



We have prepared a proposal for you

Server upgrade

Proposal # 035730
Version 1

Prepared for:

Pound Ridge Town Hall

Steve Conti
sconti@townofpoundridge.com

Prepared For:**Pound Ridge Town Hall**

Steve Conti
179 Westchester Ave
Pound Ridge, NY 10576

Sales Contact:**Logically**

Alisha Wilson
Phone: (203) 744-2274 x210
Email: alisha.wilson@logically.com

Proposal #

035730.1

Date Issued:

05.02.2022

Expiration Date:

05.30.2022

Statement of Work

Pound Ridge Town Hall (Client) has requested the assistance of Winxnet, LLC, doing business as Logically (“Logically”) to present this quote for product and Labor to migrate email to Microsoft 365, replace aged servers and aged networked infrastructure

This is a time and materials project and based upon current deliverables and assumptions is expected to take approximately 117 hours. Unknowns, changes to assumptions, or scope changes may impact this estimate and will require approval by Client before making any modifications to this original time estimate.

Deliverables:**365 Migration - Phase I - Mail Prep and 365 Portal**

- 365 Tenant Provisioning
- Configuration of Azure AD Cloud Sync
- Cleanup of existing mailboxes in on premise Exchange (Former employees, converting service accounts to shared mailboxes or DLs)
- Assign license to all mailboxes being migrated

365 Migration - Phase II - Mail Services Migration

- Establish Mailbox environment
- Pre-Seeding user mailbox data to Azure tenant
- Work with client on final cut schedule of mailboxes and user notification
- Perform final cut of mailboxes
- Update SPAM filter, DNS and MX records as required
- Barracuda Configuration
- Public Folder Export / Import
- O365 Email Support - Provide remote Go-live support for moved users
- Configuration of MFP Print & Scanned to email devices

365 Migration - Phase III - MFA

- MFA Enablement O365 mailboxes
- Train the trainer - MFA Enrollment with test users and train Client POC for enrollment remaining users
- Documentation of user MFA process for client Trainer to use during full rollout
- Post MFA cutover support - as each group is migrated

365 Migration - Phase IV - Post-Op and Documentation Updates

- Remove Exchange from On-Prem Exchange Server for customer repurpose
- Update new user / computer documentation

365 Migration - Phase V - MFA for VPN

- Configure FortiClient VPN with Microsoft MFA
- End User Support

Server Replacements Phase I - Host/Server Build

- Host/Server Build
- Initial Virtual Servers
- NOC Items

Server Replacements Phase II - TH1 Migration

- TH1 Migration Items
- Domain Controller Migration Items
- File Server Migration Items
- Print Server Migration Items

Statement of Work

- App Server Items
- Vendor Facilitation
- Post Cutover Support

Server Replacements Phase III - TH2 Migration

- TH1 Migration Items
- App Server Items
- Vendor Facilitation
- Post Cutover Support

Server Replacements Phase IV - Decoms Documentation

- Old Server Decoms
- Updated documentation

Firewall / Access Points Upgrade Phase I - Replace TH Firewall

- Base configuration
- Review and export of current firewall rules
- Config Update

Firewall / Access Points Upgrade Phase II - Firewall Onsite Installation

- Onsite Installation of device
- Testing
- Post cutover support
- Updated photos, diagrams, documentation

Firewall / Access Points Upgrade Phase III - Access Point Configuration

- Deploy Base configuration
- Config Update

Firewall / Access Points Upgrade Phase IV - Access Point Onsite Installation & Testing

- Onsite Installation of device
- Testing
- Post cutover support

Project Specific Notes & Assumptions:

Logically has access to the necessary DNS registrars to make the necessary adjustments for the migration

End users have at least Office 2016 in place on the workstations. If not additional licensing will need to be purchased.

Client is aware that email will be available immediately after the cutover via Outlook Web Access

Client is aware that this is a significant, impactful change for their end users which could lead to work disruption

High level documentation will be provided for users to connect their mobile devices and OWA access

Logically will be assisting both remotely and onsite the day after the cutover to ensure end users are accessing email

Logically will be updating devices that need to leverage email (printers, scanners, voicemail, etc) the following business day

Client is aware that this effort reflects the necessary <hardware and/or software licensing> costs associated with the upgrade

Client is aware that Logically may need to interact with your line of business vendor on the transition to a new server, and that any vendor-specific costs are not reflected on this SOW

Client is aware that some <server/application/network> downtime may be needed in this effort

Client is aware that all labor efforts presented is assuming that the work takes place during regular business hours. If the labor needs to take place afterhours or during a weekend, that OT rates are applicable

The end user workstations will remain powered on / logged on during the specific cutover date/time

Client is aware that any items not explicitly defined in this scope of work will be considered as a change order as a separate billable engagement

Project Prerequisites & Client Responsibilities

- Client will designate a single point of contact for all communications and to support coordination with all Client staff.
- Client is responsible for purchasing any equipment, software, or licenses not included as part of the project such as cables, anti-virus, etc.
- Client is responsible for providing any wiring or cabling services required to implement this project.
- Client is responsible for any carpentry requirements such as drilling holes for cables, mounting computers or monitor brackets,

Statement of Work

- anchoring server racks, installing conduit, etc.
- Client is responsible for the procurement and scheduling of all utilities, including Internet Services

Standard Notes & Assumptions

Note: Any changes to the following assumptions may result in a change in scope to the project and resulting change order.

- Logically will be granted remote access with Admin privileges to modify and configure.
- Logically does not dispose of equipment, but can recommend companies to utilize their service.
- Vendors should request 48-hour notice to access server room (other than for emergencies).
- Vendors should coordinate and plan with Logically if they wish to change or add devices with IP addresses.
- Vendors should not plug in RJ45 or fiber to any network devices.
- During the project, both parties will communicate changes prior to implementation for impact review.
- Internet/Network connection is capable of typical broadband speeds.
- All software in Client's environment is up to current vendor-supported levels.
- Work will be remote unless otherwise noted; if necessary Logically will be granted on site access to any areas required to complete requested work.
- Travel is billed portal to portal at standard consulting rates.
- Work may necessitate down time for Client or its workers. Down time required within business hours will be agreed upon prior to any outage.
- All work will take place during normal business hours of M – F, 8 am – 5 pm, unless otherwise noted. Request for after-hours and weekend work may result in a change order.
- Projects involving hardware installation could take as long as 5 weeks to begin the implementation, from the time that the contract is signed and product prepayment has been received. Some products can take 2-3 weeks to be delivered, and product staging and testing can take 1-2 weeks to complete before installation can begin.
- Sufficient power and power protection for the new hardware is in place or will be purchased by Client.
- Sufficient space is available for any new equipment.
- Project delays on the part of Client will result in a new timeline, dependent on engineering availability.
- If the tasks outlined in this Statement of Work are on hold for more than 60 days by Client, a project reengagement fee may apply.
- All specifications and information provided to Logically by Client are correct and accurate to the best of Client's knowledge. Incorrect or inaccurate information from Client may result in a change request from Logically and additional hours.
- Client agrees to pay for actual hours worked.
- Continuous pre-approval of expected hours will take place throughout this project.

Hardware	Price	Qty	Ext. Price
Given current supply chain challenges, please note stock may be limited or options may change between the time a product is quoted and ordered. We will notify you directly if your order is impacted.			
HPE ProLiant DL380 Gen10 Intel Xeon-G 5218 16-Core 32GB (1 x 32GB) RDIMM 8 x Hot Plug 2.5in 3yr Next Business Day Warranty	\$17,615.08	1	\$17,615.08
Aruba 6000 48G Class4 PoE 4SFP 370W Switch - 48 Ports - Manageable	\$2,068.45	1	\$2,068.45

Hardware	Price	Qty	Ext. Price
Fortinet FortiGate 80F Network Security/Firewall Appliance w/ 3 year UTP subscription	\$4,029.51	1	\$4,029.51
Fortinet FortiAP FAP-231F 802.11ax 1.73 Gbit/s Wireless Access Point	\$580.31	1	\$580.31

Subtotal: \$24,293.35

Software	Price	Qty	Ext. Price
Windows Server 2022 Standard - 16 Core License Pack	\$1,069.00	2	\$2,138.00
Microsoft Windows Server 2022 - 1 User CAL	\$46.00	60	\$2,760.00
Windows Server 2022 Remote Desktop Services - 1 User CAL	\$145.00	10	\$1,450.00
Windows Standard Office 2022	\$451.00	6	\$2,706.00

Subtotal: \$9,054.00

Monthly Recurring Service	Recurring	Qty	Ext. Recurring
Office 365 Government - GCC Exchange Online - P1 License(s) Office 365 Government - GCC Exchange Online - P1 License(s)	\$4.00	62	\$248.00
Azure Active Directory Premium P1 for Government Azure Active Directory Premium P1 for Government	\$6.00	62	\$372.00

Monthly Subtotal: \$620.00

Project Labor	Price	Qty	Ext. Price
Project Coordination Fee	\$3,845.00	1	\$3,845.00
Fixed Fee Service - PS Infrastructure	\$19,223.00	1	\$19,223.00

Subtotal: \$23,068.00

Terms and Conditions

This Terms and Conditions Agreement (the "Agreement") is entered into by and between Winxnet, LLC, doing business as Logically ("Logically"), a Delaware limited liability company having its principal offices at 63 Marginal Way, Portland, Maine ("Logically") and the undersigned customer ("Customer").

This proposal, and any subsequent proposal executed by Logically and the Customer named below, and including the Master Service Agreement at <https://www.logically.com/agreements/masterservices-agreement> and all terms referenced herein and therein and all attachments and addenda hereto, govern Customer's purchase of the Services (collectively, the "Agreement") and by executing this proposal, Customer agrees to each of the foregoing. This proposal is effective as of the last date of signature by both Logically and Customer as set forth below (the "Effective Date").

1. The content of this Agreement and any related statement of work, scope of work, managed services agreement, outsourcing agreement, or other quotation or proposal (each, a "Work Order") is confidential. Unless required by law or authorized in writing by the other party, neither this Agreement nor the Work Order is to be disclosed to any person or organization other than those who need to know the terms of this Agreement or the Work Order to assist either party, or act on either party's behalf, to exercise its rights or perform its obligations hereunder or thereunder.

Terms and Conditions

2. The pricing information, estimates, and all other proposed solutions included in this Agreement or the Work Order are based on Logically's understanding and assumptions of the requirements and environment represented in the corresponding Work Order, and on Logically being awarded the entire scope of the work being requested (collectively, the "Conditions"). In the event any of the Conditions are not accurate or if any Condition changes or is altered during the term of this Agreement, Logically shall have the right to terminate this Agreement and any related Work Order immediately upon notice to Customer.

3. Pricing is valid for a period of thirty (30) calendar days from the date of submission. All pricing is shown in U.S. dollars and does not include applicable taxes or certain other charges such as VAT, travel duty, or freight charges.

4. If any Work Order is terminated early for any reason other than by Logically for convenience in accordance with the Master Services Agreement, then a termination charge shall be due from Customer to Logically on the termination date. The termination charge for each service is as set forth on the applicable Work Order ("Termination Charge"). Customer agrees that the damages that would be sustained by Logically from Customer's early termination or default of a Work Order or this Agreement cannot readily be determined and that the termination charge constitutes "liquidated damages" and not a penalty. Customer waives any claim that such termination charge constitutes a penalty.

5. Project Payment Information:

- 100% of product payment is due prior to ordering products.
- Shipping Charges may change based on actual costs.
- Fixed Fee Labor - Will be invoiced based upon project completion.
- Please note that all prices reflect a 3% discount based on payment via check. The 3% discount will be removed if payment is made via credit card.
- If the Billing Contact is different from the undersigned, please provide Billing Contact details:

Name:

Mailing Address:

Phone Number:

E-mail Address:

6. Customer agrees that, if it has not done so already, it shall review and enter into a Master Services Agreement between Logically and Customer in addition to this Agreement and any applicable Work Order. Unless explicitly provided otherwise therein, in the event of a direct conflict between: (a) the terms of a Master Services Agreement and any Work Order, the terms of the Master Services Agreement shall control; (b) the terms of a Master Services Agreement and this Agreement, the terms of the Master Services Agreement shall control; and (c) the terms of this Agreement and a Work Order, the terms of this Agreement shall control. This Agreement shall be governed and construed in accordance with the laws of the State of Maine.

7. Unless otherwise agreed in writing, payment for services is due within fifteen (15) days of the date of issuance of the invoice by Logically. Customer shall pay to Logically a late payment charge of one and one-half percent (1.5%) per month or the maximum rate permitted by applicable law, whichever is less, on any unpaid amount for each calendar month or fraction thereof that any payment to Logically is in arrears. Customer agrees to pay all costs of collection, including court costs and reasonable attorney's fees, incurred in the collection of any amount past due. Customer acknowledges that Logically may participate in, and retain the benefit of, vendor incentive plans, rebate programs, or other programs with, among others, its travel providers wherein Logically may receive benefits, such as frequent flyer miles or other consideration.

I, THE UNDERSIGNED, AGREE TO THE ABOVE TERMS AND CONDITIONS. ADDITIONALLY, I ALSO CERTIFY THAT I HAVE REVIEWED THE PRODUCTS AND/OR PROJECT DELIVERABLES ASSOCIATED WITH THIS ESTIMATE AND UNDERSTAND THAT ANY PRODUCTS OR PROJECT DELIVERABLES NOT EXPLICITLY STATED IN THIS ESTIMATE WILL BE OUTSIDE THE SCOPE OF THIS ESTIMATE AND WILL REQUIRE ADDITIONAL FUNDS TO PROCURE OR IMPLEMENT.

Quote Summary

Description	Amount
Hardware	\$24,293.35
Software	\$9,054.00
Project Labor	\$23,068.00
Subtotal:	\$56,415.35
Shipping:	\$150.00
Total:	\$56,565.35

Monthly Expenses Summary

Description	Amount
Monthly Recurring Service	\$620.00
Monthly Total:	\$620.00

Acceptance

Pound Ridge Town Hall

Signature: _____

Name: Steve Conti

Date: _____

CLAIM

09.23.22

TOWN OF POUND RIDGE
POUND RIDGE NY 10576



PURCHASE ORDER NO.: _____
DATE: 9/20/2022

**CLAIMANT'S
NAME
AND**

Bedford Mowers
385 Adams Street
Bedford, NY 10507

VENDOR #: 86878

APPROPRIATION	AMOUNT	VOUCHER #
A1620.400	\$2,913.00	2020
		42/19
TOTAL	\$2,913.00	

DATES		QUANTITY	UNIT PRICE	AMOUNT
9/16/2022	Invoice #87929			
	Kawasaki Engine LC	1	\$2,550.00	\$2,550.00
	12v Battery	1	\$74.00	\$74.00
	Choke Cable	1	\$34.00	\$34.00
	Labor	3	\$85.00	\$255.00
			\$0.00	\$0.00
			TOTAL	\$2,913.00

CLAIMANT'S CERTIFICATION

I, _____, certify that the above account in the amount of _____ is true and correct; that the items, services, and disbursements charged were rendered to or for the town on the dates stated; that no part has been paid or satisfied; that taxes, from which the municipality is exempt, are not included; and that the amount claimed is actually due.

date signature title

SPACE BELOW FOR TOWN USE

DEPARTMENT APPROVAL

The above services or materials were rendered or furnished to the town on the dates stated and the charges are correct.

9/20/22 date Prepared by *David [Signature]*
date Department Head

APPROVAL FOR PAYMENT

This claim is approved and ordered paid from the appropriations indicated above.

Carla Buel 10/5/22
[Signature]

Invoice

Date	Invoice #
9/16/2022	87929

BEDFORD MOWERS INC.
 385 ADAMS STREET
 BEDFORD HILLS, NY 10507
 PHONE#: 914-241-2040
 FAX#: 914-241-2142
 EMAIL#: BEDFORD_MOWERS@HOTMAIL.COM

Bill To
TOWN OF POUND RIDGE 179 WESTCHESTER AVE POUND RIDGE NY 10576

Ship To

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
			9/16/2022			

Quantity	Item Code	Description	Price Each	Amount
1	0001	KAWASAKI ENGINE LC M# FD750D-RS03-S S# FD750DA63566	2,550.00	2,550.00T
1	0001	12 V BATTERY	74.00	74.00T
1	0001	CHOKE CABLE	34.00	34.00T
3	LABOR	HOURLY RATE FOR LABOR EXMARK RIDER M# LZ27LKA604 S# 340714 REPLACE BLOWING ENGINE + NEW BATTERY AND CHOKE CABLE	85.00	255.00T
		TAX EXEMPT	0.00%	0.00

Total			\$2,913.00
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Memo

To: Town Board

Date: 10/4/2022

From: David Goldberg, Recreation Dept.

Re: Flag football refunds

I hereby request the refunds for all the flag football participants that we had to cancel the program due to lack of coaches.

Thank you,
David Goldberg
Superintendent

CLAIM

TOWN OF POUND RIDGE
POUND RIDGE NY 10576



PURCHASE ORDER NO.:

DATE: 10/4/2022

**CLAIMANT'S
 NAME
 AND**

Megan O'Meara
 268 Trinity Pass Road
 Pound Ridge NY 10576

VENDOR #: 99999

APPROPRIATION	AMOUNT	VOUCHER #
A2001	\$220.00	
TOTAL	\$220.00	

DATES		QUANTITY	UNIT PRICE	AMOUNT
9/22/2022	Refund for flag football	1.0	220.00	220.00
			TOTAL	\$220.00

CLAIMANT'S CERTIFICATION

I, _____, certify that the above account in the amount of _____ is true and correct; that the items, services, and disbursements charged were rendered to or for the town on the dates stated; that no part has been paid or satisfied; that taxes, from which the municipality is exempt, are not included; and that the amount claimed is actually due.

_____ date _____ signature _____ title

SPACE BELOW FOR TOWN USE

DEPARTMENT APPROVAL	APPROVAL FOR PAYMENT
The above services or materials were rendered or furnished to the town on the dates stated and the charges are correct. 8/16/2022 <i>P. Marino</i> date Prepared by	This claim is approved and ordered paid from the appropriations indicated above.
date Department Head	

CLAIM

TOWN OF POUND RIDGE
POUND RIDGE NY 10576



PURCHASE ORDER NO.:

DATE: 10/4/2022

**CLAIMANT'S
 NAME
 AND**

Anna Kenoff
 719 Old Post Road
 Bedford NY 10506

VENDOR #: 99999

APPROPRIATION	AMOUNT	VOUCHER #
A2001	\$250.00	
TOTAL	\$250.00	

DATES		QUANTITY	UNIT PRICE	AMOUNT
9/22/2022	Refund for flag football	1.0	250.00	250.00
			TOTAL	\$250.00

CLAIMANT'S CERTIFICATION

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date Department Head	

CLAIM

TOWN OF POUND RIDGE
POUND RIDGE NY 10576



PURCHASE ORDER NO.:

DATE: 10/4/2022

**CLAIMANT'S
 NAME
 AND**

Amy Lowenthal
 12 Burbank Ave
 Bedford Hills NY 10507

VENDOR #: 99999

APPROPRIATION	AMOUNT	VOUCHER #
A2001	\$250.00	
TOTAL	\$250.00	

DATES		QUANTITY	UNIT PRICE	AMOUNT
9/22/2022	Refund for flag football	1.0	250.00	250.00
			TOTAL	\$250.00

CLAIMANT'S CERTIFICATION

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_____ date _____ signature _____ title

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The above services or materials were rendered or furnished to the town on the dates stated and the charges are correct. 3/16/2022 <i>P. Marino</i> date Prepared by	This claim is approved and ordered paid from the appropriations indicated above.
date Department Head	

CLAIM

TOWN OF POUND RIDGE
POUND RIDGE NY 10576



PURCHASE ORDER NO.:

DATE: 10/4/2022

**CLAIMANT'S
 NAME
 AND**

Gina D'Introno
 32 Sunset Dr.
 Bedford NY 10507

VENDOR #: 99999

APPROPRIATION	AMOUNT	VOUCHER #
A2001	\$250.00	
TOTAL	\$250.00	

DATES		QUANTITY	UNIT PRICE	AMOUNT
9/22/2022	Refund for flag football	1.0	250.00	250.00
			TOTAL	\$250.00

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date Department Head	

CLAIM

TOWN OF POUND RIDGE
POUND RIDGE NY 10576



PURCHASE ORDER NO.:
DATE: 10/4/2022

**CLAIMANT'S
 NAME
 AND**

Anne DeGaetano
 180 Allison Road
 Katonah NY 10536

VENDOR #: 99999

APPROPRIATION	AMOUNT	VOUCHER #
A2001	\$250.00	
TOTAL	\$250.00	

DATES	QUANTITY	UNIT PRICE	AMOUNT
9/22/2022	1.0	250.00	250.00
			TOTAL
			\$250.00

CLAIMANT'S CERTIFICATION

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_____ date Department Head	



CLAIM

TOWN OF POUND RIDGE
POUND RIDGE NY 10576



PURCHASE ORDER NO.:

DATE: 10/4/2022

**CLAIMANT'S
 NAME
 AND**

Alexandra White
 4 Brook Farm Road East
 Bedford NY 10606

VENDOR #: 99999

APPROPRIATION	AMOUNT	VOUCHER #
A2001	\$250.00	
TOTAL	\$250.00	

DATES		QUANTITY	UNIT PRICE	AMOUNT
9/22/2022	Refund for flag football	1.0	250.00	250.00
			TOTAL	\$250.00

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date Department Head	

CLAIM

TOWN OF POUND RIDGE
POUND RIDGE NY 10576



PURCHASE ORDER NO.:

DATE: 10/4/2022

**CLAIMANT'S
 NAME
 AND**

Isabell Murphy
 465 Cantitoe St.
 Bedford NY 10506

VENDOR #: 99999

APPROPRIATION	AMOUNT	VOUCHER #
A2001	\$250.00	
TOTAL	\$250.00	

DATES		QUANTITY	UNIT PRICE	AMOUNT
9/22/2022	Refund for flag football	1.0	250.00	250.00
			TOTAL	\$250.00

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_____ date Department Head	

—

CLAIM

TOWN OF POUND RIDGE
POUND RIDGE NY 10576



PURCHASE ORDER NO.:

DATE: 10/4/2022

**CLAIMANT'S
 NAME
 AND**

Kristy Kearney 51 Averill Dr. Mahopac NY, 10541

VENDOR #: 99999

APPROPRIATION	AMOUNT	VOUCHER #
A2001	\$250.00	
TOTAL	\$250.00	

DATES		QUANTITY	UNIT PRICE	AMOUNT
9/22/2022	Refund for flag football	1.0	250.00	250.00
			TOTAL	\$250.00

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_____ date

_____ signature

_____ title

SPACE BELOW FOR TOWN USE

DEPARTMENT APPROVAL

The above services or materials were rendered or furnished to the town on the dates stated and the charges are correct.

8/16/2022

P. Marino

_____ date

Prepared by

_____ date

Department Head

APPROVAL FOR PAYMENT

This claim is approved and ordered paid from the appropriations indicated above.

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CLAIM

TOWN OF POUND RIDGE
POUND RIDGE NY 10576



PURCHASE ORDER NO.:

DATE: 10/4/2022

**CLAIMANT'S
 NAME
 AND**

Eric Hayduk
 34 Amber Dr
 Bedford, NY 10506

VENDOR #: 99999

APPROPRIATION	AMOUNT	VOUCHER #
A2001	\$250.00	
TOTAL	\$250.00	

DATES		QUANTITY	UNIT PRICE	AMOUNT
9/22/2022	Refund for flag football	1.0	250.00	250.00
			TOTAL	\$250.00

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_____ date Department Head	

CLAIM

TOWN OF POUND RIDGE
POUND RIDGE NY 10576



PURCHASE ORDER NO.:

DATE: 10/4/2022

**CLAIMANT'S
 NAME
 AND**

Eric Hayduk 34 Amber Dr Bedford, NY 10506

VENDOR #: 99999

APPROPRIATION	AMOUNT	VOUCHER #
A2001	\$250.00	
TOTAL	\$250.00	

DATES	QUANTITY	UNIT PRICE	AMOUNT
9/22/2022	1.0	250.00	250.00
		TOTAL	\$250.00

CLAIMANT'S CERTIFICATION

I, _____, certify that the above account in the amount of _____ is true and correct; that the items, services, and disbursements charged were rendered to or for the town on the dates stated; that no part has been paid or satisfied; that taxes, from which the municipality is exempt, are not included; and that the amount claimed is actually due.

_____ date _____ signature _____ title

SPACE BELOW FOR TOWN USE

DEPARTMENT APPROVAL	APPROVAL FOR PAYMENT
The above services or materials were rendered or furnished to the town on the dates stated and the charges are correct.	This claim is approved and ordered paid from the appropriations indicated above.
3/16/2022 <i>P. Marino</i> date Prepared by	
date Department Head	

-18-

CLAIM

TOWN OF POUND RIDGE
POUND RIDGE NY 10576



PURCHASE ORDER NO.:

DATE: 10/4/2022

**CLAIMANT'S
 NAME
 AND**

Nadege Deseure Plumeidge
 14 Howe Street
 South Salem NY 10590

VENDOR #: 99999

APPROPRIATION	AMOUNT	VOUCHER #
A2001	\$250.00	
TOTAL	\$250.00	

DATES		QUANTITY	UNIT PRICE	AMOUNT
9/22/2022	Refund for flag football	1.0	250.00	250.00
			TOTAL	\$250.00

CLAIMANT'S CERTIFICATION

I, _____, certify that the above account in the amount of _____ is true and correct; that the items, services, and disbursements charged were rendered to or for the town on the dates stated; that no part has been paid or satisfied; that taxes, from which the municipality is exempt, are not included; and that the amount claimed is actually due.

_____ date _____ signature _____ title _____

SPACE BELOW FOR TOWN USE

DEPARTMENT APPROVAL	APPROVAL FOR PAYMENT
The above services or materials were rendered or furnished to the town on the dates stated and the charges are correct. 3/16/2022 <i>P. Marino</i> date Prepared by	This claim is approved and ordered paid from the appropriations indicated above.
date Department Head	

RESOLUTION SUPPORTING THE CLEAN WATER, CLEAN AIR, GREEN JOBS ENVIRONMENTAL BOND ACT 2022

Whereas, providing clean drinking water and protecting our local rivers, bays, lakes, streams and waterfronts from pollution is paramount to quality of life in New York State and the Town of Pound Ridge; and

Whereas, modernizing water infrastructure will safeguard clean water, reduce flooding, reduce lead exposure and other public health threats, and create jobs; and

Whereas, the Town of Pound Ridge is vulnerable to extreme weather including deadly heat from rising temperatures and flooding from severe storms that put people, properties and public assets across the County at risk; and

Whereas, upgrading transportation and stormwater infrastructure, restoring natural resources, growing urban forests, building green roofs and upgrading cooling centers will reduce the impact of extreme weather, saving lives and money; and

Whereas, the COVID-19 pandemic demonstrated the importance of outdoor recreation and access to fresh, local food, as people flocked to local parks and sought out healthy foods for their families; and

Whereas, upgrades to facilities at state and local parks and preserves and the creation of new outdoor recreational areas will benefit our region by protecting wildlife habitat, providing more people access to nature, and creating jobs in the outdoor recreation economy; and

Whereas, the Clean Water, Clean Air, Green Jobs Environmental Bond Act of 2022 would authorize the four billion and two hundred million dollars of bonds to finance critical environmental restoration, clean water, and infrastructure projects across New York State; and

Whereas, the funds would be targeted towards protecting clean water, reducing flood risk, restoring natural resources, protecting open space and farmland, and reducing the pollution that causes climate change; and

Whereas, the Clean Water, Clean Air, Green Jobs Environmental Bond Act of 2022 was passed by the New York State Legislature as part of the 2022-23 New York State Budget and will appear on the November 8, 2022, New York State General Election Ballot for voter approval; and

Whereas, the Clean Water, Clean Air, Green Jobs Environmental Bond Act of 2022 includes strong labor provisions and will support more than 84,000 family-sustaining jobs for New Yorkers; and

Whereas, the Clean Water, Clean Air, Green Jobs Environmental Bond Act of 2022 would enable New York State and the Town of Pound Ridge to address pollution and public health threats in disadvantaged communities.

Resolved, that the Legislature of the Town of Pound Ridge supports passage of the Clean Water, Clean Air, Green Jobs Environmental Bond Act of 2022.

DATED: October 11, 2022
Pound Ridge, New York

Kevin Hansan, Town Supervisor

From: [Nicole Engel](#)
To: [Nicole Engel](#)
Cc: [Nicole Engel](#)
Subject: No Thru Traffic sign on Highview
Date: Friday, October 7, 2022 10:44:15 AM

On Oct 4, 2022, at 3:35 PM, David Alfano <dalfano@lewisboropd.com> wrote:

Dear Town Supervisors,

On 3/30/2022, I placed LPD's All Traffic Solutions (ATS) electronic speed sign out on Ridgefield Avenue in the vicinity of the Lewisboro / Pound Ridge border in order to obtain volume of vehicles traveling eastbound. After approximately 6 weeks I determined that enough data was gathered. Upon reviewing the data, it was determined that on a daily average, 614 vehicles were turning onto Highview Rd from Route 124 between the hours of 00:00 - 23:59.

Currently, the Town of Pound Ridge has a 'No Right Turn' sign located s/b Route 124 at Highview Rd between the hours of 5:00pm – 8:00pm. Data further showed that during those specified hours of the 'No Right Turn' there were 102 vehicles traveling from Route 124 heading eastbound on Highview / Ridgefield Ave. I contacted PRPD and Lt. Kieran Murray was gracious enough to schedule PRPD patrols to enforce the traffic control device M-F between the hours of 1700-1900 from May 18th – June 17th. This helped curbing the volume on a temporary basis but overall, the volume reverted back to high daily volume and the sign disregarded by motorists. (This is also the same issue the Town of Lewisboro has on vehicles turning illegally onto Ridgefield Ave from Route 35).

I feel that changing the sign from 'No Right Turn' to 'No Thru Traffic' on both ends as well as updating Navigation vendors such as: Waze, Google Maps, etc will have a major impact in decreasing the volume of vehicles traveling through this residential narrow roadway.

Please also see attached ATS data for your reference. Any further questions, please feel free to reach out.

Very Respectfully,

-Dave

Chief David Alfano
Lewisboro Police Department
79 Bouton Road
South Salem, New York 10590
Dalfano@lewisboropd.com
HQ: 914-763-8903



Start: 2022-03-30
End: 2022-05-16
Times: 0:00-23:59

Speed Bins: Size 10, Range 1 to 150
Time View: By Day of Week (Avg Volumes)

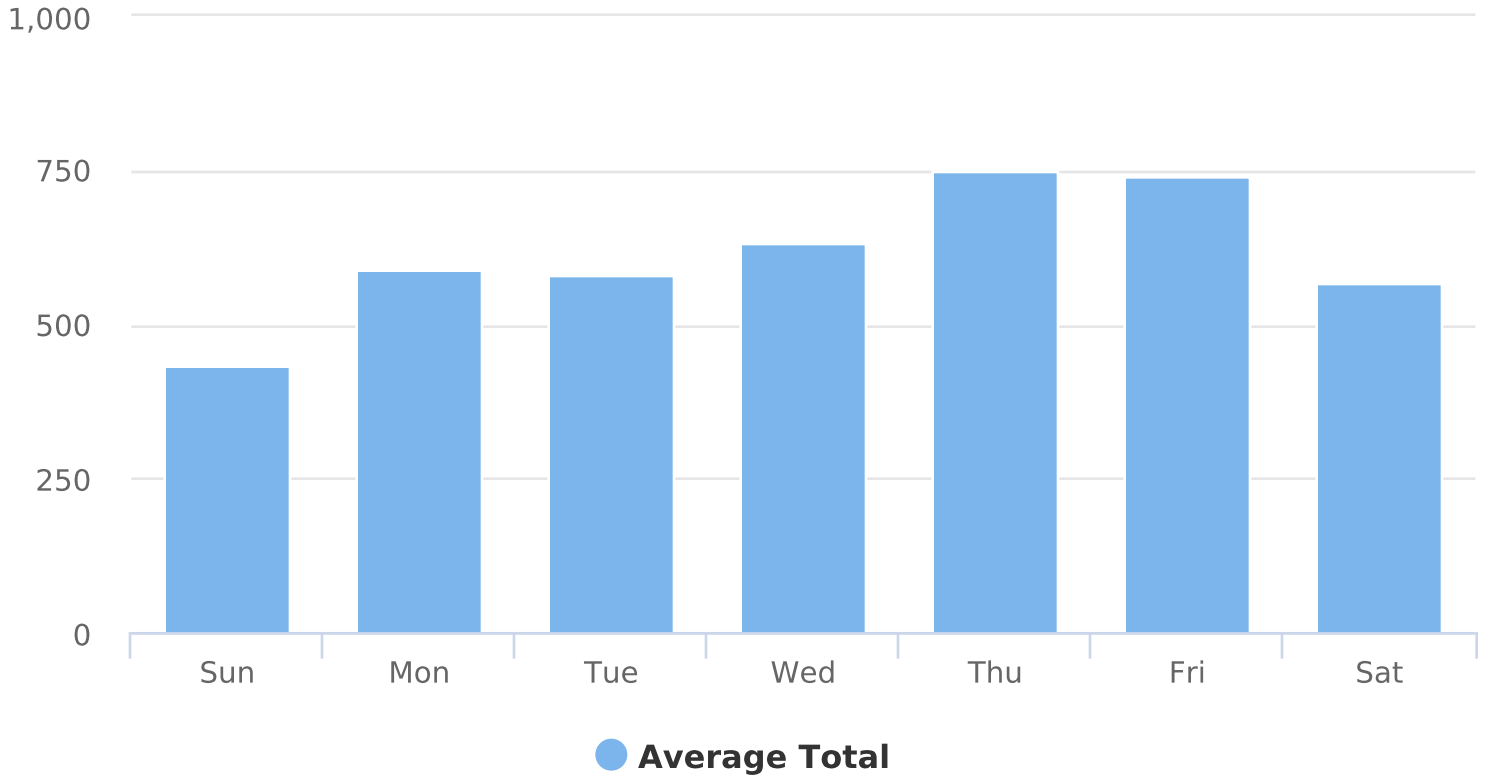
Day	00:00	01:00	02:00	03:00	04:00	05:00	06:00	07:00	08:00	09:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00	23:00	Avg Total
Sun	6	2	1	0	1	1	5	13	19	19	37	43	36	48	48	36	38	24	21	14	11	7	6	1	431
Mon	1	1	1	1	0	3	13	26	52	29	29	38	33	33	56	78	86	62	29	21	16	3	3	2	590
Tue	1	0	0	1	0	7	13	26	51	35	41	41	43	43	50	72	97	49	34	23	16	9	4	4	582
Wed	2	1	0	0	2	3	15	30	49	27	34	48	43	42	59	82	98	61	34	21	20	10	8	5	634
Thu	1	1	0	0	0	3	14	29	49	32	30	37	47	42	60	83	118	63	43	23	22	16	21	12	750
Fri	6	1	0	0	0	4	14	28	42	34	36	43	49	59	63	97	106	55	32	20	19	14	8	9	740
Sat	3	2	1	1	1	2	6	15	27	38	38	58	63	56	52	50	37	33	28	22	12	11	11	8	567
Avg	3	1	0	0	1	3	11	24	41	31	35	44	45	46	55	71	83	50	32	21	16	10	9	6	614



Start: 2022-03-30
End: 2022-05-16
Times: 0:00-23:59

Speed Bins: Size 10, Range 1 to 150
Time View: By Day of Week (Avg Volumes)

Average Total Volume





Start: 2022-03-30
End: 2022-05-16
Times: 17:00-19:59

Volume by Time

68 Ridgefield Ave, EB

Speed Bins: Size 10, Range 1 to 150
Time View: By Day of Week (Avg Volumes)

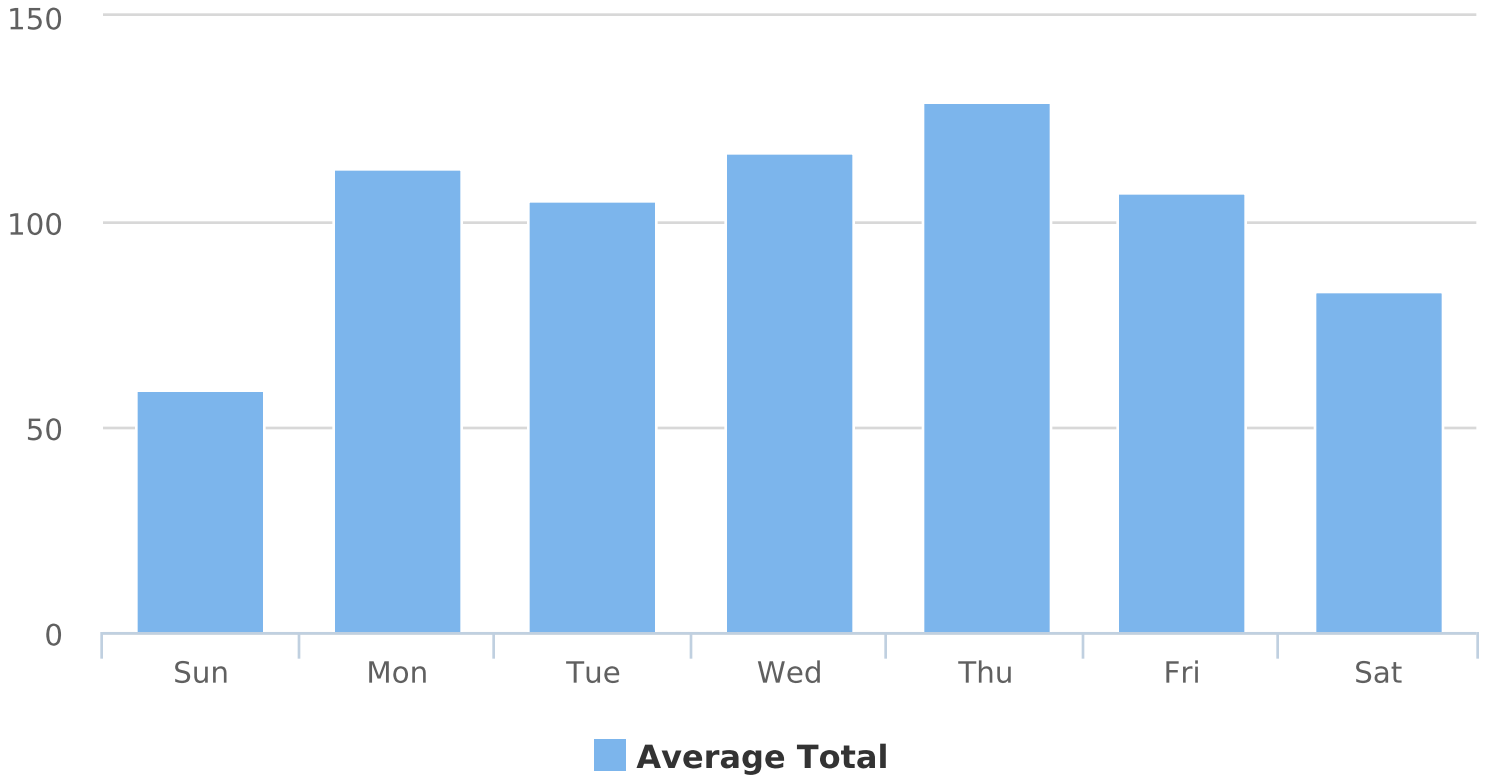
Day	17:00	18:00	19:00	Avg Total
Sun	24	21	14	59
Mon	62	29	21	113
Tue	49	34	23	105
Wed	61	34	21	117
Thu	63	43	23	129
Fri	55	32	20	107
Sat	33	28	22	83
Avg	50	32	21	102



Start: 2022-03-30
End: 2022-05-16
Times: 17:00-19:59

Speed Bins: Size 10, Range 1 to 150
Time View: By Day of Week (Avg Volumes)

Average Total Volume



Memo

To: Town Board
From: Drifa Segal
Date: 10/6/2022
Re: REFUND

Please authorize the Finance Director to refund the following duplicate & overpayments on the first installment of the 2022-23 School bills. See attached claim forms and documentation.

Duplicate Payment refunds total:	\$12,517.60
9816-128 to Susan Golenbock	\$6551.67
9827-34 to Wells Fargo	\$5965.93
Overpayment refunds total:	\$206.12
9821-3 to David Barber	\$100.02
9457-3.30 to Peter Feinberg	\$6.00
9455-11 to Vincenzo Venturi	\$.10

Date Prepared: 10/06/2022 12:42 PM
From Year: To:
From Seq: To:
Paid Date: 01/01/2022 To: 12/31/2022

TOWN OF POUND RIDGE

Account Payment Summary

COL4820 1.0
Page 1 of 1

District: 554600
Owner: GOLENBOCK SUSAN A
C/O BROWN ADVISORY

Parcel ID: 9816-128-
Location: 28 TWIN FAWN LN

Acct No: 21

Year Seq	Bill No.	Paid Date	Purpose	Type	Principal	Fees	Penalty	Total Paid
2022 01	1307	04/28/2022		PAYMT	6,273.66			6,273.66
		Total:			6,273.66	0.00	0.00	6,273.66
2021 SCHL	1309	01/31/2022		PAYMT	6,858.55			6,858.55
		Total:			6,858.55	0.00	0.00	6,858.55
2022 SCHL	1307	09/06/2022		PAYMT	6,551.68			6,551.68
		09/26/2022		PAYMT	6,551.67			6,551.67
		Total:			13,103.35	0.00	0.00	13,103.35
		Grand Total:			26,235.56	0.00	0.00	26,235.56

9/6 - paid via check - Brown Advisory Investing

9/26 - paid via XPRESSPAY by resident
in error

Request check for Susan A. Golenbock

28 Twin Fawn Lane

CLAIM

TOWN OF POUND RIDGE
POUND RIDGE NY 10576



PURCHASE ORDER NO.:

DATE: 6/10/2022

**CLAIMANT'S
 NAME
 AND
 ADDRESS**

Wells Fargo
 Real Estate Tax Operations
 PO BOX 9231
 Des Moines, IA 50306-9756

Bill 1814 -9827-34

VENDOR #:

APPROPRIATION	AMOUNT	VOUCHER #
	\$5,965.93	
TOTAL	\$5,965.93	

DATES	DESCRIPTION OF MATERIALS OR SERVICES	QUANTITY	UNIT PRICE	AMOUNT
10/6/2022	Duplicate Payment of 2022-23 School tax - 1st install	1	\$5,965.93	\$5,965.93
	* Please see attached documentation			
	PLEASE INCLUDE COPY OF CLAIM FORM WITH REFUND CHECK			
			TOTAL	\$5,965.93

I, _____, certify that the above account in the amount of _____ is true and correct; that the items, services, and disbursements charged were rendered to or for the town on the dates stated; that no part has been paid or satisfied; that taxes, from which the municipality is exempt, are not included; and that the amount claimed is actually due.

_____ date _____ signature _____ title

SPACE BELOW FOR TOWN USE

DEPARTMENT APPROVAL

The above services or materials were rendered or furnished to the town on the dates stated and the charges are correct.

10/6/22 _____
 date authorized official

APPROVAL FOR PAYMENT

This claim is approved and ordered paid from the appropriations indicated above.

Header | Ledger | Attachments | **** Exemptions **** | Memo | Owner History | Payor History | User Def | History

Bill No: 2022 02 1814 District: 554600 Parcel ID: 9827-34- Bank Code:
 Owner: JONES ASHLEY M Location: 20 NANCYS LN
 Acct No: 18

View: Penalty Date:

Inst	Due Date	Purpose Desc	Type	Trans Date	Amount N	
1	09/30/2022	BEDFORD CENTRAL	CHG	08/25/2022	6,553.43	Adj
1	09/30/2022	BEDFORD CENTRAL	41854	08/25/2022	-587.50	Adj
1	09/30/2022	BEDFORD CENTRAL	PAYMT	08/31/2022	-5,965.93	Adj
1	09/30/2022	OVRPY	PAYMT	09/22/2022	-5,965.93	Adj
2	01/31/2023	BEDFORD CENTRAL	CHG	08/25/2022	6,553.42	Adj
2	01/31/2023	BEDFORD CENTRAL	41854	08/25/2022	-587.50	Adj
						Adj
						Adj
						Adj
						Adj
						Adj
						Adj
						Adj

Batch No:	WF092222F
Rec/Ref No:	167526
Check/Ref No:	WF092222F
Post Tr No:	322199
Post Tr Seq:	1
Due Date Tot:	-5,965.93
Inst Total:	-5,965.93
Trans No:	260932
Trans Seq:	1

Bill Total:

Sort By: Suppress Zero Balance Due Dates Search

*Property owner paid 1st install via xpress pay 8/31/22
 Then Wells Fargo paid on 9/22/22.
 REFUND TO Wells Fargo FOR DUPLICATE PAYMENT.*

CLAIM

TOWN OF POUND RIDGE
POUND RIDGE NY 10576



PURCHASE ORDER NO.:

DATE: 10/6/2022

**CLAIMANT'S
 NAME
 AND
 ADDRESS**

DAVID BARBER
 66 FANCHER RD
 POUND RIDGE NY 10576

 Bill 1629 - 9821-3

VENDOR #:

APPROPRIATION	AMOUNT	VOUCHER #
	\$100.02	
TOTAL	\$100.02	

DATES	DESCRIPTION OF MATERIALS OR SERVICES	QUANTITY	UNIT PRICE	AMOUNT
10/6/2022	Overpayment of 2022-23 School tax - 2nd install	1	\$100.02	\$100.02
	* Please see attached documentation			
	PLEASE INCLUDE COPY OF CLAIM FORM WITH REFUND CHECK			
			TOTAL	\$100.02

I, _____, certify that the above account in the amount of _____ is true and correct; that the items, services, and disbursements charged were rendered to or for the town on the dates stated; that no part has been paid or satisfied; that taxes, from which the municipality is exempt, are not included; and that the amount claimed is actually due.

_____ date

_____ signature

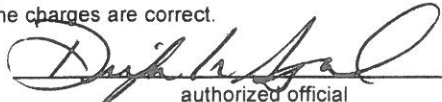
_____ title

SPACE BELOW FOR TOWN USE

DEPARTMENT APPROVAL

The above services or materials were rendered or furnished to the town on the dates stated and the charges are correct.

10/6/22
date


authorized official

APPROVAL FOR PAYMENT

This claim is approved and ordered paid from the appropriations indicated above.

Header | Ledger | Attachments | Exemptions | Memo | Owner History | Payor History | User Def | History

Bill No: 2022 02 1629 District: 554600 Parcel ID: 9821-3.- Bank Code:
 Owner: BARBER DAVID W Location: 74 FANCHER RD
 BARBER LAUREEN M Acct No: 15

View: Penalty Date: Show Adjust

Inst	Due Date	Purpose Desc	Type	Trans Date	Amount N	
1	09/30/2022	BEDFORD CENTRAL	CHG	08/25/2022	3,189.34	Adj
1	09/30/2022	BEDFORD CENTRAL	PAYMT	09/06/2022	-3,189.34	Adj
2	01/31/2023	BEDFORD CENTRAL	CHG	08/25/2022	3,189.33	Adj
2	01/31/2023	BEDFORD CENTRAL	PAYMT	09/06/2022	-3,189.33	Adj
2	01/31/2023	OVRPY	PAYMT	09/06/2022	-100.02	Adj
						Adj
						Adj
						Adj
						Adj
						Adj
						Adj
						Adj

Batch No:	M090622B
Rec/Ref No:	166811
Check/Ref No:	2485
Post Tr No:	321532
Post Tr Seq:	30
Due Date Tot:	-100.02
Inst Total:	-100.02
Trans No:	260212
Trans Seq:	1

Bill Total: -100.02

Sort By: Suppress Zero Balance Due Dates Search

Bills 1628 + 1629 = \$43,016.69
 Check was written for = \$43,116.71
100.02 OVERPAY



Header | Ledger | Attachments | Exemptions | Memo | Owner History | Payor History | User Def | History

Bill No: 2022 02 1629 District: 554600 Parcel ID: 9821-3- Bank Code:
 Owner: BARBER DAVID W Location: 74 FANCHER RD
 BARBER LAUREEN M Acct No: 15

View:

Purpose	Ext	Purpose Desc	Total Taxable	Assessed	Tax Rate	True Tax
SCHLB		BEDFORD CENTRAL	78,000.00	78,000	87.379001000	6,378.67
Total:						6,378.67

CLAIM

TOWN OF POUND RIDGE
POUND RIDGE NY 10576



PURCHASE ORDER NO.:
DATE: 10/6/2022

**CLAIMANT'S
 NAME
 AND
 ADDRESS**

FEINBERG PETER
 29 DANN FARM RD
 POUND RIDGE NY 10576

 Bill 1043 - 9457-3.30-

APPROPRIATION	AMOUNT	VOUCHER #
	\$6.00	
TOTAL	\$6.00	

VENDOR #:

DATES	DESCRIPTION OF MATERIALS OR SERVICES	QUANTITY	UNIT PRICE	AMOUNT
10/6/2022	Overpayment of 2022-23 School tax - 1st install	1		\$6.00
	* Please see attached documentation			
	PLEASE INCLUDE COPY OF CLAIM FORM WITH REFUND CHECK			
			TOTAL	\$6.00

I, _____, certify that the above account in the amount of _____ is true and correct; that the items, services, and disbursements charged were rendered to or for the town on the dates stated; that no part has been paid or satisfied; that taxes, from which the municipality is exempt, are not included; and that the amount claimed is actually due.

_____ date _____ signature _____ title

SPACE BELOW FOR TOWN USE

DEPARTMENT APPROVAL

The above services or materials were rendered or furnished to the town on the dates stated and the charges are correct.

10/6/22 date *Dan H. [Signature]* authorized official

APPROVAL FOR PAYMENT

This claim is approved and ordered paid from the appropriations indicated above.

CLAIM

TOWN OF POUND RIDGE
POUND RIDGE NY 10576



PURCHASE ORDER NO.:
DATE: 10/6/2022

**CLAIMANT'S
 NAME
 AND
 ADDRESS**

VINCENZO VENTURI
 14 WESTCHESTER AVE
 POUND RIDGE NY 10576

Bill 931 - 9455-11

VENDOR #:

APPROPRIATION	AMOUNT	VOUCHER #
	\$0.10	
TOTAL	\$0.10	

DATES	DESCRIPTION OF MATERIALS OR SERVICES	QUANTITY	UNIT PRICE	AMOUNT
10/6/2022	Overpayment of 2022-23 School tax - 1st install	1	\$0.10	\$0.10
	* Please see attached documentation			
	PLEASE INCLUDE COPY OF CLAIM FORM WITH REFUND CHECK			
			TOTAL	\$0.10

I, _____, certify that the above account in the amount of _____ is true and correct; that the items, services, and disbursements charged were rendered to or for the town on the dates stated; that no part has been paid or satisfied; that taxes, from which the municipality is exempt, are not included; and that the amount claimed is actually due.

_____ date

_____ signature

_____ title

SPACE BELOW FOR TOWN USE

DEPARTMENT APPROVAL

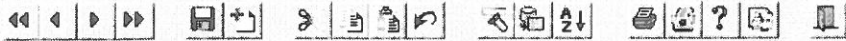
The above services or materials were rendered or furnished to the town on the dates stated and the charges are correct.

10/6/22
 date

Dylan H. [Signature]
 authorized official

APPROVAL FOR PAYMENT

This claim is approved and ordered paid from the appropriations indicated above.



Header | Ledger | Attachments | **** Exemptions **** | Memo | Owner History | Payor History | User Def | History |

Bill No: 2022 02 931 District: 554600 Parcel ID: 9455-11.- Bank Code:
 Owner: VENTURI VINCENZO Location: 14 WESTCHESTER AVE
 Acct No: 08

View: Penalty Date:

Inst	Due Date	Purpose Desc	Type	Trans Date	Amount N	
1	09/30/2022	BEDFORD CENTRAL	CHG	08/25/2022	4,587.40	Adj
1	09/30/2022	BEDFORD CENTRAL	41854	08/25/2022	-587.50	Adj
1	09/30/2022	BEDFORD CENTRAL	PAYMT	10/03/2022	-3,999.90	Adj
1	09/30/2022	OVRPY	PAYMT	10/03/2022	-10	Adj
2	01/31/2023	BEDFORD CENTRAL	CHG	08/25/2022	4,587.40	Adj
2	01/31/2023	BEDFORD CENTRAL	41854	08/25/2022	-587.50	Adj
						Adj
						Adj
						Adj
						Adj
						Adj
						Adj

Batch No:	M093022J
Rec/Ref No:	168829
Check/Ref No:	2698
Post Tr No:	324873
Post Tr Seq:	13
Due Date Tot:	-10
Inst Total:	-10
Trans No:	262239
Trans Seq:	1

Bill Total: 3,999.80

Sort By: Suppress Zero Balance Due Dates Search

MEMORANDUM

To: Town Board
Cc: Jonah Maddock
From: Erin Trostle
Date: October 6, 2022
Re: Fuel Oil Bid Award

A bid opening for #2 fuel oil for the 2022-23 heating season was held at the Town House on Tuesday, October 4, 2022, at 10:00 am. In addition to fuel oil quotes, the bid specifications requested prices for service contracts on oil burners and hot water heaters. Please note that the town has seven of each at the following locations: Town House, Maintenance Shop, Town Park (Maintenance Shed), museum, Conant Hall, and Highway Garage (two).

We received bids from Marshall Oil, which is the town's current supplier, and from Almeida Oil. Almeida bid \$0.001/gallon less than Marshall for fuel oil, but quoted a much higher rate for service contracts. Although the town typically uses 8,000 to 11,000 gallons of fuel oil annually, the potential savings on fuel cost is negligible compared with the significant difference in service costs (\$299/oil burner and \$109/hot water heater with Almeida vs \$100/oil burner and \$50/hot water heater with Marshall). Even if the town's fuel consumption increases dramatically, total costs for fuel and service are likely to be at least \$1,790 less if the town continues with Marshall.

The attached charts demonstrate that Marshall's bid is more competitive from a cost perspective, Moreover, Maintenance Supervisor Jonah Maddock reports that Marshall's service department has been extremely responsive and reliable, and he recommends continuing to use Marshall as the town's supplier. Thus, I respectfully request that the Town Board award the fuel oil bid to Marshall.

FUEL OIL BIDS

(NYHB = daily low NY Harbor Barge Reseller's price as reported in the NY Journal of Commerce)

Bidder	Price/gallon	Oil burner service contract	Hot water heater service contract
Marshall Oil	(NYHB* + \$0.07)/gallon	\$100	\$50
Almeida Oil	(NYHB* + \$0.069)/gallon	\$299	\$109

RECENT FUEL OIL USAGE

2020	2021	2022 through September	2022 projection
10,983.9 gallons	8,176.7 gallons	7,472.6 gallons	9,963.5 gallons

ESTIMATED COSTS IN EXCESS OF NYHB

	7,000 gallons	10,000 gallons	15,000 gallons
Marshall Oil			
7 oil burners	\$700	\$700	\$700
7 hot water heaters	\$350	\$350	\$350
Surplus fuel charge	<u>\$490</u>	<u>\$700</u>	<u>\$1050</u>
	\$1540	\$1750	\$2100
Almeida Oil			
7 oil burners	\$2093	\$2093	\$2093
7 hot water heaters	\$763	\$763	\$763
Surplus fuel charge	<u>\$483</u>	<u>\$690</u>	<u>\$1035</u>
	\$3339	\$3546	\$3891

* NYHB = Daily Low New York Harbor Barge Reseller's price as reported in the NY Journal of Commerce (OPIS)



MARSHALL OIL CO., INC.

HEATING SALES & SERVICE
130 SALEM ROAD POUND RIDGE, NEW YORK 10576-1529
TEL: (914) 764-5766 FAX: (914) 764-0450

October 3, 2022

Erin Trostle, Town Clerk
Town of Pound Ridge
Town House
179 Westchester Avenue
Pound Ridge, NY 10576-1743

RE: Bid for #2 Fuel Oil and Diesel

Dear Ms. Trostle:

As per notice to fuel oil bidders, Marshall Oil Co., Inc. will deliver products for all facilities at SEVEN (+.07) cent per gallon above the low New York Harbor barge reseller's price. Enclosed is the last available Journal of Commerce price sheet.

Enclosed is a copy of our service contract -- the bid for which is One Hundred (\$100.00) dollars per unit and Fifty (\$50.00) dollars per hot water heater.

Also enclosed is a bidder's non-collusion statement.

Very truly yours,

Marshall Oil Co., Inc.

A handwritten signature in black ink, appearing to read 'S. Edward Marshall', is written over the printed name.

S. Edward Marshall

Vice President

SEM:hah

Enclosures



MARSHALL OIL CO., INC.

130 SALEM ROAD - POUND RIDGE, NEW YORK 10576 - (914) 764-5766

HEATING SALES AND SERVICE

CUSTOMER COPY

Yearly Oil Burner Service Agreement

Inspect, lubricate and adjust oil burner and oil burner controls as required. All emergency calls required to repair, adjust or replace the following parts because of failure under normal operating conditions.

Oil Burner Motor
Oil Burner Pump
Motor or Pump Coupling
Ignition Transformer
Stack Relay

Thermostat (clock not incl.)
Operating Control (single aquastat)
Misc. Small Burner Parts
Ignition Porcelains
Ignition Wires
One Change of Air Filters per year

Nozzle
Nozzle Adapter
Nozzle Tube
Burner Air Cone
Flame Sensor

Oil fired hot water heater oil burner and controls covered under this contract for additional charge. Leaking water tank is not covered.

GENERAL CONDITIONS

The parts and labor coverage under this agreement does not include: smoke pipe and draft regulator, electronic controls, combination fan & limit control, dual and triple acting aquastats, low water cut off, fuel gauges, humidifiers, electronic air cleaner, auxiliary pumps, zone valves, water feeder valves, oil valves, expansion tank draining, combustion chamber, clock thermostat, circulator, blower motor or belt, electric wiring, piping, water leaks, heating boiler or furnace, hot air fans, air vents, radiators or bleeding system of air, water or fuel tanks, generators, boiler water feeders, frozen pipes or oil lines, water or sludge in fuel tank, cleaning of oil lines, and service after a run-out of oil not our responsibility if not on automatic delivery.

MARSHALL OIL CO., INC., cannot be responsible for the following: Heat in unoccupied buildings — damage to driveways — voltage or power failure — blown fuse or circuit breaker — switches on "OFF" POSITION — calls resulting from flooded basement. The low water cut off on steam systems must be flushed and tested regularly by the customer.

Vacuum cleaning and brushing, if necessary, are included in this agreement.

Contracts cannot be accepted on obsolete equipment or when replacement parts are not available. All equipment is subject to inspection before acceptance. Customer must purchase all fuel requirements from Marshall Oil Co., Inc. Contract may be cancelled if account becomes past due. This contract will be automatically renewed unless otherwise cancelled by customer at expiration date.

Any service calls not included in this contract will be charged at the current prevailing rates.

CONTRACT SERVICE HOURS — Monday through Friday.

WINTER SCHEDULE: November 1 through April 30, 8 A.M. to 12 midnight.

SUMMER SCHEDULE: May 1 through October 31, 8 A.M. to 4:30 P.M.

EMERGENCY SERVICE ONLY AFTER THE ABOVE HOURS, DAILY, WEEKENDS AND HOLIDAYS.

Items not considered as emergency service: burner switch off — low water in steam boiler — burner controls out of cycle due to power fluctuation — insufficient domestic hot water — clogged air filters — blown fuse or circuit breaker off — insufficient heat in individual rooms — will be charged at the prevailing overtime rates.

All contract service calls not during contract service hours will be charged the overtime portion of the prevailing overtime rate. (Any service call not covered by contract will be charged at the prevailing overtime rates.)

The normal routine work of servicing and cleaning, if necessary, will be performed year round. Due to the number of contracts in effect, this work load cannot be assigned to the summer months alone. We, therefore, ask you to cooperate with us in this policy.

COMPANY'S COPY

MARSHALL OIL CO., INC.

Yearly Oil Burner Service Acceptance

You are authorized to deliver Fuel Oil and render oil burner service to me as indicated below.

SERVICE & OIL BURNER PARTS AGREEMENT — Each Unit 100.00 Plus Tax

OIL FIRED WATER HEATER AGREEMENT — Each Unit 50.00 Plus Tax

This constitutes my acceptance of the terms of your offer.

CUSTOMER'S SIGNATURE

Date 20

Customer's Name
(Please Print)

Installation Address

City

Phone No.

Detach and Send This Section with Check.

Statement of non-collusion by bidder

Pursuant to section 103-D General Municipal Law by submission of this bid or proposal, the bidder certifies that:

- (A) This bid or proposal has been independently arrived at without collusion with any other bidder or with any competitor or potential competitor;
- (B) This bid or proposal has not been knowingly disclosed, prior to the opening of bids or proposals for this project, to any other bidder, competitors or potential competitor;
- (C) No attempt has been made or will be made to induce any other person, partnership or corporation to submit or not submit a bid or proposal;
- (D) The person signing this bid or proposal certifies that he has fully informed himself regarding the accuracy of the statements contained in this certification, and under penalties of perjury, affirms the truth thereof, such penalties being applicable to the bidder as well as to the person signing in it's behalf.

Date

September 28, 2022

Print Name S. Edward Marshall
Authorized Signature *S. Edward Marshall*
Title Vice President
Company Name Marshall Oil Co., Inc.
Address 130 Salem Road Pound Ridge, NY 10576
Business Phone # (914)764-5766
Fax # (914)764-0019
Tax I.D. # 132773955



October 3, 2022

Office of the Town Clerk
Town of Pound Ridge
Town House
179 Westchester Avenue
Pound Ridge, NY 10576

Dear Sir or Madam:

Thank you affording us the opportunity to submit a bid to supply heating oil to the Town of Pound Ridge. Almeida Oil a full service Company providing Heating Oil, Propane, Diesel Fuel, and Gasoline to Westchester and Putnam counties for over 30 years.

We are pleased to offer the bid below for the upcoming heating season:

For your heating oil delivery, I am pleased to offer the following price for the upcoming heating season:

NY Journal of Commerce (OPIS) Low NY Harbor Barge Reseller Price + \$ 0.069 cents per gallon

We are a full service company offering emergency service 24-hours a day, 365 days a year. We provide our customers with piece of mind throughout the year. Our service department handles repairs and all aspects of heating work including installations of boilers, burners, hot water heaters and oil tanks.

We would be happy to provide our 24-hour Platinum Service Contract at \$299.00 per unit per year. Hot water heater coverage would be \$109.00 per unit per year.

If you have any questions, please do not hesitate to call me at (914) 666-4328 ext. 129. I have absolutely no hesitation in assuring you of unbeatable service and attention. We offer the type of personalized service that only a family owned and operated business can offer. Thank you for your time and we look forward to the opportunity to work with you.

Sincerely yours,

Simone M. Almeida

Statement of non-collusion by bidder


Pursuant to section 103-D General Municipal Law by submission of this bid or proposal, the bidder certifies that:

- (A) This bid or proposal has been independently arrived at without collusion with any other bidder or with any competitor or potential competitor;
- (B) This bid or proposal has not been knowingly disclosed, prior to the opening of bids or proposals for this project, to any other bidder, competitors or potential competitor;
- (C) No attempt has been made or will be made to induce any other person, partnership or corporation to submit or not submit a bid or proposal;
- (D) The person signing this bid or proposal certifies that he has fully informed himself regarding the accuracy of the statements contained in this certification, and under penalties of perjury, affirms the truth thereof, such penalties being applicable to the bidder as well as to the person signing in it's behalf.

Date

Oct. 4, 2022

Print Name Simone Almeida

Authorized Signature 

Title President

Company Name Almeida Oil Co. Inc.

Address 33 Hubbels Drive

Mount Kisco, NY 10549

Business Phone # (914) 666-4328 x 129

Fax # (914) 666-6743

Tax I.D. # 13-3369241



(914) 666-4328 (HEAT)

Bronze Plan

EMERGENCY SERVICE CONTRACT HOURS:

WINTER: SEPTEMBER 24 through MAY 7, 8:00 a.m. to 11:00 p.m., seven days a week including holidays.
SUMMER: MAY 8 through SEPTEMBER 23, 8:00 a.m. to 6:00 p.m., Monday through Saturday, excluding Holidays.

Service available outside scheduled service contract hours at prevailing rates. (One-hour minimum charge.)

BURNER PARTS

- Burner Motor (up to 1/6 HP)
- Burner Coupling
- Burner Fan
- Fuel Oil Pump
- Fuel Oil Pump Gasket
- Fuel Oil Pump Strainer
- Ignition Transformer
- Ignition Wires
- Ignition Electrodes
- Ignition Porcelain
- Nozzles
- Nozzle Adapter
- Nozzle Adapter Nipple
- Nozzle Line
- Nozzle Line Filter

CONTROLS

- Plain Thermostat
- Cad Cell Control Combustion Relay (Air conditioning model excluded)
- Cad-Cell Assembly
- Aquastat (Single Action Only)
- Pressuretrol (Operating)

OTHER

- Oil Filter Cartridge
- Oil Filter Gasket
- Oil Tank Cap (one per year)
- Water Level Glass Gauge
- Water Level Glass Gauge Washers

PLEASE NOTE: If the stack control combustion relay fails, Almeida Oil will convert the unit to a cad cell combustion relay and provide all parts free of charge. Labor will be charged at prevailing rates. (One-hour minimum charge)

Service to any part not listed above will be billed at prevailing rates.

\$239.00 per year per heating unit
\$109.00 per year per separately fired hot water unit

Coverage for Bronze, Silver and Platinum Plans:

Almeida Oil will furnish the parts listed below each plan and labor necessary to replace them if they are defective or worn from normal use. Additionally, all the plans include an annual tune-up on your burner and ash removal, if necessary, from your heating appliance. Annual Tune-ups are performed during normal business hours on weekdays from March through September.

Silver Plan

EMERGENCY SERVICE CONTRACT HOURS:

WINTER: SEPTEMBER 24 through MAY 7, 24 hours a day, seven days a week including holidays.
SUMMER: MAY 8 through SEPTEMBER 23, 8:00 a.m. to 9 p.m., seven days a week, including holidays.

Service available outside scheduled service contract hours at prevailing rates. (One-hour minimum charge.)

BURNER PARTS

- Burner Motor (up to 1/6 HP)
- Burner Coupling
- Burner Fan
- Fuel Oil Pump
- Fuel Oil Pump Gasket
- Fuel Oil Pump Strainer
- Ignition Transformer
- Ignition Wires
- Ignition Electrodes
- Ignition Porcelain
- Nozzles
- Nozzle Adapter
- Nozzle Adapter Nipple
- Nozzle Line
- Nozzle Line Filter

CONTROLS

- Plain Thermostat
- Cad Cell Control Combustion Relay (Air conditioning model excluded)
- Cad-Cell Assembly
- Aquastat (Single Action Only)
- Pressuretrol (Operating)

OTHER

- Oil Filter Cartridge
- Oil Filter Gasket
- Oil Tank Cap (one per year)
- Water Level Glass Gauge
- Water Level Glass Gauge Washers

PLEASE NOTE: If the stack control combustion relay fails, Almeida Oil will convert the unit to a cad cell combustion relay and provide all parts free of charge. Labor will be charged at prevailing rates. (One-hour minimum charge)

Service to any part not listed above will be billed at prevailing rates.

\$279.00 per year per heating unit
\$119.00 per year per separately fired hot water unit

Platinum Plan

EMERGENCY SERVICE CONTRACT HOURS:

WINTER: SEPTEMBER 24 through MAY 7, 24 hours a day, seven days a week including holidays.
SUMMER: MAY 8 through SEPTEMBER 23, 8:00 a.m. to 9 p.m., seven days a week, including holidays.

Service available outside scheduled service contract hours at prevailing rates. (One-hour minimum charge.)

BURNER PARTS

- Burner Motor (up to 1/6 HP)
- Burner Coupling
- Burner Fan
- Diffuser
- Delayed Oil Valve
- Fuel Oil Pump
- Fuel Oil Pump Gasket
- Fuel Oil Pump Strainer
- Ignition Transformer
- Ignition Wires
- Ignition Electrodes
- Ignition Porcelain
- Nozzles
- Nozzle Adapter
- Nozzle Adapter Nipple
- Nozzle Line
- Nozzle Line Filter

CONTROLS

- Plain Thermostat
- Cad Cell Control Combustion Relay (Air conditioning model excluded)
- Cad-Cell Assembly
- Aquastat (Single Action Only)
- Fan & Limit Control
- Pressuretrol (Operating)

OTHER

- Allmeter Gauge
- Blower Motor (up to 1/3 HP)
- Blower Bell
- Motor for rebuildable Circulator (one per year)
- Circulator Coupling
- Taco 007 Circulator Complete (labor is billable)
- Oil Filter Cartridge
- Oil Filter Gasket
- Oil Tank (\$225 towards replacement or \$100 towards invasive cleaning)
- Oil Tank Vent Cap
- Oil Tank Fill Cap (one per year)
- Water Level Glass Gauge
- Water Level Glass Gauge Washers
- Zone Valve Power Head (one per year)

PLEASE NOTE: If the stack control combustion relay fails, Almeida Oil will convert the unit to a cad cell combustion relay and provide all parts free of charge. Labor will be charged at prevailing rates. (One-hour minimum charge)

Service to any part not listed above will be billed at prevailing rates.

\$309.00 per year per heating unit
\$129.00 per year per separately fired hot water unit

EMERGENCY SERVICE

It is our intention to provide year round emergency service beyond the normal working hours. If the company is requested to provide service calls, which are considered minor or non-essential after normal working hours, we reserve the right to invoice these services at prevailing overtime rates.

The following are some examples of problems not normally considered service emergencies.

- 1 Too much heat.
- 2 Insufficient domestic hot water.
- 3 Fan will not turn off.

To avoid unnecessary charges, we recommend that the customer confirm the following conditions before calling for service:

- 1 Thermostat is set to 5 or more degrees above room temperature.
- 2 All switches are "on". These are usually located:
 - at the top of the stairs to the basement
 - at the door to the boiler room
 - on the boiler, furnace or hot water heater
- 3 No blown fuse or tripped circuit breaker.
- 4 Sufficient water level in steam boilers.
- 5 Sufficient fuel oil in tank.

Service calls made for items 1 through 5 as listed above will be charged at prevailing rates.

If the conditions described for items 1 through 5 are satisfactory and the burner still will not start, please press the reset button, once only, and wait for approximately two minutes.

Then call for service and describe to our customer service representative, which of the following observations apply:

- A. After pressing the reset button, the burner tried to start for between 15 and 90 seconds and then shut down. (In this case repair service is required)
- B. After pressing the reset button, the burner made no noise and appeared to do nothing. (In this case repair service may be required but re-check items 1 - 4 as described above first)
- C. After pressing the reset button, the burner continued to run. (In this case we would advise scheduling a non-emergency service call to avoid future interruptions in service.)

CONDITIONS AND EXCLUSIONS

This Service Agreement (the "Agreement") is available exclusively to Almeida Oil customers who are on automatic delivery and use a minimum of 700 gallons of heating oil per year.

We reserve the right to inspect and approve the equipment covered before instituting the Service Agreement. Initial repairs required to place the burner in acceptable condition will not be covered under the Agreement and will be billed at prevailing rates.

Service for parts or repairs not listed will be billed at prevailing rates. This includes, but is not limited to, service for:

- combustion chambers
- oil lines and related equipment
- bleeding of radiators
- purging air from pipes
- draining of the expansion tank
- electrical wiring problems

The low water cut-off on steam systems must be flushed and tested regularly by the customer. *Almeida Oil Company will not assume responsibility for failure of this control.*

Any part of the heating system controlling, storing, or transporting system air, water, or steam is not covered unless specifically listed in this brochure.

This Agreement does not cover service resulting from insufficient fuel for the following types of accounts:

- accounts which are delinquent.
- accounts which are on credit hold.
- accounts that are deemed not in good standing.
- accounts that are not on automatic delivery ("will call" accounts). "Will call" account owners must notify Almeida Oil at least 72 hours prior to when delivery is required.

Almeida Oil reserves the right to cancel this Agreement if it is determined that parts are abnormally difficult to obtain or that the heating system requires modification or replacement.

We use our best efforts to contact all of our Service Agreement customers to schedule the annual service. However, it is ultimately the customer's responsibility to call Almeida Oil to schedule their appointment for the annual service.

Annual service appointments must be scheduled during normal business hours on weekdays from March through September. Annual service scheduled outside this period will be subordinate to emergency service calls and therefore may be postponed at the discretion of Almeida Oil.

This Agreement will become null and void if fuel oil is purchased from anyone other than Almeida Oil Company or if any unauthorized personnel service the burner.

Service necessitated by loss or damage resulting from fire, water, hail, windstorms, lightning, theft, negligence, riot or any cause other than normal wear is not covered by this Agreement.

Almeida Oil Company is not responsible for consequential damage caused by failure or delay in performing services herein contained.

This Agreement is not refundable; however, it is transferable to any new owner of the property.

RENEWAL OF AGREEMENT

This Service Agreement will be automatically renewed each year unless terminated by the customer or by Almeida Oil Company.

Almeida Oil Company may choose to terminate a Service Agreement if equipment is not maintained and kept in proper working condition.

The annual fee may vary upon renewal. The conditions of this Service Agreement are subject to change periodically. Any changes will go into effect upon renewal. Other variations in equipment configurations are subject to individual price quotations.

If the Service Agreement is not paid within 30 days of the renewal date, the Agreement will be considered null and void. If a Service Agreement is reinstated, any service calls that occur prior to or on the day of reinstatement will not be covered under the Agreement and will be billed at prevailing rates.

Your Full Service Provider...

- ▶ Heating Oil
- ▶ Diesel Fuel
- ▶ Propane
- ▶ Gasoline

24 HOUR EMERGENCY SERVICE

INSTALLATIONS:

- BOILERS
- HOT AIR FURNACES
- OIL TANKS
- HOT WATER HEATERS
- OIL BURNERS

YOU CAN ALSO TAKE ADVANTAGE OF

- **Level Billing Plans**
- **Electronic Funds Transfer**
- **Oil Tank Insurance**



33 Hubbells Drive
Mount Kisco, NY
(914) 666-HEAT (4328)

ALMEIDA OIL CO.
Your Full Service Provider

Oil Burner Service Agreement

(914) 666-HEAT (4328)

MEMORANDUM

To: Town Board
From: Erin Trostle
Date: October 6, 2022
Re: Request to issue new cemetery deed

I respectfully request permission to issue a cemetery deed for Plot 440-B in Section 3 (one gravesite) to Pound Ridge resident Sally Semonite, of 96 Eastwoods Road. She originally purchased Plot 10-2 in Section 3 (also one gravesite) in 2020 at a price of \$1,000.00 but would like to exchange it for Plot 440-B. This would be an even exchange. She has already returned the deed to Plot 10-2.

	Kevin	Les	Ali	Carla	Dan	Diane	Other
Boards & Commissions							
Audit Bills				X			
Board of Assessment Review							N/A
Board of Ethics							N/A
Conservation Board				X			
Drug Abuse Prevention Council		X					
Economic Development Committee						X	
Energy Action Committee				X			
Housing Board					X		
Human Rights Advisory Committee			X				
Landmarks & Historic District					X		
OEM	X						
Old Pound Road Committee				X			
Open Space					X		
Planning Board				X			
Police Department	X						
Recreation Commission						X	
Water Control Commission		X					
Zoning Board of Appeals					X		
Other							
BCSDNY	X						
East of Hudson Watershed		X					
Environmental Initiatives Advisors							Elyse/Bill Harding
Fire District	X						
Insurance							Harvey Dann
Library Board	X						
New Dawn					X		
Westchester County Shared Services	X						
Sustainable Westchester				X			
WEMS							Dave Ryan
Wireless Communication						X	
Water Wastewater Task Force			X				