

**Town of Kent**  
**Town Board Meeting**  
**May 17, 2022**

**Executive Session:** 6:30 pm

Discuss proposed, pending or current litigation and the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. The Town Board meeting will follow at 7:00 pm.

**Workshop/Meeting**

1. Pledge of Allegiance
2. Roll Call
3. Discussion and/or Vote on the following:
  - a. Introduce local law for public hearing
    - i. Veterans tax exemption
  - b. Storm water presentation
  - c. Employee Handbook addition
  - d. Lake Carmel Community Center
    - i. Appoint Board of Directors
    - ii. Advertise for new members
  - e. Lake Carmel master plan
  - f. Lake Carmel Parks
    - i. Accept resignation
    - ii. Hire seasonal worker
  - g. Discussion of fees for town code violations
  - h. NYS Route 311 sidewalk easement agreement
4. Vouchers
5. Announcements
6. Public Comment

TOWN OF KENT  
AMENDMENT TO  
CHAPTER 67  
OF THE KENT TOWN CODE

BE IT ENACTED by the Town Board of the Town of Kent, Putnam County, New York, as follows:

Section 1. Chapter 67, entitled "Taxation" Article IV, entitled "Veterans Tax Exemption"

Subsections 67-12(A)(5) and Subsections 67-12(B) shall be amended as follows:

§ 67-12(A)(5): Maximum exemption established.

(a) Qualifying residential real property shall be exempt to the extent of 15% of the assessed value of such property; provided, however, that such exemption shall not exceed the lesser of ~~\$27,000~~ \$54,000 or the product of ~~\$27,000~~ \$54,000 multiplied by the latest state equalization rate for the Town of Kent.

(b) In addition to the exemption provided by Subsection A(5)(a) of this section, where the veteran served in a combat theater or combat zone of operations, as documented by the award of a United States campaign ribbon or service medal, qualifying residential real property also shall be exempt from taxation to the extent of 10% of the assessed value of such property; provided, however, that such exemption shall not exceed the lesser of ~~\$45,000~~ \$36,000 or the product of ~~\$45,000~~ \$36,000 multiplied by the latest state equalization rate for the Town of Kent.

(c) In addition to the exemption provided by Subsection A(5)(a) and (b) of this section, where a veteran received a compensation rating from the United States Veterans Administration because of service-connected disability, qualifying residential real property shall be exempt from taxation to the extent of the product of the assessed value of such property multiplied by 50% of the veteran's disability rating; provided, however, that such exemption shall not exceed the lesser of ~~\$90,000~~ \$180,000 or the product of ~~\$90,000~~ \$180,000 multiplied by the latest state equalization rate for the Town of Kent.

(B) Cold War veterans Exemption

(1) In accordance with the provisions of §458-b of the Real Property Tax Law of the State of New York, residential real property owned by veterans who rendered military service to the United States of America during the Cold War shall be exempt from real property taxation in accordance herewith. The maximum exemption allowable from Town of Kent real property taxation pursuant to §458-b of the Real Property Tax Law of the State of New York shall be 15% of the assessed value of such property, not to exceed ~~\$12,000~~ \$54,000 or the product of ~~\$12,000~~ \$54,000 multiplied by the latest state equalization rate of the assessing unit, or, in the case of a special assessing unit, the latest class ratio, whichever is less.

**The exemption authorized herein and pursuant to New York Real Property Tax Law shall apply to qualifying owners of qualifying real property for as long as they remain qualifying owners, without regard to the ten-year limitation period for said exemption set forth in New York Real property Tax Law § 458-b, Subdivision 2(c)(iii).**

(2) In addition to the exemption provided by Subsection B(1) of this section, where the Cold War veteran received a compensation rating from the United States Department of Veteran Affairs or from the United States Department of Defense because of a service-connected disability, qualifying residential real

property shall be exempt from taxation to the extent of the product of the assessed value of such property, multiplied by 50% of the Cold War veteran disability rating; provided, however, that such exemption shall not exceed ~~\$54,000~~ \$180,000, or the product of ~~\$54,000~~ \$180,000 multiplied by the latest state equalization rate for the assessing unit, or, in the case of a special assessing unit, the latest class ration, whichever is less.

Section 2. Severability.

If any part or provision of this local law or the application thereof to any person or circumstance be adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part or provision or application directly involved in the controversy in which such judgment shall have been rendered and shall not affect or impair the validity of the remainder of this local law or the application thereof to other persons or circumstance, and the Town Board of the Town of Kent hereby declares that it would have passed this local law or the remainder thereof had such invalid application or invalid provision been apparent.

Section 3: Effective Date.

This local law shall take effect immediately upon filing in the Office of the New York State Secretary of State in accordance with Section 27 of the Municipal Home Rule Law.

Dated: \_\_\_\_\_, 2022

BY THE ORDER OF THE TOWN BOARD  
TOWN OF KENT

MS4 Annual Report Cover Page

MCC form for period ending March 9, 2022

This cover page must be completed by the report preparer. Joint reports require only one cover page.

SPDES ID NYR20A346

Choose one:

- This report is being submitted on behalf of an individual MS4.

Fill in SPDES ID in upper right hand corner.

Name of MS4

Town of Kent

OR

- This report is being submitted on behalf of a Single Entity

(Per Part ILE of GP-0-10-002)

Name of Single Entity

OR

- This is a joint report being submitted on behalf of a coalition.

Provide SPDES ID of each permitted MS4 included in this report. Use page 2 if needed.

Name of Coalition

SPDES ID

NYR20A

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MS4 Annual Report Cover Page

MCC form for period ending March 9, 

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### MS4 Municipal Compliance Certification(MCC) Form

MCC form for period ending March 9, 

2	0	2	2
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Name of MS4 

Town of Kent
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SPDES ID

N	Y	R	2	0	A	3	4	6
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Each MS4 must submit an MCC form.

#### Section 1 - MCC Identification Page

Indicate whether this MCC form is being submitted to certify endorsement or acceptance of:

- An Annual Report for a single MS4
- A Single Entity (Per Part II.E of GP-0-10-002)
- A Joint Report

Joint reports may be submitted by permittees with legally binding agreements.

If Joint Report, enter coalition name:


MS4 Municipal Compliance Certification(MCC) Form

MCC form for period ending March 9, 2022

Name of MS4 Town of Kent

SPDES ID NYR20A346

Section 2 - Contact Information

Important Instructions - Please Read

Contact information must be provided for each of the following positions as indicated below:

- 1. Principal Executive Officer, Chief Elected Official or other qualified individual (per GP-0-08-002 Part VI.J).
2. Duly Authorized Representative (Information for this contact must only be submitted if a Duly Authorized Representative is signing this form)
3. The Local Stormwater Public Contact (required per GP-0-08-002 Part VII.A.2.c & Part VIII.A.2.c).
4. The Stormwater Management Program (SWMP) Coordinator (Individual responsible for coordination/implementation of SWMP).
5. Report Preparer (Consultants may provide company name in the space provided).

A separate sheet must be submitted for each position listed above unless more than one position is filled by the same individual. If one individual fills multiple roles, provide the contact information once and check all positions that apply to that individual.

If a new Duly Authorized Representative is signing this report, their contact information must be provided and a signature authorization form, signed by the Principal Executive Officer or Chief Elected Official must be attached.

For each contact, select all that apply:

- Principal Executive Officer/Chief Elected Official
Duly Authorized Representative
Local Stormwater Public Contact
Stormwater Management Program (SWMP) Coordinator
Report Preparer

First Name MI Last Name
Jaime MCGlasson

Title
Supervisor

Address
25 Sybil's Crossing

City State Zip
Kent Lakes NY 10512

eMail
jmcglasson@townofkentny.gov

Phone County
(845) 225-3943 Putnam

### MS4 Municipal Compliance Certification (MCC) Form

MCC form for period ending March 9, 2022

Name of MS4

SPDES ID

#### Section 3 - Partner Information

Did your MS4 work with partners/coalition to complete some or all permit requirements during this reporting period?

Yes  No

If Yes, complete information below.

Submit a separate sheet for each partner. Information provided in other formats will not be accepted. If your MS4 cooperated with a coalition, submit one sheet with the name of the coalition. It is not necessary to include a separate sheet for each MS4 in the coalition.

If No, proceed to Section 4 - Certification Statement.

Partner/Coalition Name

Partner/Coalition Name (con't.)

SPDES Partner ID - If applicable

Address

City

State

Zip

eMail

Phone

(  )  -

Legally Binding Agreement in accordance

with GP-0-08-002 Part IV.G?  Yes  No

What tasks/responsibilities are shared with this partner (e.g. MM1 School Programs or Multiple Tasks)?

- MM1
- MM2
- MM3
- MM4
- MM5
- MM6

Additional tasks/responsibilities

- Watershed Improvement Strategy Best Management Practices required for MS4s in impaired watersheds included in GP-0-08-002 Part IX.









### MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 

2	0	2	2
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 If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

Town of Kent
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SPDES ID  

N	Y	R	2	0	A	3	4	6
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3. What strategies did your MS4/Coalition use to achieve education and outreach goals during this reporting period? Check all that apply:

- Construction Site Operators Trained
- Direct Mailings
- Kiosks or Other Displays
- List-Serves
- Mailing List
- Newspaper Ads or Articles
- Public Events/Presentations
- School Program
- TV Spot/Program
- Printed Materials:

# Trained				2
# Mailings				
# Locations				2
# In List				
# In List				
# Days Run				
# Attendees		1	2	2
# Attendees				
# Days Run				
Total # Distributed			5	4

Locations (e.g. libraries, town offices, kiosks)

T	o	w	n		C	e	n	t	e	r										
L	i	b	r	a	r	y														

Other:

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Web Page: Provide specific web addresses - not home page. Continue on next page if additional space is needed.

URL

w	w	w	.	t	o	w	n	o	f	k	e	n	t	n	y	.	g	o	v																					

URL




MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

Town of Kent
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SPDES ID  

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4. Evaluating Progress Toward Measurable Goals MCM 1

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Pamphlets, brochures and printed materials are located in the Town Hall as well as the Town Library. The materials emphasize general stormwater information, septic system care and maintenance and phosphorous reduction practices. The town maintains a dedicated web site for stormwater related information as well as a second lake association site which contains a substantial number of links and information which can be read and downloaded. .

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

There were a total of 54 brochures that were distributed within the last reporting period and 122 people attended town board, planning board, lake association and planning department where meetings where stormwater practices, plans and designs were discussed. The town stormwater and lake association websites provided a continual source of information to the public regarding stormwater issues as well as links so that residents may obtain detailed information.

C. How many times was this observation measured or evaluated in this reporting period?

			2
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( ex. : samples/ part i of part s/ event s)

D. Has your MS4 made progress toward this Measurable Goal during this reporting period?

Yes    No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

Yes    No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

All boards and committees will continue to have public meetings The town will continue monthly meetings in which the town professional land use consultants are available to residents to answer development and stormwater related questions and web sites will continue to be updated.

### MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

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SPDES ID  

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#### Minimum Control Measure 2. Public Involvement/Participation

The information in this section is being reported (check one):

- On behalf of an individual MS4
- On behalf of a coalition

How many MS4s contributed to this report? 

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1. What opportunities were provided for public participation in implementation, development, evaluation and improvement of the Stormwater Management Program (SWMP) Plan during this reporting period? Check all that apply:

<input checked="" type="radio"/> Cleanup Events	# Events				0
<input type="radio"/> Comments on SWMP Received	# Comments				
<input checked="" type="radio"/> Community Hotlines	Phone #	8	4	5	
Phone #	Phone #				
Phone #	Phone #				
Phone #	Phone #				
Phone #	Phone #				
Phone #	Phone #				
<input checked="" type="radio"/> Community Meetings	# Attendees	1	4	2	
<input type="radio"/> Plantings	Sq. Ft.				
<input type="radio"/> Storm Drain Markings	# Drains				
<input checked="" type="radio"/> Stakeholder Meetings	# Attendees	1	0	3	
<input type="radio"/> Volunteer Monitoring	# Events				
<input type="radio"/> Other:					

2. Was public notice of availability of this annual report and Stormwater Management Program (SWMP) Plan provided?  Yes  No

<input type="radio"/> List-Serve	# In List				
<input type="radio"/> Newspaper Advertising	# Days Run				
<input type="radio"/> TV/Radio Notices	# Days Run				
<input checked="" type="radio"/> Other:	T o w n B o a r d A g e n d a				

Web Page URL: Enter URL(s) on the following two pages.







### MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

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3. Where can the public access copies of this annual report, Stormwater Management Program (SWMP) Plan and submit comments on those documents?

Enter address/contact info and select radio button to indicate which document is available and whether comments may be submitted at that location. Submit additional pages as needed.

MS4/Coalition Office  Annual Report  SWMP Plan  Comments

Department  

T	o	w	n	S	u	p	e	r	v	i	s	o	r	'	s	O	f	f	i	c	e
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Address  

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City  

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 Zip  

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Phone  

(	8	4	5	)	2	2	5	-	3	9	4	3
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Library  Annual Report  SWMP Plan  Comments

Address  

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City  

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 Zip  

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Phone  

(				)				-				
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Other  Annual Report  SWMP Plan  Comments

Address  

T	o	w	n	C	l	e	r	k	,	2	5	S	y	b	i	l	'	s	C	r	o	s	s	i	n	g
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City  

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 Zip  

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Phone  

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Web Page URL:  Annual Report  SWMP Plan  Comments

w	w	.	t	o	w	n	o	f	k	e	n	t	n	y	.	g	o	v		

Please provide specific address of page where report can be accessed - not home page.

eMail  Comments


MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Kent

SPDES ID

N	Y	R	2	0	A	3	4	6
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4.a. If this report was made available on the internet, what date was it posted?

Leave blank if this report was not posted on the internet.

0	5	/	1	2	/	2	0	2	2
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4.b. For how many days was/will this report be posted?

3	6	5
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If submitting a report for single MS4, answer 5.a.. If submitting a joint report, answer 5.b..

5.a. Was an Annual Report public meeting held in this reporting period?

Yes  No

If Yes, what was the date of the meeting?

0	5	/	1	7	/	2	0	2	2
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If No, is one planned?

Yes  No

5.b. Was an Annual Report public meeting held for all MS4s contributing to this report during this reporting period?

Yes  No

If No, is one planned for each?

Yes  No

6. Were comments received during this reporting period?

Yes  No

If Yes, attach comments, responses and changes made to SWMP in response to comments to this report.

**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

Town of Kent
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SPDES ID  

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**7. Evaluating Progress Toward Measurable Goals MCM 2**

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

**A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.**

Proposals and applications before the Town Board, Planning Board and Zoning Board of Appeals are open to the public as are the town consultant's meetings and lake association meetings. The lake association continues to provide a public opportunity to participate in stormwater and water quality issues. Annual clean-up day did not occur and participation was reduced from prior years due to Covid restrictions.

**B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.**

Several hundred residents participated in the town zoom meetings and at a variety of Town Board and Planning Board meetings when held in person. The annual report was presented at public meeting (zoom format) and was televised to town residents. .

**C. How many times was this observation measured or evaluated in this reporting period?**

			2
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(ex : samples/ part i of part s/ event s)

**D. Has your MS4 made progress toward this measurable goal during this reporting period?**

Yes    No

**E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?**

Yes    No

**F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).**

All public meetings will continue with the Town Board, Zoning Board and Planning Board Monthly consultant meetings will also continue. All meetings provide forums for public participation. Monthly lake association meetings are held on Thursday evenings on zoom and are open to the public. Participation in CSLAP lake testing programs has increased with several lakes also on the waiting list.







**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

Town of Kent
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SPDES ID  

N	Y	R	2	0	A	3	4	6
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**12. Evaluating Progress Toward Measurable Goals MCM 3**

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

**A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.**

105 dry weather outfall inspections were conducted in the reporting period associated with catch basin inspections and cleaning. Six illicit discharges were detected during the reporting period which were the result of failing septic systems. The illicit discharges were referred to the Health Department and corrected.

**B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.**

The Town Building Inspector and the Town Highway Department continue to conduct outfall inspection and investigate illicit discharges. Field inspection and detection methods to identify potential illicit discharges continue to be conducted. Employee and contractor training has continued to be available at consultant's meetings.

**C. How many times was this observation measured or evaluated in this reporting period?**

			2
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(ex.: samples/ participant/ event s)

**D. Has your MS4 made progress toward this measurable goal during this reporting period?**

Yes    No

**E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?**

Yes    No

**F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).**

The Town will continue to inspect the outfalls annually and also report and seek correction for all illicit discharges. Files and records will be maintained, and training will continue to be available as part of the regular meetings held by the town's consultants.



MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	2	2
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

SPDES ID

Name of MS4/Coalition

Town of Kent

Minimum Control Measures 4 and 5.

Construction Site and Post-Construction Control

N	Y	R	2	0	A	3	4	6
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The information in this section is being reported (check one):

- On behalf of an individual MS4
- On behalf of a coalition

How many MS4s contributed to this report? 

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1a. Has each MS4 contributing to this report adopted a law, ordinance or other regulatory mechanism that provides equivalent protection to the NYS SPDES General Permit for Stormwater Discharges from Construction Activities?  Yes  No

1b. Has each Town, City and/or Village contributing to this report documented that the law is equivalent to a NYSDEC Sample Local Law for Stormwater Management and Erosion and Sediment Control through either an attorney certification or using the NYSDEC Gap Analysis Workbook?  Yes  No  NT

If Yes, Towns, Cities and Villages provide date of equivalent NYS Sample Local Law.  09/2004  03/2006  NT

2. Does your MS4/Coalition have a SWPPP review procedure in place?  Yes  No

3. How many Construction Stormwater Pollution Prevention Plans (SWPPPs) have been reviewed in this reporting period? 

		6
--	--	---

4. Does your MS4/Coalition have a mechanism for receipt and consideration of public comments related to construction SWPPPs?  Yes  No  NT

If Yes, how many public comments were received during this reporting period? 

		0
--	--	---

5. Does your MS4/Coalition provide education and training for contractors about the local SWPPP process?  Yes  No

6. Identify which of the following types of enforcement actions you used during the reporting period for construction activities, indicate the number of actions, or note those for which you do not have authority:

<input checked="" type="radio"/> Notices of Violation	#			1	2	<input type="radio"/> No Authority
<input checked="" type="radio"/> Stop Work Orders	#				1	<input type="radio"/> No Authority
<input type="radio"/> Criminal Actions	#					<input type="radio"/> No Authority
<input type="radio"/> Termination of Contracts	#					<input type="radio"/> No Authority
<input type="radio"/> Administrative Fines	#					<input type="radio"/> No Authority
<input type="radio"/> Civil Penalties	#					<input type="radio"/> No Authority
<input type="radio"/> Administrative Orders	#					<input type="radio"/> No Authority
<input checked="" type="radio"/> Enforcement Actions or Sanctions	#			1	1	
<input type="radio"/> Other	#					<input type="radio"/> No Authority

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Kent
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SPDES ID

N	Y	R	2	0	A	3	4	6
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Minimum Control Measure 4. Construction Site Stormwater Runoff Control

The information in this section is being reported (check one):

- On behalf of an individual MS4
- On behalf of a coalition

How many MS4s contributed to this report?

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1. How many construction projects have been authorized for disturbances of one acre or more during this reporting period?

		3
--	--	---

2. How many construction projects disturbing at least one acre were active in your jurisdiction during this reporting period?

		3
--	--	---

3. What percent of active construction sites were inspected during this reporting period?  NT

1	0	0
---	---	---

 %

4. What percent of active construction sites were inspected more than once?  NT

1	0	0
---	---	---

 %

5. Do all inspectors working on behalf of the MS4s contributing to this report use the NYS Construction Stormwater Inspection Manual?

- Yes
- No
- NT

6. Does your MS4/Coalition provide public access to Stormwater Pollution Prevention Plans (SWPPPs) of construction projects that are subject to MS4 review and approval?

- Yes
- No
- NT

If your MS4 is Non-Traditional, are SWPPPs of construction projects made available for public review?

- Yes
- No

If Yes, use the following page to identify location(s) where SWPPPs can be accessed.



MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 

2	0	2	2
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

Town of Kent
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SPDES ID  

N	Y	R	2	0	A	3	4	6
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7. Evaluating Progress Toward Measurable Goals MCM 4

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

All projects are reviewed under the enhanced phosphorus compliance standards utilizing the NYSDEC Stormwater Design Manual as well as the most recent NYSDEC Erosion and Sediment control manual ("Blue Book"). All projects with greater than 5,000 square feet of disturbance are required to file a SWPPP which is reviewed by the Town Engineer. All sites with stormwater permits are inspected at least once or more .

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

All reviews and inspections are conducted by the town engineer and SMO in accordance with local, NYCDEP and NYSDEC permit requirements and protocols. Construction projects in which there is more than 5,000 square feet of land disturbance were reviewed and SWPPP's were required on all projects. Required inspections of each site were conducted in order to ensure compliance with the permit conditions.

C. How many times was this observation measured or evaluated in this reporting period?

			2
--	--	--	---

( ex. : sampl es/ part i ci pant s/ event s)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

Yes    No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

Yes    No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

The Town if Kent will continue to review all applications, Construction activities which have 5,000 square feet or greater land disturbance will be required to submit appropriate SWPPP's and if land disturbance is greater than one-acre SWPPP's include post-construction practices. Site inspections will continue to be conducted in compliance with all permit requirements.

**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

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 If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

Town of Kent
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SPDES ID  

N	Y	R	2	0	A	3	4	6
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**Minimum Control Measure 5. Post-Construction Stormwater Management**

The information in this section is being reported (check one):

- On behalf of an individual MS4
- On behalf of a coalition

How many MS4s contributed to this report? 

--	--	--

1. How many and what type of post-construction stormwater management practices has your MS4/Coalition inventoried, inspected and maintained in this reporting period?

	# Inventoried	# Inspections	# Times Maintained						
<input type="radio"/> Alternative Practices	<table border="1"><tr><td> </td><td> </td></tr></table>			<table border="1"><tr><td> </td><td> </td></tr></table>			<table border="1"><tr><td> </td><td> </td></tr></table>		
<input checked="" type="radio"/> Filter Systems	<table border="1"><tr><td> </td><td> </td></tr></table>			<table border="1"><tr><td> </td><td>2</td></tr></table>		2	<table border="1"><tr><td> </td><td>2</td></tr></table>		2
	2								
	2								
<input checked="" type="radio"/> Infiltration Basins	<table border="1"><tr><td> </td><td> </td></tr></table>			<table border="1"><tr><td> </td><td> </td></tr></table>			<table border="1"><tr><td> </td><td> </td></tr></table>		
<input checked="" type="radio"/> Open Channels	<table border="1"><tr><td> </td><td> </td></tr></table>			<table border="1"><tr><td>7</td><td>0</td></tr></table>	7	0	<table border="1"><tr><td>7</td><td>0</td></tr></table>	7	0
7	0								
7	0								
<input checked="" type="radio"/> Ponds	<table border="1"><tr><td> </td><td> </td></tr></table>			<table border="1"><tr><td> </td><td>8</td></tr></table>		8	<table border="1"><tr><td> </td><td>8</td></tr></table>		8
	8								
	8								
<input type="radio"/> Wetlands	<table border="1"><tr><td> </td><td> </td></tr></table>			<table border="1"><tr><td> </td><td> </td></tr></table>			<table border="1"><tr><td> </td><td> </td></tr></table>		
<input checked="" type="radio"/> Other	<table border="1"><tr><td> </td><td> </td></tr></table>			<table border="1"><tr><td> </td><td> </td></tr></table>			<table border="1"><tr><td> </td><td> </td></tr></table>		

2. Do you use an electronic tool (e.g. GIS, database, spreadsheet) to track post-construction BMPs, inspections and maintenance?  Yes  No

3. What types of non-structural practices have been used to implement Low Impact Development/Better Site Design/Green Infrastructure principles?

- Building Codes
- Municipal Comprehensive Plans
- Overlay Districts
- Open Space Preservation Program
- Zoning
- Local Law or Ordinance
- None
- Land Use Regulation/Zoning
- Watershed Plans
- Other Comprehensive Plan

Other:  

P	l	a	n	n	i	n	g		B	o	a	r	d		R	e	v	i	e	w		P	r	o	c	e	s	s
---	---	---	---	---	---	---	---	--	---	---	---	---	---	--	---	---	---	---	---	---	--	---	---	---	---	---	---	---

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 

2	0	2	2
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

Town of Kent
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SPDES ID  

N	Y	R	2	0	A	3	4	6
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- 4a. Are the MS4s contributing to this report involved in a regional/watershed wide planning effort?  
 Yes    No
- 4b. Does the MS4 have a banking and credit system for stormwater management practices?  
 Yes    No
- 4c. Do the SWMP Plans for each MS4 contributing to this report include a protocol for evaluation and approval of banking and credit of alternative siting of a stormwater management practice?  
 Yes    No
- 4d. How many stormwater management practices have been implemented as part of this system in this reporting period?  

		1
--	--	---
- 5. What percent of municipal officials/MS4 staff responsible for program implementation attended training on Low Impace Development (LID), Better Site Design (BSD) and other Green Infrastructure principles in this reporting period?  

		0
--	--	---

 %

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

Town of Kent
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SPDES ID  

N	Y	R	2	0	A	3	4	6
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6. Evaluating Progress Toward Measurable Goals MCM 5

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

The Town of Kent continues to inspect all stormwater practices as per NYSDEC/East of Hudson requirements. Required maintenance is conducted by the town Highway, Parks and Recreation and Lake Carmel Park District staff. Reports detailing inspections conducted on East of Hudson projects are submitted annually.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

10 stormwater practices were inspected and maintained during the reporting period. In addition, 70 miles of open channels and swales were inspected and 216 road miles were maintained as required.

C. How many times was this observation measured or evaluated in this reporting period?

			2
--	--	--	---

(ex. : samples/ part i ci pant s/ event s)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

Yes  No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

Yes  No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

All post-construction stormwater structures will be inspected as required and on a regularly scheduled basis. Work will be conducted by the Highway Department, the Lake Carmel Park District and the Town of Kent Parks and Recreation Department.



MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 

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 If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

Town of Kent
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SPDES ID  

N	Y	R	2	0	A	3	4	6
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Minimum Control Measure 6. Stormwater Management for Municipal Operations

The information in this section is being reported (check one):

- On behalf of an individual MS4
- On behalf of a coalition

How many MS4s contributed to this report? 

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- Choose/list each municipal operation/facility that contributes or may potentially contribute Pollutants of Concern to the MS4 system. For each operation/facility indicate whether the operation/facility has been addressed in the MS4's/Coalition's Stormwater Management Program(SWMP) Plan and whether a self-assessment has been performed during the reporting period. A self-assessment is performed to: 1) determine the sources of pollutants potentially generated by the permittee's operations and facilities; 2) evaluate the effectiveness of existing programs and 3) identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program, if it's not done already.

<u>Operation/Activity/Facility</u>	<u>Addressed in SWMP?</u>		<u>Self-Assessment Operation/Activity/Facility performed within the past 3 years?</u>	
	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Yes	<input type="radio"/> No
Street Maintenance.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Bridge Maintenance.....	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Winter Road Maintenance.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Salt Storage.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Solid Waste Management.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
New Municipal Construction and Land Disturbance..	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Right of Way Maintenance.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Marine Operations.....	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Hydrologic Habitat Modification.....	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Parks and Open Space.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Municipal Building.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Stormwater System Maintenance.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Vehicle and Fleet Maintenance.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Other.....	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 

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 If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

Town of Kent
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SPDES ID  

N	Y	R	2	0	A	3	4	6
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o Provide the following information about municipal operations good housekeeping programs:

- Parking Lots Swept (Number of acres X Number of times swept) # Acres 

			1	5
--	--	--	---	---
- Streets Swept (Number of miles X Number of times swept) # Miles 

		2	1	6
--	--	---	---	---
- Catch Basins Inspected and Cleaned Where Necessary # 

		5	5	0
--	--	---	---	---
- Post Construction Control Stormwater Management Practices Inspected and Cleaned Where Necessary # 

			1	0
--	--	--	---	---
- Phosphorus Applied In Chemical Fertilizer # Lbs. 

				0
--	--	--	--	---
- Nitrogen Applied In Chemical Fertilizer # Lbs. 

			2	0
--	--	--	---	---
- Pesticide/Herbicide Applied (Number of acres to which pesticide/herbicide was applied X Number of times applied to the nearest tenth.) # Acres 

			0	.	
--	--	--	---	---	--

o How many stormwater management trainings have been provided to municipal employees during this reporting period? 

				0
--	--	--	--	---

o What was the date of the last training? 

--	--	--	--	--

o How many municipal employees have been trained in this reporting period? 

		0
--	--	---

o What percent of municipal employees in relevant positions and departments receive stormwater management training? 

	8	0	%
--	---	---	---

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

SPDES ID

N	Y	R	2	0	A	3	4	6
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- Evaluating Progress Toward Measurable Goals MCM 6

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

- A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

The Town of Kent performs inspection and maintenance of the stormwater infrastructure including inspection of all catch basins and swales as well as municipal parking areas and maintenance of all conveyance system components. The town utilizes a complete monitoring and record keeping system in order to more adequately track good housekeeping efforts. Staff training was not conducted during this reporting period due to Covid restrictions.

- B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

The town inspected 550 catch basins, cleaned 216 catch basins, swept 216 road miles and 15 acres of parking areas. The town record keeping, and management has continued to improve and the town has actively been seeking grants in order to purchase equipment to provide additional capacity for maintenance practices.

- C. How many times was this observation measured or evaluated in this reporting period?

			2
--	--	--	---

(ex: samples/part of part of event s)

- D. Has your MS4 made progress toward this measurable goal during this reporting period?

Yes  No

- E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

Yes  No

- F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

The Town of Kent will to continue to perform all good housekeeping practices including stormwater conveyance inspection and maintenance as well as inspection of fall town facilities. The town will continue to repair roads, parking area and stormwater infrastructure components as required.

**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

2	0	2	2
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 If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

Town of Kent
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SPDES ID  

N	Y	R	2	0	A	3	4	6
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**Additional Watershed Improvement Strategy Best Management Practices**

The information in this section is being reported (check one):

- On behalf of an individual MS4
- On behalf of a coalition

How many MS4s contributed to this report? 

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MS4s must answer the questions or check NA as indicated in the table below.

MS4 Description	Answer	Check NA	(POC)
NYC EOH Watershed	-	-	-
Traditional Land Use	1,2,3,4,5,6,7a-d,8a,8b,9	10,11,12	Phosphorus
Traditional Non-Land Use	1,2,3,4,7a-d,8a,8b,9	5,10,11,12	Phosphorus
Non-Traditional	1,2,77a-d,8a,8b,9	3,4,5,10,11,12	Phosphorus
Onondaga Lake Watershed	-	-	-
Traditional Land Use	1,6,7a-d,8a,9	2,3,4,5,8b,10,11,12	Phosphorus
Traditional Non-Land Use	1,6,7a-d,8a,9	2,3,4,5,8b,10,11,12	Phosphorus
Non-Traditional	1,6,7a-d,8a,9	2,3,4,5,8b,10,11,12	Phosphorus
Greenwood Lake Watershed	-	-	-
Traditional Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Traditional Non-Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Non-Traditional	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Oyster Bay	-	-	-
Traditional Land Use	1,4,7a-d,9,10,11,12	2,3,5,6,8a,8b	Pathogens
Traditional Non-Land Use	1,4,7a-d,9,10,11,12	2,3,5,6,8a,8b	Pathogens
Non-Traditional	1,4,7a-d,9	2,3,4,5,8a,8b,10,11,12	Pathogens
Peconic Estuary	-	-	-
Traditional Land Use	1,4,7a-d,8a,9,10,11,12	2,3,5,6,8b	Pathogens and Nitrogen
Traditional Non-Land Use	1,4,7a-d,8a,9,10,11,12	2,3,5,6,8b	Pathogens and Nitrogen
Non-Traditional	1,4,7a-d,8a,9	2,3,4,5,8b,10,11,12	Pathogens and Nitrogen
Oscawana Lake Watershed	-	-	-
Traditional Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Traditional Non-Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Non-Traditional	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
LI 27 Embayments	-	-	-
Traditional Land Use	1,2,3,4,7a-d,9,10,11,12	5,6,8a,8b	Pathogens
Traditional Non-Land Use	1,2,3,4,7a-d,9,10,11,12	5,6,8a,8b	Pathogens
Non-Traditional	1,2,3,4,7a-d,9	5,6,8a,8b,10,11,12	Pathogens

1. Does your MS4/Coalition have an education program addressing impacts of phosphorus/nitrogen/pathogens on waterbodies?  Yes  No  N/A

2. Has 100% of the MS4/Coalition conveyance system been mapped in GIS?  Yes  No  N/A  
 If N/A, go to question 3.

If No, estimate what percentage of the conveyance system has been mapped so far. 

--	--	--

 %  
 Estimate what percentage was mapped in this reporting period. 

--	--	--

 %

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 

2	0	2	2
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

Town of Kent
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SPDES ID  

N	Y	R	2	0	A	3	4	6
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3. Does your MS4/Coalition have a Stormwater Conveyance System (infrastructure) Inspection and Maintenance Plan Program?  Yes  No  N/A

4. Estimate the percentage of on-site wastewater treatment systems that have been inspected and maintained or rehabilitated as necessary in this reporting period? 

1	0
---	---

 %

5. Has your MS4/Coalition developed a program that provides protection equivalent to the NYSDEC SPDES General Permit for Stormwater Discharges from Construction Activities (GP-0-08-001) to reduce pollutants in stormwater runoff from construction activities that disturb five thousand square feet or more?  Yes  No  N/A

6. Has your MS4/Coalition developed a program to address post-construction stormwater runoff from new development and redevelopment projects that disturb greater than or equal to one acre that provides equivalent protection to the NYS DEC SPDES General Permit for Stormwater Discharges from Construction Activities (GP-0-08-001), including the New York State Stormwater Design Manual Enhanced Phosphorus Removal Standards?  Yes  No  N/A

7a. Does your MS4/Coalition have a retrofitting program to reduce erosion or phosphorus/nitrogen/pathogen loading?  Yes  No  N/A

7b. How many projects have been sited in this reporting period? 

0	1
---	---

7c. What percent of the projects included in 7b have been completed in this reporting period? 

1	0	0
---	---	---

 %

7d. What percent of projects planned in previous years have been completed? 

1	0	0
---	---	---

 %

No Projects Planned

8a. Has your MS4/Coalition developed and implemented a turf management practices and procedures policy that addresses proper fertilizer application on municipally owned lands?  Yes  No  N/A

8b. Has your MS4/Coalition developed and implemented a turf management practices and procedures policy that addresses proper disposal of grass clippings and leaves from municipally owned lands?  Yes  No  N/A

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 

2	0	2	2
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 If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Kent

SPDES ID

N	Y	R	2	0	A	3	4	6
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9. Has your MS4/Coalition developed and implemented a program of native planting?  
 Yes  No  N/A
10. Has your MS4/Coalition enacted a local law prohibiting pet waste on municipal properties and prohibiting goose feeding?  
 Yes  No  N/A
11. Does your MS4/Coalition have a pet waste bag program?  
 Yes  No  N/A
12. Does your MS4/Coalition have a program to manage goose populations?  
 Yes  No  N/A

Addition to Town of Kent Employee Handbook

**Section 400 Employment Matters, Subsection 410 Separation from Employment  
(revised 5/17/2022)**

**Employee Exit Procedure** – Upon written notification of resignation, the department head will forward notice of resignation to the Town Supervisor. The Town Supervisor will notify IT and any other departments to discuss the best way to execute the following checklist upon employee departure.

**Knowledge Transfer:**

- List of important contacts
- Useful Resources
- Location of records
- Status report of ongoing projects
- List of outstanding tasks

**Recover Town Assets:**

- IT Equipment (Laptops, Tablets etc.)
- ID Cards and Badges
- FOB and Keys
- Credit/ Store Cards

**IT Permissions and Access:**

- Revoke Network ID
- Revoke Network Access
- Revoke Website Access
- Revoke Email Access
- Redirect Email
- Outlook Contacts

Jaime McGlasson <jmcglasson@townofkentny.gov>

Thu 5/12/2022 9:23 AM

To: Alexa Brandihall <abrandihall@townofkentny.gov>

Please add to the agenda the appointments of: Angela Verity  
Robert Schwartz  
Patricia Ravert  
Janice Capra

For the Lake Carmel Community Center Board of Directors. We will also need to advertise for additional members.

*Jaime McGlasson*

Town of Kent

Supervisor

[jmcglasson@townofkentny.gov](mailto:jmcglasson@townofkentny.gov)

845-306-5618



## Seasonal Park Maintenance Workers for Lake Carmel

Lake Carmel Parks Clerk <lcpdclerk@townofkentny.gov>

Fri 5/13/2022 10:57 AM

To: Jaime McGlasson <jmcglasson@townofkentny.gov>

Cc: Alexa Brandihall <abrandihall@townofkentny.gov>

 1 attachments (2 MB)

DOC051322-05132022110009.pdf;

Cody Hickok has resigned from the seasonal parks position effective Tuesday, May 10, 2022.

Crew Chief Frank Sabatini requests to hire Abilio Breno Saraiva Rego as a seasonal workers at a rate of \$13.20/hr.

Thank you.

**Heidi Link**

**Lake Carmel Park District Clerk**

Town of Kent

25 Sybil's Crossing

Kent Lakes, NY 10512

Office: 845-306-5602

Fax: 845-225-5130

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

Web: <https://www.townofkentny.gov/lake-carmel-park-district>

Sent from Mail for Windows

THE LAW OFFICE OF  
**RICK S. COWLE, P.C.**

TELEPHONE (845) 225-3026  
FACSIMILE (845) 225-3027

18 FAIR STREET  
CARMEL, NEW YORK 10512

ADMITTED IN NY, CT  
& WASHINGTON D.C.  
E-MAIL: [rcowlelaw@comcast.net](mailto:rcowlelaw@comcast.net)  
WEB: [rcowlelaw.com](http://rcowlelaw.com)

May 13, 2022

Town of Kent  
Attn.: Jaime McGlasson, Town Supervisor  
25 Sybil's Crossing  
Kent Lakes, NY 10512

**Re: Town of Kent from Viebrock  
Easement Agreement Documents for Execution**

Dear Mrs. McGlasson:

Enclosed please find an Easement Agreement and TP-584 for your review and execution in regard to the above referenced matter. Please execute where indicated and return to our office using the pre-paid FedEx label. Once received the fully executed documents will be submitted to the Putnam County Clerk for recording.

If you have any questions, feel free to contact me at your earliest convenience.

Very truly yours,



Rick S. Cowle, Esq.

RC/cc  
Enclosures

**10' WIDE SIDEWALK EASEMENT IN FAVOR OF TOWN OF KENT**

FOR AND IN CONSIDERATION of the mutual covenants and agreements herein contained, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, RICHARD VIEBROCK (hereinafter, collectively, the "GRANTOR"), having an address of 164 Route 311, Carmel, New York 10512 hereby grants and conveys to TOWN OF KENT (hereinafter, collectively, the "GRANTEE"), having an address of 25 Sybil's Crossing, Kent Lakes, New York 10512, its successors and assigns, a perpetual, non-exclusive right of way and easement ("EASEMENT"), upon, about, over and through the property described on the attached Exhibit "A", hereto and incorporated herein by reference ("PROPERTY"), also on a survey annexed hereto and made a part of this agreement which was prepared October 16, 2020 by Insite Engineering, Surveying & Landscape Architecture, P.C. attached as Exhibit "B", hereto and incorporated herein by reference ("SURVEY").

1. THE EASEMENT granted hereby shall be for ingress and egress to, from, upon and over the Property described to provide only a sidewalk for public use. The Sidewalk Easement permits the GRANTEE to build, construct, inspect, reconstruct or remove curbs, sidewalk, and related landscaping within the Easement Area (the "Improvements") by the GRANTEE, its officers, employees, agents, servants, contractors, heirs, successors and assigns to use the Improvements for the express purpose of allowing members of the public to pass and re-pass over and upon the general Easement Area, but shall be limited to pedestrian public passage over and upon the Easement Area.
2. In the event that, during the construction or reconstruction or removal of the sidewalk, the GRANTEE disturbs areas of the property which adjoin the easement area, the GRANTEE shall reasonably restore such disturbed areas.
3. GRANTOR, its employees, contractors, agents, customers, successors and assigns shall not interfere with GRANTEE's work in designing, building, constructing, inspecting, and reconstructing curbs, sidewalk and related landscaping.
4. In the event that said sidewalk is constructed or reconstructed as described herein, GRANTOR, its successors and/or assigns shall be responsible for all day-to-day maintenance of the sidewalk and any curbs, specifically including, but not being limited to, maintaining a level surface, snow and ice removal, sweeping and keeping the sidewalk free from debris or obstructions. GRANTOR, its successors and/or assigns agrees to indemnify and to hold harmless GRANTEE, its successors and/or assigns for and from injury, loss, damage or any other liability arising from acts or omissions which constitute a failure or default in this maintenance obligation. This indemnity and hold harmless obligation shall "run with the land" and the successful party in litigation regarding this obligation shall be entitled to an award of reasonable attorney's fees and court costs and disbursements or other related expenses.
5. THIS EASEMENT shall be terminated at any time by an instrument executed for such purpose and signed by the parties. If the sidewalk is destroyed, this Easement only provides for reconstructing on same encroaching footprint as shown on said annexed survey.

6. THIS EASEMENT shall be amended only by a written and recorded instrument signed by the parties or the then current owner of the Property and the Easement.

7. TOWN OF KENT, GRANTEE, AGREES to indemnify and to hold harmless RICHARD VIEBROCK, GRANTOR, its employees, contractors, agents, customers, successors and assigns from any damage to person or property caused by Town of Kent, its officers, employees, agents, servants or contractors, heirs, successors or assigns while utilizing this Easement.

8. GRANTEE, its officers, employees, agents, servants or contractors, heirs, successors or assigns, shall and does hereby indemnify, defend, and hold harmless the GRANTOR (GRANTOR, its employees, contractors, agents, customers, successors and assigns), from and against any and all loss, cost, liability, or expense (i) for damage to property on GRANTEE's property, or otherwise, and/or related to the above mentioned encroachments and (ii) their construction, reconstruction or removal. GRANTEE's (its officers, employees, agents, servants or contractors, heirs, successors or assigns) indemnity obligations under this Agreement "run with the land" and the indemnity herein shall be the obligation of GRANTEE, its officers, employees, agents, servants or contractors, heirs, successors or assigns. The successful party in a litigation regarding this Agreement shall be entitled to have its reasonable attorney's fees and expenses reimbursed.

9. GRANTEE, its officers, employees, agents, servants or contractors, heirs, successors or assigns shall have no liability to the GRANTOR for any disruption in access to the property during periods of construction, maintenance and repair of improvements contemplated hereby.

10. GOVERNING LAW- Each party agrees that it shall perform its obligations hereunder in accordance with all applicable laws, rules and regulations now or hereafter in effect. The laws of the State of New York shall govern this Agreement.

11. MODIFICATION- Any modification of this Agreement must be made in writing and must be executed by the parties hereto or their successors and/or assigns.

12. RECORDATION- This Agreement shall be recorded in the Putnam County Clerk's Office, Putnam County, New York and is intended to and shall run with the land. Furthermore, Applicant/Owner/GRANTOR shall pay the cost of recording of this Agreement.

13. ENTIRE AGREEMENT- This Agreement incorporates all the agreements, covenants, promises, and understandings between the parties concerning the subject matter hereof, and all such agreements, covenants, promises, and understandings have been merged into this Agreement. No prior agreement, covenant, promise, or understanding of the parties, verbal or otherwise, shall be valid or enforceable unless embodied in this Agreement.

14. FOLLOWING EXECUTION of this agreement, it shall be delivered to Richard Viebrock's Attorney, The Law Office of Rick S. Cowle, P.C., for the purpose of having it recorded. The cost of the recording shall be borne by the GRANTOR. However, each of the parties hereto shall pay his/her own counsel fees in connection with this agreement.

15. THIS EASEMENT shall be binding upon and inure to the benefit of the parties its officers, employees, agents, servants, contractors, heirs, successors, assigns, beneficiaries and personal representatives.

In Witness Whereof I have hereunto signed my name this 11<sup>th</sup> day of May, 2022.

[Signature]  
RICHARD VIEBROCK, Grantor

STATE OF Florida ) ss.:  
COUNTY OF St Lucie )

On the 11<sup>th</sup> day of May, 2022 before me, the undersigned, personally appeared RICHARD VIEBROCK, 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 executed the instrument.

[Signature]  
Notary Public



In Witness Whereof I have hereunto signed my name this \_\_\_ day of \_\_\_, 2022.

Town of Kent Supervisor, Jaime McGlasson, Grantee

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

On the \_\_\_ day of \_\_\_, in the year 2022 before me, the undersigned, personally appeared \_\_\_\_\_, 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 she executed the same in her capacity, and that by her signature on the instrument, the individual executed the instrument.

\_\_\_\_\_  
Notary Public

**EXHIBIT "A"**



20221.200

February 9, 2021

10' Wide Sidewalk Easement  
Prepared for Kent Self Storage

All that certain piece or parcel of land lying and situate in the Town of Kent, County of Putnam, and State of New York, bounded and described as follows:

Beginning on the westerly line of Ludingtonville Court at a point dividing the premises of Richard Viebrook on the south and the lands now or formerly belonging to Harol & Joyce Schaeffer to the north,

thence along said westerly line of Ludingtonville Court and also along the northerly line of New York State Route 311, S29°34'51"W 236.86 feet and S54°35'00"W 244.16 feet to lands now or formerly belonging to Hudson Ventures, Inc.;

thence along said lands, N 06°15'00" W 11.45 feet to a point;

thence through the lands of Viebrook, N54°35'00"E 236.36 feet and N29°34'51"E 235.86 to the aforementioned lands of Schaeffer;

thence along said lands, S53°37'14"E 10.07 feet to the point or place of Beginning.

---

3 Garrett Place, Carmel, New York 10512 (845) 225-9690 Fax (845) 225-9717  
[www.insite-eng.com](http://www.insite-eng.com)

**EXHIBIT "B"**



