I. <u>PLEDGE OF ALLEGIANCE</u>:

II. <u>ROLL CALL</u>:

Public Comment

III. <u>PROCEDURES:</u>

A. Set the schedule for Town Board Meetings:

The meeting schedule of the Somers Town Board will begin with the Work Session on the first Thursday of the month at 7:00PM or earlier if a motion for executive session is anticipated and the Regular Meeting will be held on the second Thursday of the month at 7:00PM or earlier if a motion for executive session is anticipated. Meeting will be held at the Somers Town House unless otherwise advised. When necessary a third meeting will be held on the third Thursday of each month with the location specified in the notice of the meeting. Special meetings and all other work sessions will be held at the Town House, unless another location is specified in the notice of meeting or resolution calling such special meeting, and further that notice of all meetings and work sessions are given to the Town Board, Town Clerk and media by the Supervisor.

B. Adopt Town Board Meeting Format for 2020:

- 1. Pledge of Allegiance.
- 2. Roll Call.
- 3. Public Comment.
- 4. Approval of Minutes.
- 5. Reports from Department Heads/Town Clerk.
- 6. Business of the Board with Parks and Recreation first, then Town Board, then an alphabetical listing by department and/or topic including communications and resolutions.
- 7. Board Comment.
- 8. Adjournment.

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Schedule of Audit of Claims: C.

All claims are to be audited by the Town Board at its regular meeting each month; all claims are to be filed with the Town Clerk no later than the Monday before the Town Board Work Session or earlier as directed by the Supervisor. Claims for the following may be paid in advance of audit with appropriate certification and listed on a subsequent Abstract of Audited Vouchers:

Fuel Oil, Gas, Propane and Diesel Fuel & Electricity Mail Costs Telephone Service, including Cellular Telephones Health, Dental, Life and Vision Insurance Payment for Leased Vehicles **Internet Services** Workers Compensation Insurance Post Office NYS Pension Installments **Chips Reimbursement** EZ Pass Home Depot Medicare Part B Reimbursement Park & Recreation Day Camp Trips

Department Head or employee submitting claim must assign the proper appropriation code and certify as to correctness of the voucher and that sufficient money exists in the appropriation code. All claims must have the proper supporting documentation i.e. an original invoice. Only when it can be demonstrated that an original invoice is not available will an email or fax copy be accepted.

D. Submission of Agenda Items:

> Items for regular monthly agendas shall be received in the Supervisor's Office no later than 12 noon of the Thursday in the week preceding the Town Board Work Session and Regular meetings. The agendas shall be posted on the Town Clerk's Bulletin Board in the Town House and on the Web Site the Monday before a meeting with copies available to the

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Submission of Agenda Items: (Continued) D.

Public and the Town Clerk. No item shall be added to the agenda during the meeting without a majority of Town Board member's approval.

E. Vacancy Announcements:

Vacancies on the various boards and advisory committees shall be announced at least two (2) months, if possible, prior to the meeting at which action is to be taken. In addition, they will be posted on the Web Site.

Designation of an Official Newspaper: F.

Designate The Somers Record the official Town newspapers for the year 2020 with others to be used whenever so designated by the Town Board.

IV. FINANCIAL:

- A. Designate depositories:
 - 1. JP MORGAN CHASE

Debt Service Fund General Fund - 2 Joint Bail Account* Tax Receiver Town Justice* Trust & Agency Amawalk Heights Water District Amawalk Shenorock Water District **Capital Funds Highway** Fund Parks & Recreation Revolving Fund Pavroll Account **Recreation (Builders Fees)** Somers Sewer District No. 1 Town Clerk* Water Quality Improvement Program **Capital Project**

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- 2. <u>SIGNATURE BANK</u> Town of Somers
- 3. <u>New York Cooperative Liquid Assets Securities System (NYCLASS)</u> <u>Investment Fund.</u>
- B. Authorize Rick Morrissey, Supervisor, as the signer on the above accounts and Thomas Garrity, the Deputy Supervisor as alternate signer, with the exception of the asterisk (*) accounts; that are signed by the appropriate department heads only.
- C. Certificates of Deposit:

Authorize the Supervisor to negotiate and call for bids on Certificates of Deposits (CD) and to automatically renew at the best available interest rate, subject to acceptable Municipal or Federal Bonds securing such monies, and further that a reporting of CD's be presented by the Supervisor to the Town Board at the regular Town Board meeting each month.

D. Deposit of Funds:

Authorize the Supervisor to deposit monies of the General Fund, Highway Fund and all other Funds in JP Morgan Chase as deemed appropriate.

E. Town Auditors:

Name O'Connor Davies LLP, 500 Mamaroneck Ave., Suite 301, Harrison NY 10528 as Town Auditors for the year 2020.

F. Reimbursements:

Authorize reimbursement for Town Officers and employees at the 2020 mileage rate as set by the Internal Revenue Service for use of their own automobiles when on official town business. The standard mileage rate is intended to cover all costs of operating a personal vehicle while conducting town business. Such costs include: gasoline, oil, maintenance, repairs, insurance and vehicle registration fees. Also, authorize reimbursement for Town officers and employees for necessary telephone calls made in connection with town business upon submission of properly executed vouchers.

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G. Procurement Policy and Procedures:

The Procurement Policy and procedures for the purchase of goods or services as set in the Town Board resolution of January 2, 1992, as amended August 11, 2005, February 9, 2006, October 12, 2006 and February 11, 2010 have been reviewed. That resolution states that each prospective purchase shall be evaluated to determine the applicability of General Municipal Law Section 103. It also provides guidelines to aid in this required evaluation. As a result of this review, it has been determined that the existing Procurement Policy and procedures should continue to be utilized for all purchasing activities by the Town.

H. Investment Policy:

Review of Investment Policy to comply with the primary objectives listed:

- a. To conform with all applicable federal, state and other legal requirements (legal);
- b. To adequately safeguard principal (safety);
- c. To provide sufficient liquidity to meet all operating requirements (liquidity); and
- d. To obtain a reasonable rate of return (yield.)
- I. Review policy for Capitalization of Property, Plant & Equipment formerly Fixed Asset Policy to comply with GASB 34 and other State and Federal Laws.
- J. State and County Contracts, Purchasing Procedures:

Resolve that all purchases made by Departments, where practical and cost effective, be made under New York State and Westchester County and Putnam County Contracts and according to the established procurement policy of the Town Board.

- K. Set Police reimbursement rates.
- L. Set SEQRA reimbursement rates.

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- M. Authorize the Water District Supt. to request proposals for equipment rental rates from local contractors and upon receipt of the proposed rental rates adopt the highest rate as the maximum hourly rental rate and further that the Water District Supt. use the contractor with the lowest rate whenever possible, for equipment hired and personnel used for Water District improvements, repair and maintenance operations in the year 2020.
- Amend NYSLRS standard workday reporting resolution dated April 8, 1975 N by adopting the following standards for hours constituting a full work day for the New York State and Local Retirement System or any other Pension system in which an employee is a member of:

Highway and Water and Sewer maintenance employees-8 Hours; Summer Recreation employees 6.5 hours; Elected Officials-6 hours; Appointed Officials-7 hours; all other employees - 7 hours.

V. **HIGHWAY:**

N.Y. State Contracts: A.

Authorize the Superintendent of Highways - where practical and cost effective to purchase items under New York State and Westchester County Contracts and according to the established Procurement Policy of the Town Board.

Β. Equipment Rental Rates:

Authorize the Superintendent of Highways to request proposals for equipment rental rates from local contractors and upon receipt of the proposed rental rates adopt the highest rate as the maximum hourly rental rate and further that the Superintendent of Highways use the contractor with the lowest rate whenever possible, for equipment hired and personnel used for highway improvements, repair and maintenance operations and the removal of snow and ice during the year 2020.

С. Spending Limit:

Authorize the Superintendent of Highways to expend monies for the purchase of equipment, tools and implements (other than bid items) and hourly equipment rental, up to the value of \$10,000.00 without prior approval of the Town Board.

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D. Agreement to Spend Highway Funds:

Approve and execute Agreement for the expenditure of Highway monies for the year 2020.

- E. Set Highway Pay Scale.
- F. Announce Deputy Superintendent of Highways.

Supervisor announces Thomas Deagan as Deputy Superintendent of Highways.

G. Announce Secretary to the Superintendent of Highways.

Supervisor announces Catherine DiSisto as Secretary to the Superintendent of Highways.

VI. <u>APPOINTMENTS</u>

- A. Town Clerk Patricia Kalba announces the appointment of Linda Verderame as Deputy Town Clerk to serve at the pleasure of the Town Clerk.
- B. Appoint Town Clerk, Patricia Kalba Election Liaison at \$3,000.00 per annum for term January 15, 2020 to January 14, 2021.
- C. Appoint Deputy Town Clerk, Election Liaison at \$1,000.00 per annum for term January 15, 2020 to January 14, 2021.
- D. Appoint Patricia Kalba, Registrar of Vital Statistics for the term January 1, 2020 to December 31, 2020, to be compensated as revenues occur.
- E. Appoint Linda Verderame Deputy Registrar of Vital Statistics for the term January 1, 2020 to December 31, 2020, without compensation.
- F. The Supervisor announces the designation of Tom Garrity as Deputy Supervisor to serve at the pleasure of the Supervisor.
- G. Tax Receiver Michelle McKearney announces the appointment of Christine Rossiter as Deputy Tax Receiver to serve at the pleasure of the Tax Receiver.

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H. Board Chairman:

1. Appoint John Alfonzetti as chairman of the Architectural Review Approval Board to a term ending December 31, 2020.

2. Appoint Kevin Westerman as chairman of the Parks & Recreation Board to a term ending December 31, 2020.

3. Appoint John Currie as chairman of the Planning Board to a term ending December 31, 2020.

4. Appoint Victor Cannistra as chairman of the Zoning Board of Appeals to a term ending December 31, 2020.

5. Appoint Richard Auerbach as chairman of the Affordable Housing Board to a term ending December 31, 2020.

6. Fire Prevention Bureau one-year appointment to Thomas J. Tooma Jr., Robert Russell and Al Vigliotti until December 31, 2020.

I. Committee Chairs:

1. Appoint Michael Barnhart as chairman of the Open Space Committee to a term ending December 31, 2020.

2. Appoint Don Bleasdale as chairman of the Somers Energy Environment Committee to a term ending December 31, 2020.

4. Appoint Kathy Cucchiarella as chairperson of the Partners in Prevention Committee to a term ending December 31, 2020.

J. SUPERVISOR:

1. The Supervisor announces the appointment of Doris Jane Smith as the Town Historian.

2. The Supervisor appoints Kim DeLucia as the Executive Assistant to the Supervisor.

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3. The Supervisor's Annual Report to the Comptroller:

Resolution that pursuant to Section 29, Sub. 10A of Town Law, the Supervisor is hereby directed to submit to the Town Clerk, within 120 days after the close of the fiscal year, a copy of the report to the State Comptroller, required by Section 30 of General Municipal Law, and the Town Clerk shall cause notice of the report to be published within ten days after receipt thereof in the official newspaper.

4. Authorize Town Officials to attend the Association of Town Meetings.

VII. APPOINTMENTS/CONTRACTS:

A. Accept the "Consulting Services Proposal from Frederick P. Clark Associates as outlined in proposal from David H. Stolman, AICP, PP dated December 2, 2019 and authorize Supervisor to execute same for the calendar year 2020.

B. Legal Counsel:

1. Accept the "Legal Services for 2020" from Stephens, Baroni, Reilly & Lewis LLP from Roland A. Baroni, Jr., dated September 26, 2019 and authorize Supervisor to execute same for the calendar year 2020.

2. Authorize Supervisor to execute proposal from Christopher Kurtz, Esq., Bond Schoeneck & King, PLLC dated December 17, 2019 as special labor counsel to the Town for the calendar year 2020.

- C. Renewal of annual contract for Syrette Dym, Director of Planning, beginning January 1, 2020 through December 31, 2020.
- D. Authorize to execute proposal from J. O'Connell & Associates dated December 1, 2019 as Grant Consultants for January 1, 2020 to December 31, 2020.
- E. Authorize to execute proposal from Capital Market Advisors, LLC dated December 23, 2019 as Bond advisors for January 1, 2020 to December 31, 2020 with option to renew for one additional year for the 2021 fiscal year.
- F. Authorize to execute proposal from RDM Computer Consultants, Inc. dated December 23, 2019 as Computer Consultants for January 1, 2020 to December 31, 2020.

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- G. Authorize to execute proposal from Euro Video Productions LLC dated October 7, 2019 for Video Production Services for January 1, 2020 to December 31, 2020.
- H. Authorize to execute proposal from ESI Group Employee Assistance Program dated December 1, 2019 in the amount of \$3,175 effective January 1, 2020.
- J. Announce Town Board Liaisons for 2020.

K. Appoint Barbara Lloyd Service Officer for the term January 1, 2020 to December 31, 2020 to serve without compensation.

VIII. SALARIES and STANDARD WORK DAY:

A. Resolution setting salaries and longevity payments (where applicable) of Town Officials and Employees for the year commencing January 1, 2020.

B. Acknowledge regulation which defines the process of reporting work activities for elected and appointed officials.

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2020 Reimbursement Rates

EMPLOYEE	SUP'R		TOWN CLERK	DEPUTY TOWN CLERK	DIRECTOR OF FINANCE	SENIOR BOOKKEPER FINANCE	SR. ACCT. CLERK PT FINANCE		ENG. SR. O.A.	PLANR.	PLAN. SEC'Y	BLDG. INSP.	ASS'T. BLD INSP.	BLDG SR OFF ASST
SALARY - HOURLY	\$60.02	\$40.59	\$47.12	\$27.47	\$64.55	\$34.54	\$27.86	\$51.83	\$36.07	\$60.21	\$38.32	\$51.83	\$38.15	\$31.73
SOCIAL SEC 6.20%	3.72	2.52	2.92	1.70	4.00	2.14	1.73	3.21	2.24	3.73	2.38	3.21	2.37	1.97
MEDICARE TAX - 1.45%	0.87	0.59	0.68	0.40	0.94	0.50	0.40	0.75	0.52	0.87	0.56	0.75	0.55	0.46
MTA - 0.0034%	0.20	0.14	0.16	0.09	0.22	0.12	0.09	0.18	0.12	0.20	0.13	0.18	0.13	0.11
WORKERS COMP.	0.12	0.08	0.09	0.05	0.12	0.07	0.05	3.89	0.07	0.12	0.07	3.89	2.86	0.06
LIFE INSURANCE	0.21	0.21	0.21	0.21	0.21	0.21	0.00	0.21	0.21	0.21	0.00	0.21	0.21	0.21
HEALTH INSURANCE	0.00	0.00	15.74	15.74	4.76	0.00	0.00	15.74	15.74	0.00	7.26	15.74	0.00	0.00
DENTAL INSURANCE	0.66	1.14	0.36	1.14	0.66	1.14	0.00	1.14	1.14	0.66	0.00	1.14	0.66	1.14
VISION PLAN	0.06	0.06	0.06	0.06	0.06	0.00	0.00	0.06	0.06	0.06	0.00	0.06	0.06	0.06
NYS ERS RETIRE. SYSTEM: TIER III & IV - 15.7% TIER V - 13.1% TIER V1 - 9.2%		3.73	7.40	2.53	8.46	3.18	3.65	8.14	5.66	9.45	6.02	8.14	3.51	2.92
HOURLY TOTALS	\$65.85		\$74.74	\$49.39	\$83.97	\$41.89	\$33.79	\$85.14	\$61.83	\$75.51	\$54.73	\$85.14		\$38.65
OVERHEAD - 150%	1.50	1.50	1.50	1.50	1.50	1.50	1.50	•	1.50	1.50	1.50	1.50	• • • • • • •	1.50
RATE FOR REIMBURSEMENT	\$98.78	\$73.57	\$112.11	\$74.08	\$125.96	\$62.84	\$50.68	\$127.72	\$92.74	\$113.27	\$82.10	\$127.72	\$72.74	\$57.97

TELEPHONE (914) 232-4848 FAX (914) 232-0150

NICHOLAS DEVITO Superintendent of Highways

THOMAS DEAGAN Deputy Supt. of Highways Town of Somers

250 RT. 100 P.O. Box 281

WESTCHESTER COUNTY, N.Y.



OFFICE OF THE SUPERV TOWN OF SOMERS

MEMO TO: SUPERVISOR TOWN BOARD

FROM: NICHOLAS DEVITO

RE: MEMO'S FOR ORGANIZATION MEETING 2020

DATE: DECEMBER 23, 2019

Attached please find the necessary memos for the Organization Meeting.

Thank you.

Nicholas DeVito Superintendent of Highways

TELEPHONE (914) 232-4848 FAX (914) 232-0150

NICHOLAS DEVITO Superintendent of Highways

THOMAS DEAGAN Deputy Supt. of Highways Town of Somers

WESTCHESTER COUNTY, N.Y.



250 RT. 100 P.O. Box 281



MEMO TO: SUPERVISOR TOWN BOARD

> FROM: NICHOLAS DEVITO SUPERINTENDENT OF HIGHWAYS

DATE: DECEMBER 23, 2019

RE: AUTHORIZE TO PURCHASE NYS/TOWN OR COUNTY CONTRACTS 2020

The Superintendent of Highways requests authorization from the Town Board to purchase items deemed necessary, where practical and cost effective, under New York State Contracts, any other Town or County Contracts, where the law allows and in accordance to the established procurement policy of the Town Board.

Nicholas DeVito Superintendent of Highways

Cc: Town Clerk

TELEPHONE (914) 232-4848 FAX (914) 232-0150

NICHOLAS DEVITO Superintendent of Highways

THOMAS DEAGAN Deputy Supt. of Highways Town of Somers

250 RT. 100 P.O. Box 281

WESTCHESTER COUNTY, N.Y.





MEMO TO: SUPERVISOR TOWN BOARD

FROM: NICHOLAS DEVITO

DATE: DECEMBER 23, 2019

RE: EQUIPMENT RENTAL RATES ~ 2020

Attached please find a list of hourly equipment rental rates for 2020. The Superintendent of Highways requests the Town Board adopt these rates as a maximum hourly rate. We will use the lowest rate whenever possible.

Nicholas DeVito Superintendent of Highways

Cc: TOWN CLERK

٠,

2020 RATES ON A PER HOUR BASIS		DECEIVE
ROAD GRADER	\$160.00	DEC 2 3 2019
ROAD GRADER MINI SIZE	\$120.00	1 OFFICE OF THE SUPERVI TOWN OF SOMERS
		A CONTRACT OF A CASE IN C
8'-12' POWER PAVER W/OPER PER HOUR	\$120.00	
" " " Plus One Screed Man/ HR	\$175.00	
" " " Plus Two Screed Men/ HR	\$230.00	
10'-20' POWER PAVER W/OPER PER HOUR	\$200.00	
" " " " Plus One Screed Man/ HR	\$255.00	
" " " " Plus Two Screed Men/ HR	\$310.00	
	<i>\(\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\</i>	
4'-6' Asphalt paver w/Operator & Screeman	\$160.00	
CURB MACHINE W/OPER.	\$120.00	
20 TON ROLLER W/OPER.	\$150.00	
10 TON ROLLER W/OPER.	\$120.00	
5 TON ROLLER W/OPER.	\$115.00	
7 TON ROLLER W/OPER	\$110.00	
3 TON ROLLER W/OPER.	\$110.00	
TRI AXLE DUMP TRUCK W/OPER.	\$135.00	
10 WHEEL DUMP TRUCK W/OPER	\$130.00	
10 WHEEL DUMP TRUCK W/OPER	\$150.00	
PLUS 20 TON EQUIP. TRAILER		
6 WHEEL DUMP TRUCK W/OPER.	\$110.00	
TRACK LOADER W/BACKHOE W/OPERATOR	N/B	
RUBBER TIRE BACKHOE W/OPER.	\$120.00	
DOZER W/ANGLE BLADE W/OPER.		
14,000 16,000 LBS / HR.	\$170.00	
16,000 - 18,000 LBS/ HR.	\$115.00	

	2020 RATES ON A PER HOUR BASIS		THECEIVE
	DOZER W/ANGLE BLADE W/OPER.		DEC 2 3 2019
	18,000 - 20,000 LBS/ HR.	\$120.00	
	RUBBER TIRE LOADER 2-3 CYD W/OPER.	\$200.00	OFFICE OF THE SUPERVISE TOWN OF SOMERS
	RUBBER TIRE LOADER 4-5 CYD W/OPER.	\$180.00	
	GENERAL LABORER	\$55.00	
	MASON	\$65.00	
ł	28,000 LB. + GVW TRUCK W/PLOW 10'-12' W/OPERATOR	\$140.00	
e		\$150.00	
	28,000 LB + GVW TRUCK W/PLOW 10'-12' PLUS 7 - 9 CYD SPREADER	\$150.00	
•	10,000 LB + GVW TRUCK W/PLOW 8'-9'	\$120.00	
_	W/OPERATOR		
ł	10,000 LB + GVW TRUCK W/PLOW 8'-9'	\$150.00	
	W/OPER PLUS 2 -4 CYD SPREADER		
ť	PICKUP TRUCK W/ 8' PLOW W/OPER.	\$120.00	
•	RUBBER TIRE LOADER W /ONE-WAY PLOW	\$175.00	
	PLUS CHAINS 11'-12' W/OPER.		
	RUBBER TIRE LOADER	\$165.00	
	W/ POWER ANGLE PLOW 11'-12' W/OPER.		
	PORTABLE CURSHER FOR BLACKTOP	\$500.00	
	STONE & CONCRETE W/EXCAVATOR AND OPERATORS		
	PORTABLE TAG ALONG AIR COMPRESSOR	\$30.00	
	w/OPERATOR		

2020 RATES ON A PER HOUR BASIS			
EXCAVATOR		DEC	2 3 2019
		1 1	
1,000 TO 10,000 LBS	\$140.00	1 OFFICE OF	THE SUPERVIS
			OF SOMPRE
	¢475.00		
10,000 - 15,000 LB.	\$175.00		
MEDIUM W/OPER. LIST SIZELBS.			
15,000-20,000 LB	\$185.00		
LARGE W/OPER. LIST SIZELBS.			
20,000 - 30,000	\$200.00		
EXTRA LARGE W/OPERLBS.			
30,000 - 40,000	\$225.00		
40,000 - 50,000 LB.	\$240.00		
EXCAVATOR-EXTRA LARGE W/Oper.			
HYDRAULIC THUMB - 48,000 LBS.	\$350.00		
EXCAVATOR W/TAMPER	N/B		
EXCAVATOR W/HAMMER			
IST HAMMER SIZE750_LBS.	\$130.00		
2000 TO 2500 LBS	\$170.00		
5,500LBS	\$210.00		
RUBBER TIRE BACKHOE W/HAMMER			
LIST HAMMER SIZE 2500 LBS.	\$160.00		
PORTABLE MAT SCREENER			
WITH LOADER OR EXCAVATOR OPERATOR			
Villing Machine 7' plus wide	\$6,500.00		
ncluding Mobilization - Day			

\$125.00	
\$125.00	
	DEC 2 3 2019
\$105.00	OFFICE OF THE SUPERVI TOTAL OF SOMEPT
\$210.00	
0105.00	
\$200.00	
\$285.00	
\$285.00	
\$275.00	
\$90.00	
\$95.00	
\$85.00	
\$300.00	
\$200.00	
225.00	
169.00	
	ENT
	\$210.00 \$195.00 \$200.00 \$285.00 \$285.00 \$285.00 \$275.00 \$90.00 \$95.00 \$95.00 \$85.00 \$300.00 \$200.00 \$200.00 169.00

AGREEMENT FOR THE EXPENDITURE OF HIGHWAY MONEYS

21	SIGHESIEK County,	New York, and the undersigned members of the Town Board.	EC 2 3 2019
	ursuant to the provisions of Section	284 of the Highway Law, we agree that moneys levied and collect	ted in the Tow
or the	e repair and improvement of highwa	ays, and received from the State for State Aid for the repair and	E. F. M. M. C. M. M. M. 13
ignwa	ays, shall be expended as follows:	175217	
. GE	ENERAL REPAIRS. The sum of $\frac{5.7}{2}$	<u>175,317</u> shall be set aside to be expended for primary work	and general re
pa	irs upon 118,84 miles of tow	vn highways, including sluices, culverts and bridges having a sp	an of less that
fīv	e feet and boardwalks or the renewa	ils thereof. 228,543.	
PE	RMANENT IMPROVEMENTS. The	following sums shall be set aside to be expended for the permane	nt improvemen
of 1	town highways:		
(a)	On the road commencing at		
	and leading to	, a distance of	miles
	there shall be expended not over th	he sum of \$	
		Width of traveled surface	
	Thickness	Subbase	
(b)	On the road commencing at		
(0)	On the road commencing at and leading to	a diaman af	
	there shall be expended not over th		miles
	Type	Width of traveled surface	
		Subbase	
(c)	Un the road commencing at		
		, a distance of	miles
		e sum of S	
	Туре	Width of traveled surface	
	Thickness	Subbase	
	cuted in duplicate this	day of JANUARY ,2020	
Fre	carea maapreare and	_ day or MARK 7 of a day	
Exe			
Exe			
Exe	2		
Exe	Supervisor	Town Justice - Councilman	
Exe	_	Town Justice - Councilman	
Exe	Supervisor Town Justice - Councilman	Town Justice - Councilman Councilman	
Exe	Town Justice - Councilman		
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Exe	Town Justice - Councilman Councilman	Councilman	
Exe	Town Justice - Councilman	Councilman	
Exe	Town Justice - Councilman Councilman	Councilman	
Exe	Town Justice - Councilman Councilman	Councilman	
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Exe	Town Justice - Councilman Councilman	Councilman Councilman Hile D. Councilman	
Exe	Town Justice - Councilman Councilman	Councilman Councilman Hile D. Councilman	

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AGREEMENT FOR THE EXPENDITURE OF HIGHWAY MONEYS

<u>IESICHESIEK</u> Cou	Superintendent of the Town of <u>SomERS</u> inty, New York, and the undersigned members of the Tow	wn Board.
	tion 284 of the Highway Law, we agree that moneys lev	
the repair and improvement of hig	shways, and received from the State for State Aid for	the repair and improvement of
hways, shall be expended as follow	'S:	E OFFICE OF THE ST PERCI
GENERAL REPAIRS. The sum of	f 5 775 377 shall be set aside to be expended for	PAN OF SOMER
pairs upon 118,84 miles of	town highways, including sluices, culverts and bridge	s having a spec of local
five feet and boardwalks or the ren	ewals thereof. 978542	es having a span of less than
PERMANENT IMPROVEMENTS T	$\mathcal{A} \mathcal{A} \mathcal{O}_{\mathcal{A}} \mathcal{O}_{\mathcal{A}}$	
of town highways:	The following sums shall be set aside to be expended for	or the permanent improvement
and leading to	, a distance	of
there shall be expended not ove	er the sum of \$	of miles,
•	Width of traveled surface	-5
Thickness	Subbase	
28		
b) On the road commencies at		
and leading to	a diaman	
there shall be expended not ove	, a distance	or miles,
	Width of traveled surface	
Thickness	Subbase	
c) On the road commencing at		
and leading to	, a distance	of
there shall be expended not over	r the sum of S, u distance	miles,
	Width of traveled surface	
Thickness	Subbase	
•		
xecuted in duplicate this	day ofANUARY ,2920	`
Accured in dupiteate this	, and, and	
accured in adpricate this		
Supervisor	Town Justice -	Councilman
Supervisor		
	Town Justice - Council	
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AGREEMENT between t	he Town Superintendent of the T	Town of <u>SOMERS</u>
Pursuant to the sector	County, New York, and the	e undersigned members of the Town Board. DEC 2 3 2
the repair and improves in	as of Section 284 of the Highwa	y Law, we agree that moneys levied and collected in the To
thways, shall be expended	at falloways, and received	from the State for State Aid for the repair and improvement
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NICHOLAS DEVITO Superintendent of Highways

THOMAS DEAGAN Deputy Supt. of Highways



WESTCHESTER COUNTY, N.Y.



250 RT. 100 P.O. Box 281



MEMO TO: SUPERVISOR TOWN BOARD

FROM: NICHOLAS DEVITO SUPERINTENDENT OF HIGHWAYS

- DATE: DECEMBER 23, 2019
 - RE: PURCHASE EQUIPMENT, TOOLS AND IMPLEMENTS UP TO THE VALUE OF \$10,000.00 ~ 2020

The Superintendent of Highways requests permission to purchase equipment, tool and implements (other than bid items) up to the value of \$10,000.00 without prior approval of the Town Board.

Nicholas DeVito Superintendent of Highways

Cc: TOWN CLERK

TELEPHONE (914) 232-4848 FAX (914) 232-0150

NICHOLAS DEVITO Superintendent of Highways

THOMAS DEAGAN Deputy Supt. of Highways Town of Somers

WESTCHESTER COUNTY, N.Y.



250 RT. 100 P.O. Box 281



MEMO TO: SUPERVISOR TOWN BOARD

> FROM: NICHOLAS DEVITO SUPERINTENDENT OF HIGHWAYS

DATE: DECEMBER 23, 2019

RE: WAGE SCALE ~2020

The following is the 2020 wage scale I am using for Highway employees:

Heavy Motor Equipment Operator Motor Equipment Operator Road Maintenance Foreman Road Maintainer Skilled Road Maintainer Seasonal Employees Sr. Auto Mechanic \$20.61 to \$36.45 per hour \$18.50 to \$35.31 per hour \$23.00 to \$39.08 per hour \$16.00 to \$26.05 per hour \$18.75 to \$28.08 per hour \$ 9.00 to \$30.00 per hour \$25.90 to \$37.34 per hour

Nicholas DeVito Superintendent of Highways

Cc: Town Clerk

TELEPHONE (914) 232-4848 Fax (914) 232-0150

NICHOLAS DEVITO Superintendent of Highways

THOMAS DEAGAN Deputy Supt. of Highways Town of Somers

WESTCHESTER COUNTY, N.Y.



250 RT. 100 P.O. BOX 281



MEMO TO: SUPERVISOR TOWN BOARD

> FROM: NICHOLAS DEVITO SUPERINTENDENT OF HIGHWAYS

DATE: DECEMBER 23, 2019

RE: LONGEVITY SCHEDULE FOR 2020

JAYCEN DECRENZA CRAIG DUFNER CARL FURU MICHAEL WALSH PAUL WESTHOFF \$1,300.00 \$1,500.00 \$1,500.00 \$1,750.00 \$1,750.00 SEPTEMBER 29, 2010 JANUARY 15, 2003 JANUARY 20, 2004 OCTOBER 30, 2000 NOVEMBER 28, 2001

FEBRUARY 10, 2009

CATHERINE DISISTO

\$975.00

Nicholas DeVito Superintendent of Highways

cc: Town Clerk

TELEPHONE (914) 232-4848 FAX (914) 232-0150

NICHOLAS DEVITO Superintendent of Highways

THOMAS DEAGAN Deputy Supt. of Highways Town of Somers

WESTCHESTER COUNTY, N.Y.



250 RT. 100 P.O. Box 281



MEMO TO: SUPERVISOR TOWN BOARD

FROM: NICHOLAS DEVITO SUPERINTENDENT OF HIGHWAYS

DATE: DECEMBER 23, 2019

RE: APPOINTMENT OF DEPUTY SUPERINTENDENT OF HIGHWAYS 2020

I am hereby continuing the appointment of Thomas Deagan. as Deputy Superintendent of Highways to serve at the pleasure of the Highway Superintendent pursuant to Section 32 of the Town Law.

Nicholas DeVito Superintendent of Highways

Cc: TOWN CLERK

TELEPHONE (914) 232-4848 FAX (914) 232-0150

NICHOLAS DEVITO Superintendent of Highways

THOMAS DEAGAN Deputy Supt. of Highways Town of Somers

WESTCHESTER COUNTY, N.Y.



250 RT. 100 P.O. Box 281



MEMO TO: SUPERVISOR TOWN BOARD

FROM: NICHOLAS DEVITO SUPERINTENDENT OF HIGHWAYS

DATE: DECEMBER 23, 2019

RE: APPOINTMENT OF SECRETARY TO THE SUPERINTENDENT OF HIGHWAYS ~2020

I am hereby continuing the appointment of Catherine A. DiSisto as Secretary to Superintendent of Highways to serve at the pleasure of the Highway Superintendent pursuant to Section 32 of the Town Law.

Nicholas DeVito Superintendent of Highways

Cc: TOWN CLERK

TEL: 914-277-3323 FAX: 914-277-3960

PATRICIA KALBA TOWN CLERK TOWN CLERK'S OFFICE

Jown of Somers

WESTCHESTER COUNTY, N.Y.



335 Route 202 Somers, N.Y. 10589

Town House



TO: Supervisor Town Board

- FROM: Patricia Kalba, RMC, CMC Town Clerk
- DATE: December 27, 2019
- RE: Deputy Town Clerk

I would like to announce the re-appointment of Ms. Linda Verderame as Deputy Town Clerk.

Ms. Verderame should also be re-appointed Deputy Registrar of Vital Statistics at the January 2, 2020 Organizational Meeting.

Telephone (914) 277.3610

Michele A. McKearney Receiver of Taxes mmckearney@somersny.com OFFICE OF THE TAX RECEIVER Town of Somers

WESTCHESTER COUNTY, N.Y.



Fax (914) 277.8932

DEC OFFICE OF THE SUPERA TOWN OF SOMER:

335 Route 202 . Somers, NY 10589

MEMO

TO: Supervisor Town Board

- FROM: Michele McKearney Receiver of Taxes
- DATE: December 10, 2019
- RE: Deputy Receiver of Taxes

I would like to announce the re-appointment of Christine L. Rossiter as Deputy Receiver of Taxes effective January 1, 2020 through December 31, 2020.

Please consider placing this item on the January 2, 2020 Town Board Organizational Meeting Agenda for adoption that evening.

Thank you in advance for your assistance regarding this matter.

RIFVA

Dear Supervisor Morrissey,



I would like to apply for the Chairman position for the year 2020. I have enjoyed very much working with my fellow Board members. I look forward to hearing from you and the Town Board.Thank you.

Very truly yours

John Currie

RIFV

VICTOR J. CANNISTRA, CPA P.C.

Member: American Institute of Certified Public Accountants New York State Society of Certified Public Accountants

December 18, 2019

Mr. Rick Morrissey, Supervisor Office of the Supervisor Town of Somers 335 Route 202 Somers, NY 10589 43 KENSICO DRIVE • MT. KISCO, NEW YORK 10549

(914) 241-3605 FAX (914) 241-9278 www.CannistraCPA.com

Dear Supervisor Morrissey:

Thank you for your letter regarding my expiring term as Chairman of the Zoning Board of Appeals for the Town of Somers.

I would be pleased to be considered for reappointment as a board member and Chairman if you and the Town Board would like me to continue.

Thank you for considering me and please do not hesitate to contact me with any questions. Best wishes for the New Year.

Very truly yours,

Victor J. Cannistra, CPA

/dw





December 23, 2019

Supervisor Rick Morrissey Town of Somers Town House 355 Route 202 Somers, New York 10589

Subject: Consulting Services Proposal – 2020

Dear Supervisor Morrissey:

We are pleased to submit this proposal for continuing to provide consulting services to the Town of Somers during the year 2020.

Services Which We Will Provide

We are available to continue our work on application reviews and to assist the Town Planner as deemed appropriate. We are also available to provide our services on special projects as requested.

Personnel

Our team serving the Town of Somers will continue to include but not be limited to Sarah Brown (planning), Michael Galante (traffic engineering) and Debora Ryba (environmental).

Fees

Copies of our 2020 Municipal Schedule of Hourly Charges and our Standard Schedule of Hourly Charges are enclosed. As you are aware, we use our standard rate schedule for application reviews where the Town is reimbursed for the cost of our services, and in recognition of our long-standing relationship with our client communities, we use a reduced municipal rate schedule for non-reimbursable services.

Invoices for our services will be submitted monthly based upon our actual expenditures of times, and payment by the Town for our services will be expected within 30 days of our rendering of bills. It is important to note that our rates already have built into them the cost of administrative support such as secretarial and clerical staff time. That is, we do not bill, as some consultants do, for secretarial and clerical staff time; we only bill for the time of our professionals. Further, our fees include telephone, supplies and other ordinary overhead expenses associated with our services.

Supervisor Rick Morrissey Page 2 December 23, 2019

Miscellaneous

This proposal does not include any architectural, legal or engineering services, other than traffic engineering. It does not include participation in any court cases. Such an arrangement, if desired, would be subject to a separate agreement. However, the Town would agree to compensate us for any time and expense involved in connection with a subpoena issued to us and for our attendance in court to testify in any matter relating to the Town's planning and zoning activities occurring during any period of our service to the Town.

Invoices for our services will be submitted monthly based upon our actual expenditures of time, and payment by the Town for our services will be expected within 30 days of our rendering of bills. It is also understood that payment to Frederick P. Clark Associates, Inc. for services provided in accordance with this proposal is not contingent on the Town receiving any payment from third parties who are not a party to this agreement.

If you have any questions regarding this letter, please let me know. If, however, this proposal is satisfactory as presented, we would appreciate it if you would endorse the enclosed copy of this letter in the space provided below, and return the endorsed copy to me for our files.

We want our services to Somers to be of maximum effectiveness in assisting both the Town Board and the Planning Board in carrying out their planning and environmental responsibilities. If there is ever any way in which you feel we can be more useful, please do not hesitate to let me know.

Best regards.

Very truly yours,

Im. 1

David H. Stolman, AICP, PP Principal

Enclosures: 3

Approved:

Signature

Date

Printed Name

g:\data\documents\docs2\proposals\2020 proposals\planning\somers 2020.dhs.docx

FREDERICK P. CLARK ASSOCIATES



a Hardesty & Hanover company

2020 Municipal Schedule of Hourly Charges

Managing Principal and Principal:	\$230
Director of Planning and Senior Associates:	\$195-\$210
Associates:	\$165-\$185
Senior Computer Graphics Specialist:	\$153
Computer Graphics Specialists:	\$143
Interns:	\$66-\$86

The above charges are inclusive of all secretarial, clerical and administrative services, local telephone, postage and other customary overhead expenses. Costs of such items as the printing and reproduction of reports and maps, priority mail charges, telecopier services, travel, field surveys, etc. will be invoiced separately in addition to the above rates at actual cost plus a 15% administrative servicing charge.

Hourly charges for court appearances to present expert testimony will be 1.5 times those stated above.

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FREDERICK P. CLARK ASSOCIATES PLANNING, TRANSPORTATION, ENVIRONMENT AND DEVELOPMENT



a Hardesty & Hanover company

2020 Standard Schedule of Hourly Charges

Managing Principal and Principal:	\$240
Director of Planning and Senior Associates:	\$200-\$220
Associates:	\$170-\$190
Senior Computer Graphics Specialist:	\$156
Computer Graphics Specialists:	\$145
Interns:	\$68-\$88

The above charges are inclusive of all secretarial, clerical and administrative services, local telephone, postage and other customary overhead expenses. Costs of such items as the printing and reproduction of reports and maps, priority mail charges, telecopier services, travel, field surveys, etc. will be invoiced separately in addition to the above rates at actual cost plus a 15% administrative servicing charge.

Hourly charges for court appearances to present expert testimony will be 1.5 times those stated above.

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Kim DeLucia

From: Sent: To: Subject: Bob Kehoe Monday, December 23, 2019 4:02 PM Kim DeLucia FW: 2020 Budget

From: Roland Baroni ______ Sent: Thursday, September 26, 2019 11:10 AM To: Bob Kehoe Subject: Re: 2020 Budget

No. I'm good for 2020. R.

Sent from my Verizon, Samsung Galaxy smartphone

------ Original message ------From: Bob Kehoe <rkehoe@somersny.com> Date: 9/26/19 10:55 AM (GMT-05:00) To: ______ Subject: 2020 Budget

Roland,

Any proposed changes to your rates for 2020?

Thanks,

Bob

Robert Kehoe

Director of Finance

Town of Somers

BOND SCHOENECK & KING

1010 Franklin Avenue, Suite 200 | Garden City, NY 11530-2900 | bsk.com

CHRISTOPHER T. KURTZ, ESQ. ckurtz@bsk.com P: 516.267.6392 F: 516.267.6301

December 17, 2019

VIA EMAIL ONLY

Mr. Rick Morrissey Town Supervisor Town of Somers 335 Route 202 Somers, New York 10589

Re: Retention of Bond, Schoeneck & King, PLLC for Legal Services

Dear Supervisor Morrissey:

We are pleased to confirm our continued representation of the Town of Somers ("Town") as special counsel for labor and employment legal services.

We have found that setting forth the basic terms of our engagement at the outset of our representation benefits both us and our client. Those terms are set forth in the enclosed "Terms of Representation," as well as below.

Our billings will be based on the time (in tenth of an hour increments) that our attorneys and other service professionals devote to the Town's matters. I, Christopher T. Kurtz, will be the attorney primarily responsible for this representation, but we may assign other attorneys or paralegals as necessary and appropriate to meet the needs of the Town's representation.

This letter will confirm that you have agreed to the following hourly rates for attorneys who may work on the Town's matters: \$260 per hour for Members (Partners); \$215 per hour for Senior Counsel and Associates; \$150 per hour for Paralegals and Law Clerks. These rates reflect the knowledge, experience and expertise of each individual assigned. Any work I perform will be billed at the rate of \$260 per hour.

If the Town fails to pay our fees and disbursements as provided in this letter and the enclosed Terms of Representation, then we may, consistent with our obligations to the Town under the Rules of Professional Conduct, discontinue our representation of the Town and/or take other appropriate action.

Attorneys At Law | A Professional Limited Liability Company
Supervisor Morrissey Town of Somers December 17, 2019 Page 2

If these terms, including the enclosed Terms of Representation, are acceptable, please sign where indicated below, and return the signed letter to me via email and mail. Our representation of the Town will continue upon receipt of a signed copy of this agreement.

We appreciate the opportunity to continue to be of service, and look forward to working with you, the Town Board, and your entire Town team. If you have any questions about this letter, or about any aspect of our representation and arrangement, please do not hesitate to contact me.

Very truly yours,

BOND, SCHOENECK & KING, PLLC Christopher T. Kurtz

Attachment

Agreed and Accepted:

Dated:

Town of Somers By: Rick Morrissey, Town Supervisor

BOND, SCHOENECK & KING, PLLC

TERMS OF REPRESENTATION

These Terms of Representation, together with the accompanying engagement letter, constitute the agreement between Bond, Schoeneck & King, PLLC ("Bond" or "we") and the client or clients identified in that engagement letter (the "Client" or "you"), under which Bond will represent Client in the matter or matters described in the engagement letter. If you disagree with any of these terms, please notify Bond immediately so that we can resolve any differences at the outset of this engagement.

1. <u>Our Client</u>. Our representation extends solely to Client, as identified in the accompanying engagement letter, and not to its constituents (including its officers, directors, shareholders or employees) or to any affiliated or related entities, or their constituents. Client understands that it should not provide us with confidential information regarding any affiliated or related entity during the course of this representation (and doing so will not make the affiliate or related entity a client).

2. <u>Our Services</u>. The scope of our services is described in the accompanying engagement letter. That scope may change over time, but changes must be confirmed in writing. Unless otherwise provided in the engagement letter, Bond is not serving as Client's general counsel nor is it responsible for determining whether Client has insurance coverage in connection with our representation or notifying any insurance carrier of the existence of, or our involvement in, a matter.

3. <u>Client Responsibilities</u>. In order to ensure our ability to provide services to you, it is important that you keep us informed of any relevant information or developments relating to your matter and to provide Bond with all relevant information regarding the subject of our representation, or as otherwise reasonably requested by us. You also agree to cooperate fully, truthfully and timely with us, including making your employees or others available to us when necessary. You will keep us advised of how to contact you.

If, during the course of our representation of you, you affiliate with, acquire, are acquired by, or merge with another entity, you agree to provide us with sufficient notice to permit us to determine if that action gives rise to a conflict of interest with any of our other clients and, if so, to take any action that Bond believes is appropriate or necessary under the applicable Rules of Professional Conduct.

Fees and Expenses. Unless otherwise provided in 4 the accompanying engagement letter, our billings with respect to this matter will be based on the time (in guarter hour increments) that our attorneys, paralegals, and other service professionals devote to it. The hourly rates for those attornevs. paralegals and other service professionals who will work on Client matters vary, with specific rates reflecting a number of factors, including the knowledge, experience and expertise of each individual assigned. The currently applicable rates may be specified in the accompanying engagement letter. It is our practice to increase our hourly rates from time to time, generally effective each October 1.

Our bills to Client, which will be on a monthly basis (unless otherwise agreed to in the accompanying engagement letter) and payable within 30 days, will also include any expenses (copying charges, fax charges, postage, messenger services, mileage, long distance telephone charges, computerized-research, e-discovery and other electronic data charges, etc.) incurred or advanced by us on Client's account or which are due to be paid on Client's account. These expenses may be incurred in the normal course without advance approval from Client. In-house charges (such as copying charges, fax charges, charges for processing, producing and/or storing e-discovery materials, etc.) will be billed at our standard charge rate. Expenses incurred to third parties will either be forwarded to Client for payment or, if paid by our firm, billed at the rate charged by those third parties. If Client fails to make payment of our fees and disbursements as provided in this letter, consistent with our obligations to Client under the Rules of Professional Conduct, we may discontinue our representation of Client and/or take other appropriate action.

We will similarly bill Client for our time and expense in responding to subpoenas or other judicial orders or proceedings arising out of our representation of Client in this matter.

If you disagree with any invoice, you must notify us of the nature of your dispute within 30 days of your receipt of that invoice, and the failure to do so will result in that invoice becoming your final binding obligation.

While we make every effort to bill fairly and clearly, occasionally fee disagreements arise between attorneys and their clients. If there is any dispute regarding our fees, Client may have the right to arbitrate that dispute pursuant to 22 NYCRR part 137.

Communications. 5. We expect that during the course of this engagement each of us will communicate and/or otherwise documents available make electronically, including through e-mail and/or the use of cloud computing. Although the use of technology involves some risk that third parties may access confidential communications, we believe, and we understand that you agree, that the benefits of using this technology outweigh the risk of unintended disclosure. If there are specific communications that you wish sent only through encrypted and/or password protected (or other) means, you will advise us. You should make sure that any computer or device you use in communicating with us is password protected and not accessible for use by any third party, as that could impact the attorney-client privilege.

6. <u>In-Firm Privilege</u>. Our firm has a General Counsel who provides assistance to our lawyers and staff. You agree that if any of Bond's lawyers representing you consult with Bond's General Counsel (or designee) regarding your representation, those are privileged and confidential communications of Bond. You will not be billed for any such communications or consultations.

7. Files. Either during or at the conclusion of our representation of Client in connection with this matter, at its request and provided outstanding fees and costs have been paid, we will return to Client its papers and property in our possession (we may convert file materials to electronic form, at our discretion). Client may be charged reasonable costs associated with compiling and/or copying file contents in response to Client's request. Our internal records and documents related to this representation will be retained solely by us. These internal materials include firm administrative records, time and expense reports, accounting records and internal product (including notes, work drafts, internal memoranda, research, etc. prepared for the internal use of our lawyers). We retain the right to destroy or dispose of these internal materials after a reasonable period of time following the end of our representation of Client. without further notice to you. Unless we notify you differently, we generally will maintain client materials of significance for a period of seven years following the end of the matter. Thereafter, we may destroy them without further notice to you.

8. <u>Termination of Representation</u>. You have the right to terminate our representation at any time for any reason, and we may terminate our representation of Client in accordance with the applicable Rules of Professional Conduct. Reasons for which we may terminate our representation of you include (but are not limited to): (1) nonpayment of our fees or expenses;

(2) your failure or refusal to cooperate as needed; (3) your misrepresentation of or failure to disclose material facts; (4) your refusal to accept our advice; (5) discovery of a conflict with another client of Bond; (6) your material breach of our engagement letter and/or these Terms; or (7) any other reason permitted or required under the applicable Rules of Professional Conduct.

In the event that we terminate this engagement before completion, we will take such steps as are reasonably practicable to protect your interests in the matter, and you agree to cooperate in any action necessary for our withdrawal. We will be entitled to be paid for all services rendered and other costs or expenses incurred on your behalf through the date of withdrawal. If withdrawal is subject to approval by a court or arbitration panel, we will promptly request such permission, and you agree not to oppose our request.

Unless terminated earlier, our representation of Client will terminate upon completion of the services which we were retained to provide.

9. <u>Governing Law and Venue</u>. The rights and obligations of you and Bond arising under or in connection with our representation of you on this matter will be governed by the laws of the State of New York, without regard to conflicts of laws principles. You agree that any lawsuit between us arising out of our representation of Client must be brought in a court with appropriate subject matter jurisdiction located in and/or for the county in which our office which issued your engagement letter is located and each of us consents to personal jurisdiction before such court.

AGREEMENT BETWEEN THE TOWN OF SOMERS And SYRETTE DYM

PREAMBLE:

This Agreement is made by and between the TOWN OF SOMERS (hereinafter referred to as "Employer" or the "Town") and SYRETTE DYM (hereinafter referred to as "Ms. Dym") to amend Ms. Dym's terms and conditions of employment effective January 1, 2020, for her to work on the ongoing projects.

DEFINITIONS:

For the purposes of this Agreement, the following terms shall be deemed to have the meaning set forth.

- 1. Employer The Town of Somers;
- Ms. Dym Employee of the Town in the competitive Civil Service title of "Director of Planning";
- CSEA Contract The collective bargaining agreement between the Town of Somers and the Civil Service Employees Association, Inc., Local 1000, AFSCME, AFL-CIO, Town of Somers Unit, Westchester Local 860.

ARTICLE 1 – WORK SCHEDULE – WORKDAY AND WORKWEEK

- A. The work day for Ms. Dym shall be consistent with the needs of the Department as determined by the Town Supervisor.
- B. For the Term of this Agreement Ms. Dym's regularly assigned workweek shall be thirty-five
 (35) hours per week.
- C. Ms. Dym may work hours in addition to her regularly scheduled workweek only at the written direction of the Town Supervisor provided to her in advance of working such additional time.
- D. While Ms. Dym is employed in a regularly assigned workweek of thirty-five (35) hours per week, she will be a full-time employee of the Town for the purpose of determining her terms and conditions of employment.
- E. Ms. Dym acknowledges and agrees that upon the expiration of the Term of this Agreement or termination of this Agreement prior to that date by the Town her workweek shall revert to twenty-nine (29) hours per week.

ARTICLE 2 – SALARY

- A. For January 1, 2020 through December 31, 2020, Ms. Dym's annual salary rate shall be \$109,578.
- B. Upon the expiration of this Agreement by its Term or termination by the Town, Ms. Dym's annual salary will automatically revert to an annualized rate based on twenty-nine (29) hours per week of \$90,917.

ARTICLE 3 – TERMS AND CONDITIONS OF EMPLOYMENT

- A. All terms and conditions of employment of Ms. Dym, with the exceptions of Salary, Work
 Schedule Workweek, and Compensation for work in excess of her regularly assigned
 workweek shall be in accordance with the CSEA Contract.
- B. Ms. Dym acknowledges the Town offered her the opportunity to participate in the health insurance coverage provided to full-time Town employees under the CSEA Contract for the period of time pursuant to the terms of this Agreement her workweek is thirty-five (35) hours. Ms. Dym acknowledges and agrees that she voluntarily declined that offer and waived her right to health insurance coverage.
- C. Ms. Dym shall perform her duties and functions as Director of Planning at the direction of and under the supervision of the Town Supervisor subject to all applicable laws, rules and regulations.

ARTICLE 4 – SEVERABILITY

A. In the event that any article, section or portion of this Agreement is found to be invalid by decision of a competent jurisdiction, then such specific article, section or portion specified in such decision shall be of no force or effect, but the remainder of this Agreement shall continue in force and effect.

ARTICLE 5 – LEGISLATIVE ACTION FOR APPROVAL

A. It is agreed by both parties that any article, section or portion of this agreement requiring legislative action to permit its implementation by amendment of law or approving that additional funds therefore be made available shall not become effective until the appropriate legislative body has given approval.

ARTICLE 6 – MISCELLANEOUS

- A. Ms. Dym shall diligently and faithfully serve the Town.
- B. Ms. Dym shall not, except as authorized or required by her duties, reveal to any person or persons any confidential operation, process or dealing, or any other information concerning the organization, finance, transactions or business affairs of the Town, and shall not attempt to use any such information in any manner which may injure or cause loss either directly or indirectly to the Town.
- C. The failure of the Town to exercise the rights granted herein shall not constitute a waiver of any such rights upon the recurrence of any such contingency.
- D. This Agreement constitutes the entire understanding between the Town and Ms. Dym with respect to the subject matter of this Agreement. No waiver, modification, nor addition to this Agreement or this specific paragraph shall be valid unless it is in writing and signed by the parties hereto. Neither party has relied on any representation of the other that is not specifically contained in this Agreement.
- E. Ms. Dym acknowledges that she has had full opportunity to discuss this Agreement in detail with counsel or a representative of her choice and is entering into it of her own free will.
- F. This Agreement and all matters collateral thereto shall be governed by the laws of the State of New York applicable to contracts made and performed entirely therein and shall be enforceable only in a New York Court of Law of competent jurisdiction, without resort to a jury.
- G. Ms. Dym acknowledges and agrees that nothing in this Agreement, including but not limited to the Term of this Agreement, limits or modifies the right of the Town at any time to seek discipline up to and including termination of her employment pursuant to Section 75 of the Civil Service Law.

3

ARTICLE 7 – TERM OF THIS AGREEMENT

A. This Agreement shall be effective January 1, 2020 to December 31, 2020 unless the Town In its sole and complete discretion decides to terminate this Agreement prior to December 31, 2020. In the event of the Termination of this Agreement under either circumstance Ms. Dym's terms and conditions of employment will automatically revert to those she worked under prior to entering into this Agreement, except as specifically provided in Article 2, Section B of this Agreement.

BY:

SYRETTE DYM

TOWN OF SOMERS

Syrette Dym

(date)

Rick Morrissey, Town Supervisor

(date)

Z:\Supervisor\kdelucia\2020 Budget\S.Dym Employment Contract 2020.docx

December 1, 2019

Rick Morrissey Supervisor Town of Somers 335 Route 202 Somers, NY 10589

Dear Rick:

Enclosed with this letter is a new contract for January 1, 2020 – December 31, 2020. The terms remain the same.

J.O'Connell&Associates

OFFICE OF THE SUPERVISOR

TOWN OF SOMERS

Please review, and upon Board approval, please sign both copies, retain one copy for your files, and return one to me. An invoice for the first quarter is also enclosed, as well as a status report of recent grant activity.

Everyone at O'Connell & Associates looks forward to continuing to work with the Town of Somers staff in the coming year. Thank you for your very generous support of O'Connell & Associates this past year. It is a pleasure getting to know everyone in the Town of Somers, and I look forward to the continuation of a long and lasting relationship with you and the Town of Somers!

Very truly yours,

Jean K. O'Connell Grants Consultant

Encl.



THIS AGREEMENT, made this <u>1st</u> day of <u>January</u> 2020 by and between J. O'CONNELL & ASSOCIATES, INC., GRANTS CONSULTANTS, having its principal place of business at 10646 Main Street, Clarence, New York 14031, hereinafter referred to as "J. O'CONNELL & ASSOCIATES, INC.," and the TOWN OF SOMERS, having its principal place of business at 335 Route 202, Somers, New York 10589, hereinafter referred to as "THE ORGANIZATION."

WITNESSETH:

WHEREAS, J. O'CONNELL & ASSOCIATES, INC, is engaged in the business of grants consultation; and

WHEREAS, THE ORGANIZATION is desirous of retaining the professional services of J. O'CONNELL & ASSOCIATES, INC.;

NOW, in consideration of the mutual promises and covenants contained herein, it is agreed between the parties hereto as follows:

1. That THE ORGANIZATION retains the professional services of J. O'CONNELL & ASSOCIATES, INC. for a period of one year commencing January 1, 2020 and ending on December 31, 2020.

2. That THE ORGANIZATION agrees to pay J. O'CONNELL & ASSOCIATES, INC. for professional services rendered hereunder, the sum of Thirty-Six Thousand (\$36,000) Dollars payable as follows: Nine Thousand (\$9,000) Dollars in advance for the first three-month quarter and Nine Thousand (\$9,000) Dollars for ever quarter thereafter for professional services performed by J. O'CONNELL & ASSOCIATES, INC.

3. In consideration of the sums to be paid by THE ORGANIZATION, J. O'CONNELL & ASSOCIATES, INC. agrees to:

- Conduct a needs assessment of THE ORGANIZATION, to identify potentially fundable programs;
- Present identified programs into a form that becomes acceptable to the grant reviewer;
- (3) Conduct an on-going review of available funding sources that allows THE ORGANIZATION immediate knowledge of multiple sources;
- (4) Prepare organizational background statements, and formal letters of intent to submit to the granting agencies;
- (5) Develop COMPLETE proposals into written form that keeps them in compliance with the grant guidelines;
- (6) Follow-up on all grant applications that have been submitted on THE ORGANIZATION'S behalf;
- (7) Attend meetings with THE ORGANIZATION, ORGANIZATION staff, ORGANIZATION board members, government officials; and,
- (8) Prepare quarterly status reports that keep THE ORGANIZATION informed as to the progress of the grants' activities.

4. This Agreement may not be changed, modified or altered except upon the express written consent of the parties hereto.

5. If THE ORGANIZATION requests the presence of J. O'CONNELL & ASSOCIATES, INC. at an out of town meeting, travel is billable at the IRS rate or coach class airfare (whichever is less). Out of town travel would be outside of the Western New York Area, or 200 miles round trip from the offices of J. O'CONNELL & ASSOCIATES, INC. In order for proposal development and the timely submission of grants, J. O'CONNELL & ASSOCIATES, INC. will also travel to THE ORGANIZATION upon prior notification and approval of the Supervisor of the Town of Somers. Travel expenses will be paid to J. O'CONNELL & ASSOCIATES, INC by THE ORGANIZATION, upon presentation of receipts and prior approval of travel by THE ORGANIZATION. Travel expenses to include; transportation, lodging and meals.

6. J. O'CONNELL & ASSOCIATES, INC. is a professional grants consulting firm, and as such is an independent contractor, and in no way shall be deemed as an employee of THE ORGANIZATION.

Date:	12	10)	19	J. O'CONNELL & ASSOCIATES, INC.,
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GRANTS CONSULTANTS

BY Jean R. O'Connell

JEAN K. O'CONNELL, PRESIDENT

Date: _____

TOWN OF SOMERS

BY_____

RICK MORRISSEY, SUPERVISOR



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6. J. O'CONNELL & ASSOCIATES, INC. is a professional grants consulting firm, and as such is an independent contractor, and in no way shall be deemed as an employee of THE ORGANIZATION.

Date: <u>12-1-19</u> J. O'CONNELL & ASSOCIATES, INC., GRANTS CONSULTANTS

BY Jean R. O'Connell

JEAN K. O'CONNELL, PRESIDENT

Date: _____

TOWN OF SOMERS

ΒΥ_____

RICK MORRISSEY, SUPERVISOR

Kim DeLucia

From: Sent: To: Subject: Attachments: Bob Kehoe Tuesday, December 24, 2019 9:27 AM Kim DeLucia FW: Somers Town - Agreement with CMA Somers TOWN 12.23.19.pdf

Kim,

Capital Markets Agreement for 2020.

Bob

From: Richard Tortora [mailto:rtortora@capmark.org]
Sent: Monday, December 23, 2019 5:00 PM
To: Bob Kehoe
Cc: Eileen Duggan
Subject: Somers Town - Agreement with CMA

Hi Bob:

At your request, attached is an agreement between the Town of Somers and CMA for 2020. I am please to note that our fees remain unchanged from our current agreement.

If the agreement meets with your approval, please print out and sign two copies, retain one for your records and return the other to me at your convenience.

On behalf of all of us here at CMA, I thank you for giving us the opportunity to assist you and your colleagues at Town Hall as you address the Town's financing needs. We enjoy and appreciate our relationship with you and the Town.

Merry Christmas!

Richard Richard Tortora President Capital Markets Advisors, LLC 11 Grace Avenue, Suite 308 Great Neck, New York 11021 516-487-9815 rtortora@capmark.org

> From: Bob Kehoe [mailto:<u>rkehoe@somersny.com]</u> Sent: Monday, December 23, 2019 3:54 PM



11 Grace Avenue, Suite 308 Great Neck, New York 11030 Phone: 516-487-9815 rtortora@capmark.org

Financial Advisory Services Agreement

This Agreement has been entered into this _____ day of ______, 20___ by and between the Town of Somers, New York ("Town") and Capital Markets Advisors, LLC ("CMA"), a limited liability company created under the laws of the State of New York and having its principal place of business at 11 Grace Avenue, Suite 308, Great Neck, New York 11021.

Section 1 Financial Advisory Services

CMA will provide the following services in connection with bond, note and lease financings (the "Issue"), undertaken by the Town during the term of this Agreement.

- 1.01 Discuss plan of financing to include structure for debt issuance, taking into consideration such factors as State Building aid, local resources, market conditions, budget constraints, projected repayment requirements and future capital needs.
- 1.02 Make presentations to the Board and members of the public concerning the debt issuance process, the credit rating process, interest rates and the budget impact resulting from the debt issue, at the Town's request.
- 1.03 Prepare or assist in the preparation of financing documents, as required by the Town, including but not limited to: term sheet, official statement, notice of sale and bid sheet, request for a credit rating, request for municipal bond insurance, DTC Letter of Representations, debt statement and pre-sale or post-sale analysis, if requested.
- 1.04 Recommend alternative financing methods and use of credit enhancement when appropriate.
- 1.05 Maintain relationships with the credit rating agencies, coordinate presentations as needed and conduct presentation preparation as necessary.
- 1.06 Upon the request of the Town, CMA will assist the Town in the selection of other service providers necessary to conduct each Issue including but not limited to bond counsel, rating agencies, bond insurers, underwriters, trustee, verification agent and financial printer, if appropriate.
- 1.07 Prepare and maintain a financing schedule, cost of issue for refunding transactions, list of participants, and take such other actions requested by the Town to efficiently manage each Issue in order to meet the Town's objectives.
- 1.08 Participate in the sale of the debt and confirm net interest cost or true interest cost calculation.
- 1.09 Assist with the closing of the Issue and verify receipt of Issue proceeds.
- 1.10 Prepare and file required Continuing Disclosure and material event notices as required by SEC Rule 15c2-12.

Capital Markets Advisors, LLC

Section 2 Compensation

- 2.01 For CMA's performance of services on behalf of the Town as described in Section 1 hereof, CMA's fees will be as follows:
 - For bond issues: \$9,250 for issues up to \$5 million plus \$0.50 per \$1,000 issued over \$5 million
 - For note issues: \$4,750 for issues up to \$5 million plus \$0.50 per \$1,000 issued over \$5 million
 - For notes sold with only a Term Sheet and no Official Statement: \$3,250
 - For capital lease issues: \$6,500 for issues plus \$.50 per \$1,000 of lease issued
 - For Limited Continuing Disclosure: \$750 annually, inclusive of all required Material Event Notices
 - For Full Continuing Disclosure: \$3,000 annually, inclusive of required Event Notices
 - For services unrelated to a bond issuance: billed at an hourly fee of \$195 per hour.
- 2.02 For refunding bond issues, the fee will be negotiated with the Town and is dependent on par amount, number of series of bonds being refunded and number of series of refunding bonds to be issued.
- 2.03 The Town will pay normal issuance costs such as printing, distribution, postage, photocopying, overnight delivery, bond counsel, rating agency and other associated expenses.
- 2.04 Payment of CMA's compensation is due within 30 days of receipt of CMA's invoice following the closing of the financing.

Section 3 Term of Agreement

The term of this Agreement shall be one year from the date hereof, with a renewal for an additional, one-year term at the Town's option.

Section 4 Disclosure

CMA does not assume the responsibilities of the Town, nor the responsibilities of the other professionals and vendors representing the Town, in the provision of services and the preparation of financing documents for financings under this agreement. CMA accepts the relationship of trust and confidence established between it and the Town. CMA agrees to furnish its best skill and judgment in the performance of its services in the most expeditious and economical manner consistent with the interests of the Town. Information obtained by CMA, either through its own efforts or provided by the Town, included in the financing documents, or otherwise provided to the Town, is by reason of experience and professional judgment, believed to be accurate; however, such information is not guaranteed by CMA. However, nothing in this paragraph shall relieve CMA from liability due to negligence or want of due diligence in the performance of its services.

Capital Markets Advisors, LLC

Section 5 Required Regulatory Disclosure

Municipal Securities Rulemaking Board ("MSRB") Rule G-10 requires that municipal advisors, including CMA, provide to their clients the following information:

(i) CMA is registered as an independent municipal advisor with the MSRB (Registration No. K0489) and the US Securities and Exchange Commission ("SEC") (Registration No. 867-00807); (ii) CMA is subject to the regulations and rules on municipal advisory activities established by the SEC and MSRB; (iii) the website for the MSRB is <u>www.msrb.org</u> and the website for the SEC is <u>www.sec.gov</u> and (iv) in addition to having educational materials about the municipal securities market, the MSRB website has a municipal advisory client brochure that describes the protections that may be provided by the MSRB rules and how to file a complaint with the appropriate regulatory authority.

MSRB Rule G-42 requires that municipal advisors, including CMA, inform their clients as to any conflicts of interest that may exist that could impact the Town. To the best of our knowledge and belief, neither CMA nor any registered associated person has any material undisclosed conflict of interest that would impact CMA's ability to service the Town.

Section 6 Binding Effect

All agreements and covenants contained herein are severable and in the event any of them shall be held to be invalid by any competent court, this agreement shall be interpreted as if such invalid agreements or covenants were not contained herein, and the remaining provisions of this agreement shall remain in full force and effect. Each party hereto represents and warrants that this agreement has been duly authorized and executed by it and constitutes its valid and binding agreement.

Section 7 Modification and Termination

This Agreement contains the entire agreement of the parties. It may be amended in whole or in part from time to time in writing by mutual consent of the parties. Either the Town or CMA can terminate this agreement, with or without cause, on thirty (30) days written notice to the other without incurring any further liability hereunder.

IN WITNESS WHEREOF, the parties have duly executed this Agreement as of the day and year set forth below.

CAPITAL MARKETS ADVISORS, LLC

TOWN	OF	SOMERS,	NEW	YORK
------	----	---------	-----	------

Richard Tortora

Richard Tortora President

Ву:_____

Name: _____

Title: _____

RDM Computer Consultants, Inc. Annual Service Agreement 3 Bisbee Lane South Salem, NY 10590 914.582.8637 raymaggi@gmail.com

12.23.19

Town of Somers 335 Route 202 Somers, NY 10589

Executive Summary

RDM Computer Consultants, Inc. will provide Town of Somers with small business computer consulting services. In consideration for your one year commitment, which starts on January 1st 2020 and ends December 31st 2020, RDM will provide IT consulting, network, file server and desktop support for Town of Somers computer system.

As part of the contract, RDM will provide one scheduled full day service call per month to update the file servers and desktops with the newest service packs, updates, virus protection, and spyware definitions. The service call will also include installing any software updates, training, as well as troubleshooting any network, file server and desktop issues. Telephone and email support is also included. Cost of the contract is \$1,400 per month for the 2020 calendar year.

RDM will provide remote access to the file servers and desktops via a virtual private network or remote desktop application to troubleshoot and resolve issues that occur on a daily basis. After hours and emergency service is available for the duration of the contract. These services are billable at the current hourly rate.

For specific figures and terms of our agreement, signed by you and I, please refer to the attached Letter of Engagement.

Letter of Engagement for Annual Service Agreement

This Letter of Engagement supercedes all prior agreements between the parties. Any mutually acceptable and authorized Change Orders will be appended to this Letter of Engagement and supercede, as necessary, the corresponding elements in this letter.

This agreement is between the following parties: Town of Somers hereinafter referred to as Client, and RDM Computer Consultants, Inc., hereinafter referred to as RDM.

<u>Tasks</u>

A) Monthly On Site Visits – Each file server will be updated to the most current service pack, security fixes, and updates. Antivirus servers will be checked to make sure all virus definitions are up to date and virus free. Backup software and logs will be examined to make sure backups are current and successful. Event logs will be checked for operating system and application errors. Desktops will be examined for virus and spyware activity. Any other IT related problems could also be addressed at this time.

B) Telephone / email Support – There is no charge for telephone and email support for clients under the annual support agreement.

C) Remote Support – VPN and remote desktop support is available at the current hourly rate under the contract.

D) Service Calls – Clients can schedule a service call at any time for additional work that cannot wait until the monthly onsite visit. The current contract hourly rate applies.

<u>Time</u>

The service contract, which includes one full day on site visit, is \$1,400 per month in the 2020 calendar year. The hourly rate for service that extends beyond the contract will be \$140 per hour for desktop and network/server support for clients who purchase the annual service agreement. Specialty consulting services will be estimated on a per project basis. It should be noted that hourly project estimates are not a fixed-price commitment and are only an estimate, based on needs analysis and network design.

Materials

Due to the volatile nature of the industry, estimates for hardware, software, peripherals and procured services are not a fixed-price commitment and are only estimates, based on needs analysis and network design. Prices and specifications are subject to revision at the time of ordering. Client will be notified verbally, or in writing upon request, of any material differences before proceeding.

Terms

A) Minimum Charges – One hour minimum for on-site service, after hour service, emergency service, and remote support.

B) Terms for Services - Client agrees to bear full responsibility and reimburse RDM for any and all collection costs incurred due to Client's non-payment or late payment of fees and other costs enumerated herein. Such collection costs may include but are not limited to, attorney fees and court costs.

C) Rate Lock – Hourly billing rate will be held at \$140 for desktop and server service through 2020.

D) Software Licensing – RDM does not support unlicensed software. Client represents that all installed software is licensed. In the event that Client has any unlicensed software on premises, Client is responsible for notifying RDM of such so that a remediation plan can be prepared and implemented to assist Client in achieving 100% license compliance.

E) Recruiting or Hiring of RDM Staff and Contractors – Client agrees to not recruit or hire or retain any RDM staff and/or outside contractors for employment or work of any kind, either as an employee or an independent contractor, except through RDM during the duration of RDM's servicing client and for a period of 12 months thereafter.

F) Sanctity of Administrator Password – Client agrees that all reasonable attempts will be made to ensure only authorized and properly trained Client employees are privy to the current administrator password(s). RDM recommends that a minimum of two Client employees, but no more than three, be entrusted with this responsibility. In addition, Client agrees that these authorized employees who have access to administrator password(s) will be available for both initial and ongoing training with RDM staff.

G) Risk of Data Loss -- Client assumes all risk of data loss from any and all causes or in any way related to or resulting from the repair or service of computer hardware, software or other equipment by RDM. Client agrees to bear full responsibility for all data backup prior to any repair or service of computer hardware, software or other equipment by RDM. Client hereby releases RDM from any claim or liability related to data loss for any reason whatsoever.

H) Computer Viruses – RDM agrees to take all reasonable measures to protect Client's computer systems from computer viruses, including installation and maintenance of the latest versions of anti-virus software. Client assumes all risk of computer viruses and will not hold RDM responsible. Client is responsible for the costs of consulting time and materials required to remove any computer viruses.

I) Indemnification -- Client shall indemnify and hold harmless RDM from any and all claims, demands, suits, actions, proceedings, loss, cost and damages of any kind, including reasonable attorney's fees, caused by or arising out of, or contributed to, in whole or in part, by reasons of any act, omission, professional error, fault, mistake or negligence of RDM, its employees, agents, representatives or subcontractors in connection with or incidental to the performance of this agreement.

J) Jurisdiction -- The laws of The United States of America and the state of New York shall govern this agreement, its terms and conditions. Client agrees that the proper forum for any claim arising under this agreement shall be in the state of New York.

K) Termination of Contract – The contract may be cancelled at any time by either party although their will be no refunds for early termination for clients who wish to prepay or pay on an annual basis.

L) Equipment – Client is responsible for the cost and replacement of all hardware components that are not covered under the original manufacturer warrantee including servers, workstations, printers, routers, etc. RDM will assist in the repair and replacement of such items either during a scheduled on site visit or during a paid service call.

M) Software – RDM will support all Client software including Microsoft Windows operating systems, Microsoft Office, Antivirus, etc. that are installed on file servers and workstations. Third party and custom software will also be supported. Access to the vendor's support staff may be necessary and support contracts with these vendors is highly recommended.

Principal Contacts

A) Primary Financial Contact (authorized signer) – Tammi Savva

B) Primary Technical Contact (Client on-site project manager, responsible for prioritization of projects and tasks, authorization to schedule work and act on-behalf of Primary Financial Contact) – Tammi Savva

C) Billing Contact (invoices will be sent to this person at address listed above) – Tammi Savva

Enforceability of Surviving Parts

A) Modification or Amendment – No amendment, change or modification of this Agreement shall be valid unless in writing signed by the parties hereto.

B) Entire Understanding – This document and any exhibit attached constitute the entire understanding and agreement of the parties, and any and all prior agreements, understandings and representations are hereby terminated and canceled in their entirety and are of no further force and effect.

C) Unenforceability of Provisions – If any provision of this Agreement, or any portion thereof, is held to be invalid and un-enforceable, then the remainder of this Agreement shall nevertheless remain in full force and effect.

Approval

Please sign below to indicate your approval and return (2) copies at your earliest convenience. An executed copy will be returned to you within 7 days.

Client Acceptance

Signature

Print Name

Date

RDM Computer Consultants, Inc. Acceptance

Signature Raymond Maggi

Print Name Raymond Maggi

Date 12.23.19

1019 RIFY

Euro Video Productions LLC

9 Hazen Lane Carmel, N.Y. 10512-1607 Phone: (914) 482-2131 email: eurovideoproductions1@yahoo.com

October 7, 2019

Dear Supervisor Morrissey & Town Board members,

I'm hereby respectfully requesting you to review and consider the following proposal for my video production services for the Town of Somers.

I've proudly been a hired contractor for the Town of Somers for approximately 10 years under my own business ownership, but serviced the Town for about 9 years prior to that under my Father's business. Over the years, my prices have remained consistent, but I'm requesting a slight increase. I've gained a lot of experience in filming the Town meetings & managing the Town's television station. I have the skills and knowledge of today's technology, look forward to continue working for the Town of Somers.

On the following page, I'm respectfully requesting for your consideration of a raise for my services.

Sincerely,

Paul Holman - Owner *Euro Video Productions LLC*

Below is a list our current pricing and our proposed increases.

Current pricing

Video taping of Town meetings \$240. for the 1st 2hrs and \$35. per hour after that. Programming of the character generator & tv programming is \$370. per month. Station Maintenance fee is \$190. per month.

Video conversion of meetings to go onto the website is \$45. per meeting uploaded. Planning Board & Zoning Board require a special dvd delivered to them which is \$20. per dvd. F.O.I.L request for Town meeting dvd's are \$17. per dvd.

Proposed pricing

Video taping of Town meetings \$255. for the 1st 2hrs and \$50. per hour after that. Programming of the character generator & tv programming is \$385. per month. Station Maintenance fee is \$200. per month.

Video conversion of meetings to go onto the website is \$55. per meeting uploaded.

Planning Board & Zoning Board require a special dvd delivered to them which is \$25. per dvd.

F.O.I.L request for Town meeting dvd's are \$17. per dvd.





Hello Kim,

All of us at ESI are excited to start a new year serving you and all Town of Somers, NY employees.

During the last year, we have continued to focus on enriching the benefits we bring to your organization.

Our Peak Performance Employee Development Benefits have been expanded to include additional coaching programs (a descriptive flyer is enclosed). We are particularly pleased with how many employees are taking advantage of the personal finance coaching. We've added hundreds of new benefits to bring our Self-Help Resources to over 25,000. In addition, we have upgraded all of our compliance trainings.

We pledge to make every effort to deliver the best possible service to you and your employees.

To help complete the renewal process, we've enclosed a renewal tool kit. You'll find:

- Your renewal contract (please sign and return the Fees and Service page we have enclosed a return envelope for your convenience)
- Your renewal invoice
- Communication materials that you can use to promote EAP benefits to your employees

If you need additional employee communication materials, you can email Jessica Hill: <u>JessicaHill@theEAP.com</u> or give her a call at 800.535.4841 Ext. 100.

Please let me know if you have any questions.

Sincerely,

Gining Van Haguer

Ginny VanWagner Senior Vice President and Chief Client Service Officer 800.535.4841 Ext. 720 | ginnyvanwagner@theEAP.com





We're upgrading your Wellness benefits to include Coaching!

Great news!

We're happy to let you know that we are adding Wellness Coaching to bolster your EAP benefits. This upgrade is part of our ongoing commitment to offer more services, better benefits and higher employee satisfaction than any other EAP!

Going forward, your employees and their qualified family Members will now have access to this comprehensive Wellness Coaching benefit, which is designed to address some of the issues that are most detrimental to overall employee health and well-being. This program includes assistance with:

- Weight loss
- Improving nutrition
- Getting fit
- Stopping tobacco use
- Reducing stress

Here's how it works:

Members will call the same EAP toll-free confidential number - 1-800-252-4555 or 1-800-225-2527 - and ask to speak to a Wellness Coach. It's as simple as that. Coaches will work with members one-on-one telephonically to develop an action plan tailored to each Member's unique goals and lifestyle. The Wellness Coach will offer tools, resources, support services and motivation to help each Member reach their goals.

Get in touch:

If you have questions, please give us a call!

Ginny VanWagner

Senior VP and Chief Client Services Officer ESI Employee Assistance Group | **T** 800.535.4841 Ext. 720

Patricia Reardon

Vice President, Client Services ESI Employee Assistance Group | **T** 800.535.4841 Ext. 607 More Solutions for Employee Issues.

Personal Coaching and Training for Higher Engagement.

Better Utilization Results and 98%+ Employee Satisfaction.

	. 649	Invoice
ESI EMPLOYEE ASSISTANCE GROUP	Higher Ed EAP HealthCare EAP	Invoice No.: 38005 Invoice Date: Dec 1, 2019 Contract Period: 1/1/20-12/31/20
Phone: 585-593-9870	Fax: 585-593-5719	Due Date: Jan 1, 2020
Customer ID#: 2951 Sold To: Town of Somers, NY Finance Department 335 Route 202 Somers, NY 10589 Attention: Kim Delucia	OFFICE OF TOWN	1 2 2019 THE SUPERVISOR OF SOMERS
Di	escription	Total Price
EAP Services from 1/1/20-12/31/20		3,175.00
Late Fee: 1.5% (18% annually) on	unpaid invoices after 30 days.	

Make checks payable and send to:

TOTAL INVOICE 3,175.00

ESI 55 Chamberlain St. Wellsville, NY 14895



Employee Assistance Program (EAP) | RENEWAL AGREEMENT

This Employee Assistance Program (EAP) Agreement ("Agreement") is between **Town of Somers, NY** ("Client") and **EMPLOYEE SERVICES, INC. dba ESI EMPLOYEE ASSISTANCE GROUP**, a New York corporation, 55 Chamberlain Street, Wellsville, New York 14895 ("ESI") for ESI to provide the benefits described herein for employees of Client effective **1/1/20-12/31/20**.

I. Productivity Solutions

With employees losing an average of over 3 weeks of productivity each year, addressing productivity losses is critical. Our entire focus is on providing the most comprehensive benefits to make the largest possible impact on improving employee lives and reducing lost productivity cost. We offer more than twice the benefits of other EAPs. Employees of Client and their household members including children up to age 26 who do not reside with employee are referred to herein as Members.

- Unlimited Telephonic Counseling: Members speak directly with our professional staff counselors 24 hours a day via a toll-free number. Every counselor has a Master's or Ph.D. degree. Staff counselors provide direct in-the-moment counseling when a Member calls and act as case managers when referrals are made to local counselors or other work-life or wellness resources, overseeing each case to its ultimate closure – regardless of the amount of time involved in assisting the Member.
- Face-to-face Counseling Sessions per Issue: Up to 3 Members are eligible for telephonic counseling and short-term, in-person counseling.
- Work/life Benefits: Benefits offered to assist Members with a wide variety of issues including Legal, Financial, Caregiver, Adoption, Special Needs, Personal Assistant, Tools for Tough Times and Pet Help.
- **Lifestyle Benefits**: Menu of value-added wellness services designed to enhance a Member's quality of life discounts vary by season and location.
- Wellness Resource Center: Includes the latest, most reliable articles, videos and self-assessments for dealing with stress, diet, fitness and smoking.

II. Engagement Solutions - Peak Performance Benefits

ESI is the only EAP to offer Peak Performance Benefits - an entire menu of coaching programs, self-help resources and training to stimulate employee engagement. These benefits are designed to improve the performance of not just some but all of your employees. ESI also provides Hiring, Onboarding and Employee Engagement Resource Centers for HR, managers and supervisors. The result: Employees report improved personal and professional performance at work and at home; and overall employee engagement is improved.



- Personal and Professional Coaching: One-on-one telephonic coaching from Certified Coaches combined with structured, online trainings. Coaching is delivered by Masters or Ph.D. level Coaches in scheduled telephonic coaching sessions to review key concepts of the trainings and implementation of skills. Coaches use a solution-focused approach to improve current and future performance. Information Resource Benefits: 25,000 Self-Help Resources Tools, Assessments, Financial Calculators, Video Library, and Articles for thousands of topics.
- Online Training and Personal Development: Includes over 200 Personal Finance and Investing courses and over 50 Personal Development courses to help employees balance their work and personal life. The ESI Management Academy is an entire curriculum of online training programs that promote key management skills.
- Recruiting, Hiring, Interviewing, Onboarding, and Employee Engagement Resource Centers: Extensive array of articles and Web resources from leading experts.

III. EAP Administration - Orientation and Engagement

An employee assistance program that is not used is not useful. Utilization begins with employee awareness. A well-planned installation and continued awareness campaigns will have a direct impact on the level of engagement. ESI provides comprehensive employee orientation and communications.

- Automated Digital Communication (ADC): Proprietary Automated Digital Communications (ADC) system allows ESI EAP to engage in periodic email communications with Members. Utilization is the key to maximizing the effectiveness of your EAP by helping employees to resolve issues and distractions that hinder productivity.
- **EAP Mobile App:** Members have the convenience and privacy of 24/7 access to all EAP benefits and services at their fingertips wherever they go via the EAP smartphone app.
- **EAP Ongoing Communication & Engagement:** ESI provides a wide variety of high-quality video, hardcopy and electronic materials to promote continued awareness and maximize engagement of the program. The continued awareness campaign includes Brochures, Wallet Cards, Posters, Monthly Newsletters, Table Top Displays, Topical Flyers, Video Presentations, and New Benefit Announcements.
- EAP Member/Employee & Supervisor Orientation: ESI provides comprehensive employee and supervisor orientations via web conference meetings, online orientation videos, and onsite group meetings.

IV. Manager, Supervisor and Human Resources Services

ESI offers an entire menu of management-focused employee assistance services to help deal with important compliance and liability issues.

- **Trauma Response & Resources:** Provides consultation with our counselors and grief and loss resources for managers and Members. Responses include on-scene deployment, telephonic counseling and private counseling as well as group debriefings.
- Unlimited Administrative (Mandatory) Referrals: Formal process to address employee policy violations and unacceptable job performance that could be improved through Coaching and Training.



- Unlimited HR Consultations w/ SPHR's: Managers may contact our clinical staff or our certified SPHRs (Senior Professionals in Human Resources) for counsel on human resource and complex employee issues.
- **Supervisor Resource Center:** Forms, policies, articles and other tools designed to help develop people management best practices. Key topics include Recruiting, Hiring, Interviewing, Onboarding, Employee Engagement, FMLA, Workplace Violence and Harassment Prevention.
- HR Web Café: Workplace blog about employment issues, people matters and work trends.

V. ESI Accountability

- Activity Reports: ESI generates detailed online EAP statistical reports on a monthly basis. Due to confidentiality, clients with less than 25 employees will not have access to an activity report.
- Quality Assurance Program: ESI maintains a rigorous Quality Assurance Program. Key elements include Proprietary Network, Provider Review, Member Satisfaction Research, Peer Review, Weekly Clinical Staff Meetings, Clinical Supervision and Immediate Problem Resolution.
- **Confidentiality:** Confidentiality is always maintained except in cases where there is a legal obligation to intervene, such as in the case of child or elder abuse, a serious threat of harm to self or others, or threats of workplace violence.

VI. Optional Services

• Employee Engagement Program – Best Practice Learning Center, Knowledge Center and Consultant: No

The ESI Engagement Program is an **optional benefit** designed to meet the needs of organizations focused on improving employee engagement, professional development and productivity. It is an online personal and management development Knowledge Center *powered by Skillsoft*, the world's leading provider of online personal and professional training. In addition, the Best Practice Learning Centers assist managers and supervisors in developing recruiting & interviewing, onboarding & development and employee best practices. The program is supported by a dedicated ESI Consultant, who assists in creating a tailored training curriculum to meet your organization's needs.

• Wellness Coaching: Yes

Members have unlimited coaching assistance from an integrated team of Certified Wellness. Coaches and Behavioral Health Clinicians for the mental and emotional challenges each employee must overcome to improve their physical health.

GCN Compliance Training: No

ESI has partnered with Global Compliance Network (GCN) to offer online compliance training to our Member organizations at a **discounted rate**.



VII. Force Majeure

ESI's inability to perform any of the obligations provided in this Agreement due to (i) an act of God, such as earthquake, hurricane, tornado, flooding or other natural disaster; (ii) unavailability or interruption or delay of transportation, telecommunications, internet, cable, or third-party services; (iii) failure of software; (iv) inability to obtain supplies or power used in or equipment needed for provision of the services; (v) labor strikes, riots, insurrection, war; or (vi) other significant factors that are beyond ESI's reasonable control ("Force Majeure Event(s)") shall not be deemed a breach of this Agreement. In the event of Force Majeure Event(s), ESI shall make every reasonable effort to minimize delay of performance.

VIII. Execution of Documents

This Agreement and all related documents may be executed by the parties in one or more counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument. The exchange of executed copies of this Agreement and related documents and of signature pages by facsimile transmission and/or by electronic mail in Portable Document Format ("PDF") or similar format shall constitute effective execution and delivery and may be used in lieu of the original documents for all purposes. Signatures of the parties transmitted by facsimile and/or by electronic mail in PDF or similar format shall be deemed to be their original signatures for all purposes.



IX. Fees and Payment

- A. The total number of employees covered under this Agreement is 96.
- B. Employer agrees to pay ESI the sum of \$3,175.00 for 1/1/20-12/31/20.
- C. The annual fee includes all employees and their household members, as well as children up to age 26 who do not reside with the employee.
- D. Payment of the Annual premium is due upon receipt of the invoice.
- E. Flat Rate listed above covers a census of 51 to 100. Contract rate will be modified if census moves outside of this range.
- F. 1 on-site trauma response(s) @ no charge per year, additional Trauma Responses available at \$250.00 per hour plus travel time.
- G. DOT required Substance Abuse Evaluations \$850.00 each.

X. Entire Agreement

This Agreement constitutes the entire agreement of the parties hereto with respect to the subject matter of this Agreement, and supersedes any prior understandings or written or oral agreements between the parties with respect to the subject matter of this Agreement.

EMPLOYEE SERVICES, INC.

Diane Dunbar, President & Chief Operating Officer

Town of Somers, NY

Authorized Signature

Date

OFFICE OF THE SUPERVISOR

Telephone (914) 277-3637 Fax (914) 276-0082

RICK MORRISSEY SUPERVISOR



WESTCHESTER COUNTY, N.Y.



SOMERS TOWN HOUSE 335 ROUTE 202 SOMERS, NY 10589

December 30, 2019

To: Patty Kalba

From: Rick Morrissey Town Supervisor

Re: 2020 Liaisons

Desilation Demonstrates and 7 and an	
Building Department and Zoning	Councilman Garrity &
Boards of Appeals	Councilman Faulkner
Budget, Audit, Finance, Taxes and	Supervisor Morrissey &
Assessment	Councilman Cirieco
Cable Television	Councilman Garrity
Highway	Councilman Garrity
	Councilman Clinchy
Intergovernmental Affairs	Councilman Faulkner
	Councilman Cirieco
Planning and Engineering	Supervisor Morrissey
Police and Fire	Councilman Cirieco
	Councilman Faulkner
Parks and Recreation	Councilman Garrity
	Councilman Clinchy
Energy and Environment	Councilman Clinchy
Water and Sewers	Councilman Cirieco
Emergency Preparedness	Councilman Cirieco
Landmarks and Historic Preservation	Supervisor Morrissey
Court administration	Councilman Clinchy
Open Space Committee	Councilman Faulkner
Risk Management	Robert Kehoe
	Councilman Garrity
School Liaison	Councilman Cirieco
	Councilman Clinchy
Substance Abuse Council/Partners in	Councilman Cirieco
Prevention	
Library	Councilman Clinchy

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2020 SALARY SCHEDULE

			2020 Budgeted
EMPLOYEE	DEPARTMENT	TITLE	Salary/Hrly Rate
Clinchy, Richard	Town Board	Councilman	\$12,612
Garrity, Thomas	Town Board	Councilman	\$12,612
Cirieco, Anthony	Town Board	Councilman	\$12,612
Faulkner, William	Town Board	Councilman	\$12,612
adikiter, wallari	I CHILDOULD	Countriantan	\$12,012
Timone, Denis	Court	Town Justice	\$40,191
McDermott, Michael	Court	Town Justice	\$40,191
Listman, Patricia	Court	Asst. Court Clerk	\$57,708
Callan-Lloyd, Barbara	Court	Court Clerk	\$92,484
Morrissey, Frederick	Supervisor	Supervisor	\$109,233
Delucia, Kim	Supervisor	Conf. Executive Assstant	\$73,870
Savva, Tammi	Supervisor	Sr. Office AsstAuto Sys.	\$65,645
Kehoe, Robert	Finance	Director of Finance	\$117,476
Persaud, Robert	Finance	Senior Account Clerk- PT	\$27.8554
Brush, Carolyn	Finance	Senior Bookkeeper	\$62,866
Bruch, Galolyn	i inditoo		
McKearney, Michele	Tax Collection	Receiver of Taxes	\$72,803
Rossiter, Christine	Tax Collection	Deputy Rec. of Taxes	\$50,000
Stegner, Teresa	Assessment	Assessor	\$94,700
Brandt, Barbara	Assessment	Assessment Assistant	\$55,784
Pugliese, Loretta	Assessment	Asst. Assessment Clerk	\$16.5000
Kalha Datris's	Taun Cladr	Tour Clock	¢05 764
Kalba, Patricia	Town Clerk	Town Clerk	\$85,764
Verderame, Linda	Town Clerk Town Clerk	Deputy Town Clerk Intermediate Clerk - PT	\$50,000 \$16.5000
Garrity, Ann			φ10.0000
Woelfle, Steven	Engineering	Principal Engin. Tech, Civil	\$94,334
Getting, Wendy	Engineering	Sr. Office Asst Auto Sys.	\$65,645
Kalba, Patricia	Elections	Town Clerk	\$3,000
Verderame, Linda	Elections	Deputy Town Clerk	\$1,000
Garrity, Ann	Records Mgmt.	Intermediate Clerk - PT	\$16.5000
Stole, Martin	Building	Maintenance MechRepair	\$65,645
Dammeyer, Charles	Building	Maintenance MechRepair	\$57,742

EMPLOYEE	DEPARTMENT	AMOUNT
Lloyd, Barbara	Town Justice	\$1,300.00
Listman, Patircia		\$1,100.00
Savva, Tammi	Supervisor	\$1,300.00
Getting, Wendy	Engineering	\$1,550.00
Woelfle, Steven	Engineering	\$1,550.00
Stole, Martin	Buildings	\$1,550.00
Tooma, Thomas	Safety Inspections	\$1,550.00
Tierney, Maria	Safety Inspections	\$1,100.00
Disisto, Cathy	Highway	\$1,100.00
Leather, Jeanette	Nutrition	\$1,550.00
Taberer, Barbara	Nutrition	\$1,550.00
Eichorn, Peg	Nutrition	\$1,300.00
Cunha, Julio	Nutrition-Transportation	\$1,100.00
Ralston, Steven	Recreation Adm.	\$1,550.00
Belmont, Donald	Recreation Adm.	\$1,550.00
Johnson, Andrew	Recreation Adm.	\$1,300.00
Vinberg, Howard	Parks	\$2,050.00
Demilto, Michael	Parks	\$1,100.00
Schirmer, Denise	Zoning	\$1,100.00
Dufner, Craig	Highway	\$1,500.00
Furu, Carl	Highway	\$1,500.00
Walsh, Michael	Highway	\$1,750.00
Westhoff, Paul	Highway	\$1,500.00
Decrenza, Jaycen	Highway	\$1,300.00
Disanto, Vicki	Library	\$1,100.00
Widman, Margaret	Library	\$1,100.00
Felis, Edith	Library	\$1,100.00
Smith, Adam	ASWD	\$2,050.00
Maroni, Gregory	ASWD	\$1,300.00

Driscoll, Michael	Police-FOIC	Police Officer - PT	\$74,933
Barker, Richard	Police	Police Officer - PT	\$45.1268
Boncardo, Nicola	Police	Police Office - PT -95%	\$39.3941
Burpee, David	Police	Police Officer - PT	\$41.4675
Collora, Larry	Police	Police Officer - PT	\$41.4675
Dunne, Thomas	Police	Police Officer - PT	\$41.4675
Foltin, Thomas	Police	Police Officer - PT -90%	\$40.6141
Maguire, John	Police	Police Officer - PT -90%	\$37.3208
Maguire, Kim	Police	Police Officer - PT -90%	\$37.3208
Gugliucciello, Joseph	Police	Police Officer - PT	\$41.4675
Johanson, Thomas	Police	Police Officer - PT - 95%	\$39.3941
Linkletter, Brian	Police-Lieutenant	Police Officer - PT	\$52.8806
Naranca, Gregory	Police	Police Officer - PT	\$41.4675
Porteus, Patrick	Police	Police Officer - PT	\$41.4675
Siegel, Craig	Police	Police Officer - PT	\$41.4675
Thomas, Ricardo	Police	Police Officer - PT	\$41.4675
Walker, Paul	Police	Police Officer - PT	\$41.4675
Lewis, John	Police	Police Officer - PT-80%	\$33.1740
Mulholland, Janice	Police	Intermediate Clerk - PT	\$24.6656
Premuroso, William	Fire Prev.	Fire Inspector	\$39.7910
Schirmer, Denise	Fire Prev.	Secretary	\$32.6780
Stanton, Helga	Dog Control	Dog Control Officer	\$20.1315
Tooma, Thomas	Building	Bldg. Inspector	\$94,334
Dunbar, Michael	Building	Asst. Bldg. & Plumbing Insp.	\$69,428
Gizzo, Annamaria	Building	Sr Office Asst. Off. Mgr	\$57,742
Tierney, Maria	Building	Sr Office Assistant	\$59,474
Aakjar,Mariann Russel, Robert	Building (50%) Building	Office AsstAuto Systems Code Enforcer -PT	\$21,893 \$17.8765
Russel, Robert	Building		\$17.0705
Schirmer, Denise	Sub. Abuse Council	Meeting Secretary	\$32.6780
Chiaverini, Tommy	Highway	Supt. of Highways	
DeVito, Nicholas	Highway	Supt. of Highways	\$112,309
Deagan, Thomas	Highway	Deputy Supt. Hgwy	\$89,500
Disisto, Catherine	Highway	Sec'y to Supt. of Highways	\$55,000
Johnson, Mary	Highway	Int Typist - PT	\$14.2128
Taberer, Barbara	Nutrition/IIIC	Nutrition Program Director	\$23,509
Eichorn, Margaret	Nutrition/IIIC	Site Manager	\$19,217
Leather, Jeanette	Nutrition/IIIC	Food Service Helper	\$16,263
Gentile, Erica	Nutrition/IIIC	Food Service Helper - PT	\$17.7988
Tabaaa Dada	Nutrition (ONIA D		647.000
Taberer,Barbara	Nutrition/SNAP	Nutrition Program Director	\$47,090
Eichorn, Margaret	Nutrition/SNAP	Site Manager	\$38,491
Leather, Jeanette Gentile, Erica	Nutrition/SNAP	Food Service Helper Food Service Helper - PT	\$32,576 \$17.7988
Cunha, Jose Julio	Adult Transportation	Chauffeur	\$44,028
Taberer,Barbara	Adult Transportation	Director	\$5,811
Gentile, Erica	Adult Transportation	Chauffeur - PT	\$17.7988
Garrity, Jeanine	Adult Transportation	Chauffeur - PT	\$15.8792
Landers, Kenneth	Adult Transportation	Chauffeur - PT	\$18.4271
Maenza, Lawrence	Adult Transportation	Chauffeur - PT	\$17.2341
Fagan, Marie	Adult Transportation	Chauffeur - PT	\$15.3000
Lee, Douglas	Adult Transportation	Chauffeur - PT	\$15.3000
Westerman, Kevin	Recreation Adm.	Chair, Parks Board	\$1,500
Schirmer, Denise	Recreation Adm.	Meeting Secretary	\$32.6780
Ralston, Steven	Recreation Adm.	Supt. of Parks & Rec.	\$103,670
Belmont, Donald	Recreation Adm.	Recreation Supervisor	\$75,088
boiltions, bollard			
Johnson, Andrew	Recreation Adm.	Asst. Supt. of Parks & Rec.	\$85,388

Vinberg, Howard	Parks	Park Foreman	\$77,764	
DeMilto, Michael	Parks	Parks Groundskeeper	\$56,576	-
Andersen, Jesse	Parks	Maintenance - Laborer	\$39,404	-
Andersen, Jayme	Parks	Maintenance - Laborer	\$39,404	-
LaGrange, John	Parks	Maintenance - Laborer	\$46,453	
Yanza, Darwin	Parks	Maintenance - Laborer	\$38,256	-
Taniza, Barrin	r uniu		400,200	
Smith, Doris Jane	Historian	Town Historian	\$2,814	
Schirmer, Denise	Historical Property	Meeting Secretary	\$32.6780	
Cannistra, Victor	ZBA	Chair, ZBA	\$2,000	
Schirmer, Denise	Zoning (50%)	Secretary	\$29,737	-
Currie, John	Planning	Chair, Planning Board	\$2,500	_
Dym, Syrette	Planning	Planner	\$109,578	_((
Sherry, Barbara	Planning	Intermediate Clerk - PT	\$38.3158	
Aakjar,Mariann	Engineering/Planning (50%)	Office AsstAuto Systems	\$21,893	-
Schirmer, Denise	Energy Advisory Panel	Meeting Secretary	\$32.6780	
Schirmer, Denise	Open Space	Meeting Secretary	\$32.6780	
Alfonzetti, John	Arch. Rev. Bd.	Chair, ARB	\$1,500	
Schirmer, Denise	Arch. Rev. Bd. (50%)	Meeting Secretary	\$29,737	
Decrenza, Jaycen	Highway	Motor Equipment Operator	\$35.3120	
Dufner, Craig	Highway	Heavy Motor Equip. Operator	\$36.4697	
Furu, Carl	Highway	Senior Automotive Mechanic	\$37.3385	
Giannotti, Anthony	Highway	Road Maintainer	\$24.7475](7
Walsh, Michael	Highway	Skilled Road Maintainer	\$28.0760	
Westhoff, Paul	Highway	Foreman	\$39.0750	
Buzzetto, Nicholas	Highway	Road Maintainer	\$23.4450	(8
Gall, Edward	Highway	Motor Equipment Operator	\$35.3120	
Yanza, Jose	Highway	Motor Equipment Operator	\$35.3120	
Huber, Charles	Highway	Road Maintainer	\$26.0500	
Coffey, Dennis	Highway	Road Maintainer	\$26.0500	
Rende, Frank	Highway	Road Maintainer	\$26.0500	
Dimarco, Nicholas	Highway	Road Maintainer	\$26.0500	
Ottomanelli, Michael	Highway	Road Maintainer	\$26.0500	
Bilinski, Michal	Highway	Senior Automotive Mechanic	\$33.6046	1(9

Aiello, Shane	Library	Substitute Library Clerk	\$15.4788
Alongi, Dana Hysell	Library	Substitute Library Clerk	\$15.4788
Bahr, Rosemarie	Library	Substitute Library Clerk	\$15.4788
Bolte, Quinn	Library	Substitute Library Clerk	\$15.4788
Gerstein, Zacharias	Library	Substitute Librarian	\$28.4123
Cohen, Rita	Library	Substitute Library Clerk	\$15.4788
Cujak, Ethan	Library	Student Page	\$13.0000
Cunningham, Diana	Library	Substitute Librarian	\$28.4123
Dressler,Marci	Library	Substitute Librarian	\$28.4123
Dehn, Anne	Library	Substitute Library Clerk	\$19.4673
DiSanto, Victoria	Library	Librarian I	\$53,846
Farber, Andrew	Library	Library Director II	\$100,000
Felis, Edith	Library	Senior Library Clerk	\$42,854
Ferretti, Tara	Library	Librarian 1	\$53,846
Haas, Susan	Library	Substitute Library Clerk	\$15.4788
Kunala, Manisha	Library	Student Page	\$13.0000
Levine, Beth	Library	Library Assitant	\$42,009
Montero-Heyert, Diane	Library	Substitute Library Clerk	\$19.4673
Niad, Josephine	Library	Substitute Library Clerk	\$15.4788
Nolan, Kyle	Library	Library Clerk -PT	\$16.8300
Ormond, Eileen	Library	Substitute Library Clerk	\$15.4788
Polos, Susan	Library	Substitute Librarian	\$28.4123
Rivlin, Holly	Library	Substitute Librarian	\$28.4123
Schirmer, Denise	Library	Meeting Secretary	\$32.6780
Syken, Jack	Library	Student Page	\$13.0000
Thomas, Terre	Library	Substitute Library Clerk	\$15.4788
Tierney, Alisa	Library	Student Page	\$13.0000
Topaz, Le Tourneau	Library	Substitute Library Clerk	\$15.4788
Hamann, Corinna	Library	Senior Library Clerk	\$42,854
Widman, Margaret	Library	Principal Library Clerk	\$55,422
Worthman, Linda	Library	Substitute Librarian	\$28.4123
Smith, Adam	ASWD	Superintendent	\$108,110
Maroni, Greg	ASWD	Maintenance Worker 2	\$61,258

(1) Increases to \$41.4675 (100%) on May 13, 2020.

(2) Increases to \$42.8705 (95%) on September 16, 2020.

(3) Increases to \$39.3941 (95%) on May 8, 2020.

(4) Increases to \$39.3941 (95%) on December 27, 2020.

(5) Increases to \$35.2474 (85%) on September 30, 2020.

(6) Annual salary pending contract approval at Jan 2020.Board meeting.

(7) Increases to \$26.0502 (100%) on April 29, 2020.

(8) Increases to \$24.7477 (95%) on January 29, 2020 and to \$26.0502 (100%) on July 29, 2020.

(9) Increases to \$35.4715 (95%) on June 16, 2020 and \$37.3384 (100%) on December 16, 2020.