


Reviewed By
Office of Town Attorney


APPROVED


COMMISSIONER OF HUMAN RESOURCES

Meeting of May 9, 2017

RESOLUTION P-11-17

WHEREAS, The 2017 Budget, adopted November 15, 2016 established the titles and salaries of officers and employees of the Town of Oyster Bay pursuant to Section 27 of Town Law, and other Local Laws relating to the establishment of Town Departments, and Rules and Regulations governing appointments, etc., of employees; and

WHEREAS, The adoption of said 2017 Budget, on November 15, 2016, was by a Resolution of the Town Board; and

WHEREAS, Resolution #P1063, dated December 12, 1972, provides a procedure for the amendment of the Resolution establishing grades, salaries and titles as required and requested by Department Heads,

NOW, THEREFORE, BE IT RESOLVED, That the Budget as adopted be and hereby is amended to reflect the approved additions and deletions as indicated by the attached.

The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:


	Supervisor Saladino	Aye
	Councilman Muscarella	Aye
	Councilman Macagnone	Nay
Town Clerk	Councilman Coschignano	Aye
Cc: Town Board	Councilwoman Alesia	Aye
Supervisor	Councilwoman Johnson	Aye
Human Resources	Councilman Imbroto	Aye
Comptroller		
Payroll		
Town Attorney		

Meeting of May 9, 2017

RESOLUTION NO. TF-6-2017

RESOLVED, That the Comptroller be and he hereby is directed to Transfer Funds within the various Departments Accounts as indicated:

ITEM NO.	DEPT.	AMOUNT	FROM
016-17	IGA	\$ 5,000.00	IGA CD 6293 22000 000 CW16
			TO
		\$ 5,000.00	IGA CD 6293 43000 000 CW16
			FROM
017-17	DER	\$ 150.00	DER SR05 8160 41740 000 0000
			TO
		\$ 150.00	DER SR05 8160 46300 000 0000
			FROM
018-17	IGA	\$ 863.75	IGA CD 8676 48280 747 CD16
			TO
	IGA	\$ 863.75	IGA CD 8668 48290 000 CD16
			#

Reviewed By
Office of Town Attorney


The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Saladino	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Nay
Councilman Coschignano	Aye
Councilwoman Alesia	Aye
Councilwoman Johnson	Aye
Councilman Imbroto	Aye

cc: Supervisor
Town Attorney
Comptroller (2)
Intergovernmental Affairs
Environmental Resources

2A

TOWN OF OYSTER BAY

Inter-Departmental Memo

April 18, 2017

TO: MEMORANDUM DOCKET

FROM: FRANK V. SAMMARTANO, DEPUTY COMMISSIONER
INTERGOVERNMENTAL AFFAIRS

SUBJECT: TRANSFER OF FUNDS

AMOUNT: \$ 5,000

FROM:	IGA-CD-6293-22000-000-CW16 (OFFICE EQUIPMENT)	\$ 5,000.00
TO:	IGA-CD-6293-43000-000-CW16 (UNALLOCATED INSURANCE)	\$ 5,000.00

The above listed transfer of funds is required to accommodate the Department of Intergovernmental Affairs (IGA), Division of Employment and Training's (DET) Workforce Innovation and Opportunity Act (WIOA) program expenses. All of the above referenced WIOA program funding is provided to the Town through a federal grant passed through the New York State Department of Labor.

As IGA DET is informed by NYS DOL of its annual appropriation of WIOA funding, IGA DET makes projections as to how that funding will be utilized on program expenses over the course of the fiscal year. As the fiscal year advances and actual expenditures vary from preliminary projections, transfers of WIOA funds are required to accommodate present day WIOA program needs. We therefore respectfully request a Town Board resolution authorizing the Comptroller's office to complete the above listed transfers of funds.

Thank you for your attention to this matter.


Frank V. Sammartano
Deputy Commissioner

FVS:dp
cc: Town Attorney, 10 copies



28

Town of Oyster Bay

Inter-Departmental Memo

April 25, 2017

TO: Memorandum Docket

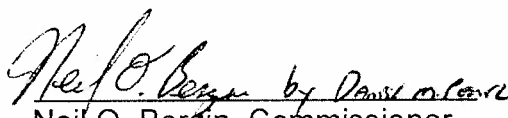
FROM: Neil O. Bergin, Commissioner
Department of Environmental Resources

SUBJECT: Transfer of Funds

The Department of Environmental Resources requests Town Board authorization to transfer the following funds:

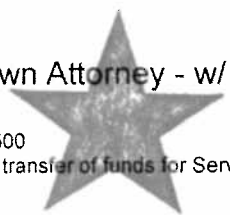
From:	DER SR05 8160 41740 000 0000	Chemicals	\$150.00
To:	DER SR05 8160 46300 000 0000	Blding & Property Mtnce	\$150.00

This transfer is necessary for the payment for services required to complete the repairs to the cesspool at the Solid Waste Disposal Facility.


Neil O. Bergin, Commissioner
Department of Environmental Resources

NOB/tml
cc: Town Attorney - w/ 10 copies

Der file no. G500
Docket memo transfer of funds for Services at SWDD April 2017 .doc



2A

Town of Oyster Bay Inter-Departmental Memorandum

TO: Memorandum Docket

FROM: Frank V. Sammartano, Commissioner
Intergovernmental Affairs

DATE: April 28, 2017

SUBJECT: Transfer of Funds

FROM

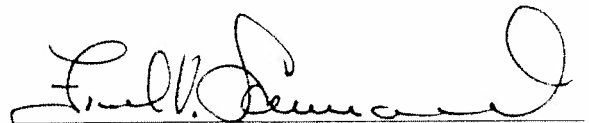
IGA CD 8676 48280 747 CD16	\$863.75
(Public Service Beech Brook Seniors)	

TO

IGA CD 8668 48290 000 CD 16	\$863.75
(Public Housing Rehabilitation)	

JUSTIFICATION

This transfer is respectfully requested due to the fact that the Beech Brook Seniors Club has closed, and is no longer in existence. The \$863.75 is the remaining Community Development amount for Beech Brook Seniors. It will be transferred and utilized in Public Housing Rehabilitation.



Frank V. Sammartano
Commissioner.

FSV/PA
cc: Town Attorney w/ 10 copies



WHEREAS, Maureen A. Fitzgerald, Commissioner of the Department of Community and Youth Services, by memorandum dated April 13, 2017, requested that the Town Board authorize the Department of Community and Youth Services to provide aquatic classes for Senior Citizens from July 6, 2017 through September 1, 2017; and

WHEREAS, Senior Citizens would purchase a seasonal pool pass or one-day pass from the Town's Parks Department to participate in the program, with the aquatic classes scheduled as follows:

<u>Day/Date</u>	<u>Facility</u>
Tuesdays at 11:15 a.m. July 11, 18 & 25 August 1, 8, 15, 22 & 29	Marjorie R. Post Park Community Pool
Wednesdays at 11:15 a.m. July 12, 19 & 26 August 2, 9, 16, 23 & 30	Plainview-Old Bethpage Park Community Pool
Thursdays at 11:15 p.m. July 6, 13, 20 & 27 August 3, 10, 17, 24 & 31	Syosset-Woodbury Park Community Pool
Fridays at 11:15 a.m. July 7, 14, 21 & 28 August 4, 11, 18 & 25 September 1	Bethpage Community Pool

NOW, THEREFORE, BE IT RESOLVED, That the request as hereinabove set forth is accepted, and the abovementioned Senior Citizen aquatic classes from July 6, 2017 through September 1, 2017 are hereby authorized.

-#-

The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Saladino	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Nay
Councilman Coschignano	Aye
Councilwoman Alesia	Aye
Councilwoman Johnson	Aye
Councilman Imbroto	Aye

cc: Supervisor
Town Attorney
Comptroller (2)
Community & Youth Services

Reviewed By
Office of Town Attorney

4

TOWN OF OYSTER BAY

Inter-Departmental Memorandum

April 13, 2017


TO: Memorandum Docket

FROM: Maureen A. Fitzgerald, Commissioner
Department of Community and Youth Services

SUBJECT: Senior Citizen Summer Aquatic Classes

The Department of Community & Youth Services is requesting Town Board authorization to provide Aquatic Classes for Senior Citizens from July 6, 2017 through September 1, 2017.

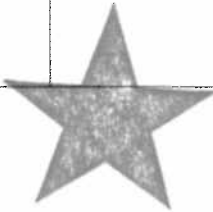
Senior Citizens would pay for a seasonal pool pass or daily admission fee from the Town Parks Department to participate in the program as per attached schedule.


Maureen A. Fitzgerald
Commissioner

MAF:MTR:dw
Attachment
cc: Town Attorney (+10 copies)



Date	Time	Facility
Tuesdays July 11, 18, & 25 August 1, 8, 15, 22, & 29	11:15AM	Marjorie R. Post Community Pool
Wednesdays July 12, 19 & 26 August 2, 9, 16, 23 & 30	11:15AM	Plainview-Old Bethpage Community Pool
Thursdays July 6, 13, 20, & 27 August 3, 10, 17, 24 & 31	11:15AM	Syosset-Woodbury Community Pool
Fridays July 7, 14, 21, & 28 August 4, 11, 18, 25 September 1	11:15AM	Bethpage Community Pool



Meeting of May 9, 2017

Resolution No. 230-2017

RESOLVED, That the Town Board of the Town of Oyster Bay hereby ratifies the action of the Town Clerk, in publishing the External Audit Report-Receiver of Taxes, nunc pro tunc from April 12, 2017, pursuant to Article 3 of the General Municipal Law, requiring public verification of said report and filing with the State Comptroller, for the period ending September 30, 2016.

-#-

Reviewed By
Office of Town Attorney

The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Saladino	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Aye
Councilman Coschignano	Aye
Councilwoman Alesia	Aye
Councilwoman Johnson	Aye
Councilman Imbroto	Aye

cc: Supervisor
Town Attorney
Comptroller (2)

TOWN OF OYSTER BAY
INTER-DEPARTMENTAL MEMORANDUM

April 12, 2017

TO: Memorandum Docket

FROM: Carol Ann Strafford, Director of Legislative Affairs
THRU: Joseph Nocella, Town Attorney

SUBJECT: Town of Oyster Bay –
External Audit Report – Office of the Receiver of Taxes
for the period ended September 30, 2016.

In accordance with an amendment to Article 3 of the General Municipal Law, as amended, effective January 1, 1989, the subject report must be filed with the State Comptroller within ten (10) days after filing. It further requires the Town Clerk to publish a Notice within ten (10) days to provide for the written responses to audit findings and recommendations.

The report has been forwarded to the State Comptroller. Further the Town Clerk will publish a public notice in Newsday to meet the requirements by law.

The Comptroller's Office has indicated there are no findings that require written response.

A resolution related to the above mentioned report ratifying the action of the Town Clerk in publishing the Report should be adopted by the Town Board at their next meeting, nunc pro tunc to April 12, 2017.

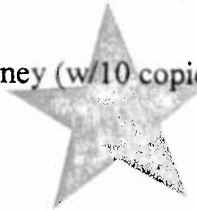
Joseph Nocella
Town Attorney



Carol Ann Strafford
Dir. of Legislative Affairs

JN:CAS:pc

Cc: Town Attorney (w/10 copies)



Meeting of May 9, 2017

Resolution No. 231-2017

WHEREAS, Amanda Schlan, Assistant, North Shore Synagogue, Inc., 83 Muttontown Eastwoods Road, Syosset, New York 11791, by application, has requested the use of Town trucks and operators for its Annual Truck Day event, on May 16, 2017 with a rain date of May 23, 2017; and

WHEREAS, John P. Bishop, Acting Deputy Commissioner of the Highway Department, by memorandum dated April 10, 2017, has advised that the abovementioned equipment will not be required for use by the Town at that time, and that the Highway Department has no objection to providing the abovementioned equipment, provided that said trucks are manned by volunteers from within the Highway Department; and

WHEREAS, the Town Board deems this event to be an appropriate and worthwhile endeavor, and has determined that the approval of this request will benefit the residents of Oyster Bay; and

NOW, THEREFORE, BE IT RESOLVED, That the request as hereinabove set forth is hereby accepted and approved, and the Highway Department is hereby authorized to provide the use of Town trucks and operators for the Annual Truck Day event at the North Shore Synagogue, Inc., on May 16, 2017, with a rain date of May 23, 2017, provided that said trucks are manned by volunteers from within the Highway Department, subject to the following terms and conditions:

1. The use of all Town property and equipment shall be in conformance with the direction of the Commissioner of the Highway Department, or his duly designated representative;
2. The said organization shall comply with all ordinances of the Town of Oyster Bay, both in its use of Town property and equipment, and in the conduct of the aforescribed activity; and
3. The said organization shall file a Certificate of Insurance and Declaration Page(s) with the Office of the Town Clerk, indicating said organization maintains a policy of comprehensive general liability and products liability insurance, with a Commercial Liability limit of \$1,000,000.00 per occurrence for bodily injury and property damage and \$2,000,000 aggregate per year and naming the Town of Oyster Bay as an additional insured, in connection with the aforescribed activity.

-#-

The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Saladino	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Aye
Councilman Coschignano	Aye
Councilwoman Alesia	Aye
Councilwoman Johnson	Aye
Councilman Imbroto	Aye

cc: Supervisor
Town Attorney
Comptroller (2)
Highway

7/14/17
Reviewed By
Office of Town Attorney

13

TOWN OF OYSTER BAY

Inter-Departmental Memo

April 10, 2017

TO: MEMORANDUM DOCKET

FROM: JOHN P BISHOP, ACTING DEPUTY COMMISSIONER
HIGHWAY DEPARTMENT

SUBJECT: NORTH SHORE SYNAGOGUE INC.
ANNUAL TRUCK DAY
MAY 16, 2017

Enclosed please find the copy of the application from Amanda Schlan, Assistant, North Shore Synagogue Inc., requesting our assistance on the Annual Truck Day event on Tuesday, May 16, 2017, (rain date May 23, 2017).

The Highway Department has no objection to sending trucks and operators to this event.

Also attached are a Certificate of Insurance and Endorsement Sheet, along with a Hold Harmless Agreement to cover this event. Therefore, Town Board approval is requested.


JOHN P BISHOP, ACTING DEPUTY COMMISSIONER
HIGHWAY DEPARTMENT

JPB/taw
Attachments

c: Town Attorney (10) copies
Doug Robalino, General Foreman
Public Safety Division

TOWN OF OYSTER BAY
HIGHWAY DEPARTMENT
150 MILLER PLACE
SYOSSET, NY 11791

TRUCK DAY APPLICATION

Please fill out the information below. Truck Day will be held on Tuesdays and Thursdays, on a first come first serve basis. When completed please return to the address listed above to the Attention of: John P. Bishop, Acting Commissioner of the Highway Department.

Please attach a copy of your Certificate of Insurance naming the Town of Oyster Bay as the "Certificate Holder" and the "additional insured". If you have any questions regarding this, please call Terry at (516)677-5766.

NAME OF ORGANIZATION: North Shore Synagogue^{Inc} Nursery
CONTACT NAME: Amanda Schlan PHONE #: 516- [REDACTED]

LOCATION OF EVENT: North Shore Synagogue
83 Muttontown - Eastwoods Rd. Syosset

DATE OF EVENT: May 16 RAIN DATE: May 23
(Tuesday or Thursday) (Tuesday or Thursday)

TIME OF EVENT: 10 A.M. TO: 12 P.M. (NO LATER THAN 2 PM)

NUMBER OF CHILDREN EXPECTED TO ATTEND: 125

NUMBER OF TRUCKS REQUESTED: 4-5 (Upon Availability)

(OFFICE USE)

Please indicate below the equipment being sent to this event. Return this form to the Highway Department Administration Office upon completion of event.

 6 Wheeler

✓ 10 Wheeler

✓ Payloader

 Packer

✓ Cherry Picker

✓ Power Wagon

✓ Sweeper

Hold Harmless Agreement for Use of Town Property and/or Equipment

This Agreement is made this 29 day of March 2017, by North Shore Synagogue ^{Inc.} Norseri
(Hereinafter "Organization"). Whereas, Organization desires to use Town of Oyster Bay property and/or
equipment located at and/or described as Truck Day May 16, 2017

For the event described as Truck Day
The property/equipment is need from 10 am to 12 pm
The event for which the property and/or equipment is requested () is (☒) is not a not a profit making event.

In consideration of the Town granting the Organization permission to temporarily use Town property and/or equipment, the undersigned, on behalf of the Organization, hereby agrees to assume all liability and risk of loss and shall be responsible for the supervision and welfare of all persons arriving on and using Town property and/or equipment in connection with the abovementioned event. The undersigned further hereby releases the Town of Oyster Bay, its officers, employees, servants, agents and enumerated volunteers from any liability for any injuries sustained or damages incurred and agrees to reimburse the Town for any damages arising out of the Organization's use of the Town property and/or equipment. The undersigned agrees to indemnify and hold harmless the Town, its officers, employees, servants, agents and enumerated volunteers, and to protect and defend them against any and all claims for loss and/or expense or suits for damage to persons or property, including its property, arising from its use of Town property and/or equipment.

Further, the Organization agrees to provide the Town with a copy of its general liability insurance certificate, in the amounts of \$1,000,000 each occurrence, \$2,000,000 general aggregate and, where appropriate, \$2,000,000 products, naming the Town as additional insured. All certificated of insurance must be accompanied by an endorsement.

I understand that the abovementioned use of Town property and/or equipment is subject to the approval of the Town Board of the Town of Oyster Bay.

Name of Organization:

North Shore Synagogue Inc.

Address of Organization:

83 Mutton Eastwoods Rd
Syosset, NY 11791

By:

[Signature]
Authorized Representative

Title:

President

Telephone Number: 516- [Redacted]

Reviewed By
Office of Town Attorney

[Signature]



NORTSHO-07

JILLS

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/27/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER License # BR-870302
Millennium Alliance Group, LLC
6851 Jericho Tpke
Ste. 215
Syosset, NY 11791

CONTACT NAME: Beverly Gerdt, Ext. 125

PHONE (A/C, Ho, Ext): (516) 498-8004 125

FAX (A/C, No):

E-MAIL ADDRESS: Gerdt@millenniumag.com

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: Philadelphia Insurance Companies

23850

INSURER B:

INSURER C:

INSURER D:

INSURER E:

INSURER F:

INSURED

North Shore Synagogue Inc.
83 Muttontown Eastwoods Road
Syosset, NY 11791

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR. LTR	TYPE OF INSURANCE	ADDITIONAL SUBROGATION (INSURED / WAIVED)	POLICY NUMBER	POLICY EFF. DATE (MM/DD/YYYY)	POLICY EXP. DATE (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		PHPK1598774	01/20/2017	01/20/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/PROP AGG \$ 2,000,000 PROFESSIONAL LI \$ 1,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		PHPK1598774	01/20/2017	01/20/2018	COMBINED SINGLE LIMIT (Per occurrence) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		PHUB569759	01/20/2017	01/20/2018	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NY) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> EL EACH ACCIDENT \$ EL DISEASE - EA EMPLOYEE \$ EL DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Certificate holder is named as Additional insured as respects to General Liability.

RE: Truck Day on May 16, 2017 (rain date on May 23, 2017)

CERTIFICATE HOLDER

CANCELLATION

Town of Oyster Bay Highway
150 Miller Place
Syosset, NY 11791

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

ACORD 25 (2016/03)

© 1988-2015 ACORD CORPORATION. All rights reserved.

The ACORD name and logo are registered marks of ACORD

Reviewed By
Office of Town Attorney
Matthew A. Longo

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – STATE OR GOVERNMENTAL
AGENCY OR SUBDIVISION OR POLITICAL
SUBDIVISION – PERMITS OR AUTHORIZATIONS**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

State Or Governmental Agency Or Subdivision Or Political Subdivision:

Town of Oyster Bay Highway

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. Section II – Who is An Insured is amended to include as an additional insured any state or governmental agency or subdivision or political subdivision shown in the Schedule, subject to the following provisions:

1. This insurance applies only with respect to operations performed by you or on your behalf for which the state or governmental agency or subdivision or political subdivision has issued a permit or authorization.

However:

- a. The insurance afforded to such additional insured only applies to the extent permitted by law; and
- b. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

2. This insurance does not apply to:

- a. "Bodily injury", "property damage" or "personal and advertising injury" arising out of operations performed for the federal government, state or municipality; or
- b. "Bodily injury" or "property damage" included within the "products-completed operations hazard".

B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

Reviewed By
Office of Town Attorney

[Signature]



New York State Insurance Fund

Workers' Compensation & Disability Benefits Specialists Since 1914

199 CHURCH STREET, NEW YORK, N.Y. 10007-1130

CERTIFICATE OF WORKERS' COMPENSATION INSURANCE

***** 111805347

ASSOCIATED SAFETY GROUP MGMT
10 DEWEY STREET
HUNTINGTON NY 11743



Scan to Validate

POLICYHOLDER NORTH SHORE SYNAGOGUE INC 83 MUTTONTOWN EASTWOODS ROAD SYOSSET NY 11791		CERTIFICATE HOLDER TOWN OF OYSTER BAY HIGHWAY 150 MILLER PLACE SYOSSET NY 11791	
POLICY NUMBER Z2174 383-6	CERTIFICATE NUMBER 82548	POLICY PERIOD 01/01/2017 TO 01/01/2018	DATE 1/31/2017

THIS IS TO CERTIFY THAT THE POLICYHOLDER NAMED ABOVE IS INSURED WITH THE NEW YORK STATE INSURANCE FUND UNDER POLICY NO. 2174 383-6, COVERING THE ENTIRE OBLIGATION OF THIS POLICYHOLDER FOR WORKERS' COMPENSATION UNDER THE NEW YORK WORKERS' COMPENSATION LAW WITH RESPECT TO ALL OPERATIONS IN THE STATE OF NEW YORK, EXCEPT AS INDICATED BELOW.

IF YOU WISH TO RECEIVE NOTIFICATIONS REGARDING SAID POLICY, INCLUDING ANY NOTIFICATION OF CANCELLATIONS, OR TO VALIDATE THIS CERTIFICATE, VISIT OUR WEBSITE AT [HTTPS://WWW.NYSIF.COM/CERT/CERTVAL.ASP](https://www.nysif.com/cert/certval.asp). THE NEW YORK STATE INSURANCE FUND IS NOT LIABLE IN THE EVENT OF FAILURE TO GIVE SUCH NOTIFICATIONS.

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS NOR INSURANCE COVERAGE UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICY.

Reviewed By
Office of Town Attorney

[Signature]

NEW YORK STATE INSURANCE FUND

[Signature]
DIRECTOR, INSURANCE FUND UNDERWRITING

VALIDATION NUMBER: 586773242

Meeting of May 9, 2017

Resolution No. 232-2017

WHEREAS, Debbie Loeb, Administrative Assistant, Woodbury Jewish Center, Inc., 200 South Woods Road, Woodbury, New York 11797, by application, has requested the use of Town trucks and operators for its Annual Truck Day event, on May 15, 2017 with a rain date of May 22, 2017; and

WHEREAS, John P. Bishop, Acting Deputy Commissioner of the Highway Department, by memorandum dated April 10, 2017, has advised that the abovementioned equipment will not be required for use by the Town at that time, and that the Highway Department has no objection to providing the abovementioned equipment, provided that said trucks are manned by volunteers from within the Highway Department; and

WHEREAS, the Town Board deems this event to be an appropriate and worthwhile endeavor, and has determined that the approval of this request will benefit the residents of Oyster Bay; and

NOW, THEREFORE, BE IT RESOLVED, That the request as hereinabove set forth is hereby accepted and approved, and the Highway Department is hereby authorized to provide the use of Town trucks and operators for the Annual Truck Day event at the Woodbury Jewish Center, Inc., on May 15, 2017, with a rain date of May 22, 2017, provided that said trucks are manned by volunteers from within the Highway Department, subject to the following terms and conditions:

1. The use of all Town property and equipment shall be in conformance with the direction of the Commissioner of the Highway Department, or his duly designated representative;
2. The said organization shall comply with all ordinances of the Town of Oyster Bay, both in its use of Town property and equipment, and in the conduct of the aforescribed activity; and
3. The said organization shall file a Certificate of Insurance and Declaration Page(s) with the Office of the Town Clerk, indicating said organization maintains a policy of comprehensive general liability and products liability insurance, with a Commercial Liability limit of \$1,000,000.00 per occurrence for bodily injury and property damage and \$2,000,000 aggregate per year and naming the Town of Oyster Bay as an additional insured, in connection with the aforescribed activity.

-#-

The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Saladino	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Aye
Councilman Coschignano	Aye
Councilwoman Alesia	Aye
Councilwoman Johnson	Aye
Councilman Imbroto	Aye

cc: Supervisor
Town Attorney
Comptroller (2)
Highway

9/15
Reviewed By
Office of Town Attorney

14

TOWN OF OYSTER BAY

Inter-Departmental Memo

April 10, 2017

TO: MEMORANDUM DOCKET


FROM: JOHN P BISHOP, ACTING DEPUTY COMMISSIONER
HIGHWAY DEPARTMENT

SUBJECT: WOODBURY JEWISH CENTER INC.
ANNUAL TRUCK DAY
MAY 15, 2017

Enclosed please find the copy of the application from Debbie Loeb, Administrative Assistant, Woodbury Jewish Center Inc., requesting our assistance on the Annual Truck Day event on Monday, May 15, 2017, (rain date May 22, 2017).

The Highway Department has no objection to sending trucks and operators to this event.

Also attached are a Certificate of Insurance and Endorsement Sheet, along with a Hold Harmless Agreement to cover this event. Therefore, Town Board approval is requested.


JOHN P BISHOP, ACTING DEPUTY COMMISSIONER
HIGHWAY DEPARTMENT

JPB/taw
Attachments

c: Town Attorney (10) copies
Doug Robalino, General Foreman
Public Safety Division

Terry

TOWN OF OYSTER BAY
HIGHWAY DEPARTMENT
150 MILLER PLACE
SYOSSET, NY 11791

TRUCK DAY APPLICATION

Please fill out the information below. Truck Day will be held on Tuesdays and Thursdays, on a first come first serve basis. When completed please return to the address listed above to the Attention of: John P. Bishop, Acting Commissioner of the Highway Department.

Please attach a copy of your Certificate of Insurance naming the Town of Oyster Bay as the "Certificate Holder" and the "additional insured". If you have any questions regarding this, please call Terry at (516)677-5766.

NAME OF ORGANIZATION: Woodbury Jewish Center Pre-School

CONTACT NAME: Debbie Leeb PHONE #: 516 496 9100 ext 100

LOCATION OF EVENT: 200 South Woods Road
Woodbury, NY 11797

DATE OF EVENT: Monday, 5/15 RAIN DATE: Monday, 5/22
(Tuesday or Thursday) (Tuesday or Thursday)

TIME OF EVENT: 9:30 A.M. TO: 1 P.M. (NO LATER THAN 2 PM)

NUMBER OF CHILDREN EXPECTED TO ATTEND: 75

NUMBER OF TRUCKS REQUESTED: 1-3 (Upon Availability)

(OFFICE USE)

Please indicate below the equipment being sent to this event. Return this form to the Highway Department Administration Office upon completion of event.

_____ 6 Wheeler

_____ 10 Wheeler

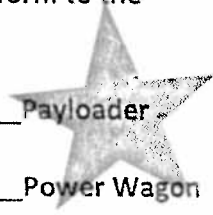
_____ Payloader

_____ Packer

_____ Cherry Picker

_____ Power Wagon

_____ Sweeper



per our
confirmation

Hold Harmless Agreement for Use of Town Property and/or Equipment

This Agreement is made this 15 day of May 2017, by Waltham Town - Inc
(Hereinafter "Organization"). Whereas, Organization desires to use Town of Oyster Bay property and/or
equipment located at and/or described as Waltham Town - Inc

For the event described as Waltham Town - Inc
The property/equipment is need from 5-15-17 to 5-15-17
The event for which the property and/or equipment is requested () is (X) is not a not a profit making
event.

Rain Date 5/22/17

In consideration of the Town granting the Organization permission to temporarily use Town property and/or equipment, the undersigned, on behalf of the Organization, hereby agrees to assume all liability and risk of loss and shall be responsible for the supervision and welfare of all persons arriving on and using Town property and/or equipment in connection with the abovementioned event. The undersigned further hereby releases the Town of Oyster Bay, its officers, employees, servants, agents and enumerated volunteers from any liability for any injuries sustained or damages incurred and agrees to reimburse the Town for any damages arising out of the Organization's use of the Town property and/or equipment. The undersigned agrees to indemnify and hold harmless the Town, its officers, employees, servants, agents and enumerated volunteers, and to protect and defend them against any and all claims for loss and/or expense or suits for damage to persons or property, including its property, arising from its use of Town property and/or equipment.

Further, the Organization agrees to provide the Town with a copy of its general liability insurance certificate, in the amounts of \$1,000,000 each occurrence, \$2,000,000 general aggregate and, where appropriate, \$2,000,000 products, naming the Town as additional insured. All certificate of insurance must be accompanied by an endorsement.

I understand that the abovementioned use of Town property and/or equipment is subject to the approval of the Town Board of the Town of Oyster Bay.

Name of Organization:

Waltham Town - Inc

Address of Organization:

210 South Union Street
Waltham, MA 01890

By: D. White
Authorized Representative

Title: AI

Telephone Number: 978-250-1000

Reviewed By
Office of Town Attorney
James Long

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/03/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER USI Insurance Services LLC 333 Earle Ovington Blvd. Uniondale, NY 11553	CONTACT NAME: Amelia Jimenez PHONE (A/C No, Ext): 516 419-4056 FAX (A/C No): 510 537-4552 E-MAIL ADDRESS: amelia.jimenez@usi.com
INSURED Woodbury Jewish Center Inc, 200 South Woods Road Woodbury, NY 11797	INSURER(S) AFFORDING COVERAGE INSURER A: Philadelphia Indemnity Insuranc INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY P.A.D. CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADCL SUBR INSR WVO	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:		PHPK1535077	08/09/2016	08/09/2017	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (EA OCCURRENCE) \$300,000 MED EXP (Any one person) \$15,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$3,000,000 PRODUCTS - COMP/OP AGG \$3,000,000 COMBINED SINGLE LIMIT (EA ACCIDENT) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$10,000		PHUB552441	08/09/2016	08/09/2017	EACH OCCURRENCE \$10,000,000 AGGREGATE \$10,000,000 PER ACCIDENT \$ OTH-ED \$ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RE: Truck Day on May 15, 2017 (Rain Date on May 22, 2017)

The General Liability policy include a blanket automatic Additional Insured endorsement that provides Additional Insured status to the Town of Oyster Bay Highway Department only when there is a written contract that requires such status, and only with regard to work performed on behalf of the named insured.

CERTIFICATE HOLDER

CANCELLATION

Town of Oyster Bay Highway Department 15 Miller Place Syosset, NY 11791	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Will Scott</i>
--	--

ACORD 25 (2014/01) 1 of 1
#S19812677/M18940805

The ACORD name and logo are registered marks of ACORD

© 1988-2014 ACORD CORPORATION. All rights reserved.

Reviewed By
AJCWB of Town Attorney
Andrew J. Cullen

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):

Town of Oyster Bay
Department of Highway

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

Reviewed By
Office of the Attorney
Special Agent

WHEREAS, Ginny Salerno, Executive Director of Long Island 2 Day Walk to Fight Breast Cancer Inc., 203 Wedgewood Drive, Hauppauge, N.Y. 11788, by letter dated January 26, 2017, requested the use of fifty-five (55) complete barricades and twenty (20) traffic cones, free of charge, for the Hope Runs Here 5K Run/Walk to raise funds and awareness for breast cancer and all other cancers, to be held on August 19, 2017; and

WHEREAS, John P. Bishop, Acting Deputy Commissioner of the Highway Department, by memorandum dated April 10, 2017, has advised that he has no objection to supplying fifty-five (55) complete barricades and twenty (20) traffic cones for the Hope Runs Here 5K Run/Walk, free of charge, to be delivered on August 18, 2017 and picked up on August 21, 2017, for the August 19, 2017 event; and

WHEREAS, this Town Board deems this event to be an appropriate and worthwhile endeavor, and has determined that the approval of the abovementioned requests will benefit the residents of the Town of Oyster Bay,

NOW, THEREFORE, BE IT RESOLVED, That the abovementioned requests are hereby accepted and approved, and the Highway Department is hereby authorized to provide fifty-five (55) complete barricades and twenty (20) traffic cones, for the Hope Runs Here 5K Run/Walk to be delivered on August 18, 2017 and picked up on August 21, 2017, for the August 19, 2017 event, subject to the following conditions:

1. The use of all Town property and equipment shall be in conformance with the direction of the Commissioner of the Highway Department, or his duly designated representative;
2. The said organization shall comply with all ordinances of the Town of Oyster Bay, both in its use of all Town property and equipment, and in the conduct of the aforesaid activity; and
3. The said organization shall file a Certificate of Insurance with the Office of the Town Clerk, indicating said organization maintains general liability insurance in the amounts of \$1,000,000 each occurrence with a general aggregate of \$2,000,000 and naming the Town of Oyster Bay as an additional insured in connection with the aforementioned activity.

-#-

The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Saladino	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Aye
Councilman Coschignano	Aye
Councilwoman Alesia	Aye
Councilwoman Johnson	Aye
Councilman Imbroto	Aye

cc: Supervisor
Town Attorney
Comptroller (2)
Highway
Parks

7ms
Reviewed By
Office of Town Attorney

15
TOWN OF OYSTER BAY

Inter-Departmental Memo

April 10, 2017

TO: MEMORANDUM DOCKET

FROM: JOHN P. BISHOP, ACTING DEPUTY COMMISSIONER
HIGHWAY DEPARTMENT

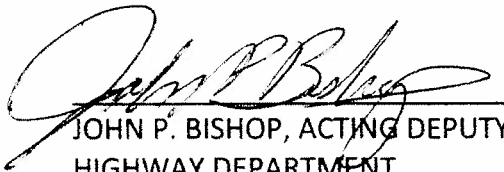
SUBJECT: LI 2DAY HOPE RUNS HERE 5K RUN/WALK TO FIGHT BREAST CANCER

Enclosed please find the copy of the letter from Ginny Salerno, Executive Director, requesting our assistance on behalf of the LI 2Day Hope Runs Here 5K Run/Walk to fight breast cancer on Saturday, August 19, 2017.

The Highway Department can readily supply the Fifty-five (55) complete barricades and Twenty (20) cones for this event.

The equipment will be dropped off at Westfield Sunrise Mall in Massapequa.

Also attached are a Certificate of Insurance, Endorsement Sheet and Hold Harmless Form to cover the event. Therefore, Town Board approval is requested.



JOHN P. BISHOP, ACTING DEPUTY COMMISSIONER
HIGHWAY DEPARTMENT

JPB/taw

C: Town Attorney (10) copies
Doug Robalino, General Foreman
Parks Department
Public Safety Division



Board of Directors

Ginny Salerno
Founder & Executive Director

Michael Salerno
President

Stephanie Sciara
Vice President

Mike Polansky
Secretary & General Counsel

Noreen M. Wohlgemuth
Treasurer

Directors
Lisa Antonelli-Kurt
Bonnie Drouin
Karen Kutilek
Gail Mancuso
Jeffrey Picarello
Pam Stockley

Administration

Keely Harris
MaryAnne McCarick
Darlene Olszewski
Susan Shulman

Advisory Board

Kate Browning
Suffolk County Legislator, 3rd District

Nancy Buzzetta
VP, Competition Automotive Group

Jane Donaghy
Branch Manager
Blackman Plumbing Supply Co., Inc.

Dr. Edward Fryman
Seaford Foot Care Center

James Gallagher
VP - Suffolk Fed. Credit Union

Andrew Levine
Raphaelson & Levine Law Firm

Steve Matonti
Official LI2DAY Emcee

Kristie Moore
LI2DAY PR & Marketing Director

Dave Preisler
Owner/Manager
Carrabba's Italian Grill Smithtown

January 26, 2017

Town of Oyster Bay

To Whom It May Concern:

We are staging an event in the Town of Oyster Bay on Saturday, August 19, 2017, Hope Runs Here 5K and along with our permit we request the use of Town barricades for the route.

The event is a 5k run/walk to raise funds and awareness for breast cancer and all other cancers. The start and finish of the race is at the Westfield Sunrise Mall by Sears. The race starts at 8:30am and everyone is usually off all the roads by 9:45am.

The use of barricades to close off the route to traffic makes the run/walk a much safer event.

I have included a route map and a list of where barricades are needed and have been placed in the past.

Thank you for your support of the Hope Runs Here 5K.

Sincerely,
Ginny Salerno



LI2DAY WALK
P.O. Box 506, Nesconset, New York 11767 (631) 863-2DAY

What's Raised Here Stays Here
www.li2daywalk.org

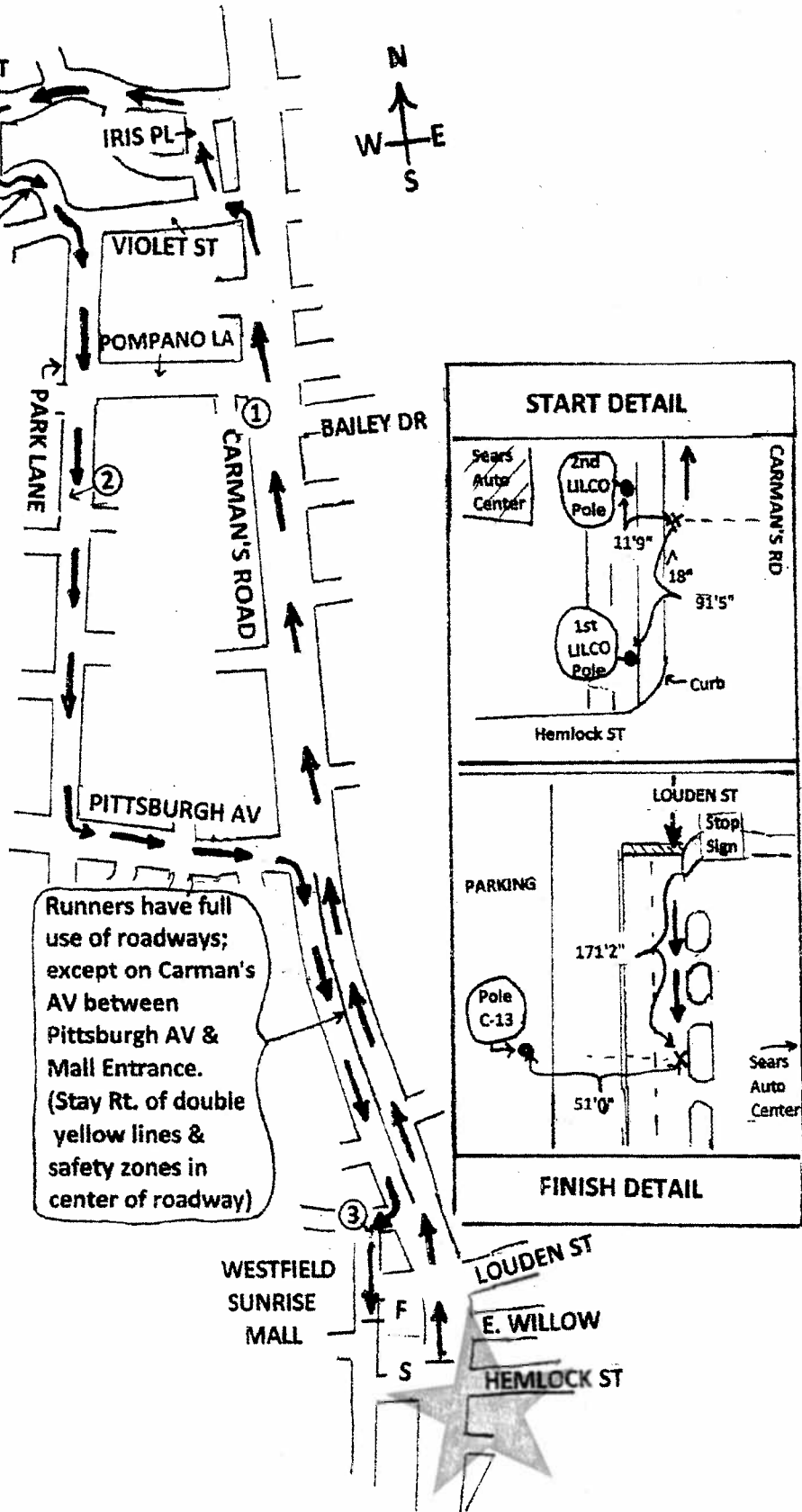
HOPE RUNS HERE 5K CANCER RUN/WALK

WESTFIELD-SUNRISE MALL, Massapequa, NY

① Mi: W/side Carman's Rd,
59'3" N of NY Tel Pole 47 w/
Bailey Dr sign

② Mi: Ctr. of Park Ln, opp.
Drw's to #'s 382&375; 47'
NE of Pole 55

③ Mi: S/side of Mall N/
Entr; 5'6" W/stop line
before turn

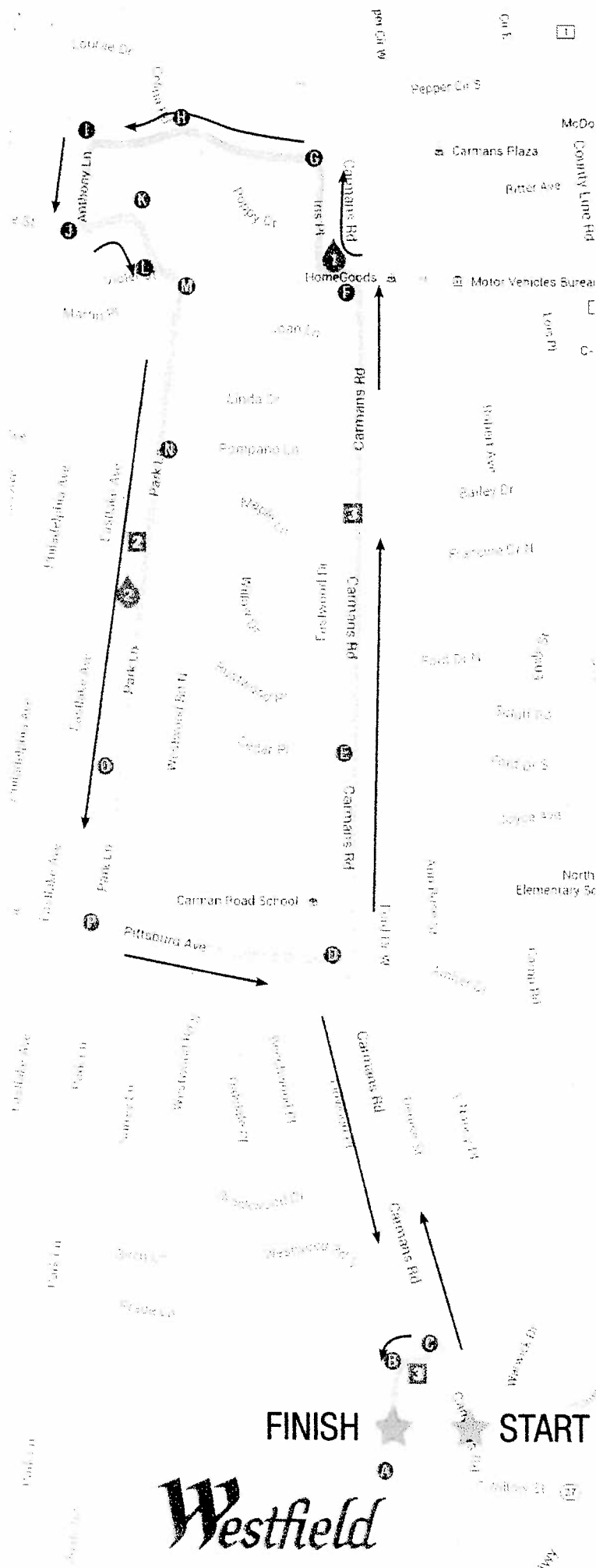


Measured by G. Westerfield 07/15/2012



HOPERUNS HERE

5K



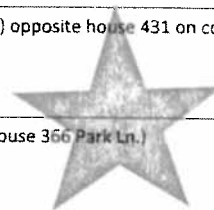
Location	Notes
A By finish line.	Cones
B Inside Mall	3-mile clock
C Mall Entrance on Carman Road	By 3-mile clock/ clothing box
D Pittsburgh Ave & Carman Rd.	Going out/returning
E Carman Rd. & Cedar Place	
F Carman Rd. & Violet St.	
G Linden St. & Iris St.	Reference Lady of Lourdes Church
H Linden St. & Celina Rd.	
I Liden St. & Anthony Ln.	
J Anthony Ln. & Rose St.	
K Rose St.	In curve
L Rose St. & Violet St.	
M Violet St. & Park Ln.	Reference—Stop Sign
N Pampano Ln. & Park Ln.	
O Cypress St. & Park Ln.	
P Park Ln. & Pittsburgh Ave	

Mile/Clock Location

- 1 West/side of Carman Rd. and Bailey Dr. Sign Road marked.
- 2 Center of Park Ln. opposite Driveways to House #382 & 375. Road is marked.
- 3 Inside Mall before turn.

Water Station Location

- 1 Violet St. (off Carman Rd.) opposite house 431 on corner by big round tree.
- 2 Illinois Ave & Park Ave (house 366 Park Ln.)



Hope Runs Here 5K Run/Walk Barricade Locations
 Saturday, August 19, 2017

Contact: Kristie Moore 631-275-2264

Intersecting Roads		Notes:	barriers
Carmans Rd	Hemlock	police to man	2
Carmans Rd	Louden	police to man	4
Carmans Rd	Westwood Rd		1
Carmans Rd	South Gate	police to man	1
Carmans Rd	North Gate		1
Carmans Rd	Cedar Pl		1
Carmans Rd	Francine Dr		1
Carmans Rd	Bailey Dr		1
Carmans Rd	Pompano Ln		1
Carmans Rd	Plymouth Dr		1
Carmans Rd	Linda Dr.		1
Carmans Rd	Bernard St		1
Carmans Rd	Joan Ln		1
Carmans Rd	Pittsburg Ave		1
Carmans Rd	Violet	police to man	4
Carmans Rd	Linden St	police to man	4
Iris	Linden St	police to man	1
Linda Dr.	Joan Ln		1
Park Ln	Maryland Ave		1
Park Ln	Pompano Ln		1
Park Ln	Euclid Ave	police to man	2
Park Ln	Stuart Ln		1
Park Ln	Illinois Ave		1
Park Ln	Hope		1
Park Ln	Cypress St		1
Pittsburgh Ave	Linwood Pl		1
Pittsburgh Ave	Easttake Ave		2
Pittsburgh Ave	Surrey Ln		1
Poppy Dr	Linden St		1
POW/MIA Memorial H	Clinic Rd.	police to man	2
Rose St	Henrietta Ln		1
Rose St	Anthony Ln		1
Rose St	Violet		1
Violet St	Philadelphia Ave		2
Violet St	Linda Dr.	one on ea side	2
Violet St	Iris		1
Violet St.	Park Lane		1
Westwood Rd	Linwood Pl		1
Westwood Rd	Pittsburg Ave		1
Westwood Rd	Beechwood Pl		1

CERTIFICATE OF INSURANCE		DATE: 1/5/2017			
		CERTIFICATE NUMBER: 20161208487643			
AGENCY:					
ESIX 3 LLC d/b/a Entertainment & Sports Insurance eXperts (ESIX) d/b/a Entertainment and Sports Insurance Agency (California) 2727 Paces Ferry Road, Building Two, Suite 1500 Atlanta, GA 30339 678-324-3300 (Phone), 678-324-3303 (Fax)		THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.			
NAMED INSURED:		INSURERS AFFORDING COVERAGE:			
USA Track & Field, Inc. 132 East Washington Street, Suite 800 Indianapolis IN 46204		Long Island 2 Day Walk to Fight Breast Cancer INSURER A: Philadelphia Indemnity Ins. Co. NAIC #: 18058 INSURER B: Philadelphia Indemnity Ins. Co. NAIC #: 18058			
EVENT INFORMATION:					
Hope Runs Here 5 K Run Walk To Fight Breast Cancer (8-18-17 - 8-21-17)					
POLICY/COVERAGE INFORMATION:					
THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.					
INS	TYPE OF INSURANCE:	POLICY NUMBER(S):	EFFECTIVE:	EXPIRES:	LIMITS:
A	GENERAL LIABILITY				
	X Occurrence	PHPK1569618	11/1/2016 12:01 AM	11/1/2017 12:01 AM	GENERAL AGGREGATE (Applies Per Event) \$3,000,000
	X Participant Legal Liability				EACH OCCURRENCE \$1,000,000
					DAMAGE TO RENTED PREMISES (Each Occ.) \$1,000,000
					MEDICAL EXPENSE (Any one person) EXCLUDED
					PERSONAL & ADV INJURY \$1,000,000
					PRODUCTS-COMP/OP AGG \$3,000,000
B	UMBRELLA/EXCESS LIABILITY				
	X Occurrence	PHUB561340	11/1/2016 12:01 AM	11/1/2017 12:01 AM	EACH OCCURRENCE \$10,000,000
					AGGREGATE (Applies Per Event) \$10,000,000
DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS:					
Coverage applies to USA Track & Field sanctioned events and registered practices, including any directly related activities, such as event set-up and tear-down, participant check-in and award ceremonies.					
The certificate holder is an additional insured as required by written contract or written agreement, but only for liability arising out of the negligence of the Named Insureds per the following endorsement: Additional Insured - Certificate Holders (Form PI-AM-002)					
The General Liability policy is primary and non-contributory with respect to the negligence of the Named Insureds (Form CG 00 01).					
The General Liability policy contains a blanket Waiver of Subrogation as required by contract per Waiver of Transfer of Rights of Recovery Against Others (Form CG 24 04).					
Excess policy follows form of underlying General Liability.					
CERTIFICATE HOLDER:			NOTICE OF CANCELLATION:		
Town of Oyster Bay 54 Audrey Avenue Town Clerk Office Oyster Bay NY 11771			Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.		
Reviewed By Office of Town Attorney 			AUTHORIZED REPRESENTATIVE: 		

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Person Or Organization: TOWN OF OYSTER BAY
Where required by written contract executed by the named insured prior to an occurrence resulting in a loss or claim.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The following is added to Paragraph 8. Transfer Of Rights Of Recovery Against Others To Us of Section IV - Conditions:

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard". This waiver applies only to the person or organization shown in the Schedule above.



Hold Harmless Agreement for Use of Town Property and/or Equipment

This Agreement is made this 26 day of January 2017, by LI2Day Hope Runs Here 5K walk/run to fight breast cancer (Hereinafter "Organization"). Whereas, Organization desires to use Town of Oyster Bay property and/or equipment located at and/or described as Barricades for the route of the 5K run on August 19, 2017
55 Barricades and 20 traffic cones

For the event described as Hope Runs Here 5K Run/Walk to fight breast cancer

The property/equipment is need from 8-18-17 to 8-21-17

The event for which the property and/or equipment is requested (☒ X) is a not a profit making event.

In consideration of the Town granting the Organization permission to temporarily use Town property and/or equipment, the undersigned, on behalf of the Organization, hereby agrees to assume all liability and risk of loss and shall be responsible for the supervision and welfare of all persons arriving on and using Town property and/or equipment in connection with the abovementioned event. The undersigned further hereby releases the Town of Oyster Bay, its officers, employees, servants, agents and enumerated volunteers from any liability for any injuries sustained or damages incurred and agrees to reimburse the Town for any damages arising out of the Organization's use of the Town property and/or equipment. The undersigned agrees to indemnify and hold harmless the Town, its officers, employees, servants, agents and enumerated volunteers, and to protect and defend them against any and all claims for loss and/or expense or suits for damage to persons or property, including its property, arising from its use of Town property and/or equipment.

Further, the Organization agrees to provide the Town with a copy of its general liability insurance certificate, in the amounts of \$1,000,000 each occurrence, \$2,000,000 general aggregate and, where appropriate, \$2,000,000 products, naming the Town as additional insured. All certificated of insurance must be accompanied by an endorsement.

I understand that the abovementioned use of Town property and/or equipment is subject to the approval of the Town Board of the Town of Oyster Bay.

Name of Organization:

Long Island 2 Day Walk To Fight Breast
Cancer

Address of Organization:

203 Wedgewood Drive
Hauppauge, NY 1178

By: Virginia Salerno

Authorized Representative

Title: Executive Director

Telephone Number: 516-639-2804

Reviewed by
Town Attorney
[Signature]

DATE: 3/22/17
TO: HIGHWAY OPERATIONS
SUBJECT: LI2DAY Hope Runs Here 5K

PLEASE DELIVER TO:

Westfield Sunrise Mall
S/S of Mall North Entrance

CONTACT: Ginny Salerno
631-724-7047

DATE OF EVENT: 8/19/17

SNOW FENCE:

BARRICADES: 55

CONES: 20

SORT PAILS:

PORTABLE LIGHTS:

GENERATOR:

PACKER:

DELIVER ON: 8/18/17

PICKUP ON: 8/21/17

SWEEPING BEFORE AFFAIR IS NEEDED:

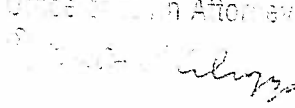
	XX
YES	NO

Please be advised that when signing on receipt of Town Equipment, your organization will be held responsible for their return.

JPB/taw


JOHN P. BISHOP, ACTING COMMISSIONER
HIGHWAY DEPARTMENT

CC: Doug Robalino, General Foreman 002
Jack Grandine, Regional Foreman 007
Don Chandler, Area Foreman 022
Jeff VanNostrand
Public Safety Division

Reviewed By
Office of Legal Affairs


7/15
Reviewed By
Office of Town Attorney

WHEREAS, Neil O. Bergin, Commissioner of the Department of Environmental Resources, by memorandum dated April 6, 2017, requested authorization for the Town of Oyster Bay Animal Shelter to accept a donation of a dog house, valued at \$1,250.00, which received awards for design and construction at The Long Island Builders 27th Annual Home, Trade & Remolding Expo, and was constructed by The Engel Burman Group,

NOW, THEREFORE, BE IT RESOLVED, That the request as hereinabove set forth is approved, and the Town Board hereby authorizes the Department of Environmental Resources to accept the donation of the award winning dog house for the Town of Oyster Bay Animal Shelter.

-#-

The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Saladino	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Aye
Councilman Coschignano	Aye
Councilwoman Alesia	Aye
Councilwoman Johnson	Aye
Councilman Imbroto	Aye

cc: Supervisor
Town Attorney
Comptroller (2)
Environmental Resources

10

TOWN OF OYSTER BAY
Inter-Departmental Memo

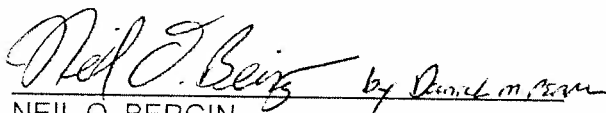
April 6, 2017

TO: The Memorandum Docket
FROM: Neil O. Bergin, Commissioner of Environmental Resources
SUBJECT: Acceptance of Gift to Animal Shelter

The Department of Environmental Resources is requesting Town Board approval to allow the Town of Oyster Bay Animal Shelter to accept a donation of a dog house presented by The Long Island Builders Institute and constructed by The Engel Burman Group.

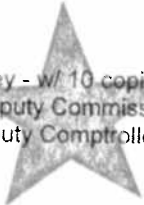
The Engel Burman Group received two awards for the design and construction of the dog house at The Long Island Builders Institute 27th Annual Home, Trade & Remodeling Expo. The Department has concluded that the dog house will be a welcome addition to the Animal Shelter.

The estimated value of the dog house is \$1,250.00.

 by Daniel M. Pearl

NEIL O. BERGIN
Commissioner of Environmental Resources

NOB: bp
Attachments
Copy: Town Attorney - w/ 10 copies
Daniel M. Pearl, Deputy Commissioner of Environmental Resources
Christine Wiss, Deputy Comptroller
DER File no. G500





Deed



Pet Land Real Estate

Be it known to all persons that:

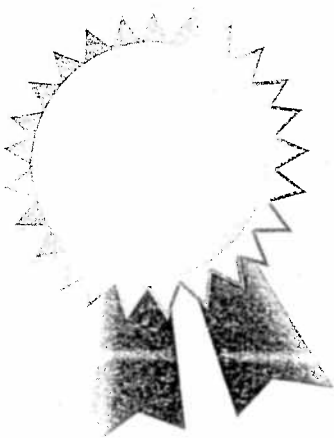
The Town of Oyster Bay Animal Shelter is the proud owner of a custom built pet playhouse.

Style: Pet Playhouse

Also that said house is free and clear from all liens and encumbrances.

The aforementioned pet playhouse, having been constructed by The Engel Burman Group on this:

16th day of March in the year 2017.



Long Island Builders Institute

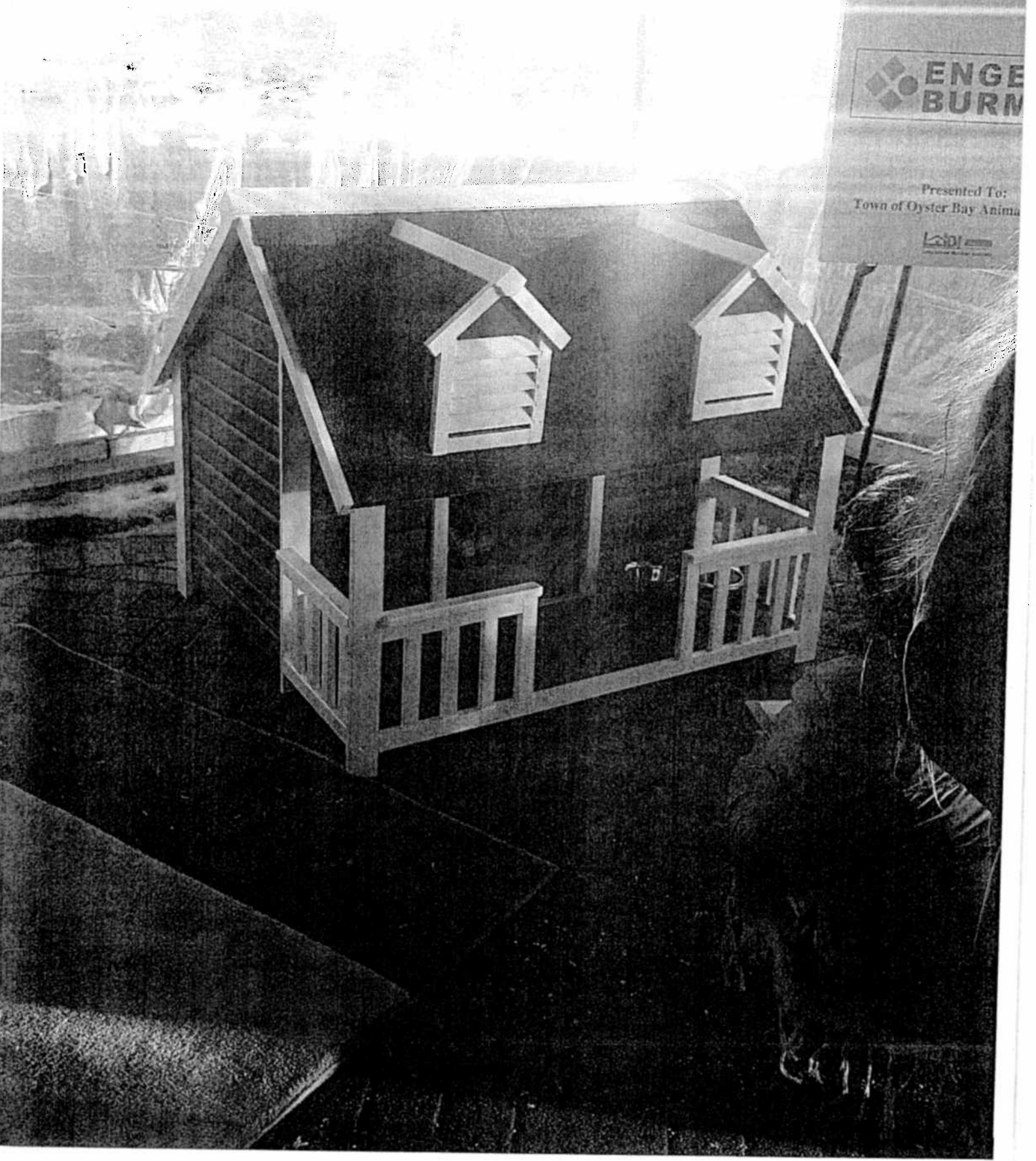
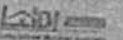


THANK

For Playhouse Don



Presented To:
Town of Oyster Bay Anima



WHEREAS, Rev. David Regan, Pastor of St. Gertrude's Roman Catholic Church, 28 School Street, Bayville, New York 11709, by letter dated April 11, 2017, has requested the use of Town property and equipment, in connection with its annual Feast, to be held from Thursday, June 15, 2017 through Sunday, June 18, 2017, as follows:

Thursday, June 15	6:00 p.m. to 10:00 p.m.
Friday, June 16	6:00 p.m. to 11:00 p.m.
Saturday, June 17	5:00 p.m. to 11:00 p.m.
Sunday, June 18	5:00 p.m. to 9:00 p.m.

WHEREAS, Joseph G. Pinto, Commissioner of the Department of Parks, by memorandum dated April 12, 2017, has advised that the following property and equipment will not be required for use by the Town at that time, and that the Department of Parks has no objection to providing same, and granting the following requests of St. Gertrude's Roman Catholic Church:

1. The use of Centre Island Beach from June 15, 2017 through June 18, 2017;
2. The waiver of the following ordinances of the Code of the Town of Oyster Bay: Section 168-3, which provides for payment of entrance fees at beaches, so as to allow the waiver of entrance fees at Centre Island Beach on Sunday, June 11, Saturday, June 17 and Sunday, June 18, 2017; Section 168-5B, which prohibits gambling at parks, pools, and beaches, so as to allow raffles to be sold; Section 168-20, which prohibits Solicitation of Alms, in order that contributions may be sought; Section 168-24, in order to allow for the sale of beer during its annual Feast;
3. The use of a showmobile, and portable lights from Wednesday, June 14, 2017 through Sunday, June 18, 2016; and
4. The use of twenty (20) trash receptacles and eighteen (18) picnic tables, from the Department of Parks and four hundred (400) feet of barricades and five hundred (500) feet of snow fence from the Highway Department from June 15, 2017 through June 18, 2017, with all fees being waived; and

WHEREAS, this Town Board deems this event to be an appropriate and worthwhile endeavor, and has determined that the approval of this request will benefit the residents of the Town of Oyster Bay,

NOW, THEREFORE, BE IT RESOLVED, That the requests as hereinabove set forth are hereby approved, and the Department of Parks and the Highway Department are hereby authorized to provide the abovementioned property and equipment to St. Gertrude's Roman Catholic Church, for its annual Feast, to be held from June 15, 2017 through June 18, 2017, at the times set forth above, and said property and equipment will be delivered on June 11, 2017 and picked up on June 21, 2017 except as specified above, subject to the following conditions:

1. St. Gertrude's Roman Catholic Church shall be responsible for obtaining all necessary permits for its Feast, and will furnish copies of same to the Department of Parks;
2. St. Gertrude's Roman Catholic Church shall be responsible for 24-hour security at Centre Island Beach from Sunday, June 11, 2017 through Monday, June 19, 2017;
3. The use of all Town property shall be in conformance with the direction of the Commissioner of the Department of Parks or his duly authorized designee;
4. The said organization shall comply with all ordinances of the Town of Oyster Bay, both in its use of Town Property, and in the conduct of the aforescribed activities, except for Sections 168-3, 168-5B, and 168-20 and 168-22, which are to be waived as abovementioned; and
5. The said organization shall file a Certificate of Insurance with the Office of the Town Clerk, indicating said organization maintains commercial general liability insurance, in the amounts of \$1,000,000 with a general aggregate of \$2,000,000 and naming the Town as an additional insured, in connection with the aforescribed activities.

-#-

The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Saladino	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Aye
Councilman Coschignano	Aye
Councilwoman Alesia	Aye
Councilwoman Johnson	Aye
Councilman Imbroto	Aye

cc: Supervisor
Town Attorney
Comptroller (2)
Parks
Public Safety
Highway

TOWN OF OYSTER BAY

Inter-Departmental Memorandum

April 12, 2017

TO: Memorandum Docket
FROM: Joseph G. Pinto, Commissioner of Parks
SUBJECT: St. Gertrude's Annual Feast

The attached letter dated April 11, 2017 from St. Gertrude's requests the use of Centre Island Beach to hold their annual feast. The dates would be from Thursday, June 15 through Sunday, June 18. The actual hours the feast will be open are as follows:

Thursday, June 15	6:00pm to 10:00pm
Friday, June 16	6:00pm to 11:00pm
Saturday, June 17	5:00pm to 11:00pm
Sunday, June 18	5:00pm to 9:00pm

Set up will begin on Sunday night, June 11 and final breakdown will be on Monday, June 19, 2017.

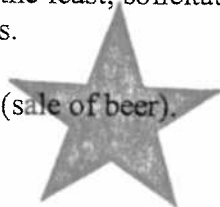
For this feast to take place at Centre Island Beach, the following Town Ordinances for the Parks Department must be waived:

168-3 Payment of charges-since Centre Island Beach opens for fee collection on weekends beginning Saturday, May 27. A waiver of entrance fees will be required for Sunday, June 11, Saturday, June 17 and Sunday, June 18.

168-5B. Gambling is strictly prohibited in all areas of any park, pool or beach. Other games of chance will be sold during the course of the feast.

168-20 Solicitation of Alms-During the feast, solicitation of Alms and contributions will take place on behalf of St. Gertrude's.

168-24 Conduct of Private Business (sale of beer).



Other items that require Town Board authorization are:

The use of a showmobile and portable lights from Wednesday, June 14 through Sunday, June 18, 2017. Fees are in conjunction with Resolution 174-2017, pertaining to permits for showmobile and portable lights.

The Parks Department will supply 20 trash receptacles and 18 picnic tables.

Highway Department will supply 500 feet of snow fence and 400 feet of barricades.

It is understood that St. Gertrude's must obtain insurance and all necessary permits from various regulating agencies in relation to the operation of this feast and supply the Department of Parks with copies of same. The copies must be in our possession prior to the start of the feast.

It is understood that St. Gertrude's will provide adequate 24-hour security at Centre Island Beach from Sunday, June 11 through Monday, June 19. Security will include night coverage and patrol of the beachfront.

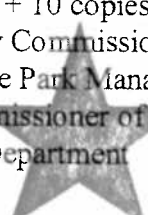
Town Board authorization is requested for the use of Centre Island Beach and Town equipment for St. Gertrude's Church for its annual feast.



JOSEPH G. PINTO
COMMISSIONER OF PARKS

JGP/DA

Cc: Town Attorney (original + 10 copies)
George Baptista, Deputy Commissioner of Parks
Scott Russo, North Shore Park Manager
Justin McCaffrey, Commissioner of Public Safety
Kim Zervos, Highway Department



ROMAN CATHOLIC CHURCH OF ST. GERTRUDE
28 School Street
Bayville, NY 11709

Telephone: 516-628-1113
Facsimile: 516-628-9032

April 11, 2017

Ms. Donna Antetomaso
Town of Oyster Bay Department of Parks
977 Hicksville Road
Massapequa, NY 11758

VIA FACSIMILE AND REGULAR MAIL – 797-7959

Re: St. Gertrude's Annual Feast, June 15, 2017 through June 18, 2017
Town of Oyster Bay Centre Island Beach

Dear Ms. Antetomaso:

Pursuant to the above noted event and our telephone conversation, enclosed is the Certificate of Liability Insurance, Additional Insured Endorsement, Hold Harmless Agreement for Use of Town Property and/or Equipment, Lewis J. Newton & Sons Certificate of Liability Insurance and Additional Conditions Attachment.

Please note, the schedule is as follows:

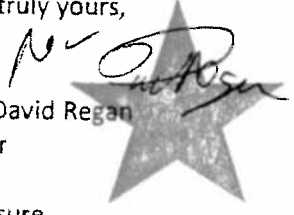
Thursday, June 15, 2017, 6:00-10:00 p.m.
Friday, June 16, 2017, 6:00-11:00 p.m.
Saturday, June 17, 2017, 5:00-11:00 p.m.
Sunday, June 18, 2017, 5:00-9:00 p.m.

Setup will begin late Sunday night, June 11, 2017, and final breakdown on Monday, June 19, 2017.

Also, enclosed is the New York State Liquor Authority Special Event Permit Application Landlord Authorization Form. Please have it signed and fax back to me as soon as possible.

Many thanks for your kind assistance.

Very truly yours,


Rev. David Regan
Pastor

Enclosure

FAX

4844457126

AETI

4

11.4.2017 16:59:44



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/11/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Ecclesia Assurance Company d/o Porter & Curtis, LLC
225 State Road
Media, PA 19063

CONTACT NAME
Garrett Gebrele

PHONE

(A/C, No, Ext)

FAX

E-MAIL

ADDRESS G.Gebrele@PorterCurtis.com

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: ECCLESIA ASSURANCE COMPANY

11952

INSURER B

INSURER C

INSURER D

INSURER E

INSURER F

INSURED ST. GERTRUDE CHURCH
28 SCHOOL STREET
BAYVILLE, NY 11709

COVERAGES

CERTIFICATE NUMBER: 379099

Account: 000002

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSTR LTR	TYPE OF INSURANCE	ADD INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input type="checkbox"/> PRO. <input type="checkbox"/> LOC <input type="checkbox"/> OTHER			PKG-2016-1	11/01/2016	11/01/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ Included MED EXP (Any one person) \$ Not Covered PERSONAL & ADV INJURY \$ Included GENERAL AGGREGATE \$ None Applicable PRODUCTS - COMPROP AGG \$ None Applicable
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per accident) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$			EX-LIAB-2016-1	11/01/2016	11/01/2017	EACH OCCURRENCE \$ 14,000,000 AGGREGATE \$ None Applicable
	WORKERS COMPENSATION AND EMPLOYERS LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> (Mandatory in NY) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

The limits include applicable retentions. The certificate holder is included as an Additional Insured if required by written contract with respect to the annual lease at the Town of Oyster Bay Centre Island Beach to be held 06/13/2017 - 06/19/2017

CERTIFICATE HOLDER

TOWN OF OYSTER BAY
DEPARTMENT OF PARKS
977 HICKSVILLE ROAD
MASSAPEQUA, NY 11756

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS

AUTHORIZED REPRESENTATIVE

Garrett Gebrele

Reviewed By
Office of Town Attorney

m/11/17

FAX

4844457126

AETI

5

11.4.2017

17:00:14

Endorsement Number: 29

Policy Number: PKG-2016-1

Date Effective: 11/1/2016

ADDITIONAL INSURED ENDORSEMENT

This endorsement modifies the insurance provided under the following Coverage Part(s):
GENERAL LIABILITY

SCHEDULE

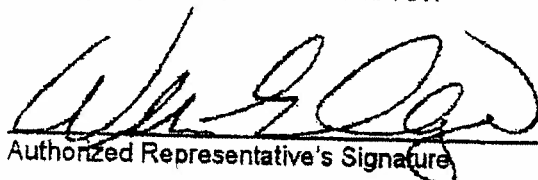
Town of Oyster Bay-Department of Parks, Department of Public Works (Highway and Sanitation), Department of Buildings (Town Hall), 150 Miller Place, Syosset, New York 11971

The definition of "insured" expressly includes the person or organization shown in the Schedule above as respects tort liability assumed under an "insured contract".

All other terms and conditions remain unchanged.


In witness whereof, this Endorsement has been executed in Rockville Centre, New York by the Company's authorized officer as set forth below.

ECCLESIA ASSURANCE COMPANY


Authorized Representative's Signature

10/31/2016

Date

Reviewed By
Office of Town Attorney


Hold Harmless Agreement for Use of Town Property and/or Equipment

This Agreement is made this 14th day of April 2017, by St. Gertrude's Church (hereinafter "Organization"). Whereas, Organization desires to use Town of Oyster Bay property and/or equipment located at and/or described as Centre Island Beach

for the event described as St. Gertrude's Feast

The property/equipment is needed from June 11, 2017 to June 19, 2017

The event for which the property and/or equipment is requested (☒) is (☐) is not a profit making event.

In consideration of the Town granting the Organization permission to temporarily use Town property and/or equipment, the undersigned, on behalf of the Organization, hereby agrees to assume all liability and risk of loss and shall be responsible for the supervision and welfare of all persons arriving on and using Town property and/or equipment in connection with the abovementioned event. The undersigned further hereby releases the Town of Oyster Bay, its officers, employees, servants, agents and enumerated volunteers from any liability for any injuries sustained or damages incurred and agrees to reimburse the Town for any damages arising out of the Organization's use of the Town property and/or equipment. The undersigned agrees to indemnify and hold harmless the Town, its officers, employees, servants, agents and enumerated volunteers, and to protect and defend them against any and all claims for loss and/or expense or suits for damage to persons or property, including its property, arising from its use of Town property and/or equipment.

Further, the Organization agrees to provide the Town with a copy of its general liability insurance certificate, in the amounts of \$1,000,000 each occurrence, \$2,000,000 general aggregate and, where appropriate, \$2,000,000 products, naming the Town as additional insured. All certificates of insurance must be accompanied by an endorsement.

I understand that the abovementioned use of Town property and/or equipment is subject to the approval of the Town Board of the Town of Oyster Bay.

Name of Organization

St. Gertrude's Church

Address of Organization

28 School Street

Boxville NY 11708

By:

By: *Per [Signature]*

Authorized Representative

Title: Pastor

Telephone Number: 516-628-1113

5: ATTORNEY\WFW\FINAL APPLICATION DRUG TOWN PROPERTIES.DOC

Reviewed By
Office of Town Attorney

1000

ADDITIONAL CONDITIONS ATTACHMENT

1. Lewis J. Newton & Sons shall indemnify and save St. Gertrude Church, Diocese of Rockville Centre, and the Bishop thereof ("Church") harmless against and from any and all claims, debts, demands, suits, obligations, expenses and costs of every kind, character and description which may be asserted, claimed, filed or brought against or paid by the CHURCH arising out of the use of the PROVIDER'S goods and/or services. If the PROVIDER does not defend any action, and it becomes necessary for the CHURCH to defend any action or proceeding seeking to impose any liability, the PROVIDER shall pay all court costs and the reasonable attorneys' fees and any other sums which the CHURCH may be called upon to pay by reason of the entry of a judgment in such action or proceeding.
2. During the term of the agreement, the PROVIDER, at its own cost and expense, will provide and keep in force with companies of good standing satisfactory to the CHURCH, comprehensive general liability and automobile liability insurance insuring the CHURCH against any and all sums which the CHURCH shall be legally obligated to pay because of accident or disaster arising from the PROVIDER'S goods and or services and resulting in bodily injury, death or property damage in the amount of not less than FIVE MILLION (\$5,000,000.00) DOLLARS each occurrence and aggregate. The policy must include an endorsement stating that, the Diocese of Rockville Centre and the Bishop thereof are "Additional Insureds."
3. PROVIDER will carry workers' compensation insurance in accordance with statutory requirements and employers' liability insurance with a minimum limit of \$1,000,000 each occurrence, naming the CHURCH as a "Certificate Holder."
4. If this document is attached as a rider to a contract, then the terms of this document shall supersede the terms of the contract.



BY: 
For PROVIDER

January 12, 2017

Meeting of April 4, 2017

Resolution No. 174-2017

WHEREAS, Joseph G. Pinto, Commissioner of the Department of Parks, by memorandum dated March 27, 2017, requested Town Board authorization, to implement the attached Town of Oyster Bay 2017 Revised Department of Parks Field Permit and Equipment Fee Schedule, and further requested that the Commissioner of Parks be authorized to promulgate the rules and regulations for the issuance of field and equipment permits and the collection of the commensurate fees,

NOW, THEREFORE, BE IT RESOLVED, That the request as hereinabove set forth is hereby accepted and approved, and the Department of Parks is hereby authorized to implement the attached Town of Oyster Bay 2017 Revised Department of Parks Field Permit and Equipment Fee Schedule, and the Commissioner of Parks is authorized to promulgate the rules and regulations for the issuance of field and equipment permits and the collection of the commensurate fees.

-#-

The foregoing resolution was declared adopted after a poll of the members of the Board, the vote being recorded as follows:

Supervisor Saladino	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Absent
Councilman Coschignano	Aye
Councilwoman Alesia	Aye
Councilwoman Johnson	Aye
Councilman Imbroto	Aye

cc: Supervisor
Town Attorney
Comptroller (2)
Parks

Reviewed By
Office of Town Attorney

Meeting of May 9, 2017

Resolution No. 236-2017

WHEREAS, Frank V. Sammartano, Deputy Commissioner of the Department of Intergovernmental Affairs, by memorandum dated April 24, 2017, requested Town Board authorization to renew Professional and General Liability Insurance for the Division of Employment and Training staff located at its Town Hall South facility and for said Division's members of the Workforce Investment Board, with the General Insurance Company of America, through the Salerno Brokerage Corp., 117 Oak Drive, Syosset, New York 11791, in the respective amounts of \$3,420.00 and \$17,920.00, for a total yearly amount of \$21,340.00, nunc pro tunc from 12:01 a.m. of May 1, 2017; and

WHEREAS, this is a Workforce Investment Act/Workforce Innovation and Opportunity Act expense, and therefore is of no cost to the Town,

NOW, THEREFORE, BE IT RESOLVED, That the request as hereinabove set forth is approved and accepted, and the Department of Intergovernmental Affairs is hereby authorized to renew the abovementioned Professional and General Liability Insurance policies, for the Division of Employment and Training, nunc pro tunc from 12:01 a.m. of May 1, 2017, in the respective amounts of \$3,420.00 and \$17,920.00, for a yearly total in the amount of \$21,340.00; and be it further

RESOLVED, That the Comptroller is hereby authorized and directed to make payment for same to the Salerno Brokerage Corp., upon presentation of a duly certified claim, after audit; and be it further

RESOLVED, That funds in the amount of \$21,340.00 are to be drawn from Account No. IGA CD 6293 43000 000 CW16, for said payments.

-#-

The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Saladino	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Aye
Councilman Coschignano	Aye
Councilwoman Alesia	Aye
Councilwoman Johnson	Aye
Councilman Imbroto	Aye

cc: Supervisor
Town Attorney
Comptroller (2)
Intergovernmental Affairs

Reviewed By
Office of Town Attorney

Town of Oyster Bay
Inter-Departmental Memo

TO: MEMORANDUM DOCKET

FROM: ELIZABETH L. MACCARONE, COMMISSIONER
DEPARTMENT OF PLANNING AND DEVELOPMENT

DATE: APRIL 24, 2017

SUBJECT: REQUEST FOR AUTHORIZATION OF EXPENDITURES
FOR THE PLANNING ADVISORY BOARD
ACCOUNT NUMBER PAD-B-8020-44800-000-0000

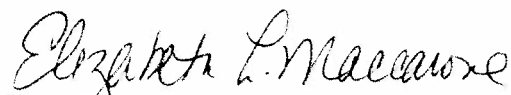
This Department is respectfully seeking approval of the Town Board to authorize the expenditure amount of \$5,250.00 for this Department's Planning Advisory Board Meetings for the 2017 calendar year, nunc pro tunc, January 1, 2017 through December 31, 2017.

Below is the breakdown of payments to the following Planning Advisory Board Members in an amount not to exceed \$5,250.00:

Clifford Chabina	\$150.00 per meeting, with an amount not to exceed \$1,050.00 for the calendar year
Anthony DiLeonardo	\$150.00 per meeting, with an amount not to exceed \$1,050.00 for the calendar year
Michael Spinelli	\$150.00 per meeting, with an amount not to exceed \$1,050.00 for the calendar year
Angelo Stanco	\$150.00 per meeting, with an amount not to exceed \$1,050.00 for the calendar year
Louis Warner	\$150.00 per meeting, with an amount not to exceed \$1,050.00 for the calendar year

It is important to note that the Planning Advisory Board is scheduled to meet once a month; however, the meetings will only take place when there is a Site Plan Application(s) submitted to the Planning Advisory Board for review. Any unused monies allocated for this purpose will be deemed as an operating surplus for this Department's budget at the end of the calendar year.

Funds for this request are available in Account Number PAD-B-8020-44800-000-0000.


ELIZABETH L. MACCARONE
COMMISSIONER

ELM:tz

cc: Town Attorney (+10 copies)



WHEREAS, Elizabeth L. Maccarone, Commissioner of the Department of Planning and Development, by memorandum dated April 24, 2017, advised that the Department of Planning and Development now retrieves its own copies of property deeds from the Nassau County Clerk's Office and a Code Enforcement Bureau Inspector, Michael Esposito, exceeded the \$35.00 petty cash limit by expending the amount of \$253.98 for thirty-five (35) copies of property deeds; and

WHEREAS, Elizabeth L. Maccarone, Commissioner of the Department of Planning and Development, by memorandum dated April 24, 2017, requested authorization to reimburse her Department's employee in the amount of \$253.98,

NOW, THEREFORE, BE IT RESOLVED, That the request as hereinabove set forth is hereby granted, and the Department of Planning and Development is to reimburse its Department's employee, Michael Esposito, for retrieving copies of property deeds, in the amount of \$253.98, from Account No. PAD B 3620 47900 000 0000.

-#-

The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Saladino	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Aye
Councilman Coschignano	Aye
Councilwoman Alesia	Aye
Councilwoman Johnson	Aye
Councilman Imbroto	Aye

cc: Supervisor
Town Attorney
Comptroller (2)
Planning & Development

Reviewed By
Office of Town Attorney

12

**Town of Oyster Bay
Inter-Departmental Memo**

TO: MEMORANDUM DOCKET

**FROM: ELIZABETH L. MACCARONE, COMMISSIONER
DEPARTMENT OF PLANNING AND DEVELOPMENT**

DATE: APRIL 24, 2017


SUBJECT: REIMBURSEMENT OF PETTY CASH

In the course of performing tasks within the Department of Planning and Development's Code Enforcement Bureau, it is necessary to retrieve copies of property deeds from the Nassau County Clerk's Office for the processing of complaints and for legal purposes. In the past few years, the cost of the property deed copies was usually paid by a Town Attorney who retrieved the copies of the property deeds (on behalf of the Department) and then they were reimbursed through this Department's petty cash account upon submitting a receipt and a claim form which was then processed by the Comptroller's Office. The limit of such request of petty cash, without Town Board authorization, is \$35.00.

This past year, this Department began to retrieve its own copies of property deeds, no longer relying on the Town Attorney's Office. On two (2) separate occasions, a Code Enforcement Bureau inspector unknowingly retrieved copies of property deeds that exceeded the \$35.00 petty cash limit. The two (2) receipts amounted to \$253.98 for thirty-five (35) copies of property deeds. Copies of the two (2) receipts are enclosed for review; one receipt in the amount of \$125.63 and the second receipt in the amount of \$128.35.

Authorization by the Town Board is therefore respectfully requested for the reimbursement of said payments for the purpose of retrieving copies of the property deeds from the Nassau County Clerk's Office to this Department's employee, Michael Esposito, in an amount not to exceed \$253.98.

Funds are available for this purpose in Account Number PAD B 3620 47900 000 0000.



ELIZABETH L. MACCARONE
COMMISSIONER

ELM:tz
Encls.
cc: Legislative Affairs (+10 copies)



Official Receipt for Recording in:

Nassau County Clerk
240 Old Country Road
Mineola, NY 11501

Issued To:

TOWN OYSTER BAY

NY

Recording Fees

Filing Type	Number	Vol	Page	Time	Recording Amount

Z14 - SEARCHES				01:35:34p	128.35
RI Misc Revenue				128.35	

128.35

Collected Amounts

Payment Type	Amount
Cash	128.35
	----- 128.35

Total Received :	128.35
Less Total Recordings:	128.35

Change Due :	.00

Thank You

MAUREEN O'DONNELL - County Clerk

by - 001 KJL

Receipt# Date Fee
0593694 03/24/2017 01:35p



59
B 12835

DEEDS

4	19 Winding Rd, Hicksville	45-481-12
2	43 West Ave, Hicksville 5953-308	45-44-72
3	99 Roosevelt Ave, Massapequa	66-128-359
2	63 Vanderwater St, S. Farmingdale / 0015-670	48-503-114
4	99 S. Merrick Rd, Massapequa	66-5-26
3	8 Clarissa Drive, Hicksville	45-363-34
4	101 Clocks Blvd, Massapequa	66-133-239
3	145 Greenwood Dr, Massapequa	52-385-8
2	63 Vandewater St, Farmingdale / 0015-670	48-503-114
4	192 N. Queens Ave, Massapequa 3303-91	48-70-448
4	178 Cottage Blvd, Hicksville	46-375-28
2	214 N. Cedar St., Massapequa / 0015-670	52-97-30
4	125 Bloomingdale Rd, Hicksville	46-629-43
5	66 Alhambra Rd, Massapequa	65-92-104
5	18A Park Lane Place, Massapequa	65-95-279
4	93 Biltmore Blvd, Massapequa	65-98-1040
4	99 S. Merrick Rd, Massapequa	66-5-26
5	3 Emily St., Massapequa	53-A03-8

Phone (516) 624-6237

852 1275
Fax: (516) 624-6240



Town of Oyster Bay
Department of Planning & Development

Michael Esposito
Code Enforcement Bureau Chief

74 Audrey Avenue
Oyster Bay, NY 11771
www.oysterbaytown.com



2/7/2017

Xpress Pay



Home

Thank You for your Payment

This is your receipt for payment. A copy is also being sent to you by email.
Please print this receipt and retain it for your records.

Payment date: 2/7/2017 2:51:54 PM
Payer's email:
Transaction ID: 8851990017

Payment type: credit
Account: *****0003

Description	Amount	Interest	Total
Nassau County Clerk, State of New York Mortgage/Deeds, 2/7/2017, DEED, michael esposito	\$121.40	\$0.00	\$121.40
Subtotal:			\$121.40
Site fee:			\$4.23
Payment total:			\$125.63

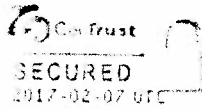
The following charges will appear on your credit card or checking account statement:

\$121.40: Nassau County Clerk

\$4.23 to Xpress-pay.com for the site fee listed above



[Privacy and Security](#) - [Terms of Use](#)



©2005-2017 Systems East, Inc.
All rights reserved

NO CERTIFICATION

LAST DEED RECORDED

DEEDS

ADDRESS

S-B-L

226 North Oak Street, Massapequa

52-199-17

wrong block

1pys

27 Barnum Ave, Plainview

46-619-117

4pys

32 Dakota St, Hicksville

11-276-17

4pys

403 Park Ave, Massapequa

48-548-10

3pys

198 North Boston Ave, Massapequa

48-53-27

3pys

59 Colonial Drive, Massapequa

53-2-11

4pys

15 Sleepy Lane, Hicksville

45-300-22

2pys

9220 Merrick Rd, Massapequa

66-2-102

3pys

410 Woodbury Rd, Woodbury

14-39-7

1

510 Clocks Blvd., Massapequa

66-139-1

1

7 Bayview Place, Massapequa

66-134-175

1

104 Willard Ave, Farmingdale

48-503-7

1

37 N. Pine Street, Massapequa

52-446-21

2

96 County Line Rd, Massapequa

53-C-59

1

216 N. Oak St, Massapequa

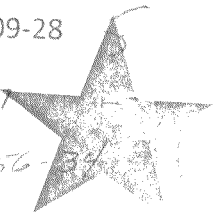
52-109-28

33 East shore Dr, Massapequa

66-7-7

166 E. ZORANNE DR. FARM

49-156-34



WHEREAS, Elizabeth L. Maccarone, Commissioner of the Department of Planning and Development, by memorandum dated April 24, 2017, requested Town Board authorization to renew the membership of the Town's Building and Code Enforcement Inspectors, in the Building Inspectors Association of Nassau County, for the period from May 1, 2017 to April 30, 2018, nunc pro tunc, at a cost of \$2,635.00,

NOW, THEREFORE, BE IT RESOLVED, That the request as hereinabove set forth is hereby accepted and approved, and the Department of Planning and Development is hereby authorized to renew the membership of the Town's Building and Code Enforcement Inspectors, in the Building Inspectors Association of Nassau County, for the period from May 1, 2017 to April 30, 2018, nunc pro tunc, at a cost of \$2,635.00, and the Comptroller is hereby authorized and directed to make payment for same, upon presentation of a duly certified claim, after audit; and be it further

RESOLVED, That the funds for said payment are to be drawn from Account No. PAD B 3620 47900 000 0000.

-#-

The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Saladino	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Aye
Councilman Coschignano	Aye
Councilwoman Alesia	Aye
Councilwoman Johnson	Aye
Councilman Imbroto	Aye

cc: Supervisor
Town Attorney
Comptroller (2)
Planning & Development

Reviewed By
Office of Town Attorney

13

**Town of Oyster Bay
Inter-Departmental Memo**

TO: MEMORANDUM DOCKET

**FROM: ELIZABETH L. MACCARONE, COMMISSIONER
DEPARTMENT OF PLANNING AND DEVELOPMENT**

DATE: APRIL 24, 2017


**SUBJECT: MEMBERSHIP DUES FOR BIANCO
BUILDING INSPECTORS ASSOCIATION OF NASSAU COUNTY**

This Department's Building, Plumbing and Code Enforcement Inspectors are certified by New York State's Department of State, Division of Code Enforcement and Administration as Code Enforcement Officials for the New York State Uniform Fire Prevention and Building Code. Twenty-four (24) hours of approved in-service training is required annually to maintain the New York State Code Enforcement Official Certification.

The Department of Planning and Development elected to register each Code Enforcement Official as a member of the Building Inspectors Association of Nassau County ("BIANCO"), which would then entitle them to take the in-service training courses sponsored by BIANCO. The cost of membership for each Code Enforcement Official in this Department is \$85.00 per year. The total amount owed to BIANCO for this Department's Code Enforcement Officials for the 2017 calendar year (May 1, 2017 – April 30, 2018) is \$2,635.00.

Authorization by the Town Board is therefore respectfully requested, *nunc pro tunc*, May 1, 2017, for the payment of said dues for each of this Department's Code Enforcement Officials in an amount not to exceed \$2,635.00 for BIANCO membership for the Calendar Year 2017 (May 1, 2017 – April 30, 2018).

Funds are available for this purpose in Account Number PAD B 3620 47900 000 0000.


ELIZABETH L. MACCARONE
COMMISSIONER

ELM:tz
cc: Legislative Affairs (+10 copies)





Timothy Dougherty

Treasurer

18 Horse Hill Road
Brookville, NY 11545

VOUCHER

Voucher Number: 2017-8

Voucher Date: 4/20/2017

Building Inspectors Association of Nassau County

Invoice To: Town of Oyster Bay 74 Audrey Avenue Oyster Bay, New York 11771 Attn: Jill Faber Make check payable to: BIANCO	Mail To: Tim Dougherty 18 Horse Hill Road Brookville, NY 11545
--	--

Gregory Aiello
 Alfred Barbieri
 Michael Bathie
 James Baudille
 Thomas Burke
 Scott Byrne
 Joseph Cangro
 Alexander Chebuske
 Joseph Ciambra
 Kevin Conway
 Michael DiCarlo
 Joseph DiSalvo
 Nicholas Domingo
 Michael Esposito
 Michael Fabrizio
 Enrico Fiumara

Chris Gioia
 Dennis Hill
 Mike Imbergamo
 Lara Jahchan
 Jim Jazwinski
 Michael Landman
 John Laruccia
 David Mercado
 James Nicolle
 Liam O'Keefe
 Richard Peters
 Vito Rella
 John Rice
 James Spano
 Timothy Zike

Please complete Membership Applications
for the above listed members

Total Members:	31
AMOUNT DUE:	\$2,635.00

BIANCO is a non-profit professional association, Federal E.D. #11-3086236


 TIM DOUGHERTY

RESOLVED, That a public hearing will be held in the Hearing Room, Town Hall, Audrey Avenue, Oyster Bay, New York on the 23rd day of May, 2017, at 7:00 o'clock, p.m. prevailing time on that day, or as soon thereafter as practicable, to consider the application of SUNRISE MALL LLC, fee owner, for a Special Use Permit to permit the establishment of a two-level restaurant, and public assembly use, in approximately 38,015 square feet of the existing masonry building, within the shopping center located in a Light Industry (LI) Zone, on premises located at 1 Sunrise Mall, Massapequa, Town of Oyster Bay, County of Nassau, State of New York and described as Section 48, Block 602, Lots 1-4, 10-22, 24-29, 34, 36 and 37 on the Land and Tax Map of Nassau County; and be it further

RESOLVED, That the Town Clerk shall publish notice of such hearing in

newspapers of general circulation within the Town of Oyster Bay.

-#-

The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Saladino	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Aye
Councilman Coschignano	Aye
Councilwoman Alesia	Aye
Councilwoman Johnson	Aye
Councilman Imbroto	Aye

cc: Supervisor
Town Attorney
Comptroller (2)
Planning & Development

7/1/18
Reviewed By
Office of Town Attorney
[Signature]

14

Town of Oyster Bay Inter-Departmental Memo

TO : MEMORANDUM DOCKET


FROM : OFFICE OF THE TOWN ATTORNEY

DATE : April 21, 2017

SUBJECT: SUNRISE MALL LLC
Special Use Permit
Premises: 1 Sunrise Mall, Massapequa, New York
Section 48, Block 602, Lots 1-4, 10-22, 24-29, 34, 36 & 37

It is requested that at the Town Board meeting scheduled for May 9, 2017, that the Town Board authorize the Town Clerk to advertise a Notice of Hearing, for a Public Hearing to be held on May 23, 2017, in connection with the above referenced matter.

JOSEPH NOCELLA
TOWN ATTORNEY


Thomas M. Sabellico
Special Counsel

TMS:st
Enclosure



PUBLIC NOTICE



NOTICE is hereby given, pursuant to law, that a public hearing will be held by the Town Board of the Town of Oyster Bay, Nassau County, New York, on Tuesday, May 23, 2017, at 7:00 p.m., prevailing time, or as soon thereafter as may be practicable, in the Hearing Room, Town Hall, East Building, Audrey Avenue, Oyster Bay, New York, for the purpose of considering an application from SUNRISE MALL LLC, fee owner, for a Special Use Permit to permit the establishment of a two-level restaurant, and public assembly use, in approximately 38,015 square feet of the existing masonry building, within the shopping center located in a Light Industry (LI) Zone, on premises located at 1 Sunrise Mall, Massapequa, Town of Oyster Bay, County of Nassau, State of New York and described as Section 48, Block 602, Lots 1-4, 10-22, 24-29, 34, 36 and 37 on the Land and Tax Map of Nassau County. The abovementioned Petition and maps which accompany it are on file and may be viewed daily (except Saturday, Sunday and Holidays) between the hours of 9:00 a.m. and 4:45 p.m., prevailing time, at the Office of the Town Clerk at Oyster Bay and Massapequa. Any person interested in the subject matter of said hearing will be given an opportunity to be heard with reference thereto, at the time and place above designated. TOWN BOARD OF TOWN OF OYSTER BAY. JOSEPH S. SALADINO, Supervisor. JAMES ALTADONNA, JR., Town Clerk.

Dated: May

2017, Oyster Bay, New York.

Reviewed By
Office of Town Attorney

[Signature]


Reviewed By
Office of Town Attorney


RESOLVED, That a public hearing will be held in the Hearing Room, Town Hall, Audrey Avenue, Oyster Bay, New York on the 23rd day of May, 2017, at 7:00 o'clock p.m. prevailing time on that day, or as soon thereafter as practicable, to consider the application of ADULTS AND CHILDREN WITH LEARNING AND DEVELOPMENTAL DISABILITIES, INC., fee owner, for a Special Use Permit to construct a three-story, 48 unit, congregate care facility located in a Light Industry (LI) Zone, on premises located at 857-857A South Oyster Bay Road, Bethpage, Town of Oyster Bay, County of Nassau, State of New York and described as Section 46, Block G, Lot 66 on the Land and Tax Map of Nassau County; and be it further

RESOLVED, That the Town Clerk shall publish notice of such hearing in
newspapers of general circulation within the Town of Oyster Bay.

-#-

The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Saladino	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Aye
Councilman Coschignano	Aye
Councilwoman Alesia	Aye
Councilwoman Johnson	Aye
Councilman Imbroto	Aye

cc: Supervisor
Town Attorney
Comptroller (2)
Planning & Development

15

Town of Oyster Bay

Inter-Departmental Memo

TO : MEMORANDUM DOCKET

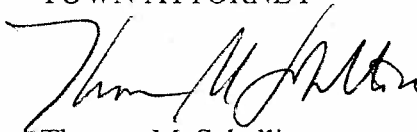
FROM : OFFICE OF THE TOWN ATTORNEY

DATE : April 21, 2017

SUBJECT: Adults and Children with Learning and Developmental Disabilities, Inc.
(ACLD)
Special Use Permit
Premises: 857-857A South Oyster Bay Road, Bethpage, New York
Section 46, Block G, Lot 66

It is requested that at the Town Board meeting scheduled for May 9, 2017, that the Town Board authorize the Town Clerk to advertise a Notice of Hearing, for a Public Hearing to be held on May 23, 2017, in connection with the above referenced matter.

JOSEPH NOCELLA
TOWN ATTORNEY



Thomas M. Sabellico
Special Counsel



TMS:st
Enclosure

PUBLIC NOTICE

NOTICE is hereby given, pursuant to law, that a public hearing will be held by the Town Board of the Town of Oyster Bay, Nassau County, New York, on Tuesday, May 23, 2017, at 7:00 p.m., prevailing time, or as soon thereafter as may be practicable, in the Hearing Room, Town Hall, East Building, Audrey Avenue, Oyster Bay, New York, for the purpose of considering an application from ADULTS AND CHILDREN WITH LEARNING AND DEVELOPMENTAL DISABILITIES, INC., fee owner, for a Special Use Permit to construct a three-story, 48 unit, congregate care facility located in a Light Industry (LI) Zone, on premises located at 857-857A South Oyster Bay Road, Bethpage, Town of Oyster Bay, County of Nassau, State of New York and described as Section 46, Block G, Lot 66 on the Land and Tax Map of Nassau County. The abovementioned Petition and maps which accompany it are on file and may be viewed daily (except Saturday, Sunday and Holidays) between the hours of 9:00 a.m. and 4:45 p.m., prevailing time, at the Office of the Town Clerk at Oyster Bay and Massapequa. Any person interested in the subject matter of said hearing will be given an opportunity to be heard with reference thereto, at the time and place above designated. TOWN BOARD OF TOWN OF OYSTER BAY, JOSEPH S. SALADINO, Supervisor. JAMES ALTADONNA, JR., Town Clerk.

Dated: May

2017, Oyster Bay, New York.

Reviewed By
Office of Town Attorney
[Signature]

745
Reviewed By
Office of Town Attorney
[Signature]

RESOLVED, That a public hearing will be held in the Hearing Room, Town Hall, Audrey Avenue, Oyster Bay, New York on the 6th day of June, 2017, at 10:00 o'clock a.m. prevailing time on that day, or as soon thereafter as practicable, to consider the application of TACO BELL OF AMERICA, LLC, lessee, and 426 JERICHO TURNPIKE ASSOCIATES, LLC, fee owner, for a Special Use Permit and Site Plan Approval to construct and operate a restaurant, consisting of (a) the demolition of the existing approximately 7,425 square foot building; (b) the construction of a new approximately 2,126 square-foot building to be utilized for a new Taco Bell restaurant; (c) a drive-through service window with accompanying drive aisle; (d) twenty-two parking spaces; (e) signage; and (f) all other appurtenances and structures, located in a Neighborhood Business (NB) Zone, on premises located at 424 Jericho Turnpike, Syosset, Town of Oyster Bay, County of Nassau, State of New York and described as Section 15, Block 64, Lot 108 on the Land and Tax Map of Nassau County; and be it further

RESOLVED, That the Town Clerk shall publish notice of such hearing in
newspapers of general circulation within the Town of Oyster Bay.

-#-

The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Saladino	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Aye
Councilman Coschignano	Aye
Councilwoman Alesia	Aye
Councilwoman Johnson	Aye
Councilman Imbroto	Aye

cc: Supervisor
Town Attorney
Comptroller (2)
Planning & Development


16

Town of Oyster Bay Inter-Departmental Memo

TO : MEMORANDUM DOCKET
FROM : OFFICE OF THE TOWN ATTORNEY
DATE : April 21, 2017
SUBJECT: Taco Bell of America, LLC
Special Use Permit
Premises: 424 Jericho Turnpike, Syosset, NY
Section 15, Block 64, Lot 108

It is requested that at the Town Board meeting scheduled for May 9, 2017, that the Town Board authorize the Town Clerk to advertise a Notice of Hearing, for a Public Hearing to be held on June 6, 2017, in connection with the above referenced matter.

JOSEPH NOCELLA
TOWN ATTORNEY


Thomas M. Sabellico
Special Counsel


TMS:st
Enclosure

PUBLIC NOTICE

NOTICE is hereby given, pursuant to law, that a public hearing will be held by the Town Board of the Town of Oyster Bay, Nassau County, New York, on Tuesday, June 6, 2017, at 10:00 a.m., prevailing time, or as soon thereafter as may be practicable, in the Hearing Room, Town Hall, East Building, Audrey Avenue, Oyster Bay, New York, for the purpose of considering an application from TACO BELL OF AMERICA, LLC, lessee, and 426 JERICHO TURNPIKE ASSOCIATES, LLC, fee owner, for a Special Use Permit and Site Plan Approval to construct and operate a restaurant, consisting of (a) the demolition of the existing approximately 7,425 square foot building; (b) the construction of a new approximately 2,126 square-foot building to be utilized for a new Taco Bell restaurant; (c) a drive-through service window with accompanying drive aisle; (d) twenty-two parking spaces; (e) signage; and (f) all other appurtenances and structures, located in a Neighborhood Business (NB) Zone, on premises located at 424 Jericho Turnpike, Syosset, Town of Oyster Bay, County of Nassau, State of New York and described as Section 15, Block 64, Lot 108 on the Land and Tax Map of Nassau County. The abovementioned Petition and maps which accompany it are on file and may be viewed daily (except Saturday, Sunday and Holidays) between the hours of 9:00 a.m. and 4:45 p.m., prevailing time, at the Office of the Town Clerk at Oyster Bay and Massapequa. Any person interested in the subject matter of said hearing will be given an opportunity to be heard with reference thereto, at the time and place above designated. TOWN BOARD OF TOWN OF OYSTER BAY. JOSEPH S. SALADINO, Supervisor. JAMES ALTADONNA, JR., Town Clerk.

Dated: May

2017, Oyster Bay, New York.

Reviewed By
Office of Town Attorney

[Signature]

Meeting of May 9, 2017

Resolution No. 243-2017

7/11/8
Reviewed By
Office of Town Attorney
[Signature]

RESOLVED, That a public hearing will be held in the Hearing Room, Town Hall, Audrey Avenue, Oyster Bay, New York on the 6th day of June, 2017, at 10:00 o'clock a.m. prevailing time on that day, or as soon thereafter as practicable, to consider the application of 4000 HEMPSTEAD, LLC, fee owner, for a Special Use Permit to operate a 246 square foot convenience store together with existing gasoline service station, located in a General Business (GB) Zone, on premises located at 4000 Hempstead Turnpike, Bethpage, Town of Oyster Bay, County of Nassau, State of New York and described as Section 49, Block E, Lot 226 on the Land and Tax Map of Nassau County; and be it further

RESOLVED, That the Town Clerk shall publish notice of such hearing in
newspapers of general circulation within the Town of Oyster Bay.

-#-

The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Saladino	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Aye
Councilman Coschignano	Aye
Councilwoman Alesia	Aye
Councilwoman Johnson	Aye
Councilman Imbroto	Aye


cc: Supervisor
Town Attorney
Comptroller (2)
Planning & Development

Town of Oyster Bay
Inter-Departmental Memo

TO : MEMORANDUM DOCKET
FROM : OFFICE OF THE TOWN ATTORNEY
DATE : April 21, 2017
SUBJECT: 4000 Hempstead Turnpike, LLC
Special Use Permit
Premises: 4000 Hempstead Turnpike, Bethpage, New York
Section 49, Block E, Lot 226

It is requested that at the Town Board meeting scheduled for May 9, 2017, that the Town Board authorize the Town Clerk to advertise a Notice of Hearing, for a Public Hearing to be held on June 6, 2017, in connection with the above referenced matter.

JOSEPH NOCELLA
TOWN ATTORNEY


Thomas M. Sabellico
Special Counsel



PUBLIC NOTICE

NOTICE is hereby given, pursuant to law, that a public hearing will be held by the Town Board of the Town of Oyster Bay, Nassau County, New York, on Tuesday, June 6, 2017, at 10:00 a.m., prevailing time, or as soon thereafter as may be practicable, in the Hearing Room, Town Hall, East Building, Audrey Avenue, Oyster Bay, New York, for the purpose of considering an application from 4000 HEMPSTEAD, LLC, fee owner, for a Special Use Permit to operate a 246 square foot convenience store together with existing gasoline service station, located in a General Business (GB) Zone, on premises located at 4000 Hempstead Turnpike, Bethpage, Town of Oyster Bay, County of Nassau, State of New York and described as Section 49, Block E, Lot 226 on the Land and Tax Map of Nassau County. The abovementioned Petition and maps which accompany it are on file and may be viewed daily (except Saturday, Sunday and Holidays) between the hours of 9:00 a.m. and 4:45 p.m., prevailing time, at the Office of the Town Clerk at Oyster Bay and Massapequa. Any person interested in the subject matter of said hearing will be given an opportunity to be heard with reference thereto, at the time and place above designated. TOWN BOARD OF TOWN OF OYSTER BAY. JOSEPH S. SALADINO, Supervisor. JAMES ALTADONNA, JR., Town Clerk.

Dated: May 2017, Oyster Bay, New York.

Reviewed By
Office of Town Attorney
[Signature]

WHEREAS, Joseph Nocella, Town Attorney, and Matthew M. Rozea, Deputy Town Attorney, by memorandum dated April 17, 2017, have advised that in connection with the Town's procurement of concessionaires to operate various food and beverage concessions throughout the Town, the Office of the Town Attorney has been engaged in drafting license agreements to govern the relationship between the Town and the concessionaires; and

WHEREAS, given the long term nature of the contemplated license agreements, it is in the best interests of the Town to have an experienced transactional attorney with significant expertise in drafting commercial agreements to review the draft license agreements; and

WHEREAS, by the aforementioned memorandum, Joseph Nocella, Town Attorney, and Matthew M. Rozea, Deputy Town Attorney recommend that the Town Board ratify the Office of the Town Attorney's retention of Stuart M. Steinberg of Stuart M. Steinberg, P.C., 2 Rodeo Drive, Edgewood, New York 11717 to perform the license and long-term contractual drafting and review services in connection with the procurement of food and beverage concessionaires, in an amount not to exceed \$9,750.00, with funds available in Account No. OTA A 1420 44110 000 0000,

NOW, THEREFORE, BE IT RESOLVED, That the request and recommendation as hereinabove set forth is ratified and approved, and Stuart M. Steinberg, P.C., 2 Rodeo Drive, Edgewood, New York 11717 is and was authorized to perform the license and long-term contractual drafting and review services in connection with the Town's procurement of food and beverage concessionaires, and be it further

RESOLVED, That the Comptroller is hereby authorized and directed to make payment, in an amount not to exceed \$9,750.00, with funds to be drawn from Account No. OTA A 1420 44110 000 0000, upon submission of a duly certified claim, after audit.

- # -

The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Saladino	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Nay
Councilman Coschignano	Aye
Councilwoman Alesia	Nay
Councilwoman Johnson	Aye
Councilman Imbroto	Aye

cc: Supervisor
Town Attorney
Comptroller (2)

(7/15)
Reviewed By
Office of Town Attorney
[Signature]

19

Town of Oyster Bay

Inter-Departmental Memo

TO : MEMORANDUM DOCKET

FROM : OFFICE OF THE TOWN ATTORNEY

DATE : April 17, 2017

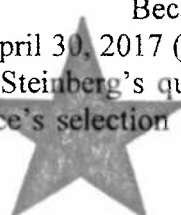
SUBJECT: Legal Licensing and Long-term Contractual Drafting/Review Services in Connection with Concessionaire and Concessionaire RFPs

This Office has been engaged in the drafting and revision of license agreements for each of the three concession locations for which the Town Board previously selected concession operators. Substantial progress has occurred, and the draft agreements are nearly complete.

To guard against any unforeseen occurrences, this Office recommends that the Town Board authorize an outside law firm to review and make modifications to the draft agreements. Given the long term nature of the agreements, it is in the best interests of the Town to have a transactional attorney with significant experience in drafting substantial commercial agreements.

This Office identified one such law firm, Stuart M. Steinberg, P.C., 2 Rodeo Drive, Edgewood, New York 11717 to perform the review, make modifications, and finalize the license agreements as appropriate. Mr. Steinberg's experience is wide-ranging, and he has represented such large corporations as Sbarro, LLC and New York Sports Clubs in a variety of matters. It is this Office's opinion that Mr. Steinberg's unique experience and qualifications will beneficially serve the Town's interests. Of note, Mr. Steinberg has agreed to limit his fees to under \$10,000.00 in connection with this service. Further, this Office acknowledges compliance with Guidelines 6 and 9 of the Town's Procurement Policy. The legal subject matter has been deemed by this Office to be unique and separate, and further, the Office of the Comptroller concurs that this service will not exceed \$10,000.00 Town wide.

Because of the need to have agreements with the concessionaires in place as soon as April 30, 2017 (when the present agreement at the Town Golf Course expires), and in light of Mr. Steinberg's qualifications experience, it is recommended that the Town Board ratify this Office's selection of Stuart M. Steinberg, P.C. to function in such manner for the purpose of



reviewing, modifying, and finalizing as appropriate, the draft license agreements that were prepared by this Office relative to concession operations. Funds are available in Account No. OTA A 1420 44110 000 0000.

JOSEPH NOCELLA
TOWN ATTORNEY

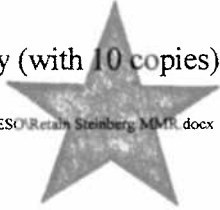


Matthew M. Rozea
Deputy Town Attorney

MMR:mmr

cc: Town Attorney (with 10 copies)

S:\Attorney\RESOS 2017\MD & RESO\Retain Steinberg MMR.docx



WHEREAS, Erin Jackman, of the Brooke Jackman Foundation, by letter dated April 18, 2017, has requested the use of thirty (30) traffic cones and thirty (30) barricades for the Foundation's Twelfth Annual Brooke Jackman Race for Literacy at the Theodore Roosevelt Elementary School, Oyster Bay, New York, on May 20, 2017, with delivery of said equipment on May 19, 2017 and pickup of same on May 22, 2017; and

WHEREAS, John P. Bishop, Acting Deputy Commissioner of Highways, by memorandum dated April 20, 2017, has advised that the abovementioned equipment will not be required for use by the Town at that time, and that the Department of Highways has no objection to providing the abovementioned equipment; and

WHEREAS, the Town Board deems this event to be an appropriate and worthwhile endeavor, and has determined that the approval of this request will benefit the residents of the Town of Oyster Bay,

NOW, THEREFORE, BE IT RESOLVED, That the request as hereinabove set forth is hereby approved, and the Department of Highways is hereby authorized to provide thirty (30) traffic cones and thirty (30) barricades to the Brooke Jackman Foundation for its Twelfth Annual Brooke Jackman Race for Literacy at the Theodore Roosevelt Elementary School, Oyster Bay, New York on May 20, 2017, with delivery of said equipment on May 19, 2017 and pickup of same on May 22, 2017, subject to the following conditions:

1. The use of all Town property shall be in conformance with the direction of the Commissioner of Highways or his duly authorized designee;
2. The said organization shall comply with all ordinances of the Town of Oyster Bay, both in its use of Town property, and in the conduct of the aforementioned activity; and
3. The said organization shall file a Certificate of Insurance with the Office of the Town Clerk, indicating that said organization maintain general liability insurance, in the amount of \$1,000,000 with a general aggregate of \$2,000,000, and naming the Town as an additional insured, in connection with the aforementioned activity.

-#-

The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Saladino	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Aye
Councilman Coschignano	Aye
Councilwoman Alesia	Aye
Councilwoman Johnson	Aye
Councilman Imbroto	Aye

cc: Supervisor
Town Attorney
Comptroller (2)
Highway

MS
Reviewed By
Office of Town Attorney

70.

TOWN OF OYSTER BAY

Inter-Departmental Memo

April 20, 2017

TO: MEMORANDUM DOCKET

FROM: JOHN P. BISHOP, ACTING DEPUTY COMMISSIONER
HIGHWAY DEPARTMENT

SUBJECT: 12th ANNUAL BROOKE JACKMAN RACE FOR LITERACY
MAY 20, 2017

Enclosed please find the copy of the letter from Erin Jackman, of the Brooke Jackman Foundation, requesting our assistance for their 12th Annual Brooke Jackman Race for Literacy event on Saturday, May 20, 2017.

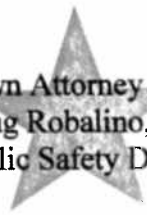
The Highway Department has no objection to the organization utilizing thirty (30) cones, and thirty (30) barricades for their event at Theodore Roosevelt Elementary School in Oyster Bay.

Also attached are the Certificate of Insurance, Endorsement and a Hold Harmless Agreement to cover this event. Therefore, Town Board approval is requested.


JOHN P. BISHOP, ACTING DEPUTY COMMISSIONER
HIGHWAY DEPARTMENT

JPB/taw
Attachments

c: Town Attorney (10) copies
Doug Robalino, General Foreman 002
Public Safety Division



The Brooke Jackman Foundation



*"Children are the world's most valuable resource
And its best hope for the future." – John Fitzgerald Kennedy*

April 18, 2017

Mr. John Bishop
Acting Deputy Commissioner
Town of Oyster Bay
Highway Department
150 Miller Place
Syosset, NY 11791

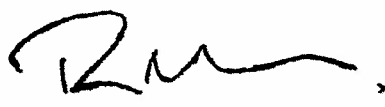
Dear John,


I am writing to you on behalf of The Brooke Jackman Foundation. We are requesting the use of 30 cones and 30 barricades for our 12th Annual Brooke Jackman Race for Literacy at The Theodore Roosevelt Elementary School in Oyster Bay.

The race will be held on Saturday, May 20, 2017. And if possible we'd love to have them delivered to the school on Friday the 19th and picked up from there on Monday, the 22nd. Bill the Janitor will know to expect them.

Please let me know if you need any other information from me. We truly appreciate your support of our annual Brooke Jackman Race for Literacy each year.

Sincerely,
Erin Jackman

CERTIFICATE OF INSURANCE		PRINT DATE: 4/13/2017			
		CERTIFICATE NUMBER: 20170413511721			
AGENCY:					
ESIX, a division of Integro USA Inc. d/b/a Integro Insurance Brokers 2727 Paces Ferry Road, Building Two, Suite 1500 Atlanta, GA 30339 678-324-3300 (Phone), 678-324-3303 (Fax)		THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.			
NAMED INSURED:		INSURERS AFFORDING COVERAGE:			
USA Track & Field, Inc. The Brooke Jackson Foundation 132 East Washington Street, Suite 800 Indianapolis IN 46204		INSURER A: Philadelphia Indemnity Ins. Co. NAIC #: 18058 INSURER B: Philadelphia Indemnity Ins. Co. NAIC #: 18058			
EVENT INFORMATION:					
The Brooke Jackson 5K Race For Literacy . (5/19/17 - 5/22/17)					
POLICY/COVERAGE INFORMATION:					
THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.					
INS	TYPE OF INSURANCE:	POLICY NUMBER(S):	EFFECTIVE:	EXPIRES:	LIMITS:
A	GENERAL LIABILITY				
	X Occurrence	PHPK1568618	11/1/2016 12:01 AM	11/1/2017 12:01 AM	GENERAL AGGREGATE (Applies Per Event) \$3,000,000
	X Participant Legal Liability				EACH OCCURRENCE \$1,000,000
					DAMAGE TO RENTED PREMISES (Each Occ.) \$1,000,000
					MEDICAL EXPENSE (Any one person) EXCLUDED
					PERSONAL & ADV INJURY \$1,000,000
					PRODUCTS-COMP/OP AGG \$3,000,000
B	UMBRELLA/EXCESS LIABILITY				
	X Occurrence	PHUB661340	11/1/2016 12:01 AM	11/1/2017 12:01 AM	EACH OCCURRENCE \$10,000,000
					AGGREGATE (Applies Per Event) \$10,000,000
DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS:					
Coverage applies to USA Track & Field sanctioned events and registered practices, including any directly related activities, such as event set-up and tear-down, participant check-in and award ceremonies.					
The certificate holder is an additional insured per the following endorsement: Additional Insured - Certificate Holders (Form PI-AM-002)					
The General Liability policy is primary and non-contributory with respect to the negligence of the Named Insureds (Form CG 00 01)					
The General Liability policy contains a blanket Waiver of Subrogation as required by contract per Waiver of Transfer of Rights of Recovery Against Others (Form CG 24 04).					
Excess policy follows form of underlying General Liability.					
CERTIFICATE HOLDER:			NOTICE OF CANCELLATION:		
Town Of Oyster Bay Highway 150 Miller Place Syosset NY 11791			Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.		
<div>Reviewed By Office of Town Attorney <i>Matthew R. Caloggero</i></div>			AUTHORIZED REPRESENTATIVE:		
					



WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Person Or Organization: Town of Oyster Bay
Where required by written contract executed by the named insured prior to an occurrence resulting in a loss or claim.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The following is added to Paragraph 8. Transfer Of Rights Of Recovery Against Others To Us of Section IV – Conditions:

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard". This waiver applies only to the person or organization shown in the Schedule above.

Reviewed By
Office of Town Attorney
Frank R. Caloggero

Hold Harmless Agreement for Use of Town Property and/or Equipment

This Agreement is made this 11th day of April 2017, by The Brooke Jackson Foundation (Hereinafter "Organization"). Whereas, Organization desires to use Town of Oyster Bay property and/or equipment located at and/or described as 30 Cines + 30 banners

For the event described as The Brooke Jackson Race for Literacy in Oyster Bay. The property/equipment is need from Friday May 19 to Monday May 22 2017. The event for which the property and/or equipment is requested () is (☒) is not a not a profit making event.

In consideration of the Town granting the Organization permission to temporarily use Town property and/or equipment, the undersigned, on behalf of the Organization, hereby agrees to assume all liability and risk of loss and shall be responsible for the supervision and welfare of all persons arriving on and using Town property and/or equipment in connection with the abovementioned event. The undersigned further hereby releases the Town of Oyster Bay, its officers, employees, servants, agents and enumerated volunteers from any liability for any injuries sustained or damages incurred and agrees to reimburse the Town for any damages arising out of the Organization's use of the Town property and/or equipment. The undersigned agrees to indemnify and hold harmless the Town, its officers, employees, servants, agents and enumerated volunteers, and to protect and defend them against any and all claims for loss and/or expense or suits for damage to persons or property, including its property, arising from its use of Town property and/or equipment.

Further, the Organization agrees to provide the Town with a copy of its general liability insurance certificate, in the amounts of \$1,000,000 each occurrence, \$2,000,000 general aggregate and, where appropriate, \$2,000,000 products, naming the Town as additional insured. All certificated of insurance must be accompanied by an endorsement.

I understand that the abovementioned use of Town property and/or equipment is subject to the approval of the Town Board of the Town of Oyster Bay.

Name of Organization:

The Brooke Jackson Foundation

Address of Organization:

P.O. Box 354
Mill Neck, NY 11765

By: E. J. Ad Authorized Representative

Title: Executive Director

Telephone Number: [REDACTED]

Reviewed By
Office of Town Attorney
Matthew R. Ciliberto

DATE: 4/11/17

TO: HIGHWAY OPERATIONS

SUBJECT: 12th Annual Brooke Jackman Race for Literacy

PLEASE DELIVER TO:

Roosevelt Elementary School
150 W. Main Street
Oyster Bay

CONTACT: Bill-Janitor
516-624-6571

DATE OF EVENT: May 20, 2017

SNOW FENCE:

BARRICADES: 30

CONES: 30

SORT PAILS:

PORTABLE LIGHTS:

GENERATOR:

PACKER:

DELIVER ON: 5/19/17

PICKUP ON: 5/22/17

SWEEPING BEFORE AFFAIR IS NEEDED:

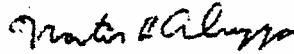
	XX
YES	NO

Please be advised that when signing on receipt of Town Equipment, your organization will be held responsible for their return.

JPB/taw

CC: Doug Robalino, General Foreman 002
Peter Brown, Regional Foreman 009
Peter Brown, Area Foreman 013
Jeff VanNostrand
Public Safety Division


JOHN P BISHOP, ACTING DEPUTY COMMISSIONER
HIGHWAY DEPARTMENT

Reviewed By
Office of Town Attorney


WHEREAS, by Resolution No. 176-2014, adopted on March 11, 2014, the Town Board authorized the Town to enter into Contract No. PRE13-109 with Welsbach Electric Corp. of Long Island, 300 Newtown Road, Plainview, New York 11803, Requirements Contract for Parks Electrical Service throughout the Town of Oyster Bay, for the period from March 11, 2014 through March 10, 2015, with four (4) one (1) year extension options under the same terms, conditions and pricing; and

WHEREAS, Richard W. Lenz, P.E., Commissioner of the Department of Public Works, by memorandum dated April 24, 2017, requested Town Board authorization to exercise the third extension option of said agreement, nunc pro tunc, from March 11, 2017 through March 10, 2018, and advised that the estimated annual value of this contract is \$500,000.00,

NOW, THEREFORE, BE IT RESOLVED, That the request as hereabove set forth is hereby accepted and approved, and the Supervisor, or his designee, is hereby authorized to exercise the third extension option of Contract No. PRE13-109 with Welsbach Electric Corp. of Long Island, 300 Newtown Road, Plainview, New York 11803, Requirements Contract for Parks Electrical Service throughout the Town of Oyster Bay, nunc pro tunc, for the period from March 11, 2017 through March 10, 2018, under the same terms, conditions and pricing, with the estimated annual value of this contract to be \$500,000.00.

-#-

The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Saladino	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Aye
Councilman Coschignano	Aye
Councilwoman Alesia	Aye
Councilwoman Johnson	Aye
Councilman Imbroto	Aye

cc: Supervisor
Town Attorney
Comptroller (2)
Public Works

Reviewed By
Office of Town Attorney

22

TOWN OF OYSTER BAY
INTER-DEPARTMENTAL MEMO

APRIL 24, 2017

TO : MEMORANDUM DOCKET


FROM : RICHARD W. LENZ, P.E., COMMISSIONER
DEPARTMENT OF PUBLIC WORKS

SUBJECT: EXTENSION OF CONTRACT
REQUIREMENTS CONTRACT FOR PARKS ELECTRICAL SERVICE
THROUGHOUT THE TOWN OF OYSTER BAY
CONTRACT NO. PRE13-109

Town Board Resolution 176-2014, dated March 11, 2014 awarded Contract No. PRE13-109 to Welsbach Electric Corp. of Long Island, for the initial contract period of March 11, 2014 through March 10, 2015. In accordance with Section 2.A of the 'Addenda Notes and Modifications' of the Contract, this Contract may be extended for up to four (4) one-year intervals at the same terms of the original contract.

Upon review of the Town's projected workload and available budget, and based upon a recommendation received from the Department of Highways, it is recommended that this contract be extended for the third one-year term for the period of March 11, 2017 through March 10, 2018. Be advised that no work orders under this contract have been issued since March 10, 2017. The estimated annual value of this contract is \$500,000.00.

It is therefore recommended and requested that Contract No. PRE13-109, Requirements Contract for Parks Electrical Service throughout the Town of Oyster Bay be extended for the third one-year term for the period of March 11, 2017 through March 10, 2018.



RICHARD W. LENZ, P.E.
COMMISSIONER
DEPARTMENT OF PUBLIC WORKS

RWL/MR/dz

Attachments

c: Office of the Town Attorney (w/10 copies)
Christine M. Wiss, Deputy Comptroller
Eric Tuman, Commissioner/General Services
Joseph Pinto, Commissioner/Parks
John Bishop, Acting Deputy Commissioner/Highways

PRE13-109 DOCKET EXTENSION 17-18

TOWN OF OYSTER BAY
INTER-DEPARTMENTAL MEMO

March 17, 2017

TO: RICHARD LENZ, COMMISSIONER, DEPARTMENT OF PUBLIC WORKS

FROM: JOHN P. BISHOP, ACTING COMMISSIONER
HIGHWAY DEPARTMENT

SUBJECT: REQUEST APPROVAL FOR THE EXTENSION OF
ELECTRICAL REQUIREMENTS CONTRACT PRE13-109
WELSBACH ELECTRIC OF LONG ISLAND

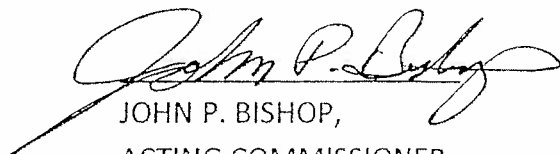
The Highway Department has reviewed the work performed by Welsbach Electric of Long Island in addition to the recommendation from Parks Department with respect to Electric Services required under contract number PRE13-109 which was awarded by Town Board Resolution Number 176-14.

The work performed by Welsbach Electric of Long Island was satisfactory and completed in a timely manner. Therefore, it is hereby requested as per the Parks Department that contract PRE13-109 be extended.

In addition a review of the Parks Department records indicate that many Town of Oyster Bay facilities require the services of this contract to upgrade many Town of Oyster Bay public facilities, pools, and other structures at various locations.

Also funds are available for this purpose as per Town Board Resolution No. 132-15 for the Parks Department, for the use of funds for Electric Services as needed throughout the year within the Town of Oyster Bay.

If you have any further questions, please do not hesitate to contact me at your earliest convenience at 677-5770.


JOHN P. BISHOP,
ACTING COMMISSIONER
HIGHWAY DEPARTMENT

JPB/km

Cc: Mathew Russo, Department of Public Works, Division of Engineering



RESOLUTION NO. 176-2014

Meeting of March 11, 2014

WHEREAS, pursuant to public notice, bids were duly and regularly received for Requirements Contract for Parks Electrical Service Throughout the Town of Oyster Bay, Nassau County, New York, in accordance with the specifications contained in Contract No. PRE13-109, and said bids were publicly opened and read on February 19, 2014; and

WHEREAS, the lowest acceptable bid submitted was that of Welsbach Electric Corp. of Long Island, 300 Newtown Road, Plainview, New York 11803, with a bid in the weighted amount of \$358,308; and

WHEREAS, Richard T. Betz, Commissioner of the Department of Public Works, and Elizabeth L. Maccarone, Deputy Commissioner of the Department of Public Works, by memorandum dated February 25, 2014, recommend that the abovementioned bid be accepted,

NOW, THEREFORE, BE IT RESOLVED, That upon the abovementioned recommendation, the Supervisor is hereby authorized to enter into Contract No. PRE13-109 with Welsbach Electric Corp. of Long Island, in the weighted amount of \$358,308, for an initial amount of \$500,000, in accordance with the provisions thereunder, and the Comptroller is hereby authorized and directed to make payment for same, upon presentation of a duly certified claim, after audit.

The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Venditto	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Aye
Councilman Coschignano	Aye
Councilman Pinto	Aye
Councilwoman Alesia	Aye
Councilwoman Johnson	Aye

cc: Supervisor
Town Attorney
Comptroller (2)
DPW
Hwy
Parks
Gen. Serv.

Reviewed By
Office of Town Attorney

Robert V. Allyn



Welsbach
Electric of Long Island
An EMCOR Company

Welsbach Electric Corp. of L.I.
300 Newtown Road
Plainview, NY 11803
Phone: 516.454.0280

March 13, 2017

Town of Oyster Bay
Department of Public Works
150 Miller Place
Syosset, New York 11791-5699

Re: Request for Contract Extension
PRE 13-109

Gentlemen:

Welsbach Electric Corp., of L.I. is hereby respectfully requesting to renew contract No. PRE 13-109 for the Department of Parks Electrical Requirements Service Contract throughout the Town of Oyster Bay for an additional year beginning March 19, 2017 under the same terms, conditions and pricing as awarded in the original contract.

Federal Tax ID# 11-2354251

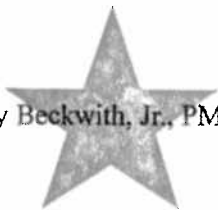
Thank you for your consideration and we look forward to being of continued service.

Very truly yours,
Welsbach Electric Corp., L.I.

Joseph P. Florio
President/CEO

JF:hb

cc: Harvey Beckwith, Jr., PM



WHEREAS, by Resolution No. 752-2015, adopted on December 15, 2015, the Town Board authorized and directed Lizardos Engineering Associates, P.C., to provide on-call engineering services in connection with Contract No. PWC 08-16, On-Call Engineering Services Relative to Mechanical Engineering, for a two-year term, from January 1, 2016 through December 31, 2017; and

WHEREAS, Richard W. Lenz, P.E., Commissioner of the Department of Public Works, by memorandum dated April 24, 2017, and Lizardos Engineering Associates, P.C., by letter dated April 7, 2017, requested Town Board authorization for Lizardos Engineering Associates, P.C., to provide on-call engineering services under Contract No. PWC 08-16, in connection with Hicksville Parking Facility Mechanical Systems Evaluation, and further requested that the Comptroller issue an encumbrance order in an amount not to exceed \$34,100.00, with funds to be drawn from Account No. HWY H 5997 20000 000 0811 016; and

WHEREAS, Richard W. Lenz, P.E., Commissioner of the Department of Public Works, by memorandum dated April 24, 2017, and Lizardos Engineering Associates, P.C., by letter dated April 7, 2017, requested to utilize Van Deusen & Associates, Inc., as a sub-consultant relative to this Project, for evaluation of the elevator systems,

NOW, THEREFORE, BE IT RESOLVED, That the requests as hereinabove set forth, are hereby approved, and Lizardos Engineering Associates, P.C., is hereby authorized to proceed to provide services under Contract No. PWC 08-16, and to utilize Van Deusen & Associates, Inc. as a sub-consultant relative to this Project, and the Comptroller is hereby authorized and directed to issue an encumbrance order in an amount of \$34,100.00, for Contract No. PWC 08-16, with funds to be drawn from Account No. HWY H 5997 20000 000 0811 016.

-#-

The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Saladino	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Aye
Councilman Coschignano	Aye
Councilwoman Alesia	Aye
Councilwoman Johnson	Aye
Councilman Imbroto	Aye

cc: Supervisor
Town Attorney
Comptroller (2)
Public Works

7MS
Reviewed By
Office of Town Attorney

23

TOWN OF OYSTER BAY
INTER-DEPARTMENTAL MEMO

APRIL 24, 2017

TO: MEMORANDUM DOCKET

FROM: RICHARD W. LENZ, P.E., COMMISSIONER
DEPARTMENT OF PUBLIC WORKS

SUBJECT: ON-CALL ENGINEERING SERVICE REQUEST
RELATIVE TO MECHANICAL ENGINEERING
AND USE OF SUB-CONSULTANT
CONTRACT NO. PWC08-16
ACCOUNT NO.: HWY H 5997 20000 000 0811 016
PROJECT ID NO. 0811 HWYST 01

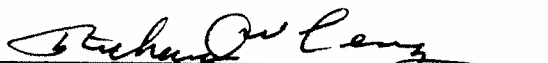
The consultant, Lizardos Engineering Associates, P.C., has been approved by the Commissioner of Public Works to provide engineering services under On-Call Contract No. PWC08-16 by Resolution No. 752-2015 for the subject project.

Attached is a letter dated April 7, 2017 from Lizardos Engineering Associates, P.C. regarding the scope of work to be performed in an amount not to exceed \$34,100.00. Services to be performed include evaluating the Hicksville Parking Facility's Mechanical Systems.

Attached is an availability of funds in the amount of \$34,100.00 to satisfy said engineering costs from the Director of Finance indicating that funds are available in Account No. HWY H 5997 20000 000 0811 016.

Further, the office of Lizardos Engineering Associates, P.C. requests authorization to utilize, as a sub-consultant, Van Deusen & Associates, Inc. for evaluation of the elevator systems.

It is hereby requested that the Town Board authorize by Resolution Lizardos Engineering Associates, P.C. under Contract No. PWC08-16, On-Call Engineering Services Relative to Mechanical Engineering and requests that the Comptroller be directed to issue an encumbrance order for this purpose, and that Van Deusen & Associates, Inc. be authorized as a sub-consultant.


RICHARD W. LENZ, P.E.
COMMISSIONER
DEPARTMENT OF PUBLIC WORKS

RWL/MR/BK/dz

Attachment

cc: Office of the Town Attorney (w/10 copies)
Christine M. Wiss, Deputy Comptroller
Kathy Stefanich, Administrative Division/DPW
John Bishop, Acting Deputy Commissioner

PWC08-16 DOCKET 34,100 LIZARDOS

TOWN OF OYSTER BAY
INTER-DEPARTMENTAL MEMO

APRIL 20, 2017

TO : JOHN BISHOP, ACTING DEPUTY COMMISSIONER
DEPARTMENT OF HIGHWAYS

FROM : MATTHEW RUSSO, P.E., DIVISION OF ENGINEERING
DEPARTMENT OF PUBLIC WORKS

THROUGH : RICHARD W. LENZ, P.E., COMMISSIONER
DEPARTMENT OF PUBLIC WORKS

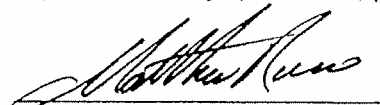
SUBJECT : REQUEST FOR AVAILABILITY OF FUNDS
CONTRACT NO. PWC08-16
ON-CALL MECHANICAL ENGINEERING
LIZARDOS ENGINEERING ASSOCIATES, P.C.

The Division of Engineering respectfully requests that you make available an account number to be used to satisfy costs related to the above-referenced contract in the amount of \$34,100.00.

Funds are required to perform an evaluation of the mechanical systems at the the Hicksville Parking Facility, as per the attached letter from Lizardos Engineering Associates, P.C., dated April 7, 2017.

Also attached is the "On-Call Consultant Service Request for Availability of Funds" in the amount of \$34,100.00 and Resolution No. 752-2015 authorizing Lizardos Engineering Associates, P.C. for on-call services.

If you have any questions, please contact Daniel Midgette, Division of Engineering, at extension 5897.

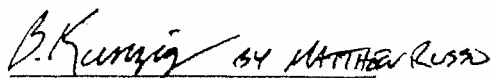


MATTHEW RUSSO, P.E.
DIVISION OF ENGINEERING
DEPARTMENT OF PUBLIC WORKS



RICHARD W. LENZ, P.E.
COMMISSIONER
DEPARTMENT OF PUBLIC WORKS

VERIFIED:



BRIAN KUNZIG
DIVISION OF ENGINEERING
DEPARTMENT OF PUBLIC WORKS

RTB:ELM:MR:dz
Attachments

C: Kathleen Stefanich, Administration/DPW

PWC08-16 LEA HIGHWAY HIX GARAGE MECH SYSTEMS EVAL FUNDS REQUEST



ON-CALL CONSULTANT SERVICE / REQUIREMENTS CONTRACT
REQUEST FOR AVAILABILITY OF FUNDS



Requesting Division/Department

HIGHWAY

THIS SECTION TO BE COMPLETED BY DEPARTMENT ADMINISTERING ON-CALL CONSULTANT CONTRACT

Contract Number PWC 08-16

Contract Period JANUARY 1, 2016 - DECEMBER 31, 2017

Consultant/Contractor LIZARDOS ENGINEERING ASSOCIATES, P.C.

Discipline MECHANICAL ENGINEERING

Total Authorization \$ 34,100.00

Resolution No. 752-2015 Date 12/15/2015

Funded To Date \$ 0.00

Amount Requested \$34,100.00

Account To Be Used HWY-H-5997-2000-000-0811-016 / 0811 HWYST 01

If Capital Account, State The Related Contract Number: _____

Description Of Work

If a Capital Account is used and work is not related to a Capital Project, specify the nature of the requested service that qualifies it as a Capital Expense.

HICKSVILLE PARKING FACILITY MECHANICAL SYSTEMS EVALUATION

Work To Be Completed In Contract Period:

Yes ☒ No ☐

A "No" response will require Town Board authorization to extend the contract period.

Required Insurances Are In Effect:

Yes ☒ No ☐

A "No" response will prevent further processing of this form.

Required 50% Performance Bond For This Request In Effect:

Yes ☐ No ☐ N/A ☒

Amount of Bond \$ _____

Requesting Division/Department

DPW Approval

Only To Be Executed By The Commissioner

Signature John P. Bishop

Signature Mark A. Long

Title Acting Deputy Commissioner

Title Commissioner of Public Works

Date 4-21-17

Date 4/21/17

THIS SECTION TO BE COMPLETED BY THE DIRECTOR OF FINANCE

Amount Requested 34,100.00

Unencumbered Balance 7,993,030.92

Is The Account To Be Used Consistent With The Nature Of Work Listed Above?

Yes ☒ No ☐

Signature [Signature]

Date 4/24/17



TOWN OF OYSTER BAY

WORK ORDER



This Section To Be Completed By The Department Of Public Works

Work Order No. _____

E.O. No. _____

Contract Start 1/1/2016

Contract No. _____

Contract End 12/31/2017

Commencement Date JANUARY 1, 2016

No claim shall be paid for work performed prior to the Commencement Date

Vendor Name and Address _____

LIZARDOS ENGINEERING ASSOCIATES, P.C.

200 OLD COUNTRY ROAD

SUITE 670

MINEOLA, NEW YORK 11501

Requesting Town Department HIGHWAY

Contact DANIEL MIDGETTE Phone 516-677-5897

Description of Work to be Performed (Attach Detail If Necessary)

HICKSVILLE PARKING FACILITY MECHANICAL SYSTEMS EVALUATION

This work order shall not exceed \$ \$34,100.00

Please notify the above mentioned contact person 48 hours prior to commencing any work.

Requesting Division/Department

Department Of Public Works Approval

Only To Be Executed By The Commissioner

Signature _____

Signature _____

Title _____

Commissioner of Public Works

Date _____

Date _____

WHEREAS, Richard T. Betz, Commissioner of the Department of Public Works, and Elizabeth L. Maccarone, Deputy Commissioner of the Department of Public Works, by memorandum dated December 1, 2015, request that Lizardos Engineering Associates, PC, LiRo Engineers, Inc., Cameron Engineering & Associates, LLP, John A. Grillo Architect, PC and Nassau Suffolk Engineering & Architecture, PLLC be authorized to provide on-call engineering services, in connection with Contract No. PWC08-16, On-Call Engineering Services Relative to Mechanical Engineering, for a two (2) year contract term, from January 1, 2016 through December 31, 2017; and

WHEREAS, Lizardos Engineering Associates, PC, LiRo Engineers, Inc., Cameron Engineering & Associates, LLP, John A. Grillo Architect, PC and Nassau Suffolk Engineering & Architecture, PLLC have an open-ended service agreement with the Town under which the services will be provided,

NOW, THEREFORE, BE IT RESOLVED, That the abovementioned request is hereby accepted and approved, and Lizardos Engineering Associates, PC, LiRo Engineers, Inc., Cameron Engineering & Associates, LLP, John A. Grillo Architect, PC and Nassau Suffolk Engineering & Architecture, PLLC are hereby authorized and directed to provide on-call engineering services, in connection with Contract No. PWC08-16, On-Call Engineering Services Relative to Mechanical Engineering, for a two (2) year contract term, from January 1, 2016 through December 31, 2017; and be it further

RESOLVED, That the Comptroller is hereby authorized and directed to make payment in accordance with the provisions of the Consultants' Agreement with the Town, upon presentation of a duly certified claim, after audit.

Reviewed By
Office of Town Attorney
[Signature]

The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Venditto	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Aye
Councilman Coschignano	Aye
Councilman Pinto	Aye
Councilwoman Alesia	Aye
Councilwoman Johnson	Aye

cc: Supervisor
Town Attorney
Comptroller (2)
Public Works



April 7, 2017

200 Old Country Road | Suite 670
Mineola | New York 11501
v 516 484 1020 | f 516 484 0926

New York City Office
240 West 35th Street | Suite 304
New York | NY 10001
v 212 967 7651 | f 212 967 7654

www.leapc.com

Executive Partner
Francis Lizardos, PE, LEED®

Principal Engineer
Lewis M. Damrauer, PE
Douglas J. Pavone, PE

Principals
George A. Lombardo, PE, LEED®
President and CEO

Ralph Aldorasi, PE, LEED®
John E. Lizardos, PE, LEED®
Daniel J. O'Sullivan, PE, LEED®
Marios C. Tins, PE

Senior Associate
Director of Operations
Thomas J. Cusack, PE, LEED®

Senior Associate
Director of Professional and Business Affairs
Keith P. Brumblay

Associate
Director of Commissioning
Steve Sonmez, PE, CxA

Senior Associates
Dana L. Harris
Andrew Dubel, PE, LEED®
Vladimir P. Lamin
Linda A. McNulty, LEED®

Associates
Dirk L. Anderson, PE, LEED®
Robert B. Foley, PE
Jaime M. Moya, PE
Thomas Roberts

Mr. Richard Lenz, P.E.
Commissioner of Public Works
Town of Oyster Bay
150 Miller Place
Syosset, NY 11791

Reference: Town of Oyster Bay - Hicksville Parking Facility
MEP Evaluation
55 Duffy Avenue, Hicksville
Lizardos Proposal No. 9206

Dear Mr. Lenz:

As requested Lizardos Engineering Associates, P.C. (Lizardos) has prepared this proposal to provide a MEP engineering evaluation report for the referenced project.

The Town of Oyster Bay (TOB) wishes to evaluate the mechanical ventilation system, lighting fixtures and circuits, elevator condensation issues, stairwell ventilation, fire protection system and carbon monoxide detection system.

Lizardos intends to provide the following Scope of Services in connection with this project, based on the information gathered during our walk through on April 4, 2017. Lizardos intends to work together with the architectural and structural consultants engaged by TOB to propose solutions to condensation and water infiltration issues affecting mechanical and electrical systems within the parking facility.

SCOPE OF SERVICES

Report Phase Services

HVAC

- Lizardos will evaluate the current conditions of the intake ventilation and exhaust fans. Additionally, the intake and exhaust louvers/discharge airstreams will be reviewed to determine impacts to adjacent properties.
- Lizardos will calculate the required maximum ventilation rate for the two lower level parking areas. In addition, the minimum flow rate required with active carbon monoxide detection will be calculated. Both ventilation rates will be compared to design values and documented. Lizardos will also research the New York State Code in enforcement at the time of design versus current code requirements for ventilation rates in enclosed parking structures.
- Evaluate the existing carbon monoxide (CO) system in the garage and the current sequence of operation for the intake and exhaust fans. The existing carbon monoxide detection system consists of approximately 60 electronic sensors installed within the two lower level parking areas. The sensors communicate electronically back to two head end detection controllers. This type of system

architecture is susceptible to changes in ambient conditions; both temperature and humidity, as the electronic sensors are located in unconditioned space. Additionally, the sensors require replacement approximately every five years. This leads to costly maintenance. Lizardos will investigate the replacement of this system with alternate manufacturers utilizing similar system architecture and systems with centralized electronics and sensors utilizing sensing tubes located throughout the garage.

- Evaluate stairwell humidity and condensation issues. Lizardos will investigate methods to alleviate or eliminate the condensation issues within the enclosed stairwells. Methods include the installation of electric heaters to raise the interior temperature above the dew point in the stairwell, installation of air conditioning to remove the moisture, or ventilation schemes. Investigation of ventilation to review code compliance for pressurization and maintaining the required fire rating. Lizardos will coordinate with TOB retained architectural and structural consultants for code review.
- Evaluate elevator shaft condensation issues. Lizardos will work with VDA, the elevator consultant, to determine sources of condensation within the elevator shafts. This issue with condensation has damages electronics controlling the elevators.
- Provide evaluation and possible remediation recommendations to alleviate all items aforementioned.

ELECTRICAL

- Lizardos will investigate the ongoing water infiltration issue into the existing electrical conduit systems imbedded in the concrete road surfaces. Water is infiltrating the conduits due to the cracks developing in the road surface. The water is traveling into the lighting fixtures causing short circuits and damage to the lights. Lizardos will offer alternate solutions including installing new surface mounted conduits and the possible use of water tight seal fittings to stop water from entering the fixtures. Investigate existing lighting circuit conduits embedded in concrete slabs and determine possible solutions to issues with ongoing concrete cracks in roadway surface.
- Provide evaluation and possible remediation recommendations to alleviate the aforementioned issues.

FIRE PROTECTION

- Lizardos will review the existing dry pipe sprinkler system and provide recommendations for modifications to minimize the annual maintenance required due to the excessive installation of desiccant filter air dryers.
- Provide recommendations to modify system to reduce annual service costs.

VERTICAL TRANSPORTATION

- See attached proposal from VDA.

SERVICES NOT INCLUDED

1. Design upgrade of the existing aforementioned systems.
2. Preparation of as-built drawings.
3. Structural design.
4. Controlled Inspections.

5. All environmental studies and testing.
6. Filing of any MEP drawings and associated fees.

ADDITIONAL SERVICES

Retro-Commissioning Services are available at an additional cost.

FEES

The engineering fee for the Scope of Services described shall be a fixed fee as follows:

Ventilation Systems Evaluation	\$10,000.00
CO Detection System Evaluation	6,000.00
Lighting (Electrical) System Evaluation	6,000.00
Stairwell Ventilation Evaluation	7,500.00
Vertical Transportation Evaluation	1,600.00
Fire Protection Evaluation	3,000.00

Total Fee \$34,100.00

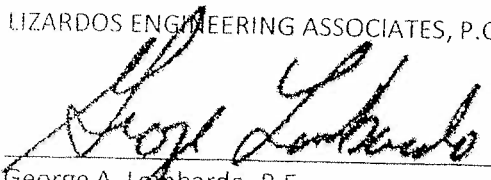
**Reimbursable expenses to be invoiced in addition to the above fees are as described in the attached Terms and Conditions.*

All engineering services shall be invoiced monthly based on the percentage of work completed. We will schedule work for this project upon our receipt of your written authorization to proceed. This proposal will remain in effect for 30 days from the date of this proposal.

We trust that the terms set forth in this proposal sufficiently detail the engineering services which you require Lizardos to provide in connection with this project. If you should have any questions, please feel free to call me.

Sincerely,

LIZARDOS ENGINEERING ASSOCIATES, P.C.


George A. Lombardo, P.E.
President and CEO

cc: Mr. D. Payone, Lizardos
Mr. J. Moya, Lizardos
Ms. M. Cocchi, Lizardos



Van Dusen & Associates, Inc. 212-868-9090
145 West 30th Street, 4th Floor • New York, NY 10001

212-868-9090
Fax: 212-868-9099
E-mail: contact@vdassoc.com

April 6, 2017

VIA EMAIL: Jaime.Moya@leapc.com

Mr. James Moya
Lizardos Engineering and Associates PC
200 Old Country Road, Suite 670
Mineola, NY 11501

Re: 55 Duffy Avenue, Mineola, NY – Vertical Transportation Consultation

Dear Mr. Moya:

We appreciate the opportunity to propose our services for the Vertical Transportation Consulting work at 55 Duffy Avenue, Mineola, NY.

Attached is our proposal outlining our Scope of Services, General Conditions and Fee that have been developed based on the information received.

We are able to schedule the work upon acceptance of this proposal. A signed fax or e-mail copy of the signature page will be sufficient authority for us to proceed with our services.

If this proposal does not represent your understanding of the project or if you need any additional information, please contact us as soon as possible.

We look forward to working with you on this project.

Very truly yours,

Robert Castellano
Operations Manager

RC/lp
Enclosure

55 Duffy Avenue-ppp

Headquarters: East Hanover, NJ
Atlanta, GA • Baltimore, MD/Washington, DC • Boston, MA • Chicago, IL • Dallas, TX • Los Angeles, CA • Miami, FL
Minneapolis, MN • New York, NY • New Smyrna Beach, FL • Norwalk, CT • Philadelphia, PA • San Francisco, CA • St. Louis, MO
www.vdassoc.com

Meeting of May 9, 2017

Resolution No. 248-2017

WHEREAS, Richard W. Lenz, P.E., Commissioner of the Department of Public Works, by memorandum dated May 1, 2017, recommended that the Town Board approve the plans, specifications and construction cost estimates for Contract No. DP17-148, Reconstruction of North Massapequa Community Center, that the Division of Purchasing, Department of General Services, be authorized to proceed with setting a date for receiving bids for said Contract, and the Division of Engineering, Department of Public Works, be authorized and directed to proceed with the Bid and Construction Phases of the above said Contract,

NOW, THEREFORE, BE IT RESOLVED, That the recommendations as hereinabove set forth are hereby accepted and approved, the Division of Purchasing, Department of General Services is hereby authorized and directed to proceed with setting a date for receiving bids for Contract No. DP17-148, and the Division of Engineering, Department of Public Works is hereby authorized and directed to proceed with the Bid and Construction Phase of Contract No. DP17-148.

-#-

Reviewed By
Office of Town Attorney

The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Saladino	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Aye
Councilman Coschignano	Aye
Councilwoman Alesia	Aye
Councilwoman Johnson	Aye
Councilman Imbroto	Aye

cc: Supervisor
Town Attorney
Comptroller (2)
Public Works

21

TOWN OF OYSTER BAY

INTER-DEPARTMENTAL MEMO

April 21, 2017

TO: MEMORANDUM DOCKET


FROM: RICHARD W. LENZ, P.E., COMMISSIONER
DEPARTMENT OF PUBLIC WORKS

SUBJECT: REQUEST TO ENTER BID & CONSTRUCTION PHASES
RECONSTRUCTION OF NORTH MASSAPEQUA COMMUNITY CENTER
LOCATED IN NORTH MASSAPEQUA
CONTRACT NO. DPW 17-148
SUPPLEMENTAL MEMO TO FOLLOW

The office of Douglas A. Wilke, Architects & Engineers, has been approved by Resolution No. 177-2017 to provide engineering services for the preparation of the above-referenced contract.

The Division of Engineering is completing its review of contract documents submitted by the office of Douglas A. Wilke, Architects & Engineers, in preparation for bid. A formal recommendation to accept the design will be submitted by a supplemental memorandum docket.

It is hereby requested that the a space be reserved at the Town Board meeting of May 9, 2017 for the Town Board to take action on this item.




RICHARD W. LENZ, P.E.
COMMISSIONER
DEPARTMENT OF PUBLIC WORKS

RWL/MR/HAS/dz

Attachment

cc: Office of the Town Attorney (w/10 copies)
Christine M. Wiss, Deputy Comptroller
Maureen Fitzgerald, Commissioner/Community & Youth Services
Eric Tuman, Commissioner/General Services
Kathy Stefanich, Administrative Division/DPW

DPW 17-148 DOCKET Request to Bid Reserve



EW
MR

Meeting of April 4, 2017

Resolution No. 177-2017

WHEREAS, Richard W. Lenz, P.E., Commissioner of the Department of Public Works, by memorandum dated March 20, 2017, advised that on March 3, 2017, the Department of Public Works issued a Request for Proposals for Engineering Services relative to the Reconstruction of the North Massapequa Community Center, in the Town of Oyster Bay, Nassau County, New York, in accordance with the specifications contained in Contract No. DPW17-148; and

WHEREAS, in response to that Request for Proposals, seven (7) responses were timely received by the Department of Public Works; and


WHEREAS, Richard W. Lenz, P.E., Commissioner of the Department of Public Works, by memorandum dated March 20, 2017, stated that after review of the Division of Engineering's preliminary recommendations and in conjunction with the current workload, the Department has selected Douglas A. Wilke, Architects & Engineers to perform the work. The evaluation and selection process was performed in compliance with the requirements of Guideline 9 of the Town of Oyster Bay Procurement Policy. Accordingly, the Department of Public Works requested that the Town Board authorize the Department of Public Works to enter into an agreement with Douglas A. Wilke, Architects & Engineers. The Department of Public Works further requested total authorization of \$79,500.00, that \$40,000.00 of the total authorization be encumbered for the Design Phase; \$2,500.00 for the Bid Phase, \$2,000.00 for reimbursables, and \$35,000.00 for the Construction Phase,

NOW, THEREFORE, BE IT RESOLVED, That the recommendations as hereinabove set forth are accepted and approved, and the Department of Public Works is hereby authorized to enter into Contract No. DPW17-148 with Douglas A. Wilke, Architects & Engineers, in the amount of \$79,500.00, in accordance with the provisions thereunder; and be it further

RESOLVED, That funds are available to satisfy the total encumbrance in the amount of \$79,500.00 from Account No. TWN AMS 1910 43030 606 0000 000, these funds having been provided by the Town's insurance provider through the Office of the Town Attorney; and be it further

RESOLVED, That the Comptroller is hereby authorized and directed to make payment for same in the total amount of \$79,500.00, upon presentation of a duly certified claim, after audit, and the funds for said payment shall be drawn from account No. TWN AMS 1910 43030 606 0000 000.

-#-

(MS)
Reviewed By
Office of Town Attorney


The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Saladino	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Absent
Councilman Coschignano	Aye
Councilwoman Alesia	Aye
Councilwoman Johnson	Aye
Councilman Imbroto	Aye

cc: Supervisor
Town Attorney
Comptroller (2)
Public Works ✓
Community & Youth Services

14

TOWN OF OYSTER BAY
INTER-DEPARTMENTAL MEMO

MAY 1, 2017

TO: MEMORANDUM DOCKET

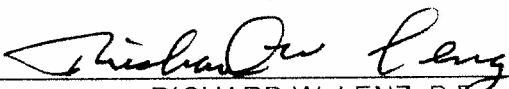
FROM: RICHARD W. LENZ, P.E., COMMISSIONER
DEPARTMENT OF PUBLIC WORKS

SUBJECT: SUPPLEMENTAL MEMO TO DOCKET ITEM NO. 21
DOCKET OF APRIL 25, 2017
ACCEPTANCE OF THE DESIGN & REQUEST TO ENTER BID &
CONSTRUCTION PHASES
RECONSTRUCTION OF NORTH MASSAPEQUA COMMUNITY CENTER
CONTRACT NO. DPW 17-148

In furtherance to Item No. 21 of the docket of April 25, 2017, the office of Douglas A. Wilke, Architects & Engineers, has been approved by Resolution No. 177-2017 to provide engineering services for the preparation of the above-referenced contract.

The design has been completed, and the Commissioner of Public Works has approved the plans and specifications. The estimated construction time for completion of this subject contract is 100 days.

It is hereby requested that the Town Board authorize by Resolution that the Division of Purchasing, by copy of this memorandum, shall proceed with setting a bid date for receiving bids for this contract. They are requested to contact the Division of Engineering to establish a bid date.



RICHARD W. LENZ, P.E.
COMMISSIONER
DEPARTMENT OF PUBLIC WORKS


RWL/MR/dz

Attachment

cc: Office of the Town Attorney (w/10 copies)
Christine M. Wiss, Deputy Comptroller
Eric Tuman, Commissioner/General Services
Maureen Fitzgerald, Commissioner/Community & Youth Services
Hans Stronstad, Division of Engineering



DPW17-148 DOCKET REQUEST TO BID SUPP

WHEREAS, Richard W. Lenz, P.E., Commissioner of the Department of Public Works, by memorandum dated March 20, 2017, advised that on March 3, 2017, the Department of Public Works issued a Request for Proposals for Engineering Services relative to the Reconstruction of the North Massapequa Community Center, in the Town of Oyster Bay, Nassau County, New York, in accordance with the specifications contained in Contract No. DPW17-148; and

WHEREAS, in response to that Request for Proposals, seven (7) responses were timely received by the Department of Public Works; and

WHEREAS, Richard W. Lenz, P.E., Commissioner of the Department of Public Works, by memorandum dated March 20, 2017, stated that after review of the Division of Engineering's preliminary recommendations and in conjunction with the current workload, the Department has selected Douglas A. Wilke, Architects & Engineers to perform the work. The evaluation and selection process was performed in compliance with the requirements of Guideline 9 of the Town of Oyster Bay Procurement Policy. Accordingly, the Department of Public Works requested that the Town Board authorize the Department of Public Works to enter into an agreement with Douglas A. Wilke, Architects & Engineers. The Department of Public Works further requested total authorization of \$79,500.00, that \$40,000.00 of the total authorization be encumbered for the Design Phase; \$2,500.00 for the Bid Phase, \$2,000.00 for reimbursables, and \$35,000.00 for the Construction Phase,

NOW, THEREFORE, BE IT RESOLVED, That the recommendations as hereinabove set forth are accepted and approved, and the Department of Public Works is hereby authorized to enter into Contract No. DPW17-148 with Douglas A. Wilke, Architects & Engineers, in the amount of \$79,500.00, in accordance with the provisions thereunder; and be it further

RESOLVED, That funds are available to satisfy the total encumbrance in the amount of \$79,500.00 from Account No. TWN AMS 1910 43030 606 0000 000, these funds having been provided by the Town's insurance provider through the Office of the Town Attorney; and be it further

RESOLVED, That the Comptroller is hereby authorized and directed to make payment for same in the total amount of \$79,500.00, upon presentation of a duly certified claim, after audit, and the funds for said payment shall be drawn from account No. TWN AMS 1910 43030 606 0000 000.

-#-

The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Saladino
Councilman Muscarella
Councilman Macagnone
Councilman Coschignano
Councilwoman Alesia
Councilwoman Johnson
Councilman Imbroto



cc: Supervisor
Town Attorney
Comptroller (2)
Public Works
Community & Youth Services

7/15/17
Reviewed By
Office of Town Attorney

Meeting of May 9, 2017

Resolution No. 249-2017

WHEREAS, Resolution No. 817-2013, adopted on November 19, 2013, authorized the Supervisor to enter into an agreement with Norton Rose Fulbright (Fulbright & Jaworski LLP) to provide bond counsel services for a two (2) year period with the option for two (2) additional two (2) year extensions; and

WHEREAS, Resolution No. 215-2015, adopted on April 14, 2015, authorized the first of two (2) year extensions, through May 22, 2017; and

WHEREAS, Robert Darienzo, Director of Finance, by memorandum dated April 25, 2017, has requested that the Town Board exercise the final, two (2) year extension with Norton Rose Fulbright (Fulbright & Jaworski LLP), to provide bond counsel services, from May 23, 2017 through May 22, 2019,

NOW, THEREFORE, BE IT RESOLVED, That the request of Robert Darienzo, Director of Finance, as set forth above, is hereby accepted, and the final, two (2) year extension with Norton Rose Fulbright (Fulbright & Jaworski LLP), to provide bond counsel services, is hereby approved from May 23, 2017 through May 22, 2019; and be it further

RESOLVED, That the Comptroller is hereby authorized and directed to make payment for same, upon presentation of a duly certified claim, after audit and that the funds for said payment shall be drawn from various capital authorizations with main Account No. 29999.

-#-

The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Saladino	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Nay
Councilman Coschignano	Aye
Councilwoman Alesia	Aye
Councilwoman Johnson	Aye
Councilman Imbroto	Aye

cc: Supervisor
Town Attorney
Comptroller (2)
Finance

Reviewed By
Office of Town Attorney

23

Town of Oyster Bay Inter-Departmental Memo

April 25, 2017

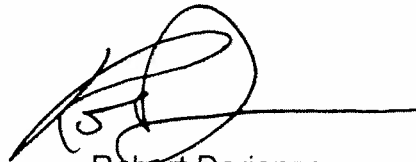
To: Memorandum Docket
From: Robert Darienzo, Director of Finance
Subject: Extension of Bond Counsel Agreement

As per resolution 817-2013 dated November 19, 2013, the Supervisor was authorized to enter into an agreement with Norton Rose Fulbright(Fulbright & Jaworski LLP) to provide bond counsel services for a two year period with the option for two additional two year extensions.

The initial two year period ended on May 22, 2015. Resolution 215-2015 dated April 14, 2015, authorized the first of 2 two year extensions. This extension will end on May 22, 2017. It is recommended that the agreement with Norton Rose Fulbright (formerly Fulbright & Jaworski LLP) be extended for a final two-year period commencing on May 23, 2017 and concluding on May 22, 2019.

The value of Bond Counsel services would be contingent upon the type and amount of debt issued. Funds for this purpose are available in various capital authorizations with main account 29999, or other appropriate accounts.

Thank you.



Robert Darienzo
Director of Finance

RD/rd
cc: Town Attorney (with 10 copies)
Word/Documents/Docket/fulbright extension 2017



WHEREAS, in accordance with the Town of Oyster Bay Procurement Policy, the Office of the Executive issued a Request for Proposals for bond counsel services, for a two (2) year period, with options for two (2) two-year extensions; and

WHEREAS, the responses to the Request for Proposals were reviewed and evaluated; and

WHEREAS, Robert Darienzo, Director of Finance, by memoranda dated October 31, 2013 and November 15, 2013, has recommended that the Supervisor be authorized to enter into an agreement with Norton Rose Fulbright (Fulbright & Jaworski LLP), for a two (2) year period, nunc pro tunc from May 23, 2013 through May 22, 2015, with options for two (2) two-year extensions, with all funds to be drawn from the applicable capital funds object .2999 Bonding and Finance Accounts, or any other appropriate account,

NOW, THEREFORE, BE IT RESOLVED, That upon the abovementioned recommendation, the Supervisor is authorized and directed to enter into an agreement with Norton Rose Fulbright (Fulbright & Jaworski LLP), for a two (2) year period, nunc pro tunc from May 23, 2013 through May 22, 2015, with options for two (2) two-year extensions.

The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Venditto	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Aye
Councilman Coschignano	Aye
Councilman Pinto	Aye
Councilwoman Alesia	Aye
Councilwoman Johnson	Aye

cc: Supervisor
Town Attorney
Comptroller (2)
Dir. Finance

Reviewed By
Office of Town Attorney
Robert Darienzo

WHEREAS, Resolution No. 817-2013, adopted on November 19, 2013, authorized the Supervisor to enter into an agreement with Norton Rose Fulbright (Fulbright & Jaworski LLP) to provide bond counsel services for a two (2) year period with the option for two (2) additional two (2) year extensions; and

WHEREAS, Robert Darienzo, Director of Finance, by memorandum dated March 30, 2015, has requested that the Town Board exercise the first of two, two (2) year extensions with Norton Rose Fulbright (Fulbright & Jaworski LLP), to provide bond counsel services, from May 23, 2015 through May 22, 2017.

NOW, THEREFORE, BE IT RESOLVED, That the request of Robert Darienzo, Director of Finance, as set forth above, is accepted, and the first of two, two (2) year extensions with Norton Rose Fulbright (Fulbright & Jaworski LLP), to provide bond counsel services, is approved from May 23, 2015 through May 22, 2017; and be it further

RESOLVED, That the Comptroller is hereby authorized and directed to make payment for same, upon presentation of a duly certified claim, after audit and that the funds for said payment shall be drawn from various capital authorizations with main Account No. 29999, or any other appropriate accounts.

The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Venditto	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Aye
Councilman Coschignano	Aye
Councilman Pinto	Aye
Councilwoman Alesia	Aye
Councilwoman Johnson	Aye

cc: Supervisor
Town Attorney
Comptroller (2)
Finance

Reviewed By
Office of Town Attorney

WHEREAS, Joseph Nocella, Town Attorney, and Matthew M. Rozea, Deputy Town Attorney, by memorandum dated May 3, 2017, have advised that in March, 2016, Newsday, LLC ("Newsday") commenced a special proceeding against the Town of Oyster Bay arising out of, *inter alia*, a dispute relative to the Freedom of Information Law and requests made thereunder; and

WHEREAS, on July 22, 2016, Justice Steinman of Supreme Court, Nassau County, rendered a decision and order in which he concluded that Newsday was entitled to "at least a portion of its counsel fees with respect to its FOIL claims;" and

WHEREAS, when all outstanding requests for records were satisfied, the Office of the Town Attorney began negotiations in an effort to compromise its legal fee claim, which totaled \$71,985.40; and

WHEREAS, after negotiations, Newsday has agreed to accept a compromise of \$57,500.00 in full satisfaction of its claim, which compromise is, in the opinion of the Office of the Town Attorney, fair, just, and in the best interests of the Town; and

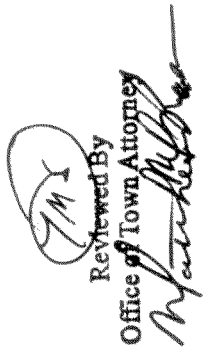
WHEREAS, Joseph Nocella, Town Attorney, and Matthew M. Rozea, Deputy Town Attorney have recommended that the Town compromise and pay Newsday the sum of \$57,500.00, with funds to be drawn from Account No. OTA A 1420 44110 000 0000,

NOW, THEREFORE, BE IT RESOLVED, That the recommendation as hereinabove set forth is accepted and approved, and the Town Board authorizes the Office of the Comptroller to pay \$57,500 to Newsday, LLC and Levine Sullivan Koch & Schulz, LLP, as attorneys, in full satisfaction of Newsday's legal fee claim under the above-captioned special proceeding, with funds to be drawn from Account No. OTA A 1420 44110 000 0000, upon submission of a duly certified claim, after audit.

The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Saladino	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Aye
Councilman Coschignano	Aye
Councilwoman Alesia	Aye
Councilwoman Johnson	Aye
Councilman Imbroto	Aye

cc: Supervisor
Town Attorney
Comptroller (2)

Reviewed By
Office of Town Attorney


76

Town of Oyster Bay Inter-Departmental Memo

TO : MEMORANDUM DOCKET

FROM : OFFICE OF THE TOWN ATTORNEY

DATE : May 3, 2017

SUBJECT: Settlement of Litigation
Newsday, LLC v. Town of Oyster Bay, et al.

In or about March, 2016, Newsday, LLC ("Newsday") commenced a special proceeding against the Town of Oyster Bay and various Town officials arising out of, *inter alia*, a dispute relative to the Freedom of Information Law and requests made thereunder.

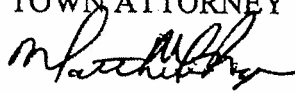
On July 22, 2016, Justice Steinman of Supreme Court, Nassau County, rendered a decision and order in which he concluded that Newsday had substantially prevailed in its proceeding and that, under the Freedom of Information Law, Newsday was entitled to "at least a portion of its counsel fees with respect to its FOIL claims." The Court ultimately ordered a hearing with respect to the amount of the fee award.

Subsequently, all outstanding requests for records were satisfied. This Office then began negotiations with counsel for Newsday in an effort to compromise its legal fee claim. Newsday's total legal fees amounted to approximately \$71,985.40, which figure would increase if the claim was not settled because Newsday would incur fees in connection with the fee award hearing.

After negotiations, Newsday has agreed to accept a compromise of \$57,500.00 in full satisfaction of its claim. It is this Office's opinion that such compromise is fair, just, and in the best interests of the Town, as the result of a fee hearing could result in an award greater than the compromise amount and the settlement does not result in Newsday incurring additional fees that could be passed down to the Town.

Consequently, it is respectfully recommended that the Town Board authorize the payment of \$57,500 to Newsday, LLC and Levine Sullivan Koch & Schulz, LLP, as attorneys, in full satisfaction of Newsday's legal fee claim under the above-captioned special proceeding. Funds for such payment are available in Account No. OTA A 1420 44110 000 0000.

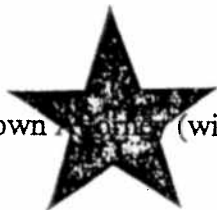
JOSEPH NOCELLA
TOWN ATTORNEY



Matthew M. Rozea
Deputy Town Attorney

MMR:mmr

cc: Office of the Town (with 10 copies)



251

DRAFT

WHEREAS, pursuant to public notice, bids were duly and regularly received for Construction Contract relative to Concrete Replacement Throughout the Town of Oyster Bay, Nassau County, New York, in accordance with the specifications contained in Contract No. H16-146, and said bids were publicly opened and read on December 21, 2016; and

WHEREAS, the lowest responsible bid submitted was that of Laser Industries, Inc., 1775 Route 25, Ridge, New York 11961, with a bid in the amount of \$3,893,457.00; and

WHEREAS, Richard W. Lenz, P.E., Commissioner of the Department of Public Works, by memorandum dated May 1, 2017, and Nelson & Pope Engineers & Land Surveyors, PLLC, by letter dated January 30, 2017, recommend that the bid as hereinabove set forth be accepted,

NOW, THEREFORE, BE IT RESOLVED, That the recommendations as hereinabove set forth, are accepted, and Contract No. H16-146 shall be awarded to Laser Industries, Inc., in the amount of \$3,893,457.00, in accordance with the provisions thereunder; and be it further

RESOLVED, That in accordance with Town policy, the amount of \$194,672.85 shall be encumbered for potential quantity increases, for a total bid encumbrance in the amount of \$4,088,129.85, this funding represents remaining balances of the 2015 Highway Department's capital budget, with funds to be drawn from Account No. HWY H 5197 20000 000 1503 008; and be it further

RESOLVED, that funds are available to satisfy the encumbrance in the amount of \$4,088,129.85 from Account No. HWY H 5197 20000 000 1503 008.

-#-

Reviewed By
Office of Town Attorney

27

TOWN OF OYSTER BAY

INTER-DEPARTMENTAL MEMO

MAY 1, 2017

TO: MEMORANDUM DOCKET

FROM: RICHARD W. LENZ, P.E., COMMISSIONER
DEPARTMENT OF PUBLIC WORKS/HIGHWAYS

SUBJECT: AWARD OF CONSTRUCTION CONTRACT
CONCRETE REPLACEMENT THROUGHOUT THE TOWN OF OYSTER BAY
CONTRACT NO. H16-146
ACCOUNT NO.: HWY H 5197 20000 000 1503 008
PROJECT ID NO. 1503HWYDB-06

The Departments of Public Works and Highways has prepared contract documents for a project to complete all resident-requested and enforcement orders submitted through the former Sidewalk Replacement Program.

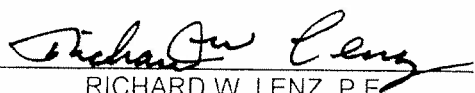
On December 21, 2016, the Division of Purchasing received bids for the subject project and the consulting engineer reviewed the bids. The lowest bid among seven (7) bidders was submitted by Roadwork Ahead, Inc., which subsequently submitted a request to withdraw due to an error made in their bid. The Office of the Town Attorney, by dated January 26, 2017, copy attached, has advised that the request to withdraw be honored and to proceed with an award to next lowest responsible bidder.

The lowest responsible bid was submitted by Laser Industries, Inc. in the amount of \$3,893,457.00. Attached is a letter dated January 30, 2017 from the office of Nelson & Pope Engineers & Land Surveyors, PLLC recommending the award of this contract to Laser Industries, Inc. in the amount of \$3,893,457.00. In accordance with Town policy \$194,672.85 should be applied to the low bid amount for potential quantity increases for a total bid encumbrance of \$4,088,129.85.

The contract as specified requires the contractor to complete the work by December 31, 2017, therefore, it is paramount to begin this project.

Funds are available for the subject contract work in Account No. HWY H 5197 20000 000 1503 008.

The Departments of Public Works and Highways concurs with the recommendation of Nelson & Pope Engineers & Land Surveyors, PLLC and request that Contract No. H16-146 be awarded to Laser Industries, Inc. in the total bid amount of \$3,893,457.00 and that \$194,672.85 be applied to the low bid amount for a total bid encumbrance of \$4,088,129.85.

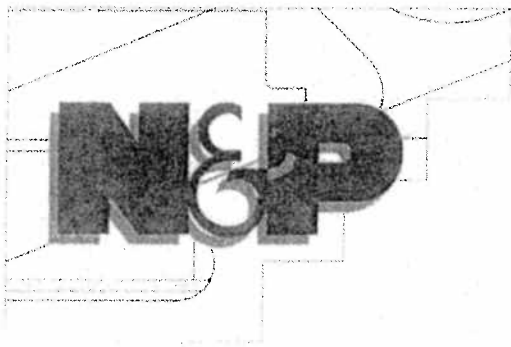

RICHARD W. LENZ, P.E.
COMMISSIONER
DEPARTMENT OF PUBLIC WORKS/HIGHWAYS

RWL/MR/dz

Attachments

c: Office of the Town Attorney (w/10 copies)
Christine M. Wiss, Deputy Comptroller
Eric Tuman, Commissioner/General Services
John Bishop, Acting Deputy Commissioner/Highways
Hans Stronstad, Division of Engineering

H16-146 DOCKET AWARD LASER 2



NELSON & POPE
ENGINEERS & SURVEYORS

VICTOR BERT, P.E. • JOSEPH R. EPFANIA, P.E. • ROBERT G. NELSON JR., P.E. • THOMAS F. LEMBO, P.E.
GARY S. BECKER, P.E. • GREGORY D. PETERMAN, P.L.S. • ERIC J. McFERRAN, P.E. • THOMAS C. DIXON, P.E.

572 WALT WHITMAN ROAD, MELVILLE NY 11747-2188
(631) 427-5665 • FAX (631) 427-5620 • NELSONPOPE.COM

January 30, 2017

Richard T. Betz, Commissioner
Town of Oyster Bay
Department of Public Works
150 Miller Place
Syosset, NY 11791

Re: Concrete Replacement Throughout the Town of Oyster Bay
Contract No. H16-146, PW 028-16
Nelson & Pope No. 08111

Dear Mr. Betz:

The Town of Oyster Bay received bid proposals on December 21, 2016 in connection with the above referenced project. Bid proposals were submitted by the following firms:

1. Roadwork Ahead Inc.	\$3,205,475.00
2. Laser Industries, Inc.	\$3,893,457.00
3. Peter Scalamandre & Sons	\$4,431,025.00
4. Valente Contracting Corp.	\$4,749,275.00
5. Landtek Group Inc.	\$5,471,455.00
6. Coastal Contracting Corp.	\$5,816,075.00
7. G&M Earth Moving, Inc.	\$8,114,003.00

Roadwork Ahead was notified that they were the apparent low bidder following Nelson & Pope's review of the proposals. On January 11, 2017, Roadwork Ahead submitted the attached letter requesting the withdrawal of their bid due to a misinterpretation of volume pricing vs. work in various areas throughout the Town in their preparation of the bid.

Nelson & Pope has been informed by the Department of Public Works that based upon a review of Roadwork Ahead's request to withdraw, the office of the Town Attorney has determined that this request should be accepted, and that the award should go to the next lowest responsible bidder.

A meeting was held on January 20, 2017 with Laser Industries Inc., the next lowest responsible bidder, to ensure the requirements of the Contract were understood by the contractor. The Contractor agreed to the conditions of the contract.

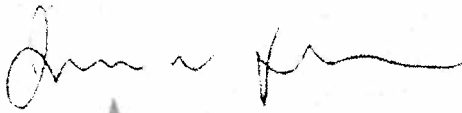
The lowest responsible Bidder, Laser Industries Inc., has submitted, along with their bid, the required Bid Bond and the necessary Apprenticeship Training Agreements. Laser Industries has over 30 years of



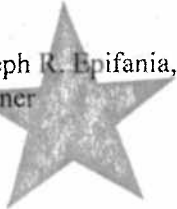
experience with similar types of construction work and has successfully completed the Concrete Requirements Contract and comparable roadway projects in the past for the Town of Oyster Bay.

Based on our review, it is Nelson & Pope's opinion that the contract be awarded to **Laser Industries Inc. for \$3,893,457.00**. If you have any questions or require additional information, kindly contact this office.

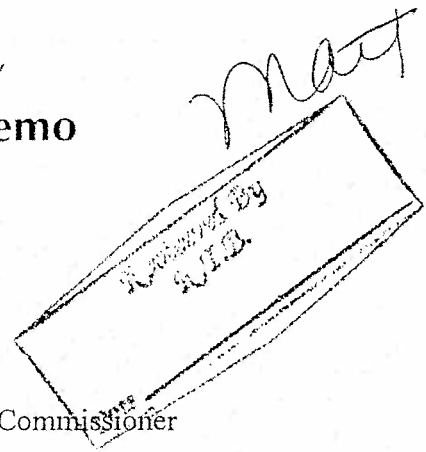
Sincerely,
Nelson & Pope



Joseph R. Epifania, PE
Partner



Town of Oyster Bay
Inter-Departmental Memo



TO : Richard T. Betz, Commissioner
Department of Public Works
Attention: Elizabeth L. Maccarone, Deputy Commissioner

FROM : OFFICE OF THE TOWN ATTORNEY

DATE : January 26, 2017

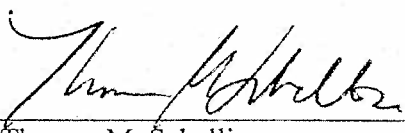
SUBJECT: Request to Withdraw Bid
Concrete Replacement Throughout the Town of Oyster Bay
Contract No. H16-146

We have reviewed your memorandum of January 18, 2017 with respect to the above referenced matter, including having reviewed all of the documents which you have attached.

It is our opinion that since this contract had not yet been awarded to Roadwork Ahead, Inc., the lowest bidder, that the Town will not be able to prevail in an action against Roadwork Ahead, Inc. or the surety based on the bid bond submitted.

Furthermore, it is our opinion that Roadwork Ahead, Inc.'s withdrawal letter of January 11, 2017 should be honored. (You have informed this office that this is the second time that Roadwork Ahead, Inc. has bid on a contract and has withdrawn after bids were opened. This experience with the Town should be kept in mind when considering Roadwork Ahead, Inc. as a contractor in the future).

Since it is clear that the subject matter of this contract has now been properly bid twice, you may proceed to award the contract to the second lowest responsible bidder.

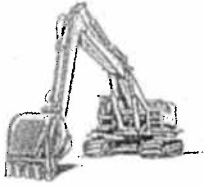

By: Thomas M. Sabellico
Special Counsel

TMS:st

Enclosure

cc: John Bishop, Acting Commissioner, Highway Department
Joseph D. Muscarella, Acting Supervisor
Anthony Macagnone, Councilman





Roadwork Ahead, Inc.

2186 Kirby Lane Syosset NY 11791
Phone: 516-280-8745 - 516-997-0505
Fax: 516-240-6978

Richard Betz
Department of Public Works Commissioner
Town of Oyster Bay
74 Audrey Avenue
Oyster Bay NY 11771

January 11th 2017

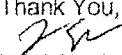
RE: Concrete Replacement throughout the Town of Oyster Bay
Contract Number H16-146

Commissioner Betz,


Please let this letter serve as a formal withdrawal of our contract bid dated for the work to be performed under the contract noted above. Under SS 103 of Public Contracts Article 5A, our bid is being withdrawn for the following reason/reasons;

- The bid pricing as submitted was derived from our internal schedule of values to reflect uninterrupted volume pricing, not piece work. As this contract is written as such, Road Work Ahead Inc is unable to complete said work at the bid pricing submitted.

This bid was submitted in good faith and the error on our behalf was unintentional. Enforcement of this contract would cause and undue financial hardship on Road Work Ahead Inc. The cancellation of the above noted bid shall be effective immediately. Please contact us if you have any questions regarding this bid withdrawal.

Thank You,

Luigi Stasi

CC: Town of Oyster Bay Division of Purchasing
Road Work Ahead Inc
Nelson and Pope Engineers and Surveyors



WHEREAS, pursuant to public notice, bids were duly and regularly received for Construction Contract relative to Concrete Replacement Throughout the Town of Oyster Bay, Nassau County, New York, in accordance with the specifications contained in Contract No. H16-146, and said bids were publicly opened and read on December 21, 2016; and

WHEREAS, the lowest responsible bid submitted was that of Laser Industries, Inc., 1775 Route 25, Ridge, New York 11961, with a bid in the amount of \$3,893,457.00; and

WHEREAS, Richard W. Lenz, P.E., Commissioner of the Department of Public Works, by memorandum dated May 1, 2017, and Nelson & Pope Engineers & Land Surveyors, PLLC, by letter dated January 30, 2017, recommend that the bid as hereinabove set forth be accepted,

NOW, THEREFORE, BE IT RESOLVED, That the recommendations as hereinabove set forth, are accepted, and Contract No. H16-146 shall be awarded to Laser Industries, Inc., in the amount of \$3,893,457.00, in accordance with the provisions thereunder; and be it further

RESOLVED, That in accordance with Town policy, the amount of \$194,672.85 shall be encumbered for potential quantity increases, for a total bid encumbrance in the amount of \$4,088,129.85, this funding represents remaining balances of the 2015 Highway Department's capital budget, with funds to be drawn from Account No. HWY H 5197 20000 000 1503 008; and be it further

RESOLVED, that funds are available to satisfy the encumbrance in the amount of \$4,088,129.85 from Account No. HWY H 5197 20000 000 1503 008.

-#-

The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Saladino	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Aye
Councilman Coschignano	Nay
Councilwoman Alesia	Aye
Councilwoman Johnson	Aye
Councilman Imbroto	Aye

cc: Supervisor
Town Attorney
Comptroller (2)
Public Works

Reviewed By
Office of Town Attorney

WHEREAS, Susan Viscuso, Spring Fair Chair, East Woods School, 31 Yellow Cote Road, Oyster Bay, New York 11771, by letter dated February 20, 2017, requested the use of eighty (80) complete barricades and sixty (60) traffic cones, free of charge, for the School's Annual Spring Fair, to be held on May 20, 2017 and May 21, 2017; and

WHEREAS, John P. Bishop, Acting Deputy Commissioner of the Highway Department, by memorandum dated May 2, 2017, has advised that he has no objection to providing East Woods School with eighty (80) complete barricades and sixty (60) traffic cones, free of charge to be delivered on May 19, 2017 and picked up on May 22, 2017, for the School's Annual Spring Fair; and

WHEREAS, the Town Board deems this event to be an appropriate and worthwhile endeavor, and has determined that the approval of this request will benefit the residents of the Town of Oyster Bay,

NOW, THEREFORE, BE IT RESOLVED, That the request as hereinabove set forth is hereby accepted and approved, and the Highway Department is hereby authorized to provide eighty (80) complete barricades and sixty (60) traffic cones, to be delivered on May 19, 2017 and picked up on May 22, 2017, to the East Woods School for its Annual Spring Fair, to be held on May 20, 2017 and May 21, 2017, subject to the following conditions:

1. The use of all Town property shall be in conformance with the direction of the Acting Deputy Commissioner of the Highway Department, or his duly designated representative;
2. The said organization shall comply with all ordinances of the Town of Oyster Bay, both in its use of all Town property and equipment, and in the conduct of the aforesaid activities; and
3. The said organization shall file a Certificate of Insurance with the Office of the Town Clerk, indicating said organization maintains general liability insurance in the amounts of \$1,000,000 for each occurrence, with a general aggregate of \$2,000,000 and naming the Town as an additional insured, in connection with the aforesaid activity.

-#-

The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Saladino	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Aye
Councilman Coschignano	Aye
Councilwoman Alesia	Aye
Councilwoman Johnson	Aye
Councilman Imbroto	Aye

cc: Supervisor
Town Attorney
Comptroller (2)
Highway
Public Safety

Reviewed By
Office of Town Attorney

28

TOWN OF OYSTER BAY

Inter-Departmental Memo

May 2, 2017

TO: MEMORANDUM DOCKET

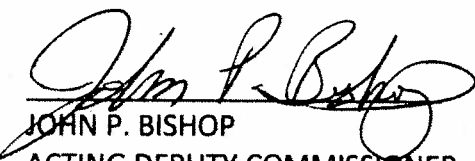
FROM: JOHN P. BISHOP, ACTING DEPUTY COMMISSIONER
HIGHWAY DEPARTMENT

SUBJECT: EAST WOODS SCHOOL, INC.
ANNUAL SPRING FAIR
MAY 20th -21st 2017

Enclosed please find a copy of the letter from Susan Viscuso, Spring Fair Arrangements, requesting our assistance on behalf of East Woods School, Inc. in conducting their annual Spring Fair on May 20th and 21st 2017.

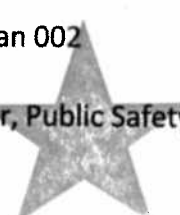
The Highway Department will be pleased to provide eighty (80) barricades and sixty (60) cones for the event. The Parks Department will be providing various equipment for the event as well.

Also attached are a Certificate of Insurance, Endorsement Sheet and 'Hold Harmless' Form to cover the affair. Therefore, Town Board approval is requested.


JOHN P. BISHOP
ACTING DEPUTY COMMISSIONER
HIGHWAY DEPARTMENT

JPB/taw
Attachments

C: Town Attorney (10) copies
Doug Robalino, General Foreman 002
Parks Department
Justin McCaffrey, Commissioner, Public Safety Department





31 Yellow Cote Road, Oyster Bay, New York 11771
516-922-4400

fax 516 677-5906

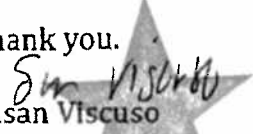

February 20, 2017
Mr. John Bishop
Highway Commissioner
Town of Oyster Bay
150 Miller Place
Syosset, NY 11791

Dear Mr. Bishop,

East Woods School, an elementary school on 31 Yellow Cote Road in Oyster Bay, is having its annual Spring Fair the weekend of May 20 and May 21. Would you be so kind as to let us borrow your traffic cones and plastic horse to line the driveway and mark the parking areas to help us with traffic flow? We would like to request 80 barricades and 60 cones.

If you have any questions, please do not hesitate to call.

Thank you.


Susan Viscuso
Spring Fair Arrangements
Mobile 



CERTIFICATE OF LIABILITY INSURANCE

EASTW1C

OP 02 JB

DATE (MM/DD/YYYY)
04/04/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Austin & Co., Inc. 20 Corporate Woods Blvd. Albany, NY 12211-2368 Michael J. Brooks	CONTACT NAME: Michael J. Brooks PHONE (A/C No. Ext): 518-465-3591 FAX (A/C No.): 518-465-3968 E-MAIL: mjbrosks@austin-co.com ADDRESS: mbrosks@austin-co.com
INSURED East Woods School, Inc. 31 Yellow Cote Road Oyster Bay, NY 11771	INSURER(S) AFFORDING COVERAGE INSURER A: United Educators Insurance INSURER B: Travelers Indemnity Company INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSUR LTR	TYPE OF INSURANCE	ADDL SUBR RSD RVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Per loc agg apply GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER		CGL201609308008	07/01/2016	07/01/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMPROP AGG \$ 3,000,000 Emp Ben. \$ 1,000,000 COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS		BA485J356416CAG	07/01/2016	07/01/2017	BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		GLU201609308008	07/01/2016	07/01/2017	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$ PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/OWNER EXCLUDED? (Mandatory in NY) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A				E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

PER POLICY TERMS, CONDITIONS AND EXCLUSION. As Evidence of Insurance

to cover equipment for the East Woods School, Inc. Spring Fair from 5-19-17 through 5-22-17

CERTIFICATE HOLDER

TWN0B01

Town of Oyster Bay
Attn: Terry Wulforst
150 Miller Place
Syosset, NY 11791

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

ACORD 25 (2014/01)

The ACORD name and logo are registered marks of ACORD

© 1988-2014 ACORD CORPORATION. All rights reserved.

Reviewed By
Office of Town Attorney

East Woods School, Inc.
CGL201600308000

Effective: 7/1/2016

ADDITIONAL INSURED ENDORSEMENT

In consideration of the premium charged, we agree with the **Educational Organization** that, subject always to all other provisions of this Policy,

Town of Oyster Bay
150 Miller Place
Syosset, NY 11791

is an additional **Insured** but only with respect to **Occurrences** arising out of operations and functions for or on behalf of an **Included Entity**.

All other Policy provisions remain the same.

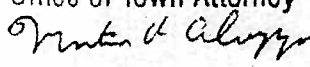

Authorized Representative

CGL5021 - 2

6/1/2008

United Educators Insurance, a Reciprocal Risk Retention Group

Version Date: 6/21/2016

Reviewed By
Office of Town Attorney


ATTN: Terry Ann Wulforst

Hold Harmless Agreement for Use of Town Property and/or Equipment

This Agreement is made this 3 day of April 2017, by East Woods School, Inc
(Hereinafter "Organization"). Whereas, Organization desires to use Town of Oyster Bay property and/or
equipment located at and/or described as 80 barricades and 60 cones

For the event described as East Woods School Spring Fair
The property/equipment is need from Friday May 19, 2017 to Monday MAY 22, 2017
The event for which the property and/or equipment is requested (☒) is (☐) is not a not a profit making
event.

In consideration of the Town granting the Organization permission to temporarily use Town property and/or equipment, the undersigned, on behalf of the Organization, hereby agrees to assume all liability and risk of loss and shall be responsible for the supervision and welfare of all persons arriving on and using Town property and/or equipment in connection with the abovementioned event. The undersigned further hereby releases the Town of Oyster Bay, its officers, employees, servants, agents and enumerated volunteers from any liability for any injuries sustained or damages incurred and agrees to reimburse the Town for any damages arising out of the Organization's use of the Town property and/or equipment. The undersigned agrees to indemnify and hold harmless the Town, its officers, employees, servants, agents and enumerated volunteers, and to protect and defend them against any and all claims for loss and/or expense or suits for damage to persons or property, including its property, arising from its use of Town property and/or equipment.

Further, the Organization agrees to provide the Town with a copy of its general liability insurance certificate, in the amounts of \$1,000,000 each occurrence, \$2,000,000 general aggregate and, where appropriate, \$2,000,000 products, naming the Town as additional insured. All certificated of insurance must be accompanied by an endorsement.

I understand that the abovementioned use of Town property and/or equipment is subject to the approval of the Town Board of the Town of Oyster Bay.

Name of Organization:

East Woods School, Inc

Address of Organization:

31 Yellow Gate Rd
Oyster Bay, NY 11771

By:

SVISU80

Authorized Representative

Title: Co-Chair

Telephone Number: (516) 922-4400

Reviewed By
Office of Town Attorney

Martin K. Galyon

DATE: 3/23/17
TO: HIGHWAY OPERATIONS
SUBJECT: East Woods School Spring Fair

PLEASE DELIVER TO:	DATE OF EVENT:	May 20 th , 21 st 2017
East Woods School	SNOW FENCE:	
Yellow Cote Road	BARRICADES:	80
Oyster Bay	CONES:	60
CONTACT: Susan Viscuso	SORT PAILS:	
631-834-9406	PORTABLE LIGHTS:	
	GENERATOR:	
	PACKER:	
	DELIVER ON:	5/19/17
	PICKUP ON:	5/22/17

SWEEPING BEFORE AFFAIR IS NEEDED:		XX
	YES	NO

Please be advised that when signing on receipt of Town Equipment, your organization will be held responsible for their return.

JPB/taw


JOHN P. BISHOP, ACTING COMMISSIONER
HIGHWAY DEPARTMENT

CC: Doug Robalino, General Foreman 005
Peter Brown, Regional Foreman 009
Peter Brown, Area Foreman 013
Jeff VanNostrand
Public Safety Division

BE IT ORDAINED, by the Town Board of the Town of Oyster Bay, County of Nassau, State of New York, that the Code of the Town of Oyster Bay, New York, adopted October 5, 1971, and recodified April 22, 1991, as Chapter 233, as amended, be and the same is further amended as follows:

That the following locations be ADDED to SECTION 17-25 of the said Code establishing thereunder the following intersections as STOP intersections and stop signs shall be erected at appropriate places facing traffic on the stop street. All traffic on a stop street approaching a through street from either direction, unless otherwise designated, shall come to a full stop before entering the through street.

	<u>THROUGH STREET</u>	<u>STOP STREET</u>
FARMINGDALE	SUNSET AVENUE	CYPRESS STREET, east & west
	POWELL STREET	WILLARD AVENUE, east & west
MASSAPEQUA	SOUTH BAY DRIVE	SUNSET ROAD, north & south
	STUART LANE	PARK LANE, north & south
	PARK LANE	STUART LANE, westbound

That the following locations be ADDED to SECTION 17-28 of the said Code establishing YIELD INTERSECTIONS, which shall be appropriately designated by posted signs:

	<u>THROUGH STREET</u>	<u>YIELD STREET</u>
HICKSVILLE	NEVADA STREET	BETHPAGE ROAD, eastbound
MASSAPEQUA	SOUTH BAY DRIVE	FAIRWATER AVENUE SPUR, northbound
	SOUTH BAY DRIVE	HIGHWATER AVENUE SPUR, northbound
	SOUTH BAY DRIVE	LEEWATER AVENUE SPUR, northbound
	SOUTH BAY DRIVE	RIPPLEWATER AVE. SPUR, northbound
	SOUTH BAY DRIVE	STILLWATER AVE. SPUR, northbound
	SOUTH BAY DRIVE	TIDEWATER AVENUE SPUR, northbound
	SOUTH BAY DRIVE	WATERVIEW AVENUE SPUR, northbound

That the following location be ADDED to SECTION 17-44 of the said Code establishing LEFT OR RIGHT TURNS SHALL OR SHALL NOT BE MADE AS THE CASE MAY BE, which shall be appropriately designated by posted signs: MASSAPEQUA - North Linden Street - No Right Turn - north side - 95 feet west of the west curblin of North Broadway, just right of the apron to the gas station parking lot.

That the following locations be ADDED to SECTION 17-152 of the said Code establishing NO STOPPING ZONES, which shall be appropriately designated by posted signs: BETHPAGE - Stymus Avenue - No Stopping Here to Corner - east side starting at the west curblin of Plainview Road, south for a distance of 120 feet. FARMINGDALE - Greenway Drive - No Stopping Here to Corner - south side - starting at the west curblin of Plainview Road, west for a distance of 50 feet. GLENWOOD LANDING - Maple Street - No Stopping Here to Corner - east side - starting from the north curblin of Scudders Lane, north for a distance of 35 feet; west side - starting from the north curblin of Scudders Lane, north for a distance of 20 feet. JERICHO - Halsey Avenue - No Parking Here to Corner - south side - starting at the east curblin of Key Place, east for a distance of 30 feet. SYOSSET - 5th Place - east side - No Stopping Here to Corner - starting at the south curblin of Convent Court, south for a distance of 35 feet; east side - starting at the north curblin of Convent Court north for a distance of 35 feet. Cold Spring Road - No Stopping Anytime - south side - starting at the west curblin of the one-way inbound entrance to the Fire Department, west for a distance of 35 feet; south side - starting at the west curblin of the one-way outbound entrance to the Town of Oyster Bay parking Field, west for a distance of 35 feet; north side - starting at the east curblin of the Town of Oyster Bay parking Field, east for a distance of 30 feet; south side - starting at the west curblin of Arizona Avenue, west for a distance of 30 feet. Railroad Avenue - No Stopping Anytime - west side - starting at a point opposite the north curblin of Willis Avenue, south for a distance of 125 feet.

Jackson Avenue - No Stopping Anytime - west side - starting at a point 67 feet south of the south curblineline of Walters Avenue, south for a distance of 44 feet; west side - starting at a point 144 feet south of the south curblineline of Devine Avenue, north for a distance of 20 feet; No Stopping Here to Corner - west side - starting at the north curblineline of Devine Avenue, north for a distance of 40 feet; west side - starting at the south curblineline of Walters Avenue, south for a distance of 47 feet.

That the following locations be DELETED from SECTION 17-152 of the said Code: SYOSSET - Cold Spring Road - No Stopping Anytime - south side - starting at the east curblineline of the Town of Oyster Bay Parking Field, east for a distance of 70 feet; starting at the east curblineline of the one-way entrance to the Town of Oyster Bay Parking Field, east to the west curblineline of the one-way exit. Railroad Avenue - No Stopping Anytime - west side - starting at a point opposite the north curblineline of Willis Avenue, south to a point opposite the south curblineline of Walters Avenue.

That the following location be ADDED to SECTION 17-165 of the said Code establishing NO PARKING ZONES, which shall be appropriately designated by posted signs: MASSAPEQUA - South Merrick Road - No Parking Anytime - south side - starting at the east curblineline of East Shore Drive, east for a distance of 148 feet. SYOSSET - Cold Spring Road - No parking Anytime - north side - starting at the west curblineline of Magnolia Lane, west for a distance of 137 feet.

That the following location be DELETED from SECTION 17-165 of the said Code: SYOSSET - Cold Spring Road - No Parking Anytime - north side - starting at the west curblineline of Magnolia Lane, west for a distance of 320 feet. Jackson Avenue - No Parking Anytime - west side - starting at a point 60 feet north of the north curblineline of Devine Avenue, north for a distance of 106 feet; starting at the south curblineline of Walters Avenue, south for a distance of 89 feet.

That the following locations be ADDED to SECTION 17-166 of the said Code establishing NO PARKING DURING CERTAIN DAYS OR HOURS, which shall be appropriately designated by posted signs: : FARMINGDALE - Dean Street - No Parking 10am to 12pm except Saturday, Sunday and Holidays - south side - starting at a point 25 feet east of the east curblineline of Prospect Place, east for a distance of 230 feet; north side - starting at a point 25 feet east of the east curblineline of Prospect Place, east for a distance of 160 feet. GLEN HEAD - Oaklawn Avenue - No Parking 8am to 10pm except Saturday, Sunday and Holidays - west side - starting at the south curblineline of Hewlett Place, south for a distance of 100 feet. HICKSVILLE - Thorman Avenue - No Parking 8am to 6pm except Saturday, Sunday and Holidays - north side - starting at a point 256 feet west of the west curblineline of bay Avenue, west to a point 30 feet east of the east curblineline of Foran Place. SYOSSET - Church Street - No Parking 10 am to 2pm except Saturday, Sunday and Holidays - north side - starting at the west curblineline of Split Rock Road, west for a distance of 115 feet; south side - starting at a point 97 feet west of the west curblineline of Split Rock Road, west for a distance of 116 feet. Woodbury Way - No Parking 12pm to 2pm Except Saturday, Sunday and Holidays - west side - starting at the east curblineline of North Street, east for a distance of 118 feet.

That the following locations be DELETED from SECTION 17-166 of the Said Code: HICKSVILLE - Thorman Avenue - No Parking 8am to 6pm except Saturday, Sunday and Holidays - north side - starting at a point 110 feet west of the west curblineline of Bay Avenue, west to a point 30 feet east of the east curblineline of Foran Place. Fifth Street - No parking School Days 8am to 4pm - north side - starting at a point 30 feet east of the extended east curblineline of Division Avenue, east for a distance of 54 feet. MASSAPEQUA - South Merrick Road - No Parking 9am to 5pm except Saturday, Sunday and Holidays - south side - starting at the east curblineline of East Shore Drive, east for a distance of 148 feet.

That the following location be ADDED to SECTION 17-168 of the said Code, establishing LIMITED PARKING DURING CERTAIN DAYS OR HOURS, which shall be appropriately designated by posted signs HICKSVILLE - Nelson Avenue - Two Hour Parking 8am to 6pm except Sunday & Holidays - east side - starting at a point 186 feet north of the north curblineline of West Cherry Street, north for a distance of 153 feet. MASSAPEQUA - Merrick Road - Two Hour Parking 7am to 7pm except Sundays and Holidays - south side - starting at a point 288 feet east of the east curblineline of Unqua Road, east for a distance of 83 feet. OYSTER BAY - Larrabee Avenue - One Hour Parking 8am to 6pm Saturday, Sunday and Holidays - west side - from a point 58 feet north of the north curblineline of West Main street, north to the south curblineline of Shore Avenue. Audrey Avenue - Four Hour Parking 9am to 5pm except Saturdays, Sundays and Holidays - southwest side - starting at the north curblineline of Shore Avenue, northwest to the southeast curblineline of Audrey Avenue (west spur).

That the following location be DELETED from SECTION 17-168 of the said Code: HICKSVILLE - Nelson Avenue - Two Hour Parking 8am to 6pm except Sunday & Holidays - east side - starting at a point 186 feet north of the north curblineline of West Cherry Street, north for a distance of 188 feet. OYSTER BAY - Larrabee - One Hour Parking 8am to 6pm Saturday, Sunday and Holidays - west side - from a point 25 feet north of the north curblineline of West Main Street, north to the south curblineline of Shore Avenue. Audrey Avenue - 30 Minute Parking 9am to 5pm except Saturdays, Sundays and Holidays - southwest side - starting at the north curblineline of Shore Avenue, northwest to the southeast curblineline of Audrey Avenue (west spur).

That the following locations be ADDED to SECTION 17-184 of the said Code establishing: NO PARKING DURING CERTAIN DAYS OR HOURS, which shall be appropriately designated by posted signs: SYOSSET - Sherman Drive - No Parking 8am to 10am except Saturday, Sunday and Holidays - south side - starting at the east curblineline of Greenway Drive N., east for a distance of 75 feet; south side - starting at the west curblineline of Greenway Drive N., west for a distance of 227 feet.

That the following location be DELETED from SECTION 17-184 of the said Code: SYOSSET - Sherman Drive - No Parking 8am to 10am except Saturday, Sunday and Holidays - south side - starting at a point 227 feet east of the east curblineline of Ira Road, east to a point opposite the west curblineline of Edward Drive.

-#-

The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Saladino	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Aye
Councilman Coschignano	Aye
Councilwoman Alesia	Aye
Councilwoman Johnson	Aye
Councilman Imbroto	Aye

cc: Supervisor
Town Attorney
Comptroller (2)
Highway
Public Works
Traffic Safety

WHEREAS, in connection with Supervisor Joseph S. Saladino's directive to determine the causes of and remedies for deficiencies in the design, construction, inspection, and remedial work of the Town of Oyster Bay Garage, located at Hicksville, New York, this Office issued a request for proposals for special counsel services in connection with anticipated construction litigation; and

WHEREAS, Joseph Nocella, Town Attorney, and Matthew M. Rozea, Deputy Town Attorney, by memorandum dated May 9, 2017, have advised that the Office of the Town Attorney received five (5) responses, each of which was evaluated according to the criteria set forth in the Town's Procurement Policy and in accordance with Guideline 9 thereof; and

WHEREAS, following such review, it was recommended that the Town Board of the Town of Oyster Bay (the "Town Board") authorize the retention of Kushnick Pallaci, PLLC, 630 Johnson Avenue, Suite 201, Bohemia, New York 11716 to serve as special counsel to the Office of the Town Attorney in connection with certain construction related litigation; and

WHEREAS, Joseph Nocella, Town Attorney, and Matthew M. Rozea, Deputy Town Attorney, by the aforementioned memorandum recommend that the Town Board authorize that Kushnick Pallaci, PLLC be retained, for an amount not to exceed \$35,000.00, with funds to be drawn from Account No. OTA A 1420 44110 000 0000, and that the Office of the Town Attorney, aided by Kushnick Pallaci, PLLC be authorized to commence litigation against all parties that are deemed to be responsible for the damages sustained by the Town and its residents in connection with the design, construction, inspection, and remedial work of the Town of Oyster Bay Garage, located at Hicksville, New York,

NOW, THEREFORE, BE IT RESOLVED, That the recommendations as hereinabove set forth are accepted, and the Office of the Town Attorney is hereby authorized to retain Kushnick Pallaci, PLLC, 630 Johnson Avenue, Suite 201, Bohemia, New York 11716 for the purpose of commencing litigation against any and all parties deemed responsible for deficiencies in the design, construction, inspection, and remedial work of the Town of Oyster Bay garage, and be it further

RESOLVED, That the Office of the Town Attorney, aided by Kushnick Pallaci, PLLC, 630 Johnson Avenue, Suite 201, Bohemia, New York 11716 is hereby authorized to commence such litigation, and be it further

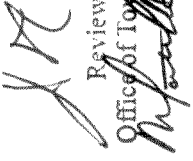
RESOLVED, That the Comptroller is hereby authorized and directed to make payment, in an amount not to exceed \$35,000.00, with funds to be drawn from Account No. OTA A 1420 44110 000 0000, upon submission of a duly certified claim, after audit.

-#-

The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Saladino	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Nay
Councilman Coschignano	Aye
Councilwoman Alesia	Aye
Councilwoman Johnson	Aye
Councilman Imbroto	Aye

cc: Supervisor
Town Attorney
Comptroller (2)

Reviewed By
Office of Town Attorney


WHEREAS, Frank A. Nocerino, Commissioner of the Department of Parks, by memorandum dated February 23, 2017, requested Town Board authorization to retain the professional services of the instructors on the attached table, for the services and at the fees listed therein, for the Town of Oyster Bay Fitness Workshops, to be held at the Hicksville Athletic Center, from January 1, 2017 through December 31, 2017,

NOW, THEREFORE, BE IT RESOLVED, That the request as here above set forth is hereby accepted and approved, and the Department of Parks is hereby authorized to retain the professional services of the instructors on the attached chart, for the services and at the fees listed therein, for the Town of Oyster Bay Fitness Workshops, to be held at the Hicksville Athletic Center, nunc pro tunc from January 1, 2017 through December 31, 2017; and be it further

RESOLVED, That the Comptroller is hereby authorized and directed to make payment for same, upon presentation of a duly certified claim, after audit, with funds to be drawn from Account No. PKS A 7110 47660 000 0000 or any other appropriate account, for the 2017 budget year, and monies collected from workshop registrations will be deposited in Account PKS A 0001 02001 510 0000.

-#-

The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Saladino	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Aye
Councilman Coschignano	Aye
Councilwoman Alesia	Aye
Councilwoman Johnson	Aye
Councilman Imbroto	Aye

cc: Supervisor
Town Attorney
Comptroller (2)
Parks

MS
Reviewed By
Office of Town Attorney

124

4

TOWN OF OYSTER BAY

Inter-Departmental Memorandum

TO: Memorandum Docket

FROM: Frank A. Nocerino, Commissioner of Parks


DATE: February 23, 2017

SUBJECT: 2017 Instructional Services

The Department of Parks requests Town Board approval to retain the professional services of the instructors on the attached table.

All instructors shall render professional services for the Town of Oyster Bay Fitness Workshops at the Hicksville Athletic Center nunc pro tunc from January 1, 2017 through December 31, 2017. Funds for these services are available in account PKS A 7110 47660 000 0000 for the 2017 budget year. The monies collected from workshop registrations will be deposited in account PKS A 0001 02001 510 0000.

In accordance with Guideline 5, Section B, of the Town's Policy, no proposals or quotations shall be required.



Frank A. Nocerino
Commissioner of Parks

FAN:ad

Cc: Office of the Town Attorney (original + 10 copies)

RECEIVED
TOWN OF OYSTER BAY
FEB 27 2017

January 1, 2017- December 31, 2017

Instructional Services	Checks Payable to:	Total Classes/Total Hrs	Community Center	Fee	Amt. Not to Exceed
Adult Zumba Fitness Instructor	Cathy Cromer 146 Myers Ave. Hicksville, NY, 11801	2 workshops for a total of 144 hours	Hicksville Athletic Center	\$50.00 per hour	\$7200.00
Adult Cardio Kickboxing Instructor	Kathryn L. Quaranto 12 Meridian Road Levittown, NY, 11756	1 workshop for a total of 72 hours	Hicksville Athletic Center	\$50.00 per hour	\$3600.00
Adult Yoga Instructor	Jenny Lu 8 Whitman Ave Syosset, NY, 11791	3 workshops for a total of 198 hours	Hicksville Athletic Center	\$75.00 per hour	\$14,850

Cathy Cromer:

2 classes per week x 1.5 hrs each = 3 hrs weekly
12 weeks x 3 hrs weekly = 36 hrs total
36 hrs x 4 sessions a yr. = 144 hrs total yearly

Kathryn Quaranto:

1 class per week x 1.5 hrs = 1.5 hrs weekly
12 weeks x 1.5 hrs weekly = 18 hrs total
18 hrs x 4 sessions a yr. = 72 hrs total yearly

Jenny Lu:

3 classes per week x 1.5hrs each = 4.5 hrs weekly
12 weeks x 4.5 hrs weekly = 54 hrs total
54 hrs x 3 sessions a yr. = 162 hrs total yearly
(Winter, spring, and fall)

2 classes per week x 1.5 hrs each = 3 hrs weekly
12 weeks x 3 hrs weekly = 36 hrs total
(summer)

WHEREAS, Frank A. Nocerino, Commissioner of the Department of Parks, by memorandum dated February 23, 2017, requested Town Board authorization to hold Fitness Workshops, for the Town of Oyster Bay Fitness Workshops, to be held at the Hicksville Athletic Center, from January 1, 2017 through December 31, 2017, and further requested that the Commissioner be able to process refunds for workshops that do not materialize,

NOW, THEREFORE, BE IT RESOLVED, That the requests as hereinabove setforth are hereby accepted and approved, and the Department of Parks is hereby authorized to hold Fitness Workshops, for the Town of Oyster Bay Fitness Workshops, to be held at the Hicksville Athletic Center, nunc pro tunc from January 1, 2017 through December 31, 2017; and be it further

RESOLVED, That the monies collected from workshop registrations will be deposited in Account No. PKS A 0001 02001 510 0000.

-#-

The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Saladino	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Aye
Councilman Coschignano	Aye
Councilwoman Alesia	Aye
Councilwoman Johnson	Aye
Councilman Imbroto	Aye

cc: Supervisor
Town Attorney
Comptroller (2)
Parks

Reviewed By
Office of Town Attorney

8

130

TOWN OF OYSTER BAY

Inter-Departmental Memorandum

TO: Memorandum Docket
FROM: Frank A. Nocerino, Commissioner of Parks
DATE: February 23, 2017
SUBJECT: 2017 Fitness Workshops

RECEIVED
LEGISLATION
2017 FEB 24
TOWN OF OYSTER BAY

The Department of Parks requests Town Board approval to hold Fitness Workshops at the Hicksville Athletic Center nunc pro tunc from 1/1/2017 through 12/31/2017.

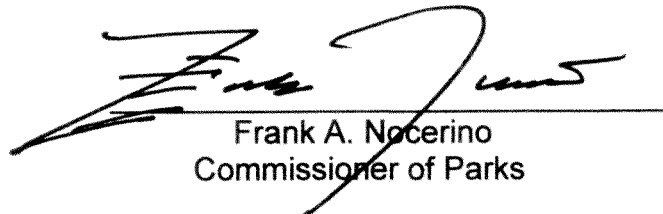
The Workshops are to include the following:

- Zumba Fitness
- Yoga
- Cardio Kickboxing

These programs are to be held 4 times during the year and 12 weeks long. They are available to the Town of Oyster Bay Residents at the rate of \$60.00 and Non Residents at the rate of \$70.00.

The monies from these workshops will be deposited in account PKS A 0001 02001 510 0000.

It is also requested that the Commissioner be able to process refunds for workshops that do not materialize.



Frank A. Nocerino
Commissioner of Parks

FAN:ad

Cc: Office of the Town Attorney (original + 10 copies)

WHEREAS, pursuant to a Request for Proposals ("RFP") issued by the Department of Parks on April 21, 2017, two proposals for the operation of a food and beverage concession service at the Harry Tappen Beach concession facility; and

WHEREAS, the Town Board heard presentations in an open meeting on May 9, 2017, relative to each of the proposals in order to select a seasonal operator of the Harry Tappen Beach concession facility for the period beginning May 15, 2017 through November 15, 2017. After due consideration of the written proposals, as explained by the presentations, the Town Board selected Carlyle Catering, Inc., 11 Skyline Drive, Plainview, New York 11803 as such concessionaire, subject to the execution of a license agreement with said company; and

WHEREAS, Joseph Nocella, Town Attorney, and Matthew M. Rozea, Deputy Town Attorney, by memorandum dated May 9, 2017, have advised and requested that the Town Board, pursuant to the RFP, authorize the Town to enter into a license agreement with Carlyle Catering, Inc., 11 Skyline Drive, Plainview, New York 11803, for the purpose of securing a food and beverage concession operator at the Harry Tappen Beach concession facility.

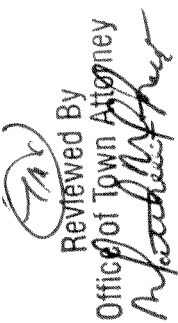
NOW, THEREFORE, BE IT RESOLVED, That the request as hereinabove set forth is accepted and approved, and the Town is authorized, pursuant to the RFP, to enter into a license agreement with Carlyle Catering, Inc., 11 Skyline Drive, Plainview, New York 11803, for the purpose of securing a food and beverage concession operator at the Harry Tappen Beach concession facility.

-#-

The foregoing resolution was declared adopted after a poll of the members of the Board; the vote being recorded as follows:

Supervisor Saladino	Aye
Councilman Muscarella	Aye
Councilman Macagnone	Absent
Councilman Coschignano	Aye
Councilwoman Alesia	Absent
Councilwoman Johnson	Absent
Councilman Imbroto	Aye

cc: Supervisor
Town Attorney
Comptroller (2)
Parks

Reviewed By
Office of Town Attorney


24

Town of Oyster Bay Inter-Departmental Memo

TO : MEMORANDUM DOCKET

FROM : OFFICE OF THE TOWN ATTORNEY

DATE : May 9, 2017

SUBJECT: Food and Beverage Concession Services
Harry Tappen Beach Concession Facility

Pursuant to a Temporary Emergency Request for Proposals ("RFP") issued by the Department of Parks on April 21, 2017, two proposals for the operation of a food and beverage concession service at the Harry Tappen Beach concession facility were received by the deadline established in the RFP for the submission of proposals. There is no existing operator of this concession, which opens on or around Memorial Day.

On May 9, 2017, in an open meeting, the Town Board heard presentations relative to each of the proposals in order to select a seasonal operator of the Harry Tappen Beach concession facility for the period beginning May 15, 2017 through November 15, 2017. Although only two responses were received, it is this Office's opinion that the terms of the Procurement Policy were nevertheless satisfied because good faith efforts to secure proposals were made, which included the publication of a public notice in a newspaper of general circulation. After due consideration of the written proposals, as explained by the presentations, the Town Board selected Carlyle Catering, Inc., 11 Skyline Drive, Plainview, New York 11803 as such concessionaire, subject to the execution of a license agreement with said company.

In order to formalize the relationship with Carlyle Catering, Inc., it is requested that the Town Board, pursuant to the RFP, authorize the Town to enter into a license agreement with Carlyle Catering, Inc., 11 Skyline Drive, Plainview, New York 11803, for the purpose of securing a temporary food and beverage concession operator at the Harry Tappen Beach concession facility.

JOSEPH NOCELLA
TOWN ATTORNEY



Matthew M. Rozea
Deputy Town Attorney

MMR:mmr
Attachment
cc: Town Attorney (with 10 copies)



WHEREAS, pursuant to a Request for Proposals ("RFP") issued by the Department of Parks on April 21, 2017, two proposals for the operation of a food and beverage concession service at the Harry Tappen Beach concession facility; and

WHEREAS, the Town Board heard presentations in an open meeting on May 9, 2017, relative to each of the proposals in order to select a seasonal operator of the Harry Tappen Beach concession facility for the period beginning May 15, 2017 through November 15, 2017. After due consideration of the written proposals, as explained by the presentations, the Town Board selected Carlyle Catering, Inc., 11 Skyline Drive, Plainview, New York 11803 as such concessionaire, subject to the execution of a license agreement with said company; and

WHEREAS, Joseph Nocella, Town Attorney, and Matthew M. Rozea, Deputy Town Attorney, by memorandum dated May 9, 2017, have advised and requested that the Town Board, pursuant to the RFP, authorize the Town to enter into a license agreement with Carlyle Catering, Inc., 11 Skyline Drive, Plainview, New York 11803, for the purpose of securing a food and beverage concession operator at the Harry Tappen Beach concession facility.

NOW, THEREFORE, BE IT RESOLVED, That the request as hereinabove set forth is accepted and approved, and the Town is authorized, pursuant to the RFP, to enter into a license agreement with Carlyle Catering, Inc., 11 Skyline Drive, Plainview, New York 11803, for the purpose of securing a food and beverage concession operator at the Harry Tappen Beach concession facility.

-#-

Reviewed By
Office of Town Attorney
[Signature]