

ANDREW J. ZARUTSKIE
Town Clerk
1496 Route 300
Town of Newburgh, New York 12550
Telephone 845-564-4554

WORKSHOP MEETING AGENDA
Monday, July 23, 2018
7:00 p.m.

- 1. ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE TO THE FLAG**
- 3. MOMENT OF SILENCE**
- 4. CHANGES TO AGENDA**
- 5. APPROVAL OF AUDIT**
- 6. JUSTICE COURT: Justice Court Assistance Program (JCAP) Grant**
- 7. POLICE: Accident Reports**
- 8. CODE COMPLIANCE: Discussion on Campfires**
- 9. ASSESSOR: Approval to Hire Clerk**
- 10. BUILDINGS AND GROUNDS: Approval to Hire Full Time Custodian**
- 11. ANIMAL CONTROL: T-94 Withdrawal**
- 12. RECREATION:**
 - A. Trolley Request from Coldenham Fire Department**
 - B. Trolley Request for "The Wall that Heals"**
 - C. Request to Begin Hiring Process for Part Time Chauffer for Senior Van and Dial-a-Bus**
- 13. WATER AND SEWER: Utility Upgrades – Generator's Data Transmission**
- 14. ACCOUNTING: Approval to Hire Principal Payroll Clerk**
- 15. FLEET MAINTENANCE: Surplus Vehicles and Equipment**
- 16. VEHICLE AND TRAFFIC PROSECUTOR: Agreement**
- 17. ADJOURNMENT**



NEWBURGH TOWN COURT
311 ROUTE 32
NEWBURGH, NEW YORK 12550

6

TELEPHONE (845) 564-7161
FACSIMILE (845) 564-7171

HON. RICHARD CLARINO
TOWN JUSTICE

Debra A. Petrosky
COURT CLERK TO TOWN JUSTICE

MEMORANDUM

TO: Supervisor Gil Piaquadio

FROM: Debra Petrosky

DATE: July 6, 2018

SUBJECT: JCAP Grant

Attached is the Announcement for the up-coming JCAP Grant application. Can we please get it put on the agenda so that the Board can approve the resolution for us to apply again this year?

Thank you very much!

Debra Murphy

From: Christa Vasto
Sent: Thursday, July 05, 2018 9:30 AM
Cc: John W. McConnell; Barry Clarke; Anthony C. Rossi; Dawn DeCocker; Patricia I. Hans; Jennifer DiLallo; Michael V. Coccoma; Michele R Willey; Scott Murphy; Sean Egan; Nicholas Nasta; SSG; Shane Baksh; Edward Rodman; Elizabeth Booth; Dawn M. Cota; Donna J. Dobson; Melanie Sue; C. Randall Hinrichs; Craig Doran; Hon Vito C Caruso; Hon. Alan D. Scheinkman; Hon. James C Tormey; Hon. Paula Feroletto; Hon. Thomas A. Adams; Hon. Thomas Breslin; Kathie Davidson; Molly R. Fitzgerald; Brian D. Burns; Gaetan Lozito; Gerald A. Keene; Hon Gary C Hobbs; Hon Jeffrey D Wait; Hon Jerome J Richards; Hon. Charles C Merrell; Hon. Donald E Todd; Hon. James P McClusky; Hon. James P Murphy; Hon. Mark A. Montour; Hon. Robert Bauer; Hon. Robert Bogle; M. William Boller; Richard A. Dollinger; Sara Sheldon; Thomas E Moran; Andrew B. Isenberg; Beth Diebel Esq.; Gregory A. Gates; Joanne B Haelen; Michael A Klein; Nancy J. Barry Esq.; Paul Lamanna; Ronald W. Pawelczak; Warren G. Clark; Arielle Bryant; David Dellehunt; David S Gideon; Douglas Marky; Joshua Shapiro; Les Wright; Mary Porter; Matthew Chivers; Shannon J. Pero; Al Chapleau; Alexandra Glick-Kutscha; Christa Vasto; Christopher Wilson; Cyclicie Graham; Daniel J. Kopach; David W. Fryer; David Whalen; Diane Turo; Dolores Bolden; Kathleen M. Roberts; Kenneth S. Carlson; Michele Martone; Monique Crawford; Nancy Sunukjian; Thomas J. Carr
Subject: 2018-19 Online JCAP Application Is Now Open

This email is sent on behalf of Nancy M. Sunukjian, Esq., Director – Office of Justice Court Support; Special Counsel to the DCAJ for Courts Outside New York City

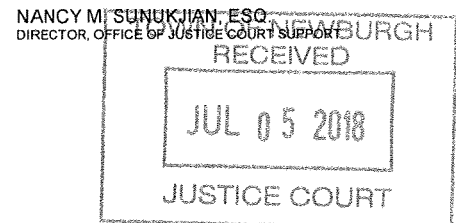


New York State
Unified Court System

OFFICE OF COURT ADMINISTRATION

BARRY CLARKE, ESQ.
CHIEF OF OPERATIONS

JOHN MCCONNELL, ESQ.
CHIEF ADMINISTRATOR



July 5, 2018

Dear Town and Village Justices:

We are pleased to invite you to apply for a 2018-19 Justice Court Assistance Program (JCAP) Grant. The Unified Court System's budget includes \$3 million in JCAP funding this fiscal year. The maximum JCAP award is \$30,000 per court, \$60,000 jointly (see Rule 138.3). Each year, all Town and Village Courts may apply for a JCAP grant for a variety of purposes including security equipment items, furniture, office equipment, courtroom and court facility improvements, and renovations. This year a new field has been added within the application where courts will be required to indicate the basis for the item(s) being requested. This required field is located on the Grant Items page (page 5 of 6) of the online application.

Applications for JCAP Grants are required to be submitted by Justice Court personnel only. Each court should designate one individual from within the court to submit the application. Applications and accompanying paperwork are due by **Thursday, October 11, 2018**. Prior to submitting an online JCAP application, please review the Rules of the Chief Administrative Judge (you may need to enter the User Name-and Password if logging in to the OJCS website for the first time that day).

THE APPLICATION ITSELF IS SUBMITTED ONLINE ONLY, however, the following required documents must be submitted separately for applications to be considered. You may submit by mail to OJCS (Attn: JCAP), 187 Wolf Road, Suite 103, Albany, NY 12205, faxed to 518-438-3518, or emailed to jcap@nycourts.gov. Please do not send duplicate submissions of required documents.

- Signature Page (obtained when online application is submitted)
- Certified Board Resolution
- Court's Annual Budget
- Estimates (one estimate per item)

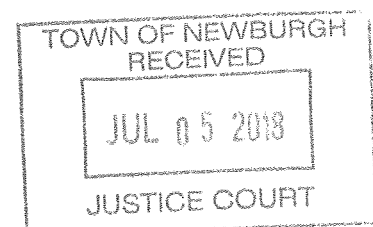
To begin the application process, you will be required to enter the *account name*: court and the *password*: jcap, using all lower case letters. When entering the application for the first time, you will be asked to select your court and create a unique password (eight letter maximum), you will then be assigned a Record ID. Please do NOT utilize numbers when creating your individualized password as the application is not programed to recall numbers within a password. Be sure to keep the *account name*(court), *password* (jcap), *Record ID*, and the *unique password* you created in a secure location; you will need this information to re-enter the application each time. Enter the 2018-19 JCAP Application Here

If you have any questions about JCAP, or if you need assistance completing the application, please contact the Office of Justice Court support at 1-800-232-0630 or email jcap@nycourts.gov

Best Regards,

Nancy M. Sunukjian

Director - Office of Justice Court Support
Special Counsel to the DCAJ
NYS Office of Court Administration
187 Wolf Road, Suite 103
Albany, NY 12205
(800) 232-0630



6 (add'l material)



Rider Weiner & Frankel P.C.
ATTORNEYS & COUNSELORS AT LAW

MEMORANDUM

P: 845.562.9100
F: 845.562.9126

655 Little Britain Road
New Windsor, NY 12553
P.O. Box 2280
Newburgh, NY 12550

TO: HON. GILBERT J. PIAQUADIO, SUPERVISOR
TOWN BOARD MEMBERS

FROM: MARK C. TAYLOR, ATTORNEY FOR THE TOWN

RE: JCAP GRANT RESOLUTION;
OUR FILE NO. 800.1(B)() (2018)

DATE: JULY 19, 2018

ATTORNEYS

David L. Rider
Charles E. Frankel
Michael J. Matsler
Mark C. Taylor
Deborah Weisman-Estis
M. Justin Rider
Donna M. Badura
Amber L. Camio

M. J. Rider
(1906-1968)
Elliott M. Weiner
(1915-1990)

COUNSEL

Stephen P. Duggan, III
John K. McGuirk

OF COUNSEL

Craig F. Simon
Irene V. Villacci

Enclosed please find the following draft resolution for the Town Board's consideration:

RESOLUTION OF SUPPORT TO CERTAIN INITIATIVES OF THE JUSTICE COURT OF THE TOWN OF NEWBURGH IN SUBMITTING AN APPLICATION FOR THE 2018 JUSTICE COURT ASSISTANCE PROGRAM (JCAP)

The Supervisor advises that information regarding the specific items for which JCAP assistance will be sought for 2018 is being forwarded by the Justice Court.

Should you have any questions in this regard, please feel free to contact me.

MCT:kac

Enclosure

cc: Andrew J. Zarutskie, Town Clerk (via e-mail)
Ronald Clum, Town Accountant (via e-mail)

DRAFT

At a meeting of the Town Board of the Town of Newburgh, held at the Town Hall, 1496 Route 300, in the Town of Newburgh, Orange County, New York on the 23th day of July, 2018 at 7:00 P.M., Prevailing Time.

PRESENT:

- Gilbert J. Piaquadio, Supervisor
- Elizabeth J. Greene, Councilwoman
- Paul I. Ruggiero, Councilman
- James E. Presutti, Councilman
- Scott Manley, Councilman

RESOLUTION OF SUPPORT
TO CERTAIN INITIATIVES OF THE
JUSTICE COURT OF THE TOWN OF
NEWBURGH IN SUBMITTING AN
APPLICATION FOR THE 2018 JUSTICE
COURT ASSISTANCE PROGRAM (JCAP)

Councilman/woman _____ presented the following resolution which was seconded by Councilwoman/woman _____.

WHEREAS, the Town of Newburgh Justice Court has taken the initiative of applying for a grant under the 2018 Justice Court Assistance Program (JCAP); and

WHEREAS, the Town of Newburgh Justice Court has provided each member of the Town Council with all of the details regarding this grant application, including the proposed use of any monies granted as a result of this application.

NOW, THEREFORE, BE IT RESOLVED that the Town of Newburgh Town Board, in its capacity as governing body of the Town of Newburgh, does hereby fully and completely support the initiatives of the Justice Court in applying for this grant.

BE IT FURTHER RESOLVED, that the aforesaid resolution shall take effect immediately.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

- Elizabeth J. Greene, Councilwoman voting _____
- Paul I. Ruggiero, Councilman voting _____
- James E. Presutti, Councilman voting _____
- Scott Manley, Councilman voting _____
- Gilbert J. Piaquadio, Supervisor voting _____

The resolution was thereupon declared duly adopted.

STATE OF NEW YORK)
COUNTY OF ORANGE) SS:
TOWN OF NEWBURGH)

I, Andrew J. Zarutskie, Town Clerk of the Town of Newburgh, DO HEREBY CERTIFY that I have compared the foregoing resolution, duly adopted by the Town Board of the Town of Newburgh on the ___th day of July, 2018, and entered in the minutes of the proceedings of said Board, and that the foregoing is a true and correct copy of said resolution and the whole thereof.

IN WITNESS WHEREOF, I have hereunto set my name and the seal of said Town on this _____ day of July, 2018.

Andrew J. Zarutskie, Town Clerk



Gil Piaquadio <supervisor@townofnewburgh.org>

Fwd: FW: CARFAX Enrollment form for Law Enforcement: The Town of Newburgh Police Department

1 message

Scott Manley <councilmanmanley@townofnewburgh.org>
To: Gil Piaquadio <supervisor@townofnewburgh.org>

Wed, Jul 11, 2018 at 2:31 PM

----- Forwarded message -----

From: Donald Campbell <BCampbell@townofnewburghpd.org>
Date: Mon, Jul 9, 2018 at 10:53 AM
Subject: FW: CARFAX Enrollment form for Law Enforcement: The Town of Newburgh Police Department
To: Scott Manley <councilmanmanley@townofnewburgh.org>

From: DocuSign System [mailto:dse_na2@docusign.net]
Sent: Thursday, June 21, 2018 9:04 AM
To: Donald Campbell
Subject: CARFAX Enrollment form for Law Enforcement: The Town of Newburgh Police Department

Error! Filename not specified.



Christopher Peach sent you a document to review and sign.

REVIEW DOCUMENT

Christopher Peach

christopherpeach@carfax.com

Donald Campbell,

Please DocuSign Enrollment form for Law Enforcement The Town of Newburgh Police Department.pdf

Thank You, Christopher Peach

Powered by  DocuSign.

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Visit [DocuSign.com](https://www.docusign.com), click 'Access Documents', and enter the security code: 9574A4044764408693955BFDDDD954F5B2

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This message was sent to you by Christopher Peach who is using the DocuSign Electronic Signature Service. If you would rather not receive email from this sender you may contact the sender with your request.



TOWN OF NEWBURGH

1496 Route 300, Newburgh, New York 12550

9

PERSONNEL DEPT.

PH: 845-566-7785
Fax: 845-564-2170

To: Supervisor Piaquadio ✓
Town Council

From: Charlene M Black, Personnel Director *CB*

Date: July 13, 2018

Re: Assessor's Clerk

On Monday July 9th, Laura Cotton and myself interviewed one applicant who was interested in an interview. Unfortunately both Mrs. Greene and Ms. Coady had prior commitments. On Tuesday July 10th, 2018 Councilwoman Greene, Lori Coady and myself interviewed six more applicants which were interested in an interview. We have offered the position to Kathleen Papa, after I verified she was reachable on the canvas list. Attached is an employee request form. Upon your approval she will need to have her physical, fingerprints, drug/alcohol test and paperwork completed. We would like the hire date to be August 9, 2018. Thank you in advance.

TOWN OF NEWBURGH

EMPLOYMENT REQUEST FORM

To: Personnel Department

NAME OF CANDIDATE: Kathleen Papa
DEPARTMENT: Assessor
TITLE OF POSITION: Assessor Clerk
FULL TIME OR PART TIME: Full Time
HOURLY RATE: \$16.0231 hr. (per CSEA contract)
IS POSITION FUNDED IN CURRENT BUDGET: YES OR NO
FUND APPROPRIATION NUMBER: 1355.01
PROPOSED HIRE DATE: 8/9/18
NOTE: CANDIDATE CANNOT BEGIN WORK WITHOUT PRE-EMPLOYMENT PHYSICAL AND COMPLETION OF ALL REQUIRED PAPERWORK.
Cherise M. Blant for the Town Assessor
DEPARTMENT HEAD SIGNATURE
8/13/18
DATE

**ORIGINAL APPLICATION SHOULD BE ON FILE IN THE PERSONNEL
DEPARTMENT**

**COPY TO ACCOUNTING DEPARTMENT
11/15/2010**



TOWN OF NEWBURGH

1496 Route 300, Newburgh, New York 12550

PERSONNEL DEPT.

PH: 845-566-7785
Fax: 845-564-2170

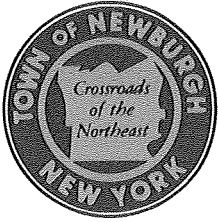
To: Supervisor Piaquadio
Town Board

From: Charlene M Black, Personnel

Date: July 18th, 2018

Re: Full Time Custodial Worker

Please find attached a letter and employee request form from Robert Petrillo, Buildings and Grounds Department Head, requesting to hire Daniel Tartter as a full time custodial worker for his department, Daniel currently is the P/T custodial worker and will be filling the vacancy left by Mr. Rodriguez. Pending your approval, the anticipated start date will be on or after August 26, 2018 and the starting salary is \$16.86 per hour. Thank you in advance.



TOWN OF NEWBURGH RECREATION DEPARTMENT

311 ROUTE 32, NEWBURGH, NY 12550

Robert J. Petrillo
Commissioner of Parks, Recreation & Conservation

845-564-7815
FAX: 845-564-7827

July 19, 2018

TO: Gil Piaquadio, Supervisor
Town Board Members

CC: Charlene Black, Personnel

FROM: Robert J. Petrillo, Commissioner

RE: Hire Full Time Custodial Worker

At this time, I would like to request approval to hire Daniel Tartter for the position of full time Custodial Worker filling the current opening in the Building & Grounds Department. Mr. Tartter will be hired at the rate of \$16.86/hour. The salary for this position is in the budget under account 1626-0100.

Start date for this position will be on July 26th. Thank you for your consideration.

Regards,

Robert J. Petrillo
Commissioner

TOWN OF NEWBURGH

EMPLOYMENT REQUEST FORM

To: Personnel Department

NAME OF CANDIDATE: DANIEL TARTTER

DEPARTMENT: BUILDING + GROUNDS

TITLE OF POSITION: CUSTODIAL WORKER

FULL TIME OR PART TIME: FULL TIME


HOURLY RATE: \$16.86

IS POSITION FUNDED IN CURRENT BUDGET: YES OR NO

FUND APPROPRIATION NUMBER: 1626.0100

PROPOSED HIRE DATE: 7/26/18

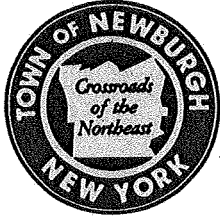
NOTE: CANDIDATE CANNOT BEGIN WORK WITHOUT PRE-EMPLOYMENT PHYSICAL AND COMPLETION OF ALL REQUIRED PAPERWORK.


DEPARTMENT HEAD SIGNATURE

7/19/18
DATE

**ORIGINAL APPLICATION SHOULD BE ON FILE IN THE PERSONNEL
DEPARTMENT**

COPY TO ACCOUNTING DEPARTMENT
11/15/2010



//

TOWN OF NEWBURGH ANIMAL CONTROL &
SHELTER

645 GIDNEY AVE. NEWBURGH, NY 12550

(845)561-3344
FAX: (845) 561-2220

To: Town Board

From: Cheryl Cunningham, Animal Control

Subject: Authorization to pay Veterinarian Services Utilizing T-94 Account

Date: July 13, 2018

I am requesting authorization to use the T-94 account to pay for veterinarian services from: Middlehope Vet

Totaling: \$\$225.09

Feline: \$\$225.09

Canine:

Received this invoice on July 12, 2018

Middlehope Veterinary Hospital

5349 Route 9W
Newburgh, NY 12550
(845) 562-7861

Town of Newburgh Town of Newburgh
645 Gidney Ave
Newburgh, NY 12550

Client ID: 22547
Invoice #: 202846
Date: 10/31/2017

Patient ID: 21360	Species: FELINE	Weight: 4.35 pounds
Patient Name: Tinsel	Breed: DOMESTIC SHORT HAIR	Birthdate: 10/11/2007 Sex: Female

	<u>Description</u>	<u>Quantity</u>	<u>Total</u>
10/11/2017	Medical Progress Exam	1.00	\$50.00
	HOSPITALIZATION	1.00	\$0.00
	HOSPITALIZATION	1.00	\$52.09
	DOCTOR'S SUPERVISION	1.00	\$44.02
	NURSING CARE	1.00	\$44.02
	TPR	1.00	\$0.00
	IV CATHETERIZATION	1.00	\$83.34
	FLUIDS INTRAVENOUS	1.00	\$51.60
	Lactated Ringer 100cc	1.00	\$6.00
	Thyroid Value -T4	1.00	\$83.54
	Diagnostic Blood Screen	1.00	\$208.33
10/12/2017	Convenia Injection - by ml	0.20	\$37.58
	Processed by Abby! Thank you	1.00	\$0.00
	Patient Subtotal:		\$660.52
	Invoice Total:		\$660.52
	Newburgh SPCA:		(\$330.27)
	Total:		\$330.25
	Invoice Balance Due:		\$330.25
	Balance Due:		\$271.21

Our practice continues to grow by referrals from our patients. Thank you for recommending us.

Client Account History

Client ID	22547	Current	30 Days	60 Days	90 Days	Account Balance
Client Name	Town of Newburgh, Town of Newburgh	\$30.12	\$2.00	\$2.00	\$237.09	\$271.21
Date	Transaction Description	Debit	Credit			Balance
				Previous Balance:		(\$204.70)
10/4/2017	Invoice #: 202279 - Closed	\$99.54	\$0.00			(\$105.16)
10/31/2017	Invoice #202846 Closed	\$330.25	\$0.00			\$225.09
10/31/2017	EOM: Billing Charge	\$2.00	\$0.00			\$227.09
11/30/2017	EOM: Finance Charge	\$3.41	\$0.00			\$230.50
11/30/2017	EOM: Billing Charge	\$2.00	\$0.00			\$232.50
12/30/2017	EOM: Finance Charge	\$3.44	\$0.00			\$235.94
12/30/2017	EOM: Billing Charge	\$2.00	\$0.00			\$237.94
1/31/2018	EOM: Finance Charge	\$3.47	\$0.00			\$241.41
1/31/2018	EOM: Billing Charge	\$2.00	\$0.00			\$243.41
2/28/2018	EOM: Finance Charge	\$3.50	\$0.00			\$246.91
2/28/2018	EOM: Billing Charge	\$2.00	\$0.00			\$248.91
3/31/2018	EOM: Finance Charge	\$3.53	\$0.00			\$252.44
3/31/2018	EOM: Billing Charge	\$2.00	\$0.00			\$254.44
5/1/2018	EOM: Finance Charge	\$3.56	\$0.00			\$258.00
5/1/2018	EOM: Billing Charge	\$2.00	\$0.00			\$260.00
5/31/2018	EOM: Finance Charge	\$3.59	\$0.00			\$263.59
5/31/2018	EOM: Billing Charge	\$2.00	\$0.00			\$265.59
6/30/2018	EOM: Finance Charge	\$3.62	\$0.00			\$269.21
6/30/2018	EOM: Billing Charge	\$2.00	\$0.00			\$271.21



Animal Control <animalcontrol@townofnewburgh.org>

Middlehope Vet Open Invoice

1 message

daria@middlehopevet.com <daria@middlehopevet.com>
To: animalcontrol@townofnewburgh.org

Thu, Jul 12, 2018 at 4:29 PM

Hello,

Attached please find the invoice that we are currently showing as being open in our system as well as a statement that shows how the current balance of \$271.21 has been reached.

Prior to this invoice, there was a credit balance of -\$105.16. Then an invoice was generated for services rendered on 10/11/17 & 10/12/17 in the amount of \$330.25 leaving a balance due of \$225.09. This balance has been accumulating finance charges since that time.


We will gladly remove the finance charges accrued upon receiving the amount owed on the invoice, \$225.09.

Feel free to contact us with any questions.

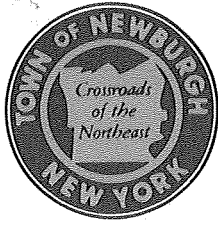
Thank you for your prompt attention to this matter.

Have a great day.

Daria Cherviok
Bookkeeper
Middlehope Veterinary Hospital
Office 845-562-7861

2 attachments **Town of Newburgh.pdf**
15K **Town of Newburg statement.pdf**
12K

12A



TOWN OF NEWBURGH RECREATION DEPARTMENT

311 ROUTE 32, NEWBURGH, NY 12550

Robert J. Petrillo
Commissioner of Parks, Recreation & Conservation

845-564-7815
FAX: 845-564-7827

July 12, 2018

TO: Gil Piaquadio, Supervisor
Town Board Members

FROM: Robert J. Petrillo, Commissioner

RE: Trolley Request

We are submitting for your approval the attached letter from the Coldenham Fire Company Ladies Auxiliary requesting the use of the trolley for the Montgomery Day Parade on Saturday, September 8th.

Thank you for your consideration.

Regards,

Robert J. Petrillo
Commissioner



COLDENHAM FIRE COMPANY INC.
LADIES AUXILIARY
511 Coldenham Road
Walden, NY 12586
(845) 564-0438

July 2, 2018

Newburgh Recreation Center
c/o Commissioner Robert Petrillo
311 Route 32,
Newburgh, NY 12550

Dear Commissioner Petrillo:

I am the Captain of the Coldenham Fire Department Ladies Auxiliary. When our department held their 75th Anniversary Parade our organization borrowed a trolley from the Recreation Center. We also borrowed a trolley for Montgomery Day parade in 2009, 2010, 2011, 2012, 2013, 2014, 2015, and 2016.

We were wondering if we could once again borrow the trolley to use in the Montgomery Day Parade, September 8, 2018, line-up starting at 9:30 and step-off at 10:30. We have a number of ladies from our organization that would like to be in the parade but are unable to walk the distance. We have tried to acquire a trailer to decorate so that they could ride in the parade, but I haven't been able to.

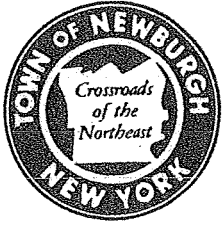
Thanking you in advance for your time and consideration. Kindly let me know of your decision in this matter.

I can be reached at:

Kathleen Gasperetti
444 Coldenham Road,
Walden, NY 12586
845-564-7882

Sincerely,

Kathleen J. Gasperetti
Captain, Coldenham Fire Company Ladies Auxiliary



12B
TOWN OF NEWBURGH RECREATION DEPARTMENT

311 ROUTE 32, NEWBURGH, NY 12550

Robert J. Petrillo
Commissioner of Parks, Recreation & Conservation

845-564-7815
FAX: 845-564-7827

July 23, 2018

TO: Gil Piaquadio, Supervisor
Town Board Members

FROM: Robert J. Petrillo, Commissioner

RE: Trolley & Bus Requests

Mr. Jim Williams is requesting the use of two trolleys on Saturday, August 4th and Sunday, August 5th during the showing of the Vietnam Veterans' Memorial Wall replica at the Newburgh Waterfront. The trolleys will be used to transport disabled veterans from the parking lot to the Memorial. The Town will need to provide a truck, driver and the trolleys on Saturday from 10 am – 4 pm and Sunday from 9 am - 2 pm.

Mr. Williams is also requesting the use of the Town's 23 passenger bus on Saturday, August 4th from 1 pm – 4:30 pm. The bus will transport the band from MSMC parking lot to the venue on the river and then return. The Town will need to provide a CDL driver for the event.

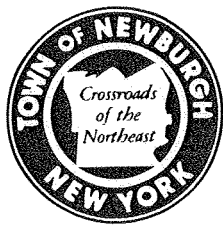
Mr. Williams is aware the he needs to provide a Certificate of Insurance naming the Town of Newburgh as additionally insured.

Upon approval by the Town Board, I will schedule drivers for the event.

Regards,

Robert J. Petrillo
Commissioner

12C



TOWN OF NEWBURGH RECREATION DEPARTMENT

311 ROUTE 32, NEWBURGH, NY 12550

Robert J. Petrillo
Commissioner of Parks, Recreation & Conservation

845-564-7815
FAX: 845-564-7827

July 13, 2018

TO: Gil Piaquadio, Supervisor
Town Board Members

CC: Charlene Black, Personnel

FROM: Robert J. Petrillo, Commissioner

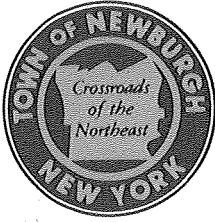
RE: Request to Begin Hiring Process

At this time we are requesting your approval to begin the hiring process for a Part Time Chauffeur in the Recreation Department for the Senior Van and Dial-a-Bus programs

The funds for this position are available in the 2018 Budget. Thank you for your consideration.

Regards,

Robert J. Petrillo
Commissioner



TOWN OF NEWBURGH

14

1496 Route 300, Newburgh, New York 12550

PERSONNEL DEPT.

PH: 845-566-7785
Fax: 845-564-2170

To: Supervisor Piaquadio
Town Board Members

From: Charlene M Black, Personnel

Date: July 18th, 2018

Re: Principal Payroll Clerk

There is a request from Ron Clum, Head of Accounting Department, to hire Jessica Ann Sutton as a full time Principal Payroll Clerk. Her salary will be \$17.7097 per hour. Ms. Sutton will need to complete her paperwork, physical, drug/alcohol testing and fingerprints. The hire date will be contingent on her completing all the above and your approval. The earliest date of hire would be on or after August 13th, 2018. Thank you for your time in this matter.

Cc: Ronald Clum, Town Accountant



TOWN OF NEWBURGH

1496 Route 300, Newburgh, New York 12550

RONALD E. CLUM, CPA
ACCOUNTANT

845-564-5220

Fax: 845-566-9461

E-Mail: rclumaccountant@townofnewburgh.org

To: Gil Piaquadio, Town Supervisor
Cc: Town Board
From: Ronald E. Clum, Town Accountant
Date: July 17, 2018
RE: Hiring of Principal Account Clerk

After review of the applications, interviewing the applicants, and reviewing their qualifications I am asking for Town Board approval to hire JessicaAnn Sutton as a provisional appointment as Principal Payroll Clerk. I have explained to her that she must pass the test in order to maintain the job and I believe she would be a good addition to the Accounting Department.

Charlene has submitted her application and the County has "pre-approved" her qualifications, therefore meets all the requirements.

Please place this on the July 23, 2018 agenda for your approval and a start date of August 13, 2018 with salary in accordance to the CSEA contract. If you have any questions please see me.

Sincerely,

Ronald E. Clum

TOWN OF NEWBURGH

EMPLOYMENT REQUEST FORM

To: Personnel Department

NAME OF CANDIDATE: Jessica Ann Suttan

DEPARTMENT: Accounting

TITLE OF POSITION: Principal Account Clerk

FULL TIME OR PART TIME: F/T

HOURLY RATE: \$ 17.7097/Hr

IS POSITION FUNDED IN CURRENT BUDGET: YES OR NO

FUND APPROPRIATION NUMBER: 001-1315-0100

PROPOSED HIRE DATE: 8/13/18

NOTE: CANDIDATE CANNOT BEGIN WORK WITHOUT PRE-EMPLOYMENT PHYSICAL AND COMPLETION OF ALL REQUIRED PAPERWORK.


DEPARTMENT HEAD SIGNATURE

7/17/18
DATE

ORIGINAL APPLICATION SHOULD BE ON FILE IN THE PERSONNEL DEPARTMENT

**COPY TO ACCOUNTING DEPARTMENT
11/15/2010**

Fleet Maintenance
 Town of Newburgh
 88 Gardnertown Rd.
 Newburgh, NY 12550
 845-561-2288 / Fax 845-561-3975

TO: Gil Piaquadio, Supervisor and Town Board Members

FROM: Mark Hall, Highway Superintendent

DATE: July 16, 2018

RE: Surplus Vehicles and Equipment



Request that the following vehicles and equipment be declared surplus for the purpose of disposal/auction:

2018 Surplus Vehicles & Equipment

Vehicles

REF #	Year	Make/Model	Vin #
TBD	2003	SAAB 93	YS3FD49Y031062522
TBD	2008	Dodge Durango	1D8HB38N08F135780

Equipment/Other	
1999 Continental Cargo Tandem Axel 2 Ton Trialer 7'x12'	4X4TSE626XN006082
Toro Wheel Horse Lawn Mower Tractor Model #:264-6	
Toro Proline Walk Behind w/ Sulky Model #:30181	
BobCat Walk Behind Textron Mower	
MTD Air Sweeper Walk Behing Leaf Blower	
Cub Cadet push mower	