



TOWN OF PUTNAM VALLEY

Town Board Work Session

April 6th, 2022

Town Hall

5 PM

Meeting called to Order

Pledge of Allegiance

1. Highway:
 - a. Approve Elite Environmental Services Contract to Remove and Replace Gas Tank
 - b. Approve Emergency Reconstruction Work on Bell Hollow Bridge
 - c. Approve Auction Equipment
2. Discuss Clean-Flo International LLC Lake Services Contract Amendment for Lake Peekskill
3. Discuss Geese Relief
4. Districts:
 - a. Approve Waiver of Building Fees for Abele Park District Boat Ramp Project
 - b. 2022 Wildwood Knolls Facilities Warrant
 - c. Bid for District property grass cutting
 - d. Town Board reappoint Karen Kroboth as Senior district clerk provisional
5. Authorize Contract with Edmonds Gov Tech
6. Facilities:
 - a. Authorize Town of Putnam Valley to Act as Lead Agency Short Environmental Assessment; Recreation Building Modification – Town Camp
 - b. Authorize Use of Parkland Funding to Complete Winterization of Recreation Building Town Camp
 - c. Award Open Top Container Bid – 2022 Bulk Drop-Off
7. Daily Fee Report – Summary March 1, 2022 – March 31, 2022
8. Audit of Monthly Bills

Adjournment

Next Town Board Meeting: Wednesday, April 20th, 2022, 6 PM

Shawn Keeler
Highway Superintendent
SKEELER@PUTNAMVALLEY.COM

David Conklin
General Foreman

Margaret Bradley
Senior Clerk Typist

Alexis Acevedo
Part-time Clerk

265 Oscawana Lake Road
Putnam Valley, NY 10579

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

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

1a

Town of Putnam Valley Highway Department

March 16, 2022

MEMORANDUM

TO: Jacquie Annabi
Members of the Town Board

FROM: Shawn Keeler
Highway Superintendent

RE: Replacing unleaded fuel tank

I have contracted with Elite Environmental Services to remove the existing 2000 gallon aboveground fuel tank and replace it with a 5000 gallon double wall skid aboveground storage tank. Due to the significant increase in usage of unleaded fuel, the existing tank is no longer sufficient.

The cost of the removal and installation is \$56,900.00. Listed on the enclosed proposal are additional charges that may be necessary, if applicable. I have budgeted for these costs, however, ARPA Funds are projected to pay for it.

Sincerely,



Shawn Keeler

Elite Environmental Services



14 Morrissey Drive
Putnam Valley, NY 10579
Tel: (845)-528-0370
Fax: (845)-528-0375

"WHERE PERFECTION RUNS DEEP" TANK REMOVAL AND INSTALLATION CONTRACT

C/O SHAWN KEELER

RE: PUTNAM VALLEY HIGHWAY DEPT.
265 OSCAWANNA LAKE ROAD
PUTNAM VALLEY N.Y 10579

JANUARY 10, 2022

The price* to remove a 2,000 gallon aboveground storage tank at the above referenced property This price includes cutting, tank removal, tank Bottom sample, closure report to close out building permit, removal of all accessible piping. Elite retains sole and absolute discretion to determine if weather conditions are Appropriate for the work to be performed.

The price to install a 5,000 Gallon double wall skid aboveground storage tank at the above referenced property This price is inclusive of up to 10 feet of standard piping; including fill port, vent, vent alarm, gauge and connection of oil lines to/from the new tank. **\$56,900.00** (plus applicable sales tax)

.....We Honor All Valid Coupons.....

*This price does *not* include, and Elite shall *not* be responsible for costs relating to:

- a. Repair of walkways, blacktop, landscaping or other portions of Property;
- b. Repair of damage to, or replacement of, unmarked utilities including sprinkler systems, septic systems, drain pipes and underground electrical wiring.
- c. Charges for unforeseen additional labor and materials due to undisclosed conditions.
- d. Any additional work or materials required by state, county or local municipalities will be at an additional cost.
- e. Heavy sludge removal-\$ 3.50 per gallon, 90. Cents per gallon of used oil and oily water.
- f. Vac Out Truck Services \$475.00
- g. All necessary permits + \$50.00 processing fee
- h. Concrete pad \$500.00 (if placement outdoors)

In addition, this Proposal does not include costs relating to contamination, if any, at the Property, soil or groundwater testing, or disposal costs. Should the client seek remediation services offered by Elite, including the preparation of any written reports, Elite may submit a separate proposal for Client's written authorization to proceed.

If delays in this project are encountered due to parties other than Elite, by act, omission or interference, and Elite representatives are on the property, wait charges may apply

If you are in agreement with this proposal, please sign below and return a copy for our files. No work will commence until this proposal is signed and a 50% deposit is paid. A 3% service fee will be charge for American Express, Visa, Master Card. Balance is due upon completion of the work set forth herein. Elite shall release manifests and reports, if any, only upon payment in full. The Client's obligation to pay Elite hereunder shall not be conditioned upon or otherwise affected by insurance coverage or reimbursement to

THIS PROPOSAL IS UNDERSTOOD AND ACCEPTED BY:

Signature: Shawn Keeler

Print Name and Title: SHAWN M KEELER Highway Superintendent

Date: MARCH

ELITE ENVIRONMENTAL & TANK TESTING SERVICES

By: _____
Ray Hilyer, President

Elite Environmental Services



14 Morrissey Drive
Putnam Valley, NY 10579
Tel: (845)-528-0370
Fax: (845)-528-0375

"WHERE PERFECTION RUNS DEEP"

C/O SHAWN KEELER

RE: PUTNAM VALLEY HIGHWAY DEPT.
265 OSCAWANNA LAKE ROAD
PUTNAM VALLEY N.Y 10579

JANUARY 10, 2022

Scope of Work:

The work to be performed at the property is:

- File for, and receive, the proper applicable permits and inspections with the municipality/administration that has jurisdiction in regards to the property, and insure the storage tank removal and installation conform to all applicable regulations
- Call in a utility mark out for the address, if applicable.
- Expose and cut open the top of the storage tank.
- Transfer any usable fuel oil from the storage tank to a temporary storage tank.
- Properly dispose of any remaining liquids in the storage tank via an Environmental Vacuum Service.
- Properly remove, clean, transport and recycle the storage tank.
- Investigate and determine if the oil storage tank resulted in any product release or contamination
- Closure Report.
- Install a new 5,000 gallon double wall skid above ground storage tank and insure the installations are consistent with the New York State Uniform Fire Code and local municipality standards.
- Transfer usable oil to the new storage tank
- Installation.

THIS PROPOSAL IS UNDERSTOOD AND ACCEPTED BY:

Signature: Shawn Keeler

Print Name and Title: _____

Date: _____

ELITE ENVIRONMENTAL & TANK
TESTING SERVICES

By: _____
Ray Hilyer, President

Shawn Keeler
Highway Superintendent
SKEELER@PUTNAMVALLEY.COM

265 Oscawana Lake Road
Putnam Valley, NY 10579

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David Conklin
General Foreman

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

Margaret Bradley
Senior Clerk Typist

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

Alexis Acevedo
Part-time Clerk

Town of Putnam Valley Highway Department

March 16, 2022

MEMORANDUM

TO: Jacquie Annabi
Members of the Town Board

FROM: Shawn Keeler
Highway Superintendent

RE: Bell Hollow Bridge

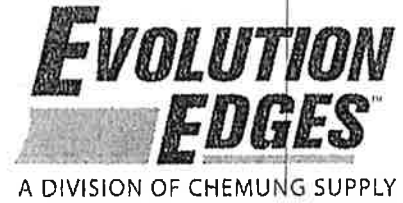
The Bell Hollow Road Bridge located midway on Bell Hollow Road needs emergency replacement immediately. Chemung Supply will be providing the materials for the bridge, and replacing the guide rail for approximately \$68,500.00.

We will be renting a crane from Costanzi Crane in Kingston for \$12,500.00 and will perform the work ourselves.

Sincerely,



Shawn Keeler



To: Mr. Shawn Keeler, Superintendent
Town of Putnam Valley Highway Dept
Date: March 14, 2022
RE: Bell Hollow Rd Culvert

Dear Mr. Keeler,

Please see pricing as requested.

QTY:

- 1 - Concrete Box Culvert - 72"h x 144" w x 20 l
- 2 - Dimensions are ID - \$39,926.00
Cut off walls (if required) \$1,050.00 each = \$2,100.00
- 4 - Wingwalls 8' Long x 9' tall x 1' thick \$4,985 = \$19,940.00

Shipping \$350.00

Pricing Valid for 30 Days.

Sincerely,
Tag Williamson
Chemung Supply Corp
914.213.3579

A handwritten signature in black ink, appearing to read "Tag Williamson", is written over a horizontal line.

12" ROOF
10" BASE
8" WALLS

Shawn Keeler
Highway Superintendent
SKEELER@PUTNAMVALLEY.COM

265 Oscawana Lake Road
Putnam Valley, NY 10579

David Conklin
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(845) 526-3333 phone
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Alexis Acevedo
Part-time Clerk

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Town of Putnam Valley Highway Department

March 30, 2022

MEMORANDUM

TO: Jacquie Annabi
Members of the Town Board

FROM: Shawn Keeler
Highway Superintendent

RE: Auction Equipment

The following equipment is going up for auction as surplus equipment:

2010 Dodge Ram 5500- 6.7 Cummins diesel, approx. 53,000 miles. Runs well, needs transmission work. Body has some rusted sections. 11 foot dump body, electric over hydraulic in good shape. Truck has hydraulic hookups for sander body. Also included is 9ft. Boss plow controls, in good working order. VIN# 3D6WD7EL4AG114939

1995 Komatsu Rubber Tire Excavator PW 170- VIN# K20425. 102 HP, operating weight is 38,600lbs. Perkins 1006-6T engine. Machine has normal wear and tear, needs (4) new batteries (24 volt system.) Has not run in two years. 2 buckets included.

2000 Rammer Hydraulic Hammer E66 for excavator. Normal wear. Includes 2 bits (1 used, 1 new).

2 Doors- for international 4800 series truck. Good shape. (1) Right side, (1) left side.

1997 Ford CF7000 H81- cab and chassis with 10 foot chipper box (hydraulic lift)
VIN# FDXH81COVVA36162...Vehicle in decent shape, runs.

Sincerely,



Shawn Keeler

Lake Services Contract Amendment For Lake Peekskill

THIS AGREEMENT amends the 2021-2023 lake services agreement between the Town of Putnam Valley ("Buyer") and Clean-Flo International, LLC ("Seller"). Buyer and Seller, in consideration of the mutual covenants set forth herein, agree as follows:

ARTICLE 1 - GOODS AND SERVICES

1.01 Seller shall furnish the Goods and Services as follows.

- Provide additional bioaugmentation products to the value of \$6,876 for the years 2022 and 2023 (\$3,438 per year).
- Provide, install, service, and maintain an automated dosing system for continual dosing of bioaugmentation products during the season each year. The one-time cost of the dosing system is \$5,986 (\$2,993 per year).

The Appendix to this agreement provides further detail for the additional costs.

ARTICLE 2 - THE PROJECT

2.01 The Project for which the Goods and Services are to be provided may be the whole or only a part as generally described as follows:

Town of Putnam Valley
Lake Peekskill Lake Bottom Aeration
Putnam Valley NY

ARTICLE 3 - CONTRACT MILESTONES / DURATION

3.01 *Seller's Obligations*

- A. The automated dosing system should be in operation within 60 days of receipt of written approval by Buyer.

3.02 *Buyer's Obligations*

- A. Signed contract, deposit, and notice to proceed must be received no later than February 15, 2022.

ARTICLE 4 - CONTRACT PRICE

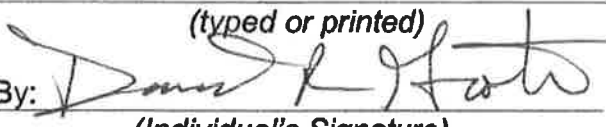
4.01 Buyer shall pay Seller in full for furnishing the Goods and Services. The total additional contract price for equipment, materials, installation, bioaugmentation, freight, logistics, maintenance, performance monitoring and Biobase scans is \$12,862. Payment shall be made as follows:

- Upon execution of this contract, Buyer shall provide a deposit of \$6,431 (50% of additional bioaugmentation and dosing system).
- Upon completion of the installation of the automated dosing equipment, Buyer shall make payment of the balance of \$6,431 (50% balance for additional bioaugmentation and dosing system).

ARTICLE 5 – HOLD HARMLESS

6.01 Seller shall indemnify and hold harmless Buyer from and against liabilities, losses, actions, damages, judgments, including without limitation reasonable attorneys' fees and legal expenses incurred in connection therewith, asserted against or incurred by any one or more of them by reason of or arising out of any injury to or death of any person(s), damage to property, or otherwise in connection with the performance or nonperformance (as the case may be) of this Agreement, or any act, omission or negligence by the seller.

This Agreement will be effective when fully executed below.

Buyer: Town of Putnam Valley <i>(typed or printed)</i>	Seller: Clean-Flo International, LLC <i>(typed or printed)</i>
By: <i>(Individual's Signature)</i>	By:  <i>(Individual's Signature)</i>
Name: <i>(typed or printed)</i>	Name: David Grote <i>(typed or printed)</i>
Title: <i>(typed or printed)</i>	Title: Operations Manager <i>(typed or printed)</i>
Address for Giving Notice:	Address for Giving Notice: 827 Lincoln Ave., Suite 1 West Chester, PA 19380
Phone: Email:	Phone: 610. 431.1934 Email: dgrote@clean-flo.com

APPENDIX

We propose to add a total of **\$12,862** to the balance of the 2021-2023 contract. This total consists of **\$5,985** for additional hardware, and **\$6,876** for additional bioaugmentation. Table 1 shows the breakdown of additional costs.

Table 1. PEEKSKILL OVERALL COST BREAKDOWN AND COMPARISON			
	Original Contract 2018 - 2020	Second Contract 2021 - 2023	Proposed Addition 2022-2023
Hardware	\$60,645.00		\$5,986.00
Bioaugmentation	\$31,605.00	\$23,010.00	\$6,876.00
Services	\$40,250.00	\$42,420.00	\$0.00
Total	\$132,500.00	\$65,430.00	\$12,861.00

Table 2 shows the breakdown of budgets for bioaugmentation products used in the previous contract and in the current contract with the supplemental amounts proposed.

Table 2. PEEKSKILL BIOAUGMENTATION COST BREAKDOWN PER YEAR		
	Total Cost	Cost Per Year
Original Contract (2018 – 2020)	\$31,605	\$10,535
Second Contract (2021-2023)	\$23,010	\$7,670
Addition to 2021-2023 Contract	\$6,876	\$3,438
2021-2023 Bioaugmentation Totals	\$29,886	\$9,962

Bioaugmentation

As shown in Table 2, the original contract included \$10,535 of bioaugmentation products per year. After the improvements observed in the first three years, the bioaugmentation budget was reduced to \$7,670 per year. In light of the results obtained in 2021, this proved too great a reduction. As a result, we propose reverting to the dosing levels used during the first 3 years. This means increasing the annual budget by \$3,438 per year for the two remaining years of the current contract, or a total of \$6,876. The total bioaugmentation budget for the 2021-2023 contract thus becomes **\$9,962**. However, because less product was dosed in 2021 than in each year of the 2018-2020 contract, more product will be used in 2022 and 2023 than was used in each year of the first contract.

Hardware (Automated Dosing)

To ensure that the lake more consistently withstands surges of nutrient inflows (stormwater, etc.) we also recommend installing a system of automated, continuous application of BioBooster. The cost of the automated dosing equipment, installation, and self-sinking lines to carry product to the injection points is **\$5,986**. The cost per year of the automated dosing equipment is \$2,993.

Services

The costs of service visits, enzyme treatment applications, maintenance, sampling, analytical costs, and annual sonar scan/reports in the 2021-2023 contract remain unchanged.

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PARKS AND RECREATION PERSONNEL

Presented by Councilman Luongo

RESOLUTION #R21-164

RESOLVED, that the Town Board authorize the Supervisor to appoint Leland Petrash as a Part time Seasonal Lifeguard at \$13.00 per hour.

Seconded by Councilman Smith, unanimously carried

SIGN CONTRACT WITH GEESE RELIEF FOR LAKE PEEKSKILL

Presented by Supervisor Oliverio

Supervisor Oliverio said for right now Superintendent Cobb and he are going to do a little more research before they hire the dogs. They are looking into using grape juice or grape seed extract as a repellent for the geese. The dogs don't seem to be a popular choice. The concern we have is the massive and disgusting amount of goose poop on the beaches. We must stop this somehow. The extract is not harmful to humans or animals and that seems to be the way to go. They seem to congregate the most on North Beach. Councilwoman Annabi said education is the key to this.

RESOLUTION #R21- N/A

RESOLVED, that the Town Board authorize the Supervisor to sign a one year contract with Geese Relief, LLC, 15 Putnam Avenue, Greenwich, CT 06830 for the use of Geese Control Dogs at Carrara's, Singers, and North Beach at the cost of \$325.00 per week for a month to month service agreement (minimum of 2 months). The cost for egg addling is \$650.00 per season.

RESOLUTION #R21-165

RESOLVED, that the Town Board remove the above Resolution as no decision has been made as to how to minimize the geese population on the Lake Peekskill Beaches.

Seconded by Councilwoman Annabi, unanimously carried

Greenwich CT 06830



Geese Relief LLC
PMB 213
15 East Putnam Avenue
Greenwich, CT 06830-5424
Phone: (203) 847-4939
Cell: (203) 943-4734

PROPOSAL:

Putnam Valley HD

June 30, 2021

**Submitted by:
Christopher Santopietro
Geese Relief LLC**

Site Location:

3 Beaches on Lake Peekskill

DESCRIPTION OF SERVICE PROVIDED:

Geese Relief provides environmentally safe and humane Canada goose control with the use of trained working border collies. Geese Relief will visit your property twice a day, six days a week and once on Sundays. (At the start of service we may have to come more often at no additional charge unless discussed previously). The times we visit will change according to the habits of the geese. The dogs will work both quickly and quietly on land as well as in the water. If needed, Geese Relief will be happy to educate anyone that may have questions about our service. We have found by educating individuals it has alleviated a lot of misunderstandings and put them at ease about what we are doing.

INTRODUCTION:

Geese Relief, and its employees, is fully aware that the Canada goose is considered a protected species by the Federal Government. We are aware that it is illegal to harm, catch or transport geese. We are also aware that it is illegal to touch, destroy or move a nest. We follow all Federal and local Fish and Wildlife Service guidelines regarding Canada Geese. Because of these laws set forth by our government Geese Relief uses only fully trained working border collies that are bred specifically for herding and disposition. The dogs are trained on sheep, cattle, ducks and geese using traditional sheep herding commands. The herding instincts bred for generations in these dogs are to bring the herd or flock to its handler, alive and well. They use their wolf like glance called "eye" to influence the flock, not their teeth. The dogs work with their handler and can be called off the geese at any time.

RECOMMENDATIONS:

It is our recommendation to use the service year round. Geese are known to return yearly to the same nesting spots and their goslings are known to come back to the same place they were born to do their nesting. We will addle all eggs found on property in accordance to Federal Fish and Wildlife guidelines.

CLIENT RESPONSIBILITIES:

You must agree to notify Geese Relief 24 Hours in advance of the application of any chemicals applied to the properties under patrol (i.e., fertilizers, pesticides, herbicides, insecticides, fungicides). These products may be harmful to the dogs. Geese Relief will suspend its visit for the full 24 hours required by law after the application of the above-mentioned products.

FEES:

Geese Relief will provide the services as outlined above to you for:

\$325.00 per week for a month to month service agreement (minimum of 2 Months)

Egg Addling Service: \$650.00 per season

TERMS AND CONDITIONS:

Payment is due upon receipt of invoice.

30 days advanced notice is required to suspend month to month service

Thank you for your interest in Geese Relief and we look forward to speaking with you soon.

Chris Santopietro


Date: June 30, 2021

Geese Relief LLC
PMB 213
15 East Putnam Ave.

4a

**TOWN OF PUTNAM VALLEY
DISTRICTS**


Memo

To: Putnam Valley Town Board
From: Karen Kroboth, District Clerk 
Date: 3/23/2022
Re: Building Dept. Fees Waiver for Abele Park District Boat Ramp Project

I formally request the Town Board to waive the Wetlands and Building Department Fees for the Abele Park District Boat Ramp project, tax map #62.63-1.22.

TOWN OF PUTNAM VALLEY

Memo

To: Town Board Members
From: Karen Kroboth – District Clerk 
Date: 3/31/2022
Re: 2022 Wildwood Knolls Facilities Warrant


I formally request that the Town Board adopt the Wildwood Knolls Facilities Warrant for the year 2022.

Facility users – 19 families @ \$200 each
Total: \$3,800

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**TOWN OF PUTNAM VALLEY
DISTRICTS**

Memo

To: Putnam Valley Town Board
From: Karen Kroboth, District Clerk 
Date: 3/31/2022
Re: District Property Grass Cutting Bid 2022

I formally request that the Town Board accept the lowest bid for District Property Grass Cutting for the 2022 season, received from Landwork Contractors, Inc. 57 Route 6, Suite 208, Baldwin Place, NY 10505. This was the only bid received.

The total lump sum bid is \$12,975.00 for the season.

Bid opening minutes are attached for your review.



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TOWN OF PUTNAM VALLEY

Bid Opening Minutes

District Grass Cutting 2022

March 30, 2022 @ 2 pm

.....
In attendance:

- Sherry Howard – Town Clerk
- Karen Kroboth – District Clerk

There was 1 bid received from Landwork Contractors, Inc. 57 Route 6 Suite 208, Baldwin Place, NY 10505. The total lump sum bid for the 2022 season is \$12,975.00.

Included in the bid was:

- Non Collusion Affidavit
- Professional References
- Proposal
- Specifications for Grass Cutting
- Certification Form Note and Lump Sum Cost
- References
- Section 103-a and 103-d of the General Municipal Law

○ Barger Pond District	\$500.00
○ Brookdale Gardens	\$450.00
○ Glenmar Gardens	\$1,950.00
○ Hilltop District Beach	\$1,400.00
○ Abele Park	\$750.00
○ Lookout Manor	\$575.00
○ Northview	\$550.00
○ Wildwood Knolls	\$700.00
○ Roaring Brook Lake District Properties 2x/month cut	\$1,650.00
○ Roaring Brook Lake 1x/month cut	\$2,400.00
○ Drainage and District Properties 3x/month cut	
▪ Putnam Acres District Park	\$345.00
▪ Strawberry Knolls	\$395.00
▪ Putnam Chase	\$395.00

March 31, 2022

To: Town Board

Resolved that the Town Board reappoint Karen Kroboth to the position of Senior District Clerk on a 90 day provisional basis. She will be moved permanently when she takes and passes the Senior Clerk Test when it is given. Salary is at at Step 1 of the CSEA Senior Clerk Salary Schedule which is \$45,897.00.

Customer: Putnam Valley Town

Customer Address: 265 Oscawana Lake Road
Putnam Valley, NY 10579

Customer County: Putnam

Customer Admin Contact: Jacqueline Annabi

Customer Admin Phone: 845-526-3280

Customer Admin Email: jannabi@putnamvalley.com

Sales Order

Order #: 00002340

Effective Date: Date of customer signature below

New/Add-On: Add-on Core

Sales Rep: John Wray

Investment Summary

Software Services - License	\$44,360.00
Professional Services - Implementation	\$15,000.00
Support Services	\$13,970.00
Conversion Services	\$25,000.00
Year 1 Investment:	\$98,330.00

Summary Notes

One-time License Fees: 100% will be due upon execution of the contract (Effective Date).

One-time Implementation Fees: 50% will be due upon execution of the contract, 25% will be invoiced 60 days after the Effective Date and the remaining 25% will be invoiced upon the earlier of project acceptance or first production use.

Support Services Fees: 100% will be invoiced on the Effective Date for the first annual term. Thereafter, 100% of each subsequent annual fee will be invoiced annually, 60 days prior to each anniversary of the Effective Date.

One-time Data Conversion Fees: 50% will be due upon execution of the contract, 25% will be invoiced 60 days after the Effective Date and the remaining 25% will be invoiced upon the earlier of project acceptance or first production use.

All invoices shall be paid within 30 days of the invoice date. Fees for Services may increase annually during the initial Term or any renewal Term subject to a maximum annual increase equal to the greater of (i) the Consumer Price Index for All Urban Consumers: U.S. City average and (ii) four percent (4%) receipt of the invoice.

Software Services - License	Amount
AR & Business Licensing	\$3,000.00



Software Services - License	Amount
Data Vault	\$1,360.00
Finance Super Suite	\$10,000.00
Human Resources	\$5,000.00
Payroll	\$10,000.00
Permitting & Code Enforcement	\$10,000.00
Permitting Self-Service	\$5,000.00
One-Time Fees:	\$44,360.00

Professional Services - Implementation	Amount
Standard Finance Implementation I	\$5,000.00
Standard Permitting Implementation	\$5,000.00
Standard Personnel Implementation I	\$5,000.00
One-Time Fees:	\$15,000.00

Conversion Services	Amount
Finance - Chart of Accounts	\$750.00
Finance - COA Transaction Summary Balances	\$5,000.00
Finance - Vendor Master File	\$750.00
Payroll - Employee Master File	\$3,000.00
Payroll - Employee Pay History - Summary	\$3,500.00
Permitting - Contractor Master File	\$2,000.00
Permitting - Parcel Master File	\$2,000.00
Permitting - Permit/Violation Transaction History	\$8,000.00
One-Time Fees:	\$25,000.00

Support Services	Amount
AR & Business Licensing Maintenance	\$975.00
Data Vault Maintenance	\$1,020.00
Finance Super Suite Maintenance	\$3,410.00
Human Resources Maintenance	\$2,275.00
Payroll Maintenance	\$2,390.00
Permitting & Code Enforcement Maintenance	\$2,275.00
Permitting Self-Service Maintenance	\$1,625.00
Annual Fees:	\$13,970.00

Software Services - License Notes Customer has the rights to use the Software as long as it maintains Support Services in good standing.

Support Services Notes The initial Support Services Term shall be 36 months commencing 90 days after the Effective Date.
 The Support Services Terms shall renew automatically for 12-month renewal terms at then-current applicable Fees unless written notice is provided by Customer at least 90 days prior to the expiration of the initial or then-current renewal Term. Fees for Support Services may increase annually during the initial Term subject to a maximum annual increase equal to the greater of (i) the Consumer Price Index for All Urban Consumers: U.S. City average and (ii) four percent (4%).

Professional Services - Notes Includes all standard implementations listed under "Professional Services - Implementation".

Sales Order Notes *Town opting to use their MS SQL data base licenses for this on premise installation*
 Data conversion scope of work tbd based on review of available legacy data.
 Historical look up from legacy systems is available.
 Unless quoted, software module implementation is included with purchase.



Please return executed Sales Orders via
DocuSign or Email to:
Edmunds GovTech, Inc.
Email: SalesOrders@EdmundsGovTech.com
P: 888.336.6999 | F: 609.645.3111
www.EdmundsGovTech.com

THE UNDERSIGNED IS AUTHORIZED TO EXECUTE THIS SALES ORDER ON BEHALF OF CUSTOMER AND ACKNOWLEDGES AND AGREES ON BEHALF OF CUSTOMER THAT (A) ALL SERVICES SET FORTH IN THIS SALES ORDER ARE SUBJECT TO AND GOVERNED BY THE EDMUNDS GOVTECH, INC. SERVICE TERMS AND CONDITIONS AVAILABLE AT THE FOLLOWING URL: <https://go.edmundsgovtech.com/terms> (THE "SERVICE TERMS"), WHICH ARE INCORPORATED INTO THIS SALES ORDER, AND (B) THIS SALES ORDER, INCLUDING THE SERVICE TERMS, IS THE COMPLETE AND EXCLUSIVE AGREEMENT BETWEEN EDMUNDS GOVTECH (OR OUR AFFILIATE PROVIDING THE SERVICES DESCRIBED HEREIN) AND CUSTOMER CONCERNING THE SUBJECT MATTER HEREOF AND SUPERSEDES ANY PRIOR OR CONTEMPORANEOUS TERMS AND CONDITIONS, INCLUDING ANY PURCHASE ORDER CUSTOMER MAY PROVIDE OR ANY PRIOR COURSE OF DEALING OR USAGE OF TRADE, AND SUCH ADDITIONAL OR DIFFERENT TERMS OR CONDITIONS SHALL HAVE NO FORCE OR EFFECT.

EDMUNDS GOVTECH, INC.

Putnam Valley Town

By: _____
John Wray
Regional Sales Director

Date: _____

By: 
Jacqueline Annabi
Town Supervisor

Date: 3/10/22





Putnam Valley Town Payment Schedule

Prepared by: John Wray, Regional Sales Director
Proposal Date: 03/10/2022

Year 1 Investment	Amount Due
Maintenance Fees (100%)	\$13,970.00
License Fees (100%)	\$44,360.00
Implementation Fees (50%)	\$7,500.00
Conversion Fees (50%)	\$12,500.00
Upon Contract Execution: Payment 1	
	\$78,330.00
Implementation Fees (25%)	\$3,750.00
Conversion Fees (25%)	\$6,250.00
60 Days After Contract Execution: Payment 2	
	\$10,000.00
Implementation Fees (25%)	\$3,750.00
Conversion Fees (25%)	\$6,250.00
60 Days After Go-Live: Payment 3	
	\$10,000.00
Total Year 1 Investment	\$98,330.00





6a

Town of Putnam Valley

To: Putnam Valley Town Board
From: Susan L. Manno
Date: March 29, 2022
Subject: Request Town of Putnam Valley act as Lead Agency
Short Environmental Assessment
Recreation Building Modification- Town Camp

I formally request that the Putnam Valley Town Board authorize the Town of Putnam Valley to act as Lead Agency for the Short Environmental Assessment for the modifications to winterize the existing recreation building located at 140 Brookfalls Road, Putnam Valley, N.Y. known as the town camp. There will be no disturbance or environmental impact to the site due to construction of a heating system and winterization of the interior of the structure.



66

Town of Putnam Valley

To: Putnam Valley Town Board

From: Susan L. Manno/Frank DiMarco

Date: March 29, 2022

Subject: Authorize Use of Parkland Funding to Complete Winterization of Recreation Building Town Camp

[Handwritten signature]

I formally request that the Putnam Valley Town Board authorize the Facilities and Parks & Recreation Departments to use Parkland funding to complete the project of winterizing the recreation building located at the town camp. Major funding is provided through a grant (SAM) State and Municipal Facilities Program executed by the Dormitory Authority State of New York in the amount of \$100,000.00. One of the conditions of the grant is that the Town Board passes a resolution that they will authorize the additional funding if needed to bring the project to completion.



bc

Town of Putnam Valley

To: Putnam Valley Town Board
From: Susan L. Manno
Date: March 29, 2022
Subject: Award Open Top Container Bid

S. Manno

I formally request that The Putnam Valley Town Board award The 2022 Open Top Container Bid for Bulk Drop-Off to -

AAACarting & Rubbish Removal
480 Furnace Dock Road
Cortlandt Manor, New York 10567

Bid I: No Charge thirty yard containers for disposal of White Goods and Metals only.
(No alternative size containers accepted.)
No weight limit.

Bid II: \$625.00 per thirty yard container (**1st container free**) for disposal of Mixed Bulk Items. (No alternative size containers accepted.)
No weight limit.

103a & 103d were signed and bidder enclosed check for \$500.00

Additional Bids were as follows:

(See Page 2)

Oakridge Waste & Recycling
307 White Street
Danbury, Connecticut 06810

Bid I: \$450.00 (Town to pay Carter) per thirty yard
container for disposal of White Goods and Metals only.
(No alternative size containers accepted.)
No weight limit.

Bid II: \$750.00 per thirty yard container for disposal of
Mixed Bulk Items. (No alternative size containers accepted.)
No weight limit.

103a & 103d were signed and bidder enclosed check for \$500.00