



TOWN OF AMENIA TOWN BOARD

4988 Route 22, AMENIA, NY 12501
(845) 373-8860 www.ameniany.gov

TOWN BOARD MEETING THURSDAY, MAY 2, 2024 TOWN HALL – 1ST FLOOR 7 PM

6pm Executive Session – Interviews for open Volunteer Positions

Salute Flag
Emergency Exits
Roll Call

Public Comment (3 mins per speaker)

Supervisor Report
Town Clerk Report
Other Board and Committee Reports

Discussions:

1. Term Limits – need to have proposed regs/terms for review & response by Board
2. Cannabis Opt-in – need to have proposed regulations for review & response by Board
3. Procurement Policy – need text if any changes (based on others sent by atty) for review
4. Scope for Comprehensive Plan Committee – need text for review & response by Board?
5. Wassaic Kilns: need proposed text regarding hours of use, security, maintenance for review
6. Zoning Change Multi-Family refer to Planning Board and Dutchess County thereafter

Resolutions:

1. Reappointment of Chairperson to the Town of Amenia Zoning Board of Appeals
2. Authorizing Closure of Furnace Bank Road for Rattle Snake Run
3. Authorizing Planning Board to sign contract with alternate Forester
4. Accepting Full Environmental Assessment Form for Sewer District and Authorizing Circulation to All Involved Agencies with Town of Amenia's Intent to Serve as Lead Agency
5. Accepting Full Environmental Assessment Form for Highway Garage and Authorizing Circulation to All Involved Agencies with Town of Amenia's Intent to Serve as Lead Agency
6. Authorizing Request for Proposals for Town Hall Gymnasium Floor Replacement Project
7. Authorizing Request for Qualifications for Engineering Services in Connection with Town of Amenia Water District #1
8. Hiring Water Engineer to prepare, execute & report on water sampling plan as required Dutchess County

Other Matters
Town Board Comments

Executive Session – legal matters regarding Kent Hollow
Adjourn



TOWN OF AMENIA TOWN BOARD

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Supervisor's Report

May 02, 2024

- 1. Senior Swim** – Rosanna has continued to push on this. We need to solidify the terms of an agreement with Maplebrook, then have Ian draw that up for a Board Vote.
- 2. Emergency Planning** – Made 2nd attempt last night at getting all the members of Amenia Emergency Operations Committee to a meeting. Those who attended reviewed our EOP (Emergency Operations Plan) and suggested revisions to it. Once entered, this will be sent to Town Board for approval. I also noted need for an emergency notification system for residents. Will likely require signup to list.
- 3. Highway Garage** – Expect to receive John Andrews' final Request For Proposal seeking an engineer/archt firm to draw up the project & supervise construction. I contacted NYS DOT to see if we could share their driveway next door to save on cost, and they said no. But they were receptive to helping with some other road issues in town (like speeding on 22) and I'll follow up.
- 4. Water District** –The Board will be voting tonight on two water-related items. One is to hire a water engineer to test our wells for ground water contamination (as required by DC DOH). The second is to send a RFQ for engineers to design the improvements needed on the Lavelle Rd wells and pumphouse.
- 5. Gymnasium Floor** – Tracy Salladay, architect for this project, has completed a formal RFP for removal/installation of flooring. We'll vote on accepting it tonight.
- 6. Town Hall Interior** –We hope the combined board room (TB, PB & ZBA) will be ready for the next Town Board meeting. I set up a meeting with Mike Flint and the Board chairs to get input on room layout and desired video equipment. The staff & committee room on 2nd floor should be ready the same day (May 16th).
- 7. North East Community Center** – Before NECC can open their satellite office, we have to draft an agreement (similar to Historical Soc) with trem for use of classrm.
- 8. Downtown Improvements** – I was asked by owners of the new bakery on Main Street to cut a ribbon for their opening last Saturday. Unfortunately, all the visitors looking to try "Tart & Breads" pastries found a sign "closed for technical issues". Downtown was jammed. We hope to see Kyle & Christophe up and running soon!
- 9. Earth Day** – Amenia Climate Smart Community Task Force is joining with Millerton's group to celebrate Earth Day at town hall Sat April 20th. They had a good crowd who learned about many environmental opportunities.



TOWN OF AMENIA
TOWN BOARD

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RESOLUTION No. of 2024

RE: REAPPOINTMENT OF CHAIRPERSON TO THE TOWN OF AMENIA ZONING BOARD OF APPEALS

WHEREAS, the position of Chairperson for the Zoning Board of Appeals is currently vacant; and

WHEREAS, Terry Metcalfe has expressed his desire to be reappointed to the position of Chairperson to the Zoning Board of Appeals.

NOW, THEREFORE, BE IT RESOLVED, that:

1. The recitations set forth above are incorporated in this Resolution as if fully set forth and adopted herein.
2. The Town Board of the Town of Amenia does hereby designate and reappoint Terry Metcalfe to the position of Chairperson to the Zoning Board of Appeals for calendar year 2024.
3. In accordance with the January 4, 2024 Town Board Reorganizational Meeting, Terry Metcalfe shall be paid a stipend of \$2,045.00.

Motion made by _____

Seconded by _____

The foregoing resolution was voted upon with all councilwomen/councilmen voting as follows:

Supervisor Blackman	_____
Councilman Rebillard	_____
Councilwoman Hamm	_____
Councilman Winters	_____
Councilwoman Ahearn	_____

Dated: Amenia, New York
May 2, 2024

DAWN MARIE KLINGNER, TOWN CLERK



TOWN OF AMENIA
TOWN BOARD

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Resolution No. of 2024

RE: AUTHORIZING CLOSURE OF FURNACE BANK ROAD FOR RATTLE SNAKE RUN

WHEREAS, the Town of Amenia will be hosting Rattle Snake Run on Sunday, May 5, 2024, from 12:00 p.m. to 2:00 pm; and

WHEREAS, Florent Lacroix, Run Director of Rattle Snake Run has requested the closure of Furnace Bank Road to the intersection of Nelson Hill Road during the time of this event for public safety reasons; and

WHEREAS, pursuant to Section 104 of the Highway Law, the Town of Amenia Highway Superintendent has filed a Certificate and Notice to Close a Highway which is annexed hereto and made a part hereof; and

WHEREAS, the Town Board of the Town of Amenia has the authority to close highways in the Town of Amenia to allow for public assembly pursuant to Vehicle & Traffic Law §1660.

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. The recitations set forth above are incorporated in this Resolution as if fully set forth and adopted herein.
2. That pursuant to Vehicle & Traffic Law § 1660, the Town Board of the Town of Amenia hereby directs that Furnace Bank Road to the intersection of Nelson Hill Road shall be closed on Sunday, May 5, 2024, from 12:00 p.m. to 2:00 p.m. for the Rattle Snake Run.
3. That a copy of this Resolution be sent to Florent Lacroix, Run Director of the Rattle Snake Run, the Wassaic Fire Department, the Dutchess County Sheriff's Office, the New York State Police and the Superintendent of Highways.

Motioned By: _____

Seconded By: _____

The foregoing resolution was voted upon with all councilwomen/councilmen voting as follows:

Supervisor Blackman	_____
Councilman Rebillard	_____
Councilwoman Hamm	_____
Councilman Winters	_____
Councilwoman Ahearn	_____

Dated: Amenia, New York
May 2, 2024

DAWN MARIE KLINGNER, TOWN CLERK

Town Garage
Fax
(845) 373-7007

TOWN OF AMENIA HIGHWAY DEPARTMENT
Megan Chamberlin, Highway Superintendent
8 Borden Lane
Wassaic, New York 12592
Town Garage e-mail: toahd@optimum.net

Town Garage
(845) 373-9922

CERTIFICATE AND NOTICE TO CLOSE A HIGHWAY


CERTIFICATE

TO: Town Clerk, Town of Amenia, County of Dutchess

This is to certify that the undersigned Florent Lacroix –Run director of Rattle Snake Run, closes a section of highway, **Route 22 down Furnace Bank to the intersection of Nelson Hill Road, Wassaic, New York, in the Town of Amenia, County of Dutchess.** The reason for the road closure is: **Rattle Snake Run.**

Date and Time: **May 5, 2024 (Sunday) 12:00noon – 2:00pm**

Executed on this 22nd day of April 22, 2024



Florent Lacroix – Run Director of Rattle Snake Run



Megan Chamberlin
Town of Amenia Highway Superintendent

NOTICE

TO: Town Highway Superintendent, Town of Amenia, County of Dutchess

A certificate, of which the foregoing is a copy having been executed by me under the authority conferred by Section 104 of the Highway Law as amended and to be filed in the office of the Town Clerk of the Town of Amenia, County of Dutchess, New York, you are hereby notified that the above described section of road shall be closed by **Florent Lacroix, Run director of Rattle Snake Run on:**

Date and Time: **May 5, 2024 (Sunday) 12 noon 2:00pm**

Dated this 2nd day of May 2024



Megan Chamberlin – Town of Amenia Highway Superintendent



TOWN OF AMENIA
TOWN BOARD

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Resolution # ___ of 2024

**RE: EMPLOYING ALTERNATE TOWN FORESTER FOR CALENDAR YEAR
2024**

WHEREAS, the Town of Amenia is seeking to employ an alternate Town Forester for those times when there is a conflict and Christopher Prentis, CF of Lower Hudson Forestry Services, LLC is unable to provide the needed services; and

WHEREAS, the Town of Amenia Planning Board received a proposal from Brent Feldweg of Forest-All Consulting and Saw Milling dated May 1, 2024 for the position of alternate Town Forester; and

WHEREAS, the Town Board, with the recommendation of the Planning Board, is desirous of employing Brent Feldweg of Forest-All Consulting and Saw Milling for the position of alternate Town Forester in accordance with the said proposal, a copy of which is annexed hereto.

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. The recitations set forth above are incorporated in this Resolution as if fully set forth and adopted herein.
2. The Town Board of the Town of Amenia, with the recommendation of the Planning Board, hereby employs and retains Brent Feldweg of Forest-All Consulting and Saw Milling as alternate Town Forester for the purposes of reviewing timber harvest applications, field review of harvests as well as any other items the Planning Board may need for review and approval of said applications when there is a conflict and Christopher Prentis, CF of Lower Hudson Forestry Services, LLC is unavailable to provide such services.
3. Brent Feldweg of Forest-All Consulting and Saw Milling shall be paid for such services in accordance with the proposal submitted to the Town of Amenia dated May 1, 2024, a copy of which is annexed hereto.
4. The Town Supervisor is hereby authorized to execute the engagement agreement.

Motion made by _____

Seconded by _____

The foregoing resolution was voted upon with all councilwomen/councilmen voting as follows:

Supervisor Blackman	_____
Councilman Rebillard	_____
Councilwoman Hamm	_____
Councilman Winters	_____
Councilwoman Ahearn	_____

Dated: Amenia, New York
May 2, 2024

DAWN MARIE KLINGNER, TOWN CLERK



FOREST ALL

Consulting Forestry and Woodlot Management
Consulting Arboriculture/Property Management
Portable and Custom Saw Milling
Kiln Drying

Brent E. Feldweg: Forester/Arborist (845) 227-1449 (845) 802-4469
8 Hellman Court, Wappingers Falls, NY 12590
E-mail: BEFELDWEG@AOL.COM www.forestallconsulting.com

May 1, 2024

Town of Amenia NY
Planning Board Secretary Judith Westfall
4988 Route 22
Amenia, New York 12501

Dear Ms Westfall,

Thank you for the call earlier this spring and the opportunity to meet you and the Amenia Planning Board on April 10. I'm looking forward to working with the Town.

As you presented you are looking for a Forester to serve as an Alternate Town Forester, for the purposes of review and Planning Board advisement on Forestry project applications. I have over 30 years of experience assisting landowners with their Forestry needs (including permitting, Management Plan Production and updating, Timber Harvesting and NYS 480-A work). I am also a member of The Society of American Foresters and the Association of Consulting Foresters. I carry full insurance coverage for General Liability and Workman's Comp.

My rates are as proposed: \$ 100/ hr. Travel time will be billed at the same rate, but billed only in 1 direction.

Thank you again for choosing Forest-All. If there are any questions, you may reach me at the numbers on the letterhead. A signed copy of this proposal will be needed to proceed. I will invoice monthly and payment of is due on receipt of the invoice.

Sincerely,

Brent E. Feldweg

Brent E. Feldweg
Forest-All Forester and Arborist

Authorized Signature

Date

Brent E. Feldweg

8 Hellman Ct • Wappingers Falls, NY 12590 • (845) 802-4469 • befeldweg@aol.com

ARBORIST/FORESTER/PLANT BIOLOGIST

Arborist (tree care specialist), Forester, Tree (plant) Biologist, Landscape Management Consultant and Sales Consultant with 23 years experience providing professional tree management and overseeing tree care crews/operations provided to large and small residential and commercial clients. Specific roles have included customer service/planning/complaint solutions, plant diagnostics, planting plans, tree inventories, plant pruning, IPM plant health care, and Forest Management Plans. My experience includes Plant Diagnostics, Sportsmen's Club Forest Management, Sawmilling and custom Lumber Production and Marketing

Key Skills

- Extensive Tree ID Skills
- Good Shrub and herbaceous plant ID skills
- Crew Motivation Skills
- NYS Pesticide Lic 3A
- High Organizational Skills
- ISA Certified Arborist
- sawmill operation
- Site Safety/OSHA Compliance
- Microsoft Word, Excel, and Power Point experience
- Experience with Google Maps, Dutchess County Real Property GIS, Parcel Access
- Change Order Management
- Budgeting & Cost Controls
- Bidding/Estimating/Proposals
- Subcontractor/Crew Supervision
- Public Interaction Skills
- Small equipment maintenance skills and use
- Knowledge of landscape Pesticides and their use

Employment Summary

FOREST-ALL CONSULTING AND SAW MILLING (Wappingers Falls, NY) Owner/Operator 8-1988 to present (parttime business became full time business): Arboricultural Consulting/advisement to residential and commercial property owners; Consulting Forestry/Forest Management; Custom portable saw mill operating and custom kiln drying to produce unusual hardwood lumber.

RED CEDAR ARBORISTS AND LANDSCAPERS, INC (Wappingers Falls, NY) — Arborist/Sales Representative/Safety Coordinator, 7/03 to 8-2011

Managed residential and commercial accounts with regard to tree and plant maintenance. Sales of tree care, landscape maintenance and planting to new prospects and existing accounts. Administered Red Cedar's Plant Health Care program and Safety Training Program. This position involved much crew, public and regulatory involvement.

BARTLETT TREE EXPERTS (Elmsford, NY) — Arborist/Sales Representative, 3/91 to 7/03

Managed residential and commercial accounts with regard to tree and plant maintenance. Sales of tree care, Plant Diagnostics Services, and Plant Health Care.

BARTLETT TREE EXPERTS (Norwalk, Ct) — Tree Crew Foreman/Plant Health Care Technician, 10/88 to 3/91

Led a 2-3 man tree pruning/removal crew operating in SW Fairfield County, Ct., in the winters. In the growing season, provided Plant Health Care Services (including Insect and disease control, plant diagnostics, and root system care).

Community Involvement

Town of East Fishkill Conservation Advisory Commission (1992- present)

Active member of this environmental advisory volunteer group, and chairman since 1998. Responsibilities include reviews of development plats and project plans, including NYS SEQRA environmental assessment forms, annual budgeting, and maintaining group staffing. Frequent interaction with Town Officials and Planning/Zoning Boards, regarding environmental issues.

Northern Dutchess Rod and Gun Club, Rhinebeck, NY (1980 to present)

Active member, (Life member since 2004), served on the Board of Directors, Chaired Timber, Shooting Range Lead Remediation, and Sunshine Committees. These involved coordinating volunteers for events and work projects.

Education

SUNY ENVIRONMENTAL SCIENCE AND FORESTRY & SYRACUSE UNIVERSITY (Syracuse, NY)
BS Resource Management (Forestry) and Tree Biology, 1988

SUNY DUTCHESS COMMUNITY COLLEGE (Poughkeepsie, NY)
AAS Resource Management, 1985



TOWN OF AMENIA
TOWN BOARD

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Resolution # _____ of 2024

**RE: ACCEPTING FULL ENVIRONMENTAL ASSESSMENT FORM AND
AUTHORIZING CIRCULATION TO ALL INVOLVED AGENCIES WITH
TOWN OF AMENIA'S INTENT TO SERVE AS LEAD AGENCY**

WHEREAS, the Town of Amenia is proposing to construct a new Town Highway Garage Facility on a 5 acre parcel of property on the east side of NYS Route 22, approximately 2,200 feet south of S. Sinpatch Road and NYS Route 22 junction more particularly described as tax parcel number 132000-7064-00-823855; and

WHEREAS, the Town Highway Garage Facility would include an approximately 13,000 square foot garage building with a 2,300 square foot covered outdoor storage and a 3,500 square foot salt storage shed; and

WHEREAS, the Town Highway Garage Facility would also include infrastructure such as ground water well, a below ground fuel tank and fuel pump, a below ground propane tank, a 1,000 gallon below ground septic tank with a pump station/force main to a septic abortion field, a backup electrical generator, roof mounted solar panels, a fire suppression system and dumpster enclosure, requiring a State Environmental Quality Review Act (SEQRA) analysis to be completed; and

WHEREAS, the Town Board previously authorized LaBella Associates to commence the SEQRA review process and prepare the necessary Full Environmental Assessment Form (FEAF) for circulation to all involved agencies, with the Town's intent to serve as Lead Agency; and

WHEREAS, LaBella Associates has prepared and submitted Part 1 of the FEAF to the Town Board for approval and circulation as set forth herein, a copy of which is annexed hereto.

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. The recitations set forth above are incorporated in this Resolution as if fully set forth and adopted herein.
2. The Town Board of the Town of Amenia hereby accepts and approves Part 1 of the FEAF prepared by LaBella Associates in the form annexed hereto.
3. The Town Board hereby authorized the Town Supervisor to execute the FEAF and circulate it to all involved agencies with the Town of Amenia's intent to serve as Lead Agency.

Motion made by _____

Seconded by _____

The foregoing resolution was voted upon with all councilwomen/councilmen voting as follows:

Supervisor Blackman	_____
Councilman Rebillard	_____
Councilwoman Hamm	_____
Councilman Winters	_____
Councilwoman Ahearn	_____

Dated: Amenia, New York
May 2, 2024

DAWN MARIE KLINGNER, TOWN CLERK

**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: Town of Amenia Highway Garage		
Project Location (describe, and attach a general location map): 5 acre parcel (132000-7064-00-823855), east side of NYS Route 22, approximately 2,200 feet south of S. Slnpatch Road and NYS Route 22 Junction.		
Brief Description of Proposed Action (include purpose or need): Development of a new Town highway garage facility with access from NYS Route 22. Facility would include a ~13,000 SF garage building with 6 double loaded drive thru bays, ~2,300 SF of covered outdoor storage, and a 3,500 SF salt storage shed. The facility would have 1 administrative bay with bathroom, office space, break room, locker room/shower space, and storage. Additionally, the facility would have a 530 linear foot access road, approximately 13 parking spaces, a ground water well, a below ground fuel tank and a fuel pump, a below-ground propane tank, a 1,000 gallon below-ground septic tank with a pump station/force main to a septic absorption field, a backup electrical generator, roof mounted solar panels, a fire suppression system, and a dumpster enclosure.		
Name of Applicant/Sponsor: Town of Amenia, Attn. Leo Blackman, Town Supervisor	Telephone: (845) 373-8118	
	E-Mail: lblackman@ameniany.gov	
Address: 4988 Route 22		
City/PO: Amenia	State: NY	Zip Code: 12501
Project Contact (if not same as sponsor; give name and title/role):	Telephone:	
	E-Mail:	
Address:		
City/PO:	State:	Zip Code:
Property Owner (if not same as sponsor):	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, <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No or Village Board of Trustees	Funding	
b. City, Town or Village <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Planning Board or Commission	Site Plan Review	
c. City, Town or <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Village Zoning Board of Appeals		
d. Other local agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
e. County agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Health Dept. for well & septic	
f. Regional agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
g. State agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	NYSDOT, Highway Work Permit for driveway NYSDOH, Well & Septic approvals, DEC SPDES	
h. Federal agencies <input type="checkbox"/> Yes <input type="checkbox"/> No	Grants TBD: US Treasury- ARPA, HUD - CDGB, USDA - Comm. Facilities, EPA - Solar Panels	
i. Coastal Resources.		
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
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
iii. Is the project site within a Coastal Erosion Hazard Area?		<input type="checkbox"/> Yes <input type="checkbox"/> No

C. Planning and Zoning

C.1. Planning and zoning actions.	
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"> • If Yes, complete sections C, F and G. • If No, proceed to question C.2 and complete all remaining sections and questions in Part 1 	
C.2. Adopted land use plans.	
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 type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If Yes, identify the plan(s):	

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?
RA Rural Agricultural, Road Visual Protection Corridor overlay district.

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? Webutuck Central School District

b. What police or other public protection forces serve the project site?
Dutchess County Sheriff's Office

c. Which fire protection and emergency medical services serve the project site?
Wassaic Fire Company

d. What parks serve the project site?
Wassaic Multiple Use Area, Harlem River Rail Trail, Beekman Park, Tamarck Preserve

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)? Municipal Highway Garage Facility.

b. a. Total acreage of the site of the proposed action? _____ 5 acres

b. Total acreage to be physically disturbed? _____ 2.87 acres

c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ 5 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: _____ 10-12 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.

	One Family	Two Family	Three Family	Multiple Family (four or more)
Initial Phase	_____	_____	_____	_____
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 2
 ii. Dimensions (in feet) of largest proposed structure: 31 height; 161 width; and 80 length
 iii. Approximate extent of building space to be heated or cooled: ~13,000 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: _____
 ii. If a water impoundment, the principal source of the water: Ground water Surface water streams Other specify: _____
 iii. If other than water, identify the type of impounded/contained liquids and their source. _____
 iv. Approximate size of the proposed impoundment. Volume: _____ million gallons; surface area: _____ acres
 v. Dimensions of the proposed dam or impounding structure: _____ height; _____ length
 vi. Construction method/materials for the proposed dam or impounding structure (e.g., earth fill, rock, wood, concrete): _____

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? land grading for site development.
 ii. How much material (including rock, earth, sediments, etc.) is proposed to be removed from the site?
 • Volume (specify tons or cubic yards): Not Applicable
 • Over what duration of time? Not Applicable
 iii. Describe nature and characteristics of materials to be excavated or dredged, and plans to use, manage or dispose of them.
 Any excess material is anticipated to be clean topsoils or subsoils. Any excess clean fill material will be utilized by the Town elsewhere.
 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: _____ ~2,000 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: _____

New groundwater well.

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

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

If Yes:

i. Total anticipated liquid waste generation per day: _____ ~2,000 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 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):

vi. Describe any plans or designs to capture, recycle or reuse liquid waste: _____
 Installation of a septic absorption field. _____

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:

- How much impervious surface will the project create in relation to total size of project parcel?
 _____ Square feet or _____ 1.92 acres (impervious surface)
 _____ Square feet or _____ 5.00 acres (parcel size)
- Describe types of new point sources. N.A.
- 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)?
 On-site stormwater management facilities for infiltration

 - If to surface waters, identify receiving water bodies or wetlands: N.A.
 - 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:

- Mobile sources during project operations (e.g., heavy equipment, fleet or delivery vehicles)

- Stationary sources during construction (e.g., power generation, structural heating, batch plant, crushers)

- Stationary sources during operations (e.g., process emissions, large boilers, electric generation)

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:

- 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
- In addition to emissions as calculated in the application, the project will generate:
 - _____ Tons/year (short tons) of Carbon Dioxide (CO₂)
 - _____ Tons/year (short tons) of Nitrous Oxide (N₂O)
 - _____ Tons/year (short tons) of Perfluorocarbons (PFCs)
 - _____ Tons/year (short tons) of Sulfur Hexafluoride (SF₆)
 - _____ 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): _____

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): _____

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): _____

iii. Parking spaces: Existing _____ Proposed _____ Net increase/decrease _____

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:
 New driveway access to NYS Route 22 is proposed.

vi. Are public/private transportation service(s) or facilities available within 1/2 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: _____
 Estimated to require ~117kVA.

ii. Anticipated sources/suppliers of electricity for the project (e.g., on-site combustion, on-site renewable, via grid/local utility, or other):
 Existing NYSEG distribution line along NYS Route 22.

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.

i. During Construction:		ii. During Operations:	
• Monday - Friday:	7:00 AM to 6:00 PM	• Monday - Friday:	7:00 AM to 5:00 PM
• Saturday:	7:00 AM to 6:00 PM	• Saturday:	7:00 AM to 5:00 PM
• Sunday:	N.A.	• Sunday:	N.A.
• Holidays:	N.A.	• Holidays:	N.A.

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 noise is anticipated to occur over a 10-12 month period intermittently on weekdays and possibly Saturdays, between 7:00 AM and 6:00 PM. Typical construction equipment and vehicles will be utilized.

ii. Will the proposed action remove existing natural barriers that could act as a noise barrier or screen? Yes No
 Describe: Minimal vegetation clearing along NYS Route 22 to construct the access drive.

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:
 Exterior lighting shall be controlled by a time clock and photocell for typical operational hours with an override for extended operation during snow plowing operations. Emergency / Night lighting shall be connected to new 60Amp life safety panel and generator.

ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen? Yes No
 Describe: Minimal vegetation clearing along NYS Route 22 to construct the access drive.

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 Diesel and unleaded gasoline

ii. Volume(s) 10,000 per unit time month (e.g., month, year)

iii. Generally, describe the proposed storage facilities:
 8,000 gallon Diesel and 2,000 gallon Unleaded Gasoline storage and dispensing tanks. Both aboveground on saddles, legs, stilts, rack or cradle.

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):

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

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: _____ tons per _____ (unit of time)
- Operation : _____ tons per _____ (unit of time)

ii. Describe any proposals for on-site minimization, recycling or reuse of materials to avoid disposal as solid waste:

- Construction: _____
- Operation: _____

iii. Proposed disposal methods/facilities for solid waste generated on-site:

- Construction: _____
- Operation: _____

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): Town Highway Dept. garage facility

ii. If mix of uses, generally describe:

Low density development consisting of single family residences and mobile homes, farmland, and undeveloped woodlands, including the NYSDEC Wassaic Multiple Use Area.

b. Land uses and covertypes on the project site.

Land use or Covertype	Current Acreage	Acreage After Project Completion	Change (Acres +/-)
• Roads, buildings, and other paved or impervious surfaces	0	1.92	+1.92
• Forested	2.5	1.58	-0.92
• Meadows, grasslands or brushlands (non-agricultural, including abandoned agricultural)	2.5	0.5	-2.0
• Agricultural (includes active orchards, field, greenhouse etc.)	0	0	0
• Surface water features (lakes, ponds, streams, rivers, etc.)	0	0	0
• Wetlands (freshwater or tidal)	0	0	0
• Non-vegetated (bare rock, earth or fill)	0	0	0
• Other Describe: <u>Landscaping, stormwater management</u>	0	1	+1.0

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: _____

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: _____

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: _____
iii. Describe any development constraints due to the prior solid waste activities: _____

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: _____

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: _____
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: _____

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? _____ 0 %

c. Predominant soil type(s) present on project site: CuC Copake gravelly silt loam rolling _____ 100 %
 _____ %
 _____ %

d. What is the average depth to the water table on the project site? Average: _____ >6 feet

e. Drainage status of project site soils: Well Drained: _____ 100 % of site
 Moderately Well Drained: _____ % of site
 Poorly Drained _____ % of site

f. Approximate proportion of proposed action site with slopes: 0-10%: _____ 55 % of site
 10-15%: _____ 45 % of site
 15% or greater: _____ % of site

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

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 _____ Approximate Size _____
- Wetland No. (if regulated by DEC) _____

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: _____

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 _____

m. Identify the predominant wildlife species that occupy or use the project site: _____
 Typical suburban wildlife and birds. _____

n. Does the project site contain a designated significant natural community? Yes No
 If Yes:
 i. Describe the habitat/community (composition, function, and basis for designation): _____
 ii. Source(s) of description or evaluation: _____
 iii. Extent of community/habitat:
 • Currently: _____ acres
 • Following completion of project as proposed: _____ acres
 • Gain or loss (indicate + or -): _____ acres

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? Yes No
 If Yes:
 i. Species and listing (endangered or threatened): _____

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? Yes No
 If Yes:
 i. Species and listing: _____

q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing? Yes No
 If yes, give a brief description of how the proposed action may affect that use: _____
 Fishing on Ten Mile River.

E.3. Designated Public Resources On or Near Project Site

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? Yes No
 If Yes, provide county plus district name/number: DUTC021

b. Are agricultural lands consisting of highly productive soils present? Yes No
 i. If Yes: acreage(s) on project site? ⁵ _____
 ii. Source(s) of soil rating(s): https://efotg.sc.egov.usda.gov/references/Delete/2015-1-10/Farmland_Class_NY.pdf

c. Does the project site contain all or part of, or is it substantially contiguous to, a registered National Natural Landmark? Yes No
 If Yes:
 i. Nature of the natural landmark: Biological Community Geological Feature
 ii. Provide brief description of landmark, including values behind designation and approximate size/extent: _____

d. Is the project site located in or does it adjoin a state listed Critical Environmental Area? Yes No
 If Yes:
 i. CEA name: _____
 ii. Basis for designation: _____
 iii. Designating agency and date: _____

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: _____

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

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: _____

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: Town Scenic road corridor overlay district

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.

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 6 NYCRR Part 666? Yes No

F. Additional Information

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

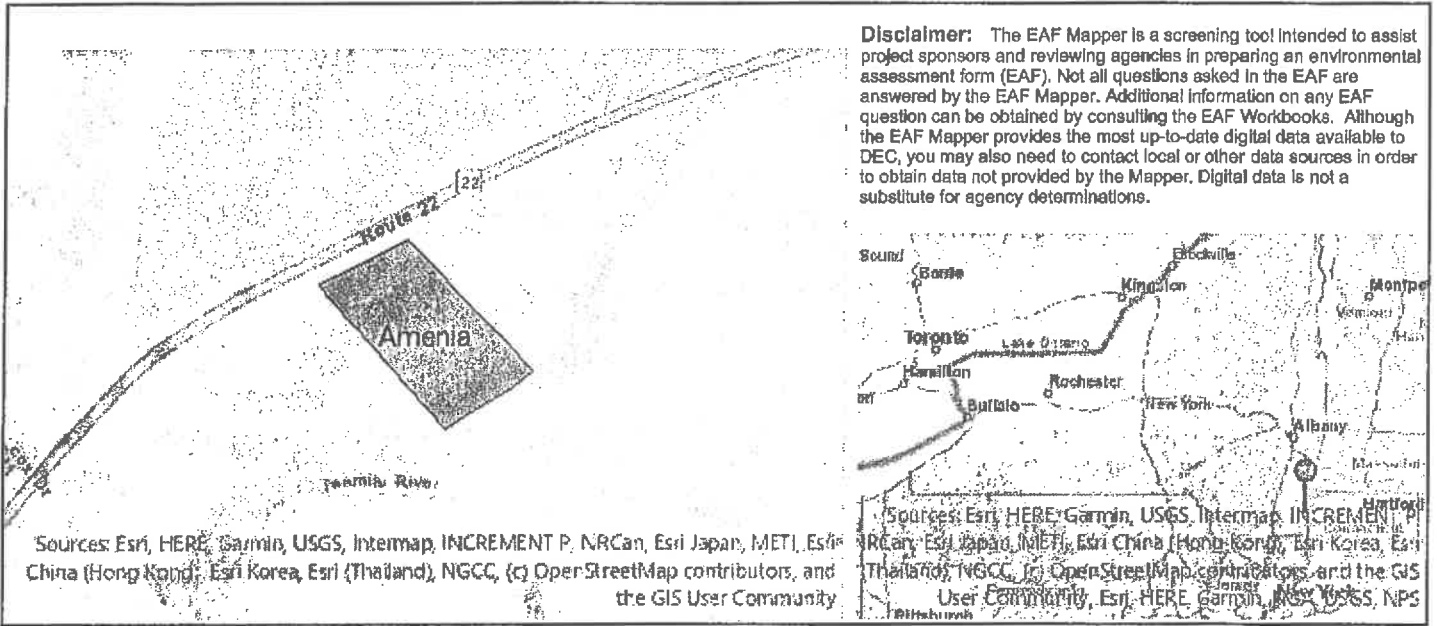
If you have identified any adverse impacts which could be associated with your proposal, please describe those impacts plus any measures which you propose to avoid or minimize them.

G. Verification

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

Applicant/Sponsor Name _____ Date _____

Signature _____ Title _____



B.1.i [Coastal or Waterfront Area]	No
B.1.ii [Local Waterfront Revitalization Area]	No
C.2.b. [Special Planning District]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
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]	No
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.v [Impaired Water Bodies]	No
E.2.i. [Floodway]	No
E.2.j. [100 Year Floodplain]	Yes
E.2.k. [500 Year Floodplain]	No
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]	Yes
E.3.a. [Agricultural District]	DUTC021
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



TOWN OF AMENIA
TOWN BOARD

4988 Route 22, AMENIA, NY 12501
(845) 373-8860 www.ameniany.gov

RESOLUTION No. of 2024

**RE: AUTHORIZING REQUEST FOR PROPOSALS FOR TOWN HALL
GYMNASIUM FLOOR REPLACEMENT PROJECT**

WHEREAS, the Town of Amenia is seeking to retain a qualified contractor to refinish or replace the Town's 2,436 square foot Gymnasium floor; and

WHEREAS, this is a Type II action under the State Environmental Quality Review Act ("SEQRA") and therefore not subject to review under SEQRA; and

WHEREAS, the Town of Amenia has caused the preparation of a "*Request for Proposals for Contractor Services for the Town of Amenia Town Hall Gymnasium Floor Replacement*", a copy of which is annexed hereto.

NOW, THEREFORE, BE IT RESOLVED, that:

1. The recitations set forth above are incorporated in this Resolution as if fully set forth and adopted herein.
2. The Town Board has determined that this is a Type II action under SEQRA and therefore, not subject to review under SEQRA.
3. The Town Board of the Town of Amenia hereby authorizes the formal solicitation for Request for Proposals for Contractor Services for the Town of Amenia Town Hall Gymnasium Floor Replacement from qualified contractors to refinish or replace the Town's 2,436 square foot Gymnasium floor, as more particularly set forth for in the "*Request for Proposals for Contractor Services for the Town of Amenia Town Hall Gymnasium Floor Replacement*".
4. The Request for Proposals shall be submitted for publication in the official newspaper of the Town by May 3, 2024, and posted to the Town's website.

5. All proposals shall be submitted in accordance with the aforementioned Request for Proposals identified above, and such proposals must be submitted in writing to Dawn Marie Klingner, Town Clerk, no later than 2:00 P.M., May 31, 2024.

6. Upon receipt of the proposals, the Town Board shall review same and shall award the contract for the aforementioned services in accordance with the Town's Procurement Policy and in accordance with General Municipal Law §103, except, however, the Town Board expressly reserves the right to reject any and all proposals in accordance with applicable law.

Motion made by _____

Seconded by _____

The foregoing resolution was voted upon with all councilwomen/councilmen voting as follows:

Supervisor Blackman	_____
Councilman Rebillard	_____
Councilwoman Hamm	_____
Councilman Winters	_____
Councilwoman Ahearn	_____

Dated: Amenia, New York
May 2, 2024

DAWN MARIE KLINGNER, TOWN CLERK

**REQUEST FOR PROPOSALS (RFP)
FOR CONTRACTOR SERVICES**

**TOWN OF AMENIA
TOWN HALL
GYMNASIUM FLOOR REPLACEMENT**

SUBMIT PROPOSALS TO:

Town of Amenia
Dawn Marie Klingner, Town Clerk
4988 ROUTE 22
AMENIA, NY 12501
(845) 373-8118 ext.125
townclerk@ameniany.gov

**REQUEST FOR PROPOSALS
RFP-FLOOR-012024**

SCOPE OF WORK

The Town of Amenia located in Dutchess County, NY (the "Town") is seeking a contractor to refinish or replace the Town's 2,436 square foot Gymnasium Floor:

A. Site Preparation

1. Close and post signage at all access doors to notify users of other areas of the building that the gym /mutipurpose room is closed for period that is dated on signage.
2. Plan loading area day before and post info & traffic cones or other barrier to show users parking areas that need to be clear.
3. Note location and color of game lines existing on floor in detail that will allow replication on new floor.
4. Protect from impact or scratching all doors and doorways that will be used to access work area.
5. Protect or replace all thresholds at door openings adjoining gymnasium.
6. Install dust removal ventilating system and tape sheet plastic over all openings to adjoining spaces & seal from dust all mechanical system elements.

B. Demolition, Repair & Refinishing

1. Remove 12 x 12 tile and existing wood base floor finish. The tiles and adhesive have tested negative for asbestos content so the removal issue/revision date is not an abatement.
2. Test removal of the 1/4" plywood below the tile finish. Locate one sheet or partial sheet that shows fewest nails or fastening through to original floor below to begin.
3. Review condition of original maple floor with Town Supervisor & Project Architect to assess possibility of restoration of original maple T&G.
4. Depending on fasteners and other conditions found, continue removal of remaining plywood underlayment as per direction decided in review.
5. Restore existing maple floor by patching and repairing any broken boards.
6. Sand to remove old shellac finish but w/minimal removal of material.
7. Refinish maple floor using low voc water based polyurethane seal/finish. [NEED SPECS, number of finishes, etc]
8. Paint sports lines on floor per diagram (tack entire floor with damp terry towel prior to taping and painting, [PROVIDE PAINT TYPE (Bona SuperSport Paint?), abrade?, finishing floor after lines with sports floor finish?]

OR

C. Demolition, Patch & Install Herculon MF 800 7+2

1. Remove existing wood base & 12 x 12 tile floor finish. The tiles and adhesive have tested negative for asbestos content so the removal issue/revision date is not an abatement.
2. Patch any irregular areas and install rubber base mat as per action floor specifications.
3. Installation of new floor finish - contractor to install Herculon MF 800 7+2 to meet strictly with action floors specifications
4. Install as per manufacturer's instructions continuous polyurethane monolithic membrane in color as per contract selection.
5. [Install vinyl base to walls by using the proper cement. – NEED MORE SPECS?]

6. Paint sports lines on floor per diagram (tack entire floor with damp terry towel prior to taping and painting, [PROVIDE PAINT TYPE (Bona SuperSport Paint?), abrade?, finishing floor after lines with sports floor finish?)

D. Completion & Turnover

1. Punch list project and correct any items in time as stipulated per contract.
2. Remove all protective sheeting in a manner that also removes any dust.
3. Clean all surfaces that show dust accumulation.
4. Contractor is to remove and dispense of all waste materials:

QUALIFICATIONS AND EXPERIENCE

Contractors interested in being considered shall demonstrate that they or their firm possesses the appropriate resources and experience necessary to perform the requirements of the RFP, adequate skills & facilities, and a satisfactory record of experience related to the tasks outlined in the RFP.

PROPOSAL REQUIREMENTS

1. Contractor proposals should include separate quotes for Parts A, B, C, and D of the project. Proposals will be accepted if contractor does not provide a quote for Part D.
2. This RFP is intended to provide interested contractors with an opportunity to demonstrate their qualifications.
3. Experience of firm with similar projects – include a brief description of work done by the contractors on similar projects, indicating scope, fees, location and client information.
4. Qualifications, and availability of key personnel – include a staffing table, resumes for key staff members proposed for the project, and discuss their availability for this assignment.

EVALUATION PROCESS

1. Proposals will be evaluated by the Town Board. The Town Board shall review and evaluate each of the proposals using the criteria described in this RFP.
2. The Town of Amenia reserves the right to seek clarification of information submitted in response to this RFP and/or request additional information during the evaluation process.
3. The Town reserves the right to reject any or all proposals or parts of proposals.
4. The Town may request a qualification interview with the highest ranked contractor(s) prior to making a decision.

AWARD

The Town Board reserves the right to accept or not accept any or all proposals received in response to this RFP, or to cancel in whole or in part this RFP, if determined by the Town Board to be in the Town's best interest.

The Town Board reserves the right to accept any submittal and/or parts thereof and/or to reject any and all submissions, or to waive any irregularities in the submissions if it is determined to be in the best interest of the Town. The issuance of this RFQ does not bind the Town to award any contract, or to pay any costs incurred by prospective contractors in the

preparation of proposals responding to this RFP. The award of a contract is contingent upon the successful execution of the formal contract agreement.

RFP SUBMISSION REQUIREMENTS

Electronic submissions via e-mail are highly encouraged. Interested firms should submit an electronic copy of their proposals by **2:00 PM on May 31, 2024**, to Dawn Marie Klingner at townclerk@ameniany.gov.

If you prefer to submit paper copies, please submit two (2) bound paper copies of your proposal by the time and date indicated in person or mailed to:

Town of Amenia
Dawn Marie Klingner, Town Clerk
4988 Route 22
Amenia, NY 12501
(845) 373-8118 ext.125
townclerk@ameniany.gov

QUESTIONS

Submit questions pertaining to this RFQ by email to Dawn Marie Klingner at dmklingner@ameniany.gov no later than 1:00pm on May 20, 2024.



TOWN OF AMENIA
TOWN BOARD

4988 Route 22, AMENIA, NY 12501
(845) 373-8860 www.ameniany.gov

RESOLUTION No. of 2024

RE: AUTHORIZING REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES IN CONNECTION WITH TOWN OF AMENIA WATER DISTRICT #1

WHEREAS, the Town of Amenia is seeking professional engineering services in connection with the Town of Amenia Water District #1 (“WD1”) capital projects; and

WHEREAS, this is a Type II action under the State Environmental Quality Review Act (“SEQRA”) and therefore not subject to review under SEQRA; and

WHEREAS, the Town of Amenia has caused the preparation of a “*Request for Qualifications for Engineering Services for the Town of Amenia Water District #1*”, a copy of which is annexed hereto.

NOW, THEREFORE, BE IT RESOLVED, that:

1. The recitations set forth above are incorporated in this Resolution as if fully set forth and adopted herein.
2. The Town Board has determined that this is a Type II action under SEQRA and therefore, not subject to review under SEQRA.
3. The Town Board of the Town of Amenia hereby authorizes the formal solicitation for Request for Qualifications for Engineering Services for the Town of Amenia Water District #1 from qualified engineers in connection to the Town of Amenia Water District #1 capital projects, as more particularly set forth for in the “*Request for Qualifications for Engineering Services for the Town of Amenia Water District #1*”.
4. The Request for Qualifications shall be submitted for publication in the official newspaper of the Town by May 3, 2024, and posted to the Town’s website.

5. All proposals shall be submitted in accordance with the aforementioned Request for Proposals identified above, and such proposals must be submitted in writing to Dawn Marie Klingner, Town Clerk, no later than 2:00 P.M., May 31, 2024.

6. Upon receipt of the proposals, the Town Board shall review same and shall award the contract for the aforementioned services in accordance with the Town's Procurement Policy and in accordance with General Municipal Law §103, except, however, the Town Board expressly reserves the right to reject any and all proposals in accordance with applicable law.

Motion made by _____

Seconded by _____

The foregoing resolution was voted upon with all councilwomen/councilmen voting as follows:

Supervisor Blackman	_____
Councilman Rebillard	_____
Councilwoman Hamm	_____
Councilman Winters	_____
Councilwoman Ahearn	_____

Dated: Amenia, New York
May 2, 2024

DAWN MARIE KLINGNER, TOWN CLERK

**REQUEST FOR QUALIFICATIONS (RFQ)
FOR ENGINEERING SERVICES**

**TOWN OF AMENIA
WATER DISTRICT #1**

SUBMIT PROPOSALS TO:

Town of Amenia
Dawn Marie Klingner, Town Clerk
4988 ROUTE 22
AMENIA, NY 12501
(845) 373-8118 ext.125
townclerk@ameniany.gov

**REQUEST FOR QUALIFICATIONS
RFQ-WATER-012024**

SCOPE OF WORK

The Town of Amenia located in Dutchess County, NY (the "Town") is seeking professional engineering services pertaining to the Town Water District #1 ("WD1") capital projects:

- Source water assessment
- Review of storage and distribution system conditions
- Limited analysis of service area and finances
- Recommendations for capital improvements including conceptual cost estimates
- Identification of potential sources of grants and low-cost financing
- Implementation plan(s) with schedule(s)
- Potential execution of part or all of implementation plan

The Engineering Services contract will encompass all project-related engineering & subcontractor services required for the design and construction of the project, including but not limited to final design plans and specifications, grant administration and permitting assistance, preparation of bid documents, construction management and inspection services, and project close-out.

BACKGROUND

Ownership & Services Area. WD1 is owned by the Town. The existing water production, treatment and storage are located on Parcels that are owned by the town. It serves the Hamlet of Amenia, the central business district for the Town. The original water distribution system dates back to the early 1900's. The Town currently does not have municipal wastewater treatment - all serviced areas have septic systems. The distribution network is located on town roads, state owned roads, country owned roads and private property. The water district's service area encompasses slightly less than 0.75 square miles. The water distribution has 305 services connections.

Existing System. The Town public water supply system consist of two (2) water source extraction sites, One (1) water storage site, two (2) water treatment facilities and a water distribution system. A map of the existing system is included in Figure 1.

Groundwater Source Sites. The town has a total of four (4) wells located on two (2) sites. Each site has two (2) water production wells. The sites will be referred to as the Washington Court Site and the Lavell Road Site. In addition to water production, the Washington Court Site has water treatment and the system water storage tank. The Lavelle Road Site has water treatment in addition to water extraction. The Lavell Road Site is controlled, wireless PLC communications from the Washington Court Site.

The Lavell Road site is located at 38 Lavelle Rd, Amenia NY 12501 (parcel number 32000-7167-13-215330). The site size is 0.67 Acres. Wells 4 and 4a are located there. The site has one (1) pump house. The maximum pumping rate for Well 4 is 36 gallons per minute (GPM) and has a total depth of 200 ft. Well 4a has a maximum pumping rate of 44 GPM and is 225 ft. deep.

The Washington Court site is located at 12 Washington Court, Amenia NY 12501 (parcel numbers 32000-7167-00-410168 and 132000-7167-18-402182). 410168 is 2.21 acres and 402182 is 0.23 acres. Wells 5 and 6 are located there. The maximum pump rate for Well 5 is 18 GPM and has a total depth of 325 ft. The maximum pump rate for Well 6 is 32 GPM and has a total depth of 500 ft. Well 5 is currently off-line awaiting approval by DOH.

Water Storage Tank. A 200,000 gallon standpipe (40' high x 29.5' diameter) floating water tank built and installed in 1975 is located on Washington Court. The location is elevated relative to most consumers (760' USGS). The storage tank supplies system pressure.

Water Distribution. The Town's distribution system consists of 17,700 +/- linear feet of watermain piping ranging from 3/4" - 8", 43 hydrants, 35 valves and 300 water meters. There are no booster pumps in the distribution system, however, several homes located near the storage tank are fitted with booster pumps.

Current Demand. The average system withdrawal was 91,351 GPD in 2021. The maximum daily withdrawal was 126,000 GPD.

RFQ REQUIRED INFORMATION & FORMAT

Proposals should not exceed twenty (20) pages in length, and should include the following information:

- Firm Summary/Profile
- Summaries of at least three (3) similar projects previously completed, including project budget
- Summaries of State/Federal Grant and Loan experience
- Resumes of key staff that will be assigned to work on the project
- Three (3) client references

EVALUATION CRITERIA

All proposals received will be evaluated and ranked by the Town Board according to the following criteria:

Evaluation Criteria	Points
Past Work Performance	30
Staff Experience/Qualifications	30
Grant Experience	20
Ability to work with municipal staff	20
Total	100

AWARD

The Town Board reserves the right to accept or not accept any or all proposals received in response to this RFQ, or to cancel in whole or in part this RFQ, if determined by the Town Board to be in the Town's best interest.

The Town Board reserves the right to accept any submittal and/or parts thereof and/or to reject any and all submissions, or to waive any irregularities in the submissions if it is determined to be in the best interest of the Town. The issuance of this RFQ does not bind the Town to award any contract, or to pay any costs incurred by prospective contractors in the preparation of proposals responding to this RFQ. The award of a contract is contingent upon the successful execution of the formal contract agreement.

RFQ SUBMISSION REQUIREMENTS

Electronic submissions via e-mail are highly encouraged. Interested firms should submit an electronic copy of their proposals by **2:00 PM on May 31, 2024**, to Dawn Marie Klingner at townclerk@ameniany.gov.

If you prefer to submit paper copies, please submit two (2) bound paper copies of your proposal by the time and date indicated in person or mailed to:

Town of Amenia
Dawn Marie Klingner, Town Clerk
4988 Route 22
Amenia, NY 12501
(845) 373-8118 ext.125
townclerk@ameniany.gov

QUESTIONS

Submit questions pertaining to this RFQ by email to Dawn Marie Klingner at dmklingner@ameniany.gov no later than 1:00pm on May 20, 2024.



TOWN OF AMENIA
TOWN BOARD

4988 Route 22, AMENIA, NY 12501
(845) 373-8860 www.ameniany.gov

RESOLUTION No. of 2024

**RE: APPROVING PROPOSAL FOR ENGINEERING SERVICES FROM
DELAWARE ENGINEERING, D.P.C. TO CONDUCT GROUNDWATER UNDER
THE DIRECT INFLUENCE OF SURFACE WATER ("GWUDI") ASSESSMENT**

WHEREAS, the Town of Amenia is seeking to retain professional engineering services to conduct a Groundwater Under the Direct Influence of Surface Water ("GWUDI") Assessment of the Lavelle Road Wells 4 and 4A in conformance with the request from the Dutchess County Department of Health; and

WHEREAS, the Town of Amenia received a proposal from Delaware Engineering, D.P.C. dated April 30, 2024 for professional engineering services to conduct a Groundwater Under the Direct Influence of Surface Water ("GWUDI") Assessment of the Lavelle Road Wells 4 and 4A in conformance with the request from the Dutchess County Department of Health; and

WHEREAS, the Town Board of the Town of Amenia would like to retain the services of Delaware Engineering, D.P.C. to conduct a Groundwater Under the Direct Influence of Surface Water ("GWUDI") Assessment of the Lavelle Road Wells 4 and 4A in conformance with the request from the Dutchess County Department of Health; and

WHEREAS, this is a Type II action under the State Environmental Quality Review Act ("SEQRA") and therefore not subject to review under SEQRA; and

WHEREAS, the professional engineering services to be provided by Delaware Engineering, D.P.C. to the Town constitute professional services which are exempt from the bidding requirements under General Municipal Law §103 and the Town of Amenia's Procurement Policy; and

WHEREAS, the Town Board has determined that there are sufficient funds to pay the anticipated budget for the assessment in the amount of \$5,000.00 which will be paid from the Transmission/Distribution CE-ENGIN Budget Line 1.083404.06.163.00.

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. The recitations set forth above are incorporated in this Resolution as if fully set forth and adopted herein.

2. The Town Board of the Town of Amenia has determined that this is a Type II action under SEQRA and therefore, not subject to review under SEQRA.

3. The Town Board determines that the professional engineering services to be provided by Delaware Engineering, D.P.C. to the Town constitute professional services which are exempt from the bidding requirements under General Municipal Law §103 and the Town of Amenia’s Procurement Policy.

4. The Town Board hereby approves the proposal from Delaware Engineering, D.P.C. dated April 30, 2024 for professional engineering services to conduct a Groundwater Under the Direct Influence of Surface Water (“GWUDI”) Assessment of the Lavelle Road Wells 4 and 4A in conformance with the request from the Dutchess County Department of Health, a copy of which is annexed hereto.

5. The Town Board hereby authorizes the Town Supervisor to execute the annexed proposal from Delaware Engineering, D.P.C. to conduct a Groundwater Under the Direct Influence of Surface Water (“GWUDI”) Assessment of the Lavelle Road Wells 4 and 4A.

6. The Town Board hereby authorizes the payment for said Engineering services from the Transmission/Distribution CE-ENGIN Budget Line 1.083404.06.163.00.

Motion made by _____

Seconded by _____

The foregoing resolution was voted upon with all councilwomen/councilmen voting as follows:

Supervisor Blackman	_____
Councilman Rebillard	_____
Councilwoman Hamm	_____
Councilman Winters	_____
Councilwoman Ahearn	_____

Dated: Amenia, New York
May 2, 2024

DAWN MARIE KLINGNER, TOWN CLERK



DELAWARE ENGINEERING, D.P.C.

28 Madison Avenue Extension
Albany, New York 12203

Phone: 518.452.1290
Fax: 518.452.1335

April 30, 2024

Charlie Miller
Director of Finance
Town of Amenia
4988 Route 22
Amenia, NY 12501

Re: Professional Engineering Services Scope of Work and Fee
Groundwater Under the Direct Influence of Surface Water (GWUDI) Assessment
Lavelle Road Wells 4 and 4A

Dear Mr. Miller:

We appreciate the referral of the Town's water system operator, VRI, to us and your request for a scope of services and fee to assist the Town with conducting the GWUDI Assessment of the Lavelle Road wells 4 and 4A in conformance with the request from the Dutchess County Department of Health. This is a first step of several in the process to achieve regulatory compliance for the public water supply.

While a final scope of services for overall improvements to the water system would be developed in concert with Dutchess County DOH to ensure that all concerns are addressed, the initial focus of the efforts is to conduct water quality testing for the Lavelle Road wells 4 and 4A for at least parameters associated with Groundwater Under the Direct Influence of Surface Water (GWUDI) in accordance with Part 5-1.81. These parameters may include comparison of temperature, pH and conductivity in the nearby surface water to the well water and the conduct of at least one Microparticulate Analysis (MPA).

Our scope of work and costs to conduct the water quality sampling includes:

1. Preparation of a written water sampling plan in conformance with applicable standards and practices in coordination with the system operator and the Town.
2. Submission of the sampling plan to the Dutchess County DOH for comment and endorsement.
3. Coordination with the system operator for the conduct of the testing. The operator will execute the testing as an additional service to the Town. The exact cost of the testing which may include minor equipment, labor, and laboratory fees will be determined on the basis of the sampling plan approved by the DOH. Costs for the testing are not included in our fees, but will be a pass through to the Town from the operator.
4. Prepare a letter report including and interpreting the test results and providing recommended next steps to be shared with the Town and the operator as a draft, and then with DOH.

55 South Main Street
Oneonta, NY 13820
607.432.8073

223 Main Street
Goshen, NY 10924
845.615.9232

548 Broadway
Monicello, NY 12701
854.791.7777

16 East Market Street
Red Hook, NY 12571
518.452.1290

14-20 Willett Avenue, #202
Port Chester, NY 10573
914.939.0380

DELAWARE ENGINEERING, D.P.C.

The professional services fee to conduct this work is \$5,000 exclusive of testing/lab costs which will be determined based on DOH's approval of the sampling plan and will be a pass through from the system operator.

It appears that the Town is committed to evaluating and addressing the needs of the public water supply system and that much effort has been committed since mid-2023 to that end. We view our role as a partner to the Town to provide support and guidance to that effort. We understand you are stewards of the finances of the community and water district, and we find that a step-by-step approach to a project of this nature prevents over-commitment of public funds, while bringing value in identifying the nature and cost of improvements needed, and importantly, setting the community on a path towards the best financing and grants that can be obtained.

We welcome an opportunity to meet with you to discuss your needs and the match to our capabilities. Please do not hesitate to contact us.

Sincerely,

A handwritten signature in black ink, appearing to read "Mary Beth Bianconi". The signature is fluid and cursive, with a long horizontal stroke at the end.

Mary Beth Bianconi
Partner