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Meeting ID: 830 3245 2642

**TOWN OF THOMPSON  
-Regular Meeting Agenda-**

THIS MEETING WILL BE HELD IN-PERSON  
LOCATED AT TOWN HALL, 4052 STATE ROUTE 42,  
MONTICELLO, NY 12701. THE MEETING WILL  
ALSO BE STREAMED LIVE ON ZOOM: TO JOIN  
PLEASE SEE TOWN WEBSITE AT:  
[WWW.TOWNOFTHOMPSON.COM](http://WWW.TOWNOFTHOMPSON.COM)

**TUESDAY, JANUARY 21, 2025**

**7:00 PM MEETING**

**CALL TO ORDER  
ROLL CALL  
PLEDGE TO THE FLAG**

**APPROVAL OF PREVIOUS MINUTES: January 07, 2025 Organizational/Regular Town Board Meeting**

**PUBLIC COMMENT**

**CORRESPONDENCE:**

- **Alysse Devine, Division of Environmental Permits, NYS DEC:** Email/Letter dated 12/30/24 to Steven Gray, Waters, McPherson, McNeill, P.C. Re: Response to Partial Resubmission #2 on the Gan Eden Estates Project application, DEC ID: 3-4899-00009 including response from Waters, McPherson, McNeill, P.C. Representatives on behalf of applicant.
- **Town of Thompson Planning Board:** Letter dated 01/02/25 to All Interested or Involved Agencies: Re: Notice of Lead Agency Designation on Proposed Type 1 Action: Congregation Yeshiva Ateres Shloime of Bobov (Camp Bobov Site Plan Project), Gartner Rd & Goldfarb Rd, Monticello, NY – Including EAF Part 1 and Site Plan Map.

**AGENDA ITEMS:**

- 1) SILBERTS RESORT COMMUNITY, INC.: PROPOSED LOCAL LAW NO. 01 OF 2025 FOR ZONE CHANGE FROM SUBURBAN RESIDENTIAL (SR) ZONING DISTRICT TO HIGHWAY COMMERCIAL-2 (HC-2) ZONING DISTRICT, SBL #'S 13.-1-17.1 & 17.2**
- 2) CATSKILL VETERINARY SERVICES, PLLC: RESOLUTION TO AUTHORIZE PREPARATION OF MAP, PLAN & REPORT FOR SEWER DISTRICT EXTENSION NO. 03 OF THE ROCK HILL EMERALD GREEN CONSOLIDATED SEWER DISTRICT FOR PROPERTY LOCATED AT 23 OLD DRIVE-IN ROAD, ROCK HILL, NY, SBL # 32.-1-14.1**
- 3) APPROVE CONTRACT WITH SULLIVAN COUNTY SPCA FOR DOG SHELTER SERVICES (2025)**
- 4) APPROVE ENGAGEMENT LETTERS WITH NUGENT & HAEUSSLER, P.C., CERTIFIED PUBLIC ACCOUNTANTS FOR PROFESSIONAL AUDITING SERVICES FOR TOWN & JUSTICE COURT (FYE 12/31/2024)**
- 5) DISCUSS REVISION TO RESOLUTION NO. 167 OF THE YEAR 2024 REGARDING HOURLY RATE**
- 6) LED STREETLIGHT PROGRAM – REVIEW & DISCUSS STREET LIGHT MAINTENANCE OPTIONS/PRICING PROVIDED BY NY POWER AUTHORITY (NYPA)**
- 7) MELODY LAKE WATER DISTRICT WATER SYSTEM IMPROVEMENT PROJECT – REVIEW & APPROVE PROPOSAL OF (MHI) MILLER HYDROGEOLOGIC INCORPORATED FOR WELL INSTALLATION, TESTING, DATA COLLECTION & ANALYSIS, TOTAL PROJECT ESTIMATED COST IS \$37,370.00**
- 8) WATER & SEWER DEPARTMENT: REQUEST TO HIRE MICHAEL SCUDERI AS A WATER OR WASTEWATER TREATMENT PLANT OPERATOR TRAINEE 1 AT THE CONTRACTED HOURLY RATE OF \$26.37**
- 9) COLD SPRING WATER DISTRICT EXTENSION – REPORT & DISCUSS NEXT STEP**

**10) JUSTICE COURT SCANNING PROJECT – REQUEST TO INCREASE TOTAL PROJECT COST FROM \$181,817.78 TO A NEW TOTAL COST NOT TO EXCEED \$203,250.58**

**11) BILLS OVER \$5,000.00**

**12) BUDGET TRANSFERS & AMENDMENTS**

**13) ORDER BILLS PAID**

**OLD BUSINESS**

**NEW BUSINESS**

**REPORTS: SUPERVISOR, COUNCILMEN, & DEPARTMENT HEADS**

**PUBLIC COMMENT**

**ADJOURN**

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**PLEASE TAKE NOTICE, that this Town Board meeting will be held in person and via videoconferencing, as permitted by the NYS Open Meetings Law. The zoom invite is merely a courtesy and convenience to the public. If there is a disruption in the ability of the zoom meeting to commence or even continue once a meeting has been commenced, the official meeting of the Town Board shall continue in person without interruption.**

**Minutes** of an **Organizational/Regular Meeting** of the Town Board of the Town of Thompson held at the Town Hall, 4052 State Route 42, Monticello, New York and held remotely via Zoom on **January 07, 2025**.

**ROLL CALL:**

**Present:** Supervisor William J. Rieber, Jr., Presiding  
Councilwoman Melinda S. Meddaugh  
Councilman John A. Pavese  
Councilman Scott S. Mace

**Absent:** Councilman Ryan T. Schock

**DRAFT**

**Also Present:** Marilee J. Calhoun, Town Clerk  
Michael B. Mednick, Attorney for the Town  
Jill M. Weyer, Director of Community Development  
Melissa DeMarmels, Town Comptroller  
Michael G. Messenger, Water & Sewer Superintendent  
Glenn Somers, Parks & Recreation Superintendent  
James L. Carnell, Jr., Director of Building, Planning & Zoning  
Hayden Carnell, Highway Superintendent

**Present via Zoom:** Kelly M. Murran, Deputy Town Clerk

**ANNUAL FISCAL YEAR 2025 ORGANIZATIONAL MEETING – CALL TO ORDER**

Supervisor Rieber called the Organizational Meeting to order at 7:00 PM with the Pledge to the Flag. Marilee J. Calhoun, Town Clerk provided the legal notice for the meeting, which was advertised in the Sullivan County Democrat on December 27<sup>th</sup> & 31<sup>st</sup>, 2025. Notice of said meeting was also posted on the Town Hall Bulletin Board and Official Town Website. This meeting was held in person and remotely via Videoconferencing streamed live on the Zoom app, which is accessible to the public. The meeting is also being recorded for full transcription purposes should it be required.

Supervisor Rieber and the Town Board welcomed the Participation in Government students to the meeting.

**MOMENT OF SILENCE: IN MEMORY OF FORMER UNITED STATES PRESIDENT JAMES E. CARTER, JR.,**

Supervisor Rieber opened the meeting with a Moment of Silence in memory of former United States President James E. Carter, Jr. who recently passed away.

**TOWN OF THOMPSON**  
**2025 Organizational Agenda**

**The Following Resolution Was Duly Adopted: Res. No. 01 of the Year 2025.**

Resolved that Robert's Rules of Order are hereby adopted as the parliamentary rules for Town of Thompson Town Board Meetings for the Year 2025.

Moved by: Councilwoman Meddaugh Seconded by: Councilman Mace

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 02 of the Year 2025.**

Resolved, that the Regular Meetings of the Town Board be conducted at the Town Hall, 4052 Route 42, Monticello, New York 12701. Further, such meetings shall be held on the first and third Tuesday of each and every month during 2025 and shall commence at 7:00 P.M. prevailing time, unless otherwise changed as provided by law, except; for the third Tuesday of February, which shall be cancelled. Meetings will be conducted in person and electronically through Zoom or other approved electronic means or a combination thereof as permitted by the NYS Open Meetings Law. The Zoom and/or electronic invite is merely a courtesy and convenience to the public. If there is a disruption in the ability of the Zoom and/or electronic meeting to commence or continue once a meeting has been commenced, the official meeting of the Town Board shall continue in person without interruption.

Moved by: Councilwoman Meddaugh Seconded by: Councilman Pavese

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 03 of the Year 2025.**

Resolved, that the Sullivan County Democrat be and is hereby designated as the Official Newspaper for the Town of Thompson. The TH-Record & River Reporter are hereby designated as alternate newspapers of the Town of Thompson for the year 2025.

Moved by: Councilman Mace Seconded by: Councilwoman Meddaugh

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 04 of the Year 2025.**

Resolved, that Marilee Calhoun, Town Clerk of the Town of Thompson be appointed Registrar of Vital Statistics for the Year 2025 at an annual salary of \$17,675.91.

Moved by: Councilwoman Meddaugh Seconded by: Councilman Pavese

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

Marilee Calhoun, Town Clerk/Registrar hereby appoints Kelly Murran and Lisette DeJesus as Deputy Town Clerks for the Year 2025.

**The Following Resolution Was Duly Adopted: Res. No. 05 of the Year 2025.**

Resolved, that the Town Board hereby sets the salaries for the Deputy Town Clerks Kelly Murran at a salary of \$59,561.93 and Lisette DeJesus at a salary of \$55,653.17 for the year 2025.

Moved by: Councilman Mace Seconded by: Councilwoman Meddaugh

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

Marilee Calhoun, Town Clerk/Registrar hereby appoints Kelly Murran as Deputy Registrar of Vital Statistics for the Year 2025.

**The Following Resolution Was Duly Adopted: Res. No. 06 of the Year 2025.**

Resolved, that the Town Board hereby designates that the Deputy Registrar of Vital Statistics shall serve without additional compensation for the year 2025.

Moved by: Councilwoman Meddaugh Seconded by: Councilman Mace

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

Marilee Calhoun, Town Clerk/Registrar hereby appoints Lorraine Parry, Thomas J. Kelly & Lisette DeJesus Sub Registrars of Vital Statistics subject to NYS DOH approval. Lorraine Parry & Thomas J. Kelly shall be compensated at the rate of \$50.00 per incident. Lisette DeJesus shall serve without additional compensation for the year 2025.

**The Following Resolution Was Duly Adopted: Res. No. 07 of the Year 2025.**

Resolved, that Logan E. Morey, Eric Horton, Brian Benzenberg and James L. Carnell, Jr. are hereby appointed as Sanitary Aide Inspectors and Zoning Officers for the Town of Thompson for the year 2025 and shall serve without additional compensation.

Moved by: Councilwoman Meddaugh Seconded by: Councilman Mace

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 08 of the Year 2025.**

Resolved, that Jeffrey Weinstein, M.D. be and is hereby appointed as Health Officer for the Town of Thompson for the term of one year commencing January 01, 2025 at an annual salary of \$4,497.00.

Moved by: Councilwoman Meddaugh Seconded by: Councilman Pavese

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0  
Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 09 of the Year 2025.**

Resolved, that Joanne Gerow be, and is hereby appointed Dog Control Officer for the Town of Thompson for the Year 2025 at an annual salary of \$42,000.00.

Moved by: Councilman Mace Seconded by: Councilwoman Meddaugh

Vote: Ayes 4 Rieber, Meddaugh, Schock, Pavese and Mace

Nays 0

Absent 1 Schock

Hayden Carnell Highway Superintendent for the Town of Thompson hereby appoints Todd Mitchell as Acting Deputy Superintendent of Highways for the year 2025.

**The Following Resolution Was Duly Adopted: Res. No. 10 of the Year 2025.**

Resolved, that the Town Board of the Town of Thompson hereby establishes and approves an annual stipend in the amount of \$5,000.00 for the position of Acting Deputy Highway Superintendent for the Year 2025.

Moved by: Councilman Pavese Seconded by: Councilwoman Meddaugh

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 11 of the Year 2025.**

Resolved, that Mary Jean Carroll be, and is hereby appointed as Town of Thompson Justice Court Clerk for the year 2025 at an annual salary of \$59,561.93

Moved by: Councilman Mace Seconded by: Councilwoman Meddaugh

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 12 of the Year 2025.**

Resolved, that Tammy Price be, and is hereby appointed as Town of Thompson Justice Court Clerk for the year 2025 at an annual salary of \$59,561.93.

Moved by: Councilwoman Meddaugh Seconded by: Councilman Pavese

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 13 of the Year 2025.**

Resolved, that Connie VanKeuren be, and is hereby appointed as Town of Thompson Deputy Court Clerk for the year 2025 at an annual salary of \$55,653.17.

Moved by: Councilman Mace Seconded by: Councilwoman Meddaugh

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 14 of the Year 2025.**

Resolved, that Laura Shank be, and is hereby appointed as Town of Thompson Deputy Court Clerk for the year 2025 at an annual salary of \$55,653.17.

Moved by: Councilwoman Meddaugh Seconded by: Councilman Pavese

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

Supervisor William J. Rieber, Jr. hereby appoints Councilwoman Melinda S. Meddaugh Deputy Supervisor of the Town of Thompson for the year 2025.

**The Following Resolution Was Duly Adopted: Res. No. 15 of the Year 2025.**

Resolved, that the Town Board hereby sets the salary for the Deputy Supervisor at \$2,227.89 for the year 2025 as per the adopted budget.

Moved by: Councilman Pavese Seconded by: Councilman Mace

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

Supervisor William J. Rieber, Jr. appoints Al Dumas as Town of Thompson Historian for the year 2025.

**The Following Resolution Was Duly Adopted: Res. No. 16 of the Year 2025.**

Resolved, that the Town Board hereby sets the salary for the Town Historian at \$5,211.67 for the year 2025 as per the adopted budget.

Moved by: Councilwoman Meddaugh Seconded by: Councilman Pavese

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 17 of the Year 2025.**

Resolved, that Melissa DeMarmels be and is hereby appointed to serve as Town Comptroller and is hereby designated the duties of Accounting Officer and Budget Officer for the Town pursuant to Town Laws #20, #124 and #103 at an annual fixed salary of \$107,522.29 for the year 2025.

Moved by: Councilman Mace Seconded by: Councilwoman Meddaugh

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace  
 Nays 0  
 Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 18 of the Year 2025.**

Resolved, that Michael B. Mednick be, and is hereby appointed to serve as Town of Thompson Town Attorney for the year 2025 at an annual salary of \$110,011.81.

Moved by: Councilwoman Meddaugh Seconded by: Councilman Pavese

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace  
 Nays 0  
 Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 19 of the Year 2025.**

Resolved, that the Town Board hereby fixes salaries and hourly compensation where indicated for the following positions for 2025.

<u>POSITION</u>	<u>SALARY</u>
Assistant Building Inspector (Jim)	\$107,522.29
Code Enforcement Officer 1 (Logan)	\$81,082.21
Code Enforcement Officer 2 (Eric)	\$66,989.86
Code Enforcement Officer 2 (Brian)	\$66,989.86
Assessor	\$107,522.29
Assessor Clerk	\$59,561.93
Part Time Data Collector	\$ 26.05 per hour
Comptroller Clerk	Open/TBD
Full Time Clerk/ Building Department	\$65,555.35
Water/Sewer Superintendent	\$131,556.83
Part Time clerk for Justice Court	Open/TBD
Part Time court officers for Justice Court (3-Hour Minimum per call)	\$23.51 per hour
Director of Community Development (Jill Weyer)	\$107,522.29

***HIGHWAY DEPARTMENT PERSONNEL WITH NO CONTRACT IN PLACE***

Part Time Drivers - Snow Removal (7)	\$18.09 per hour
Part Time Laborers – Road Repairs (7-Summer Only)	\$18.09 per hour

**SEWER & WATER DEPARTMENTS WITH NO CONTRACTS IN PLACE**

Part Time Laborer – 1 <sup>st</sup> (Carlo)	\$23.33 per hour
Part Time Laborer – New	\$18.09 per hour

**TOWN PARK WITH NO CONTRACTS IN PLACE - Rate per Hour/Annual**

Part Time Laborer	Open/TBD
Seasonal Laborer	\$18.09 per hour

Moved by: Councilwoman Meddaugh

Seconded by: Councilman Mace



Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace  
 Nays 0  
 Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 20 of the Year 2025.**

Resolved, that all employee’s salaries in the Highway Department, Water & Sewer Department and the Department of Parks and Recreation are approved pursuant to the respective current Collective Bargaining Agreements. Employees of these departments not covered by collective bargaining agreements are as noted in Resolution No. 19 of the Year 2025.

Moved by: Councilman Mace Seconded by: Councilwoman Meddaugh

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace  
 Nays 0  
 Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 21 of the Year 2025.**

Resolved, that the salaries of the elected officials of the Town of Thompson for the year 2025, as set forth in the 2025 Adopted Budget filed with the County of Sullivan are hereby approved in the following amounts:

<u>NAME</u>	<u>TITLE</u>	<u>ANNUAL SALARY</u>
Richard S. Baum	Town Justice	\$49,836.58
Sharon L. Jankiewicz	Town Justice	\$49,836.58
William J. Rieber, Jr.	Supervisor	\$124,188.25
Melinda S. Meddaugh	Councilwoman	\$21,733.07
Scott S. Mace	Councilman	\$21,733.07
Ryan T. Schock	Councilman	\$21,733.07
John A. Pavese	Councilman	\$21,733.07
Heather Berg	Receiver of Taxes	\$41,620.38
Hayden Carnell	Superintendent of Highways	\$124,188.25
Marilee J. Calhoun	Town Clerk	\$81,021.20

Moved by: Councilwoman Meddaugh Seconded by: Councilman Pavese

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace  
 Nays 0  
 Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 22 of the Year 2025.**

Resolved, that the following Banks or Depositories are hereby designated as those in which certain Town Officers shall deposit the monies coming into their hands by virtue of their offices:

- Key Bank of Southeastern New York – Liberty Offices
- Chase – Monticello Office
- M&T Bank – Monticello Office
- Wayne Bank – Monticello Offices

Catskill Hudson Bank – Monticello Offices  
 TD Bank – Monticello Office  
 Jeff Bank – Monticello Offices  
 NY Class, LLC

Moved by: Councilman Mace  
 Vote: Ayes 4  
 Nays 0  
 Absent 1

Seconded by: Councilwoman Meddaugh  
 Rieber, Meddaugh, Pavese and Mace  
 Schock

**The Following Resolution Was Duly Adopted: Res. No. 23 of the Year 2025.**

The Town Supervisor, Town Clerk, Receiver of Taxes and Assessments shall deposit all monies coming into their hands by virtue of their offices into banks as designated by the Town Board for the year 2025.

Moved by: Councilwoman Meddaugh  
 Vote: Ayes 4  
 Nays 0  
 Absent 1

Seconded by: Councilman Mace  
 Rieber, Meddaugh, Pavese and Mace  
 Schock

**The Following Resolution Was Duly Adopted: Res. No. 24 of the Year 2025.**

Pursuant to General Municipal Law Section #10, the Town Board authorizes the Chief Fiscal Officer to deposit or invest idle monies not required for immediate expenditures in an interest-bearing account and in accordance with the Town’s adopted investment policy. Said monies should not exceed the maximum amount of \$40,000,000.00 (forty million) in any one bank.

Moved by: Councilman Mace  
 Vote: Ayes 4  
 Nays 0  
 Absent 1

Seconded by: Councilwoman Meddaugh  
 Rieber, Meddaugh, Pavese and Mace  
 Schock

**The Following Resolution Was Duly Adopted: Res. No. 25 of the Year 2025.**

Resolved, that the Town Board does hereby approve as to form, manner, execution and sufficiency of sureties the bonds of the following Town Officials as designated in the Town’s insurance policy.

<u>NAME AND OFFICE</u>	<u>AMOUNT</u>	<u>EXPIRATION</u>
All Town of Thompson Employees	\$100,000.00	05/01/2025
William J. Rieber, Jr. Supervisor	\$100,000.00	05/01/2025
Melissa DeMarmels Comptroller	\$100,000.00	05/01/2025

Marilee J. Calhoun Town Clerk	\$100,000.00	05/01/2025
Kelly M. Murrin Deputy Town Clerk	\$100,000.00	05/01/2025
Lisette DeJesus Deputy Town Clerk	\$100,000.00	05/01/2025
Sharon L. Jankiewicz Town Justice	\$100,000.00	05/01/2025
Richard S. Baum Town Justice	\$100,000.00	05/01/2025
Hayden Carnell Superintendent of Highways	\$100,000.00	05/01/2025
Todd Mitchell Acting Deputy Superintendent of Highways	\$100,000.00	05/01/2025
Heather Berg Receiver of Taxes	\$1,000,000.00 (Jan. thru March) \$100,000.00 (April thru Dec.)	05/01/2025
Glenn Somers Town Park Superintendent	\$100,000.00	05/01/2025
Melinda S. Meddaugh Deputy Supervisor	\$100,000.00	05/01/2025
Moved by: Councilwoman Meddaugh		Seconded by: Councilman Pavese
Vote: Ayes 4	Rieber, Meddaugh, Pavese and Mace	
Nays 0		
Absent 1	Schock	

**The Following Resolution Was Duly Adopted: Res. No. 26 of the Year 2025.**

Resolved, that the accounting firm of Nugent & Haeussler, P.C., Certified Public Accountants hereby be designated as the Auditors for the Town of Thompson at the annual fee not to exceed \$38,000.00 for the year 2025.

Moved by: Councilman Mace	Seconded by: Councilwoman Meddaugh
Vote: Ayes 4	Rieber, Meddaugh, Pavese and Mace
Nays 0	
Absent 1	Schock

**The Following Resolution Was Duly Adopted: Res. No. 27 of the Year 2025.**

Resolved, that the Town of Thompson enter into an agreement with the Senior Citizens Club Monticello, Inc., funding thereof by the Town of Thompson in the amount of **\$5,000.00** for the year 2025 and the Supervisor be and is hereby authorized to execute the same for and on behalf of the Town.

Moved by: Councilman Pavese Seconded by: Councilwoman Meddaugh  
Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace  
Nays 0  
Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 28 of the Year 2025.**

Resolved, that Town Officers and employees who are required to use their personal automobiles for Town business be, and shall be, reimbursed for the use of their said vehicles used on official Town business, upon presentation of the proper documentation mileage voucher for said use, shall be reimbursed at the rate of **\$.70 cents** per mile.

Moved by: Councilman Mace Seconded by: Councilman Pavese  
Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace  
Nays 0  
Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 29 of the Year 2025.**

Resolved, that all Town of Thompson employees shall be reimbursed for meals and incidentals on a per diem basis, of which the per diem reimbursement rates for meals and incidentals in 2025 shall be in accordance with U.S. General Services Administration’s Fiscal Year 2025 Per Diem Rates (Standard Rate) for the area the employee is attending: <https://www.gsa.gov/travel/plan-book/per-diem-rates>, unless such meals and incidentals are included as a meal package at a conference that exceeds the GSA rate as per Section 406 of the Town Employee Handbook.

Moved by: Councilman Mace Seconded by: Councilwoman Meddaugh  
Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace  
Nays 0  
Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 30 of the Year 2025.**

Resolved, that the 2025 Road Maintenance Program as proposed by Highway Superintendent Hayden Carnell be, and is hereby approved for the expenditure of funds as adopted in the 2025 approved budget under Repairs, Maintenance and Improvements. The total amount appropriated in the 2025 Budget is **\$4,012,626.00**.

Moved by: Councilman Pavese Seconded by: Councilwoman Meddaugh  
Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace  
Nays 0  
Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 31 of the Year 2025.**



Resolved, that Karen Schaefer, the Supervisor’s Confidential Secretary for the year 2025 shall receive an annual salary of **\$72,591.10.**

Moved by: Councilman Mace Seconded by: Councilman Pavese

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 35 of the Year 2025.**

Resolved, that Glenn Somers is hereby appointed Superintendent of the Department of Parks & Recreation for the Year 2025 at an annual salary of **\$117,774.55.**

Moved by: Councilman Pavese Seconded by: Councilman Mace

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 36 of the Year 2025.**

Resolved, that the Superintendent of Water and Sewer, Highway Superintendent, Supervisor and Superintendent of Parks & Recreation are authorized as needed to purchase equipment, tools and implements in accordance with the Town of Thompson Procurement Guidelines.

Moved by: Councilman Mace Seconded by: Councilman Pavese

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 37 of the Year 2025.**

Be it Resolved, that the following rates be established for the annual billing of water rents for the 2025 fiscal year within each district as follows: Interest and penalties will be at the rate of 5% over thirty-days, and ½ of 1% for each month thereafter

District Name	O&M Rate per point	Capital Rate per point
Lucky Lake Water	\$50.94	\$.00
Dillon Water	\$55.26	.00
Cold Spring Water	\$33.30	.00
Route 42/Kiamesha Water	\$0.142 per thousand cubic ft.	.00
Cold Spring Water District		
Extension Parcels	\$33.30	\$2.82
Melody Lake Water	\$49.64	\$21.90

Moved by: Councilman Mace Seconded by: Councilman Pavese

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 38 of the Year 2025.**



Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 42 of the Year 2025.**

Resolved, that the Engineering Firm of MHE Engineering be appointed for Engineering Services for the Town of Thompson for the 2025 fiscal year on an as needed basis as per the provided fee schedule at the pleasure of the Town Board. Also, Delaware Engineering, D.P.C. be appointed for Engineering Services as Planner and for other Engineering Services as directed by the Town Board on an as needed basis as per the provided fee schedule. Further Be It Resolved, that the Town Supervisor hereby be authorized to execute Agreements for Professional Engineering Services with MHE Engineering and Delaware Engineering, D.P.C. in connection with said appointment as provided.

Moved by: Councilman Pavese Seconded by: Councilman Mace

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 43 of the Year 2025.**

Resolved, that the Highway Superintendent hereby be authorized to purchase equipment from the Highway Equipment Account (5130.2 DA Fund) as the Superintendent deems necessary as long as Procurement and Bidding Procedures are followed.

Moved by: Councilman Mace Seconded by: Councilman Pavese

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 44 of the Year 2025.**

Resolved, that the Town Board hereby designates the Supervisor as the Delegate and Councilpersons Ryan T. Schock, Melinda S. Meddaugh and Scott S. Mace as the Alternate Delegates for the Town at the New York State Association of Towns Conference to be held February 16<sup>th</sup> to 19<sup>th</sup>, 2025 in New York City.

Moved by: Councilman Mace Seconded by: Councilman Pavese

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

Supervisor Rieber hereby nominates Roger E. Bisland, Jr. as the Town Representative for the Sullivan County Fire Advisory Board for the year 2025 to serve without compensation.

**The Following Resolution Was Duly Adopted: Res. No. 45 of the Year 2025.**

Resolved, that Board of Assessment Review members receive a stipend of \$125.00 per meeting. Chairman shall receive a stipend of \$150.00 per meeting unless two Co-Chairs are appointed to share the duties and shall receive a stipend of \$137.50 each. The member must attend meetings to



receive payment. Payment will be issued at next available pay date after appropriate paperwork is submitted unless otherwise directed by the member.

Moved by: Councilman Mace Seconded by: Councilman Pavese

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 46 of the Year 2025.**

Resolved, that Planning Board and Zoning Board of Appeals members and Alternates receive a stipend of **\$125.00** per meeting. Chairman shall receive a stipend of **\$150.00** per meeting. The member must attend meetings to receive payment. Payment will be issued on a monthly basis unless otherwise directed by the member.

Moved by: Councilman Pavese Seconded by: Councilman Mace

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 47 of the Year 2025.**

Resolved, that Laura Eppers be hereby appointed as Full-Time Clerk to the Planning Board, Zoning Board of Appeals, and Building Department at an annual salary of **\$55,653.18** for the 2025 year

Moved by: Councilman Mace Seconded by: Councilman Pavese

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 48 of the Year 2025.**

Resolved, that the Regular Meetings of the Planning Board be conducted at the Town Hall, 4052 State Route 42, Monticello, New York 12701. Further, such meetings shall be held on the second and fourth Wednesday of each and every month during 2025 and shall commence at 7:00 PM prevailing time for the meetings, unless otherwise changed as provided by law. Meetings will be conducted in person and electronically through Zoom or other approved electronic means or a combination thereof as permitted by the NYS Open Meetings Law. The Zoom and/or electronic invite is merely a courtesy and convenience to the public. If there is a disruption in the ability of the Zoom and/or electronic meeting to commence or continue once a meeting has been commenced, the official meeting of the Planning Board shall continue in person without interruption.

Moved by: Councilman Pavese Seconded by: Councilman Mace

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 49 of the Year 2025.**





**The Following Resolution Was Duly Adopted: Res. No. 58 of the Year 2025.**

Resolved, that Laura Eppers be hereby appointed as Secretary to the Zoning Board of Appeals and shall serve without additional compensation for the 2025 year.

Moved by: Councilman Mace Seconded by: Councilman Pavese

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 59 of the Year 2025.**

Resolved, that Brad Bastone shall receive a stipend of \$13,822.51 for his services to the Town as a licensed master electrician as per 2025 budget.

Moved by: Councilman Pavese Seconded by: Councilman Mace

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 60 of the Year 2025.**

Resolved, that Steven Vegliante, Esq. hereby be appointed as Consulting Attorney for the Town with primary responsibility of Planning Board and Zoning Board of Appeals matters and such other duties that may be required, compensation shall be as per a separate agreement as attached to these minutes and that the Town Supervisor hereby be authorized to execute said agreement.

Moved by: Councilman Pavese Seconded by: Councilman Mace

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 61 of the Year 2025.**

Resolved, that David Weiner, Robert Friedland, Servico and Olympic Process Serving, LLC are all hereby appointed Process Servers for the Year 2025 as per the provided fee schedule.

Moved by: Councilman Mace Seconded by: Councilman Pavese

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 62 of the Year 2025.**

Resolved, that the following shall be the process for auditing and paying invoices other than pre-pays.

- Invoices are to be checked and authorized by department heads
- Invoices are to be checked and entered by the bookkeeping staff who will then prepare vouchers for each vendor and prepare a warrant.

- Warrants shall be presented to the Town Board for approval for payment at a Board meeting
- The Comptroller shall review the approved warrant. The Comptroller is authorized to remove or reduce any item from the warrant that is deemed appropriate, reducing the amount of the warrant. Minor clerical changes are authorized as long as the amount on the warrant is not exceeded. The Comptroller is not authorized to exceed any amount for any invoice on the warrant that the Town Board approved for any reason. The Comptroller shall sign each voucher approving same. Actual or electronic signature is permitted.
- When the Comptroller has completed her review checks will be authorized, within the bookkeeping system, for printing.
- The Town Supervisor or other authorized signatory shall check the invoices, initial the vouchers and sign the checks and release same to vendors.
- The Town Board member responsible for auditing payments shall review all payments, which have been made and initial the attached vouchers within a reasonable time, but no later than the next Town Board meeting. If there are any issues found the board member shall immediately inform the Comptroller, bookkeeper and/or Town Supervisor.

Moved by: Councilman Pavese

Seconded by: Councilman Mace

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

Supervisor Rieber hereby establishes a Supplemental Audit Committee comprised of Scott S. Mace, John A. Pavese, and Ryan T. Schock. They shall review and audit all bills to be paid. One Councilperson shall be responsible for auditing on a monthly basis; responsibility shall rotate equally between the three.

### **REGULAR MEETING – CALL TO ORDER**

Supervisor Rieber convened the Regular Town Board Meeting at 7:34 PM.

### **APPROVAL OF MINUTES:**

On a motion made by Councilwoman Meddaugh and seconded by Councilman Mace the minutes of the December 17<sup>th</sup>, 2024 Regular Town Board Meeting were approved as presented.

Vote: Ayes 4 Pavese, Schock, Meddaugh and Mace

Nays 0

Absent 1 Schock

On a motion made by Councilman Mace and seconded by Councilwoman Meddaugh the minutes of the December 23<sup>rd</sup>, 2024 Reconvened Town Board Meeting were approved as presented.

Vote: Ayes 3 Rieber, Meddaugh and Mace

Nays 0

Absent 1 Schock

Abstained 1 Pavese (He was not present for meeting.)

**PUBLIC COMMENT**

There was no public comment given.

**CORRESPONDENCE:**

Supervisor Rieber reported on correspondence that was sent or received as follows:

- **William J. Rieber, Jr., Town Supervisor:** Letter dated 12/27/2024 to Tracey O'Malley, NYSDEC Region 3, Regional Permit Administrator Re: SPDES Permit Schedule of Compliance Modification Request for Emerald Green Lake Louise Marie WWTP Upgrades.
- **Citywide Licensing of NY/Teddy Gonzalez:** Standardized Notice Form Providing 30-Day Advance Notice of Liquor License Application a New Application for Catskill Hospitality Operating LLC (Hampton Inn), 29 Golden Ridge Road, Monticello, NY Notice Dated: 12/17/2024, Received: 12/17/2024.
- **NYS Dept. of Taxation & Finance:** Check #10251685 dated 12/13/24, payable to Town of Thompson in amount of \$246,201.71 for NYS DOT PAVENY-2024 Program, (POP) & WIRP-2024 Extreme Weather Reimbursement Funding.
- **Sullivan County Treasurer's Office:** 2024 Stumpage Distribution Payment, Check #24055, Dated 12/18/24 for \$104.14.

**AGENDA ITEMS:**

**1) APPROVE OFFICIAL UNDERTAKING OF MUNICIPAL OFFICERS FOR 2025**  
**The Following Resolution Was Duly Adopted: Res. No. 63 of the Year 2025.**

At a Regular Meeting of the Town Board of the  
Town of Thompson held at the Town Hall, 4052  
Route 42, Monticello, New York on January 07,  
2025

**RESOLUTION TO APPROVE OFFICIAL UNDERTAKING OF MUNICIPAL OFFICERS**

**WHEREAS**, it is required by law that the Town Board approve the Official Undertaking as to its form and manner of execution and the sufficiency of the insurance; and

**WHEREAS**, the Town Board of the Town of Thompson hereby requires the Supervisor, Town, Clerk, Receiver of Taxes, Town Justices, Town Comptroller, Highway Superintendent and Deputy Supervisor to execute said Official Undertaking as required by said law.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Thompson approve the document entitled "Town of Thompson Official Undertaking of Municipal Officers" as to its form and manner of execution and the sufficiency of the insurance, and

**Town Board Meeting**  
**January 07, 2025**  
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**BE IT FURTHER RESOLVED**, that said Official Undertaking containing the notarized signatures of those named municipal officials be filed in the Office of the Town Clerk, as well as the original copies of the insurance policies indicating the sufficiency of the sureties to indemnify the Town against losses which may arise from failure of such officials to properly discharge their duties.

Moved by: Councilwoman Melinda S. Meddaugh  
Seconded by: Councilman Scott S. Mace

Adopted the 7<sup>th</sup>, day of January, 2025.

The members of the Town Board voted as follows:

Supervisor WILLIAM J. RIEBER, JR.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Councilman RYAN T. SCHOCK	Yes <input type="checkbox"/> No <input type="checkbox"/> ABSENT
Councilwoman MELINDA S. MEDDAUGH	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Councilman SCOTT S. MACE	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Councilman JOHN A. PAVESE	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

**2) APPROVE CONTRACT WITH HUMANE SOCIETY OF MIDDLETOWN, INC. FOR DOG SHELTER SERVICES (2025)**

**The Following Resolution Was Duly Adopted: Res. No. 64 of the Year 2025.**

Resolved, that the Town Board of the Town of Thompson hereby approve and authorize the Town Supervisor's execution of the agreement between the Town of Thompson and the Humane Society of Middletown, Inc. for the period beginning January 1<sup>st</sup>, 2025 through December 31<sup>st</sup>, 2025 for the purpose of dog kenneling/shelter services. Further Be It Resolved, that a fully executed copy of said agreement shall be kept on file in the Town Clerk's Office.

Motion by: Councilman Pavese                      Seconded by: Councilman Mace  
Vote: Ayes 4                      Rieber, Pavese, Meddaugh and Mace  
      Nays 0  
      Absent 1                      Schock

**3) HIGHWAY DEPARTMENT – PLANNED ROAD IMPROVEMENT PROGRAM FOR FISCAL YEAR 2025**

Highway Superintendent Hayden Carnell submitted a list of the planned road improvements for the year 2025 construction season. The number of roads improved can change due to weather, damages, scheduling, CHIPS Funding and the cost of materials. For informational purposes a copy of the list can be found appended to these minutes.<sup>1</sup>

**4) AUTHORIZE CONTRACT WITH CBIZ – FIXED ASSET REPORTING & PROPERTY INSURANCE VALUATION UPDATING SERVICES**

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<sup>1</sup> ATTACHMENT: 2025 PLANNED HIGHWAY/ROAD IMPROVEMENT LIST

**The Following Resolution Was Duly Adopted: Res. No. 65 of the Year 2025.**

Resolved, that the Proposal from CBIZ, Inc. hereby be approved for FYE 12/31/2024 Fixed Asset Reporting and Property Insurance Valuation Updating Services at a fee not to exceed \$1,800.00 (also includes \$230.00-\$320.00 per hour change requests if necessary). Further Be It Resolved, that the Town Supervisor hereby be authorized to execute said agreement as presented.

Moved by: Councilman Mace    Seconded by: Councilwoman Meddaugh  
Vote: Ayes 4                      Rieber, Pavese, Meddaugh, and Mace  
Nays 0  
Absent 1                      Schock

**5) APPROVE CONTRACT WITH DANZIGER & MARKHOFF, LLP – ACTUARIAL SERVICES (2) YEAR CONTRACT**

**The Following Resolution Was Duly Adopted: Res. No. 66 of the Year 2025.**

Resolved, that the letter of agreement from Danziger & Markhoff, LLP hereby be approved for FYE 2024 Actuarial Services at a fee not to exceed \$3,250.00 (Full Valuation) and \$1,790.00 for FYE 2025 (Interim-Year Valuation). Further Be It Resolved, that the Town Supervisor hereby be authorized to execute said agreement as presented.

Moved by: Councilman Mace    Seconded by: Councilman Pavese  
Vote: Ayes 4                      Rieber, Pavese, Meddaugh, and Mace  
Nays 0  
Absent 1                      Schock

**6) APPROVE 2025 FEE SCHEDULE AMENDMENT TO FINANCIAL ADVISORY SERVICES AGREEMENT WITH FISCAL ADVISORS & MARKETING, INC.**

As per email dated 01/07/2025 from Beth A. Ferguson, Municipal Advisor/Vice President of Fiscal Advisors & Marketing, Inc. there is no action or updating of the current agreement or fee schedule required at this time.

**7) APPROVE AGREEMENT WITH NUGENT & HAEUSSLER, P.C., CERTIFIED PUBLIC ACCOUNTANTS FOR PROFESSIONAL AUDITING SERVICES (FYE 12/31/2024)**

**The Following Resolution Was Duly Adopted: Res. No. 67 of the Year 2025.**

Resolved, that the Town Board of the Town of Thompson hereby table agenda item #7 in reference to the agreement with Nugent & Haeussler, P.C. Certified Public Accountants for Professional Auditing Services (FYE 12/31/2024) until the next Town Board Meeting to be held on 01/21/2025.

Moved by: Councilwoman Meddaugh    Seconded by: Councilman Pavese  
Vote: Ayes 4                      Rieber, Pavese, Meddaugh, and Mace  
Nays 0  
Absent 1                      Schock



**8) APPROVE CONSULTING AGREEMENT WITH STEVEN VEGLIANTE, ESQ. FOR 2025**

The Following Resolution Was Duly Adopted: Res. No. 68 of the Year 2025.

Resolved, that the Consulting Attorney Agreement between Steven Vegliante, Esq. and the Town of Thompson for professional legal services to the Town at a cost of \$5,047.36 per month hereby be approved and that the Town Supervisor hereby be authorized to execute said agreement as presented.

Moved by: Councilman Mace                      Seconded by: Councilwoman Meddaugh

Vote: Ayes 4            Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1        Schock

**9) RESOLUTION TO AUTHORIZE HIRING OF CALVIN OSISAMI AS PART-TIME CLERK IN TAX COLLECTOR'S OFFICE AT AN HOURLY RATE (TBD) AND NOT TO EXCEED THE 2025 ADOPTED BUDGETED SALARY**

The Following Resolution Was Duly Adopted: Res. No. 69 of the Year 2025.

Resolved, that Heather Berg, Receiver of Taxes is hereby authorized to hire Calvin Osisami as a Part-Time clerk at the contracted rate of \$18.09 per hour, not to exceed the 2025 budgeted salary of \$6,000.00 effective immediately.

Motion by: Councilwoman Meddaugh                      Seconded by: Councilman Pavese

Vote: Ayes 4            Rieber, Pavese, Meddaugh and Mace

Nays 0

Absent 1        Schock

**10) AUTHORIZE PLANNING BOARD TO ENGAGE SERVICES OF CREIGHTON MANNING ENGINEERING AS PRIMARY TRAFFIC CONSULTANT**

The Following Resolution Was Duly Adopted: Res. No. 70 of the Year 2025.

Resolved, that the agreement of Creighton Manning Engineering for traffic engineering and transportation planning consulting services at the provided fee schedule hereby be approved and the Town Supervisor hereby be authorized to execute said agreement as presented for the Year 2025 as the Planning Board's Primary Traffic Consultant.

Motion by: Councilwoman Meddaugh                      Seconded by: Councilman Pavese

Vote: Ayes 4            Rieber, Pavese, Meddaugh and Mace

Nays 0

Absent 1        Schock

**11) AUTHORIZE PLANNING BOARD TO ENGAGE SERVICES OF COLLIERS ENGINEERING & DESIGN AS ALTERNATE TRAFFIC CONSULTANT ON AN AS NEEDED BASIS WHEN NECESSARY**

The Following Resolution Was Duly Adopted: Res. No. 71 of the Year 2025.

Resolved, that the Town Board of the Town of Thompson hereby table agenda item #11 in reference to the agreement with Colliers Engineering & Design for Alternate Traffic

Consultant Services for the Planning Board until the next Town Board Meeting to be held on 01/21/2025.

Moved by: Councilwoman Meddaugh                      Seconded by: Councilman Mace

Vote: Ayes 4              Rieber, Pavese, Meddaugh, and Mace

Nays 0

Absent 1              Schock

**12) DISCUSSION: RESOLUTION TO AMEND FEE SCHEDULE FOR PLANNING BOARD & ZONING BOARD OF APPEALS**

Director Carnell and Comptroller DeMarmels provided the Town Board with a general ledger report of all legal publication charges and legal services for the Planning Board and Zoning Board of Appeals applicants for 2024. Most of the publication charges are averaging \$107.00 to \$115.00, which is more than the current application fee. Director Carnell and Comptroller DeMarmels are recommending that the fee schedule be increased to cover these costs as well as the administrative costs involved. Discussion ensued and the Town Board took action to increase the application and administrative fee from \$100.00 to \$250.00 as follows:

**The Following Resolution Was Duly Adopted: Res. No. 72 of the Year 2025.**

Resolved, that the Town Board of the Town of Thompson hereby authorize that the Planning Board and Zoning Board of Appeals current fee schedule hereby be amended to increase the application and administrative fee to \$250.00 effective immediately.

Motion by: Councilman Mace                      Seconded by: Councilman Pavese

Vote: Ayes 4              Rieber, Pavese, Meddaugh and Mace

Nays 0

Absent 1              Schock

**13) APPROVE & AUTHORIZE SUPERVISOR TO EXECUTE COLLECTIVE BARGAINING AGREEMENT(S): HIGHWAY DEPARTMENT, WATER & SEWER DEPARTMENT AND PARKS & RECREATION DEPARTMENT**

All (3) Collective Bargaining Agreements have been revised as per negotiations. The matter will be discussed at the end of the meeting in Executive Session before any action is taken.

**14) RESOLUTION TO CLASSIFY WATER & SEWER DEPARTMENT EMPLOYEES AS PER NEW JOB TITLES IN THE COLLECTIVE BARGAINING AGREEMENT**

This matter will be discussed at the end of the meeting in Executive Session as the Collective Bargaining Agreement has to be approved before action is taken.

**15) REVIEW & APPROVE PROPOSALS FOR 2025 MARKETING SERVICES & WEB MAINTENANCE SERVICES**

**A) CENTERMOST MARKETING – MARKETING, PUBLIC RELATIONS & SOCIAL MEDIA SERVICES FOR \$22,500.00**

The Following Resolution Was Duly Adopted: Res. No. 73 of the Year 2025.

Resolved, that the proposal of Centermost Marketing for marketing services, public relations, and social media strategies at a cost not to exceed \$22,500.00 for the Year 2025 hereby be approved and the Town Supervisor hereby be authorized to execute said proposal as presented.

Moved by: Councilwoman Meddaugh                      Seconded by: Councilman Mace

Vote: Ayes 4              Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1              Schock

**B) HONEST CREATIVE LLC – WEB MAINTENANCE SERVICES & CONTENT UPDATES FOR \$6,165.00**

**The Following Resolution Was Duly Adopted: Res. No. 74 of the Year 2025.**

Resolved, that the proposal of Honest Creative for Town Website Maintenance for the Year 2024 at a cost not to exceed \$6,165.00 hereby be approved and the Town Supervisor hereby be authorized to execute said proposal as presented.

Motion by: Councilwoman Meddaugh                      Seconded by: Councilman Mace

Vote: Ayes 4              Rieber, Pavese, Meddaugh and Mace

Nays 0

Absent 1              Schock

**16) PARKS & RECREATION DEPARTMENT:**

**A) RESOLUTION TO AUTHORIZE THE FISCAL-YEAR 2025 PARKS & RECREATION PROGRAMS FOR AN AMOUNT NOT TO EXCEED \$39,925.00 (YOUTH ACTIVITIES \$21,100.00, ADULT ACTIVITIES \$7,025.00, YOUTH SPORTS TEAMS \$10,800.00 & MISCELLANEOUS \$1,000.00)**

**The Following Resolution Was Duly Adopted: Res. No. 75 of the Year 2025.**

**RESOLUTION TO AUTHORIZE THE FY 2025 PARKS & RECREATION PROGRAMS FOR AN AMOUNT NOT TO EXCEED \$39,925 AS FOLLOWS**

WHEREAS, the Parks & Recreation Advisory Committee has presented the following programs and activities, along with the proposed budget for the 2025 Fiscal Year:

**Park Programming**

<b>Youth Activities</b>			<b>\$</b>	<b>21,100.00</b>
Skiing - Family Night (Jan)	100	\$	50.00	\$ 5,000.00
Sledding - Community Sled Day (Jan)	1	\$	500.00	\$ 500.00
Sledding - Craft Day (Feb)	1	\$	1,000.00	\$ 1,000.00
Snowshoeing Event (Feb)	1	\$	600.00	\$ 600.00
Holiday Craft (Dec)	1	\$	1,000.00	\$ 1,000.00
Swimming Contract (Jun-Aug)	1	\$	11,000.00	\$ 11,000.00
Halloween (Oct)	1	\$	2,000.00	\$ 2,000.00
<b>Adult Activities</b>			<b>\$</b>	<b>7,025.00</b>
Zumba (May-Oct)	52	\$	75.00	\$ 3,900.00
Fly Fishing (Apr)	1	\$	250.00	\$ 250.00
Yoga (Jun-Oct)	5	\$	100.00	\$ 500.00
Adult Craft Night (Jan-Dec)	6	\$	150.00	\$ 900.00
Pickleball	1	\$	250.00	\$ 250.00
Senior Activities	1	\$	1,000.00	\$ 1,000.00
Hikes (Jul - Sept)	3	\$	75.00	\$ 225.00
<b>Youth Sports Teams</b>			<b>\$</b>	<b>10,800.00</b>
Basketball - League (Feb/Mar, Jul/Aug, Nov/Dec)	3	\$	600.00	\$ 1,800.00
Basketball - Elementary (Jan-Mar, Nov-Dec)	16	\$	75.00	\$ 1,200.00
Volleball League	2	\$	1,000.00	\$ 2,000.00
Golf - League	1	\$	2,000.00	\$ 2,000.00
Tennis	1	\$	2,000.00	\$ 2,000.00
Flag Football (Sept-Oct)	8	\$	75.00	\$ 600.00
Kickball (May/Jun, Sep/Oct)	16	\$	75.00	\$ 1,200.00
<b>Miscellaneous</b>			<b>\$</b>	<b>1,000.00</b>
Equipment	1	\$	500.00	\$ 500.00
Background Checks	1	\$	500.00	\$ 500.00
<b>Total Park Programming</b>				<b>\$ 39,925.00</b>

WHEREAS, the reallocation of funds between the programs and activities is allowed, as long as the total amount for all Parks and Recreation Programming does not exceed \$39,925.00.

RESOLVED, that the Town Board of the Town of Thompson hereby authorizes the 2025 Parks & Recreation Programs for Fiscal Year 2025 in the Town of Thompson upon request by the Parks and Recreation Advisory Committee for a total cost not to exceed \$39,925.00 for the above-mentioned programs and activities.

Motion by: Councilwoman Melinda S. Meddaugh  
Seconded by: Councilman Scott S. Mace

Adopted the 7<sup>th</sup> day of January, 2025

The Members of the Town Board voted as follows:

Supervisor WILLIAM J. RIEBER, JR.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Councilman RYAN T. SCHOCK	Yes <input type="checkbox"/> No <input type="checkbox"/> Absent
Councilwoman MELINDA S. MEDDAUGH	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Councilman SCOTT S. MACE	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Councilman JOHN A. PAVESE	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

**B) RESOLUTION TO AUTHORIZE \$30,000.00 OF THE FY 2025 PARKS & RECREATION YOUTH ACTIVITIES BUDGET TO EXCURSIONS/EVENTS**  
**The Following Resolution Was Duly Adopted: Res. No. 76 of the Year 2025.**

**RESOLUTION TO AUTHORIZE \$30,000 OF THE FY 2025 PARKS & RECREATION YOUTH ACTIVITIES BUDGET TO EXCURSIONS/EVENTS**

WHEREAS, the Parks & Recreation Advisory Committee has recommended \$30,000 of the total \$110,750.00 (FY 2025 Programming Budget) be dedicated to field trips and cultural excursions for Town Youth.

RESOLVED, that the Town Board of the Town of Thompson hereby authorizes that \$30,000 of the 2025 Parks & Recreation Programs for Fiscal Year 2025 be dedicated to Field Trips and Cultural Excursions for Thompson Youth upon request by the Parks and Recreation Advisory Committee.

Motion by: Councilwoman Melinda S. Meddaugh  
 Seconded by: Councilman Scott S. Mace

Adopted the 7<sup>th</sup> day of January, 2025

The Members of the Town Board voted as follows:

Supervisor WILLIAM J. RIEBER, JR.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Councilman RYAN T. SCHOCK	Yes <input type="checkbox"/> No <input type="checkbox"/> Absent
Councilwoman MELINDA S. MEDDAUGH	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Councilman SCOTT S. MACE	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Councilman JOHN A. PAVESE	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

**C) RESOLUTION TO AUTHOZE THURSDAY NIGHT LIGHTS WINTER SKI PROGRAM FOR 2025 SKI SEASON AT A COST NOT TO EXCEED \$25,500.00**  
**The Following Resolution Was Duly Adopted: Res. No. 77 of the Year 2025.**

**RESOLUTION TO AUTHORIZE THURSDAY NIGHT LIGHTS WINTER SKI PROGRAM FOR 2025 SKI SEASON AT A COST NOT TO EXCEED \$25,500.00**

WHEREAS, the Parks & Recreation Advisory Committee has recommended \$25,500 of the total \$110,750.00 (FY 2025 Programming Budget) be dedicated to for the Thursday Night Lights Winter Ski Program for the 2025 Ski Season to be held at Holiday Mountain Ski and Fun Park.

RESOLVED, that the Town Board of the Town of Thompson hereby approves the Thursday Night Lights Winter Ski Program for the 2025 Ski Season to be held again this year on Thursday nights at the Holiday Mountain Ski and Fun Park for a total cost not to exceed \$25,500.00 to be paid for out of the Youth programming budget.

Motion by: Councilwoman Melinda S. Meddaugh  
Seconded by: Councilman Scott S. Mace

Adopted the 7<sup>th</sup> day of January, 2025

The Members of the Town Board voted as follows:

Supervisor WILLIAM J. RIEBER, JR.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Councilman RYAN T. SCHOCK	Yes <input type="checkbox"/> No <input type="checkbox"/> Absent
Councilwoman MELINDA S. MEDDAUGH	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Councilman SCOTT S. MACE	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Councilman JOHN A. PAVESE	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

**D) DISCUSS & APPROVE PURCHASE REQUEST – 2025 CHEVROLET 3500 CREW CAB UTILITY PICK UP TRUCK, OFF ONONDAGA COUNTY BID CONTRACT # 0010808 (POLICE AND ADMIN VEHICLES), TOTAL COST OF \$86,380.45**

**The Following Resolution Was Duly Adopted: Res. No. 78 of the Year 2025.**

Resolved, that the Town Board of the Town of Thompson hereby authorizes the purchase of (1) vehicle from Robert Green Truck Division off the Onondaga County Bid Contract # 0010808 – Police and Admin Vehicles, Eff. 11/07/2024 as follows:

(1) 2025 Chevrolet 3500 4WD Crew Cab Utility Pick Up Truck including additional options listed to be used by the Parks & Recreation Department for a total cost of \$86,380.45.

Further Be It Resolved, that the funds for the purchase of said vehicle are included in the 2025 fiscal-year budget and shall be ordered now.

Moved by: Councilwoman Meddaugh                      Seconded by: Councilman Pavese  
Vote: Ayes 4                      Rieber, Pavese, Meddaugh and Mace  
      Nays 0  
      Absent 1                      Schock

**17) BILLS OVER \$5,000.00**

There were no bills over \$5,000.00 submitted for approval of payment.

**18) BUDGET TRANSFERS & AMENDMENTS**

There were no budget transfers or amendments.

**19) ORDER BILLS PAID**

**The Following Resolution Was Duly Adopted: Res. No. 79 of the Year 2025.**

Resolved, that all regular bills for the course of the month, which have been properly audited be approved for payment. A complete list of the regular bills as identified can be found appended to these minutes as per attached.<sup>2</sup>

Moved by: Councilwoman Meddaugh                      Seconded by: Councilman Pavese

Vote: Ayes 4                      Rieber, Pavese, Meddaugh and Mace

Nays 0

**OLD BUSINESS**

**1) WATER & SEWER DEPARTMENT: RESOLUTION TO AWARD BIDS – MELODY LAKE WATER DISTRICT WATER SYSTEM IMPROVEMENT PROJECT (SUBJECT TO USDA RD CONCURRENCE)**

Town Engineer Matthew J. Sickler, P.E. of MHE Engineering, D.P.C. sent letters dated 01/06/2025 to Supervisor Rieber regarding recommendation for award of the Melody Lake Water District Water System Improvement Project bids that were opened 11/21/2025. The low bidder for the Electrical Contract is TAM Enterprises in the amount of \$259,841.00. The low bidder for the General Construction Contract is Wittcon, Inc. in the amount of \$755,000.00. The bid award will be subject to USDA RD concurrence and Notice of Award will be sent once USDA RD review and concurrence is received.

**The Following Resolution Was Duly Adopted: Res. No. 80 of the Year 2025.**

Resolved, that the bid of TAM Enterprises for the Melody Lake Water District Water System Improvement Project (Electrical Contract), in the amount of \$259,841.00, be, and the same hereby is, accepted subject to USDA RD review and concurrence, and the Town Clerk be, and she hereby is, directed to notify the successful bidder of the award thereof once USDA RD review and concurrence is received.

Moved by: Councilwoman Meddaugh                      Seconded by: Councilman Mace

Vote: Ayes 4                      Rieber, Pavese, Meddaugh and Mace

Nays 0

Absent 1                      Schock

**The Following Resolution Was Duly Adopted: Res. No. 81 of the Year 2025.**

Resolved, that the bid of Wittcon, Inc., for the Melody Lake Water District Water System Improvement Project (General Construction Contract), in the amount of \$755,000.00, be, and the same hereby is, accepted subject to USDA RD review and concurrence,

<sup>2</sup> ATTACHMENT: ORDER BILLS PAID





event to support the Sullivan County Federation for the Homeless to be held on Saturday, February 22<sup>nd</sup>, 2025 from 4:00 PM to 7:00 PM. Further Be It Resolved, that said use/event shall be subject to the approval of (EPR Properties), Resorts World Casino (EPT Concord II, LLC, SBL# 23.-1-52.1), Kartrite Resort & Indoor Waterpark (EPR Concord II, LP SBL# 15.-1-14.4), New York State Police and Sullivan County Sheriff's Department.

Moved by: Councilman Mace

Seconded by: Councilwoman Meddaugh

Vote: Ayes 4 Rieber, Pavese, Meddaugh and Mace

Nays 0

Absent 1 Schock

## **REPORTS: SUPERVISOR, COUNCILMEN, & DEPARTMENT HEADS**

### **Supervisor William J. Rieber, Jr.**

- Supervisor Rieber wished everyone a Happy Healthy New Year!
- Free Rabies Clinic – January 16<sup>th</sup>, 6:00–7:30PM: Town of Mamakating at Bloomingburg Firehouse, Sullivan County Residents Only, ID Required, Sponsored by: Sullivan County Public Health Services, 845-292-5910, Ext.0.

### **Highway Superintendent Hayden Carnell**

- Paving of Resorts World Drive in 2025, not on Planned Road Improvement List as this is a separate Road District.
- New Freightliner is ready for delivery, will require signed purchase order.
- Dave Kerber has agreed to help Supt. Somers with the HVAC System repair at Town Hall, which is planned for one-day next week.
- As part of the Computer system upgrades the fuel software system has agreed to upgrade the software program for free as the current software is not compatible with Windows 11. Same company just modernizing software.
- Sullivan County Solid Waste Hauler License/Commercial User Permit has expired. Town Clerk Calhoun said that it is ready and will be sent out tomorrow once the Supervisor signs the renewal application.

### **Parks & Recreation Superintendent Glenn Somers**

- Thanked Supt. Carnell and Highway Department staff for assistance removing trees and debris at Lake Ida Park.
- Meeting scheduled for next Monday with YMCA representatives regarding Summer Youth Day Camp contract for 2025 Summer Season.
- Youth Winter Season Programs update including Thursday Night Lights Ski Program, which are all expanding.

### **Councilwoman Melinda S. Meddaugh**

- Also, reported on amendments to the Thursday Night Lights Winter Ski Program.

### **Director James L. Carnell, Jr.**

- Cleanup of property located on Old Liberty Road and Friedman Road, Monticello.

**PUBLIC COMMENT**

There was no public comment given.

**ANNOUNCEMENTS, REMINDERS & FOR YOUR INFORMATION**

- 01/21/25 at 7PM: Regular Town Board Meeting.

**EXECUTIVE SESSION**

On a motion made by Councilwoman Meddaugh and seconded by Councilman Pavese the Town Board entered into Executive Session at 8:05 PM with Attorney Mednick, Supt. Messenger, Supt. Somers, Supt. Carnell, Director Weyer and Comptroller DeMarmels to discuss the status of Collective Bargaining Negotiations/Agreements.

The Zoom Livestream Videoconferencing connection was disconnected.

Executive Session was held.

The Town Board returned from Executive Session at 8:18 PM. Further action was taken as follows:

**13) APPROVE & AUTHORIZE SUPERVISOR TO EXECUTE COLLECTIVE BARGAINING AGREEMENT(S): HIGHWAY DEPARTMENT, WATER & SEWER DEPARTMENT AND PARKS & RECREATION DEPARTMENT**

**The Following Resolution Was Duly Adopted: Res. No. 84-A of the Year 2025.**

Resolved, that the Supervisor hereby be authorized to execute the three-year Collective Bargaining Agreement for the Town of Thompson Highway Department Employees (THOMHIDE) and that said agreement be accepted as executed commencing 01/01/2025 to 12/31/2027.

Motion by: Councilman Pavese                      Seconded by: Councilwoman Meddaugh  
 Vote: Ayes 4                      Rieber, Pavese, Meddaugh and Mace  
       Nays 0  
       Absent 1                      Schock

**The Following Resolution Was Duly Adopted: Res. No. 84-B of the Year 2025.**

Resolved, that the Supervisor hereby be authorized to execute the three-year Collective Bargaining Agreement for the Town of Thompson Water & Sewer Department Employees and that said agreement be accepted as executed commencing 01/01/2025 to 12/31/2027.

Motion by: Councilman Pavese                      Seconded by: Councilwoman Meddaugh  
 Vote: Ayes 4                      Rieber, Pavese, Meddaugh and Mace  
       Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 84-C of the Year 2025.**

Resolved, that the Supervisor hereby be authorized to execute the three-year Collective Bargaining Agreement for the Town of Thompson Parks & Recreation Department Employees and that said agreement be accepted as executed commencing 01/01/2025 to 12/31/2027.

Motion by: Councilman Pavese                      Seconded by: Councilwoman Meddaugh  
Vote: Ayes 4                      Rieber, Pavese, Meddaugh and Mace  
      Nays 0  
      Absent 1                      Schock

**The Following Resolution Was Duly Adopted: Res. No. 85 of the Year 2025.**

Resolved, that the Town Board of the Town of Thompson hereby authorizes that the two recent hires Tyler Bossert of the Parks & Recreation Department and Andrew Johnson of the Highway Department be given 5 vacation days effective immediately to reflect the vacation schedule in the Collective Bargaining Agreements adopted at the January 7<sup>th</sup>, 2025 Town Board Meeting.

Motion by: Councilman Pavese                      Seconded by: Councilwoman Meddaugh  
Vote: Ayes 4                      Rieber, Pavese, Meddaugh and Mace  
      Nays 0  
      Absent 1                      Schock

**14) RESOLUTION TO CLASSIFY WATER & SEWER DEPARTMENT EMPLOYEES AS PER NEW JOB TITLES IN THE COLLECTIVE BARGAINING AGREEMENT**

**The Following Resolution Was Duly Adopted: Res. No. 86 of the Year 2025.**

Resolved, that the Town Board of the Town of Thompson hereby authorizes the re-classification of the Water & Sewer Department Employees as per the new job titles as listed in the adopted Collective Bargaining Agreement as follows:

**JOB TITLE QUALIFICATIONS**

**Water or Wastewater Treatment Plant Operator Trainee 1:** high school diploma or equivalent

- 1) Vacant

**Water or Wastewater Treatment Plant Operator Trainee 2:** Grade IIB or C water license OR minimum of Grade 2A wastewater license

- 1) Kevin Delaney

**Water & Wastewater Treatment Plant Operator 1:** Grade IIB or C water license AND Grade 2A wastewater license or greater and 2 years' experience

- 1) Richard Heins
- 2) Jonah LaGrutta

- 3) Michael Wells
- 4) Dylan Saunderson

**Water & Wastewater Treatment Plant Operator 2:** Grade IIB or C water license AND Grade 3A wastewater license or greater and 3 years' experience. ***There will be no promotions or classification changes during this contract term.***

- 1) George Gattus
- 2) Jonathan Meddaugh
- 3) Floyd (Tyler) Wagner

Motion by: Councilman Mace                      Seconded by: Councilwoman Meddaugh  
Vote: Ayes 4              Rieber, Pavese, Meddaugh and Mace  
      Nays 0  
      Absent 1              Schock

**ADJOURNMENT**

On a motion made by Councilman Pavese and seconded by Councilwoman Meddaugh the meeting was adjourned at 8:23 PM. All board members voted in favor of adjourning the meeting.

**Respectfully Submitted By:**



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**Marilee J. Calhoun, Town Clerk**



### MUNICIPAL (NON-CHARGEABLE) FEE SCHEDULE

#### A. HOURLY RATES:

<b>Firm Representative</b>	<b>Hourly</b>
Principal	\$ 114.00
Associate	\$ 111.00
Senior Engineer	\$ 109.00
Senior Structural Engineer	\$ 109.00
Senior Architect	\$ 109.00
Senior Project Manager	\$ 106.00
Senior Planner	\$ 106.00
Project Engineer	\$ 102.00
Project Manager	\$ 100.00
Staff Engineer / Designer	\$ 95.00
Designer / Technician II	\$ 100.00
Designer / Technician I	\$ 95.00
Engineering Intern	\$ 60.00
Intern Support	\$ 45.00
Administrative Services	\$ 100.00
Clerical/Secretarial	\$ 65.00

#### B. GENERAL CONDITIONS:

1. Fees for services or tasks for engineering design, field construction observation, surveys, etc. will be computed based on the firm representative(s) performing the services and the hours expended, unless a lump sum agreement has been executed.
2. In addition to the above fees, all out-of-pocket and traveling expenses, reproduction charges, mailing charges, and other disbursements are chargeable, plus a 20% service charge, unless any such charges are specifically noted as included in the agreement. Mileage will be chargeable at the approved Federal rate.
3. Without a prior appointment, services of personnel cannot be assured for any certain day.
4. Reproduction charges are based on \$0.15 per photocopy (8.5" x 11") and in-house \$3.60 per D size plan (24' x 36") and \$5.25 per E size plan (30" x 42"), unless otherwise stipulated by agreement.
5. Field Representative rate is based on an 8-hour daytime work period, weekdays. Other time periods will be billable at an overtime rate (1-1/2 rate).

Municipal Non-Chargeable Fee Schedule – 2025

#### NEW YORK OFFICE

88 Airport Center Drive, Suite 202, New Windsor, NY 12553  
345-667-3100 | F: 315-667-3232 | mhary@mhepc.com

#### PENNSYLVANIA OFFICE

111 Wheatfield Drive, Suite 1, Milliford, PA 18337  
570-296-2735 | F: 570-290-2767 | mhapp@mhepc.com



## MUNICIPAL FEE SCHEDULE

### A. HOURLY RATES:

<b>Firm Representative</b>	<b>Hourly</b>
Principal	\$ 204.00
Associate	\$ 194.00
Senior Engineer	\$ 187.00
Senior Structural Engineer	\$ 187.00
Senior Architect	\$ 187.00
Senior Project Manager	\$ 180.00
Senior Planner	\$ 180.00
Project Engineer	\$ 150.00
Project Manager	\$ 145.00
Staff Engineer / Designer	\$ 125.00
Designer / Technician II	\$ 125.00
Designer / Technician I	\$ 115.00
Engineering Intern	\$ 70.00
Intern Support	\$ 47.00
Administrative Services	\$ 107.00
Clerical/Secretarial	\$ 70.00

### B. GENERAL CONDITIONS:

1. Fees for services or tasks for engineering design, field construction observation, surveys, etc. will be computed based on the firm representative(s) performing the services and the hours expended, unless a lump sum agreement has been executed.
2. In addition to the above fees, all out-of-pocket and traveling expenses, reproduction charges, mailing charges, and other disbursements are chargeable, plus a 20% service charge, unless any such charges are specifically noted as included in the agreement. Mileage will be chargeable at the approved Federal rate.
3. Without a prior appointment, services of personnel cannot be assured for any certain day.
4. Reproduction charges are based on \$0.15 per photocopy (8.5" x 11") and in-house \$3.60 per D size plan (24' x 36") and \$5.25 per E size plan (30" x 42"), unless otherwise stipulated by agreement.
5. Field Representative rate is based on an 8-hour daytime work period, weekdays. Other time periods will be billable at an overtime rate (1-1/2 rate).

Municipal Standard Fee Schedule – 2025

#### **NEW YORK OFFICE**

33 Airport Center Drive, Suite 202, New Windsor, NY 12553  
845-367-3100 | F: 845-367-3232 | mhny@mhpc.com

#### **PENNSYLVANIA OFFICE**

111 Wheelfield Drive, Suite 1, Millford, PA 18857  
570-296-1753 | F: 570-296-2757 | mhpa@mhpc.com

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**2025  
HOURLY RATE SCHEDULE**

Personnel	Rate
Admin, Billing Clerk, Project Coordinator	\$90 - \$110
Communications	\$165 - \$185
Designer, Technician, Construction Inspector I	\$100 - \$125
Designer, Technician, Construction Inspector II	\$130 - \$155
Designer, Technician, Construction Inspector III	\$155 - \$175
Designer, Technician, Construction Inspector IV	\$175 - \$205
Engineer/Scientist/Planner I	\$115 - \$135
Engineer/Scientist/Planner II	\$135 - \$170
Engineer/Scientist/Planner III	\$175 - \$200
Engineer/Scientist/Planner IV	\$200 - \$230
Principal Engineer/Scientist/Planner	\$230 - \$260

**Reimbursable Expenses:**

1. Mileage @ Federal Rate
2. Travel Expenses (Lodging, Meals) @ Federal Per Diem Rate
3. Telecommunications @ Cost
4. FedEx, UPS, US Postal, Courier @ Cost
5. Subcontract Management @ Cost plus 10%
6. Other allowable costs @ Cost (Plan Reproductions, Photographs, etc.)

# Town of Thompson Highway Dept

Hayden Carnell Superintendent of Highways  
33 Jefferson St. Monticello, NY 12701  
Phone: 794-5560

Todd Mitchell Deputy Superintendent  
Email davehiway@gmail.com  
Fax: 794-5722

**December 27, 2024**

**Town Board,**

**Attached find the roads the Highway Department plans on improving for the 2025 construction season. The number of roads improved can change due to weather, damages, scheduling and the cost of materials.**

**Thanks,  
Hayden**



2025 Sealing List	2025 Paving List
Holmes	Whittiker
Maplewood Garden	Leanard
Hamilton	Dylan Farm
Wildcat	Varnell
Green Tree	Dunbar
Harris	Ranch
Thompson	Rod & Gun
Rose Valley	Rosen
North Emerald	Marjarie
Lake View CT	Highland
Deerfield CT	Hanover
Cantrell	Van Etten
Rupp Road	Avon
Westfield CT	Chester
Sycamore	Haddock
Spruce LN	Edwards
Willow LN	Tappan
Mapletree LN	Fedun
Pine LN	Dylan
Hemlock DR	Camp Kenny Brook
Hickory LN	
Katrina Falls HMT-RHD	
Rock Hill Drive	
Sunset	
Osborn	
Osborn EXT	
Hemlock LN	

In addition to the improvement lists above, we intend to complete the Big Woods Road culvert replacement pending weather, DEC permitting, and construction scheduling.

2

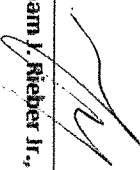


Town of Thompson  
Warrant Report

Town of Thompson  
Warrant Report

I hereby certify that the vouchers listed on the attached abstracts of prepaid and claims payable have been duly audited and are presented for payment to the Town Board of the Town of Thompson at the regular meeting there of, held on the 7<sup>th</sup> day of January 20<sup>25</sup> in the amounts respectively specified. Authorization is hereby given and direction is made to pay each of the claimants in the amount as specified upon each claim stated.

  
Melissa DeMarnels, Comptroller

  
William J. Rieber Jr., Supervisor



Town of Thompson  
Warrant Report

Fund	Fund Description	Invoice Batch	Unpaid	Manual Checks	Purchase Cards	Total	
		Paid	Unpaid	Paid	Unpaid	Paid	Unpaid
T000	TRUST & AGENCY FUND	\$5,432.81	\$0.00	\$0.00	\$0.00	\$31,489.02	\$0.00
	Posted Batch Grand Totals	\$912,391.37	\$0.00	\$15,000.00	\$0.00	\$191,489.02	\$1,118,880.39
	Report Grand Totals						
A000	GENERAL FUND TOWN WIDE	\$284,527.58	\$0.00	\$0.00	\$0.00	\$284,527.58	\$0.00
B000	GENERAL TOWN OUTSIDE	\$66,539.67	\$0.00	\$0.00	\$0.00	\$66,539.67	\$0.00
DA00	HWY#3 / 4 - TOWN WIDE	\$310,936.20	\$0.00	\$0.00	\$0.00	\$310,936.20	\$0.00
DB00	HWY#1 - TOWN OUTSIDE	\$80,468.40	\$0.00	\$0.00	\$0.00	\$80,468.40	\$0.00
RD00	ADELAAR ROAD IMPROVEMENT DISTRICT	\$192.94	\$0.00	\$0.00	\$0.00	\$192.94	\$0.00
SAR0	ADELAAR RESORT SEWER DISTRICT	\$200.54	\$0.00	\$0.00	\$0.00	\$200.54	\$0.00
SL01	ROCK HILL LIGHTING	\$413.45	\$0.00	\$0.00	\$0.00	\$413.45	\$0.00
SL02	LUCKY LAKE LIGHTING	\$68.42	\$0.00	\$0.00	\$0.00	\$68.42	\$0.00
SL03	LAKE LOUISE MARIE	\$212.02	\$0.00	\$0.00	\$0.00	\$212.02	\$0.00
SL04	PATIO HOMES LIGHTING	\$156.81	\$0.00	\$0.00	\$0.00	\$156.81	\$0.00
SL05	KIAMESHA SHORES LIGHTING	\$57.36	\$0.00	\$0.00	\$0.00	\$57.36	\$0.00
SL06	EMERALD GREEN LIGHTING	\$1,103.45	\$0.00	\$0.00	\$0.00	\$1,103.45	\$0.00
SL07	TREASURE LAKE LIGHTING	\$14.89	\$0.00	\$0.00	\$0.00	\$14.89	\$0.00
SL08	CONGERO ROAD LIGHTING	\$96.89	\$0.00	\$0.00	\$0.00	\$96.89	\$0.00
SL09	YESHIVA/KIAM. LIGHTING DISTRICT	\$167.95	\$0.00	\$0.00	\$0.00	\$167.95	\$0.00
SL10	EMERALD CORP. PARK L/D#10	\$92.03	\$0.00	\$0.00	\$0.00	\$92.03	\$0.00
SL11	ADELAAR Lighting	\$617.16	\$0.00	\$0.00	\$0.00	\$617.16	\$0.00
SL12	Route 42 N Lighting	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$0.00
SSAR	Adelaar Sewer District	\$10,740.99	\$0.00	\$0.00	\$0.00	\$22,740.99	\$0.00
SSHHC	Harris Consolidated Sewer District	\$12,160.21	\$0.00	\$0.00	\$0.00	\$22,160.21	\$0.00
SSKC	Kiamesha Consolidated Sewer District	\$84,524.99	\$0.00	\$0.00	\$0.00	\$156,524.99	\$0.00
SSMO	MELODY LAKE SEWER DISTR.	\$3,859.53	\$0.00	\$2,500.00	\$0.00	\$9,559.53	\$0.00
SSRC	Rock Hill Emerald Green Consolidated Sewer Dist	\$30,568.98	\$0.00	\$0.00	\$0.00	\$56,868.98	\$0.00
SSSO	SACKETT LAKE SEWER DISTR	\$15,123.23	\$0.00	\$0.00	\$0.00	\$25,123.23	\$0.00
SSWA0	ADELAAR RESORT WATER DISTRICT	\$1,737.19	\$0.00	\$0.00	\$0.00	\$9,737.19	\$0.00
SWC0	COLD SPRING WATER	\$1,038.99	\$0.00	\$4,000.00	\$0.00	\$5,038.99	\$0.00
SWD0	DILLON WATER DISTRICT	\$220.03	\$0.00	\$4,000.00	\$0.00	\$4,220.03	\$0.00
SWK0	KIAMESHA RT42 WATER	\$115.88	\$0.00	\$0.00	\$0.00	\$17,115.88	\$0.00
SWL0	LUCKY LAKE WATER DISTR	\$220.03	\$0.00	\$4,500.00	\$0.00	\$4,720.03	\$0.00
SWMM0	MELODY LAKE WATER	\$782.75	\$0.00	\$0.00	\$0.00	\$1,282.75	\$0.00
T000	TRUST & AGENCY FUND	\$5,432.81	\$0.00	\$0.00	\$0.00	\$31,489.02	\$0.00
<b>Grand Totals</b>		<b>\$912,391.37</b>	<b>\$0.00</b>	<b>\$15,000.00</b>	<b>\$0.00</b>	<b>\$191,489.02</b>	<b>\$1,118,880.39</b>



Town of Thompson  
Warrant Report

Fund	Fund Description	Invoice Batch	Manual Checks	Purchase Cards	Total
Unposted Batch Grand Totals		\$0.00	\$0.00	\$0.00	\$0.00

Posted Batch Totals

Fund	Fund Description	Invoice Batch	Unpaid	Paid	Manual Checks	Unpaid	Paid	Purchase Cards	Unpaid	Paid	Total	Unpaid
A000	GENERAL FUND TOWN WIDE	\$284,527.58	\$0.00	\$0.00	\$0.00	\$0.00	\$284,527.58	\$0.00	\$0.00	\$0.00	\$284,527.58	\$0.00
B000	GENERAL TOWN OUTSIDE	\$66,539.67	\$0.00	\$0.00	\$0.00	\$0.00	\$66,539.67	\$0.00	\$0.00	\$0.00	\$66,539.67	\$0.00
DA00	HWY#3 / 4 - TOWN WIDE	\$310,936.20	\$0.00	\$0.00	\$0.00	\$0.00	\$310,936.20	\$0.00	\$0.00	\$0.00	\$310,936.20	\$0.00
DB00	HWY#1 - TOWN OUTSIDE	\$80,468.40	\$0.00	\$0.00	\$0.00	\$0.00	\$80,468.40	\$0.00	\$0.00	\$0.00	\$80,468.40	\$0.00
RD00	ADELAAR ROAD IMPROVEMENT DISTRICT	\$192.94	\$0.00	\$0.00	\$0.00	\$0.00	\$192.94	\$0.00	\$0.00	\$0.00	\$192.94	\$0.00
SAR0	ADELAAR RESORT SEWER DISTRICT	\$200.54	\$0.00	\$0.00	\$0.00	\$0.00	\$200.54	\$0.00	\$0.00	\$0.00	\$200.54	\$0.00
SL01	ROCK HILL LIGHTING	\$413.45	\$0.00	\$0.00	\$0.00	\$0.00	\$413.45	\$0.00	\$0.00	\$0.00	\$413.45	\$0.00
SL02	LUCKY LAKE LIGHTING	\$68.42	\$0.00	\$0.00	\$0.00	\$0.00	\$68.42	\$0.00	\$0.00	\$0.00	\$68.42	\$0.00
SL03	LAKE LOUISE MARIE	\$212.02	\$0.00	\$0.00	\$0.00	\$0.00	\$212.02	\$0.00	\$0.00	\$0.00	\$212.02	\$0.00
SL04	PATIO HOMES LIGHTING	\$156.81	\$0.00	\$0.00	\$0.00	\$0.00	\$156.81	\$0.00	\$0.00	\$0.00	\$156.81	\$0.00
SL05	KIAMESHA SHORES LIGHTING	\$57.36	\$0.00	\$0.00	\$0.00	\$0.00	\$57.36	\$0.00	\$0.00	\$0.00	\$57.36	\$0.00
SL06	EMERALD GREEN LIGHTING	\$1,103.45	\$0.00	\$0.00	\$0.00	\$0.00	\$1,103.45	\$0.00	\$0.00	\$0.00	\$1,103.45	\$0.00
SL07	TREASURE LAKE LIGHTING	\$14.89	\$0.00	\$0.00	\$0.00	\$0.00	\$14.89	\$0.00	\$0.00	\$0.00	\$14.89	\$0.00
SL08	CONGERO ROAD LIGHTING	\$96.89	\$0.00	\$0.00	\$0.00	\$0.00	\$96.89	\$0.00	\$0.00	\$0.00	\$96.89	\$0.00
SL09	YESHIVAKIAM. LIGHTING DISTRICT	\$167.95	\$0.00	\$0.00	\$0.00	\$0.00	\$167.95	\$0.00	\$0.00	\$0.00	\$167.95	\$0.00
SL10	EMERALD CORP. PARK L/D#10	\$92.03	\$0.00	\$0.00	\$0.00	\$0.00	\$92.03	\$0.00	\$0.00	\$0.00	\$92.03	\$0.00
SL11	ADELAAR Lighting	\$617.16	\$0.00	\$0.00	\$0.00	\$0.00	\$617.16	\$0.00	\$0.00	\$0.00	\$617.16	\$0.00
SL12	Route 42 N Lighting	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SSAR	Adelaar Sewer District	\$10,740.99	\$0.00	\$0.00	\$0.00	\$0.00	\$10,740.99	\$0.00	\$0.00	\$0.00	\$10,740.99	\$0.00
SSHHC	Harris Consolidated Sewer District	\$12,160.21	\$0.00	\$0.00	\$0.00	\$0.00	\$12,160.21	\$0.00	\$0.00	\$0.00	\$12,160.21	\$0.00
SSKC	Kiamesha Consolidated Sewer District	\$64,524.99	\$0.00	\$0.00	\$0.00	\$0.00	\$64,524.99	\$0.00	\$0.00	\$0.00	\$64,524.99	\$0.00
SSMO	MELODY LAKE SEWER DISTR.	\$3,859.53	\$0.00	\$0.00	\$0.00	\$0.00	\$3,859.53	\$0.00	\$0.00	\$0.00	\$3,859.53	\$0.00
SSRC	Rock Hill Emerald Green Consolidated Sewer Dist	\$30,568.98	\$0.00	\$0.00	\$0.00	\$0.00	\$30,568.98	\$0.00	\$0.00	\$0.00	\$30,568.98	\$0.00
SSSO	SACKETT LAKE SEWER DISTR	\$15,123.23	\$0.00	\$0.00	\$0.00	\$0.00	\$15,123.23	\$0.00	\$0.00	\$0.00	\$15,123.23	\$0.00
SWA0	ADELAAR RESORT WATER DISTRICT	\$1,737.19	\$0.00	\$0.00	\$0.00	\$0.00	\$1,737.19	\$0.00	\$0.00	\$0.00	\$1,737.19	\$0.00
SWC0	COLD SPRING WATER	\$1,038.99	\$0.00	\$0.00	\$0.00	\$0.00	\$1,038.99	\$0.00	\$0.00	\$0.00	\$1,038.99	\$0.00
SWD0	DILLON WATER DISTRICT	\$220.03	\$0.00	\$0.00	\$0.00	\$0.00	\$220.03	\$0.00	\$0.00	\$0.00	\$220.03	\$0.00
SWK0	KIAMESHA RT42 WATER	\$115.88	\$0.00	\$0.00	\$0.00	\$0.00	\$115.88	\$0.00	\$0.00	\$0.00	\$115.88	\$0.00
SWL0	LUCKY LAKE WATER DISTR	\$220.03	\$0.00	\$0.00	\$0.00	\$0.00	\$220.03	\$0.00	\$0.00	\$0.00	\$220.03	\$0.00
SWM0	MELODY LAKE WATER	\$782.75	\$0.00	\$0.00	\$0.00	\$0.00	\$782.75	\$0.00	\$0.00	\$0.00	\$782.75	\$0.00

C1

**Marilee Calhoun (Town of Thompson)**

---

**From:** Devine, Alysse (DEC) <Alysse.Devine@dec.ny.gov>  
**Sent:** Monday, December 30, 2024 3:01 PM  
**To:** sgray@lawwmm.com; Larry Frenkel  
**Cc:** Fraatz, Michael R (DEC); Shaw, Warren T (DEC); Frederick, Colleen M (DEC); Pickard-DePriest, Kerri L (DEC); Daniel Horgan; Orzel, Brian A CIV USARMY CENAN (USA); Eric.Engle@drbc.gov; marilee@townofthompson.com; deputyclerk@fallsburgny.com  
**Subject:** 3-4899-00009/00005 (FW), /00006 (SD), /00007 (P3S), /00008 (WQ) RESPONSE TO PARTIAL RESUBMISSION #2 - GAN EDEN ESTATES  
**Attachments:** 3-4899-00009\_00005 (FW) 00006 (SD) 00007 (P3S) 00008 (WQ) RESPONSE TO PARTIAL RESUBMISSION #2.pdf




Good Afternoon,

Please see attached Response to Partial Resubmission #2 for 3-4899-00009 Gan Eden Estates.

No hard copy will be mailed. Please let me know if you have any questions.

**Alysse Devine**

Environmental Analyst, Division of Environmental Permits  
New York State Department of Environmental Conservation  
21 South Putt Corners Rd, New Paltz, NY 12561  
P: (845) 240-7806 | [alysse.devine@dec.ny.gov](mailto:alysse.devine@dec.ny.gov)

[www.dec.ny.gov](http://www.dec.ny.gov) |  |  | 



Department of  
Environmental  
Conservation

# NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION

Division of Environmental Permits, Region 3  
21 South Putt Corners Road, New Paltz, NY 12561-1620  
P: (845) 256-3054 | F: (845) 255-4659  
[www.dec.ny.gov](http://www.dec.ny.gov)

December 30, 2024

## VIA EMAIL

Gan Eden Estates  
Attn: Steven Gray, Waters, McPherson, McNeill., P.C.  
[sgray@lawwmm.com](mailto:sgray@lawwmm.com)

Re: Gan Eden Estates  
DEC ID: 3-4899-00009/00005 (FW), /00006 (SD), /00007 (P3S), /00008 (WQ)  
Article 24 Freshwater Wetlands [MO-5, Class 2]; Article 15 Protection of Waters  
[WIN D-10-29, Class B]; Section 401 Water Quality Certification; State Pollutant  
Discharge Elimination System (SPDES)  
Town of Thompson, Sullivan County

## **RESPONSE TO PARTIAL RESUBMISSION #2**

Dear Steven Gray,

The New York State Department of Environmental Conservation (Department or DEC) has reviewed the application submitted for the above referenced project. According to the application materials, received on August 8, 2024, and partially resubmitted on October 2, 2024, November 29, 2024, and December 19, 2024, the proposal consists of a 534-unit residential development and associated roadway and utility infrastructure located on a 212-acre parcel in the Towns of Thompson and Fallsburg.

The project will require the construction of a wastewater treatment plant as well as a water supply system including a disinfection system and water storage. A permit was issued on May 16, 2023, DEC ID 3-4899-00009/00003 & /00004, for the installation of two test water supply wells within NYS Freshwater Wetland MO-5, Class 2. The application materials received by the Department on August 8, 2024, requests the permanent use of the existing test wells at a pumping rate of up to 135 gallons per minute, the installation of a pipeline connection to the proposed development, and the installation of culverts for road and utility crossings. As noted in the Notice of Incomplete Application (NOIA), dated September 12, 2024, a complete application would need to include submission of materials for all stream disturbances on the property including outfall and dam repairs, a SPDES permit application, confirmation by the DRBC of their water withdrawal approval, Water Quality Certification Joint Application Supplement WQC-1 Form, Environmental Justice Enhanced Public Participation Plan, and the

Town's written determination under the State Environmental Quality Review Act (SEQRA). The partial resubmissions included some of these items but not all.

Based on our review of the submitted materials, Department staff have determined that the application remains incomplete. Please submit the following items for the Department to continue its review:

### **JOINT APPLICATION FORM**

Per Uniform Procedures regulations at 6 NYCRR 621.3(a)(4), if a project requires more than one DEC permit, the applicant must simultaneously submit all necessary permit applications or demonstrate to DEC's satisfaction that there is good cause not to do so. The explanation provided in the partial resubmission did not demonstrate to DEC's satisfaction that there is good cause not to review the required permit applications concurrently. As noted in the conference call on October 28, 2024, in situations where a coordinated review is taking place, DEC requires the SEQRA lead agency to issue a written determination of significance before we can call an application complete. You noted that the dam repairs and SPDES application details will be affected by the site plan hearings taking place as part of the SEQRA process. Applications should include final project plans for DEC's review. As mentioned above, the application cannot be considered complete until the town satisfies SEQRA provisions. In the resubmission, please submit a Protection of Waters application for the dam repair work and the outfall, and any supplemental information required.

### **ARTICLE 24 FRESHWATER WETLANDS**

The technical comments sent on December 23, 2024, have yet to be fully addressed. Please provide the following required information:

- Plans showing the work on the dam. These plans should clearly show existing conditions, work proposed, and include wetland and adjacent area boundaries. If there is work in the wetland or adjacent area, this should be noted on the plans and the amount of disturbance (in square feet) should be shown. If there is any in-water work, please provide the amount of disturbance (in linear feet and cubic yards).

We have yet to receive this information. This information is required to quantify and evaluate impacts to the area. Therefore, we cannot deem the freshwater wetlands portion of this review complete until all relevant information has been submitted. As mentioned before, we must review the project as a whole and all applications concurrently. At this time, there is too much information missing for us to complete our review of this individual component of the project. Department staff are available for a conference call if you wish to discuss these comments, or if you have any questions.

### **ARTICLE 15 PROTECTION OF WATER**

A Protection of Waters Stream Disturbance permit is required to physically disturb the bed or banks (up to 50 feet from stream) of the stream, Tributaries of Mongaup River or East Mongaup River, Water Index Number D-10-29, Class B. A stream disturbance

permit application is still needed for the construction of the new outfall and associated headwall. The December 19, 2024, partial resubmission included the dam repair application materials which program staff are currently reviewing. When submitted, the stream disturbance application information should be included on an updated Joint Application Form with the necessary supplemental information included in the resubmission. Please include the amount of linear stream disturbance for each location and note that on the plans.

This application cannot be considered complete until all DEC permit applications have been received and reviewed for completeness. The resubmission failed to include information about the new outfall. Please include a narrative about the work proposed, location map of the outfall, and plans including a cross section of the outfall.

#### **STATE POLLUTANT DISCHARGE ELIMINATION SYSTEM (SPDES)**

The partial resubmission on November 29, 2024, included the requested SPDES application. The partial resubmission on December 19, 2024, included updated application materials. DEC staff are reviewing these documents and technical comments may be forthcoming.

#### **WATER WITHDRAWAL**

The resubmitted materials note that the maximum 30-day average demand for this project will be above the 100,000 gpd threshold for Delaware River Basin Commission (DRBC) review. Therefore, a Part 601 Water Withdrawal permit from the DEC will not be required so long as approval from the DRBC is received. This will be required to call the application complete as the DRBC will need to approve the outfall to ensure it meets the criteria required under their authorization. Please provide the Department with any correspondence from the DRBC.

#### **WATER QUALITY CERTIFICATION (WQC)**

The Joint Application Form indicates that the applicant will be seeking coverage from the U.S. Army Corps of Engineers under Nationwide Permit (NWP) 29. The resubmitted materials state that you believe the application is covered under DEC's Blanket WQC; however, the amount of disturbance to Federal Wetlands and Waters of the U.S. appears to be over 0.25 acres. The previous Notice of Incomplete Application requested the total amount of disturbance (in square feet) to federal wetlands and the amount of disturbance (in linear feet) to Waters of the U.S. so we can determine if the project qualifies for the Blanket WQC. This information was not provided, but the resubmitted materials did include the following documents:

1. The SEQRA Environmental Assessment document provided in the resubmission materials shows Table 1 on page 6 detailing 0.29 acres of permanent disturbance to wetlands/waterbodies and 253 linear feet (0.06 acres) of stream disturbance for a total of 0.35 acres.
2. The Preliminary Site Plan prepared by PS&S Integrated Design & Engineering, titled "Overall Wetland Disturbance Map," dated 2/21/2020 and last revised



9/30/2024, shows a total of 0.36 acres of disturbance to Wetlands and Waters of the U.S. Specifically, it shows 0.17 acres for wetland 8, 0.07 acres for wetland 14, 0.02 acres for the outfall area, 0.04 acres for stream improvements, 0.04 acres for wetland 10, and 0.02 acres for wetland 3.

3. Page 40, Attachment B of the resubmitted materials provided an updated table showing 0.24 acres of permanent disturbance to wetlands/waterbodies and 253 linear feet (0.06 acres) of stream disturbance for a total of 0.30 acres.

There appears to be some confusion about how the totals are calculated. In accordance with the [Department's state-wide Section 401 Water Quality Certification decisions](#) dated October 15, 2021, the discharge and disturbance limits are calculated as the temporary or permanent discharge of dredged or fill material into wetlands AND other waters of the United States. See page 12 of the PDF for more details. Therefore, it is the combination of wetland disturbance totals AND stream disturbance total that constitutes our determination of whether the project is covered under the Blanket WQC.

If the U.S. Army Corps of Engineers is taking jurisdiction over all these areas, then the total amount of disturbance appears to be over 0.25 acres and an individual WQC will be needed. As the application does not appear to qualify for the Blanket Water Quality Certification, the Water Quality Certification Joint Application Supplement WQC-1 Form will be required. This form was submitted with the partial resubmission on December 19, 2024.

Based on the information provided, the department has determined that an individual Water Quality Certification will be required. The application materials should be revised to reflect the accurate totals, information, and statements regarding the water quality certification and associated disturbances. This should include information related to the draft Public Participation Plan.

Please provide the Department with any correspondence from the U.S. Army Corps of Engineers.

### **ENVIRONMENTAL JUSTICE**

The partial resubmission on October 2, 2024, included a draft Public Participation Plan (PPP). DEC staff are reviewing these documents and comments may be forthcoming.

### **STATE ENVIRONMENTAL QUALITY REVIEW ACT (SEQRA)**

We received a lead agency circulation dated February 12, 2020, from the Town of Thompson Planning Board, in which the project was determined to be a Type 1 action and the Town of Thompson Planning Board indicated its intent to assume lead agency for review of the proposal. As a coordinated review is being performed, SEQRA regulations at 6 NYCRR 617.7 (a) and (b) require that the Town of Thompson Planning Board, as lead agency, determine the significance of this Type 1 action in writing prior to the application being called complete by the Department (see 6 NYCRR 621.3(a)(7)). Your application will remain as incomplete until SEQRA provisions are satisfied.

## **UNIFORM PROCEDURES**

Please be advised that pursuant to 6 NYCRR 621.4(i), this project is considered a major project. Thirty (30) days of public notice will be required due to the SPDES permit, but all permit types will be processed together. Once the Department considers the application complete, the applicant will be responsible for publishing (for one day) the Notice of Complete Application in the official newspaper of the town in which the project is located. Any public comments received must be addressed before a final permit decision is made.

Your application will remain incomplete until the new application materials have been received, as allowed under the Uniform Procedures Act (UPA) regulations at 6 NYCRR 621.6(e). Please provide an electronic copy of all materials. Please reference DEC ID: 3-4899-00009.

If you have any questions regarding the above request, please contact me via email at [Alysse.Devine@dec.ny.gov](mailto:Alysse.Devine@dec.ny.gov). If you have technical questions about Freshwater Wetland requirements, please contact Michael Fraatz, DEC Bureau of Ecosystem Health, at [Michael.Fraatz@dec.ny.gov](mailto:Michael.Fraatz@dec.ny.gov). If you have technical questions about SPDES or Water Withdrawal requirements, please contact Aparna Roy, DEC Division of Water at [Aparna.Roy@dec.ny.gov](mailto:Aparna.Roy@dec.ny.gov).

Sincerely,



Alysse Devine  
Division of Environmental Permits

Ecc: Daniel Horgan ([dehorgan@lawwmm.com](mailto:dehorgan@lawwmm.com))  
Michael Fraatz, DEC Bureau of Ecosystem Health  
Colleen Frederick, DEC Division of Water  
Kerri Pickard-DePreist, DEC Office of Environmental Justice  
Warren Shaw, DEC Dam Safety Section  
Eric Engle, DRBC  
Brian Orzel, USACE  
Town of Thompson Clerk  
Town of Fallsburg Clerk

## **Marilee Calhoun (Town of Thompson)**

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**From:** Daniel Horgan <dehorgan@lawwmm.com>  
**Sent:** Tuesday, December 31, 2024 9:56 AM  
**To:** Ashley Johnson  
**Cc:** Devine, Alysse (DEC); Michael.Fraatz@dec.ny.gov; Warren.Shaw@dec.ny.gov; colleen.frederick@dec.ny.gov; Kerri.Pickard-DePriest@dec.ny.gov; Brian.A.Orzel@usace.army.mil; Eric.Engle@drbc.gov; marilee@townofthompson.com; deputyclerk@fallsburgny.com; Steven Gray  
**Subject:** STATUS OF NY DEC REGULATIONS????

We have been trying in good faith to satisfy the requirements of proposed regulations under the assumption that they would be adopted and effective as of January 1, 2025. Our submissions should establish our client's rights to proceed on a complete wetlands application as a Type II SEQR action. We are contemporaneously responding to specific issues raised in yesterday's letter from Alysse Devine rejecting our wetlands application as incomplete. In addition to those preliminary comments, we have other serious concerns if the Department intends to proceed under its proposed year-end deadline. As of December 30, 2024 there has been no indication as to where these regulations stand in the adoption process and neither the Department nor anyone involved in our efforts has responded to our request to be advised on this. We must ask again, will the regulations take effect as of Tomorrow, and if not, where do we stand, specifically?

***Daniel E. Horgan, Esq.***

dehorgan@lawwmm.com  
Waters, McPherson, McNeill, PC  
300 Lighting Way, 7th Floor  
Seacucus, NJ 07094-3672  
201-330-7453 OFFICE  
**201-926-4402 CELL**

## Marilee Calhoun (Town of Thompson)

---

**From:** Steven Gray <sgray@lawwmm.com>  
**Sent:** Tuesday, December 31, 2024 10:00 AM  
**To:** Devine, Alysse (DEC)  
**Cc:** Fraatz, Michael R (DEC); 'Johnson, Ashley R (DEC)'; Larry Frenkel; Daniel Horgan; Shaw, Warren T (DEC; Frederick, Colleen M (DEC; Pickard-DePriest, Kerri L (DEC; Orzel, Brian A CIV USARMY CENAN (USA; Eric.Engle@drbc.gov; marilee@townofthompson.com; deputyclerk@fallsburgny.com  
**Subject:** FW: 3-4899-00009/00005 (FW), /00006 (SD), /00007 (P3S), /00008 (WQ) RESPONSE TO PARTIAL RESUBMISSION #2 - GAN EDEN ESTATES  
**Attachments:** 3-4899-00009\_00005 (FW) 00006 (SD) 00007 (P3S) 00008 (WQ) RESPONSE TO PARTIAL RESUBMISSION #2.pdf; Annotated Overall Wetlands Preliminary Site Plan PS&S plan.pdf

Alysse—in response to yesterday’s DEC letter:

**1—The DEC’s Self-Created “Good Cause” for Accelerated review and Declaration of completeness of the Wetlands Application--** Gan Eden takes issue with the statement in your letter that our explanation of why the Freshwater Wetlands application should be reviewed for completeness apart from the other permit applications “did not demonstrate to DEC’s satisfaction that there is good cause not to review the permit applications concurrently.” The DEC itself—by proposing to amend its wetlands regulations with new criteria and standards and a potential retroactive deadline for an applicant’s entitlement to “grandfathered” status—created this potential dilemma for the applicant and provided good cause for special treatment and accelerated review of the wetlands application apart from the other permit applications. With knowledge that the proposed regulations would potentially establish a December 31, 2024 deadline for application completeness and thus, eligibility for grandfathered status, Gan Eden has worked tirelessly since submitting its August 7, 2024 initial application to provide not only the required supporting documentation for completeness of the wetlands application but also, to the extent feasible, to complete all other DEC applications required for the project. The DEC can’t justifiably deprive Gan Eden’s of wetlands application “completeness” status simply based upon the absence of final engineering plans for the repair of its existing Pond dam—especially when the applicant has furnished an expert report documenting existing conditions of the dam, and represented that its intent is to replace the dam spillway in-kind with no additional wetlands impacts. Determination of eligibility for grandfathering treatment must be decided by the DEC consistent with the concept of fairness—and with case law providing for equitable relief from oppressive or confiscatory attempts to retroactively apply new regulations to an applicant that has duly proceeded under rules established as of the time of initiation of the process. In designing its Project consistent with the Supreme Court’s Order, the Applicant justifiably has relied on the current wetlands criteria and standards.

**2—Clarifying the Record as to the Calculation of Wetlands/Waterbody Impacts—**Per the DEC’s 2021 letter to the Corps providing guidelines for eligibility for Nationwide Permit 29, WQC blanket certification, temporary as well as permanent stream disturbances should be counted to determine if an individual Water Quality Certification is required. While it doesn’t make sense to count a temporary disturbance intended to remove existing culverts to daylight a stream ( i.e. a improvement over existing conditions ) as a “disturbance”, the total temporary and permanent wetlands/waterbody impacts would be .29 acres if this impact is counted—requiring an individual Water Quality Certification which the applicant already has submitted. See Table below as well as Attachment B, p. 2 of the 12/19 Joint Application submission ) which checked the WQC ( and the Dam Repair ) application boxes.

For purposes of clarification, the comments in DEC’s letter at pp. 3-4 inadvertently do not reflect the table and map submitted by the applicant on December 19<sup>th</sup>:

**In response to WATER Quality Certificate, DEC Comment #1:**

- The SEQRA Environmental Assessment document provided in the resubmission materials shows Table 1 (below) on pg. 6 detailing 0.24 acres of permanent disturbance to wetlands/waterbodies and 233 linear feet of stream disturbance – **not** 0.29 acres of wetlands disturbance and 253 linear feet of stream disturbance, as referenced in Comment #1 – see image below:

Gas Eden Estate:  
SEQRA Environmental Assessment

Table 1  
Potential Impacts and Benefits to Wetlands and Waterbodies:

Activity	Temporary Disturbance to Wetland/Waterbody			Permanent Disturbance (Fill) to Wetland/Waterbody			Permanent Improvements to Wetland/Waterbody		
	SF	Acreage	Linear Foot	SF	Acreage	Linear Foot	SF	Acreage	Linear Foot
Reaming of existing freshwater wells; (existing) access path and installation of drinking water utility line connection to wells.				7,514	0.17	755			
Roadway installations across wetland.				1,900	0.04	170			
Maintenance of existing walking trail around the pond.				1,026	0.02	260			
<b>Total Wetland Impacts and Improvements</b>				<b>10,440</b>	<b>0.24</b>	<b>1,225</b>			
Stream crossing for sanitary sewer and drinking water utility lines.	386	0.01	20						
Sanitary wastewater outfall installation within stream.				363	0.01	N/A			
Culverted stream crossing for roadway, stream daylighting							1,368	0.03	233
<b>Stream/Waterbody Impacts and Improvements</b>	<b>386</b>	<b>0.01</b>	<b>20</b>	<b>363</b>	<b>0.01</b>	<b>0</b>	<b>1,368</b>	<b>0.03</b>	<b>233</b>
Access path and installation of drinking water utility line connection to wells in Adjacent Areas.				3,138	0.07	381			
<b>Total Adjacent Area Impacts and Improvements</b>				<b>3,138</b>	<b>0.07</b>	<b>381</b>			

Please note that these acreages are rounded values.

D-6

**In response to Water Quality Certificate, DEC Comment #2:**

- Please see attached Preliminary Site Plan/ Overall Wetlands Disturbance Map, prepared by PS&S last revised 12/17/24, highlighting total impacts referenced in Comment #2. Specifically, 0.03 acres for stream improvements (not 0.04 acres as referenced in Comment #2), bringing the total stream disturbance (including 0.01 utility pipeline installation + 0.01 acres for sewer outfall area), to 0.05 acres.
- Additionally, please refer to our note in Wetlands Area 14 **Adjacent Area Fill**, which is the buffer area and not the actual wetlands area.

**In response to Water Quality Certificate, Comment #3:**

- Page 37 of Attachment B (and not pg. 40 as inadvertently referenced in Comment #3), shows the updated Table ( submitted 12/19) showing 0.24 acres of wetlands disturbance and 233 (and not 253 as referenced in Comment #3) linear feet of stream disturbance – see image below:

Activity	Temporary Disturbance to Wetland/Waterbody			Permanent Disturbance (Fill) to Wetland/Waterbody			Permanent Improvements to Wetland/Waterbody		
	SF	Acreage	Linear Foot	SF	Acreage	Linear Foot	SF	Acreage	Linear Foot
Reaming of existing freshwater wells, (existing) access path and installation of drinking water utility line connection to wells.*				7,514	0.17	795			
Roadway installations across wetland.				1,900	0.04	170			
Maintenance of existing existing walking trail around the pond.				1,025	0.02	260			
<b>Total Wetland Impacts and Improvements</b>				<b>10,440</b>	<b>0.24</b>	<b>1,225</b>			
Stream crossing for sanitary sewer and drinking water utility lines.	366	0.01	20						
Sanitary wastewater outfall installation within stream.				363	0.01	N/A			
Curved stream crossing for roadway, stream daylighting.**							1,368	0.03	233
<b>Stream/Waterbody Impacts and Improvements</b>	<b>366</b>	<b>0.01</b>	<b>20</b>	<b>363</b>	<b>0.01</b>	<b>0</b>	<b>1,368</b>	<b>0.03</b>	<b>233</b>
Access path and installation of drinking water utility line connection to wells in Adjacent Areas.*				3,139	0.07	361			
<b>Total Adjacent Area Impacts and Improvements</b>				<b>3,139</b>	<b>0.07</b>	<b>361</b>			

\*Disturbance has been updated to represent measured width of existing path.  
 \*\* Permanent stream improvements have been updated to represent total net improvements:  
 (1850 SF daylighting stream + 442 SF of new headwalks/up top + 1368 SF net stream improvement).

Please note that all of the above referenced materials can be found on the same link referenced from our 12/19 submission. For ease, the link is provided here again:

Gan Eden - Joint Application

Steven R. Gray  
 Waters, McPherson, McNeill., P.C.  
 P.O. Box 1560  
 300 Lighting Way, 7<sup>th</sup> Floor  
 Secaucus, New Jersey 07096-1560  
 Telephone: (201) 330-7459  
 Cell: (201) 981-2357  
 Facsimile: (201) 863-2866  
 Email: sgray@lawwmm.com

**- CONFIDENTIALITY NOTE -**

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**US IMMEDIATELY BY TELEPHONE OR E-MAIL SO THAT WE CAN ARRANGE FOR THE RETURN ANY COPIES OF THE DOCUMENTS TO US AT NO COST TO YOU.**

**From:** Devine, Alysse (DEC) <[Alysse.Devine@dec.ny.gov](mailto:Alysse.Devine@dec.ny.gov)>  
**Sent:** Monday, December 30, 2024 3:01 PM  
**To:** Steven Gray <[sgray@lawwmm.com](mailto:sgray@lawwmm.com)>; Larry Frenkel <[larry@larryfrenkel.com](mailto:larry@larryfrenkel.com)>  
**Cc:** Fraatz, Michael R (DEC) <[Michael.Fraatz@dec.ny.gov](mailto:Michael.Fraatz@dec.ny.gov)>; Shaw, Warren T (DEC) <[Warren.Shaw@dec.ny.gov](mailto:Warren.Shaw@dec.ny.gov)>; Frederick, Colleen M (DEC) <[colleen.frederick@dec.ny.gov](mailto:colleen.frederick@dec.ny.gov)>; Pickard-DePriest, Kerri L (DEC) <[Kerri.Pickard-DePriest@dec.ny.gov](mailto:Kerri.Pickard-DePriest@dec.ny.gov)>; Daniel Horgan <[dehorgan@lawwmm.com](mailto:dehorgan@lawwmm.com)>; Orzel, Brian A CIV USARMY CENAN (USA) <[Brian.A.Orzel@usace.army.mil](mailto:Brian.A.Orzel@usace.army.mil)>; [Eric.Engle@drbc.gov](mailto:Eric.Engle@drbc.gov); [marilee@townofthompson.com](mailto:marilee@townofthompson.com); [deputyclerk@fallsburgny.com](mailto:deputyclerk@fallsburgny.com)  
**Subject:** 3-4899-00009/00005 (FW), /00006 (SD), /00007 (P3S), /00008 (WQ) RESPONSE TO PARTIAL RESUBMISSION #2 - GAN EDEN ESTATES




Good Afternoon,

Please see attached Response to Partial Resubmission #2 for 3-4899-00009 Gan Eden Estates.

No hard copy will be mailed. Please let me know if you have any questions.

**Alysse Devine**

Environmental Analyst, Division of Environmental Permits  
New York State Department of Environmental Conservation  
21 South Putt Corners Rd, New Paltz, NY 12561  
P: (845) 240-7806 | [alysse.devine@dec.ny.gov](mailto:alysse.devine@dec.ny.gov)

[www.dec.ny.gov](http://www.dec.ny.gov) |  |  | 



Department of  
Environmental  
Conservation

C2

CONGREGATION YESHIVA ATERES SHLOIME OF BOBOV  
CAMP BOBOV SITE PLAN  
LEAD AGENCY DESIGNATION

The Town of Thompson Planning Board has received an application from the applicant dated August 5, 2024, NYS Full Environmental Assessment Form Part ,1 last revised October 24, 2024, and Project Plans, last revised December 27, 2024, and is reviewing the above-proposed request for Site Plan Approval for property located off Gartner Road and Goldfarb Road. The project site being more particularly defined and designated upon the Town of Thompson Tax Roll as the following tax map parcels:

- Section 4 Block 1, Lots 86 & 87.2
- Section 5, Block 1, Lot 1.3

The project involves the development of Summar Camp and Bungalow Colony at the site. A tentative determination that the project is a Type 1 Action has been made for the project.

Please take note that within thirty (30) days of the date that this document is mailed to you, a Lead Agency for this project must be designated by agreement among the interested and involved agencies.

Under the applicable standards of Title 5 NYCRR Section 617.6(b), the Town of Thompson Planning Board concludes that it is the appropriate agency to serve as Lead Agency in the environmental review of the proposed action.

This notification is being sent to interested and involved agencies with the request that you consent to the Town of Thompson Planning Board serving as Lead Agency. In the event that you, as an interested or involved agency, do not agree with the Planning Board's designation as Lead Agency, you may follow procedures outlined in NYCRR 617.6(b) (5).

If you have any questions or comments, please contact Chair Kathleen Lara of the Town Planning Board, Town of Thompson, 4052 Route 42 N, Monticello, New York 12701; (845) 794-2500.

This notice is being mailed on January 2, 2025. Your agreement or disagreement with the Town Planning Board serving as Lead Agency is requested on or before February 2, 2025. Please send your response to Chair Kathleen Lara of the Town of Thompson Planning Board, at the above address.

If no response is received from your agency within thirty (30) days, it will be assumed that you are in agreement with the designation of the Town Planning Board as Lead Agency. You will continue to be notified of SEQR determinations and hearings and copies of all environmental documents will be made available to you.

Thank you for your cooperation.

Town of Thompson Planning Board  
Chair Kathleen Lara

Attachments:

1. Project Site Plan
2. Full Environmental Assessment Form (EAF), Part 1



**Full Environmental Assessment Form**  
**Part 1 - Project and Setting**

**Instructions for Completing Part 1**

**Part 1 is to be completed by the applicant or project sponsor.** Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification.

Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information; indicate whether missing information does not exist, or is not reasonably available to the sponsor; and, when possible, generally describe work or studies which would be necessary to update or fully develop that information.

Applicants/sponsors must complete all items in Sections A & B. In Sections C, D & E, most items contain an initial question that must be answered either "Yes" or "No". If the answer to the initial question is "Yes", complete the sub-questions that follow. If the answer to the initial question is "No", proceed to the next question. Section F allows the project sponsor to identify and attach any additional information. Section G requires the name and signature of the applicant or project sponsor to verify that the information contained in Part 1 is accurate and complete.

**A. Project and Applicant/Sponsor Information.**

Name of Action or Project: Camp Bobov Site Plan		
Project Location (describe, and attach a general location map): Gartner Road & Goldfarb Road, Town of Thompson, Sullivan County		
Brief Description of Proposed Action (include purpose or need): Proposed Summer Camp & Bungalow Colony consisting of six (6) bunk houses serving 150 total campers, a kitchen & dining hall, shul & classroom building, mikva, infirmary, daycamp building, as well as thirteen (13) staff-house duplex buildings and one (1) staff house studio building with a total of 32 units and 84 bedrooms. The camp will include a pool, tennis courts, and associated parking and access roads. The facilities will be served by proposed on-site well & water system and a proposed on-site subsurface sewage disposal system. There is an existing single-family dwelling on the project site that will remain for use as a caretaker dwelling. This dwelling is served by existing private well and subsurface sewage disposal system.		
Name of Applicant/Sponsor: Congregation Yeshiva Ateres Shloime of Bobov		Telephone:
		E-Mail:
Address: 88 Grove Street		
City/PO: Monsey	State: NY	Zip Code: 10952
Project Contact (if not same as sponsor; give name and title/role): Joel Kohn (JK Expediting) - Applicant's Representative		Telephone:
		E-Mail: joel@jkexpediting.com
Address: PO Box 369		
City/PO: Monticello	State: NY	Zip Code: 12701
Property Owner (if not same as sponsor): Same as owner		Telephone:
		E-Mail:
Address:		
City/PO:	State:	Zip Code:

**B. Government Approvals**

**B. Government Approvals, Funding, or Sponsorship.** (“Funding” includes grants, loans, tax relief, and any other forms of financial assistance.)

Government Entity	If Yes: Identify Agency and Approval(s) Required	Application Date (Actual or projected)
a. City Counsel, Town Board, or Village Board of Trustees <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
b. City, Town or Village Planning Board or Commission <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Planning Board (site plan)	July 2024
c. City, Town or Village Zoning Board of Appeals <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
d. Other local agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Town Highway (access)	September 2024
e. County agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Planning (GML 239)	November 2024
f. Regional agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
g. State agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	NYSDEC (stormwater NOI, sewer); NYSDOH (water/sewer)	November 2024
h. Federal agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
i. Coastal Resources. <ul style="list-style-type: none"> <li>i. Is the project site within a Coastal Area, or the waterfront area of a Designated Inland Waterway? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</li> <li>ii. Is the project site located in a community with an approved Local Waterfront Revitalization Program? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</li> <li>iii. Is the project site within a Coastal Erosion Hazard Area? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</li> </ul>		

**C. Planning and Zoning**

<b>C.1. Planning and zoning actions.</b>	
Will administrative or legislative adoption, or amendment of a plan, local law, ordinance, rule or regulation be the only approval(s) which must be granted to enable the proposed action to proceed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <ul style="list-style-type: none"> <li>• If Yes, complete sections C, F and G.</li> <li>• If No, proceed to question C.2 and complete all remaining sections and questions in Part 1</li> </ul>	
<b>C.2. Adopted land use plans.</b>	
a. Do any municipally- adopted (city, town, village or county) comprehensive land use plan(s) include the site where the proposed action would be located? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, does the comprehensive plan include specific recommendations for the site where the proposed action would be located? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
b. Is the site of the proposed action within any local or regional special planning district (for example: Greenway; Brownfield Opportunity Area (BOA); designated State or Federal heritage area; watershed management plan; or other?) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, identify the plan(s): NYS Major Basins: Upper Delaware _____ _____ _____	
c. Is the proposed action located wholly or partially within an area listed in an adopted municipal open space plan, or an adopted municipal farmland protection plan? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, identify the plan(s): _____ _____ _____	

**C.3. Zoning**

a. Is the site of the proposed action located in a municipality with an adopted zoning law or ordinance.  Yes  No  
If Yes, what is the zoning classification(s) including any applicable overlay district?

RR-1 \_\_\_\_\_  
\_\_\_\_\_

b. Is the use permitted or allowed by a special or conditional use permit?  Yes  No

c. Is a zoning change requested as part of the proposed action?  Yes  No  
If Yes,

i. What is the proposed new zoning for the site? \_\_\_\_\_

**C.4. Existing community services.**

a. In what school district is the project site located? Monticello Central School District

b. What police or other public protection forces serve the project site?  
NYS State Police, Sullivan County Sheriff Department

c. Which fire protection and emergency medical services serve the project site?  
Monticello Joint Fire District, Catskills Hatzalah

d. What parks serve the project site?  
East Mongaup River Park, Lake Ida Park, Dillon Park and Pool, De Hoyos Memorial Park and Pond

**D. Project Details**

**D.1. Proposed and Potential Development**

a. What is the general nature of the proposed action (e.g., residential, industrial, commercial, recreational; if mixed, include all components)? Residential

b. a. Total acreage of the site of the proposed action? \_\_\_\_\_ ±98 acres  
b. Total acreage to be physically disturbed? \_\_\_\_\_ ±25 acres  
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? \_\_\_\_\_ ±98 acres

c. Is the proposed action an expansion of an existing project or use?  Yes  No  
i. If Yes, what is the approximate percentage of the proposed expansion and identify the units (e.g., acres, miles, housing units, square feet)? % \_\_\_\_\_ Units: \_\_\_\_\_

d. Is the proposed action a subdivision, or does it include a subdivision?  Yes  No  
If Yes,

i. Purpose or type of subdivision? (e.g., residential, industrial, commercial; if mixed, specify types) \_\_\_\_\_

ii. Is a cluster/conservation layout proposed?  Yes  No

iii. Number of lots proposed? \_\_\_\_\_

iv. Minimum and maximum proposed lot sizes? Minimum \_\_\_\_\_ Maximum \_\_\_\_\_

e. Will the proposed action be constructed in multiple phases?  Yes  No

i. If No, anticipated period of construction: \_\_\_\_\_ 18 months

ii. If Yes:  
• Total number of phases anticipated \_\_\_\_\_  
• Anticipated commencement date of phase 1 (including demolition) \_\_\_\_\_ month \_\_\_\_\_ year  
• Anticipated completion date of final phase \_\_\_\_\_ month \_\_\_\_\_ year  
• Generally describe connections or relationships among phases, including any contingencies where progress of one phase may determine timing or duration of future phases: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

f. Does the project include new residential uses?  Yes  No  
 If Yes, show numbers of units proposed.

	<u>One Family</u>	<u>Two Family</u>	<u>Three Family</u>	<u>Multiple Family (four or more)</u>
Initial Phase		13		6 (bunk houses) + 1 (studio)
At completion				
of all phases				

g. Does the proposed action include new non-residential construction (including expansions)?  Yes  No  
 If Yes,

i. Total number of structures 6  
 ii. Dimensions (in feet) of largest proposed structure: <35 height; ±160' width; and ±110' length  
 iii. Approximate extent of building space to be heated or cooled: ±30,000 square feet

h. Does the proposed action include construction or other activities that will result in the impoundment of any liquids, such as creation of a water supply, reservoir, pond, lake, waste lagoon or other storage?  Yes  No  
 If Yes,

i. Purpose of the impoundment: Stormwater treatment & detention  
 ii. If a water impoundment, the principal source of the water:  Ground water  Surface water streams  Other specify:  
Surface runoff  
 iii. If other than water, identify the type of impounded/contained liquids and their source.  
N/A  
 iv. Approximate size of the proposed impoundment. Volume: <0.05 million gallons; surface area: ±2 acres  
 v. Dimensions of the proposed dam or impounding structure: ±5' height; ±100' length  
 vi. Construction method/materials for the proposed dam or impounding structure (e.g., earth fill, rock, wood, concrete):  
Earth fill

**D.2. Project Operations**

a. Does the proposed action include any excavation, mining, or dredging, during construction, operations, or both?  Yes  No  
 (Not including general site preparation, grading or installation of utilities or foundations where all excavated materials will remain onsite)  
 If Yes:

i. What is the purpose of the excavation or dredging? \_\_\_\_\_  
 ii. How much material (including rock, earth, sediments, etc.) is proposed to be removed from the site?  
 • Volume (specify tons or cubic yards): \_\_\_\_\_  
 • Over what duration of time? \_\_\_\_\_  
 iii. Describe nature and characteristics of materials to be excavated or dredged, and plans to use, manage or dispose of them.  
 \_\_\_\_\_  
 \_\_\_\_\_  
 iv. Will there be onsite dewatering or processing of excavated materials?  Yes  No  
 If yes, describe. \_\_\_\_\_  
 \_\_\_\_\_  
 v. What is the total area to be dredged or excavated? \_\_\_\_\_ acres  
 vi. What is the maximum area to be worked at any one time? \_\_\_\_\_ acres  
 vii. What would be the maximum depth of excavation or dredging? \_\_\_\_\_ feet  
 viii. Will the excavation require blasting?  Yes  No  
 ix. Summarize site reclamation goals and plan: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

b. Would the proposed action cause or result in alteration of, increase or decrease in size of, or encroachment into any existing wetland, waterbody, shoreline, beach or adjacent area?  Yes  No  
 If Yes:

i. Identify the wetland or waterbody which would be affected (by name, water index number, wetland map number or geographic description): \_\_\_\_\_  
 \_\_\_\_\_

ii. Describe how the proposed action would affect that waterbody or wetland, e.g. excavation, fill, placement of structures, or alteration of channels, banks and shorelines. Indicate extent of activities, alterations and additions in square feet or acres:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

iii. Will the proposed action cause or result in disturbance to bottom sediments?  Yes  No  
If Yes, describe: \_\_\_\_\_

iv. Will the proposed action cause or result in the destruction or removal of aquatic vegetation?  Yes  No  
If Yes:

- acres of aquatic vegetation proposed to be removed: \_\_\_\_\_
- expected acreage of aquatic vegetation remaining after project completion: \_\_\_\_\_
- purpose of proposed removal (e.g. beach clearing, invasive species control, boat access): \_\_\_\_\_
- proposed method of plant removal: \_\_\_\_\_
- if chemical/herbicide treatment will be used, specify product(s): \_\_\_\_\_

v. Describe any proposed reclamation/mitigation following disturbance: \_\_\_\_\_

c. Will the proposed action use, or create a new demand for water?  Yes  No

If Yes:

i. Total anticipated water usage/demand per day: \_\_\_\_\_ ±29,000 gallons/day

ii. Will the proposed action obtain water from an existing public water supply?  Yes  No

If Yes:

- Name of district or service area: \_\_\_\_\_
- Does the existing public water supply have capacity to serve the proposal?  Yes  No
- Is the project site in the existing district?  Yes  No
- Is expansion of the district needed?  Yes  No
- Do existing lines serve the project site?  Yes  No

iii. Will line extension within an existing district be necessary to supply the project?  Yes  No

If Yes:

- Describe extensions or capacity expansions proposed to serve this project: \_\_\_\_\_
- Source(s) of supply for the district: \_\_\_\_\_

iv. Is a new water supply district or service area proposed to be formed to serve the project site?  Yes  No

If Yes:

- Applicant/sponsor for new district: \_\_\_\_\_
- Date application submitted or anticipated: \_\_\_\_\_
- Proposed source(s) of supply for new district: \_\_\_\_\_

v. If a public water supply will not be used, describe plans to provide water supply for the project: \_\_\_\_\_

**Proposed onsite wells**

vi. If water supply will be from wells (public or private), what is the maximum pumping capacity: \_\_\_\_\_ ±40 gallons/minute.

d. Will the proposed action generate liquid wastes?  Yes  No

If Yes:

i. Total anticipated liquid waste generation per day: \_\_\_\_\_ ±29,000 gallons/day

ii. Nature of liquid wastes to be generated (e.g., sanitary wastewater, industrial; if combination, describe all components and approximate volumes or proportions of each): \_\_\_\_\_

Sanitary sewer, kitchen wastewater

iii. Will the proposed action use any existing public wastewater treatment facilities?  Yes  No

If Yes:

- Name of wastewater treatment plant to be used: \_\_\_\_\_
- Name of district: \_\_\_\_\_
- Does the existing wastewater treatment plant have capacity to serve the project?  Yes  No
- Is the project site in the existing district?  Yes  No
- Is expansion of the district needed?  Yes  No

• Do existing sewer lines serve the project site?  Yes  No  
 • Will a line extension within an existing district be necessary to serve the project?  Yes  No  
 If Yes:  
 • Describe extensions or capacity expansions proposed to serve this project: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

iv. Will a new wastewater (sewage) treatment district be formed to serve the project site?  Yes  No  
 If Yes:  
 • Applicant/sponsor for new district: \_\_\_\_\_  
 • Date application submitted or anticipated: \_\_\_\_\_  
 • What is the receiving water for the wastewater discharge? \_\_\_\_\_  
 v. If public facilities will not be used, describe plans to provide wastewater treatment for the project, including specifying proposed receiving water (name and classification if surface discharge or describe subsurface disposal plans):  
 Proposed onsite subsurface sewage disposal system \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

vi. Describe any plans or designs to capture, recycle or reuse liquid waste: \_\_\_\_\_  
 N/A \_\_\_\_\_  
 \_\_\_\_\_

e. Will the proposed action disturb more than one acre and create stormwater runoff, either from new point sources (i.e. ditches, pipes, swales, curbs, gutters or other concentrated flows of stormwater) or non-point source (i.e. sheet flow) during construction or post construction?  Yes  No  
 If Yes:  
 i. How much impervious surface will the project create in relation to total size of project parcel?  
 \_\_\_\_\_ Square feet or ±6.1 acres (impervious surface)  
 \_\_\_\_\_ Square feet or ±98 acres (parcel size)  
 ii. Describe types of new point sources. Stormwater runoff from proposed rooftops and parking areas, into proposed drainage system.  
 \_\_\_\_\_  
 \_\_\_\_\_  
 iii. Where will the stormwater runoff be directed (i.e. on-site stormwater management facility/structures, adjacent properties, groundwater, on-site surface water or off-site surface waters)?  
Proposed onsite stormwater treatment & detention facilities (not intended for long-term storage). Stormwater facilities ultimately discharging to existing drainage courses.  
 • If to surface waters, identify receiving water bodies or wetlands: \_\_\_\_\_  
 \_\_\_\_\_  
 • Will stormwater runoff flow to adjacent properties?  Yes  No

iv. Does the proposed plan minimize impervious surfaces, use pervious materials or collect and re-use stormwater?  Yes  No

f. Does the proposed action include, or will it use on-site, one or more sources of air emissions, including fuel combustion, waste incineration, or other processes or operations?  Yes  No  
 If Yes, identify:  
 i. Mobile sources during project operations (e.g., heavy equipment, fleet or delivery vehicles)  
Construction equipment, delivery vehicles  
 ii. Stationary sources during construction (e.g., power generation, structural heating, batch plant, crushers)  
Power generation  
 iii. Stationary sources during operations (e.g., process emissions, large boilers, electric generation)  
HVAC, delivery vehicles

g. Will any air emission sources named in D.2.f (above), require a NY State Air Registration, Air Facility Permit, or Federal Clean Air Act Title IV or Title V Permit?  Yes  No  
 If Yes:  
 i. Is the project site located in an Air quality non-attainment area? (Area routinely or periodically fails to meet ambient air quality standards for all or some parts of the year)  Yes  No  
 ii. In addition to emissions as calculated in the application, the project will generate:  
 • \_\_\_\_\_ Tons/year (short tons) of Carbon Dioxide (CO<sub>2</sub>)  
 • \_\_\_\_\_ Tons/year (short tons) of Nitrous Oxide (N<sub>2</sub>O)  
 • \_\_\_\_\_ Tons/year (short tons) of Perfluorocarbons (PFCs)  
 • \_\_\_\_\_ Tons/year (short tons) of Sulfur Hexafluoride (SF<sub>6</sub>)  
 • \_\_\_\_\_ Tons/year (short tons) of Carbon Dioxide equivalent of Hydrofluorocarbons (HFCs)  
 • \_\_\_\_\_ Tons/year (short tons) of Hazardous Air Pollutants (HAPs)

h. Will the proposed action generate or emit methane (including, but not limited to, sewage treatment plants, landfills, composting facilities)?  Yes  No

If Yes:

i. Estimate methane generation in tons/year (metric): \_\_\_\_\_

ii. Describe any methane capture, control or elimination measures included in project design (e.g., combustion to generate heat or electricity, flaring): \_\_\_\_\_

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i. Will the proposed action result in the release of air pollutants from open-air operations or processes, such as quarry or landfill operations?  Yes  No

If Yes: Describe operations and nature of emissions (e.g., diesel exhaust, rock particulates/dust): \_\_\_\_\_

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j. Will the proposed action result in a substantial increase in traffic above present levels or generate substantial new demand for transportation facilities or services?  Yes  No

If Yes:

i. When is the peak traffic expected (Check all that apply):  Morning  Evening  Weekend  
 Randomly between hours of \_\_\_\_\_ to \_\_\_\_\_.

ii. For commercial activities only, projected number of truck trips/day and type (e.g., semi trailers and dump trucks): \_\_\_\_\_  
 Limited use for refuse removal & kitchen deliveries.

iii. Parking spaces: Existing \_\_\_\_\_ 0 \_\_\_\_\_ Proposed \_\_\_\_\_ 60 \_\_\_\_\_ Net increase/decrease \_\_\_\_\_ +60

iv. Does the proposed action include any shared use parking?  Yes  No

v. If the proposed action includes any modification of existing roads, creation of new roads or change in existing access, describe:  
 Proposed access roads within the subject property

vi. Are public/private transportation service(s) or facilities available within ½ mile of the proposed site?  Yes  No

vii. Will the proposed action include access to public transportation or accommodations for use of hybrid, electric or other alternative fueled vehicles?  Yes  No

viii. Will the proposed action include plans for pedestrian or bicycle accommodations for connections to existing pedestrian or bicycle routes?  Yes  No

---

k. Will the proposed action (for commercial or industrial projects only) generate new or additional demand for energy?  Yes  No

If Yes:

i. Estimate annual electricity demand during operation of the proposed action: \_\_\_\_\_  
 ± \_\_\_\_\_

ii. Anticipated sources/suppliers of electricity for the project (e.g., on-site combustion, on-site renewable, via grid/local utility, or other): \_\_\_\_\_  
 Grid / local utility

iii. Will the proposed action require a new, or an upgrade, to an existing substation?  Yes  No

---

l. Hours of operation. Answer all items which apply.

<p>i. During Construction:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____ 7:00 am - 6:00 pm _____</li> <li>• Saturday: _____</li> <li>• Sunday: _____ 9:00 am - 5:00 pm _____</li> <li>• Holidays: _____</li> </ul>	<p>ii. During Operations:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____ 24-hr (overnight camp) _____</li> <li>• Saturday: _____ 24-hr (overnight camp) _____</li> <li>• Sunday: _____ 24-hr (overnight camp) _____</li> <li>• Holidays: _____ 24-hr (overnight camp) _____</li> </ul>
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m. Will the proposed action produce noise that will exceed existing ambient noise levels during construction, operation, or both?  Yes  No  
 If yes:  
 i. Provide details including sources, time of day and duration:  
 Construction equipment during work hours. Back-up alarms for loading areas during operation.

---

ii. Will the proposed action remove existing natural barriers that could act as a noise barrier or screen?  Yes  No  
 Describe: Existing vegetation along the property lines will be maintained to the maximum extent possible.

---

n. Will the proposed action have outdoor lighting?  Yes  No  
 If yes:  
 i. Describe source(s), location(s), height of fixture(s), direction/aim, and proximity to nearest occupied structures:  
 Dark sky compliant lighting

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ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen?  Yes  No  
 Describe: Existing vegetation along the property lines will be maintained to the maximum extent possible.

---

o. Does the proposed action have the potential to produce odors for more than one hour per day?  Yes  No  
 If Yes, describe possible sources, potential frequency and duration of odor emissions, and proximity to nearest occupied structures:

---

p. Will the proposed action include any bulk storage of petroleum (combined capacity of over 1,100 gallons) or chemical products 185 gallons in above ground storage or any amount in underground storage?  Yes  No  
 If Yes:  
 i. Product(s) to be stored \_\_\_\_\_  
 ii. Volume(s) \_\_\_\_\_ per unit time \_\_\_\_\_ (e.g., month, year)  
 iii. Generally, describe the proposed storage facilities: \_\_\_\_\_

---

q. Will the proposed action (commercial, industrial and recreational projects only) use pesticides (i.e., herbicides, insecticides) during construction or operation?  Yes  No  
 If Yes:  
 i. Describe proposed treatment(s):  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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ii. Will the proposed action use Integrated Pest Management Practices?  Yes  No

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r. Will the proposed action (commercial or industrial projects only) involve or require the management or disposal of solid waste (excluding hazardous materials)?  Yes  No  
 If Yes:  
 i. Describe any solid waste(s) to be generated during construction or operation of the facility:  
 • Construction: \_\_\_\_\_ 150 tons per \_\_\_\_\_ Construction period (unit of time)  
 • Operation : \_\_\_\_\_ 5 tons per \_\_\_\_\_ Month (unit of time)  
 ii. Describe any proposals for on-site minimization, recycling or reuse of materials to avoid disposal as solid waste:  
 • Construction: N/A \_\_\_\_\_  
 • Operation: N/A \_\_\_\_\_

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iii. Proposed disposal methods/facilities for solid waste generated on-site:  
 • Construction: Sullivan County Landfill \_\_\_\_\_  
 • Operation: Sullivan County Landfill \_\_\_\_\_



s. Does the proposed action include construction or modification of a solid waste management facility?  Yes  No

If Yes:

i. Type of management or handling of waste proposed for the site (e.g., recycling or transfer station, composting, landfill, or other disposal activities): \_\_\_\_\_

ii. Anticipated rate of disposal/processing:

- \_\_\_\_\_ Tons/month, if transfer or other non-combustion/thermal treatment, or
- \_\_\_\_\_ Tons/hour, if combustion or thermal treatment

iii. If landfill, anticipated site life: \_\_\_\_\_ years

---

t. Will the proposed action at the site involve the commercial generation, treatment, storage, or disposal of hazardous waste?  Yes  No

If Yes:

i. Name(s) of all hazardous wastes or constituents to be generated, handled or managed at facility: \_\_\_\_\_

ii. Generally describe processes or activities involving hazardous wastes or constituents: \_\_\_\_\_

iii. Specify amount to be handled or generated \_\_\_\_\_ tons/month

iv. Describe any proposals for on-site minimization, recycling or reuse of hazardous constituents: \_\_\_\_\_

v. Will any hazardous wastes be disposed at an existing offsite hazardous waste facility?  Yes  No

If Yes: provide name and location of facility: \_\_\_\_\_

If No: describe proposed management of any hazardous wastes which will not be sent to a hazardous waste facility: \_\_\_\_\_

**E. Site and Setting of Proposed Action**

**E.1. Land uses on and surrounding the project site**

a. Existing land uses.

i. Check all uses that occur on, adjoining and near the project site.

Urban  Industrial  Commercial  Residential (suburban)  Rural (non-farm)

Forest  Agriculture  Aquatic  Other (specify): \_\_\_\_\_

ii. If mix of uses, generally describe: \_\_\_\_\_

---

b. Land uses and covertsypes on the project site.

Land use or Covertypes	Current Acreage	Acreage After Project Completion	Change (Acres +/-)
• Roads, buildings, and other paved or impervious surfaces	±0.3	±6.4	+ 6.1
• Forested	±86.5	±64.5	-22.0
• Meadows, grasslands or brushlands (non-agricultural, including abandoned agricultural)	-	-	-
• Agricultural (includes active orchards, field, greenhouse etc.)	-	-	-
• Surface water features (lakes, ponds, streams, rivers, etc.)	-	-	-
• Wetlands (freshwater or tidal)	± 8.2	±8.2	0.0
• Non-vegetated (bare rock, earth or fill)	-	-	-
• Other Describe: <u>Grass / Lawn</u>	±3.0	±18.9	+ 15.9

c. Is the project site presently used by members of the community for public recreation?  Yes  No  
i. If Yes: explain: \_\_\_\_\_

---

d. Are there any facilities serving children, the elderly, people with disabilities (e.g., schools, hospitals, licensed day care centers, or group homes) within 1500 feet of the project site?  Yes  No  
If Yes,  
i. Identify Facilities: \_\_\_\_\_  
\_\_\_\_\_

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e. Does the project site contain an existing dam?  Yes  No  
If Yes:  
i. Dimensions of the dam and impoundment:  
• Dam height: \_\_\_\_\_ feet  
• Dam length: \_\_\_\_\_ feet  
• Surface area: \_\_\_\_\_ acres  
• Volume impounded: \_\_\_\_\_ gallons OR acre-feet  
ii. Dam's existing hazard classification: \_\_\_\_\_  
iii. Provide date and summarize results of last inspection: \_\_\_\_\_  
\_\_\_\_\_

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f. Has the project site ever been used as a municipal, commercial or industrial solid waste management facility, or does the project site adjoin property which is now, or was at one time, used as a solid waste management facility?  Yes  No  
If Yes:  
i. Has the facility been formally closed?  Yes  No  
• If yes, cite sources/documentation: \_\_\_\_\_  
ii. Describe the location of the project site relative to the boundaries of the solid waste management facility: \_\_\_\_\_  
\_\_\_\_\_

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g. Have hazardous wastes been generated, treated and/or disposed of at the site, or does the project site adjoin property which is now or was at one time used to commercially treat, store and/or dispose of hazardous waste?  Yes  No  
If Yes:  
i. Describe waste(s) handled and waste management activities, including approximate time when activities occurred: \_\_\_\_\_  
\_\_\_\_\_

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h. Potential contamination history. Has there been a reported spill at the proposed project site, or have any remedial actions been conducted at or adjacent to the proposed site?  Yes  No  
If Yes:  
i. Is any portion of the site listed on the NYSDEC Spills Incidents database or Environmental Site Remediation database? Check all that apply:  Yes  No  
 Yes – Spills Incidents database Provide DEC ID number(s): \_\_\_\_\_  
 Yes – Environmental Site Remediation database Provide DEC ID number(s): \_\_\_\_\_  
 Neither database  
ii. If site has been subject of RCRA corrective activities, describe control measures: \_\_\_\_\_  
\_\_\_\_\_

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iii. Is the project within 2000 feet of any site in the NYSDEC Environmental Site Remediation database?  Yes  No  
If yes, provide DEC ID number(s): \_\_\_\_\_  
iv. If yes to (i), (ii) or (iii) above, describe current status of site(s): \_\_\_\_\_  
\_\_\_\_\_

v. Is the project site subject to an institutional control limiting property uses?  Yes  No

- If yes, DEC site ID number: \_\_\_\_\_
- Describe the type of institutional control (e.g., deed restriction or easement): \_\_\_\_\_
- Describe any use limitations: \_\_\_\_\_
- Describe any engineering controls: \_\_\_\_\_
- Will the project affect the institutional or engineering controls in place?  Yes  No
- Explain: \_\_\_\_\_

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**E.2. Natural Resources On or Near Project Site**

a. What is the average depth to bedrock on the project site? \_\_\_\_\_ ±5 feet

b. Are there bedrock outcroppings on the project site?  Yes  No  
 If Yes, what proportion of the site is comprised of bedrock outcroppings? \_\_\_\_\_ %

c. Predominant soil type(s) present on project site:

Wellsboro gravelly loam	_____	28 %
Wellsboro and Wurtsboro soils	_____	20 %
Arnot Rock Complex	_____	10 %

d. What is the average depth to the water table on the project site? Average: \_\_\_\_\_ feet

e. Drainage status of project site soils:

<input checked="" type="checkbox"/> Well Drained:	_____	30 % of site
<input checked="" type="checkbox"/> Moderately Well Drained:	_____	50 % of site
<input checked="" type="checkbox"/> Poorly Drained	_____	20 % of site

f. Approximate proportion of proposed action site with slopes:

<input checked="" type="checkbox"/> 0-10%:	_____	40 % of site
<input checked="" type="checkbox"/> 10-15%:	_____	42 % of site
<input checked="" type="checkbox"/> 15% or greater:	_____	18 % of site

g. Are there any unique geologic features on the project site?  Yes  No  
 If Yes, describe: \_\_\_\_\_

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h. Surface water features.

i. Does any portion of the project site contain wetlands or other waterbodies (including streams, rivers, ponds or lakes)?  Yes  No

ii. Do any wetlands or other waterbodies adjoin the project site?  Yes  No

If Yes to either i or ii, continue. If No, skip to E.2.i.

iii. Are any of the wetlands or waterbodies within or adjoining the project site regulated by any federal, state or local agency?  Yes  No

iv. For each identified regulated wetland and waterbody on the project site, provide the following information:

• Streams:	Name _____	Classification _____
• Lakes or Ponds:	Name _____	Classification _____
• Wetlands:	Name <u>Federal Waters, NYS Wetland, Federal Waters, Fe...</u>	Approximate Size <u>NYS Wetland (in a...</u>
• Wetland No. (if regulated by DEC)	<u>MO-14</u>	<i>*see "Summary Report" on page 14.</i>

v. Are any of the above water bodies listed in the most recent compilation of NYS water quality-impaired waterbodies?  Yes  No  
 If yes, name of impaired water body/bodies and basis for listing as impaired: \_\_\_\_\_

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i. Is the project site in a designated Floodway?  Yes  No

j. Is the project site in the 100-year Floodplain?  Yes  No

k. Is the project site in the 500-year Floodplain?  Yes  No

l. Is the project site located over, or immediately adjoining, a primary, principal or sole source aquifer?  Yes  No  
 If Yes:  
 i. Name of aquifer: Principal Aquifer

<p>m. Identify the predominant wildlife species that occupy or use the project site:</p>		
Whitetail deer	Grey squirrel	Raccoon
Black bear	Eastern chipmunk	Opossum
Field mouse	Various birds	Various amphibians
<p>n. Does the project site contain a designated significant natural community? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>If Yes:</p> <p style="margin-left: 20px;">i. Describe the habitat/community (composition, function, and basis for designation): _____</p> <p style="margin-left: 20px;">ii. Source(s) of description or evaluation: _____</p> <p style="margin-left: 20px;">iii. Extent of community/habitat:</p> <ul style="list-style-type: none"> <li>• Currently: _____ acres</li> <li>• Following completion of project as proposed: _____ acres</li> <li>• Gain or loss (indicate + or -): _____ acres</li> </ul>		
<p>o. Does project site contain any species of plant or animal that is listed by the federal government or NYS as endangered or threatened, or does it contain any areas identified as habitat for an endangered or threatened species? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>If Yes:</p> <p style="margin-left: 20px;">i. Species and listing (endangered or threatened): _____</p> <p>_____</p> <p>_____</p>		
<p>p. Does the project site contain any species of plant or animal that is listed by NYS as rare, or as a species of special concern? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>If Yes:</p> <p style="margin-left: 20px;">i. Species and listing: _____</p> <p>_____</p>		
<p>q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>If yes, give a brief description of how the proposed action may affect that use: _____</p> <p>_____</p>		
<p><b>E.3. Designated Public Resources On or Near Project Site</b></p>		
<p>a. Is the project site, or any portion of it, located in a designated agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>If Yes, provide county plus district name/number: _____</p>		
<p>b. Are agricultural lands consisting of highly productive soils present? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p style="margin-left: 20px;">i. If Yes: acreage(s) on project site? _____</p> <p style="margin-left: 20px;">ii. Source(s) of soil rating(s): _____</p>		
<p>c. Does the project site contain all or part of, or is it substantially contiguous to, a registered National Natural Landmark? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>If Yes:</p> <p style="margin-left: 20px;">i. Nature of the natural landmark:    <input type="checkbox"/> Biological Community    <input type="checkbox"/> Geological Feature</p> <p style="margin-left: 20px;">ii. Provide brief description of landmark, including values behind designation and approximate size/extent: _____</p> <p>_____</p>		
<p>d. Is the project site located in or does it adjoin a state listed Critical Environmental Area? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>If Yes:</p> <p style="margin-left: 20px;">i. CEA name: _____</p> <p style="margin-left: 20px;">ii. Basis for designation: _____</p> <p style="margin-left: 20px;">iii. Designating agency and date: _____</p>		

e. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?  Yes  No

If Yes:

i. Nature of historic/archaeological resource:  Archaeological Site  Historic Building or District

ii. Name: \_\_\_\_\_

iii. Brief description of attributes on which listing is based: \_\_\_\_\_

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f. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?  Yes  No

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g. Have additional archaeological or historic site(s) or resources been identified on the project site?  Yes  No

If Yes:

i. Describe possible resource(s): \_\_\_\_\_

ii. Basis for identification: \_\_\_\_\_

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h. Is the project site within five miles of any officially designated and publicly accessible federal, state, or local scenic or aesthetic resource?  Yes  No

If Yes:

i. Identify resource: \_\_\_\_\_

ii. Nature of, or basis for, designation (e.g., established highway overlook, state or local park, state historic trail or scenic byway, etc.): \_\_\_\_\_

iii. Distance between project and resource: \_\_\_\_\_ miles.

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i. Is the project site located within a designated river corridor under the Wild, Scenic and Recreational Rivers Program 6 NYCRR 666?  Yes  No

If Yes:

i. Identify the name of the river and its designation: \_\_\_\_\_

ii. Is the activity consistent with development restrictions contained in 6NYCRR Part 666?  Yes  No

**F. Additional Information**

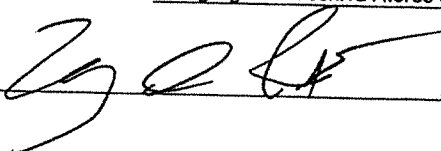
Attach any additional information which may be needed to clarify your project.

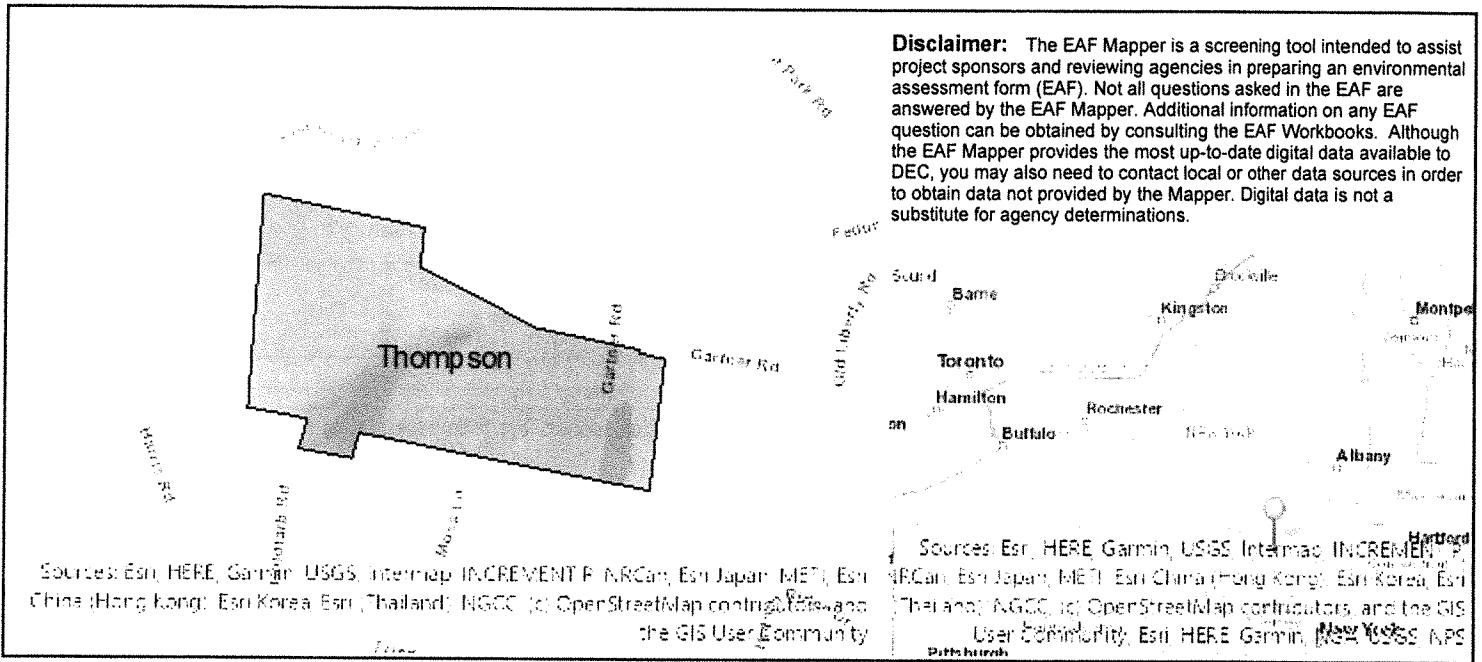
If you have identified any adverse impacts which could be associated with your proposal, please describe those impacts plus any measures which you propose to avoid or minimize them.

**G. Verification**

I certify that the information provided is true to the best of my knowledge.

Applicant/Sponsor Name Congregation Yeshiva Ateres Shloime of Bobov Date October 28, 2024

Signature  Zachary A. Peters Title Project Engineer



B.i.i [Coastal or Waterfront Area]	No
B.i.ii [Local Waterfront Revitalization Area]	No
C.2.b. [Special Planning District]	Yes - Digital mapping data are not available for all Special Planning Districts. Refer to EAF Workbook.
C.2.b. [Special Planning District - Name]	NYS Major Basins:Upper Delaware
E.1.h [DEC Spills or Remediation Site - Potential Contamination History]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h.i [DEC Spills or Remediation Site - Listed]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h.i [DEC Spills or Remediation Site - Environmental Site Remediation Database]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h.iii [Within 2,000' of DEC Remediation Site]	No
E.2.g [Unique Geologic Features]	No
E.2.h.i [Surface Water Features]	Yes
E.2.h.ii [Surface Water Features]	Yes
E.2.h.iii [Surface Water Features]	Yes - Digital mapping information on local and federal wetlands and waterbodies is known to be incomplete. Refer to EAF Workbook.
E.2.h.iv [Surface Water Features - Wetlands Name]	Federal Waters, NYS Wetland
E.2.h.iv [Surface Water Features - Wetlands Size]	NYS Wetland (in acres):15.4
E.2.h.iv [Surface Water Features - DEC Wetlands Number]	MO-14
E.2.h.v [Impaired Water Bodies]	No
E.2.i. [Floodway]	No
E.2.j. [100 Year Floodplain]	Yes

E.2.k. [100 Year Flooding]	Yes
E.2.l. [Aquifers]	Yes
E.2.l. [Aquifer Names]	Principal Aquifer
E.2.n. [Natural Communities]	No
E.2.o. [Endangered or Threatened Species]	No
E.2.p. [Rare Plants or Animals]	No
E.3.a. [Agricultural District]	No
E.3.c. [National Natural Landmark]	No
E.3.d [Critical Environmental Area]	No
E.3.e. [National or State Register of Historic Places or State Eligible Sites]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.3.f. [Archeological Sites]	No
E.3.i. [Designated River Corridor]	No

AI  
#1

At a regular meeting of the Town Board of the  
Town of Thompson held at the Town Hall, 4052  
Route 42, Monticello, New York on January 21,  
2025

**RESOLUTION TO AUTHORIZE A PUBLIC HEARING FOR THE ADOPTION OF A  
LOCAL LAW**

**WHEREAS**, there has been introduced at a meeting of the Town Board of the Town of  
Thompson held on January 21, 2025, a proposed Local Law No. 1 of 2025, entitled "A local law  
to amend Chapter 250 of the Town of Thompson Code relating to zoning and planned unit  
development".

**NOW, THEREFORE, BE IT RESOLVED**, that a Public Hearing be held on said  
proposed local law by the Town Board of the Town of Thompson on March 04, 2025 at  
7:~~50~~ P.M., or as soon thereafter as said public hearing shall be convened, at the Town Hall, 4052  
Route 42, Monticello, New York, and at least three (3) days' notice of such public hearing be  
given by the Town Clerk of the Town of Thompson by due posting thereof on the bulletin board  
of the Town of Thompson and by publishing such notice at least once in the official newspaper  
of said Town.

Moved by \_\_\_\_\_

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

Adopted on Motion January \_\_\_\_\_, 2025

Supervisor WILLIAM J. RIEBER, JR.	Yes [ ] No [ ]
Councilman SCOTT MACE	Yes [ ] No [ ]
Councilman JOHN A. PAVESE	Yes [ ] No [ ]
Councilwoman MELINDA S. MEDDAUGH	Yes [ ] No [ ]
Councilman RYAN T. SCHOCK	Yes [ ] No [ ]



STATE OF NEW YORK )  
COUNTY OF SULLIVAN) SS:

The undersigned, Town Clerk of the Town of Thompson, does hereby certify that the resolution annexed hereto authorize a public hearing on proposed Local Law No. 1 of 2025 was adopted by said Town Board on January 21, 2025, a majority of all Board members voting in favor thereof, and the same has been compared with the original on file in my office and is a true and correct copy of said original and is in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand and seal on January \_\_\_\_, 2025.

\_\_\_\_\_  
Town Clerk

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate new matter.

Town of Thompson

Local Law No. \_\_\_\_ of the year 2025

A local law to amend Chapter 250 of the Town of Thompson Code relating to zoning and planned unit development

Be it enacted by the Town Board of the

Town of Thompson

1. Chapter 250 of the Code of the Town of Thompson entitled "Zoning and Planned Unit Development", is hereby amended to reclassify the following described real property which is currently classified on the zoning map of the Town of Thompson in the Suburban Residential (SR) District:

Only that portion of real properties identified on the Town of Thompson Tax Map as parcel SBL 13.-1-17.1, consisting of approximately 33.59 acres, and parcel 13-1-17.2, consisting of a parcel 110X140, currently zoned as Suburban Residential, shall be reclassified on such zoning map as Highway Commercial-2 (HC-2) and shall hereafter be subject to the schedule of district regulations for such Highway Commercial-2 (HC-2) zone.

2. Except as herein specifically amended, the remainder of Chapter 250 of such code shall remain in full force and effect.
3. If any clause, sentence, paragraph, subdivision, section or part thereof this local law shall be adjudged by any court of competent jurisdiction to be invalid, such judgment, decree or order shall not affect, impair or invalidate the remainder thereof but shall be confined in its operation to the clause, sentence, paragraph, subdivision, section or part thereof directly involved in the controversy in which such judgment, decree or order shall have been rendered and the remainder of this local law shall not be affected thereby and shall remain in full force and effect.
4. Except as herein otherwise provided penalties for the violation of this local law, any person committing an offense against any provision of the chapter of the Code of the Town of Thompson shall, upon conviction thereof, be punishable as provided in Chapter 1, General Provisions, Article II, of such Code.
5. This local law shall take effect immediately.

(Complete the certification in the paragraph that applies to the filing of this local law and strike out the matter therein which is not applicable.)

1. (Final adoption by local legislative body only)

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 2025 of the Town of Thompson was duly passed by the Town Board on \_\_\_\_\_, 2025 in accordance with the applicable provisions of law.

2. (Passage by local legislative body with approval, no disapproval or repassage after disapproval by Elective Chief Executive Officer\*)

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_ of 20\_\_ of the County/City/Town/Town/Village of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_ and was (approved) (not approved) (repassed after disapproval) by the \_\_\_\_\_ on \_\_\_\_\_. \_\_\_\_\_ and was deemed duly adopted on \_\_\_\_\_ 20\_\_, in accordance with the applicable provisions of law.

3. (Final adoption by referendum)

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_ of 20\_\_ of the County/City/Town/Town/Village of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_ and was (approved) (not approved) (repassed after disapproval) by the \_\_\_\_\_ on \_\_\_\_\_. Such local law was submitted to the people by reason of a (mandatory) (permissive) referendum, and received the affirmative vote of a majority of the qualified electors voting thereon at the (general) (special) (annual) election held on \_\_\_\_\_ 20\_\_, in accordance with the applicable provisions of law.

4. (Subject to permissive referendum, and final adoption because no valid petition filed requesting referendum)

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_ of 20\_\_ of the County/City/Town/Town/Village of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_ and was (approved) (not approved) (repassed after disapproval) by the \_\_\_\_\_ on \_\_\_\_\_. Such local law was subject to permissive referendum and no valid petition requesting such referendum was filed as of \_\_\_\_\_ 20\_\_ in accordance with the applicable provisions of law.

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\* Elective Chief Executive Officer means or includes the chief executive officer of a county elected on a county-wide basis or, if there be none, chairman of the county legislative body, the mayor of a city or village or the supervisor of a town where such officer is vested with the power to approve or veto local laws or ordinances.

5. (City local law concerning Charter revision proposed by petition.)

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_ of 20\_\_ of the City of \_\_\_\_\_ having been submitted to referendum pursuant to the provisions of Sections 36/37 of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of such city voting thereon at a special/general election held on \_\_\_\_\_ 20\_\_ became operative.

6. (County local law concerning adoption of Charter)

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_ of 20\_\_ of the County of \_\_\_\_\_, State of New York, having been submitted to the electors at the General Election of November \_\_\_\_ 20\_\_, pursuant to subdivisions 5 and 7 of section 33 of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of the cities of said county as a unit and of a majority of the qualified electors of the towns of said county considered as a unit voting at said general election, became operative.

(If any other authorized form of final adoption has been followed, please provide the appropriate certification.)

I further certify that I have compared the preceding local law with the original on file in this office and that the same is a correct transcript therefrom and of the whole of such original local law, and was finally adopted in the manner indicated in paragraph 1 above.

\_\_\_\_\_  
~~Clerk of the county legislative body, city, Town, village-clerk or officer designated by local legislative body~~

Date: \_\_\_\_\_, 2025

(Certification to be executed by County Attorney, Corporation Counsel, Town Attorney, Village Attorney or other authorized Attorney of locality)

STATE OF NEW YORK  
COUNTY OF SULLIVAN

I, the undersigned, do hereby certify that the foregoing local law contains the correct text and that all proper proceeding have been had or taken for the enactment of the local law annexed hereto.

Date: \_\_\_\_\_, 2025

\_\_\_\_\_  
Attorney for Town of Thompson

#2

At a regular meeting of the Town Board of the  
Town of Thompson held at the Town Hall, 4052  
Route 42, Monticello, New York on January 21,  
2025

**RESOLUTION PURSUANT TO TOWN LAW FOR THE PROPOSED EXTENSION NO.  
03 OF THE CONSOLIDATED ROCK HILL-EMERALD GREEN SEWER DISTRICT  
IN THE TOWN OF THOMPSON**

**WHEREAS**, Catskill Veterinary Services, LLP, has made a request to the Town Board of the Town of Thompson to extend the Consolidated Rock Hill-Emerald Green Sewer District, a Special Improvement District heretofore created in said Town, to include certain parcel of property, namely SBL 32-1-14.1 (230 Old Drive In Road, Rock Hill); and

**WHEREAS**, the said area to be included in the Consolidated Rock Hill-Emerald Green Sewer District is totally located within the Town of Thompson and outside any incorporated village; and

**WHEREAS**, the said Town Board is desirous of preparing a general map and plan for providing sewer facilities in the aforesaid area of said Town and to appropriate a specific amount to pay the cost of preparing said general map and plan, and for other services in connection therewith; the costs of which shall be borne by said applicant, Catskill Veterinary Services, LLP.

**NOW, THEREFORE, BE IT RESOLVED**, by the Town Board of the Town of Thompson as follows:

1. That the Town Board does hereby authorize MHE Engineering, D.P.C. of 33 Airport Center Drive, Suite 202, New Windsor, New York 12553 to prepare a general map and plan for the extension of the sewer facilities and services in the area of the Town of Thompson now serviced by the Consolidated Rock Hill-Emerald Green Sewer District, and for such other services as may be necessary in connection therewith.

2. That the Town Board does hereby appropriate the sum of \$11,000.00 to pay the cost of preparing the general map and plan for the extension of the sewer facilities, as well as all legal expenses incurred by the district to complete any district extension, and all costs and disbursements incurred by the district in processing the extension. That all engineering, legal costs and other disbursements for preparation of a general map, plan and report shall be paid by the applicant. Said monies shall be deposited by the applicant in the Town escrow account prior to preparation of said map, plan and report and will be released to MHE Engineering, D.P.C. upon completion, and other monies held in escrow will be disbursed upon completion of the extension.

3. That MHE Engineering, D.P.C., of 33 Airport Center Drive, Suite 202, New Windsor, New York 12553, be, and they hereby are, retained at a cost not to exceed \$5,000.00, of which

said monies are to be paid by the developer, to prepare a general map and plan for the extension of the sewer facilities and services to the area known as the Consolidated Rock Hill-Emerald Green Sewer District.

4. Legal fees incurred by the Town in connection with the extension of the Consolidated Rock Hill-Emerald Green Sewer District are to be paid by the applicant.

5. That all maps and plans prepared by MHE Engineering, D.P.C. shall conform with the requirements of Section 192 of the Town Law, and shall be filed with the Town Clerk.

6. That the map, plan and report shall be prepared once monies are placed in escrow by the applicant.

7. That in the event that the said Consolidated Rock Hill-Emerald Green Sewer District shall be extended as herein proposed, and shall thereafter be approved pursuant to the provisions of the Town Law, the expense incurred by the Town for the preparation of the maps and plans and other services therefor shall be deemed to be part of the cost of such improvement, and the Town shall be reimbursed the amount paid therefor, or such portion of that amount which the Town Board at the public hearing held pursuant to the Town Law shall allocate against such District.

8. That this resolution is subject to a permissive referendum pursuant to and in accordance with the provisions of Sections 209-b and 90 of the Town Law.

9. That within ten (10) days from the date of this resolution, the Town Clerk shall post and publish a notice which shall set forth the date of the adoption of the resolution, shall contain an abstract of such resolution concisely setting forth the purpose and effect thereof, shall specify that this resolution was adopted subject to a permissive referendum, and shall publish such notice in the Sullivan County Democrat, the official newspaper of the Town, and in addition, that the Town Clerk shall post or cause to be posted on the signboard of the Town of Thompson a copy of such notice within ten (10) days after the date of the adoption of this resolution.

Moved by:

Seconded by:

The Members voted on the foregoing Resolution as follows:

Supervisor WILLIAM J. RIEBER, JR.	Yes [ ] No [ ]
Councilman SCOTT MACE	Yes [ ] No [ ]
Councilman JOHN A. PAVESE	Yes [ ] No [ ]
Councilwoman MELINDA S. MEDDAUGH	Yes [ ] No [ ]
Councilman RYAN T. SCHOCK	Yes [ ] No [ ]

#3

Sullivan County SPCA  
104 Rock Hill Drive  
Rock Hill, New York 12775  
(845)796-3120  
Fax (845) 794-2254

**Agreement between the Town of Thompson and the Sullivan County SPCA for the period beginning September 1, 2024 and ending August 31, 2025.**

The Sullivan County SPCA agrees to accept any adoptable dog brought to our shelter by your Animal Control Officer (ACO), or Dog Control Officer (DCO), from your municipality, space permitting.

The dogs in accordance with New York Agricultural law, must be held for the legal holding period, after which they may be put up for adoption if not claimed by the owner. If said dogs are not claimed or adopted, they may be humanely euthanized.

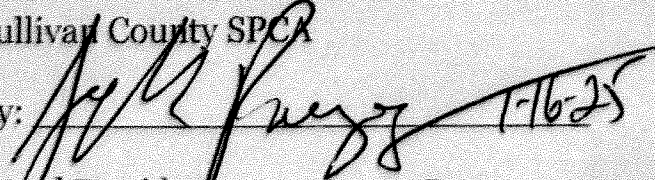
If the shelter must hold a dog beyond the legal holding time for your municipality because of a pending court case, bite case, etc., we will charge your municipality \$25.00 per diem, per dog. We can only hold up to three (3) animals for your municipality when the animals are seized by an ACO/DCO in the event of a cruelty case.

When leaving a dog that the ACO/DCO believes to be dangerous, the dog must be kept in the outside only part of the ACO/DC pen and follow the agreed upon protocol. Written information must be given to the shelter or the shelter manager that clearly communicates that the animal may be dangerous.

Since we do not have a veterinarian on premises, we are unable to accept any animal with suspected mange, rabies, distemper, parvovirus or an injury that requires immediate attention.

The municipality will pay a fee of \$300.00 per dog delivered to the SPCA

The SPCA will send out vouchers once a month. A record of the disposition of the dogs from the prior month will be sent out by the end of the month.

Sullivan County SPCA  
By:   
Board President \_\_\_\_\_ Date 1-16-25

\_\_\_\_\_  
Municipality Supervisor \_\_\_\_\_ Date



**Nugent & Haeussler, P.C.**  
CERTIFIED PUBLIC ACCOUNTANTS  
ESTABLISHED 1925

101 Bracken Road  
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Thomas R. Busse, Jr., CPA  
Brent T. Napoleon, CPA  
Jennifer L. Capicchioni, CPA  
Patrick M. Bullis, CPA  
Justin B. Wood, CPA  
Richard P. Capicchioni, CPA

January 15, 2025

To the Supervisor and  
Members of the Town Board  
Town of Thompson  
4052 Route 42  
Monticello, NY 12701-3221

Norman M. Sassi, CPA  
Walter J. Jung, CPA

We are pleased to confirm our understanding of the services we are to provide for Town of Thompson for the year ended December 31, 2024.

**Audit Scope and Objectives**

We will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, and the disclosures, which collectively comprise the basic financial statements of Town of Thompson as of and for the year ended December 31, 2024. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management’s discussion and analysis (MD&A), to supplement Town of Thompson’s basic financial statements. Such information, although not part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Town of Thompson’s RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI that is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

- 1) Management’s Discussion and Analysis
- 2) Schedule of Revenues and Expenditures – Budget to Actual – General Fund – Town Wide
- 3) Schedule of Revenues and Expenditures – Budget to Actual – General Fund – Part – Town
- 4) Schedule of Revenues and Expenditures – Budget to Actual – Highway Fund – Town Wide
- 5) Schedule of Revenues and Expenditures – Budget to Actual – Highway Fund – Part – Town
- 6) Schedule of Revenues and Expenditures – Budget to Actual – Water Fund
- 7) Schedule of Revenues and Expenditures – Budget to Actual – Sewer Fund
- 8) Schedule of Revenues and Expenditures – Budget to Actual – Lighting Fund



- 9) Schedule of Revenues and Expenditures – Budget to Actual – Ambulance Fund
- 10) Schedule of Revenues and Expenditures – Budget to Actual – Drainage Fund
- 11) Schedule of Changes in the Town’s Total OPEB Liability and Related Ratios
- 12) Schedule of the Town’s Proportionate Share of the Net Pension Liability
- 13) Schedule of Town Contributions

We have also been engaged to report on supplementary information other than RSI that accompanies Town of Thompson’s financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor’s report on the financial statements:

- 1) Non-Major Governmental Funds - Combining Balance Sheets
- 2) Non-Major Governmental Funds - Combining Statement of Revenues, Expenditures, and Changes in Fund Balances
- 3) Sewer Fund - Combining Balance Sheets
- 4) Sewer Fund - Combining Statement of Revenues, Expenditures, and Changes in Fund Balances
- 5) Water Fund - Combining Balance Sheets
- 6) Water Fund - Combining Statement of Revenues, Expenditures, and Changes in Fund Balances
- 7) Lighting Fund - Combining Balance Sheets
- 8) Lighting Fund - Combining Statement of Revenues, Expenditures, and Changes in Fund Balances
- 9) Net Investment in Capital Assets
- 10) Statement of Indebtedness

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor’s report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

The objectives also include reporting on internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

**Auditor’s Responsibilities for the Audit of the Financial Statements**

We will conduct our audit in accordance with GAAS and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include

tests of your accounting records of Town of Thompson and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

In connection with this engagement, we may communicate with you or others via email transmission. As emails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed and only to such parties, we cannot guarantee or warrant that emails from us will be properly delivered and ready only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure of emails transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of revenues or anticipated profits, or disclosure or communication of confidential or proprietary information.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We have identified the following significant risk(s) of material misstatement as part of our audit planning:

- 1) Management Override of Controls
- 2) Improper Revenue Recognition
- 3) Limited Segregation of Duties

Our audit of the financial statements does not relieve you of your responsibilities.

#### **Audit Procedures – Internal Control**

We will obtain an understanding of the government and its environment, including the system of internal control, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weakness. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

#### **Audit Procedures – Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Town of Thompson's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

#### **Responsibilities of Management for the Financial Statements**

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair

presentation of the financial statements and all accompanying information in conformity with accounting principles generally accepted in the United States of America, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers); and for the evaluation of whether there are any conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for the 12 months after the financial statements date or shortly thereafter (for example, within an additional three months if currently known). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by GAAS and *Government Auditing Standards*.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and control to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, or contracts of grant agreements that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with accounting principles generally accepted in the United States of America (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any

significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

### **Other Services**

We will assist in preparing the financial statements and related notes of the Town of Thompson in conformity with accounting principles generally accepted in the United States of America based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement and the related notes previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the financial statement and related notes, and other nonattest services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statement and related notes, that you have reviewed and approved the financial statement and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

### **Engagement Administration, Fees and Other**

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing. We will provide copies of our reports to the Town; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Nugent & Haeussler, P.C. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to New York State Office of the State Comptroller or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested,

access to such audit documentation will be provided under the supervision of Nugent & Haeussler, P.C. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the New York State Office of the State Comptroller for Audit. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Justin B. Wood, CPA is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. We expect to begin our audit on approximately May 19, 2025.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will be \$30,000 for the financial statement audit. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

### **Reporting**

We will issue a written report upon completion of our audit of Town of Thompson's financial statements. Our report will be addressed to the Supervisor and Members of the Board of the Town of Thompson. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will state (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The report will also state that the report is not suitable for any other purpose. If during our audit we become aware that Town of Thompson is subject to an audit requirement that is not encompassed in the terms of this

engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

You have requested that we provide you with a copy of our most recent external peer review report and any subsequent reports received during the contract period. Accordingly, our 2021 peer review report accompanies this letter.

We appreciate the opportunity to be of service to Town of Thompson believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,

*Nugent & Haeussler PC*

---

NUGENT & HAEUSSLER, P.C.

RESPONSE:

This letter correctly sets forth the understanding of the Town of Thompson.

By: \_\_\_\_\_

Title: \_\_\_\_\_

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



## Report on the Firm's System of Quality Control

December 16, 2021

To the Partners of Nugent & Haeussler, P.C. and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Nugent & Haeussler, P.C. in effect for the year ended June 30, 2021. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

### **Firms' Responsibility**

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

### **Peer Reviewer's Responsibility**

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

### **Required Selections and Considerations**

Engagements selected for review included engagements performed under *Government Auditing Standards* including a compliance audit under the Single Audit Act and an audit of an employee benefit plan.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

[www.kpmcpa.com](http://www.kpmcpa.com)

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500 W. Main Street, Suite 200 Branson, MO 65616 | 417-334-2987 | fax 417-336-3403

Member of The Leading Edge Alliance



### Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Nugent & Haeussler, P.C. in effect for the year ended June 30, 2021, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Nugent & Haeussler, P.C. has received a peer review rating of *pass*.

*KPM CPAs, PC*

KPM CPAs, PC



**Nugent & Haeussler, P.C.**  
CERTIFIED PUBLIC ACCOUNTANTS  
ESTABLISHED 1925

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Richard P. Capicchioni, CPA

January 15, 2025

Town of Thompson Justice Court  
4052 Route 42  
Thompson, NY 12701-3221

Norman M. Sassi, CPA  
Walter J. Jung, CPA

We are pleased to confirm our understanding of the terms of our engagement and the nature and limitations of the services we are to provide for Town of Thompson Justice Court for the year ended December 31, 2024.

We will apply the procedures enumerated at Appendices #8 and #10 of the *Handbook for Town and Village Justices and Court Clerks*. By signing this engagement letter, you agree to those procedures and acknowledge that the procedures to be performed are appropriate for the intended purpose of the engagement, which is to comply with the *Handbook for Town and Village Justices and Court Clerks*. We understand the engagement is required in accordance with *N.Y. Uniform Just. Ct. Act Section 2019-A*. Our engagement to apply agreed-upon procedures will be conducted in accordance with attestation standards established by the AICPA. Those standards require that we obtain your written agreement to the procedures to be applied and your acknowledgment that those procedures are appropriate for the intended purpose of the engagement, as described in this letter. A refusal to provide such agreement and acknowledgment will result in our withdrawal from the engagement. We make no representation that the procedures we will perform are appropriate for the intended purpose of the engagement or for any other purpose.

Because the agreed-upon procedures do not constitute an examination or review, we will not express an opinion or conclusion on the books and records of the Town of Thompson Justice Court. In addition, we have no obligation to perform any procedures beyond those to which you agree.

We plan to begin our procedures on approximately May 21, 2025.

We will issue a written report upon completion of our engagement that lists the procedures performed and our findings. Our report will be addressed to the Town of Thompson Justice Court. If we encounter restrictions in performing our procedures, we will discuss the matter with you. If we determine the restrictions are appropriate, we will disclose the restrictions in our report. Our report will contain a paragraph indicating that had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

There may exist circumstances that, in our professional judgment, will require we withdraw from the engagement. Such circumstances include the following:

- You refuse to provide written agreement to the procedures and acknowledge that they are appropriate for the intended purpose of the engagement.

- You fail to provide requested written representations, or we conclude that there is sufficient doubt about the competence, integrity, ethical values, or diligence of those providing the written representations, or we conclude that the written representations provided are otherwise not reliable.
- We determine that the description of the procedures performed or the corresponding findings are misleading in the circumstances of the engagement.
- We determine that restrictions on the performance of procedures are not appropriate.

An agreed-upon procedures engagement is not designed to detect instances of fraud or noncompliance with laws or regulations; however, should any such matters come to our attention, we will communicate them in accordance with professional standards and applicable law. In addition, if, in connection with this engagement, matters come to our attention that contradict the books and records of the Town of Thompson Justice Court, we will communicate such matters to you.

You are responsible for the books and records of the Town of Thompson Justice Court. In addition, you are responsible for providing us with (1) access to all information of which you or the appropriate party are aware that is relevant to the performance of the agreed-upon procedures on the subject matter, (2) additional information that we may request from the appropriate party for the purpose of performing the agreed-upon procedures, and (3) unrestricted access to persons within the entity from whom we determine it necessary to obtain evidence relating to performing those procedures.

At the conclusion of our engagement, we will require certain written representations in the form of a representation letter from management that, among other things, will confirm management's responsibility for the books and records in accordance with *Appendices #8 and #10 of the Handbook for Town and Village Justices and Court Clerks*.

Justin B. Wood, CPA is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$4,000. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your agreed upon procedure. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the agreed upon procedure. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to assist you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us. If the need for additional procedures arises, or the procedures need to be modified, our agreement with you will need to be revised. It is customary for us to enumerate these revisions in an addendum to this letter. If additional specified parties of the report are added, we will consider whether they need to acknowledge in writing their agreement with the procedures performed or to be performed and their acknowledgment that the procedures are appropriate for their purposes.

Very truly yours,

*Nugent & Haeussler PC*  
NUGENT & HAEUSSLER, P.C.

RESPONSE:

This letter correctly sets forth the understanding of the Town of Thompson Justice Court.

By: \_\_\_\_\_

Title: \_\_\_\_\_

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

**Thompson Town Court**  
4052 State Route 42 North  
Monticello, NY 12701

Sharon L. Jankiewicz  
Town Justice  
January 08/2025

845-794-7130  
845-794-2500  
Fax: 845-794-0165

William Rieber, Supervisor  
Thompson Town Board  
4052 State Route 42 North  
Monticello, NY 12701

RE: Yearly Audit for Justice Court - 2024

Dear Mr. Rieber and Town Board Members:

Pursuant to the Uniform Justice Court Act §2019-a, it is the duty of every Justice to present her records and dockets, at least once a year, to the auditing board of the Town of Thompson, which shall examine the records or dockets, or cause the same to be examined, and enter in the minutes of its proceedings the fact that they have been examined.

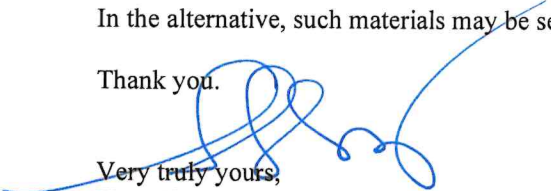
Consistent with 2019-1 of the Uniform Justice Court Act, I hereby advise that the Court's records and dockets are available to be presented for such examination, I look forward to working with you to schedule such examination in an expeditious manner.

It is my understanding that OCA's Internal Audit Services (IAS) unit will be corresponding with you as well in the very near future in this regard. Subsequent to the audit or examination, please forward to the IAS unit the audit report, as well as the Board's resolution noting that the records have been duly examined, and that the fines therein collected have been turned over to the proper officials of the Town of Thompson as required by law. Such materials may be mailed to the following:

Internal Audit Services Unit  
Attn: S. Joan Casazza  
2500 Pond View, Suite: LL01  
Castleton-on Hudson, NY 12033

In the alternative, such materials may be sent via email to: [jcasazza@nycourts.gov](mailto:jcasazza@nycourts.gov)

Thank you.

  
Very truly yours,  
Hon. Sharon L. Jankiewicz

BY:

Maryjean D. Carroll, Court Clerk@nycourts.gov

CC:: 3JD Operations  
3<sup>rd</sup> District Administrative Office  
2500 Pond View, Suite: 210  
Castleton-on-Hudson, NY 12033  
3JD Operations@nycourts.gov

Town of Thompson Court  
4052 Route 42  
Monticello, New York 12701

Richard S. Baum  
Town Justice

845-794-7130

November 27, 2024

Dear William Rieber:

Pursuant to Uniform Justice Court Act § 2019-a, it is the duty of every justice to present his/her records and docket, at least once a year and upon the last audit day of the town, to the auditing board of the town, which shall examine said records or docket, or cause same to be examined, and enter in the minutes of its proceedings the fact that they have been duly examined.

Consistent with Section 2019-a of the Uniform Justice Court Act, [I/we] hereby advise that the records and docket for the Thompson Town Court for Calendar Year 2023 are available to be presented for such examination. I look forward to working with you to schedule such examination in an expeditious manner.

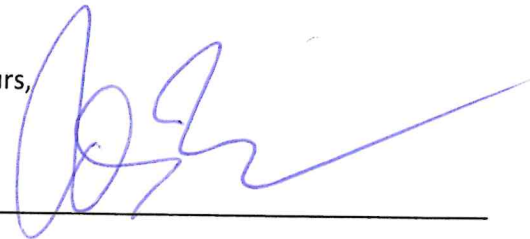
It is my understanding that OCA's Internal Audit Services (IAS) unit will be corresponding with you as well in the very near future in this regard. Subsequent to the audit or examination, please forward to the IAS unit the audit report, as well as the Board's resolution noting that the records have been duly examined, and that the fines therein collected have been turned over to the proper officials of the Town as required by law. Such materials may be mailed to the following:

Internal Audit Services Unit  
Attn: Joan Casazza  
2500 Pond View, Suite LL01  
Castleton-on-Hudson, NY 12033

In the alternative, such materials may be sent via email to: [icasazza@nycourts.gov](mailto:icasazza@nycourts.gov)

Thank you.

Very truly yours,



---

Richard S. Baum Justice

Cc:

Honorable E. Danielle Jose-Decker  
County/Surrogate Judge  
Acting Family Court Judge  
Sullivan County Court (M-B)  
414 Broadway  
Monticello, NY 12701  
TEL" 845-791-3523  
edjosed@nycourts.gov

**SPECIAL COUNSELS  
TOWN & VILLAGE JUSTICE COURTS**

**THIRD DISTRICT**

VACANT

**FOURTH DISTRICT**

Matt Chivers, Esq.  
Fourth District Administrative Office  
101 State Farm Place, Suite 100  
Ballston Spa, NY 12020  
[mchivers@nycourts.gov](mailto:mchivers@nycourts.gov)

**FIFTH DISTRICT**

David S. Gideon, Esq.  
Onondaga County Courthouse  
401 Montgomery Street, Room 309  
Syracuse, NY 13202  
[dgideon@nycourts.gov](mailto:dgideon@nycourts.gov)

**SIXTH DISTRICT**

Joshua Shapiro, Esq.  
Sixth District Administrative Office  
31 Lewis Street, 5<sup>th</sup> Floor  
Binghamton, NY 13901  
[jshapiro@nycourts.gov](mailto:jshapiro@nycourts.gov)

**SEVENTH DISTRICT**

Shannon Pero, Esq.  
Seventh District Administrative Office  
Hall of Justice  
9 Exchange Blvd., Room 545  
Rochester, NY 14614  
[sjpero@nycourts.gov](mailto:sjpero@nycourts.gov)

**EIGHTH DISTRICT**

Dean Puleo, Esq.  
Eighth District Administrative Office  
92 Franklin Street, Third Floor  
Buffalo, NY 14202  
[dpuleo@nycourts.gov](mailto:dpuleo@nycourts.gov)

**NINTH DISTRICT**

Arielle Bryant, Esq.  
Westchester County Courthouse  
111 Dr. Martin Luther King Jr. Blvd.  
White Plains, NY 10601  
[anbryant@nycourts.gov](mailto:anbryant@nycourts.gov)

**TENTH DISTRICT – NASSAU**

VACANT

**TENTH DISTRICT – SUFFOLK**

Julie Walsh, Esq.  
Suffolk County District Administrative Office  
John P. Cohalan, Jr. Courthouse  
400 Carleton Avenue, 7<sup>th</sup> Floor  
Central Islip, NY 11722  
[jwalsh1@nycourts.gov](mailto:jwalsh1@nycourts.gov)



## **SUPERVISING JUDGES – TOWN AND VILLAGE JUSTICE COURTS**

### **THIRD DISTRICT**

Honorable E. Danielle Jose-Decker  
County/Surrogate Judge  
Acting Family Court Judge  
Sullivan County Court (M-B)  
414 Broadway  
Monticello, NY 12701  
TEL: 845-791-3523  
[edjosedede@nycourts.gov](mailto:edjosedede@nycourts.gov)

### **FOURTH DISTRICT**

Honorable Timothy G. Blatchley  
City Court Judge  
Plattsburgh City Court  
24 US Oval  
Plattsburgh, NY 12903  
TEL: 518-536-3870  
[tblatchl@nycourts.gov](mailto:tblatchl@nycourts.gov)  
(Clinton and Franklin Counties)

Honorable Mark Caruso  
City Court Judge  
Schenectady City Court  
531 Liberty Street  
Schenectady, NY 12305  
TEL: 518-453-6989/FAX: 518-285-8983  
[mcaruso@nycourts.gov](mailto:mcaruso@nycourts.gov)  
(Saratoga, Schenectady, Fulton, Montgomery Counties)

Honorable Gary C. Hobbs  
Glens Falls City Court  
Acting County Court Judge  
42 Ridge Street, 3rd Floor  
Glens Falls, NY 12801  
TEL: 518-798-4714/FAX: 518-798-0137  
[ghobbs@nycourts.gov](mailto:ghobbs@nycourts.gov)  
(Essex, Hamilton, Warren, Washington Counties)

Honorable Marcia L. LeMay  
Ogdensburg City Court Judge  
Acting St. Lawrence County  
Surrogate Court Judge  
Acting St. Lawrence County Court Judge  
Acting St. Lawrence County Family Court Judge  
330 Ford St.  
Ogdensburg, NY 13669  
TEL: 518-393-3941  
[mlemay@nycourts.gov](mailto:mlemay@nycourts.gov)  
(St. Lawrence County)

### **FIFTH DISTRICT**

Honorable Gerard J. Neri  
Supreme Court Justice  
Onondaga County Courthouse  
401 Montgomery Street, Room 309  
Syracuse, NY 13202  
TEL: 315-671-4265/FAX: 315-671-6078  
[aspezial@nycourts.gov](mailto:aspezial@nycourts.gov)  
(Onondaga County/District Coordinator)

### **FIFTH DISTRICT (continued)**

Honorable Karen M. Brandt Brown  
County Court Judge  
Oswego County Court  
39 Churchill Road  
Oswego, NY 13126  
TEL: 315-207-7532/FAX: 315-266-4320  
[kbrandt@nycourts.gov](mailto:kbrandt@nycourts.gov)  
(Oswego County)

Honorable John H. Crandall  
County & Surrogate Court Judge  
Herkimer County Surrogate's Court (M-B)  
Herkimer County Office & Court Facility  
301 N. Washington Street  
Herkimer, NY 13350  
PHONE: 315-619-3433/FAX: 315-266-4695  
[jhcranda@nycourts.gov](mailto:jhcranda@nycourts.gov)  
(Herkimer County)

Honorable Michael L. Dwyer  
County Court Judge  
Oneida Supreme & County Courts  
Oneida County Supreme Court  
200 Elizabeth Street  
Utica, NY 13501  
PHONE: 315-266-4322/FAX: 315-266-4341  
[mdwyer@nycourts.gov](mailto:mdwyer@nycourts.gov)  
(Oneida County)

Honorable James P. McClusky  
Supreme Court Justice  
Dulles State Office Building, 10th Floor  
317 Washington Street  
Watertown, NY 13601  
TEL: 315-221-5821/FAX: 315-266-4781  
[jmclusk@nycourts.gov](mailto:jmclusk@nycourts.gov)  
(Jefferson County)

Honorable Charles C. Merrell  
Supreme Court Justice  
Lewis County Courthouse  
7660 N. State Street  
Lowville, NY 13367-1396  
TEL: 315-376-5366/FAX: 315-266-4775  
[cmerrell@nycourts.gov](mailto:cmerrell@nycourts.gov)  
(Lewis County)

### **SIXTH DISTRICT**

Honorable Elizabeth Burns  
City Court Judge  
Cortland City Hall  
25 Court Street  
Cortland, NY 13045  
TEL: 607-428-5420/FAX: 607-753-9932  
[eaburns@nycourts.gov](mailto:eaburns@nycourts.gov)  
(Chenango, Cortland, Delaware, Madison, Otsego Counties)

### **SIXTH DISTRICT (continued)**

Honorable Carol A. Cocchiola  
County Court Judge  
Broome County Courthouse  
65 Hawley Street  
Binghamton, NY 13901  
TEL: 607-240-5801/FAX: 607-240-5355  
[ccocchiola@nycourts.gov](mailto:ccocchiola@nycourts.gov)  
(Broome, Chemung, Schuyler, Tioga, Tompkins Counties)

### **SEVENTH DISTRICT**

Honorable Jason Cook  
Acting Justice of the Supreme Court  
Yates County Multi-bench  
415 Liberty Street, Penn Yan, NY 14527  
(315) 835-6300 Fax: (315) 835-6300  
[jcook@nycourts.gov](mailto:jcook@nycourts.gov)  
(Coordinating Judge)

Honorable Michael Dollinger  
County Court Judge  
Monroe Supreme and County Courts  
Hall of Justice  
99 Exchange Blvd.  
Rochester, NY 14614  
TEL: 585-371-3758/FAX: 585-371-3780  
[mdollinger@nycourts.gov](mailto:mdollinger@nycourts.gov)  
(Monroe, Wayne, Cayuga Counties)

Honorable Meredith Vacca  
County Court Judge  
Monroe Supreme and County Courts  
Hall of Justice  
99 Exchange Blvd.  
Rochester, NY 14614  
TEL: 585-371-3758/FAX: 585-371-3780  
[mvacca@nycourts.gov](mailto:mvacca@nycourts.gov)  
(Livingston, Steuben, Ontario, Seneca, Yates Counties)

### **EIGHTH DISTRICT**

Honorable M. William Boller  
Court of Claims Judge  
Acting Supreme Court Justice  
Erie County Court Building  
25 Delaware Avenue  
Buffalo, NY 14202  
TEL: 716-845-9357/FAX: 716-851-3327  
[wboiler@nycourts.gov](mailto:wboiler@nycourts.gov)  
(Allegany, Cattaraugus, Chautauqua, Erie Counties)

Honorable James Faso  
City Court Justice  
Niagara Falls City Court  
Niagara Falls Municipal Complex  
1925 Main Street  
Niagara Falls, NY 14305  
TEL: 716-371-4114/FAX: 716-278-9869  
[jifaso@nycourts.gov](mailto:jifaso@nycourts.gov)  
(Niagara, Orleans Counties)

### **EIGHTH DISTRICT (continued)**

**SUPERVISING JUDGES – TOWN AND VILLAGE JUSTICE COURTS**

Honorable Betty Calvo-Torres  
Supreme Court Justice  
Erie County Courthouse  
25 Delaware Avenue  
Buffalo, NY 14202  
TEL: 716-845-9468/FAX: 716-845-5164  
[bcalvoto@nycourts.gov](mailto:bcalvoto@nycourts.gov)  
(Genesee, Wyoming Counties)

**NINTH DISTRICT**

Honorable William J. Giacomo  
Supreme Court Justice  
Westchester County Supreme Court  
111 Dr. Martin Luther King Jr. Blvd.  
White Plains, NY 10601  
TEL: 914-824-5785  
[wgiacomo@nycourts.gov](mailto:wgiacomo@nycourts.gov)  
(Westchester, Dutchess, Orange, Rockland,  
Putnam Counties)

**TENTH DISTRICT – NASSAU**

Honorable Robert Bogle  
County Court Judge  
Acting Supreme Court Justice  
County Court Building  
262 Old Country Road  
Mineola, NY 11501  
TEL: 516-493-3545/FAX: 516-493-3672  
[rbogle@nycourts.gov](mailto:rbogle@nycourts.gov)

**TENTH DISTRICT – SUFFOLK**

Honorable Pierce F. Cohalan  
Supervising Judge of Town & Village Courts  
John P. Cohalan, Jr. Courthouse  
400 Carleton Ave., D-33, Rm. 337  
Central Islip, NY 11722  
TEL: 631-208-5755/FAX: 631-853-7611  
[pcohalan@nycourts.gov](mailto:pcohalan@nycourts.gov)



#6

**Marilee Calhoun (Town of Thompson)**

---

**From:** Jill Weyer (Town of Thompson) <jweyer@townofthompson.com>  
**Sent:** Thursday, January 16, 2025 2:10 PM  
**To:** 'marilee (clerk-town of thompson)'  
**Cc:** 'Supervisor Rieber '  
**Subject:** FW: Street Lighting Maintenance Options for those impacted by the Quantela shutdown  
**Attachments:** Quantela Shutdown Customer Options Doc.pdf; Quantela Migration Options Pricing- T Thompson.pdf

Marilee –

An item for the agenda is for the Town to choose a maintenance option for LED Streetlight Maintenance due to the manufacturer shutdown of the Quantela nodes that were installed. Based off subsequent emails and phones calls with NYPA officials, we are recommending that the Town proceed with Option 4- to purchase the new Signify nodes at discount, where we will install, manage and maintain the LED lights and separate our connection with NYPA. The amount requested is not to exceed \$75,000 and includes transitioning all existing nodes (\$64,880) plus 15% stock (~\$9,760).

The current NYPA Maintenance Agreement expired in April, so we would also like to do an RFP for Streetlight Maintenance to be issued soon and responses received and vetted so we can have someone on board to take over after April. If we need a resolution to approve the RFP process, please add this as well to the agenda.

Thanks!  
Jill

**From:** Ferrick, James <James.Ferrick@nypa.gov>  
**Sent:** Monday, December 23, 2024 4:01 PM  
**To:** Jill Weyer (jweyer@townofthompson.com) <jweyer@townofthompson.com>; Michael Messenger (mmessenger@townofthompson.com) <mmessenger@townofthompson.com>  
**Cc:** Holle, Lindsay <Lindsay.Holle@nypa.gov>; Jeremias, Eric <Eric.Jeremias@nypa.gov>; Street Light Maintenance Service <SLMaintenanceService@nypa.gov>  
**Subject:** RE: Street Lighting Maintenance Options for those impacted by the Quantela shutdown

Good Afternoon,

Following up on the below message, please see the attached estimated Cost Breakouts for each of the 4 Options provided on the attached 'Quantela Shutdown Customer Options Doc'.

Please let us know if there are any questions or concerns. As a reminder, the deadline to receive the NYPA Cost Share under Option 2, as well as the discounted control nodes under Options 2 and 4 is **1/31/2025**.

**James Ferrick**  
Key Account Executive  
New York Power Authority  
123 Main Street  
White Plains, NY 10601  
(914) 681-6281 (office)  
(914) 383-5276 (cell)  
[James.Ferrick@nypa.gov](mailto:James.Ferrick@nypa.gov)

**From:** Ferrick, James

**Sent:** Friday, December 13, 2024 1:33 PM

**To:** Jill Weyer ([jweyer@townofthompson.com](mailto:jweyer@townofthompson.com)) <[jweyer@townofthompson.com](mailto:jweyer@townofthompson.com)>; Michael Messenger ([mmessenger@townofthompson.com](mailto:mmessenger@townofthompson.com)) <[mmessenger@townofthompson.com](mailto:mmessenger@townofthompson.com)>

**Cc:** Holle, Lindsay <[Lindsay.Holle@nypa.gov](mailto:Lindsay.Holle@nypa.gov)>; Jeremias, Eric <[Eric.Jeremias@nypa.gov](mailto:Eric.Jeremias@nypa.gov)>

**Subject:** Street Lighting Maintenance Options for those impacted by the Quantela shutdown

**Response requested by Friday, January 31, 2025**

You may be aware that *Cimcon Lighting*, owners of the *Quantela* Streetlight Asset Management platform, has suspended their lighting business operations.

**In the short term, your lights will continue to operate as expected. However, if the nodes or gateways fail, the lights will lose SMART functionality and will default to operating on the standard photocell dusk-dawn setting.**

In response to the *Quantela* shutdown, NYPA has developed several options for our streetlight maintenance customers, including an option to do nothing (requiring no additional cost), and another option to migrate to a new service provider with a bulk discount on equipment and a NYPA cost share.

**We have outlined the options in the attached document. Some options offer discounted pricing and cost share and are only available for a limited time. We request that you review these options, and provide a decision by Friday, January 31, 2025.**

Our team is available at [slmaintenanceservice@nypa.gov](mailto:slmaintenanceservice@nypa.gov) to explain the options and help with your decision.

Thank you,

James Ferrick  
Key Account Executive  
New York Power Authority  
123 Main Street  
White Plains, NY 10601  
(914) 681-6281 (office)  
(914) 383-5276 (cell)  
[James.Ferrick@nypa.gov](mailto:James.Ferrick@nypa.gov)

## **STREET LIGHT MAINTENANCE OPTIONS**

### ***For customers impacted by the Quantela shutdown (December 2024)***

You may be aware that *Cimcon Lighting*, the owner of the *Quantela* streetlight asset management platform, has suspended their lighting business operations.

As a result of this shutdown:

- Materials manufacturing has ceased. *Quantela* will no longer manufacture control nodes or gateways
- All software products are end of life. No additional enhancements or software patches will be made available
- All *Quantela* open purchase orders are canceled

### **Important information for Streetlight Maintenance Customers**

**Your streetlight system is currently operational and will continue to function normally in the short term.**

- Over time, the individual control nodes for the *Quantela* Asset Management System may not operate reliably, and the system may lose communication and SMART control functionality.
- If the nodes or gateway fail, and the system loses connectivity, the streetlight can no longer be monitored or controlled remotely. However, the streetlight should continue to operate on its standard photocell *Dusk-Dawn* setting.

**To support our streetlight maintenance customers, NYPA is proactively offering several options for those impacted.**

- Discounted price and cost share options are only available through **January 31, 2025**.
- **Customers must make a decision by January 31, 2025, to take advantage of discounts and cost share in Options 2 and 4.**
- **Customers who take no action will be defaulted to Option 1** to do nothing and replace failed control nodes with standard photocells.

NYPA is actively negotiating with *Quantela* to honor reimbursement for materials that are under warranty that cannot be replaced. However, we are not confident in *Quantela*'s financial position to honor those warranties. The following options assume that there will be no reimbursement from *Quantela* for materials.

**This notice outlines various maintenance options.**

- **Option 1:** Do nothing, continue with *NYPA Maintenance Services*, and replace failed control nodes with standard photocells
- **Option 2:** Migrate to the *Signify* platform including discounted pricing and NYPA cost share
- **Option 3:** Migrate over time, replacing failed nodes or gateways with *Signify* equipment. No pricing discounts. No NYPA cost share
- **Option 4:** Purchase nodes at a discount. Customer installs and manages maintenance, monitoring and repairs

## CUSTOMER OPTIONS

### **Option 1: Do nothing, continue with *NYPA Maintenance Services*, and replace failed control nodes with standard photocells (no additional cost)**

Customers may choose to remain on the *Quantela* Asset Management System (AMS) at no additional cost. NYPA will continue to perform maintenance activities on customer-owned lights. If a control node or gateway fails, any lights attached to a specific control node or gateway will lose communication and SMART control functionality.

- If a control node fails, the light will default to a reliance on the *Dawn to Dusk* photocell. If the photocell fails or does not operate properly, NYPA will replace the photocell at no additional cost under the terms of the *Routine Maintenance* subscription. *Note that standard photocells will no longer communicate with the AMS and will not maintain SMART control functionality. The customer will be responsible for manually reporting outages to NYPA*
- If a gateway fails, all control nodes attached to that gateway will lose communication and SMART control functionality. Individual control nodes will default to a standard photocell setting. The customer will be responsible for manually reporting outages to NYPA

#### Impact:

With this option, the customer continues on the *NYPA Maintenance* plan and will incur no additional cost. However, after a node or gateway fails or loses connectivity, that streetlight will lose SMART functionality, and can no longer be monitored or controlled remotely. The customer will be responsible for manually monitoring and reporting any outages/issues to NYPA.

---

### **Option 2: Migrate to the *Signify* platform including discounted pricing and NYPA cost share**

Customers may choose to migrate to the *Signify* Asset Management System under one mobilization. NYPA would procure *Signify* control nodes and manage the installation and commissioning of these control nodes.

*Signify* is offering a bulk material price of approximately \$80/control node, representing nearly a 50% discount. All-in material and labor pricing would range from \$200-\$250 per pole/location (labor costs will be finalized before final approvals). NYPA will offer a 10% cost share on materials, labor and installation for customers who choose this option.

**The option for a full migration including the procurement discount and cost-share is only available until January 31, 2025.**

#### Impact:

- *Signify* control nodes can currently be procured at approximately \$80/control node (control nodes are typically priced at approximately \$150 per node)
- In addition to the discount on control nodes, NYPA offers a 10% cost share on materials, labor, and installation to offset the total price
- Customers are migrated to the *Signify* Asset Management Platform. The customer continues under the *NYPA Maintenance* plan. Lights will retain SMART lighting functionality including remote monitoring and control
- Exceptions: Some lights under this plan will operate from a photocell, and will require manual monitoring
  - *Signify* technology relies on cellular service to communicate. Control nodes may not communicate in areas with no cell reception. Those control nodes will operate on a photocell setting, and will require manual monitoring and reporting of issues
  - *Signify* currently offers external control nodes only. Some decorative fixtures cannot accept an external control node and cannot be remotely controlled or monitored. A low-profile node that can fit inside decorative fixtures is expected to be released by Signify in 2025 Q2.

**Option 3: Migrate over time, replacing failed nodes or gateways with *Signify* equipment. No pricing discounts. No NYPA cost share**

To spread out costs, customers may choose to migrate to the *Signify* Asset Management System over time as the *Quantela* equipment fails.

The customer will remain under the NYPA Maintenance plan. If a node or gateway fails, NYPA at that time will procure *Signify* control nodes as needed at the market price (if available). NYPA will manage the installation, commissioning and ongoing maintenance of these control nodes. Labor pricing to install will be covered under the *Routine Maintenance* subscription.

NYPA will not offer any cost-share assistance under this option. The current market price as of December 2024 is approximately \$150 per node.

**Impact:**

- Control nodes will be purchased as needed at the market price (the current price as of December 2024 is approximately \$150/node)
- Labor costs to install fixtures will be covered under *Routine Maintenance*
- Average of 3% failure rate per year means a full transition to *Signify* may take as much as 5 to 10 or more years
- Customer streetlights will be split between two asset management systems (*Quantela* and *Signify*) until the transition is complete
- Customers will continue to rely on the *Quantela* gateways to function until the transition to *Signify* is complete
- If a gateway fails, all *Quantela* nodes communicating to that gateway will lose remote monitoring/control capabilities. If this occurs, customers can choose to pivot to Option 1 (leave *Quantela* fixtures alone and manually report outages), or they can migrate fully to *Signify* at that time at cost. *After January 31, 2025, there will be no option for discounted pricing on control nodes, and there will be no NYPA cost share.*

---

**Option 4: Purchase nodes at a discount. Customer installs and manages maintenance, monitoring and repairs. Customer is no longer eligible for *NYPA Maintenance Services***

Customers can purchase *Signify* control nodes in bulk up front at the discounted price of \$80/ control node. NYPA would hand over these control nodes to the customer for self-installation. As NYPA would not have control over the installation/commissioning of these control nodes, NYPA will no longer offer Maintenance as a service under this option.

**The option to purchase discounted nodes is only available until January 31, 2025.**

**Impact:**

- *Signify* control nodes can be procured at approximately \$80/control node (control nodes are typically priced at approximately \$150 per node)
- Customers hire their own labor for installation
- Customers who choose this option will no longer be eligible for the NYPA Streetlight Maintenance Service

---

**Reach out by January 31, 2025, to [smaintenanceservice@nypa.gov](mailto:smaintenanceservice@nypa.gov) to understand your options, and to make an informed decision about your streetlights.**



Customer	Town of Thompson
Cobra Head Fixtures	412
Decorative Fixtures	399
<b>Total Number of Fixtures:</b>	<b>811</b>

Option	Option 1: Remain on Quantela/No Action	Option 2: Migration to Signify; 1 Mobilization	Option 3: Migrate to Signify as Quantela Equipment Fails	Option 4: Discounted Signify Control Node Procurement Only
Scope	<ul style="list-style-type: none"> <li>No cost option for customers</li> <li>Customers are still eligible for NYPA Streetlight Maintenance</li> <li>Customers will be responsible for notifying NYPA of outages as equipment fails</li> <li>Smart control nodes will be replaced with photo eyes as Quantela functionality fails</li> </ul>	<ul style="list-style-type: none"> <li>NYPA Cost Share Available until 1/31/25: Discounted Control Nodes Available until 1/31/25</li> <li>Migrate to Signify under one mobilization</li> <li>Signify Control nodes operate via cellular networks and may not communicate in areas with poor cell reception</li> <li>Internal Signify control nodes for decorative fixtures scheduled to be deployed in 2025 Q2</li> </ul>	<ul style="list-style-type: none"> <li>Replace Quantela control nodes with Signify nodes as Quantela equipment fails</li> <li>Signify nodes will be purchased at market price ad hoc. Control nodes are currently \$150/unit</li> <li>Labor costs to install covered under Routine Maintenance subscription</li> <li>3% Failure Rate annually means migration could take as long as 5-10+ years</li> <li>Light monitoring/controls (dimming/schedules) will be split between 2 dashboards until migration is complete</li> </ul>	<ul style="list-style-type: none"> <li>Discounted Control Nodes Available until 1/31/25</li> <li>Customer purchases external Signify control nodes at discount (\$80/unit)</li> <li>Customer responsible for managing installation and commissioning of control nodes</li> <li>Customer no longer eligible for NYPA Streetlight Maintenance under this Option</li> </ul>
Material Cost (Per Node)	\$0.00	\$80.00	\$150.00*	\$80.00
Material Cost (Total)	\$0.00	\$64,880.00	\$121,650.00	\$64,880.00
Labor Cost (External Nodes)	\$0.00	\$78,280.00	\$0.00	\$0.00
Labor Cost (Internal Nodes)	\$0.00	\$277,305.00	\$0.00	\$0.00
Labor Cost (Total)	\$0.00	\$355,585.00	\$0.00	\$0.00
Total Cost	\$0.00	\$420,465.00	\$121,650.00	\$64,880.00
NYPA Cost Share	\$0.00	\$42,046.50	\$0.00	\$0.00
<b>Total Customer Cost</b>	<b>\$0.00</b>	<b>\$378,418.50</b>	<b>\$121,650.00</b>	<b>\$64,880.00</b>

**Notes/Assumptions**

- \* Fixture Types/Counts taken from Quantela Asset Management System and are assumed to be accurate
- \* Material Cost under Option 3 will be at current Market Rate. Control nodes currently cost \$150
- \* Customers are responsible for sourcing their own labor under Option 4

#7



## **Miller Hydrogeologic Incorporated**

**P.O. Box 996 • 55 Main Street • Pine Bush, New York 12566 • (845)524-2059**

January 10, 2025

Mr. William Rieber, Jr.  
Town of Thompson Supervisor  
4052 Route 42  
Monticello, NY 12701

Re: Proposal for Well Installation, Testing, Data Collection and Analysis  
Melody Lake Water District  
Town of Thompson  
Sullivan County, New York  
MHI Proposal No. 263-025.1

Dear Supervisor Rieber:

Miller Hydrogeologic, Incorporated (**MHI**) is pleased to present this revised proposal to provide well drilling and hydrogeologic services related to evaluation of the ground water supply at the referenced facility in the Town of Thompson, New York. Our project understanding and scope of work were developed based on a request from Mr. Matthew Sickler, P.E., MHE, Engineering, Milford, PA. The scope of work described was developed from the requirements of the New York State Department of Health (NYSDOH) Appendix 5-D of the NY State Sanitary Code Part 5 and the New York State Department of Environmental Conservation (NYSDEC) *Recommended Pumping Test Procedures for Water Withdrawal Applications*, dated August 2022 for the permitting of public water supplies.

### **PROJECT UNDERSTANDING**

The Town of Thompson is currently making improvements to the Town operated public water supply known as Melody Lake. As part of the project the Town has determined that a backup water supply is necessary and that a new well be installed according to the NYSDOH Subpart 5-1, Appendix 5-B: Standards for Water Wells and tested to determine the potential long term well yield and to serve as the Melody Lake Water Districts backup municipal water supply source. The water district currently uses less than 10,000 gallons per day (gpd), or approximately seven (7) gallons per minute (gpm). Studies conducted in the 1980's indicated that the main supply well is potentially capable of approximately 40 gpm.

The Town is requesting that the new well be installed and tested to determine its individual long-term yield and current water quality according to the NYSDOH Subpart 5-1, Appendix 5-D.4. In addition to the monitoring of water levels within the test well additional wells on adjacent property may have to have their water levels monitored during the testing procedure. Near the conclusion of the well test a water quality sample will be obtained and submitted to a NYSDOH certified laboratory for water quality analysis

ATTACHMENT 1

**COST ESTIMATE  
MELODY LAKE WATER DISTRICT  
NEW WELL INSTALLATION AND WATER SUPPLY INVESTIGATION  
TOWN OF THOMPSON, SULLIVAN COUNTY, NEW YORK**

<b><u>MHI LABOR</u></b>			
	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Neighboring property owners well evaluations (4 wells)	8	\$85	\$680.00
72 hour aquifer testing	36	\$85	\$3,060.00
Aquifer testing data reduction	6	\$85	\$510.00
Aquifer testing data analysis	16	\$125	\$2,000.00
Final reporting	24	\$125	\$3,000.00
AutoCad/Graphics	4	\$55	\$220.00
Administrative assistance	2	\$30	\$60.00
		<b>MHI Labor Subtotal</b>	<b>\$9,530.00</b>
<b><u>MHI EXPENSES</u></b>			
	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
Reproduction/mail/phone/copy,etc.	1	\$50.00	\$50.00
Field Support Vehicle	5	\$ 125/day	\$625.00
Temporary pump installation/removal	1	\$1500/ea.	\$1,500.00
72 hour aquifer test generator/flowmeter/pressure transducer rentals	72	\$125/hr	\$9,000.00
		<b>MHI Expense Subtotal</b>	<b>\$11,175.00</b>
<b><u>SUBCONTRACTOR SERVICES</u></b>			
<u>Task/Expense</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
Six inch well casing	50 (est.)	\$38/ ft.	\$1,900.00
Six inch drilling	300 (est.)	\$23/ ft.	\$6,900.00
Initial well casing grouting	1	\$600/ ea.	\$600.00
Casing drive shoe and well cap	1	\$400/ set	\$400.00
Well Development	4(est.)	\$350/hr.	\$1,400.00
Equipment Mobilization	1	\$750/site	\$750.00
Water quality testing (full NYSDOH Part 5)	1	\$3200/sample	\$3,200.00
MHI 10% markup on subcontractor services			\$1,515.00
		<b>Subcontractor Services Subtotal</b>	<b>\$16,665.00</b>
<b>TOTAL PROJECT ESTIMATED COST</b>			<b>\$37,370.00</b>
<p align="center">NOTE: The above proposed scope-of-work and estimated costs are project and site specific and are subject to change based on change in project scope or conditions encountered in the field. Any deviations from the proposed cost estimate which will increase the final costs will be submitted for approval prior to implementation. Any additional costs will be billed on a time and materials basis as outlined in the proposal description for cost estimates. All final invoice(s) will be prepared using actual equipment and hours.</p>			

**ATTACHMENT 2**

**MILLER HYDROGEOLOGIC INCORPORATED  
2025 CONTRACT SCHEDULE OF FEES  
GWI LABOR AND EXPENSE RATES**

<b><u>I. MHI Labor</u></b>							
<b><i>Professional Service</i></b>	<b><i>Hourly Fees For Professional Personnel</i></b>						
	<b>Senior III</b>	<b>Senior II</b>	<b>Senior I</b>	<b>Staff III</b>	<b>Staff II</b>	<b>Staff I</b>	<b>Other</b>
Quality Assurance/Quality Control (QA/QC)	\$130	\$115	\$100	*	*	*	*
Expert Witness							
1. Preparation	\$130	\$125	\$105	\$85	\$60	\$50	*
2. Testimony	\$175	\$150	\$120				
Project Management	\$125	\$100	\$90	\$85	\$60	\$50	*
Data Collection (Field Sampling and Oversight)	\$125	\$100	\$90	\$85	\$60	\$50	*
Data Evaluation							
1. Data Reduction	\$125	\$100	\$90	\$85	\$60	\$50	*
2. Data Analysis	\$125	\$100	\$90	\$85	\$60	\$50	*
Report Preparation	\$125	\$100	\$90	\$85	\$60	\$50	*
Meeting Attendance	\$125	\$100	\$90	\$85	\$60	\$50	*
Travel	\$75	\$50	\$45	\$45	\$30	\$25	*
Health and Safety	\$125	\$100	\$90	\$85	\$60	\$50	*
CAD/Drafting	*	*	*	*	*	*	\$55
Administrative Support Services	*	*	*	*	*	*	\$30
<b><u>II. Direct Expenses</u></b>							
Computer Expense							No charge
CAD Expense							No charge
Equipment Rental							At cost
Delivery							At cost
Lodging							At cost
Field Supplies							At cost
Miscellaneous							At cost
Health and Safety Equipment/Supplies							At cost
Phone and Fax							At cost
Per Diem							\$30/day
Field Support Vehicle							125/day
Reproduction							\$.15/page
<b><u>III. Subcontractor Services</u></b>							
Drilling Services							Cost plus 10%
Laboratory Analytical Services							Cost plus 10%
Professional Survey Services							Cost plus 10%
Other Specialty Services							Cost plus 10%
<b><u>IV. Payment Terms and Conditions</u></b>							
<ol style="list-style-type: none"> <li>1. Invoices shall be submitted on a monthly basis in accordance with the work contracted and performed for the period specified.</li> <li>2. Payment is due upon receipt of invoice. The client shall pay an additional charge of 1-1/2 percent per month for any payment made more than 30 days after receipt of invoice.</li> <li>3. Miller Hydrogeologic, Inc. reserves the right to suspend all professional services if payment is not received within 45 days of invoicing.</li> <li>4. The client shall notify MHI within 10 days of receipt of invoice if client objects to all or a portion of the invoice and shall pay that portion of the invoice not in dispute. The parties shall immediately make an effort to settle the disputed invoice amount.</li> </ol>							

#8

**Marilee Calhoun (Town of Thompson)**

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**From:** Michael Messenger <mmessenger@townofthompson.com>  
**Sent:** Friday, January 10, 2025 1:39 PM  
**To:** William J. Rieber, Jr.; Marilee Calhoun  
**Subject:** Fwd: Employee Transfer  
**Attachments:** Transfer Letter, Thompson, Scuderi, 1-10-2025.pdf

Hello,

I would like to add this to the agenda for the next Town Board meeting. Mike Scuderi would be filling the vacancy created when Mark Pavlak left. He will start as a *Water or Wastewater Treatment Plant Operator Trainee 1* with an hourly rate of \$26.37, as specified in the 2025-2027 CBA.

Michael Messenger

Superintendent

Town of Thompson Water & Sewer Dept.

(845) 794-5280 Ext. 104

[mmessenger@townofthompson.com](mailto:mmessenger@townofthompson.com)



*The Town of Thompson is an equal opportunity provider and employer.*

**IMPORTANT NOTICE:** This e-mail and any attachments may contain confidential or sensitive information which is, or may be, legally privileged or otherwise protected by law from further disclosure. It is intended only for the addressee. If you received this in error or from someone who was not authorized to send it to you, please do not distribute, copy or use it or any attachments. Please notify the sender immediately by reply e-mail and delete this from your system. Thank you for your cooperation.

----- Forwarded message -----

**From:** Roach, Tami <[Tami.Roach@sullivanyny.gov](mailto:Tami.Roach@sullivanyny.gov)>  
**Date:** Fri, Jan 10, 2025 at 11:36 AM  
**Subject:** RE: Employee Transfer  
**To:** [supervisor@townofthompson.com](mailto:supervisor@townofthompson.com) <[supervisor@townofthompson.com](mailto:supervisor@townofthompson.com)>



TEL. 845-807-0485  
FAX 845-807-0494

**COUNTY OF SULLIVAN**  
**OFFICE OF PERSONNEL AND CIVIL SERVICE ADMINISTRATION**  
**SULLIVAN COUNTY GOVERNMENT CENTER**  
100 NORTH STREET  
PO BOX 5012  
MONTICELLO, NY 12701-5192

January 10, 2025

William Rieber, Jr., Supervisor  
Town of Thompson  
4052 Route 42  
Monticello, NY 12701

Re: Transfer – Michael Scuderi

Dear Mr. Messenger:

I am in receipt of an email from Michael Messenger, Superintendent for the Town of Thompson Water and Sewer Department requesting to transfer Michael Scuderi from the Town of Fallsburg, Sullivan County, New York from the title Water and Wastewater Treatment Plant Operator to the Town of Thompson Water and Sewer Department to the title of Water and Wastewater Treatment Plant Operator.

The term “*Transfer*” is defined in our Rules as the change, without further examination, of a permanent employee from a position under the jurisdiction of one appointing authority to a similar position under the jurisdiction of another appointing authority, or to a position in different title under the jurisdiction of the same appointing authority.

Rule XVI (1) Transfer of Eligibility for Permanent Appointment: “Upon written request of an individual and the prospective appointing authority, and subject to the approval of the Personnel Officer, any individual serving in a competitive class position as a permanent appointee may be permanently appointed to another competitive class position subject to these rules without further competitive examination provided:

- a) There is no preferred list appropriate for filling the position to which appointment is sought containing the name of an eligible willing to accept appointment;
- b) There is no departmental promotion list for the position to which appointment is sought containing the names of three or more eligible willing to accept appointment;

Page 2

William Rieber, Supervisor

January 10, 2025

- c)
  1. The Personnel Officer determines that examination's scope and qualifications for the positions held and to which appointment sought are identical;
  2. When the examination's scope and qualifications are not identical, the NYS Department of Civil Service has determined that the examination for the position held involved essential tests and qualifications the same as or greater than those of the position to which appointment is sought;
- d) The Personnel Officer has determined that such appointment is for the good of the service.

Based upon review of Mr. Scuderi's civil service records, the fact that the job description is the same for the Town of Fallsburg and the Town of Thompson, and based upon the fact that Mr. Scuderi's appointment as a Water and Wastewater Treatment Plant Operator was from the Certified Eligible list from the Water and Wastewater Treatment Plant Operators and Trainees exam, Exam No. 24500 in 2019, I have determined that Mr. Scuderi is eligible for transfer.

Please be advised that according to *The Rules for the Classified Service for Sullivan County*, Rule XIII 2b. "Every transfer from a position in one civil division to a position in another civil division shall require a **probationary term of not less than a minimum of eight weeks up to a maximum of twenty-six weeks**. If the conduct or performance of the probationer is not satisfactory, employment in such position may be terminated at any time after the completion of the minimum period of probation, and on or before, completion of the maximum period of probation." The probationary term is required and must be successfully completed to obtain permanent status in the position to which transfer is sought. "It is the respective transferee's responsibility to request a leave of absence from the releasing agency. Unless a leave of absence is retained, the releasing agency is not required to hold a position to return to should the probationary period not be successfully completed." By copy of this letter, I am advising Mr. Scuderi of this information.

This authorization to transfer that is issued in this notice is valid through February 9, 2025 unless the parties are notified of a change at an earlier date. Any desire to appoint this candidate beyond that period must be cleared by the Sullivan County Department of Human Resources prior to finalization of any offer.

The Town of Thompson must advise this office by Report of Personnel Change upon effective date of transfer.

Very truly yours,



Julie A. Diescher, PHR  
Commissioner of Human Resources/Personnel Officer

cc: Michael Messenger, Superintendent, Town of Thompson Water and Sewer Department (via email)  
Mr. Michael Scuderi (via email)

#10

**Marilee Calhoun (Town of Thompson)**

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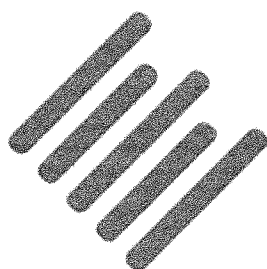
**From:** Jill Weyer (Town of Thompson) <jweyer@townofthompson.com>  
**Sent:** Friday, January 17, 2025 12:46 PM  
**To:** Marilee Calhoun  
**Cc:** Supervisor@townofthompson.com  
**Subject:** Court Scanning  
**Attachments:** Proposal\_additional funds\_Town of Thompson Court\_10-4-24.pdf; TOT. Ren ARC. RSS. eBiz. Additional Funds. PC. 1.14.2025.pdf; Thompson, T, NY BF proposal 1-17-25.pdf

Marilee –

I received the final updated numbers for finishing the scanning in the Court. We previously had approval for a cost not to exceed \$181,817.78. The additional cost needed for more scanning and indexing is as follows, for a new total cost not to exceed \$203,250.58. This is separate from the additional court books that Tammy also has requested to be scanned and was approved at the December meeting. Please let me know if you need anything else and this can get on the agenda, or I'll need to bring it up that night. Thanks!

Item	Cost	Provider
Scanning	\$ 148,572.80	eBiz Docs
Indexing, Processing & Uploading	\$ 22,000.00	ICC
Licensing software & support - 2 users	\$ 1,844.98	ICC
Training - onsite (remote: \$2,800)	\$ 4,400.00	ICC
Hosting - estimated	\$ 5,000.00	County
<b>Total</b>	<b>\$ 181,817.78</b>	
<i>Additional Scanning</i>	<i>\$ 17,612.80</i>	<i>eBiz Docs</i>
<i>Additional Indexing</i>	<i>\$ 3,820.00</i>	<i>ICC</i>
<b>Revised Total</b>	<b>\$ 203,250.58</b>	





**eBizDocs**

**Document Scanning Proposal  
for  
The Town of Thompson Court**

**Submitted: October 9, 2024**

**Submitted By: Nick DeBenedetto  
Business Development Manager - eBizDocs, Inc.  
(518) 456-1011  
[ndebenedetto@ebizdocs.com](mailto:ndebenedetto@ebizdocs.com)**



## Town of Thompson Court

### **1.0 OBJECTIVE**

The objective of this proposal is to provide preparation and document scanning of documents for Town of Thompson Court. The project will be converted in our Menands, New York production facility according to the requirements detailed in this Statement of Work.

The eBizDocs Team (EBIZ) will work closely with the designated representatives from Town of Thompson Court throughout the term of this project to provide for a smooth, timely, confidential and successful partnership.

### **2.0 SUMMARY OF CONTENTS**

The following sections are included in this SOW:

- Production Contacts
- Pickup and Delivery
- Conversion Services
- Transmission of Images
- Post Scan Indexing
- Delivery and File Back-up
- Facility, Production and QC Overview
- Pricing Schedules

### **3.0 PRODUCTION CONTACTS**

The conversion will be managed by a team consisting of the following eBizDocs individuals, who will be responsible for completion of production activities.

- |                                       |                              |
|---------------------------------------|------------------------------|
| 1. Kara Heniges<br>(518) 456-1011     | Project Manager              |
| 2. Ken Major<br>(518) 456-1011        | Network Systems Analyst      |
| 3. Nick DeBenedetto<br>(518) 456-1011 | Business Development Manager |

#### **4.0 PROJECT PICKUP AND DELIVERY SCHEDULES**

Town of Thompson Court will box all records for pick-up by driver and delivery to eBizDocs's production facility in Menands. Shipment dates, schedules and volume of boxes to be determined.

- Based upon the supplied image volumes, eBizDocs anticipates the production time on a typical pick-up to be 120 to 180 days from the date of pick-up.

#### **5.0 DOCUMENT PREPARATION**

- Document preparation will be needed to remove staples, paper clips, sticky notes and documents from folders prior to scanning and will be completed by EBIZ.
- Items will not be placed back into folders/subfolders after scanning.

#### **6.0 DOCUMENT CONVERSION SERVICES**

- Records are in good condition
- Do not scan folder, regardless of notes on folder (but folder can be split to capture docket # on tab)
- Records will be scanned in order received
- Sticky notes/attachments will be scanned
- Sealed envelopes-scan envelope, but do not scan the contents of the envelope
- Open envelopes-scan envelope, but do not scan contents of envelope
- Documents will be scanned at 300 DPI to B&W TIFF images
- Documents are not larger than 11X17
- Documents are a mix of simplex and duplex pages
- Documents will not be re-stapled or reassembled after scanning
- eBizDocs is not able to improve the quality of a poor original. If poor quality originals are found, a "Best Image Available" document may be scanned prior to the original imaged document.

#### **7.0 TRANSMISSION OF IMAGES**

eBizDocs will return the images to Town of Thompson Court via SFTP to their preferred platform.

#### **8.0 POST-SCANNING INDEXING & ORGANIZING--Documents**

eBizDocs will index as follows:

- Docket Number, Found on folder tab and first image

#### **9.0 IMAGE RETRIEVALS DURING PRODUCTION**

While the Records are at eBizDocs during production, a process will be determined for easy access to the images when requested. Requests by Authorized Representatives from Town of Thompson Court can be made via email and delivered via email. The cost to retrieve would be \$17.00 per retrieval plus the imaging fee. The retrievals will be returned within a maximum of 72 hours or less from the receipt of the request.

Retrieval: One record pulled from one file = one retrieval. All FedEx, USPS, UPS, or other ground service costs incurred are not part of this pricing structure and will be billed accordingly.

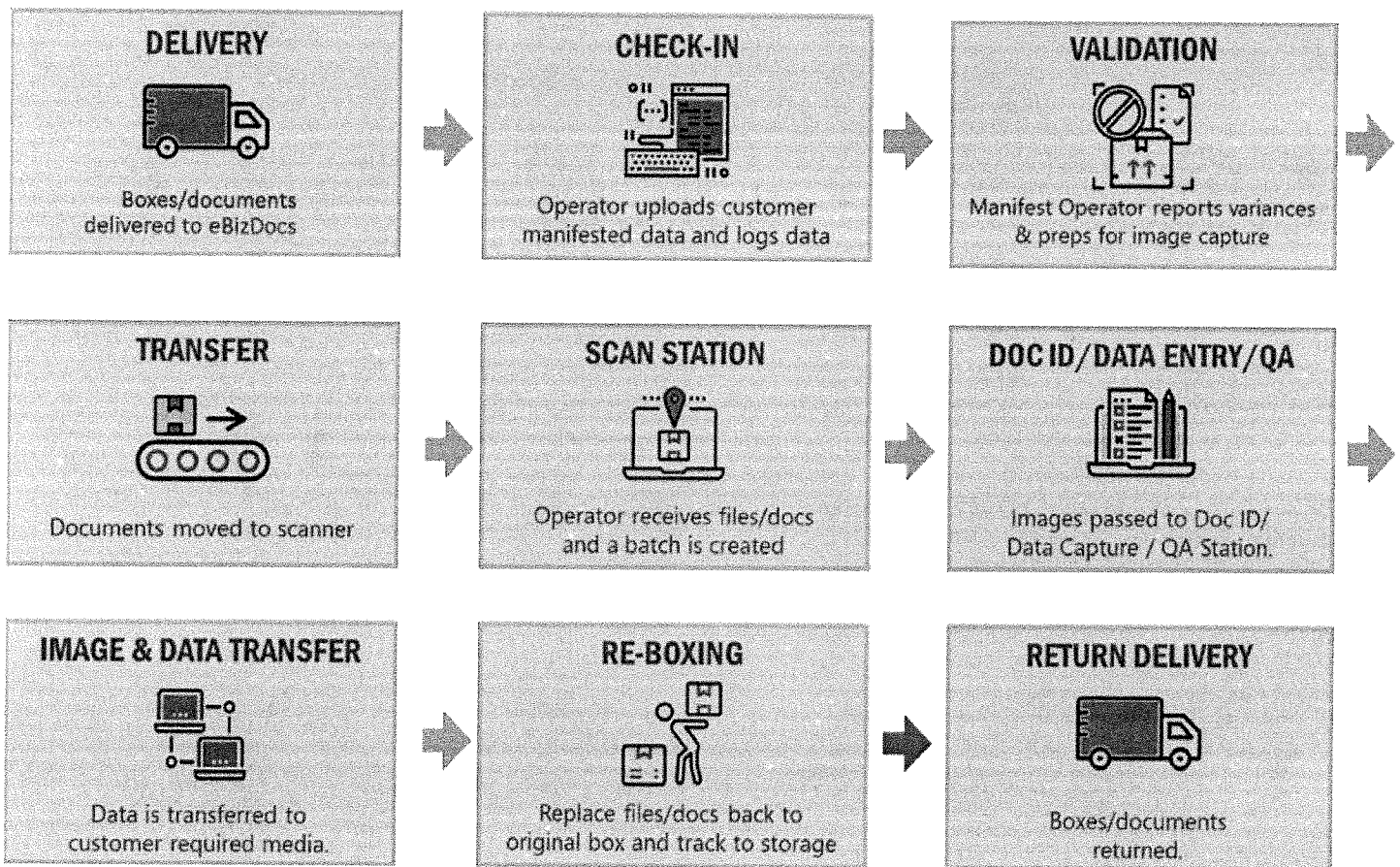
#### **10.0 SERVICE LEVEL AND RETENTION**

Documents will not be returned to the Town of Thompson Court after scanning. Records will be securely destroyed once authorization is received from the court.

## 11.0 PRODUCTION PLANNING AND PROCESS CONTROL ACTIVITIES

The Production phase commences with the transfer of project knowledge from ramp up to production personnel through systematic training. A team of cross-functional personnel carries out the production activities. This team is dedicated to meet the customers' requirement in terms of quality, timeliness and other deliverables. The cross-functional team contains expertise for document preparation, conversion instruction, ramp up, software, and production planning activities.

The initial activity in the production phase is the creation of the project management/implementation plan that describes the quality objectives, the project deliverables, project schedules, resource requirements, training schedules, risk assessment, risk mitigation plans and individual responsibilities towards meeting the project targets and deliverables.



**Th following are examples of quality measures within the project:**

**Document Preparation - Paper Audit (If warranted)**

- EBIZ will insert a “File Level” barcode sheet as well as “Document Type” barcode labels on the various document types within the file.
- Paper files will be audited to validate the document preparation process is complete and accurate prior to being sent to the scanning area.

**Scanning – Attended Mode QC**

- Scan in “Attended Mode” to assure that the best quality image is rendered
- Visually inspects each image as it is captured and interrupt scanning if any issues that comprise image quality are detected such as double feeds, folded corners, light images, dark images etc.
- While attended mode scanning is slower than unattended scanning, it provides the first line of image quality control and avoids re-scanning documents.
- EBIZ utilizes auto-blank page deletion when dropping the back side/page of a paper document with no content. This process is over 99% effective/accurate provided the backs are clean of smudges and darkened areas. With this process, backs with content will not be deleted but backs that have content, dark areas, or smudges will remain and be part of the image transfer stream.

**Image Clean-up Processes**

- Image processing includes de-skew, de-speckle, black border removal and crop.
- EBIZ utilizes state of the art production scanners and image processing technologies to render the best possible electronic document images comparable to the quality of the original documents.
- Set-up entails scanner adjustments to assure the accurate and complete capture of the documents.

**Post Scan Automated QC**

- QC steps are looking for a corrupt image, large image file size, etc.
- In addition, other steps are typically introduced which may include:
- Manually review blank backs and delete.

**Post Scan Visual QC**

- After the automated QC has completed, a QC operator will perform visual QC of images and data prior to sending the batch to “Release”. This is a random effort after all errors in the process have been corrected.

**Workflow Quality Control**

- If discrepancies are found within a batch in any step of the conversion process, then the entire batch is directed to Quality Control Module and re-processed to correct identified issues.

**Post Release QC**

- An automated process is run against the batch to ensure all images and data have been written properly and none are corrupt.



**Pricing Summary for the Town of Thompson Court**

**Town of Thompson Court**

Description	Boxes	Folders	Quantity	Cost	Estimated Cost
Ticket Boxes (larger size)	40	10000			
Images up to 11x17			120,000	\$ 0.135	\$ 16,200.00
Indexing per keystroke: avg. of 8 keystrokes/folder			80,000	\$ 0.015	\$ 1,200.00
Retrievals			-	\$ 17.00	-
Set-up			-	\$ 225.00	-
Pick-up per trip			-	\$ 400.00	-
Storage: Boxes held over 30 days after data is active			40	\$ 0.32	\$ 12.80
Certified Destruction (lbs)			1,000	\$ 0.20	\$ 200.00
	40	10,000		<b>Totals</b>	<b>\$ 17,612.80</b>

**Estimated total: \$17,612.80**

Note: Pricing is based on the document samples reviewed and outlined in this proposal. Other documents not described for these same and other departments may need review for valid pricing points.

EBIZ expects documents to be in orderly condition, not damaged by water or other contaminants, with easily identifiable index fields and light to medium prep of documents. If these conditions do not exist, boxes may be rejected, or price increase may apply.

Above is the complete list of services priced in this agreement. Other services required and not outlined in this enclosure should not be implied.

Pricing is based on the quantities listed in this proposal. If the images are more or less than 10% of the assumed quantities, the per-image price is subject to change based on the number of images actually submitted.

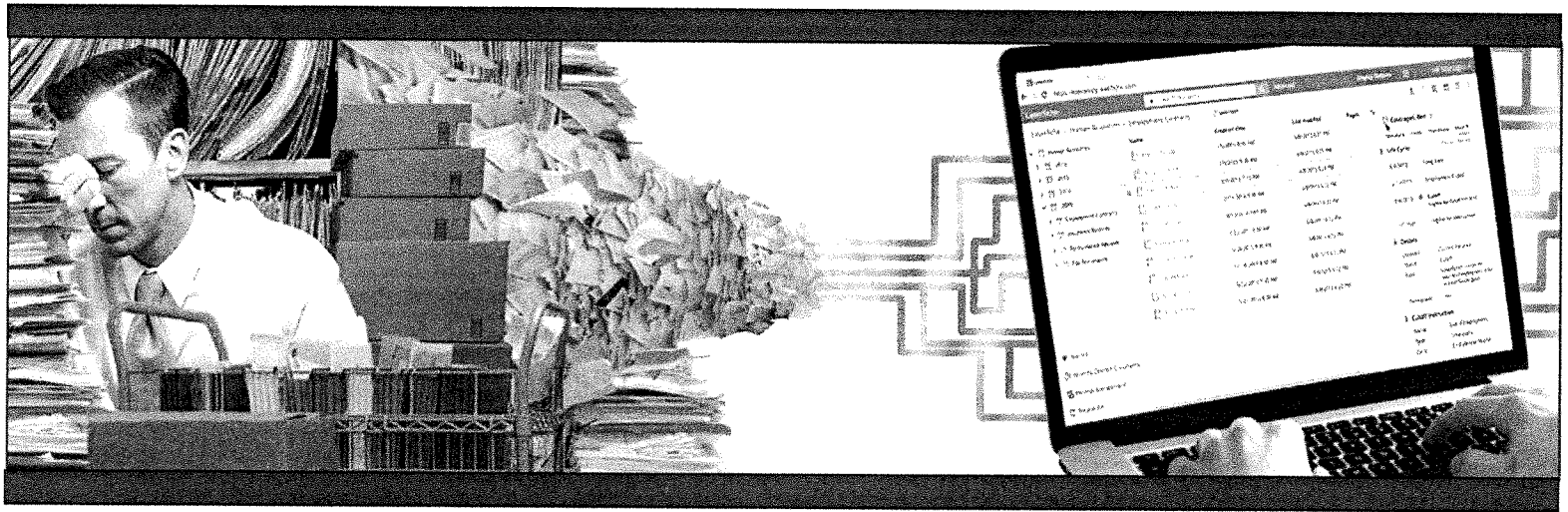
# Town of Tompson, NY

## Court – Ticket Boxes

### Document Processing

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January 17, 2025



## *Document Management Solution*

### *Scanned Image Indexing and Processing Services*

Bruce Cadman  
Senior Solutions Account Executive  
Mobile: 518-441-6496  
[bcadman@icc-cds.com](mailto:bcadman@icc-cds.com)

## **DOCUMENT CONVERSION / PROJECT DELIVERABLES / INVESTMENT DETAIL**

### **DOCUMENT CONVERSION PROJECT**

Reference is made to the Document Scanning Proposal between eBizDocs and the **Town of Thompson, NY**.

### **PROJECT DELIVERABLES**

The following deliverables are included in your project pricing.

- The document conversion services associated with the project will be performed by eBizDocs,
- Upon completion of the scanning portion of the project by eBizDocs, eBizDocs will upload the image files to ICC-CDS, LLC.
- Once received from eBizDocs, ICC-CDS, LLC will process the images into Laserfiche Viewer format and upload same onto Laserfiche system, if owned.
- ICC-CDS, LLC is not responsible for the accuracy and quality of the images (e.g., black borders, skewed images, blurry images, non-legible images, etc.), or other errors on the scanning portion provided to ICC-CDS, LLC by eBizDocs.
- ICC-CDS will index documents exactly as they appear on the original documents unless otherwise stated. ICC-CDS is not responsible for inconsistencies throughout the index data (for example, where some street suffixes may be abbreviated while others are fully spelled out).
- Laserfiche Viewer formatted documents will be provided via secure FTP link. One (1) copy of the Laserfiche Viewer can be provided on removable media, upon request.

### **PROJECT MANAGEMENT AND OTHER SERVICES**

- Our charge includes project management and assumes that all the documents contained in this project will be imaged and provided by eBizDocs to ICC-CDS, LLC.
- Project Management will include job setup, creation of file structures and databases (as applicable) and Laserfiche Viewer containing images and data on removable media.
- Placement of the shipped documents in your repository will be performed as a courtesy service upon request.
- Schedule the placement of the documents into your Laserfiche repository by contacting our Laserfiche Helpdesk at - [LFSupport@icc-cds.com](mailto:LFSupport@icc-cds.com)



## INVESTMENT DETAIL

Town of Thompson, NY - Court				
	Est. of Images	Est. of Documents	Unit Price	Extended Price
<b>Document Keying/Indexing</b> on selected documents for population of template fields, creation of document naming and folder structure.		10,000		\$ -
<b>Data Processing/Upload services</b> on all records into Laserfiche, including applying templates and indexing to images, file naming and folder structure creation.	120,000			\$ 3,520.00
<b>Delivery Fee</b> per delivery for processing, copying, delivery and upload of backfile documents.		1	\$ 300.00	\$ 300.00
<b>Project Management and other related services</b> including job setup, creation of file structures and database (as applicable) and Laserfiche viewer containing images and data on removable media.				<i>Included in per-image price</i>
<b>Total Indexing, Processing/Upload Pricing:</b>				<b>\$ 3,820.00</b>

Our price is based upon the information set forth above and is valid for six months.

Document Type / Description	Est. of images	Est. of Documents
Ticket Boxes	120,000	10,000
<b>Index Field(s)/Keying</b>	Docket Number, Found on folder tab & First Image	
<b>Who is Keying/Indexing</b>	eBizDocs	
<b>Document Naming Convention</b>	Docket Number	
<b>Document Organization (Folders)</b>	[Year]\file	
<b>OCR</b>	Yes	
<b>Comments / Special Instructions</b>		

## AUTHORIZATION & AGREEMENT

The Town of Thompson, NY, hereby agrees to the procedures outlined above, to ICC-CDS, LLC's Document Management Solution Terms & Conditions which are available at [ICC-CDS terms & conditions](#) and are incorporated herein by reference as they apply to this proposal, and authorizes ICC-CDS, LLC to proceed with the project.

### Payment Schedule:

ICC-CDS, LLC will invoice for processing services upon shipment of each batch of the scanned documents.

### Performance Schedule:

The project will be completed within 90 days of ICC-CDS, LLC's receipt from eBizDocs of all materials necessary to complete the project.

---

(Client please fill out) Invoice for this Project to be sent to:

Department: \_\_\_\_\_ Contact Name: \_\_\_\_\_

---

### TOWN OF THOMPSON, NY

By: \_\_\_\_\_ In the Presence of: \_\_\_\_\_

Title: \_\_\_\_\_ Title: \_\_\_\_\_

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

### ICC-CDS, LLC

By: \_\_\_\_\_ In the Presence of: \_\_\_\_\_

Title: \_\_\_\_\_ Title: \_\_\_\_\_

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

### In order to authorize the project:

1. Sign the Proposal
  2. Fax or email the Authorization & Agreement Section only to: [sales@icc-cds.com](mailto:sales@icc-cds.com) • fax (585) 328-8189
  3. Mail the signed Proposal to ICC-CDS, LLC at: 781 Elmgrove Road • Rochester, NY 14624
- Upon request, ICC-CDS, LLC can mail a signed copy of this agreement back to the Municipality for its records.



## Partnership Request for Price Concurrence

Date Sent:	<u>January 14, 2025</u>	<b>PLEASE UPDATE INFORMATION IF NEEDED</b>
Contracting Agency:	<u>Town of Thompson</u>	
Customer Contact:	<u>Jill Weyer</u>	
Job Title:	<u>Director of Community Development</u>	
Street Address:	_____	
City, State Zip:	_____	
Phone:	<del>845-249-8199</del> _____	Fax: _____
		E-Mail: <u>jweyer@townofthompson.com</u>

Member Agency:	<u>Rensselaer County ARC/Riverside Enterprises</u>
Corporate Partner:	<u>E-Biz Docs</u>
Description:	<u>Data Imaging Services</u>
Location:	<u>85 Broadway, Menands, New York 12204</u>
Proposed Price:	<u>Additional Funds: \$17,612.80</u>
If a Renewal, Current Contract #	<u>PO#238189 -Ren ARC</u>
Proposed Term:	<u>10/1/2023-3/31/2025</u>

**This form is not a contract; it is only an acknowledgment of your concurrence to the above proposed price. If requested a cost analysis can be provided for your review documenting the proposed cost of service.**

**Please Note: All contracts with Prevailing Wage Schedules issued on or after 8/1/2010 must contain escalation clauses for wages and supplemental benefits and other related costs dependent upon the annual NYS Department of Labor Published Prevailing Wage Schedules.  
All contracts with NYC Prevailing Wage Schedules must contain escalation clauses for wages and supplemental benefits and other related costs dependent upon the NYC Comptrollers Published Prevailing Wage Schedule**

Contract Notes: Additional Funds: \$17,612.80 Ticket boxes:  
120,000 Images up to (11x17) at \$0.135/image: \$16,200.00;  
80,000 Indexing per keystroke at \$0.015: \$1,200.00;  
Storage up to 30 days (40 boxes) at \$0.32: \$12.80;  
Certified Destruction (1000lbs) \$0.20/lbs : \$200.00.

If you are in agreement with the proposed price, please sign this form as soon as possible and return by mail or fax. Upon receipt, NYSID will apply to the NYS Office of General Services for price approval if necessary. If you have any questions, please call NYSID Contract Administration at the number below. Please fax or mail to:

New York State Industries for the Disabled, Inc.	E-mail: <a href="mailto:mmastando@nysid.org">mmastando@nysid.org</a>
ATTN: Mastando, Madison	Phone: 518-463-9706
11 Columbia Circle Drive	Ext.: 0253
Albany, NY 12203-5156	

	Authorized Signature: _____
NYSID Account Representative	Printed Name: _____
[Account Rep]	Job Title: _____
	Date: _____

See attached documents in lieu of signed form.



**Town Supervisor**  
William J. Rieber, Jr.

**Town Board Members**  
Deputy Supervisor Melinda Meddaugh  
Scott Mace  
John Pavese  
Ryan Schock

#11

January 10, 2025

## **Bills over \$5,000.00**

We are requesting permission to pay the attached 2025 Sullivan County/Town Tax Bill on the property located at 96 Cold Spring Road Monticello, NY 12701.

This property was purchased by the Town of Thompson after Tax Status Date and as per Assessor Van Krzywicki the taxable status cannot be changed. Status will be changed on the 2026 roll.

Payable to: Heather Berg, Tax Receiver      Bill No. 005140      Amount \$6,021.72

**APPROVED BY TOWN BOARD** \_\_\_\_\_

*This institution is an equal opportunity provider and employer.*

**MAKE CHECKS PAYABLE TO:**  
 Heather Berg, Tax Receiver  
 P.O. Box 240, 4052 Route 42  
 Monticello, NY 12701  
 845-794-2500 ext. 320  
 Hours: Mon-Fri 9am - 3pm  
 www.townofthompson.com

**TO PAY IN PERSON:**  
 Drop Box available at Town Hall  
 M-F 8:30-4:30  
 4052 St Rt 42N Monticello  
 Wayne Bank Monticello  
 4353 St Rt 42N, Monticello  
 Mon - Fri 9AM - 3PM

**SWIS S/B/L ADDRESS LEGAL DESCRIPTION:**  
 484689 29.-1-17.1  
 Address: 96 Cold Spring Rd  
 Muni: Thompson  
 School: Monticello  
 Class: 449 Other Storag Roll Sect. 1  
 Parcel Acreage: 0.00 X 0.00 1.06  
 Bank Code:

Owner: 484689 29.-1-17.1  
 Town of Thompson  
 4052 State Route 42 N  
 Monticello, NY 12701

Exemption	Value	Tax Purpose	Est Full Value

**PROPERTY TAXPAYER'S BILL OF RIGHTS**

The assessor estimates the Full Market Value of this property as of July 1, 2023 was: 503,778  
 The Total Assessed Value of this property is: 226,700  
 The Uniform Percentage of Value used to establish assessments was: 45.00

**SEE REVERSE SIDE FOR ADDITIONAL INFORMATION**

PROPERTY TAXES	Total Tax Levy	% Levy Change from Prior year	Taxable Assessed Value or Units	Rates per \$1000 or Per Unit	Tax Amount
Medicaid	20,675.001	0.0	226,700.00	2.949023	\$668.54
NYS Welfare Mandates	13,992.025	-0.4	226,700.00	1.995783	\$452.44
Other NYS Mandates	21,525.904	-0.7	226,700.00	3.070394	\$696.06
County Levy	18,657.070	26.5	226,700.00	2.661191	\$603.29
Town to Highway	2,777.235	1.5	226,700.00	2.276089	\$515.99
Highway Outside Vill	2,193.202	3.9	226,700.00	2.192973	\$497.15
Monticello Joint FD TOTAL	4,034.695	12.8	226,700.00	3.429593	\$777.49
E b Crawford mem libTOTAL	998.889	7.6	226,700.00	.634896	\$143.93
Consolidated Harris					\$1,666.83

Full Payment Penalty	Rec'd By	%	Amount	Penalty	Total Due	TOTAL DUE	
	01/31/2025		\$6,021.72	0.00	\$6,021.72	<b>\$6,021.72</b>	Paid by CA CK
	02/28/2025	1.00	\$6,021.72	\$60.22	\$6,081.94		
	03/31/2025	2.00	\$6,021.72	\$122.43 *	\$6,144.15 *		

**RECEIVER'S STUB**

**TOWN OF THOMPSON**  
 Muni: Thompson  
 School: Monticello  
 Address: 96 Cold Spring Rd  
 Owner:  
 Town of Thompson  
 4052 State Route 42 N  
 Monticello, NY 12701

TEAR OFF AND RETURN THIS PORTION WITH YOUR 3RD INSTALLMENT OR FULL PAYMENT  
 Please circle amount enclosed Bill No. 005140  
 If Paid By: Penalty % 3rd Installment 2nd + 3rd Installment Full Payment  
 03/31/2025 2.00 \$1,537.54 \* \$3,073.08 \* \$6,144.15 \*  
 \* Second notice fee included in March payments

Please provide your phone number:  
 ( ) -

**Payment # 3**

Tax Map No: 484689 29.-1-17.1  
 Bank Code:  
 Fiscal Year: 1/1/2025-12/31/2025

**RECEIVER'S STUB**

**TOWN OF THOMPSON**  
 Muni: Thompson  
 School: Monticello  
 Address: 96 Cold Spring Rd  
 Owner:  
 Town of Thompson  
 4052 State Route 42 N  
 Monticello, NY 12701

TEAR OFF AND RETURN THIS PORTION WITH YOUR 2ND INSTALLMENT OR FULL PAYMENT  
 Please circle amount enclosed Bill No. 005140  
 If Paid By: Penalty % 2nd Installment 2nd + 3rd Installment Full Payment  
 02/28/2025 1.00 \$1,520.48 \$3,040.97 \$6,081.94

Please provide your phone number:  
 ( ) -

**Payment # 2**

Tax Map No: 484689 29.-1-17.1  
 Bank Code:  
 Fiscal Year: 1/1/2025-12/31/2025

**RECEIVER'S STUB**

**TOWN OF THOMPSON**  
 Muni: Thompson  
 School: Monticello  
 Address: 96 Cold Spring Rd  
 Owner:  
 Town of Thompson  
 4052 State Route 42 N  
 Monticello, NY 12701

TEAR OFF AND RETURN THIS PORTION WITH YOUR 1ST INSTALLMENT OR FULL PAYMENT  
 Please circle amount enclosed Bill No. 005140  
 If Paid By: Penalty % 1st Installment Full Payment  
 01/31/2025 0.00 \$3,010.86 \$6,021.72

Please provide your phone number:  
 ( ) -

**Payment # 1**

Tax Map No: 484689 29.-1-17.1  
 Bank Code:  
 Fiscal Year: 1/1/2025-12/31/2025



#11

**Town of Thompson**  
**Water & Sewer Department**  
Michael Messenger, Superintendent  
Keith Rieber, Assistant Superintendent

## Bills Over \$5,000.00

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Venor: SLACK CHEMICAL

Description: SternPAC

Amount: \$5,528.40

Sole Source.



ISO 9001:2015

**CHEMICAL COMPANY** Incorporated

465 South Clinton St., P.O. Box 30  
 Carthage, NY 13619-0030 USA  
 Federal I.D. # 15-0503203



Customer Number	
4778	
Invoice Date	Invoice Number
1/6/2025	481140
Due Date	BL Number
2/5/2025	479540

Phone: (315) 493-0430

Fax: (315) 493-3931

**INVOICE****Sold To:**

Thompson Town  
 128 Rock Ridge Dr  
 \*\*Only 1 product per invoice\*\*  
 Monticello, NY 12701  
 Email Invoices  
 Tel. No. 845-794-5280 , Fax No. 845-794-2777

**Ship To:**

Emerald Green Sewer  
 158 Lake Louise Marie Rd  
 Rock Hill, NY 12775

Ship Date	Ship Via	Payment Terms	Purchase Order Number	SLS	
1/6/2025	Slack KW	NET 30	Email Keith	075	
QTY Shipped	Packaging	Total Quantity	Product	Unit Price	Amount
12	55 G DRUM-SP	660 G	SternPAC	6.9900 / G	4,613.40
			Merchandise SubTotal		4,613.40
			Delivery Charge		75.00
			Total Container Deposit		780.00
			Pallets Shipped: 3		60.00
			<b>Total Invoice</b>		<b>5,528.40</b>
			Tax Exempt: 14-6002141		

Please Remit Payment To: **Slack Chemical Company, Inc. · P.O. Box 30 · Carthage, NY · 13619**

All past due invoices are subject to FINANCE CHARGE of 1.5% per month (ANNUAL PERCENTAGE RATE OF 18%)