



# TOWN OF PUTNAM VALLEY

## Pre-Work Session

July 1<sup>st</sup>, 2020

Town Hall

5 PM

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### **Pledge of Allegiance**

Meeting called to Order

Supervisor's Comments

Discussion:

- Lead Agency on SEQR Process
  - District Zoning Code Changes
  - Large Scale Solar Energy Moratorium
  - Restrictions on the Sale of Controlled Substances
  - PVVFD Contract
1. Authorize Supervisor to sign contract for Copier Lease
  2. Authorize Temporary Personnel
  3. Districts
    - A. Seasonal Personnel additions
  4. Parks and Recreation
    - A. Seasonal Personnel additions
    - B. Day Camp Staff Personnel additions and hourly rates
  5. Audit of Monthly Bills

Adjournment

**Next Town Board Meeting: Work Session, Wednesday, July 8<sup>th</sup>, 5 PM, Town Hall**



1

## Town of Putnam Valley

**To:** Putnam Valley Town Board

**From:** Susan L. Manno

**Date:** June 26, 2020

**Subject:** Authorize Facilities Department to Lease  
Canon Image Runner C5560i  
Supervisor to Sign Lease Agreement

I formally request that the Putnam Valley Town Board authorize the Facilities Department to lease a Canon Copier for the Town Hall Building as our current lease has ended. This is a color copy machine with the added feature of Paper to Office Pro. This feature enables you to scan a document to edit at your computer. Lease is a 48 month Fair Market Value Lease, price per month \$278.21 total cost of 4 year lease \$12,245.00. The town has been paying \$328.89 per month on the old lease. I further request that the Town Board authorize the Supervisor to sign the Lease Agreement on behalf of the town after review by the Town Attorney.

**JOHN W. NEUBAUER  
AVP BUSINESS PRODUCTS**

2717 Route 22  
Patterson, NY 12563  
PHONE (845) 878-4240  
FAX 878-3640 Internet ,avp@bestweb.net

**PROPOSAL**

|           |              |
|-----------|--------------|
| DATE      | ESTIMATE NO. |
| 6/25/2020 | 10914        |

NAME / ADDRESS

Ship To

Town of Putnam Valley  
265 Oscawanna Lake Road  
Putnam Valley, NY 10579

SUE MANNO  
SManno@putnamvalley.com  
Town Hall

| TERMS                        | REP                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | FOB | TELEPHONE    | contact name | FAX |
|------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|--------------|--------------|-----|
| NET DUE                      | RAN                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |     | 526-2121     |              |     |
| ITEM                         | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | QTY | COST         | TOTAL        |     |
| Note                         | New York State Contract Pricing                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |     | 0.00         | 0.00T        |     |
| 0602c017aa/irc5...           | Canon imageRUNNER ADVance C5560i<br>- 60 ppm BW and COLOR<br>- 80 ipm Scan Speed!<br>- 4GB Ram - 250 GB HDD<br>- 2 x 550-sheet Paper Cassettes,<br>- UFRII/PCL/PS NETWORK Printing,<br>- Direct PDF/XPS Printing,<br>- Color Universal Send with PDF High Compression,<br>- Searchable PDF/XPS, OOXML (Scan to PPT and Word),<br>- HDD Data Erase,<br>- Data Encryption (FIPS-140-2), IP Sec,<br>- 150 SHEET Single Pass Duplexing Automatic Document Feeder,<br>- Ethernet 1000Base-T/100Base-TX/10Base-T,<br>- USB 2.0/3.0 High Speed Connectivity,<br>- Wifi Connectivity,<br>MSRP \$23,000 | 1   | 9,765.00     | 9,765.00T    |     |
| 0609c002aa/irc5...           | Cassette Feed Unit AM1<br>- 2 additional 550 sheet drawers<br>- for letter to 12x18 size paper<br>list \$1523.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 1   | 655.00       | 655.00T      |     |
| 0613C002AA/fin...            | Staple Finisher Y1<br>- External Finisher<br>- 2 trays<br>- top tray 3,000 sheets<br>- bottom tray 250 sheets<br>- staples up to 50 sheets<br>- 4 corners, side double,<br>- staple-less stapling!!!! up to 5 sheets 17lb max                                                                                                                                                                                                                                                                                                                                                                  | 1   | 1,500.00     | 1,500.00T    |     |
| FEE                          | Network connection configuration fee, as per NYS Contract                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 1   | 325.00       | 325.00T      |     |
| THANK YOU FOR YOUR BUSINESS! |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |     | <b>TOTAL</b> |              |     |

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**PROPOSAL**

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NAME / ADDRESS

Ship To

Town of Putnam Valley  
265 Oscawanna Lake Road  
Putnam Valley, NY 10579

SUE MANNO  
SManno@putnamvalley.com  
Town Hall

| TERMS                        | REP                                                                                                                                                                                                                                                     | FOB | TELEPHONE | contact name | FAX         |
|------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|-----------|--------------|-------------|
| NET DUE                      | RAN                                                                                                                                                                                                                                                     |     | 526-2121  |              |             |
| ITEM                         | DESCRIPTION                                                                                                                                                                                                                                             |     | QTY       | COST         | TOTAL       |
| 48MO FMV                     | 48 MONTH, FAIR MARKET VALUE LEASE, \$0 DOWN, \$ PER MONTH, PLUS TAX AND SERVICE, and one time admin fee of \$65.<br><br>ONLY \$278.21 per month vs the \$328.89 per month you are currenly paying!!!! Service is under a separate maintenance agreement |     |           | 0.00         | 0.00T       |
|                              | Sales Tax                                                                                                                                                                                                                                               |     |           | 0.00         | 0.00        |
| THANK YOU FOR YOUR BUSINESS! |                                                                                                                                                                                                                                                         |     |           | <b>TOTAL</b> | \$12,245.00 |

June 25, 2020

To: Town Board

From: Sherry Howard

Subject: Hiring of Town Hall Sub

I respectfully request the Putnam Valley Town Board authorize the Supervisor to hire Georgine Bagnato as a substitute employee to cover in the Town Hall offices. She will be on an as needed basis; and will not receive benefits. Her salary per hour will be \$13.00.

Thank-you,

Sherry Howard

Town Clerk

3A

# Memorandum

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**To:** TOWN BOARD MEMBERS  
**From:** JUDY TRAVIS – DISTRICT CLERK  
**Date:** 6/17/2020  
**Re:** LAKE OSCAWANA BEACH MONITOR

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I formally request the Town Board appoint Marianna Martin as a Beach Monitor for Lake Oscawana. This monitor will oversee the beach staff at Abele Park, Hilltop, Lookout Manor and Wildwood Knolls beaches for the 2020 season at a rate of \$2000.00 with no benefits.

4A

**To: Town Board**  
**From: Frank DiMarco, Parks and Recreation**  
**Subject: Personnel**  
**Date: June 24, 2020**

Please approve the following additions/changes to personnel.

1. Dylan Costello, Seasonal Lifeguard @ \$12.50 hr.

4B



# PUTNAM VALLEY PARKS AND RECREATION

265 Oscawana Lake Road  
Putnam Valley, NY 10579

## PUTNAM VALLEY DAY CAMP STAFF – 2020

|                              |                   |         |
|------------------------------|-------------------|---------|
| Youth Activities Specialist  | Andrew Salustri   | \$14.28 |
| Arts and Crafts Specialist   | Olivia Astrologo  | \$10.71 |
| Sports Specialist            | James DeRonda     | \$10.71 |
| Ropes                        | Marc Orlando      | \$10.71 |
| Ropes                        | Sal Nastri        | \$10.71 |
| Outdoor Adventure Specialist | Michael Roman     | \$10.71 |
| Games Room                   | Cassie Tenesca    | \$10.71 |
| Maintenance Substitute       | Michael Rufo      | \$17.85 |
| Senior Counselor             | Erika Seidman     | \$10.20 |
| Senior Counselor             | Jillian Rooney    | \$10.20 |
| Senior Counselor             | Olivia Roman      | \$10.20 |
| Senior Counselor             | Jordan Tucker     | \$10.20 |
| Senior Counselor             | Juliana Russo     | \$10.20 |
| Senior Counselor             | Parker Sperazza   | \$10.20 |
| Junior Counselor             | Katie Lafuente    | \$8.96  |
| Junior Counselor             | Dannia Jadan      | \$8.96  |
| Junior Counselor             | Jacob Nachamie    | \$8.96  |
| Junior Counselor             | Nia Givan         | \$8.96  |
| Junior Counselor             | Josh Morales      | \$8.96  |
| Junior Counselor             | Francisco Nogeira | \$8.96  |
| Floating Counselor           | Kyrie Ferraro     | \$8.96  |
| Floating Counselor           | Kristine Cabreja  | \$8.96  |