

**TOWN OF KENT**  
**Organizational Meeting**  
**January 5, 2021**

**Meeting**

1. Pledge of Allegiance
2. Roll Call
3. Set schedule for Town Board Workshops and Meetings
4. Set salaries of non-union employees pursuant the 2020 Adopted Budget
5. Set mileage rate per IRS at 56 cents/mile
6. Set Holiday Schedule as per employee handbook and collective bargaining agreements
7. Reappoint Bill Huestis - Deputy Supervisor
8. Reappoint Maureen Fleming - Budget Officer
9. Reappoint Tamara Harrison - Supervisor's Confidential Secretary
10. Reappoint Yolanda Cappelli - Access to Records Clerk
11. Reappoint Yolanda Cappelli - Registrar of Vital Statistics
12. Reappoint Yolanda Cappelli - Marriage Officer
13. Reappoint Lauren Louderback - Deputy Town Clerk 1
14. Reappoint Lucy Pirro - Deputy Town Clerk 2
15. Reappoint Lauren Louderback - Deputy Registrar of Vital Statistics
16. Appoint Jessica Edwards - Court Clerk to Judge Timothy Curtiss
17. Reappoint Annette Flaherty - Court Clerk to Judge Kevin Douchkoff
18. Reappoint Stephanie Nix - Deputy Receiver of Taxes
19. Reappoint Ron Calkins - Deputy Fire Inspector
20. Reappoint Justyn Lewis - Assistant Fire Inspector
21. Appoint Steven Gaspirini - Assistant Fire Inspector
22. Reappoint Mahopac National Bank - Bank Depository and Putnam County Savings Bank and Putnam County National Bank Additional Bank Depositories
23. Reappoint Putnam County Press - Official Newspaper, and any other newspaper as necessary
24. Reappoint Walter Recher – Beautification Committee Member – 5 year term to expire – 12/31/2025
25. Reappoint Jacqueline Callahan Stewart – Board of Assessment Review – 5 year term to expire – 9/30/2025
26. Reappoint Bill Volkmann - Conservation Advisory Committee Chairperson
27. Reappoint Pamela Wadler - Conservation Advisory Committee member – 5 year term to expire – 12/31/2025
28. Reappoint Jacqueline Rohrig-Strickland – Town Historian
29. Reappoint Madeline Perez - Lake Carmel Park District Advisory Board Member – 5 year term to expire 12/31/2025
30. Reappoint Cathy Wargus - Lake Carmel Park District Advisory Board Member – 5 year term to expire 12/31/2025
31. Reappoint Patricia Ravert – Lake Carmel Community Center member– 5 year term to expire – 12/31/2025
32. Reappoint Patricia Ravert – Lake Carmel Community Center Chairperson
33. Reappoint Angela Verity – Lake Carmel Community Center member – 5 year term to expire – 12/31/2025

34. Reappoint Bob Schwartz – Lake Carmel Community Center member – 5 year term to expire – 12/31/2025
35. Reappoint Janice Capra – Lake Carmel Community Center member – 5 year term to expire – 12/31/2025
36. Reappoint Dorian D'Ausilio - Lake Tibet Park District Advisory Board Chairperson
37. Reappoint Phil Tolmach - Planning Board Chairperson
38. Reappoint Dennis Lowes - Planning Board Vice Chairperson
39. Reappoint Bruce Barber of Cornerstone Appraisals, Inc. - Planning Board Environmental Consultant
40. Reappoint Julie Mangarillo of Rohde, Soyka & Andrews Consulting Engineers, PC - Planning Board Engineer
41. Reappoint Jeffrey Battistoni of Van DeWater and Van DeWater, LLP – Planning Board Attorney
42. Reappoint Liz Axelson of Clark Patterson/Morris Associates - Planning Board Planner
43. Reappoint Howard Carpenter - Kent Recycling Commission Co-Chairperson
44. Reappoint Susan Kotzur - Kent Recycling Commission Co-Chairperson
45. Reappoint Deborah Mikucki – Kent Recycling Commission – 5 year term to expire 12/31/2025
46. Reappoint Audrey Calogero - Chairperson of Water District #1
47. Reappoint Cemco Plumbing Water District #1
48. Reappoint Carol Croston - Water District # 2 Chairperson
49. Reappoint Cemco - Water District # 2 Operator
50. Reappoint Gordon Moccio - Zoning Board of Appeals Chairperson
51. Reappoint Ronald Hansen - Zoning Board of Appeals member– 5 year term to expire on 12/31/2025
52. Reappoint Ronald Hansen - Zoning Board of Appeals Vice Chairperson
53. Authorize Town Clerk to Publish Legal Notices
54. Authorize Town Clerk to Advertise Notice for Bids
55. Authorize Town Clerk to Draw Warrants
56. Reappoint Hogan & Rossi as Legal Counsel to the Town Board
57. Authorize the Supervisor to pay upon receipt of Authorized Warrants and Contracts, Hospitalization, Telephone, Electric, Gas, Social Security, Freight and other similar bills as per Town Law Section 29(4)
58. Create the Climate Smart Task Force as an advisory body to the KCAC
59. Appoint Chris Ruthven and Anne Campbell as co-coordinators of the Climate Smart Task Force
60. Boiler quotes for Town Hall
61. Approval of vacation carry-over for employee
62. Resignation of Erika Nitz - Beautification Committee member
63. Approval of Vouchers
64. Public Comments

# 2021

## Town Board Meeting Dates 1st/3rd Tuesday

January	5	19
February	2	16
March	2	16
April	6	20
May	4	18
June	1	15
July	6	20
August	3	19
September	14*	28*
October	5	19
November	9*	23*
December	7	21

# 2021

## Town of Kent Holiday Schedule

January	1	New Year's Day
	18	Martin Luther King Day
February	15	President's Day
May	31	Memorial Day
July	5	Independence Day
September	6	Labor Day
October	11	Columbus Day
November	2	Election Day
	11	Veteran's Day
	25	Thanksgiving Day
	26	Day after Thanksgiving
December	24	Christmas

\* Early Dismissal on November 24th , December 23rd , December 31st

\* Early Dismissal on Friday prior to Easter, Memorial Day, Independence Day, Labor Day

<b>PROPOSAL</b> <b>SCLAFANI ENERGY - YORKTOWN HVAC</b> <b>PO BOX 700</b> <b>CARMEL, NY 10512</b>		
SUBMITTED BY: Michael Lagattuta (Service Technician)		(845) 628-1330 Fax-(845) 628-2975 Email- ServiceD@sclafanienergy.com
PROPOSAL SUBMITTED TO: TOWN OF KENT TOWN HALL	PHONE: 845-306-5611	DATE: 12/8/2020
STREET: 25 Sybil's Crossing	JOB NAME: TOWN OF KENT	
CITY, STATE AND ZIP CODE: Kent, NY 10512	JOB LOCATION: SAME	

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR:

Furnish and install a **Buderus G215-4 boiler** complete with a **Riello F5 oil burner**, **Hydrostat 3250**, **tiger loop**

**air eliminator**, new flue pipe to chimney base, (One) **007 F4ECM circulator** with isolation flanges on supply and (One) **Veridian 1-1/2" circulator**. We will build supply and return manifold with isolation valves and common purge on return.

\*Proper removal and disposal of existing unit.

\*The cost of permits and inspections deemed necessary by the Town are not included in this proposal.

\*Sclafani service 1 year guarantee on parts and labor, on Sclafani Energy supplied equipment.

This estimate does not include permits and any extra work deemed necessary by town building dept and/or inspector(s).

WE PROPOSE HEREBY TO FURNISH MATERIAL AND LABOR, COMPLETE, IN ACCORDANCE WITH ABOVE SPECIFICATIONS, FOR THE SUM OF:

Six thousand five hundred dollars 00/100 **\$6,500.00**

PAYMENT TO BE MADE AS FOLLOWS:

1/3 down payment. Remainder due upon completion. **\$2,170.00**

All material is guaranteed to be as specified. All work is to be completed in a workman like manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized  
Signature \_\_\_\_\_

Note: This proposal may be withdrawn by  
Sclafani Energy - Yorktown HVAC if not accepted within 60 days

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: \_\_\_\_\_

Signature \_\_\_\_\_

Signature \_\_\_\_\_



238 Gardnertown Rd, Newburgh NY 12550  
845-561-4586

**Branch:** Newburgh

**Salesperson:** Harvey Alsdorf

**Date:** 12/10/2020

**Proposal Submitted To:** Town of Kent

**Account #** 1054551

**Address:** Town Hall - 25 Sybils Crossing Kent Lakes, N.Y. 10512

**Installation Location If Different From Above:** As above.

We will furnish and install the equipment listed below at the price, terms and conditions outlined in this proposal.

**Equipment Specifications For The Equipment Being Sold:** A new Buderus G215 series cast iron hydronic boiler with Beckett AFG burner. Manufacturers AFUE rating is at 87% making this a Energy Star Product.

**Installation Work To Be Performed:** Provision is for a Buderus cast iron hydronic boiler system inclusive of burner, controls, pipe, valve and fittings for job installation. The old expiring boiler will be removed from the property for proper disposal.

**Optional:** None declared. Equipment is available at this time but subject to impending market force majeure.

**Exclusion:** Offered pricing is firm for a 30 day period and is not relevant to any New York State bid.

**Total Proposal Including All Material and Labor:** \$ 8,785.00

**Total Down Payment:** 50% Down - Balance Due Upon Completion

This system will be installed according to NFPA 58, NFPA 54, National Fuel Gas Code and local laws.

This estimate is valid for a period of 30 days from date indicated on this quotation. After 30 days, Mirabito Energy Products (Seller) reserves the right to provide buyer with a revised quotation. Installation as outlined in the above proposal quotation is pending credit approval by the Mirabito Energy Products.

Any alteration or deviation from above proposal/quotation involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All contingent upon strikes, accidents, or delays beyond our control. Mirabito Energy Products, its subsidiaries and/or approved subcontractors, agree to provide service and maintenance on the equipment installed for the buyer/customer whose signature/name appears on this proposal/quotation as part of this proposal/quotation, provided the buyer/customer adheres to all Mirabito Energy Products credit terms.

**Acceptance of Proposal/Quotation**

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

**Submitted By:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Accepted By:** \_\_\_\_\_

**Date:** \_\_\_\_\_

# ***People's Oil***

***844-440-6464***

## PROPOSAL

Kent Town Hall  
25 Sybils Crossing  
Carmel, NY 10512

## DATE

December 31, 2020

**\*\*\*THIS PROPOSAL IS VALID FOR 20 DAYS FROM THE DATE OF THE PROPOSAL\*\*\***

## WE PROPOSE TO:

- Remove old boiler and dispose
- Install Peerless or Buderus boiler with burner
- Install new feeder with backflow preventer
- Replace expansion tank
- Replace flue pipe and draft regulator
- Connect to existing oil lines and piping

## FOR THE SUM OF:

Option 1- Peerless:

**\$12,849.54 (Twelve Thousand Eight Hundred and Forty-Nine Dollars and Fifty-Four Cents)**

Option 2- Buderus:

**\$12,649.54 (Twelve Thousand Six Hundred and Forty-Nine Dollars and Fifty-Four Cents)**

**PAYMENT TERMS: 1/2 down, 1/2 upon completion**

**P.O. Box 927, Carmel, NY 10512**

**questions@peoplesoilheat.com ■ www.peoplesoilheat.com**

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# ***People's Oil***

***844-440-6464***

Proposal for: Kent Town Hall

All material is guaranteed to be as specified. All work is to be completed in a professional manner in accordance with the submitted specifications. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents, or delays beyond our control. Owners are obligated to carry fire, tornado, and other necessary insurance. Our workers are covered by Workmen's Compensation Insurance.

Signature:

James Pulcinella Date 12-31-2020  
People's Petroleum Products

**ACCEPTANCE OF PROPOSAL**

The above price, specifications, and conditions are satisfactory and are hereby accepted. By signing this form, I am verifying that I understand and agree with all of the conditions set forth:

Date of Acceptance \_\_\_\_\_

Signature \_\_\_\_\_