

William C. Bujarski - Architect
578 Oscawana Lake Road
Putnam Valley, New York 10579
Cell: 914 841-4567 Email: bbujarski@aol.com

2

24 May 2018

Sam Oliverio, Supervisor & Town Board
Town of Putnam Valley
265 Oscawana Lake Road
Putnam Valley, New York 10579

RE: Iuzzolino Residence
145 Lake Shore Road
T.M.#: 41.9-1-5

Supervisor Oliverio & Town Board Members,

On behalf of my clients, Frank T, & Jan M. Iuzzolino, I am forwarding this correspondence to address with the Town Board the matter of several projects installed on their property without the benefit of related building permits.

The projects are as follows:

1. Shed
2. Pool with Deck and small Gazebo
3. Reconstructed Entry Deck
4. Gas Generator
5. Air Conditioning Unit(s)
6. Fire Pit
7. Finished Basement

The above noted projects have been addressed with the Zoning Board of Appeals and the related variances granted. We seek to move forward with related applications to the Building Department, but it is necessary to resolve any waivers or penalties in this matter.

In consideration of this, we ask the Town Board to grant appropriate penalty waivers or apply appropriate penalties for the above listed projects.

There is a letter of authorization to act as the Iuzzolino's Agent, on file with the ZBA

Feel free to contact me with any questions.

Respectfully,



William C. Bujarski, RA CCEO

William C. Bujarski - Architect
578 Oscawana Lake Road
Putnam Valley, New York 10579
Cell: 914 841-4567 Email: bbujarski@aol.com

24 May 2018

Sam Oliverio, Supervisor & Town Board
Town of Putnam Valley
265 Oscawana Lake Road
Putnam Valley, New York 10579

RE: Iuzzolino Residence
145 Lake Shore Road
T.M.#: 41.9-1-5

Supervisor Oliverio & Town Board Members,

On behalf of my clients, Frank T, & Jan M. Iuzzolino, I am forwarding this correspondence to address with the Town Board the matter of several projects installed on their property without the benefit of related building permits.

The projects are as follows:

1. Shed
2. Pool with Deck and small Gazebo
3. Reconstructed Entry Deck
4. Gas Generator
5. Air Conditioning Unit(s)
6. Fire Pit
7. Finished Basement

The above noted projects have been addressed with the Zoning Board of Appeals and the related variances granted. We seek to move forward with related applications to the Building Department, but it is necessary to resolve any waivers or penalties in this matter.

In consideration of this, we ask the Town Board to grant appropriate penalty waivers or apply appropriate penalties for the above listed projects.

There is a letter of authorization to act as the Iuzzolino's Agent, on file with the ZBA

Feel free to contact me with any questions.

Respectfully,



William C. Bujarski, RA CCEO

William C. Bujarski - Architect
578 Oscawana Lake Road
Putnam Valley, New York 10579
Cell: 914 841-4567 Email: bbujarski@aol.com

24 May 2018

Sam Oliverio, Supervisor & Town Board
Town of Putnam Valley
265 Oscawana Lake Road
Putnam Valley, New York 10579

RE: Iuzzolino Residence
145 Lake Shore Road
T.M.#: 41.9-1-5

Supervisor Oliverio & Town Board Members,

On behalf of my clients, Frank T, & Jan M. Iuzzolino, I am forwarding this correspondence to address with the Town Board the matter of several projects installed on their property without the benefit of related building permits.

The projects are as follows:

1. Shed
2. Pool with Deck and small Gazebo
3. Reconstructed Entry Deck
4. Gas Generator
5. Air Conditioning Unit(s)
6. Fire Pit
7. Finished Basement

The above noted projects have been addressed with the Zoning Board of Appeals and the related variances granted. We seek to move forward with related applications to the Building Department, but it is necessary to resolve any waivers or penalties in this matter.

In consideration of this, we ask the Town Board to grant appropriate penalty waivers or apply appropriate penalties for the above listed projects.

There is a letter of authorization to act as the Iuzzolino's Agent, on file with the ZBA

Feel free to contact me with any questions.

Respectfully,



William C. Bujarski, RA CCEO

William C. Bujarski - Architect
578 Oscawana Lake Road
Putnam Valley, New York 10579
Cell: 914 841-4567 Email: bbujarski@aol.com

24 May 2018

Sam Oliverio, Supervisor & Town Board
Town of Putnam Valley
265 Oscawana Lake Road
Putnam Valley, New York 10579

RE: Iuzzolino Residence
145 Lake Shore Road
T.M.#: 41.9-1-5

Supervisor Oliverio & Town Board Members,

On behalf of my clients, Frank T, & Jan M. Iuzzolino, I am forwarding this correspondence to address with the Town Board the matter of several projects installed on their property without the benefit of related building permits.

The projects are as follows:

1. Shed
2. Pool with Deck and small Gazebo
3. Reconstructed Entry Deck
4. Gas Generator
5. Air Conditioning Unit(s)
6. Fire Pit
7. Finished Basement

The above noted projects have been addressed with the Zoning Board of Appeals and the related variances granted. We seek to move forward with related applications to the Building Department, but it is necessary to resolve any waivers or penalties in this matter.

In consideration of this, we ask the Town Board to grant appropriate penalty waivers or apply appropriate penalties for the above listed projects.

There is a letter of authorization to act as the Iuzzolino's Agent, on file with the ZBA

Feel free to contact me with any questions.

Respectfully,



William C. Bujarski, RA CCEO

William C. Bujarski - Architect
578 Oscawana Lake Road
Putnam Valley, New York 10579
Cell: 914 841-4567 Email: bbujarski@aol.com

24 May 2018

Sam Oliverio, Supervisor & Town Board
Town of Putnam Valley
265 Oscawana Lake Road
Putnam Valley, New York 10579

RE: Iuzzolino Residence
145 Lake Shore Road
T.M.#: 41.9-1-5

Supervisor Oliverio & Town Board Members,

On behalf of my clients, Frank T, & Jan M. Iuzzolino, I am forwarding this correspondence to address with the Town Board the matter of several projects installed on their property without the benefit of related building permits.

The projects are as follows:

1. Shed
2. Pool with Deck and small Gazebo
3. Reconstructed Entry Deck
4. Gas Generator
5. Air Conditioning Unit(s)
6. Fire Pit
7. Finished Basement

The above noted projects have been addressed with the Zoning Board of Appeals and the related variances granted. We seek to move forward with related applications to the Building Department, but it is necessary to resolve any waivers or penalties in this matter.

In consideration of this, we ask the Town Board to grant appropriate penalty waivers or apply appropriate penalties for the above listed projects.

There is a letter of authorization to act as the Iuzzolino's Agent, on file with the ZBA

Feel free to contact me with any questions.

Respectfully,



William C. Bujarski, RA CCEO

William C. Bujarski - Architect
578 Oscawana Lake Road
Putnam Valley, New York 10579
Cell: 914 841-4567 Email: bbujarski@aol.com

24 May 2018

Sam Oliverio, Supervisor & Town Board
Town of Putnam Valley
265 Oscawana Lake Road
Putnam Valley, New York 10579

RE: Iuzzolino Residence
145 Lake Shore Road
T.M.#: 41.9-1-5

Supervisor Oliverio & Town Board Members,

On behalf of my clients, Frank T, & Jan M. Iuzzolino, I am forwarding this correspondence to address with the Town Board the matter of several projects installed on their property without the benefit of related building permits.

The projects are as follows:

1. Shed
2. Pool with Deck and small Gazebo
3. Reconstructed Entry Deck
4. Gas Generator
5. Air Conditioning Unit(s)
6. Fire Pit
7. Finished Basement

The above noted projects have been addressed with the Zoning Board of Appeals and the related variances granted. We seek to move forward with related applications to the Building Department, but it is necessary to resolve any waivers or penalties in this matter.

In consideration of this, we ask the Town Board to grant appropriate penalty waivers or apply appropriate penalties for the above listed projects.

There is a letter of authorization to act as the Iuzzolino's Agent, on file with the ZBA

Feel free to contact me with any questions.

Respectfully,



William C. Bujarski, RA CCEO

William C. Bujarski - Architect
578 Oscawana Lake Road
Putnam Valley, New York 10579
Cell: 914 841-4567 Email: bbujarski@aol.com

24 May 2018

Sam Oliverio, Supervisor & Town Board
Town of Putnam Valley
265 Oscawana Lake Road
Putnam Valley, New York 10579

RE: Iuzzolino Residence
145 Lake Shore Road
T.M.#: 41.9-1-5

Supervisor Oliverio & Town Board Members,

On behalf of my clients, Frank T. & Jan M. Iuzzolino, I am forwarding this correspondence to address with the Town Board the matter of several projects installed on their property without the benefit of related building permits.

The projects are as follows:

1. Shed
2. Pool with Deck and small Gazebo
3. Reconstructed Entry Deck
4. Gas Generator
5. Air Conditioning Unit(s)
6. Fire Pit
7. Finished Basement

The above noted projects have been addressed with the Zoning Board of Appeals and the related variances granted. We seek to move forward with related applications to the Building Department, but it is necessary to resolve any waivers or penalties in this matter.

In consideration of this, we ask the Town Board to grant appropriate penalty waivers or apply appropriate penalties for the above listed projects.

There is a letter of authorization to act as the Iuzzolino's Agent, on file with the ZBA

Feel free to contact me with any questions.

Respectfully,



William C. Bujarski, RA CCEO

Lawrence Cobb
Highway Superintendent

265 Oscawana Lake Road
Putnam Valley, NY 10579

3

Joseph K. Hertelendy
General Foreman

(845) 526-3333 phone
(845) 526-4729 fax

Margaret Bradley
Senior Typist

E-mail address:
LCOBB@PUTNAMVALLEY.COM

Joann Carroll
Part-time Clerk

Hours of operation:
7:00 AM - 3:30 PM Monday - Friday

Town of Putnam Valley Highway Department

June 5, 2018

MEMORANDUM

TO: Sam Oliverio
Members of the Town Board

FROM: Larry Cobb

RE: change in hourly wage

I am requesting that the hourly wage for seasonal and part-time laborers be raised from \$11.44 to \$14.00 per hour. The hourly wage has not been changed in many years.

Sincerely,
Larry Cobb

Memorandum

14

To: TOWN BOARD MEMBERS
From: JUDY TRAVIS – DISTRICT CLERK
Date: 6/4/2018
Re: LAKE PEEKSKILL BEACH MONITORS

I formally request that the following be appointed as Beach Monitors for the Lake Peekskill District for the 2018 season at the rate of \$9.50 per hour with no benefits.

HAILEE BAGNATO

CHRISTOPHER CABREJA

ALEXIS ACEVEDO

Memorandum

5

To: TOWN BOARD MEMBERS

From: JUDY TRAVIS – DISTRICT CLERK

Date: 5/30/2018

Re: WAIVER OF BUILDING PERMIT /WETLAND PERMIT WAIVER FEES

I formally request that the Town Board waive any Town of Putnam Valley building permit fees and Wetland Permit Waiver fees associated with the installation of a 8'x8' storage shed at Northview Estates beach.



Town of Putnam Valley
BOARD OF ETHICS
P.O. Box 656 Putnam Valley, NY 10579

Item # 6

Anthony J. Bondi
Chair

Clem Van Ross
Vice-Chair

Esther McHenry
Secretary

Michael Cicale
Member

Agnes Powe
Member

May 15, 2018

Dear Supervisor Oliverio,

As of June 1st St Ambrose of Milan Orthodox Church will no longer be renting the 2nd floor of the Grange building. That means that the space the Putnam Valley Ethics Board uses for its meetings and storage will no longer be covered by the church.

The Ethics Board would like to continue using the space for our meetings and safe storage of our files. Therefore we respectfully request of the Town Board that an agreement be entered into with the Putnam Valley Grange for the use of meeting space at least once per month on the 2nd Wednesday, and storage space in the 2nd floor closet for the consideration of \$75-\$100 per month.

We have a budget line which would cover this thereby causing no additional expense to the Town.

I have discussed this with the Putnam Valley Grange and they are agreeable.

Thank you for your consideration,

Yours truly,

Anthony J Bondi, Jr.
For the Ethics Board

Cc: file

1704 17

Resolution No. _____

WHEREAS, the Hudson Highlands Land Trust is applying to the New York State Office of Parks, Recreation and Historic Preservation (OPRHP) for a grant under the Environmental Protection Fund for a park project to be located within the Town of Putnam Valley, a site located within the territorial jurisdiction of this Town Board and,

WHEREAS, as a requirement under the rules of this program, said not-for-profit corporation must obtain the "approval/endorsement of the governing body of the municipality in which the project will be located";


NOW, THEREFORE, be it resolved by this august body that the Putnam Valley Town Board of Putnam Valley, NY hereby does approve and endorse the application of the Hudson Highlands Land Trust for a grant under the Environmental Protection Fund for a park project known as Granite Mountain Continuum and located within this community.

DATE OF ADOPTION

CERTIFICATION OF CLERK

8

Memo

To: Town Board Members
From: Frank DiMarco 
CC: Sherry Howard
Date: 6/7/2018
Re: Camp Contract

Town Board Members

The Parks and Recreation Department request authorization for the Supervisor to sign the Facilities Use Agreement with **Catholic Charities Community Services, Archdiocese of New York Inc.** for the use of their summer camp facility known as the **Hill Camp**. This contract will cover 2 camp seasons at a reduced rate of \$75,000.00 per year with an option to purchase. A contract has been attached for your perusal.

FACILITIES LEASE

LEASE dated as of June __, 2018 (the "Lease") between **Catholic Charities Community Services, Archdiocese of New York** ("Landlord"), a New York not-for-profit corporation with offices located at 1011 First Avenue, New York, N.Y. 10022 and **The Town of Putnam Valley**, a New York Municipal Corporation ("Tenant"), with offices at 265 Oscawana Lake Road, Putnam Valley, New York 10579.

Whereas, Landlord and Tenant hereby determine to set forth the terms of a Lease with respect to the use and occupancy of that certain premises known as the Mara Hill Camp located at 141 Brookfalls Road, Putnam Valley, New York (the "Camp").

Whereas, Tenant has previously used and occupied the Camp pursuant to a Facilities Use Agreement, dated as of May 20, 2017 as a Summer Camp and Landlord and Tenant desire to enter in to a lease, together with an option to purchase the Camp and the areas of the property upon which the Camp is situated and the areas appurtenant thereto that has been previously used for the Camp (collectively, the "Premises"), upon the terms and conditions herein set forth.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Term

In consideration of the rent and charges noted below payable by Tenant to Landlord as set forth herein, Landlord hereby grants to Tenant the exclusive use of the Premises, including all buildings, structures, facilities and equipment. The term of this Lease shall commence upon the execution of this agreement (the "Commencement Date").

This Lease shall terminate on the earlier to occur of April 30, 2020 or the purchase of the Premises pursuant to the provisions of paragraph 14 below (the "Termination Date")

2. Purpose

Tenant shall use the Premises exclusively for the purpose of a recreational facility and a day camp. No representations are made by Landlord as to the suitability of the Premises for such purpose. Tenant is an independent contractor and not the agent, partner, or employee of Landlord. Under no circumstances shall this Lease be deemed to create any partnership or joint venture between the parties. Tenant hereby agrees that the Premises are being leased "as is" and Landlord shall have no obligations to make any modifications, repairs or replacements of any part of the Premises or the structures or equipment thereon.

3. Rent

Tenant shall pay by bank or certified check to Landlord annual rent in the amount of \$75,000.00 per annum, on a payment schedule as follows:

June 1, 2018 - \$25,000.00
July 1, 2018 - \$25,000.00
August 1, 2018 - \$25,000.00

June 1, 2019 - \$25,000.00
July 1, 2019 - \$25,000.00
August 1, 2019 - \$25,000.00

Tenant shall be liable and obligated to pay to Landlord (a) a late fee penalty of \$250 for any payment not made in accordance with the above schedule and (b) an additional penalty of 1.5% per month on all overdue and unpaid amounts.

In addition to the fixed annual Rent, Tenant shall pay for all utilities serving the Premises, including but not limited to electric, propane, chlorine, waste removal and waxing of vinyl flooring, pool, and pool servicing, grounds and lawn maintenance.

4. Security

Tenant is responsible for providing any necessary and appropriate security to guard and protect the Premises and persons utilizing the Premises in accordance with the provisions of this Lease. In the event that Landlord determines in its sole and exclusive discretion that Tenant is not providing necessary and appropriate security, Landlord may, after written notice to Tenant

and a five (5) day opportunity to cure, at Tenant's sole expense assign such security as it deems necessary and appropriate. In such event, Tenant shall promptly pay to Landlord upon written demand amounts necessary to cover the cost of such security.

5. Staff

Tenant shall be solely responsible for providing all necessary and required supervisory, medical and other personnel and ambulance services for the Camp.

6. Tenant Obligations

Tenant shall not cause harm or damage to any property of Landlord, its guests or invitees, and their respective property, and will promptly restore the Premises to its condition on the date of lease commencement, normal wear and tear excepted. Tenant shall not disrupt the operations at Landlord's adjacent campsite in any manner whatsoever and will follow the directions of authorized Landlord officials.

7. Tenant & Landlord Obligations

Tenant & Landlord agree to jointly resolve necessary pool repairs, including pool jet pump and valves on pool pumps prior to the camp opening session as a shared expense.

Tenant & Landlord agree to jointly resolve necessary walk-in freezer repairs as a shared expense.

Tenant & Landlord agree to jointly resolve disposal of broken bunkbeds and handle minor building repairs as agreed to on a separate list to be attached following site meeting between both parties as a shared expense.

Tenant will be solely responsible for maintenance and repair of roadway.

8. Indemnification

Tenant hereby agrees to defend, hold harmless, indemnify, release and forever discharge the Archdiocese of New York, the Archbishop of New York, Catholic Charities of the Archdiocese of New York and Landlord, their trustees, directors, officers, agents, employees, students, and their successors

and assigns, from and against any and all claims, demands, actions, causes of action, judgments, suits and debts whatsoever including, but not limited to, claims for property damage, personal injury and death, which are related in any manner whatsoever to Tenant 's activities excluding claims occasioned by Landlord's gross negligence. Said indemnity shall include reasonable costs and legal fees incurred by the organization(s) in defense of any such claims, demands, actions, causes of action, judgments, suits and debts. Tenant further agrees to reimburse Landlord for the costs of restoring, repairing or replacing any damage to Landlord grounds, building, equipment, and any other property arising out of the Tenant 's activities.

Tenant hereby waives and releases any and all claims, suits demands, actions, or liabilities of any kind which may at any time arise against the Archdiocese of New York, the Archbishop of New York, Catholic Charities of the Archdiocese of New York and Landlord, their trustees, directors, officers, agents, and employees related to, or arising from, the use, possession, occupancy, or conduct of operations while using the premises, except claims, suits, demands, actions, or liabilities arising out of the gross negligence or willful misconduct of Landlord, its trustees, directors, officers, agents and employees.

9. Insurance

Tenant will, at its own expense, procure and maintain the following insurance coverage throughout the term of the Lease:

i. Comprehensive General Liability Insurance for personal injury (including death) and property damage with a combined single limit of at least \$5,000,000 per occurrence, including Contractual Liability Insurance covering all liability assumed by Tenant under this Lease;

ii. Workers' Compensation as required by New York State law or any other applicable law or laws for all Tenant 's employees;

iii. Campers Accident Insurance providing accidental medical benefits for covered expenses not recoverable from another plan providing medical expense benefits with primary protection of \$25,000 per camper per occurrence with aggregate benefits to cover all campers;

iv. Commercial Auto Insurance for liability (including owned, non-owned and hired autos), bodily injury and property damage with a combined single limit of \$5,000,000 each accident; and

v. The insurance certificate shall include an endorsement covering sexual misconduct with a single limit of at least \$5,000,000 per occurrence.

The Archdiocese of New York, the Archbishop of New York, Catholic Charities of the Archdiocese of New York and Landlord shall be additional name insureds. Certificates evidencing insurance shall be delivered to Landlord prior to Tenant 's activities and use of the Premises and shall provide that the policy shall not be terminated, cancelled, or materially altered for any reasons without at least ten (10) days prior written notice thereof to Landlord. Tenant 's insurance shall be considered primary to any similar insurance carried by Landlord. The insurance certificate shall evidence coverage that does not contain any exclusion for the insured's negligence in causing injury to athletic/sports participants.

10. Additional Covenants

(a) Tenant shall not use or depict in any form or manner Landlord's name, the names of any of Landlord's buildings, employees or clients or any other readily identifiable characteristic of Landlord without the prior or written permission of Landlord. If such consent is given for other uses, Landlord shall have the right to review all material produced by the Tenant or its agents in advance of its use.

(b) It is the sole responsibility of Tenant to obtain all necessary insurances; releases, consents, approvals, permits and licenses which relate in any manner whatsoever to Tenant 's activities at the Camp.

(c) Tenant shall comply with all federal, state and local laws, codes, ordinances, rules and regulations applicable to this Lease and to the Tenant 's activities.

(d) Tenant shall be responsible for all federal, state and local taxes, fees and other charges due as a result of Tenant 's operation of its camp.

(e) Tenant, its agents, participants, and invitees shall not:

i. Behave in an unsafe, careless, or negligent manner on the Landlord property or while engaging in Tenant 's activities;

ii. Overload or cause to be overloaded any wall, floor, ceiling, stage,

bandstand, or electric wiring;

iii. Cause any act to be done which will or may foreseeably injure or harm any person or persons or which will or foreseeably deface or injure any Landlord property or the property of others;

iv. Permit or suffer the presence or use of unlawful drugs;

v. There will be **NO ALCOHOLIC BEVERAGES OF ANY KIND** in the possession of any employee, agent, participant, invitee or guest of Tenant;

vi. Produce any unusual, noxious or objectionable smoke, gases, vapors or odors, or store or maintain or use hazardous substances or materials on the Premises;

vii. Post any signs or advertisements on Landlord's property without the prior written approval of Landlord;

viii. Use Landlord property for any unlawful or unauthorized purposes, or in any manner that is offensive in the sole judgment of Landlord; or

ix. Take up collections or make solicitations of any kind at the Camp.

11. Utilities

Tenant shall be responsible for all utilities in connection with the use and operation of the Premises including, but not limited to electricity, propane, etc.

12. Force Majeure

Landlord reserves the right to cancel this Lease if, in the sole discretion of Landlord, events beyond the control of the parties hereto make it impractical to perform this Lease. Such events shall include, but not limited to, storm, fire, flood, earthquake, damage, or destruction of facilities, labor disputes, war, civil commotion, shortages or unavailability of labor or goods, governmental law, ordinance, regulation, order or act. The Tenant expressly agrees to release Landlord from any liability or claim for damages which may result from such cancellation and agrees to indemnify and hold Landlord harmless from any such liability or claims brought by event participants in regard to such cancellation. In the event of the cancellation of the event pursuant to Section 7, Landlord agrees to

refund payments advanced by the Tenant as fees incurred in connection with future occupancy for the period of time occurring subsequent to the date of notification of cancellation.

12. Termination

Landlord reserves the right to terminate this Lease and the license herein granted to Tenant, without penalty, for breach by the Tenant of any of the terms contained herein; provided that Tenant is given written notice and 10 days to remedy any alleged violation.

13. Assignment

Tenant may not assign this Lease in whole or in part without the prior written consent of Landlord, which consent may be withheld at Landlord's sole discretion.

14. Option to Purchase

Tenant shall have the option to purchase the Premises on the terms set forth herein by giving Landlord notice of its election not later than September 1, 2019. Notwithstanding the exercise or non-exercise of the foregoing option, the Lease term shall end on April 30, 2020. If Tenant elects to purchase the Premises, the term of this Lease will end on closing of title, but if title does not close at or before the end of Lease term, the term of the Lease will be extended to the closing of title or until termination of the contract of sale, whichever is the first to occur. Closing of title will be without prejudice to rights and obligations accrued under this Lease to the time title closes. The purchase price shall be \$1,900,000.00. The parties agree to enter into a contract for the sale of the Premises in customary form, upon the signing of which the Tenant deliver to Landlord's attorney a bank check in the amount of \$190,000.00 which will constitute the down payment. Closing will take place at the office of Landlord's attorney at a date to be mutually agreed upon within forty-five (45) days of the date of Tenant's notice of the exercise of the option herein contained.

15. Entire Lease

This Lease together with Attachment A, captioned Additional Rights and Responsibilities, which shall be incorporated herein, contains the entire Lease

between the parties concerning the subject matter hereof. Any modifications must be in writing signed by both parties.

16. Governing Law

This Lease shall be governed and construed in accordance with New York Law.

17. Landlord's Obligations – Water Tower

Landlord shall be responsible for maintaining the water tower serving the Premises and the camp maintained by Landlord. If Tenant shall purchase the Premises pursuant to the provisions of Paragraph 14 above, the obligations for maintenance of the water tower shall be shared equally by the owners of the two camps.

IN WITNESS WHEREOF, the parties have caused this Lease to be executed as of the date first written above.

Landlord:
Catholic Charities Community Services,
Archdiocese of New York

By: _____

Tenant:
The Town of Putnam Valley

By: _____

ATTACHMENT A

Additional Rights and Responsibilities

1. **Electric** – NYSEG is the provider. NYSEG will send electricity bills directly to Tenant during the lease period. If Tenant does not purchase the premises, electric is to be switched back over to the Landlord's account.
 - a. Dining Hall Meter #82 535 967 (Acct # 10011637005)
 - b. Buildings Meter #93 768 947 (Acct # 1001163699)
 - c. Camp Pool Meter #62 160 326 (Acct # 10011637013)

2. **Pay Phone/Phone Lines** – During the term of the lease, Tenant will be using and paying for a telephone line to the Director's Cabin.

3. **Propane** – HOCON Gas is the provider. The propane tanks will be filled to 80% of their capacity prior to the Tenant's arrival at the Landlord's expense. The same tanks will be filled again to 80% of their capacity at the end of the lease and paid for by the Tenant to ensure the tanks are left at the proper levels upon departure. Tenants are responsible to pay the appropriate propane bills during their stay. Should Tenant's desire to purchase the building, Tenant will reimburse Landlord for the initial tank filling invoice at the lease start up. The following is a listing of the applicable propane tanks and account numbers.
 - a. Infirmary (Acct #48587)
 - b. Staff Cabin – rear (Acct #48591)
 - c. Kitchen / Bathroom – main (Acct #48588)
 - d. Director's Cabin (Acct #48876)
 - e. Upper Staff Bldg #1 – red (Acct #48589)
 - f. Upper Staff Bldg #2 – blue (Acct #48590)
 - g. Bathroom / Utility (Acct #48592)

4. **Water Usage** – The water supply for the Hill Camp is well water. Tenant to be mindful of water usage while using the camp because the water is limited in quantity. The well services both the hill and the valley camps. If any water problems occur, please contact Camp Caretaker immediately.

5. **Waste Removal**- Tenant is responsible for the removal of all garbage during and after camps to include the emptying of the provided dumpsters.
 - a. Landlord will have the dumpsters empty upon Tenant's occupancy.
 - b. Tenant should have the dumpsters emptied prior to the final walk through at the end of the term of each summer camp session.
 - c. Tenant should police the entire area of camp to include wooded areas (within reason) for any garbage or other debris to ensure cleanliness of the camps throughout lease term.

6. **Climbing Tower / Ropes Course** – Landlord makes no representations regarding the climbing tower/ropes course except those specifically outlined below. Tenant agrees to NOT use or to remove all climbing and rope course apparatus. Tenant assumes all risk associated with its use and shall indemnify and hold Landlord harmless for any losses or damages incurred.
7. **Alarm Monitoring** – Landlord will pay for the alarm monitoring service of the Director's Cabin at the Hill Camp throughout the term of the lease. Landlord will furnish Tenant with a security code to the alarm system. Once camp ends the security code will be deactivated until the following camp year. It is the responsibility of the Tenant to ensure the proper activation and deactivation of the above said alarm as needed during the camp seasons.
8. **Pool** – H. Krevitt & Sons
 - a. Tenant is responsible to pay for chlorine used during the camp season.
 - b. Landlord will give a copy of the chlorine delivery ticket to Tenant and Tenant will make the proper payment for the chlorine to Landlord.
 - c. Tenant shall provide all necessary testing kits and rescue devices as per the Board of Health's requirements with regards to pool use during the lease term.
 - d. Tenant shall keep the pool at the proper chlorine and pH level per Board of Health requirements during the camp season. Landlord reserves the right to check the pool chemical levels during the summer at any time, without notice to Tenant, as to ensure the proper levels are being kept.
 - e. No screws or nails are to be put in the siding of any building at the camp.
 - f. Tenant shall indemnify and hold harmless Landlord for any loss or damage incurred during the lease term.
9. **Swimming / Boating** – Use of swampy areas for boating or for swimming during the camp period will **NOT BE PERMITTED** as the area has been deemed a safety hazard.
10. **Lawn Maintenance** – Tenant will mow all areas as needed to include, but not limited to, the following:
 - a. Behind the pool
 - b. Play field by upper court
 - c. Lower baseball field
 - d. Lower field by back bathroom
 - e. All other grassy areas within the main camp area not mentioned
11. **Roadway Maintenance** – Tenant is responsible for all road repairs prior to and maintenance during camp sessions. Roadway is to be clear at the end of each camp session and lease termination.
12. **Camp Access** – The Camp Caretaker shall have full and complete access to the camp at all times.

- 13. General Repairs** – Tenant will return the camp in the same condition in which they receive it. Any screens, windows or any other such items which are broken during the lease term at the camp must be repaired by the end of each summer camp session by Tenant at their own expense.
- 14. Building Use** – The leased premises consist of the areas commonly known as the “Hill Camp”. Tenant shall use the following areas of the leased space solely. If any other areas wish to be used in addition to those listed below, please seek written permissions from the Camp Caretaker. The areas specifically covered by the lease are as follows:
- a. Dining Hall / Kitchen
 - b. Director’s Cabin
 - c. Bathrooms / Showers
 - d. Pool
 - e. Red Cabin
 - f. Garage
 - g. Tower
 - h. Basketball Courts
 - i. Rec Hall / Trading Post
 - j. Canteen / Indoor Basketball / Pole Barn
 - k. Cabin 6
 - l. Cabin 7
 - m. Cabin 8
 - n. Cabin 10
 - o. Cabin 12
 - p. New Bathroom & Showers Building
 - q. Baseball Field
 - r. Infirmary

Camp Closing Procedures

- 1. Sleeping Cabins** – All personal property and garbage will be removed, the shelves cleaned and the floor swept broom clean. Beds and mattresses should be stacked neatly.

2. **Main Bathroom** – Sink, counter tops, toilets and showers are to be left in working order, clean and any plastic should be removed from urinals if used. All garbage removed. Bathroom floor washed with disinfectant and left clean.
3. **Rear Bathroom** – Sink, counter tops, toilets and showers are to be left in working order, clean and any plastic should be removed from urinals if used. All garbage removed. Floors swept clean. Vinyl floor stripped and rewaxed.
4. **Office / Director's Cabin** – Kitchen counter tops and stove cleaned. Bathroom, toilet, sinks and shower left clean and in working order. Kitchen and bathroom tile floor's mopped, stripped and rewaxed. All wooden floors left broom clean.
5. **Pole Barn / Indoor Gym** – All equipment removed, any garbage removed. Floor to be swept clean and benches placed against the sidewalls.
6. **Recreation Hall** – Remove all Tenant's equipment. Vacuum all carpeting and sweep wooden floor areas and stage. Vinyl floor and wooden floors to be damp mopped.
7. **Kitchen / Dining Hall** – Removal of all Tenant's equipment, wash all sinks and countertops. Clean and repack any of Landlord's equipment in plastic bags and place in the storeroom on the shelves, sweep and mop all floor areas, stripe and rewax all vinyl tile floors. The kitchen shall be used for **food preparation only; arts & crafts are not permitted in the kitchen area.**
8. **Upper Staff Cabins (Red & Blue)** – Remove all garbage, clean bathrooms, including sinks and toilets. Sweep and vacuum all rooms. All room fixtures are to be in working order.
9. **Inspect All Play Areas** – To include main field, lower field and upper ropes course. Pick up all litter and bring any equipment to the Rec Hall for storage.

To: Town Board
From: Frank DiMarco, Parks and Recreation
Subject: Refunds
Date: June 7, 2018

Wayne Derosa
1163 Oregon Road
Cortlandt Manor, NY 10567

\$ 15.00
Day Camp
overpayment

Karen Vogel
15 Floral Road
Cortlandt Manor, NY 10567

\$ 4.20
Day Camp
overpayment

May 21, 2018

To: Town Board

From: Parks and Recreation

Subject: Sunset Series Personnel

I respectfully request the Putnam Valley Town Board approve the addition of the following personnel for the Sunset Series 2018:

1. Matt Brady, Soundman, @ \$16.50 per hour.
2. Georgine Bagnato, Advertising Coordinator, @ \$1,000.00 for the season.
3. Georgine Bagnato, Band Coordinator, @ \$15.00 per hour.
4. Alyssa Anderson, Rec. Assistant, @ \$10.50 per hour.
5. Hailee Bagnato, Rec. Assistant, @ \$11.00 per hour.
6. Sherry Howard, Sunset Series Coordinator, @ \$3,000.00 per ~~hour~~ *season*
7. Anthony Totoda, Sunset Series Assistant Coordinator, @\$2,500.00 per ~~hour~~ *season*

To: Town Board
From: Frank DiMarco, Parks and Recreation
Subject: Parks
Date: May 22, 2018

Please approve the following additions/changes.

1. Frank Cassidy, Camp maintenance per diem @ \$18.00 hr.
2. ToniAnn Cortina, Rec. Asst. @ \$11.75 hr.
3. Wendy Staffieri, Rec Asst. @ \$11.75 hr.
4. Tyler Kroll, Rec. Asst. @ 10.75 hr.
5. Kevin Gallagher, Rec Asst. @ \$10.75 hr.
6. Matthew Aviles, Jr. Lifeguard @ \$11.00 hr.
7. James Russo, Jr. Lifeguard @ \$11.00 hr.
8. Christopher Cabreja, Rec. Asst. @ \$10.50 Hr.

To: Town Board Members

From: Lisa Kroohs-Putnam Valley Parks and Recreation

Date: 6/9/17

Re: Additional PV Day Camp Staff 2018

PUTNAM VALLEY DAY CAMP STAFF – 2018		
Substitute Junior Counselor	Magen Meenan	\$8.79 hour
Permanent Substitute	Michael Roman	\$2800.00
Recreation Assistant Part Time	Alec McDonald	\$10.20 hour

Lawrence Cobb
Highway Superintendent

265 Oscawana Lake Road
Putnam Valley, NY 10579

13

Joseph K. Hertelendy
General Foreman

(845) 526-3333 phone
(845) 526-4729 fax

Margaret Bradley
Senior Typist

E-mail address:
LCOBB@PUTNAMVALLEY.COM

Joann Carroll
Part-time Clerk

Hours of operation:
7:00 AM - 3:30 PM Monday - Friday

Town of Putnam Valley Highway Department

June 5, 2018

MEMORANDUM

TO: Sam Oliverio
Members of the Town Board

FROM: Larry Cobb

RE: Seasonal laborers

Please appoint the following as seasonal laborers at \$14.00 per hour with no benefits effective June 5, 2018.

Scott Ciotti
221 Barger St.
Putnam Valley, NY

Kyle Peterson
3817 Valeyview St.
Mohegan Lake, NY

Nicholas Mignano
10 Rush Drive
Putnam Valley, NY

Sincerely,
Larry Cobb