



June 2, 2017

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Robin Dropkin
Executive Director

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Andrew Y. Stewart, PhD
Supervisor
Town of Orangetown
26 Orangeburg Rd
Orangeburg, NY 10962

Dear Mr. Stewart:

Parks & Trails New York (PTNY) would like to express its interest in undertaking the Orangetown Bike Study in partnership with the Town of Orangetown. PTNY has been the leading trail and greenway non-profit in New York State for more than three decades. PTNY brings a strong organizational understanding and commitment to community bicycle and pedestrian planning that is supplemented by a qualified staff that has experience in environments similar to Orangetown. PTNY offers a competitive repertoire of community trail planning technical assistance that has evolved with, and often taken the lead in, the ever-changing trail and greenway movement. PTNY's work has set the standard in measuring multi-use trail usage and economic development, performing accessibility surveys of community trails, helping communities build and promote active transportation networks, and ensuring that bikers and walkers have an active role in federal, state, and local decision-making processes.

PTNY understands that the Orangetown Bike Study is a community planning process that will build upon existing multi-use trail and complete streets planning conducted during the past several years. Moreover, the plan responds to existing high levels of recreational cycling in the area, and anticipated growth in both long-distance and local cycling with the scheduled completion of the shared use bicycle and pedestrian facility on the Tappan Zee/ New NY Bridge.

This project, which will solicit community and stakeholder input on multiple levels, will involve a comprehensive review and analysis of existing planning, data, and opinion, and result in the production of recommended improvements and next steps to guide network development, and an estimate of economic benefit, all within a maximum of nine months from the contract start date.

PTNY has significant experience with the issues associated with this project. For more than 12 years, through its Healthy Trails, Healthy People program, PTNY assisted 38 communities across New York State with completion and promotion of greenway and trail projects, resulting in the construction of more than 260 miles of multi-use trail. In each of these communities, PTNY staff identified project champions, convened community meetings to gather citizen feedback, and provided advice on trail development and opportunities for implementation of complete streets and community-trail linkages, throughout using a holistic and realistic approach that resulted in successful outcomes for each community.

For almost two decades, PTNY has been a leader in promoting and completing the Erie Canalway Trail. This leadership manifests itself today in the form of a suite of programs that involve regular consultation with trail groups and governments in diverse communities ranging from large cities to small hamlets designed to provide the tools and resources to enhance, complete, and market the state's longest multi-use trail.

PTNY's most recent planning work, including the recently-completed *2016 Capital District Trail User Count* and the in-progress *Troy Trail Connections Study*, demonstrates that the organization is capable of completing a complex and innovative project on time and under budget.

I have included a proposal and a proposed project timeline.

Please do not hesitate to contact me for further requests for information. Parks & Trails New York is eager to offer its assistance to the Town of Orangetown and other project partners as part of the Orangetown Bike Study.

Sincerely,

A handwritten signature in cursive script, appearing to read "Robin Dropkin".

Robin Dropkin
Executive Director

Enclosure: Expression of Interest
Proposed Project Timeline

Introduction

Parks & Trails New York (PTNY) is New York's leading advocate for parks and trails, dedicated since 1985 to improving New Yorkers' health, economy, and quality of life through the use and enjoyment of green space. With the recent announcement of the statewide Empire State Trail ushering in a new era of cycling in the Hudson Valley and across New York State, and the general increase in demand for safe and accessible facilities for cycling at the community level, it is an exciting time to be planning bicycle and pedestrian networks. As the Town of Orangetown wishes to enhance the cycling experience on its roads and paths, PTNY commends the Town of Orangetown for initiating this planning effort.

Parks & Trails New York

Mission & History

Founded in 1985 by a group of passionate park advocates as the New York Parks and Conservation Association, PTNY's purview quickly grew to include trails, outdoor recreation, active transportation, and bicycle and pedestrian issues. In 2004, the organization became Parks & Trails New York to better represent this expanded mission and vision of a connected network of parks and trails. Over its 30-year history, PTNY has played a part in the creation and promotion of more than 1,500 miles of greenways, bike paths, river walks, and trails.

In 1990, PTNY launched its first trail development effort, the D&H Canal Trail in Sullivan and Ulster Counties. Building on that project's success, in 1991 PTNY led the creation of the Genesee Valley Greenway, a 90-mile multi-use trail in western New York, laying the foundation for many other community trail projects across the state. PTNY's *Healthy Trails, Healthy People* program, operating from 2003 until 2015 with funding from the NYS Department of Health, assisted 38 communities in 34 counties with local



Beginning of trail construction in Kingston, one of 38 communities assisted through PTNY's Healthy Trails, Healthy People program

trail development and promotion. PTNY's efforts also included quantitative assessments of trail use that allowed communities to demonstrate wide-ranging positive impacts of multi-use trails, and successfully apply for grants.

Since 1995, PTNY has worked in partnership with the NYS Canal Corporation to develop, maintain and promote the 524-mile Canalway Trail System.

PTNY's *Close the Gaps* campaign, focused on completion of the entire 360-mile Erie Canalway Trail (ECT) between Buffalo and Albany, helped spur an even more audacious



Cyclists gather at the Runcible Spoon bakery in Nyack

trail vision, the Empire State Trail. PTNY recently led a successful effort to fund this statewide trail that will connect a complete ECT to the Hudson Valley and New York City by 2020. When complete, this trail will be the longest multi-use trail in the nation, and an internationally recognized tourism destination.

Two recent planning efforts undertaken by PTNY in the Capital Region demonstrate the organization's leadership in community-level, bicycle and pedestrian network analysis and

planning. The 2016 Capital District Transportation Council (CDTC) Capital District Trail Counts Study employed innovative count technology in order to assess trail usage at more than 20 locations across the region, and the in-progress Troy Trail Connections Study will engage the community in developing plans for connecting local neighborhoods with existing trails and on-street bicycle and pedestrian infrastructure.

Organizational Structure

PTNY is a 501(c)(3) nonprofit organization with thousands of dues-paying members and supporters across the state. The organization is governed by a Board of Directors, as well as an Advisory Board. PTNY currently has eight full-time staff, as well as one senior consultant and several interns.

Project Understanding

The Orangetown Bike Study will involve the community in developing a bicycle infrastructure plan that will build upon existing multi-use trail and complete streets planning conducted during the past several years and coordinate with and complement the Village of Nyack Bike Study. The Plan generated as a result of the Orangetown Bike Study will present recommendations, cost estimates, and implementation strategies that will enhance the safety of current cyclists, pedestrians, and motorists as well as respond to the anticipated growth in both long-distance cycling and local cycling and walking with the scheduled completion of the shared use bicycle and pedestrian facility on the Tappan Zee Bridge. To complete the Orangetown Bike Study, PTNY proposes to undertake the following project tasks.

Outreach & Engagement

An outreach process that truly seeks to understand the needs and opinions of residents and other users of the transportation system is essential. Moreover, engaging stakeholders, including those listed in the RFP, in a meaningful way will be a priority throughout the project. As previously mentioned, Parks & Trails New York has decades

of experience working with diverse stakeholder groups, from elected officials to local-level citizen advocacy groups.

Working with neighboring communities, including the Village of Nyack, towns and village across the Hudson River, and partners such as MTA, NYSDOT, and Rockland County DOT is critical in ensuring that the planning and analysis conducted through the Orangetown Bike Study builds upon and complements other planning efforts.



Engaging local elected officials and other stakeholders during PTNY's Bicyclists Bring Business community ride in Tonawanda

Proposed project actions:

- Outreach to a wide variety of partners and neighbors for two public meetings, multiple stakeholder meetings, and at least one meeting with the Orangetown Town Board. PTNY will utilize our large database and social media channels, which include Facebook, Twitter, Instagram, and press contacts for the mid-Hudson Valley. PTNY will also engage our regional partners, such as Scenic Hudson, New York – New Jersey Trail Conference, and the New York State Office of Parks, Recreation and Historic Preservation (Palisades Interstate Park Commission).
- Individual outreach to stakeholders (many of whom have been identified on p. 4 of the Orangetown RFP) during the existing conditions review and data collection phase through meetings or conference calls. Stakeholder engagement will help identify key traffic corridors to enhance safety for all.
- Post all publicly available project documents in an accessible format on a project website.

Bicycle and Pedestrian Counts & Surveying

PTNY has vast experience in counting bicycle and pedestrian use of trails and other facilities (see Examples of Relevant Previous Work section), as well as surveying cyclists and walkers regarding their needs, preferences and habits. PTNY proposes to put this expertise to good use for the Orangetown Bike Study by designing a multi-location user count employing both observational counts and automated trail counter technology, to be supplied in-kind by PTNY. Count locations will coincide with areas located along the North-South and East-West between Pearl River and Route 303/River Villages Routes, and short routes between homes, shops, recreation areas, and schools/colleges. A survey effort will complement these counts; surveying can be done at count sites if a sufficient number of volunteers are available, but it will also be conducted using online/mobile

surveying technology, social media, and crowd-sourced data such as Map My Ride or Strava.

Proposed project actions:

- Multi-location count and survey to assess magnitude of bike facility use, and to provide demographic and nature-of-use insights (i.e. recreational vs. utilitarian cycling). The count will last for several months and utilize the National Bicycle and Pedestrian Document Project methodology to ensure data collection is consistent with national standards.
- Surveying community members regarding vision for community bicycle and pedestrian network using online tools such as crowd-sourced mapping to identify important destinations, social media, and other means such as Map My Ride or Strava to help identify existing usage.
- PTNY will host a bicycle infrastructure demonstration project to help illustrate to stakeholders what potential treatment options will actually look like upon installation. This demonstration project will be temporary and can coincide with a larger ride. PTNY will observe usage behavior and collect public input on the demonstration project.

Making connections

Making connections to existing multi-use trails in Orangetown and neighboring communities in Rockland County and Bergen County, New Jersey, to existing and proposed facilities throughout the Hudson Valley, and to both cycling and public transportation routes to New York City are important considerations for this plan. The fact that many cyclists already visit Orangetown/Nyack for recreational rides bodes well for development of the local cycling network and services for long-distance cyclists and tourists.



Surveying touring cyclists in Palmyra during the annual Canalway Trail User Count and Survey

Proposed project actions:

- Collection and review of available bicycle-related transit plans and documents for Orangetown and surrounding communities, including Clarkstown and other Rockland County municipalities and Bergen County in New Jersey.
- Review Orangetown paving schedule to identify where upcoming paving and resurfacing projects can incorporate easy bicycle infrastructure

improvements such as striping a bicycle lane or installing a buffered bicycle lane.

- Coordinate with planning associated with Nyack’s proposed bicycle plan
- Identify upcoming transit agency upgrades to ensure that they incorporate accommodations for cyclists such as covered bicycle parking at rail stations, bicycle racks, and connections to trails and on-road infrastructure.
- Identify existing bicycle routes to prioritize for safety improvements.
- Identify school zones for implementing *Safe Routes to School* principles.

On the Ground Observation and Demonstration

In addition to collection and review of existing materials, PTNY’s analysis and data collection will rely heavily on first-hand observation during three site visits. Moreover, plan recommendations and implementation will not be limited to a final report that most residents may not read. Instead, in addition to the final public meeting and presentation, PTNY proposes a pop-up demonstration that allows residents to see and use what some of the recommended treatments will look like after permanent installation. In addition, residents will have the ability to provide feedback after using the demonstration project. This demonstration will utilize documented, cost-effective techniques and materials, allowing it to serve as a template for the Town and/or other partners to replicate in future years. Municipalities across New York State are using demonstration projects as a way to allow residents and community leaders the opportunity to see firsthand what the plan is proposing. PTNY has experience using NACTO guidelines, which are an alternative to AASHTO guidelines that focus on bicycle and pedestrian treatments and have been adopted by New York City and dozens of other cities across the United States and Canada.

Proposed project actions:

- Three site visits during the existing conditions review and data collection phase; these site visits will review North-South Routes, East-West Routes between Pearl River and Route 303/River Villages, short routes between homes, shops, recreation areas, and schools and colleges, and key intersections and critical crossings that require safety improvements.
- Demonstration project that employs NACTO guidelines to create a temporary bicycle infrastructure installation coinciding with the final recommendations the Orangetown Bike Study includes.

Keeping it Rolling

Planning with no implementation is not “well planned.” Over many years of doing trail promotion and bicycle and pedestrian planning, PTNY has developed tools and resources that help communities maintain momentum for developing their bicycle and pedestrian networks, as well as experience in directing implementation efforts. Using or modifying programming such as PTNY’s Bicyclists Bring Business roundtables and community rides, and/or the Bike Friendly New York business certification program can help sustain planning efforts. When creating implementation steps and recommendations, PTNY draws on a vast catalog of knowledge regarding facilities, mapping, signage, and

promotion strategies, as well as experience in organizing events such as the annual Cycle the Erie Canal supported ride and in providing trip-planning assistance to touring cyclists. Moreover, PTNY has helped dozens of communities across New York State identify and apply to funding sources that include federal, state, and private grants.

Proposed project actions:

- Facility recommendations based on sources that include the NACTO Urban Bikeway Design Guide.
- Identify potential relevant federal, state, and private funding opportunities.
- Create an implementation schedule based on maintenance and paving schedules for Orangetown and other jurisdictions, including NYSDOT, NYS OPRHP, NJ Transit, MTA, and Rockland County.

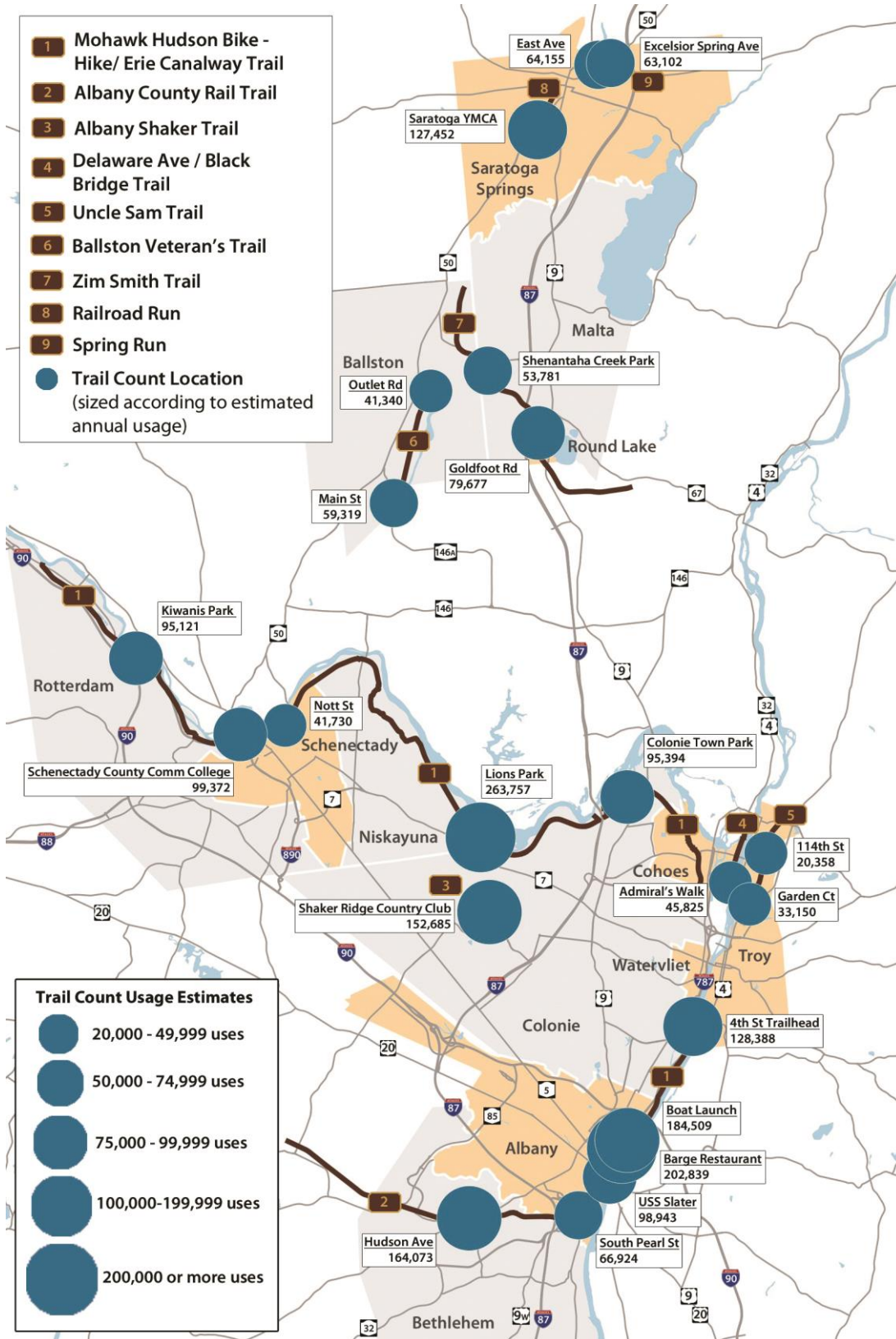
Examples of Relevant Previous Work

PTNY offers the Town of Orangetown and other project partners a team of highly educated, widely trained professionals with the technical capabilities, interpersonal skills and relevant experience to perform the tasks required for the Orangetown Bike Study. Moreover, PTNY brings demonstrated experience in the planning and development of bicycle and pedestrian networks, specifically those that integrate multi-use trails into the larger transportation network. PTNY's experience also includes analysis of trail usage, as well as engaging communities in developing, maintaining and promoting trails and other bicycling and walking facilities. PTNY staff are also adept at creating high-quality GIS maps and renderings.

In addition to the experience of individual staff members (detailed in the Management Plan & Project Team section below) PTNY has the relevant organizational knowledge and experience to successfully execute the Orangetown Bike Study, as detailed below:

- Currently managing the Troy Trail Connection Plan, a community-driven engagement and planning process that includes evaluating current and proposed trail alignments and connections, bike facility design guidance for connecting streets, a bike parking needs assessment, as well as mapping and rendering for the City of Troy and CDTC
- Conducted trail counts on nine multi-use trails, at 22 locations, employing both manual and automated count technology as part of the 2016 CDTC Capital District Trail Counts, (<http://bit.ly/2sskzb1>)
- Facilitates annual Canalway Trail User Counts & Surveys, conducted under contract with the New York State Canal Corporation; PTNY's role includes volunteer training and management, trail observation, data retrieval and analysis, and reporting of findings in annual *Who's on the Trail* reports (<http://bit.ly/2qNElfG>)
- Regularly engages communities along the statewide Canalway Trail System in connecting, developing, and promoting their local trail sections to enhance local economic development by hosting *Bicyclists Bring Business* workshops (2006-present) as part of a contract with the NYS Canal Corporation
- Developed an interactive map, in partnership with the Albany Bicycle Coalition, that created direct routes between multi-use trails, parks, schools, and other important destinations along routes with low vehicle traffic and bicycle friendly design elements (<http://bikealbany.com>)
- Created community trail plans for rural, urban, and low-income communities across New York State as part of the NYS Department of Health-funded *Healthy Trails, Healthy People* program
- Conducted multi-phase *Road and Trail Intersection Safety Study*, which included surveying more than 2,000 local officials, trail organizations, transportation planners and other stakeholders to determine best practices for road and trail intersection design (<http://bit.ly/2riVeTb>)

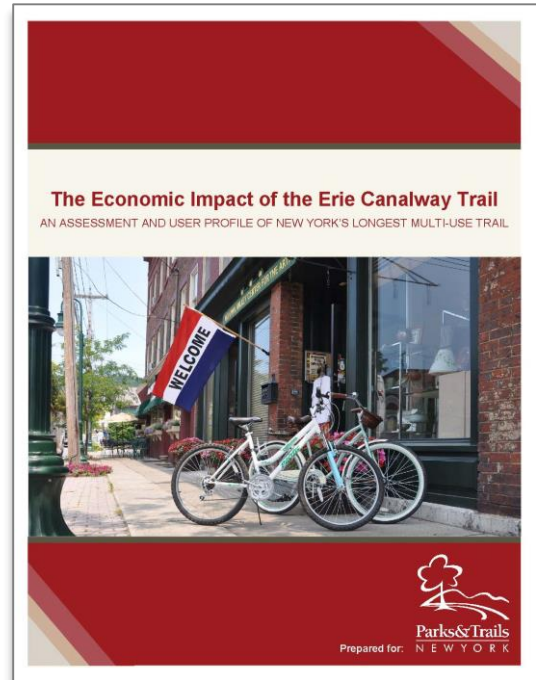
Orangetown Bike Study
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Map of trail count locations and usage estimates from 2016 CDTC Capital District Trail Counts

□

- Directed a landmark economic impact assessment of the statewide Erie Canalway Trail in 2012 using trail user counts and surveys, and economic analysis to determine profiles of trail users and economic impact of the state's longest multi-use trail (<http://bit.ly/2ryA4RF>)
- Partnered with the New York State Office of Parks, Recreation, and Historic Preservation to survey New York trail organizations regarding trail management issues as part of updating the Statewide Trails Plan (*Every Mile Counts: An Analysis of the 2008 Trail User Surveys*)
- Partnered with the Prevention Research Center at SUNY Albany School of Public Health to study what motivates persons to use trails in two Capital Region communities
- Designed and administered a conditions survey for a sampling of New York State parks, in conjunction with students from the Rockefeller College of Government
- Created pop-up trails and other demonstrations to engage communities around reimagining underutilized spaces into trails and parks
- Organizes the annual Cycle the Erie Canal bike tour and publishes the best-selling *Cycling the Erie Canal* guidebook
- Designed and maintains two fully-functional websites, ptny.org and cycletheeriecanal.com
- Manages an extensive list of media and trail supporter contact information that includes mailing and email addresses that can be segmented by zip code for targeted outreach
- Maintains online interactive mapping resources for trail users, including the statewide Trailfinder website and the Erie Canalway Trail map
- Engages thousands of social media followers through Facebook, Instagram, and Twitter



Management Plan & Project Team

PTNY will utilize the skills and expertise of its Executive Director, Robin Dropkin, and its Program Staff, including Project Director James Meerdink and Project Coordinator Gregory Francese in conducting the Orangetown Bike Study. Together, Parks & Trails New York staff has a combined total of more than 35 years of experience working with communities on bicycle and pedestrian network development and promotion.

The Project Director and Project Coordinator will directly oversee the planning and execution of all aspects of the Plan, in coordination with the Town of Orangetown and other project partners.

The Executive Director will provide general project oversight, as well as review of work plans and schedules, project materials, and all work products. Each member of PTNY's project team provides unique experiences in one or more of the Plan's objectives.

Project Coordinator, Gregory Francese

Greg Francese brings a background in bicycle and pedestrian planning and professional experience with various trail planning projects, assessments, and user counts. Prior to joining PTNY in 2014, Greg earned a Master's degree in Regional Planning from SUNY Albany (2014) and a Bachelor's degree in Political Science from the University of Vermont (2012). While in graduate school Greg conducted several bicycle and pedestrian planning projects, including:

- *City of Albany (NY) Interactive Bike Parking Map*
Performed an extensive inventory of bike parking facilities in the City of Albany to help prioritize future investments in bike racks across the City.
- *Palenville (NY) Community Trail Plan*
Led a team of planning students to develop a community trail connections plan for the hamlet of Palenville. Greg's contributions included convening two community meetings, conducting multiple site visits to inventory existing conditions, and creating high quality maps and visuals for planning documents and meetings. This plan was the recipient of the 2014 APA Upstate Outstanding Student Project Award.
- *Washington/Western Avenues Bicycle Infrastructure Study*
Coordinated student planning project to create recommendations for NACTO-approved treatments to Washington and Western Avenues in the City of Albany.
- *Study of Environmental Factors' Influence on Bicycle Commuter Healthy and Safety.*
Researched how several factors such as vehicle traffic and emissions, lane width, and treatment type can improve the health and safety of cyclists.
- *Open-Source Technology to Implement and Expand Bike Share Systems*
Master's research that examined several bike share models to establish best practices for Bike Share Systems that use open-source technology and horizontal supply chains to maximize operational flexibility and reduce costs.
- *Albany Bike Counts*
Organized two years of biannual bicycle counts; analyzed and compiled a report on count data for city planners to use to prioritize future investments in bicycle infrastructure.

Greg's work at PTNY has provided him with a range of experience developing, promoting, and assessing trails. He provided outreach and assistance to community trail projects throughout the state through the *Healthy Trails, Healthy People* program, employing electronic counters and techniques such as the Universal Trail Assessment Process to supply communities and trail groups with the necessary data to build and expand local multi-use trails. Greg manages several components of PTNY's contract with the New York State Canal Corporation, including administering the Adopt-a-Trail program and organizing the annual Bicyclists Bring Business roundtable and bike-a-round. Greg has been involved in two years of the Canalway Trail User Count & Survey,

participating in all phases of the annual effort, including training and managing volunteers, analyzing data, and reporting results. In 2016, he managed the trail user counts component of CDTC's Trail Perspectives Update. Greg also serves as the Assistant Bike Tour Director for the annual Cycle the Erie Canal tour across New York State, coordinating involvement of communities along the route and engaging them in trail advocacy, promotion, and development throughout the year.

Project Director, James Meerdink

James Meerdink brings a background in bicycle and pedestrian planning and professional experience in project management, community trails assistance and promotion. Jamie joined Parks & Trails New York in January 2014. Prior to that, he served in the local planning department at the Chicago Metropolitan Agency for Planning, working on a wide range of planning efforts, including several bicycle and pedestrian master plans and visioning projects. These include the following:

- *Village of Antioch (IL) Lifestyle Corridor* (<http://bit.ly/2m23L7Z>)
Assisted in creating conceptual framework for a network of trails and open spaces that provide connections to local and regional activity centers and recreation; also assisted in community engagement, and designing and communicating suggested facilities and street improvements
- *Comprehensive Plan for Northlake, IL* (<http://bit.ly/2miHCTP>)
Assisted in developing Plan recommendations for improved bicycle and pedestrian infrastructure as well as open space and natural environment recommendations, based on community engagement and review of existing conditions
- *Cook County (IL) Forest Preserve's 2014 Trail Master Plan* (<http://bit.ly/2mlGSin>)
Performed trail counts, analyzed trail usage data, and designed and administered trail user surveys associated with the project

Jamie currently manages PTNY's community trails assistance and advocacy efforts, including the contract with the New York State Canal Corporation to build awareness and volunteerism across the statewide trail network. This includes working with communities along the statewide trail network to develop, connect, and promote their local trail sections through the annual Bicyclists Bring Business workshops and ongoing Closing the Gaps campaign. Jamie provided outreach and assistance to community trail projects throughout the state through the *Healthy Trails, Healthy People* program. Jamie has been overall project manager for two editions of the Canalway Trail User Count & Survey, organizing all aspects of the volunteer count and survey, data analysis, and reporting. Jamie has also been involved or responsible for several other PTNY publications including the 2015 revision of the *Cycling the Erie Canal* guidebook and the 2015 *Closing the Gaps* report that documents the progress made in completing the statewide Erie Canalway Trail.

Jamie did his undergraduate work at the University of Wisconsin (2003), and received a Master's in public policy and administration from Northwestern University (2014).

Executive Director, Robin Dropkin

Robin Dropkin has been working with trail projects and trail volunteers for the 25 years she has been with PTNY, 12 years as Conservation Director and 13 years as Executive Director. She has overseen several large contracts with state agencies, including a 12-year contract with the Department of Health for the *Healthy Trails, Healthy People* program and a contract with the NYS Canal Corporation for volunteer organizing and promotion of the statewide Canalway Trail System. She conceived of and wrote *Getting Started: A Guide to Planning Trails in New York State* and *Getting Involved: A Community Trail Handbook for Landowners*, in which she researched and synthesized landowner studies and interviewed landowners about trail issues. She was involved with the report, *Challenges Facing New York's Parks*, which developed, executed, and analyzed a survey to 150 state park managers. She oversees an annual week-long bicycle event along the Erie Canalway Trail, which now attracts more than 650 riders from around the world and utilizes several hundred volunteers.

Robin has a Bachelor's degree in Environmental Studies from the University of Michigan and a Master's degree in Natural Resources Management from Antioch New England.

Project Budget

The Project Budget and Personnel Responsibilities tables shown below outline the project costs and show the breakdown of work of PTNY staff who will be responsible for this project. The overall proposed project cost is \$38,241

Deliverable	Amount	Notes
I. Data Collection		
Labor ¹	\$14,292	
Travel ²	\$660	Three site visits (two of which will correspond with kickoff and stakeholder meeting travel)
Other	\$100	Counter install materials, refurbishment
Subtotal	\$15,052	
II. Review key traffic corridors to enhance safety for all		
Labor	\$5,274	
Travel	\$200	Site visit for traffic corridor review
Other	\$0	
Subtotal	\$5,474	
II. Attend at least three community meetings (includes outreach/engagement and final report)		
Labor	\$16,515	
Travel	\$200	One additional trip for public meeting/presentation
Other	\$1,000	Printing and materials for public outreach and engagement, stakeholder meeting and final presentation; pop-up demonstration materials
Subtotal	\$17,715	
Total Labor	\$36,081	
Total Travel	\$1,060	
Total Other	\$1,100	
Overall Project Total	\$38,241	

¹ PTNY charges a labor rate, including overhead, of \$45/hour for both the Project Coordinator and Project Director and \$102/hour for the Executive Director.

² PTNY charges the IRS-mandated travel reimbursement rate of 53.5 cents/mile.

Hourly Breakdown by Team Member and Task

Deliverables & Other Tasks	PC	PD	ED	Total
I. Data Collection				
Inventory and evaluate existing bike and pedestrian trails, parks & greenspaces, multi-use trails, bike lanes, informal bike routes, and sidewalks	50	45	5	100
Collection and review of available bike transit plans and documents	32	25	3	60
Collection and review of traffic counts, bike/pedestrian counts, accident history data, etc.	38	32	5	75
Review town road re-surfacing plan for opportunities to enhance bike safety	10	8	3	21
Travel time (three site visits)	15	15	5	35
Subtotal	145	125	21	291
Subtotal Labor Cost	\$ 6,525.00	\$ 5,625.00	\$ 2,142.00	\$ 14,292.00
II. Review key traffic corridors to enhance safety for all				
North-South routes (i.e. Rte 9W, Rte 303, Western Highway, Rte 304)	12	8	3	23
East-West routes between Pearl River and Rte 303/River Villages	12	8	3	23
Short routes between homes, shops, recreation areas, and schools/colleges	12	8	3	23
Review key intersections and critical crossings for safety for all, such as: (i) Rte 9W/Oak Tree Rd, (ii) Western Highway/Blauvelt Rd/Rail Trail, (iii) Rte 303/Oak Tree Rd	12	8	3	23
Travel time	5	5	0	
Subtotal	53	37	12	102
Subtotal Labor Cost	\$ 2,385.00	\$ 1,665.00	\$ 1,224.00	\$ 5,274.00

Hourly Breakdown by Team Member and Task (continued)

Deliverables & Other Tasks	PC	PD	ED	Total
III. Attend at least three community meetings (outreach/engagement and final report)				
Kickoff Meeting	12.5	10	5	27.5
Stakeholder meetings	12.5	10	8	30.5
Presentation to the Town Board/public meetings	20	15	10	45
Travel time (if not accounted for previously, three public meetings)	5	5	10	20
Drafting, editing, and compilation of final report and presentation materials	80	65	10	155
Demonstration project preparation and execution	10	10	2	22
Travel time for demonstration project	5	5	0	
Subtotal	145	120	45	300
Subtotal Labor Cost	\$ 6,525.00	\$ 5,400.00	\$ 4,590.00	\$ 16,515.00
Total Hours	343	282	78	693
Total Labor Cost	\$15,435.00	\$12,690.00	\$ 7,956.00	\$ 36,081.00

Project Timeline

See attachment timeline.

Orangetown Bike Study Project Timeline

Week	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39
Tasks																																							
1. Data Collection																																							
Inventory and evaluate existing bike and pedestrian trails, parks and greenspaces, multi-use trails, bike lanes, informal bike routes, and sidewalks.																																							
Collection and review of available bicycle-related transit plans and documents.																																							
Collection and review of traffic counts, bicycle and pedestrian counts, accident history, and other relevant data.																																							
Review Orangetown town resurfacing plan for opportunities to enhance bicycle safety.																																							
2: Review key traffic corridors to enhance safety for all																																							
Review North-South Routes																																							
Review East-West Routes between Pearl River and Rte 303 / River Villages																																							
Review short routes between homes, shops, recreation areas, and schools/colleges																																							
Review key intersections and critical crossings for safety for all																																							
3. Draft-stage Community Meetings and Stakeholder Outreach and Engagement																																							
Kick-off meeting																																							
Stakeholder meetings																																							
4: Draft Orangetown Bike Study																																							
Draft Trail Connection Plan																																							
Town board presentation																																							
Public Meeting																																							
5: Final Public Presentation & Demonstration Project																																							
Demonstration project coordination																																							
Final public presentation																																							
6. Final Orangetown Bike Study																																							
Writing plan																																							
Editing plan																																							
Plan compilation (including layout)																																							
GIS mapping/rendering (ongoing)																																							
Week	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39

June 27, 2017

Mr. Andrew Stewart
Town Supervisor
Town of Orangetown
26 Orangetown Road
Orangeburg, NY 10962

Dear Mr. Stewart:

Brown & Weinraub, PLLC agrees to provide legislative and regulatory representation on behalf of Town of Orangetown beginning on July 1, 2017 through June 30, 2018 for a monthly fee of \$4,000.00, plus disbursements. This agreement may be terminated by either party, by providing the other party with thirty (30) days written notice.

If the above meets with your approval, please so indicate by signing this letter in the space provided below and returning it to me at the above address.

We will register as lobbyists for Town of Orangetown with the New York State Joint Commission on Public Ethics.

Very truly yours,



David N. Weinraub

ACCEPTED AND AGREED:

By: _____
Mr. Andrew Stewart
Town of Orangetown

Date _____



CHARLOTTE MADIGAN
TOWN CLERK

TOWN CLERK
TOWN OF ORANGETOWN
TOWN HALL
26 ORANGEBURG RD.
ORANGEBURG, NY 10962

TEL: (845)359-5100
FAX: (845) 359-5126
townclerk@orangetown.com

Memorandum

TO: Supervisor Andy Stewart

FROM: Charlotte Madigan, Town Clerk

DATE: June 19, 2017

RE: Sparkill/Palisades Fire District – Coordinated Review for Construction of
an Addition to the Existing Firehouse

Please see the attached.

KORNFELD, REW, NEWMAN & SIMEONE

ATTORNEYS AND COUNSELLORS AT LAW
46 WASHINGTON AVENUE
POST OFFICE BOX 177
SUFFERN, NEW YORK 10901

FRANK T. SIMEONE
THOMAS J. NEWMAN, JR.
WILLIAM S. BADURA
SCOTT A. DOW
JEROME S. JEFFERSON

845-357-2680
FAX 845-357-6977

ROBERT E. REW JR. (1912-1960)

THOMAS J. NEWMAN (1928-2012)

JEROME M. KORNFELD (1923-2012)

OUR FILE # _____

June 16, 2017

TO: SEE ATTACHED DISTRIBUTION LIST

RE: Sparkill/Palisades Fire District- Coordinated Review for Construction of an
Addition to the Existing Firehouse

This office serves as counsel to the Board of Fire Commissioners of the Sparkill/Palisades Fire District. The Board of Fire Commissioners has determined that the fire district will undertake a coordinated review with respect to the proposed construction of an approximately 6,000 square foot addition to the existing firehouse. The fire district further expects to declare its intention to become the lead agency for this project, to make a determination of the type of action, unlisted or otherwise, and to determine if a negative declaration regarding same under the State Environmental Quality Review Act is appropriate.

I am enclosing for your review a site plan, and a full proposed Environmental Assessment Form Part 1, prepared by project engineers Atzl, Nasher & Zigler, P.C. As you can see from these submittals, it does not appear that the project will have any significant impacts on the environment.

The following agencies, which include your agency, have been determined to be involved agencies:

- Town of Orangetown Town Board
- Town of Orangetown Planning Board
- Town of Orangetown Highway Department
- Town of Orangetown Department of Environmental Management & Engineering
- Rockland Highway Department
- Rockland County Drainage Agency
- New York State Department of Environmental Conservation
- New York State Department of Transportation
- Rockland County Sewer District No.1
- Suez Water of New York
- Rockland County Department of Health

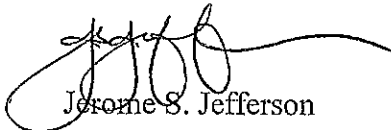
In addition, the fire district is noting the following interested agencies:

Rockland County Planning Department
NYS Dept of Parks, Recreation and Historic Preservation
NYS DEC Division of Fish, Wildlife & Marine Resources
Orange and Rockland

It has been determined that the potential impacts of this project are primarily of local significance. The Board of Fire Commissioners, as the agency responsible for funding the project, is requesting lead agency designation. If this office, does not receive a written reply from your agency by July 21, 2017, it will be assumed that your agency's consent has been given to the fire district becoming the lead agency. However, in order that the review process may be expedited, it is respectfully requested that your agency reply to this office at the earliest opportunity regarding whether or not it agrees with the designation of the Board of Fire Commissioners of the Sparkill/Palisades Fire District as Lead Agency for this project.

If you have any questions or require any further information concerning this matter, kindly contact the Fire District's project engineer.

Very truly yours,



Jerome S. Jefferson

JSJ:sr
Enclosure

cc: Atzl, Nasher & Zigler P.C.
234 North Main Street
New City, NY 10956

Martin F. Sendlewski, AIA
215 Roanoke Avenue
Riverhead, New York 11901

Board of Fire Commissioners
Sparkill/Palisades Fire District
P.O. Box 223
Sparkill, New York 10976

DISTRIBUTION LIST

Town of Orangetown Town Board
26 W. Orangeburg Road
Orangeburg, New York 10962

Town of Orangetown Planning Board
20 South Greenbush Road
Orangeburg, New York 10962

Town of Orangetown Highway Department
119 Route 303
Orangeburg, New York 10962

Town of Orangetown Department of Environmental Management & Engineering
127 Route 303
Orangeburg, New York 10962

Rockland County Highway Department
23 New Hempstead Road
New City, New York 10956

Rockland County Drainage Agency
23 New Hempstead Road
New City, New York 10956

New York State Department of Environmental Conservation
21 South Putt Corners Road
New Paltz, New York 12561-1696

New York State Department of Transportation
Eleanor Roosevelt State Office Building
4 Burnett Boulevard
Poughkeepsie, NY 12603
Attn: Todd Westhuis, PE, Regional Director

Rockland County Sewer District No.1
4 Route 30
Orangeburg, New York 10962

Suez Water of New York
360 West Nyack Road
West Nyack, New York 10994

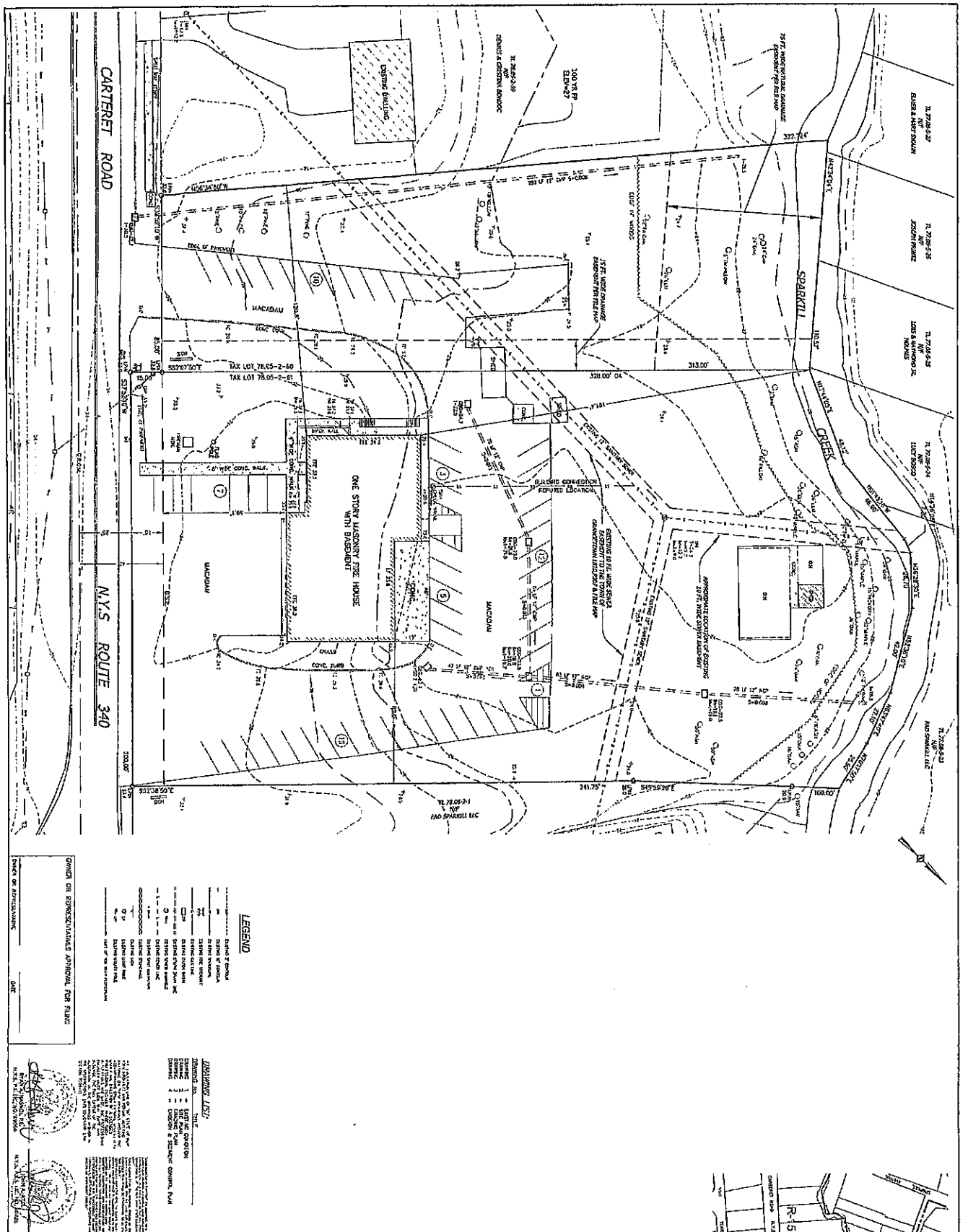
Rockland County Department of Health
Environmental Health, Bldg D
50 Sanitorium Road
Pomona, New York 10970

Rockland County Department of Planning
One South Main Street, Suite 100
New City, New York 10956-3549

NYS Department of Parks, Recreation and Historic Preservation
Peebles Island State Park
P.O. Box 189
Waterford, New York 12188-0189

NYS DEC Division of Fish, Wildlife & Marine Resources
Information Services
New York National Heritage Program
625 Broadway, 5th Floor
Albany, New York 12233-4757

Orange and Rockland
Regional Manager
75 West Route 59
Spring Valley, New York 10977



OWNER FOR INFORMATION'S APPROVAL FOR PLANS

NAME OF APPLICANT: [] DATE: []

LEGEND

--- PROPERTY LINE

- - - - - EASEMENT

- - - - - FLOOD ZONE

- - - - - UTILITY LINE

- - - - - STREAM

- - - - - FENCE

- - - - - EXISTING BUILDING

- - - - - PROPOSED BUILDING

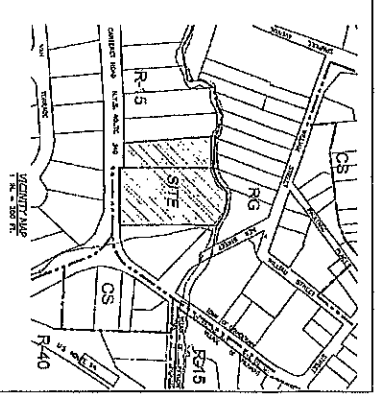
- - - - - PROPOSED DRIVEWAY

- - - - - PROPOSED SIDEWALK

- - - - - PROPOSED PAVEMENT

- - - - - PROPOSED CURB

- - - - - PROPOSED DRAINAGE



APPLICANT'S CERTIFICATION

I hereby certify that the information furnished herein is true and correct to the best of my knowledge and belief.

DATE: []

SIGNATURE: []

TOWN OF ORANGETOWN
ROCKLAND COUNTY, NEW YORK

EXISTING CONDITION

DATE: MAY 28, 2023	SCALE: 1" = 50'
DRAWN BY: []	CHECKED BY: []
PROJECT NO. 4365	SHEET NO. 1

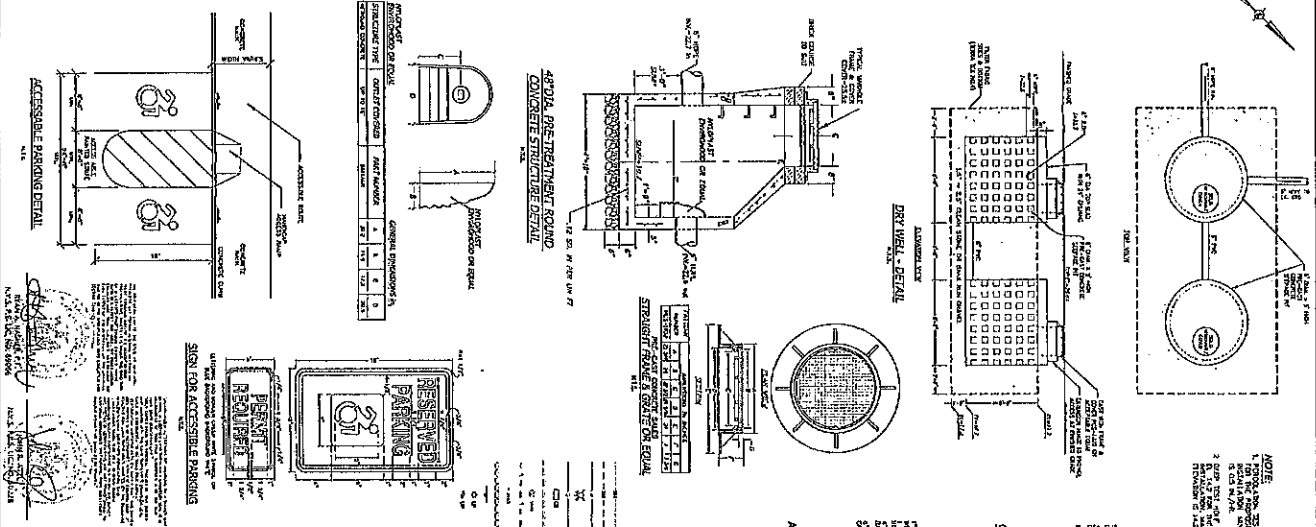
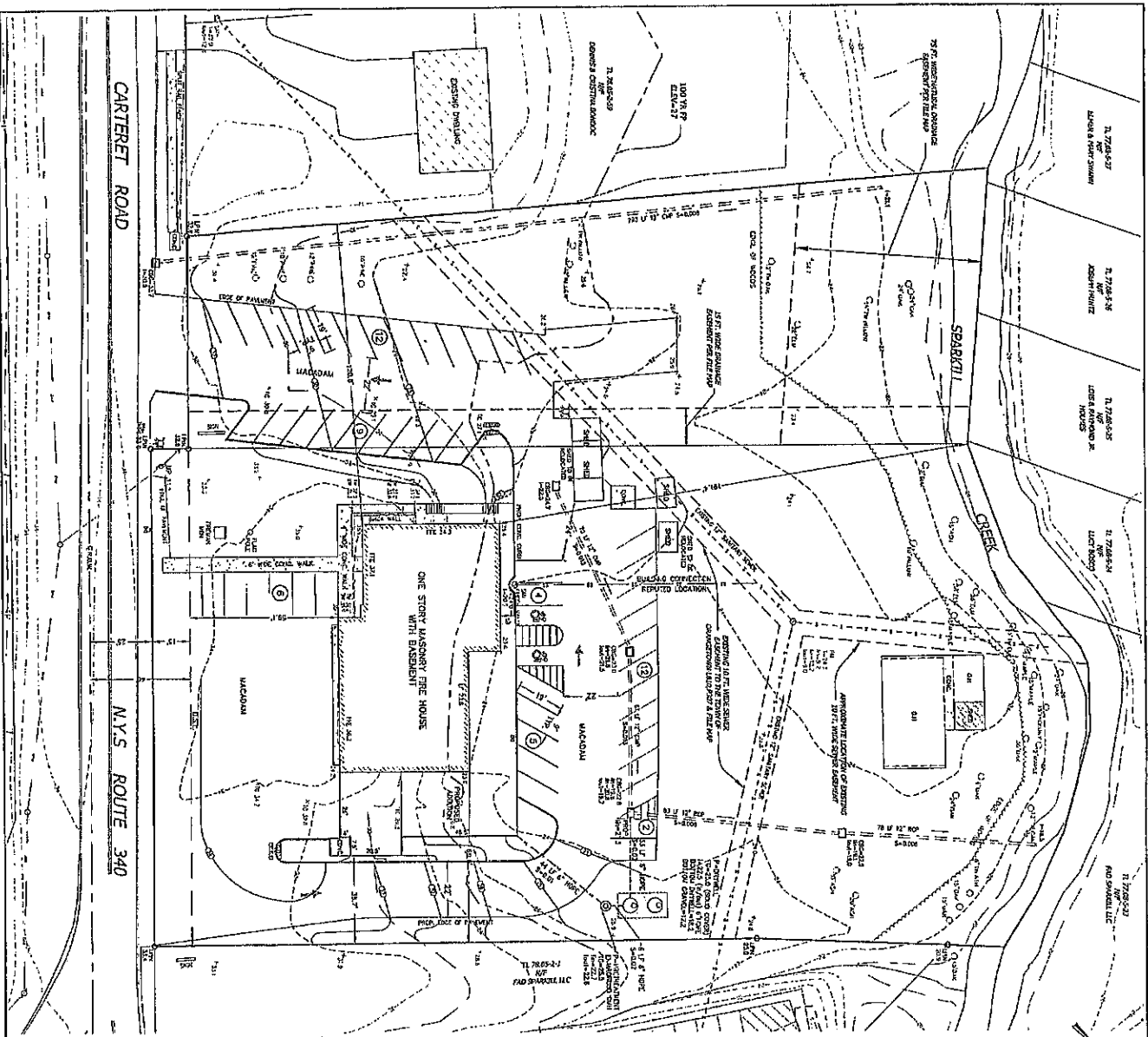
OWNER & APPLICANT:
 ATTLA NASHNER & ZICKLER P.C.
 201 NORTH MAIN STREET
 NEW YORK, NEW YORK 10013
 TEL: (212) 607-5444 FAX: (212) 607-5418
 WWW.ATZ.COM

DISTRICTS:
 - SPARKILL
 - PALISADES
 - FIRE DISTRICT

TAX MAP REFERENCE:
 TAX MAP NO. []

LOT AREAS:
 TOTAL AREA: []
 NET AREA: []

SUBDIVISION REFERENCE:
 SUBDIVISION NO. []



NOTES:
 1. FINISH GRADES SHOWN ARE BASED ON THE 1972
 2. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
 3. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
 4. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
 5. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

LEGEND

- 1. ASPHALTIC CONCRETE PAVEMENT
- 2. CONCRETE PAVEMENT
- 3. ASPHALTIC CONCRETE PAVEMENT WITH CURB
- 4. ASPHALTIC CONCRETE PAVEMENT WITH CURB AND GUTTER
- 5. ASPHALTIC CONCRETE PAVEMENT WITH CURB AND GUTTER AND SIDEWALK
- 6. ASPHALTIC CONCRETE PAVEMENT WITH CURB AND GUTTER AND SIDEWALK AND BIKEWAY
- 7. ASPHALTIC CONCRETE PAVEMENT WITH CURB AND GUTTER AND SIDEWALK AND BIKEWAY AND TRAIL
- 8. ASPHALTIC CONCRETE PAVEMENT WITH CURB AND GUTTER AND SIDEWALK AND BIKEWAY AND TRAIL AND PLANTING STRIP
- 9. ASPHALTIC CONCRETE PAVEMENT WITH CURB AND GUTTER AND SIDEWALK AND BIKEWAY AND TRAIL AND PLANTING STRIP AND LIGHT FIXTURE
- 10. ASPHALTIC CONCRETE PAVEMENT WITH CURB AND GUTTER AND SIDEWALK AND BIKEWAY AND TRAIL AND PLANTING STRIP AND LIGHT FIXTURE AND SIGN

PROJECT: SPARKILL-PALSADES FIRE DISTRICT

CLIENT: TOWN OF ORANGETOWN, ROCKLAND COUNTY, NEW YORK

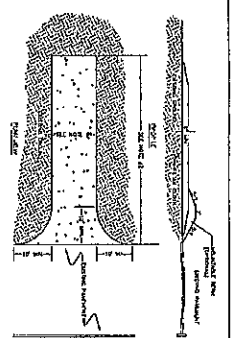
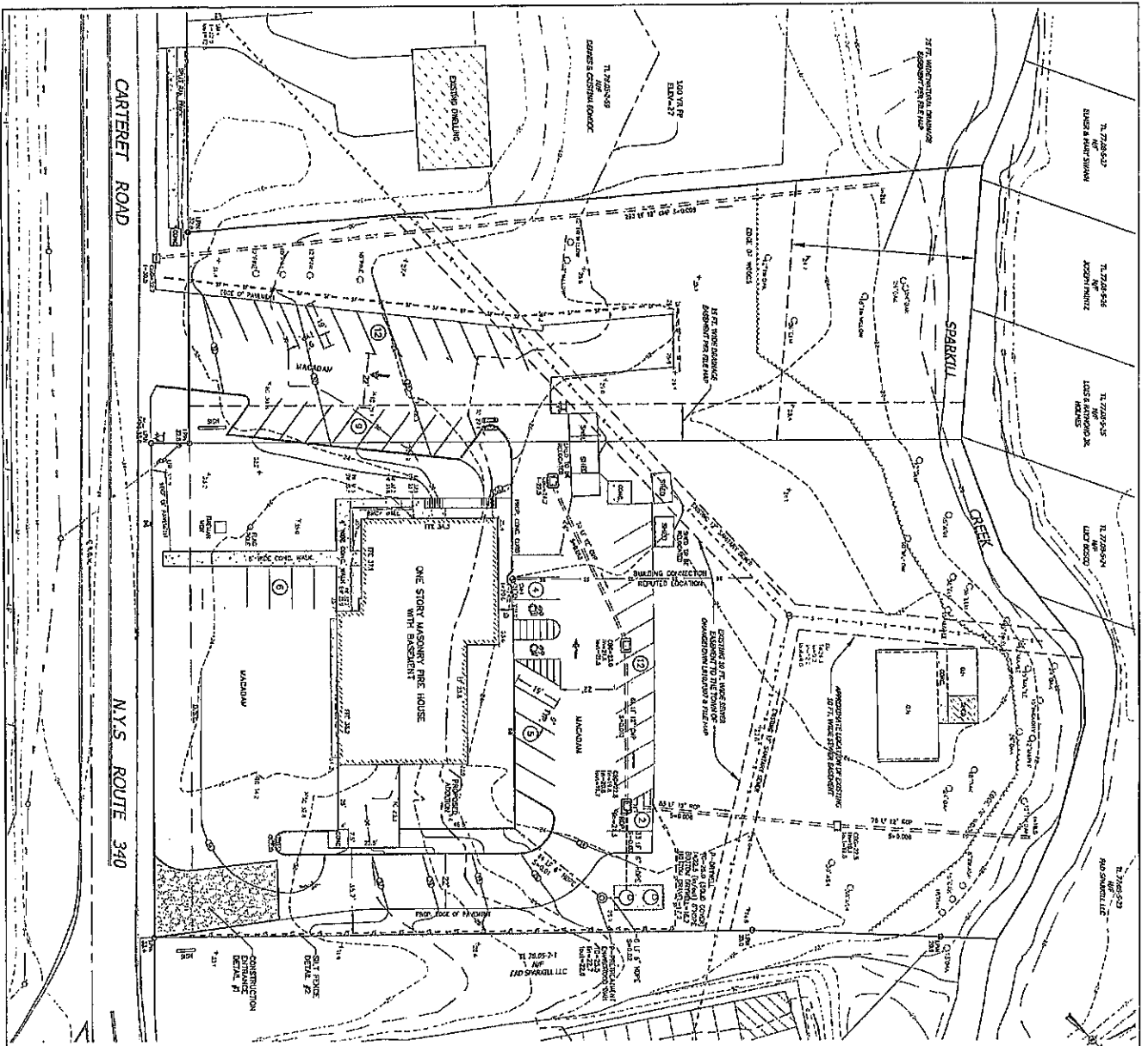
DESIGNER: M/VEZ, MASTERS & ZIGLER P.C., ENGINEERS-ARCHITECTS-PLANNERS

DATE: 4/10/2012

SCALE: 1" = 10'

PROJECT NO.: 4365

SHEET NO.: 3



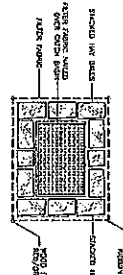
CONSTRUCTION DETAIL #1

1. FOUNDATION SHALL BE CONCRETE ON GRAVEL FILL.

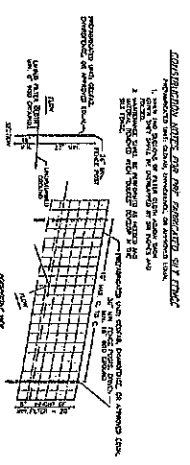
2. WALL SHALL BE MASONRY ON CONCRETE.

3. FINISH SHALL BE AS SHOWN.

4. SEE NOTES FOR MATERIALS AND DIMENSIONS.



CATCH BASIN WITH FILTER FABRIC DETAILS



SILT FENCE DETAIL #2

LEGEND

Symbol	DESCRIPTION
(Symbol)	EXISTING CONCRETE
(Symbol)	EXISTING MASONRY
(Symbol)	EXISTING GRAVEL
(Symbol)	EXISTING ASPHALT
(Symbol)	EXISTING DRIVE
(Symbol)	EXISTING SIDEWALK
(Symbol)	EXISTING CURB
(Symbol)	EXISTING FENCE
(Symbol)	EXISTING UTILITY
(Symbol)	EXISTING EROSION CONTROL
(Symbol)	EXISTING SEWER
(Symbol)	EXISTING WATER
(Symbol)	EXISTING GAS
(Symbol)	EXISTING CABLE
(Symbol)	EXISTING TELEPHONE
(Symbol)	EXISTING FIBER OPTIC
(Symbol)	EXISTING EROSION CONTROL
(Symbol)	EXISTING SEWER
(Symbol)	EXISTING WATER
(Symbol)	EXISTING GAS
(Symbol)	EXISTING CABLE
(Symbol)	EXISTING TELEPHONE
(Symbol)	EXISTING FIBER OPTIC

NOTES:

- ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL BUILDING CODES AND THE LATEST EDITIONS OF THE NATIONAL FIRE PROTECTION ASSOCIATION (NFPA) CODES.
- ALL MATERIALS SHALL BE APPROVED BY THE ENGINEER.
- ALL DIMENSIONS SHALL BE IN FEET AND INCHES.
- ALL FINISHES SHALL BE AS SHOWN.
- ALL UTILITIES SHALL BE LOCATED AND DEPTH NOTED.
- ALL EROSION CONTROL MEASURES SHALL BE INSTALLED AND MAINTAINED THROUGHOUT CONSTRUCTION.
- ALL SEWER AND WATER LINES SHALL BE INSTALLED AND TESTED BEFORE BACKFILLING.
- ALL GAS LINES SHALL BE INSTALLED AND TESTED BEFORE BACKFILLING.
- ALL CABLES SHALL BE INSTALLED AND TESTED BEFORE BACKFILLING.
- ALL TELEPHONE LINES SHALL BE INSTALLED AND TESTED BEFORE BACKFILLING.
- ALL FIBER OPTIC LINES SHALL BE INSTALLED AND TESTED BEFORE BACKFILLING.

PROJECT: SPARKILL-PALSADES FIRE DISTRICT

CLIENT: TOWN OF ORANGETOWN, ROCKLAND COUNTY, NEW YORK

ENGINEER: AN 87 ATYLA, NASHLEY & ZIGLEN P.C. ENGINEERS-ARCHITECTS-PLANNERS

DATE: 04/20/2010

PROJECT NO.: 4355

SHEET NO.: 4

**Full Environmental Assessment Form
Part 1 - Project and Setting**

Instructions for Completing Part 1

Part 1 is to be completed by the applicant or project sponsor. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification.

Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information; indicate whether missing information does not exist, or is not reasonably available to the sponsor; and, when possible, generally describe work or studies which would be necessary to update or fully develop that information.

Applicants/sponsors must complete all items in Sections A & B. In Sections C, D & E, most items contain an initial question that must be answered either "Yes" or "No". If the answer to the initial question is "Yes", complete the sub-questions that follow. If the answer to the initial question is "No", proceed to the next question. Section F allows the project sponsor to identify and attach any additional information. Section G requires the name and signature of the project sponsor to verify that the information contained in Part 1 is accurate and complete.

A. Project and Sponsor Information.

Name of Action or Project: Sparkill Fire District - Firehouse Addition		
Project Location (describe, and attach a general location map): 520 NY-340, Sparkill NY 10976		
Brief Description of Proposed Action (include purpose or need): 6000 SF addition to the existing firehouse providing one additional truck bay, storage and training areas, meeting room, commissioner offices, future bunk spaces, an IT room, and bathrooms. Storage and training areas are needed to get activities off of the floor in the existing truck bays. Truck bay, offices, meeting space, and bunk rooms are to meet current expanding capacity for the building.		
Name of Applicant/Sponsor: Sparkill Paltisades Fire District	Telephone: (845) 359-1324	E-Mail: sparkillpaltisadesfire@msn.com
Address: 520 NY-340		
City/PO: Sparkill	State: NY	Zip Code: 10976
Project Contact (if not same as sponsor; give name and title/role): MIKE YANNAZONE	Telephone:	E-Mail: yanny235@msn.com
Address: 348 RT 340		
City/PO: SPARKILL	State: NY	Zip Code: 10976
Property Owner (if not same as sponsor):	Telephone:	E-Mail:
Address:		
City/PO:	State:	Zip Code:

Government Approvals

B. Government Approvals, Funding, or Sponsorship. ("Funding" includes grants, loans, tax relief, and any other forms of financial assistance.)

Government Entity	If Yes: Identify Agency and Approval(s) Required	Application Date (Actual or projected)
a. City Council, Town Board, <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No or Village Board of Trustees		
b. City, Town or Village Planning Board or Commission <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Site Plan Approvals	
c. City Council, Town or Village Zoning Board of Appeals <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Area Variances	
d. Other local agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
e. County agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Rockland County Drainage Agency, Rockland County Health Department (mosquito control)	
f. Regional agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
g. State agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	NYS DOT	
h. Federal agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
i. Coastal Resources.		
i. Is the project site within a Coastal Area, or the waterfront area of a Designated Inland Waterway?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
ii. Is the project site located in a community with an approved Local Waterfront Revitalization Program?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
iii. Is the project site within a Coastal Erosion Hazard Area?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

C. Planning and Zoning

C.1. Planning and zoning actions.

Will administrative or legislative adoption, or amendment of a plan, local law, ordinance, rule or regulation be the only approval(s) which must be granted to enable the proposed action to proceed? Yes No

- If Yes, complete sections C, F and G.
- If No, proceed to question C.2 and complete all remaining sections and questions in Part 1

C.2. Adopted land use plans.

a. Do any municipally- adopted (city, town, village or county) comprehensive land use plan(s) include the site where the proposed action would be located? Yes No

If Yes, does the comprehensive plan include specific recommendations for the site where the proposed action would be located? Yes No

b. Is the site of the proposed action within any local or regional special planning district (for example: Greenway Brownfield Opportunity Area (BOA); designated State or Federal heritage area; watershed management plan; or other?) Yes No

If Yes, identify the plan(s):

c. Is the proposed action located wholly or partially within an area listed in an adopted municipal open space plan, or an adopted municipal farmland protection plan? Yes No

If Yes, identify the plan(s):

a. Is the site of the proposed action located in a municipality with an adopted zoning law or ordinance. Yes No
If Yes, what is the zoning classification(s) including any applicable overlay district?

Medium Density Residential - R-15

b. Is the use permitted or allowed by a special or conditional use permit? Yes No

c. Is a zoning change requested as part of the proposed action? Yes No

If Yes,

i. What is the proposed new zoning for the site?

C.4. Existing community services.

a. In what school district is the project site located? SOUTH ORANGE TOWN

b. What police or other public protection forces serve the project site?

ORANGETOWN POLICE DEPARTMENT

c. Which fire protection and emergency medical services serve the project site?

Sparkill Palisades Fire District - Orangetown Ambulance Corps

d. What parks serve the project site?

NONE

D. Project Details

D.1. Proposed and Potential Development

a. What is the general nature of the proposed action (e.g., residential, industrial, commercial, recreational; if mixed, include all components)? Institutional (FIREHOUSE)

b. a. Total acreage of the site of the proposed action? 2.35 acres
b. Total acreage to be physically disturbed? .25 acres
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? 2.35 acres

c. Is the proposed action an expansion of an existing project or use? Yes No
i. If Yes, what is the approximate percentage of the proposed expansion and identify the units (e.g., acres, miles, housing units, square feet)? % 60 Units: SF

d. Is the proposed action a subdivision, or does it include a subdivision? Yes No

If Yes,

i. Purpose or type of subdivision? (e.g., residential, industrial, commercial; if mixed, specify types)

ii. Is a cluster/conservation layout proposed? Yes No

iii. Number of lots proposed? _____

iv. Minimum and maximum proposed lot sizes? Minimum _____ Maximum _____

e. Will proposed action be constructed in multiple phases? Yes No

i. If No, anticipated period of construction: 10 months

ii. If Yes:

- Total number of phases anticipated _____
- Anticipated commencement date of phase 1 (including demolition) _____ month _____ year
- Anticipated completion date of final phase _____ month _____ year
- Generally describe connections or relationships among phases, including any contingencies where progress of one phase may determine timing or duration of future phases: _____

Does the project include new residential uses? Yes No

If Yes, show numbers of units proposed.

	One Family	Two Family	Three Family	Multiple Family (four or more)
Initial Phase	_____	_____	_____	_____
At completion	_____	_____	_____	_____
of all phases	_____	_____	_____	_____

g. Does the proposed action include new non-residential construction (including expansions)? Yes No

If Yes,

i. Total number of structures _____ 1

ii. Dimensions (in feet) of largest proposed structure: _____ 40' height; _____ 20' width; and _____ 88' length

iii. Approximate extent of building space to be heated or cooled: _____ 6000 sf square feet

h. Does the proposed action include construction or other activities that will result in the impoundment of any liquids, such as creation of a water supply, reservoir, pond, lake, waste lagoon or other storage? Yes No

If Yes,

i. Purpose of the impoundment: _____

ii. If a water impoundment, the principal source of the water: Ground water Surface water streams Other specify: _____

iii. If other than water, identify the type of impounded/contained liquids and their source. _____

iv. Approximate size of the proposed impoundment. Volume: _____ million gallons; surface area: _____ acres

v. Dimensions of the proposed dam or impounding structure: _____ height; _____ length

vi. Construction method/materials for the proposed dam or impounding structure (e.g., earth fill, rock, wood, concrete): _____

D.2. Project Operations

a. Does the proposed action include any excavation, mining, or dredging, during construction, operations, or both? Yes No
(Not including general site preparation, grading or installation of utilities or foundations where all excavated materials will remain onsite)

If Yes:

i. What is the purpose of the excavation or dredging? _____

ii. How much material (including rock, earth, sediments, etc.) is proposed to be removed from the site?

- Volume (specify tons or cubic yards): _____
- Over what duration of time? _____

iii. Describe nature and characteristics of materials to be excavated or dredged, and plans to use, manage or dispose of them. _____

iv. Will there be onsite dewatering or processing of excavated materials? Yes No
If yes, describe. _____

v. What is the total area to be dredged or excavated? _____ acres

vi. What is the maximum area to be worked at any one time? _____ acres

vii. What would be the maximum depth of excavation or dredging? _____ feet

viii. Will the excavation require blasting? Yes No

ix. Summarize site reclamation goals and plan: _____

b. Would the proposed action cause or result in alteration of, increase or decrease in size of, or encroachment into any existing wetland, waterbody, shoreline, beach or adjacent area? Yes No

If Yes:

i. Identify the wetland or waterbody which would be affected (by name, water index number, wetland map number or geographic description): _____

Describe how the proposed action would affect that waterbody or wetland, e.g. excavation, fill, placement of structures, or alteration of channels, banks and shorelines. Indicate extent of activities, alterations and additions in square feet or acres:

iii. Will proposed action cause or result in disturbance to bottom sediments? Yes No
If Yes, describe: _____

iv. Will proposed action cause or result in the destruction or removal of aquatic vegetation? Yes No
If Yes:

- acres of aquatic vegetation proposed to be removed: _____
- expected acreage of aquatic vegetation remaining after project completion: _____
- purpose of proposed removal (e.g. beach clearing, invasive species control, boat access): _____
- proposed method of plant removal: _____
- if chemical/herbicide treatment will be used, specify product(s): _____

v. Describe any proposed reclamation/mitigation following disturbance: _____

c. Will the proposed action use, or create a new demand for water? Yes No
If Yes:

i. Total anticipated water usage/demand per day: _____ gallons/day

ii. Will the proposed action obtain water from an existing public water supply? Yes No
If Yes:

- Name of district or service area: _____
- Does the existing public water supply have capacity to serve the proposal? Yes No
- Is the project site in the existing district? Yes No
- Is expansion of the district needed? Yes No
- Do existing lines serve the project site? Yes No

iii. Will line extension within an existing district be necessary to supply the project? Yes No
If Yes:

- Describe extensions or capacity expansions proposed to serve this project: _____
- Source(s) of supply for the district: _____

iv. Is a new water supply district or service area proposed to be formed to serve the project site? Yes No
If Yes:

- Applicant/sponsor for new district: _____
- Date application submitted or anticipated: _____
- Proposed source(s) of supply for new district: _____

v. If a public water supply will not be used, describe plans to provide water supply for the project: _____

vi. If water supply will be from wells (public or private), maximum pumping capacity: _____ gallons/minute.

d. Will the proposed action generate liquid wastes? Yes No
If Yes:

i. Total anticipated liquid waste generation per day: _____ gallons/day

ii. Nature of liquid wastes to be generated (e.g., sanitary wastewater, industrial; if combination, describe all components and approximate volumes or proportions of each): _____

iii. Will the proposed action use any existing public wastewater treatment facilities? Yes No
If Yes:

- Name of wastewater treatment plant to be used: _____
- Name of district: _____
- Does the existing wastewater treatment plant have capacity to serve the project? Yes No
- Is the project site in the existing district? Yes No
- Is expansion of the district needed? Yes No

Do existing sewer lines serve the project site? Yes No

• Will line extension within an existing district be necessary to serve the project? Yes No

If Yes:

• Describe extensions or capacity expansions proposed to serve this project: _____

iv. Will a new wastewater (sewage) treatment district be formed to serve the project site? Yes No

If Yes:

• Applicant/sponsor for new district: _____

• Date application submitted or anticipated: _____

• What is the receiving water for the wastewater discharge? _____

v. If public facilities will not be used, describe plans to provide wastewater treatment for the project, including specifying proposed receiving water (name and classification if surface discharge, or describe subsurface disposal plans):

vi. Describe any plans or designs to capture, recycle or reuse liquid waste: _____

e. Will the proposed action disturb more than one acre and create stormwater runoff, either from new point sources (i.e. ditches, pipes, swales, curbs, gutters or other concentrated flows of stormwater) or non-point source (i.e. sheet flow) during construction or post construction? Yes No

If Yes:

i. How much impervious surface will the project create in relation to total size of project parcel?

_____ Square feet or _____ acres (impervious surface)

_____ Square feet or _____ acres (parcel size)

ii. Describe types of new point sources. _____

iii. Where will the stormwater runoff be directed (i.e. on-site stormwater management facility/structures, adjacent properties, groundwater, on-site surface water or off-site surface waters)?

• If to surface waters, identify receiving water bodies or wetlands: _____

• Will stormwater runoff flow to adjacent properties? Yes No

iv. Does proposed plan minimize impervious surfaces, use pervious materials or collect and re-use stormwater? Yes No

f. Does the proposed action include, or will it use on-site, one or more sources of air emissions, including fuel combustion, waste incineration, or other processes or operations? Yes No

If Yes, identify:

i. Mobile sources during project operations (e.g., heavy equipment, fleet or delivery vehicles)

ii. Stationary sources during construction (e.g., power generation, structural heating, batch plant, crushers)

iii. Stationary sources during operations (e.g., process emissions, large boilers, electric generation)

g. Will any air emission sources named in D.2.f (above), require a NY State Air Registration, Air Facility Permit, or Federal Clean Air Act Title IV or Title V Permit? Yes No

If Yes:

i. Is the project site located in an Air quality non-attainment area? (Area routinely or periodically fails to meet ambient air quality standards for all or some parts of the year) Yes No

ii. In addition to emissions as calculated in the application, the project will generate:

- _____ Tons/year (short tons) of Carbon Dioxide (CO₂)
- _____ Tons/year (short tons) of Nitrous Oxide (N₂O)
- _____ Tons/year (short tons) of Perfluorocarbons (PFCs)
- _____ Tons/year (short tons) of Sulfur Hexafluoride (SF₆)
- _____ Tons/year (short tons) of Carbon Dioxide equivalent of Hydrofluorocarbons (HFCs)
- _____ Tons/year (short tons) of Hazardous Air Pollutants (HAPs)

Will the proposed action generate or emit methane (including, but not limited to, sewage treatment plants, landfills, composting facilities)? Yes No

If Yes:

i. Estimate methane generation in tons/year (metric): _____

ii. Describe any methane capture, control or elimination measures included in project design (e.g., combustion to generate heat or electricity, flaring): _____

i. Will the proposed action result in the release of air pollutants from open-air operations or processes, such as quarry or landfill operations? Yes No

If Yes: Describe operations and nature of emissions (e.g., diesel exhaust, rock particulates/dust): _____

j. Will the proposed action result in a substantial increase in traffic above present levels or generate substantial new demand for transportation facilities or services? Yes No

If Yes:

i. When is the peak traffic expected (Check all that apply): Morning Evening Weekend
 Randomly between hours of _____ to _____.

ii. For commercial activities only, projected number of semi-trailer truck trips/day: _____

iii. Parking spaces: Existing _____ Proposed _____ Net increase/decrease _____

iv. Does the proposed action include any shared use parking? Yes No

v. If the proposed action includes any modification of existing roads, creation of new roads or change in existing access, describe: _____

vi. Are public/private transportation service(s) or facilities available within 1/2 mile of the proposed site? Yes No

vii. Will the proposed action include access to public transportation or accommodations for use of hybrid, electric or other alternative fueled vehicles? Yes No

viii. Will the proposed action include plans for pedestrian or bicycle accommodations for connections to existing pedestrian or bicycle routes? Yes No

k. Will the proposed action (for commercial or industrial projects only) generate new or additional demand for energy? Yes No

If Yes:

i. Estimate annual electricity demand during operation of the proposed action: _____
 200 kW Electrical Demand Estimated per year

ii. Anticipated sources/suppliers of electricity for the project (e.g., on-site combustion, on-site renewable, via grid/local utility, or other):
 ORANGE & ROCKLAND

iii. Will the proposed action require a new, or an upgrade to, an existing substation? Yes No

l. Hours of operation. Answer all items which apply.

i. During Construction:		ii. During Operations:	
• Monday - Friday:	_____ 8-4 _____	• Monday - Friday:	_____ 24-7 _____
• Saturday:	_____ - _____	• Saturday:	_____ 24-7 _____
• Sunday:	_____ - _____	• Sunday:	_____ 24-7 _____
• Holidays:	_____ - _____	• Holidays:	_____ 24-7 _____

the proposed action produce noise that will exceed existing ambient noise levels during construction, operation, or both? Yes No

If yes:

i. Provide details including sources, time of day and duration:

ii. Will proposed action remove existing natural barriers that could act as a noise barrier or screen? Yes No

Describe: _____

n.. Will the proposed action have outdoor lighting? Yes No

If yes:

i. Describe source(s), location(s), height of fixture(s), direction/aim, and proximity to nearest occupied structures:

Several exterior building lights will be installed to illuminate key points of the entry and exterior for safety and direction of occupants/visitors. Heights of approximately 10'-0" and lower to illuminate paths, stairs, and main entries.

ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen? Yes No

Describe: _____

o. Does the proposed action have the potential to produce odors for more than one hour per day? Yes No

If Yes, describe possible sources, potential frequency and duration of odor emissions, and proximity to nearest occupied structures:

p. Will the proposed action include any bulk storage of petroleum (combined capacity of over 1,100 gallons) or chemical products 185 gallons in above ground storage or any amount in underground storage? Yes No

If Yes:

i. Product(s) to be stored _____

ii. Volume(s) _____ per unit time _____ (e.g., month, year)

iii. Generally describe proposed storage facilities: _____

q. Will the proposed action (commercial, industrial and recreational projects only) use pesticides (i.e., herbicides, insecticides) during construction or operation? Yes No

If Yes:

i. Describe proposed treatment(s):

ii. Will the proposed action use Integrated Pest Management Practices? Yes No

r. Will the proposed action (commercial or industrial projects only) involve or require the management or disposal of solid waste (excluding hazardous materials)? Yes No

If Yes:

i. Describe any solid waste(s) to be generated during construction or operation of the facility:

- Construction: _____ tons per _____ (unit of time)
- Operation : _____ tons per _____ (unit of time)

ii. Describe any proposals for on-site minimization, recycling or reuse of materials to avoid disposal as solid waste:

- Construction: _____
- Operation: _____

iii. Proposed disposal methods/facilities for solid waste generated on-site:

- Construction: _____
- Operation: _____

Does the proposed action include construction or modification of a solid waste management facility? Yes No

es:

i. Type of management or handling of waste proposed for the site (e.g., recycling or transfer station, composting, landfill, or other disposal activities): _____

ii. Anticipated rate of disposal/processing:

- _____ Tons/month, if transfer or other non-combustion/thermal treatment, or
- _____ Tons/hour, if combustion or thermal treatment

iii. If landfill, anticipated site life: _____ years

t. Will proposed action at the site involve the commercial generation, treatment, storage, or disposal of hazardous waste? Yes No

If Yes:

i. Name(s) of all hazardous wastes or constituents to be generated, handled or managed at facility: _____

ii. Generally describe processes or activities involving hazardous wastes or constituents: _____

iii. Specify amount to be handled or generated _____ tons/month

iv. Describe any proposals for on-site minimization, recycling or reuse of hazardous constituents: _____

v. Will any hazardous wastes be disposed at an existing offsite hazardous waste facility? Yes No

If Yes: provide name and location of facility: _____

If No: describe proposed management of any hazardous wastes which will not be sent to a hazardous waste facility: _____

E. Site and Setting of Proposed Action

E.1. Land uses on and surrounding the project site

a. Existing land uses.

i. Check all uses that occur on, adjoining and near the project site.

Urban Industrial Commercial Residential (suburban) Rural (non-farm)

Forest Agriculture Aquatic Other (specify): _____

ii. If mix of uses, generally describe:

AREA IS RESIDENTIAL EXCEPT FOR TWO COMMERCIAL USES AT THE INTERSECTION WITH VALENTINE AVENUE

b. Land uses and covertypes on the project site.

Land use or Covertype	Current Acreage	Acreage After Project Completion	Change (Acres +/-)
• Roads, buildings, and other paved or impervious surfaces	0.37	0.43	0.06
• Forested	0.32	0.32	0
• Meadows, grasslands or brushlands (non-agricultural, including abandoned agricultural)	0	0	0
• Agricultural (includes active orchards, field, greenhouse etc.)	0	0	0
• Surface water features (lakes, ponds, streams, rivers, etc.)	0.08	0.08	0
• Wetlands (freshwater or tidal)	0	0	0
• Non-vegetated (bare rock, earth or fill)	0	0	0
• Other Describe: <u>LAWN / LANDSCAPING</u>	1.58	1.52	-0.06

... project site presently used by members of the community for public recreation? Yes No
 .. If Yes: explain: _____

d. Are there any facilities serving children, the elderly, people with disabilities (e.g., schools, hospitals, licensed day care centers, or group homes) within 1500 feet of the project site? Yes No
 If Yes,
 i. Identify Facilities:
 Community and public spaces _____

e. Does the project site contain an existing dam? Yes No
 If Yes:
 i. Dimensions of the dam and impoundment:
 • Dam height: _____ feet
 • Dam length: _____ feet
 • Surface area: _____ acres
 • Volume impounded: _____ gallons OR acre-feet
 ii. Dam's existing hazard classification: _____
 iii. Provide date and summarize results of last inspection: _____

f. Has the project site ever been used as a municipal, commercial or industrial solid waste management facility, or does the project site adjoin property which is now, or was at one time, used as a solid waste management facility? Yes No
 If Yes:
 i. Has the facility been formally closed? Yes No
 • If yes, cite sources/documentation: _____
 ii. Describe the location of the project site relative to the boundaries of the solid waste management facility: _____
 iii. Describe any development constraints due to the prior solid waste activities: _____

g. Have hazardous wastes been generated, treated and/or disposed of at the site, or does the project site adjoin property which is now or was at one time used to commercially treat, store and/or dispose of hazardous waste? Yes No
 If Yes:
 i. Describe waste(s) handled and waste management activities, including approximate time when activities occurred: _____

h. Potential contamination history. Has there been a reported spill at the proposed project site, or have any remedial actions been conducted at or adjacent to the proposed site? Yes No
 If Yes:
 i. Is any portion of the site listed on the NYSDEC Spills Incidents database or Environmental Site Remediation database? Check all that apply: Yes No
 Yes – Spills Incidents database Provide DEC ID number(s): _____
 Yes – Environmental Site Remediation database Provide DEC ID number(s): _____
 Neither database
 ii. If site has been subject of RCRA corrective activities, describe control measures: _____
 iii. Is the project within 2000 feet of any site in the NYSDEC Environmental Site Remediation database? Yes No
 If yes, provide DEC ID number(s): _____
 iv. If yes to (i), (ii) or (iii) above, describe current status of site(s): _____

Is the project site subject to an institutional control limiting property uses? Yes No

- If yes, DEC site ID number: _____
- Describe the type of institutional control (e.g., deed restriction or easement): _____
- Describe any use limitations: _____
- Describe any engineering controls: _____
- Will the project affect the institutional or engineering controls in place? Yes No
- Explain: _____

E.2. Natural Resources On or Near Project Site

a. What is the average depth to bedrock on the project site? _____ >5'-0" feet

b. Are there bedrock outcroppings on the project site? Yes No
 If Yes, what proportion of the site is comprised of bedrock outcroppings? _____ %

c. Predominant soil type(s) present on project site:

WETHERSFIELD-WEB	35% %
UDORTHENTS-UW	65% %
_____	_____ %

d. What is the average depth to the water table on the project site? Average: _____ 2.5 feet

e. Drainage status of project site soils:

<input checked="" type="checkbox"/> Well Drained:	30 % of site
<input checked="" type="checkbox"/> Moderately Well Drained:	50 % of site
<input checked="" type="checkbox"/> Poorly Drained	20 % of site

f. Approximate proportion of proposed action site with slopes:

<input checked="" type="checkbox"/> 0-10%:	80 % of site
<input checked="" type="checkbox"/> 10-15%:	20 % of site
<input type="checkbox"/> 15% or greater:	_____ % of site

g. Are there any unique geologic features on the project site? Yes No
 If Yes, describe: _____

h. Surface water features.

i. Does any portion of the project site contain wetlands or other waterbodies (including streams, rivers, ponds or lakes)? Yes No

ii. Do any wetlands or other waterbodies adjoin the project site? Yes No

If Yes to either *i* or *ii*, continue. If No, skip to E.2.i.

iii. Are any of the wetlands or waterbodies within or adjoining the project site regulated by any federal, state or local agency? Yes No

iv. For each identified regulated wetland and waterbody on the project site, provide the following information:

• Streams:	Name	SPARKILL CREEK	Classification	C
• Lakes or Ponds:	Name	_____	Classification	_____
• Wetlands:	Name	_____	Approximate Size	_____
• Wetland No. (if regulated by DEC)	_____			

v. Are any of the above water bodies listed in the most recent compilation of NYS water quality-impaired waterbodies? Yes No

If yes, name of impaired water body/bodies and basis for listing as impaired: _____

i. Is the project site in a designated Floodway? Yes No

j. Is the project site in the 100 year Floodplain? Yes No

k. Is the project site in the 500 year Floodplain? Yes No

l. Is the project site located over, or immediately adjoining, a primary, principal or sole source aquifer? Yes No

If Yes:
 i. Name of aquifer: _____

Identify the predominant wildlife species that occupy or use the project site:

SUBURBAN WILDLIFE

IE. SQUIRRELS RACOONS, DEER, ETC

n. Does the project site contain a designated significant natural community?

Yes No

If Yes:

i. Describe the habitat/community (composition, function, and basis for designation): _____

ii. Source(s) of description or evaluation: _____

iii. Extent of community/habitat:

- Currently: _____ acres
- Following completion of project as proposed: _____ acres
- Gain or loss (indicate + or -): _____ acres

o. Does project site contain any species of plant or animal that is listed by the federal government or NYS as

Yes No

endangered or threatened, or does it contain any areas identified as habitat for an endangered or threatened species?

p. Does the project site contain any species of plant or animal that is listed by NYS as rare, or as a species of special concern?

Yes No

q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing?

Yes No

If yes, give a brief description of how the proposed action may affect that use: _____

E.3. Designated Public Resources On or Near Project Site

a. Is the project site, or any portion of it, located in a designated agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304?

Yes No

If Yes, provide county plus district name/number: _____

b. Are agricultural lands consisting of highly productive soils present?

Yes No

i. If Yes: acreage(s) on project site? _____

ii. Source(s) of soil rating(s): _____

c. Does the project site contain all or part of, or is it substantially contiguous to, a registered National Natural Landmark?

Yes No

If Yes:

i. Nature of the natural landmark: Biological Community Geological Feature

ii. Provide brief description of landmark, including values behind designation and approximate size/extent: _____

d. Is the project site located in or does it adjoin a state listed Critical Environmental Area?

Yes No

If Yes:

i. CEA name: _____

ii. Basis for designation: _____

iii. Designating agency and date: _____

e. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on, or has been nominated by the NYS Board of Historic Preservation for inclusion on, the State or National Register of Historic Places? Yes No

If Yes:

i. Nature of historic/archaeological resource: Archaeological Site Historic Building or District

ii. Name: _____

iii. Brief description of attributes on which listing is based: _____

f. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory? Yes No

g. Have additional archaeological or historic site(s) or resources been identified on the project site? Yes No

If Yes:

i. Describe possible resource(s): _____

ii. Basis for identification: _____

h. Is the project site within five miles of any officially designated and publicly accessible federal, state, or local scenic or aesthetic resource? Yes No

If Yes:

i. Identify resource: TALLMAN MOUNTAIN STATE PARK

ii. Nature of, or basis for, designation (e.g., established highway overlook, state or local park, state historic trail or scenic byway, etc.): STATE PARK

iii. Distance between project and resource: _____ 2 miles.

i. Is the project site located within a designated river corridor under the Wild, Scenic and Recreational Rivers Program 6 NYCRR 666? Yes No

If Yes:

i. Identify the name of the river and its designation: _____

ii. Is the activity consistent with development restrictions contained in 6NYCRR Part 666? Yes No

F. Additional Information

Attach any additional information which may be needed to clarify your project.

If you have identified any adverse impacts which could be associated with your proposal, please describe those impacts plus any measures which you propose to avoid or minimize them.

G. Verification

I certify that the information provided is true to the best of my knowledge.

Applicant/Sponsor Name William Sullivan Date 6/9/17

Signature William Sullivan Title Chairman



POLLUTION CONTROL AND AIR & WASTE MANAGEMENT
Regulatory & Technical Permitting & Compliance

ENVIRONMENTAL CHEMISTRY
Hazard Evaluation & Remediation, Expert Witness,
Risk Apportionment, Community Education

INDOOR & AMBIENT AIR QUALITY
Chemistry Monitoring Design and Application

A Division of MedAir Associates LLC

SCOPE OF WORK FOR SPECIFIC PROJECT

to be performed for the Town of Orangetown, NY

by

MedAir Associates LLC dba Earth View Environmental

Advisory Services for Upgrading Environmental Management
Town Performance Standards

Under the MedAir General Agreement proposal of May 30, 2017 and continuing on-going work for the Town of Orangetown, Earth View Environmental will provide advisory and consulting services to address upgrading particular Town Performance Standards for Environmental Management issues of chemistry [inventory, emissions], measuring, testing, recordkeeping and reporting.

Borrowing ideas and concepts from EPA, NYSDEC and other states, and other localities, for general and industry-specific air and hazard management, will strengthen town performance standards in industrial permit applications (e.g., air and waste permits, SEQRA), as well as offer businesses a certainty they can rely on. Such notions can be incorporated by reference or inclusion, and/or adopting tables, definitions, and expected deliverables.

We propose four specific areas for updating and improving which would be pertinent to zoning, use and prohibited use regulations, as well as other practices where the Town deems fit.

- **Odors** –The Town’s odor guide (“*Air Pollution Abatement Manual*” by the Manufacturing Chemists’ Association - 1951) is old. There are more updated guides such as the American Industrial Hygiene Association’s “*ODOR THRESHOLDS for Chemicals with Established Occupational Health Standards*”, 2nd ed. 2013; and EPA’s “*Reference Guide to Odor Thresholds for Hazardous Air Pollutants Listed in The Clean Air Act Amendments of 1990.*”

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A Division of MedAir Associates LLC
89 Hyde Boulevard / Ballston Spa, NY 12020
Office: 518.309.3980 / Mobile: 518.265.6268
sbonvell1@nycap.rr.com

- **Particulate Matter and Opacity** - This covers dusty quarries and mines, outdoor wood boilers and other smoke issues, industrial emissions, as well as open fires, etc. We recommend adopting language from various states, standards, with the option of having industries confirm excesses with EPA Method 9 opacity, or other testing, where opacity/smoke/dust is a problem.
- **Noise & Vibrations** – Noise standards used by the Town date from 1944 and 1953; and the Town’s vibrations guidance is based on 1942 technology. These may be fine, but we recommend a review of other town/ city and state ordinances, as well as professional industry standards (OSHA, USGS, US National Library of Medicine National Institutes of Health, etc.).
- **Industrial Chemical Inventory** – The Town should have a master listing protocol for industrial applications for chemical inventory, detailing operations and uses and storage of materials, that can span different programs such as EPA’s Toxic Release Inventory (TRI), Emergency Planning and Community Right-to-Know Act (EPCRA), SEQRA, and appropriate permitting.

The goal of this project is to: leverage existing standards – or create new standards - to produce positive and measurable change in the environmental performance attributes of projects and businesses brought into the Orangetown community; and develop a framework that recognizes environmental performance equal to, or better than, standard industry and/or regulatory practice, and controls preferable conditions to address environmental or health impacts.

An environmental performance standard is a specified level of control, such as a system, piece of equipment, person or procedure, used to manage environmental features of activities:

- Does the control address the risks and impacts it is intended to manage?
- Is there a clearly stated level of performance for the control to manage the risks and impacts captured in the standard?
- Are there standards that relate to each control which have been identified as necessary to reduce impacts and risks to as low as reasonably practicable and acceptable levels?
- Are the standards measurable and auditable?

Phase 1

A summary of items/issues and example choices of different standards or guidelines will be presented to the Town initially in a spreadsheet, with references and particularities of these references for upgrading language. Specifics, tables, charts, etc. will be presented in appendices. A short, simplified example is shown below.

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ITEM	ISSUE	REFERENCES	LANGUAGE or EXPLANATION
Smoke	Opacity	NYSDEC Part 211.2 Visible emissions limited	... opacity will not be equal to or greater than 57 percent (six-minute average) except for a continuous six-minute period per hour of more than 57 percent opacity.
Nuisance	General air contaminant disturbances	NYSDEC Part 211.1 Air pollution prohibited.	No person shall cause or allow emissions of contaminants to the outdoor atmosphere of quantity, characteristic or duration which injurious to human, plant or animal life or property, or which unreasonably interfere with the comfortable enjoyment of life or property. Notwithstanding the existence of specific quality standards or emission limits, this prohibition applies, but is not limited to, a particulate, fume, gas, mist, odor, smoke, pollen, toxic or deleterious emission, either or in combination with others
Odor	Update	American Industrial Hygiene Association's "ODOR THRESHOLDS for Chemicals with Established Occupational Health Standards", 1997), among others.	This source documents various chemical-odor studies and varying odor thresholds to the difficulties in sticking to any one number. Based more on occupational health with a variety of chemicals listed. Appendix contains example page from the document.
Particulate Emissions	Update and enlarge upon	NYSDEC Part 227-1.2 Particulate emissions	References tables and text with different particulate emissions allowed from different sources and heat input of source (MMBtu, etc.)

Phase 2

The final deliverable product will include editing and redlining the current Town code for amendment and adoption by the Town Board. This will set up the Town to do its legal review and coordinate suggested amendments with linked parts of the Town code; clearly, such legal review and analysis is beyond MedAir's scope of work. Our goal is to provide actual amendments that are close to ready for adoption as possible.

Town Responsibilities

- The Town will provide paper copies of its appropriate existing performance standards and application documents pertinent to the items of the scope of work. The purpose of this is to review their assembly, related tables/charts, and other structure, and to understand what applicants or those subject to the performance standards deal with.
- The Town will provide electronic editable Microsoft documents of all pertinent areas to be included in the redlining of Phase 2. The scope of work does not include retyping or recreating these documents for redlining and editing.
- It would be useful to review a few recent Town performance standard reviews or ideas for changes by the Town Board, Planning Board, and/or Zoning Board of Appeals to evaluate ideas that have already been under discussion.

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Project Cost

- ❖ The project will not exceed \$18,000. Invoices will be billed monthly at a \$90 hourly labor rate to billing code: OTOWN PERF STDS.
- ❖ Time Frame: Three to four months with routine progress reports and continual feedback from the Town. We realize this project will require considerable Town staff time, and it is our goal to get as many useful amendments written as possible to optimize the Town's resources. We will also flag items that arise from our research that may be useful for future follow-up.
- ❖ Includes one Town meeting/visit with Town officials at Orangetown, and purchase of standards or literature not otherwise available.
- ❖ The Town will issue a purchase order or other similar written authorization to proceed.

Prepared by Sander Bonvell – July 11, 2017

Submitted electronically to: astewart@orangetown.com

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CYBER HYGIENE

Authorization to Conduct Continuous Scans of Public-Facing Networks and Systems

The National Cybersecurity & Communications Integration Center (NCCIC) of the Department of Homeland Security (DHS), under authority of the Homeland Security Act (6 U.S.C. § 101 et seq., esp. 6 U.S.C. § 148) would like to gain authorization from _____ (_____) to conduct continuous network and vulnerability scanning of _____'s publicly accessible networks and systems.

The goals of these activities are to:

1. Catalog _____'s publicly accessible networks and systems, including services running and version/patch levels
2. Identify vulnerabilities on _____'s publicly accessible networks and systems
3. Identify potential configuration issues with _____'s public facing networks and systems
4. Maintain tactical awareness of the operational risks and cyber health of individual entities
5. Inform the government's common operational view of cyberspace
6. Integrate relevant information, analysis, and vulnerability assessments, in order to identify priorities for protective and support measures regarding potential or actual threats
7. Provide "early warning" of specific actionable vulnerabilities to _____

DHS activities will originate from IP addresses or other identifiers that will be made known to (______). DHS will also notify _____ should the IP addresses or other identifiers change.

Scanning will be openly attributable to the authorized scanning source, and should be detected by _____'s network monitoring solutions. Data will be sent to _____'s networks and systems corresponding to the public facing IP addresses, domain names, or other identifiers provided by _____ for scanning. The process has been designed to be as unobtrusive as possible: scheduling, intensity and frequency have been carefully planned to minimize the possibility of service disruption.

Activities under this authorization will be limited to scanning; no attempts to connect to _____'s internal network, penetrate _____'s systems, or monitor _____'s network traffic will be made under this authorization.



If a third-party, such as a cloud service provider, operates or maintains the _____ networks or systems to be scanned pursuant to this authorization, _____ will make sure that such third parties are promptly notified of this authorized DHS scanning activity and authorize it in writing. If any such third party should fail to authorize in writing the scanning activity, _____ will promptly notify the DHS point of contact listed below.

In a separate Appendix to this authorization _____ will provide the following information: the point of contact for activities performed under this authorization; an email address for the delivery of reports; identification information for the _____ networks and systems to be scanned pursuant to this authorization; and any other relevant information. _____ may provide updates to this information from time to time, in writing, using an updated Appendix or other method. _____ must promptly update DHS of changes to the identifying information used to scan _____ networks and systems pursuant to this authorization.

DHS acknowledges that _____ may withdraw this authorization at any time for any reason.

The DHS Point of Contact for this activity can be reached at NCATS_info@hq.dhs.gov. All notifications, updates, or other communications regarding this authorization and any related activity should be sent to this DHS Point of Contact.

By signing below, the approving _____ official agrees to the following:

- _____ has authority to authorize scanning of the networks and systems submitted pursuant to this authorization;
- _____ authorizes DHS to conduct the scanning activities described above;
- _____ agrees to promptly update DHS of changes to the information used to identify the _____ networks and systems to be scanned pursuant to this authorization;
- _____ agrees to promptly notify and secure written authorization for the scanning activities described above from any third-party that operates or maintains the _____ networks or systems to be scanned pursuant to this authorization;
- _____ accepts that, while DHS teams will use their best efforts to conduct scans in a way that minimizes risk to _____'s systems and networks, the scanning activities described above create some risk of degradation in performance to _____'s systems and networks;
- _____ accepts all risks to its systems and networks for the activities described above;
- _____ acknowledges that DHS provides no warranties of any kind relating to any aspect of the assistance provided under this authorization;



- _____ accepts the risk of any damage that may result from implementing any guidance provided by DHS;
 - _____ hereby holds harmless the U.S. Government and those acting on its behalf from any and all claims arising out of or in any way related to this authorization; and
 - _____ has authorized you to make the above certifications on its behalf.
-

Signature: _____

Name: _____ **Date:** _____

Title: _____

Entity: _____

City: _____ **County:** _____ **State:** _____



Appendix A

Authorization to Conduct Continuous Scans of Public-Facing Networks and Systems

_____ provides the following information to facilitate the authorized scanning activities:

Please provide a **technical point of contact** at _____ for the NCCIC team to follow-up with:

Name: _____

Email: _____

Phone: _____

We recommend your organization **create/use a distribution list** email address to receive our reports. This allows your organization to manage the recipients of our report. *We will only deliver reports to a single address.*

Distro email:

Your report will be encrypted with a password which we will provide to you. **How would you like this password delivered** (select one)?



Phone (tech POC)

- Text/SMS
- Call, leave voicemail
- Call, but don't leave a voicemail



Email

- Tech POC
- Distro POC



When should scans begin? (e.g., as soon as possible, or *time*, Eastern @ *mm/dd/yyyy*)

Identification of Your Public-Facing Networks and Systems:

Enter your organization's **public IPv4 addresses** in CIDR notation and/or **domain names** of your organization, to be scanned:

CENTER FOR INTERNET SECURITY
MULTI-STATE ISAC
Member Agreement

This Agreement ("Agreement") is made between the Town of Orangetown, NY and the Multi-State Information Sharing and Analysis Center of the United States (MS-ISAC), a division of the Center for Internet Security.

The MS-ISAC will enable information sharing, analysis, gathering and distribution in a secure manner using facilities and methods designed to permit individual Members to submit information about security threats, vulnerabilities, incidents, and solutions securely. Only MS-ISAC members have access to review and retrieve this information. When submitting information to the MS-ISAC, Primary Custodians will identify information to the MS-ISAC in the following categories:

Category A: information that is provided only to the MS-ISAC and will not be shared with the MS-ISAC members or others except as authorized by the Primary Custodian. Category A information also consists of any non-categorized information provided to the MS-ISAC and/or pre-cleansed category B information.

Category B: information which is shared with the MS-ISAC and in consultation with the Primary Custodian is cleansed by the MS-ISAC of all identifying information and then, consistent with applicable laws, will be shared only with MS-ISAC members, or the Department of Homeland Security consistent with paragraph six (6).

Category C: information which is shared with the MS-ISAC and does not need to be cleansed and may be shared within the MS-ISAC and outside the MS-ISAC as appropriate.

MS-ISAC members acknowledge that Primary Custodian has certain cyber and/or critical infrastructure information and material that is exempt from disclosure to the public or other unauthorized persons under federal or state laws including the Homeland Security Act of 2002 (6 U.S.C. § 133). MS-ISAC members may provide access to this information and material in order to facilitate interstate communication regarding cyber and/or critical infrastructure readiness and response efforts. These efforts include, but are not limited to, disseminating early warnings of physical and cyber system threats, sharing security incident information between U.S. states, territories, the District of Columbia, tribal

nations and local governments, providing trends and other analysis for security planning, and distributing current proven security practices and suggestions. As a participating member of the MS-ISAC, Primary Custodian agrees that when sharing this information with MS-ISAC members it will do so through the MS-ISAC in accordance with the categories established in this document. MS-ISAC members agree to the terms and conditions contained in this Agreement.

NOW THEREFORE, in consideration of the above promises recited herein, the parties agree to the following:

Definitions:

1. Primary Custodian – the entity that developed or owns the Data. Each collection of Data (database, file, etc.) shall have a single Primary Custodian.
2. MS-ISAC members – the members (U.S. states, territories, the District of Columbia, tribal nations and local governments) who may be in possession or use of Data acquired from the Primary Custodian or from the MS-ISAC.

Purpose:

3. MS-ISAC members acknowledge that the protection of Category A information is essential to the security of Primary Custodian and the mission of the MS-ISAC. The purpose of this Agreement is to enable Primary Custodian to make disclosures of Category A information to MS-ISAC while still maintaining rights in, and control over, Category A information. The purpose is also to preserve confidentiality of the Category A information and to prevent its unauthorized disclosure. It is understood that this Agreement does not grant MS-ISAC or members an express or implied license or an option on a license, or any other rights to or interests in the Category A information, or otherwise. If Primary Custodian retracts any information it sent to the MS-ISAC, then, upon notification by the Primary Custodian, the MS-ISAC will destroy such information and all copies thereof, and notify MS-ISAC members to destroy the information. If an MS-ISAC member is unable to destroy the information based on applicable law, then the member will continue to maintain the confidentiality of the information consistent with

this agreement. Upon receiving such notification, MS ISAC members will destroy such information and all copies thereof.

MS-ISAC and Member Duties:

4. MS-ISAC and members who are authorized by the Primary Custodian to receive Category A information shall, and shall cause their contractors, subcontractors, agents or any other entities acting on their behalf (hereinafter referred to as the "Affiliates") to:
 - (a) copy, reproduce or use Category A information only for the purposes of the MS-ISAC mission and not for any other purpose unless specifically authorized to do so in writing by Primary Custodian; and
 - (b) not permit any person to use or disclose the Category A information for any purpose other than those expressly authorized by this Agreement; and
 - (c) implement physical, electronic and managerial safeguards to prevent unauthorized access to or use of Category A information.

Such restrictions will be at least as stringent as those applied by the MS-ISAC and/or members to their own most valuable and confidential information.

MS-ISAC agrees to promptly notify Primary Custodian of any unauthorized release of Category A information.

5. MS-ISAC and members will not remove, obscure or alter any notice of patent, copyright, trade secret or other proprietary right from any Category A information without the prior written authorization of Primary Custodian.

Multi-State ISAC Duties:

6. The MS-ISAC and members may share with the Department of Homeland Security (DHS) pursuant to 6 U.S.C. § 133, Category A, B, and C information, unless the Primary Custodian has designated in writing that the information in question cannot be shared with our federal partners. All other information is voluntarily submitted and may be shared with the Federal Government with expectation of protection from disclosure as provided by the provisions of the Critical Infrastructure Information Act of 2002.

7. If any third party makes a demand for any Category A or B information, the MS-ISAC or member shall immediately forward such request to the Primary Custodian and consult and cooperate with the Primary Custodian and will make reasonable efforts, consistent with applicable law to protect the confidentiality of the information. Primary Custodian will, as needed, have the opportunity to seek judicial or other appropriate avenues of redress to prevent any release.
8. In non-emergency situations, as part of its multi-state communication sharing efforts, the MS-ISAC may prepare written reports. For such reports, the Primary Custodian shall be provided a period of time to review such reports, papers, or other writings and has the right to edit out its Category A information, correct factual inaccuracies, make recommendations and comments to the content of the report, and append comments to the final version of the report. The MS-ISAC members and Primary Custodian agree to work together in good faith to reach mutually agreed upon language for the report. If the parties are unable to reach agreement on an issue, Primary Custodian has the right to edit out its Category A information.

General Terms:

9. Should any court of competent jurisdiction consider any provision of this Agreement to be invalid, illegal, or unenforceable, such provisions shall be considered severed from this Agreement. All other provisions, rights, and obligations shall continue without regard to the severed provision(s).
10. The term of the Agreement shall continue so long as Primary Custodian remains a member of the MS-ISAC, and paragraph 3 the obligations of confidentiality as provided herein shall survive the expiration of this Agreement.
11. This Agreement will be construed and enforced in all respects in accordance with United States (U.S.) federal law or other applicable laws as addressed herein.
12. This Agreement contains the entire understanding between the parties with respect to the proprietary information described herein and supersedes all prior understandings whether written or oral. Any modification, amendment, assignment or waiver of the terms of this Agreement shall require the written approval of the authorized representative of each party.

The foregoing has been agreed to and accepted by the authorized representatives of each party whose signatures appear below:

AGREED BY:

Primary Custodian:

**Center for Internet Security
Multi-State ISAC Division**

Signature

Date

Signature

Date

Print or Type Name/Title

MS-ISAC Chair

FW: surplus vehicles

Donald Butterworth

Sent: Monday, June 26, 2017 10:43 AM

To: Mary Anselmi

FYI

From: Kevin Nulty

Sent: Tuesday, May 16, 2017 10:34 AM

To: Donald Butterworth

Subject: RE: surplus vehicles

Received I will get this to the Supervisor for Town Board action.

Chief Kevin A. Nulty

Town of Orangetown

Police Department

26 Orangeburg Rd.

Orangeburg, N.Y. 10962

Office (845) 359-3726

FAX (845) 359-3721

FBI National Academy/Session #171

PERSONAL & CONFIDENTIAL

The information transmitted herein may contain privileged and/or confidential material. Any disclosure, copying, distribution or other use of, or taking of any action in reliance upon, information contained herein or attached hereto by persons or entities other than the intended recipient(s) is prohibited. Any misdirection or other error in the transmission of this information is not and shall not be considered a waiver of any applicable privileges. If you have received this transmission in error, please immediately notify the sender and destroy the original transmission and its attachments without saving, distributing or copying in any manner.

From: Donald Butterworth

Sent: Tuesday, May 16, 2017 8:15 AM

To: Kevin Nulty

Cc: James Brown

Subject: FW: surplus vehicles

Chief,

Can you recommend to the Town Board that the following vehicles be declared as surplus so we can put them up for auction:

- 1997 Dodge Van - 2B7HB21Y9VK562143 - Body Rust Issues
- 1999 Ford Crown Vic - 2FAFP71W1XX207712 - Body Rust Issues/90,000+ miles.
- 2008 Ford Crown Vic Blk 2FAHP71V68X166303 - 90,000+ miles
- 2009 Ford Crown Vic B/W 2FAHP71V39X145488 - 90,000+ miles
- 2011 Ford Crown Vic B/W 2FABP7BV1BX135844 - 90,000+ miles

Also, The following out-of service vehicles have been stored in an upper storage lot at the Sewer Dept. for over ten years, succumbing to weather damage and severe landscape overgrowth. All vehicles appear to be old police units. None are in

running condition. I recommend that these vehicles be declared as "surplus for destruction" and ask that the Town consider donating these vehicles to local fire departments for training purposes. I can facilitate this through the Orangetown Fire Chiefs Council if approved.

1995 Chevrolet Caprice - Blue - 4DSD - 1G1BL52P6SR161841
1996 Ford Crown Vic - Blue - 4DSD - 2FALP71W0TX167541
1997 Ford Crown Vic - Blue - 4DSD - 2FALP71WXVX139099
1997 Ford Crown Vic - Blue - 4DSD - 2FALP71W4VX139096

Note - We have transferred a vehicle to the Fire Inspector

Sincerely,

Captain Donald Butterworth
Orangetown Police Department
26 Orangeburg Rd.
Orangeburg, NY 10962
845-359-3726

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you are not the named addressee you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail from your system. If you are not the intended recipient you are notified that disclosing, copying, distributing or taking any action in reliance on the contents of this information is strictly prohibited.

TOWN OF ORANGETOWN

REQUEST TO ATTEND CONFERENCE, MEETING, SEMINAR OR SCHOOL

(Complete Page 1 and forward original to Finance Office. Retain copy for your records.)

REQUESTING DEPARTMENT: Orangetown Police Department DATE: June 27, 2017

NAME(S) OF PERSON(S) TO ATTEND: Det. David Maddalena

CONFERENCE, ETC. – NAME & LOCATION: Basic Juvenile Police Course

Geneva NY

CONFERENCE, ETC. DATE(S): August 28–September 1, 2017

WHAT DO YOU EXPECT TO GAIN FROM ATTENDANCE (ATTACH COPY OF BROCHURE):

Skills and techniques of juvenile investigations

DATE(S) LAST ATTENDED A SIMILAR CONFERENCE, ETC.: N/A

ESTIMATED EXPENSES:

<u>Item</u>	<u>Charge to:</u> <u>B.3120.408.16</u> <u>Schls_ & _&Confs</u>	<u>Charge to:</u> <u>B.3120.480.16</u> <u>Travel Exp*</u>	<u>Total</u>
Registration Fee	\$ <u>200.00</u>	\$ _____	\$ <u>200.00</u>
Lodging	<u>767.00</u>	_____	<u>767.00</u>
Meals	<u>35.00 per day</u>	_____	<u>175.00</u>
Travel	<u>60.00</u>	_____	<u>60.00</u>
Other	_____	_____	_____
Total	\$ _____	\$ _____	\$ <u>1027.00</u>

*Use if only travel expense involved

REMAINING BALANCE IN 0441 Account: \$ _____

IF TRAVEL ONLY, REMAINING BALANCE IN 0480 Account: \$ _____

DEPARTMENT HEAD APPROVAL/SIGNATURE (if not an attendee): _____

REPORT OF ATTENDANCE AT CONFERENCE, MEETING, SEMINAR OR SCHOOL

(Complete and forward to Supervisor's Office – Retain copy for your file.)

To: TOWN BOARD

BRIEF REPORT ON CONFERENCE, ETC. (Attach copy of handouts):

The conference teaches many subjects on juvenile investigations which are crucial to a new Juvenile Detective.

TOWN BENEFIT(S) DERIVED FROM ATTENDANCE: Certifies the Detective in juvenile investigations which will enhance the safety of juveniles in our town and protect the town if any litigation occurs.

PERSONAL AND/OR PROFESSIONAL BENEFIT(S) DERIVED FROM ATTENDANCE: The detective will be a certified juvenile officer which will enhance his investigations, prepare him for court testimony and juvenile laws.

FOLLOWING PERSON(S) COULD BENEFIT FROM ATTENDING SIMILAR FUTURE CONFERENCES, ETC...: DET Brandon Myers and any new person assigned to the juvenile bureau.

ACTUAL EXPENSES (Attach bills, receipts & voucher):

Registration Fee \$ _____ Lodging \$ _____ Meals \$ _____ Travel \$ _____

Other \$ _____ Total \$ _____

ATTENDEE(S): (Please print)

NAME _____ SIGNATURE: _____ DATE: _____

NAME _____ SIGNATURE: _____ DATE: _____

NAME _____ SIGNATURE: _____ DATE: _____

REVIEWED BY DEPARTMENT HEAD (If not an attendee):

SIGNATURE: _____ DATE: _____

REVIEWED BY TOWN BOARD AND APPROVED FOR PAYMENT – DATE: _____

TOWN BOARD REMARKS: _____



Q Enter search string



**State of New York Police
Juvenile Officers Association Inc.**

1971 Western Avenue, PMB 104
Albany, NY 12203
(518) 456-0704
FAX (518) 456-0561

Annual Training Conference

The State of New York Police Juvenile Officers Association was established in 1975 as an educational and training association. Membership is comprised of police juvenile officers and other juvenile justice professionals. For the past 42 years the SNYPJOA has been dedicated to providing a higher standard of service to children and families. This Association is a recognized leader in New York State for developing and implementing DCJS certified curricula. This has been accomplished by our training conference held each year since the association was established. Education at this conference has been recognized as some of the finest Police Juvenile Officer training.

WHO SHOULD ATTEND

- | | | |
|-------------------------------------|-------------------------------------|-----------------------------------|
| Police Juvenile Officers | Youth Officers | D.A.R.E. Officers |
| School Resource Officers | School Safety Officers | Juvenile Aid Bureau SUpervisors |
| Detectives / Investigators | Community Policing Officers | Training Supervisors |
| Youth Bureau Personnel | Probation and Parole Officers | Child Protective Services Workers |
| County Attorneys/District Attorneys | Teachers and Guidance COounselors | Social Workers |
| Service Agencies | School Administrators | Juvenile Justice Professionals |
| Child Abuse Multi-Disciplinary | Runaway and Homeless Youth Agencies | Team Professionals |

2017 Annual Training Conference

August 28th - September 1st, 2017

**The 2017 SNYPJOA training conference will be held at the Lakefront Ramada Inn,
located in Geneva NY**

Cost of the conference for members is \$200 / \$275 non-members, this fee is for costs associated with the training section of the conference and is made payable to the SNYPJOA.

Meal Packages are available for Commuters and are payable to the SNYPJOA, or can be purchased at the SNYPJOA store

COMMUTER Packages are as follows:

5 Day meal package - includes 5 lunches and breaks	\$ 200	(included in hotel package)
1 day meal package - includes 1 lunch and 2 breaks	\$ 45	
Monday night networking dinner	\$ 50	(included in hotel package)
Thursday Night Banquet	\$ 75	(included in hotel package)

The hotel cost includes the room, breakfast, Lunch, breaks, Monday night dinner, and the banquet on Thursday evening. Hotel registration form is available on this page, booking and payments are made directly to the hotel: Cost is \$767 for a single room, \$584.50 for double

RAMADA INN LAKEFRONT - GENEVA

Address: 41 Lake Front Dr, Geneva, NY 14456

Phone:(315) 789-0400

Click on button below for hotel registration form

Hotel Reg Form.pdf

To Register for the conference you must:

Either use online registration button

or

download registration form and mail, email, or fax to SNYPJOA

Payment may be made by Credit card when you register, or by check or voucher by mail.

Conference fee is separate from hotel costs.

Hotel must be booked separately using the Hotel registration form by each attendee

Course Information:

NOTE: ALL conference attendees will be taking the Raise the Age of Criminal Responsibility Forum on Monday from 1pm to 5pm to discuss changes to the Juvenile Justice System in NYS.

Basic Juvenile Police Officers Course

Advanced Juvenile Police Officers Course

School Resource Officers Course

Advanced School Resource Officer Course

2017 Conference - Continuing Education - Specialized Workshop Series.docx

ON LINE REGISTRATION 2017 Conference Registration

2017 Conference Single Full Day Registration

2017 1/2 Day Sessions Continuing Education Workshop Seminars

Commuter Full Week Meal Package

Monday Dinner / Thursday Banquet

Click to download - 2017 Conf. Brochure.pdf

2017 Conference Registration form.doc



Q Enter search string



State of New York Police Juvenile Officers Association Inc.

1971 Western Avenue, PMB 104
Albany, NY 12203
(518) 456-0704
FAX (518) 456-0561

Basic Juvenile Police Officers Course

This course is intended for police officers, peace officers, youth officers, D.A.R.E. officers, School Resource/Safety officers assigned to Youth Services-Juvenile Aid Bureaus or other law enforcement personnel responsible for investigations of crimes committed by or against juveniles.

This five day course is certified with the New York State Division of Criminal Justice Services.

The curriculum includes:

- * The role of the juvenile officer,
- * Laws and procedures of juveniles in custody
- * Laws relating to juveniles and applicable case law
- * Functions of related governmental agencies
- * Juvenile diversion programs
- * Investigative techniques
- * Interview and interrogation skills
- * Interviewing the child victim/witness
- * Child Abuse investigations
- * Substance abuse
- * Missing persons overview
- * Signs of suicide
- * Current trends in juvenile related crimes

A certificate will be issued by the Bureau of Municipal Police/Division of Criminal Justice Services for all participants that hold the status of police officer.

Note: To paid by Credit Card please visit our website at www.snypjoa.org at our SNYPJOA store or call the SNYPJOA Office At 518-456-0704



RAMADA

41 Lakefront Drive Geneva, NY 14456

www.genevaramada.com

State of NY Juvenile Officers Association August 27, 2017 – September 1, 2017

HOTEL RESERVATION FORM

Please complete this form & fax, email or mail to Ramada Geneva Lakefront

Name: Maddalena, David

Address: 26 W. Orangeburg Rd Orangeburg NY 10962

City: Orangeburg State/Zip: NY 10962

Daytime Phone Number: 845-359-3700

E-Mail: Dmaddalena@orangetown.com

Arrival Date: August 27, 2017 Departure Date: September 1, 2017

Sharing a Room With (If Applicable): _____

Special Requests: _____ (hotel will do their best to accommodate special requests)

Reservations must be guaranteed for arrival. Credit Cards & Purchase Orders accepted.
Personal Checks are not accepted. Purchase Orders must be submitted in advance.

Credit Card Guarantee: _____ Exp. _____

All guest rooms are standard with (1) King or (2) Double Beds. Rooms are based on availability at the time of booking.

Package Includes: (5) Nights Accommodations, (5) Breakfasts, (5) Lunches, (2) Dinners & (9) Breaks.

Rates: **\$767 Single*** **\$584.50 Per Person Double Occupancy***
Above rates do not include NYS & Occupancy Tax (13.5%). If guests are tax exempt, a form must be on file upon arrival.

Reservation Deadline: **August 6, 2017**

Please fax your form to (315) 789-4351 Attn: Sales Office OR EMAIL your form to: klohns@genevaramada.com
Reservations can also be made by calling the hotel directly, Block Code "CGJUV4" (315)-789-0400

Cancellation Policy:

Cancellations must be made 7 days prior to arrival or guest will incur a charge in the amount of one night room and tax.



Police Department
Town of Orangetown
Headquarters
One Police Plaza
Orangeburg, N.Y. 10962



Office (845) 359-3726
 FAX (845) 359-3721
knulty@orangetown.com

Kevin A. Nulty
 Chief of Police

Sent US Mail
 Blauvelt * Nauraushaun * Nyack * Orangeburg * Palisades * Pearl River * Snedens Landing * Sparkill * Tappan * Upper Grandview

July 6, 2017

Andrew Stewart, Supervisor
 Members of the Town Board
 Town of Orangetown

RE: RTBM July 18, 2017
 Resignation/Retirement- Det. Michael P. McPadden

Gentlemen:

Please include the following item on the agenda for action at the Regular Town Board Meeting of July 18, 2017.

"Accept with regret, the resignation/retirement of Det. Michael P. McPadden from the Orangetown Police Department effective June 30, 2017."

Please feel free to contact me if you have any questions regarding this matter.

Respectfully,

Kevin A. Nulty
 Chief of Police

CC: Charlotte Madigan, Town Clerk
 Mr. Jeff Bencik, Finance Director
 Donna Morrison- Human Resource Coordinator
 Personnel File- Det. Michael P. McPadden

The mission of the Orangetown Police Department is to work in partnership with the community, to protect life and property, solve neighborhood problems and enhance the quality of life in our township

RECEIVED

TOWN OF ORANGETOWN
SPECIAL USE PERMIT FOR USE OF TOWN PROPERTY/ITEMS

PERMIT # 17-SP-25

JUN 19 2017

TOWN OF ORANGETOWN
HIGHWAY DEPARTMENT

EVENT NAME: COLONIAL DAY - TAPPANTOWN HISTORICAL Society

APPLICANT NAME: CAROL LaValle - President

ADDRESS: 73 MAIN ST., TAPPAN, N.Y. 10983

PHONE #: 845-359-1923 CELL # 845-826-6075 FAX # _____

CHECK ONE: PARADE _____ RACE/RUN/WALK _____ OTHER

The above event will be held on Sept. 23 from 8 to 6 RAIN DATE: None

Location of event: DEWINT HOUSE 20 LIVINGSTON ST., TAPPAN, N.Y. 10983

Sponsored by: TAPPANTOWN Hist. Society Telephone #: _____

Address: P.O. BOX 71 TAPPAN, N.Y. 10983

Estimated # of persons participating in event: 500 + vehicles 100 +

Person (s) responsible for restoring property to its original condition: Name-Address-Phone #:

CAROL LAVALLE 73 MAIN ST. TAPPAN NY 845-359-1923

Signature of Applicant: Carol LaValle Date: 6/19/2017

GENERAL INFORMATION REQUIRED: (HIGHWAY/PARKS/POLICE)

Letter of Request to Town Board requesting aid for event - Received On: 6.19.17

Certificate of Insurance - Received On: 6.19.17

FOR HIGHWAY DEPARTMENT USE ONLY:

Road Closure Permit: Y N - Received On: 6.19.17

Rockland County Highway Dept. Permit: Y N Received On: X

NYS DOT Permit: Y N Received On: X

Route/Map/Parking Plan: Y N Received On: X

RFS #: 40667 BARRICADES: Y N CONES: Y N TRASH BARRELS: Y / N OTHER: (6) recycling kiosks

APPROVED: [Signature] DATE: 6.20.17
Superintendent of Highways

FOR PARKS & RECREATION DEPARTMENT USE ONLY:

Show Mobile: Y N Application Required: _____ Fee Paid - Amount/Check # _____

Port-o-Sans: Y N Other: _____

APPROVED: [Signature] DATE: 6/20/17
Superintendent of Parks & Recreation

FOR POLICE DEPARTMENT USE ONLY:

Police Detail: Y N Items: No Parking Signs

APPROVED: [Signature] DATE: 6/20/17
Chief of Police

**** Please return to the Highway Department to be placed on the Town Board Workshop ****

RECEIVED
JUN 21 2017
Orangetown Police Department

RECEIVED

JUN 22 2017

TOWN OF ORANGETOWN
HIGHWAY DEPARTMENT

JAMES J. DEAN
Superintendent of Highways
Roadmaster II

HIGHWAY DEPARTMENT
TOWN OF ORANGETOWN

119 Route 303 • Orangeburg, NY-10962
(845) 359-6500 • Fax (845) 359-6062
E-mail - highwaydept@orangetown.com

JUN 19 2017



17-SP-25

Orangetown Representative
R.C. Soil & Water Conservation Dist.-Chairman
Member:
American Public Works Association
NYS Association of Town Superintendents of Highways
Hwy. Superintendents' Association of Rockland County

ROAD CLOSING PERMIT APPLICATION
Section 139 Highway Law

NAME CAROL LAVALLE DATE June 19, 2017

COMPANY TAPPANTOWN HISTORICAL SOCIETY

ADDRESS P.O. BOX 71, TAPPAN, N.Y. 10983

TELEPHONE 845-359-1923 845-826-6075 (cell)
(INCLUDE 24 HOUR EMERGENCY NUMBERS)

ABOVE MENTIONED PARTY REQUESTS PERMISSION TO ~~CLOSE~~ RESTRICT PARKING
West side of Livingston St., TAPPAN NO PARKING
(Address number and name of road)

OAK TRC RD 1 Route 303
(Intersecting streets and/or description of exact location)

REASON FOR ~~CLOSING~~ ^{Restriction} COLONIAL DAY

DATE OF ~~CLOSING~~ ^{Restriction} September 23, 2017 RAIN DATE NONE

TIME ROAD WILL BE ~~CLOSED~~ ^{Restricted} 8am - 6pm

WILL ROAD BE OPEN TO LOCAL TRAFFIC? yes

WILL ROAD BE OPEN TO EMERGENCY VEHICLES? yes

PLEASE PROVIDE A DETAILED MAP AND DESCRIPTION OF DETOUR IF TRAVEL WILL BE RESTRICTED.

PRELIMINARY APPROVAL [Signature] DATE 6-20-17
JAMES J. DEAN
SUPERINTENDENT OF HIGHWAYS

This permit application will be forwarded to the Rockland County Superintendent of Highways, County of Rockland, 23 New Hempstead Road, New City, NY, 10956. You will receive written confirmation from that office.

8-13-02bjd

HAMLETS: PEARL RIVER • BLAUVELT • ORANGETOWN • TAPPAN • SPARKILL • PALISADES • UPPER GRANDVIEW



CLEAN STREETS=CLEAN STREAMS

Tappantown

Founded November 15, 1965
Charter Granted February 23, 1968
Box 71, Tappan, NY 10983



Historical Society

Member of the National Trust for Historic Preservation
501(c) (3) Non-profit organization
www.tappantown.org

RECEIVED

JUN 19 2017

June 19, 2017 TOWN OF ORANGETOWN
HIGHWAY DEPARTMENT

Orangetown Town Board
26 Orangeburg Road
Orangeburg, N.Y. 10962

Dear Andy,

On behalf of the Tappantown Historical Society Board of Directors, I am requesting the use of six metal recycling kiosks from the Orangetown Highway Department for Colonial Day on September 23, 2017, from 8am to 5 pm at the DeWint House grounds on Livingston St. in Tappan. Over the years, they have been a most valuable aid in maintaining the grounds and facilitating clean-up at the end of the day.

We are also again requesting that the Orangetown Police Department put up "No Parking" signs on the west side of Livingston Street between Oak Tree Road to the north and Route 303 to the south from 8am to 5pm on September 23 so that traffic can move safely and pedestrians parking on the neighboring streets are able to walk safely to the grounds, where there is limited parking available.

Attached are the insurance certificate and forms for the kiosks and parking restrictions. Thank you for all your helping making Colonial Day a safe and successful event.

Yours truly,

Carol LaValle, President
clavalle46@yahoo.com
845-359-1923

cc. James Dean, Superintendent of Highways

RECEIVED

JUN 20 2017

TOWN OF ORANGETOWN
HIGHWAY DEPARTMENT

THE TOWN OF ORANGETOWN
HIGHWAY DEPARTMENT
ADOPT-A-SPOT AGREEMENT

The Orangetown Highway Department, having offices at 119 Route 303, Orangeburg, New York, 10962, hereafter called the "Department" and the organization known as the following and using the mailing address of:

Linda Lane Gardens
12 Linda Lane
Pearl River, NY 10965

Hereafter called the "GROUP", recognize the need for and desirability of a more attractive and litter-free Town Highway R.O.W. segment described in the Highway Work Permit, hereafter known as the "SPOT", and are entering into this Agreement to enable the GROUP to contribute toward the effort of maintaining the appearance of the SPOT. By signature below, the GROUP acknowledges the hazardous nature of the activity and agrees to the following terms and conditions:

1. No participants' vehicles may be parked on the travel lanes or shoulders of a highway while engaged in clean-up activities.
2. Activities permitted are of a roadside maintenance nature, including, but not limited to litter pick-up, brush control and cutting, tree trimming and planting, and maintaining approved vegetation, except as modified by the Department Representative.
3. The GROUP will organize and supervise all activities.
4. The minimum age of GROUP members to be eligible for participation in the Adopt-A-Spot program is fifteen (15) years of age.
5. The GROUP will organize and conduct a "safety briefing". Each day that that work is done in the adopted area, a designated safety person must review the safety checklist and have participants sign the safety signature sheet. The designated safety person's sole responsibility must be assuring the safety of the workers and the traveling public. The Department will provide a representative to present the safety the safety briefing for the first meeting, and after that a designated person from the GROUP shall conduct such briefings.
6. All participants must attend the safety briefing before participating in the field activity. The briefings should be held on-site to ensure that all participants are in attendance.
7. The Department will provide for disposal of collected waste from location specified in the permit.
8. The GROUP will conduct activities at a frequency which will enhance the attainment of the goal, which is to provide a park-like appearance within the adopted SPOT. Except as modified by the Department Representative, minimum frequency of pick-up within the SPOT is four (4) times a year with the first pickup occurring in the April-May "Spring Clean-Up" time period.
9. The GROUP will obtain a Highway Work Permit from the Department. The Department will waive the permit fee and each Group participant (or parent or guardian if participant is 15 to 18 years old) will sign and date the "Adopt-A-Spot General Release" protecting the Town, to be kept on file in the Department for the duration of the Highway Work Permit.
10. The Department will publicize the execution of this agreement and will highlight it at various periods thereafter.

11. The department will furnish and erect Adopt-A-Spot signs at the adopted Highway SPOT.
12. The Department will continue to apply it's assets in the maintenance of the Highway.
13. This agreement shall be for a two year period commencing on 6.26, 2017, and terminating at 12:01 a.m. on 6.26, 2017.

Notwithstanding any other provision of this agreement, if in the sole judgment of the Department, it is determined that the GROUP is not meeting the terms and conditions of this Agreement, upon 30 days notice, or summarily if based upon unsafe activity, the Department may terminate this agreement as otherwise provided herein, and take such other action as it deems appropriate.

The Department recognizes the GROUP as the adopting organization for the SPOT, and the GROUP accept the responsibility of picking up litter on the adopted facility and of promoting a litter free environment in the community for the term of this agreement.

Linda Lane Gardens

Name of Group/Organization

[Handwritten Signature]

Signature of Organization Leader

JOSEPH P GEORGE

Organization Leader (Name) (Please Print)

Stephen F. Manno

Department Representative
Orangetown Highway Department

845-359.6500

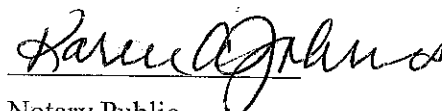
Department Representative
Daytime Telephone Number

ACKNOWLEDGEMENT

STATE OF NEW YORK)
SS.
COUNTY OF ROCKLAND)

On the 26th day of JUNE, 20 17, before me, the undersigned, a Notary Public in and for said state, personally appeared **JAMES J. DEAN**, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which individual acted, executed the instrument.

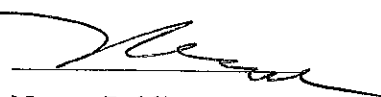
KAREN A. JAHNES
Notary Public, State of New York
No. 01JA6224545
Qualified in Rockland County
Commission Expires July 6, 2018


Notary Public

STATE OF NEW YORK)
SS.
COUNTY OF ROCKLAND)

On the 19th day of JUNE, 20 17, before me, the undersigned, a Notary Public in and for said state, personally appeared JOSEPH GEORGE, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which individual acted, executed the instrument.

NUNILA C PALAD
Notary Public, State of New York
No. 01PA6381928
Qualified in Rockland County
Commission Expires 12/12/2020


Notary Public

TOWN OF ORANGETOWN HIGHWAY DEPARTMENT

**ADOPT-A-SPOT
DAILY WORK PARTY SIGN OFF FORM**

Work Date: _____

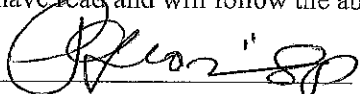
Club Name: Linda Lane Gardens

Club Safety Representative: Joseph George

- No work will begin until ALL signs and cones are in place.
- No crossing of pavement when traffic would have to slow down or accommodate crossing.
- Do not park on the Right-of-Way.
- All workers will wear a hard hat, proper footwear, long pants, and a safety vest or orange shirt.
- Proper eye and hearing protection shall be worn when appropriate.
- The Right-of-Way must be cleared of litter ahead of any mowing or mechanical brush operation.
- When mowing adjacent to pavement, grass or debris shall not be thrown on pavement or into traffic.
- When working close to the road way, always have one person watching traffic; work shall progress facing traffic.
- No work shall be done on pavement or shoulders.
- Stop working in inclement weather.
- Do not remove hazardous substances-**NOTIFY HIGHWAY DEPARTMENT.**

REMEMBER-You are working in a dangerous environment-A PUBLIC HIGHWAY!!

I have read and will follow the above Safety Rules:

 6/20/17

TOWN OF ORANGETOWN HIGHWAY DEPARTMENT

ADOPT-A-SPOT
DATA SHEET

Group Name: Linda Lane Gardens

Address: 12 Linda Lane

1st Contact Person: Joseph George

Name: _____

Name: _____

Address: _____

Address: _____

Phone:

Home (845) 920 1640

Home () _____

Work (845) 216 4536

Work () _____

SPOT LOCATION: (Street name, nearest cross streets, house numbers (if known)
closest landmarks, if any)

Number of Group Participants: _____

Dates of Commitment: _____ to _____

Attach Group Charter (if Available)

TOWN OF ORANGETOWN HIGHWAY DEPARTMENT

ADOPT-A-SPOT PROTOCOL

1. Volunteer groups or organization shall apply to the Orangetown Highway Department for participation in the ADOPT-A-Spot Program by submitting a completed ADOPT-A-SPOT Data Sheet.
2. Volunteer groups or organization shall submit to the Orangetown Highway Department a description of activities to be performed by the Adopting organization along with a site plan/sketch drawing.
3. If the proposed SPOT is deemed appropriate for the Program by the Superintendent of Highways, the Orangetown Highway Department shall refer all acceptable applicants to the Town Board for screening and approval for participation in the Town of Orangetown ADOPT-A-SPOT Program.
4. Upon screening and approving said applicants, the Orangetown Highway Department shall forward copies of:
 - a. A Town of Orangetown Adopt-A-Spot Agreement indicating the applicant Group has been screened and approved.
 - b. Adopt-A-Spot Program general releases signed by each Group member participating in the program.
5. The Superintendent of Highways of the Orangetown Highway Department shall review the Agreements, and upon approval of same forward the Agreements to the Town Board for official ratification.
6. The Adopt-A-Spot Program will be administered by the Orangetown Highway Department after final ratification of agreements by the Town Board.
7. The Town Board will appoint the group members to the Town of Orangetown Adopt-A-Spot Committee.

RECEIVED

MAY 21 2017

TOWN OF ORANGETOWN
HIGHWAY DEPARTMENT

**THE TOWN OF ORANGETOWN
HIGHWAY DEPARTMENT
ADOPT-A-SPOT AGREEMENT
(FOR COMMERCIAL SPONSOR)**

The Orangetown Highway Department, having offices at 119 Route 303, Orangeburg, New York, 10962, hereafter called the "Department" and the organization known as the following and using the mailing address of:

County deli
661 Orangeburg rd
Pearl River 10965

Hereafter called the "ADOPTEE", recognize the need for and desirability of a more attractive and litter-free Town Highway R.O.W. segment described in the Highway Work Permit, hereafter known as the "SPOT", and are entering into this Agreement to enable the ADOPTEE to contribute toward the effort of maintaining the appearance of the SPOT. By signature below, the ADOPTEE acknowledges the hazardous nature of the activity and agrees to the following terms and conditions:

1. No participants' vehicles may be parked on the travel lanes or shoulders of a highway while engaged in clean-up activities/improvements without prior approval from the Highway Department.
2. Activities permitted are of a roadside maintenance nature, including, but not limited to litter pick-up, brush control and cutting, tree trimming and planting, and maintaining approved vegetation, except as modified by the Department Representative.
3. The ADOPTEE will organize and supervise all activities.
4. The ADOPTEE will organize and conduct a "safety briefing". Each day that that work is done in the adopted area, a designated safety person must review the safety checklist and have participants sign the safety signature sheet. The designated safety person's sole responsibility must be assuring the safety of the workers and the traveling public during maintenance activities at the SPOT. If requested, the Department will provide a representative to present the safety the safety briefing for the first meeting, and after that a designated person from the ADOPTEE shall conduct such briefings.
5. All participants must attend the safety briefing before participating in the field activity. The briefings should be held on-site to ensure that all participants are in attendance.
6. The ADOPTEE will provide for disposal of collected waste from location specified in the permit.
7. The ADOPTEE will conduct activities at a frequency which will enhance the attainment of the goal, which is to provide a park-like appearance within the adopted SPOT and fully

comply with the above-mentioned "safety checklist." Except as modified by the Department Representative, minimum frequency of pick-up within the SPOT is four (4) times a year with the first pickup occurring in the April-May "Spring Clean-Up" time period.

8. The ADOPTEE will provide seventy-two (72) hour notice to the Highway Department as to when they are going to do any work on the SPOT. The ADOPTEE will dispose of any and all debris that they collect, as per the instructions of the Highway Department.
9. The ADOPTEE will obtain a Highway Work Permit from the Department. The Department will waive the permit fee and each ADOPTEE participant will sign and date the "Adopt-A-Spot General Release" protecting the Town, to be kept on file in the Department for the duration of the Highway Work Permit.
10. The Department will publicize the execution of this agreement and will highlight it at various periods thereafter.
11. The department will furnish and erect Adopt-A-Spot signs at the adopted Highway SPOT.
12. The Department will continue to apply it's assets in the maintenance of the Highway.
13. This agreement shall be for a two year period commencing on May 21, 2017, and terminating at 12:01 a.m. on May 21, 2019.

Notwithstanding any other provision of this agreement, if in the sole judgment of the Department, it is determined that the ADOPTEE is not meeting the terms and conditions of this Agreement, upon 30 days notice, or summarily if based upon unsafe activity, the Department may terminate this agreement as otherwise provided herein, and take such other action as it deems appropriate.

The Department recognizes the ADOPTEE as the adopting organization for the SPOT, and the ADOPTEE accept the responsibility of picking up litter on the adopted facility and of promoting a litter free environment in the community for the term of this agreement.

The relationship of the ADOPTEE to the Department arising out of this agreement shall be that of an independent contractor. Any and all members or employees of the ADOPTEE under this agreement, shall be considered agents of the ADOPTEE, and all claims arising under the workers compensation law of the State of New York on behalf of said employees while so engaged, in any act or omission on the part of the ADOPTEE employees while so engaged in any of the work or services provided to rendered herein, shall be the sole obligation and responsibility of the ADOPTEE. The ADOPTEE shall secure worker's compensation insurance, for the benefit of, and keep insured during the life of this agreement, such ADOPTEE employees engaged therein, as are required to be insured by the provisions of the worker's compensation law.

The ADOPTEE will, at its own expense and during the term of the Adopt-A-Spot program, maintain comprehensive general liability insurance in the amount of one million dollars combined single limit name the Town of Orangetown as an additional named insured.

Said policy shall expressly require 30 days written notice to the Town of Orangetown of the cancellation or material alteration of said policy and the certificate of insurance shall so provide.

The ADOPTEE hereby agrees to defend, indemnify, save and hold harmless the Town of Orangetown, the Orangetown Highway Department, and all other agents and employees from any and all claims, demands, actions, or cause of action or whatsoever nature or character arising out of or by reason of the execution or performance of work and services provided for herein, including all reasonable expenses incurred by the Town of Orangetown from said claims and further agrees to defend at its own cost and expense any action or proceed commencement for the purpose of asserting any claim whatsoever character arising hereunder.

Country Deli

NAME OF ADOPTEE

Georges NOKAJ

ADOPTEE PRESIDENT

(George) GEORGES NOKAJ

President (Name) (Please Print)

[Signature]

Department Representative

Orangetown Highway Department

Stephen Munn 845-359-6500

Department Representative

Daytime Telephone Number

ACKNOWLEDGEMENT

STATE OF NEW YORK)
ss.
COUNTY OF ROCKLAND)

On the 6th day of June, 20 17, before me, the undersigned, a Notary Public in and for said state, personally appeared **JAMES J. DEAN**, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which individual acted, executed the instrument.

KAREN A. JAHNES
Notary Public, State of New York
No. 01JA6224545
Qualified in Rockland County
Commission Expires July 6, 2018


Notary Public

STATE OF NEW YORK)
ss.
COUNTY OF ROCKLAND)

On the 5th day of June, 20 17, before me, the undersigned, a Notary Public in and for said state, personally appeared Gjergj Nokaj, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which individual acted, executed the instrument.

STEPHEN F. MUNNO
Notary Public, State of New York
No. 01MU6224546
Qualified in Rockland County
Commission Expires July 6, 2018


Notary Public



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
6/6/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Johl & Company 199 Center Avenue Westwood NJ 07675 INSURED Gezeno Corp. D/B/A Country Deli 747 Blanch Ave Norwood NJ 07648	CONTACT NAME: Dotty Matyka PHONE (A/C, No, Ext): (201) 664-2973 FAX (A/C, No): (201) 664-7015 E-MAIL ADDRESS: dmatyka@johl.com INSURER(S) AFFORDING COVERAGE INSURER A Liberty Mutual Insurance Group INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
--	---

JUN 06 2017
TOWN OF ORANGETOWN
HIGHWAY DEPARTMENT

COVERAGES **CERTIFICATE NUMBER: 16-17 GL & WC** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS																
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			BZ857644267	12/12/2016	12/12/2017	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 2,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COM/OP AGG \$ Employee Retirement Income \$ 35,000																
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$																
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$																
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	XWA57644267	12/12/2016	12/12/2017	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%;"></td> <td style="width: 10%;">PER STATUTE</td> <td style="width: 10%;">OTH-ER</td> <td style="width: 80%;"></td> </tr> <tr> <td></td> <td>E.L. EACH ACCIDENT</td> <td></td> <td>\$ 500,000</td> </tr> <tr> <td></td> <td>E.L. DISEASE - EA EMPLOYEE</td> <td></td> <td>\$ 500,000</td> </tr> <tr> <td></td> <td>E.L. DISEASE - POLICY LIMIT</td> <td></td> <td>\$ 500,000</td> </tr> </table>		PER STATUTE	OTH-ER			E.L. EACH ACCIDENT		\$ 500,000		E.L. DISEASE - EA EMPLOYEE		\$ 500,000		E.L. DISEASE - POLICY LIMIT		\$ 500,000
	PER STATUTE	OTH-ER																					
	E.L. EACH ACCIDENT		\$ 500,000																				
	E.L. DISEASE - EA EMPLOYEE		\$ 500,000																				
	E.L. DISEASE - POLICY LIMIT		\$ 500,000																				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER Town of Orangetown 26 Orangeburgh Rd Orangeburgh, NY 10961	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Sandra Ewen, CPIA/DS
---	--

TOWN OF ORANGETOWN HIGHWAY DEPARTMENT

**ADOPT-A-SPOT
DAILY WORK PARTY SIGN OFF FORM**

Work Date: _____

Club Name: Country Deli

Club Safety Representative: George Noka

No work will begin until ALL signs and cones are in place.

No crossing of pavement when traffic would have to slow down or accommodate crossing.

Do not park on the Right-of-Way.

All workers will wear a hard hat, proper footwear, long pants, and a safety vest or orange shirt.

Proper eye and hearing protection shall be worn when appropriate.

The Right-of-Way must be cleared of litter ahead of any mowing or mechanical brush operation.

When mowing adjacent to pavement, grass or debris shall not be thrown on pavement or into traffic.

When working close to the road way, always have one person watching traffic; work shall progress facing traffic.

No work shall be done on pavement or shoulders.

Stop working in inclement weather.

Do not remove hazardous substances-**NOTIFY HIGHWAY DEPARTMENT.**

REMEMBER-You are working in a dangerous environment-A PUBLIC HIGHWAY!!

I have read and will follow the above Safety Rules:

TOWN OF ORANGETOWN HIGHWAY DEPARTMENT

**ADOPT-A-SPOT
GENERAL RELEASE**

KNOW ALL MEN BY THESE PRESENTS, that I,


Country Deli (Participant's Name)

661 Orangeburg rd (Street Address)

Pearl River NY 10965 (Town, State, Zip)

in consideration of \$1.00 payment which is hereby waived, and other good and valuable consideration give by the Town of Orangetown, for myself and my representative in any capacity, release and discharge the Town of Orangetown, Orangetown Highway department and its officers and employees their representatives, successors and assigns, from all causes of action, controversies, claims, judgments or liabilities I may now have or may hereafter have against said Town, Department and its officers and employees arising out of my participation in the Adopt-A-Spot Program developed by the Town of Orangetown Town Board pursuant to Resolution ___ of _____.

IN WITNESS WHEREOF, I have executed this release on May 21 (Date), 2017


(Signature)

(George) GEORGE NOKA
(Print Name of Signatory)

(Please submit a copy for each member)

TOWN OF ORANGETOWN HIGHWAY DEPARTMENT

ADOPT-A-SPOT
DATA SHEET

ADOPTTEE Name: Country Deli

Address: 661 Orangeburg rd, Pearl River, NY 10965

1st Contact Person: George

Name: George Noka

Name: _____

Address: 947 Bland Ave
Norwood NJ 07648

Address: _____

Phone:

Home (201) 297 7094

Home () _____

Work (845) 735 4820

Work () _____

SPOT LOCATION: (Street name, nearest cross streets, house numbers (if known)
closest landmarks, if any)

Orangeburg rd and Sickeltown rd

Number of ADOPTTEE Participants: _____

Dates of Commitment: _____ to _____

Attach ADOPTTEE Charter (if Available)

TOWN OF ORANGETOWN HIGHWAY DEPARTMENT

ADOPT-A-SPOT PROTOCOL (FOR COMMERCIAL SPONSOR)

1. Volunteer ADOPTEEs or organization shall apply to the Orangetown Highway Department for participation in the ADOPT-A-Spot Program by submitting a completed ADOPT-A-SPOT Data Sheet.
2. If the proposed SPOT is deemed appropriate for the Program by the Superintendent of Highways, the Orangetown Highway Department shall refer all acceptable applicants to the Town Board for screening and approval for participation in the Town of Orangetown ADOPT-A-SPOT Program.
3. Upon screening and approving said applicants, the Orangetown Highway Department shall forward copies of:
 - a. A Town of Orangetown Adopt-A-Spot Agreement indicating the applicant ADOPTEE has been screened and approved.
 - b. Adopt-A-Spot Program general releases signed by each ADOPTEE member participating in the program.
4. The Superintendent of Highways of the Orangetown Highway Department shall review the Agreements, and upon approval of same forward the Agreements to the Town Board for official ratification.
5. The Adopt-A-Spot Program will be administered by the Orangetown Highway Department after final ratification of agreements by the Town Board.

DATE: June 8, 2017
TO: Mike Yannazzone
FROM: Tom Iacobellis
RE: Addition to surplus list

Please have the following vehicles approved by Town Board to be put on the surplus list. These are the vehicles we have previously discussed they will be used temporarily while we are transitioning new vehicles into the fleet. We will then have them auctioned over the summer.

2008 Ford Escape	1FMCU59H38KA60518
2008 Ford Escape	1FMCU59H18KA60517
2008 Ford Ranger	1FTYR15E38PA69240
2004 Jeep Grand Cherokee	1J4GW48S74C423408

Thank you,

Tom Iacobellis



Maintenance Supervisor Automotive

Helen Wilson

RECEIVED

From: MSN TEAM <joan55mmoore@msn.com>
Sent: Tuesday, July 11, 2017 11:41 AM
To: highwaydept@orangetown.co
Subject: Ceol Mor bagpipe Competition Addendum

JUL 11 2017
TOWN OF ORANGETOWN
HIGHWAY DEPARTMENT

Rockland County
Ancient Order of Hibernians
28 Railroad Ave
Pearl River, NY 10965

Orangetown Town Board
Town Hall
26 W Orangeburg Road
Orangeburg, New York 10962

Dear Sirs,

We are planning a bagpipe and drum competition on July 22, 2017 to be held at the RC GAA field. We are respectfully request the use of 10 barricades to help direct the parking situation and also the use of the Auxiliary Police for the day. If more information is needed please contact at the email below or by calling my cell phone below. We greatly appreciate your attention to this matter and look forward to hearing from you,

Ceol Mor Committee
Joan Moore
Field coordinator
845-735-8793Home
845-536-2742 Cell
Joan55mmoore@msn.com

Addendum: We would also request permission to use the Orangetown Baseball Field Parking lots and have contacted Harlow Stearns (845-398-5500) at Nathan Kline Institute to use their parking facilities as well. Thank You

Joan Moore

RECEIVED

JUL 10 2017

TOWN OF ORANGETOWN
HIGHWAY DEPARTMENT

17-SP-28
R.F.S # 41201

Rockand County
Ancient Order of Hibernians
28 Railroad Ave
Pearl River, NY 10965

Orangetown Town Board
Town Hall
- 26 W Orangeburg Road
Orangeburg, New York 10962

Dear Sirs,

We are planning a bagpipe and drum competition on July 22, 2017 to be held at the RC GAA field. We are respectfully request the use of 10 barricades to help direct the parking situation and also the use of the Auxiliary Police for the day. If more information is needed please contact at the email below or by calling my cell phone below. We greatly appreciate your attention to this matter and look forward to hearing from you,

HWY
OPD

Ceol Mor Committee

Joan Moore
Field coordinator
845-735-8793 Home
845-536-2742 Cell
Joan55mmoore@msn.com

* 7-10-17. Joan Moore spoke w/ officer Johnson re: Auxiliary Police

Jim Dean

From: Young, William P. (Mktg Function) <William.Young@pseg.com>
Sent: Monday, July 17, 2017 11:37 AM
To: Jim Dean
Subject: Rockland County Ancient Order of Hibernians request for assistance for July 22, 2017 event at Rockland GAA facility

Mr. Dean,

Thank you for taking my phone call this morning. As a follow up to our conversation, the Rockland County Ancient Order of Hibernians (RC AOH) is holding an event on July 22, 2017 at the Rockland GAA field. We are hoping to have about 1000 people attend our event.

We are requesting that the Orangetown Highway Department set up a trash dumpster behind the Rockland GAA club house and drop off twenty (20) barrier barrels to help control pedestrian traffic on the Rockland GAA grounds during the event. We understand that this request would need to be presented to the Orangetown Town Board for approval tomorrow evening. If there any questions or concerns you may have regarding this request, please do not hesitate to contact me directly at (973) 222-0470.

Thank you again for your time and assistance.

Sincerely,

William Young
Vice President – Rockland County Ancient Order of Hibernians

William P. Young
Manager – Fuel Procurement, Supply and Trading
PSEG Energy Resources & Trade, LLC
80 Park Plaza, T-19
Newark, NJ 07102
(973) 430-6270 (work)
(973) 222-0470 (cell)
William.Young@pseg.com



The information contained in this e-mail, including any attachment(s), is intended solely for use by the named addressee(s). If you are not the intended recipient, or a person designated as responsible for delivering such messages to the intended recipient, you are not authorized to disclose, copy, distribute or retain this message, in whole or in part, without written authorization from PSEG. This e-mail may contain proprietary, confidential or privileged information. If you have received this message in error,

BID ITEM HEATING, VENTILATION, SHEET 1 OF 2
AIR CONDITIONING and MECHANICAL SERVICES at the TOWN HALL

BID OPENING TIME 11:00AM **DATE** July 6, 2017

CONTRACTOR NAME & ADDRESS	<i>Hansen Bros. Orangeburg NY</i>	<i>Johnson Controls Hawthorne NJ</i>	<i>Echelon Service Neukon NJ</i>			
	DATE RECEIVED	<i>7/6/17</i>	<i>7/6/17</i>	<i>7/6/17</i>		
	TIME RECEIVED	<i>9:35AM</i>	<i>10:00AM</i>	<i>10:15AM</i>		
	NON COLLUSION STATEMENT	✓	✓	✓		
BID BOND or CERTIFIED CHECK	✓	✓	✓			

Contract Term: August 1, 2017 through July 31, 2018. With Two (2) one (1) year options

Scope of Work:
Review the attached equipment list (appendix A) and provide annual cost (labor and material) for:

Preventative Maintenance					
Inspections					
Seasonal Start Up and Shut Down					
Annual Cost Year One	\$49,850.00	\$18,295.00	\$33,500.00	\$	\$
Option Year One	\$51,300.00	\$18,295.00	\$34,900.00	\$	\$
Option Year Two	\$52,750.00	\$18,295.00	\$37,000.00	\$	\$

1. Service Work Hourly Rate

Regular Working Hours (8 a.m. – 5 p.m. M-F) <i>HMS/BMS</i>					
AMOUNT	\$129.00	\$135./ [#] 203.	\$99.00	\$	\$
Overtime Working Hours (5 p.m. – 8 a.m. M-F)					
AMOUNT	\$186.00	\$200./ [#] 303.75	\$150.00	\$	\$
Overtime Working Hours (5 p.m. Fri – midnight Sat.)					
AMOUNT	\$186.00	\$200./ [#] 303.75	\$200.00	\$	\$
Sunday Hours (12 midnight Saturday – 8 a.m. Monday)					
AMOUNT	\$243.00	\$268./ [#] 406.	\$250.00	\$	\$
Holidays: (5 p.m. prior night – 8 a.m. following day)					
AMOUNT	\$243.00	\$268./ [#] 406.	\$250.00	\$	\$

2. Emergency Work Rate

Regular Working Hours (8 a.m. – 5 p.m. M-F)					
AMOUNT	\$129.00	\$135./ [#] 203.	\$135.00	\$	\$
Overtime Working Hours (5 p.m. – 8 a.m. M-F)					
AMOUNT	\$186.00	\$200./ [#] 303.75	\$175.00	\$	\$
Overtime Working Hours (5 p.m. Fri – midnight Sat.)					
AMOUNT	\$186.00	\$200./ [#] 303.75	\$195.00	\$	\$
Sunday Hours (12 midnight Saturday – 8 a.m. Monday)					
AMOUNT	\$243.00	\$268./ [#] 406.	\$275.00	\$	\$
Holidays: (5 p.m. prior night – 8 a.m. following day)					
AMOUNT	\$243.00	\$268./ [#] 406.	\$275.00	\$	\$



July 11, 2017

Mr. Joseph Moran, Commissioner
Town of Orangetown
Department of Environmental Management and Engineering
127 Route 303
Orangeburg, NY 10962

Re: Engineering Services
SPDES Requirements – Total Residual Chlorine - NYSDEC Comment Resolution
Town of Orangetown Wastewater Treatment Plant

Dear Mr. Moran:

GHD is pleased to provide this proposal for engineering services associated with the Total Residual Chlorine (TRC) Reduction Project.

BACKGROUND

In December 2016, the New York State Department of Environmental Conservation (NYSDEC) issued a revised SPDES permit for the wastewater treatment plant that includes a modification of the daily maximum final effluent TRC limit from 0.5 mg/L to 0.10 mg/L. The effective date of this new requirement is May 1, 2018.

The new permit also includes a requirement to submit by May 1, 2017 an Engineering Report detailing the design basis, treatment unit type, and sizing that will be used to comply with the new TRC limit. This report was submitted to NYSDEC in fulfillment of this requirement in April 2017.

Subsequent to the submission of the Engineering Report, NYSDEC provided comment in a letter dated June 21, 2017 (attached for reference).

This proposal is for professional services associated with developing a response to the NYSDEC comments and the associated revision of the April 2017 Engineering Report.

SCOPE OF SERVICES

The comments provided by NYSDEC require additional services beyond what was required by the Town's SPDES permit. Development of a response will require a level of effort that is additional to the scope of the Town's existing Agreement with GHD.

1. Develop a letter that the District may place on District letterhead and submit to the NYSDEC. The letter will provide a response to each of the seven comments provided in the letter from Manju Cherian to Joseph Moran dated June 21, 2017.
2. Revise the Engineering Report, "Evaluation of Recommended Improvements to Meet a Total Residual Chlorine Limit of 0.10 mg/L, April 2017", to address the comments provided by NYSDEC in their letter dated June 21, 2017. The revised Engineering Report will be sealed by a Professional Engineer registered to practice in NYS.

\\ghdnet\ghd\US\Cazenovia\Projects\Groups\Administration\Letter Proposals\2017\Orangetown - TRC DEC Response-JSS.docx



FEE

GHD will complete the scope of work outlined above for the lump sum fee of \$2,850.

SCHEDULE

The work described by the above Scope of Services will be completed within 30 days of authorization by the Owner.

If you have any questions or comments with regard to this proposal, please contact us.

Sincerely,

GHD CONSULTING SERVICES INC.

A handwritten signature in black ink, appearing to read "Robert Butterworth", written in a cursive style.

Robert Butterworth, PE, BCEE
Principal

RB/dlr

cc: Charles Prior, PE, GHD
Jan Salzman, PE, GHD

NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION

Division of Water, Region 3
100 Hillside Avenue, Suite 1W, White Plains, NY 10603
P: (914) 428-2505 | F: (914) 428-0323
www.dec.ny.gov

RECEIVED

JUN 26 2017

June 21, 2017

BY: _____

Joseph Moran, Commissioner
Town of Orangetown - Department of Environmental Management and Engineering
Route 303
Orangeburg, NY 10962

Re: Engineering Report – Evaluation of Recommended Improvements to Meet a Total Residual Chlorine of 0.10 mg/l at the Town of Orangetown Wastewater Treatment Plant (WWTP)
Town of Orangetown, Rockland County
SPDES# NY0026051

Dear Mr. Moran:

The referenced April 2017 Engineering Report for the disinfection upgrade at the Town of Orangetown WWTP has been reviewed. The report does not detail the design basis that will be used to comply with the final effluent limit for Total Residual Chlorine. Please address the following review comments in a revised Engineering Report:

- 1) Submit the application for approval of plans for a wastewater disposal system.
- 2) Provide design calculations for the dechlorination contact time, the maximum sodium bisulfite feed rate, and the days of on-site chemical storage.
- 3) Provide design calculations showing the dissolved oxygen concentration after dechlorination to determine whether reaeration is necessary.
- 4) Provide an explanation on why an induction mixer is necessary. Standards require mechanical mixing if no point exists in the process where hydraulic turbulence is adequate to assure thorough and complete mixing. Hydraulic turbulence exists at the end of the chlorine contact tank and this was identified in Section 2.2 of the Engineering Report.
- 5) Provide information on how the requirements of 10 State Standards Section 103.44 and 103.45 will be met.
- 6) Review the proposed sample pump #1 location. This location was selected to provide a pre-dechlorination sample but appears to be after the dechlorination point.
- 7) Provide an explanation on whether the probable project cost for parts, such as the new chlorine analyzers, includes installation and labor costs.

Should you have any questions, please contact me at (914) 428-2505 ext. 357.

Sincerely,



Manju Cherian, P.E.
Environmental Engineer 2



Clerk of Boards Review: Date: _____ Initials: _____
--

ENTITY DISCLOSURE FORM

TOWN OF ORANGETOWN
 Office of Building, Zoning, Planning Administration and Enforcement (OBZPAE)
 20 Greenbush Road
 Orangeburg, New York 10962
 Tel: (845) 359-8410 ext. 4330
 Website: www.orangetown.com

THIS FORM MUST ACCOMPANY ALL LAND USE APPLICATIONS SUBMITTED BY AN ENTITY AS DEFINED IN CHAPTER 43, ARTICLE 16 OF THE TOWN CODE OF THE TOWN OF ORANGETOWN.

PROJECT NAME: _____

PROPERTY ADDRESS: _____

TAX LOT ID: _____

NAME OF APPLICANT: _____

OWNER OF PROPERTY: _____

Land Use Application/Brief Description of Project: _____

PART ONE:

1. Pursuant to Section Chapter 43, Article 16 of the Town Code, the disclosure of the names and address of all persons or entities owning any interest or controlling position of any limited liability company, limited liability partnership, general or limited partnership, professional corporation, joint venture, doing business as name or venture, association, business trust, or non-publically traded corporation, (hereinafter referred to as the "Entity") is required of both the owner and applicant (if not the same) when filing a land-use application.
2. Set forth the names of all members, officers, shareholders, directors, partners or other authorized persons of the Entity for the past year from the date of filing of any land-use board application.
3. Attach a copy of all Entity documents filed with the NYS Secretary of State, or in any other State of formation, including:
 - a. All records regarding membership interests in the Entity;
 - b. Records regarding the transfer of membership interests since the date of formation.
4. If a member of the Entity is not a natural person, please provide the name(s) and address(es) for the of the non-natural person member of that Entity, and provide the formation filing documents for such Entity.
5. Provide supplemental sheets if the information does not fit below; (kindly label the supplemental sheets).

Name of Entity:	
Address:	
Telephone Number:	
E-Mail Address:	
State/Date of Formation:	
Contact Person:	

PART TWO:

6. Please list all persons, officers, limited or general partners, directors, members, shareholders, managers, authorized persons, beneficial owners, and any others with any interest in or with the above referenced entity.
7. Please NOTE that an “authorized person” means an individual or entity, whether or not a shareholder, member, officer or director, or person identified by any other title, who is authorized to act, solely or in conjunction with others, on behalf of or for the Entity.
8. List all persons with a membership or voting interest or controlling position in the Entity. Please provide that parties’ business or personal address and telephone number, email address and other contact information.
9. Provide supplemental sheets if the information does not fit below; (kindly label the supplemental sheets).

<u>Name of Individual</u>	<u>Address</u>	<u>Telephone</u>	<u>Email</u>	<u>Interest or Role in Entity</u>
1.				
2.				
3.				
4.				
5.				
6.				

PART THREE:

10. Is any person identified in Part TWO currently employed by or hold a paid or unpaid position with a department, agency or land use board of the Town of Orangetown? *Please circle:* YES NO
11. Is any person identified in PART TWO the spouse, sibling, parent, child, or grandchild of any individual who is employed by or holds a paid or unpaid position with a department, agency or land use board of the Town of Orangetown? *Please circle:* YES NO
12. Does any person identified in PART TWO perform services for or have a contract, or employed by an entity that has a contract to perform services for the Town of Orangetown? *Please circle:* YES NO
13. If the answer is “YES” to any of the above, please provide a supplement sheet and list every Board, Department, Office, agency or other position with the Town of Orangetown in which the party has a position, paid or unpaid, or provides services for, and identify the agency, title and date of hire.

PART FOUR:

14. The information contained herein shall be updated with the Clerk of the Boards no later than THIRTY (30) DAYS after any change in information.
15. **NOTE: Any person who (a) provides false or fraudulent beneficial ownership information; (b) willfully fails to provide complete or updated information; or (c) during the application process, fails to obtain or maintain credible, legible and updated beneficial ownership information shall be subject to suspension of any pending application by the applicant entity, or a “stop work” order on any work relating to the application, or both, in addition to any other applicable penalties under the Town Code, or State and Federal Statute, or both.**

STATE OF NEW YORK)
) ss.:
COUNTY OF ROCKLAND)

I, _____, being duly sworn, deposes and says that I am (Title) _____, an active or qualified member of the _____, a business duly authorized by law to do business in the State of New York, and that the statements made in the foregoing Affidavit are true, accurate and complete. I further understand that Land Use Applications may have a significant impact upon the health, safety and general welfare of the Town of Orangetown and its inhabitants and visitors; and that the Town Board is required to be certain that anyone with an interest or controlling position of an Entity, who applies for any land use approval or permission must have no conflict of interest as that term is described in NYS Town Law, as well as NYS General Municipal Law, and that the disclosure of any officers, directors, members, shareholders, managers, authorized persons, beneficial owners, any other controlling parties with the above entity, and all persons with a membership or voting interest in the entity is required to be made in any land use application or request for any approval from the Town, to be certain no conflict of interest exists and without the disclosure, a full review of any conflict cannot take place.

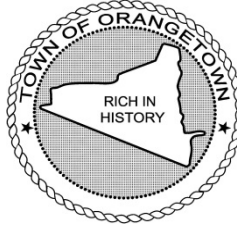
Signature

Sworn to and subscribed in my presence

This _____ day of _____, 20____

NOTARY PUBLIC

2018 Orangetown Budget Presentations



Saturday, September 9, 2017 - Town Hall

8:00 a.m. – 12:00 p.m.

(Coffee, Fresh Fruit and Assorted Breads Served)

8:00 a.m.–8:30 a.m.	Highway	James Dean
8:30 a.m.–8:40 a.m.	Town Clerk	Charlotte Madigan
8:40 a.m.–8:50 a.m.	OBZPAE	Mike Manzare
8:50 a.m.–9:30 a.m.	Parks and Recreation	Aric Gorton
9:30 a.m.–9:40 a.m.	Fire Prevention	Mike Bettmann/Doug Sampath
9:40 a.m.–10:10 a.m.	DEME	Joseph Moran
10:10 a.m.–10:20 a.m.	Justice Court	Judge Finning
10:20 a.m.–10:30 a.m.	IT	Anthony Bevelacqua
(Break – 10:30 A.M. 10:45 A.M.)		
10:45 a.m.–11:00 a.m.	Museum	Mary Cardenas
11:00 a.m.–11:10 a.m.	Supervisor	Allan Ryff
11:10 a.m.–11:20 a.m.	Finance	Jeff Bencik

The Assessor (Brian Kenny), Personnel (Donna Morrison) and Town Attorney (J. Edwards/T. Kenney) will present their 2018 Budget at the WORKSHOP of September 5, 2017.

The Police Department will present their budget to the Town Board at their Police Commission Meeting of September 5, 2017.

DATE: July 18, 2017

WARRANT

Warrant Reference	Warrant #	Amount	
Approved for payment in the amount of			
	062117	\$ 6,417.67	Mitsubishi and GFOA
	062217	\$ 137,143.40	Medicare Reimbursement
	062617	\$ 158,040.53	Utilities and other
	063017	\$ 376.00	Homes for Heroes Deed Filing
	070117	\$ 3,907.80	Addl Medicare Reimbursement
	071817	\$ 925,445.57	Regular Audit
	Total	\$ 1,231,330.97	

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 Thomas Diviny

Councilman Denis Troy

Supervisor Andrew Stewart