



TOWN OF PUTNAM VALLEY

Town Board Meeting

August 21st, 2024

Town Hall

6 PM

~~~~~

### AGENDA

#### Pledge of Allegiance

1. Community Reports
2. Supervisor's Comments
3. Legislative Reports
4. Audit Report Presentation by O'Connor Davies
5. Approval of Minutes
6. Approve MS4 Permit Stormwater Retrofit Program
7. Review Request for Permit Fee Waiver – PVVAC
8. Accept Intermunicipal Building Inspector Agreement
9. Settlement Offer Discussion
10. Justice Court: Approve Decommissioning of Justice Court Safe
11. Facilities:
  - a. Approve UniFirst Service Agreement Renewal
  - b. Approve Claims Service Agreement with Brown & Brown
12. Parks & Recreation:
  - a. August 2024 Refunds
  - b. Personnel Changes
  - c. Reimbursement of Funds under Childcare Stabilization Grant of 2020
13. Districts:
  - a. Approve Barger Pond and Lookout Manor Closing Labor Costs
  - b. Approve Seasonal District Appointments 2024,
  - c. Approve LPID Garage Water Improvements Proposal and Fee Waivers
  - d. Approve LPID Garage Well Improvement Proposal and Fee Waiver
14. Daily Fee Report: Summary July 1, 2024 – July 31, 2024
15. Public Comment – Three-Minute Limit Per Person
16. Audit of Monthly Bills
17. Budget Transfers and Amendments

#### Adjournment

TOWN OF PUTNAM VALLEY  
TOWN BOARD MEETING  
WEDNESDAY, AUGUST 21, 2024

---

**TOWN OF PUTNAM VALLEY**  
**TOWN BOARD MEETING**  
**WEDNESDAY, AUGUST 21, 2024**  
**6:00 PM**

**PRESENT:** Supervisor Annabi  
Councilman Luongo  
Councilwoman Tompkins  
Councilwoman Howard

**ALSO PRESENT:** Town Clerk Kathy Diomedede  
Town Counsel Sarah Ryan

**ABSENT:** Councilman Russo

Supervisor Annabi led the Recitation of the Pledge of Allegiance and asked for a moment of silence to honor our troops stationed at home and around the world.

**AMENDMENTS TO THE AGENDA**

Presented by Supervisor Annabi

**RESOLUTION #R24-281**

**RESOLVED**, that the Town Board **ADD** the following items to the agenda:

**ADD #13e** – Accept Highway Department Resignation

**SWAP #4 TO #2**

**ADD:** an Executive Session at the end of the meeting to discuss an Attorney/Client Issue with no further business afterward.

Seconded by Councilwoman Tompkins, unanimously carried.

**COMMUNITY REPORTS:**

TOWN OF PUTNAM VALLEY  
TOWN BOARD MEETING  
WEDNESDAY, AUGUST 21, 2024

---

Linda Thornton of the Tompkins Corners Cultural Center gave the following report:

---

Tompkins Corners Cultural Center  
Town Board Meeting 8.21.24

Farmers Market now open every Friday through the end of October, from 3-6:30  
Harvest Fest Oct 19th

A new show in Maaik Hoekstra Gallery - "Painting the Valley: The Lambo Legacy."

The art of well-known and prolific painters Don and Betty Lambo, who portrayed the landscape and community life in and around Tompkins Corners as well as some work by their son.

Friday, August 23rd at 7:30 pm - Kieran Kane and Rayna Gellert - celebrated Americana singer/songwriters

Sunday, September 8th at 4 pm - Down Hill Strugglers - Old time music by band mates of John Cohen's

Friday, Sept. 13th at 7:30 pm, - Rakish - Classically trained Scottish and Irish Celtic Duo

Sunday, Sept. 15th from 3 - 5 - Poets' Corner Open Mic with Anne Graue

Friday, Sept. 20th at 7:30 pm - Screening of "Lead Belly - The Man Who Invented Rock and Roll" - Authorized Documentary by the House of Lead Belly

We have a new show opening in our Maaik Hoekstra Gallery this weekend: "Painting the Valley: The Lambo Legacy." It features the art of well-known and prolific Putnam Valley painters Don and Betty Lambo, who portrayed the landscape and community life in and around Tompkins Corners.

There is also work by their son James, who will be present at the reception on

Sunday, Sept. 22nd from 2 to 4.  
Free Community Event

Please stay tuned for exciting information about a benefit for TCCC, which will be held on Sunday, Sept. 29th, from 2 to 5 at Camp Combe. It will feature music by Jay Unger and Molly Mason and a square dance called by Liz Slade. There will be food and beverages, and we hope the whole community will come out to support us.

Shout out to Amanda DiMauro, who built a beautiful rustic bench for us as the last step of her GS Gold Award Project, the highest achievement of a Girl Scout. She graduated from Lakeland HS in June and represents West Lakeland Troop 2268, Heart of the Hudson Council. The bench complements our outdoor stage, which Nate Molnar built as an Eagle Scout project several years ago.

Dave Hull and Eileen Reilly supervised the project for Tompkins Corners and Maureen Connolly for the Girl Scouts. We are most grateful and look forward to having a dedication with a plaque at one of our future events!

TOWN OF PUTNAM VALLEY  
TOWN BOARD MEETING  
WEDNESDAY, AUGUST 21, 2024

---

Putnam Valley Library Director Amina Chaudri gave the following report:

Monthly Report

Putnam Valley Library

Amina Chaudhri

August 21, 2024

We have had a busy summer. Yoga with Elana, is building a following and will be meeting on the second Friday of each month at noon. An adult writing group is starting the week after Labor Day.

We will have a live concert on August 23rd with Miss Maybell & Charlie Judkins who play a large repertoire of early Jazz, Ragtime and Blues from the 1890's - 1920's. Another live music program - From Bach to Blues to Jazz with Alex Prizgintas will be on August 31st.

Our other recurring programs continue - the HAM radio operators offer free licensing tests and the American Sewing Guild continues to meet the last Thursday of the month. Chess Club and Mahjongg always welcome new members and we provide the game boards and pieces.

For the children, we recently partnered with the Hudson Highlands Land Trust for a nature scavenger hunt. We continue to have Lego Club, Music and Movement, Cooking with Chef Sharon and Reading with Sunny Boy, our therapy dog.

For our patrons, we also have a Library of Things, video games, free museum passes, 3-D printing and of course....books and magazines!

TOWN OF PUTNAM VALLEY  
TOWN BOARD MEETING  
WEDNESDAY, AUGUST 21, 2024

---

Highway Superintendent Shawn Keeler gave the following report:

---

Good Evening Ladies and Gentlemen

I'd like to take a moment to thank the men and women of the Highway dept. for their continued hard work and dedication

Up and coming drainage projects on our list for this year are changing a pipe on twilight Lane, as well as a major upgrade to drainage on Trail court, adding some drains along the side of Boswell Road to alleviate a water issue, adding a basin and some pipe on Spruce Knolls

We have been out mowing and are trying to catch up we have had a crew of guys out weed whacking almost every day.

Furthermore soon we should have a mower attachment on one of our old tractors though not as big as the mower it should help with the over growth down the road.

Our Vac-all has been out cleaning basins as well as gutters on the sides of the roads. We cleaned 412 basins in the last month which is 2014 Basins year to date. Which is amazing considering our vac-all was down for close to 3 weeks. Also Looking back that is the Most we have ever done in a year. Looks to be by next week we will be starting over where we began in March and should be able to clean all basins a second time as they should be cleaner and the 2<sup>nd</sup> time around should go a bit quicker I HOPE.

We have been milled Walnut Rd, part of Lake Dr, Part of Maple Rd, Sylvan Rd, Sunny Pl and Lincoln Rd

We Blacktopped Cimarron Rd, Walnut Rd, part of Lake Dr, Part of Maple Rd, Sylvan Rd, Sunnyside Pl, Chestnut St, Pecan Pl, Beech Pl, Oak Pl and Lincoln Rd

We have been making any adjustments to driveways, berms, gutters as necessary. Also patching potholes and replacing Berms and aprons where needed

Lastly all the double yellow lines have been painted and yes a few roads were done when they should not have been I am looking into what can be done to fix this issue.

The phones at highway are monitored 24 / 7 and I ask residents with issues to call us and not post on Facebook as we don't troll for complaints

I can always be reached in my Office 845-526-3333 on my cell 845-745 -0795 and [SKEELER@PUTNAMVALLEY.GOV](mailto:SKEELER@PUTNAMVALLEY.GOV)

125 Days till Christmas

**FISCAL YEAR 2023 AUDIT REPORT PRESENTATION BY O'CONNOR DAVIES**

Presented by Supervisor Annabi

- Supervisor Annabi introduced Chris Kopf, Senior Partner from our independent audit firm O'Connor Davies, to present their findings from their audit of our 2023 Financial Statements. He started on with the Opinion Letter (page 1 of the Audit Report) and said that he was pleased to say that the Town has received an "Unmodified Opinion", which is also known as a "clean opinion" and it is the highest level of assurance that they can give to a client. "The best you can get".
- Next, he directed everyone to Page 12 of the Audit report, which is the Statement of Net Position. Because it is their report that the Town has done well, it is important to explain the deficit that appears on this page - this statement is the Government's attempt to convert our municipal financial records into a "business" model. The deficit is a result of reporting \$12 million in capital assets (buildings, land and other capital purchases over time) offset by the associated debt and other calculated liabilities. The primary contributor to the deficit is OPEB, or "Other Post Employment Benefit" (for about \$20 million), NY State Retirement and LOSAP (fire department life insurance benefits). Municipalities are required to record the future cost of these benefits to all current and former employees. These are actuarial calculations and are, in fact, an extremely low risk for actual payment. The health benefits are unlikely to be paid in the current year, the NYS Retirement Fund is probably one of the best funded in the country, and in no case is there any mechanism in place to fund a future liability expense at current taxpayer expense.
- Mr. Kopf next referenced Operating Results for the General Fund (page 61) Here is the 2023 Budget adopted for 2023, compared to the Final Budget (the original budget as modified during the course of the year through budget transfers and amendments) and the actual operating results. This page shows that we can see that we ended the year an increase in fund balance of \$205,393 rather than the original \$575,696 we intended to use when we adopted the budget. This is an even more positive outcome than the \$2,289,554 we anticipated having to use because of the big storm in July. This result is partially due to revenues that came in higher than budgeted (interest and earnings on storm BAN funds and federal aid). We also came in at over \$2.1 million dollars under budget on the expense side due to conservative budgeting for fringe benefits (Worker's Compensation and Medical Insurance) and storm related capital expenditures. Additionally, every one of the departments came in under budget.
- Next presented was the results for the Highway Fund (page 69). The Highway Department once again did very well – the original budget started off with the plan to utilize \$440,803 of fund balance and provide some relief to the taxpayers. This was modified throughout the course of the year to use an additional \$160,000 or so, again due to anticipated storm expenditures, but actually ended up with a surplus to fund balance of \$271, for a final fund balance of \$1.8 million dollars. All of this was due to an increase in departmental income (services to other entities and municipalities) and state relief (chips money for roads) and coming in under

TOWN OF PUTNAM VALLEY  
TOWN BOARD MEETING  
WEDNESDAY, AUGUST 21, 2024

---

budget across all expense categories. We also paid down \$340,000 in BAN debt out of the same budget. Considering all of the work that they do, paying down debt and coming in under budget is a great work and a great result.

- Fund balances across the board are positive and in good shape.
- We still have ARPA money that is 100% committed. These funds are recognized as they are expended throughout the current year.
- Finally, as we are receiving over \$750,000 in Federal Funds (FEMA) we are subject to a single audit review for these projects. O'Connor Davies are monitoring that as well and that review is available at the end of the audit report.
- Copies of the audit report are available through the Town Clerk upon request.

Maria Angelico said we are on top of things. We are all doing what needs to be done. We are all working hard to keep expenditures down and be good custodians of the tax dollars.

Supervisor Annabi said the numbers are this tight and this good thanks to Maria. We are getting things done in the Town without burdening the taxpayers, which is our goal. Thank you very much Maria.

### **SUPERVISOR'S COMMENTS**

- Town Day – September 21<sup>st</sup> - applications are still left and electrical spots are still available.
- Thank you to all our Sponsors for making this day possible.
- Lake Peekskill Community Tag Sale – September 7<sup>th</sup> and 8<sup>th</sup>. Interested vendors should call the Supervisor's Office.
- German American Club Oktoberfest - September 14<sup>th</sup> and 15<sup>th</sup> at 11 Kramers Pond Road. Trolley service is available at the Senior Center.
- Lifeguard Course by Putnam Valley Parks & Rec - August 26<sup>th</sup>, 27<sup>th</sup> and 28<sup>th</sup> at the Putnam Valley Town Camp from 9 AM to 4 PM.
- Farmers Market – 2 weekends left at Tompkins Corners on Fridays from 3-6 PM.
- Sunset Series - August 22 from 7-9 PM at the Town Park

Supervisor Annabi thanked all our sponsors: AAA Carting, Florys Convenience & Deli, Landworks Contracting, CEMCO, Putnam County Savings Bank, Maple Leaf Associates, Citiwide Automotive & Towing, CRP Sanitation, Tompkins Excavating and Family Chiropractic. Without them Town Day would not be possible.

### **LEGISLATIVE REPORT**

There is no legislative report today. Legislator Gouldman is in a meeting.

TOWN OF PUTNAM VALLEY  
TOWN BOARD MEETING  
WEDNESDAY, AUGUST 21, 2024

---

**APPROVAL OF MINUTES**

Presented by Councilwoman Howard

**RESOLUTION #R24-282**

**RESOLVED**, that the Town Board authorize the Supervisor to accept the Town Board meeting minutes from July 10<sup>th</sup>, July 17<sup>th</sup> and July 23<sup>rd</sup>, 2024.

Seconded by Councilwoman Tompkins, unanimously carried.

**APPROVE MS4 PERMIT STORMWATER RETROFIT PROGRAM**

Presented by Councilman Luongo

**RESOLUTION #R24-283**

**RESOLVED**, that the Town Board approve the continuation of work with the MS4 permitting process with East of Hudson Watershed Corporation and authorize the Supervisor to acknowledge the Town's agreement to continue to develop a single stormwater retrofit plan for the East of Hudson municipalities.

FURTHER RESOLVE, that the Town Board authorize the payment of \$834.95, representing the cost for the Town's share of the General Permit Application.

Seconded by Councilwoman Howard, unanimously carried.



# EAST OF HUDSON WATERSHED CORPORATION

2 NYS Route 164  
Patterson, NY 12563  
Tel: 845-319-6349  
Fax: 845-319-6391

July 30, 2024

To: EOHWC Board of Directors

From: Executive Board

Re: Years 11 to 15 Retrofit Plan

The new General Permit for MS4s Permit No. GP-0-24-001 requires that municipalities in the East of Hudson Watershed submit to NYSDEC a stormwater retrofit plan for Years 11 to 15 by January 3, 2024 (five months). The plan must provide specific information about each proposed retrofit, including the anticipated individual phosphorus reduction, as well as the overall phosphorus reduction. The specific section of the General Permit is attached for your review.

Years 1 through 10 we all agreed to work collaboratively to obtain "bubble" compliance, and the Executive Committee is recommending that we continue to work together and use the EOHWC to develop a single plan for the next five years to be submitted to the NYSDEC. Unfortunately the funding held by the EOHWC cannot be used to develop a the stormwater retrofit workplan for the next five years. For the EOHWC to prepare the stormwater retrofit workplan each municipality will need to provide funding. Based on the past methodology of allocation of costs agreed to by the EOHWC member municipalities, the attached table provides the contribution from each municipality.

We are asking that you acknowledge your agreement to continue to work together and develop a single stormwater retrofit plan for the East of Hudson municipalities. Please send your acknowledgment to Linda Matera at [linda@eohwc.org](mailto:linda@eohwc.org) and to Richard Williams at [planning@pattersonny.org](mailto:planning@pattersonny.org). If you agree we will need payment not later than August 31.

Preparation of the plan is also going to need your involvement. We are also asking that you identify any potential stormwater retrofit project in your municipality. Your individual 5-year phosphorus reduction is attached. For each retrofit project you should provide as much of the information required by the General Permit under Part IX.A.6.f.i.a.. As we move forward you will need to provide this information to [kevin@eohwc.org](mailto:kevin@eohwc.org).

SPDES General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s) Permit No. GP-0-24-001  
Part IX.A.6.f

f. Retrofit program

- i. All MS4 Operators identified within the Croton Watershed Phase II TMDL Implementation Plan, January 2009, must continue to implement the retrofit program according to the following schedule:
  - a) Within one (1) year of the EDC, the MS4 Operator must submit to the Department a retrofit plan that identifies the following:
    - i) Project name;
    - ii) Location;
    - iii) Proposed retrofit type;
    - iv) Anticipated date for construction;
    - v) Estimated phosphorus reduction (using the criteria in the Croton Watershed Phase II TMDL Implementation Plan, January 2009); and
    - vi) Estimated total phosphorus reduction for all projects demonstrating they will meet the reduction specified in the Croton Watershed Phase II TMDL Implementation Plan, January 2009.
  - b) Within five (5) years of the EDC, all retrofit projects must be constructed to achieve the five (5) year phosphorus reduction assigned to the MS4 Operator, as required by the Croton Watershed Phase II TMDL Implementation Plan, January 2009.
- ii. Annually, by December 31, MS4 Operators (or RSE representing MS4 Operators as described in Part III.B.2.b.) must submit to the Department any changes made to the retrofit plan including the information in Part IX.A.6.e.i.
- iii. MS4 Operators must document the retrofit program in the SWMP Plan specifying:
  - a) Progress on retrofit projects already commenced; and
  - b) Identification of retrofit projects for the upcoming construction season; and
  - c) Certification that completed retrofit projects have been constructed in accordance with the retrofit plans.

EOHWC  
Workplan Contribution  
July 25, 2024

| <b>Municipality</b> | <b>Phosphorus Reduction Requirement</b> | <b>Municipal Contribution</b> |
|---------------------|-----------------------------------------|-------------------------------|
| Brewster            | 9.20                                    | \$110.48                      |
| Carmel              | 72.00                                   | \$9,373.19                    |
| Kent                | 33.60                                   | \$8,882.67                    |
| Patterson           | 17.20                                   | \$8,074.51                    |
| Putnam Valley       | 1.00                                    | \$834.95                      |
| Southeast           | 31.10                                   | \$8,297.33                    |
| Putnam County       | 30.90                                   | \$6,459.07                    |
| Bedford             | 32.20                                   | \$7,845.85                    |
| Cortlandt           | 11.60                                   | \$2,090.07                    |
| Lewisboro           | 35.50                                   | \$6,881.78                    |
| Mount Kisco         | 18.70                                   | \$2,621.62                    |
| New Castle          | 25.10                                   | \$4,758.98                    |
| North Castle        | 1.00                                    | \$160.90                      |
| North Salem         | 19.10                                   | \$4,990.70                    |
| Pound Ridge         | 9.50                                    | \$2,252.78                    |
| Somers              | 50.00                                   | \$9,788.64                    |
| Yorktown            | 54.00                                   | \$10,342.43                   |
| Pawling, Town       | 3.50                                    | \$5,987.12                    |
| Pawling, Village    | 4.30                                    | \$246.93                      |
| Total               | 459.50                                  | \$100,000.00                  |

TOWN OF PUTNAM VALLEY  
TOWN BOARD MEETING  
WEDNESDAY, AUGUST 21, 2024

---

**REVIEW REQUEST FOR PERMIT FEE WAIVER – PVVAC**

Presented by Councilwoman Tompkins

**RESOLUTION #R24-284**

**RESOLVED**, that the Town Board waive the fee for the permit application that was recently submitted to the Putnam Valley Building Department by Kertis Handyman, Inc., for site work to be performed adjacent to the PVVAC building, in consideration of their agency's essential community function.

Seconded by Councilwoman Howard, unanimously carried.

**ACCEPT INTERMUNICIPAL BUILDING INSPECTOR AGREEMENT**

Presented by Councilman Luongo

**RESOLUTION #R24-285**

**RESOLVED**, that the Town Board approve the Supervisor entering into an Intermunicipal Building Inspector Agreement between the Town of Putnam Valley and the Town of Phillipstown for the purposes of sharing building inspector services for the purposes of continuity of service to our respective communities when the building inspector from either town is on vacation. The term of this agreement will be from September 1, 2024 through August 31, 2025, the hourly rate payable is \$30.00.

Seconded by Councilwoman Howard, unanimously carried.

Supervisor Annabi seconded for discussion. The Town spoke to the Town Supervisor of Phillipstown to discuss that when the Putnam Valley Building Inspector goes on vacation, as does the Building Inspector of Phillipstown, this is the best way for both towns to have coverage for our residents.

TOWN OF PUTNAM VALLEY  
TOWN BOARD MEETING  
WEDNESDAY, AUGUST 21, 2024

**SETTLEMENT OFFER DISCUSSION**

**RESOLUTION #R24-286**

**RESOLUTION AUTHORIZING SETTLEMENT IN THE MATTER OF  
PUTNAM VALLEY VOLUNTEER FIRE DEPARTMENT, INC., v. JOHN ADORNO, et al.**

BE IT RESOLVED, that the Town Board of the Town of Putnam Valley does hereby authorize the settlement of an action involving the Putnam Valley Town Board and Highway Superintendent captioned PUTNAM VALLEY VOLUNTEER FIRE DEPARTMENT, INC., v. JOHN ADORNO, et al.; Docket No. 7:23 cv 04153 (PMH) in the amount of TEN DOLLARS (\$10.00); and

BE IT FURTHER RESOLVED, that the Town Board finds that, after due consideration having been given to the terms and conditions of the Agreement, that it is in the best interest of the Town to accept this Agreement; and

BE IT FURTHER RESOLVED, that the Town Board of the Town of Putnam Valley does hereby authorize and direct Supervisor Annabi and Highway Superintendent Keeler to execute such papers as are necessary to effectuate said settlement.

Dated: August 21, 2024

Moved: Supervisor Annabi

Seconded: Councilwoman Tompkins

Motion passes: Ayes 3 Nays 0

|                                      | AYE           | NAY         | ABSTAIN       |
|--------------------------------------|---------------|-------------|---------------|
| PRESENT/ABSENT Councilwoman Howard   | <u>X</u>      | <u>    </u> | <u>    </u>   |
| PRESENT/ABSENT Councilwoman Tompkins | <u>X</u>      | <u>    </u> | <u>    </u>   |
| PRESENT/ABSENT Councilman Russo      | <u>ABSENT</u> | <u>    </u> | <u>    </u>   |
| PRESENT/ABSENT Councilman Luongo     | <u>    </u>   | <u>    </u> | <u>RECUSE</u> |
| PRESENT/ABSENT Supervisor Annabi     | <u>X</u>      | <u>    </u> | <u>    </u>   |

KATHY DIOMEDE, TOWN CLERK

TOWN OF PUTNAM VALLEY  
TOWN BOARD MEETING  
WEDNESDAY, AUGUST 21, 2024

---

**APPROVE DECOMMISSIONING OF JUSTICE COURT SAFE**

Presented by Councilwoman Tompkins

**RESOLUTION #R24-287**

**RESOLVED**, that the Town Board approve the decommissioning and disposal of a Sentry Safe Serial No. AU954718 Model No. A3821 from the Justice Court Offices, which is no longer operational.

Seconded by Councilwoman Howard, unanimously carried.

**APPROVE UNIFIRST SERVICE AGREEMENT RENEWAL**

Presented by Councilwoman Howard

**RESOLUTION #R24-288**

**RESOLVED**, that the Town Board authorize the Town Supervisor to sign the renewal of Service Agreement with UniFirst for bi-weekly replacement of mats in the Town Hall and Parks and Recreation buildings. Total cost for both buildings will decrease from \$192.02/month to \$126.58/month. This will be a savings of \$65.44 per month. Term of this Agreement is 36 months with a price increase capped at 5%.

Seconded by Councilwoman Tompkins, unanimously carried.



NEW ACCOUNT ☐      EXISTING ACCOUNT ☒

INSTALLATION DATE \_\_\_\_\_  
MM/DD/YYYY

## CUSTOMER SERVICE AGREEMENT

COMPANY NAME (Customer) TOWN OF PUTNAM VALLEY TOWN HALL & PARK LOC. NO. 068

ADDRESS 265 OSCAWANA LAKE ROAD ROUTE NO. 77-4152 / 77-4162

PUTNAM VALLEY NY 10579 DATE 7/23/2024

PHONE 845-526-2121 SIC/NAICS

The undersigned (the "CUSTOMER") orders from UniFirst Corporation and/or UniFirst Holdings, Inc. d.b.a. UniFirst and/or UniFirst Canada LTD. ("UNIFIRST") the rental service(s) at the prices and upon the conditions outlined:

| MERCHANDISE SERVICED  |                                           |                      |                                           |                                    |                               |                                            |                       |                                   |
|-----------------------|-------------------------------------------|----------------------|-------------------------------------------|------------------------------------|-------------------------------|--------------------------------------------|-----------------------|-----------------------------------|
| ITEM DESCRIPTION      | LOST/<br>DAMAGED<br>REPLACEMENT<br>CHARGE | SERVICE<br>FREQUENCY | NO. OF<br>PERSONS/<br>ISSUE PER<br>PERSON | TOTAL NO. OF<br>CHANGES/<br>PIECES | PRICE PER<br>CHANGE/<br>PIECE | STANDARD/<br>NON-<br>STANDARD <sup>1</sup> | TOTAL FULL<br>SERVICE | TOTAL<br>VAL-U-LEASE <sup>2</sup> |
| 53889 4X6 SCRAPER MAT |                                           | 2                    |                                           | 1                                  | 5.50                          | S ▾                                        |                       |                                   |
| 76GB03 4X6 MAT        |                                           | 2                    |                                           | 4                                  | 5.75                          | S ▾                                        |                       |                                   |
| 76GC03 3X10 MAT       |                                           | 2                    |                                           | 1                                  | 7.20                          | S ▾                                        |                       |                                   |
| 76GA03 3X5 MAT        |                                           | 2                    |                                           | 3                                  | 3.75                          | S ▾                                        |                       |                                   |
|                       |                                           |                      |                                           |                                    |                               | S ▾                                        |                       |                                   |
|                       |                                           |                      |                                           |                                    |                               | S ▾                                        |                       |                                   |
|                       |                                           |                      |                                           |                                    |                               | S ▾                                        |                       |                                   |
|                       |                                           |                      |                                           |                                    |                               | S ▾                                        |                       |                                   |
|                       |                                           |                      |                                           |                                    |                               |                                            |                       |                                   |
|                       |                                           |                      |                                           |                                    |                               |                                            |                       |                                   |
|                       |                                           |                      |                                           |                                    |                               |                                            |                       |                                   |
|                       |                                           |                      |                                           |                                    |                               |                                            |                       |                                   |
|                       |                                           |                      |                                           |                                    |                               |                                            |                       |                                   |
|                       |                                           |                      |                                           |                                    |                               |                                            |                       |                                   |

Minimum weekly charge applies, equal to 75% of the initial weekly install value.

| OTHER CHARGES                            | AMOUNT     |
|------------------------------------------|------------|
| Garment preparation per piece            |            |
| Name emblem per piece                    |            |
| Company emblem per piece                 |            |
| Direct Embroidery: Wearer name per piece |            |
| Company name per piece                   |            |
| <b>MAT PROTECTION PROGRAM</b>            | <b>YES</b> |
|                                          |            |

| OTHER CHARGES                          | AMOUNT |
|----------------------------------------|--------|
| Non-stock sizes per piece              | 20.00% |
| Special cuts per piece                 | 3.00   |
| Restock/Exchange per piece             | 3.00   |
| Automatic Wiper Replacement            | NO     |
| Automatic Linen Replacement            | NO     |
| DEFE (See description on reverse side) | 5.00   |
| Energy surcharge                       | 4.50   |

PAYMENT TERMS: C.O.D. ☐ E.F.T. ☐ Approved Charge ☒

## References

THIS AGREEMENT SERVES AS A MASTER AGREEMENT FOR ACCOUNT NUMBER 740126 & 740094 . PRICE INCREASE CAPPED AT 5%

### 36 month agreement

Approved charge: CUSTOMER agrees to make payments within 30 days of invoice receipt. A late charge of 1½% per month (18% per year) for any amount in arrears may be applied.<sup>4</sup>

The undersigned agrees to the attached Customer Service Agreement Terms and attests to have the authority to execute for the named CUSTOMER, and to approve use of any personalization – including logos or brand identities – that has been requested.

SALES REP: Anthony Hardick  
SALES REP (Print Name) DATE

ACCEPTED: \_\_\_\_\_

CUSTOMER (Signature) \_\_\_\_\_ DATE \_\_\_\_\_

ACCEPTED<sup>6</sup>:

| LOCATION MANAGER (Signature)            | DATE |
|-----------------------------------------|------|
| <b>Leonardo Maldonado</b>               |      |
| LOCATION MANAGER (Print Name and Title) |      |

CUSTOMER (Print Name and Title)

EMAIL

\* Out-sizes of otherwise Standard Merchandise are deemed to be Non-Standard Merchandise

<sup>2</sup> Merchandising which is Val-U-Leased is not cleaned by UniFirst.

<sup>2</sup> Charge status contingent upon continuing credit worthiness and may be revoked at UniFirst's discretion

<sup>1</sup> All returned checks and declined credit/debit cards subject to \$35 processing fee.

<sup>2</sup> This Agreement is effective only upon acceptance by UniFirst Location Manager.

## Margaret DiRubba

**From:** Anthony Hardick <Anthony\_Hardick@unifirst.com>  
**Sent:** Wednesday, July 17, 2024 9:16 AM  
**To:** Margaret DiRubba  
**Subject:** RE: Unifirst

Please let me know if the below works with your team

### Town of Putnam Valley

#### Park and Town Hall

| UniFirst Code              | Item Description                         | Total Inventory | Cost    | Weekly Total |
|----------------------------|------------------------------------------|-----------------|---------|--------------|
| 76ga                       | 3x5 mat 2-PUR 1-TH                       | 3               | \$ 3.75 | \$ 11.25     |
| 76gb                       | 4x6 mat 4-TH                             | 4               | \$ 5.75 | \$ 23.00     |
| 76gc                       | 3x10 mat 1-TH                            | 1               | \$ 7.20 | \$ 7.20      |
| 5389                       | 4x6 scraper mat 1-TH                     | 1               | \$ 5.50 | \$ 5.50      |
| mmp                        | Material Maintenance Protection REQUIRED | 9               | \$ 0.76 | \$ 6.84      |
| Energy                     | Energy Surcharge Standard Charge         | 1               | \$ 4.50 | \$ 4.50      |
| EEFX                       | DEFE CHARGE Delivery fee                 | 1               | \$ 5.00 | \$ 5.00      |
| Estimated bi Weekly Amount |                                          |                 |         | \$ 63.29     |

## Renewal Proposal

Anthony Hardick  
Route Service Manager

UniFirst Corporation  
541 Broadway  
Kingston, NY 12401  
845.564.0344 Option 2  
[Anthony\\_Hardick@UniFirst.com](mailto:Anthony_Hardick@UniFirst.com)

UniFirst

TOWN OF PUTNAM VALLEY  
TOWN BOARD MEETING  
WEDNESDAY, AUGUST 21, 2024

---

**APPROVE CLAIMS SERVICE AGREEMENT WITH BROWN & BROWN**

Presented by Councilwoman Tompkins

**RESOLUTION #R24-289**

**RESOLVED**, that the Town Board authorize the Town Supervisor to sign a Claims Service Agreement with Brown & Brown Insurance Services, Inc. (Claims Manager) to perform reporting and recovery services for damaged guard rails that the Town of Putnam Valley is responsible for. Cost would be \$350.00 per claim submitted payable to the applicable insurance carrier.

Seconded by Councilman Luongo, unanimously carried.

Supervisor Annabi seconded this for discussion. Because insurance companies don't cover guard rails, we were unable to get reimbursed. Through this Recovery Service Agreement we pay them \$350.00 – they go after the person who damaged the rails, and we get reimbursed by their insurance company for the guard rails.

TOWN OF PUTNAM VALLEY  
TOWN BOARD MEETING  
WEDNESDAY, AUGUST 21, 2024

---

**PARKS AND RECREATION AUGUST 2024 REFUNDS**

Presented by Councilman Luongo

**RESOLUTION #R24-290**

**RESOLVED,** that the Town Board approve the August refunds for Parks & Rec.

---

|                                                                          |                                                                     |
|--------------------------------------------------------------------------|---------------------------------------------------------------------|
| Macarena Ona Sandoval<br>26 James Drive Apt B<br>Putnam Valley, NY 10579 | \$500.00<br>LPCC<br>Deposit refund                                  |
| Obed Noguera<br>95 Lake Drive<br>Lake Peekskill, NY 10537                | \$500.00<br>LPCC<br>Deposit refund                                  |
| Johanna Cabrera<br>155 Tanglewylde Road<br>Lake Peekskill, NY 10537      | \$500.00<br>LPCC<br>Deposit refund                                  |
| Aphrodities Harris<br>25 Wild Birch Farms<br>Cortlandt Manor, NY 10567   | \$76.00<br>PV Day Camp<br>Doctor's note for illness                 |
| Elizabeth Mancusi<br>8 Pecoho Road<br>Lake Peekskill, NY 10537           | \$387.50<br>PV Day Camp<br>Doctor's note for illness and injury     |
| Anthony Tyndal<br>56 Northway<br>Lake Peekskill, NY 10537                | \$500.00<br>LPCC<br>Deposit refund                                  |
| Ligia Cordon<br>20 Clubhouse Road<br>Putnam Valley, NY 10579             | \$500.00<br>LPCC<br>Deposit refund                                  |
| Jessica Mimnaugh<br>10 Cayuga Road<br>Putnam Valley, NY 10579            | \$200.00<br>Park Usage<br>Pavilion fee returned due to no<br>water. |

TOWN OF PUTNAM VALLEY  
TOWN BOARD MEETING  
WEDNESDAY, AUGUST 21, 2024

---

Cosme Tellez  
37 Unadilla Road  
Putnam Valley, NY 10579

\$200.00  
Park Usage  
Pavilion fee returned due to no  
water.

Jean Boland  
149 Cross Road  
Stormville, NY 12582

\$200.00  
Programs  
Football camp wk 2 cancelled/low  
enrollment.

Laura Helm  
36 Alta Road  
Lake Peekskill, NY 10537

\$200.00  
Programs  
Football camp wk 2 cancelled/low  
enrollment.

Anton Paloka  
2 Wildflower Lane  
Putnam Valley, NY 10579

\$400.00  
Programs  
Football camp wk 2 cancelled/low  
enrollment 2 children.

Melissa DeJesus  
925 Parkway Place  
Yorktown Heights, NY 10598

\$200.00  
Programs  
Football camp wk 2 cancelled/low  
enrollment.

Tara Platt  
70 Oak Ridge Drive  
Putnam Valley NY 10579

\$110.00  
Day Camp  
Trip Cancelled

Amy James  
75 Walnut Rd  
Lake Peekskill NY 10537

\$110.00  
Day Camp  
Trip Cancelled

Bethany Potillo  
39 Hollowbrook Lane  
Cortlandt Manor NY 10567

\$55.00  
Day Camp  
Trip Cancelled

Bridgette Rocha  
3736 Foot Hill Rd  
Mohegan Lake, NY 10547

\$55.00  
Day Camp  
Trip Cancelled

Allison Gurdineer  
42 East Hill Rd  
Cortlandt Manor NY 10567

\$55.00  
Day Camp  
Trip Cancelled

TOWN OF PUTNAM VALLEY  
TOWN BOARD MEETING  
WEDNESDAY, AUGUST 21, 2024

---

Karoline Reynolds  
2 Foot Hill Street  
Putnam Valley NY 10579

\$55.00  
Day Camp  
Trip Cancelled

Katrina Salubro  
36 Nashua Rd  
Putnam Valley NY 10579

\$55.00  
Day Camp  
Trip Cancelled

Catherine Scrocca  
191 Church Rd  
Putnam Valley NY 10579

\$55.00  
Day Camp  
Trip Cancelled

Taniya Mazzullo  
101 Pudding Street  
Putnam Valley NY 10579

\$110.00  
Day Camp  
Trip Cancelled

Jennifer Ryan  
12 Cedar Rd  
Lake Peekskill NY 10537

\$505.00  
Day Camp  
Doctors note cannot participate

Tatiana Villa  
1144 Orchard Street  
Peekskill, NY 10566

\$225.00  
Programs  
tennis camp cancelled (2 children)

Mathew Larsen  
356 Dennytown Road  
Putnam Valley, NY 10579

\$120.00  
Programs  
tennis camp cancelled

Seconded by Councilwoman Howard, unanimously carried.

**PARKS AND RECREATION PERSONNEL CHANGES**

Presented by Councilman Luongo

**RESOLUTION #R24-291**

**RESOLVED**, that the Town Board approves the following changes to personnel in the Parks & Recreation Department.

1. Mia Rose Calvario, Substitute Day Camp Counselor @ \$12.50 hr.
2. Emma Stewart, Seasonal Lifeguard @ \$17.00 hr.

Seconded by Councilwoman Tompkins, unanimously carried.

**REIMBURSEMENT OF FUNDS UNDER CHILDCARE STABILIZATION GRANT OF 2020**

Presented by Supervisor Annabi

**RESOLUTION #R24-292**

**RESOLVED**, that the Town Board approve the reimbursement of funds in the sum of \$67,434.00 received by the Town in 2021 under the Childcare Stabilization Grant of 2020, as set forth below. These funds were required to be spent by September 30, 2023 and very strict parameters were set within which these funds could be allocated. Unfortunately, as a result of those limitations, we were ineligible to use all of the funding received.

Under License #40119, representing funds provided to the Children's Center located at Putnam Valley Elementary School, the sum of \$6,944.00 must be returned to New York State. A total sum of \$89,200.00 was awarded under the terms of the grant, \$82,256.00 was spent.

Under License #239587, representing funds provided to the Children's Center located at Putnam Valley Middle School, the sum of \$60,490.00 must be returned to New York State. A total sum of \$122,700.00 was awarded under the terms of the grant, \$62,210.00 was spent.

Seconded by Councilman Luongo, unanimously carried.

Supervisor Annabi spoke about this saying that these grants must be spent on certain items for disabled children who meet a threshold through New York State. If the families of those children did not meet that threshold, the funds must be returned to New York State.

**APPROVE BARGER POND AND LOOKOUT MANOR CLOSING LABOR COSTS**

Presented by Councilwoman Howard

**RESOLUTION #R24-293**

**RESOLVED**, that the Town Board authorize \$350 to be paid to Brendan O'Brien for the closing of Barger Pond for the 2024 season. The cost will be covered by the district.

Also, that the Town Board authorize \$350 to be paid to Brendan O'Brien for the closing of Lookout Manor for the 2024 season. The cost will be covered by the district.

Seconded by Councilwoman Tompkins, unanimously carried.

**APPROVE SEASONAL DISTRICT APPOINTMENTS 2024**

Presented by Councilwoman Tompkins

**RESOLUTION #R24-294**

**RESOLVED**, that the Town Board appoints the following personnel to be used as needed for the Lake Districts. They will be paid at the hourly rate listed below, with no benefits. The cost will be paid for by the district for which they are working.

- Mathew Florio \$26.00/hr.
- Brendan O'Brien \$24.50/hr.
- Mike Smith \$24.00/hr.

Seconded by Councilwoman Howard, unanimously carried.

TOWN OF PUTNAM VALLEY  
TOWN BOARD MEETING  
WEDNESDAY, AUGUST 21, 2024

---

**APPROVE LPID GARAGE WATER IMPROVEMENTS PROPOSAL AND FEE  
WAIVERS**

Presented by Councilman Luongo

**RESOLUTION #R24-295**

**RESOLVED**, that the Town Board authorize the Supervisor to accept the attached proposal from Insite Engineering, 3 Garrett Place, Carmel, NY 10512, to prepare and obtain the Putnam County Department of Health permits for a sewage holding tank and the connection to the existing well to the existing bathroom at the LPID Highway Garage, 57 Riechert St. This includes the preparation of the applications and construction drawings for the external building improvements. The proposal is attached.

The cost of the PCDOH permitting is \$2,600

The cost of the construction support and PCDOH closeout is \$2,400

Town Permitting – I request that any building and/or wetlands fees be waived as this is District property.

The fees stated in this proposal do not include any services beyond those stated.

The funds to cover this project will come from the Lake Peekskill budget

Seconded by Councilwoman Tompkins, unanimously carried.



August 14, 2024

Ms. Karen Kroboth  
Lake Peekskill Improvement District  
Highway Garage Sewage Holding Tank  
57 Reichert Street  
Lake Peekskill, NY 10537

Via Email: [kkroboth@putnamvalley.gov](mailto:kkroboth@putnamvalley.gov)

RE: Lake Peekskill Improvement District  
Highway Garage Sewage Holding Tank  
57 Reichert Street  
Town of Putnam Valley, New York  
TM 83.72-1-51

Dear Ms. Kroboth:

Pursuant to your request, our firm, Insite Engineering, Surveying & Landscape Architecture, P.C. (Insite), is pleased to present this proposal for professional services. We understand you seek to permit a sewage holding tank and connect an existing well to the existing bathrooms in the Highway Garage.

It is proposed to prepare applications and construction drawings for external building improvements to obtain Putnam County Department of Health (PCDOH) permits for the holding tank and connection of an existing well. It is our understanding that you have engaged an MEP Engineer to complete the internal plumbing design required in the building to put the bathroom in use. It is our understanding that the construction may be self-performed and it is not the current plan to put the project out to bid.

Insite will perform the following tasks:

1. PCDOH Permitting:

It is proposed to use available mapping to complete the PCDOH permitting. Insite will complete required applications, engineers report and drawings required for a construction permit.

Holding tank well location.

(Budget \$2,600.00)

2. Construction Support and PCDOH closeout:

It is proposed to make field observations as required for PCDOH close out. The budget below includes 3 site visits during construction and a total of 12 manhours for the inspection. Insite will prepare an as-built drawing, construction compliance and submit to PCDOH.

(Budget \$2,400.00)

3. Town Permitting:

It is our understanding that no Planning Board review is required. The only Town permitting required is a Commence Work Permit, processed with the Building Department. Insite will

August 14, 2024

coordinate the processing of this permit. If it is determined additional Town permitting is required, a budget will be provided for additional scope at that time.

(Budget \$500.00)

4. Other tasks as requested by you in support of the project.

(Budget to be determined, if needed).

Insite's services will be billed monthly on a time and materials basis for actual hours expended in accordance with the fee schedule in effect at the time the services are performed. Attached is Insite's current Fee Schedule, and General Terms and Conditions.

The fees stated in this proposal do not include the following:

- Engineering services beyond those stated.
- Surveying services.
- Architectural services.
- Plumbing design services.
- Bid documents.
- Water testing services.
- Procurement of a building or plumbing permit.
- Services resulting from significant changes in the general scope, extent, or character of the project, or its design, beyond the control of Insite.
- Reimbursable expenses per attached fee schedule.

Insite will require a retainer in the amount of Two Thousand Dollars (\$2,000.00) which will be credited upon project completion.

Should you find this proposal acceptable, and wish to retain Insite to provide professional services, please sign the Authorization to Proceed section that follows, and return it to our office along with the required retainer. A fully executed copy of this proposal will be returned to you for your files.

This proposal is valid for 30 days from the date of this letter.

Thank you for this opportunity to submit this proposal. Should you have any questions or require any additional information, please feel free to contact our office.

Very truly yours,

INSITE ENGINEERING, SURVEYING & LANDSCAPE ARCHITECTURE, P.C.

By: EMS  
Eric M. Schlobohm, P.E., Sr. Associate  
Senior Project Engineer

EMS/amk

Insite File 00006.5534



## 2024 PROFESSIONAL SERVICE FEE SCHEDULE

(Page 1 of 2)

|                                                                                     |            |
|-------------------------------------------------------------------------------------|------------|
| Senior Principal                                                                    | \$218./hr. |
| Principal                                                                           | \$202./hr  |
| Senior Project Personnel (Engineer, Landscape Architect, Surveyor)                  | \$184./hr. |
| Project Personnel (Engineer, Landscape Architect, Surveyor, Designer)               | \$170./hr. |
| Engineer, Landscape Architect, Surveyor                                             | \$154./hr. |
| Senior Inspector, Senior Technician II (Field, Survey)                              | \$148./hr  |
| Senior Designer, Senior Technician I (Field, Survey)                                | \$142./hr. |
| Design Engineer, Landscape Designer, CADD Specialist, Technician II (Field, Survey) | \$134./hr. |
| Designer, Technician I (Field, Survey)                                              | \$122./hr. |
| CADD Operator, Technician (Field, Survey)                                           | \$100./hr. |
| Junior Technician                                                                   | \$88./hr.  |
| Administration                                                                      | \$64./hr.  |
| Survey Field Crew (2-person)                                                        | \$246./hr. |
| Survey Field Crew (1-person)                                                        | \$186./hr. |

Survey field crew rates stated are not based on prevailing wage rates. Assignments requiring prevailing wage rate surveying will require rate adjustments based on applicable prevailing wage rates specific to the assignment.

All hours are billed portal to portal, and to the nearest 0.5 hours. In addition, Insite charges for expenses relating to mileage, special equipment, plotting, printing, postage, express deliveries, and related items.

## 2024 GENERAL TERMS AND CONDITIONS

**Insite** shall mean only INSITE ENGINEERING, SURVEYING & LANDSCAPE ARCHITECTURE, P.C., and Client shall mean the party that executed the attached Agreement.

**Payment** Unless otherwise provided in this Agreement, Insite shall invoice Client as provided in the attached agreement. Insite submits invoices on a monthly basis or upon completion of each task, whichever comes first.

Invoices are payable within 15 days of the invoice date. Accounts remaining unpaid more than 15 days after the invoice date are subject to 1 percent interest per month (12 percent annually), starting from the date of the invoice. In addition, Insite may, after 30 days from the date of the invoice, suspend services until Insite is paid in full for amounts due for services rendered.

**Changes in Scope** Client shall have the right within the general purpose and intent of the project to change, add or delete items from services in writing and subject only to the agreement of Insite with respect to the effect on cost and schedule.

**Non-Responsibility** Insite shall not be responsible for other project consultants, construction means and methods, site safety, or pollution control.

**Client Responsibilities** Client shall on a continuing basis throughout the term of this Agreement; maintain a designated representative, who shall be reasonably available to meet with Insite on Client's behalf; provide Insite with all relevant project related data available to Client; and unless otherwise provided arrange for access, entry and use of property of Client (including utilities thereon) and others, as and when reasonably required by Insite for performance of services.

TOWN OF PUTNAM VALLEY  
TOWN BOARD MEETING  
WEDNESDAY, AUGUST 21, 2024

---

**APPROVE LPID GARAGE WELL IMPROVEMENT PROPOSAL AND FEE WAIVER**

Presented by Councilman Luongo

**RESOLUTION #R24-296**

**RESOLVED**, that the Town Board authorize the Supervisor to accept and sign the attached proposal from J. Meister Pumps and Plumbing to install a new well pump at the LPID Highway Garage. Currently the building does not have running water. Work on this project will begin after all permitting is complete. The cost of the project is not to exceed \$7,000. The funds will come from the Lake Peekskill District budget.

It is also requested that all Town permitting fees be waived.

Supervisor Annabi asked for a second for discussion. The Lake Peekskill Improvement District Garage never had a bathroom nor a well. They only had a porta potty and portable water delivered there.

Recently the Department of Health changed some of their guidelines, allowing the Town to possibly put in a septic holding tank. If Insight sees this is feasible to do this, they would be able to have indoor plumbing and running water in Lake Peekskill. The cost may be between \$8 – \$10 thousand.

Seconded by Councilwoman Howard, unanimously carried.

## J.Meister Pumps and Plumbing

47 McGrath Terrace

Fishkill, New York 12524

845-592-9592

jmeisterpumps@gmail.com | JMeisterpumps.com



### RECIPIENT:

### Town of Putnam Valley - LPID

Lake Peekskill, New York 10537

### Quote #547

Sent on

May 24, 2024

Total

\$6,953.00

| Product/Service                    | Description                                                                                                                               | Qty. | Unit Price | Total       |
|------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------|------|------------|-------------|
| 3/4 HP 7GPM Well Pump Installation | Install new Pentair well pump set at 200ft                                                                                                | 1    | \$2,250.00 | \$2,250.00* |
| Wire 12/2                          | 12/2 twisted well wire                                                                                                                    | 200  | \$2.95     | \$590.00*   |
| Poly Pipe                          | 1" 160 PSI well pipe                                                                                                                      | 200  | \$2.70     | \$540.00*   |
| 44 Gal Water Tank                  | Install 44 gal water tank with tank tee and components                                                                                    | 1    | \$1,850.00 | \$1,850.00* |
| Misc                               | Install pitless adapter and BOH approved well cap at well head. Install water and electric between building and well in a pre dug trench. | 1    | \$850.00   | \$850.00    |
| Water Heater 50 Gal Elec           | Install 50 gal electric water heater                                                                                                      | 1    | \$1,600.00 | \$1,600.00* |
| Filter 2x10                        | Install 2x10 whole house filter with bypass                                                                                               | 1    | \$500.00   | \$500.00    |

This estimate is to have a new well pump and installed into an existing well. We would need to have the existing well pump and pipe removed from the system first. And a trench dug between building and well in order to install new water and electrical lines.

Also to install a new water tank, with filter set up. And a new electric water heater next to the water tank. If any electric work needs to be done at the panel box, an electrician would need to run the electrical.

This quote is valid for the next 30 days, after which values may be subject to change.

All prices refer a discounted cash price. There will be a 3.5% additional charge if

|                  |              |
|------------------|--------------|
| Subtotal         | \$8,180.00   |
| Discount (15.0%) | - \$1,227.00 |
| Total            | \$6,953.00   |

TOWN OF PUTNAM VALLEY  
TOWN BOARD MEETING  
WEDNESDAY, AUGUST 21, 2024

**RESIGNATION OF HIGHWAY DEPARTMENT LABORER**

Presented by Councilwoman Howard

**RESOLUTION #R24-297**

**RESOLVED**, that the Town Board accept the resignation of Cody Sharp, a Laborer in the Highway Department.

Seconded by Councilwoman Tompkins, unanimously carried.

**DAILY FEE REPORT**

Presented by Councilwoman Howard

**RESOLUTION #R24-298**

**RESOLVED**, that the Town Board accept the Daily Fee Report for July 2024.

**Town of Putnam Valley**

**M5 Standard Fee Report Paid Only**

**From 07/01/2024 To 07/31/2024**

| Count by Type             |     |             |  |
|---------------------------|-----|-------------|--|
| ADDITION/ALTERATION       | 10  | \$6,246.00  |  |
| AREA VARIANCE             | 7   | \$2,000.00  |  |
| CW                        | 1   | \$75.00     |  |
| DECK                      | 1   | \$75.00     |  |
| DEM/R                     | 1   | \$100.00    |  |
| ELECTRI APP/NY ELEC       | 5   | \$200.00    |  |
| ELECTRIC APP/SW/S         | 15  | \$600.00    |  |
| FENCE/WALL                | 5   | \$375.00    |  |
| GAS/PROPANE               | 10  | \$800.00    |  |
| GENERATOR PERMIT          | 2   | \$150.00    |  |
| HVAC                      | 11  | \$1,125.00  |  |
| Major Grading Fee         | 1   | \$500.00    |  |
| MG                        | 2   | \$150.00    |  |
| Mi                        | 5   | \$815.00    |  |
| CIL TANK                  | 7   | \$825.00    |  |
| OPERATING PERMIT          | 2   | \$225.00    |  |
| PERMIT FEE                | 9   | \$1,024.00  |  |
| PL                        | 6   | \$610.00    |  |
| PUBLIC HEARING            | 1   | \$300.00    |  |
| RENEWAL                   | 9   | \$3,335.00  |  |
| RU                        | 1   | \$125.00    |  |
| SEARCH                    | 23  | \$4,600.00  |  |
| Site Development Plan Fee | 1   | \$500.00    |  |
| WELL                      | 1   | \$75.00     |  |
| WETADM                    | 1   | \$50.00     |  |
| WETL                      | 1   | \$100.00    |  |
| WOOD STOVE PERMIT         | 1   | \$75.00     |  |
| WT/S                      | 4   | \$400.00    |  |
|                           | 143 | \$25,465.00 |  |

TOWN OF PUTNAM VALLEY  
TOWN BOARD MEETING  
WEDNESDAY, AUGUST 21, 2024

---

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/Swis                        |
| 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                                |

Seconded by Councilwoman Tompkins, unanimously carried.

TOWN OF PUTNAM VALLEY  
TOWN BOARD MEETING  
WEDNESDAY, AUGUST 21, 2024

---

**PUBLIC COMMENTS**

Maria Delaney of Oscawana Lake Road said her car was stolen from her driveway. She spoke to the Sheriff's office who said there are no cameras or license plate readers on the road near her residence. Her request is to have plate readers at the intersection near her home.

Supervisor Annabi said that is a County road, so the Sheriff's Department would have to put them up.

Councilman Luongo said that school is open in a few weeks. More children will be waiting for school busses. Please give yourself extra time to stop for busses when red lights are flashing.

He reminded us of the 911 Ceremony to be held by the Putnam Valley Volunteer Fire Department at the Town Park at 6:00 PM on September 11<sup>th</sup>. He said that 911 did not end on 9/11. People are still suffering.

**AUDIT OF MONTHLY BILLS**

Presented by Supervisor Annabi

**RESOLUTION #R24-299**

**RESOLVED,** that the Town Board approve the following bills, after audit, being paid.

| <b><u>VOUCHER NUMBERS</u></b> | <b><u>AMOUNTS</u></b> |
|-------------------------------|-----------------------|
| 47522-47823                   | \$533,197.32          |
| 47480-47725                   | \$ 47,178.37          |
| 47232-47824                   | \$179,731.40          |
| 47897-47903                   | \$ 25,532.98          |

Seconded by Councilwoman Tompkins, unanimously carried.

TOWN OF PUTNAM VALLEY  
TOWN BOARD MEETING  
WEDNESDAY, AUGUST 21, 2024

**BUDGET TRANSFERS AND AMENDMENTS**

Presented by Supervisor Annabi

**RESOLUTION #R24-300**

**RESOLVED**, that the Town Board approve the attached Budget Transfers and Amendments for the Year-to-Date July 2024.

Date Prepared: 08/07/2024 12:34 PM

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

GLR4150 1.0

Page 1 of 1

Year: 2024 Period: 8 Trans Type: B2 - Amend Status: Posted  
Trans No: 119203 Trans Date: 08/07/2024 User Ref: MANGELICO  
Requested: Approved: Created by: MANGELICO 08/07/2024  
Description: YTD AUGUST BUDGET AMENDMENTS - GENERAL FUND  
Account # Order: Yes  
Print Parent Account: No

| Account No.   | Account Description                       | Amount     |
|---------------|-------------------------------------------|------------|
| A.1420.400    | LAW.SPECIAL LEGAL COUNSEL                 | 22,145.10  |
| A.1660.424    | CENTRAL SERVICE.CONTRACTUAL               | 6,000.00   |
| A.2989.100    | CHILDCARE GRANT.PERSONAL SERVICE          | 13,900.00  |
| A.3310.200    | SIGNS.TRAFFIC SIGNS                       | 1,235.00   |
| A.3620.424    | INSPECTORS.CONTRACTUAL                    | 55,264.60  |
| A.6326.400    | ECONOMIC OPPORTUNITY PROGRAMS.CONTRACTUAL | 5,850.00   |
| A.7550.400    | TOWN DAY.EXPENSES                         | 3,600.00   |
| Total Amount: |                                           | 107,994.70 |

TOWN OF PUTNAM VALLEY  
TOWN BOARD MEETING  
WEDNESDAY, AUGUST 21, 2024

Date Prepared: 08/07/2024 12:29 PM

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

GLR4150 1.0

Page 1 of 1

Year: 2024 Period: 8 Trans Type: B1 - Transfer Status: Posted  
Trans No: 119202 Trans Date: 08/07/2024 User Ref: MANGELICO  
Requested: Approved: Created by: MANGELICO 08/07/2024  
Description: YTD AUGUST BUDGET TRANSFERS - GENERAL FUND Account # Order: Yes  
Print Parent Account: No

| Account No.   | Account Description              | Amount     |
|---------------|----------------------------------|------------|
| A.1010.416    | TOWN BOARD.DEVELOPMENT PROJECTS  | 6,075.00   |
| A.1375.400    | CREDIT CARD FEES.CONTRACTUAL     | 117.00     |
| A.1380.400    | FISCAL AGENT FEES.CONTRACTUAL    | 2,500.00   |
| A.1410.110    | TOWN CLERK.PERSONAL SERVICE      | -10,000.00 |
| A.1410.130    | TOWN CLERK.COMP EMPLOYEES        | 10,000.00  |
| A.1440.410    | ENGINEER.STORMWATER PHASE II     | 1,000.00   |
| A.1440.411    | MS4.COUNTY CONTRACT              | 834.95     |
| A.1620.200    | BUILDINGS.EQUIPMENT              | -569.98    |
| A.1620.440    | BUILDINGS.SUPPLIES & MAINTENANCE | 569.98     |
| A.1930.400    | JUDGMENTS & CLAIMS               | 287.96     |
| A.1990.400    | CONTINGENT ACCOUNT               | -6,075.00  |
| A.1990.400    | CONTINGENT ACCOUNT               | -2,617.00  |
| A.1990.400    | CONTINGENT ACCOUNT               | -1,000.00  |
| A.1990.400    | CONTINGENT ACCOUNT               | -834.95    |
| A.1990.400    | CONTINGENT ACCOUNT               | -287.96    |
| A.1990.400    | CONTINGENT ACCOUNT               | -250.00    |
| A.1990.400    | CONTINGENT ACCOUNT               | 12,484.64  |
| A.5010.424    | HIGHWAY SUPT.CONTRACTUAL         | 250.00     |
| A.7021.400    | PROGRAMS.SUPPLIES                | -10,000.00 |
| A.7022.400    | CAMP.SUPPLIES                    | 12,097.91  |
| A.7110.200    | PARKS.EQUIPMENT                  | 2,740.90   |
| A.7110.400    | PARKS.CONTRACTUAL                | -2,740.90  |
| A.7310.400    | CHILDRENS CENTER.CONTRACTUAL     | -2,097.91  |
| A.9785.600    | INSTALLMENT DEBT.PRINCIPAL       | -11,215.12 |
| A.9785.700    | INSTALLMENT DEBT.INTEREST        | -1,269.52  |
| Total Amount: |                                  | 0.00       |

TOWN OF PUTNAM VALLEY  
TOWN BOARD MEETING  
WEDNESDAY, AUGUST 21, 2024

Date Prepared: 08/01/2024 02:34 PM

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

GLR4150 1.0

Page 1 of 1

Year: 2024 Period: 8 Trans Type: B1 - Transfer Status: Posted  
Trans No: 119200 Trans Date: 08/01/2024 User Ref: MANGELICO  
Requested: Approved: Created by: MANGELICO 08/01/2024  
Description: YTD AUGUST BUDGET TRANSFERS  
Account # Order: Yes  
Print Parent Account: No

| Account No.   | Account Description                  | Amount    |
|---------------|--------------------------------------|-----------|
| SM01.1640.471 | GARAGE.GAS, OIL, AND GREASE          | -2,500.00 |
| SM01.1640.472 | GARAGE.TRUCK MAINTENANCE             | 2,500.00  |
| SM03.1630.400 | ADMIN & CLERICAL.EXPENSE             | 100.00    |
| SM03.7180.410 | BEACH.TAGS & PARKING STICKERS        | 20.00     |
| SM03.7180.471 | BEACH.MAINTENANCE AND REPAIRS        | -120.00   |
| SM04.1610.130 | CLERICAL COMPENSATION                | 0.01      |
| SM04.7110.120 | RECREATION.LIFEGUARDS                | -0.01     |
| SM05.7180.400 | BEACH.SUPPLIES                       | 10.00     |
| SM05.7180.410 | BEACH.TAGS & PARKING STICKERS        | 325.00    |
| SM05.7180.471 | BEACH.MAINTENANCE AND REPAIRS        | -10.00    |
| SM05.7180.471 | BEACH.MAINTENANCE AND REPAIRS        | -325.00   |
| SM06.1610.130 | CLERICAL COMPENSATION                | 0.01      |
| SM06.7110.120 | RECREATION.LIFEGUARDS                | -0.01     |
| SM06.7180.410 | BEACH.TAGS & PARKING STICKERS        | 25.00     |
| SM06.7180.471 | BEACH.MAINTENANCE AND REPAIRS        | -25.00    |
| SM07.7180.400 | BEACH.SUPPLIES                       | 10.00     |
| SM07.7180.410 | BEACH.TAGS & PARKING STICKERS        | -10.00    |
| SM08.1420.400 | SPECIAL LEGAL COUNSEL                | -30.00    |
| SM08.1630.400 | ADMIN & CLERICAL.EXPENSE             | 30.00     |
| SM08.7180.400 | BEACH.SUPPLIES                       | 25.00     |
| SM08.7180.410 | BEACH & BOAT TAGS & PARKING STICKERS | 150.00    |
| SM08.7180.471 | BEACH.MAINTENANCE AND REPAIRS        | -175.00   |
| Total Amount: |                                      | 0.00      |

TOWN OF PUTNAM VALLEY  
TOWN BOARD MEETING  
WEDNESDAY, AUGUST 21, 2024

Date Prepared: 08/01/2024 02:37 PM

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

GLR4150 1.0

Page 1 of 1

Year: 2024 Period: 8 Trans Type: B2 - Amend Status: Posted  
Trans No: 119201 Trans Date: 08/01/2024 User Ref: MANGELICO  
Requested: Approved: Created by: MANGELICO 08/01/2024  
Description: YTD AUGUST BUDGET AMENDMENTS  
Account # Order: Yes  
Print Parent Account: No

| Account No.   | Account Description         | Amount     |
|---------------|-----------------------------|------------|
| SM01.1640.471 | GARAGE.GAS, OIL, AND GREASE | -10,000.00 |
| SM08.7180.210 | BEACH.IMPROVEMENTS          | 4,175.30   |
| SS02.8120.400 | MAINTENANCE AND REPAIRS     | 5,000.00   |
| Total Amount: |                             | -824.70    |

Seconded by Councilwoman Tompkins, unanimously carried.

Supervisor Annabi moved to go into Executive Session to discuss an Attorney/Client issue with no further business afterward.

Seconded by Councilwoman Tompkins.

Supervisor Annabi moved to close the meeting at 7:07 PM,

Seconded by Councilwoman Tompkins.

Respectfully submitted,



Kathy Diomedes  
Town Clerk

Dated: August 21, 2024