



# TOWN OF PUTNAM VALLEY

## Town Board Work Session

March 13<sup>th</sup>, 2024

Town Hall

5 PM

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Meeting called to Order

Pledge of Allegiance

1. Eagle Scout Presentation
2. Leprechaun Resolution
3. Vote on Zoning Code Local Law Amendment
4. Districts:
  - a. Authorize Advertising for District Seasonal Personnel for 2024
  - b. Approve District Spring Cleanups 2024
5. Approve Updated Putnam County Real Property Tax Service Contract
6. Approve Cortlandt Lake Dam Repairs
7. Review Request for Permit Fee Waiver
8. Facilities:
  - a. Authorize Surplus of Equipment
  - b. Authorize 2024 Open Top Container Bid
  - c. Amend Resolution #R23-158
  - d. Amend Resolution #R24-98
9. Parks & Recreation: Approve Cafeteria Upgrade Bid
10. Budget Transfer and Amendments
11. Daily Fee Report: Summary February 1, 2024 – February 29, 2024

Adjournment

Next Town Board Meeting: Wednesday, March 20<sup>th</sup>, 2024 6 PM



### **LEPRECHAUN RESOLUTION**

By Herman Taub, Town Attorney

**WHEREAS**, it has come to the attention of the Town Board of the Town of Putnam Valley, that spirits, goblins, wee folk, fairies, and leprechauns do appear at strange and eerie hours and areas and more specifically are wont to do so on the night before St. Patrick's Day; and

**WHEREAS**, these ethereal beings are usually involved in mischievous and frivolous behavior; and

**WHEREAS**, the Town Board recognizes that these other world beings are generally recidivists and cannot be reformed no matter how much mischief they cause and notwithstanding the punishment that is prescribed; and

**WHEREAS**, it would be to no avail to provide for corporal or other punishments since fairies, spirits, wee folk, leprechauns and goblins of the hob type are incorrigible; and

**WHEREAS**, it is known that these wee folk have the power to appear and disappear at will and take the form of humans or animals; and

**WHEREAS**, on past occasions on the night before St. Patrick's Day a Shamrock has miraculously appeared on the road at the intersection of Oscawana Lake Road and Peekskill Hollow Road; and

**WHEREAS**, these mischievous doings have been heretofore erroneously ascribed to human sources; and

**WHEREAS**, after diligent study and consultation with our law enforcement officials, the Town Board has concluded that the appearance of said shamrock can only be due to the doings of creatures not of this corporeal world,

**NOW, THEREFORE, BE IT RESOLVED**, that for the period from 12:01 a.m. on March 14, 2024 to 5:00 a.m. on March 17, 2024, should there be any artistic drawings mysteriously appearing on the pavement of the road at Oregon Corners by spirits or ethereal beings of an unknown nature, a period of amnesty and freedom from corporal punishment and corporeal and "incorporeal" restraint of the alleged perpetrators is hereby declared only for the period and purposes set forth above.



**RESOLUTION 2:13 - # \_\_\_\_ OF 2024**

**RESOLUTION ADOPTING LOCAL LAW NO. \_\_\_\_ OF 2024 ENTITLED “LOCAL LAW AMENDING PROVISIONS OF THE TOWN OF PUTNAM VALLEY ZONING LAW RELATING TO ACTIONS EXEMPTED FROM DEVELOPMENT APPROVAL PLANS IN RESIDENTIAL ZONING DISTRICTS”**

WHEREAS, a local law was introduced to be known as Local Law No. \_\_\_\_ of 2024, entitled “LOCAL LAW AMENDING PROVISIONS OF THE TOWN OF PUTNAM VALLEY ZONING LAW RELATING TO ACTIONS EXEMPTED FROM DEVELOPMENT APPROVAL PLANS IN RESIDENTIAL ZONING DISTRICTS;” and

WHEREAS, a public hearing in relation to said local law was held on November 15, 2023, continued on December 13, 2023 and continued on January 17, 2024; and

WHEREAS, notice of said public hearing was given pursuant to the terms and provisions of the Municipal Home Rule Law of the State of New York; and

WHEREAS, the Town Board classified this action as a Type II Action for purposes of the State Environmental Quality Review Act (SEQRA), requiring no further environmental review; and

WHEREAS, the said local law has been on the desks of the members of the Town Board of the Town of Putnam Valley for at least seven (7) days, exclusive of Sunday.

NOW, THEREFORE, BE IT RESOLVED, that the local law annexed hereto is hereby enacted; and

BE IT FURTHER RESOLVED, that the Town Clerk shall file a certified original of this local law in the office of the Town Clerk and one (1) certified copy in the Office of the Secretary of State, State of New York, such certified copy to have attached thereto a certificate that it contains the correct text of the enactment of this local law.

Dated: \_\_\_\_\_

Moved: \_\_\_\_\_

Seconded: \_\_\_\_\_

Motion passes/ fails: Ayes \_\_\_\_\_ Nays \_\_\_\_\_

|                |                       | AYE   | NAY   | ABSTAIN |
|----------------|-----------------------|-------|-------|---------|
| PRESENT/ABSENT | Councilwoman Howard   | _____ | _____ | _____   |
| PRESENT/ABSENT | Councilwoman Tompkins | _____ | _____ | _____   |
| PRESENT/ABSENT | Councilman Russo      | _____ | _____ | _____   |
| PRESENT/ABSENT | Councilman Luongo     | _____ | _____ | _____   |
| PRESENT/ABSENT | Supervisor Annabi     | _____ | _____ | _____   |

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KATHY DIOMEDE, INTERIM TOWN CLERK

**Town of Putnam Valley Local Law No. \_\_\_\_ of 2024**

**A Local Law Amending Provisions of the Town of Putnam Valley Zoning Law Relating to  
Actions Exempted from Development Approval Plans in Residential Zoning Districts**

BE IT ENACTED, by the Town Board of the Town of Putnam Valley, Putnam County, New York, as follows:

**Part 1. Title**

This Local Law shall be known as the “A Local Law Amending Provisions of the Town of Putnam Valley Zoning Law Relating to Actions Exempted from Development Approval Plans in Residential Zoning Districts.”

**Part 2. Enactment**

This Local Law is adopted and enacted pursuant to the authority and power granted by §10 of the Municipal Home Rule Law of the State of New York.

**Part 3. Amendment of the Zoning Law**

The Town of Putnam Valley Zoning Law is amended as follows:

*Replace*

Section 165-16(B)(2)(b) “Development Approval Plan;” “Applicability of regulations”:

- (2) Any development and use within the Town of Putnam Valley, but exempting therefrom:
  - (a) Alterations which do not change or affect the use and occupancy of a building.
  - (b) Enclosed additions to floor space that do not exceed the following:
    - (1) In the LP Zoning District: 800 Square Feet.
    - (2) In the R1 and R2 Zoning Districts: 1,000 Square Feet.
    - (3) In the R3and CD Zoning Districts: 1,200 Square Feet.

**Part 4. Severability**

The invalidity of any part or provision (e.g., word, section, clause, paragraph, sentence) of this Local Law shall not affect the validity of any other part of this Law which can be given effect in the absence of the invalid part or provision.

**Part 6. Supersession**

This Local Law is intended to supersede any provisions of the Town Law, the laws of the Town of Putnam Valley, and the New York State General Municipal Law which are inconsistent with the provisions of this Local Law.

**Part 7. Effective Date**

This Local Law shall take effect immediately upon the filing with the Office of the Secretary of State of the State of New York, in accordance with the applicable provisions of law, and specifically, Article 3, Section 27 of the New York State Municipal Home Rule Law.

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**TOWN OF PUTNAM VALLEY  
DISTRICTS**

**To:** Putnam Valley Town Board

**From:** Karen Kroboth, District Clerk



**Date:** 2/16/2024

**Re:** Authorization to advertise for District Seasonal Personnel for 2024


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I formally request the Town Board's authorization to advertise for the following 2024 districts seasonal personnel.

- Lake Oscawana Harvester Operators
- Lake Oscawana Lake Supervisor
- LPID beach monitors
- RBL Lake Supervisor

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## TOWN OF PUTNAM VALLEY DISTRICTS

**To:** Putnam Valley Town Board  
**From:** Karen Kroboth, District Clerk   
**Date:** 2/21/2024  
**Re:** District Spring Cleanups 2024

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I formally request that the Town Board accept the proposal from Landwork Contractors for the spring cleanup of the following district properties. The cost will be covered by the appropriate districts. All leaves will be dumped at the Town Highway organic waste pile unless otherwise noted. The proposal is attached.

- RBL – Children's Beach, Park Beach, Spur Beach, North Beach and Moon Beach (rake and remove all debris from beaches, \$6,850.
- Rake reclaimed sand back from Children's Beach, \$1,275.
- Clean up dam area \$1,550.

Total RBL \$9,675

- Lookout Manor: beach, parking lot \$1,250.
- Wildwood Knolls: beach and boat ramp: \$1,275.
- Barger Pond: \$595.





144 Buckshollow Road  
Mahopac, NY 10541  
(914) 479-2537/Fax: (914) 293-0094  
www.landworkcontractors.com

**Proposal to:** Town of Putnam Valley **Attention:** Karen Kroboth District Clerk 845-526-2160  
**Proposal dated:** February 20, 2024

Landwork Contractors, Inc. submits its proposal to include all labor, material, equipment and clean up necessary to complete the following scope of work:

**Spring Clean up services:**

1. **Roaring Brook:** Spring clean up at Children's Beach, Park Beach, Spur Beach, North Beach and Moon Beach (rake and remove all debris from beaches)  
**Cost: \$6,850.00**
2. Rake sand back from **Children's Beach:** **Cost: \$1,275.00**
3. **Dam Area:** Clean up dam area **Cost: \$1,550.00**
4. **Lookout Manor:** Lee Avenue, Rake up leaves, debris and remove from area and parking lot. **Cost: \$1,250.00**
5. **Wildwood Knolls:** Spring clean up -rake and remove all debris from property. Beach and boat ramp area will be cleaned. **Cost: \$1,275.00**
6. **Barger Pond:** Rake and blow leaves/branches from the lawn/beach area into the woods. **Cost: \$595.00**

All leaves to be dumped at Town Highway organic waste pile.

**Additional requested work @ Wildwood Knolls:**

- ~~X~~ Swan Lane Triangle Clean Up: **Cost: \$375.00** - No  
~~X~~ Swan Lane Triangle Mulch Installation: **Cost: \$1,275.00** - No

I look forward to working with you.  
Please feel free to contact me with any questions.

Regards,

Joe Ruggiero

(914) 646-4846 cell

President, Landwork Contractors, Inc.



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**JACQUELINE ANNABI**  
TOWN SUPERVISOR

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TO: TOWN BOARD  
FROM: JACQUELINE ANNABI, TOWN SUPERVISOR  
SUBJECT: Updated Putnam County Real Property Tax Service Contract  
DATE: February 26, 2024

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RESOLVE, that the Town Board authorize the Town Supervisor to enter into and sign the updated agreement with Putnam County for the purposes of real property tax services for the calendar year 2024.

**PUTNAM COUNTY REAL PROPERTY TAX SERVICE TOWN CONTRACT**

**TOWN OF PUTNAM VALLEY  
2024**

AGREEMENT MADE THIS 1<sup>ST</sup> DAY OF JANUARY, 2024, BETWEEN THE TOWN OF PUTNAM VALLEY, HEREINAFTER REFERRED TO AS **THE TOWN** AND THE COUNTY OF PUTNAM, HAVING ITS PRINCIPAL PLACE OF BUSINESS AT 40 GLENEIDA AVENUE, CARMEL, NEW YORK, 10512, HEREINAFTER REFERRED TO AS **THE COUNTY**.

THE PARTIES HEREIN AGREE AS FOLLOWS:

- 1) THE COUNTY SHALL PROCESS AND PRINT THE TENTATIVE ASSESSMENT ROLL FOR THE CALENDAR YEAR OF **2024** AND HAVE A LINK TO IT AVAILABLE ON THE COUNTY WEBSITE TO COMPLY WITH RPTL §1591.
- 2) EVERY TRANSFER OF PROPERTY, CHANGE OF ADDRESS, DESCRIPTION, VALUATION, SPECIAL FRANCHISE, OR PUBLIC UTILITY, SHALL BE DATA ENTERED BY THE ASSESSOR OF THE TOWN OR DESIGNATED STAFF MEMBER. THE ASSESSOR AND/OR DESIGNATED STAFF MEMBER IS RESPONSIBLE FOR ALL RPS SOFTWARE UPDATES TO BE CURRENT AND FOR UPDATING THE REFERENCE TABLES IN RPS (**REAL PROPERTY SERVICES SOFTWARE**).
- 3) AFTER TAXABLE STATUS DATE ON MARCH 1<sup>st</sup>, ALL CHANGES SHALL BE ENTERED INTO RPS ON OR BEFORE **APRIL 14<sup>TH</sup>** BY THE TOWN ASSESSOR'S OFFICE. THIS IS ESSENTIAL SO THAT THE TENTATIVE ASSESSMENT ROLL IS AVAILABLE FOR THE MAY 1<sup>st</sup> DEADLINE.
- 4) ALL GRIEVANCE CHANGES, CORRECTION OF CLERICAL ERRORS, & UNLAWFUL ENTRIES SHALL BE APPROVED BY THE *BOARD OF ASSESSMENT REVIEW* AND ENTERED BY THE TOWN ASSESSOR'S OFFICE INTO RPS, BACKED UP AND BROUGHT/EMAILED TO THE REAL PROPERTY TAX SERVICE AGENCY NO LATER THAN **JUNE 16<sup>TH</sup>** FOR FINAL ROLL PROCESSING AND USE FOR SCHOOL PROCESSING.
- 5) ALL CHANGES FOR COUNTY AND TOWN TAX ROLLS SHALL BE ENTERED AND SUBMITTED BY THE TOWN ASSESOR'S OFFICE TO THE REAL PROPERTY TAX SERVICE AGENCY ON OR BEFORE **NOVEMBER 10<sup>TH</sup>**.
- 6) ALL UNPAIDS TO BE MANUALLY ENTERED BY THE COUNTY (REAL PROPERTY TAX SERVICE AGENCY) FROM EACH TOWN'S APPLICABLE OFFICE MUST BE SUBMITTED BY SAME BY **NOVEMBER 15<sup>TH</sup>**.
- 7) A SEPARATE AGREEMENT SHALL BE NEGOTIATED FOR ANY PROVISIONS OF RPTL §1537, OPTIONAL COUNTY SERVICES, IF NECESSARY.

PRICE FOR THE PREPARATION OF THE FOLLOWING IS .48 PER PARCEL:

- 1) 1 PRINTED TENTATIVE ASSESSMENT ROLL IN A HARD BINDER
- 2) PRINTED COA LETTERS (Town provided envelopes)
- 3) 1 PRINTED FINAL ASSESSMENT ROLL IN A HARD BINDER
- 4) PDF File of Tentative and Final Rolls
- 5) 1 SET TAX MAPS 24" x 36"
- 6) APPORTIONMENT OF SPECIAL FRANCHISE
- 7) DATA ENTRY FOR PRO-RATAS
- 8) BANK CODE LISTING
- 9) RPS 147D1, 155D1 & 160D1 TAX EXTRACTS
- 10) PDF Files of County/Town & School Tax Bills

**Optional Items-**

|                                               |                      |
|-----------------------------------------------|----------------------|
| Printed Tax Roll 1 Copy (155P1)               | .04 Per 2-sided Page |
| 1 Set of County/Town Tax Bills in Envelopes   | .20 Per Parcel       |
| 1 set of Printed TSO Lettered Bankcoded Bills | .10 Per Parcel       |
| Inserts (COA Notices and/or Tax Bills)        | .01 Per Piece        |

UNPAID WATER, SEWER, OR OTHER UNPAIDS WILL BE CHARGED A FEE IN THE AMOUNT OF \$.50 PER UNPAID ENTRY IF THE DATA HAS TO BE MANUALLY ENTERED, OR IF TAX MAP NUMBERS PROVIDED IN COMPUTER FORMAT ARE INVALID.

THE TOWN OF PUTNAM VALLEY HEREBY REPRESENTS THAT THE AGREEMENT HEREIN HAS BEEN APPROVED BY RESOLUTION OF THE TOWN BOARD, A COPY OF WHICH IS ANNEXED HERETO AND MADE A PART HEREOF.

THE PARTIES HAVE EXECUTED THIS AGREEMENT IN NEW YORK, ON THE DATE HEREIN ABOVE SET FORTH.

READ AND APPROVED BY:

\_\_\_\_\_  
Date \_\_\_\_\_  
Kevin M. Byrne  
County Executive

\_\_\_\_\_  
Date 2/21/24  
Patricia A. McLoughlin  
County Director, RPTSA

\_\_\_\_\_  
Date \_\_\_\_\_  
Michael Lewis  
Commissioner of Finance

\_\_\_\_\_  
Date: \_\_\_\_\_  
C. Compton Spain  
County Attorney

\_\_\_\_\_  
Date \_\_\_\_\_  
Mat C. Bruno, Sr  
Risk Manager

\_\_\_\_\_  
Date: \_\_\_\_\_  
Jacqueline Annabi  
Town Supervisor



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**JACQUELINE ANNABI**  
TOWN SUPERVISOR

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TO: TOWN BOARD  
FROM: JACQUELINE ANNABI, TOWN SUPERVISOR  
SUBJECT: Cortlandt Lake Dam Repairs  
DATE: February 28, 2024

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RESOLVE, that the Town Board approve much-needed repairs to Cortlandt Lake Dam by the Town of Cortlandt, which work will commence this spring. This dam borders the counties of Westchester and Putnam. The Town of Cortlandt is awarding a bid to Abbott and Price in the amount of \$159,808, with engineering contract services of French and Parrello for the sum of \$21,715. 8% of homes in Continental Village are taxpayers in the Town of Putnam Valley, and those residents will be responsible for that portion of the repairs. The district of Continental Village has an allocation split of 69% Philipstown, 23% Cortlandt and 8% Putnam Valley.



**Putnam Valley Volunteer Ambulance Corp.**

Post Office Box 141 Putnam Valley, New York 10579-0141

Emergency **911** / Non-Emergency (845) 526-3119 / Fax (845) 526-6561

[HTTP://WWW.PVVAC.ORG](http://www.pvvac.org)

(7)

February 29, 2024

Supervisor Jacqueline Annabi  
Putnam Valley Town Hall  
265 Oscawana Lake Road  
Putnam Valley, NY 10579

RE: Permit Fee Waiver

Dear Ms. Annabi:

A permit application was recently submitted to the Putnam Valley Building Department by Spirelli Electric, Inc. for electrical work to be performed on the rig maintenance room of the Putnam Valley Ambulance Corps building. We subsequently request that the Town waive the fee for this permit in consideration of our agency's essential community function.

Respectfully submitted,

ADAM BRENER  
President

cc: PVVAC Board Members  
N. Hernandez, Spirelli Electric

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To: Putnam Valley Town Board

From: Margaret DiRubba

Date: March 4, 2024

Subject: Authorize Facilities Department to  
Surplus Equipment

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I formally request that the Putnam Valley Town Board surplus the following equipment as refuse, there is no monetary value to these items.

- 1989 IBM Wheelwater 10 Series II Typewriter (14300000135907) from the Building Department
- 1988 IBM Typewriter (11-0295748) from the Town Clerk's Office
- Putnam Valley Court Time Recorder Equipment Stamp Machine Serial #509538, Model ARL-E. Last available year for use -2002.
- 10 HP COMPUTERS-Roll Out lease 2024 - NO Monetary Value

|                   |                    |
|-------------------|--------------------|
| Nancy Taus        | Supervisors Office |
| Karen Kroboth     | District Office    |
| Elaine McGinty    | Supervisors Office |
| Anthony Toteda    | Assessors Office   |
| Sheryl Luongo     | Assessors Office   |
| Jacqueline Annabi | Supervisors Office |
| Carol Sukup       | Town Clerks Office |
| Amanda McGannon   | Parks & Recreation |
| Theresa Orlando   | Parks & Recreation |
| Admin Computer    |                    |

| User          | Model                               | Part Number |
|---------------|-------------------------------------|-------------|
| Serial Number |                                     |             |
| NTAUS         | HP ProDesk 600 G3 SFF 1FY58UT#ABA   | 2UA7322BSX  |
| KKROBOTH      | HP ProDesk 600 G3 SFF 1FY58UT#ABA   | 2UA7322BTS  |
| EMCGINTY      | HP ProDesk 600 G3 SFF 1FY58UT#ABA   | 2UA7261XQH  |
| ATOTEDA       | HP ProDesk 600 G3 SFF 1FY58UT#ABA   | 2UA7322BTP  |
| JANNABI       | HP ProDesk 600 G3 SFF 1FY58UT#ABA   | 2UA7261XVK  |
| SLUONGO       | HP ProDesk 600 G3 SFF 1FY58UT#ABA   | 2UA7261XWP  |
| Reassigned    |                                     |             |
| TOWNCLERK     | HP EliteDesk 800 G4 SFF 4DP54UT#ABA | MXL9401JJ8  |
| TORLANDO      | HP EliteDesk 800 G4 SFF 4DP54UT#ABA | MXL9401JJY  |
| Reassigned    |                                     |             |
| ADMIN         | HP EliteDesk 800 G4 SFF 4DP54UT#ABA | MXL9401JLB  |
| AMCGANNON     | HP EliteDesk 800 G4 SFF 4DP54UT#ABA | MXL9401JK9  |
| FISH&GAME     | HP EliteDesk 800 G1 SFF C8N26AV     | 2UA4131QQD  |
| AMCGANNON     | HP EliteDesk 800 G4 SFF 4DP54UT#ABA | MXL9401JK9  |





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## TOWN OF PUTNAM VALLEY

To: Putnam Valley Town Board  
From: Margaret DiRubba  
Date: March 5, 2024  
Subject: 2024 Open Top Container Bid

I formally request that the Putnam Valley Town Board award the 2024 Open Top Container Bid for Bulk Drop off to:

AAA Carting & Rubbish Removal  
3 Greentown Road  
Buchanon, NY 10511

**Bid I: -(\$100.00) paid to the Town of Putnam Valley** ~ per thirty yard container for disposal of white goods only. (No alternate size containers accepted). No weight Limit

**Bid II: \$625.00** per thirty yard container (**1<sup>st</sup> container free**) for disposal of mixed bulk items (No alternate size containers accepted) No weight Limit

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

**Additional Bids were as follows:**

Vendor: Capital Industries  
5 Sybil Court  
Holmes, NY 12531

**Bid I: \$350.00** per thirty yard container for disposal of White Goods only. (No alternative size containers accepted.) No weight limit.

**Bid II: \$725.00** 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

TO: Putnam Valley Town Board  
Putnam Valley Town Hall  
265 Oscawana Lake Road  
Putnam Valley, NY 10579

RE: Supply of open top containers and the disposal of bulk items for white goods for the Town of Putnam Valley, New York.

We, the undersigned, having carefully examined the specifications and related documents, and having examined all permits, laws, ordinances and regulations governing the work, hereby offers to furnish work equipment necessary, or required, for the performance of the contract as contained in the specifications for the sums enumerated, from approximately April 1, 2024 to November 30, 2024.

- BID I \$ -100.00 per thirty yard container for the disposal of "white goods  
*we pay the town* only. (No alternative size containers accepted). No weight  
limit.
- BID II \$ 625.00 per thirty yard container for the disposal of mixed bulk  
items. (No alternative size containers accepted). No weight  
limit.

*1st Dumpster Free!*

The above signed hereby agrees that, if written notice of the acceptance of this bid is mailed, telegraphed, or delivered within thirty (30) days after the date of the opening of the bids, or anytime thereafter, before this bid is withdrawn, the above-signed will, within eight (8) days after the date of such mailing, telegraphing or delivery of such notice, execute and deliver a contract, satisfactory to the Town of Putnam Valley.

Signature of Authorized Agent/Title

Name of Contractor

Telephone

Address of Contractor

914-739-9527

AAA-Casting Rubbish Removal #2  
3 Greentown Rd  
Buchanan, NY 10511

TO: THE TOWN OF PUTNAM VALLEY

FROM:

AAACarting Hauling & Removal, Inc

RE:

GENERAL MUNICIPAL LAW,  
SECTIONS 103-a & 103d

- 1) Upon acceptance of this Proposal for Open Top Containers I hereby agree to comply in all respects with the specifications and to supply the equipment, material and/or service as indicated.
- 2) The Vendor hereby also agrees to comply with the provisions of Section 103-a and 103-d of the General Municipal Law, a copy of which has been furnished herewith and is annexed hereto.
- 3) NON-COLLUSIVE BIDDING CERTIFICATION

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of knowledge and belief:

- A. The prices in this bid have been arrived at independently without collusion, consultation, communication or agreement, for the purpose of restricting competition, as to any matters relating to such prices with any other bidder or with any competitor.
- B. Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
- C. No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

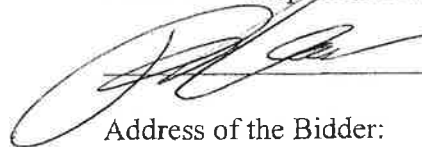
Date:

8/2/24

Legal Name of Person, Firm or Corporation

AAACarting Hauling & Removal, Inc

Authorized Representative

 Pat Carting

Address of the Bidder:

36 Greentree Rd Buchanan NY 10511

Telephone

914-739-9525

TO: Putnam Valley Town Board  
Putnam Valley Town Hall  
265 Oscawana Lake Road  
Putnam Valley, NY 10579

RE: Supply of open top containers and the disposal of bulk items for white goods for the Town of Putnam Valley, New York.


We, the undersigned, having carefully examined the specifications and related documents, and having examined all permits, laws, ordinances and regulations governing the work, hereby offers to furnish work equipment necessary, or required, for the performance of the contract as contained in the specifications for the sums enumerated, from approximately April 1, 2024 to November 30, 2024.

BID I \$ 350- per thirty yard container for the disposal of "white goods only". (No alternative size containers accepted). No weight limit.

BID II \$ 725- per thirty yard container for the disposal of mixed bulk items. (No alternative size containers accepted). No weight limit.

The above signed hereby agrees that, if written notice of the acceptance of this bid is mailed, telegraphed, or delivered within thirty (30) days after the date of the opening of the bids, or anytime thereafter, before this bid is withdrawn, the above-signed will, within eight (8) days after the date of such mailing, telegraphing or delivery of such notice, execute and deliver a contract, satisfactory to the Town of Putnam Valley.

Signature of Authorized Agent/Title

 VIP

Name of Contractor

Capital Industries

Telephone

914-963-2000

Address of Contractor

5 Sybil Court  
Holmes NY

TO: THE TOWN OF PUTNAM VALLEY

FROM: Capital Industries

RE: GENERAL MUNICIPAL LAW,  
SECTIONS 103-a & 103d

- 1) Upon acceptance of this Proposal for \_\_\_\_\_, I hereby agree to comply in all respects with the specifications and to supply the equipment, material and/or service as indicated.
- 2) The Vendor hereby also agrees to comply with the provisions of Section 103-a and 103-d of the General Municipal Law, a copy of which has been furnished herewith and is annexed hereto.

3) NON-COLLUSIVE BIDDING CERTIFICATION

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of knowledge and belief:

- A. The prices in this bid have been arrived at independently without collusion, consultation, communication or agreement, for the purpose of restricting competition, as to any matters relating to such prices with any other bidder or with any competitor.
- B. Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
- C. No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

Date: 3/4/24

Legal Name of Person, Firm or Corporation

Capital Industries

Authorized Representative

Andy McCabe

Address of the Bidder:

5 Sybil Court Holmes VA

Telephone

914 963-2000



To: Putnam Valley Town Board

From: Margaret DiRubba, Administrative Service Coordinator

Date: March 8, 2024

Subject: Amend Hewlett Packard Enterprise Financial Services  
Buy Out 2023 LEASE

I formally request that the Putnam Valley Town Board amend Resolution #R23-158 for the purposes of buying out Hewlett Packard Enterprise Financial Services Lease #225696348400004USA2 to be paid through ARPA Funds.

TOWN OF PUTNAM VALLEY  
TOWN BOARD WORK SESSION  
APRIL 12, 2023

**APPROVE UPDATED HEWLETT PACKARD ENTERPRISE FINANCIAL SERVICES  
PROPOSAL**

Presented by Supervisor Annabi

**RESOLUTION #R23-158**

**RESOLVED**, that the Town Board amend Resolution R23-135 approving the leasing of ten (10) computers from Hewlett Packard Enterprise Financial Services, 200 Connell Drive, Berkeley Heights, NJ, 17922, to change (i) total from \$13,091.80 to \$14,419.60, which will be paid over a period of 36 months, and (ii) change monthly rate from \$360.64 to \$445.88. This amount is included in the Facilities Department budget for the purposes of upgrading equipment on a rolling basis; and

**FURTHER RESOLVED**, that the Town Board authorize Supervisor Annabi to enter into an agreement with Hewlett Packard Enterprise Financial Services in this regard.

Seconded by Councilman Luongo, unanimously carried

sd



To: Putnam Valley Town Board

From: Margaret DiRubba, Administrative Service Coordinator

Date: March 8, 2024

Subject: Amend Hewlett Packard Enterprise Financial Services  
Buy Out 2024 LEASE

I formally request that the Putnam Valley Town Board amend Resolution #R24-98 for the purposes of buying out Hewlett Packard Enterprise Financial Services Lease #225696348400004 to be paid through ARPA Funds.



APPROVE LEASE AGREEMENT WITH HEWLETT PACKARD ENTERPRISE  
FINANCIAL SERVICES

1/17/24  
mtg

Presented by Councilman Luongo

**RESOLUTION #R24-98**


**RESOLVED**, that the Town Board authorized the Supervisor to sign a Lease Agreement with Hewlett Packard Enterprise Financial Services, 200 Connell Drive, Berkley Heights, NJ 17922 for the replacement of ten (10) desktop computer for town staff for a total cost of \$15,150.00. The lease payment will be \$470.60 per month for thirty-six (36) months/three (3) years, with a \$1.00 buy-out option. This Agreement is for the purposes of upgrading equipment on a rolling basis. Equipment will be provided through CDW Government and is part of the Hewlett Packard Information Technology Umbrella State Contract. Funding has been included in the 2024 Budget. This is subject to final approval of the contract by the Town Attorney.

Seconded by Councilwoman Howard, unanimously carried.

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## Parks and Recreation

# Memo

**To:** Town Board Members  
**From:** Frank DiMarco   
**CC:** Elaine McGinty  
**Date:** 3/5/2024  
**Re:** Cafeteria Upgrade Bid Acceptance

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Town Board,

The Parks and Recreation Department and The Parks and Recreation Commission recommend that you award the "Cafeteria Upgrade" bid to Jacobs Construction in the amount of \$438,965.00. All The New York State Bid procedures were followed and minutes of the bid opening are attached.

## **Camp Cafeteria Upgrade Bid**

Date: February 23, 2024

Time began: 2:09 pm, end 2:17 pm

Present: Interim Town Clerk Kat Diomedede and  
Recreation Senior Clerk Theresa Orlando

We received only 1 camp cafeteria upgrade bid from:

Jacobs Construction  
574 Oscawana Lake Road  
Putnam Valley, NY 10579

We received the bid proposal for the town camp cafeteria upgrade, lump sum total bid is \$438,965.00.

We have received the signed non-collusion affidavit.

The Hold Harmless statement is included.

The certificate of liability insurance coverage is included.

The worker's compensation insurance coverage is included.

The General Municipal Law, Sections 103A & 103D non collusive certification included.

The paperwork received is all satisfactory.

Submitted by,

Theresa Orlando  
Recreation Senior Clerk  
Town of Putnam Valley

**TOWN OF PUTNAM VALLEY****Budget Adjustment Form**

Year: 2023 Period: 12 Trans Type: B2 - Amend Status: Posted  
Trans No: 118939 Trans Date: 12/29/2023 User Ref: MANGELICO  
Requested: Approved: Created by: MANGELICO 02/28/2024  
Description: YTD BUDGET AMENDMENTS 2023 Account # Order: Yes  
Print Parent Account: No

| Account No.   | Account Description | Amount |
|---------------|---------------------|--------|
| SM09.1630.472 | POWER AND LIGHT     | 747.99 |
| Total Amount: |                     | 747.99 |



TOWN OF PUTNAM VALLEY

Budget Adjustment Form

Year: 2023

Period: 12

Trans Type: B2 - Amend

Status: Posted

Trans No: 118912

Trans Date: 12/29/2023

User Ref: MANGELICO

Requested:

Approved:

Created by: MANGELICO

02/27/2024

Description: 2023 YEAR END BUDGET ADJUSTMENTS

Account # Order: Yes

Print Parent Account: No

| Account No.   | Account Description          | Amount   |
|---------------|------------------------------|----------|
| A.1440.410    | ENGINEER.STORMWATER PHASE II | 4,980.00 |
| Total Amount: |                              | 4,980.00 |



TOWN OF PUTNAM VALLEY

Budget Adjustment Form

Year: 2023Period: 12Trans Type: B2 - AmendStatus: Posted

Trans No: 118933Trans Date: 12/29/2023User Ref: MANGELICO

Requested:Approved:Created by: MANGELICO02/27/2024

Description: TO UTILIZE STABILIZATION GRANT TO COVER PERSONNEL INCENTIVESAccount # Order: Yes

Print Parent Account: No

| Account No.   | Account Description              | Amount    |
|---------------|----------------------------------|-----------|
| A.2989.100    | CHILDCARE GRANT.PERSONAL SERVICE | 38,000.00 |
| Total Amount: |                                  | 38,000.00 |



TOWN OF PUTNAM VALLEY  
Budget Adjustment Form

Year: 2023 Period: 12 Trans Type: B2 - Amend Status: Posted  
Trans No: 118936 Trans Date: 12/29/2023 User Ref: MANGELICO  
Requested: Approved: Created by: MANGELICO 02/27/2024  
Description: TO COVER REMAINING YTD EXPENDITURES FROM 2023 STORM  
Account # Order: Yes  
Print Parent Account: No

| Account No.   | Account Description | Amount     |
|---------------|---------------------|------------|
| A.8676.100    | STORM 2023          | -150.00    |
| A.8676.200    | STORM 2023          | 307,997.00 |
| A.8676.400    | STORM 2023          | 322,258.12 |
| Total Amount: |                     | 630,105.12 |

TOWN OF PUTNAM VALLEY

Budget Adjustment Form

Year: 2023 Period: 12 Trans Type: B2 - Amend Status: Posted  
Trans No: 118812 Trans Date: 12/29/2023 User Ref: MANGELICO  
Requested: Approved: Created by: MANGELICO 02/12/2024  
Description: TO ADJUST AMENDMENTS FOR RECEIPT OF COUNTY ARPA Account # Order: Yes  
Print Parent Account: No

| Account No.   | Account Description           | Amount      |
|---------------|-------------------------------|-------------|
| A.1345.424    | PURCHASING - ARPA CONTRACTUAL | -118,043.86 |
| Total Amount: |                               | -118,043.86 |

2/12/24  
John





## TOWN OF PUTNAM VALLEY

## Budget Adjustment Form

Year: 2023 Period: 12 Trans Type: B2 - Amend Status: Posted  
Trans No: 118810 Trans Date: 12/29/2023 User Ref: MANGELICO  
Requested: Approved: Created by: MANGELICO 02/12/2024  
Description: TO REVERSE ADJUSTMENT #118809 Account # Order: Yes  
Print Parent Account: No

| Account No.   | Account Description           | Amount     |
|---------------|-------------------------------|------------|
| A.1345.200    | PURCHASING - ARPA.EQUIPMENT   | -34,283.50 |
| A.1345.424    | PURCHASING - ARPA CONTRACTUAL | 9,983.98   |
| Total Amount: |                               | -24,299.52 |



**TOWN OF PUTNAM VALLEY****Budget Adjustment Form**

Year: 2023 Period: 12 Trans Type: B2 - Amend Status: Posted  
Trans No: 118809 Trans Date: 12/29/2023 User Ref: MANGELICO  
Requested: Approved: Created by: MANGELICO 02/12/2024  
Description: BUDGET AMENDMENTS FOR YTD 2023 ARPA EXPENDITURES Account # Order: Yes  
Print Parent Account: No

| Account No.   | Account Description           | Amount    |
|---------------|-------------------------------|-----------|
| A.1345.200    | PURCHASING - ARPA.EQUIPMENT   | 34,283.50 |
| A.1345.424    | PURCHASING - ARPA CONTRACTUAL | -9,983.98 |
| Total Amount: |                               | 24,299.52 |

**TOWN OF PUTNAM VALLEY****Budget Adjustment Form**

Year: 2023 Period: 12 Trans Type: B2 - Amend Status: Posted  
Trans No: 118944 Trans Date: 12/29/2023 User Ref: MANGELICO  
Requested: Approved: Created by: MANGELICO 02/28/2024  
Description: YTD 2023 BUDGET ADJUSTMENTS Account # Order: Yes  
Print Parent Account: No

| Account No.   | Account Description | Amount   |
|---------------|---------------------|----------|
| SM11.7180.453 | LAKE.MONITORING     | 2,947.00 |
| Total Amount: |                     | 2,947.00 |

**TOWN OF PUTNAM VALLEY****Budget Adjustment Form**

Year: 2023 Period: 12 Trans Type: B2 - Amend Status: Batch  
Trans No: 118945 Trans Date: 12/29/2023 User Ref: MANGELICO  
Requested: Approved: Created by: MANGELICO 03/04/2024  
Description: TO RETURN FUNDS FOR ARPA REIMBURSEMENT Account # Order: No  
Print Parent Account: No

| Account No.   | Account Description   | Amount    |
|---------------|-----------------------|-----------|
| SM01.7180.473 | RETENTION BASIN MAINT | -7,480.00 |
| Total Amount: |                       | -7,480.00 |



TOWN OF PUTNAM VALLEY

Budget Adjustment Form

Year: 2023

Period: 12

Trans Type: B2 - Amend

Status: Posted

Trans No: 118945

Trans Date: 12/29/2023

User Ref: MANGELICO

Requested:

Approved:

Created by: MANGELICO

03/04/2024

Description: TO RETURN FUNDS FOR ARPA REIMBURSEMENT

Account # Order: Yes

Print Parent Account: No

| Account No.   | Account Description   | Amount    |
|---------------|-----------------------|-----------|
| SM01.7180.473 | RETENTION BASIN MAINT | -7,480.00 |
| Total Amount: |                       | -7,480.00 |

**TOWN OF PUTNAM VALLEY****Budget Adjustment Form**

Year: 2023 Period: 12 Trans Type: B2 - Amend Status: Posted  
Trans No: 118947 Trans Date: 12/29/2023 User Ref: MANGELICO  
Requested: Approved: Created by: MANGELICO 03/07/2024  
Description: DECEMBER 2023 YTD BUDGET ADJUSTMENTS Account # Order: Yes  
Print Parent Account: No

| Account No.   | Account Description           | Amount   |
|---------------|-------------------------------|----------|
| A.1345.424    | PURCHASING - ARPA CONTRACTUAL | 8,330.00 |
| Total Amount: |                               | 8,330.00 |

3/4/2024

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

From: 2/1/2024

To: 2/29/2024

| <b>Fee Type</b>              | <b>Count</b> | <b>Amount</b>      |
|------------------------------|--------------|--------------------|
| ADDITION/ALTERATION          | 1            | \$1,246.00         |
| CW                           | 1            | \$75.00            |
| DEM/R                        | 1            | \$100.00           |
| ELECTRI APP/NY ELEC          | 6            | \$240.00           |
| ELECTRIC APP/SWIS            | 10           | \$400.00           |
| GAS/PROPANE                  | 7            | \$525.00           |
| GENERATOR PERMIT             | 4            | \$300.00           |
| HVAC                         | 7            | \$600.00           |
| MI                           | 6            | \$450.00           |
| OIL TANK                     | 7            | \$775.00           |
| OPERATING PERMIT             | 1            | \$100.00           |
| PERM                         | 10           | \$7,290.00         |
| PL                           | 7            | \$555.00           |
| RE                           | 8            | \$2,336.00         |
| RU                           | 1            | \$125.00           |
| SEARC                        | 13           | \$2,600.00         |
| SOLAR PANELS                 | 1            | \$1,176.00         |
| WETADM                       | 1            | \$50.00            |
| WETL                         | 1            | \$100.00           |
| WT/S                         | 2            | \$200.00           |
| <b>Total Fees Collected:</b> | <b>95</b>    | <b>\$19,243.00</b> |
| <b>Cash</b>                  | <b>2</b>     | <b>\$2,351.00</b>  |
| <b>Check</b>                 | <b>92</b>    | <b>\$16,817.00</b> |
| <b>Money Order</b>           | <b>1</b>     | <b>\$75.00</b>     |

see attached list

## FEE TYPES

|                            |                                                  |
|----------------------------|--------------------------------------------------|
| ADDITION/ALTERATION        | Permits for Additions/Alterations                |
| BLASTING                   | Permits to Blast                                 |
| CW                         | Commence Work Permit                             |
| CREDIT CARD FEE            | Credit Card Fee charged for usage of credit card |
| DEM/R                      | Demolition/Residential                           |
| ELECTRIC APP/NY ELECTRICAL | Electric application/NY Electrical               |
| ELECTRIC APP/SWISS         | Electric application/Swiss                       |
| FENCE/WALL                 | Permit for Fence/Wall                            |
| GAS/PROPANE                | Permit for Propane Gas Installation              |
| GENERATOR PERMIT           | Generator Installation                           |
| HVAC                       | Heating, Vent., A/C Permit                       |
| IN GROUND POOL             | Permit for In Ground Pool                        |
| MG                         | Minor Grading Permit                             |
| MI                         | Miscellaneous Building Permit                    |
| OPERATING PERMIT           | Operating Permits /Commercial                    |
| PERM                       | Building Permits                                 |
| PERNC                      | New Construction Permits                         |
| PL                         | Plumbing Permits                                 |
| RE                         | Renewal Building Permits                         |
| RHCS                       | Rock Hammer Crush Shatter Rock Permit            |
| RU                         | Spec. Use Renewal                                |
| SEARC                      | Municipal Search                                 |
| TENT                       | Tent Permit                                      |
| TREE                       | Tree Permit                                      |
| WETADM                     | Wetland Administrative Fee                       |
| WETL                       | Wetland Permit Application Fee                   |
| WT/S                       | Wetland Screening                                |