

KENNETH SCHMITT
Town Supervisor

TOWN OF CARMEL
TOWN HALL

ANN SPOFFORD
Town Clerk

SUZANNE MC DONOUGH
Town Councilwoman
Deputy Supervisor

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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 VOTING MEETING/ WORK SESSION
Wednesday, August 22, 2018 7:00pm

Pledge of Allegiance – Moment of Silence

Voting Meeting:

1. Consider Resolution Consenting to Dedication of Grand Meadow Drive and Noble Court as Town Highways
2. Consider Making Permanent Appointment of Full-Time Property Compliance Officer in the Building Department
- Public Comment (Three (3) Minutes on Agenda Items Only)
- Town Board Member Comments

Town Board Work Session:

- Review of Town Board Minutes, July 18, August 1, 8, and 15, 2018
- 1. Councilwoman Suzi McDonough –Consider RFQ's - Consulting Firm for the Review and Preparation - Town of Carmel Comprehensive Master Plan and Revisions to the Town of Carmel Zoning Code
- 2. Councilman Jonathan Schneider - Consider Year End 2017 LOSAP Annual Reports for Carmel Fire Protection Districts #'s 1 and 2
- 3. Kristin McDonnell, Executive Director of Prevention Council of Putnam County – Consider Request for Permanent Waiver of Fire Inspection Fee- Inspiring Carmel, Inc. – 67 Gleneida Avenue, Carmel, NY
- 4. Michael Simone, Highway Superintendent – Consider Request to Authorize Refund of Snow Bond – Kirkwood Subdivision (\$3,300)
- 5. Michael Carnazza, Building & Codes Enforcer – Consider Request to Advertise for Bids for Maintenance Clean Up of Various Properties
- 6. Richard Franzetti, PE, Town Engineer – Consider Request to Authorize Payment for Repairs to Various Town Water Districts, CWD #s 2, 9 and 12
- 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

Executive Session:

1. Personnel/Contractual

RESOLUTION #1

RESOLUTION CONSENTING TO THE DEDICATION OF GRAND MEADOW DRIVE AND NOBLE COURT AS TOWN HIGHWAYS

WHEREAS an application to dedicate Grand Meadow Drive and Noble Court in the Baldwin Meadows Subdivision to the Town of Carmel has been filed by MJD Contracting Corp., and

WHEREAS the Town Highway Superintendent and the Town Engineer have recommended that the referenced roads be accepted for dedication,

NOW, THEREFORE, BE IT RESOLVED, in accordance with the provisions of Section 171 of the Highway Law of the State of New York, that the Town Board of the Town of Carmel hereby consents to the dedication of Grand Meadow Drive and Noble Court in the Baldwin Meadows Subdivision and hereby authorizes the Town Highway Superintendent to sign Orders Laying Out said Grand Meadow Drive and Noble Court as Town Highways upon receipt of all remaining documentation required in connection with said dedication have been received in form acceptable to Town Counsel and approved; and

BE IT FURTHER RESOLVED that the Town Board members are hereby authorized to execute a consent of the Town Board in connection with the aforesaid dedication; and

BE IT FURTHER RESOLVED that, upon the recommendation of the Highway Superintendent and the Town Engineer, the posting of a maintenance bond for said road is hereby waived since the top course of pavement on each of the referenced roads has been in place for over one year.

Resolution

Offered by: _____

Seconded by: _____

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

RESOLUTION #2

RESOLUTION MAKING PERMANENT APPOINTMENT OF FULL-TIME PROPERTY COMPLIANCE OFFICER IN THE BUILDING DEPARTMENT

RESOLVED, that the Town Board of the Town of Carmel ("Town") hereby appoints Denis Marousek, formerly employed by the Town on a part-time basis as Property Compliance Officer, as full-time permanent Property Compliance Officer, effective August 24, 2018. As full-time Property Compliance Officer, Mr. Marousek shall be placed at Group 7, Step 4 of the salary schedule at Appendix "E" of the Collective Bargaining Agreement between the Town of Carmel and the Civil Service Employees Association, Inc., Local 1000, AFSCME, Town of Carmel Unit, Putnam County, Local 840. As such, Mr. Marousek's annual salary shall be \$62,413.94, which amount will be subject to change by successor collective bargaining agreements.

Resolution

Offered by: _____

Seconded by: _____

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

From: [Maxwell, Mary Ann](#)
To: [Pasquerello, Anne](#)
Cc: jon@sfgtaxes.com
Subject: W/S 8/22/18
Date: Thursday, August 16, 2018 10:01:17 AM
Attachments: [CFPD 1 and 2 LOSAP Commentary.pdf](#)
[CFPD 1 and 2 LOSAP Summary.pdf](#)

Anne...please add to work session next week.

- Consider Year End 2017 LOSAP Annual Reports for Carmel Fire Protection Districts #'s 1 and 2 (I will bring down folders)

Councilman Jonathan Schneider will be presenting this agenda item at the Work Session.

Thank you!

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

TOWN OF CARMEL SERVICE AWARD PROGRAMS

JANUARY 1, 2018 SPECIAL COMMENTARY

The calculated contributions due in 2018 and 2019 for the Town of Carmel Fire Protection Districts (FPD) Service Award Programs are as follows:

<u>Program</u>	<u>2018 Calculated Contribution</u>	<u>2019 Calculated Contribution</u>
Carmel FPD No. 1	\$191,357	\$175,669
Carmel FPD No. 2	\$181,473	\$179,106

We understand that the Town has budgeted \$260,000 and ^{275,000}~~\$225,000~~ in 2018 for Fire Protection District No. 1 and No. 2, respectively. By continuing to contribute an amount that is in excess of the calculated program contribution, the Town will help accelerate the program's funding progress and reduce future calculated contributions. Penflex continues to recommend that the Town contribute the full amount budgeted for each Program. For more details regarding the change in contributions for each specific program, as well as a five-year projection of required contributions, please refer to the Special Commentary and Exhibit VIII of each Annual Report.

The chart below details the funded ratio of each program. In calculating the annual cost of the program, the goal is to approach a 100% funded ratio over time. The Trust Fund's favorable investment experience in 2017 and the Town's excess contribution helped increase the funded ratio of each program. As the Town continues to make the annually-calculated program contributions, we expect the funded ratio to gradually increase toward 100%. We will continue to monitor the program's funding progress.

<u>Program</u>	<u>Program Assets</u>	<u>Present Value of Accrued Benefits (PVAB)</u>	<u>Funded Ratio (Assets ÷ PVAB)</u>
Carmel FPD No. 1	\$2,395,786	\$2,942,551	81%
Carmel FPD No. 2	\$3,046,529	\$3,462,057	88%

The Trust Fund investments earned 10.70% in 2017, compared to the 5.50% rate of return assumption used to value the plan liabilities. The five-year annualized rate of return on Trust Fund investments is 2.36%, which still lags behind the rate of return assumption. Note that 2017 reflects the first full year of performance of Trust assets under the management of Glens Falls National Bank. The favorable investment performance in 2017 had the effect of keeping the contribution requirement lower than what it would otherwise have been while also reducing the Program's unfunded liability. The three-year asset smoothing method defers some of this investment gain over the next two years, helping to reduce volatility in current and future contribution requirements.

Section 457(e)(11) of the Internal Revenue Code was amended effective January 1, 2018. The effect of the amendment is to increase the limitation on the annual accrual for service award programs from \$3,000 to \$6,000 and to clarify the method to test for program compliance with the Code. More information is available on our website.

**TOWN OF CARMEL
CARMEL FIRE PROTECTION DISTRICT NO. 1
SERVICE AWARD PROGRAM**

JANUARY 1, 2018 SPECIAL COMMENTARY

Page 1 of 2

2018 REQUIRED CONTRIBUTION

As reported in the January 1, 2017 Annual Report, the program contribution to be made to the Trust Fund in 2018 is \$191,357. However, we suggest contributing the full amount budgeted in 2018 of \$260,000.

2019 REQUIRED CONTRIBUTION

The program contribution to be made to the Trust Fund in 2019 has been calculated to be \$175,669.

The Town made an excess contribution in 2017 – the program contribution due was \$197,143 and the Town contributed \$210,000.

INVESTMENT RETURN, FUNDED RATIO & FUTURE CONTRIBUTIONS

The Trust Fund investments earned 10.70% in 2017, compared to the 5.50% rate of return assumption used to value the plan liabilities. The five-year annualized rate of return on Trust Fund investments is 2.36%, which still lags behind the rate of return assumption. Note that 2017 reflects the first full year of performance of Trust assets under the management of Glens Falls National Bank. The favorable investment performance in 2017 had the effect of keeping the contribution requirement lower than what it would otherwise have been while also reducing the Program's unfunded liability. The three-year asset smoothing method defers some of this investment gain over the next two years, helping to reduce volatility in current and future contribution requirements.

We understand that the Town budgeted \$260,000 for the contribution in 2018. By continuing to contribute an amount that is in excess of the calculated program contribution, the Town will help accelerate the program's funding progress and reduce future calculated contributions.

The funded ratio is 81% as of January 1, 2018, compared to 75% as of January 1, 2017. The Trust Fund's favorable investment experience in 2017 and the Town's excess contribution helped increase in the funded ratio. As the Town continues to make the annually-calculated program contributions, we expect the funded ratio to gradually increase toward 100%.

The amortization schedule established for the January 1, 2016 unfunded program liability remains in place and is included as part of the calculated contribution with 13 years remaining in the original 15-year schedule. However, if the Town continues to make excess contributions and the funded ratio continues to improve more rapidly than expected this separate amortization schedule will likely be eliminated in the next year or two. The total unfunded liability for the program is \$546,765 as of January 1, 2018.

**TOWN OF CARMEL
CARMEL FIRE PROTECTION DISTRICT NO. 1
SERVICE AWARD PROGRAM**

JANUARY 1, 2018 SPECIAL COMMENTARY

Page 2 of 2

PARTICIPATION NOTES

Participants Scott Harkins, Thomas Stasiak, and Allan Whitney III reached the Entitlement Age during 2017 and became entitled to start collecting their accrued monthly service awards. In addition, John Tarr earned his first year of service credit in 2017 and was already over the Entitlement Age. Therefore, he became immediately vested and eligible to start collecting effective January 1, 2018.

Penflex has yet to receive completed *Payment Commencement Forms* for several individuals. These members are entitled to payment from the program but have yet to file the necessary paperwork: James Peterson (12/1/2014), Keith McCarthy (11/1/2015), Chip Arnold (9/1/2016), Charles Liggio Jr. (10/1/2016), Scott Harkins (9/1/2017), John Tarr (1/1/2018), and Ralph Harkins (4/1/2018). The payments owed to these participants as of December 31, 2017 are being held as a payable from the net program assets.

Non-vested participants Charles Brower and Brandon Costello are no longer active members of the Fire Department. Consequently, their accrued service award and service credit have been completely and permanently forfeited as of December 31, 2017.

INTERNAL REVENUE CODE COMPLIANCE CONCERN

Section 457(e)(11) of the Internal Revenue Code was amended effective January 1, 2018. The effect of the amendment is to increase the limitation on the annual accrual for service award programs from \$3,000 to \$6,000 and to clarify the method to test for program compliance with the Code. These changes served to address the concerns raised in last year's commentary. More information is available on our website.

**Carmel Fire Protection District No. 1 Service Award Program
1/1/2018 FACT SHEET**

Schedule of Funding Progress

<u>Actuarial Valuation Date</u>	<u>Net Program Assets (A)</u>	<u>Actuarial Accrued Liability (B)</u>	<u>Unfunded Liability (B) - (A)</u>	<u>Funded Ratio (A) ÷ (B)</u>
1/1/2014	\$2,008,209	\$2,226,839	\$218,630	90%
1/1/2015	\$2,030,820	\$2,309,276	\$278,456	88%
1/1/2016 *	\$1,993,959	\$2,598,797	\$604,838	77%
1/1/2017 **	\$2,111,081	\$2,830,534	\$719,453	75%
1/1/2018	\$2,395,786	\$2,942,551	\$546,765	81%

Comparison of Costs

<u>Actuarial Valuation Date</u>	<u>Calculated Contribution (C)</u>	<u>Sponsor Contribution (D)</u>	<u>Excess/(Deficit) Contribution (D) - (C)</u>	<u>Date(s) of Contribution</u>
1/1/2014	\$142,515	\$175,000	\$32,485	9/3/2015
1/1/2015	\$158,021	\$175,000	\$16,979	8/18/2016
1/1/2016 *	\$197,143	\$210,000	\$12,857	9/18/2017
1/1/2017 **	\$191,357	To be determined	To be determined	Due in 2018
1/1/2018	\$175,669	To be determined	To be determined	Due in 2019

Investment Rate of Return

2013: 1.90%	2014: 0.17%	2015: -4.44%	2016: 4.06%	2017: 10.70%
5-year Average Rate of Return: 2.36%				

Program Participation Breakdown

	<u>As of 1/1/2017</u>	<u>As of 1/1/2018</u>
Entitled participants (post-EA)	37	41
Active participants (pre-EA)	67	59
Inactive participants (pre-EA)	13	18
Terminated vested participants (pre-EA)	24	24
Total	141	142
Pre-EA participants earning service credit	47	44
Post-EA participants earning service credit	16	16
Total	63	60
Non-vested terminations	5	2
Volunteers not participating in Program	4	3

* The assumed rate of investment return was lowered from 6.00% to 5.50%.

** The mortality rates were changed to the RP2014 Male Mortality Table.

**TOWN OF CARMEL
CARMEL FIRE PROTECTION DISTRICT NO. 2
SERVICE AWARD PROGRAM**

JANUARY 1, 2018 SPECIAL COMMENTARY

Page 1 of 2

2018 REQUIRED CONTRIBUTION

As reported in the January 1, 2017 Annual Report, the program contribution to be made to the Trust Fund in 2018 is \$181,473. However, we suggest contributing the full amount budgeted in 2018 of \$275,000.

2019 REQUIRED CONTRIBUTION

The program contribution to be made to the Trust Fund in 2019 has been calculated to be \$179,106.

The Town made an excess contribution in 2017 – the program contribution due was \$211,812 and the Town contributed \$225,000.

INVESTMENT RETURN, FUNDED RATIO & FUTURE CONTRIBUTIONS

The Trust Fund investments earned 10.70% in 2017, compared to the 5.50% rate of return assumption used to value the plan liabilities. The five-year annualized rate of return on Trust Fund investments is 2.36%, which still lags behind the rate of return assumption. Note that 2017 reflects the first full year of performance of Trust assets under the management of Glens Falls National Bank. The favorable investment performance in 2017 had the effect of keeping the contribution requirement lower than what it would otherwise have been while also reducing the Program's unfunded liability. The three-year asset smoothing method defers some of this investment gain over the next two years, helping to reduce volatility in current and future contribution requirements.

We understand that the Town budgeted \$275,000 for the contribution in 2018. By continuing to contribute an amount that is in excess of the calculated program contribution, the Town will help accelerate the program's funding progress and reduce future calculated contributions.

The funded ratio is 88% as of January 1, 2018, compared to 81% as of January 1, 2017. The Trust Fund's favorable investment experience in 2017 and the Town's excess contribution helped increase in the funded ratio. As the Town continues to make the annually-calculated program contributions, we expect the funded ratio to gradually increase toward 100%.

The amortization schedule established for the January 1, 2016 unfunded program liability remains in place and is included as part of the calculated contribution with 13 years remaining in the original 15-year schedule. However, if the Town continues to make excess contributions and the funded ratio continues to improve more rapidly than expected this separate amortization schedule will likely be eliminated in the next year or two. The total unfunded liability for the program is \$415,528 as of January 1, 2018.

**TOWN OF CARMEL
CARMEL FIRE PROTECTION DISTRICT NO. 2
SERVICE AWARD PROGRAM**

JANUARY 1, 2018 SPECIAL COMMENTARY

Page 2 of 2

PARTICIPATION NOTES

There were no participants who attained the entitlement age in 2017.

Non-vested participants Jeremy McGuigan, Casey Reynolds, Benjamin Spain, and Richard Westin are no longer active members of the Fire Department. Non-vested participant Ted Wozniak failed to earn 50 points for five consecutive years. Consequently, their accrued service awards and service credit have been permanently forfeited as of December 31, 2017.

Non-vested participant Robert Erikson III has failed to earn 50 points for four consecutive years. If he does not earn 50 points in 2018, he will forfeit his service award as of December 31, 2018.

Michael Fernez was again awarded 60 points for a line of duty disability.

Entitled participant Robert Creiger died in 2017 and had already collected the 120-guaranteed monthly payments; therefore, there was no death benefit payable from the program.

The following participants were shown to have been on military leave in 2017: Bryan Bennett, Daniel Fiorio Jr., Christopher Roberto, Christopher Shkrell, and Jack Zeng. In order to receive service credit for military leave, a participant must return as an active member of the department within one year of being discharged from the military and subsequently earn a year of service credit under the Point System.

INTERNAL REVENUE CODE COMPLIANCE CONCERN

Section 457(e)(11) of the Internal Revenue Code was amended effective January 1, 2018. The effect of the amendment is to increase the limitation on the annual accrual for service award programs from \$3,000 to \$6,000 and to clarify the method to test for program compliance with the Code. These changes served to address the concerns raised in last year's commentary. More information is available on our website.

**Carmel Fire Protection District No. 2 Service Award Program
1/1/2018 FACT SHEET**

Schedule of Funding Progress

<u>Actuarial Valuation Date</u>	<u>Net Program Assets (A)</u>	<u>Actuarial Accrued Liability (B)</u>	<u>Unfunded Liability (B) - (A)</u>	<u>Funded Ratio (A) ÷ (B)</u>
1/1/2013	\$2,622,629	\$2,861,442	\$238,813	92%
1/1/2014	\$2,689,013	\$2,939,923	\$250,910	91%
1/1/2015	\$2,688,050	\$2,980,528	\$292,478	90%
1/1/2016 *	\$2,589,664	\$3,224,817	\$635,153	80%
1/1/2017 **	\$2,713,436	\$3,367,011	\$653,575	81%
1/1/2018	\$3,046,529	\$3,462,057	\$415,528	88%

Comparison of Costs

<u>Actuarial Valuation Date</u>	<u>Calculated Contribution (C)</u>	<u>Sponsor Contribution (D)</u>	<u>Excess/(Deficit) Contribution (D) - (C)</u>	<u>Date(s) of Contribution</u>
1/1/2014	\$171,451	\$201,123	\$29,672	8/18/2014
1/1/2014 (lagged)	\$171,276	\$207,000	\$35,724	9/3/2015
1/1/2015	\$172,573	\$207,000	\$34,427	8/18/2016
1/1/2016 *	\$211,812	\$225,000	\$13,188	9/18/2017
1/1/2017 **	\$181,473	To be determined	To be determined	Due in 2018
1/1/2018	\$179,106	To be determined	To be determined	Due in 2019

Investment Rate of Return

2013: 1.90%	2014: 0.17%	2015: -4.44%	2016: 4.06%	2017: 10.70%
5-year Average Rate of Return: 2.36%				

Program Participation Breakdown

	<u>As of 1/1/2017</u>	<u>As of 1/1/2018</u>
Entitled participants (post-EA)	41	40
Active participants (pre-EA)	72	72
Inactive participants (pre-EA)	23	24
Terminated vested participants (pre-EA)	37	39
Total	173	175
Pre-EA participants earning service credit	56	57
Post-EA participants earning service credit	15	16
Total	71	73
Non-vested terminations	6	5
Volunteers not participating in Program	4	4

* The assumed rate of investment return was lowered from 6.00% to 5.50%.

** The mortality rates were changed to the RP2014 Male Mortality Table.

**Town of Carmel
Service Award Programs**

<u>2018 Contribution</u>	<u>Carmel FPD No. 1</u>	<u>Carmel FPD No. 2</u>	<u>Total</u>
Calculated Program Contribution due in 2018:	\$191,357	\$181,473	\$372,830
 <u>2019 Contribution Summary</u>			
Normal Cost:	\$57,293	\$61,137	\$118,430
Unfunded Liability Amortization Payment:	\$57,116	\$59,979	\$117,095
Post-EA Service Amortization Payment:	\$42,092	\$38,358	\$80,450
Self-Insured \$10,000 Minimum Death Benefit:	\$247	\$228	\$475
Reimbursement of Administrative Fees:	\$1,081	\$1,216	\$2,297
Contribution Timing Adjustment:	<u>\$17,839</u>	<u>\$18,188</u>	<u>\$36,027</u>
Calculated Program Contribution due in 2019:	\$175,669	\$179,106	\$354,775

Note: Amounts have been rounded for reporting purposes and may not sum exactly as shown.

Town of Carmel Service Award Programs

December 31, 2017 Plan Assets Summary

<u>Reconciliation for the 2017 Plan Year</u>	<u>Carmel FPD No. 1</u>	<u>Carmel FPD No. 2</u>	<u>Total</u>
Assets as of 1/1/2017:	\$2,111,080.52	\$2,713,435.53	\$4,824,516.05
Contributions Made:	\$210,000.00	\$225,000.00	\$435,000.00
Benefits Paid:	(\$141,320.00)	(\$177,440.00)	(\$318,760.00)
Change in Liabilities Payable:	(\$7,860.00)	\$0.00	(\$7,860.00)
Net Investment Income Received:	\$33,174.42	\$42,241.83	\$75,416.25
Net Appreciation / (Depreciation):	\$200,586.27	\$255,733.36	\$456,319.63
Administrative Expenses:	(\$1,081.45)	(\$1,216.34)	(\$2,297.79)
Investment Expenses:	(\$8,793.84)	(\$11,225.71)	(\$20,019.55)
Assets as of 12/31/2017:	\$2,395,785.92	\$3,046,528.67	\$5,442,314.59

Composition of Assets as of 12/31/2017

Share of Investments from Glens Falls National Bank Consolidated Statement:	\$2,410,745.92	\$3,046,528.67	\$5,457,274.59
Contribution Receivable:	\$0.00	\$0.00	\$0.00
Accrued Interest:	\$0.00	\$0.00	\$0.00
Benefits Payable:	(\$14,960.00)	\$0.00	(\$14,960.00)
Assets as of 12/31/2017:	\$2,395,785.92	\$3,046,528.67	\$5,442,314.59

Note: The end of year balances listed above represents each Fire Protection District's allocated share of the Trust Fund assets. The end of year balance listed is the actual balance; however, due to rounding in the allocation process, the sum of the year's activity may differ from the balance reported.

Town of Carmel Service Award Programs

December 31, 2017 Participant Summary

	Carmel FPD No. 1		Carmel FPD No. 2		Total	
	<u>Participant Counts</u>	<u>2017 Service Credit</u>	<u>Participant Counts</u>	<u>2017 Service Credit</u>	<u>Participant Counts</u>	<u>2017 Service Credit</u>
Entitled Participants:	41	16	40	16	81	32
Active Participants:	59	44	72	57	131	101
Inactive Participants:	18	0	24	0	42	0
Terminated Vested Participants:	24	0	39	0	63	0
Total:	142	60	175	73	317	133
Non-Vested Terminations:	2	0	5	0	7	0
Volunteers not Participating in Program:	3	0	4	0	7	0
Total Including Ineligible Volunteers:	147	60	184	73	331	133



67 Gleneida Avenue, Carmel, NY 10512

Kristin E. McConnell, M.S., CPP-G

Executive Director

Tel: (845) 225-4646

Fax: (845) 225-5935

www.preventioncouncilputnam.org

July 30, 2018

Town of Carmel Town Board
60 McAlpin Avenue
Mahopac, NY 10541

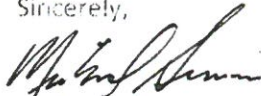
Re: Property of Inspiring Carmel Inc., 67 Gleneida Avenue, Carmel, NY 10512

Dear Supervisor Ken Schmitt,

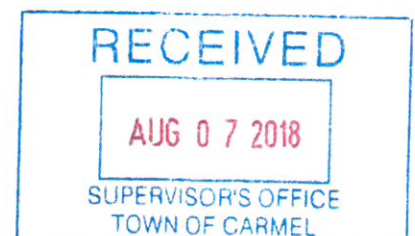
We are respectfully requesting a permanent waiver for the \$100.00 fire safety inspection fee. The Prevention Council of Putnam is a 501c3 not for profit organization and kindly any help and consideration you can give us would be greatly appreciated. If you have any questions or require additional information please contact us at 845-225-4646.

Thank you.

Sincerely,


Michael Simone
President


Kristin McConnell
Executive Director



Joseph Wilichoski
Fire Inspector

Michael Carnazza
Building Inspector



60 McAlpin Avenue
Mahopac, New York 10541

March 6, 2017

NCADD Putnam
67 Gleneida Ave
Carmel, NY 10512

RE: Property of Inspring Carmel Inc, 67 Gleneida Ave (NCADD) Carmel NY
TM# 44.14-1-1

Second Notice
Fire Safety Inspections

Dear Sir or Madam,

Pursuant to TITLE 19 NYCRR, PART 1203.3(h)(1)(2), fire safety inspections of all multiple dwellings and all nonresidential occupancies are required at intervals consistent with local conditions. The Building Department will be conducting Fire Inspections at the above mentioned site to insure compliance with New York State Building Code. Please make all tenants aware that these inspections will take place and that they must allow access to all areas of the building.

An inspection needs to be scheduled within fifteen days of receipt of this letter.

A fee of \$100.00 (*per Business Occupancy*) can be sent to the Building Department, Town of Carmel, 60 McAlpin Ave., Mahopac, N.Y. 10541, prior to the inspection being scheduled.

Some of the most common violations found are:

1. Obstructions of exits
2. Exit sign illumination
3. Emergency lights maintained
4. Fire extinguishers maintained

Very truly yours,



Joseph Wilichoski

TOWN OF CARMEL HIGHWAY DEPARTMENT

Carmel Highway Department
55 McAlpin Avenue
Mahopac, NY 10541

MICHAEL SIMONE
Superintendent of Highways

845.628.7474
FAX 845.628.1471
MSimone@bestweb.net

FROM THE DESK OF: *Michael Simone* 

TO: TOWN BOARD

DATE: AUGUST 15, 2018

RE: ESPOSITO SNOW BOND

As the roads in Kirkwood Estates LLC are complete and have been dedicated to the Town, I recommend that the \$3,300 Snow Bond, Reference #2003-12 be released back to Esposito Builders Inc.

cc Town Clerk
Comptroller MaryAnn Maxwell

Kirkwood Estates LLC.
3498 Lantern Bay Drive
Jupiter , Florida ,33477

July 26, 2018

Town of Carmel
Town Clerk
60 McAlpin Ave
Mahopac, NY 10541

RE: Kirkwood Subdivision CASH

Bond , \$3,300.

Town Clerk:

Kirkwood Estates posted a cash bond in the amount of \$3,300. For possible snow removal. The subdivision has been accepted for dedication some time ago and the performance bond released.

Please arrange for the return of the cash bond.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Richard Esposito', written in a cursive style.

Richard Esposito, member

Cc Douglas Esposito

KENNETH SCHMITT
Town Supervisor

SUZANNE MC DONOUGH
Town Councilwoman
Deputy Supervisor

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

TOWN OF CARMEL
TOWN HALL



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

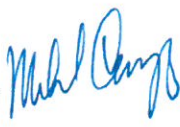
ANN SPOFFORD
Town Clerk

KATHLEEN KRAUS
Receiver of Taxes

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

MEMORANDUM

To: Supervisor Kenneth Schmitt
Town Board

From: Michael Carnazza, Building Inspector 

Date: August 9, 2018

Re: Property Cleanups

Please be advised that we have made several attempts to contact the owner(s) of the following four properties. Code section 114-15 allows the Building Inspector to correct or cause to be corrected such violation, subject to the approval of the Town Board of the Town of Carmel. Can you please authorize me to get bids to clean these properties?

Tm# 75.65-1-43
4 Cross Dr., Mahopac, NY 10541
Property needs to be mowed, weeds cut, clean any litter and debris

TM# 75.6-2-64
615 Rt. 6N, Mahopac, NY 10541
Property needs to be mowed, weeds cut, clean any litter and debris

TM# 63.82-1-69
313 Oak Rd. West, Mahopac, N.Y. 10541
Property needs to be mowed, weeds cut, clean any litter and debris

TM#86.47-1-20
30 Shore Dr., Mahopac, N.Y. 10541
Property needs to be mowed, weeds cut, clean any litter and debris

Thank you for your consideration in this matter.

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 

Date: August 16, 2018

Re: Request Payment for Repairs

This memorandum is being presented to the Town Board to request payment of the attached repairs invoices. These invoices are over the Town of Carmel's procurement policy threshold. The following provides a brief summary of the work that was performed.

- Carmel Water District 12 – Well Pump #2
On July 16, 2018 Inframark, the operators for CWD 12, notified the Engineering Department that Well Pump # 2 had failed. Upon further investigation it was determined that well pump burnt out due to lightning. Inframark contacted Bee and Jay plumbing to pull the burnt out well and replace. Attached is an invoice in the amount of \$6,358.00 for Bee and Jay to perform the repair. The Board should note that this repair has been reimbursed by insurance.
- Carmel Water District 9 – Well 2, Locust Hill Station
On June 19, 2018 Bee and Jay, the operators for CWD 9, notified the Engineering Department that Well Pump # 2 had failed. Upon further investigation it was determined that well pump burnt out due to lightning. Attached is an invoice in the amount of \$13,416.28 for Bee and Jay to perform the repair. The Board should note that this repair has been reimbursed by insurance.
- Carmel Water District 2 – Leak at 12 Seminary Hill Road
On July 26, 2018 Inframark, the operators for CWD2, notified the Engineering Department of a water line leak at 12 Seminary Hill Road. Upon further investigation it was determined that the service line was leaking in the middle of the road. Attached is an invoice in the amount of \$5,419.00 for Kuck Excavating to perform the repair which included moleing a new line under the Seminary Hill Road and asphalt restoration.
- Carmel Water District 2 – Leak at Kyle Court
On August 1, 2018 Inframark, the operators for CWD2, notified the Engineering Department of a water line leaks on Kyle Court. Upon investigation it was determined that two (2) service lines were leaking. Attached is an invoice in the amount of \$11,441.86 for Kuck Excavating to perform the repair which included saw cutting the

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

08-16-18

Request Payment for Repairs

road, installation of sleeves in roadway, replacement of two (2) service lines and blacktop restoration.

We have advised the Comptroller's office of this expenditure and per the attached there are sufficient funds in budget for this work as describe.

The Engineering Department requests that the Town Board approve payment.



P.O. Box 78 - 719 Route 6 - Mahopac, NY 10541

p: 845.628.3924 f: 845.628.4062

e: service@beeandjay.com

INVOICE

DATE	INVOICE #
7/19/2018	88339

www.BEEANDJAY.com

BILL TO:

Town of Carmel - CWD#12
Engineering Dept.
60 McAlpin Avenue
Mahopac, NY 10541

SERVICE LOCATION:

Jennifer Lane
Mahopac, NY

PROFESSIONAL SERVICE 54 YEARS 1964-2018

Master Plumbers Lic.#s W.C. 556 P.C. 363

CUSTOMER #	TERMS	MECHANIC	SERVICE DATE	WORK ORDER #
914 490 9976	Due Upon Receipt	EK	7/18/2018	62034
ITEM	QTY/HRS	DESCRIPTION	RATE	AMOUNT
Description		Responded to service call of CWD# 12 - Emergency no water - Tested well pump, burnt out due to lightening damage, pulled pump with boom truck, changed pump and motor with all related parts and fittings and start up.		
Labor TOC Mech	14	1- Mech	75.00	1,050.00T
Labor TOC Tech	14	1- Tech	85.00	1,190.00T
Boom Truck		Boom Truck	1,000.00	1,000.00T
Material		Goulds 25GS50 Pump	1,495.00	1,495.00T
Material		Goulds 5hp 460V Motor	1,528.00	1,528.00T
Material		2- Sets Heat Shrinks	45.00	45.00T
Material		10- Rolls Tape	50.00	50.00T
Material		1- Torque Arrestor	0.00	0.00T
		Certificate on File	0.00%	0.00

** Invoices not paid when due will be subjected to a finance charge of 1.5% per month

Total Due \$6,358.00

WE ACCEPT ALL MAJOR CREDIT CARDS !!

CARD TYPE: VISA MASTERCARD AMERICAN EXPRESS DISCOVER DINER'S CLUB OTHER _____

CARDHOLDER/NAME: _____ SIGNATURE: _____

CARD# _____ EXP. DATE: _____ CID # _____

**WHOLESALE ONLY**

MAIN OFFICE:
3784 DANBURY RD.
BREWSTER, NY 10509
(845) 279-3785
FAX (845) 279-5536

OTHER LOCATIONS:
WILLIMANTIC, CT. (860) 456-3731
RHINEBECK, N.Y. (845) 876-3071
MIDDLETOWN, N.Y. (845) 692-3200
HARRISVILLE, R.I. (401) 568-3334
HUDSON, N.H. (603) 598-9448
GREENFIELD, MA. (413) 772-0032
WHITEVILLE, N.C. (910) 641-0909

**DOMESTIC-INDUSTRIAL-COMMERCIAL
WATER SYSTEMS & CONDITIONING EQUIPMENT**

ORDER NO. 347910

ORDER DATE 07/16/18

TIME: 14131

PAGE: 3

SOLD TO

900100

NEE & JAY FLA & KTG
719 ROUTE 6
PO BOX 72
HARBOUR, NY 10841
645 628-7924

JOB NAME
DELIVER TO:

DELIVER TUESDAY
CUT 0.12

ON AMOUNTS BEYOND 60 DAYS PAST DUE A 1 1/2% MONTHLY SERVICE CHARGE WILL BE MADE

[illegible]

CUSTOMER

TOTAL P.03

JUL-20-2018 15:03

BEE AND JAY PLUMBING

8456284062

P.03



P.O. Box 78 - 719 Route 6 - Mahopac, NY 10541

p: 845.628.3924 f: 845.628.4062

e: service@beeandjay.com

INVOICE

DATE	INVOICE #
7/24/2018	88382

www.BEEANDJAY.com

BILL TO:

Town of Carmel-CWD#9
Engineering Dept.
60 McAlpin Ave.
Mahopac, NY 10541

SERVICE LOCATION:

Locust Hill Station
Well #2

PROFESSIONAL SERVICE 54 YEARS 1964-2018

Master Plumbers Lic.#s W.C. 556 P.C. 363

CUSTOMER #	TERMS	MECHANIC	SERVICE DATE	WORK ORDER #
845 628 1500	Payment Due Upon Rec	EK	7/19/2018	62038
ITEM	QTY/HRS	DESCRIPTION	RATE	AMOUNT
Description		7/19/18 -CWD #9 - Locust Hill Station Well #2, 7.5 Hp Pump and motor burnt out due to lightning storm. 7/20/18 - Pulled 7.5 Hp Pump from well with boom truck. 7/21/18 - Installation of new 7.5 Hp Pump motor, drop pipe and cable with all related equipment.		
Labor TOC Mech	8	1- Mech - 7/20/18	75.00	600.00
Labor TOC Tech	8	1- Tech - 7/20/18	85.00	680.00
Labor TOC Mech	8	1- Mech - 7/21/18	75.00	600.00
Labor TOC Tech	8	1- Tech - 7/21/18	85.00	680.00
Boom Truck		Boom Truck	1,000.00	1,000.00
Material		1-Goulds 7.5, 40 GPM Pump	2,887.00	2,887.00
Material		1- 7.5 200V 3PH Motor	1,949.00	1,949.00
Material		500' 6/3 Sub Cable	2,475.00	2,475.00
Material		340' 2" Sch 120 Pipe	2,120.00	2,120.00
Material		1- 2" Line Check	147.05	147.05
Material		2 X 3 Br Nipple	48.23	48.23
Material		2 Sets Heat Shrinks	25.00	25.00
Material		10- Rolls Tape	50.00	50.00
Material		5- Torque Arrestors	155.00	155.00

** Invoices not paid when due will be subjected to a finance charge of 1.5% per month

Total Due \$13,416.28

WE ACCEPT ALL MAJOR CREDIT CARDS !!

CARD TYPE: VISA MASTERCARD AMERICAN EXPRESS DISCOVER DINER'S CLUB OTHER _____

CARDHOLDER/NAME: _____ SIGNATURE: _____

CARD# _____ EXP. DATE: _____ CID # _____

8456284062 P.03/03

TOTAL P.03

ED KUCK EXCAVATING INC
20 Day Road
Carmel NY 10512

July 30, 2018
Emergency – ¾" Copper Service Line Repair

Town of Carmel Engineering Dept
60 McAlpin Avenue
Mahopac, NY 10541

CWD# 2
REQ #
Inv # TOC 081-18
Tax ID- 133851002
Vendor – 0670

Attn: Robert Vara

Job Location: 12 Seminary Hill Road
Job Date: 7/26/18
As per: Inframark

Job Description

- Locate water leak in middle of road
- Exposed connection at main and curb valve
- Moles new line under road
- Connect new service
- Backfill and compact with item 4
- Blacktop & lawn restoration to follow

Materials	Total hrs, yds, qty	Price per yd,qty,day	Total
Track Hoe MR55	9 Hours	\$85.00	\$765.00 ✓
Machine operator	9 Hours	\$60.00	\$540.00 ✓
Laborers	2 men X 9 hours	\$48.00	\$864.00 ✓
Dump truck	9 hours	\$90.00	\$810.00 ✓
Support Vehicle	Day rate	\$155.00	\$155.00 ✓
Mole	Day rate	\$1,475.00	\$1,475.00
Mud sucker	Day rate	\$70.00	\$70.00
Jumping Jack	Day rate	\$70.00	\$70.00
Chop saw	Day rate	\$70.00	\$70.00
Item 4	15 yards	\$40.00	\$600.00
Total			\$5,419.00 ✓

ED KUCK EXCAVATING INC
20 Day Road
Carmel NY 10512

August 06, 2018
Emergency - ¾" Copper Service Line Repair

Town of Carmel Engineering Dept
60 McAlpin Avenue
Mahopac, NY 10541

Attn: Robert Vara

CWD# 2
REQ #
Inv # TOC 084-18
Tax ID- 133851002
Vendor - 0670

Job Location: Kyle Court
Job Date: 8/1/18, 8/2/18, 8/3/18
As per: Inframark

Job Description

8/1/18

Saw cut road, chase water leak
Make repair to service line
Determined service lines needed to be replaced

8/2/18

Saw cut road and excavate trench
Remove blasted rock
Installed sleeves in roadway due to blasted rock under road
Backfill and compact with item 4

8/3/18

Excavate and expose curb boxes
Pulled two new service lines under road (in sleeves)
Backfill trenches in yard, rake and seed
Blacktop restoration needed in road.

Materials	Total hrs, yds, qty	Price per yd,qty,day	Total
Track Hoe MR55	29.5 Hours	\$85.00	\$2,507.50
Machine operator	29.5 Hours	\$60.00	\$1,770.00
Laborers	2 men X 29.5 hours	\$48.00	\$2,832.00
Dump truck	29.5 hours	\$90.00	\$2,655.00
Support Vehicle	Day rate X 2 days	\$155.00	\$310.00
Mud sucker	Day rate X 2 days	\$70.00	\$140.00
Jumping Jack	Day rate X 2 days	\$70.00	\$140.00
Chop saw	Day rate X 2 days	\$70.00	\$140.00
Item 4	23 yards	\$40.00	\$920.00
Seed	1/8 bag	\$96.00	\$12.00
Hay	1 bag	\$15.36	\$15.36
Total			\$11,441.86

From: [Esteves, Donna](#)
To: [Franzetti, Richard](#)
Subject: Bee and Jay Invoices
Date: Thursday, August 09, 2018 2:11:38 PM
Attachments: [#88382.pdf](#)
[#88339.pdf](#)

Rich,

Please see attached invoices that will need authorization from the Board for payment. Both repairs were due to lightning strikes and have been submitted as a claim. The TOC has already been reimbursed for these claims.

Thanks,

Donna Esteves

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

From: [Esteves, Donna](#)
To: [Franzetti, Richard](#)
Subject: Ed Kuck Invoices
Date: Thursday, August 09, 2018 2:19:08 PM
Attachments: [TOC 084-18.pdf](#)
[TOC 081-18.pdf](#)

Rich,

Please see attached invoices that will need authorization from the Board for payment. Both repairs were done in CWD #2. There are sufficient funds in the budget for this, however I will be submitting a budget transfer request from the Repair Reserve line (.0099) to the Emergency Repair line (.0047) to cover this expense.

Thanks,

Donna Esteves

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