

**TOWN OF KENT
TOWN BOARD MEETING
Tuesday, May 1, 2018**

Workshop - 7:00 p.m.

1. Pledge of Allegiance
2. Presentation by Ann Ellsworth, Executive Director, Women's Resource Center
3. Microsoft Office upgrade – Rich Harris, IT Consultant
4. Highway Department – South Lake lower bridge repair
5. Recreation Department – fencing for inclusive all-abilities playground
6. Building Inspector - property cleanup at 31 Ponderosa Road, takedown of house at 5 Harriman Road
7. Lake Carmel Park District – beach sand purchase
8. Announcements
9. Public Comment

Meeting

1. Roll Call
2. Vote on the following:
 - a) Microsoft Office upgrade
 - b) South Lake lower bridge repair
 - c) Fencing for inclusive all-abilities playground
 - d) Property clean-up at 31 Ponderosa Road
 - e) Takedown of house at 5 Harriman Road
 - f) Beach sand purchase
3. Vouchers and claims
4. Public comment

April 30, 2018

TO: The Town of Kent Town Board
Maureen Fleming
Christine Woolley
Paul Denbaum
Bill Huestis
Jaimie McGlasson

CC: Yulia Kelly

FROM: Richard Harris
Re: Purchase of Microsoft Office 2016

On April 17, 2018, I was informed by Putnam County Office of IT/GIS that the Microsoft Exchange infrastructure (Email) will be moving off of the current servers onto new servers. The new servers will be running Microsoft Exchange 2016. Microsoft Exchange 2016 will not support Microsoft Office 2007 which we are currently running on all of our computers. I was told the upgrade will take place in "a few weeks". (See Email from Putnam County IT/GIS)

In order to continue to access the Email servers at the county, we will need to upgrade the Microsoft Office software that is running on all of our computers (Microsoft Office 2007). The breakdown of Computers is as follows:

- 25 Computers in the PD
- 5 Computers at Highway
- 22 Computers at Town Hall
- TOTAL of 52 Computers

Microsoft Office Standard 2016 SINGLE SEAT License will Cost \$217.45/Seat.
 $\$217.45 \times 52 \text{ computers} = \text{Totals } \$11,307.40$
 Microsoft Office Standard 2016 GSA Licensing will cost \$257.09/Seat.
 $\$257.09 \times 52 \text{ computers} = \text{Totals } \$13,368.68$
 This is a difference of \$2,061.28

SINGLE SEAT licenses are installed to ONE computer and that computer ONLY. GSA Licenses can be installed as many times as you want, as long as you do not exceed 52 active installs. In Speaking with Alex, the PD budgets for 4 replacement PC's per year. I budget 4 replacement PC's per year for both Town Hall and Highway. This means that replacing 8 PC's per year and needing to order 8 SINGLE SEAT licenses will cost \$1739.60/Year. Currently Office 2007 has been installed for 8 years. Given the same life span for Office 2016 we would need to spend an additional \$13,916.80 for software for the replacement PC's.

In conclusion :

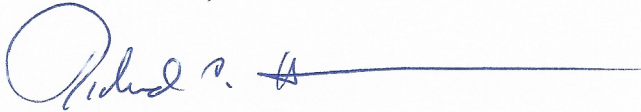
Microsoft Office 2016 SINGLE SEAT 52 Licenses	\$11,307.40
Microsoft Office 2016 SINGLE SEAT Licenses over 8 years	\$13,916.80
Microsoft Office 2016 SINGLE SEAT Licenses TOTAL	\$25,224.20

Microsoft Office 2016 GSA Licensing 52 Licenses	\$13,368.68
Total savings across the 8 year life span by going with GSA Licensing is	\$11,855.52

I spoke with Accountant Yulia Kelly and Supervisor Maureen Fleming and they feel it would be best to do this as a Capitol Project. The County has also informed me that the current server is "throwing errors" and can crash at any point.

I would like the Board to approve this Capitol project to purchase Microsoft Office 2016 for 52 computers, using the GSA Licensing at a cost of \$13,368.68 as soon as possible.

Thank You,

A handwritten signature in blue ink, appearing to read "Richard Harris", followed by a long horizontal line extending to the right.

Richard Harris
IT Consultant

Richard Harris

From: Richard Harris
Sent: Friday, April 27, 2018 9:54 AM
To: Chris Vroegindewey
Cc: Thomas Lannon
Subject: RE: Office 2007 no longer supported

Hi Chris/Tom –

Chris, as per our conversation yesterday my time frame would be around the week of May 21. I need to get the project (capitol) approved by the Town Board (Hopefully at their 5/1 meeting). Then Download the software, Then I have 52 installs to do. I realize the server is throwing errors and I will expedite as fast as I can.

Thanks

Rich

From: Chris Vroegindewey
Sent: Wednesday, April 25, 2018 3:37 PM
To: Richard Harris
Cc: Thomas Lannon
Subject: RE: Office 2007 no longer supported

Gerald said that you were able to fix his Outlook login prompt. That's great to hear. Was it just a new mail profile that was needed?

Also, an update on the migrations. Our schedule is moving smoothly, so we are looking at the end of next week for Kent needing to upgrade. Our old server is throwing tons of errors, so it could go at any time. Let me know if that deadline is feasible. Thanks!!

From: Chris Vroegindewey
Sent: Friday, April 20, 2018 11:49 AM
To: Richard Harris
Cc: Thomas Lannon (Thomas.Lannon@putnamcountyny.gov)
Subject: RE: Office 2007 no longer supported

I am told one month maximum would be the deadline to upgrade. Let me know if you have questions. Of course, licensing and all of that is up to you. I just gave you the one route of buying per machine.

From: Richard Harris
Sent: Thursday, April 19, 2018 11:23 AM
To: Chris Vroegindewey
Subject: Re: Office 2007 no longer supported

Hi Chris

Can you give me an idea of when the cutover will be? I know you said a "few weeks" but I need to get these upgrades ordered and installed.

Thanks

Rich

Sent from my iPhone

On Apr 17, 2018, at 4:50 PM, Chris Vroegindewey <chris.vroegindewey@putnamcountyny.gov> wrote:

Hi Richard,

We are moving our Exchange infrastructure off of our old servers and onto new ones running Exchange 2016. This means that within the next few weeks, **all clients must be on Office 2010 or later.**

It is my understanding that some Kent machines are running Office Suite 2007. The current 2016 suite is available on [GovConnection](#) or [CDW](#) for around \$200 per machine.

Let me know if you have any questions I can answer.

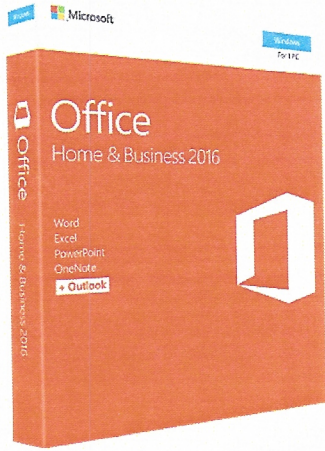
Christopher Vroegindewey
(845) 808-1800



110 Old Route 6, Bldg 3
Carmel, NY 10512



800.808.4239



Roll over image to zoom



Write the first review

Microsoft Office Home and Business 2016 – box pack – 1 PC

Mfg. Part: T5D-02776 | CDW Part: 4143860 | UNSPSC: 43231513

Availability: **In Stock**
Ships today if ordered within 6 hrs 39 mins

Was \$229.99 **SAVE \$12.54**

\$217.45 MARKET

Product Details

- Box pack
- 1PC
- 32/64-bit
- medialess
- P2
- Win
- English

Product Overview

Main Features

- Box pack
- 1PC
- 32/64-bit
- medialess
- P2
- Win
- English
- North America

Create polished documents with the Office applications you know and trust, save them to the cloud, and then edit and collaborate with others in real time using Office Online. Just sign in to Office, and documents, preferences, and other settings follow you across your PC, tablet, phone, or the web. So anytime, anywhere, you can pick up right where you left off.

Technical Specifications

General

Category : Office applications
 Installation Type : Locally installed
 Subcategory : Office applications - office suite

Licensing

License Pricing : Home Use
 Licensing Details : 32/64-bit, Medialess, P2

System Requirements

Min Operating System : Microsoft Windows 7 SP1, Microsoft Windows Server 2008 R2, Microsoft Windows Server 2012, Microsoft Windows Server 2012 R2, Windows 10, Windows 8, Windows 8.1
 Peripheral Interface Devices : 1280 x 800 monitor resolution, DirectX 10.0 compatible graphics card, Mouse or compatible device
 Platform : Windows

Software

License Category : Shrinkwrap
 License Qty : 1PC
 License Type : Box pack
 Software Suite Components : Microsoft Excel, Microsoft OneNote, Microsoft Outlook, Microsoft Powerpoint, Microsoft Word

Header

Brand : Microsoft
 Compatibility : PC

Country Kits :	North America
Localization :	English
Manufacturer :	Microsoft
Model :	Home and Business 2016
Packaged Quantity :	1
Product Line :	Microsoft Office

Software Family

Microsoft Edition :	Home and Business
Microsoft Family :	MS Office
Microsoft Version :	2016

System Requirements Details

Min Hard Drive Space :	3 GB
Min Operating System :	Microsoft Windows (32 bit)
Min RAM Size :	1 GB
Processor Speed :	1 GHz
Min Operating System :	Microsoft Windows (64 bit)
Min RAM Size :	2 GB

This page was printed on 4/27/2018 9:21:21 AM.

QUOTE CONFIRMATION



DEAR RICH HARRIS,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
JSPS606	4/24/2018	JSPS482	8320450	\$13,368.68

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
MS GSA OFFICE STD 2016	52	3845869	\$257.09	\$13,368.68
Mfg. Part#: 021-10559 Electronic distribution - NO MEDIA Contract: CDW-G GSA Schedule (GS-35F-0195J)				

PURCHASER BILLING INFO		SUBTOTAL	\$13,368.68
Billing Address: TOWN OF KENT ACCTS PAYABLE 25 SYBILS XING *** NEEDS VOUCHERS*** KENT LAKES, NY 10512-4744 Phone: (845) 225-4600 Payment Terms: VISA		SHIPPING	\$0.00
		GRAND TOTAL	\$13,368.68
DELIVER TO		Please remit payments to:	
Shipping Address: TOWN OF KENT RICH HARRIS 25 SYBILS XING *** NEEDS VOUCHERS*** KENT LAKES, NY 10512-4744 Phone: (845) 225-4600 Shipping Method: ELECTRONIC DISTRIBUTION		CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	

Need Assistance? CDW•G SALES CONTACT INFORMATION



Will Nadeau

(855) 822-5156

willnad@cdwg.com

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdw.com/content/terms-conditions/product-sales.aspx>
For more information, contact a CDW account manager

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Richard Harris

From: Geoff Bertkau [Geoff.Bertkau@cdw.com]
Sent: Friday, April 27, 2018 10:07 AM
To: Richard Harris; Will Nadeau
Subject: RE: CDW-G Quote Confirmation: Quote #JSPS606/P.O. Ref. JSPS482

Hi Rich,

Yes, your email below is correct. GSA licensing allows for the same key to be used multiple times as long as you have a license for each install. Retail version of Microsoft only allow for single installs and you cannot image retail media.

Thanks,
Geoff

Geoff Bertkau

Microsoft Software Solution Advisor – State & Local Government | [CDW-G](#)

From: Richard Harris [mailto:rharris@townofkentny.gov]
Sent: Friday, April 27, 2018 9:57 AM
To: Will Nadeau <willnad@cdwg.com>
Cc: Geoff Bertkau <Geoff.Bertkau@cdw.com>
Subject: RE: CDW-G Quote Confirmation: Quote #JSPS606/P.O. Ref. JSPS482

Hi Guys Any word on this? I need to write this proposal and get it approved by the Board by Tuesday.
Thanks
Rich

From: Will Nadeau [mailto:willnad@cdwg.com]
Sent: Thursday, April 26, 2018 10:27 AM
To: Richard Harris
Cc: Geoff Bertkau
Subject: RE: CDW-G Quote Confirmation: Quote #JSPS606/P.O. Ref. JSPS482

+Geoff

Geoff,
Can you please advise per Rich's question below?

Thanks!

Will Nadeau

Account Manager for New York State
State and Local | [CDW-G](#)
2 Corporate Drive | Shelton, CT 06484
Direct Line: (203) 851-7206
Toll Free: 855-822-5156
CDW Extension: 87206
Fax: 847-990-8252

From: Richard Harris <rharris@townofkentny.gov>
Sent: Thursday, April 26, 2018 10:23 AM
To: Will Nadeau <willnad@cdwg.com>
Subject: RE: CDW-G Quote Confirmation: Quote #JSPS606/P.O. Ref. JSPS482

Him Will –

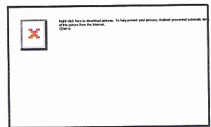
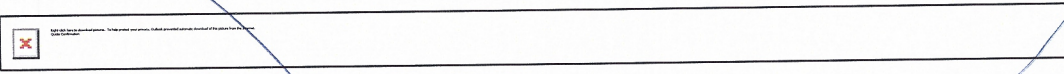
I need to clarify something. In our conversation you had mentioned the difference between SINGLE licenses and the GSA licenses is that the SINGLE licenses can only be used once, and the GSA licenses you can install as many as you want under the same license key.

Is that correct?

Thanks
 Rich

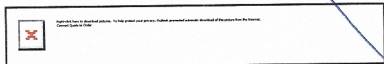
From: Will Nadeau [<mailto:willnad@cdwg.com>]
Sent: Tuesday, April 24, 2018 2:21 PM
To: Richard Harris
Subject: CDW-G Quote Confirmation: Quote #JSPS606/P.O. Ref. JSPS482

[View in a browser](#)


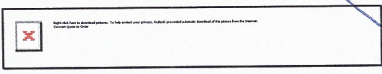


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SHIPPING DETAILS			SUBTOTAL	\$13,368.68	
Shipping Address: TOWN OF KENT RICH HARRIS 25 SYBILS XING *** NEEDS VOUCHERS*** KENT LAKES, NY 10512-4744 Phone: (845) 225-4600 Shipping Method: ELECTRONIC DISTRIBUTION Payment Terms: VISA			SHIPPING	\$0.00	
			SALES TAX	\$0.00	
			GRAND TOTAL	\$13,368.68	
					

Subject: South Lake Bridge;
Date: Monday, April 30, 2018 at 7:49:49 AM Eastern Daylight Time
From: Rich Othmer
To: Maureen Fleming, Lana Cappelli, Paul Denbaum, Paul Denbaum, Jaime Mcglasson, Bill Huestis, Bill Huestis, C Woolley, Nancy Tagliaferro, Nancy Tagliaferro, Accountant, Jamie Spillane
Category: Department Heads

Good Morning All;

I have been put on notice in writing about the failing lower bridge in South Lake. Since I inspected it with a Civil Engineer in February it has settled another 4" & the culvert is failing. I had two County Engineers go out last week & look at it with me as well as a private firm & they all agreed something must be done in the next 4-8 weeks. We have a plan to put steel plates over the top & pump concrete in around a form inside the culvert. I can do this in house for about \$25,000.00 and save about \$50,000 from contracting it out. Hopefully this bridge will be one of the 6 chosen that I submitted to the Bridge NY Grant Program but I will not find out until August.

I have already committed most of my summer budget to blacktop, our roads need attention. I did not plan for this but as I have stated several times; 9 out of our 12 local bridges are in dire shape; they were built in the 1920's & 1930's and we have school buses & oil trucks going over them in the NYC watershed. My last emergency repair on the Miller Hill Road Bridge revealed a household bed platform angle iron sticking out of the concrete & used as rebar, unacceptable. I am also submitting 4 additional Federal Grants through Congressman Maloney's Office for the replacement of 4 the bridges different from the Bridge NY - NYS funding.

I would like a decision asap by the board authorizing me to go ahead with this structural repair. If it is not done I will close the road after school is out.

I will try & fund it from my summer or other budget line but If I cannot I need assurance that you will fund me from the General Line.

We have become a very pro-active department rather than the old days of just being re-active, responding to the next hole in the dyke to stick our finger in. Money is being well spent.

Please get back to me.

Respectfully;

Rich Othmer

31 Ponderosa Contractor Notifications

Requesting a letter to be drafted for the contractors, that the amount won't exceed the estimate provided. And the project has the Town Board approval for payment by voucher under a emergency condition.

Clean up contractors contacted:

Aftermath – No reply back

Clean Harbors – No replay

Servpro – Bid attached

911 Restoration – Unable to submit due to Hazardous Material condition – pathogen

Tyndall septic - Unable to submit due to Hazardous Material condition – pathogen

Mahopac Septic - Unable to submit due to Hazardous Material condition – pathogen

Envirowaste - Won't handle Bio-waste,

Fresh Maintenance - Won't handle Bio-waste

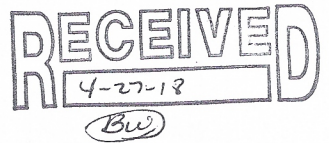
Exterminators

All County pest – Mahopac – unable due to manpower needs

Best Pest – Brewster - site visit – 4/30/18 – 695.00 – 3 visits (1 start up, 2 following) 30 days for 5 station – no bags Would need to adjust once the interior space can entry into the building.

North East Pest – Stormville - inspection 5/1/18

Ted Hill Pest – Carmel - Inspection 5/1/18



Servpro of NW & SE Dutchess County/Servpro of Putnam County

Servpro of NW & SE Dutchess County/Servpro of Putnam County
506 Salt Point Turnpike
Poughkeepsie, NY 12601
Franchise #: 10206, Franchise # 10772 Tax ID #: 46-2743478
phone: 845-635-4550
fax: 845-204-9779
email: servpronwsedutchess@yahoo.com

Client: Kent Town Building Inspector
Property: 31 Ponderosa Rd.
Kent, NY

Home: (845) 306-5597

Operator: LSMITH

Estimator: Scott Smith
Company: Servpro of NW & SE Dutchess County
Business: 506 Salt Point Turnpike
Poughkeepsie, NY 12601

Business: (845) 635-4550
E-mail: servpronwsedutchess@yahoo.com

Type of Estimate: Sewage
Date Entered: 4/19/2018 Date Assigned:
Date Est. Completed: 4/25/2018 Date Job Completed:

Price List: NYWP8X_APR18
Labor Efficiency: Restoration/Service/Remodel
Estimate: 2018-04-25-0820

Can start as soon as we give green light.

This is the only bid received from 3 emails or other vendors

Servpro of NW & SE Dutchess County/Servpro of Putnam County

Servpro of NW & SE Dutchess County/Servpro of Putnam County
 506 Salt Point Turnpike
 Poughkeepsie, NY 12601
 Franchise #: 10206, Franchise # 10772 Tax ID #: 46-2743478
 phone: 845-635-4550
 fax: 845-204-9779
 email: servpronwsedutchess@yahoo.com

2018-04-25-0820

2018-04-25-0820

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
1. Respirator cartridge - HEPA only (per pair)	8.00 EA	0.00	12.08	0.00	96.64
2. Add for personal protective equipment - Heavy duty	40.00 EA	0.00	18.42	0.00	736.80
3. Hazardous Waste/Mold Cleaning Technician - per hour	160.00 HR	0.00	75.24	0.00	12,038.40
Labor to clean up garbage and Urine bottles and 5 gallon buckets filled with human feces.					
4. Dumpster load - Approx. 30 yards, 5-7 tons of debris	2.00 EA	910.00	0.00	0.00	1,820.00
5. Hazardous Material Remediation Hualing and pumping of human waste	1.00 EA	0.00	888.00	0.00	888.00
5 gal buckets will be extracted at site by pump truck, all small bottles will be put in receptacle of 55 gal size to be extracted by pump truck. Truck will be on site for full day					
Total: 2018-04-25-0820				0.00	15,579.84
Line Item Totals: 2018-04-25-0820				0.00	15,579.84

4 man Team \$40.00 per hr x 4 = 160.00

3-4 days to week - unknown issue in rooms of Trash

If less time is used to clean up then this bill will be adjusted

Servpro of NW & SE Dutchess County/Servpro of Putnam County

Servpro of NW & SE Dutchess County/Servpro of Putnam County
506 Salt Point Turnpike
Poughkeepsie, NY 12601
Franchise #: 10206, Franchise # 10772 Tax ID #: 46-2743478
phone: 845-635-4550
fax: 845-204-9779
email: servpronwsedutchess@yahoo.com

Summary for Dwelling

Line Item Total	15,579.84
Replacement Cost Value	\$15,579.84
Net Claim	\$15,579.84

Scott Smith

5 Hassiwan



4/30/18 Beach Sand for Lake Carmel Park District
Cowboy Sand 1 mil - 70 yards total

\$ Amount Per Total # of Yards Total \$/
Yard/Ton Delivered

James Belsha	40 Middle Island Blvd, Middle Island, NY 11953	\$44/Yard	70	\$3,080.00
Stroker Trucking				

Westhook Sand	25 W Hook Rd, Hopewell Junction, NY 1253	\$46/ton	$46 \times 1.25 = 57.50$	57.50×70 yards	\$4,025.00
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Package Pavement	Charles Brown/ John Latini, Jr	3530 NY-52, Stormville, NY 12582	\$58/ton	$58 \times 1.25 = 72.50$	$72.50 \times 70 =$	\$5,075.00
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Loose Sand Conversion Rate: 1.25
1.25 Ton = 1 Yard