

ENGINEERING • ARCHITECTURE • SURVEYING • PLANNING

4 Computer Dr. W., Albany, NY 12205

January 22, 2024
VIA EMAIL & MAIL
supervisor@orangetown.com

Ms. Teresa Kenny, Supervisor
Town of Orangetown
26 W Orangeburg Road
Orangeburg, New York 10962

Re: **Invoice No. 202211300012**
Orangetown Parking Study
Town of Orangetown, New York

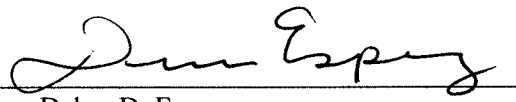
Dear Supervisor Kenny:

Enclosed is our invoice for Professional Services in connection with the above referenced project in accordance with your Agreement for Services. This invoice is for technical and professional services performed during the period from December 6, 2023 through January 2, 2024. These services included the following:

- Refined Law and Plan (95% complete); and
- Coordination with Town Attorney and Official regarding revisions.

We trust the above will meet with your approval. If you have any questions, please feel free to contact Nicole Allen, AICP, Director of Planning & Community Development.

Very truly yours,
LABERGE GROUP

By: 
Debra D. Espey
Staff Accountant

DDE: mae
Enc.

J:\2022113\Billing\Letter-Voucher 12 01-22-24.docx

DEPARTMENT

**CLAIMANT'S
NAME
AND
ADDRESS**

LABERGE ENGINEERING &
CONSULTING GROUP LTD.
4 COMPUTER DRIVE WEST
ALBANY, NEW YORK 12205

TERMS

Purchase Order No.			Voucher No.
<i>DO NOT WRITE IN THIS BOX</i>			
Date Voucher Received			
FUND - APPROPRIATION	AMOUNT		
TOTAL			
CHECK NUMBER			

DATE	QUANTITY	DESCRIPTION OF MATERIALS OR SERVICE	UNIT PRICE	AMOUNT	
	For Services rendered in accordance with your Agreement for Professional Services in connection with the project designated on the attached invoice, more particularly identified as follows:				
	<u>Job No.</u>	<u>Description</u>	<u>Invoice No.</u>		
January 22, 2024	2022113	Orangetown Parking Study	202211300012		
			TOTAL	\$4,150	00

I, Debra D. Espey, certify that the above account in the amount of \$4,150.00 is true and correct; that the items, services and disbursements charged were rendered to or for the municipality on the dates stated; that no part has been paid or satisfied; that taxes, from which the municipality is exempt, are not included; and that the amount claimed is actually due.

1/22/24
DATE


SIGNATURE

Staff Accountant
TITLE

(Space below for Municipal Use)

THE ABOVE SERVICES OR MERCHANDISE WERE
RENDERED OR FURNISHED TO THE MUNICIPALITY
ON THE DATES STATED AND THE CHARGES
ARE CORRECT.

THIS CLAIM IS APPROVED AND ORDERED PAID
FROM THE APPROPRIATIONS INDICATED ABOVE.

DATE _____

AUTHORIZED OFFICIAL

DATE _____

AUDITING BOARD



4 Computer Drive West • Albany, New York 12205
(518) 458-7112 • www.labergegroup.com

Invoice

TOWN OF ORANGETOWN
26 W ORANGEBURG RD
ORANGEBURG, NY 10962

Invoice Number: 202211300012
Invoice Date: January 22, 2024
Billing Period: 12/6/2023 to 1/2/2024

Project Number: 2022113

Description: ORANGETOWN PARKING STUDY

PROJECT INIT / CONCEPT DEV

CONTRACT AMOUNT	1,320.00
AMOUNT EARNED TO DATE	1,320.00
AMOUNT PREVIOUSLY BILLED	1,320.00
AMOUNT OF CURRENT BILLING	0.00

PLAN DEVELOPMENT

CONTRACT AMOUNT	25,050.00
AMOUNT EARNED TO DATE	27,271.60
AMOUNT PREVIOUSLY BILLED	23,121.60
AMOUNT OF CURRENT BILLING	4,150.00

PUBLIC PARTICIPATION

CONTRACT AMOUNT	6,750.00
AMOUNT EARNED TO DATE	6,750.00
AMOUNT PREVIOUSLY BILLED	6,750.00
AMOUNT OF CURRENT BILLING	0.00

PARKING ANALYSIS

CONTRACT AMOUNT	3,580.00
AMOUNT EARNED TO DATE	3,580.00
AMOUNT PREVIOUSLY BILLED	3,580.00
AMOUNT OF CURRENT BILLING	0.00

REIMBURSABLE EXPENSES

CONTRACT AMOUNT	500.00
AMOUNT EARNED TO DATE	294.46
AMOUNT PREVIOUSLY BILLED	294.46
AMOUNT OF CURRENT BILLING	0.00

TOTAL CURRENT BILLING

\$4,150.00

OUTSTANDING AMOUNTS FOR THIS PROJECT



Invoice

4 Computer Drive West • Albany, New York 12205
(518) 458-7112 • www.labergegroup.com

2022113 -Continued

<u>Current</u>	<u>31-60</u>	<u>61-90</u>	<u>91-120</u>	<u>Over 120</u>	<u>Total</u>
6,958.22	0.00	0.00	0.00	0.00	6,958.22

NOTE: Aged totals are as of January 24, 2024 and not as of the invoice date of the current invoice. Current total includes this invoice.



TOWN ATTORNEY'S OFFICE

INTER-OFFICE MEMORANDUM

DATE: January 25, 2024

TO: Rosanna Sfraga, Town Clerk (with originals)

cc: Town Board Members (w/o encl.)
Kimberly Allen, Administrative Secretary to the Supervisor (w/o encl.)
Megan Garramone, Account Clerk Typist (w/o encl.)

FROM: Dennis D. Michaels, Deputy Town Attorney *(Dm 7)*

RE: Certificate of Plumbing Registration (Sewer Work) 2024

The following applicant is qualified, pursuant to the qualification certificate received from Eamon Reilly, Commissioner of the Department of Environmental Management and Engineering (original attached), and the bond and insurance certificates having been reviewed and approved (originals attached), from a legal standpoint, by the Office of the Town Attorney.

Innovative Excavating, Ltd.
15 Conklin Drive
Stony Point, NY 10980
Tel.: 914-447-2987

This Certificate of Registration has been placed on the next Regular Town Board Meeting agenda scheduled for February 6, 2024.

Should you have any questions, please do not hesitate to contact this Office.

encl.



TOWN ATTORNEY'S OFFICE

INTER-OFFICE MEMORANDUM

DATE: January 25, 2024

TO: Rosanna Sfraga, Town Clerk (with originals)

cc: Town Board Members (w/o encl.)
Kimberly Allen, Administrative Secretary to the Supervisor (w/o encl.)
Megan Garramone, Account Clerk Typist (w/o encl.)

FROM: Dennis D. Michaels, Deputy Town Attorney
(m f)

RE: Certificate of Plumbing Registration (Sewer Work) 2024

The following applicant is qualified, pursuant to the qualification certificate received from Eamon Reilly, Commissioner of the Department of Environmental Management and Engineering (original attached), and the bond and insurance certificates having been reviewed and approved (originals attached), from a legal standpoint, by the Office of the Town Attorney.

Kevin Stokes Excavating, Inc.
52 Grotke Road
P.O. Box 812
Chestnut Ridge, NY 10977
Tel.: 845-735-4096

This Certificate of Registration has been placed on the next Regular Town Board Meeting agenda scheduled for February 6, 2024.

Should you have any questions, please do not hesitate to contact this Office.

encl.

From: nyschsa@memberclicks-mail.net on behalf of New York State County Highway Superintendents Association <nyschsa@memberclicks-mail.net>
Sent: Monday, January 8, 2024 7:31 AM
To: Orangetown Highway
Subject: Get Ready for Local Roads Are Essential 2024 Advocacy Day in Albany! Hotel Link Opens Today | Register To Attend



This message could be suspicious

- Similar name as someone you've contacted.
- No employee in your company has ever replied to this person.

Report or Mark as Safe

Powered by Mimecast



PAVING THE WAY IN 2024

for Increased State Funding for
Local Roads, Bridges and Culverts

Advocacy Day
March 5 & 6, 2024 in Albany

Each March, more than 600 County and Town Highway Superintendents, Public Works Commissioners and Highway industry professionals converged at the New York State Capitol and Legislative Office Building in Albany, New York for the "Local Roads Are Essential!" Advocacy Campaign. The groups urge the Governor and state lawmakers to make the maintenance and repair of local roads and bridges a top priority in the state budget.

Here's our 2024 schedule:

Tuesday, March 5, 2024

3:00 – 6:00 p.m.	Registration
5:00 – 6:00 p.m.	Budget Briefing & Strategy Meeting
6:00 – 7:00 p.m.	Legislative Reception

Wednesday, March 6, 2024

7:00 – 9:30 a.m.	Registration
7:00 – 9:30 a.m.	Local Roads Breakfast Buffet
8:30 – 9:00 a.m.	Advocacy Briefing
~ 9:30 a.m.	Head Up the Hill Visits & Rally (Schedule Being Developed)

Our Headquarters Hotel:

The Albany Hilton
40 Lodge Street
Albany, NY 12207

Accommodations: *Reservation link OPEN!*

\$205.00/night | Group Code: 1HSA

[CLICK HERE TO MAKE YOUR HOTEL RESERVATION!](#)

Or call 1(800)Hiltons and provide the group cod: 1HSA

REGISTRATION REQUIRED!
ALL THOSE PLANNING TO PARTICIPATE IN ADVOCACY DAY
MUST REGISTER FOR OUR EVENT!

[CLICK HERE TO REGISTER FOR ADVOCACY DAY!](#)

COMING NEXT...

- We're organizing Regional Teams and Team Leaders will be meeting soon.
- We will release Sponsorship Opportunities soon!

We hope you will join us in showing our elected officials in Albany that **LOCAL ROADS ARE ESSENTIAL!**

COMING SOON!
LOCAL ROADS ARE ESSENTIAL WEBPAGE

Contact Info:

New York State County Highway Superintendents Association

230 Washington Ave. Extension
Suite 101
Albany, New York 12203
(518) 730-0052
info@countyhwys.org

Connect with Us:

Facebook

Twitter

This email was sent to highwaydept@orangetown.com by info@countyhwys.org

New York State County Highway Superintendents Association • 230 Washington Avenue Extension, Suite 101, Albany,
New York 12203, United States • [518-730-0052](tel:518-730-0052)

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MEMORANDUM OF AGREEMENT
BETWEEN
THE TOWN OF ORANGETOWN
AND THE
ORANGETOWN POLICEMEN'S BENEVOLENT ASSOCIATION,
INC.

WHEREAS, the Orangetown Policemen's Benevolent Association, Inc. (PBA) represents all full-time police officers in the Town of Orangetown Police Department except the Chief of Police and Captain's; and

WHEREAS, the current Collective Bargaining Agreement (CBA) between the Town of Orangetown (Town) and the PBA expired on December 31, 2022; and

WHEREAS, the bargaining committee of the PBA, Rockland County PBA and the bargaining committee of the Town have engaged in negotiations for a successor CBA.

NOW, THEREFORE, subject to the ratification/approval by the PBA's and the Town Board of the Town, with the recommendations of the negotiating committees, the expired agreements will be modified by the following terms, effective January 1, 2023 through December 31, 2027:

1. Article Six:

Effective January 1, 2023, wage increase: 2.15 %
Effective January 1, 2024, wage increase: 2.30 %
Effective January 1, 2025, wage increase: 2.60%
Effective January 1, 2026, wage increase: 2.70%
Effective January 1, 2027, wage increase: 2.75%

2. **Article Six:** Add the following new provision:

"All employees' primary check will be paid on a bi-weekly basis and all employees must be enrolled in an automatic deposit to receive the primary check. Any accruals or time that can be paid out as per other articles of this agreement, can be requested by an employee to be paid in a separate physical check or in a separate automatic deposit to the same and/or different automatic deposit account as the primary check.

An employee can only receive a maximum of two checks per pay period with the exception of when contractual accruals must be paid out as per this agreement."

3. **Article Six:**

	CURRENT	NEW
6	\$2,000	\$3,000
7	\$2,200	\$3,000
8	\$2,400	\$3,000
9	\$2,600	\$3,000
10	\$3,300	\$6,000
11	\$3,500	\$6,000
12	\$3,700	\$6,000
13	\$3,900	\$6,000
14	\$4,100	\$6,000
15	\$4,800	\$9,000

16	\$5,000	\$9,000
17	\$5,200	\$9,000
18	\$5,400	\$9,000
19	\$5,600	\$9,000
20	\$6,300	\$12,000
21	\$6,500	\$12,000
22	\$6,700	\$12,000
23	\$6,900	\$12,000
24	\$7,100	\$12,000
25	\$7,800	\$12,000

4. **Article Fourteen:** Remove and replace a portion of a provision to Section 14.7: "Union Members hired on or before ratification of this agreement who do not participate in the Town offered health care benefit are eligible for a buy-out in the amount of 35% of the Town's annual premium contribution for the coverage for which the member is eligible (individual or family). Union members hired after ratification of this agreement who do not participate in the Town offered health care benefit are eligible for a buyout of \$5,000.00 for individual and \$9,500.00 for family plan."

5. **Article Fourteen** Include the following provision:

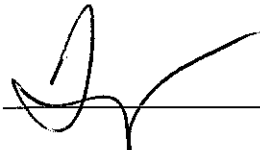
"In the event a union member is eligible for and/or is covered by health insurance through the Town as being the spouse or child of another member of the union or employee of the Town, the union member will not be eligible for this buy-out."

6. **Article Thirteen:** Remove provisions 13.6 in its entirety: "Employees shall be furnished a meal allowance of five dollars (\$5.00) for each four (4) hours of overtime worked."

7. **Article Seven:** Uniform allowance shall be increased to \$700.00.

8. **Article Twenty:** This Agreement shall be in effect as of January 1, 2023, except as amended, and shall remain in effect through December 31, 2027.

FOR THE TOWN

 Dated: 9/15/2023

TB Resolution 2023- 471
Approved September 12, 2023

FOR THE PBA

 Dated: 09/26/2023

WARRANT

Warrant Reference

Warrant #

Amount

Approved for payment in the amount of

122423 \$ 418,663.96

122523 \$ 18,259.06

122623 \$ 45,426.24

011924 \$ 1,145,079.19

012324 \$ 206,816.98

013024 \$ 21,278.35

020624 \$ 238,895.71

\$ 2,094,419.49

The above listed claims are approved and ordered paid from the appropriations indicated.

APPROVAL FOR PAYMENT

AUDITING BOARD

Councilman Gerald Bottari

Councilman Paul Valentine

Councilman Daniel Sullivan

Councilman Brian Donohue

Supervisor Teresa M. Kenny

**TOWN OF ORANGETOWN
FINANCE OFFICE MEMORANDUM**

TO: THE TOWN BOARD
FROM: JEFF BENCIK, *DIRECTOR OF FINANCE*
SUBJECT: AUDIT MEMO
DATE: 2/1/2024
CC: DEPARTMENT HEADS



The audit for the Town Board Meeting of 2/6/2024 consists of 7 warrants for a total of \$2,094,419.49.

The first warrant had 49 vouchers for \$418,663 and had the following items of interest (2023 items).

1. Commissioner of Finance (p3) - \$38,675 for RCPA training.
2. Keane & Beane (p9) - \$38,718 for outside legal counsel.
3. Longo Electrical-Mechanical (p10) - \$8,490 for Hunt Rd. PS repair.
4. Precision Electric Motor Works (p12) - \$11,285 for Pearl St. PS repair.
5. State Comptroller (p14) - \$32,794 for Justice fines.
6. Troon Golf (p15) - \$190,797 for golf course management contracts.
7. Vad Construction (p15) - \$50,872 for Villa Dr. culvert replacement.
8. Verde Electric (p15) - \$50,872 for traffic signal maintenance.

The second warrant had 2 vouchers for \$18,259 and was for NYSID scanning.

The third warrant had 7 vouchers for \$45,426 and was for utilities (2023 items).

The fourth warrant had 12 vouchers for \$1,145,079 and had the following items of interest (2024 items).

9. CSEA Employee Benefit Fund (p3) - \$33,663 for dental benefits.
10. NYS Dept. of Civil Service (p4) - \$1,037,067 for healthcare benefits.

The fifth warrant had 33 vouchers for \$206,816 and had the following items of interest (2024 items).

11. AKRF (p1) - \$9,309 for drainage review escrow return.
12. Brooker Engineering (p4) - \$11,281 for drainage review escrow return.
13. Commissioner of Finance (p4) - \$133,381 for tax certiorari.

14. Crown Castle Fiber (p5) - \$6,748 for connectivity.

15. Met Life (p7) - \$14,747 for police dental benefits.

The sixth warrant had 1 voucher for \$21,278 and was for NYPA (streetlights).

The seventh warrant had 48 vouchers for \$238,895 and had the following items of interest (2024 items).

16. Fanshawe (p4) - \$14,725 for new town hall electrical (bonded).

17. Fred Devens Construction (p4) - \$128,725 for Tier IV pump station project.

18. Helmke Industries (p6) - \$13,570 for snow removal at OHA.

19. S & L Plumbing (p11) - \$7,980 for new town hall plumbing (bonded).

20. Springbrook (p13) - \$17,428 for Finance software.

21. Vad Construction (p15) - \$35,150 for Villa Dr. culvert replacement.

Please feel free to contact me with any questions or comments.

Jeffrey W. Bencik, CFA

845-359-5100 x2204