

**TOWN OF KENT  
TOWN BOARD MEETING  
Tuesday, May 20, 2014**

**Executive Session** – 6:30 p.m.

Matter relating to the discipline of an individual

**Stormwater Annual Report Presentation** – 7:00 p.m.

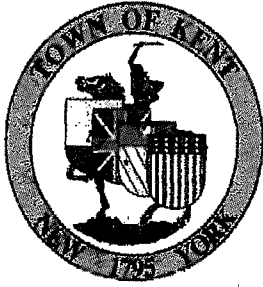
**Public Hearing** - Sewer Use Law

**Workshop**

1. Highway
  - Summer help
  - Budget transfers
2. Recreation
  - Playground Safety Resurfacing
  - Update on Huestis Park
3. Attorney RFP
4. Draft Application for Damage Claim and Merritt Change Order 6
5. Wetlands and Stormwater Consultant RFP's
6. Portable toilets
7. Cemetery Lawn Maintenance
8. Accept Erosion Control Bond in the amount of \$10,500.00 for Frangel Realty
9. Fireworks fundraising
10. Memorial Day Observance
11. Public Comment

**Meeting**

1. Authorize Town Clerk to advertise Attorney RFP's
2. Authorize Supervisor to sign lease agreement with Goosetown Communications
3. Authorize promotion of Fred Verity to Lead Mechanic of Municipal Repairs
4. Authorize the Planning Board to accept Erosion Control Bond in the amount of \$10,500.00 for Frangel Realty
5. Authorize Highway Budget Transfers
6. Authorize Highway Department to hire summer help
7. Approve Vouchers and Claims
8. Correspondence
9. Public Comment



**Town of Kent Highway Dept.**  
*Richard T. Othmer, Jr., Highway Superintendent*  
62 Ludington Court  
Kent Lakes, New York 10512  
(845) 225-7172  
Fax (845) 225-9464  
E-mail: [highway@townofkentny.gov](mailto:highway@townofkentny.gov)

May 9, 2014

Town of Kent Supervisor Maureen Fleming  
Kent Town Board Members  
25 Sybil's Crossing  
Kent Lakes, NY 10512

Subject: Job Descriptions for Summer Help

Dear Supervisor Fleming and Kent Town Board Members,

Attached please find the job description for the summer help positions.

Laborer is for College Students and Student Worker is for High School Students. There will be a twelve week maximum at \$10.00 per hour, no unemployment, the same as Parks, Recreation etc. The Highway Department utilized summer help up to a couple of years ago so I assumed you were all familiar with what they are required to do.

Just about every surrounding town augments their summer force like this to get more done. They will be using picks, shovels, wheelbarrows, brooms and a variety of other implements that most American kids are unfamiliar with these days.

I would appreciate if this could be approved ASAP.

Sincerely,

Richard T. Othmer, Jr.  
Kent Highway Superintendent

## STUDENT WORKER

DISTINGUISHING FEATURES OF THE CLASS: This is routine work either in a municipal or school office, or municipal or school maintenance program, performed by a student under close supervision in accordance with prescribed routine. Performs related work as required.

### TYPICAL WORK ACTIVITIES:

#### In a Municipal or School Office:

Opens, sorts, and distributes mail;  
Sorts, indexes, and files materials alphabetically and numerically;  
Fills requests for applications, forms, cards, etc.;  
Answers telephone and personal inquiries and directs callers;  
Operates office machines;  
May type from straight copy, rough draft, etc.  
Performs a variety of related activities as required.

#### In a Municipal or School Maintenance Program:

##### COMMON OUTDOOR WORK:

Uses a shovel, pick, rake, scythe, axe, saws, and other common hand tools as required for particular tasks;  
Mows and rakes grass using hand or power-operated machines;  
Removes snow and ice and sands and salts walks and streets;  
Collects and disposes rubbish;  
Does routine painting and performs other similar maintenance work;  
Weeds gardens and assists in planting flowers and shrubbery;  
Performs a variety of related activities as required.

##### COMMON INDOOR WORK:

Dusts furniture, venetian blinds, window ledges, etc.;  
Sweeps, washes, strips and waxes floors;  
Washes windows, walls, toilet and lavatory facilities, ashtrays, etc.;  
Cleans light fixtures and replaces burned out bulbs;  
Collects and disposes of refuse;  
May stock and distribute supplies and move furniture;  
Performs a variety of related activities as required.

### FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES & PERSONAL

CHARACTERISTICS: Office Work: clerical aptitude; familiarity with office terminology, procedures, and equipment;  
Maintenance Work: familiarity with minor maintenance and cleaning methods, materials and equipment; ability to understand and follow simple directions; ability to read and write English.

MINIMUM QUALIFICATIONS: Qualifications determined by appointing authority.

SPECIAL REQUIREMENT: An employment certificate or permit is required for candidates under eighteen (18) years of age at time of appointment.

NOTE: In order to receive appointment in this title, an individual must have student status, have been a student in the preceding school semester, or plan to be a student in the upcoming semester.

## LABORER

DISTINGUISHING FEATURES OF THE CLASS: This is routine manual work requiring physical endurance and a willingness to perform unskilled tasks. Work is performed under the immediate supervision in accordance with well established procedures. Performs a variety of related duties as required.

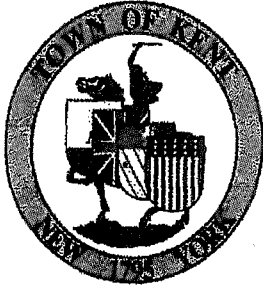
### TYPICAL WORK ACTIVITIES: (Illustrative only)

Assists in patching, resurfacing, and grading of roads;  
Rakes, tamps and shovels asphalt;  
Assists in the maintenance and repair of sewers and catch basins;  
Digs and refills trenches for sewers and drainage;  
Removes snow from roads and sidewalks and sands icy pavements;  
Cuts grass, rakes leaves, trims shrubs and trees, spades flowerbeds and assists in other grounds maintenance activities;  
Assists with tree planting and wood cutting;  
Assists in the installation and maintenance of traffic signs and markings;  
Flags at maintenance and construction sites as needed or directed;  
Performs a variety of related activities as required.

### FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES & PERSONAL CHARACTERISTICS:

Ability to follow instructions; willingness to perform routine manual work; ability to lift heavy weights; willingness to work under all weather conditions; sobriety; physical endurance; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: None is required but some experience in heavy manual labor is desirable.



**Town of Kent Highway Dept.**  
*Richard T. Othmer, Jr., Highway Superintendent*  
62 Ludington Court  
Kent Lakes, New York 10512  
(845) 225-7172  
Fax (845) 225-9464  
E-mail: [highway@townofkentny.gov](mailto:highway@townofkentny.gov)

W# 1 (b)

May 14, 2014

Town of Kent Supervisor Maureen Fleming  
Kent Town Board Members  
25 Sybil's Crossing  
Kent Lakes, NY 10512

Subject: Budget Transfer

Dear Supervisor Fleming and Kent Town Board Members,

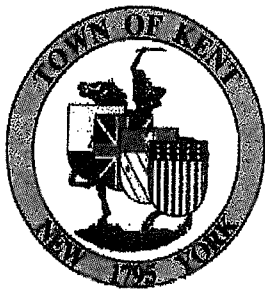
I do not take NYS Retirement benefits through the Town of Kent. Additionally I do not take Medical Benefits which is an added savings to the Town.

I am requesting the Town Board make a Resolution to transfer \$11,020.00 that was budgeted for NYS Retirement Benefits to be used for facility improvements at the Highway Garages.

Please do not hesitate to contact me if you have any questions.

Sincerely,

Richard T. Othmer, Jr.  
Kent Highway Superintendent



**Town of Kent Highway Dept.**  
*Richard T. Othmer, Jr., Highway Superintendent*  
62 Ludington Court  
Kent Lakes, New York 10512  
(845) 225-7172  
Fax (845) 225-9464  
E-mail: [highway@townofkentny.gov](mailto:highway@townofkentny.gov)

May 9, 2014

Town of Kent Supervisor Maureen Fleming  
Kent Town Board Members  
25 Sybil's Crossing  
Kent Lakes, NY 10512

Subject: Job Descriptions for Summer Help

Dear Supervisor Fleming and Kent Town Board Members,

Attached please find the job description for the summer help positions.

Laborer is for College Students and Student Worker is for High School Students. There will be a twelve week maximum at \$10.00 per hour, no unemployment, the same as Parks, Recreation etc. The Highway Department utilized summer help up to a couple of years ago so I assumed you were all familiar with what they are required to do.

Just about every surrounding town augments their summer force like this to get more done. They will be using picks, shovels, wheelbarrows, brooms and a variety of other implements that most American kids are unfamiliar with these days.

I would appreciate if this could be approved ASAP.

Sincerely,

Richard T. Othmer, Jr.  
Kent Highway Superintendent

## STUDENT WORKER

DISTINGUISHING FEATURES OF THE CLASS: This is routine work either in a municipal or school office, or municipal or school maintenance program, performed by a student under close supervision in accordance with prescribed routine. Performs related work as required.

### TYPICAL WORK ACTIVITIES:

#### *In a Municipal or School Office:*

Opens, sorts, and distributes mail;  
Sorts, indexes, and files materials alphabetically and numerically;  
Fills requests for applications, forms, cards, etc.;  
Answers telephone and personal inquiries and directs callers;  
Operates office machines;  
May type from straight copy, rough draft, etc.  
Performs a variety of related activities as required.

#### *In a Municipal or School Maintenance Program:*

### COMMON OUTDOOR WORK:

Uses a shovel, pick, rake, scythe, axe, saws, and other common hand tools as required for particular tasks;  
Mows and rakes grass using hand or power-operated machines;  
Removes snow and ice and sands and salts walks and streets;  
Collects and disposes rubbish;  
Does routine painting and performs other similar maintenance work;  
Weeds gardens and assists in planting flowers and shrubbery;  
Performs a variety of related activities as required.

### COMMON INDOOR WORK:

Dusts furniture, venetian blinds, window ledges, etc.;  
Sweeps, washes, strips and waxes floors;  
Washes windows, walls, toilet and lavatory facilities, ashtrays, etc.;  
Cleans light fixtures and replaces burned out bulbs;  
Collects and disposes of refuse;  
May stock and distribute supplies and move furniture;  
Performs a variety of related activities as required.

### FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES & PERSONAL

CHARACTERISTICS: Office Work: clerical aptitude; familiarity with office terminology, procedures, and equipment;  
Maintenance Work: familiarity with minor maintenance and cleaning methods, materials and equipment; ability to understand and follow simple directions; ability to read and write English.

MINIMUM QUALIFICATIONS: Qualifications determined by appointing authority.

SPECIAL REQUIREMENT: An employment certificate or permit is required for candidates under eighteen (18) years of age at time of appointment.

NOTE: In order to receive appointment in this title, an individual must have student status, have been a student in the preceding school semester, or plan to be a student in the upcoming semester.

## LABORER

DISTINGUISHING FEATURES OF THE CLASS: This is routine manual work requiring physical endurance and a willingness to perform unskilled tasks. Work is performed under the immediate supervision in accordance with well established procedures. Performs a variety of related duties as required.

### TYPICAL WORK ACTIVITIES: (Illustrative only)

Assists in patching, resurfacing, and grading of roads;  
Rakes, tamps and shovels asphalt;  
Assists in the maintenance and repair of sewers and catch basins;  
Digs and refills trenches for sewers and drainage;  
Removes snow from roads and sidewalks and sands icy pavements;  
Cuts grass, rakes leaves, trims shrubs and trees, spades flowerbeds and assists in other grounds maintenance activities;  
Assists with tree planting and wood cutting;  
Assists in the installation and maintenance of traffic signs and markings;  
Flags at maintenance and construction sites as needed or directed;  
Performs a variety of related activities as required.

### FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES & PERSONAL CHARACTERISTICS:

Ability to follow instructions; willingness to perform routine manual work; ability to lift heavy weights; willingness to work under all weather conditions; sobriety; physical endurance; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: None is required but some experience in heavy manual labor is desirable.

Louis M. Fernandez  
Director of Recreation and Parks



Town of Kent Recreation and Parks Department  
770 Route 52 Kent Lakes, NY 10512

Telephone: (845) 531-2100

Fax: (845) 306-7249

Email: [recreation@townofkentny.gov](mailto:recreation@townofkentny.gov)

Webpage: [www.townofkentny.gov](http://www.townofkentny.gov)

W #2

May 16, 2014

Kent Town Board  
25 Sybil's Crossing  
Kent Lakes, NY 10512

Subject: Playground Safety Surfacing

Dear Town Board Members,

I have received pricing for manufactured safety surfacing to replace the sand currently at Huestis Park playground and to replenish what is needed at the Ryan's Park playground. I have received price quotes for 100 cubic yards of material to be delivered. Approximately 75-80 cubic yards will be used at Huestis Park and 20-25 cubic yards will be used at Ryan's Park. I have attached the price quotes from 3 separate suppliers of the material. All of them sell an IPEMA (International Playground Equipment Manufacturers Association) certified product and all of their products are an ADA approved surfacing.

Zeager Bros.	\$2,361.25
Supreme Forest Products	\$2,700.00
American Recreational Products (Fibar)	\$3,510.00

The funds needed to purchase this material will come out of the 7110.400 Parks line. I would be happy to discuss these products, specifications and requirements in detail with the Town Board members. Thank you for your consideration in this matter.

Sincerely,

Louis Fernandez  
Director of Recreation and Parks

**AMERICAN RECREATIONAL  
PRODUCTS****1535 LOCUST AVENUE****BOHEMIA, NY 11716****(631) 244-0011****(631) 750-2624 (FAX)****Estimate**

Date	Estimate #
5/14/2014	9771

Name / Address

TOWN OF KENT  
25 SYBILS CROSSING  
KENT LAKES, NY 10512

P.O. No.

Terms

FOB

AR JOB NUMBER

Item	Description	Qty	Cost	Total
SAFETY SURFA...	100 CU YDS ENGINEERED WOOD FIBER - DELIVERED VIA TRACTOR TRAILER  ***QUOTE IS VALID FOR 30 DAYS ***INSTALLATION TO BE PROVIDED BY THE TOWN OF KENT	100	35.10	3,510.00
We look forward to doing business with you.			<b>Total</b>	\$3,510.00

**Supreme Forest Products, Inc**  
**New England Playground Surfacing**

216 Bogue Road  
Harwinton, Ct 06791

860-485-1636 Office  
860-485-1646 Fax

**Q U O T E**

DATE	NUMBER
5/16/2014	1110

**BILL TO**

Town of Kent  
Carmel, NY

**SHIP TO**

Carmel, NY

**REP**

ITEM	DESCRIPTION	QUANTITY	RATE	TOTAL
PSF	IPEMA Certified Engineered Wood Fiber	100	27.00	2,700.00
			<b>TOTAL</b>	<b>\$2,700.00</b>

## &lt;&lt; QUOTE &gt;&gt;



Zeager Bros., Inc.  
4000 E. Harrisburg Pike  
Middletown, PA 17057-4651  
UNITED STATES  
(717)-944-7481

PAGE 1

QUOTE DATE 5/14/2014  
QUOTE NO 7110

S KEN008  
O TOWN OF KENT  
L RECREATION AND PARKS DEPT  
D 770 ROUTE 52  
T KENT LAKES, NY 10512  
O

S HUE003  
H HUESTIS PARK  
I LOUIS FERNANDEZ  
P 178 FARMERS MILL ROAD  
T KENT, NY 10512  
O

TOTAL DUE 2,361.25

Location Id 1NJNE

SLS1	SLS2	DUE DATE	DISC DUE DATE	ORDER NO	ORDER DATE	SHIP DATE	SHIP NO
TG		5/14/2014	5/14/2014	00031302	5/14/2014		

TERMS DESCRIPTION	CUSTOMER PO NO	SHIP VIA
UPON RECEIPT	quote	

ITEM ID	UNITS	ORDERED	SHIPPED	UNIT PRICE	EXTENSION
---------	-------	---------	---------	------------	-----------

Ship To Address HUESTIS PARK  
178 FARMERS MILL ROAD  
KENT NY 10512  
Contact LOUIS FERNANDEZ  
Phone (845) 531-2100 Cell  
Alt Phone Email

W		CY	100.0000	0.0000	19.0000	1,900.00
WOODCARPET						
Est. lead time 2 weeks from time of order						
FRTTRK		EA	1.0000	0.0000	461.2500	461.25
FREIGHT-TRUCK-W/C						
147.9 mi rt - qty 100cy						

We appreciate your business.

Installation instructions, maintenance instructions and warranty are available at [www.zeager.com](http://www.zeager.com).  
Drainage and wear mats as specified by Zeager are required for warranty coverage.

TAXABLE	NONTAXABLE	FREIGHT	SALES TAX	MISC	TOTAL
0.00	2,361.25	0.00	0.00	0.00	2,361.25

Town of Kent Planning Board  
25 Sybil's Crossing  
Tel: 845-225-7802

email: [planning@townofkentny.gov](mailto:planning@townofkentny.gov)  
Kent, NY 10512  
Fax: 845-306-5283

W # 8

Date: May 19, 2014

From: The Kent Planning Board

To: The Kent Town Board:  
Maureen Fleming, Supervisor - w/Att.  
Paul Denbaum  
Bill Huestis  
Penny Osborne  
Michael Tierney

CC: W. Walters, Building Inspector - w/Att  
L. Cappelli, Town Clerk - w/Att  
T. Curtiss  
Amir.Mashhad@hdrinc.com  
J. Ramos - w/Att.  
Finance Department - w/Att.

RE: Erosion and Sediment Control Bond funded by:  
**The Milnes Company, Inc.**  
**(on Behalf of Frangel Realty)**  
**12 Frear Hill Road**  
**Tunkhannock, PA 18657**  
**For property located at:**  
**529-533 Route 52**  
**Kent, NY 10512**  
**Tax Map: 33.48-1-6**

Please find attached the following documents pertaining to the above Erosion Control Bond:

- Memo from Julie Mangarillo, Rohde, Soyka & Andrews dated March 12, 2014 recommending to the Planning Board that the Erosion Control Bond for Frangel Realty be accepted and forwarded to the Town Board.
- Resolution #6 2014 – Kent Planning Board recommendation to the Town Board to accept an Erosion Control Bond in the amount of \$10,500.00. We previously received a check in the amount of \$1,000.00 to cover the Inspection Fees. .
- A Copy of PS Bank Check # 200525, dated May 7. 2-14 in the amount of \$10,500.00 from the Milnes Company.
- Erosion Control Performance Bonds endorsed by: Ms. Sara Kaplan/Frangel Realty and Mr. Robert Killian/The Milnes Co., Inc.

It would be greatly appreciated if this could be put on your agenda for May 20, 2014.

Thanks very much.



**ROHDE, SOYKA  
& ANDREWS**  
Consulting Engineers, P.C.

40 Garden Street  
Poughkeepsie, NY 12601  
Phone: (845) 452-7515 Fax: (845) 452-8335  
E-Mail Address: [jmangarillo@rsaengrs.com](mailto:jmangarillo@rsaengrs.com)

*Wilfred A. Rohde, P.E. • Michael W. Soyka, P.E. • John V. Andrews, Jr., P.E.*

# Memorandum

**To:** Planning Board  
Town of Kent

**Attn:** Michael McDermott  
Chairman

**From:** Julie S. Mangarillo, P.E., CPESC

**Subject:** Erosion Control Permit

**Date:** March 12, 2014

**Project:** Frangel Realty Corp. – Sewer  
Installation  
TM #33.48-1-6

The following documents were reviewed:

- Transmittal letter from HDR, dated 1/23/2014
- Erosion Control Cost Estimates, prepared by HDR, dated 1/23/2014
- Stormwater Pollution Prevention Plan, prepared by HDR, revised 1/2014, submitted via e-mail, including:
  - Notice of Intent, (NOI)
  - MS4 SWPPP Acceptance Form with Sections I and II completed
- Drawings prepared by HDR, last revised 2/3/2014, including:

Cover Sheet	C-04 "Soil Erosion and Sediment Control Plan"
V-01 "Existing Conditions Plan"	C-05 "Proposed Sanitary Sewer Profiles"
C-01 "Demolition Plan"	C-06 "Proposed Sanitary Sewer Profiles"
C-02 "Grading and Pavement Plan"	C-07 "Civil Site Details"
C-03 "Final Utility Plan"	C-08 "Soil Erosion and Sediment Control Details"
C-03A "Building Connection Detail Plan"	

This application is for the construction of the sewer pipes to connect Frangel/ Lake Carmel Business Center to the municipal sewer line being installed along Route 52.

Supplementary or new comments are in **bold**.

The following is offered for consideration by the Planning Board from a comment memo dated 1/9/2014 (revised).

1. 'Sewer Use Law' was adopted by the Town of Kent Town Board as Local Law #5 in December 2013. Review and revise if necessary the proposed sewer design and details to meet the requirements of the Sewer Use Law.
  - b. Include a drawing note referencing the as-built drawing requirement.
    - i. **Note #5 on the Cover Sheet should be revised to include that four (4) copies of the as-built are to be submitted to the Town, in addition to the Owner and Engineer.**
2. No record of an erosion control bond for previous construction at Frangel could be located at the Town. An erosion control bond is required per Town Code §66-7.
  - b. **An erosion control estimate of \$10,500 was prepared by HDR, dated 1/23/2014.**

3. Refer to the SWPPP:

- d. Per GP-0-10-001 Part III.B.1.f – include a permanent soil stabilization plan, in addition to Section 2.2.6 'Temporary Seeding'. All references to seeding, either temporary or permanent, must also include mulching per NY State Standards and Specifications for Erosion and Sediment Control (aka Blue Book). This applies to the SWPPP and the drawing set.

- i. **Add 'mulching' to notes that include 'seeding' on drawing C-08 "Soil Erosion and Sediment Control Details."**

5. Final drawing sets are to be signed & sealed by the design professional.

- a. **Acknowledged by project engineer.**

6. If a NYSDOT highway work permit is required for work within the Route 52 right-of-way, provide copies of the permit.

- a. **Acknowledged by project engineer.**

**New Comments:**

- 1. Notes have been added to drawing C-01 "Demolition Plan" and in Section 2.1 'Construction Sequence' of the SWPPP regarding proper disposal of the sand filter and related materials. Include that proof of removal and proper disposal is to be provided to the Town in both the notes on C-01 and Section 2.1 of the SWPPP.
- 2. Under Section 2.6 of the SWPPP 'Pollution Prevention Measures' repeat the notes regarding the proper removal and disposal of the existing WWTP or refer to the notes in Section 2.1.
- 3. Refer to the Notice of Intent (NOI)
  - a. Page 2, #1 –There appears to be a missing digit for the X-coordinate.
  - b. Page 3, #6 – Soil percentages are significantly different from the previous NOI for the property. Confirm which is correct.
  - c. Provide signatures in final NOI.

Also, for the SWPPPs submitted to the Town, the entire GP-0-10-001 permit does not need to be included. A note can be added to the Appendix cover sheet that the GP-0-10-001 will be included with the on-site documentation.

  
Julie S. Mangarillo, P.E., CPESC

cc: Planning Board via email  
William Walters, via email  
Neil Wilson via email  
Bruce Barber via email  
Scott Davis, HDR, via email  
13-261-151-02

**TOWN OF KENT  
PLANNING BOARD**

25 SYBIL'S CROSSING  
KENT LAKES, NEW YORK 10512

(845) 225-7802

Fax (845) 306-5283



**RESOLUTION #6**  
**Year 2014**

Date: April 10, 2014

From: The Kent Planning Board

To: The Kent Town Board:  
Maureen Fleming, Supervisor - w/Att.  
Paul Denbaum  
Bill Huestis  
Penny Osborne  
Michael Tierney

CC: W. Walters, Building Inspector - w/Att  
L. Cappelli, Town Clerk - w/Att  
T. Curtiss  
Amir.Mashhad@hdrinc.com

J. Ramos - w/Att.  
Finance Department - w/Att.

RE: Erosion and Sediment Control Bond funded by:  
**The Milnes Company, Inc.**  
**(on Behalf of Frangel Realty)**  
**12 Frear Hill Road**  
**Tunkhannock, PA 18657**  
**For property located at:**  
**529-533 Route 52**  
**Kent, NY 10512**  
**Tax Map: 33.48-1-6**

Resolved: On April 10, 2014, the Town of Kent Planning Board recommended that an Erosion Control Bond in the amount of \$10,500.00 and inspection fee in the amount of \$1,000.00 (previously deposited in review account) be referred to the Kent Town Board for their acceptance and approval. The motion was made by Mr. George Brunner and seconded by Mr. Anthony Mastrangelo.

The Planning Board respectfully asks that, if the Town Board is in agreement, they pass a resolution decreeing that the above actions be taken.

I, Vera Patterson, Planning Board Secretary of the town of Kent, County of Putnam, State of New York, do hereby certify that the foregoing is a true excerpt from the minutes of a meeting of the Planning Board of the Town of Kent held on April 10, 2014.

Dated: April 10, 2014

Vera Patterson  
Planning Board Secretary

**PERFORMANCE BOND FOR EROSION AND SEDIMENT CONTROL**

*Milnes Bond*

**THE MILNES CO., INC.**  
**(on Behalf of Frangel Realty)**  
**12 Frear Hill Road**  
**Tunkhannock, PA 18657**  
**For property located at:**  
**529-533 Route 52**  
**Kent, NY 10512**  
**Tax Map: 33.48-1-6**

Bond given by The Milnes Co., Inc. (12 Frear Hill Road, Tunkhannock, PA 18657 on behalf of Frangel Realty, whose property is located on Route 52, Kent, NY 10512 Tax Map: 33.48-1-6 ("Obligor") to the Town of Kent, a municipal corporation whose Town Hall is located at 25 Sybil's Crossing, Kent Lakes, New York, 10512 ("Obligee"), dated May 1, 2014.

KNOW ALL MEN BY THESE PRESENTS that the Obligor is held and firmly bound unto the Obligee in the sum of \$10,500.00, along with a transfer of \$979.55 from the previous Frangel Realty inspection fee account to create a new inspection fee account for this project for the construction inspections whereof to the Obligee the said Obligor binds itself, its successors and assigns.

WHEREAS, Obligor is seeking one or more approvals from the Obligee for land disturbance activity, as that term is defined in Town of Kent Town Code Chapter 66 (the "Code"), on certain real property located in the Town of Kent, in connection with which erosion and sedimentation controls ("Controls") are required; and

WHEREAS, on April 10, 2014, the Kent Planning Board adopted a resolution of conditional approval of land development activity in the nature of Steep Slope and Erosion Control Permit and Site Plan approval of alteration of a developed site located at 533 NYS Route 52, which consists of removal of an existing wastewater treatment plant (WWTP) including septic tanks, sand filter, chlorine contact tank and other appurtenances and installation of new sewer service connections. The new sewer connections will connect the existing buildings' sewer pipes to the new Route 52 sewer main and Kent Manor sanitary collection system; and

WHEREAS, in conjunction with such approval, the Obligor has submitted to the Obligee, plans and specifications for the land development activity known as Frangel Realty ("Project Plans") and in furtherance of the approvals of the Planning Board, as follows:

The facility shall be constructed in accordance with the plans and specifications prepared by Henningson, Durham & Richardson, Architecture and Engineering, P.C. In Association with HDR Engineering, Inc. ("HDR"), dated May 4, 2012 and bearing a latest revision date of April 30, 2014, as follows:

- Sheet G-01, "Cover – Index and General Notes".
- Sheet V-01, "Existing Conditions Plan".
- Sheet C-01, "Demolition Plan".
- Sheet C-02, "Grading and Pavement Plan".
- Sheet C-03, "Final Utility Plan".
- Sheet C-03A, "Building Connection Detail Plan".

- Sheet C-04, "Soil Erosion and Sediment Control Plan".
- Sheet C-05, "Proposed Sanitary Sewer Profiles (Sheet 1 of 2)".
- Sheet C-06, "Proposed Sanitary Sewer Profiles (Sheet 2 of 2)".
- Sheet C-07, "Civil Details".
- Sheet C-08, "Soil Erosion and Sediment Control Details".

WHEREAS, Obligor submitted to the Town Erosion and Sedimentation Control plans forming a part of the Project Plans; and

WHEREAS, Obligor submitted to the Town Stormwater Pollution Prevention Plan ("SWPPP"), prepared by HDR, dated November 2013 and bearing a latest revision date of April 2014,

WHEREAS, as condition to the issuance and approval of a Steep Slope and Erosion Control Permit, the Code requires the owner or applicant, prior to construction, to provide the Obligee with a cash escrow, an irrevocable letter of credit or a certified check drawn upon a national or state bank or other cash equivalent, which guarantees satisfactory completion of the Erosion and Sediment Control Plan, which security shall remain in full force and effect until the Obligor is released from liability by the Town, provided that such period shall not be less than two years from the date of final acceptance or such other certification that the work permitted by the Steep Slope and Erosion and Control Permit has been completed in accordance with such Permit and all plans and specifications forming the basis of such approved Permit.

NOW, THEREFORE,

- The said bank checks shall be delivered to the **Town of Kent** and be deposited in an escrow account pending the completion of the project for which the erosion control measures are necessary;
- No funds may be withdrawn from the said escrow account until a resolution has been duly made by the **Town Board of The Town of Kent**, authorizing such surrender or cashing.
- Upon full completion of the work allowed pursuant to the conditions and specifications heretofore imposed by the **Planning Board of The Town of Kent**, the said escrow monies shall be returned to ;
- In the event the erosion control work allowed shall not have been duly completed by **THE MILNES CO., INC.**; as per the conditions and specifications of the **Planning Board of The Town of Kent**, the **Town Board** shall have the right to withdraw the aforesaid escrow monies and complete the required work for **THE MILNES CO., INC**; with full use of said sums as the Town requires;

- When the work shall have been fully completed as required by the conditions and specifications of the **Planning Board** either by **THE MILNES CO., INC.**; or by the **Town of Kent**, the aforesaid escrow monies or the balance of funds remaining after the work has been completed shall be returned or refunded to **THE MILNES CO., INC.**;
- This bond may not be assigned or transferred without the prior written approval of the **Planning Board** and **Town Board** of **The Town of Kent**.
- The applicant hereby expressly authorizes the **Town of Kent**, its agents, employees, engineer or planner to enter upon the Owner's/Applicant's property for the purpose of inspecting the erosion control system installed and the site work being performed in accordance with the approved plans, provided that the **Town of Kent** provides at least 24 hours notice to **SARA KAPLAN, FRANGEL REALTY**.

Dated: May 1, 2014

By: [Signature]  
(signature)

ROBERT KILLIAN

(print Type signatory's name)

Robert Killian

Owner/Obligee.

Project Manager THE MILNES CO., INC.

(print Type signatory's title)

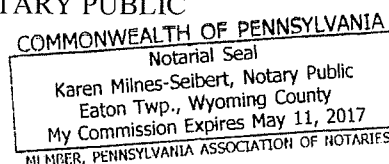
STATE OF PA )

) ss.:

COUNTY OF WYOMING )

On the 1 day of May, 2014, before me, the undersigned, a notary public in and for said state, personally appeared Robert Killian, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is(are) subscribed to the within instrument and acknowledged to me that he/she They executed the same in his/her Their capacity(ies), and that by his/her Their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

Karen Milnes-Seibert  
NOTARY PUBLIC



**PERFORMANCE BOND FOR EROSION AND SEDIMENT CONTROL**

*Kaplan Bond*

**THE MILNES CO., INC.**  
**(on Behalf of Frangel Realty)**  
**12 Frear Hill Road**  
**Tunkhannock, PA 18657**  
**For property located at:**  
**529-533 Route 52**  
**Kent, NY 10512**  
**Tax Map: 33.48-1-6**

Bond given by The Milnes Co., Inc. (12 Frear Hill Road, Tunkhannock, PA 18657 on behalf of Frangel Realty, whose property is located on Route 52, Kent, NY 10512 Tax Map: 33.48-1-6 ("Obligor") to the Town of Kent, a municipal corporation whose Town Hall is located at 25 Sybil's Crossing, Kent Lakes, New York, 10512 ("Obligee"), dated May 1, 2014.

KNOW ALL MEN BY THESE PRESENTS that the Obligor is held and firmly bound unto the Obligee in the sum of \$10,500.00, along with a transfer of \$979.55 from the previous Frangel Realty inspection fee account to create a new inspection fee account for this project for the construction inspections whereof to the Obligee the said Obligor binds itself, its successors and assigns.

WHEREAS, Obligor is seeking one or more approvals from the Obligee for land disturbance activity, as that term is defined in Town of Kent Town Code Chapter 66 (the "Code"), on certain real property located in the Town of Kent, in connection with which erosion and sedimentation controls ("Controls") are required; and

WHEREAS, on April 10, 2014, the Kent Planning Board adopted a resolution of conditional approval of land development activity in the nature of Steep Slope and Erosion Control Permit and Site Plan approval of alteration of a developed site located at 533 NYS Route 52, which consists of removal of an existing wastewater treatment plant (WWTP) including septic tanks, sand filter, chlorine contact tank and other appurtenances and installation of new sewer service connections. The new sewer connections will connect the existing buildings' sewer pipes to the new Route 52 sewer main and Kent Manor sanitary collection system; and

WHEREAS, in conjunction with such approval, the Obligor has submitted to the Obligee, plans and specifications for the land development activity known as Frangel Realty ("Project Plans") and in furtherance of the approvals of the Planning Board, as follows:

The facility shall be constructed in accordance with the plans and specifications prepared by Henningson, Durham & Richardson, Architecture and Engineering, P.C. In Association with HDR Engineering, Inc. ("HDR"), dated May 4, 2012 and bearing a latest revision date of April 30, 2014, as follows:

- Sheet G-01, "Cover – Index and General Notes".
- Sheet V-01, "Existing Conditions Plan".
- Sheet C-01, "Demolition Plan".
- Sheet C-02, "Grading and Pavement Plan".
- Sheet C-03, "Final Utility Plan".
- Sheet C-03A, "Building Connection Detail Plan".

- Sheet C-04, "Soil Erosion and Sediment Control Plan".
- Sheet C-05, "Proposed Sanitary Sewer Profiles (Sheet 1 of 2)".
- Sheet C-06, "Proposed Sanitary Sewer Profiles (Sheet 2 of 2)".
- Sheet C-07, "Civil Details".
- Sheet C-08, "Soil Erosion and Sediment Control Details".

WHEREAS, Obligor submitted to the Town Erosion and Sedimentation Control plans forming a part of the Project Plans; and

WHEREAS, Obligor submitted to the Town Stormwater Pollution Prevention Plan ("SWPPP"), prepared by HDR, dated November 2013 and bearing a latest revision date of April 2014,

WHEREAS, as condition to the issuance and approval of a Steep Slope and Erosion Control Permit, the Code requires the owner or applicant, prior to construction, to provide the Obligee with a cash escrow, an irrevocable letter of credit or a certified check drawn upon a national or state bank or other cash equivalent, which guarantees satisfactory completion of the Erosion and Sediment Control Plan, which security shall remain in full force and effect until the Obligor is released from liability by the Town, provided that such period shall not be less than two years from the date of final acceptance or such other certification that the work permitted by the Steep Slope and Erosion and Control Permit has been completed in accordance with such Permit and all plans and specifications forming the basis of such approved Permit.

NOW, THEREFORE,

- The said bank checks shall be delivered to the **Town of Kent** and be deposited in an escrow account pending the completion of the project for which the erosion control measures are necessary;
- No funds may be withdrawn from the said escrow account until a resolution has been duly made by the **Town Board of The Town of Kent**, authorizing such surrender or cashing.
- Upon full completion of the work allowed pursuant to the conditions and specifications heretofore imposed by the **Planning Board of The Town of Kent**, the said escrow monies shall be returned to ;
- In the event the erosion control work allowed shall not have been duly completed by **THE MILNES CO., INC.**; as per the conditions and specifications of the **Planning Board of The Town of Kent**, the **Town Board** shall have the right to withdraw the aforesaid escrow monies and complete the required work for **THE MILNES CO., INC.**; with full use of said sums as the Town requires;

- When the work shall have been fully completed as required by the conditions and specifications of the **Planning Board** either by **THE MILNES CO., INC.**; or by the **Town of Kent**, the aforesaid escrow monies or the balance of funds remaining after the work has been completed shall be returned or refunded to **THE MILNES CO., INC.**;
- This bond may not be assigned or transferred without the prior written approval of the **Planning Board** and **Town Board of The Town of Kent**.
- The applicant hereby expressly authorizes the **Town of Kent**, its agents, employees, engineer or planner to enter upon the Owner's/Applicant's property for the purpose of inspecting the erosion control system installed and the site work being performed in accordance with the approved plans, provided that the **Town of Kent** provides at least 24 hours notice to **SARA KAPLAN, FRANGEL REALTY**.

Dated: May 1, 2014

By: Sara Kaplan  
(signature)

SARA KAPLAN

(print Type signatory's name)

Sara Kaplan

Owner/Obligee, Frangel Realty

(print Type signatory's title)

STATE OF New York

) ss.:

COUNTY OF Putnam

On the 5th day of May, 2014, before me, the undersigned, a notary public in and for said state, personally appeared Sara Kaplan, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is(are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

Elain G. Abraham-Rigo  
NOTARY PUBLIC

ELAIN G. ABRAHAM-RIGO  
Notary Public, State of New York  
No. 01AB4786620  
Qualified in Putnam County  
My Commission expires on December 31, 20 17

Volume 4, Issue

Memorial Day 2014



# PUTNAM VETERANS NEWSLETTER

*An E-mail Newsletter of the Putnam County Veterans Service Agency*



## **Memorial Day Events in Putnam**

**Friday, Saturday, Sunday, Monday May 23, 24, 25,**

### **Putnam County Joint Veterans Council-**

John Morris Memorial Watchfire Vigil, each night  
6 PM-6 AM May 23, 24, 25 Opening Ceremony Friday 7:00 PM  
Flag retirement all night

### **Sunday May 25, 2014:**

#### **VFW Post 1374 & Ladies Auxiliary, Carmel & American Legion Post 270-**

9:00 AM Ceremony at monument on Terryhill Road, Kent  
11:30 AM Ceremony at Post Home 32 Gleneida Ave, Carmel  
Refreshments to follow 11:30 Ceremony

#### **VFW Post 2362 and American Legion Post 275-**

11:00 AM memorial presentation at Parrott Gun Memorial by  
Cold Spring water front.

### **Monday May 26, 2014:**

#### **VFW Post 391, Putnam Valley-**

11:00 AM Ceremony Putnam Valley Town Hall  
11:45 Ceremony Lake Peekskill Monument (Chester Place)  
12:30 PM Ceremony Post Home 153 Oscawanna Lake Road  
Refreshments to follow 1:00 PM ceremony at Post Home  
2:00 PM Start of "Round of Honor". Visiting grave sites, cemeteries, and monuments in vicinity, including Lakeland High School, Bill Mangero Park

#### **VFW Post 672, Brewster-**

Parade from Brewster Fire House to Electrozone Field  
(step off 11:00 AM)  
Ceremony at Electrozone Field following parade.  
Refreshments to follow at post home

#### **VFW Post 2362 and American Legion Post 275 Cold Spring-**

Parade Main Street to Cold Spring Cemetery (step off 9:00 AM)  
Ceremony at Cold Spring Cemetery at conclusion of parade  
Refreshments to follow (location to be announced)

#### **VFW Post & Ladies Auxiliary 5491 Mahopac & American Legion Post 1080-**

Parade from Clarke Place to Veterans Memorial Park on East Lake Blvd. (step off 10:30 AM)  
Ceremony to follow at Monument  
American Legion Post 1080 Ceremony at noon following VFW  
Ceremony at 333 Buckshollow Road  
Ceremony and Refreshments to follow at VFW Post home  
154 East Lake Blvd

#### **VFW Post 9257 & Ladies Auxiliary & AMVET Post 1111 Putnam Lake-**

Parade from Castle Restaurant to Veterans Monument on Haviland Road (step off 10:00 AM)  
Ceremony to follow parade at monument  
Refreshments to follow at Post Home at 4 Fairfield Drive

#### **VFW Post 8013, Somers-**

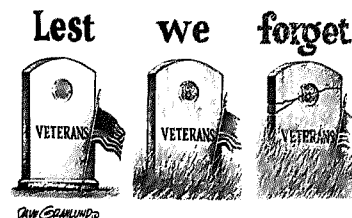
Annual Memorial Day Parade and Remembrance Ceremony.  
Step off 10:00 AM from Somers Middle School to Ivandell Cemetery. Refreshments at Somers Town House following the ceremony.

(Somers has been added to the list of Memorial Day events because the Somers VFW has recently joined Putnam County Council VFW)

### **Thursday May 30, 2013:**

#### **Putnam County Joint Veterans Council-**

7:00 PM Traditional Memorial Day at Putnam County Veterans Memorial Park



m# 2

TOWN OF KENT  
Town Board Meeting – May 20, 2014  
County of Putnam, State of New York

RESOLUTION \_\_\_\_\_

AUTHORIZING TOWN SUPERVISOR MAUREEN FLEMING  
TO EXECUTE CONTRACT WITH GOOSETOWN COMMUNICATIONS

INTRODUCED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

DATE OF CONSIDERATION/ADOPTION: \_\_\_\_\_

WHEREAS, Goosetown Communications has presented a Rental Agreement for equipment and services to the Town of Kent for the Kent Highway vehicles, Park and Recreation vehicles and Sanitation vehicles; and

WHEREAS, the Highway Superintendent has requested to use Goosetown Communications for the communications equipment in the town trucks; and

WHEREAS, the Town Board wishes to follow the recommendation of the Highway Superintendent and lease radio communications equipment from Goosetown Communications for all of the Town trucks.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Kent hereby approves and authorizes the Supervisor to sign the Goosetown Communications Trbo Voice Rental Agreement which is attached as *Exhibit A* with the Town of Kent for a period of sixty (60) months not to exceed a rental of \$3,600.00 per month.

BE IT FURTHER RESOLVED, that the Town of Kent Supervisor is hereby authorized to execute any and all documents necessary to effectuate the rental of the equipment.

Resolution # \_\_\_\_\_

Motioned by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Roll call vote:

Supervisor Fleming: \_\_\_\_\_

Deputy Supervisor Huestis: \_\_\_\_\_

Councilwoman Osborn: \_\_\_\_\_

Councilman Tierney: \_\_\_\_\_

Councilman Denbaum: \_\_\_\_\_

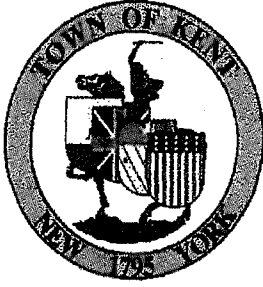
VOTE: RESOLUTION CARRIED BY A VOTE OF \_\_\_\_ TO \_\_\_\_

STATE OF NEW YORK     )  
                                      ) ss:  
COUNTY OF PUTNAM    )

I, LANA CAPPELLI, the Town Clerk of the Town of Kent, does hereby certify that the above is a true and exact copy of a Resolution introduced by the Town Board of the Town of Kent at a meeting of said Board on May 20, 2014.

DATED:     May 20, 2014

\_\_\_\_\_  
LANA CAPPELLI, Town Clerk



**Town of Kent Highway Dept.**  
*Richard T. Othmer, Jr., Highway Superintendent*  
62 Ludington Court  
Kent Lakes, New York 10512  
(845) 225-7172  
Fax (845) 225-9464  
E-mail: [highway@townofkentny.gov](mailto:highway@townofkentny.gov)

m # S

May 14, 2014

Town of Kent Supervisor Maureen Fleming  
Kent Town Board Members  
25 Sybil's Crossing  
Kent Lakes, NY 10512

Subject: Budget Transfer

Dear Supervisor Fleming and Kent Town Board Members,

I do not take NYS Retirement benefits through the Town of Kent. Additionally I do not take Medical Benefits which is an added savings to the Town.

I am requesting the Town Board make a Resolution to transfer \$11,020.00 that was budgeted for NYS Retirement Benefits to be used for facility improvements at the Highway Garages.

Please do not hesitate to contact me if you have any questions.

Sincerely,

Richard T. Othmer, Jr.  
Kent Highway Superintendent



***Town of Kent Highway Dept.***  
*Richard T. Othmer, Jr., Highway Superintendent*  
*62 Ludington Court*  
*Kent Lakes, New York 10512*  
*(845) 225-7172*  
*Fax (845) 225-9464*  
*E-mail: [highway@townofkentny.gov](mailto:highway@townofkentny.gov)*

May 9, 2014

Town of Kent Supervisor Maureen Fleming  
Kent Town Board Members  
25 Sybil's Crossing  
Kent Lakes, NY 10512

Subject: Job Descriptions for Summer Help

Dear Supervisor Fleming and Kent Town Board Members,

Attached please find the job description for the summer help positions.

Laborer is for College Students and Student Worker is for High School Students. There will be a twelve week maximum at \$10.00 per hour, no unemployment, the same as Parks, Recreation etc. The Highway Department utilized summer help up to a couple of years ago so I assumed you were all familiar with what they are required to do.

Just about every surrounding town augments their summer force like this to get more done. They will be using picks, shovels, wheelbarrows, brooms and a variety of other implements that most American kids are unfamiliar with these days.

I would appreciate if this could be approved ASAP.

Sincerely,

Richard T. Othmer, Jr.  
Kent Highway Superintendent

## STUDENT WORKER

DISTINGUISHING FEATURES OF THE CLASS: This is routine work either in a municipal or school office, or municipal or school maintenance program, performed by a student under close supervision in accordance with prescribed routine. Performs related work as required.

### TYPICAL WORK ACTIVITIES:

#### In a Municipal or School Office:

Opens, sorts, and distributes mail;  
Sorts, indexes, and files materials alphabetically and numerically;  
Fills requests for applications, forms, cards, etc.;  
Answers telephone and personal inquiries and directs callers;  
Operates office machines;  
May type from straight copy, rough draft, etc.  
Performs a variety of related activities as required.

#### In a Municipal or School Maintenance Program:

### COMMON OUTDOOR WORK:

Uses a shovel, pick, rake, scythe, axe, saws, and other common hand tools as required for particular tasks;  
Mows and rakes grass using hand or power-operated machines;  
Removes snow and ice and sands and salts walks and streets;  
Collects and disposes rubbish;  
Does routine painting and performs other similar maintenance work;  
Weeds gardens and assists in planting flowers and shrubbery;  
Performs a variety of related activities as required.

### COMMON INDOOR WORK:

Dusts furniture, venetian blinds, window ledges, etc.;  
Sweeps, washes, strips and waxes floors;  
Washes windows, walls, toilet and lavatory facilities, ashtrays, etc.;  
Cleans light fixtures and replaces burned out bulbs;  
Collects and disposes of refuse;  
May stock and distribute supplies and move furniture;  
Performs a variety of related activities as required.

### FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES & PERSONAL

CHARACTERISTICS: Office Work: clerical aptitude; familiarity with office terminology, procedures, and equipment;  
Maintenance Work: familiarity with minor maintenance and cleaning methods, materials and equipment; ability to understand and follow simple directions; ability to read and write English.

MINIMUM QUALIFICATIONS: Qualifications determined by appointing authority.

SPECIAL REQUIREMENT: An employment certificate or permit is required for candidates under eighteen (18) years of age at time of appointment.

NOTE: In order to receive appointment in this title, an individual must have student status, have been a student in the preceding school semester, or plan to be a student in the upcoming semester.

## LABORER

DISTINGUISHING FEATURES OF THE CLASS: This is routine manual work requiring physical endurance and a willingness to perform unskilled tasks. Work is performed under the immediate supervision in accordance with well established procedures. Performs a variety of related duties as required.

### TYPICAL WORK ACTIVITIES: (Illustrative only)

Assists in patching, resurfacing, and grading of roads;  
Rakes, tamps and shovels asphalt;  
Assists in the maintenance and repair of sewers and catch basins;  
Digs and refills trenches for sewers and drainage;  
Removes snow from roads and sidewalks and sands icy pavements;  
Cuts grass, rakes leaves, trims shrubs and trees, spades flowerbeds and assists in other grounds maintenance activities;  
Assists with tree planting and wood cutting;  
Assists in the installation and maintenance of traffic signs and markings;  
Flags at maintenance and construction sites as needed or directed;  
Performs a variety of related activities as required.

### FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES & PERSONAL CHARACTERISTICS:

Ability to follow instructions; willingness to perform routine manual work; ability to lift heavy weights; willingness to work under all weather conditions; sobriety; physical endurance; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: None is required but some experience in heavy manual labor is desirable.