



TOWN OF PUTNAM VALLEY
Town Board Work Session

November 12th, 2025
Town Hall 5 PM

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**Meeting called to Order**

**Pledge of Allegiance**

1. Finance: Approve Restated Bond Resolution
2. Districts:
  - a. Approve Additional Works for Roaring Brook Lake Rehabilitation Project
  - b. Approve CEMCO Water Testing in Glenmar Gardens
3. Highway:
  - a. Approve Snow Plow Riders for 2025/2026 Winter Season
  - b. Approve Material Bids for 2026
4. Building Department:
  - a. Daily Fee Report Summary October 1, 2025–October 31, 2025
  - b. Approve Waiver of Permit Fees for Putnam Valley Library

**Adjournment**

**Next Town Board Meeting: Wednesday, November 19<sup>th</sup>, 2025 6 PM**

**Public Hearing: Amendments to Local Zoning Laws**  
**Wednesday, November 19<sup>th</sup>, 2025 6 PM**

**RESTATED BOND RESOLUTION OF THE TOWN BOARD OF THE TOWN OF PUTNAM VALLEY, PUTNAM COUNTY, NEW YORK (THE "TOWN"), AUTHORIZING THE ISSUANCE OF UP TO \$1,800,000 IN SERIAL BONDS OF THE TOWN TO FINANCE THE RECONSTRUCTION OF AND IMPROVEMENTS TO ROADS IN AND FOR THE TOWN**

WHEREAS, on August 20, 2025, the Town Board (the "Board") the Town of Putnam Valley, Putnam County, New York (the "Town") authorized the issuance of \$1,800,000 in serial bonds of the Town to finance the reconstruction of and improvements to roads in and for the Town, including any applicable equipment, machinery, land, and right-in-land necessary therefor and any preliminary and incidental costs and expenses related thereto (the "Resolution"), at an estimated maximum cost of \$1,800,000; and

WHEREAS, the Resolution was subject to a permissive referendum but, due to a clerical error, no public notice was published and posted; and

WHEREAS, the Town is hereby restating the resolution so as to allow for such publication and posting; and

WHEREAS, there are no other changes to the Resolution; and

NOW THEREFORE, THE TOWN BOARD OF THE TOWN OF PUTNAM VALLEY, NEW YORK, HEREBY RESOLVES (by the favorable vote of not less than two-thirds of all the members of said Town) TO RESTATE THE BOND RESOLUTION IN ITS ENTIRETY TO READ AS FOLLOWS:

**RESTATED BOND RESOLUTION OF THE TOWN BOARD OF THE TOWN OF PUTNAM VALLEY, PUTNAM COUNTY, NEW YORK (THE "TOWN"), AUTHORIZING THE ISSUANCE OF UP TO \$1,800,000 IN SERIAL BONDS OF THE TOWN TO FINANCE THE RECONSTRUCTION OF AND IMPROVEMENTS TO ROADS IN AND FOR THE TOWN**

WHEREAS, the Town Board (the "Board") the Town of Putnam Valley, Putnam County, New York (the "Town") proposes to authorize the issuance of \$1,800,000 in serial bonds of the Town to finance the reconstruction of and improvements to roads in and for the Town, including any applicable equipment, machinery, land, and right-in-land necessary therefor and any preliminary and incidental costs and expenses related thereto (the "Project"), at an estimated maximum cost of \$1,800,000; and

WHEREAS, the Board now wishes to appropriate funds for the Project and to authorize the issuance of the Town's serial bonds and bond anticipation notes to be issued to finance the aforementioned class of object or purpose.

NOW, THEREFORE, BE IT RESOLVED, by the Town Board (the “Town Board”) of the Town of Putnam Valley, Putnam County, New York (the “Town”) (by the favorable vote of not less than two-thirds of all the members of such body), as follows:

SECTION 1. The Town is hereby authorized to undertake the reconstruction of and improvements to roads in and for the Town, including any applicable equipment, machinery, land, and right-in-land necessary therefor and any preliminary and incidental costs and expenses related thereto. It is hereby determined that the maximum estimated cost of the aforementioned class of object or purpose is \$1,800,000, said amount is hereby appropriated therefor and the plan for the financing thereof shall consist of (i) the issuance of the \$1,800,000 in serial bonds of the Town authorized to be issued pursuant to this resolution or bond anticipation notes issued in anticipation of such bonds and (ii) unless paid from other sources, the levy and collection of taxes on all taxable real property of the Town to pay the principal of such bonds or notes and the interest thereon as the same become due and payable.

SECTION 2. Serial bonds of the Town in the principal amount of \$1,800,000 are hereby authorized to be issued pursuant to provisions of Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (the “Law”) to finance the aforementioned class of object or purpose.

SECTION 3. It is hereby determined that the period of probable usefulness of the aforementioned class of object or purpose is fifteen (15) years, pursuant to subdivision 20(c). of paragraph a. of Section 11.00 of the Law.

SECTION 4. The final maturity of the bonds herein authorized to be issued shall be in excess of five (5) years measured from the date of issuance of the first serial bond or bond anticipation note issued pursuant to this resolution.

SECTION 5. The temporary use of available funds of the Town, not immediately required for the purpose or purposes for which the same were borrowed, raised or otherwise created, is hereby authorized pursuant to Section 165.10 of the Law, for the capital purposes described in this resolution. The Town shall reimburse such expenditures with the proceeds of the bonds or bond anticipation notes authorized by this resolution. This resolution shall constitute a declaration of official intent to reimburse the expenditures authorized herein with the proceeds of the bonds and bond anticipation notes authorized herein, as required by United States Treasury Regulations Section 1.150-2.

SECTION 6. Each of the serial bonds authorized by this resolution and any bond anticipation notes issued in anticipation of said bonds shall contain the recital of validity prescribed by Section 52.00 of the Law and said serial bonds and any bond anticipation notes issued in anticipation of said bonds shall be general obligations of the Town, payable as to both principal and interest by a general tax upon all the real property within the Town subject to applicable statutory limits, if any. The faith and credit of the Town are hereby irrevocably pledged to the punctual payment of the principal and interest on said serial bonds and bond anticipation notes and provisions shall be made annually in the budget of the Town by appropriation for (a) the

amortization and redemption of the bonds and bond anticipation notes to mature in such year and (b) the payment of interest to be due and payable in such year.

SECTION 7. Subject to the provisions of this resolution and of the Law, pursuant to the provisions of Section 30.00 relative to the authorization of the issuance of serial bonds and bond anticipation notes or the renewals of said obligations and of Sections 21.00, 50.00, 54.90, 56.00 through 60.00, 62.10 and 63.00 of the Law, the powers and duties of the Town Board relative to authorizing serial bonds and bond anticipation notes and prescribing terms, form and contents as to the sale and issuance of bonds herein authorized, including without limitation the determination of whether to issue bonds having substantially level or declining debt service and all matters related thereto, and of any bond anticipation notes issued in anticipation of said bonds, and the renewals of said bond anticipation notes, are hereby delegated to the Town Supervisor, as the chief fiscal officer of the Town (the "Town Supervisor"). Such notes shall be of such terms, form and contents as may be prescribed by said Town Supervisor consistent with the provisions of Local Finance Law. Further, pursuant to paragraph b. of Section 11.00 of the Law, in the event that bonds to be issued for the class of object or purpose authorized by this resolution are combined for sale, pursuant to paragraph c. of Section 57.00 of the Law, with bonds to be issued for one or more object or purpose authorized by other resolutions of the Board, then the power of the Board to determine the "weighted average period of probable usefulness" (within the meaning of paragraph a. of Section 11.00 of the Law) for such combined objects or purposes is hereby delegated to the Town Supervisor, as the chief fiscal officer of the Town.

SECTION 8. The Town Supervisor is hereby further authorized to take such actions and execute such documents as may be necessary to ensure the continued status of the interest on the bonds authorized by this resolution and any notes issued in anticipation thereof, as excludable from gross income for federal income tax purposes pursuant to Section 103 of the Internal Revenue Code of 1986, as amended (the "Code") and to designate the bonds authorized by this resolution and any notes issued in anticipation thereof, if applicable, as "qualified tax-exempt bonds" in accordance with Section 265(b)(3)(B)(i) of the Code.

SECTION 9. The Town Supervisor is further authorized to enter into a continuing disclosure undertaking with or for the benefit of the initial purchasers of the bonds or notes authorized by this resolution in compliance with the provisions of Rule 15c2-12, promulgated by the Securities and Exchange Commission pursuant to the Securities Exchange Act of 1934.

SECTION 10. The Town Board hereby determines that the actions authorized by this resolution and the adoption hereof collectively constitute a "Type II" action within the meaning of the State Environmental Quality Review Act and the regulations of the New York State Department of Environmental Conservation thereunder (collectively, "SEQRA") and that no further action under SEQRA need be taken by the Town Board as a condition precedent to the adoption of this resolution.

SECTION 11. The intent of this resolution is to give the Town Supervisor sufficient authority to execute those applications, agreements and instruments, or to do any similar acts necessary to affect the issuance of the aforesaid serial bonds or bond anticipation notes without resorting to further action of the Board.

SECTION 12. Pursuant to subdivision b. of Section 35.00 of the Law, this resolution is subject to a permissive referendum in the manner prescribed by Article 7 of the Town Law of the State of New York (the "Town Law"). The Town Clerk is hereby authorized and directed, within ten (10) days after the date of adoption of this resolution, to publish and post a notice satisfying the requirements of Section 90 of the Town Law, which shall set forth the date of adoption of this resolution, shall contain an abstract hereof, and shall specify that this resolution was adopted subject to a permissive referendum. Such notice shall be published in the official newspaper of the Town for such purpose.

SECTION 13. This resolution shall take effect thirty (30) days after the date of its adoption or, if within such thirty (30) day period there is filed with the Town Clerk a petition subscribed and acknowledged by the number of qualified electors of the Town required by Section 91 of the Town Law and in the manner specified in such Section, until approved by the affirmative vote of a majority of such qualified electors voting on a proposition for its approval.

SECTION 14. The validity of the bonds authorized by this resolution and of any bond anticipation notes issued in anticipation of said bonds may be contested only if:

(a) such obligations are authorized for an object or purpose for which the Town is not authorized to expend money; or

(b) the provisions of law which should be complied with at the date of the publication of such resolution are not substantially complied with,

and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of such publication; or

(c) such obligations are authorized in violation of the provisions of the constitution.

SECTION 15. Upon this resolution becoming effective, the Town Clerk is hereby authorized and directed to cause a copy of this resolution, or a summary thereof, to be published, together with a notice attached in substantially the form as prescribed in Section 81.00 of the Law, in the official newspaper(s) of the Town for such purpose, together with a notice of the Town Clerk substantially the form provided in Section 81.00 of the Law.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

AYE                      NAY

Jacqueline Annabi, Supervisor  
Louie Luongo, Board Member  
Christian Russo, Board Member  
Sherry Howard, Board Member  
Stacey Tompkins, Board Member

The resolution was thereupon declared duly adopted by a vote of \_\_\_\_ ayes and \_\_\_\_ nays.

Date: November \_\_, 2025

STATE OF NEW YORK     )  
COUNTY OF PUTNAM    ) ss:

I, the undersigned Town Clerk of the Town of Putnam Valley, Putnam County, New York (the "Town"), DO HEREBY CERTIFY as follows:

1. I am the duly qualified and acting Town Clerk of the Town and the custodian of the records of the Town, including the minutes of the proceedings of the Town Board of the Town of Putnam Valley (the "Town Board"), and am duly authorized to execute this certificate.

2. A regular meeting of the Town Board of the Town was held on November \_\_, 2025, and attached hereto is a true and correct copy of a resolution duly adopted at said meeting and entitled:

RESTATED BOND RESOLUTION OF THE TOWN BOARD OF THE TOWN OF PUTNAM VALLEY, PUTNAM COUNTY, NEW YORK (THE "TOWN"), AUTHORIZING THE ISSUANCE OF UP TO \$1,800,000 IN SERIAL BONDS OF THE TOWN TO FINANCE THE RECONSTRUCTION OF AND IMPROVEMENTS TO ROADS IN AND FOR THE TOWN

3. That the Meeting was duly convened and held and that said Bond Resolution was duly adopted in all respects in accordance with the law and regulations of the Town. To the extent required by law or said regulations, due and proper notice of the Meeting was given. A legal quorum of members of the Town Board was present throughout the Meeting, and a legally sufficient number of members (2/3's of the Town Board) voted in the proper manner for the adoption of the Bond Resolution. All other requirements and proceedings under the law, said regulations, or otherwise, incident to the Meeting and the adoption of the Bond Resolution, including the publication, if required by law, have been duly fulfilled, carried out and otherwise observed.

4. Public Notice of the time and place of the Meeting was duly posted and duly given to the public and the news media in accordance with the Open Meetings Law, constituting Chapter 511 of the Laws of 1976 of the State of New York, and that all members of the Town Board had due notice of the Meeting and that the Meeting was in all respects duly held and a quorum was present and acted throughout.

5. The seal appearing below constitutes the official seal of the Town and was duly affixed by the undersigned at the time this certificate was signed.

IN WITNESS WHEREOF, I have hereunto set my hand and have hereunto affixed the corporate seal of the Town of Putnam Valley this \_\_ day of November, 2025.

**TOWN OF PUTNAM VALLEY**

[SEAL]

By: \_\_\_\_\_  
Michelle Stephens, Town Clerk

**PUBLIC NOTICE  
TOWN OF PUTNAM VALLEY**

**NOTICE IS GIVEN**, that the Town Board (the “Town Board”) of the Town of Putnam Valley, Putnam County, New York (the “Town”), at a regular meeting held on November \_\_, 2025, duly adopted, subject to a permissive referendum, a resolution, an abstract of which is as follows below.

In accordance with Article 7 of the New York State Town Law, such bond resolution will take effect thirty (30) days after the date of its adoption, unless prior to the close of such thirty-day period there is filed with the Town Clerk a petition, subscribed and acknowledged by that number of electors of the Town qualified to vote upon a proposition to raise or expend money equal to at least five percent (5%) of the total vote cast for governor in the Town in the last general election for state officers, but which number of electors shall not be less than 100, protesting against such resolution and requesting that it be submitted for approval or disapproval by the qualified electors of the Town. If such a qualifying petition is filed, a proposition for approval of the resolution shall be submitted at a general or special Town election in accordance with Article 7 of Town Law.

Such Resolution was entitled:

**RESTATED BOND RESOLUTION OF THE TOWN BOARD OF THE  
TOWN OF PUTNAM VALLEY, PUTNAM COUNTY, NEW YORK (THE  
“TOWN”), AUTHORIZING THE ISSUANCE OF UP TO \$1,800,000 IN  
SERIAL BONDS OF THE TOWN TO FINANCE THE  
RECONSTRUCTION OF AND IMPROVEMENTS TO ROADS IN AND  
FOR THE TOWN**

an abstract of such bond resolution, concisely stating the purpose and effect thereof, being as follows:

1. The resolution authorized the Town to undertake the reconstruction of and improvements to roads in and for the Town, including any applicable equipment, machinery, land, and right-in-land necessary therefor and any preliminary and incidental costs and expenses related thereto. It was determined that the maximum estimated cost of the aforementioned class of object or purpose is \$1,800,000, said amount is hereby appropriated therefor and the plan for the financing thereof shall consist of (i) the issuance of the \$1,800,000 in serial bonds of the Town authorized to be issued pursuant to this resolution or bond anticipation notes issued in anticipation of such bonds and (ii) unless paid from other sources, the levy and collection of taxes on all taxable real property of the Town to pay the principal of such bonds or notes and the interest thereon as the same become due and payable.

2. Serial bonds of the Town (including, without limitation, statutory installment bonds) in the principal amount of \$1,800,000 are authorized to be issued pursuant to the provisions of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (the “Law”) to finance said appropriation.

3. It was determined that the period of probable usefulness of the aforementioned class of object or purpose is fifteen (15) years, pursuant to subdivision 20(c). of paragraph a. of Section 11.00 of the Law.

4. The final maturity of the bonds herein authorized to be issued shall be in excess of five (5) years measured from the date of issuance of the first serial bond or bond anticipation note issued pursuant to the resolution.

5. The temporary use of available funds of the Town, not immediately required for the purpose or purposes for which the same were borrowed, raised or otherwise created, is authorized pursuant to Section 165.10 of the Law, for the capital purposes described in the resolution. The Town shall reimburse such expenditures with the proceeds of the bonds or bond anticipation notes authorized by Section 1 of the resolution. The resolution shall constitute a declaration of "official intent" to reimburse the expenditures authorized by the resolution with the proceeds of the bonds and bond anticipation notes authorized herein, as required by United States Treasury Regulations Section 1.150-2.

6. Each of the serial bonds authorized by the resolution and any bond anticipation notes issued in anticipation of said bonds shall contain the recital of validity prescribed by Section 52.00 of the Law and said serial bonds and any bond anticipation notes issued in anticipation of said bonds shall be general obligations of the Town, payable as to both principal and interest by a general tax upon all the real property within the Town subject to applicable statutory limits, if any. The faith and credit of the Town are irrevocably pledged to the punctual payment of the principal and interest on said serial bonds and bond anticipation notes and provisions shall be made annually in the budget of the Town by appropriation for (a) the amortization and redemption of the bonds and bond anticipation notes to mature in such year and (b) the payment of interest to be due and payable in such year.

7. The Town Board delegated to the Town Supervisor of the Town the powers and duties of the Town Board relative to authorizing the issuance of said bonds, and any bond anticipation notes including renewals thereof, issued in anticipation of said bonds and prescribing the terms, form and content thereof.

8. The Town Supervisor was further authorized to take such actions and execute such documents as may be necessary to ensure the continued status of the interest on the bonds authorized by the resolution and any notes issued in anticipation thereof, as excludable from gross income for federal income tax purposes pursuant to Section 103 of the Internal Revenue Code of 1986, as amended (the "Code") and to designate the bonds authorized by the resolution and any notes issued in anticipation thereof, if applicable, as "qualified tax-exempt bonds" in accordance with Section 265(b)(3)(B)(i) of the Code.

9. The Town Supervisor was further authorized to enter into a continuing disclosure undertaking with or for the benefit of the initial purchasers of the bonds or notes authorized by the resolution in compliance with the provisions of Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities Exchange Act of 1934.

10. The Town Board determined that the actions authorized by the resolution and the adoption thereof collectively constitute a “Type II” action within the meaning of the State Environmental Quality Review Act and the regulations of the New York State Department of Environmental Conservation thereunder (collectively, “SEQRA”) and that no further action under SEQRA need be taken by the Town Board as a condition precedent to the adoption of the resolution.

11. The bond resolution was determined to be subject to permissive referendum.

BY ORDER OF THE TOWN BOARD OF THE TOWN OF PUTNAM VALLEY,  
PUTNAM COUNTY, NEW YORK.

Dated: November \_\_, 2025

**AFFIDAVIT REGARDING POSTING NOTICE**

STATE OF NEW YORK     )  
COUNTY OF PUTNAM    ) ss:

I, Michelle Stephens, being duly sworn, deposes and says:

I am over the age of 18 years; and, on November \_\_\_\_, 2025, I posted a true and correct copy of the attached Public Notice of the Town of Putnam Valley, Putnam County, New York (the "Town") on the Town's official bulletin board located within the Town Hall and on the Town's website.

**TOWN OF PUTNAM VALLEY**

By: \_\_\_\_\_  
Michelle Stephens, Town Clerk

Sworn before me this \_\_\_\_ day of November 2025

\_\_\_\_\_  
Notary Public, State of New York

**CERTIFICATE OF NO PROTEST**

I, Michelle Stephens, in my capacity as Town Clerk of the Town of Putnam Valley, Putnam County, New York (the "Town"), DO HEREBY CERTIFY, as follows:

1. The Town Board of the Town at a meeting thereof duly called and held on November \_\_, 2025, adopted a Bond Resolution, a true, correct and certified copy which is attached hereto.

2. No petition or petitions protesting said resolution have been submitted or filed with the Town Clerk of the Town and the 30-day period has elapsed for submission and filing of a valid petition.

IN WITNESS WHEREOF, I have signed and affixed the corporate seal of the Town this \_\_\_\_ day of December, 2025.

**TOWN OF PUTNAM VALLEY**

[SEAL]

By: \_\_\_\_\_  
Michelle Stephens, Town Clerk

## ESTOPPEL NOTICE

The resolution, a summary of which is published herewith, has been adopted on November \_\_, 2025 by the Town Board of the Town of Putnam Valley, Putnam County, New York, and the period of time has elapsed for the submission and filing of a permissive referendum and a valid petition has not been submitted and filed. The validity of the obligations authorized by such resolution may be hereafter contested only if such obligations were authorized for an object or purpose for which the Town of Putnam Valley is not authorized to expend money or if the provisions of law which should have been complied with as of the date of publication of this notice were not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of publication of this notice, or such obligations were authorized in violation of the provisions of the Constitution.

Michelle Stephens, Town Clerk  
Town of Putnam Valley

### SUMMARY OF BOND RESOLUTION

Set forth below is a summary of said resolution adopted by the Town Board of the Town of Putnam Valley on November \_\_, 2025.

1. The resolution is entitled “RESTATED BOND RESOLUTION OF THE TOWN BOARD OF THE TOWN OF PUTNAM VALLEY, PUTNAM COUNTY, NEW YORK (THE “TOWN”), AUTHORIZING THE ISSUANCE OF UP TO \$1,800,000 IN SERIAL BONDS OF THE TOWN TO FINANCE THE RECONSTRUCTION OF AND IMPROVEMENTS TO ROADS IN AND FOR THE TOWN”.

2. Object or Purpose: the reconstruction of and improvements to roads in and for the Town, including any applicable equipment, machinery, land, and right-in-land necessary therefor and any preliminary and incidental costs and expenses thereof.

3. Period of Probable Usefulness: 15 years.

4. Amount of Debt Obligations Authorized: \$1,800,000.

A complete copy of the bond resolution summarized above shall be available for public inspection during normal business hours at the office of the Town Clerk, Town of Putnam Valley, Town Hall, 265 Oscawana Lake Road, Putnam Valley, New York 10579.



2a

**JACQUELINE ANNABI**  
TOWN SUPERVISOR

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TO: TOWN BOARD  
FROM: JACQUELINE ANNABI, TOWN SUPERVISOR  
SUBJECT: Roaring Brook Lake Dam Rehabilitation Project  
DATE: October 29, 2025

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RESOLVE, that the Town Board approve the additional payments, as set forth below, to Doyle Contracting, Inc. for unforeseen works as part of the Roaring Brook Lake Dam Rehabilitation Project:

- \$9,000 for additional concrete repairs to the existing spillway; and
- \$4,000 for additional work to prep and paint the steel guide frames for holding the three stop log gates at the existing spillway.

Appropriation of funding for these payments will be covered by the Bond.

**DOYLE CONTRACTING, INC.**

PO Box 89 Pearl River, New York 10965

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WSP Engineers  
Felipe De Melo, PE  
500 Summit Lake Dr, #450  
Valhalla, NY 10595

October 14, 2025

Re: Town of Putnam Valley Roaring Brook Dam Rehab Project  
Subject: Cost Proposal for additional concrete repairs to existing spillway

Mr. De Melo

We are writing per your request that Doyle submit a cost proposal for additional concrete repairs to the existing spillway at the Roaring Brook dam. These repairs are detailed in the attached WSP response to our RFI no. 4.

Please see below for our cost proposal.

Existing Spillway add'l repairs

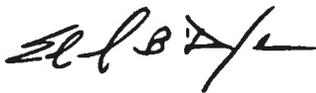
3 workers x 2 days = 2 days x [1.30 x 8 x (105/hr + 92/hr + 92/hr)] = \$6011 Labor  
Add'l conc, Joint & Patch matls = \$1500 Matl  
Total Cost = 6011 + 1500 = \$7500  
Add 20% Overhead & Profit = \$1500

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Total Proposal Amount = \$9000.00

Please let us know if you have any questions concerning this matter. Please also let us know in writing if we are approved to proceed with this extra work

Sincerely,



Edward B. Doyle  
President



## RFI RESPONSE LETTER

**TO:** Ed Doyle

**FROM:** Felipe De Melo, P.E.

**SUBJECT: Roaring Brook Dam Rehabilitation – Concrete & Reinforcement Dimensions  
RFI #4 Rev #1**

**DATE:** October 13, 2025

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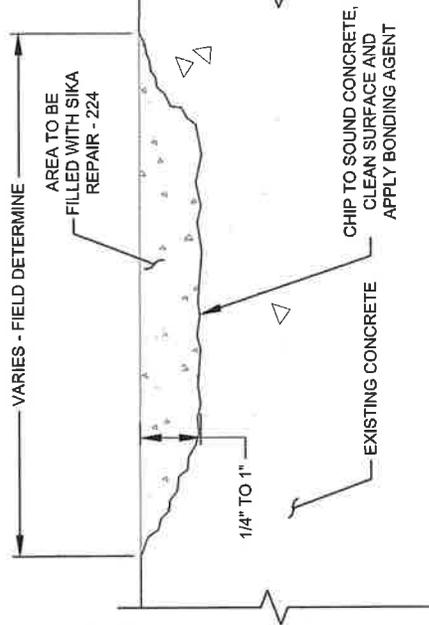
Ed D.

In response to your RFI #4 pertaining to the repairs along the existing spillway.

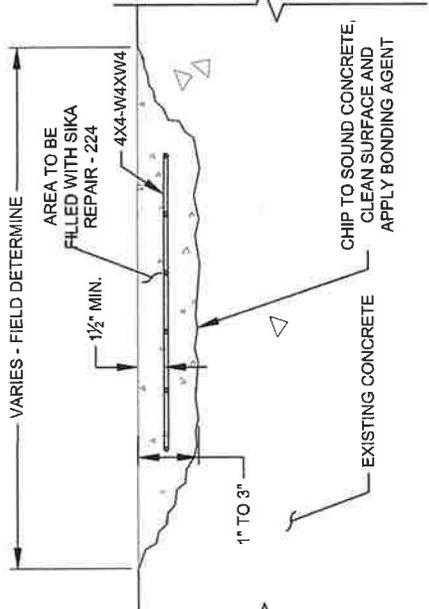
1. There are minor cracks present throughout the existing spillway. Attached is Small Crack Repair detail in Figure 1. Non-shrink grout, such as Sika Grout – 212 or an approved alternative, to be used for small crack repairs.
2. Figure 1 provides information on four types of concrete repair for concrete deterioration ranging from ¼” to 9” deep. Addendum #1 of the bid documents includes a scour hole repair detail. Type 1 and Type 2 repair details shown in Figure 1 to use Sika Repair -224 or an approved alternative. Type 3 and 4 repair details to use concrete mix from approved Submittal #3 or an approved alternative.
3. Extension joints should be sealed with polyurethane joint sealants such as POURTHANE NS by W.R. Meadows or an approved equivalent.
4. The corner shown in the attached photo is to be repaired according to the details shown in Figure 1.
5. Scour damage at the transition between the concrete spillway and the stream should be addressed in accordance with the details Figure 1.

Kind regards,

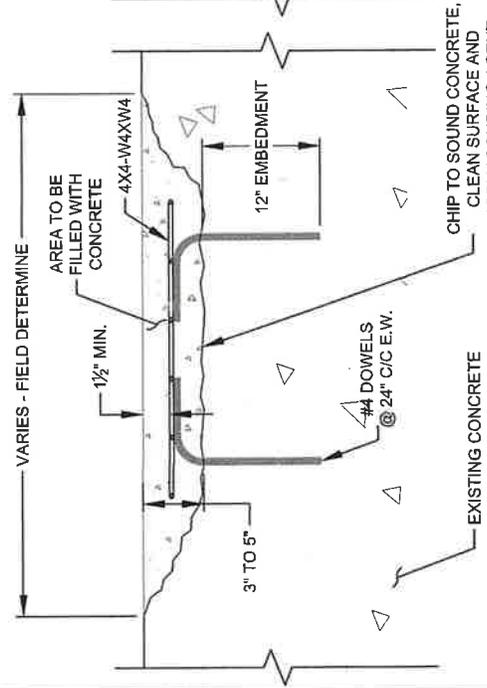
Felipe De Melo, P.E.  
Senior Dam Engineer



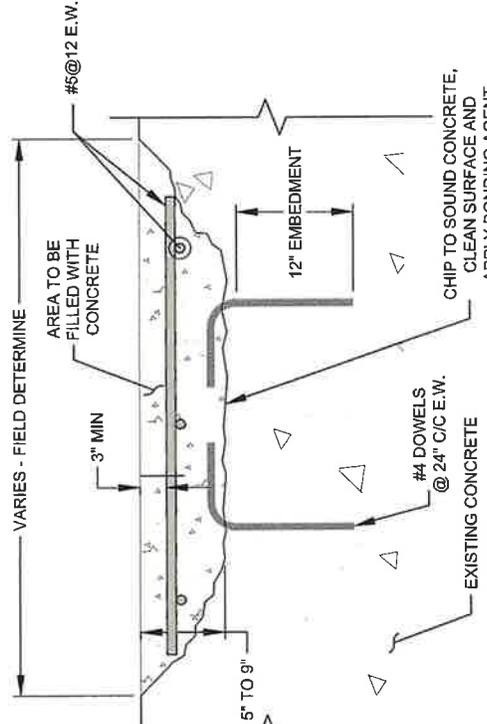
TYPE 1 CONCRETE REPAIR DETAIL  
1/4" TO 1" DEEP



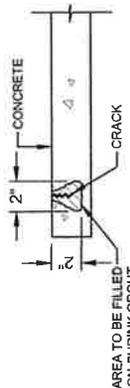
TYPE 2 CONCRETE REPAIR DETAIL  
1" TO 3" DEEP



TYPE 3 CONCRETE REPAIR DETAIL  
3" TO 5" DEEP



TYPE 4 CONCRETE REPAIR DETAIL  
5" TO 9" DEEP



SMALL CRACK REPAIR

- NOTES:
1. USE PRESSURE WASH/HEAVY BRUSH TO REMOVE LOOSE CONCRETE UNTIL COMPACT MATERIAL IS REACHED. THE CAVITY CREATED BY THE REMOVAL OF THE CONCRETE SHALL PRESS THE INTERIOR EDGE SLIGHTLY BEYOND THE OUTER EDGE.
  2. APPLY BONDING MATERIAL TO EXISTING CONCRETE.
  3. REPLACE MISSING/REMOVED CONCRETE.
  4. SMOOTH SURFACE OF NON-SHRINK GROUT TO MATCH WITH EXISTING CONCRETE.
  5. NON-SHRINK TO SIKA GROUT - 212 OR APPROVED EQUIVALENT.
  6. DIMENSIONS SHOWN ON DETAILS ARE FOR SMALL JOINT AND CRACK REPAIRS. DIMENSIONS SHALL BE ADJUSTED ACCORDINGLY BASED ON THE SIZE OF THE JOINT OR CRACK.
  - 7.

FIGURE -1  
ROARING BROOK DAM PROJECT  
TYPICAL CRACK REPAIR DETAILS  
PREPARED FOR

TOWN OF PUTNAM VALLEY  
TOWN OF PUTNAM VALLEY, NEW YORK



|          |          |             |    |          |          |                  |
|----------|----------|-------------|----|----------|----------|------------------|
| DRAWN BY | GPB      | CHECKED BY  | FD | 10/13/25 | CAD FILE | 31403260-B100(M) |
| DATE     | 10/13/25 | APPROVED BY | FD | 10/13/25 | NUMBER   |                  |

# DOYLE CONTRACTING, INC.

PO Box 89 Pearl River, New York 10965

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WSP Engineers  
Felipe De Melo, PE  
500 Summit Lake Dr, #450  
Valhalla, NY 10595

October 27, 2025

Re: Town of Putnam Valley Roaring Brook Dam Rehab Project

Subject: Cost Proposal for Stop Log gates - prep & paint

Mr. De Melo

We are writing per your request that Doyle submit a cost proposal for additional work to prep and paint the steel guide frames for holding the three stop log gates at the existing spillway on the Roaring Brook dam. These repairs are detailed in the attached WSP response to our RFI no. 5.

Please see below for our cost proposal.

Prep & Paint existing steel guide frames for 3 stop log gates

Labor = 1 worker x 24hrs = 1.30 x 24 x \$92/hr = \$2870 Labor only

Buy Paint and prep matls = \$500 Matl only

Total Cost = 2870 + 500 = \$3370

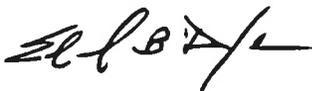
Add 20% Overhead & Profit = \$630

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Total Proposal Amount = \$4000.00

Please let us know if you have any questions concerning this matter. Please also let us know in writing if we are approved to proceed with this extra work

Sincerely,



Edward B. Doyle  
President



## RFI RESPONSE LETTER

**TO:** Ed Doyle

**FROM:** Felipe De Melo, P.E.

**SUBJECT: Roaring Brook Dam Rehabilitation – Concrete & Reinforcement Dimensions  
RFI #5**

**DATE:** October 14, 2025

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Ed D.

In reference to RFI #5 regarding the wooden stop logs along the existing spillway, please be advised that the wooden stop logs will not be replaced. However, Carbomastic 615 epoxy coating, or an approved equivalent, is to be applied to the steel channels supporting the wooden stop logs. All surface preparation shall comply with SSPC-SP 3 standards, and application of the coating should be performed using a brush and roller. For further details, please refer to the attached product data sheet for Carbomastic 615.

Kind regards,

A handwritten signature in black ink, appearing to read 'Felipe De Melo'.

Felipe De Melo, P.E.  
Senior Dam Engineer



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**JACQUELINE ANNABI**  
TOWN SUPERVISOR

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TO: TOWN BOARD  
FROM: JACQUELINE ANNABI, TOWN SUPERVISOR  
SUBJECT: Water Testing in Glenmar Gardens  
DATE: November 7, 2025

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RESOLVE, that the Town Board approve water testing by CEMCO in Glenmar Gardens at a cost of \$2,960.00, which funds will be appropriated by district funds.

**CEMCO**  
**WATER & WASTEWATER SPECIALISTS INC.**  
P.O BOX 602, STORMVILLE N.Y.  
PHONE 845 878-9711

CODY BARTICCIOTTO NYS CERTIFIED WATER & WASTEWATER OPERATOR

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11/10/25

To Whom it May Concern:

Cemco proposes to investigate the ability to switch sources at Glenmar Gardens water system and test the PFAS levels in the existing 3 other wells that are offline but onsite. The cost for the initial investigation into the functionality of these wells will cost \$2960 for a crew and equipment. Once we collect the information, Cemco can put together a proposal for the drawdowns and sampling or any temp pumps needed. Please let us know if you would like us to proceed with this work

Just for your knowledge, Cemco submitted a foil request to the health department for any info on the wells that pre-date Cemco's tenure. Attached are the results of the Foil request for your records.

Thank

Cody Barticciotto

Shawn Keeler  
Highway Superintendent  
SKEELER@PUTNAMVALLEY.GOV

265 Oscawana Lake Road  
Putnam Valley, NY 10579

David Conklin  
General Foreman

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

Margaret Bradley  
Senior Clerk Typist

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

Sarah Caporale  
Assistant Clerk

### Town of Putnam Valley Highway Department

DATE: October 28, 2025

## MEMORANDUM

TO: Jacquie Annabi  
Members of the Town Board

FROM: Shawn M. Keeler

RE: Snow plow riders for 2025/2026 winter season

Please appoint the following as laborers/snow plow riders for the remainder of 2025 and 2026 snow season. I respectfully ask that the pay rate be increased from \$16.00 per hour with no benefits to \$18.00 per hour with no benefits. Snow plow riders may be used during this period as laborers if the need arises.

Milton Eagens  
Alex Jemty  
Dino Fiorentino  
Larry Yorgensen  
Jacob Cassidy  
Nicholas Keeler  
David Lussier, Jr.

Sincerely,

Shawn M. Keeler

36

Shawn Keeler  
Highway Superintendent

265 Oscawana Lake Road  
Putnam Valley, NY 10579

David Conklin  
General Foreman

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

Margaret Bradley  
Senior Typist

E-mail address:  
SKEELER@PUTNAMVALLEY.GOV

Sarah Caporale  
Assistant Clerk

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

Town of Putnam Valley Highway Department

MEMORANDUM

TO: Jacquie Annabi  
Members of the Town Board

FROM: Shawn Keeler

RE: Material Bids results

DATE:

After reviewing the bid results for materials for the year 2026 please accept the following recommendations:

(DEL) = delivered (FOB) = freight on board or picked up (t) =ton (y) = yard (gal) = gallon

**Blacktop**

**Laid in Place:**

low bid Clove Excavators \$101.30/ton w/Tac coat,  
Clove Excavators & Kect Const. \$101.00/ton w/o Tac coat.

2<sup>nd</sup> low bid Kect Const. \$101.80 w/Tac coat,  
Intercounty Paving \$103.75 w/o Tac coat.

**Millings**

0-5000 square yards low bid Intercounty Paving \$3.25, 2<sup>nd</sup> low bid Clove Excavators \$4.20  
5001-10000 square yards low bid Intercounty Paving \$3.25, 2<sup>nd</sup> low bid Clove Excavators \$4.20  
10000-15000 square yards low bid Intercounty Paving \$2.75, 2<sup>nd</sup> low bid Kect Const. \$4.00  
15000 plus square yards low bid Intercounty Paving \$2.75, 2<sup>nd</sup> low bid Kect Const. \$4.00  
Trucking Per 8 hr day low bid Intercounty Paving \$1,350.00, 2<sup>nd</sup> low bid Clove Excavators \$1,520.00  
Disposal Square Yards low bid Intercounty Paving & Clove Excavators \$0.50  
2<sup>nd</sup> low bid Kect Const. \$3.00

**Blacktop continued.....**

|                          |                                                                                       |
|--------------------------|---------------------------------------------------------------------------------------|
| <b>Type 1 base coat:</b> | low bid Thalle \$80.00t FOB, 2 <sup>nd</sup> low bid Peckham Materials \$89.00t FOB   |
| <b>Type 3 binder:</b>    | low bid Thalle \$80.00t FOB, 2 <sup>nd</sup> low bid Peckham Materials \$90.00t FOB   |
| <b>Type 5 shim:</b>      | low bid Thalle \$103.00t FOB, 2 <sup>nd</sup> low bid Peckham Materials \$126.00t FOB |
| <b>Type 6f2 Top:</b>     | low bid Thalle \$82.00t FOB, 2 <sup>nd</sup> bid Peckham Materials \$90.00t FOB       |
| <b>Type 7f3 Top:</b>     | low bid Thalle \$87.00t FOB, 2 <sup>nd</sup> low bid Peckham Materials 97.00t FOB     |
| <b>Hot Mix Asphalt:</b>  | low bid Thalle \$87.00t FOB, 2 <sup>nd</sup> low bid Peckham Materials \$90.00 FOB    |
| <b>Cold Patch</b>        | low bid Package Pavement \$155.00 FOB, no 2 <sup>nd</sup> bid.                        |
| <b>Curb Mix:</b>         | low bid Peckham Materials \$125.00 FOB, no 2 <sup>nd</sup> bid.                       |

**Item 4 by the ton**

|                     |                                                                                                                           |
|---------------------|---------------------------------------------------------------------------------------------------------------------------|
| <b>1" minus</b>     | low bid Thalle \$28.00t DEL, \$18.00t FOB<br>2 <sup>nd</sup> low bid Wingdale Materials \$35.50t DEL, \$21.50t FOB        |
| <b>2" minus</b>     | low bid Thalle \$28.00t DEL, \$18.00t FOB<br>2 <sup>nd</sup> low bid Wingdale Materials \$33.50t DEL, \$19.50t FOB        |
| <b>White Item 4</b> | low bid Harold Lyons \$30.95t DEL, Putnam Materials \$19.50t FOB<br>2 <sup>nd</sup> low bid Putnam Materials \$31.50t DEL |

**Bank Run/Top Soil/Sand**

|                          |                                                                   |
|--------------------------|-------------------------------------------------------------------|
| <b>Bank Run per yard</b> | NO BIDS                                                           |
| <b>Bank Run per Ton</b>  | NO BIDS                                                           |
| <b>Top Soil per yard</b> | low bid Harold Lyons \$42.00/yd DEL<br>No 2 <sup>nd</sup> low bid |
| <b>Top Soil per Ton</b>  | NO BIDS                                                           |

**Pipe N-12 plastic by the foot**

|         |                                                                                                  |
|---------|--------------------------------------------------------------------------------------------------|
| 12 inch | low bid Chemung, Carmel Winwater & Expanded Supply \$13.52 DEL&FOB<br>No 2 <sup>nd</sup> low bid |
| 15 inch | low bid Chemung, Carmel Winwater & Expanded Supply \$17.03 DEL&FOB<br>No 2 <sup>nd</sup> low bid |
| 18 inch | low bid Chemung, Carmel Winwater & Expanded Supply \$23.63 DEL&FOB<br>No 2 <sup>nd</sup> low bid |
| 24 inch | low bid Chemung, Carmel Winwater & Expanded Supply \$40.83 DEL&FOB<br>No 2 <sup>nd</sup> low bid |
| 30 inch | low bid Chemung, Carmel Winwater & Expanded Supply \$60.31 DEL&FOB<br>No 2 <sup>nd</sup> low bid |
| 36 inch | low bid Chemung, Carmel Winwater & Expanded Supply \$80.70 DEL&FOB<br>No 2 <sup>nd</sup> low bid |

**Round Pipe by the foot**

|              |                                                            |
|--------------|------------------------------------------------------------|
| 12" 16 gauge | low bid Chemung \$19.00 DEL & FOB. No 2 <sup>nd</sup> bid  |
| 15" 16 gauge | low bid Chemung \$23.00 DEL & FOB. No 2 <sup>nd</sup> bid  |
| 18" 16 gauge | low bid Chemung \$32.00 DEL & FOB. No 2 <sup>nd</sup> bid  |
| 21" 16 gauge | low bid Chemung \$37.00 DEL & FOB. No 2 <sup>nd</sup> bid  |
| 30" 14 gauge | low bid Chemung \$56.00 DEL & FOB. No 2 <sup>nd</sup> bid  |
| 36" 14 gauge | low bid Chemung \$86.00 DEL & FOB. No 2 <sup>nd</sup> bid  |
| 42" 12 gauge | low bid Chemung \$143.00 DEL & FOB. No 2 <sup>nd</sup> bid |
| 48" 12 gauge | low bid Chemung \$163.00 DEL & FOB. No 2 <sup>nd</sup> bid |

**Arched pipe by the foot**

|                                      |                                                                                            |
|--------------------------------------|--------------------------------------------------------------------------------------------|
| 9x14 16 gauge                        | low bid Chemung \$24.00 DEL & FOB No 2 <sup>nd</sup> bid                                   |
| 13 x17 16 gauge                      | low bid Chemung \$31.00 DEL & FOB No 2 <sup>nd</sup> bid                                   |
| 15x21 16 gauge                       | low bid Chemung \$38.00 DEL & FOB No 2 <sup>nd</sup> bid                                   |
| 18x24 16 gauge                       | low bid Chemung \$44.00 DEL & FOB No 2 <sup>nd</sup> bid                                   |
| 20x28 16 gauge                       | low bid Chemung \$57.00 DEL & FOB No 2 <sup>nd</sup> bid                                   |
| 23x35 14 gauge                       | low bid Chemung \$74.00 DEL & FOB No 2 <sup>nd</sup> bid                                   |
| 29x42 14 gauge                       | low bid Chemung \$92.00 DEL & FOB No 2 <sup>nd</sup> bid                                   |
| 33x49 12 gauge                       | low bid Chemung \$113.00 DEL & FOB No 2 <sup>nd</sup> bid                                  |
| 38x57 12 gauge                       | low bid Chemung \$163.00 DEL & FOB No 2 <sup>nd</sup> bid                                  |
| 6" coil pipe, perforated<br>Per foot | low bid Chemung, E.S.P, Carmel Winwater \$2.87/ft DEL & FOB<br>No 2 <sup>nd</sup> low bid. |

## Crushed Trap Rock

By the ton

|             |                                                                                                                |
|-------------|----------------------------------------------------------------------------------------------------------------|
| Light Stone | low bid Thalle \$38.00 DEL, \$28.00 FOB<br>2 <sup>nd</sup> low bid Putnam Materials \$44.00 DEL, \$32.00 FOB   |
| 1/4"        | low bid Thalle \$38.00 DEL, \$28.00 FOB<br>No 2 <sup>nd</sup> bid                                              |
| 1/2"        | low bid Thalle \$38.00 DEL, \$28.00 FOB<br>2 <sup>nd</sup> low bid Wingdale Materials \$44.00 DEL, \$30.00 FOB |
| 3/4"        | low bid Thalle \$34.50 DEL, \$24.50 FOB<br>2 <sup>nd</sup> low bid Wingdale Materials \$44.00 DEL, \$30.00 FOB |
| 3/8"        | low bid Thalle \$38.00 DEL, \$28.00 FOB<br>2 <sup>nd</sup> low bid Wingdale Materials \$46.00 DEL, \$32.00 FOB |
| 1"          | low bid Thalle \$34.50 DEL, \$24.50 FOB<br>No 2 <sup>nd</sup> bid                                              |
| 1 1/4"      | low bid Thalle \$35.00 DEL, \$25.00 FOB<br>No 2 <sup>nd</sup> bid                                              |
| 1 1/2"      | low bid Thalle \$35.00 DEL, \$25.00 FOB<br>2 <sup>nd</sup> bid Putnam Materials \$40.50 DEL, \$28.50 FOB       |
| 1 3/4"      | low bid Thalle \$35.00 DEL, \$25.00 FOB<br>No 2 <sup>nd</sup> bid                                              |
| 2"          | low bid Thalle \$35.00 DEL, \$25.00 FOB<br>2 <sup>nd</sup> low bid Wingdale Materials \$46.00 DEL, \$32.00 FOB |
| 2 1/2"      | low bid Thalle \$38.00 DEL, \$28.00 FOB<br>No 2 <sup>nd</sup> bid                                              |
| 3" – 4"     | low bid Thalle \$38.00 DEL, \$28.00 FOB<br>2 <sup>nd</sup> low bid Wingdale \$46.00 DEL, \$32.00 FOB           |

**Catch Basins**

30x30x35 low bid Expanded Supply \$245.00 DEL & FOB  
2<sup>nd</sup> low bid Chemung \$305.00 DEL & FOB

30x30x36 low bid Carmel Winwater \$220.00 DEL & FOB  
2<sup>nd</sup> low bid Expanded Supply \$250.00 DEL & FOB

30x48x48 low bid Carmel Winwater \$300.00 DEL & FOB  
2<sup>nd</sup> low bid Expanded Supply \$320.00 DEL & FOB

30x48x36 low bid Carmel Winwater \$250.00 DEL & FOB  
2<sup>nd</sup> low bid Expanded Supply \$270.00 DEL & FOB

24x24x24 low bid Expanded Supply \$170.00 DEL & FOB  
2<sup>nd</sup> low bid Carmel Winwater \$210.00 DEL & FOB

24x24x36 low bid Expanded Supply \$200.00 DEL & FOB  
2<sup>nd</sup> low bid Carmel Winwater \$235.00 DEL & FOB

**Frames & Grates**

30x30 low bid Glenco \$334.00 DEL & FOB  
2<sup>nd</sup> low bid Carmel Winwater \$350.00 DEL & FOB

30x48 low bid Chemung \$660.00 DEL & FOB  
2<sup>nd</sup> low bid Carmel Winwater \$675.00 DEL & FOB

24x24 low bid Carmel Winwater \$235.00 DEL & FOB  
2<sup>nd</sup> low bid Glenco \$242.00 DEL & FOB

**SOLID LIDS**

30x30 low bid Glenco \$334.00 DEL & FOB  
2<sup>nd</sup> low bid Carmel Winwater \$400.00 DEL & FOB

30x48 low bid Glenco \$1,112.50 DEL & FOB  
No 2<sup>nd</sup> bid

24x24 low bid Glenco \$242.00 DEL & FOB  
2<sup>nd</sup> low bid Expanded Supply \$302.50 DEL & FOB

**Guide Rail**

|                                                              |                                                                     |
|--------------------------------------------------------------|---------------------------------------------------------------------|
| Rustic w/beam                                                | low bid Chemung \$212.00 DEL & FOB, No 2 <sup>nd</sup> low bid      |
| Rustic flared ends                                           | low bid Chemung \$67.00 DEL & FOB, No 2 <sup>nd</sup> low bid       |
| Rustic wraps                                                 | low bid Chemung \$97.00 DEL & FOB, No 2 <sup>nd</sup> low bid       |
| Rustic curved<br>w/beam                                      | low bid Chemung \$265.00 DEL & FOB, No 2 <sup>nd</sup> low bid      |
| Rustic 6" I posts                                            | low bid Chemung \$98.00 DEL & FOB, No 2 <sup>nd</sup> low bid       |
| Rustic 3" I posts<br>5/8" x 1 1/4"                           | low bid Chemung \$97.60 DEL & FOB, No 2 <sup>nd</sup> low bid       |
| splice bolt & nut<br>5/8" x 2"                               | low bid Chemung \$2.40 DEL & FOB, No 2 <sup>nd</sup> low bid        |
| post bolt, nut<br>5/16" x 1 3/4"                             | low bid Chemung \$2.40 DEL & FOB, No 2 <sup>nd</sup> low bid        |
| post bolt nut<br>1/2 x 1 1/2                                 | low bid Chemung \$2.40 DEL & FOB, No 2 <sup>nd</sup> low bid        |
| double nuts                                                  | low bid Chemung \$2.40 DEL & FOB, No 2 <sup>nd</sup> low bid        |
| concrete anchors                                             | low bid Chemung \$1,310.00 DEL & FOB, No 2 <sup>nd</sup> low bid    |
| concrete anchors<br>installed                                | low bid Chemung \$6,240.00 DEL & FOB, No 2 <sup>nd</sup> low bid    |
| complete layout<br>& installation of<br>guide rail and posts | low bid Chemung \$489.00/hour DEL & FOB, No 2 <sup>nd</sup> low bid |

Sincerely,  
Shawn Keeler  
Highway Superintendent



4a

# Town of Putnam Valley

M5 Standard Fee Report Paid Only

From 10/01/2025 To 10/31/2025

Count by Type

| Type                | Count | Amount      |
|---------------------|-------|-------------|
| ADDITION/ALTERATION | 7     | \$7,364.00  |
| CW                  | 2     | \$225.00    |
| DECK                | 2     | \$709.00    |
| DEM/R               | 1     | \$100.00    |
| ELECTRI APP/NY ELEC | 7     | \$280.00    |
| ELECTRIC APP/SWIS   | 11    | \$440.00    |
| FENCE/WALL          | 2     | \$150.00    |
| FIRE INSPECTION     | 3     | \$300.00    |
| GAS/PROPANE         | 9     | \$825.00    |
| GENERATOR PERMIT    | 2     | \$150.00    |
| HVAC                | 14    | \$1,350.00  |
| OIL TANK            | 2     | \$250.00    |
| PERMIT FEE          | 1     | \$75.00     |
| PELLET STOVE        | 8     | \$1,025.00  |
| RENEWAL             | 7     | \$585.00    |
| RU                  | 7     | \$1,188.00  |
| SEARCH              | 3     | \$375.00    |
| SOLAR PANELS        | 12    | \$2,400.00  |
| STR Application     | 4     | \$3,211.00  |
| WOOD STOVE PERMIT   | 1     | \$500.00    |
| WT/S                | 1     | \$75.00     |
|                     | 1     | \$100.00    |
|                     | 107   | \$21,677.00 |

List of Building Fee Types

|                   |                                      |
|-------------------|--------------------------------------|
| CW                | Commence Work Permits                |
| DEM/R             | Demolition/Residential               |
| FENCE             | Fence/Wall Permits                   |
| GENERATOR PERMIT  | Generator Installation Permits       |
| GEO THERMAL WELL  | Geo Thermal Well Permits             |
| HVAC              | Heating, Vent. Air Condition Permits |
| MG                | Minor Grading Permit                 |
| MI                | Miscellaneous Building Permits       |
| OPERATING PERMIT  | Commercial Operating Permits         |
| PERM              | General Building Permits             |
| PI                | Plumbing Permit                      |
| RE                | Renewal Building Permits             |
| REINSPECTION FEE  | Reinspection Fee                     |
| RHCS              | Rock Hammer Permit                   |
| RU                | Special Use Renewal – Accessory Apt. |
| SEARC             | Municipal Search                     |
| SP                | Penalty – Bldg. w/o Permit           |
| STR APPLICATION   | Short Term Rental Application        |
| TENT              | Tent Permit                          |
| TREE              | Tree Permit                          |
| WOOD STOVE PERMIT | Wood Stove Installation Permit       |
| WT/S              | Wetland Screening Fee                |



hb

30 Oscawana Lake  
Road Putnam Valley, New  
York 10579  
E-mail:  
trustees@putnamvalleylibrary.org

Phone: 845-528-3242  
Fax: 845-528-3297  
Website:  
www.putnamvalleylibrary.org

October 27, 2025

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

Re: 30 Oscawana Lake Road (Putnam Valley Free Library)  
(S/B/L: 83.20 – 1 – 14, Zone District: " CC-1 ")

Dear Ms. Annabi and Honorable Members of the Town Board,

As it relates to the aforementioned property location, and in consideration that the Library is providing a service to the Community, we respectfully request that as it relates to any and all applications submitted to the Town for review and/or approval, any fees related to the project application(s) be waived.

Should you have any comments or questions, please contact me at your earliest convenience.

Sincerely,

Amina Chaudhri  
Director

Cc: Mr. Richard Quaglietta, Building Inspector  
Building Department  
Town Hall  
265 Oscawana Lake Road  
Putnam Valley, N.Y. 10579