



# TOWN OF PUTNAM VALLEY

## Town Board Work Session

November 6<sup>th</sup>, 2024

Town Hall

5 PM

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### Pledge of Allegiance

1. Close Public Hearing on 2025 Budget
2. Amend Resolution and Approve Standard Work Day Calendar
3. Districts:
  - a. Approve CEMCO Contract for Glenmar Gardens
  - b. Approve R J Chestnut Contract for RBL – Snow Plowing of Fire Lanes 2025
  - c. Approve R J Chestnut Contract for Glenmar Gardens – Snow Plowing of Access Road by Water Pump Shed 2025
4. Facilities: Authorize Surplus of Equipment
5. Review Putnam Valley Library Request for Waiver of Permit Fees
6. Daily Fee Report: Summary October 1, 2024 – October 31, 2024

### Adjournment

TOWN OF PUTNAM VALLEY  
TOWN BOARD WORK SESSION  
NOVEMBER 6, 2024

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**TOWN OF PUTNAM VALLEY**  
**TOWN BOARD WORK SESSION**  
**WEDNESDAY, NOVEMBER 6, 2024**  
**5:00 PM**

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

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

**ABSENT:** Councilwoman Tompkins

Recitation of the Pledge of Allegiance.

Councilwoman Howard asked for a moment of silence for all those in our Community that we have lost and to honor our troops stationed at home and around the world.

**CLOSE PUBLIC HEARING ON 2025 BUDGET**

Supervisor Annabi said we have closed the Public Hearing for 2025 at 4:00 PM today. I make a motion to officially close the Public Hearing.

TOWN OF PUTNAM VALLEY  
TOWN BOARD WORK SESSION  
NOVEMBER 6, 2024

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Presented by Councilman Luongo

**RESOLUTION #R24-355**

**RESOLVED**, that the Town Board accept the 2025 Budget that was passed from the Town Clerk to the Town Board.

Seconded by Supervisor Annabi, unanimously carried.

Councilman Luongo spoke and said that a lot of work goes into the Budget process. Not having a big commercial base, it falls on the taxpayers. Every department tries to be extremely careful to limit purchases and try to not touch the Fund Balance. Everyone on the Board still pay the same taxes as all Putnam Valley taxpayers, so what the Town Board does affects everyone, including themselves.

Supervisor Annabi said we are below the Tax Cap which is 3.99%; we are at 3.12%, well below the NY State standard, and I think it is a very fair budget. She thanked everyone for all their help.

**AMEND RESOLUTION AND APPROVE STANDARD WORK DAY CALENDAR**

Presented by Councilwoman Howard

**RESOLUTION #R24-356**

**RESOLVED**, that the Town Board amend Resolution #R22-405 and add a new Standard Workday Resolution. Also, that the Putnam Valley Town Board establish the following standard workdays for elected and appointed officials and will report the following days worked to the New York State and Local Employees Retirement System based on the record of activities maintained and submitted by these officials to the Clerk of this body.

Seconded by Councilman Luongo, unanimously carried.

TOWN OF PUTNAM VALLEY  
TOWN BOARD WORK SESSION  
NOVEMBER 6, 2024

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**APPROVE CEMCO CONTRACT FOR GLENMAR GARDENS**

Presented by Councilman Russo

**RESOLUTION #R24-357**

**RESOLVED**, that the Town Board authorize the Supervisor to sign the attached CEMCO contract for the professional operation, administration and supervision of the water treatment facility located at Glenmar Gardens.

The term of the contract will be for a period of 3 years, starting January 1<sup>st</sup>, 2025 and expiring December 31, 2027.

CEMCO will bill 12 equal monthly installments of \$648 for an annual total of \$7,776. Services not included in the operational contract will be billed as line items. These services include engineering, accounting and legal fees, utility costs, chemical costs, laboratory fees, supplies and materials, and emergency repairs.

Seconded by Councilwoman Howard, unanimously carried.

**CEMCO**  
**WATER & WASTEWATER SPECIALISTS INC.**

PO BOX 602 ~ STORMVILLE, NEW YORK 12582

PHONE 845-878-9711

EMAIL: CEMCO59@GMAIL.COM

ROY BARTICCIOTTO NYS CERTIFIED WATER & WASTEWATER OPERATOR

Contract

By and between CEMCO Water and Wastewater Specialists, Incorporated in the State of New York, 59 Healey Lane Stormville, New York 12582 (Hereafter referred to as Cemco.) and Town of Putnam Valley. (Hereafter referred to as Town)

WITNESSETH:

WHEREAS Town seeks professional operation, administration and supervision of a Water Treatment Facilities at: Glenmar Gardens

WHEREAS, CEMCO has agreed to provide the same;

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties hereby agree as follows.

1. SERVICES TO BE PROVIDED BY CEMCO

- A. To maintain compliance with the permits and regulation of Putnam County Department of Health and the New York State Department of Environmental Conservation to monitoring as per described above, testing including coliform required water samples and all reporting required by the health department.
- B. To staff the facility as required by normal operation procedures and regulatory requirements,
- C. To provide twenty four (24) hour, seven (7) days per week emergency call service. All emergency repairs will be billed at the rate discussed in Section 5 of this contract.
- D. To implement and direct all actions deemed appropriate, to ascertain the goals and objectives of the facility, and appropriate regulatory agencies.
- E. To provide, monthly routine and periodic maintenance, data accumulation and associated reporting to the satisfaction of all involved regulatory agencies and Town.
- F. Provide Town with recommendations relative to a plan of action to resolve or correct any compliance deficiencies including the cost estimates to affect same.

- G. Evaluate the operation and condition of existing equipment.
- G. To conduct all business at the specific sites in a sanitary manner.
- H. To cooperate fully with other Town professionals and representatives.
- I. To be available for routine inspections and meeting with the New York State Department of Environmental Conservation and the Putnam County Department of Health.
- J. This contract is based on the existing plant equipment and required operation methods. It is understood that if these items vary drastically, and require additional man hours, the cost shall be negotiated.

2. **REGULATORY COMPLIANCE**

CEMCO guarantees the professional services provided. CEMCO guarantees that the facilities will be operated in a manner that will assure regulatory compliance with the exception of items beyond the control of CEMCO.

3. **SERVICES NOT INCLUDED IN THE OPERATIONAL CONTRACT & WILL BE BILLED AS A LINE ITEM**

- A. Engineering, accounting and legal fees.
- B. Utility costs: to be billed directly to Glenmar.
- C. Chemical costs
- D. Laboratory fees.
- E. Supplies and materials.
- F. Emergency repairs

4. **TERMS OF THE AGREEMENT**

The term of the agreement shall be for a period of Three (3) years commencing on the Service Commencement date. Thereafter, this agreement shall be renewed for a subsequent year period if both parties agree. Start date of services January 1, 2025.

Either party hereto may terminate this agreement without cause on sixty (60) days prior to notice in writing to the other party. Such notice shall be sent register or certified mail, return receipt requested, or be hand delivered. If hand delivered, the notice shall be effective as the date of delivery. If mailed, on the date of posting.

5. COMPENSATION

- A. CEMCO shall be compensated as follows  
Billed in 12 equal monthly installments of \$648.00 to be paid in 15 days of receipt of invoices.
- B. Glenmar agrees to reimburse CEMCO promptly for all costs billed to Glenmar for services beyond these basic amounts.
- C. Additional man hours for services not covered in section 2 of this agreement will be billed at the following rates: Including Travel Time:
- |                            |                 |
|----------------------------|-----------------|
| a. Technical Specialist    | \$ 250 per hour |
| b. Chief Operator/Mechanic | \$ 125 per hour |
| c. Plant Operator          | \$ 75 per hour  |
| d. Laborer                 | \$ 75 per hour  |
| e. Emergency call          | \$ 125 per hour |
- Additional hour would only be billed with the prior approval of Glenmar.
- D. CEMCO shall, at the time of the execution of this contract agreement, maintain insurance in the minimum amount for personal injury and property damage, as well as statutory workers compensation and disability coverage, a copy of which policy CEMCO agrees to supply to Glenmar. Such policy shall be in full force and affect during the term of the agreement. Glenmar shall be listed as an additionally insured on the policy if requested.

By Roy Barticciotto Date 10.16.24

Roy Barticciotto, President  
CEMCO Water and Wastewater Specialists, Inc.

By Jacqueline Date 11/7/24  
Glenmar Gardens Authorized Representative

TOWN OF PUTNAM VALLEY  
TOWN BOARD WORK SESSION  
NOVEMBER 6, 2024

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**APPROVE R J CHESTNUT CONTRACT FOR RBL – SNOW PLOWING OF FIRE LANES 2025**

Presented by Councilman Russo

**RESOLUTION #R24-358**

**RESOLVED**, that the Town Board authorize the Supervisor to sign the contract from R J Chesnut Construction Co., 72 Oakridge Dr., Putnam Valley, NY 10579, to plow the five access fire lanes in the Roaring Brook Lake district for the period starting on January 1, 2025 and ending December 31, 2025. The district will cover the cost of the plowing. The fee for minor storms of up to 6 inches of snow is \$200.00 and \$360.00 for a major storm of more than 6 inches of snow.

The fire lanes are:

- Dam access road
- Shore Lane
- Moon Beach
- North Beach
- Spur Beach

Seconded by Councilman Luongo, unanimously carried.



R J Chesnut Construction Co  
72 Oakridge Dr  
Putnam Valley, NY. 10579  
RJChesnutcc@gmail.com  
845-667-0504. (Bob)  
845-629-8639. (Kevin)

District Administrator, Town of Putnam Valley  
265 Oscawanna Lake Rd  
Putnam Valley, NY. 10579

Itemized below is the proposal to clear snow from the access points around Roaring Brook Lake for the 2025 calendar year. As in the past, minor storms are up to 6 inches snow, and major storms are in excess of that.

Generally light accumulation under 3 inches is not cleared unless icing or dangerous conditions are expected.

The five access fire lanes are, the dam access road, Spur Beach, Moon Beach, North Beach, and Shore Lane.

WE HAVE DECIDED TO AGAIN HOLD PRICES AT 2021 LEVELS THIS SEASON! We appreciate the trust you have put in us, and strive to keep this service affordable.

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Snow removal  
Billed per storm. Same price as 2021!

Minor storms (Generally 3-5 inches)\_\_\$200.00\_\_

Major storms (6 inches +)\_\_\$360.00\_\_

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By signing below and returning, we authorize the above work to be completed.

Date\_\_\_\_\_

Putnam Valley authorized Officer\_\_\_\_\_

TOWN OF PUTNAM VALLEY  
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**APPROVE R J CHESTNUT CONTRACT FOR GLENMAR GARDENS –  
SNOWPLOWING OF ACCESS ROAD BY WATER PUMP SHED 2025**

Presented by Councilman Russo

**RESOLUTION #R24-359**

**RESOLVED**, that the Town Board authorize the Supervisor to sign the proposal from RJ CHESNUT Construction Co., for snow plowing services to clear the access road to the Glenmar Gardens water pump shed for the period of January 1, 2024 to December 31, 2024. The district will cover the cost.

The price of a minor storm, 3-5 inches, is \$80

The price of a major storm, 6+ inches, is \$120

Seconded by Councilwoman Howard, unanimously carried.

R J Chesnut Construction Co  
72 Oakridge Dr  
Putnam Valley, NY. 10579  
RJChesnutcc@gmail.com  
845-667-0504. (Bob)  
845-629-8639. (Kevin)

District Administrator, Town of Putnam Valley  
265 Oscawanna Lake Rd  
Putnam Valley, NY. 10579

Itemized below is the proposal to clear snow from the access road to the Glenmar Gardens water pump shed for the 2025 calendar year. As in the past, minor storms are up to 6 inches snow, and major storms are in excess of that.  
Generally light accumulation under 3 inches is not cleared unless icing or dangerous conditions are expected.

WE HAVE DECIDED TO AGAIN HOLD PRICES AT 2021 LEVELS THIS SEASON! We appreciate the trust you have put in us, and strive to keep this service affordable.

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Snow removal  
Billed per storm. Same price as 2021!  
Includes hand shovel a path to the entrance door

Minor storms (Generally 3-5 inches)\_\_\$\$. 80.00\_\_

Major storms (6 inches +)\_\_\$120.00\_\_

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By signing below and returning, we authorize the above work to be completed.

Date\_\_\_\_\_

Putnam Valley authorized Officer\_\_\_\_\_

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**AUTHORIZE SURPLUS OF EQUIPMENT**

Presented by Councilman Luongo

**RESOLUTION #R24-360**

**RESOLVED**, that the Town Board surplus the following equipment as refuse, there is no monetary value to these items.

- One (1) Computer and (1) monitor # G9KJXK2 from the Media Department.

Seconded by Councilman Russo, unanimously carried.

TOWN OF PUTNAM VALLEY  
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**REVIEW PUTNAM VALLEY LIBRARY REQUEST FOR WAIVER OF PERMIT FEES**

Presented by Councilwoman Howard

**RESOLUTION #R24-361**

**RESOLVED**, that the Town Board waive the cost of the permit fees for the Putnam Valley Library for an upcoming construction project slated to begin in December 2024, with Rivera Construction Services, Inc.

Seconded by Councilman Russo, unanimously carried.

**DAILY FEE REPORT: SUMMARY OCTOBER 1, 2024 – OCTOBER 31, 2024**

Presented by Supervisor Annabi

**RESOLUTION #R24-362**

**Town of Putnam Valley**

**M5 Standard Fee Report Paid Only**

**From 10/01/2024 To 10/31/2024**

| Count by Type         |     |             |
|-----------------------|-----|-------------|
| ADDITION/ALTERATION   | 14  | \$12,136.00 |
| BEDROOM COUNT REQUEST | 2   | \$100.00    |
| CW                    | 5   | \$375.00    |
| DEM/R                 | 2   | \$200.00    |
| ELECTRI APP/NY ELEC   | 5   | \$200.00    |
| ELECTRIC APP/SWIS     | 19  | \$760.00    |
| GAS/PROPANE           | 7   | \$525.00    |
| GENERATOR PERMIT      | 6   | \$450.00    |
| HVAC                  | 9   | \$1,200.00  |
| MI                    | 1   | \$200.00    |
| OIL TANK              | 6   | \$650.00    |
| PERMIT FEE            | 10  | \$960.00    |
| PL                    | 10  | \$1,005.00  |
| RENEWAL               | 10  | \$2,578.00  |
| RHCS                  | 1   | \$500.00    |
| RU                    | 1   | \$125.00    |
| SEARCH                | 12  | \$2,400.00  |
| SOLAR PANELS          | 4   | \$2,912.00  |
| WELL                  | 1   | \$75.00     |
| WT/S                  | 4   | \$400.00    |
|                       | 129 | \$27,751.00 |

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                                |

Seconded by Councilman Luongo, unanimously carried.

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**AMENDMENTS TO THE AGENDA**

Presented by Supervisor Annabi

**RESOLUTION #R24-363**

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

**ADD: #7** - Go to Bid for 22 Peekskill Hollow Road

Seconded by Councilman Luongo, unanimously carried.

**ADD #8** - Go to Bid for Wiccopee Road Culvert

Seconded by Councilman Luongo, unanimously carried.

**ADD #9** – Go to Bid for Brookfalls Road Bridge

Seconded by Councilwoman Howard, unanimously carried.

**ADD:** an Executive Session at the end of the meeting to discuss Litigation with Counsel with no further business afterward.

Seconded by Councilman Luongo, unanimously carried.

**GO TO BID FOR 22 PEEKSKILL HOLLOW ROAD**

Presented by Supervisor Annabi

**RESOLUTION #R24-364**

**RESOLVED**, that the Town Board authorize the Town Engineer to go out to bid for the demolition of the substation located at 22 Peekskill Hollow Road. This shall be paid for by ARPA funds.

Seconded by Councilman Russo, unanimously carried.

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**GO TO BID FOR WICCOPEE ROAD CULVERT**

Presented by Supervisor Annabi

**RESOLUTION #R24-365**

**RESOLVED,** that the Town Board authorize the Town Engineer to go out to bid for repair work to the Wiccopee Road Culvert based upon the approvals of the State and local permits, which is necessitated by the storm of July 2023. This work will be partially reimbursable through FEMA.

Seconded by Councilman Luongo, unanimously carried.

**GO TO BID FOR BROOKFALLS ROAD BRIDGE**

Presented by Supervisor Annabi

**RESOLUTION #R24-366**

**RESOLVED,** that the Town Board authorize the Town Engineer to go out to bid for repair work to the Brookfalls Road Bridge, based upon approvals of the State and local permits, which is necessitated by the storm of July 2023. This work will be partially reimbursable through FEMA.

Seconded by Councilman Luongo, unanimously carried.

Supervisor Annabi:

- Congratulated our Town Clerk Elect Michelle Stevens and all the candidates who won. Putnam Valley is in good hands with our State Senator Rob Rolison, our State Assemblyman Matt Slater and our Congressman Mike Lawler. They helped us get money from FEMA to do Town repairs and we appreciate their help.
- Veterans Day @ 11 AM – Services at Putnam Valley Town Hall Memorial, next onto Memorial Services in Lake Peekskill, and ending at our VFW Hall.
- Putnam Valley Grange – 11/13 – Beekeeping 101 ([Putnamvalleygrange.org](http://Putnamvalleygrange.org))
- Tompkins Corners Cultural Center has many activities and an art exhibit by Beata Beach Porter on view November – December ([tompkinscorners.org](http://tompkinscorners.org))
- Putnam Valley Library has numerous activities for all ([putnamvalleylibrary.org](http://putnamvalleylibrary.org))
- Putnam Valley Food Pantry – Thanksgiving is around the corner. They are in need of pantry items: frozen turkeys, pork loins and hams. ([putnamvalleyfoodpantry.org](http://putnamvalleyfoodpantry.org))



TOWN OF PUTNAM VALLEY  
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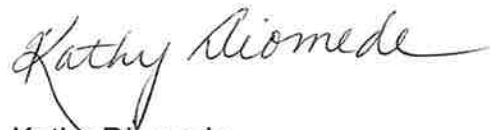
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Supervisor Annabi said we are going into Executive Session to discuss Litigation with Counsel with no further business afterward.

She made a motion to close the meeting at 5:16 PM.

Seconded by Councilman Luongo.

Respectfully submitted,

A handwritten signature in cursive script that reads "Kathy Diomedes". The signature is written in dark ink and is positioned above the printed name and title.

Kathy Diomedes  
Town Clerk

Dated: November 6, 2024