adapter	\$230.00	4	\$920.00
C-HDM-214 Havis-8.5" Heavy Duty Telescoping Pole, side mount	\$88.00	4	\$352.00
CG-X Havis-Chargeguard-select	\$69.00	4	\$276.00
PJKIT-UVHR Universal Headrest Mount for PJ7	\$375.00	4	\$1,500.00
** MODEM **			
1102360 Sierra Wireless - GX450 - DC;WIFI - LTE/EVDO/HSPA+ - VERIZON - 3 Yr Warranty	\$719.00	4	\$2,876.00
AP-CCWG-Q-S2222-RP3-BL AP-MultiMax-MIMO	\$175.00	4	\$700.00
15212 25FT CAT5E SNAGLESS ETHERNET CABLE-BLUE	\$5.00	4	\$20.00
** TRACS Printer & Scanner **			
PJ723 Brother PocketJet PJ723 Direct Thermal Printer	\$335.00	4	\$1,340.00
LB3602 Brother USB Cable - USB - 6ft	\$9.00	4	\$36.00
LB3692 Brother POCKETJET CAR ADAPTER - WIRED - 14 FOOT	\$19.50	4	\$78.00
4910LR-152-LTRK L-Tron 4910LR Microphone Style Driver License Reader Kit	\$338.00	4	\$1,352.00
** Installation **			
Vehicle-MDT-Install Installation Of Vehicle Mounted Equipment - Onsite Installation at Customer Site - Customer must provide garage or covered location - Installation includes wiring and labor - Installation based on manufacturers install guide	\$550.00	4	\$2,200.00
Subtotal:			\$26,030.00



Quote Summary		Amount
Products		\$26,030.00
	Total:	\$26,030.00

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

Acceptance	
Ronkonkoma Office	Carmel Police Department
	
Robert Gronenthal	Mike Cazzari
Signature / Name	Signature / Name Initials
03/05/2019	1/1/0001 12:00:00 AM
Date	Date



980 S 2nd St, Ronkonkoma, NY 11779
Phone (631) 447-2442 * Fax (631) 447-2514

NEW CUSTOMER SETUP FORM

COMPANY NAME _____

SHIPPING ADDRESS

BILLING ADDRESS

WEBSITE _____

FEDERAL TAX ID# _____

TAX EXEMPT STATUS **TAXED** **TAX EXEMPT**

Please include your tax-exempt certificate if you are Tax Exempt

MAIN CONTACT INFORMATION

ACCOUNTING CONTACT

NAME _____

NAME _____

PHONE _____

PHONE _____

FAX _____

FAX _____

EMAIL _____

EMAIL _____

PREFERRED METHOD OF BILLING (Please indicate one of the following):

FAX _____ **EMAIL** _____ **MAIL TO BILLING ADDRESS**

Please fax or email this completed form to Elizabeth Harrow: eharrow@itsg.us.com

Fax number: 631-447-2514

Thank you in Advance for your cooperation
Island Tech Services LLC

CRAIG PAEPRER
Chairman

ANTHONY GIANNICO
Vice Chairman

BOARD MEMBERS

DAVE FURFARO
CARL STONE
KIM KUGLER
RAYMOND COTE
ADAM BASULJEVIC

TOWN OF CARMEL
PLANNING BOARD



60 McAlpin Avenue
Mahopac, New York 10541
Tel. (845) 628-1500 – Ext.190
www.ci.carmel.ny.us

MICHAEL CARNAZZA
*Director of Code
Enforcement*

RICHARD FRANZETTI, P.E.
Town Engineer

PATRICK CLEARY,
AICP, CEP, PP, LEED AP
Town Planner

MEMORANDUM

To: Town Board

From: Rose Trombetta

Date: March 6, 2019

Subject: **Bond Reduction** – RPK Precision Homes, Inc. – TM – 55.14-1-5.1, etc.
– Bond Register #656

On February 27, 2019 the Planning Board passed a motion recommending a bond reduction for the above captioned property.

Attached is a fully executed bond application form and Town Engineer, Richard Franzetti's memo dated November 14, 2018.



Planning Board

Town of Carmel - Town Hall
Mahopac, New York 10541



Subdivision - Site Plan Bond Application

Bond Amount \$773,000.00
Inspection Fee N/A

Bond Register No 656
Tax Map # 55.14-1-5.1, etc.
Filing Date 02/27/19

The undersigned hereby files a bond pursuant to the regulations of the Town of Carmel in the amount of \$773,000.00. Said bond was fixed by Resolution of the Planning Board/Environmental Conservation Board on (date) 12/14/11 for the construction and completion of improvements described on a map on file with the Planning Board.

Applicant's Name: RPK Precision Homes, Inc. c/o Panny & King
Applicant's Address: 41 Kaitlin Drive, Mahopac, NY 10541
Applicant's Telephone Number: 914-490-4493 Email: rpanny25@hotmail.com
Map Entitled: RPK Precision Homes Property Address: Seminary Hill Road & Mechanic St Last Revised 01/23/13

Applicant's Signature
Town Engineer's Signature

Bonding Company Mahopac National Bank Bond # 5300001611 - Letter of Credit Bond Expires 06/24/17

The above application is in order and is approved this 6 day of March 20 19.

By [Signature] Chairman, Planning Board
By [Signature] Chairman, Environmental Conservation Board

Application for Bond Return

Bond Reduction XXXX

The undersigned hereby applies for bond return/reduction heretofore filed in accordance with the Town of Carmel regulations and hereby affirms that he has completed the required improvements in accordance with the specifications applicable hereto for bond return/reduction.

Date 3/5/19 Applicant's Signature [Signature]

I inspected the improvements on the above captioned site during construction and after completion and hereby authorize the bond filed by Mahopac National Bank to be reduced to \$200,000.00.

Date 3/6/19 Town Engineer's Signature [Signature]

OR

I have inspected the above mentioned improvements and find same to meet the applicable specifications and hereby recommend that the applicant be completely released from the obligation of said bond.

Date Town Engineer's Signature
Date Planning Board Chairman
Date Environmental Conservation Board Chairman

Approved by the Town Board at a meeting on

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 Planning Board
From: Richard J. Franzetti P.E. Town Engineer 
Date: November 14, 2018
Re: RPK Precision Homes Tax Map #55.14-1-5 and 55.10-1,23,24,25

In response to a request by the above applicant, a representative of the Engineering Department performed a field inspection of the referenced property on February 5, 2019 (along with numerous field inspections during construction) to evaluate the current status of the site construction, for the purpose of determining whether a bond reduction was warranted. The results of our investigation are presented below.

The original bond amount posted, which is currently being held, is \$773,000.00. The applicant has provided the attached breakdown of items completed and items that remain outstanding. The work remaining totals \$200,000.00 and this Department has no objection to the breakdown submitted.

As you are aware the policy of the Board is to not entertain a bond reduction below 20% of the original Bond amount. The amount remaining is 26% of the original bond.

We therefore recommend a bond reduction of \$553,000.00, leaving a balance of \$200,000 (26%).

Tel: (845) 628-1500 Fax: (845) 628-7085 email rjf@ci.carmel.ny.us

G:\Engineering\Planning Board\55.14-1-5 and 55.10-1,23,24,25 RPK Homes\Bond Reduction\02-05-2019 RPK Precision Homes Tax Map #55.14-1-5 and 55.10-1,23,24,25. BOND Red.doc

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 Simone, Superintendent of Highways

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

Date: March 07, 2019

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 \$16,533.72 for the O&M performed in 2018. Per the attached, there are sufficient funds, under the Town Board Consulting Services line in the budget to pay for this invoice.

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

- The five (5) year phosphorus reduction goal for the entire EOHWC is 459.5 kg,
- The Town's portion for Years one (1) through five (5) is 72 kg (~16% of the total EOHWC goal).
- There have been 13 SRPs installed in the Town with a total phosphorus reduction of 28.6 kg (~40% 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. _____

Moved by: _____

Date: _____, 2015

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 inventory¹, provide for inspections and ensure the maintenance of all stormwater practices within their jurisdiction². 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

¹Part 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."

²Part 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 procedures³, 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.

³Part IX.A.6



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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



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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**

PO Box 176
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TABLE 1

Municipality	5-Year Phosphorus Reduction (kg)	Percent Contribution
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)
Total	459.5	\$ 243,390	\$ 243,390	

**RESOLUTION ADOPTING OPERATIONS AND MAINTENANCE
POLICY FOR EAST OF HUDSON WATERSHED CORPORATION**

WHEREAS, the The Town of Carmel 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 of Carmel as it assures continued compliance by the Town of Carmel with the MS4 Permit;

NOW THEREFORE BE IT RESOLVED by that the Town Board of the Town of Carmel and the Town of Carmel hereby accepts and agrees to the terms and conditions of the EOHWC O&M Policy; and

BE IT FURTHER RESOLVED that the Town Board of the Town of Carmel hereby authorizes Town Supervisor Kenneth Schmitt to take whatever other actions are required to implement this resolution.

Resolution

Offered by: Councilman Lombardi


Seconded by: Councilman Lupinacci

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

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I, Phyllis Bourges, Deputy Town Clerk of the Town of Carmel, Putnam County, New York, do hereby certify that the foregoing resolution is a true and exact copy of the original on file in my office which was adopted by the Town Board of said Town at a duly called and held meeting on the 17th day of February, 2016; and of the whole thereof.

Dated: February 18, 2016



Phyllis Bourges, Deputy Town Clerk

From: [Maxwell, Mary Ann](#)
To: [Franzetti, Richard](#)
Cc: [Esteves, Donna](#)
Subject: RE: 03-05-19 FW East Of Hudson Watershed Corporation O&M Invoice for 2018
Date: Thursday, March 07, 2019 9:20:58 AM

In the 2019 budget there is \$25,000 available in the Town Board Consulting Services line which is where this expense has been charged in the past.

Mary Ann Maxwell
Town Comptroller
Town of Carmel
(845) 628-1500 ext 175
Fax (845) 628-7085
mam@ci.carmel.ny.us

From: Franzetti, Richard
Sent: Tuesday, March 05, 2019 4:03 PM
To: Maxwell, Mary Ann
Cc: Esteves, Donna
Subject: 03-05-19 FW East Of Hudson Watershed Corporation O&M Invoice for 2018

Mary Ann

Please see the attached. Do we have sufficient funds to pay this invoice, in the amount of \$16,533.72 to the EOHWC?

Thanks

Richard J. Franzetti. P.E, BCEE
Town Engineer
60 McAlpin Avenue
Mahopac, New York 10541
Phone - (845) 628-1500 ext 181
Fax – (845) 628-7085
Cell – (914) 843-4704
rjf@ci.carmel.ny.us

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Richard J. Franzetti, P.E.
Town Engineer

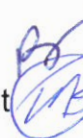


(845) 628-1500
(845) 628-2087
Fax (845) 628-7085

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

MEMORANDUM

To: Carmel Town Board

From: Richard J. Franzetti P.E. Town Engineer
Michael Simone, Highway Superintendent 

Date: October 4, 2018

Re: Evaluation of Easement area "B" Waring Drive

PURPOSE

Recently the owner of 33 Waring Drive (TM# 44.14-1-90) applied for a building permit to construct a pool on the property. The application was forwarded to the Engineering Department and the applicant was advised that the permit could not be granted as the pool is sited over a Town of Carmel Drainage Easement. The applicant requested relief from the easement, from the Carmel Town Board. This Department was tasked with investigating if abandonment of the easement is warranted.

DISCUSSION

Easement "B" is shown of the attached Exhibit "A" which is a portion of Filed Map # 2934A "Michaels Glenn Subdivision" The easement transects lot 5 which is the subject parcel. The easement crosses over lots 6 and 7 and terminates in lot 8. The Schedule of Easements indicates that the easement is in favor of the Town of Carmel and that the purpose of the Easement is "swale Maintenance (See attached exhibit "B" portion of filed Map #2934A).

A. Existing Conditions

Based upon our observations, no swale exists in the easement. There is a depression at the edge of the road with an end section that connects to an 18" HDPE pipe (see attached photos as Exhibit "C"). The extent to which this depressed area **does not** collect any water is evidenced by the fact that the property owner has actually installed plantings and mulch in the area.

In order to provide complete observations, this department conducted a wet weather field inspection of the subject location on July 25, 2018 after 3 straight days of rain. No water was observed in the depressed area (See attached Exhibit "D").

B. Potential Future use of the Easement Area.

Four properties lie topographically above the subject easement as shown on Exhibit "E". Each of these properties is evaluated below as to any potential future use or impact to easement "B".

1. Lot 24 of Michael's Glen Subdivision- TM# 44.14-1-108- This property is restricted by virtue of filed map # 2934 to remain "Open Space". Therefore no development is possible and no future use of easement "B" is possible.
2. Woodland Trail Condominiums- This property is fully developed; therefore there is no future impact on easement "B".
3. Hillcrest Common Development – Lot E-2.2. TM# 44.10-2-4.2 -This property is currently before the Town of Carmel Planning Board for re-grant of final approval. Storm water from the Detention pond for this project will be discharged to an existing stone swale to the north of the existing emergency access road. From there, the water will pass under the access road via culvert and enter into another existing stone swale. The swale terminates with a level spreader which discharges into a natural stream that eventually flows under Waring Drive at the intersection of Fair Street and ultimately ends up in St. Michael's Brook. See attached Exhibit "F" and photos as Exhibit "G". The development of Lot E-2.2 will have no impact on Easement "B".
4. Shop Rite Property- Tm#44.9-1-9- This property is fully developed, therefore, there is no future impact on Easement "B"

C. Prior regulatory approvals

The Michael's Glen Subdivision was approved by the Town of Carmel Planning Board, on April 23, 2003. As part of the approval process Storm water Pollution Prevention Plan was developed and ultimately approved by the Planning Board and NYCDEP. The SWPPP was provided to this department by the Design Engineer for the project Peder Scott, P.E.. We have reviewed the SWPPP and find no discussion regarding any swale in Easement "B". We therefore conclude that the existence or nonexistence of the swale in Easement "B" was not a material consideration in approving the SWPPP or the Subdivision.

CONCLUSION

Based upon this Departments investigation, Easement "B" currently serves no present or future purpose to the Town of Carmel. We therefore conclude that abandonment of the easement will have no impact.

From: Droese, Glenn <gad@ci.carmel.ny.us>

Sent: Tuesday, January 22, 2019 4:30 PM

To: Gregory Folchetti

Cc: Franzetti, Richard <rjf@ci.carmel.ny.us>; Vara, Rob <rjv2@ci.carmel.ny.us>;

Schmitt, Kenneth <ks@ci.carmel.ny.us>

Subject: RE: 10-16-18 - 34 waring drive easement

The benefit of removing the easement for the ability to build a structure such as a pool indicates that it is worth something to the current property owner but there is no current sale information available to support what the value would be. In my professional opinion it is worth \$1000 or less.

Let me know if there are any questions or if anything else is needed.

Regards,

Glenn A. Droese
Assessor
Town of Carmel
60 McAlpin Ave.
Mahopac, NY 10541
Phone: (845) -628-1500

Jan 25, 2019, at 9:04 AM, Nicholas Pelillo wrote:

Mr. Folchetti,

Yes, please proceed with including us on an upcoming voting meeting agenda.

-Nick

Mr. Pelillo:

The process would involve the Town Board considering a resolution quitclaiming and relinquishing the easement interests in your favor. The resolution, if passed by a majority of the Board, would authorize the Town Supervisor to execute the transfer documents (Deed, Form TP584 and Form ORPTS 5217) which are required for the conveyance of the easement to be recorded in the office of the Putnam County Clerk. Such authorization would be subject to receipt of certified or cashier's check payable to the Town of Carmel and the acceptance of all costs of recording. FYI \$300 recording is an estimate -- you will have to verify with the County Clerk's Office as to the final number. Resolution will be technically subject to permissive referendum under Town Law Section 64(2) so, if it is passed, it will likely be just over one month subsequent to passage of the resolution before the Supervisor can sign the documents.

As for the \$1,000 cost for the interests, what I informed you is that I expected it to be a relatively nominal fee but that ultimately the valuation would be determined by the Town Assessor. As the Assessor has indicated that the maximum value is \$1,000 the Town is obligated to convey the interest at that number.

If the foregoing is acceptable, I will notify the Town Board that you wish to proceed and the item will be put on a voting meeting agenda likely sometime in February.

Thanks.

Greg

Gregory L. Folchetti
Costello & Folchetti, LLP