

**Town Board Monthly Meeting
March 6, 2014 7:30 p.m.
Town Hall, 238 Main St., Cold Spring, NY**

Special Meeting of the Philipstown Depot Theatre Development Corp.

SALUTE TO THE FLAG

REVIEW OF MINUTES

- Monthly Town Board Meeting of February 6, 2014
- Weekly Town Board Meeting of February 19, 2014
- Weekly Town Board Meeting of February 26, 2014

COMMITTEE REPORTS

- | | | | |
|------------------------|---------------|--------------------------------|-------------------|
| 1) CB | 2) Recreation | 3) Recycling | 4) Planning Board |
| 5) Zoning | 6) Highway | 7) Building & Land Acquisition | |
| 8) Bufferfield Library | | 9) Putnam County Legislator | |

AGENDA

1. Resolution approving the point listing for the Garrison Volunteer Ambulance Corps Length of Service Award Program for 2013.
2. Resolution approving the 2013 Conservation Board Annual Report.
3. Resolution accepting the resignation of Donald H. MacDonald as Town Historian, effective March 15, 2014.
4. Resolution rejecting the bid submitted by Wilson Oil (sole bidder) of 634 Route 52, Beacon, New York, for #2 Bulk Fuel Oil Delivery at the Claudio Marzollo Community Center.
5. Amended Resolution in the matter of a Cash Bond Agreement between Ryan Bozsik and the Town of Philipstown *(previously adopted on February 19, 2014)*
6. Resolution authorizing Supervisor Shea to sign the required documentation for the agreement between the Town and Putnam County for the WIC Program.
7. Code Enforcement Monthly Report.

February 27, 2014
February 28, 2014

8. Schedule Workshops/Meetings
9. Any other business that may come before the Town Board.

AUDIENCE

VACANCIES

Recreation Commission (1)
Board of Assessment Review (1)
CV Park District Advisory Committee (3)
CV Water District Advisory Committee (3)

APPROVAL OF VOUCHERS

General Highway CVPD CVWD

ADJOURNMENT

MEMORANDUM TO THE PHILIPSTOWN TOWN BOARD
Re: PHILIPSTOWN DEPOT THEATRE DEVELOPMENT CORPORATION ("PDT")

March 6, 2014
Special Meeting

The PDT Board has nominated Beth Shanahan and Jack Goldstein as additional directors to fill two of the vacancies resulting from the recent increase in the authorized number of directors from 15 to 19. Information about them is attached.

It is proposed that they be elected by the Members (Town Board plus a nominee of the Recreation Commission, Claudio Marzollo, and a nominee of the PDT Board, Steve Ives). The Members meeting will take place immediately before the regular monthly Town Board meeting on March 6.

AGENDA

(Supervisor Shea Presiding):

1. Call to Order
2. Ascertain presence of a quorum (at least 4 of the 7 Members)
3. Election of directors

RESOLVED, that the following persons are elected directors of the corporation each to serve for a term expiring at the Annual Meeting in the year set opposite their names:

Beth Shanahan	2016
Jack Goldstein	2017

VOTE

7. Adjourn

Monthly Town Board Meeting
February 6, 2014

The Town Board of the Town of Philipstown held their Monthly Meeting on the above date at 7:30 p.m., at the Town Hall, 238 Main Street, Cold Spring, New York.

PRESENT:	Richard Shea	Supervisor
	Nancy Montgomery	Councilwoman
	Michael Leonard	Councilman
	David Merandy	Councilman
	John Van Tassel	Councilman

Supervisor Shea opened the meeting with a Salute to the Flag.

Supervisor Shea announced that the Town lost a former Board Member, Al Hosmer, who was a consummate gentleman, a real hard worker on the Board, and a person you could really rely on. He asked for a moment of silence in his memory.

REVIEW OF MINUTES

The Minutes of the Year End Meeting of December 30, 2013, were reviewed.

Councilman Van Tassel made a motion, seconded by Councilwoman Montgomery and unanimously carried, that the Minutes of the Year End Meeting of December 30, 2013, are hereby approved as presented.

The Minutes of the Reorganization Meeting of January 9, 2014, were reviewed.

Councilman Van Tassel made a motion, seconded by Councilman Merandy and unanimously carried, that the Minutes of the Reorganization Meeting of January 9, 2014, are hereby approved as presented.

The Minutes of the Philipstown Depot Theatre Annual Meeting of January 9, 2014, were reviewed.

Councilwoman Montgomery made a motion, seconded by Councilwoman Leonard and unanimously carried, that the Minutes of the Philipstown Depot Theatre Annual Meeting of January 9, 2014, are hereby approved as presented.

The Minutes of the Monthly Town Board Meeting of January 9, 2014, were reviewed.

Councilman Merandy made a motion, seconded by Councilman Leonard and unanimously carried, that the Minutes of the Monthly Town Board Meeting of January 9, 2014, are hereby approved as presented.

The Minutes of the Weekly Town Board Meeting of January 15, 2014, were reviewed.

Councilman Merandy made a motion, seconded by Councilman Leonard and unanimously carried, that the Minutes of the Weekly Town Board Meeting of January 15, 2014, are hereby approved as presented.

COMMITTEE REPORTS

CB – Councilman Leonard reported that he attended the January 14, 2014 meeting. There was one item on the agenda; Alspan LLC, formerly Cybercon, an application for an 8,700 ft. addition. The next meeting will be held on Tuesday February 11, 2014, at 7:30pm.

RECREATION – Councilman Van Tassel reported that he attended the January 27, 2014 meeting, at which time Director Amber Stickle presented the 2013 year-end financial report. Copies are available. He wanted to point out that the Recreation Department came out \$17,000 under budget and on the expense side, fell \$195 short of their projected goals. The spring book is out as of today, and registration will open February 10, 2014. There will be a senior luncheon on February 12, 2014, for which volunteers are needed. The first annual Winter Carnival at the Recreation Center will take place on Saturday February 8, 2014, from 12 noon – 5:00 pm, which is being co-hosted with Hudson Highlands Land Trust. John Maasik and Andy Chmar briefly talked about their part in the Winter Carnival. A schedule of events will be posted at both locations. Mr. Chmar thanked the volunteer fire departments and Joel Conybear for spearheading the event. Volunteers should arrive at 11:00 am at the Recreation Center. Mr. Chmar also announced that sledding would take place at Winter Hill, along with several other events. All activities are free with the exception of the food.

RECYCLING – Councilwoman Montgomery had nothing to report this month.

PLANNING BOARD - Councilman Merandy reported that they met on January 16, 2014. He wanted to welcome Andy Merante back to the board as Chairperson. There were three items on the agenda; Gex site plan, Alspan LLC public hearing, Winter Hill subdivision and gave an inform review of the Hudson Highlands Reserve subdivision. The next meeting is scheduled for February 20, 2014, at the Butterfield library.

ZONING – Councilman Van Tassel reported that he attended the January 13, 2014 meeting at which time a Public Hearing was held for appeal #884, 20 Nazareth Way. The Zoning Board members attended a 2-hour training session on January 28, 2014, at the Town Hall given by AKRF. The Board would like to have another training session in six (6) months. The next meeting will be held on February 10, 2014, at 7:30 pm.

HIGHWAY – Councilman Van Tassel read the report submitted by Highway Superintendent Roger Chirico, which is on file at the Town Clerks office.

Supervisor Shea wanted to follow up on the Manitou Station Road situation - That the Town is committed to work with the County on this and his thanks to Legislator Scuccimarra for her work on the grant. Supervisor Shea stated that the Town might have to put up money to leverage the grant money and if the grant comes in, the Town certainly

wants to support that. Regardless, something has to happen. If the Town gets the grant, they can leverage up to 1 million dollars with \$200,000, which and he feels is a good investment. Hopefully, the grant comes along and the project gets done.

Town Clerk Merando then took the opportunity to thank Roger Chirico and his crew at Highway for the great job they did removing the piles of snow today around the Town Hall.

BUILDING & LAND ACQUISITION – Supervisor Shea said that they signed an insurance claim for the Dahlia House and hopefully the Town will receive something to cover the cost of repairs due to the flood.

COUNTY LEGISLATOR REPORT - Legislator Scuccimarra reported that she was sorry to hear about Al Hosmer, that he was a wonderful Councilman for many years and a wealth of knowledge. She went on to say that at the same time, the County lost David Bruen, the first County Executive.

Legislator Scuccimarra noted that the County is seeking other grants; a \$400,000 grant to reconnect the wetlands and a Countywide grant for culvert reconstruction that they will be able to add to this. The County would be able to include Manitou Station Road in the culvert grant.

There will be a meeting to discuss a permanent location for the Post Office on Tuesday, February 11, 2014, at 7:30 pm, at Haldane in the Music Room. Her idea is that they go into Butterfield, but since it is not here yet, they will look for other locales. In the meantime, the Garrison location is awful. There is not enough parking there and people are parking all over. They are not looking at the adverse effects on the residents and the school. She has spoken to Congressman Maloney's office and he is going to help. Some discussion ensued about the work the Post Office is doing.

Last week the Putnam County Chamber of Commerce held their 4th Annual Trail Blazer Award honoring professionals who made a positive impact on the Putnam business community. She was very happy to attend and to see how many businesses from our communities were honored. The businesses were: Cold Spring Coffee Pantry, The Garrison, Tighrope Interactive, Cathryn's Tuscan Grill, Art to Wear, Roberts Salon, Jaymark, Fresh & Co., Cold Spring Farmers Market and Garrison inaudible.

Another thing that has happened lately is the County Executive has proclaimed 2014 the year of the senior. Putnam has the fastest growing senior population in New York State. It is a year to highlight the seniors and their contribution to our community. Legislator Scuccimarra said that this is a good time to bring attention to Philipstown and tell them that we need more services and help here. The transportation department is working on a whole new schedule, which will include the west side of the County. It will include para transit; take seniors to shopping, doctors visits, shopping, etc. Supervisor Shea asked if this would mean that the Town would be included in a new bus line. Legislator Scuccimarra said "yes." To save money, a new RFP for a new bus company was submitted. The County is still brainstorming and asked if anyone had ideas to please let

Monthly Town Board Meeting
February 6, 2014

her know. She said this should take place within the next few months. They have already been taking veterans back and forth, so now we need to include seniors. We need a lot more help here for our seniors with a facility and menus. Councilwoman Montgomery asked for volunteers to help take seniors around now.

On February 12, 2014, from 7:00 – 9:00 pm, the Hudson Highlands Fjord Planning Charet will take place at the Chalet. They are encouraging people to participate in bringing this vision to reality. The public, from all the municipalities, is asked to provide their ideas.

The last thing Legislator Scuccimarra wanted to talk about was sharing services. Governor Cuomo is hot on consolidation of services and she thinks it is time for the Legislature, Cold Spring, Nelsonville and the Town to sit down to see where we may be able to share services. There may be grant possibilities for this too. Supervisor Shea said that the Town was thinking about this.

**TOWN OF PHILIPSTOWN
MONTHLY REPORT OF TOWN SUPERVISOR
MONIES RECEIVED AS OF FEBRUARY 6, 2014**

GENERAL & PART-TOWN FUNDS

Tax Coll – Gen A – Partial	\$500,000.00
Tax Coll – Butterfield Library – Full pay	276,000.09
Tax Coll – CV Fire	255,199.82
Tax Coll – Phil #1	63,954.01
Tax Coll – NH Fire	723,012.77
Tax Coll – Garr Fire	596,293.92
Tax Coll – Hwy – Partial	200,000.00
Town Clerk Fee – 12/13	410.40
Town Clerk Fee Dogs – 12/13	531.00
Tax Coll – 2013 Misc.	433.67
Justice – 12/13	10,204.00
Justice – 12/13	9,949.00
Bldg Fees – 1/14	8,679.00
Bank Interest	59.40

HIGHWAY FUND

P. C. Gas	1,727.42
P. C. Gas	695.01
Bank Int.	167.09
Gen. Fund Gas	123.19
Gen. Fund Ck Gas	1,346.21
Vazuez Co Drain Oil	44.55

CONTINENTAL VILLAGE WATER DISTRICT

Bank Interest	6.03
Tax Coll Unpaid Water	24,660.00

CONTINENTAL VILLAGE PARK DISTRICT

Bank Interest	25.71
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AGENDA

- 1. Resolution awarding the 9' Steel Dump Body/Plow & Sander to Hudson River Truck & Trailer of 12 Commerce St., Ext. Poughkeepsie, New York, for the total cost of \$18,261.00 "Nunc Pro Tunc"**

RESOLUTION #-2014

The following Resolution was presented by Councilman Van Tassel, seconded by Councilman Merandy and unanimously carried;

RESOLVED, that the Town Board hereby awards the 9' Steel Dump Body/Plow & Sander to Hudson River Truck & Trailer of 12 Commerce St., Ext., Poughkeepsie, New York for the total cost of \$18,261.00 "Nunc Pro Tunc."

- 2. Resolution to re-appoint the following to the Philipstown Planning Board for a four (4) year term:**

Anthony Merante	Planning	4-year term expiring March 31, 2018
Neal Zuckerman	Planning	4-year term expiring March 31, 2018

RESOLUTION #-2014

The following Resolution was presented by Councilman Leonard, seconded by Councilman Merandy and unanimously carried;

RESOLVED, that Anthony Merante is re-appointed to the Philipstown Planning Board for a four (4) year term expiring March 31, 2018.

RESOLUTION #-2014

The following Resolution was presented by Councilman Merandy, seconded by Councilwoman Montgomery and unanimously carried;

RESOLVED, that Neal Zuckerman is re-appointed to the Philipstown Planning Board for a four (4) year term expiring March 31, 2018.

- 3. Resolution to re-appoint the following to the Philipstown Conservation Board for a two (2) year term:**

Eric Lind	C Board	2-year term expiring March 3, 2016
Andrew Galler	C Board	2-year term expiring March 3, 2016
Robert Repetto	C Board	2-year term expiring March 3, 2016
Mark Galezo	C Board	2-year term expiring March 3, 2016

RESOLUTION #-2014

The following Resolution was presented by Councilman Leonard, seconded by Councilman Merandy and unanimously carried;

RESOLVED, that the following are re-appointed to the Philipstown Conservation Board for a two (2) year term:

Eric Lind	C Board	2-year term expiring March 3, 2016
Andrew Galler	C Board	2-year term expiring March 3, 2016
Robert Repetto	C Board	2-year term expiring March 3, 2016
Mark Galezo	C Board	2-year term expiring March 3, 2016

4. Resolution re-appointing the following residents to the Philipstown Continental Village Park District:

Tony Galfano	467 Sprout Brook Road	Garrison, NY
Ken Gonsalves	4 Evans Knoll	Garrison, NY
Fred Romer	26 Schuyler Lane	Garrison, NY

RESOLUTION #-2014

The following Resolution was presented by Councilman Van Tassel, seconded by Councilwoman Montgomery and unanimously carried;

RESOLVED, that the following are re-appointed to the Philipstown Continental Village Park District:

Tony Galfano	467 Sprout Brook Road	Garrison, NY
Ken Gonsalves	4 Evans Knoll	Garrison, NY
Fred Romer	26 Schuyler Lane	Garrison, NY

5. Discussion with regard to Grassi Lane, Garrison, New York.

Diane Travis was there to discuss the issue associated with the private road she and other residents have with the Cold Spring Post Office moving to the Garrison location. She stated that, because the Town could not make a decision on the Butterfield project, the residents are being inconvenienced. Supervisor Shea explained that Butterfield was not a Town issue, but a Village of Cold Spring one. Ms. Travis said that Grassi Lane is a private road and the residents pay for all the maintenance of the road, and noted that the Post Office has been using the road as a parking lot and turn-around and have created two driveways onto their road. All this traffic is causing damage. No one has come to them to make any offer to help maintain the road. People park on the road to go into the post office making it difficult to get in and out of their own road. They are very frustrated and need help in resolving these issues. No one in any government entity has contacted them about how this is going to impact the residents of this road. The landlord of the property has never come to them either. Supervisor Shea remarked that the Town was the only municipality that was decisive on the Butterfield project by committing to the plan several years ago. He would like to offer the Town's assistance to help her immediately since there is obviously a problem. He will meet with the Building Department tomorrow to see what can be done and if the Town would have to take legal action on the residents' behalf.

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Ms. Travis stated that she did send a letter to the sheriff's department asking for help because of the traffic issues.

6. Code Enforcement Report

Town Clerk Merando read the report submitted by the Code Enforcement Officer, Kevin Donohue. Copy of which is on file in the Town Clerks Office.

Town Clerk Merando had one more item, which was a request for a resolution to advertise for bidders for #2 fuel oil bulk deliveries on an as-needed basis for the year 2014 for the Claudio Marzollo Community Center. A discussion ensued with regard to #2 fuel oil for Recreation. Supervisor Shea asked the Town Clerk to advertise for bidders for #2 fuel oil bulk deliveries. Supervisor Shea requested that it be advertised in the PCNR and the Poughkeepsie Journal.

RESOLUTION #-2014

The following Resolution was presented by Councilman Van Tassel, seconded by Councilwoman Montgomery and unanimously carried;

RESOLVED, that the Town Board hereby authorizes Town Clerk Merando to advertise for bidders for #2 fuel oil bulk deliveries on an as-needed basis for the year 2014, for the Claudio Marzollo Community Center.

7. Schedule Workshop/Meetings

February 13, 2014 7:30 pm	Workshop to discuss alternative energy, RFP
February 19, 2014 7:00-9:00 pm	Interviews – PB, CB, BAR
February 20, 2014 7:00-9:00 pm	Interviews – PB, CB, BAR

Supervisor Shea asked that Town Clerk Merando advertise for persons interested in serving on a Comprehensive Plan Committee.

RESOLUTION #-2014

The following Resolution was presented by Councilwoman Montgomery, seconded by Councilman Van Tassel and unanimously carried;

RESOLVED, that the Town Board authorizes Town Clerk Merando to advertise for individuals interested in serving on a Comprehensive Plan Review Committee.

8. Any other business that may come before the Town Board.

Supervisor Shea asked the members of the Town Board, "Is it the feeling of the Board to move ahead with entertaining alternative energy systems including wind energy?" Councilman Leonard said they could obviously prepare some discussion points to go over the current moratorium, as well as other conditions, and then get an idea of the scope. Supervisor Shea said that he agrees with that and that we should be interested in alternative energy. He believes that the discussion should be driven by the availability of wind. There are areas that are identified on a map. It would be helpful to also discuss solar energy so that it does not have to be revisited later. Councilwoman Montgomery felt that each one needed to be addressed individually. Supervisor Shea agreed. The Town Board will have discussions first to set some parameters. A workshop will be scheduled for February 13, 2014, at Town Hall at 7:30pm.

AUDIENCE

Andy Chmar asked if the Town Board had received an invitation for the Hudsonia Biodiversity Training, which is a 6-month course and doesn't cost anything. Previously it was a 9-month course and the groups met once a month then examined an area. The training course is for Town Boards, Planning Boards, Conservation Commission, Watershed Counsels and others directly involved in environmental reviews. Applications are due by March 3rd and training will begin in April. Mr. Chmar is encouraging Philipstown and its various boards to be involved in this training.

VACANCIES

Recreation Commission (1)
Planning Board (1)
Conservation Board (1)
Board of Assessment Review (1)
CV Park District Advisory Committee (3)
CV Water District Advisory Committee (3)

APPROVAL OF VOUCHERS

Councilwoman Montgomery made a motion, seconded by Councilman Van Tassel and unanimously carried that the General Vouchers in the amount of \$277,266.86 approved as set forth in Abstract 2.

Councilman Van Tassel made a motion, seconded by Councilman Merandy and unanimously carried that the Highway Vouchers in the amount of \$ 83,548.37 are hereby approved as set forth in Abstract 2.

Councilwoman Montgomery made a motion, seconded by Councilman Leonard and unanimously carried that the CVPD Vouchers in the amount of \$2,796.31 are hereby approved as set forth in Abstract 2.

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Councilman Leonard made a motion, seconded by Councilman Merandy and unanimously carried that the CVWD Vouchers in the amount of \$11,606.34 are hereby approved as set forth in Abstract 2.

There being no further business to discuss, Councilwoman Montgomery made a motion, seconded by Councilman Van Tassel to close the Town Board Monthly Meeting at 9:00pm.

Respectfully submitted by,

Theresa Crawley
Deputy Town Clerk

Weekly Town Board Meeting
February 19, 2014

The Town Board held their Weekly Meeting on the above date at 7:00 p.m., at the Town Hall, 238 Main Street, Cold Spring, New York 10516.

PRESENT

Richard Shea	Supervisor
John Van Tassel	Councilman
Dave Merandy	Councilman
Michael Leonard	Councilman

ABSENT:

Nancy Montgomery	Councilwoman
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1. Resoltuion authorizing Supervisor Shea to sign the Cash Bond Agreement between Ryan Bozsik and the Town of Philipstown.

RESOLUTION #

WHEREAS, the Town of Philipstown Planning Board has approved a residential subdivision plat entitled "Final Subdivision Plat of Lands of Carlson Construction Management Company, Inc." dated July 1, 2004 and filed in the Office of the Putnam County Clerk on May 4, 2009 as Filed Map No. 3090 and 3090A; and

WHEREAS, the subdivision proposed certain infrastructure improvements, particularly a private roadway called "Carlson Court"; and

WHEREAS, pursuant to Town Law §277(9) a bond was posted for construction of Carlson court; and

WHEREAS, the said bond lapsed before the construction of Carlson Court was completed; and

WHEREAS, the owners of the five lots in the subdivision wish to obtain Building Permits and Certificates of Occupancy for the lots within the subdivision; and

WHEREAS, the Town has estimated the completion costs for the road at \$10,000, which if divided among the existing lots results in a ratable share of \$2,000 each; and

WHEREAS, Ryan Bozsik, the record owner of Lot 4 in the subdivision has tendered a proposed roadway improvement bond in the amount of \$2,000, which has been reviewed by the town's Attorney and found to be acceptable as to form;

NOW, THEREFORE, BE IT RESOLVED as follows:

1. That the Town Board does hereby approve the road improvement bond proposed for Lot No. 4 in the subdivision;

Weekly Town Board Meeting
February 19, 2014

2. Upon submission of a duly executed copy of the bond and deposit of \$2,000 with the Town Clerk, the Town Clerk is authorized and directed to accept the same for filing and escrow;
3. Upon filing of the bond and deposit of the funds with the Town Clerk, the Town Building Inspector is authorized and directed to issue such land approvals for Lot No. 4 as the finds are warranted, including a Certificate of Occupancy; and
4. Pursuant to Town Law §277 (9) (d) in the event that the roadway improvements are not completed within three (3) years, the town reserves the right to call this and any other undertakings posted for such improvements.

Councilman Merandy presented the foregoing resolution which was seconded by Councilman Leonard;

The vote on the foregoing resolution was as follows:

Nancy Montgomery, Councilwoman, voting	ABSENT
Michael Leonard, Councilman, voting	AYE
John Van Tassel, Councilman, voting	AYE
David Merandy, Councilman, voting	AYE
Richard Shea, Supervisor, voting	AYE

Resolution was thereupon adopted.

Immediately following the Town Board conducted interviews and excused the Town Clerk at 7:05 p.m.

Respectfully submitted by,

Tina M. Merando
Town Clerk

Weekly Town Board Meeting
February 26, 2014

The Town Board held their Weekly Meeting on the above date at 7:30 p.m., at the Town Hall, 238 Main Street, Cold Spring, New York 10516.

PRESENT

Richard Shea	Supervisor
John Van Tassel	Councilman
Nancy Montgomery	Councilwoman
Michael Leonard	Councilman

ABSENT:

Dave Merandy	Councilman
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AGENDA

1. Resolution appointing Max Garfinkle as a member of the Conservation Board, filling the vacancy left by Michael Leonard, whose term expires March 3, 2015.

RESOLUTION #

The following Resolution was presented by Councilman Leonard, seconded by Councilman Van Tassel and unanimously carried;

RESOLVED, that the Town Board hereby appoints Max Garfinkle as a member of the Conservation Board, filling the vacancy left by Michael Leonard, whose term will expire March 3, 2015.

2. Resolution appointing Joseph Giachinta as a member of the Planning Board, filling the vacancy left by Michael Leonard, whose term expires March 31, 2017.

RESOLUTION #

The following Resolution was presented by Councilman Van Tassel, seconded by Councilwoman Montgomery and unanimously carried;

RESOLVED, that the Town Board hereby appoints Joseph Giachinta as a member of the Planning Board, filling the vacancy left by Michael Leonard, whose term will expire March 31, 2017.

3. Resolution accepting the resignation of Kerry Meehan from the Planning Board, effective February 28, 2014.

RESOLUTION #

The following Resolution was presented by Councilwoman Montgomery, seconded by Councilman Van Tassel and unanimously carried;

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RESOLVED, that the Town Board regrettfully accepts the resignation of Kerry Meehan from the Philipstown Planning Board, effective February 28, 2014.

4. Resolution appointing David Hardy as a member of the Planning Board, filling the vacancy left by Kerry Meehan, whose term expires March 31, 2015.

RESOLUTION #

The following Resolution was presented by Councilman Leonard, seconded by Councilman Van Tassel and unanimously carried;

RESOLVED, that the Town Board hereby appoints David Hardy as a member of the Planning Board, filling the vacancy left by Kerry Meehan, whose term expires on March 31, 2015.

5. Resolution authorizing Town Clerk Merando to advertise for bidders for Architectural Services for the renovations to the Town Hall and the Dahlia House.

RESOLUTION #

The following Resolution was presented by Councilman Van Tassel, seconded by Councilwoman Montgomery and unanimously carried;

RESOLVED, that the Town Board hereby authorizes Town Clerk Merando to advertise for bidders for Architectural Services for the renovations to the Town Hall and the Dahlia House.

Informal session with the Village Board to discuss consolidation of the Building Departments.

Town Clerk Merando was excused from the meeting at 7:36 p.m.

Respectfully submitted by,

Tina M. Merando
Town Clerk

2013 AMBULANCE COMPANY SERVICE CERTIFICATION FORM

SERVICE AWARD PROGRAM

Town of Philipstown
Garrison Volunteer Ambulance Corps.

Deadline: 2/1/2014

Instructions

New York State General Municipal Law requires that the list of members of the Ambulance Company indicating those who earned a year of service credit during 2013, those that did not earn a year of credit in 2013, those who were granted prior service credit (years of service credit earned prior to the program's effective date) in 2013, and those who waived participation must be certified under oath by the President, Secretary and Chief (or comparable officers). Once complete, the 2013 Data Request Package should be sent to the Town of Philipstown for approval.

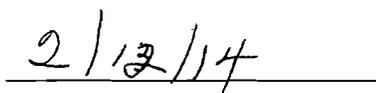
Certification

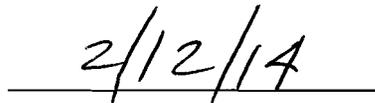
We certify under oath the attached is a list that includes all 2013 Active Members of the Ambulance Company and indicates the points earned by each volunteer in accordance with the Service Award Program Point System which will be used to determine who will be credited with a year of service for calendar 2013. We also certify that the years of prior service credit shown was earned during 2013 by Active Members of the Ambulance Company, and has been prepared in accordance with the provisions of the Service Award Program.

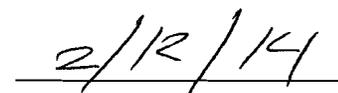

Ambulance Co. President


Ambulance Co. Secretary


Ambulance Co. Chief


Date Signed


Date Signed


Date Signed

2013 SPONSOR APPROVAL FORM

SERVICE AWARD PROGRAM

Town of Philipstown

Garrison Volunteer Ambulance Corps.

Deadline: 3/1/2014

Instructions

This form is to be signed by either the clerk with a copy of the certified resolution attached OR by all members of the Town of Philipstown governing board once the volunteer ambulance worker Service Award Program certified points listing has been reviewed and approved by the Board. Once this form has been completed, the entire Data Request Package should be returned to the Ambulance Company so that the list can be posted for at least 30 days as required by New York State Law.

Approval

By resolution of the Town of Philipstown governing board, they approved the Service Award Program list of all 2013 volunteer ambulance workers of the Garrison Volunteer Ambulance Corps.. Attached is a certified copy of the resolution.

X

Clerk

Date Signed

----- OR -----

The Town of Philipstown herein approves the volunteer ambulance worker Service Award Program list of all 2013 active volunteer ambulance workers of the Ambulance Company.

Governing Board Member

Date Signed

2013 SPONSOR AUTHORIZATION FORM

SERVICE AWARD PROGRAM

Town of Philipstown

Garrison Volunteer Ambulance Corps.

Deadline: **5/1/2014**

Instructions

This form is to be signed by the Supervisor of the Town of Philipstown after the 2013 ambulance worker service listing has been posted for at least 30 days, as certified by the completion of the 2013 Ambulance Company Posting Certification Form. Please sign and return the ENTIRE 2013 DATA REQUEST PACKAGE to:

Penflex, Inc.
50 Century Hill Drive, Suite #3
Latham, NY 12110

Authorization

I hereby authorize Penflex, Inc. to use the data herein submitted about active volunteer ambulance worker Service Award Program 2013 records. I understand this data will be used to determine the funding requirements of the Service Award Program, the eligibility of persons to be paid Service Award Program cash benefits, and the amount of benefits to be paid to such persons. I understand that if any of the 2013 administrative services provided by Penflex, Inc. must be redone due to errors in the data herein submitted that there may be an additional charge payable by the program sponsor. I further understand that Penflex, Inc. will not be liable for any errors in the calculation of the amounts due or payable from the Service Award Program Trust Fund which is the direct result of an error or errors in the data submitted herein.

Signature
Supervisor
Town of Philipstown

Date Signed

2013 VOLUNTEER AMBULANCE WORKER SERVICE AWARD PROGRAM RECORDS
Town of Philipstown

Garrison Volunteer Ambulance and First Aid Squad, Inc.

#	Last Name	First Name	MI	Date of Birth	Accrued Service Credit	Prior Service Credit in 2013	2013 Points Earned	Prior Service Mailing Address 1	Mailing Address 2	Program Status
1	Albertson	Denise	H.	8/11/1969	3	N/A	<u>50</u>	31Canada Hill Drive	Garrison, NY 10524	Active
2	Arceo	Louis	M.	3/3/1947	18	N/A	<u>50</u>	24 Allen Drive	Garrison, NY 10524	Active
3	Arceo	Mary	T.	1/16/1945	18	N/A	<u>11</u>	24 Allen Drive	Garrison, NY 10524	Active LEFT/RESIGNED
4	Bohl	Sandra	J.	2/24/1962	3	N/A	<u>52</u>	PO Box 38	Garrison, NY 10524	Active
5	Calhoun	Marie		4/30/1937	9	N/A	<u>0</u>	241 South Highland Road	Garrison, NY 10524	Active
6	Cashman	David		5/4/1960	7	N/A	<u>26</u>	4 Steuben Road	Garrison, NY 10524	Active
7	Catalano	Eileen		12/2/1971	2	N/A	<u>0</u>	6 Mountain Drive	Garrison, NY 10524	Active
8	Christy	Georgia		7/27/1965	6	N/A	<u>0</u>	17B Garrison Landing	Garrison, NY 10524	Active
9	Cotic	Sandra	A.	10/12/1961	6	N/A	<u>0</u>	155 Old West Point Rd. E.	Garrison, NY 10524	Active
10	Fry	Thomas	L.	8/27/1991	1	N/A	<u>2</u>	4 Dry Pond Road	Cold Spring, NY 10516	Active
11	Godbee	Mack	M.	4/4/1961	0		<u>59</u>	1001 Garfield Avenue	Peekskill, NY 10566	Active
12	Hansler	Robert	T.	10/7/1951	3	N/A	<u>0</u>	3 Meadow Lane	Garrison, NY 10524	Active LEFT/RESIGNED
13	Herminghouse	Justin		8/12/1969	16	N/A	<u>31</u>	44 Upland Drive	Garrison, NY 10524	Active

Note: Date of Birth must be p

**2013 VOLUNTEER AMBULANCE WORKER SERVICE AWARD PROGRAM RECORDS
Town of Philipstown**

Garrison Volunteer Ambulance and First Aid Squad, Inc.

#	Last Name	First Name	MI	Date of Birth	Accrued Service Credit	Prior Service Credit in 2013	2013 Points Earned	Prior Service Mailing Address 1	Mailing Address 2	Program Status
14	Hubbard	Gordon	C.	1/20/1969	5	N/A	<u>50</u>	7 Deborah Drive	Westhampton Beach, NY 11978	Active
15	Irish	Kyle	M.	10/12/1967	18	N/A	<u>56</u>	101 Travis Corners Road	Garrison, NY 10524	Active
16	Kay	Lisa		2/14/1980	2	N/A	<u>0</u>	P.O. Box 194	Garrison, NY 10524	Active
17	Lilburne	David	D.	12/29/1953	18	N/A	<u>50</u>	29 Garrisons Landing	Garrison, NY 10524	Active
18	Loisele	Patricia		12/1/1958	4	N/A	<u>50</u>	492 Sprout Brook Road	Garrison, NY 10524	Active
19	Lombardo	Louis	A.	7/16/1941	18	N/A	<u>57</u>	P.O. Box 183, 1988 Route 9	Garrison, NY 10524	Active
20	McEvoy	Daniel		8/8/1960	7	N/A	<u>8</u>	37 Moog Road	Garrison, NY 10524	Active
21	Morzello	Tom		8/29/1965	1	N/A	<u>1</u>	12 Morris Road	Garrison, NY 10524	Active
22	Prescott	Murray	A.	11/5/1937	3	N/A	<u>0</u>	19 Garrisons Landing	Garrison, NY 10524	Active
23	Smith	Patti	M.	10/1/1943	4	N/A	<u>2</u>	11 Black Diamond Hill	Garrison, NY 10524	Active
24	Smith	William	E.	3/1/1948	4	N/A	<u>0</u>	11 Black Diamond Hill	Garrison, NY 10524	Active
25	Stokes	Paul	R.	11/23/1966	1	N/A	<u>61</u>	PO Box 124	Wappingers Falls, NY 12590	Active
26	Swartzwelder	Christina	E.	2/25/1986	1	N/A	<u>0</u>	18 S. Highland Road	Putnam Valley, NY 10579	Active

Note: Date of Birth must be pr

2013 VOLUNTEER AMBULANCE WORKER SERVICE AWARD PROGRAM RECORDS
Town of Philipstown

Garrison Volunteer Ambulance and First Aid Squad, Inc.

#	Last Name	First Name	MI	Date of Birth	Accrued Service Credit	Prior Service Credit in 2013	2013 Points Earned	Prior Service Mailing Address 1	Mailing Address 2	Program Status
27	Tiffany-Miller	Gabriel	E.	11/24/1992	3	N/A	<u>50</u> ALL MILITARY	42 Dicks Castle Road	Garrison, NY 10524	Military Lve '12-__
28	Tudor	Rodney	A.	9/19/1965	3	N/A	<u>50</u>	28 Lovell Lane; P.O. Box 423	Garrison, NY 10524	Active
29	Tudor, Jr.	Derek	J.	6/13/1961	17	N/A	<u>92</u>	54 Winston Lane	Garrison, NY 10524	Active
30	Tudor, Sr.	Derek	J.	3/18/1937	8	N/A	<u>50</u>	33 Lovell Lane	Garrison, NY 10524	Active
31	Heintz	Venetia		7/8/1937	12	N/A	N/A	1224 Old Albany Post Road	Garrison, NY 10524	Entitled 10/2006
* Note: Not eligible to earn points, please update address or notify of death only *										
32	Volpe	Joseph		4/13/1951	11	N/A	N/A	35 Ellsworth Avenue	Harrison, NY 10528	Entitled 1/2008
* Note: Not eligible to earn points, please update address or notify of death only *										
33	Berkery	April		8/28/1973	8	N/A	_____	10424 Maverick Street	New Port Richey, FL 34654	Vested/Inactive 2007
34	Rimm	William		10/7/1979	9	N/A	_____	37 Arden Drive	Garrison, NY 10524	Vested/Inactive 2007

Note: Date of Birth must be pre

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**TOWN OF PHILIPSTOWN
CONSERVATION BOARD
2013 ANNUAL REPORT**

In 2013 the CB held five regularly scheduled public meetings and zero special public meetings. Six applications were evaluated. Six permits were granted. Zero permits were denied. Two reports were written and submitted to the Planning Board. One report was written and submitted to the Zoning Board of Appeals. The CB members visited all of the applicant sites to assist in the decision making process, minimize environmental impacts and generate practical permit requirements.

A summary of the applications and their status are attached

Report prepared by Tina Andress- Landolfi
Conservation Board Secretary

received
2/24/14

JANUARY 8, 2013

NO MEETING HELD					
NO AGENDA ITEMS					

FEBRUARY 12, 2013

NEILL, RICHARD	621 ROUTE 9D	WETLAND INSPECTOR	PIPE AN INTERMITTENT STREAM	WETLAND /ASSOCIATED BUFFER	GRANTED
FRIARY AT GRAYMORE	TM # 82.-2-41	PLANNING BOARD	NEW CONSTRUCTION	STEEP SLOPE	REPORT SUBMITTED
LYONS REALTY	TM # 17.-1-76.11	PLANNING BOARD	SUBDIVISION	STEEP SLOPE	MORE INFORMATION NEEDED

MARCH 12, 2013

BAKER, DAVID	TM# 71.-2-20 352 ROUTE 403	WETLAND INSPECTOR	INSTALL POOL AND RECONSTRUCT RETAINING WALL	WETLAND /ASSOCIATED BUFFER	MORE INFORMATION NEEDED
GLEICK, JAMES	TM# 82.-1-42.1	ZONING BOARD OF APPEALS	INSTALL RESIDENTIAL WIND TURBINE	NONE	REPORT SUBMITTED
LYONS	TM#17.-1-76.11	PLANNING BOARD	SUBDIVISION	STEEP SLOPE	REPORT SUBMITTED

APRIL 9, 2013

APPLICANT NAME	ADDRESS / A/P#	PERM. AUTH.	ACTIVITY	PERMITS	STATUS
DAVID AND SUZANNE WEINPHAL	TM# 27.6-1-1 88 FOUNDRY POND	WETLANDS INSPECTOR	INSTALL POOL AND RELATED ACTIVITIES	WETLAND/ ASSOCIATED BUFFER	PERMIT GRANTED

MAY 14, 2013

APPLICANT NAME	ADDRESS / A/P#	PERM. AUTH.	ACTIVITY	PERMITS	STATUS
DOUG BANKER	TM# 81.-1-27.2 43 KINGS DOCK RD	WETLANDS INSPECTOR	CLEARING INVASIVE VEGITATION	WETLAND/ ASSOCIATED BUFFER	PERMIT GRANTED
BAKER	TM# 71.-2-20 352 ROUTE 403	WETLANDS INSPECTOR	RECONSTRUCT RETAINING WALL AND INSTALL POOL	WETLAND/ ASSOCIATED BUFFER	PERMIT GRANTED
INDIAN BROOK LLC	TM# 50.-2-17.3 3063 ROUTE 9	WETLANDS INSPECTOR	INSTALL DRIVEWAY	WETLAND/ ASSOCIATED BUFFER	PERMIT GRANTED

JUNE 11, 2013

NO MEETING HELD
NO AGENDA ITEMS

JULY 9, 2013

NO MEETING HELD
NO AGENDA ITEMS

AUGUST 13, 2013

NO MEETING HELD
BOARD SCHEDULED TO NOT MEET/ VACATION

SEPTEMBER 10, 2013

APPLICANT	PROJECT	APPLICANT TITLE	PROJECT DESCRIPTION	STATUS	
ELIZABETH ANDERSON	TM# 71.-2-17	WETLANDS INSPECTOR	INSTALL POOL HOUSE/ REMOVE AND GRADE SOIL	WETLAND/ ASSOCIATED BUFFER	GRANTED

OCTOBER 8, 2013

NO MEETING HELD
NO AGENDA ITEMS

NOVEMBER 12, 2013

NO MEETING HELD

NO AGENDA ITEMS

DECEMBER 17, 2013

NO MEETING HELD

CANCELLED DUE TO SNOW STORM



Donald H. MacDonald, HISTORIAN
(VILLAGE OF COLD SPRING / TOWN OF PHILIPSTOWN)

72 Main Street
Cold Spring, New York 10516 - 3016
Tel. No. (914) 265-2756
345

February 24, 2014

Mrs. Tina Merando:
Town Clerk,
Philipstown Town Hall,
238 Main Street,
Cold Spring,
New York 10516-3016

Dear Tina,

Please be informed of resignations from both my positions of "Municipal Historian for the Town of Philipstown", and for the "Village of Cold Spring," on March 15, 2014.

Serving my Village and Town in so satisfying and interesting fashion has proven an endeavor of warm, personal regard, while assisting in further perpetuation of our county, town and village historical attributes.

Thanking all of you for supporting and strengthening efforts toward making more visible, and enduring, our region's contributions to her treasured local and national history, I shall remain always,

Respectfully,

Don

Don H. MacDonald

c. c.:

- Phil. Super.
- C. S. Mayor.
- Nels. Mayor
- Put. Hist. Mus.
- Put. C'ty. Hist.

received
2/26/14 *Don*



Town Clerk <townclerk@philipstown.com>

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Bid Opening

2 messages

Town Clerk <townclerk@philipstown.com>
To: Stephen Gaba <sgaba@drakeloeb.com>

Mon, Feb 24, 2014 at 2:36 PM

Good afternoon, Mr. Gaba,

Just had a bid opening for #2 Bulk Fuel Oil for Recreation. Don't know if the bid is okay as the bidder changed the wording on the Bid Form from New York Barge Resell Price and put in "Newburgh Global/Inv" (invoice?), which I've attached a copy of. Please advise if this change voids the bid.

Thanks,
Joan

--
Tina M. Merando
Town Clerk
Town of Philipstown
238 Main St.
Cold Spring, NY 10516

TEL: 845-265-3329
FAX: 845-265-3958

 **2-24 Bulk Fuel Oil Bid.pdf**
63K

Stephen Gaba <sgaba@drakeloeb.com>
To: Town Clerk <townclerk@philipstown.com>

Tue, Feb 25, 2014 at 3:14 PM

Hi Joan,

The NY Barge Resell Price (which our request for bids requires) is a Journal of Commerce standard posting price. Bids that use a different base price are nonconforming and should be rejected.

Wilson Oil's bid does not quote the NY Barge Resell Price but, instead, merely states Wilson's cost to buy oil from Global at the Newburgh terminal. So, Wilson's bid is nonconforming and should be rejected. If Wilson was the only bidder, the Town should re-bid the matter.

If you have any questions let me know.

AMENDED RESOLUTION APPROVING BOND

WHEREAS, the Town of Philipstown Planning Board has approved a residential subdivision plat entitled "Final Subdivision Plat of Lands of Carlson Construction Management Company, Inc." dated July 1, 2004 and filed in the Office of the Putnam County Clerk on May 4, 2009 as Filed Map No. 3090 and 3090A; and

WHEREAS, the subdivision proposed certain infrastructure improvements, particularly a private roadway called "Carlson Court"; and

WHEREAS, pursuant to Town Law §277(9) a bond was posted for construction of Carlson Court; and

WHEREAS, the said bond lapsed before the construction of Carlson Court was completed; and

WHEREAS, the owners of the five lots in the subdivision wish to obtain Building Permits and Certificates of Occupancy for the lots within the subdivision; and

WHEREAS, the Town has estimated the completion costs for the road at \$10,000, which divided among the existing lots results in a ratable share of \$2,000 each; and

WHEREAS, Ryan Bozsik, the record owner of Lot 4 in the subdivision has tendered a proposed roadway improvement bond in the amount of \$2,000, which has been reviewed by the Town's Attorney and found to be acceptable as to form;

NOW, THEREFORE, BE IT RESOLVED as follows:

1. That the Town Board does hereby approve the road improvement bond proposed for Lot No. 4 in the subdivision;

2. Upon submission of a duly executed copy of the bond to the Town Clerk and deposit of \$2,000 with the Town Comptroller, the Town Clerk is authorized and directed to accept the said bond for filing and the Town Comptroller is authorized to accept the said funds for escrow;

3. Upon filing of the bond and deposit of the funds with the Town Clerk, the Town Building Inspector is authorized and directed to issue such land approvals for Lot No. 4 as he finds are warranted, including a Certificate of Occupancy; and

4. Pursuant to Town Law §277(9)(d) in the event that the roadway improvements are not completed within three (3) years, the Town reserves the right to call this and any other undertakings posted for such improvements.

_____ presented the foregoing resolution which was seconded by _____,

_____The vote on the

Nancy Montgomery, Councilwoman, voting_____

Michael Leonard, Councilman, voting_____

John VanTassel, Councilman, voting_____

David Merandy, Councilman, voting_____

Richard Shea, Supervisor, voting_____

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ALLEN BEALS, M.D., J.D.
Commissioner of Health



MARYELLEN ODELL
County Executive

ROBERT MORRIS, P.E., MPH
Director of Environmental Health

DEPARTMENT OF HEALTH

1 Geneva Road, Brewster, New York 10509

Phone # (845) 808-1390 Fax # (845) 278-7921

Letter of Intent

I, **Richard Shea, Town of Philipstown Supervisor**, acting on behalf of the Town of Philipstown, 238 Main Street, Cold Spring, New York 10516, agree to provide the following service (s) to Putnam County by and through its Department of Health.

The Town of Philipstown will allow the use of the "town side" of the town owned VFW Building located on Kemble Avenue, Cold Spring on the 3rd Friday of every 3rd month for the Putnam County Department of Health WIC (Women, Infants & Children) Clinic program. A \$25.00 rental fee will be charged for each use.

The rental dates for 2014 are scheduled as follows:

January 17th, April 18th, July 18th and October 17th

Budget Lines: WIC 10408200 54447 \$100.00 annually

Max Comp to be paid: \$ 100.00 annually

The term of this agreement will commence on **January 1, 2014 and will terminate on December 31, 2015**, unless otherwise terminated.

The **Town of Philipstown** agrees that they will at all times faithfully, industriously and to the best of their ability, experience and talents perform all of the duties that maybe required of and from them pursuant to express and implicit terms hereof, to the reasonable satisfaction of the County. Any failure to provide such service or substitution of services will be deemed breach of this agreement and agreement may be terminated without notice.

For services rendered, payment will be made upon submission of a Putnam County Voucher along with a detailed itemized invoice on the vendor's letter head. All required insurance documents and paperwork shall be submitted prior to commencement of work and kept up to date.

Signed by: _____ Date: _____

2014 WIC Cold Spring Schedule

January 17

April 18

July 18

October 17

ALLEN BEALS, M.D., J.D.
Commissioner of Health



MARYELLEN ODELL
County Executive

ROBERT MORRIS, P.E., MPH
Director of Environmental Health

DEPARTMENT OF HEALTH

1 Geneva Road, Brewster, New York 10509

Phone # (845) 808-1390 Fax # (845) 278-7921

TO: All Putnam County Health Department Vendors
FROM: Jane Meunier-Gorman, Contract/Agreement Administrator
DATE: November 19, 2013
RE: New Vendor Agreement Process

I have great news to share with you. We finally got permission to streamline the process of initiating an agreement with you as a vendor of the Putnam County Health Department.

Instead of going thru the lengthy time consuming process of awaiting all of the signatures that were needed in the past, we now have a shortened process.

To initiate an agreement with the Putnam County Health Department please read, sign and date the attached letter of intent which details the services which you will be providing; the duration of time which this agreement shall be in place (which is now mostly a 2 year agreement) and the budgetary information as set forth by the Putnam County Health Department.

Please submit all applicable updated/current insurance certificates, W9, Affidavit of Compliance, vendor information and an applicable schedule "A" description of fees if warranted. Please note, your insurance information must be kept up to date for payments to be made.

Once all paperwork is returned signed and dated, and I have reviewed it, you are able to start your services for the County. For payments, please submit on your own invoice or letterhead a detailed accounting of the services provided, date, and duration etc. along with a signed County voucher to the fiscal office for processing.

Should you have any questions or concerns, please feel free to contact me at (845) 808-1390 ext. 43153.

ALLEN BEALS, M.D., J.D.
Commissioner of Health



MARYELLEN ODELL
County Executive

ROBERT MORRIS, P.E., MPH
Director of Environmental Health

DEPARTMENT OF HEALTH

1 Geneva Road, Brewster, New York 10509

Phone # (845) 808-1390 Fax # (845) 278-7921

Dear Vendor,

Please find attached a "Agreement Prep Packet" which requires completion to initiate a "Services Agreement" with Putnam County Department of Health. Please contact your insurance company as soon as possible to obtain the necessary insurance documents and workers compensation/disability paperwork. Before the agreement process is initiated, all of the below required documents must be submitted back to this department.

In this packet, you will find the following:

- A Vendor Information Sheet
- Blank Affidavit of Compliance re: lawful hiring of employees
- Blank W-9 Taxpayer Identification Number Certification
- Summary of Insurance Requirements
- Mandatory Clauses for Insurance Requirements
- Directions to obtain Certification of Attestation of Exemption for WC/DB
- Letter of Intent

Please submit the following back to this department as a complete packet:

NOTE: All contractor information must be written exactly the same on each document.

- Completed Vendor Information Sheet
- Completed / notarized Affidavit of Compliance
- Completed / Signed & Dated W-9 Taxpayer Id Certification
- All applicable insurance documents – General, Professional & Auto liability.
Be sure to include "Putnam County as additionally insured" for General Liability and the Certificate Holder is listed as County of Putnam, Att: Risk Manager/Law Dept.
- Applicable workers compensation/disability documents
- Applicable Schedule "A" if needed to show description of services to be provided or chargeable fees
- Signed and dated Letter of Intent

Once the above is completed, return all applicable documents to me. Once all paper work is approved, I will forward to you blank Putnam County vouchers which must accompany your detailed invoice for services provided for submission of requests for payment. Agreements will be in place for services for up to two (2) years unless otherwise specified. If you have any questions, please feel free to contact me at (845) 808-1390 ext. 43153 or email me at Jane.Meunier@Putnamcountyny.gov.

Sincerely,

Jane Meunier-Gorman

ALLEN BEALS, M.D., J.D.
Commissioner of Health



MARYELLEN ODELL
County Executive

ROBERT MORRIS, P.E., MPH
Director of Environmental Health

DEPARTMENT OF HEALTH

1 Geneva Road, Brewster, New York 10509

Phone # (845) 808-1390 Fax # (845) 278-7921

Vendor Information Sheet

Vendor's Name: _____

Title: _____

Official or Business Address: _____

Mailing Address if Different: _____

Contact Person: _____

Business Telephone #: _____

Cell Phone #: _____

Fax#: _____

Email Address: _____

Have you ever contracted or had an previous agreement with the Department of Health before? Yes No If yes, when

Type of Service you will be providing:

Date: _____ Signature: _____

Contract #: _____

Putnam County Purchasing Department
Notice of Application to Certify Compliance with Federal Law
(8 U.S.C. Section 1324 a)
with Respect to Lawful Hiring of Employees
To be completed by Applicant / Covered Employer / Owner

Company/Contractor Name: _____

Address: _____

Vendor #: _____ (if known) Contract #: _____ (if known)

Contact: _____ Telephone: _____

Term of Contract or Extension: _____

Amount of Contract Extension: _____

Brief Description of Project or Service: _____

Subcontractor: _____

Address: _____

Vendor #: _____ Telephone: _____

Contact: _____

Description of Compensation, Project or Service: _____

Evidence of Compliance: Copies of the following must be maintained by covered employers or the owners thereof for each employee for the time periods set forth in the Putnam County Code, Chapter 134, Section 5.

- **United States Passport; or**
- **Resident alien card or alien registration card; or**
- **Birth certificate indicating that the person was born in the United States; or**
- **A drivers license, if it contains a photograph of the individual; AND a social Security number card (other than such a card which specifies on its face that the issuance of the card does not authorize employment in the United States); or**
- **Employment authorization documents such as an H-1B Visa, and L-1 Visa, or other work visa as may be authorized by the United States Government at the Time the County contract is awarded for all covered employees.**

Affidavit of Compliance
with the Requirements of
8 U.S.C. Section 1324 a
with Respect to Lawful Hiring of Employees

State of New York County of

_____) :ss:
_____)

_____ being duly sworn, deposes and says:
(Print name of deponent)

1) I am the Owner / Authorized Representative of _____
(circle one) (Name of Corp., business, company)

2) I certify that I have complied, in good faith, with the requirements of Title 8 of the United States Code (U.S.C.) Section 1324a (Aliens and Nationality) with respect to the hiring of covered employees and with respect to the alien and nationality status of the owners thereof, as set forth in the Putnam County Chapter.

(Signature of deponent)

Subscribed and sworn to before me this _____ day of _____, 20____

Notary Public, State of New York

Request for Taxpayer Identification Number and Certification

Give form to the requester. Do not send to the IRS.

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return)	
Business name, if different from above	
Check appropriate box: <input type="checkbox"/> Individual/Sole proprietor <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶ <input type="checkbox"/> Exempt payee <input type="checkbox"/> Other (see instructions) ▶	
Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
City, state, and ZIP code	
List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number
or
Employer identification number

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here

Signature of U.S. person ▶	Date ▶
----------------------------	--------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such businesses. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,

Certificate of Attestation of Exemption Application Instructions for Form CE-200

Starting December 1, 2008, **ONLY** applicants eligible for **exemption** must file a **new CE-200** for each and every new or renewed permit, license, contract or agreement issued by a government agency. Each CE-200 will specifically list the issuing government agency and the specific type of permit, license, contract or agreement requested by the applicant.

Form CE-200 is the Certificate of Attestation of Exemption from New York State Worker's Compensation and/or Disability Benefits Insurance Coverage. This certificate must be completed by entities with no employees and/or out-of-state entities obtaining contracts, agreements, licenses or permits from government. (Employers or corporations must file Form C105.2 and U-26-3, which can be retrieved from the WCB web site.)

Business owners can use the new electronic process on-line. The applicant requesting a permit, license, contract or agreement from a government entity must complete the form on-line by answering a series of questions. Upon successful completion of the questions, the applicant will be instructed to print the CE-200 "Certificate of Attestation of Exemption". Once the certificate is printed, the applicant submits the signed computer generated CE-200 Certificate form to the government entity (Putnam County). ****The certificate MUST say "Permit" or "Contract" with Government Agency – County of Putnam.**

Filling out the electronic Form CE-200 on the internet is very easy. The applicant will create a pin and password so that they can access their information. Once an applicant enters his/her basic information on the Board's web site, it can be retrieved by that applicant in the future by using that pin number and password when the applicant is applying for another permit, license, contract or agreement.

To apply on line for the CE-200 "Certificate of Attestation of Exemption" log on to:

<https://www.wcb.ny.gov/icexempt/index.jsp>

Follow the instructions, complete the 11 page easy questionnaire and print your certificate.

If you have difficulties logging onto the above site, log on to: www.wcb.state.ny.us. At the top of the page, click on Forms, click on List All Common Worker's Comp Bd. Forms, Scroll down ½ way to form CE-200 (right hand column, use the first one for on-line application), click on Request for WC/DB Exemption, click on Access Web-based Application at bottom of page, start on-line process. Be sure to turn off your computer's "Pop Up Blockers" or the application will not work.

If you do not have internet access, please contact the Worker's Compensation / Disability Board (866) 890-5863 for them to send you the application. Using the paper application and mailing it for review and approval will take approx. 4 - 6 weeks for completion.

PUTNAM COUNTY INSURANCE REQUIREMENTS

- I. It is the requirement of the County of Putnam that for work performed under contract and/or permit authorized by the County and/or any event or performance conducted on county property that the contractor or permittee procure and maintain at their own expense and without expense to the County, until final acceptance of the work by the County, the insurances listed below.
 - Before commencement of any work, event or performance a certificate or certificates of insurance must be furnished to the county and/or highway department in forms satisfactory to the County and/or Highway Department.
 - All insurance coverages must be from an A.M. Best Rated “secured” (B+-A++), New York State admitted insurer.
 - All certificates of insurance must provide that the policy or policies shall not be changed or canceled until at least thirty (30) days prior written notice has been given to the County and/or Highway Department.
 - When required by the Highway Department the “XCU” exclusion of the policy or policies shall be eliminated or show proof that “XCU” is covered.

- II. The Contractor shall provide and maintain at its own expense the following minimum insurance coverage:
 - A. Workers’ Compensation Insurance - This is statutorily required and is required for all contracts. Each policy must cover all operations and all locations involved in the contract. If applicable, the policy should also include New York State Disability Benefits. Proof of Workers’ Compensation Insurance is required and should be received by Putnam County on a C105.2 form, SI 12 form, CE-200 form or U-26.3 - all of these forms are available through your carrier.

 - B. Commercial General Liability Insurance - Each policy must cover all operations and all locations involved in the contract and include the following:
 - \$1,000,000 for each occurrence
 - \$50,000 for the Fire Damage Legal Liability Limit
 - \$5,000 for the Medical Expense Limit
 - \$1,000,000 for the Personal & Advertising Injury Limit
 - \$2,000,000 for the General Aggregate Limit
 - \$2,000,000 for the Products/Completed Operations Aggregate Limit

 - C. Commercial Automobile Liability Insurance - Each policy must cover all operations and locations involved in the contract and including the following:
 - (1) Owned Automobiles
 - (2) Hired Automobiles
 - (3) Non-Owned Automobiles

Unless specifically required, each policy shall provide Combined Single Limits of not less than \$1,000,000 for Bodily Injury and Property Damage.

- D. **Professional Liability Insurance (if applicable)** - Each policy must cover errors and omissions. The policy limit shall be no less than \$1,000,000 per claim.
- E. **Excess Liability Insurance or an Umbrella Policy (if applicable)** - A policy is required if the amount paid under the contract is above \$100,000. The limits required on the policy depend on the total contract amount.
 - \$100,000 - \$250,000 - 1 million
 - \$250,001 - \$500,000 - 5 million
 - \$500,000+ - 10 million
- F. **Bid, Performance/Payment, Labor & Material Bonds** - A policy is required for any contract in excess of \$250,000. These bonds shall be provided by a New York State admitted surety company in good standing.

III. Specific information **MUST** appear on each and every Insurance Certificate provided to the County.

- A. The following must appear under the section entitled, "Certificate Holder"

**COUNTY OF PUTNAM
48 GLENEIDA AVENUE
CARMEL, NEW YORK 10512
ATTN.: LAW DEPT./RISK MANAGER**

- B. The following language must appear in the section entitled, "Description of Operations/Locations, etc.":

"Putnam County is included as an additional insured except for Professional Liability and Workers' Compensation."

STANDARD INSURANCE REQUIREMENTS AND INDEMNIFICATION REQUIREMENT:

All policies and certificates of insurance of the contractor shall contain the following clauses:

1. Putnam County is named as an additional insured and as Certificate Holder. Insurers shall have no right of recovery or subrogation against the County of Putnam (including its agents and agencies), it being the intention of the parties that the insurance policies so effected shall protect both parties and be primary coverage for any and all losses covered by the above described insurance.
2. The Clause "other insurance provisions" in a policy in which the County of Putnam is named as an additional insured, shall not apply to the County of Putnam.
3. The insurance companies issuing the policy or policies shall have no recourse against the County of Putnam (including its agents or agencies) for payment of any premiums or for assessments under any form of policy.
4. Any and all deductibles in the above described insurance policies shall be assumed by and be for the account of, and at the risk of the contractor.

PUTNAM COUNTY VOUCHER

PUTNAM COUNTY
DEPARTMENT OF HEALTH
1 Geneva Road
Brewster, New York 10509

IF NEW VENDOR, NO. WILL BE
ASSIGNED BY FINANCE DEPT.

VENDOR NO.	
CLAIMANT'S NAME AND ADDRESS	

ACCOUNT CODE NO.						AMOUNT
FUND	RESP	T	DEPT.	SUB	OBJECT	
FUND	RESP	T	DEPT.	SUB	OBJECT	
FUND	RESP	T	DEPT.	SUB	OBJECT	

LIST ALL INVOICE NUMBERS

DATES	QUANTITY	DESCRIPTION OF MATERIALS OR SERVICES	Unit Price	AMOUNT
<i>Sample</i>				
			TOTAL	

NOTE: ATTACH ALL ORIGINAL INVOICES AND RECEIPTS

CLAIMANT'S CERTIFICATION

I, _____ CERTIFY THAT THE ABOVE ACCOUNT IN THE AMOUNT OF \$ _____
IS TRUE AND CORRECT; THAT THE ITEMS, SERVICES AND DISBURSEMENTS CHARGED WERE RENDERED TO OR FOR THE
COUNTY OF PUTNAM ON THE DATES STATED; THAT NO PART HAS BEEN PAID OR SATISFIED, AND THAT THE AMOUNT
CLAIMED IS ACTUALLY DUE.

DATE _____ SIGNATURE _____ TITLE _____

DEPARTMENT APPROVAL

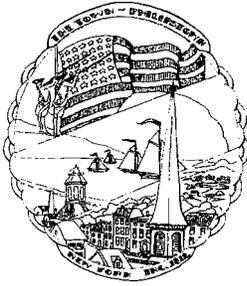
THE ABOVE SERVICES WERE RENDERED OR FURNISHED
TO THE COUNTY OF PUTNAM ON THE DATE STATED AND
THE CHARGES ARE CORRECT.

DATE _____ AUTHORIZED OFFICIAL _____

APPROVAL FOR PAYMENT

AUDITED BY: _____

DATE _____



Town of Philipstown

Code Enforcement Office
238 Main Street, PO Box 155
Cold Spring, NY 10516

Office (845) 265- 5202 Fax (845) 265-2687

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MONTHLY REPORT for Feb. 2014

1. Fees Collected	<u>7341-</u>
2. Total Number of Permits Issued	<u>13</u>
3. New One- or Two-family dwellings:	<u>1</u>
4. New Commercial/Industrial buildings:	<u>0</u>
5. New Hazardous (H) occupancies:	<u>0</u>
6. New Multi family occupancies:	<u>0</u>
7. Additions, alterations or repairs residential buildings	<u>2</u>
8. Additions, alterations or repairs commercial buildings:	<u>0</u>
9. All other permits (pools, sheds, decks, plumbing, HVAC, etc.)	<u>10</u>
10. Number of Certificates of Occupancy :	<u>17</u>
11. Number of Stop Work Orders issued:	<u>0</u>
12. Operating permits issued	<u>0</u>
13. Operating permits issued hazardous materials	<u>0</u>
14. Operating permits Hazardous processes and activities	<u>0</u>
15. Permits issued for the Use of pyrotechnic devices:	<u>0</u>
16. Inspection of public assembly :	<u>0</u>
17. Inspection of commercial occupancies	<u>0</u>
18. Inspection of buildings with 3 or more dwelling units:	<u>0</u>

Projects of Significance: _____

