



# TOWN OF PUTNAM VALLEY

## Town Board Work Session

May 10<sup>th</sup>, 2023

Town Hall

5 PM

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**Meeting called to Order**

**Pledge of Allegiance**

1. Facilities:
  - a. Approve Consultant Services of Susan Manno
  - b. Approve Hydro Environmental Solutions, Inc. Contract – Road Salt Study - 17 Harper Street
  - c. Approve Hydro Environmental Solutions, Inc. Contract – Road Salt Study - 11 Seifert Lane
  - d. Approve Hydro Environmental Solutions, Inc. Contract – Road Salt Study - Crofts Corners
  - e. Approve Hydro Environmental Solutions, Inc. Contract for Town Well
  - f. Approve Hydro Environmental Solutions, Inc. Contract for Town Well PFOS/PFAS
  - g. Approve Spinnaker Insurance Company Contract for Cyber Insurance Policy
2. Highway:
  - a. Approve Seasonal Laborers
  - b. Approve Request to go to Bid for Vehicles
  - c. Approve Request to Auction Surplus Equipment
3. Districts:
  - a. Approve Roaring Brook Lake Superintendent 2023
  - b. Approve LPID Beach Monitor Appointments 2023
  - c. Approve LPID Supervisor Appointments 2023
  - d. Approve LPID Permanent Laborer
  - e. Approve Lookout Manor Appointments 2023
  - f. Approve Lake Oscawana Supervisor Appointment 2023
4. Approve Change of Dates for June 2023 Town Board Meetings
5. Approve Local 456 Teamsters 2023 Agreement
6. Approve Waiver of Building Department Fees for PVVAC
7. Approve NYSEG Easement on Town Property
8. Finance: Approve Bond Anticipation Note Renewal
9. Daily Fee Report – Summary April 1, 2023 – April 30, 2023

**Adjournment**

**Next Town Board Meeting: Wednesday, May 17<sup>th</sup>, 2023 6 PM**



1a

To: Putnam Valley Town Board

From: Margaret DiRubba

Date: April 18, 2023

Subject: Authorize Facilities Department to hire  
Susan Manno – Training Services

I formally request that the Putnam Valley Town Board authorize the Facilities Department to hire Susan Manno as a Consultant, at the rate of \$50.00 per hour, for a total of approximately \$150.00, to provide Seasonal Safety Training to part-time Lifeguards, Monitors and Camp Counselors for the 2023 season.



**To:** Putnam Valley Town Board

**From:** Margaret DiRubba

**Date:** April 21, 2023

**Subject:** Authorize Town Supervisor to sign Contract with  
Hydro Environmental Solutions, Inc. – Road Salt Study

I formally request that the Putnam Valley Town Board authorize the Town Supervisor to sign the 2023 contract with Hydro Environmental Solutions, Inc. to perform semi-annual water tests at 17 Harper Street, Lake Peekskill, NY due to road salt impacts in the amount of \$722.50. Laboratory costs to be paid directly by the Town in the amount of \$190.00. Semi-annual testing for calcium chloride is required by the New York State DEC. This cost has been included in the 2023 budget.

## AGREEMENT FOR PROFESSIONAL SERVICES

### Town of Putnam Valley 2023 – Semi-Annual Groundwater Sampling – Midlarsky Residence

This agreement made this 18<sup>th</sup> day of April 2023 by and between HYDROENVIRONMENTAL SOLUTIONS, INC. of Two Center Street, Croton Falls, New York 10519, hereinafter referred to as "Geologist/Hydrogeologist", and Town of Putnam Valley, represented by Ms. Jacqueline Annabi hereinafter sometimes referred to as "Client", as per HydroEnvironmental Solutions, Inc. attached Cost Estimate.

In consideration of mutual promises the parties hereunto agree as follows:

1. In general, Geologist/Hydrogeologist agrees to perform professional services in connection with Client's project and to give consultation and advice to Client, prepare such studies and reports as Geologist/Hydrogeologist deems practical, feasible or necessary, and generally advise Client as to feasibility and particulars of the project. All work will be subject to Client approval before initiation.

Specifically, Geologist/Hydrogeologist shall perform the work as detailed in this Agreement and the associated cost estimate dated April 18, 2023 and attached hereto.

2. In exchange for his services hereunder, Client shall pay Geologist/Hydrogeologist for his time expended and for that of his employees as well as disbursements, lab fees, equipment rental and other out-of-pocket costs. Geologist/Hydrogeologist's fees hereunder shall be billed monthly and are payable where invoiced. Client agrees to pay Geologist/Hydrogeologist a total not to exceed **\$722.50** as per the Cost Estimate for Semi-Annual Groundwater Sampling at the Midlarsky Residence at 17 Harper Street in Lake Peekskill, New York. *Please note that the laboratory costs will be paid directly by the Town of Putnam Valley.* Unforeseen site conditions may result in cost changes to the overall project and any additional costs incurred will be billed accordingly on a time and materials basis. However, no out of scope work will be initiated without the prior written consent of our client. Any payment not received within thirty (30) days from the date of the billing constitutes sufficient cause for the Geologist/Hydrogeologist to remove himself, employees, and equipment from the job site.
3. All documents, including original drawings, estimates, specifications, field notes, and data are and shall become the property of the Client provided Client is current in paying billings from Geologist/Hydrogeologist.
4. The following are also conditions of the relationship between the Geologist/Hydrogeologist and Client:



HydroEnvironmental  
SOLUTIONS, INC.  
Two Center Street • Croton Falls, NY 10519

1. Client shall provide the Geologist/Hydrogeologist with full disclosure of all relevant facts and circumstances affecting the project.
2. Geologist/Hydrogeologist is authorized upon Client approval and at Client's expense to retain the services of other experts, employees, and professions, including but not limited to field personnel, consulting geologists, equipment rental, lab testing and the like.
3. In the event that the relationship is terminated and Client seeks the Geologist/Hydrogeologist's file or material therein, the same may be done on reasonable advance notice, provided only at the time of delivery client shall pay the costs of photocopying and provided that the bill for services, costs, and disbursements has been paid and satisfied in full. Upon prior written notice of client, the files and materials in possession of the Geologist/Hydrogeologist is the property of the client. It is available upon demand in original form.
4. A copy of a duly executed Form C-105.21 (Statement regarding Worker's Compensation or Disability Benefits coverage) to establish that HydroEnvironmental Solutions, Inc. has complied with Section 57 of Workers' Compensation Law and Section 220 of the Disability Benefits Law will be provided. HydroEnvironmental Solutions, Inc. will provide a Certificate of Liability Insurance to the Town of Putnam Valley and the property owner as additional insured.

IN WITNESS WHEREOF, Town of Putnam Valley, represented by Ms. Jacqueline Annabi and HydroEnvironmental Solutions, Inc. have executed this agreement the day and year first above written.

HYDROENVIRONMENTAL SOLUTIONS, INC.



William A. Canavan, PG, LSRP  
President

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Jacqueline Annabi  
Supervisor  
Town of Putnam Valley



HydroEnvironmental  
SOLUTIONS, INC.

Five Center Street • Graton Falls, NY 10579

## COST ESTIMATE

2023

### Hydrologic Consulting Services Road Salt in Groundwater Analysis - Midlarsky Residence Lake Peekskill, New York

4/18/2023

#### I HydroEnvironmental Solutions, Inc. Costs

##### Implement Groundwater Sampling Plan

(includes two sampling events; 1st and 3rd Quarters)

|                         |     |         |          |          |    |                  |
|-------------------------|-----|---------|----------|----------|----|------------------|
| Project Manager         | 0.5 | hr(s) @ | \$225.00 | per hour | \$ | 112.50           |
| Environmental Scientist | 3.0 | hr(s) @ | \$115.00 | per hour | \$ | 345.00           |
| Truck/Supplies          | 0.5 | days @  | \$150.00 | per day  | \$ | 75.00            |
| <b>Subtotal 1</b>       |     |         |          |          |    | <b>\$ 532.50</b> |

#### II Subcontractor Costs

##### Laboratory \*\*

(Samples per year)

|                                                                   |     |           |         |      |    |                  |
|-------------------------------------------------------------------|-----|-----------|---------|------|----|------------------|
| Groundwater Samples<br>(Calcium, Magnesium and Total<br>Hardness) | 2.0 | samples @ | \$95.00 | each | \$ | 190.00           |
| <b>Subtotal 2</b>                                                 |     |           |         |      |    | <b>\$ 190.00</b> |

**Grand Total** **\$ 722.50**

\*\* Please note: all laboratory costs will be invoiced directly to and paid by the Town of Putnam Valley.

1c



**To:** Putnam Valley Town Board

**From:** Margaret DiRubba

**Date:** April 21, 2023

**Subject:** Authorize Town Supervisor to sign Contract with  
Hydro Environmental Solutions, Inc. – Road Salt Study

I formally request that the Putnam Valley Town Board authorize the Town Supervisor to sign the 2023 contract with Hydro Environmental Solutions, Inc. to perform semi-annual water tests at 11 Seifert Lane, Putnam Valley, NY due to road salt impacts in the amount of \$722.50. Laboratory costs to be paid directly by the Town in the amount of \$190.00. Semi-annual testing for calcium chloride is required by the New York State DEC. This cost has been included in the 2023 budget.

## AGREEMENT FOR PROFESSIONAL SERVICES

### Town of Putnam Valley 2023 – Semi-Annual Groundwater Sampling – Johnson Residence

This agreement made this 18<sup>th</sup> day of April 2023 by and between HYDROENVIRONMENTAL SOLUTIONS, INC. of Two Center Street, Croton Falls, New York 10519, hereinafter referred to as "Geologist/Hydrogeologist", and Town of Putnam Valley, represented by Ms. Jacqueline Annabi hereinafter sometimes referred to as "Client", as per HydroEnvironmental Solutions, Inc. attached Cost Estimate.

In consideration of mutual promises, the parties hereunto agree as follows:

1. In general, Geologist/Hydrogeologist agrees to perform professional services in connection with Client's project and to give consultation and advice to Client, prepare such studies and reports as Geologist/Hydrogeologist deems practical, feasible or necessary, and generally advise Client as to feasibility and particulars of the project. All work will be subject to Client approval before initiation.

Specifically, Geologist/Hydrogeologist shall perform the work as detailed in this Agreement and the associated cost estimate dated April 18, 2023 and attached hereto.

2. In exchange for his services hereunder, Client shall pay Geologist/Hydrogeologist for his time expended and for that of his employees as well as disbursements, lab fees, equipment rental and other out-of-pocket costs. Geologist/Hydrogeologist's fees hereunder shall be billed monthly and are payable where invoiced. Client agrees to pay Geologist/Hydrogeologist a total not to exceed **\$722.50** as per the Cost Estimate for Semi-Annual Groundwater Sampling at the Johnson Residence at 11 Seifert Lane in Putnam Valley, New York. *Please note that the laboratory costs will be paid directly by the Town of Putnam Valley.* Unforeseen site conditions may result in cost changes to the overall project and any additional costs incurred will be billed accordingly on a time and materials basis. However, no out of scope work will be initiated without the prior written consent of our client. Any payment not received within thirty (30) days from the date of the billing constitutes sufficient cause for the Geologist/Hydrogeologist to remove himself, employees, and equipment from the job site.
3. All documents, including original drawings, estimates, specifications, field notes, and data are and shall become the property of the Client provided Client is current in paying billings from Geologist/Hydrogeologist.
4. The following are also conditions of the relationship between the Geologist/Hydrogeologist and Client:





1. Client shall provide the Geologist/Hydrogeologist with full disclosure of all relevant facts and circumstances affecting the project.
2. Geologist/Hydrogeologist is authorized upon Client approval and at Client's expense to retain the services of other experts, employees, and professions, including but not limited to field personnel, consulting geologists, equipment rental, lab testing and the like.
3. In the event that the relationship is terminated and Client seeks the Geologist/Hydrogeologist's file or material therein, the same may be done on reasonable advance notice, provided only at the time of delivery client shall pay the costs of photocopying and provided that the bill for services, costs, and disbursements has been paid and satisfied in full. Upon prior written notice of client, the files and materials in possession of the Geologist/Hydrogeologist is the property of the client. It is available upon demand in original form.
4. A copy of a duly executed Form C-105.21 (Statement regarding Worker's Compensation or Disability Benefits coverage) to establish that HydroEnvironmental Solutions, Inc. has complied with Section 57 of Workers' Compensation Law and Section 220 of the Disability Benefits Law will be provided. HydroEnvironmental Solutions, Inc. will provide a Certificate of Liability Insurance to the Town of Putnam Valley and the property owner as additional insured.

IN WITNESS WHEREOF, Town of Putnam Valley, represented by Ms. Jacqueline Annabi and HydroEnvironmental Solutions, Inc. have executed this agreement the day and year first above written.

HYDROENVIRONMENTAL SOLUTIONS, INC.



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William A. Canavan, PG, LSRP  
President

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Jacqueline Annabi  
Supervisor  
Town of Putnam Valley



*HydroEnvironmental*  
SOLUTIONS, INC.

Two Center Street • Croton Falls, NY 10516

## COST ESTIMATE

2023

### Hydrologic Consulting Services Road Salt in Groundwater Analysis - Johnson Residence Putnam Valley, New York

4/18/2023

#### I HydroEnvironmental Solutions, Inc. Costs Implement Groundwater Sampling Plan

(includes two sampling events; 1st and 3rd Quarters)

|                         |     |         |          |          |    |                  |
|-------------------------|-----|---------|----------|----------|----|------------------|
| Project Manager         | 0.5 | hr(s) @ | \$225.00 | per hour | \$ | 112.50           |
| Environmental Scientist | 3.0 | hr(s) @ | \$115.00 | per hour | \$ | 345.00           |
| Truck/Supplies          | 0.5 | days @  | \$150.00 | per day  | \$ | 75.00            |
| <b>Subtotal 1</b>       |     |         |          |          |    | <b>\$ 532.50</b> |

#### II Subcontractor Costs Laboratory \*\*

(Samples per year)

|                                                                               |     |           |         |      |    |                             |
|-------------------------------------------------------------------------------|-----|-----------|---------|------|----|-----------------------------|
| Groundwater Samples                                                           | 2.0 | samples @ | \$95.00 | each | \$ | 190.00                      |
| (Samples tested for Sodium, Chloride,<br>Calcium, Magnesium & Total Hardness) |     |           |         |      |    | <b>Subtotal 2 \$ 190.00</b> |

**Grand Total** **\$ 722.50**

\*\* Please note: all laboratory costs will be invoiced directly to and paid by the Town of Putnam Valley.

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**To:** Putnam Valley Town Board  
**From:** Margaret DiRubba  
**Date:** April 21, 2023  
**Subject:** Authorize Town Supervisor to sign Contract with  
Hydro Environmental Solutions, Inc. –  
Road Salt – Croft Corners Study

I formally request that the Putnam Valley Town Board authorize the Town Supervisor to sign the 2023 contract with Hydro Environmental Solutions, Inc. to perform semi-annual water tests and reporting to the New York State Department of Environmental Conservation in the amount of \$7,195.00. Laboratory costs to be paid directly by the Town in the amount of \$2,660.00. Semi-annual testing for calcium chloride is required by the New York State DEC. This cost has been included in the 2023 budget.

## AGREEMENT FOR PROFESSIONAL SERVICES

### Town of Putnam Valley 2023 – Semi-Annual Groundwater Sampling – Crofts Corner Area

This agreement made this 18<sup>th</sup> day of April, 2023 by and between HYDROENVIRONMENTAL SOLUTIONS, INC. of One Deans Bridge Road, Somers, New York 10589, hereinafter referred to as "Geologist/Hydrogeologist", and Town of Putnam Valley, represented by Ms. Jacqueline Annabi hereinafter sometimes referred to as "Client", as per HydroEnvironmental Solutions, Inc. attached Cost Estimate.

In consideration of mutual promises the parties hereunto agree as follows:

1. In general, Geologist/Hydrogeologist agrees to perform professional services in connection with Client's project and to give consultation and advice to Client, prepare such studies and reports as Geologist/Hydrogeologist deems practical, feasible or necessary, and generally advise Client as to feasibility and particulars of the project. All work will be subject to Client approval before initiation.

Specifically, Geologist/Hydrogeologist shall perform the work as described in its letter to Ms. Annabi dated April 18, 2023 and attached hereto.

2. In exchange for his services hereunder, Client shall pay Geologist/Hydrogeologist for his time expended and for that of his employees as well as disbursements, lab fees, equipment rental and other out-of-pocket costs. Geologist/Hydrogeologist's fees hereunder shall be billed monthly and are payable where invoiced. Client agrees to pay Geologist/Hydrogeologist a total not to exceed **\$7,195.00** as per the Cost Estimate for Semi-Annual Groundwater Sampling in the Crofts Corners section of Putnam Valley, New York. *Please note that the laboratory costs will be paid directly by the Town of Putnam Valley.* Unforeseen site conditions may result in cost changes to the overall project and any additional costs incurred will be billed accordingly on a time and materials basis. However, no out of scope work will be initiated without the prior written consent of our client. Any payment not received within thirty (30) days from the date of the billing constitutes sufficient cause for the Geologist/Hydrogeologist to remove himself, employees, and equipment from the job site. Any sums not paid within thirty (30) days from the billing shall bear interest at the rate of one percent (1%) per month. If, at any time, the financial responsibility of the Client becomes unsatisfactory to Geologist/Hydrogeologist, cash payments of satisfactory security may be demanded by Geologist/Hydrogeologist. In the event of the necessity of collection of delinquent accounts, the prevailing party shall be entitled to recover from the losing party all costs of litigation, including court costs, interest, and reasonable attorney's fees.
3. All documents, including original drawings, estimates, specifications, field notes, and data are and shall become the property of the Client provided Client is current in paying billings from Geologist/Hydrogeologist.
4. The following are also conditions of the relationship between the Geologist/Hydrogeologist and Client:

1. Client shall provide the Geologist/Hydrogeologist with full disclosure of all relevant facts and circumstances affecting the project.
2. Geologist/Hydrogeologist is authorized upon Client approval and at Client's expense to retain the services of other experts, employees, and professions, including but not limited to field personnel, consulting geologists, equipment rental, lab testing and the like.
3. In the event that the relationship is terminated and Client seeks the Geologist/Hydrogeologist's file or material therein, the same may be done on reasonable advance notice, provided only at the time of delivery client shall pay the costs of photocopying and provided that the bill for services, costs, and disbursements has been paid and satisfied in full. Upon prior written notice of client, the files and materials in possession of the Geologist/Hydrogeologist is the property of the client. It is available upon demand in original form.
4. A copy of a duly executed Form C-105.21 (Statement regarding Worker's Compensation or Disability Benefits coverage) to establish that HydroEnvironmental Solutions, Inc. has complied with Section 57 of Workers' Compensation Law and Section 220 of the Disability Benefits Law will be provided. HydroEnvironmental Solutions, Inc. will provide a Certificate of Liability Insurance to the Town of Putnam Valley and the property owner as additional insured.

IN WITNESS WHEREOF, Town of Putnam Valley, represented by Ms. Jacqueline Annabi and HydroEnvironmental Solutions, Inc. have executed this agreement the day and year first above written.

HYDROENVIRONMENTAL SOLUTIONS, INC.



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William A. Canavan, PG, LSRP  
President

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Jacqueline Annabi  
Supervisor  
Town of Putnam Valley



HydroEnvironmental  
SOLUTIONS, INC.

Two Center Street • Croton Falls, NY 10519

# COST ESTIMATE

2023

## Hydrologic Consulting Services Road Salt in Groundwater Analysis - Crofts Corners Area Putnam Valley, New York

4/18/2023

### I HydroEnvironmental Solutions, Inc. Costs

#### 1 Implement Groundwater Sampling Plan \*

(includes two sampling events; 14 residences)

|                   |      |         |          |          |                    |
|-------------------|------|---------|----------|----------|--------------------|
| Project Manager   | 3.0  | hr(s) @ | \$225.00 | per hour | \$ 675.00          |
| Hydrogeologist    | 10.0 | hr(s) @ | \$115.00 | per hour | \$ 1,150.00        |
| Truck/Supplies    | 2.0  | days @  | \$150.00 | per day  | \$ 300.00          |
| <b>Subtotal 1</b> |      |         |          |          | <b>\$ 2,125.00</b> |

#### 2 Compile Report

|                     |      |         |          |          |                    |
|---------------------|------|---------|----------|----------|--------------------|
| Project Manager     | 5.0  | hr(s) @ | \$225.00 | per hour | \$ 1,125.00        |
| Hydrogeologist      | 20.0 | hr(s) @ | \$115.00 | per hour | \$ 2,300.00        |
| Computer Technician | 10.0 | hr(s) @ | \$105.00 | per hour | \$ 1,050.00        |
| Administrative      | 7.0  | hr(s) @ | \$85.00  | per hour | \$ 595.00          |
| <b>Subtotal 2</b>   |      |         |          |          | <b>\$ 5,070.00</b> |

**HES Total** **\$ 7,195.00**

### II Subcontractor Costs

#### 1 Laboratory \*\*

(Samples per year) \*\*\*

|                                                                                                           |      |           |         |      |                    |
|-----------------------------------------------------------------------------------------------------------|------|-----------|---------|------|--------------------|
| Groundwater Samples<br>(Samples tested for Sodium,<br>Chloride, Calcium, Magnesium and<br>Total Hardness) | 28.0 | samples @ | \$95.00 | each | \$ 2,660.00        |
| <b>Subtotal</b>                                                                                           |      |           |         |      | <b>\$ 2,660.00</b> |

**Grand Total** **\$ 9,855.00**\*

\* HES previously received confirmation from the NYSDEC that our proposed semi-annual sampling frequency has been accepted. Therefore, sampling will take place during the 1st & 3rd Quarter of each year.

\*\* Please note: all laboratory costs will be invoiced directly to and paid by the Town of Putnam Valley.

\*\*\* All 14 residences are scheduled to be sampled twice a year.

## TABLE 1

### 2023 Road Salt Sampling Town of Putnam Valley

Properties to be sampled during the 1<sup>st</sup> and 3<sup>rd</sup> Quarters

1. Sinchi residence, 256 Oscawana Lake Road
2. Smith, Arthur residence, 258 Oscawana Lake Road
3. Delaney residence, 262 Oscawana Lake Road
4. Smith, Arthur residence, 266 Oscawana Lake Road  
(Formerly V. Smith residence)
5. Wilson residence, 270 Oscawana Lake Road
6. Kroohs residence, 283 Oscawana Lake Road
7. Schrade residence, 289 Oscawana Lake Road
8. Salaun residence, 1 Canopus Hollow Road
9. McKechnie residence, 9 Canopus Hollow Road
10. Rohan residence, 11 Canopus Hollow Road
11. Singh residence, 17 Canopus Hollow Road
12. Rooney residence, 23 Canopus Hollow Road
13. Rhoades residence, 359 Church Road
14. Reform Temple of Putnam Valley, 362 Church Road



HydraEnvironmental  
SOLUTIONS, INC  
One Curran Square • Putnam NY 12578  
914 276 3200 • FAX 914 276 2668



*HydroEnvironmental*  
S O L U T I O N S , I N C .

April 18, 2023

Ms. Jacqueline Annabi  
Town Supervisor  
Putnam Valley Town Hall  
265 Oscawana Lake Road  
Putnam Valley, New York 10579-2045

RE: Semi-Annual Groundwater Sampling Proposal – 2023  
Road Salt in Drinking Water – Crofts Corners Area  
Putnam Valley, New York

Dear Ms. Annabi:

HydroEnvironmental Solutions, Inc. (HES) is pleased to submit the following Scope of Work and Cost Estimate to assist the Town of Putnam Valley in resolving road salt contamination in the water supply wells in the vicinity of the Town salt storage facility located in the Crofts Corners area of Town. The purpose of this proposal is to outline costs and define protocol as required by the Region 3 Office of the New York State Department of Environmental Conservation (NYSDEC) related to road salt impacts. The NYSDEC Region 3 Office is requiring that the private wells impacted by the road salt be sampled on a semi-annual basis to document the status of the impacted groundwater in the vicinity of the Town salt storage facility. Based on this information, HES believes that the following work should be completed at the site:

**Scope of Work**

**Task 1: Semi-Annual Groundwater Monitoring and Sampling:**

HES will collect groundwater quality samples on a semi-annual basis (1<sup>st</sup> and 3<sup>rd</sup> quarters of 2022) from the 14 remaining residential supply wells that have been impacted by road salt (**Table 1**). The wells will be sampled in accordance with industry accepted practices and the groundwater samples will be sent to a New York State certified laboratory. The samples will be analyzed for the presence of Sodium (Na<sup>+</sup>)

Two Center Street • Croton Falls, New York 10519

914.276.2560 • FAX 914.276.2664



Ms. Jacqueline Annabi  
April 18, 2023  
Page 2 of 2

and Chloride (Cl-) ions, Calcium (Ca), Magnesium (Mg) and Hardness (total). As noted above, the NYSDEC previously approved our request that the sampling protocol be adjusted to semi-annually.

The cost for HES to complete this task for 2023 is **\$2,125.00**. The associated laboratory fees of **\$2,660.00** are to be paid directly by the Town of Putnam Valley.

**Task 2: Complete Semi-Annual Update Reports:**

After each groundwater sampling event, HES will complete a semi-annual report for submission to the NYSDEC Region 3 Office with a copy sent to the Town of Putnam Valley. The report will summarize the well water sampling laboratory analytical results.

The cost for HES to complete this task for 2023 is **\$5,070.00**.

The total cost to complete the above outlined Scope of Work including time, materials and expenses is **\$9,855.00**. A Cost Estimate including a detailed breakdown of the costs to complete this project is attached for your review.

The proposed semi-annual sampling of the impacted wells in the Town of Putnam Valley will continue until the wells are no longer impacted by the road salt or an alternate source of drinking water has been found.

HES can initiate the above outlined Scope of Work upon Town approval of this proposal and receipt of the signed Agreement for Professional Services. We look forward to continuing to work with the Town on this project. Please contact me at (914) 276-2560 with any questions that you may have.

Very truly yours,  
HydroEnvironmental Solutions, Inc

  
William A. Canavan, PG, LSRP  
President

Enclosures

cc: File

1e



To: Putnam Valley Town Board

From: Margaret DiRubba

Date: April 21, 2023

Subject: Authorize Town Supervisor to sign Contract with  
Hydro Environmental Solutions, Inc. –  
Town Hall Well

I formally request that the Putnam Valley Town Board authorize the Town Supervisor to sign the 2023 contract with Hydro Environmental Solutions, Inc. to perform quarterly water tests and reporting to the Putnam County Department of Health in the amount of \$5,215.00. Laboratory costs to be paid directly by the Town in the amount of \$526.00. Quarterly testing is required by the New York State Board of Health. This cost has been included in the 2023 budget.

## AGREEMENT FOR PROFESSIONAL SERVICES

### Quarterly Sampling of the Town Hall Supply Well - 2023 Putnam Valley, New York

This agreement made this 18<sup>th</sup> day of April 2023 by and between HYDROENVIRONMENTAL SOLUTIONS, INC. of One Deans Bridge Road, Somers, New York 10589, hereinafter referred to as "Geologist/Hydrogeologist", and the Town of Putnam Valley, represented by Ms. Jacqueline Annabi hereinafter sometimes referred to as "Client", as per HydroEnvironmental Solutions, Inc. attached Cost Estimate.

In consideration of mutual promises, the parties hereunto agree as follows:

1. In general, Geologist/Hydrogeologist agrees to perform professional services in connection with Client's project and to give consultation and advice to Client, prepare such studies and reports as Geologist/Hydrogeologist deems practical, feasible or necessary, and generally advise Client as to feasibility and particulars of the project. All work will be subject to Client approval before initiation.

Specifically, Geologist/Hydrogeologist shall perform the work as described in its letter to Ms. Jacqueline Annabi dated April 18, 2023 and attached hereto.

2. In exchange for his services hereunder, Client shall pay Geologist/Hydrogeologist for his time expended and for that of his employees as well as disbursements, lab fees, equipment rental and other out-of-pocket costs. Geologist/Hydrogeologist's fees hereunder shall be billed monthly and are payable where invoiced. Client agrees to pay Geologist/Hydrogeologist a total not to exceed **\$5,215.00** as per the attached Cost Estimate. *PLEASE NOTE THAT THE LABORATORY COSTS WILL BE PAID DIRECTLY BY THE TOWN OF PUTNAM VALLEY.* As outlined on the Cost Estimate unforeseen site conditions may result in cost changes to the overall project and any additional costs incurred will be billed accordingly on a time and materials basis. However, no out of scope work will be initiated without the prior written consent of our client. Any payment not received within thirty (30) days from the date of the billing constitutes sufficient cause for the Geologist/Hydrogeologist to remove himself, employees, and equipment from the job site. Any sums not paid within thirty (30) days from the billing shall bear interest at the rate of one percent (1%) per month. If, at any time, the financial responsibility of the Client becomes unsatisfactory to Geologist/Hydrogeologist, cash payments of satisfactory security may be demanded by Geologist/Hydrogeologist. In the event of the necessity of collection of delinquent accounts, the prevailing party shall be entitled to recover from the losing party all costs of litigation, including court costs, interest, and reasonable attorney's fees.
3. All documents, including original drawings, estimates, specifications, field notes, and data are and shall become the property of the Client provided Client is current in paying billings from Geologist/Hydrogeologist.
4. The following are also conditions of the relationship between the Geologist/Hydrogeologist and Client:



HydroEnvironmental  
SOLUTIONS, INC.  
Two Center Street • Colon Falls, NY 13813  
518 276 2525 • FAX 518 276 2624

1. Client shall provide the Geologist/Hydrogeologist with full disclosure of all relevant facts and circumstances affecting the project.
2. Geologist/Hydrogeologist is authorized upon Client approval and at Client's expense to retain the services of other experts, employees, and professions, including but not limited to field personnel, consulting geologists, equipment rental, lab testing and the like.
3. In the event that the relationship is terminated and Client seeks the Geologist/Hydrogeologist's file or material therein, the same may be done on reasonable advance notice, provided only at the time of delivery client shall pay the costs of photocopying and provided that the bill for services, costs, and disbursements has been paid and satisfied in full. Upon prior written notice of client, the files and materials in possession of the Geologist/Hydrogeologist is the property of the client. It is available upon demand in original form.
4. A copy of a duly executed Form C-105.21 (Statement regarding Worker's Compensation or Disability Benefits coverage) to establish that HydroEnvironmental Solutions, Inc. has complied with Section 57 of Workers' Compensation Law and Section 220 of the Disability Benefits Law will be provided. HydroEnvironmental Solutions, Inc. will provide a Certificate of Liability Insurance to the Town of Putnam Valley and the property owner as additional insured.

IN WITNESS WHEREOF, Town of Putnam Valley, represented by Ms. Jacqueline Annabi and HydroEnvironmental Solutions, Inc. have executed this agreement the day and year first above written.

HYDROENVIRONMENTAL SOLUTIONS, INC.



---

William A. Canavan, PG, LSRP  
President

---

Jacqueline Annabi  
Supervisor  
Town of Putnam Valley



HydroEnvironmental  
SOLUTIONS, INC.

Two Center Street • Clifton Falls, NY 10915

**COST ESTIMATE**

**2023**

**Town of Putnam Valley  
Quarterly Town Hall Supply Well Sampling  
Putnam Valley, New York**

**4/18/2023**

**HydroEnvironmental Solutions, Inc. Costs**

**1 Water Quality Sampling**

(Includes costs for 3-year extended quarter)

|                  |      |         |          |          |                        |           |
|------------------|------|---------|----------|----------|------------------------|-----------|
| Hydrogeologist   | 4.0  | hours @ | \$115.00 | per hour | \$                     | 460.00    |
| Truck & Supplies | 0.50 | day @   | \$150.00 | per day  | \$                     | 75.00     |
|                  |      |         |          |          | Total cost per quarter | \$ 535.00 |

(Includes costs for 3 standard quarters)

|                  |      |         |          |          |                        |           |
|------------------|------|---------|----------|----------|------------------------|-----------|
| Hydrogeologist   | 3.0  | hours @ | \$115.00 | per hour | \$                     | 345.00    |
| Truck & Supplies | 0.50 | day @   | \$150.00 | per day  | \$                     | 75.00     |
|                  |      |         |          |          | Total cost per quarter | \$ 420.00 |

**Annual Subtotal 1 \$ 1,795.00**

**2 Water Quality Reporting**

(Includes costs for four quarters)

|                 |     |         |          |          |                        |           |
|-----------------|-----|---------|----------|----------|------------------------|-----------|
| Project Manager | 1.0 | hour @  | \$225.00 | per hour | \$                     | 225.00    |
| Hydrogeologist  | 4.0 | hours @ | \$115.00 | per hour | \$                     | 460.00    |
| Administrative  | 2.0 | hours @ | \$85.00  | per hour | \$                     | 170.00    |
|                 |     |         |          |          | Total cost per quarter | \$ 855.00 |

**Annual Subtotal 2 \$ 3,420.00**

Total cost per quarter \$ 1,810.00

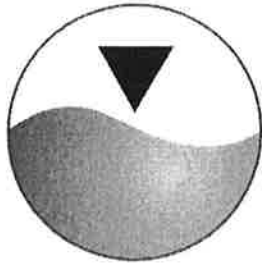
**Annual Total \$ 5,215.00**

**Subcontractor Costs**

**1 Laboratory Costs\***

|                                                  |              |
|--------------------------------------------------|--------------|
| Total Laboratory Costs for the year              | \$ 526.00 ** |
| * See Attached chart for detailed cost breakdown | \$ 526.00    |

\*\* Cost Estimate assumes Town of Putnam Valley contracts Laboratory Costs directly, unless otherwise noted on invoice. Costs may vary once PCDOH determines what analyses are needed; costs also may vary pending results.



*HydroEnvironmental*  
SOLUTIONS, INC.

April 18, 2023

Ms. Jacqueline Annabi  
Town Supervisor  
Town of Putnam Valley  
265 Oscawana Lake Road  
Putnam Valley, New York 10579

RE: Quarterly Sampling of Town Hall Supply Well – 2023  
265 Oscawana Lak Road  
Putnam Valley, New York

Dear Ms. Annabi:

HydroEnvironmental Solutions, Inc. (HES) is pleased to submit the following Scope of Work and Cost Estimate to complete the ongoing water quality sampling of the Town Hall supply well. The Putnam County Department of Health (PCDOH) requires sampling for the following parameters annually: Nitrates and Principle Organic Compounds (POCs) using methods 502.2 and 524.2. The Town Hall supply well will be tested on a quarterly basis for the following parameters: manganese, sodium, iron, chloride, coliform and methyl tert-butyl ether (MTBE). Synthetic Organic Compounds (SOCs) and Inorganics are required to be sampled once every three years; they are scheduled to be sampled in 2024. Lead and Copper are also required to be sampled every three years and the Town Hall supply well is due to be sampled in 2025. The specific parameters and their respective sampling costs are listed on **Table 1** as well as the attached spreadsheet from the PCDOH.

Two Center Street • Croton Falls, New York 10519

914.276.2560 • FAX 914.276.2664

Ms. Jacqueline Annabi  
April 18, 2023  
Page 2 of 2

## Scope of Work

### Task 1: Water Sampling

HES will collect water samples from the Town Hall supply well on a quarterly and an annual basis as outlined on the PCDOH spreadsheet attached at the end of this letter. These samples will be collected according to industry protocol and be transported on ice to a New York State certified laboratory, where they will be analyzed for the parameters stated above.

The total cost for HES to complete Task 1 is: **\$1,795.00**, including all time and materials.

### Task 2: Water Quality Reporting

HES will advise the PCDOH and the Town of Putnam Valley of the results of water quality analysis with a quarterly summary letter. The total cost for HES to complete Task 2 is **\$3,420.00**.

The total cost for HES to complete one year of quarterly water quality sampling and reporting for the Town Hall well is **\$5,215.00**. The associated laboratory fees of **\$526.00** are to be paid directly by the Town of Putnam Valley.

Any out-of-scope work required by the Town will be billed on a time and material basis. Any such costs will be outlined on our invoices.

HES can initiate the above-outlined Scope of Work immediately upon Town approval of this proposal and receipt of the signed Agreement for Professional Services. We look forward to continuing to work with the Town on this project. Please contact me at (914) 276-2560 if you have any questions regarding this proposal.

Very truly yours,  
HydroEnvironmental Solutions, Inc.

  
William A. Canavan, LSRP, PG  
President

Enclosures

cc: File

**TABLE 1**

**TOWN OF PUTNAM VALLEY  
265 OSCAWANA LAKE ROAD  
PUTNAM VALLEY, NEW YORK**

**Costs of Water Quality Testing**

| Sample Tested for:  | Total Coliform (col./100ml) | Nitrate (mg/L) | Inorganics | SOCs   | Lead   | Copper | MTBE     | POCs    | Chloride (mg/L) | Sodium (mg/L) | Iron    | Manganese (mg/L) |
|---------------------|-----------------------------|----------------|------------|--------|--------|--------|----------|---------|-----------------|---------------|---------|------------------|
| Cost                | \$20.00                     | \$12.00        | \$272.00   | --     | \$8.20 | \$8.20 | \$50.00  | \$90.00 | \$12.00         | \$8.00        | \$8.00  | \$8.00           |
| Number of samples   | 4                           | 1              | 0          | 0      | 0      | 0      | 4        | 1       | 4               | 4             | 4       | 4                |
| Total testing costs | \$80.00                     | \$12.00        | \$272.00   | \$0.00 | \$0.00 | \$0.00 | \$200.00 | \$90.00 | \$48.00         | \$32.00       | \$32.00 | \$32.00          |

**Total Costs of 2023 Water Quality Testing - \$526.00**

\*Please note Inorganics were tested in 2021; they are required to be tested every three years and need to be sampled in 2024. Lead & Copper were tested in 2022 and will need to be sampled in 2024. SOC's do not need to be sampled in 2023; they are required to be sampled every three years. Putnam Valley Town Hall will request a waiver from SOC sampling from the PCDOH for 2024. A waiver has previously been granted in 2012, 2015, 2018 and 2021.

**Note:** Sampling frequency may change depending on PCDOH requirements



| Operating Year                                                                                                                                                                                                                                                                                       | Name of Supply                                                               | Water Operator                                                                                        | System Location                                                                                     | Fed. ID # = NY3906085                                                                                                                           |       |     |      |      |        |      |     |     |      |            |              |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|-------|-----|------|------|--------|------|-----|-----|------|------------|--------------|
| 2023                                                                                                                                                                                                                                                                                                 | Putnam Valley Town Hall<br>265 Oscawana Lake Road<br>Putnam Valley, NY 10579 | Hydro Env. Solutions<br>1 Deans Bridge Road<br>Somers, NY 10589<br>Attn: Bill Canavan<br>914-276-2560 | Peekskill Hollow to Chruch Street.<br>Make right onto Oscawana Lake Road. Town Hall is on the left. | Population: 100<br>Connections: 4<br>Dis. Wavier Exp 12/31/20<br>Other Treatments:<br>All taps posted "Do not drink water"<br>Permit Fee: \$300 |       |     |      |      |        |      |     |     |      |            |              |
| Parameter                                                                                                                                                                                                                                                                                            | Frequency                                                                    | January                                                                                               | February                                                                                            | March                                                                                                                                           | April | May | June | July | August | Sept | Oct | Nov | Dec. | annual avg | PCHD Results |
| coliform                                                                                                                                                                                                                                                                                             | Q                                                                            |                                                                                                       |                                                                                                     |                                                                                                                                                 |       |     |      |      |        |      |     |     |      |            |              |
| gal/day                                                                                                                                                                                                                                                                                              | Q                                                                            |                                                                                                       |                                                                                                     |                                                                                                                                                 |       |     |      |      |        |      |     |     |      |            |              |
| nitrate                                                                                                                                                                                                                                                                                              | A                                                                            |                                                                                                       |                                                                                                     |                                                                                                                                                 |       |     |      |      |        |      |     |     |      |            |              |
| inorganics                                                                                                                                                                                                                                                                                           | 2024                                                                         |                                                                                                       |                                                                                                     |                                                                                                                                                 |       |     |      |      |        |      |     |     |      |            |              |
| SOC's                                                                                                                                                                                                                                                                                                | 2024                                                                         |                                                                                                       |                                                                                                     |                                                                                                                                                 |       |     |      |      |        |      |     |     |      |            |              |
| Pb&Cu 10                                                                                                                                                                                                                                                                                             | 2025                                                                         |                                                                                                       |                                                                                                     |                                                                                                                                                 |       |     |      |      |        |      |     |     |      |            |              |
| POC's                                                                                                                                                                                                                                                                                                | A                                                                            |                                                                                                       |                                                                                                     |                                                                                                                                                 |       |     |      |      |        |      |     |     |      |            |              |
| MTBE                                                                                                                                                                                                                                                                                                 | Q                                                                            |                                                                                                       |                                                                                                     |                                                                                                                                                 |       |     |      |      |        |      |     |     |      |            |              |
| Chloride                                                                                                                                                                                                                                                                                             | Q                                                                            |                                                                                                       |                                                                                                     |                                                                                                                                                 |       |     |      |      |        |      |     |     |      |            |              |
| Sodium                                                                                                                                                                                                                                                                                               | Q                                                                            |                                                                                                       |                                                                                                     |                                                                                                                                                 |       |     |      |      |        |      |     |     |      |            |              |
| Iron                                                                                                                                                                                                                                                                                                 | Q                                                                            |                                                                                                       |                                                                                                     |                                                                                                                                                 |       |     |      |      |        |      |     |     |      |            |              |
| Manganese                                                                                                                                                                                                                                                                                            | Q                                                                            |                                                                                                       |                                                                                                     |                                                                                                                                                 |       |     |      |      |        |      |     |     |      |            |              |
| PFOS                                                                                                                                                                                                                                                                                                 | Q                                                                            |                                                                                                       |                                                                                                     |                                                                                                                                                 |       |     |      |      |        |      |     |     |      |            |              |
| 1,4-dioxin                                                                                                                                                                                                                                                                                           | Q                                                                            |                                                                                                       |                                                                                                     |                                                                                                                                                 |       |     |      |      |        |      |     |     |      |            |              |
| <b>Results are due by the tenth day following the end of the sampling period.</b><br>** chlorine must be collected by kit at the same time and location as bacteria sample.<br>*Round 10 of lead and copper must be collected between 6/1 and 9/30, 2025. (First draw samples from 5 different taps) |                                                                              |                                                                                                       |                                                                                                     |                                                                                                                                                 |       |     |      |      |        |      |     |     |      |            |              |
| Comments:                                                                                                                                                                                                                                                                                            |                                                                              |                                                                                                       |                                                                                                     |                                                                                                                                                 |       |     |      |      |        |      |     |     |      |            |              |
| Inspection Date:                                                                                                                                                                                                                                                                                     |                                                                              |                                                                                                       |                                                                                                     |                                                                                                                                                 |       |     |      |      |        |      |     |     |      |            |              |
| Last Inspection:                                                                                                                                                                                                                                                                                     |                                                                              |                                                                                                       |                                                                                                     |                                                                                                                                                 |       |     |      |      |        |      |     |     |      |            |              |

16



**To:** Putnam Valley Town Board  
**From:** Margaret DiRubba  
**Date:** April 21, 2023  
**Subject:** Authorize Town Supervisor to sign Contract with Hydro Environmental Solutions, Inc. – Town Hall Well- PFOS/PFOA

I formally request that the Putnam Valley Town Board authorize the Town Supervisor to sign the 2023 contract with Hydro Environmental Solutions, Inc. to perform quarterly water tests and reporting to the Putnam County Department of Health in the amount of \$2,590.00. Laboratory costs to be paid directly by the Town in the amount of \$2,600.00. Quarterly testing for PFOS/PFOA is required by the New York State Board of Health. This cost has been included in the 2023 budget.

## AGREEMENT FOR PROFESSIONAL SERVICES

### Quarterly Sampling of the Town Hall Supply Well – 2023 PCDOH Mandated PFOS/PFOA Sampling Putnam Valley, New York

This agreement made this 18<sup>th</sup> day of April 2023 by and between HYDROENVIRONMENTAL SOLUTIONS, INC. of One Deans Bridge Road, Somers, New York 10589, hereinafter referred to as "Geologist/Hydrogeologist", and the Town of Putnam Valley, represented by Ms. Jacqueline Annabi hereinafter sometimes referred to as "Client", as per HydroEnvironmental Solutions, Inc. attached Cost Estimate.

In consideration of mutual promises, the parties hereunto agree as follows:

1. In general, Geologist/Hydrogeologist agrees to perform professional services in connection with Client's project and to give consultation and advice to Client, prepare such studies and reports as Geologist/Hydrogeologist deems practical, feasible or necessary, and generally advise Client as to feasibility and particulars of the project. All work will be subject to Client approval before initiation.

Specifically, Geologist/Hydrogeologist shall perform the work as described in the attached cost estimate dated April 18, 2023 and attached hereto.

2. In exchange for his services hereunder, Client shall pay Geologist/Hydrogeologist for his time expended and for that of his employees as well as disbursements, lab fees, equipment rental and other out-of-pocket costs. Geologist/Hydrogeologist's fees hereunder shall be billed monthly and are payable where invoiced. Client agrees to pay Geologist/Hydrogeologist a total not to exceed **\$2,590.00** as per the attached Cost Estimate. *PLEASE NOTE THAT THE LABORATORY COSTS WILL BE PAID DIRECTLY BY THE TOWN OF PUTNAM VALLEY.* As outlined on the Cost Estimate unforeseen site conditions may result in cost changes to the overall project and any additional costs incurred will be billed accordingly on a time and materials basis. However, no out of scope work will be initiated without the prior written consent of our client. Any payment not received within thirty (30) days from the date of the billing constitutes sufficient cause for the Geologist/Hydrogeologist to remove himself, employees, and equipment from the job site. Any sums not paid within thirty (30) days from the billing shall bear interest at the rate of one percent (1%) per month. If, at any time, the financial responsibility of the Client becomes unsatisfactory to Geologist/Hydrogeologist, cash payments of satisfactory security may be demanded by Geologist/Hydrogeologist. In the event of the necessity of collection of delinquent accounts, the prevailing party shall be entitled to recover from the losing party all costs of litigation, including court costs, interest, and reasonable attorney's fees.
3. All documents, including original drawings, estimates, specifications, field notes, and data are and shall become the property of the Client provided Client is current in paying billings from Geologist/Hydrogeologist.
4. The following are also conditions of the relationship between the Geologist/Hydrogeologist and Client:



HydroEnvironmental  
SOLUTIONS, INC.  
Two Center Street • Croton Falls, NY 10512  
914.276.2603 • FAX 914.276.2604

1. Client shall provide the Geologist/Hydrogeologist with full disclosure of all relevant facts and circumstances affecting the project.
2. Geologist/Hydrogeologist is authorized upon Client approval and at Client's expense to retain the services of other experts, employees, and professions, including but not limited to field personnel, consulting geologists, equipment rental, lab testing and the like.
3. In the event that the relationship is terminated and Client seeks the Geologist/Hydrogeologist's file or material therein, the same may be done on reasonable advance notice, provided only at the time of delivery client shall pay the costs of photocopying and provided that the bill for services, costs, and disbursements has been paid and satisfied in full. Upon prior written notice of client, the files and materials in possession of the Geologist/Hydrogeologist is the property of the client. It is available upon demand in original form.
4. A copy of a duly executed Form C-105.21 (Statement regarding Worker's Compensation or Disability Benefits coverage) to establish that HydroEnvironmental Solutions, Inc. has complied with Section 57 of Workers' Compensation Law and Section 220 of the Disability Benefits Law will be provided. HydroEnvironmental Solutions, Inc. will provide a Certificate of Liability Insurance to the Town of Putnam Valley and the property owner as additional insured.

IN WITNESS WHEREOF, Town of Putnam Valley, represented by Ms. Jacqueline Annabi and HydroEnvironmental Solutions, Inc. have executed this agreement the day and year first above written.

HYDROENVIRONMENTAL SOLUTIONS, INC.



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William A. Canavan, PG, LSRP  
President

---

Jacqueline Annabi  
Supervisor  
Town of Putnam Valley



HydroEnvironmental  
SOLUTIONS, INC.

Two Center Street • Croton Falls, NY 10519

**COST ESTIMATE**

**2023**

**Town Of Putnam Valley  
Quarterly PFOS/PFOA Sampling - Putnam Valley Town Hall Well  
Putnam Valley, New York**

**4/18/2023**

**I HydroEnvironmental Solutions, Inc. Costs**

**Conduct PCDOH Mandated PFOS/PFOA Quarterly Sampling**

(includes four sampling events)

|                   |      |         |          |          |    |                    |
|-------------------|------|---------|----------|----------|----|--------------------|
| Project Manager   | 2.0  | hr(s) @ | \$225.00 | per hour | \$ | 450.00             |
| Hydrogeologist    | 16.0 | hr(s) @ | \$115.00 | per hour | \$ | 1,840.00           |
| Truck/Supplies    | 2.0  | days @  | \$150.00 | per day  | \$ | 300.00             |
| <b>Subtotal 1</b> |      |         |          |          |    | <b>\$ 2,590.00</b> |

**II Subcontractor Costs**

**Laboratory \*\***

(Samples per year)

|                     |     |           |          |      |    |                    |
|---------------------|-----|-----------|----------|------|----|--------------------|
| Groundwater Samples | 4.0 | samples @ | \$650.00 | each | \$ | 2,600.00           |
| <b>Subtotal 2</b>   |     |           |          |      |    | <b>\$ 2,600.00</b> |

(Samples tested for  
Perfluorooctanesulfonic acid (PFOS) and  
perfluorooctanoic acid (PFOA))

**Grand Total** **\$ 5,190.00**

\*\* Please note: all laboratory costs will be invoiced directly to and paid by the Town of Putnam Valley.



*HydroEnvironmental*  
**SOLUTIONS, INC.**

Two Center Street • Great Falls, NY 10510



**To:** Putnam Valley Town Board

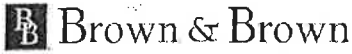
**From:** Margaret DiRubba

**Date:** April 26, 2023

**Subject:** Authorize Town Supervisor to sign Contract with Spinnaker Insurance Company through Brown & Brown Of New York, Inc. for Cyber Insurance Policy (Cowbell)

I formally request that the Putnam Valley Town Board authorize the Town Supervisor to enter into and sign Application for a Commercial Cyber Insurance Policy with Spinnaker Insurance Company through Brown & Brown of New York, Inc., and authorize payment of Invoice 12017766 effective from 4/25/23 to 4/25/24 in the amount of \$4,151.00.

This cost has been included in the 2023 budget.



**Mail payment to:**  
 Brown & Brown of New York, Inc.  
 P.O. Box 745845  
 Atlanta, GA 30374-5845

**Overnight payment to:**  
 Brown & Brown of New York, Inc.  
 Lockbox 745845  
 6000 Feldwood Road  
 College Park, GA 30349

To Pay Online: <https://spainins.epaypolicy.com>

**Town of Putnam Valley**  
 265 Oscawana Lake Road  
 Putnam Valley, NY 10579

# INVOICE

|                         |                       |
|-------------------------|-----------------------|
| <b>Customer</b>         | Town of Putnam Valley |
| <b>Acct #</b>           | 154739                |
| <b>Date</b>             | 04/25/2023            |
| <b>Customer Service</b> | (845)628-4500         |
| <b>Page</b>             | 1 of 1                |

| Payment Information    |                  |
|------------------------|------------------|
| <b>Invoice Summary</b> | \$ 4,151.00      |
| <b>Payment Amount</b>  |                  |
| <b>Payment for:</b>    | Invoice#12017766 |
| FLY-CB-A7RK6NVW3       |                  |

Thank You

Please detach and return with payment



Customer: Town of Putnam Valley

| Invoice  | Effective  | Transaction | Description                                                                                                                                               | Amount             |
|----------|------------|-------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| 12017766 | 04/25/2023 | Rewrite     | Policy #FLY-CB-A7RK6NVW3 04/25/2023-04/25/2024<br>Spinnaker Insurance Company<br><br>Cyber Liability - Rewrite<br>Provider Fee - Rewrite<br><br>(Cowbell) | 4,051.00<br>100.00 |
|          |            |             |                                                                                                                                                           | <b>Total</b>       |
|          |            |             |                                                                                                                                                           | \$ 4,151.00        |

Thank You

To make a secure and convenient on-line payment, please visit <https://bbsocal.epaypolicy.com>.

Please Remit Payment Upon Receipt

|                                                        |             |
|--------------------------------------------------------|-------------|
|                                                        | <b>Date</b> |
| <a href="mailto:info@bbhvins.com">info@bbhvins.com</a> | 04/25/2023  |

Shawn Keeler  
Highway Superintendent  
SKEELER@PUTNAMVALLEY.GOV

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

2a

## Town of Putnam Valley Highway Department

April 20 , 2023

### MEMORANDUM

TO: Jacquie Annabi  
Members of the Town Board

FROM: Shawn Keeler

RE: part-time laborers

I respectfully request to hire four seasonal laborers at the rate of \$16.00 per hour with no benefits for the period of June 5, 2023 through September 1, 2023. The cost for these laborers are within my budget

Sincerely,



Shawn Keeler



Shawn M. Keeler  
Highway Superintendent  
[skeeler@putnamvalley.gov](mailto:skeeler@putnamvalley.gov)  
1(845)745-0795

265 Oscawana Lake Road  
Putnam Valley, NY 10579

26

Office number: (845)526-3333  
Office fax: (845)526-4729

David Conklin  
General Foreman  
(845)629-2196

Hour of operation:  
Monday-Friday  
7:00am-3:30pm

Margaret Bradley  
Senior Typist

Alexis Acevedo  
Senior Clerk Part-time



## Town of Putnam Valley Highway Department

4/25/23

### Memorandum

To: Jacque Annabi  
Members of the Town Board

From: Shawn M. Keeler

Re: Request to go to bid

I respectfully request the Town Board to authorize the Highway Department to go to bid for the following items:

### **(2) F-550 Dump Trucks**

The cost of these items will be from the BAN recently approved on 4/20/23.

This will not affect highways budget.

Sincerely,

Shawn M. Keeler

Shawn Keeler  
Road  
Highway Superintendent  
10579  
SKEELER@PUTNAMVALLEY.GOV

265 Oscawana Lake  
Putnam Valley, NY

2c

David Conklin  
phone  
General Foreman

(845) 526-3333  
(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

May 2 , 2023

### MEMORANDUM

TO: Jacquie Annabi  
Members of the Town Board

FROM: Shawn Keeler

RE: Request to auction surplus equipment

The Highway Department has the following items that will go to auction as surplus equipment.


- (1) 2010 Dodge 550. VIN# 3D6WD7EL9AG105654.  
Truck starts and does run, some damage to hood and grill, windshield is cracked. 11 foot dump body. 3 yard slide in hydraulic stainless Smith sander included. 9 foot smart shield RT3 straight blade plow also included.
- (2) 10 foot Henke plow, good shape
- (3) two 9 foot Boss smart shield RT# plow blades with (2) sets of carbide blades.
- (4) 8 foot pickup bed from a 2015 Ford F350. Bed has some surface rust. Decent shape. Tailgate included. Bed has spray in bed liner.
- (5) Bed Liner – Plastic bed liner and tailgate liner for a 6.5 foot Ford F250 bed. New - never used.
- (6) Eighteen (18) Western Unimount plow blades, 8 foot long
- (7) 2004 F350 Utility Body

Sincerely,  
Shawn Keeler

3a

**TOWN OF PUTNAM VALLEY  
DISTRICTS**

**To:** Town Board

**From:** Karen Kroboth – District Clerk 

**Date:** 5/1/2023

**Re:** Roaring Brook Lake Superintendent appointment 2023

---

I formally request the Town Board appoint Dennis Berdecia, III as the Roaring Brook Lake Superintendent for the 2023 season at a salary of \$4,000.00, with no benefits. This position will run from mid-May through mid-September.

36

**TOWN OF PUTNAM VALLEY  
DISTRICTS**

**To:** Town Board  
**From:** Karen Kroboth – District Clerk *(KK)*  
**Date:** 5/1/2023  
**Re:** LPID Beach Monitor appointments 2023


---

I formally request the Town Board appoint the following people as LPID Beach Monitors for the 2023 season at an hourly rate of \$16.00 with no benefits. This position will run from Memorial Day weekend (5/27) through Labor Day weekend (9/5).

- Joseph Aviles
- Marianne Forlano
- Susan Gaffney
- Brianna Gambichler
- Alexandra Drinovac

3c

**TOWN OF PUTNAM VALLEY  
DISTRICTS**

**To:** Town Board  
**From:** Karen Kroboth – District Clerk   
**Date:** 5/1/2023  
**Re:** LPID Supervisor's appointments 2023

---

I formally request the Town Board appoint Joseph Aviles as the LPID Beach Supervisor Monday thru Friday for the 2023 season at a salary of \$1,100, with no benefits.

I also request that Marianne Forlano be appointed as the LPID Beach Supervisor Saturdays and Sundays for the 2023 season at a salary of \$500.00, with no benefits.

These appointments will run from May 27<sup>th</sup>, 2023 to September 5<sup>th</sup>, 2023.

3d

**TOWN OF PUTNAM VALLEY  
DISTRICTS**


**To:** Putnam Valley Town Board  
**From:** Karen Kroboth, District Clerk *KK*  
**Date:** 5/4/2023  
**Re:** Appoint LPID permanent laborer

---

I formally request the Town Board to authorize the appointment Jake Jempty as a Lake Peekskill Laborer at a rate of \$30.13 per hour with benefits. The appointment will begin on May 15<sup>th</sup>, 2023.

3e

**TOWN OF PUTNAM VALLEY  
DISTRICTS**


**To:** Town Board  
**From:** Karen Kroboth – District Clerk   
**Date:** 5/1/2023  
**Re:** Lookout Manor appointments for 2023

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I formerly request the Town Board to appoint Joseph Aviles as a laborer for Lookout Manor for the 2023 season as needed, at an hourly rate of \$20.00, with no benefits.

3f

**TOWN OF PUTNAM VALLEY  
TOWN OF PUTNAM VALLEY  
DISTRICTS**

**To:** Town Board  
**From:** Karen Kroboth – District Clerk   
**Date:** 5/1/2023  
**Re:** Lake Oscawana Supervisor appointment 2023

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I formally request the Town Board appoint Jennifer Maroulis as the Lake Oscawana Beach Supervisor for the 2023 season at a salary of \$2,000, with no benefits.

This appointment will run from May 27<sup>th</sup>, 2023 to September 5<sup>th</sup>, 2023.





4

**JACQUELINE ANNABI**  
TOWN SUPERVISOR

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TO: TOWN BOARD  
FROM: JACQUELINE ANNABI, TOWN SUPERVISOR  
SUBJECT: Change of Dates for June 2023 Town Board Meetings  
DATE: May 3, 2023

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RESOLVE, for the purposes of ensuring a quorum, that the Town Board authorize a change of dates for the scheduled June 2023 meetings as follows:

Town Board Work Session will now take place on Wednesday, June 7<sup>th</sup>; and

Town Board Regular Meeting will now take place on Wednesday, June 14<sup>th</sup>.



5

**JACQUELINE ANNABI**  
TOWN SUPERVISOR

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**TO:** TOWN BOARD  
**FROM:** JACQUELINE ANNABI, TOWN SUPERVISOR  
**SUBJECT:** Local 456 International Brotherhood of Teamsters  
Warehousemen and Helpers of America  
**DATE:** May 3, 2023

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RESOLVE, that the Town Board approve the attached Memorandum of Agreement pertaining to Local 456 Teamsters Union, and authorize the Town Supervisor, Jacqueline Annabi, to sign the same. The January 1, 2011 through December 31, 2022 Collective Bargaining Agreement by and between the Town and the Union remains in full force and effect, with the exception of the terms set forth in the attached document.



6

**JACQUELINE ANNABI**  
TOWN SUPERVISOR

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**TO:** TOWN BOARD  
**FROM:** JACQUELINE ANNABI, TOWN SUPERVISOR  
**SUBJECT:** Request for Waiver of Fees for Putnam Valley Volunteer Ambulance Corp.  
**DATE:** May 4, 2023

---

RESOLVE, that the Town Board approve a request for a waiver of Building Department fees from the Putnam Valley Volunteer Ambulance Corp. pertaining to a new utility shed, an existing shed and a generator.



**Putnam Valley Volunteer Ambulance Corps, Inc.**

Post Office Box 141, Putnam Valley, New York 10579  
Emergency **911** / Non-Emergency (845) 526-3119 / Fax (845) 526-6561  
HTTP://WWW.PUTNAMVALLEYAMBULANCE.ORG

May 1, 2023

Ms. Jacqueline Annabi  
Supervisor, Town of Putnam Valley  
Putnam Valley Town Hall  
265 Oscawana Lake Rd.  
Putnam Valley, NY 10579

MAY 04 2023

RE: Permit Fee Waivers

Dear Ms. Annabi,

We recently submitted a permit application to the Putnam Valley Building Department for a new utility shed to be erected on the PVVAC property, and will be submitting retroactive permit applications for our pre-existing shed and generator. We subsequently request that the town waive the fees for all three permits, in consideration of our agency's essential community function.

Respectfully,

Adam Brener  
Interim President  
Putnam Valley Volunteer Ambulance Corps

CC: PVVAC Board Members  
S. Luongo



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**JACQUELINE ANNABI**  
TOWN SUPERVISOR

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TO: TOWN BOARD  
FROM: JACQUELINE ANNABI, TOWN SUPERVISOR  
SUBJECT: NYSEG / Easement for Use of Town Property  
DATE: May 4, 2023

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RESOLVE, that the Town Board approve and authorize the Town Supervisor to sign an Easement from NYSEG, permitting them access on Town Property for the purposes of

- a. replacing electricity poles and wires;
- b. installing mid-span poles to shorten span lengths; and
- c. tree trimming and clearing allowing a clear right of way for the electricity lines.

March 7, 2023

Town of Putnam Valley  
Attn: Jackie Annabi  
35-406 Town Hall  
Putnam Valley, NY 10579

Tax Map ID#51.15-1-5 & 51.14-1-3  
North Shore Rd  
Putnam Valley, NY

## Dear Property Owner:

This is a courtesy letter to let you know there will be line crews working in the Town of Putnam Valley in the coming months. The **ADAMS 413 PROJECT**, which serves this area, is an initiative to improve electric service and reliability to the area. The project consists of replacing poles, wire and installing midspan poles to shorten span lengths.

NYSEG will be installing larger poles and covered wire where needed to help avoid impacts from system events. In addition, tree clearing will occur along the route, based on an Enhanced Vegetation Management Specification commonly referred to as "Ground to Sky" tree trimming. Having a clear right of way for the electric lines will help eliminate the impact of trees.

You are being notified as this line crosses your property and NYSEG is requesting an easement to install new facilities (**specifically Poles 5085 & 5096- as per the attached sketch**), on your property. Please sign the easement in the presence of a Notary Public and return it at your earliest convenience in the enclosed envelope.

We anticipate work commencing in 2023/2024, but our preliminary field work is being conducted now. If you have questions regarding the easement or the project, please feel free to contact Rob Birdsall, Project Manager-Energy Land Management at 607-220-4534 or email at [robert.birdsall@avangrid.com](mailto:robert.birdsall@avangrid.com).

Sincerely,

*Christine M. Baker*

Christine Baker  
Energy Land Management  
Contractor - NYSEG



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## Town of Putnam Valley

JACQUELINE ANNABI

*Supervisor*

### *Town Board Members*

**Louis Luongo, Councilman**  
**Christian Russo, Councilman**  
**Ralph Smith, Councilman**  
**Stacey E. Tompkins, Councilwoman**


### *Supervisor's Office*

**Maria Angelico, Director of Finance**  
**Margaret DiRubba, Facilities Manager**  
**Elaine McGinty, Confidential Secretary**

May 5, 2023

### MEMORANDUM

TO: Jacquie Annabi  
Members of the Town Board

FROM: Maria Angelico 

RE: BAN Renewal

I respectfully present the following Resolution for your consideration and approval:

**RESOLVED**, THAT THE Town Board authorize the issuance of a Bond Anticipation Note Renewal in the amount of \$568,000.00 for various projects, including the remaining cost of the Aquatic Weed Harvester for Lake Oscawana District. (purchased in 2021); various highway vehicles (purchased in 2018 and 2021), and the Glenmar Gardens District water system improvements (from 2020).

5/1/2023

**TOWN OF PUTNAM VALLEY**  
**OFFICE OF BUILDING & ZONING**  
**265 Oscawana Lake Road**  
**Daily Fee Report - Summary**

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From: 04/01/2023 To: 4/30/2023

| Fee Type                     | Count     | Amount             |
|------------------------------|-----------|--------------------|
| ADDITION/ALTERATION          | 2         | \$4,749.00         |
| ADDITIONAL FEE               | 1         | \$75.00            |
| CW                           | 4         | \$375.00           |
| DECK                         | 1         | \$75.00            |
| DEM/R                        | 1         | \$100.00           |
| ELECTRI APP/NY ELEC          | 3         | \$120.00           |
| ELECTRIC APP/SWIS            | 8         | \$320.00           |
| FENCE/WALL                   | 3         | \$225.00           |
| GAS/PROPANE                  | 4         | \$375.00           |
| HVAC                         | 3         | \$375.00           |
| MG                           | 2         | \$150.00           |
| MI                           | 2         | \$150.00           |
| OIL TANK                     | 4         | \$625.00           |
| OPERATING PERMIT             | 1         | \$100.00           |
| PERM                         | 13        | \$4,463.00         |
| PL                           | 3         | \$270.00           |
| RE                           | 5         | \$1,313.00         |
| RU                           | 1         | \$125.00           |
| SEARC                        | 12        | \$2,400.00         |
| SOLAR PANELS                 | 3         | \$1,717.00         |
| WOOD STOVE PERMIT            | 1         | \$75.00            |
| WT/S                         | 2         | \$200.00           |
| <b>Total Fees Collected:</b> | <b>79</b> | <b>\$18,377.00</b> |
| <b>Cash</b>                  | <b>5</b>  | <b>\$415.00</b>    |
| <b>Check</b>                 | <b>74</b> | <b>\$17,962.00</b> |

**SEE REVERSE**