

# WORKSHOP MEETING AGENDA

Wednesday, October 15, 2014  
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. ZONING:
  - A. Zoning Request from Orange Lake Construction
  - B. Solar Law
  - C. Personal Service in IB
7. RECREATION FEES (Discussion Only): Extending of Resolution Providing for Temporary Agreement
8. ENGINEERING:
  - A. Stewart Airport Water Storage Engineering Proposals
  - B. Meadow Hill South Sewer District: DEC Requirement for Sanitary Sewer
  - C. Maser Consulting: Approval of Payment
  - D. Delaware Aqueduct Tap Water Treatment Plant
9. PERSONNEL: Resolution Retirement System
10. DPW: Purchase of Vehicle
11. TRAFFIC SAFETY COMMITTEE REQUESTS:
  - A. No Parking Signs on Stern Drive
  - B. Stop Signs on Rockwood Drive
12. DATA PROCESSING: Purchase of Maintenance Hours
13. HIGHWAY DEPARTMENT:
  - A. Convey of Easement to NYC (Danskammer Road)
  - B. GPS Tracking Solutions
14. ASSESSOR:
  - A. Certiorari Tax Settlement (99 mm Motels LLC)
  - B. Certiorari Tax Settlement (Orancom LLC)
15. ADJOURNMENT

GJP:ajz  
1<sup>st</sup> Draft 2:15 p.m. 8-10-2014

**Talcott Engineering**  
**DESIGN, PLLC.**

1 GARDNERTOWN ROAD \* NEWBURGH, NY 12550  
(845)-569-8400 \* (fax) (845)-569-4583

~~10~~ ~~7/8~~  
64

July 8, 2014

Newburgh Town Board  
1496 Route 300  
Newburgh, NY 12550  
Attention: Gil Piaguadio, Supervisor

Re: Rezoning Request  
505 Gardnertown Road  
S-B-L: 60-2-62(26.3 ac)  
Newburgh, NY  
Job #14084-OLC

Dear Supervisor & Town Board Members,

On behalf of the owner of the above referenced parcel, Joe Ruggiero of Orange Lake Construction, I am respectfully requesting that most of the referenced parcel be rezoned from R-3 to B.

The owner purchased this property in 1961 and has owned it and used it for commercial use continuously since that time.

It is my understanding that this property was rezoned from Commercial to R-3 in the early 1990's.

The subject property currently abuts parcels zoned IB and B as well as R-3.

Our request is that B zone be extended to include most of this parcel (see attached Zoning Map and Talcott Engineering Plot Plan dated 7-9-2014).

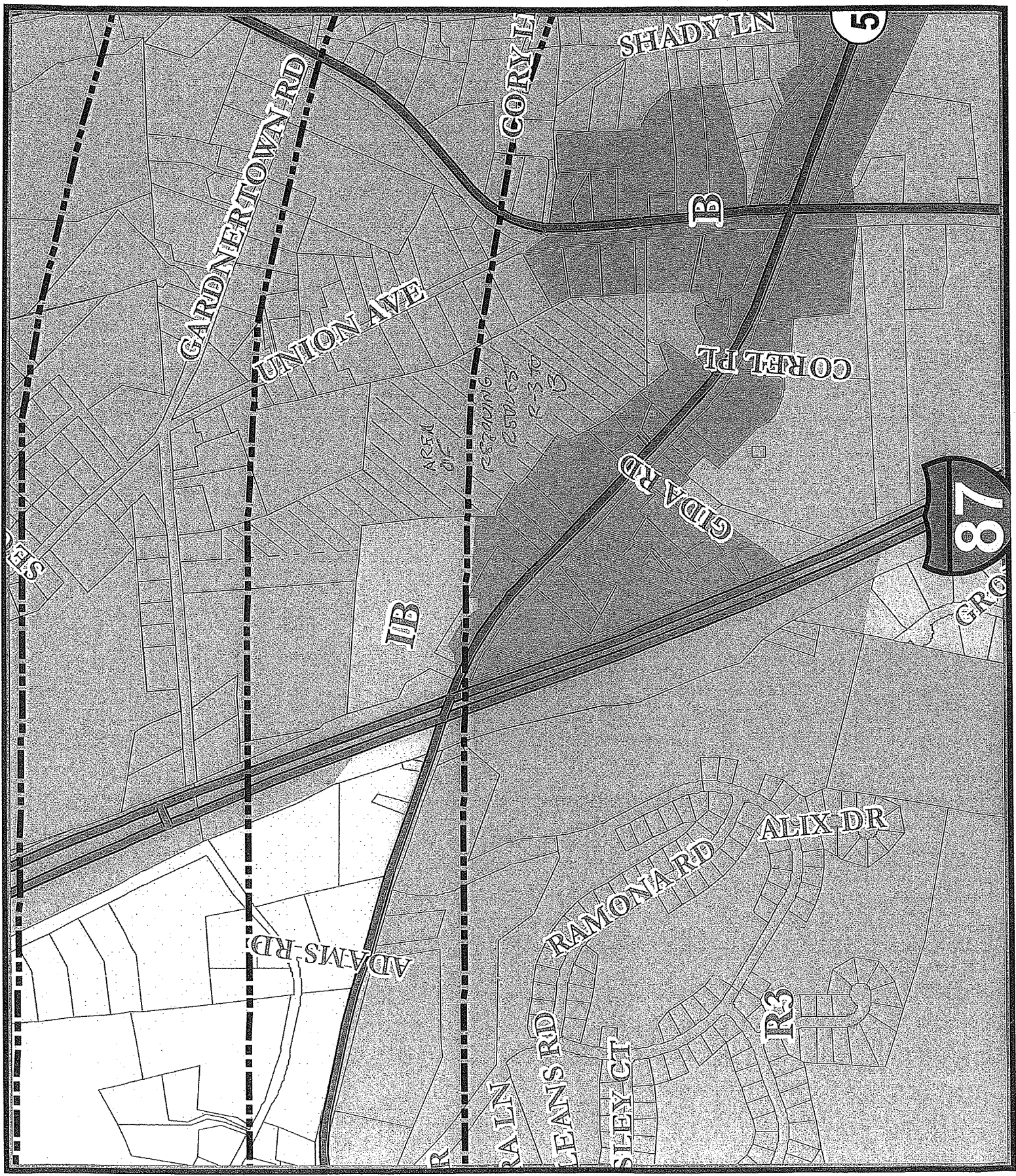
If you need additional information or have any questions or concerns, please do not hesitate to contact me at the above number.

Very truly yours,



Charles T Brown, PE  
Talcott Engineering Design  
President

pc: Joe Ruggiero, Owner/Client  
Jerry Canfield, Code Enforcement Officer  
Ross Solomon, Esq.



GARDNERTOWN RD

UNION AVE

CORY LN

SHADY LN

IB

CORREL PL

GDA RD

IB

87

5

ADAMS RD

RAIN LN

CLEANS RD

SIBLEY CT

RAMONA RD

ALIX DR

R3

RESIDING  
R30/657  
R30

CB

DRAFT: 7/18/2014

INTRODUCTORY LOCAL LAW NO. \_\_ OF 2014

A LOCAL LAW ADDING ARTICLE XVII  
ENTITLED  
"SOLAR SITING"  
TO CHAPTER 185 ENTITLED "ZONING" OF  
THE CODE OF THE TOWN OF NEWBURGH

SECTION 1 - TITLE

This Local Law shall be referred to as "A Local Law Adding Article XVII Entitled 'Solar Siting' to Chapter 185 Entitled 'Zoning' of the Code of the Town of Newburgh".

SECTION 2 - SOLAR SITING

A new Article XVII entitled "Solar Siting" is hereby added to Chapter 185 entitled "Zoning" of the Town of Newburgh Municipal Code to read as follows:

"Article XVII: Solar Siting

§185-78 Purpose and Intent.

- A. Solar energy is a renewable and non-polluting energy resource that can prevent fossil fuel emissions and reduce a municipality's energy load. Energy generated from solar energy systems can be used to offset energy demand on the grid where excess solar power is generated.
- B. The use of solar energy equipment for the purpose of providing electricity and energy for heating and/or cooling is a priority and is a necessary component of the Town of Newburgh's current and long-term sustainability agenda.
- C. This Article aims to promote the accommodation of solar energy systems and equipment and the provision for adequate sunlight and convenience of access necessary therefor, and to balance the potential impact on neighbors when solar collectors may be installed near their property while preserving the rights of property owners to install solar energy systems without excess regulation. In particular, this legislation is intended to apply to free standing, ground mounted or pole mounted solar energy system installations based upon certain placement. This legislation is not intended to override agricultural exemptions that are currently in place.

§185-79 Definitions.

As used in this Article, the following terms shall have the meanings indicated, unless the context or subject matter requires otherwise. The definitions contained in Section 185-3 shall also apply.

**ALTERNATIVE ENERGY SYSTEMS** - Structures, equipment, devices or construction techniques used for the production of heat, light, cooling, electricity or other forms of energy on site and may be attached to or separate from the principal structure.

**BUILDING-INTEGRATED PHOTOVOLTAIC (BIPV) SYSTEMS** - A solar energy system that consists of integrating photovoltaic modules into the building structure, such as the roof or the façade and which does not alter the relief of the roof.

**COLLECTIVE SOLAR** - Solar installations owned collectively through subdivision homeowner associations, college student groups, "adopt-a-solar-panel" programs, or other similar arrangements.

*EXPEDITED REVIEW* - The grant of a priority status to an application that results in the review of the application ahead of applications filed prior thereto, including applications which may be currently under review by the applicable agency.

**FLUSH MOUNTED SOLAR PANEL** - A photovoltaic panel or tile that is installed flush to the surface of a roof and which cannot be angled or raised.

**FREESTANDING OR GROUND-MOUNTED SOLAR ENERGY SYSTEM** - A solar energy system that is directly installed in the ground and is not attached or affixed to an existing structure. Pole mounted solar energy systems shall be considered Freestanding or Ground-Mounted Solar Energy Systems for purposes of this Local Law.

**NET-METERING** - A billing arrangement that allows solar customers to get credit for excess electricity that they generate and deliver back to the grid so that they only pay for their net electricity usage at the end of the month.

**PERMIT GRANTING AUTHORITY** - The Town Code Compliance Department, which is charged with granting permits for the operation of solar energy systems.

**PHOTOVOLTAIC (PV) SYSTEMS** - A solar energy system that produces electricity by the use of semiconductor devices, called photovoltaic cells that generate electricity whenever light strikes them.

**QUALIFIED SOLAR INSTALLER** - A person who has skills and knowledge related to the construction and operation of solar electrical equipment and installations and has received safety training on the hazards involved. Persons who are on the list of eligible photovoltaic installers maintained by the New York State Energy Research

and Development Authority (NYSERDA), or who are certified as a solar installer by the North American Board of Certified Energy Practitioners (NABCEP), shall be deemed to be qualified solar installers for the purposes of this definition. Persons who are not on NYSERDA's list of eligible installers or NABCEP's list of certified installers may be deemed to be qualified solar installers if the Town Code Compliance Supervisor or such other Town officer or employee as the Town Board designates determines such persons have had adequate training to determine the degree and extent of the hazard and the personal protective equipment and job planning necessary to perform the installation safely. Such training shall include the proper use of special precautionary techniques and personal protective equipment, as well as the skills and techniques necessary to distinguish exposed energized parts from other parts of electrical equipment and to determine the nominal voltage of exposed live parts.

**ROOFTOP OR BUILDING MOUNTED SOLAR SYSTEM** - A solar power system in which solar panels are mounted on top of the structure of a roof either as a flush-mounted system or as modules fixed to frames which can be tilted toward the south at an optimal angle.

**SETBACK** - The distance from a front lot line, side lot line or rear lot line of a parcel within which a free standing or ground mounted solar energy system is installed.

**SMALL-SCALE SOLAR** - For purposes of this Chapter, the term "small-scale solar" refers to solar photovoltaic systems that produce up to ten kilowatts (kW) per hour of energy or solar-thermal systems which serve the building to which they are attached, and do not provide energy for any other buildings.

**SOLAR ACCESS** - Space open to the sun and clear of overhangs or shade including the orientation of streets and lots to the sun so as to permit the use of active and/or passive solar energy systems on individual properties.

**SOLAR COLLECTOR** - A solar photovoltaic cell, panel, or array, or solar hot air or water collector device, which relies upon solar radiation as an energy source for the generation of electricity or transfer of stored heat.

**SOLAR EASEMENT** - An easement recorded pursuant to NY Real Property Law § 335-b, the purpose of which is to secure the right to receive sunlight across real property of another for continued access to sunlight necessary to operate a solar collector.

**SOLAR ENERGY EQUIPMENT/SYSTEM** - Solar collectors, controls, energy storage devices, heat pumps, heat exchangers, and other materials, hardware or equipment necessary to the process by which solar radiation is collected, converted into another form of energy, stored, protected from unnecessary dissipation and distributed. Solar systems include solar thermal, photovoltaic and concentrated solar. For the purposes of this law, a solar energy system does not include any solar energy system of four square feet in size or less.

**SOLAR FARM OR SOLAR POWER PLANT** – Energy generation facility or area of land principally used to convert solar energy to electricity, whether by photovoltaics, concentrating solar thermal devices or various experimental solar technologies, with the primary purpose of wholesale or retail sales of electricity.

**SOLAR PANEL** - A device for the direct conversion of solar energy into electricity.

*SOLAR POWER FAST-TRACK PROGRAM* - A program to expedite all applications for commercial and residential solar panel installation to encourage the use of reliable and clean renewable energy.

**SOLAR STORAGE BATTERY** - A device that stores energy from the sun and makes it available in an electrical form.

**SOLAR-THERMAL SYSTEMS** - Solar thermal systems directly heat water or other liquid using sunlight. The heated liquid is used for such purposes as space heating and cooling, domestic hot water, and heating pool water.

#### **§185-80 Applicability.**

- A. The requirements of this local law shall apply to all solar energy system and equipment installations modified or installed after the effective date of this local law.
- B. Solar energy system installations for which a valid building permit has been issued *or for which installation has commenced* before the effective date of this local law shall not be required to meet the requirements of this local law.
- C. All solar energy systems shall be designed, erected and installed in accordance with all applicable codes, regulations and industry standards as referenced in the State Building Code and the Town Code.
- D. Solar collectors, unless part of a Solar Farm or Solar Power Plant, shall be permitted only to provide power for use by owners, lessees, tenants, residents, or other occupants of the premises on which they are erected, but nothing contained in this provision shall be construed to prohibit “collective solar” installations or the sale of excess power through a “net billing” or “net-metering” arrangement in accordance with New York Public Service Law § 66-j or similar state or federal statute.

#### **§185-81 Permit required.**

- A. No Small Scale solar energy system or device shall be installed or operated in the Town except in compliance with this article.

B. Rooftop and Building-Mounted Solar Collectors: Rooftop and building mounted solar collectors are permitted in all zoning districts in the Town subject to the following conditions:

- 1 Building permits shall be required for installation of all rooftop and building-mounted solar collectors, except a building permit shall not be required for Flush-Mounted Photovoltaic Panels.
- 2 Rooftop and Building-Mounted Solar Collectors Building *shall not/may* exceed the maximum allowed height of the principal use in any zoning district.
- 3 In order to ensure firefighter and other emergency responder safety, except in the case of accessory buildings under 1,000 square feet in area, there shall be a minimum perimeter area around the edge of the roof and structurally supported pathways to provide space on the roof for walking around all Rooftop and Building-Mounted Solar Collectors. Additionally, installations shall provide for adequate access and spacing in order to:
  - i. Ensure access to the roof
  - ii. Provide pathways to specific areas of the roof
  - iii. provide for smoke ventilation opportunity areas
  - iv. provide emergency egress from the roof

Exceptions to these requirements may be requested where access, pathway or ventilation requirements are reduced due to:

- i. Unique site specific limitations;
- ii. alternative access opportunities (as from adjoining roofs)
- iii. ground level access to the roof area in question;
- iii. other adequate ventilation opportunities when approved by the Code Compliance Department;
- iv. adequate ventilation opportunities afforded by panel set back from other rooftop equipment (for example: shading or structural constraints may leave significant areas open for ventilation near HVAC equipment.);
- v. automatic ventilation device; or
- vi. New technology, methods, or other innovations that ensure adequate emergency responder access, pathways and ventilation opportunities.

C. Building-Integrated Photovoltaic (BIPV) Systems: BIPV systems are permitted in all zoning districts and shall be shown on the plans submitted for the building permit application for the building containing the system.



D. Ground-Mounted and Free Standing Solar Collectors: Ground-mounted and free standing solar collectors are permitted as accessory structures in all zoning districts of the Town subject to the following conditions:

1. Building permits are required for the installation of all ground-mounted solar collectors.

2. The location of the solar collector shall meet the greater of the setback requirements for Accessory Buildings set forth in Section 185-15 or the following setback requirements and limitations set forth in this provision:

i. RR District

- minimum required side yard setback- 50 feet
- minimum required rear yard setback- 100 feet
- minimum required front yard setback- 250 feet

ii. AR District

- minimum required side yard setback- 30 feet
- minimum required rear yard setback- 50 feet
- minimum required front yard setback- 250 feet

iii. R-1 District

- minimum required side yard setback- 30 feet
- minimum required rear yard setback- 40 feet
- no ground mounted or free standing solar collectors allowed in front yard

iv. R-2 District

- minimum required side yard setback- 30 feet
- minimum required rear yard setback- 40 feet
- no ground mounted or free standing solar collectors allowed in front yard

v. R-3 District

- minimum required side yard setback- 30 feet
- minimum required rear yard setback- 40 feet
- no ground mounted or free standing solar collectors allowed in front yard

vi. B District

- minimum required side yard setback- 15 feet
- minimum required rear yard setback- 50 feet
- no ground mounted or free standing solar collectors allowed in front yard

vii. IB District

- minimum required side yard setback- 15 feet
- minimum required rear yard setback- 40 feet
- minimum required front yard setback- 250 feet

viii. I District

- minimum required side yard setback- 30 feet
- minimum required rear yard setback- 40 feet
- minimum required front yard setback- 250 feet

Yards having a line bounding on the right of way of Interstate 87 or Interstate Route 84 shall not be considered front yards for purposes of this Section.

2. The height of the solar collector and any mounts shall not exceed 20 feet when oriented at maximum tilt.
3. Ground mounted and freestanding solar collectors shall be screened when possible and practicable from adjoining lots and street rights of way through the use of architectural features, earth berms, landscaping, fencing or other screening which will harmonize with the character of the property and surrounding area.
4. Solar energy equipment shall be located in a manner to reasonably minimize view blockage for surrounding properties and shading of property to the north, while still providing adequate solar access for collectors.
5. Solar energy equipment shall not be sited within any required buffer area.
6. The total surface area of all ground-mounted and freestanding solar collectors on a lot shall not exceed \_\_\_\_\_ square feet, provided that non-residential placements exceeding this size may be approved by the Planning Board, subject to site plan review pursuant to Article IX of this Chapter /Zoning Board of Appeals, and a determination such placement will still constitute an accessory use.
7. The area beneath ground mounted and freestanding solar collectors shall be included in calculating whether the lot meets maximum permitted Lot Building Coverage and Lot Surface Coverage requirements for the applicable District, notwithstanding that the collectors are not "buildings."

8. The installation of ground mounted and freestanding solar collectors shall be considered a Development or Development Activity for purposes of Chapter 157, Stormwater Management, of the Code of the Town of Newburgh.
- E. Solar-Thermal Systems: Solar-thermal systems are permitted in all zoning districts subject to the following condition:
1. Building permits are required for the installation of all solar-thermal systems.
  2. Ground mounted and free standing solar-thermal systems shall be subject to the same requirements set forth in Subsection D above as for Ground Mounted and Free Standing Solar Collectors.
- F. Solar energy systems and equipment shall be permitted only if they are determined by the Town not to present any unreasonable safety risks, including, but not limited to, the following:
1. Weight load
  2. Wind resistance
  3. Ingress or egress in the event of fire or other emergency.
- G. Solar collectors and related equipment shall be surfaced, designed and sited so as not to reflect glare onto adjacent properties and roadways.

**§185-82. Safety.**

- A. All solar collector installations must be performed by a qualified solar installer.
- B. Prior to operation, electrical connections must be inspected by a Town Code Enforcement Officer and by an appropriate electrical inspection person or agency, as determined by the Town.
- C. Any connection to the public utility grid must be inspected by the appropriate public utility.
- D. Solar energy systems shall be maintained in good working order.
- E. Rooftop and building-mounted solar collectors shall meet New York's Uniform Fire Prevention and Building Code standards.

- F. If solar storage batteries are included as part of the solar collector system, they must be placed in a secure container or enclosure meeting the requirements of the New York State Building Code when in use and when no longer used shall be disposed of in accordance with the laws and regulations of the Town and other applicable laws and regulations.
- G. If a solar collector ceases to perform its originally intended function for more than 12 consecutive months, the property owner shall remove the collector, mount and associated equipment by no later than 90 days after the end of the twelve-month period.
- H. Solar Energy Systems and Equipment shall be marked in order to provide emergency responders with appropriate warning and guidance with respect to isolating the solar electric system. Materials used for marking shall be weather resistant. For residential applications, the marking may be placed within the main service disconnect. If the main service disconnect is operable with the service panel closed, then the marking should be placed on the outside cover.  
For commercial application, the marking shall be placed adjacent to the main service disconnect in a location clearly visible from the location where the lever is operated.

**§185-83 Solar Farms and Solar Power Plants.**

Solar Farms and Solar Power Plants shall be permitted in the I District as an "Electric Generating" use subject to site plan review by the Planning Board, subject to the following supplementary regulations:

- A. Solar farms and solar power plants shall be enclosed by perimeter fencing to restrict unauthorized access at a height of 8 ½ feet.
- B. The manufacturer's or installer's identification and appropriate warning signage shall be posted at the site and clearly visible.
- C. Solar farm and solar power plant buildings and accessory structures shall, to the extent reasonably possible, use materials, colors, and textures that will blend the facility into the existing environment.
- D. Appropriate landscaping and/or screening materials may be required to help screen the solar power plant and accessory structures from major roads and neighboring residences.
- E. The average height of the solar panel arrays shall not exceed twelve (12) feet.

- F. Solar farm and Solar Power Plan panels and equipment shall be surfaced, designed and sited so as not to reflect glare onto adjacent properties and roadways.
- G. On-site power lines shall, to the maximum extent practicable, be placed underground.
- H. The following requirements shall be met for decommissioning:
  - 1. Solar farms and solar power plants which have not been in active and continuous service for a period of 1 year shall be removed at the owners or operators expense.
  - 2. The site shall be restored to as natural a condition as possible within 6 months of the removal.

**§185-84 Appeals.**

- A. If a person is found to be in violation of the provisions of this Local Law, appeals should be made in accordance with the established procedures and time limits of the Zoning Code and New York State Town Law.
- B. If a building permit for a solar energy device is denied based upon a failure to meet the requirements of this Local Law, the applicant may seek relief from the Zoning Board of Appeals in accordance with the established procedures and time limits of the Zoning Code and New York State Town Law.

**§185-85 Building Permit Fees for Solar Panels.**

The fees for all building permits required pursuant to this Local Law shall be paid at the time each building permit application is submitted in such reasonable amount as the Town Board may by resolution establish and amend from time to time.

*[Code Compliance Department to recommend initial fees unless Board opts for optional provision below which provides that there are no fees.]*

***[Optional add-on: [Solar Panel Fast Track Program]***

- I. *This section applies to the installation of solar panels for commercial buildings and residences.*
- J. *All building permit application fees for the construction and installation of solar panels on residential and non-residential buildings shall be waived.*
- K. *All building permit applications for the installation of solar panels on residential and non-residential buildings shall receive expedited review by*

*the Code Compliance Department in order to expedite such applications and the issuance of building permits for solar panel installation.*

***Optional add-on: Guidelines for Future Solar Access***

- L. New structures will be sited to take advantage of solar access insofar as practical, including the orientation of proposed buildings with respect to sun angles, the shading and windscreen potential of existing and proposed vegetation on and off the site, and the impact of solar access to adjacent uses and properties.<sup>1</sup>*
  - M. To permit maximum solar access to proposed lots and future buildings, wherever reasonably feasible, consistent with other appropriate design considerations and to the extent practicable, new streets shall be located on an east-west axis to encourage building siting with the maximum exposure of roof and wall area to the sun. The Planning Board shall also consider the slope of the property and the nature and location of existing vegetation as they affect solar access.<sup>2</sup>*
  - N. The impact of street trees on the solar access of the surrounding property shall be minimized to the greatest possible extent in selecting and locating shade trees. Every effort shall be made to avoid shading possible locations of solar collectors.*
  - O. When the Planning Board reviews and acts upon applications for subdivision approval or site plan approval, it shall take into consideration whether the proposed construction would block access to sunlight between the hours of [9:00 a.m. and 3:00 p.m.] Eastern Standard Time for existing approved solar energy collectors or for solar energy collectors for which a permit has been issued.*
  - P. The Planning Board may require subdivisions to be platted so as to preserve or enhance solar access for either passive or active systems, consistent with the other requirements of the Town Code.*
  - Q. The plan for development of any site within cluster subdivisions shall be designed and arranged in such a way as to promote solar access for all dwelling units. Considerations may include the following:*
    - 1. In order to maximize solar access, the higher-density dwelling units should be placed on a south-facing slope and lower-density dwelling units sited on a north-facing slope.*
-

2. *Subject to the Town's] setback requirements, structures should be sited as close to the north lot line as possible to increase yard space to the south for reduced shading of the south face of a structure.*
3. *A tall structure should be sited to the north of a short structure.]*

**§185-86 Penalties for offenses.**

Section 185-52 of the Zoning Code applies to violations of this Article.”

**SECTION 3 - SEVERABILITY**

If any word, phrase, sentence, part, section, subsection, or other portion of this Law or any application thereof to any person or circumstance is declared void, unconstitutional, or invalid for any reason, then such word, phrase, sentence, part, section, subsection, or other portion, or the proscribed application thereof, shall be severable, and the remaining provisions of this Law, and all applications thereof, not having been declared void, unconstitutional, or invalid, shall remain in full force and effect.

**SECTION 4 - CONFLICT WITH OTHER LAWS**

Where this Law differs or conflicts with other Laws, rules and regulations, unless the right to do so is preempted or prohibited by the County, State or Federal government, the more restrictive or protective of the Town and the public shall apply.

**SECTION 5 - EFFECTIVE DATE.**

This Law shall become effective upon filing with the New York State Secretary of State.

**SECTION 6 - AUTHORITY.**

This Local Law is enacted pursuant to the Municipal Home Rule Law. This Local Law shall supersede the provisions of Town Law to the extent it is inconsistent with the same, and to the extent permitted by the New York State Constitution, the Municipal Home Rule Law, or any other applicable statute.

**TOWN OF NEWBURGH  
INTRODUCTORY LOCAL LAW NO. \_\_ OF 2014  
AMENDING CHAPTER 185 ENTITLED "ZONING" OF THE  
CODE OF THE TOWN OF NEWBURGH  
TO ADD A DEFINITION OF PERSONAL SERVICE STORE OR USE AND  
TO PROVIDE FOR PERSONAL SERVICE STORES AND USES AS A  
PERMITTED PRINCIPAL USE SUBJECT TO SITE PLAN REVIEW  
IN THE IB ZONING DISTRICT**

**BE IT ENACTED** by the Town Board of the Town of Newburgh, County of Orange, as follows:

**SECTION 1 – TITLE**

This Local Law shall be referred to as "A Local Law Amending Chapter 185 entitled 'Zoning' of the Code of the Town of Newburgh to Add a Definition of Personal Service Stores and to Provide for Personal Service Stores as a Permitted Principal Use Subject to Site Plan Review in the IB Zoning District".

**SECTION 2 – PURPOSE AND INTENT**

The purpose of this local law is to define and permit personal service stores and uses as a principal use in the Interchange Business (IB) District subject to site plan review by the Planning Board. Personal service stores and uses have been permitted in the IB District as part of shopping centers and personal service stores are already permitted in the Business (B) District as a principal use subject to site plan review. The Town Board declares its intent to permit personal service stores and uses, as defined herein, as a principal use subject to site plan review in the IB District without a requirement that the personal service store or use be proposed in conjunction with a shopping center. The Board finds that personal service stores and uses are similar to and consistent with other principal commercial uses already separately permitted in the IB District. The local law also amends to B District Table of Use and Bulk Requirements to match the defined term.

**SECTION 3 – AMENDMENTS TO CHAPTER 185**

1. Section 185-3 entitled "Definitions of Chapter 185, entitled "Zoning" of the Code of the Town of Newburgh is hereby amended by the addition of the definition of "Personal Service Store or Use" to read as follows"



“PERSONAL SERVICE STORE OR USE - An establishment or use that primarily renders services to persons rather than engaging in the sale of products, including but not limited to barber, hairdresser, health spa, beauty, tanning, tattoo and nail salons and parlors, shoe repair, laundry, laundromat, dry cleaner, tailoring, dressmaking, photographic studio, pet grooming, catering with no on-site food service, express mail/courier, travel agencies and businesses providing similar services. Personal services may include, as an accessory use only, retail sales of items related to the services being provided. Personal services do not include professional office use or motor vehicle related services.”

2. Chapter 185, “Zoning” of the Code of the Town of Newburgh, Table of Use and Bulk Requirements for the IB Zoning District, Schedule 8 of the Code adopted and incorporated into the Code pursuant to §185-10 entitled “Utilization of Use Table” and §185-11 entitled “Utilization of Bulk Table” shall be amended as follows:

A. Number 2 of Column D entitled “Uses Subject to Site Plan Review by the Planning Board” shall be amended to read as follows:

“5. Individual retail stores, convenience stores with or without gasoline filling stations, personal service stores and uses and health clubs and fitness facilities.”

3. Chapter 185, “Zoning” of the Code of the Town of Newburgh, Table of Use and Bulk Requirements for the B Zoning District, Schedule 7 of the Code adopted and incorporated into the Code pursuant to §185-10 entitled “Utilization of Use Table” and §185-11 entitled “Utilization of Bulk Table” shall be amended as follows:

A. Number 1 of Column D entitled “Uses Subject to Site Plan Review by the Planning Board” shall be amended to read as follows:

“1. Retail stores and personal service stores and uses, heath clubs and fitness facilities.”

#### SECTION 4 – VALIDITY

If any word, clause, sentence, paragraph, section or part of this local law or the application thereof to any person or circumstance shall be adjudged by any court of competent jurisdiction to be unconstitutional, illegal or invalid, such judgment shall not affect, impair or invalidate the remainder thereof or the application thereof to any other persons or circumstances but shall be confined in its operation to the clause, sentence,

Table of Use and Bulk Requirements

IB District - Schedule 8

[Amended 7-15-1996 by L.L. No. 3-1996; 9-23-1998 by L.L. No. 10-1998; 2-10-2014 by L.L. No. 2-2014]

A. Accessory Uses 1. Storage buildings up to 30% of the floor area of the principal building 2. Cafeterias, clinics and recreation facilities for the use of employees engaged on the premises 3. Signs in accordance with § 185-14: a. Professional b. Identification 4. Off-street parking as required by the principal use 5. Truck-loading facilities 6. Sales of used motor and camping vehicles, boats and automobiles in conjunction with a franchised dealership 7. Fuel tanks in accordance with § 185-19 8. Swallowe earth stations in accordance with § 185-40 9. Accessory uses to an existing principal residence as listed for the R-1 District 10. Fast-food establishments 11. Restaurants and conference and banquet facilities 12. Retail outlets 13. Swimming pools, tennis courts and other recreational facilities, including related exhausts 14. Car wash	B. Permitted With: C1, D5, 7, 11 and 13 DX, 7-9, 13 and 18 D1, D12 and 18 C1, D1-13 All D1-13 D10	C. Permitted Uses 1. Municipal buildings and town activities 2. Existing single-family dwellings: a. Without both public sewer and public water systems b. With both public sewer and public water systems c. With either public sewer or public water system only 3. Existing 2-family dwellings: a. Without both public sewer and public water systems b. With both public sewer and public water systems c. With either public sewer or public water system only	D. Uses Subject to Site Plan Review by the Planning Board	Let Area (square feet)	Let Width (feet)	Minimum Required					Habitable Floor Area Per Dwelling Unit (square feet)	Dwelling Units Per Acre	Maximum Permitted Lot Building Coverage (percent)	Maximum Permitted Building Height (feet)	Let Surface Coverage (percent)
						Lot Area (square feet)	Let Width (feet)	Front Yard (feet)	Rear Yard (feet)	1 Side Yard (feet)					
				NA	NA	NA	NA	NA	NA	NA	NA	NA	20%	35	50%
				20,000	125	150	40	15			900	NA	25%	35	50%
				15,000	100	125	40				900	NA	25%	35	50%
				17,500	100	125	40				900	NA	25%	35	50%
				30,000	150	175	50	25			900	NA	25%	35	50%
				22,500	125	150	50				900	NA	25%	35	50%
				25,000	125	150	50				900	NA	25%	35	50%
				2 acres	200	200	40	30	60		900	NA	40%	35	80%
				40,000	150	150	50	50	100		900	NA	40%	35	80%
				5 acres			60				900	NA	30%		80%
				3 acres	300	300	60	50	100		900	NA	30%		80%
				40,000	150	150	50	30	80		900	NA	40%		80%

NOTE: Minimum 1,000 square feet of lot area per ground cover. These requirements shall not be applicable to a school or college which utilizes all or part of an office building for classroom space. Such a use shall meet the bulk requirements of use D5.

NEWBURGH TOWN CODE

Table of Use and Bulk Requirements  
IB District - Schedule 8  
(Cont'd)

A. Accessory Uses	B. Permitted With	C. Permitted Uses	D. Use Subject to Site Plan Review by the Planning Board	Lot Area (square feet)	Lot Width (feet)	Lot Depth (feet)	Minimum Required					Maximum Permitted		
							Front Yard (feet)	Rear Yard (feet)	1 Side Yard (feet)	Back Side Yard (feet)	Setback (feet)	Lot Building Coverage (percent)	Building Height (feet)	Lot Surface Coverage (percent)
15. Motor vehicle rental agency	D10, D11 and D12		9. Warehouse, storage and transportation facilities, including but not limited to, but not limited to, within 200 feet of a major thoroughfare.	5 acres	300	200	50	60	50	100	1			
16. Storage area for motor vehicles, including for storage of vehicles, without relationship to normal parking standards	D10		10. Destinations of raw motor and camping vehicles, mobile homes, bus, and trailers, including mobile home lot for facilities in accordance with § 185-28.	10 acres	400	400	60	60	50	100	NA			
17. Eating and drinking facilities or food preparation shop or non-offering, full table service	D1-4		11. Motor vehicle service stations and public garages, car wash and rental agency, in accordance with § 185-27.	3 acres	100	125	50	40	30	60	NA			
18. Cargo storage containers in accordance with § 185-13.1	D1, D5, 7, 11 and D3		12. Storage and transfer in accordance with § 185-27.											
			13. Business parks in accordance with § 185-41.											
			14. Retail utility maintenance yard (light-duty)											
			15. Storage center in accordance with § 185-23.											
			16. Affordable housing in accordance with § 185-47.											
			17. Similar citizen housing in accordance with § 185-46.											
			18. Schools and colleges for general and technical education with related facilities*	12 acres <sup>1</sup>	400	400	60	60	50	100	NA			80%
				5 acres <sup>2</sup>	300	300	100	60	50	100	NA			80%

NOTE:  
 1. Minimum 1,500 square feet of lot area for guest room.  
 2. Reserved.  
 3. Reserved.  
 4. Reserved.  
 5. These requirements shall not be applicable to a school or college which utilizes all or part of an office building for classroom space. Such a use shall meet the bulk requirements of 14C.D.S. (Added 9-22-1998 by L.L. No. 10-1988).  
 \*Reserved.

PRESENT:

Wayne C. Booth, Supervisor

George Woolsey, Councilman

Gilbert J. Piaquadio, Councilman

Elizabeth J. Greene, Councilwoman

RESOLUTION PROVIDING FOR  
TEMPORARY DEFERMENT OF  
PAYMENT OF RECREATION FEES  
IN LIEU OF PARKLAND

Councilwoman Greene presented the following resolution which was seconded by Councilman Piaquadio.

**WHEREAS**, the Town Board recognizes that the continuing state of the economy and credit markets have in certain instances made it extraordinarily difficult for applicants for subdivision and site plan approval to secure financing and meet the Town of Newburgh's requirement for payment of the recreation fees in lieu of parkland prior to the signing of subdivision plats and site plans by the Planning Board Chairman; and

**WHEREAS**, the Town Board wishes to temporarily afford an accommodation to applicants during this period; and

**WHEREAS**, following review and discussion the Town Board has determined that it may temporarily provide for the postponement of the payment of a portion of the recreation fees in lieu of parkland dedication without compromising the best interests of the Town of Newburgh.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Newburgh in its capacity as governing body of the Town, does hereby determine that for a period of eighteen (18) months commencing on May 1, 2013, provided the conditions listed in this resolution are met by an applicant, the following schedule shall apply in connection with site plan and subdivision applications:

1. The payment of sixty percent (60%) of the Recreation Fees in Lieu of Parkland shall be deferred from before the signing of the final site plan or subdivision plat by the Chairman of the Planning Board to a point in time prior to the issuance of each building permit for a building or unit in the site plan, subdivision or phase thereof. Accordingly, forty (40%) of the total Recreation Fee in Lieu of Parkland shall be paid prior to the Chairman of the Planning Board signing the final site plan, subdivision or phase thereof and 60% of the Recreation Fee in Lieu of Parkland for each residential building (or unit) in the subdivision or site plan, (as the case may be,) shall be paid prior to the issuance of the building permit for that building or unit.

1. The ceterais shall apply only to final site plans and subdivision plats which are presented to the Planning Board Chairman prior to **November 1, 2014** and for which all other conditions of approval which must be met prior to Planning Board's Chairman's signing of the plat or plan have been fully satisfied.

2. The deferral must be noted on the signed site plans filed in Town of Newburgh offices and subdivision plat(s) filed in the Orange County Clerk's Office in bold typeface which is as large as any other note on the Plat. The notes shall state substantially the following:

"Pursuant to Town of Newburgh Town Board Resolution dated May 1, 2013, the payment of sixty percent (60%) of the Recreation Fees in Lieu of Parkland in the amount of (fill in proper amount) has been deferred. (Fill in the proper amount) dollars, representing forty percent (40%) of the Recreation Fees in Lieu of Parkland are paid prior to this signing of this map by the Planning Board Chairman. Upon the issuance of each building permit for the subject property for a residential building or unit, the payment of \$1,200<sup>1</sup> per residential building or unit, as the case may be, shall be required to be paid to the Town of Newburgh so that the sixty percent (60%) deferred amount shall be paid in full upon the issuance of the last building permit." ; and

"In the event of any failure to comply with the above and a building permit is issued without payment of the deferred Recreation Fees in Lieu of Parkland balance then due, the Town of Newburgh, in addition to all other remedies, shall be entitled to (a) issue a stop work order for any and all work commenced on the subject property and (b) withhold or revoke any and all building permits issued for the subject property."

3. Each applicant obtaining a deferral pursuant to this Resolution shall be required to execute and deliver a certificate and acknowledgement to the Planning Board which provides:

"The applicant represents, warrants, covenants and agrees that it shall notify all successors, assigns, purchasers and transferees of applicant's interest in the subject property, to wit, Section \_\_\_ Block \_\_\_ Lot(s) \_\_\_ or rights to develop the subject property, or membership interests in the applicant, of the deferral of the payment of the Recreation Fee in Lieu of Parkland and the conditions thereof and that it shall cause those conditions to be binding upon all such successors, assigns, purchasers and transferees.

The applicant agrees for itself and all successors, assigns, purchasers and transferees, that in the event of any failure to comply with any of terms and conditions of the deferral of payment of the Recreation Fee in Lieu of Parkland, pursuant to the Town Board of the Town of Newburgh resolution dated May 1, 2013 by the applicant, its successors, assigns, purchasers or transferees, the Town of Newburgh, in addition to all other remedies, shall be entitled to (a) issue a stop work order for any and all work commenced on the Subject Property and (b) withhold or revoke any and all building permits issued for the Subject Property."

and;

**BE IT FURTHER RESOLVED**, that copies of this resolution be delivered to the Planning Board and the Code Compliance Department; and:

**BE IT FURTHER RESOLVED**, that the aforesaid resolutions 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:

George Woolsey, Councilman voting AYE

Gilbert J. Piaquadio, Councilman voting AYE

Elizabeth J. Greene, Councilwoman voting AYE

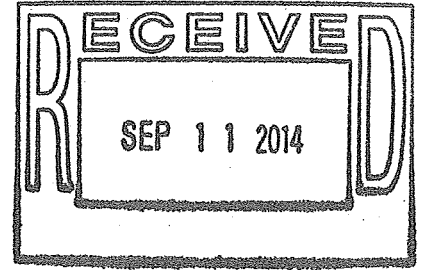
Ernest C. Bello, Jr., Councilman voting ABSENT

Wayne C. Booth, Supervisor voting AYE

The resolution was thereupon declared duly adopted.

<sup>1</sup> If the Recreation Fee in lieu of land set forth in Code Section 104-2A(9) and 104-2B(4) is modified by the Town, this figure in the required Note shall be modified accordingly.

TOWN OF NEWBURGH  
TOWN ENGINEER  
1496 Rte. 300  
Newburgh, NY 12550  
(845) 564-7814



**MEMORANDUM**

**TO:** Gil Piaquadio, Deputy Supervisor & Town Board

**FROM:** James W. Osborne, Town Engineer *jwo*

**DATE:** September 11, 2014

**RE:** W \ 2014 WATER SYSTEM CAPITAL IMPROVEMENTS  
STEWART AIRPORT WATER STORAGE TANK  
IMPROVEMENTS

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As requested, attached are a list of personnel and hourly billing rates for GHD.

JWO/id

Attachment



CLIENTS|PEOPLE|PERFORMANCE

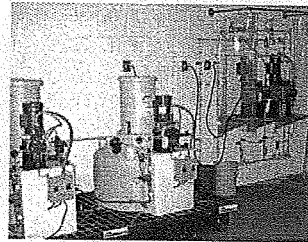
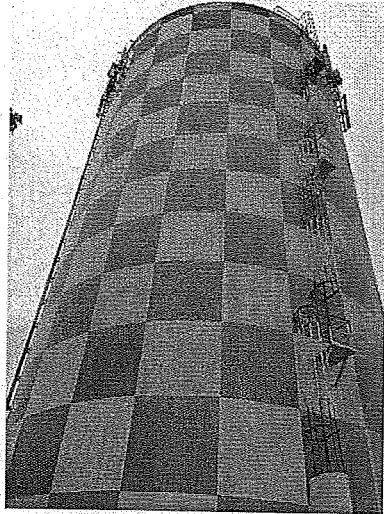
**Design and Construction Administration Services -  
1.8 MG Stewart Airport Water Storage Tank  
Billing Rates  
Town of Newburgh**

<b>Employee</b>	<b>Employee Classification</b>	<b>Hourly Billing Rate</b>
Kevin Castro, P.E.	A5 - Project Professional 2	\$214.08
Werner Henneberg, P.E.	A6 - Senior Professional 1	\$173.45
C. Dustin Sedlack	A6 - Senior Professional 1	\$198.77
Beth Ann Smith, P.E.	A7 - Senior Professional 2	\$154.25
Christopher Kwasniewski, P.E.	A8 - Professional 1	\$145.21
Clayton Johnson, P.E.	A8 - Professional 1	\$132.63
Andrew Weiss, P.E.	A9 - Professional 2	\$124.35
David Napolitano	A9 - Professional 2	\$112.87
Nicholas Hyde, P.E.	A10 - Professional 3	\$101.99
Nate Medford	A10 - Professional 3	\$94.15
Brian Miller	A10 - Professional 3	\$92.98
Matthew Rodak, P.E.	A10 - Professional 3	\$106.63
Lance Nelson	A10 - Professional 3	\$89.54
Tyler Tamblin	A10 - Professional 3	\$81.48
Wende Weber	A10 - Professional 3	\$87.43
Mark Young	B1 - Senior Tech. Officer 1	\$118.59
Michael Lamendola	B2 - Senior Tech. Officer 2	\$101.56
Carolyn Tucker	D3 - Service Group Support 3	\$89.83
Marianne VanHoute	D4 - Service Group Support 4	\$50.05
Shannon Brannigan	D4 - Service Group Support 4	\$68.25



87

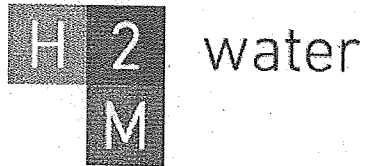
**Proposal for Engineering Services  
Related to Rehabilitation / Repair / Improvements  
to the Town of Newburgh  
Stewart Airport Water Storage Tank**



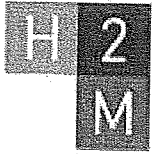
Submitted to:

James W. Osborne  
Town Engineer  
1496 Route 300  
Newburgh, New York 12550

October 10, 2014



538 Broad Hollow Road, 4<sup>th</sup> Floor East, Melville, New York 11747  
v 631.756.8000 f 631.694.4122  
[www.h2m.com](http://www.h2m.com)



water

538 Broad Hollow Road, 4<sup>th</sup> Floor East  
Melville, NY 11747

TEL 631.756.8000  
FAX 631.694.4122

October 10, 2014

James W. Osborne, P.E.  
Town Engineer  
1496 Route 300  
Newburgh, NY 12550

**Re: Proposal for Engineering Services Related to Rehabilitation / Repair / Improvements  
to the Town of Newburgh Stewart Airport Water Storage Tank**

Dear Mr. Osborne:

H2M architects + engineers (H2M) is pleased to provide seven copies of our proposal for professional engineering services related to the Rehabilitation / Repair / Improvements to the Town of Newburgh Stewart Airport Water Storage Tank.

We appreciate being considered for this work and feel our extensive experience with the design and oversight of water storage tank rehabilitation for New York State's public water suppliers for nearly 80 years makes H2M the most capable in accomplishing the goals of the project. The professional staff proposed for the project team on this assignment has been involved with over 30 water storage tank rehabilitations and constructions over the past five years.

Additionally, as you are aware New York has the strictest requirements for VOC compounds in the nation. Any improvements undertaken involving coatings must be handled correctly to avoid disputes and delays during tank rehabilitation compliance sampling. H2M, with over 30 New York rehabilitations in the last five years, has the experience to design and specify the right systems to eliminate these problems.

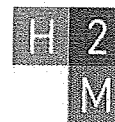
Our staff of over 230 professionals, skilled in the area of water supply, structural and coatings evaluation and design, will ensure that you receive our complete attention to meet the needs of the Town of Newburgh. We look forward to working for your organization on this important engagement.

Very truly yours,

H2M architects + engineers

Paul J. Granger, P.E.  
Vice President

PJG:nck  
encl.



## Project Understanding

On September 25, 2014 representatives of H2M met with the Town Engineer, Mr. James Osborne, P.E., to review the project scope and visit the site of 1.8 million gallon (MG) Stewart Airport water storage tank. Prior to the meeting H2M was provided with a copy of the March 2013 "Engineering Services for 1.8 MG Stewart Airport Water Storage Tank Final Report" as prepared by GHD. Based on our site visit and review of previous documents we feel that we have a complete understanding of the water storage facility and rehabilitation needs. In addition to the rehabilitation / recoating of the storage tank we understand that the project will also include the following:

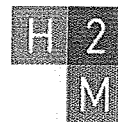
- Pressure reducing valve (PRV) between Meadow Winds and Meadow Hill
- Altitude valve installed at Tank no.1
- Re-chlorination system
- TTHM reduction system
- Tank Circulation improvements
- SCADA integration

The proper maintenance of steel water storage tanks is vital to minimizing structural deterioration and prolonging the tank's useful service life. Based on our understanding of the water storage facility we understand that the rehabilitation, repairs and improvements will include the following at a minimum:

1. Interior surface preparation and coatings application
  - a. Interior Tank Blasting
  - b. Pit Filler – as required.
  - c. Seam Sealer – as required.
  - d. Interior Tank Painting – the GHD report recommended the use of a lower solids (higher VOC) paint for surfaces above the water line for faster painting and curing. We do not recommend this type of paint since condensation on the tank ceiling will result in water droplets contaminated with VOCs falling into the water cavity. Therefore we recommend the use of a 100 percent solids throughout the entire tank interior.
  - e. Disinfection and Water Sampling
2. Interior Repairs and Modifications
  - a. New Water Cavity Ladder – the GHD report recommended the removal of the two access ladders to prevent potential damage due to ice buildup. We believe that a tank mixing system will improve circulation and mitigate this concern. Therefore we will review the ladder recommendation in greater detail to determine if a new ladder is necessary.
  - b. Evaluate fill / discharge and overflow piping.

- c. Evaluate sample line - relocated and / or replace as necessary.
  - d. Install tank mixing / TTHM Reduction system – assess mixing requirements and determine best approach with the use of an active or passive mixing system to provide optimum circulation / turn over and optimize TTHM reduction.
3. Exterior Repairs
- a. Remove Existing Tank Vent – the existing roof vent does not appear to be of freeze resistant design based on our review of the March 2013 GHD report and should be replaced.
  - b. Install New Pallet Roof Vent (freeze and insect resistant).
  - c. New Cable Safety Climb system
  - d. Replace overflow pipe screens
  - e. Blast, clean and recoat anchor bolts
  - f. Repair / replace damaged concrete grout between foundation and floor plate.
  - g. Coordination with cellular carriers for temporary removal of antennas and cable trays
  - h. Aviation lights – We recommend replacing the existing incandescent system with a new LED unit. LED bulbs have a significantly longer life and use less energy than incandescent bulbs. This will reduce future operation and maintenance costs.
4. Exterior surface preparation and coatings application
- a. Containment
  - b. Exterior Tank Blasting
  - c. Pit Filler – as required.
  - d. Seam Sealer – as required.
  - e. Exterior Tank Painting
  - f. Tank foundation – install a polyurea type coating to isolate foundation and tank bottom from moisture intrusion.
  - g. CAMP Air Monitoring
5. Miscellaneous Exterior
- a. Valve vault – clean and recoat piping and replace sump pump and electrical outlet.
  - b. Ensure that removal of hazardous waste from the site will be performed in accordance with all applicable laws and regulations and that proper Waste Manifest Forms are used and issued to the Town.

Due to the limited area on the tank site as observed during our recent site visit, it is recommended that the Town consider negotiating with the neighboring property owner (Port Authority of NY and NJ) to make available adequate areas for the equipment that will be necessary to perform the rehabilitation work. This additional work area will allow bidders to provide more cost-effective pricing.



H2M has evaluated and designed both passive and active tank mixing systems to address water quality concerns and improve tank turnover and circulation for many water supply clients as part of our tank rehabilitation assignments. In addition to the need to minimize THM formation, we have designed tank mixing and circulation improvements to provide uniform water temperature, address potential damage from ice formation and minimize positive bacteria detections. An active mixing system will constantly circulate the water 24/7. However this system has ongoing operational cost and mechanical parts that have the potential to fail. A passive mixing system only mixes the tank during the fill and draw cycles. There are no moving parts in the system, since it is only hydraulically operated. H2M will evaluate the mixing options and THM reduction options in greater detail as part of its scope of work. This will include reviewing the recommendations provided in the March 2013 GHD report.

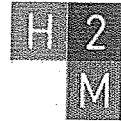
H2M will review and evaluate the use of a sodium hypochlorite (liquid) system and calcium hypochlorite – tablet chlorination system for re-chlorination. Both systems can be installed within the existing building on the tank site. Our experience with the tablet chlorination systems has found that such systems can deliver a more consistent chlorine residual while providing reduced labor expense associated with treatment system maintenance. We will assess the various types of tablet systems that are currently on the market including spray erosion manufactured by Lonza (formerly Arch), full flow erosion manufactured by PPG and vortex erosion manufactured by Hammonds. Sodium hypochlorite is generally less expensive because the calcium hypochlorite tables are proprietary. The existing electrical system will also be evaluated. We will design the selected re-chlorination system.

H2M will provide design services SCADA Integration pursuant to the recommendations formulated in the March 2013 GHD Report (Section 7 Stewart Tank Telemetry and Radio Communication).

#### Scope of Services

##### **Task 1 – Design and Preparation of Construction Documents**

- Review of existing tank inspections and related water department records.
- Evaluation of existing conditions.
- Prepare contract documents (plans and specifications) in accordance with our “Project Understanding” for the purpose of publicly bidding three construction contracts that will consist of Tank Rehabilitation Construction (including tank mixing and TTHM reduction system); Mechanical / Plumbing (PRV and Altitude valves and vaults and re-chlorination system and Electrical / Controls (SCADA integration and electrical and control work for re-chlorination system).



- Review documents with the Town Engineer and make any necessary revisions based on Town Engineer comments.

#### **Task 2 – Regulatory Approvals**

- Submit plans, specifications and applications for the tank rehabilitation to the Orange County Department of Health.
- Make revisions as required based on review engineer comments and resubmit to obtain Health Department approvals.
- Collect soil samples to satisfy the Health Department's lead contamination requirements before and after construction. Laboratory analysis would be billed by Pace Labs to H2M Engineering. An estimated cost is included in this proposal.
- Prepare and submit completed works certifications as required by the Health Department and following completion of the work.

#### **Task 3 – Bidding Assistance**

- Provide up to 15 sets of contract documents (for each set of contracts) for bidding, regulatory review and contract award.
- Assist the Town in receiving bids. Contact qualified contractors to inform them of the project.
- Respond to questions from contractors during bidding process.
- Review bids, tabulate results, conduct investigation of low bidder's qualifications and prepare a recommendation of contract award.

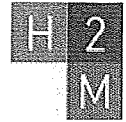
#### **Task 4 – Coordination with Non-Regulatory Agencies**

- H2M will coordinate with the following non-regulatory agencies as it relates to the proposed work: Port Authority of NY and NJ, FAA, USDOT, local fire departments and cellular carriers.
- Port Authority of NY and NJ (PANYNJ) coordination will include review of the tenant Alteration Application Process and lead abatement procedures.
- FAA coordination will include preparing and filing FAA Form 7460-1, Notice of Proposed Construction or Alteration. We will contact the FAA to determine if an aeronautical study will be required.
- USDOT coordination will include review of marking and lighting requirements.
- Cellular Carrier coordination will include:
  - Removal and relocation of communication equipment
  - Review of temporary facilities for relocated equipment

- Review of plans and specifications submitted by cellular contractor for reinstallation on tank after rehabilitation.  
Review to include:
  - o Structural effects/integrity of new cellular antennas.
  - o Coating effects of new cellular installation.
  - o Operational effects (including inspection liability) of new cellular installation.
- Observe construction on a part-time basis for conformance with plans and specifications.
- Field coordination with contractor and the Town during construction.

#### **Task 5 - Construction Administration and Observation**

- Review contractor shop drawings.
- Review and prepare partial payment applications.
- Office coordination and technical support with contractor and Town during construction and as necessary the Orange County Department of Health.
- Observe construction for conformance with plans and specifications using NACE certified coatings inspectors on our staff.
- Through the course of the construction period, provide field coordination with contractor(s) and Town and as necessary, the Orange County Department of Health.
- Conduct progress meetings with contractor and Town as required to complete construction.
- Generate punchlist documents in coordination with the Town.
- Provide one year maintenance inspection.



### Cost Proposal

H2M proposes to provide the engineering services as outlined in our proposal scope of services based on the following fee schedule:

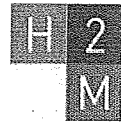
Task	Description	Fee Type	Fee
1	Design and Preparation of Construction Documents	Lump Sum	\$67,500.00
2	Regulatory Approvals	Lump Sum	\$2,500.00
2B	Soil Sample collection and analysis – before and after construction	Lump Sum <sup>(1)</sup>	\$2,500.00
3	Bidding Assistance	Lump Sum	\$2,500.00
4	Coordination with Non-Regulatory Agencies	Per diem not to exceed <sup>(2)</sup>	\$19,100.00
5	Construction Observation and Administration	Per diem not to exceed <sup>(3)</sup>	\$88,800.00
<b>Total Fee:</b>			<b>\$182,900.00</b>

(1) Estimated – based on five locations (total of 10 samples for before and after conditions).

(2) Fee is estimated based on attached man-hour matrix.

(3) Fee is estimated based on attached man-hour matrix. The hourly rate with maximum fee based upon the expected construction duration of 120 days for the project construction related activities. Construction observation is anticipated to be hold point/part time to observe contractors work at critical path points.





### Hourly Rates

Hourly rates for employee classifications expected to be utilized on Tasks 4 and 5 of the project are as follows:

Personnel Classification	Billing Rate Per Hour
Principal	\$220
Associate Principal	\$200
Project Manager	\$180
Senior Engineer	\$140
Project Engineer	\$100
Staff Engineer	\$85
Technician	\$80
Clerk/Technical Typist	\$69
NACE Certified Coatings Inspector III	\$120
NACE Coating Inspection II	\$110
NACE Coating Inspector I	\$100
Certified Welding Inspector	\$145

# H2M Water

Town of Newburgh

## MANPOWER MATRIX FOR ENGINEERING SERVICES - Task 4 Coordination with Non-Regulatory Agencies

Job Classification	PROJECT TASKS					Total Hours	Hourly Payroll Cost	Project Effort Cost
	A	B	C	D				
Principal	4	2	1	1		8	\$220.00	\$1,760.00
Associate Principal	0	0	0	0		0	\$200.00	\$0.00
Project Manager	16	8	4	6		34	\$180.00	\$6,120.00
Senior Engineer	4	0	0	0		4	\$140.00	\$560.00
Project Engineer	16	0	0	12		28	\$100.00	\$2,800.00
Staff Engineer	8	8	4	10		30	\$85.00	\$2,550.00
Technician	0	0	0	0		0	\$80.00	\$0.00
Clerk / Technical Typist	2	0	0	0		2	\$69.00	\$138.00
NACE Certified Coatings Inspector III	0	0	0	24		24	\$120.00	\$2,880.00
NACE Coating Inspection II	0	0	0	16		16	\$110.00	\$1,760.00
NACE Coating Inspector I	0	0	0	0		0	\$100.00	\$0.00
Certified Welding Inspector	0	0	0	4		4	\$145.00	\$580.00
<b>Hours:</b>	<b>50</b>	<b>18</b>	<b>9</b>	<b>73</b>		<b>150</b>		<b>\$19,148.00</b>

**Task Descriptions:**

- A - PANYNJ Coordination
- B - FAA Coordination
- C - USDOT Coordination
- D- Cellular Carrier Coordination

# H2M Water

Town of Newburgh

## MANPOWER MATRIX FOR ENGINEERING SERVICES - Task 5 Construction Administration and Observation

Job Classification	PROJECT TASKS			Total Hours	Hourly Payroll Cost	Project Effort Cost
	A	B				
Principal	4	0		4	\$220.00	\$880.00
Associate Principal	4	0		4	\$200.00	\$800.00
Project Manager	32	0		32	\$180.00	\$5,760.00
Senior Engineer	40	0		40	\$140.00	\$5,600.00
Project Engineer	50	0		50	\$100.00	\$5,000.00
Staff Engineer	60	0		60	\$85.00	\$5,100.00
Technician	0	0		0	\$80.00	\$0.00
Clerk / Technical Typist	8	0		8	\$69.00	\$552.00
NACE Certified Coatings Inspector III	0	440		440	\$120.00	\$52,800.00
NACE Coating Inspector II	0	60		60	\$110.00	\$6,600.00
NACE Coating Inspector I	0	40		40	\$100.00	\$4,000.00
Certified Welding Inspector	0	12		12	\$145.00	\$1,740.00
	198	552		750		\$88,832.00

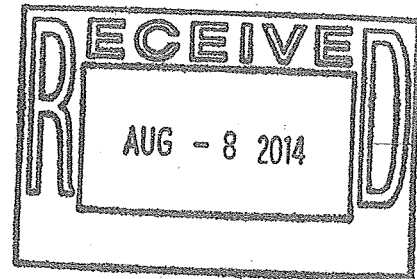
**Task Descriptions:**

A - Construction Administration

B - Construction Observation

2/11/14

TOWN OF NEWBURGH  
TOWN ENGINEER  
1496 Rte. 300  
Newburgh, NY 12550  
(845) 564-7814



757 8A

MEMORANDUM

TO: Gil Piaquadio, Deputy Supervisor & Town Board  
FROM: James W. Osborne, Town Engineer *jwo*  
DATE: August 7, 2014  
RE: W \ STEWART AIRPORT WATER STORAGE TANK -  
PAINTING & IMPROVEMENTS

Attached for the Town Board's review and approval is a proposal from GHD Consulting Services, Inc. (GHD) for design and construction engineering services for the above project. The work is a multi-faceted project consisting of several elements integrated into a single project. Because of the reduction in available fire flows when the tank is out of service, the necessity to work around or temporarily relocate cellular antennas, and containing and disposing of lead paint blasted off the tank exterior, this is a complex project with many moving parts.

The proposal includes the following:

For **Design Services, Bid Services and Construction Services** (Contract Administration), a lump sum fee of \$183,000.

For **Construction Observation Services**, an estimated not-to-exceed fee of \$68,700 (Note: *Does not include* time for beyond Time Required for Completion).

For **Coordination with Non-Regulatory Agencies** (PA of NY & NJ, FAA, Cellular Phone Companies, Fire Departments, etc.), fee will be on an hourly basis plus reimbursable expenses.

For **Additional Engineering Services**, fee will be on an hourly basis plus reimbursable expenses.

**TO:** Gil Piaquadio, Deputy Supervisor & Town Board  
**RE:** W\ **Stewart Airport Water Storage Tank –  
Painting & Improvements**

August 7, 2014

I am requesting Town Board approval of the proposal as presented in the letter from GHD dated 6 August 2014.

As the above requires Town Board action, I am requesting that this item be placed on the next available agenda for approval. If you have any questions or comments, I am available to discuss them with you.

JWO/id

Attachment

cc: M. Taylor, Attorney  
J. Platt, DPW Comm.  
R. Clum Accountant



August 6, 2014

Mr. James Osborne  
Town Engineer  
Town of Newburgh  
1496 Route 300  
Newburgh, NY 12550

Re: Proposal for Design and Construction Administration Services – 1.8 MG Stewart Airport Water Storage Tank

Dear Jim:

As follow-up to the recommendations identified in the 1.8 MG Stewart Airport Water Storage Tank Report (March 2013), the Town of Newburgh (Town) has requested a proposal for Design and Construction Services for the Stewart Airport Water Storage Tank. In response to your July 24, 2014 correspondence and our telephone discussion we are pleased to submit our proposal. We are providing herein a concise project understanding, approach, and scope of services as follows.

#### **PROJECT UNDERSTANDING**

Water storage tanks are critical infrastructure of a water system and some of the more costly structures to build and maintain. Proper maintenance of these tanks is necessary to provide long service life and reduce the frequency of complete tank replacement. The service life of a steel storage tank is primarily based on the quality and integrity of its coating system. Therefore proper maintenance of the coating system, both interior and exterior, is fundamental in maximizing the life of steel tanks.

The Town of Newburgh's 1,800,000-gallon (1.8 MG) Stewart Airport Water Storage Tank was erected in 1991. The tank is a welded steel standpipe with welded lap construction. The standpipe is 54-feet in diameter and has a height of 105 feet. The water storage tank site is located on the Stewart Airport property and is within a fenced area.

The Stewart Tank serves the Town's distribution system in the Meadow Hill/Route 17K pressure zone (west of I-87). The distribution system consists of a network of water mains ranging in size from 6 to 16 inches in diameter. The Town supplies drinking water to about 25,000 people within the Town's Consolidated Water District (CWD) and the Town of Marlborough. The CWD encompasses about 72 percent of the Town area and is served by two sources of supply: the Chadwick Lake Reservoir and Water Filtration Plant and the Delaware Aqueduct Tap (DAT), a connection to the New York City Delaware Aqueduct Supply through Shaft 5a.

Based on conversations with the Town, the Stewart Tank was last painted in 1991 (when constructed) and based on the findings of the March 2013 Tank evaluation, is in need of re-coating. In order to provide maintenance painting of the Stewart Tank, it will need to be removed from service and drained for a period of about three to four months. With the Stewart Tank out of service, there is concern regarding fire flow availability within the zone. The Stewart Tank is the largest water storage tank in the Town and if it is

taken offline for maintenance, available supply for fire protection to the commercial/industrial users within the Stewart Airport/Route 17K pressure zone is considerably reduced. To facilitate taking the tank out of service, certain distribution system improvements are required, such as installing a pressure reducing valve (PRV) interconnection between the Meadow Winds and Meadow Hill service areas.

GHD understands that the Town would like to boost chlorine residuals within the service area served by the Stewart Airport Tank by the construction of a re-chlorination facility on the Stewart Airport Tank site. GHD also understands that water age within the tank and total trihalomethanes (TTHMs) are a concern for the Stewart Airport Tank water. Installation of a tank mixing and a TTHM reduction system will help mitigate these issues. Installing tank mixing and TTHM reduction systems while the tank is out of service for re-coating will decrease the overall time the tank is out of service as compared to these repairs/modifications being performed separately.

The Town would also like the ability to monitor the Stewart Tank levels remotely from the Chadwick Lake Filtration Plant (CLFP). Construction of a re-chlorination facility at the Stewart Tank will require remote monitoring of chlorine residual, chlorine feed pump status, and bulk chlorine storage levels.

#### SCOPE OF SERVICES

- I. Design Services – GHD Consulting Services, Inc. (GHD) will prepare and furnish the Town with a set of detailed drawings and specifications (Contract Documents), opinion of probable cost, and schedule for the construction of the project. GHD will assist the Town in obtaining permits and approvals from governmental agencies and regulatory bodies anticipated to be needed. Any fees required to obtain permits and approvals shall be paid by the Town. GHD will prepare invitations to bidders, information for bidders, and bid forms. GHD will utilize the Town's standard form of agreement, general conditions, and special conditions for the project. Elements of the design include:
  1. Stewart Airport Water Storage Tank Re-coating. Prepare contract drawings and specifications for recoating the interior and exterior of the tank. The existing exterior tank coating contains lead, therefore, the Contract Documents will provide for lead abatement (containment, testing, and disposal) during re-coating activities.
  2. Distribution System Improvements.
    - a. PRV Interconnection between Meadow Winds and Meadow Hill. Prepare contract drawings and specifications for the design of a below grade PRV station (vault) and associated piping modifications for interconnecting the Meadow Winds and Meadow Hill service areas. It is anticipated that minor piping modifications are required at the intersection of Meadow Hill Rd. and North Fletcher Dr. to interconnect the two service areas.
    - b. Altitude Valve at Tank No. 1 (near CLFP). Prepare contract drawings and specifications for the design of a below grade altitude valve chamber and associated piping modifications at Storage Tank No. 1. GHD understands that the altitude valve is needed in the winter, when the CLFP is in service, in order to prevent tank overflows during low demand periods. It is anticipated that minor piping modifications are required for installing the altitude valve and a bypass around the valve chamber. Wet taps will be used to connect the new to the existing piping in order to minimize water service disruptions. We have been advised that the subsurface, in the area of Tank No.1, contains bedrock.

3. Re-Chlorination System. Prepare contract drawings and specifications for the design of a re-chlorination system located on the Stewart Airport Water Storage Tank site. The re-chlorination system will be housed within the existing (decommissioned) chemical building on the tank site. Existing equipment (dividing concrete masonry unit wall, chemical feed equipment, and analyzers) within the building will need to be demolished and piping will need to be capped. It is assumed that 12.5% sodium hypochlorite (liquid solution) or calcium hypochlorite (granular tablet) will be the disinfection chemical used and the chemical selection will be made during the design stage. Components of the re-chlorination system consist of: chlorine feed system (metering pump skid system, storage tank, and weight scale), chlorine residual analyzer, chemical injection assembly, chemical feed piping, analyzer sample piping, flowmeter (on tank water line), room heater, electrical equipment, and emergency shower and eyewash station.
4. TTHM Reduction System. Prepare contract drawings and specifications for the design of a TTHM reduction system located within the Stewart Airport Water Storage Tank. The design will be based on Solarbee's© TTHM reduction mixing system, which consists of a submersible pump/mixer, spray nozzles, and possibly a blower. It is anticipated that minor modifications will need to be made to the tank to accommodate the TTHM reduction system. Electrical power is required for the TTHM reduction system and our fee is based upon existing electrical at the tank site having sufficient capacity to accommodate the power requirements of the system.
5. Tank Circulation Improvements. Prepare contract drawings and specifications for the design of a mixing system within the Stewart Airport Water Storage Tank to reduce water age. The design will be based on Solarbee's© GS-12 submersible mixing system, which consists of a mixer that rests on the tank floor. The mixing system requires power and our fee is based upon existing electrical at the tank site having sufficient capacity to accommodate the power requirements of the mixing system.
6. SCADA Integration. Prepare contract drawings and specifications for the design of a broadband communication system to transmit Stewart Tank level and re-chlorination facility (chlorine residual, chlorine feed pump status, and bulk chlorine storage levels) data to the CLFP. The broadband system consists of a PLC-based control panel at the Stewart Tank site that communicates to the CLFP via cellular modem. The system includes a virtual private network (VPN) router enclosure to be installed at the CLFP. The VPN router will serve as the gateway between the plant's existing supervisory software and the Stewart Tank control panel. This approach is contingent upon cellular service availability at the Stewart Tank as well as at the CLFP.
7. Coordination with Regulatory Agencies: Provide technical criteria, written descriptions, and design data for the Town's use in filing applications for permits from or approvals of governmental authorities having jurisdiction to review or approve the final design of the Project; assist the Town in consultations with such authorities; and revise the Contract Documents in response to directives from such authorities. Printing five (5) sets of Contract Drawings, for regulatory approval, is included in the Scope of Services. The following regulatory agency coordination is included in the Scope of Services and budget for the project:
  - a. Orange County Department of Health (OCDOH) and the New York State Department of Health (NYSDOH).



- II. Coordination with Non-Regulatory Agency Services - The re-coating design will require coordination with non-regulatory agencies as described below.
1. Coordination with the Port Authority of New York and New Jersey (PANYNJ), including filing a Tenant Alteration Application.
  2. Coordination with the Federal Aviation Administration (FAA), including and FAA study (FAA Form 7460-1, Notice of Proposed Construction Alteration).
  3. Coordination with cellular service providers, including the possibility for temporarily relocating the cellular antennae attached to the tank during re-coating activities.

Non-Regulatory Agency Services will be provided on an as needed basis as discussed in the Payment to Engineer section.

- III. Bid Services – GHD will assist the Town in procuring bids for the project, including advertisement, issuance of Contract Documents to prospective bidders, and acceptance of bid deposits. We will lead a pre-bid meeting and prepare and issue addenda for the project as needed. We will assist the Town in opening, reviewing, and tabulating bids, preparing notices to proceed, and confirming the bidder's compliance with contract conditions. Printing twenty (20) sets of Contract Documents for the Town's and GHD's use is included in the Scope of Services.
- IV. Construction Services – We will provide the following services during the construction phase of the project:
1. General Administration of Construction Contract. Consult with the Town and act as the Town's representative as required.
  2. Pre-Construction Conference. Participate in a Pre-Construction Conference prior to commencement of Work at the site.
  3. Schedules. Receive, review, and determine the acceptability of schedules that the Contractor is required to submit to GHD, including the Progress Schedule, Schedule of Submittals, and Schedule of Values.
  4. Progress Meetings. GHD will attend and lead monthly progress meetings. A total of six (6) progress meetings are included under this Scope of Services. We will distribute meeting minutes after each progress meeting.
  5. Shop Drawings and Samples. Review and approve or take other appropriate action in respect to Shop Drawings and Samples and other data which the Contractor is required to submit, but only for conformance with the information given in the Contract Documents and compatibility with design concept of the completed project, as a functioning whole as indicated by the Contract Documents. Such reviews and approvals or other action will not extend to means, methods, techniques, sequences, or procedures of construction or to safety precautions and programs.
  6. Substitutes and "or equal". Evaluate and determine the acceptability of substitute or "or equal" materials and equipment proposed by the Contractor.
  7. Disagreements between Town and Contractor. Render formal written decisions on all duly submitted issues relating to the acceptability of Contractor's work or the interpretation of the

- requirements of the Contract Documents pertaining to the execution, performance, or progress of Contractor's work.
8. Application for Payment. Determine the amounts that GHD recommends the Contractor be paid. Such recommendations of payment will be in writing.
  9. Contractor's Completion Documents. Receive, review, and transmit to the Town maintenance and operating instructions, schedules, guarantees, bonds, certificates, or other evidence of insurance required by the Contract Documents, certificates of inspection, tests and approvals, Shop Drawings, and Samples.
  10. Substantial Completion. Promptly after notice from Contractor that Contractor considers the entire work ready for its intended use, in company with the Town and Contractor, conduct an inspection to determine if the work is substantially complete.
  11. Final Notice of Acceptability of the Work. Conduct a final inspection to determine if the completed work is acceptable so that we may recommend, in writing, final payment to the Contractor. Accompanying the recommendation for final payment, GHD will also provide a notice that the Work is acceptable.
  12. SCADA Programming. SCADA programming and integration to transmit Stewart Tank level and re-chlorination facility (chlorine residual, chlorine feed pump status, and bulk chlorine storage levels) data to the CLFP, including:
    - a. Development of graphics, alarms, and trends for the Stewart Tank level and re-chlorination system.
    - b. Configuring the VPN hardware required to facilitate communication between the CLFP and the Stewart Tank site.
  13. Defective Work. Recommend to the Town that the Contractor's work be rejected while it is in progress if, GHD believes that the Work will not produce a completed project that conforms generally to the Contract Documents.
  14. Clarifications and Interpretations; Field Orders. Issue necessary clarifications and interpretations of the Contract Documents as appropriate to the orderly completion of the Contractor's work.
  15. Change Orders and Work Change Directives. Recommend change orders and work change directives to the Town, as appropriate, and prepare change orders and work change directives as required.
- V. Construction Observation Services – GHD will provide construction observation services through subcontracted assistance for the Stewart Tank re-coating and site visits by a qualified design professional.
1. Resident Project Representative (RPR). Steel tank coating is a very delicate process that depends heavily on strict adherence to coating manufacturer's application conditions (including temperature and humidity) and a high level of surface preparation. Improper application of the coating system can compromise the effectiveness of the coating system and can lead to steel tank corrosion. Due to the sensitivity of the coating application process, GHD will use the

subcontracted assistance of a tank inspection company to provide the following field representation:

- a. Monitoring and approval of structural repairs, modifications and other changes for conformance to the specifications.
  - b. Inspection of the abrasive blasting materials, procedures and equipment for conformance with the specifications.
  - c. Inspection and approval of surface preparation, blast quality, mil profile and critical aspects of painting of steel structures.
  - d. Monitoring paint removal and abatement for conformance to the specifications and environmental regulations.
  - e. Monitoring ambient conditions to verify a suitable atmosphere for preparation and application of coatings.
  - f. Monitoring the Contractor's mixing and application of the coatings in accordance with the specifications
  - g. Determination of both wet and dry film thicknesses of each coating and total coating system applied.
  - h. Evaluation of cure, re-coating and critical aspects of painting of steel structures (including holiday and adhesion testing).
  - i. Recording the contractor's progress for adherence to the construction schedule, and authorization of progress payments.
  - j. Submittal of daily and weekly inspection reports, with photographs.
  - k. Final inspection including determination of punch list items and coordinating subsequent corrective action by the contractor.
  - l. Final inspection and acceptance of the Work as well as establishment of a warranty date.
2. Site Visits and Observation of Construction. Make site visits at intervals appropriate to the various stages of construction, as GHD and the Town deem necessary, to observe as an experienced and qualified design professional the progress and quality of the Contractor's executed work.

## SCHEDULE

- I. Design Services – GHD proposes to complete the design phase services within 120 days of notice to proceed from the Town.
- II. Bid Services – A 60-day period is anticipated for this project. The bid period commences on the date of the bid advertisement and terminates upon contract award by the Town.
- III. Construction Services – The construction phase will commence with the execution of the first construction contract for the project or any part thereof and will terminate upon written recommendation by GHD for final payment to contractors for an anticipated 6-month contract period.

GHD will be entitled to an equitable increase in compensation if Construction Services are required after the original date for final completion of the work as set forth in the construction contract.

The payments to the Engineer established below, are effective only through the periods indicated.

#### **PAYMENT TO ENGINEER**

- I. For Design Services (Task I), Bid Services (Task III), and Construction Services (Task IV), GHD will complete this work for a lump sum fee of \$183,000.
- II. For Construction Observation Services (Task V), a budget of \$53,500 is estimated for up to 360 hours of RPR services for the Stewart Tank re-coating inspection during abrasive blasting and re-coating operations, including final inspection of all completed work. Subcontracted services will be billed at cost times a factor of 1.1. A budget of \$15,200 is estimated for up to 108 hours (9 site visits) for GHD Construction Observation.
- III. For Coordination with Non-Regulatory Agency Services (Task II), GHD proposes to complete these services on an as needed or as requested basis. Payment will be made for GHD services on an hourly basis plus reimbursable expenses for all work under this task.
- IV. For Additional Engineering Services which may include, but not necessarily limited to, Construction Observation beyond the contract completion date, re-inspection of correction of defective work, review of excessive claims, payment will be made for GHD services on an hourly basis plus reimbursable expenses for all work under this task.

We appreciate the opportunity to submit this proposal and look forward to continued assistance to the Town.

Sincerely;

GHD Consulting Services Inc.

GHD Consulting Services Inc.

Kevin Castro, P.E.  
Principal

Clayton Johnson, P.E.  
Project Manager

cc: File



- Review and analysis of CCTV Inspection data
- Review and analysis of Manhole Inspection data
- Quantification of estimated I/I flow from observed and potential sources
- Engineering Report
  - Summary of inspections, observed and potential I/I sources, wet weather and environmental conditions in which overflows occur, and other data;
  - Recommendations for collection system improvements including cost/benefit analysis;
  - Recommendation for further phases, if required, and long term maintenance and monitoring of the collection system.

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# TOWN OF NEWBURGH

Town Hall  
1496 Route 300  
Newburgh, New York 12550  
(845) 564-7814

DO NOT WRITE IN THIS BOX

Date Voucher Received		VOUCHER NO.
FUND - APPROPRIATION	AMOUNT	
Total		
Abstract #		

DEPARTMENT ENGINEERING

CLAIMANT'S NAME AND ADDRESS

Maser Consulting, P.A.  
331 Newman Springs Road, Ste. 203  
Red Bank, NJ 07701

TERMS Net 30 Days

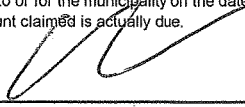
Invoice # \_\_\_\_\_

Dates	Quantity	Description of Materials or Services	Unit Price	Amount
		<u>For Professional Services Rendered</u>  13000065A - Newburgh Watermain Extensions Laurie & Commonwealth Invoice # 242507, Dated 7/16/14		\$3,031.25
			<b>TOTAL</b>	<b>\$3,031.25</b>

### CLAIMANT'S CERTIFICATION

I, Richard M. Maser certify that the above account in the amount of \$ 3,031.25 is true and correct; that the items, services and disbursements charged were rendered to or for the municipality 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.

7/16/2014  
DATE

  
SIGNATURE

Corp. President  
TITLE

(Space below for municipal use)

**DEPARTMENT APPROVAL**

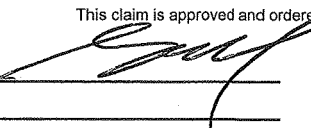
The above services or materials were rendered or furnished to the municipality on the dates stated and the charges are correct.

  
\_\_\_\_\_  
Authorized Official

\_\_\_\_\_  
Date

**APPROVAL FOR PAYMENT**

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

  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Date

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Auditing Board



331 Newman Springs Road, Suite 203  
 Red Bank, New Jersey ,07701  
 Tel: (732) 383-1950 \* Fax (732) 383-1984

July 16, 2014

**Invoice # : 242507**

Project : 13000065A  
 Maser Project Manager: Stoeckel, John  
 Project Name : Newburgh Watermain Extensions  
 Laurie & Commonwealth

To: Town of Newburgh  
 Town Hall  
 1496 Route 300  
 Newburgh, NY 12550  
 Attention: James Osbourne

For Professional Services Rendered through: 7/13/2014

<u>Phase Code / Name</u>	<u>Phase Fee</u>	<u>% Complete</u>	<u>Total Fee Earned</u>	<u>Previous Amount</u>	<u>Current Amount</u>
Construction Support Service	4,700.00	100%	4,700.00	4,700.00	0.00
Construction Inspection	20,000.00	100%	20,000.00	20,000.00	0.00
Addl Construction Support Services	3,500.00	87%	3,031.25	0.00	3,031.25
				Subtotal :	3,031.25

Amount Due this Invoice 3,031.25

engineering@townofnewburgh.org

In accordance with our business terms and conditions, acceptance of this invoice is implied unless Maser Consulting PA is notified by 07/30/2014 , 14 days from the date of this invoice. If timely payment cannot be made due to any discrepancy, Please E-mail a brief explanation to [Billing@maserconsulting.com](mailto:Billing@maserconsulting.com) and we will reply as soon as possible. Payments are required in 30 days.

SB (day)

TOWN OF NEWBURGH  
TOWN ENGINEER  
1496 Rte. 300  
Newburgh, NY 12550  
(845) 564-7814

MEMORANDUM

TO: Gil Piaquadio, Deputy Supervisor & Town Board  
FROM: James W. Osborne, Town Engineer *JWO*  
DATE: September 24, 2014  
RE: S \ MEADOW HILL SOUTH S.D. –  
SANITARY SEWER OVERFLOWS

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Attached for your information is a letter from NYSDEC regarding the approval of the proposed relief sewer for the Meadow Hill South S.D. The NYSDEC is adding a significant condition to its anticipated approval of the relief sewer. Specifically, NYSDEC is requiring that the Town undertake a Sanitary Sewer Evaluation and Survey (SSES) to identify sources of inflow and infiltration (I & I) to the sewer system. Once sources of I & I are identified, I am sure that the NYSDEC will require that corrective action be taken to eliminate sources of I & I. One such action would be to seal leaking lateral connections which we did with some success in Colden Park.

Also attached for your information and review is an outline of a proposed SSES program from GHD. This is not at the level of detail required for submission to NYSDEC, but an outline of an approach to take. Conducting the SSES and evaluating the results is an additional cost to the MHS S.D., but the NYSDEC is giving the Town no choice.

The Town Board needs to understand and commit to this action plan to satisfy NYSDEC. Therefore, I am requesting that this item be placed on the next available work session agenda for discussion. If you have any questions or comments, I am available to discuss them with you.

JWO/id  
Attachment  
cc: J. Platt, DPW Comm.



# New York State Department of Environmental Conservation

## Division of Water, Region 3

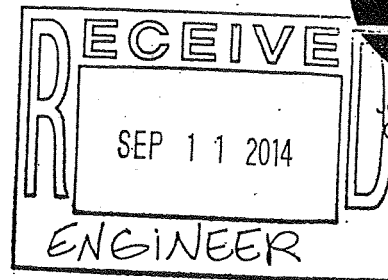
100 Hillside Avenue – Suite 1W, White Plains, New York 10603-2860

Phone: (914) 428-2505 • FAX: (914) 428-0323

Website: www.dec.state.ny.us



Joseph Martens  
Commissioner



September 8, 2014

Supervisor and Town Board  
Town of Newburgh  
1496 Route 300  
Newburgh, NY 12550

Re: Meadow Hill South Comminutor Chamber – Technical Meeting with NYSDEC on August 26, 2014  
Town of Newburgh Sanitary Sewer System

Dear Town Officials:

Thank you for attending the technical meeting with our office on August 26, 2014 to discuss the remedial work necessary to abate sanitary sewer overflows (SSOs) from the Meadow Hill South Comminutor Chamber for which you have received Notices of Violation from the Department. The focus of the meeting was the Town's proposal to construct a parallel relief sewer to convey wet weather flows and abate sanitary sewer overflows from the comminutor chamber.

As discussed during the meeting, although the SSOs occur during wet weather events, the Town has not performed sanitary sewer system evaluation and remedial work in Meadow Hill South since the 1990's in order to identify and eliminate sources of infiltration and inflow that contribute to the SSOs. The Town is not aware of the current condition of the Meadow Hill South sanitary sewer system. Without a plan to evaluate this system and control the sources of infiltration and inflow, conditions may become worse in the future. The Town needs an ongoing plan to maintain its sewer infrastructure.

Therefore, without an evaluation plan for the Meadow Hill South sanitary sewer system to help control the amount of wet weather flow conveyed to the Town and City of Newburgh's sewer systems, the parallel force main project cannot be approved. As part of your final submission on the parallel relief sewer project please submit a Sanitary Sewer System Evaluation Plan with a schedule to NYSDEC for review and approval.

Should you have any questions, you can contact me at the above number, ext. 357.

Sincerely,

Manju Cherian, P.E.  
Environmental Engineer 2

cc: Shohreh Karimipour, NYSDEC Regional Water Engineer  
Adedayo Adewole, NYSDEC Environmental Engineer 1  
✓ James Osborne, Town Engineer  
Joseph Dodd, GHD Consulting Services Inc.



## **Draft SSES Plan Outline**

### **Meadow Hill South (MHS) Sewer District**

#### **Town of Newburgh, NY**

As discussed in our September 4, 2014 letter, a draft outline is proposed below for a sewer system evaluation survey (SSES) to be completed in the MHS sewer district. In a September 8, 2014 letter to the Town, NYSDEC formally requested a plan for an SSES to evaluate the MHS sewer system to identify and control sources of infiltration and inflow, and an updated overall project schedule including completion of the parallel relief sewer and SSES.

Overall, a phased approach is being proposed for the MHS SSES program. The intent of "Phase I" will be to survey, assess, and document actual wet weather flows and conditions experienced, and the condition of the Town's portion of the collection system (mainline sewers and manholes) and sources of infiltration and inflow (I/I).

The SSES plan will be written such that, depending on the outcomes of Phase I and cost benefit analysis, subsequent phases may be launched, if required, for the design and construction of rehabilitation to Town owned infrastructure, and further collection system investigations.

#### **Phase I – Complete during Spring and Summer 2015**

- **Sewer Flow, Precipitation, and Groundwater Monitoring**
  - Install one continuous flow meter for a six month period (February through July, finalize based on review of available flow records) immediately upstream of comminutor building and overflows.
  - Install sensors at each overflow to record when they are active and the duration of events.
  - Install a continuous rain gauge to record the duration, intensity and volume of rain events.
  - Install multiple piezometers to monitor groundwater conditions throughout the collection system.
  - This effort will provide an actual metered record of wet weather flows and the environmental conditions in which they occur. This will substantiate the basis of design for the parallel relief sewer and also the cost effectiveness of I/I rehabilitation.
  
- **CCTV Inspection of Mainline Sewers and Actively Leaking Laterals**
  - Award contract for the CCTV inspection of all mainline sewers within MHS during the spring runoff period. Inspections would be completed following the standardized NASSCO PACP (National Association of Sewer Service Companies Pipeline Assessment and Certification Program).
  - Include provisions in contract to allow for CCTV inspection of laterals that are observed to be actively "leaking."
  - This effort will provide an assessment and record of the condition of the MHS mainline sewers and some laterals, and also identify potential and active sources of I/I.
  
- **Manhole Inspections**
  - Conduct manhole inspections of all manholes within MHS. Level of inspection to include visual observations made from grade; no manhole entry will be made. Inspections will focus on I/I, structural, and overall condition assessments.
  - This effort will provide an assessment and record of the condition of the MHS manholes and also identify potential and active sources of I/I.
  
- **Engineering and Analysis**
  - Review and analysis of sewer flow, precipitation, groundwater, and historical data
  - Preparation and administration of Mainline and Lateral CCTV Inspection Contract



Office of the New York State Comptroller  
 New York State and Local Retirement System  
 Employees' Retirement System  
 Police and Fire Retirement System  
 110 State Street, Albany, New York 12244-0001

# Standard Work Day and Reporting Resolution for Elected and Appointed Officials

RS 2417-A  
 (Rev. 3/14)

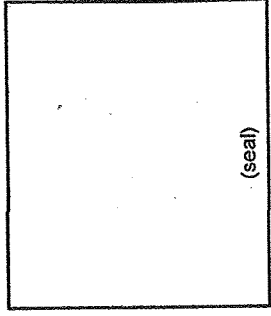
BE IT RESOLVED, that the Town of Newburgh (Name of Employer) / 103448 (Location Code) hereby establishes the following standard work days for these titles and will report the officials to the New York State and Local Retirement System based on time keeping system records or their record of activities:

Title	Standard Work Day (Hrs/day) Min. 6 hrs Max. 8 hrs	Name (First and Last)	Social Security Number (Last 4 digits)	Registration Number	Tier 1 (Check only if member is in Tier 1)	Current Term Begin & End Dates (mm/dd/yy-mm/dd/yy)	Participates in Employer's Time Keeping System (Yes/No-if Yes, do not complete the last two columns)	Record of Activities Result*	Not Submitted (Check only if official did not submit their Record of Activities)
<b>Elected Officials</b>									
Councilmember	6	Paul Ruggiero	<del>██████</del>	39754491	<input type="checkbox"/>	1/1/14 - 12/31/17	NO	30.00	<input type="checkbox"/>
Receiver of Taxes	6	Deborah A. Smith	<del>██████</del>	49197418	<input type="checkbox"/>	1/1/14 - 12/31/17	NO	40.00	<input type="checkbox"/>
Town Clerk	4	Andrew S. Zarutskie	<del>██████</del>	11826951	<input checked="" type="checkbox"/>	1/1/14 - 12/31/17	NO	40.00	<input type="checkbox"/>
<b>Appointed Officials</b>									
					<input type="checkbox"/>				<input type="checkbox"/>
					<input type="checkbox"/>				<input type="checkbox"/>
					<input type="checkbox"/>				<input type="checkbox"/>

## SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE

I, \_\_\_\_\_, secretary/clerk of the governing board of the \_\_\_\_\_ of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_



\_\_\_\_\_  
 (Signature of the secretary or clerk)  
 \_\_\_\_\_  
 (Name of secretary or clerk)

Affidavit of Posting: I, \_\_\_\_\_, being duly sworn, deposes and says that the posting of the Resolution began on \_\_\_\_\_ and continued for at least 30 days. That the Resolution was available to the public on the \_\_\_\_\_ (Date)

Employer's website at \_\_\_\_\_  
 Official sign board at \_\_\_\_\_  
 Main entrance secretary or clerk's office at \_\_\_\_\_

Page \_\_\_\_\_ of \_\_\_\_\_ (for additional rows, attach a RS2417-B form).

10



JOHN PLATT  
COMMISSIONER

# TOWN OF NEWBURGH

DEPARTMENT OF PUBLIC WORKS  
DIVISION OF WATER AND SEWER  
311 ROUTE 32  
NEWBURGH, NY 12550

PHONE: 845-564-7813  
FAX: 845-566-8903

## MEMORANDUM

**TO:** Gil Piaquadio, Acting Town Supervisor and Town Board Members

**From:** John Platt, Commissioner of Public Works

**Date:** September 25, 2014

**Re: Vehicle Purchase Approval**

Please note below, for the Town Board's approval, a copy of a Vehicle Purchase Proposals from VanBortel Ford, 71 Marsh Road. East Rochester, New York 14445 for a new 2014 F-350 XL 4WD Regular Pickup Truck with plowing equipment for the amount of \$30,712.67. Funding and prior approval for this purchase was included in the 2014 Water Filtration Budget under line item numbers 8330.0200.4001 and 8330.0200.4002. This pickup will replace the old Ford Ranger pickup that is no longer in service.

As the above requires Town Board action, I am requesting that this item be placed on the next available agenda for approval. If you have any questions or comments, I am available to discuss them with you. Thank you.

Tuesday September 23rd, 2014 11:07 AM



71 Marsh Rd East Rochester, NY 14445 585-586-7705 Fax 585-586-7706

**Vehicle Purchase Proposal**

Attention: Jim LaColla

Purchase Order#:

Town of Newburgh  
88 Gardnertown Rd  
Newburgh, NY 12550  
Phone: 845-561-2288 Fax: 845-561-3975  
Mobile: 845-541-6788 Email: fleetmaintenance@hvc.rr.com

Quote# 17629  
Chautauqua Bid 2014 Group  
5, Item 4, Veh 1

Item Description	Code	Qty	Your Price	MSRP
2014 Ford F-350 XL Reg Cab 4WD SRW 8.0' Box	F3B	1	\$ 25,119.00	\$ 33,730.00
Oxford White	Z1	1	\$ 0.00	\$ 0.00
6.2L 3-Valve SOHC EFI Triton V-8 Std	996	1	\$ 0.00	\$ 0.00
Electronic 6-Speed Automatic (Gas) Std	44P	1	\$ 0.00	\$ 0.00
*Electric Shift-on-the-Fly 4x4 (Chautauqua Bid Only)	213	1	\$ 0.00	\$ 0.00
LT245/75Rx17E BSW AT (XL)	TBM	1	\$ 116.25	\$ 125.00
*All-Weather Floor Mats (RC) (Chautauqua Bid Only)	16S	1	\$ 0.00	\$ 0.00
*Cruise Control (Chautauqua Bid Only)	525	1	\$ 0.00	\$ 0.00
*Power Equip Group on XL (Reg & Super Cabs) (Chautauqua Bid Only)	90L	1	\$ 0.00	\$ 0.00
*Premium Electronic AM/FM Stereo w/ Single CD/MP3 Player/Clock(XL fleet only) (Chautauqua Bid Only)	585	1	\$ 0.00	\$ 0.00
*Upfitter Switches (4) (Chautauqua Bid Only)	66S	1	\$ 0.00	\$ 0.00
*Cab Steps (w/ Regular Cab XL) (Chautauqua Bid Only)	18B	1	\$ 0.00	\$ 0.00
*Credit for DELETE Mud Flaps (Chautauqua Bid Only)		1	\$ -83.70	\$ -83.70
Snow Plow Package	473	1	\$ 79.05	\$ 85.00
Rooftop Mounted LED Mini Bar - Amber PSE Amber		1	\$ 445.07	\$ 478.57
Fisher 9' Heavy Duty. Includes Handheld Control, Cutting Edge, and Shoes. (Chautauqua Bid Only)		1	\$ 4,675.00	\$ 4,675.00
Delivery to Region 5	Reg 5	1	\$ 362.00	\$ 362.00
Term Is Net 15 Days A.R.V. Delivery from factory to dealer is estimated at 16-20 weeks. This Quote Expires In 60 Days or final Order date, whichever comes first.	<b>Total Price:</b>		\$ 30,712.67	
<b>Quantity on this Order: 1</b>	<b>Grand Total:</b>		\$ 30,712.67	

To place an order please sign and date this proposal and return it to Van Bortel Ford along with a valid Purchase Order, Voucher, or Letter of Intent. Thank You!

Accepted By: \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Van Bortel Ford Inc (WBE) Federal ID 16-1609363 Salesperson: Josh Relyea Quote: 17629

11A

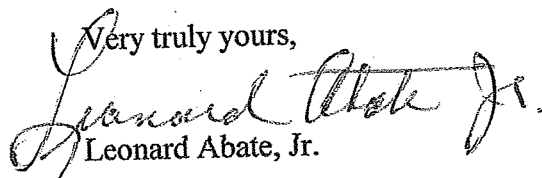
Leonard Abate, Jr.  
2 Stern Drive  
Newburgh, NY 12550  
(845) 562-5805

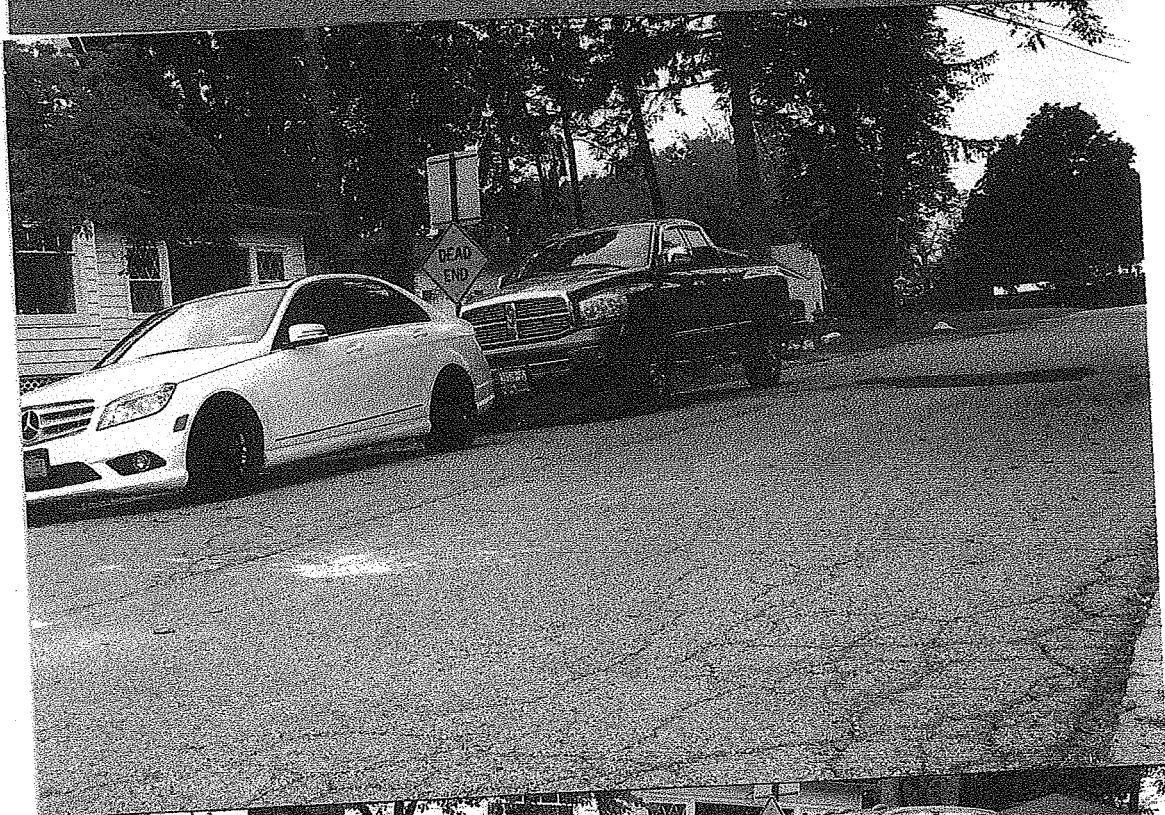
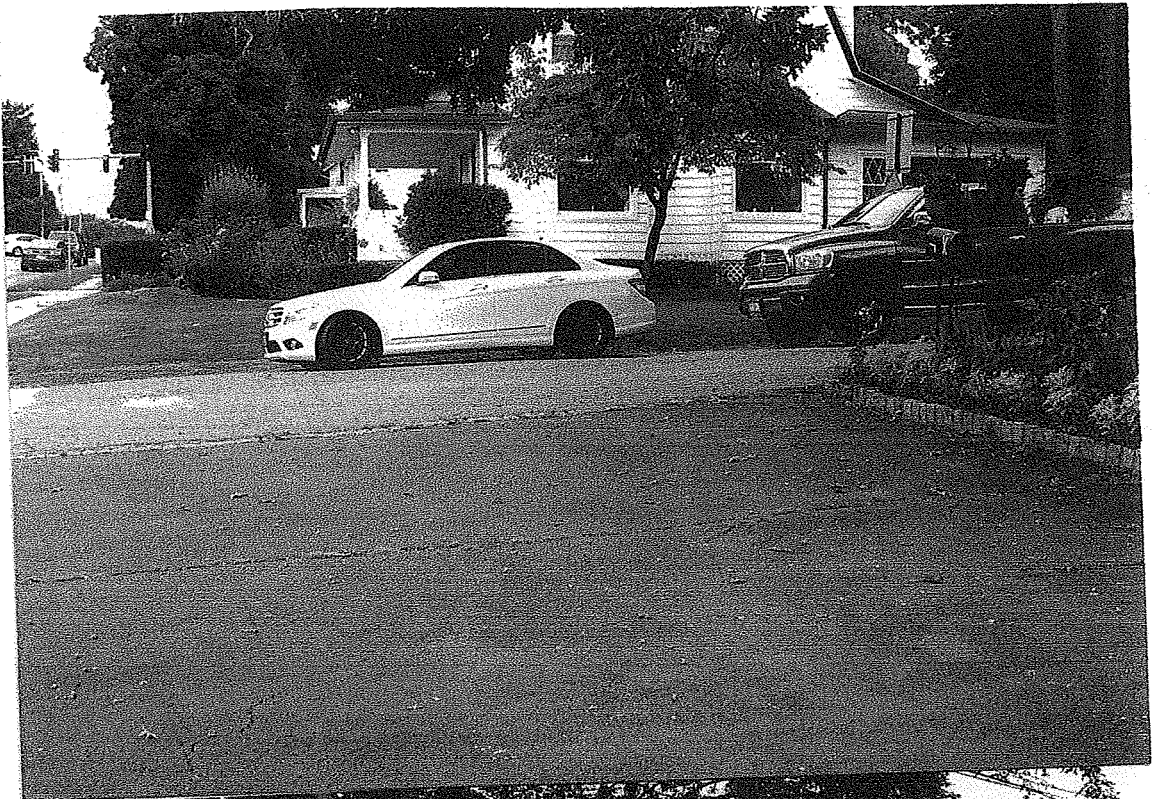
September 22, 2014

Andrew J. Zarutskie  
Town Clerk  
Town of Newburgh  
1496 Route 300  
Newburgh, NY 12550

Dear Mr. Zarutskie:

As per our conversation, enclosed please find photographs documenting the need for a "No Parking" sign on Stern Drive. Given the narrowness of the street and the high degree of traffic on traffic on North Street, I am unable to exit my driveway in a safe manner due to parked cars opposite my home. I therefore request that the Town consider invoking a parking restriction on Stern Drive and posting appropriate signage. Thank you for your attention to this matter.

Very truly yours,  
  
Leonard Abate, Jr.



11 B



Gil Piaquadio <councilmanpiaquadio@townofnewburgh.org>

(no subject)

2 messages

Rockwood Watch <rockwoodwatch@aol.com> Thu, Sep 18, 2014 at 5:26 PM  
 To: revhen1934@yahoo.com, cakgak6@yahoo.com, p.healey1@hotmail.com, vinchenz07@aol.com, jfpuglia@gmail.com, falloct@aol.com, carolg47@aol.com, myenergybiz1@hotmail.com, breezy13n@aol.com, Jess.smith2940@yahoo.com, Kclavin2210@yahoo.com, arealty@hvc.rr.com, cclancybc@aol.com, jackdiane7@verizon.net, dach7us@yahoo.com, seraten7@yahoo.com, richfran80@aol.com, pgpm4@aol.com, tomfee1@verizon.net, dsstom@aol.com, larryberben@ymail.com, believeajp@yahoo.com, jentrialgo@verizon.net, dtaylor13@hvc.rr.com, ginadecerbo@remax.net, mountainbear43@yahoo.com, athena.pete@verizon.net, redoaklucy1@aol.com, ddriley01@aol.com, kerileememmer@yahoo.com, Mongo0326@gmail.com, ptompkins@leucadia.com, haskinleslie@yahoo.com, ptdanney@verizon.com, goey12241@verizon.net, ptdanney@verizon.net, councilmanwoolsey@townofnewburgh.org, councilwomangreene@townofnewburgh.org, councilmanpiaquadio@townofnewburgh.org, town-clerk@townofnewburgh.org

Hello Supervisor Piaquadio,

It has been almost a year since we, The Rockwood Watch members, followed up on your suggestion and submitted a signed petition requesting three way stops in the Rockwood area. It seemed reasonable to us to check in and see how our request is doing...and what the status is.

We look forward to hearing from you.

Thank You,

Ron Gamma

Gil Piaquadio <councilmanpiaquadio@townofnewburgh.org> Thu, Sep 18, 2014 at 8:16 PM  
 To: Rockwood Watch <rockwoodwatch@aol.com>, Mike Clancy <mclancy@townofnewburghpd.org>, George Woolsey <councilmanwoolsey@townofnewburgh.org>

I will check on it  
 Thank you for your e-mail  
 Gil Piaquadio  
 [Quoted text hidden]

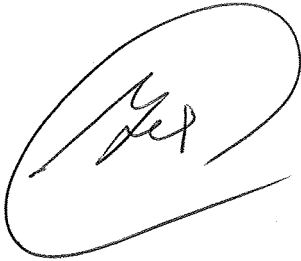


12

Request to Purchase 37.5 hours of computer maintenance from Firthcliffe Technologies of Cornwall  
New York at an hourly rate of \$ 80.00 per hour for a total of \$ 3000.00.

This purchase will be from computer maintenance account 001.1680.0497 which currently has a balance  
of \$ 18,094.00.

The last purchase of computer maintenance was made on June 13, 2014

A handwritten signature, possibly reading "M. J. [unclear]", enclosed within a large, hand-drawn oval.

**TOWN OF NEWBURGH**

1496 Route 300

Newburgh, New York 12550

(845) 564-5220

Fax 845 564-3806

DEPARTMENT Town Hall

CLAIMANT'S NAME AND ADDRESS  
Firthciffe Technologies  
198 Willow Ave  
Cornwall, NY 12518

DO NOT WRITE IN THIS BOX

Date Voucher Received		VOUCHER NO.
FUND - APPROPRIATION	AMOUNT	
Total		
Abstract #		

TERMS \_\_\_\_\_

Invoice # \_\_\_\_\_

Dates	Quantity	Description of Materials or Services	Unit Price	Amount
10/7/14	1	Maintenance Agreement	3000.00	3000.00
			TOTAL	3000.00
				- \$0.00

Due

CLAIMANT'S CERTIFICATION

Stacey Lyle certify that the above account in the amount of \$ 3000.00 is true and correct; that the items, services and disbursements charged were rendered to or for the municipality 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.

10/7/14  
DATE

Stacey Lyle  
SIGNATURE

Vice President  
TITLE

(Space below for municipal use)

DEPARTMENT APPROVAL

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

APPROVAL FOR PAYMENT

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

Date \_\_\_\_\_ Authorized Official \_\_\_\_\_

Date \_\_\_\_\_ Auditing Board \_\_\_\_\_

Firthcliffe Technologies, Inc.

198 Willow Ave  
Cornwall, NY 12518  
PH: 845-534-9800

# Invoice

Date	Invoice #
10/7/2014	6995

Bill To
Town of Newburgh 1496 Route 300 Newburgh, NY 12550

P.O. No.	Terms	Project
	Per M/A terms	

Quantity	Description	Rate	Amount
1	Maintenance Agreement	3,000.00	3,000.00
0	-- Purchase of Block of 37.5 Hours for Computer Repair		0.00
Thank you for your business!		<b>Total</b>	\$3,000.00

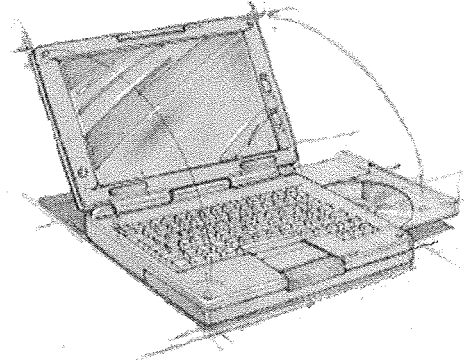
**Firthcliffe Technologies, Inc.**

198 Willow Ave  
 Cornwall, NY 12518  
 PH: 845-534-9800

**Estimate**

Date	Estimate No.
10/7/2014	160

Name / Address
Town of Newburgh 1496 Route 300 Newburgh, NY 12550



		Vendor Quote #(s)	
Description	Qty	Unit Cost	Total
Maintenance Agreement  -- Purchase of Block of 37.5 Hours for Computer Repair	1	3,000.00	3,000.00
Thank you for your business!		<b>Total</b>	<b>\$3,000.00</b>

Any Items with Zeros "0" in the "Qty" column are optional. The prices in the "Unit Cost" column are upgrade prices that are in addition to the original quoted items.

Signature/Date

\_\_\_\_\_



Firthcliffe Technologies, Inc.

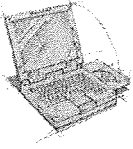
198 Willow Ave  
 Cornwall, NY 12518  
 PH: 845-534-9800

# Statement

Date
10/7/2014

To:
Town of Newburgh 1496 Route 300 Newburgh, NY 12550

		Amount Due	Amount Enc.		
		\$900.53			
Date	Transaction	Amount	Balance		
06/01/2014	Balance forward		-1,946.97		
06/03/2014	INV #6434. 5/29/14 Remote Administration - Tax Department (Bob)	60.00	-1,886.97		
06/05/2014	INV #6449. VOID: Maintenance Agreement - block of time	0.00	-1,886.97		
06/09/2014	INV #6454. 6/3/14 Service Call - Town Hall (Bob)	120.00	-1,766.97		
06/09/2014	INV #6458. 6/3/14 Service Call (Nicholas)	60.00	-1,706.97		
06/09/2014	INV #6464. 6/6/14 Service Call - Tax Department (Bob)	240.00	-1,466.97		
06/19/2014	PMT #65334. Inv# 6449 ck 6/18/14	-3,000.00	-4,466.97		
06/20/2014	INV #6508. 6/17/14 Service Call (Bob)	60.00	-4,406.97		
06/25/2014	INV #6538. 6/25/14 Service Call (Bob)	220.00	-4,186.97		
06/26/2014	INV #6545. 6/26/14 Remote Administration (Bob)	160.00	-4,026.97		
06/26/2014	INV #6547. 6/26/14 Remote Administration (Bob)	47.50	-3,979.47		
07/01/2014	INV #6560. 6/27/14 Service Call (Bob)	240.00	-3,739.47		
07/01/2014	INV #6565. 7/1/14 Remote Administration (Paul)	80.00	-3,659.47		
07/02/2014	INV #6573. 7/2/14 Service Call (Bob)	40.00	-3,619.47		
07/15/2014	INV #6595. 7/3/14 Remote Administration (Paul)	40.00	-3,579.47		
07/16/2014	INV #6597. 7/7/14 Remote Administration (Bob)	40.00	-3,539.47		
07/16/2014	INV #6607. 7/10/14 Remote Administration (Paul)	40.00	-3,499.47		
07/23/2014	INV #6622. 7/11/14 Service Call (Bob)	120.00	-3,379.47		
07/29/2014	INV #6669. 7/28/14 Remote Administration - Animal Control (Paul)	40.00	-3,339.47		
08/11/2014	INV #6706. 8/11/14 Remote Administration (Paul)	40.00	-3,299.47		
08/14/2014	INV #6727. 8/14/14 Service Call (Bob)	140.00	-3,159.47		
08/25/2014	INV #6756. 8/20/14 Service Call (Bob)	80.00	-3,079.47		
08/25/2014	INV #6759. 8/21/14 Service Call (Paul)	60.00	-3,019.47		
09/03/2014	INV #6804. 8/29/14 Remote Administration (Fred)	80.00	-2,939.47		
09/09/2014	INV #6827. 9/3/14 Remote Administration (Fred)	40.00	-2,899.47		
09/09/2014	INV #6829. 9/3/14 Premium Remote Labor Rate (Paul)	40.00	-2,859.47		
09/09/2014	INV #6836. 9/5/14 Service Call (Paul)	80.00	-2,779.47		
09/19/2014	INV #6889. 9/17/14 Service Call - Recreation (Bob)	160.00	-2,619.47		
09/19/2014	INV #6896. 9/19/14 Remote Administration (Bob)	80.00	-2,539.47		
09/24/2014	INV #6911. 9/19/14 Remote Administration (Bob)	40.00	-2,499.47		
09/24/2014	INV #6912. 9/18/14 Service Call (Nicholas)	240.00	-2,259.47		
09/24/2014	INV #6926. 9/23/14 Remote Administration (Nicholas)	40.00	-2,219.47		
09/24/2014	INV #6935. Priority In Shop Labor	80.00	-2,139.47		
10/01/2014	INV #6956. 9/26/14 Service Call - Tax Receiver (Nicholas)	40.00	-2,099.47		
<b>CURRENT</b>	<b>1-30 DAYS PAST DUE</b>	<b>31-60 DAYS PAST DUE</b>	<b>61-90 DAYS PAST DUE</b>	<b>OVER 90 DAYS PAST DUE</b>	<b>Amount Due</b>
900.53	0.00	0.00	0.00	0.00	\$900.53



Firthcliffe Technologies, Inc.  
 198 Willow Ave  
 Cornwall, NY 12518  
 PH: 845-534-9800

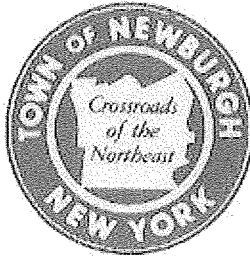
# Statement

Date
10/7/2014

To:
Town of Newburgh 1496 Route 300 Newburgh, NY 12550

		Amount Due	Amount Enc.		
		\$900.53			
Date	Transaction	Amount	Balance		
10/07/2014	INV #6995. Maintenance Agreement - block of time	3,000.00	900.53		
CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	Amount Due
900.53	0.00	0.00	0.00	0.00	\$900.53

JNV  
6454



## Request for Computer Service Work Order

**From:** Town of Newburgh  
1496 Route 300  
Newburgh, New York  
845 564-4552  
Gil Piaquadio 856 629-0111

**To:** Firthcliffe Technologies  
198 Willow Avenue  
Cornwall, New York  
845 534-9800  
[support@firthtech.com](mailto:support@firthtech.com)

Date 6-3-14

TON Hall MISC items.

This is a priority 2 # 1 2 3 One being the highest priority

-----  
**This lower section to be completed by Firthcliffe Technician**

### Described repair Performed

- Removed emails from Jackie's system per work order from Gil. I did not remove the data files for these emails due to having a ton of emails still in these data files. If Jackie does not need these I will log into her PC and remove them.
- did not setup Ron's user on the domain yet. Will do this at the office, Gill would like to hold off on adding Ron to Jackie's old PC dude to Ron learning the software that Jackie is using. After Ron is familiar with this software we can setup his profile in windows 7 and get that software on Ron's profile.
- setup Gils email onto Cindy's Pc so she could view Gil's calendar.

Time spent on this repair 1.5 Firthcliffe Technician R.Sarvis

This work order is complete ( YES or NO ) yes

Department Head or employee Name \_\_\_\_\_

Signature X \_\_\_\_\_ Date \_\_\_\_\_

Firthcliffe Technologies, Inc.

198 Willow Ave  
 Cornwall, NY 12518  
 PH: 845-534-9800

# Invoice

Date	Invoice #
6/9/2014	6454

**PAID**  
**04/09/2014**

Bill To
Town of Newburgh 1496 Route 300 Newburgh, NY 12550

P.O. No.	Terms	Project
	Per M/A terms	

Quantity	Description	Rate	Amount
1.5	<p>6/3/14 Service Call - Town Hall (Bob)</p> <p>-- Removed e-mail from Jackie's system per work order from Gil. I did not remove the data files for these e-mail due to having a ton of e-mail still in these data files. If Jackie does not need these I will log into her PC and remove them.</p> <p>-- Did not setup Ron's user on the domain yet. Will do this at the office, Gill would like to hold off on adding Ron to Jackie's old PC due to Ron learning the software that Jackie is using. After Ron is familiar with this software we can setup his profile in windows 7 and get that software on Ron's profile.</p> <p>-- Setup Gils e-mail onto Cindy's PC so she could view Gil's calendar. ( created an Icon for Gmail on to Cindy's desktop so she could access Gil's e-mail)</p> <p>-- Looked into an issue Gil was having with his Gmail Email. But at this time it was working fine. The problem Gil is having is sometimes an attachment will download and other times it does not. Seemed to be working when I was there. I explained to Gil it seemed to be an issue with Google mail.</p>	80.00	120.00
Thank you for your business!		<b>Total</b>	\$120.00



LMV  
6458



### Request for Computer Service Work Order

**From: Town of Newburgh**  
1496 Route 300  
Newburgh, New York

**To: Firthcliffe Technologies**  
198 Willow Avenue  
Cornwall, New York  
845 534-9800  
support@firthtech.com

Please supply service on the Computer located at: 1496 Rt 300 Tel #564-4552

The person to see at this location is: Cindy

Reporting the following problem: Disc player no longer working and memory

This is a priority 2 Repair # 1 (2) 3 One being the highest priority

-----  
This lower section to be completed by Firthcliffe Technician

Described repair performed Switch had a bad power cord due to storm power surge. Replaced AC power cord.

Time spent on this repair 1 hour Firthcliffe Technician Nicolas

This work order is complete please circle  Yes  No

Department Head or employee Name \_\_\_\_\_

Signature X \_\_\_\_\_ Date \_\_\_\_\_

This form when completed should be presented to the Accounting Department by Firthcliffe Technologies or faxed to 845 566-1432 attention: Gil Piquadio

Firthcliffe Technologies, Inc.

198 Willow Ave  
Cornwall, NY 12518  
PH: 845-534-9800

# Invoice

Date	Invoice #
6/9/2014	6458

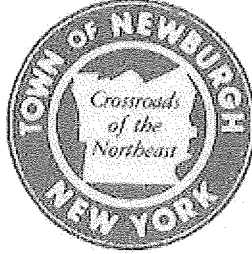
Bill To
Town of Newburgh 1496 Route 300 Newburgh, NY 12550

**PAID**  
**04/09/2014**

P.O. No.	Terms	Project
	Per M/A terms	

Quantity	Description	Rate	Amount
0.75	6/3/14 Service Call (Nicholas)  -- The power cord to the Switch, I had gone to replace, was faulty due to the electrical surge in the Town Hall. -- Swapped the power cords for a new one and the Switch powered on again. -- Helped Fred figure out why he could not use logmein on the Symantec Server. -- The logmein on the server was switched off, just switched it back on and it was good to go.	80.00	60.00
Thank you for your business!		<b>Total</b>	\$60.00

2 nV  
6464



## Request for Computer Service Work Order

**From:** Town of Newburgh  
1496 Route 300  
Newburgh, New York  
845 564-4552  
Gil Piaquadio 856 629-0111

**To:** Firthcliffe Technologies  
198 Willow Avenue  
Cornwall, New York  
845 534-9800  
support@firthtech.com

Date 6-6-14

NEW PC setup Tax office

This is a priority 2 # 1 2 3 One being the highest priority

-----  
**This lower section to be completed by Firthcliffe Technician**

**Described repair Performed**

- Installed new Dell PC in the Tax department.
- added new PC to the Newburgh domain.
- copied all data from old Pc over to the NEW PC
- setup 2 HP printers and tested.
- copied to files for Jason's Programs over to the root of C:. asked Priscilla to test these 2 programs. All working as intended.
- checked the APC battery backups in the server room/Vault all seem to be working as intended.

Time spent on this repair 1.5 Firthcliffe Technician R.Sarvis

This work order is complete ( YES or NO ) yes

Department Head or employee Name \_\_\_\_\_

Signature X \_\_\_\_\_ Date \_\_\_\_\_

Firthcliffe Technologies, Inc.

198 Willow Ave  
 Cornwall, NY 12518  
 PH: 845-534-9800

# Invoice

Date	Invoice #
6/9/2014	6464

**PAID**  
**04/09/2014**

Bill To
Town of Newburgh 1496 Route 300 Newburgh, NY 12550

P.O. No.	Terms	Project
	Per M/A terms	

Quantity	Description	Rate	Amount
1.5	6/6/14 Service Call - Tax Department (Bob)	80.00	120.00
1.5	6/6/14 Service Call - Tax Department (Nicholas)	80.00	120.00
	-- Installed new Dell PC in the Tax department. -- Added new PC to the Newburgh domain. -- Copied all data from old PC over to the NEW PC -- Setup 2 HP printers and tested. -- Copied to files for Jason's Programs over to the root of C:. asked Priscilla to test these 2 programs. All working as intended. -- Checked the APC battery backups in the server room/Vault all seem to be working as intended. -- Checked to see were the switch was plugged into in the mail room. Found the switch to be on a surge protector and not a battery backup.		
Thank you for your business!		<b>Total</b>	\$240.00

Inv  
6508



## Request for Computer Service Work Order

**From:** Town of Newburgh  
1496 Route 300  
Newburgh, New York  
845 564-4552  
Gil Piaquadio 856 629-0111

**To:** Firthcliffe Technologies  
198 Willow Avenue  
Cornwall, New York  
845 534-9800  
support@firthtech.com

Date 6-17-14

Service Call Highway department

This is a priority 2 # 1 2 3 One being the highest priority

-----  
**This lower section to be completed by Firthcliffe Technician**

**Described repair Performed**

- hooked untangle server
- went over with Kathy what websites she needed to have access to.
- made exceptions for the sites Kathy needed to be able to access.
- tested to make sure Untangle was working correctly . all working as intended

Time spent on this repair .75 Firthcliffe Technician R. Sarvis

This work order is complete ( YES or NO ) \_\_\_\_\_

Department Head or employee Name \_\_\_\_\_

Signature X \_\_\_\_\_ Date \_\_\_\_\_

Firthcliffe Technologies, Inc.

198 Willow Ave  
 Cornwall, NY 12518  
 PH: 845-534-9800

# Invoice

Date	Invoice #
6/20/2014	6508

**PAID**  
**06/19/2014**

Bill To
Town of Newburgh 1496 Route 300 Newburgh, NY 12550

P.O. No.	Terms	Project
	Per M/A terms	

Quantity	Description	Rate	Amount
0.75	6/17/14 Service Call - Highway (Bob) -- Hooked untangle server -- Went over with Kathy what websites she needed to have access to. -- Made exceptions for the sites Kathy needed to be able to access. -- Tested to make sure Untangle was working correctly	80.00	60.00
0	6/17/14 Service Call - Highway (Nicholas)	80.00	0.00
Thank you for your business!		<b>Total</b>	\$60.00

2 n v  
6538



## Request for Computer Service Work Order

**From:** Town of Newburgh  
1496 Route 300  
Newburgh, New York  
845 564-4552  
Gil Piaquadio 856 629-0111

**To:** Firthcliffe Technologies  
198 Willow Avenue  
Cornwall, New York  
845 534-9800  
[support@firhtech.com](mailto:support@firhtech.com)

Date 6-25-14

Service Call Town Hall

This is a priority 2 # 1 2 3 One being the highest priority

-----  
**This lower section to be completed by Firthcliffe Technician**

### Described repair Performed

- server down
- installed 15 windows updates and restarted the Server
- asked Paul to login and verify the error I was getting on the server. Paul and I looked around and found out the tape backups was not working at all.
- called Dell and they verified that the tape drive was bad and the tape drive SCSI card was bad.
- need to verify the correct purchase order on the dell tape drive and notified dell

Time spent on this repair 2.75 Firthcliffe Technician R. Sarvis

This work order is complete ( YES or NO ) \_\_\_\_\_

Department Head or employee Name \_\_\_\_\_

Signature X \_\_\_\_\_ Date \_\_\_\_\_

Firthcliffe Technologies, Inc.

198 Willow Ave  
Cornwall, NY 12518  
PH: 845-534-9800

# Invoice

Date	Invoice #
6/25/2014	6538

**PAID**  
**04/09/2014**

Bill To
Town of Newburgh 1496 Route 300 Newburgh, NY 12550

P.O. No.	Terms	Project
	Per M/A terms	

Quantity	Description	Rate	Amount
2.75	6/25/14 Service Call - Town Hall (Bob)  -- Server down -- Installed 15 windows updates and restarted the Server -- Asked Paul to login and verify the error I was getting on the server. Paul and I looked around and found out the tape backups was not working at all. -- Called Dell and they verified that the tape drive was bad and the tape drive SCSI card was bad. -- Need to verify the correct purchase order on the dell tape drive and notified dell of the purchase order number. This way they can have the new drive and SCSI card installed on the Server	80.00	220.00
Thank you for your business!		<b>Total</b>	\$220.00



2nV  
6545



## Request for Computer Service Work Order

**From:** Town of Newburgh  
1496 Route 300  
Newburgh, New York  
845 564-4552  
Gil Piaquadio 856 629-0111

**To:** Firthcliffe Technologies  
198 Willow Avenue  
Cornwall, New York  
845 534-9800  
support@firthtech.com

Date 6-26-14

Remote Admin Town Hall

This is a priority 2 # 1 2 3 One being the highest priority

-----  
**This lower section to be completed by Firthcliffe Technician**

### Described repair Performed

--tried several times to contact Dell for replacement of the tape backup drive  
--sent 3 Email to Terrance @ Dell with different purchase order for the Tape Drive  
--called Terrance 2 times without any response  
--Terrance called me around 2pm and we figured everything out for the Tape drive replacement.  
--called and notified Gil on what was going on.

Time spent on this repair 2.0 Firthcliffe Technician R. Sarvis

This work order is complete ( YES or NO ) \_\_\_\_\_

Department Head or employee Name \_\_\_\_\_

Signature X \_\_\_\_\_ Date \_\_\_\_\_

Firthcliffe Technologies, Inc.

198 Willow Ave  
Cornwall, NY 12518  
PH: 845-534-9800

# Invoice

Date	Invoice #
6/26/2014	6545

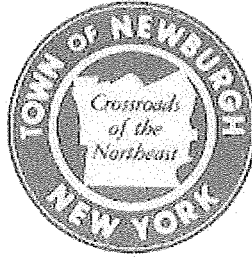
**PAID**  
**04/09/2014**

Bill To
Town of Newburgh 1496 Route 300 Newburgh, NY 12550

P.O. No.	Terms	Project
	Per M/A terms	

Quantity	Description	Rate	Amount
2	6/26/14 Remote Administration (Bob)  -- Tried several times to contact Dell for replacement of the tape backup drive -- Sent 3 Email to Terrance @ Dell with different purchase order for the Tape Drive -- Called Terrance 2 times without any response -- Terrance called me around 2pm and we figured everything out for the Tape drive replacement. -- Tech from Dell 4 hour onsite called me at 2:45 and we set a time for 3pm on Friday for Tape drive install @ the town Hall. -- Called and notified Gil on what was going on.	80.00	160.00
Thank you for your business!		<b>Total</b>	\$160.00

2nd  
6547



## **Request for Computer Service Work Order**

**From:** Town of Newburgh  
1496 Route 300  
Newburgh, New York  
845 564-4552  
Gil Piaquadio 856 629-0111

**To:** Firthcliffe Technologies  
198 Willow Avenue  
Cornwall, New York  
845 534-9800  
support@firthtech.com

**Date** 6-26-14

Remote Admin Town Hall

This is a priority 2 # 1 2 3 One being the highest priority

-----  
**This lower section to be completed by Firthcliffe Technician**

**Described repair Performed**

--logged into the router at the Town hall and opened ports 2000-2009 for the camera DVR system at the Town hall.

--called Gil and notified that the ports are now opened.

Time spent on this repair .5 Firthcliffe Technician R. Sarvis

This work order is complete ( YES or NO ) \_\_\_\_\_

Department Head or employee Name \_\_\_\_\_

Signature X \_\_\_\_\_ Date \_\_\_\_\_

Firthcliffe Technologies, Inc.

198 Willow Ave  
Cornwall, NY 12518  
PH: 845-534-9800

# Invoice

Date	Invoice #
6/26/2014	6547

**PAID**  
**04/09/2014**

Bill To
Town of Newburgh 1496 Route 300 Newburgh, NY 12550

P.O. No.	Terms	Project
	Per M/A terms	

Quantity	Description	Rate	Amount
0.5	6/26/14 Remote Administration - Town Hall (Bob)  -- Logged into the router at the Town hall and opened ports 2000-2009 for the camera DVR system at the Town hall. -- Called Gil and notified that the ports are now opened.	95.00	47.50
Thank you for your business!		<b>Total</b>	\$47.50

YNV  
6560



## Request for Computer Service Work Order

**From:** Town of Newburgh  
1496 Route 300  
Newburgh, New York  
845 564-4552  
Gil Piaquadio 856 629-0111

**To:** Firthcliffe Technologies  
198 Willow Avenue  
Cornwall, New York  
845 534-9800  
support@firthtech.com

Date 6-27/7-1

service call TON Hall

This is a priority 2 # 1 2 3 One being the highest priority

-----  
**This lower section to be completed by Firthcliffe Technician**

**Described repair Performed**

- 6-27-14 --waited for the Dell Tech Steve to Arrive
- 6-27-14 --showed Gil how to use 2 programs for removing junk for his PC. malware-bytes and super-antivirus.
- 7-1-14 --waited for the Dell tech to arrive and install the new Tape drive.
- 7-1-14 --Dell tech finished all working as intended

Time spent on this repair 2.5 Firthcliffe Technician R. Sarvis

This work order is complete ( YES or NO ) \_\_\_\_\_

Department Head or employee Name \_\_\_\_\_

Signature X \_\_\_\_\_ Date \_\_\_\_\_

Firthcliffe Technologies, Inc.

198 Willow Ave  
 Cornwall, NY 12518  
 PH: 845-534-9800

# Invoice

Date	Invoice #
7/1/2014	6560

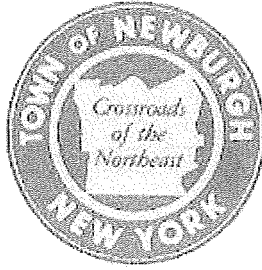
**PAID**  
**04/09/2014**

Bill To
Town of Newburgh 1496 Route 300 Newburgh, NY 12550

P.O. No.	Terms	Project
	Per M/A terms	

Quantity	Description	Rate	Amount
1.5	6/27/14 Service Call - Town Hall (Bob) -- Dell tech on site to repl tape drive – server needs to be rebooted -- Waited for the Dell Tech Steve to Arrive -- Showed Gil how to use 2 programs for removing junk for his PC. malware-bytes and super-antivirus. -- New tape drive was never delivered to the TOWN hall. will be onsite on Monday, will continue on Monday.	80.00	120.00
1.5	7/1/14 Service Call - Town Hall (Bob) -- Shut server down for Dell to replace Tape Backup and then restart -- Waited for the Dell tech to arrive and install the new Tape drive. -- Dell tech finished all working as intended.	80.00	120.00
Thank you for your business!		<b>Total</b>	\$240.00

YMV  
6565



### Request for Computer Service Work Order

**From: Town of Newburgh**  
1496 Route 300  
Newburgh, New York  
845 564-4552  
Gil Piaquadio 856 629-0111

**To: Firthcliffe Technologies**  
198 Willow Avenue  
Cornwall, New York  
845 534-9800  
support@firthtech.com

Date: 7-1-2014

*Worked with BAS remotely on AMS software issues*

This is a priority 1 Repair # 1 (2) 3 One being the highest priority

-----  
**This lower section to be completed by Firthcliffe Technician**

Described repair performed\_\_

Worked with Jon Marshall for BAS. Remote Access  
+ multiple phone calls from BAS  
update JAVA on domain controller

Time spent on this repair 1.0 hrs Firthcliffe Technician PRN

This work order is complete please circle Yes No

Department Head or employee Name \_\_\_\_\_

Signature X \_\_\_\_\_ Date \_\_\_\_\_

*Invoice # 6565*

Firthcliffe Technologies, Inc.

198 Willow Ave  
 Cornwall, NY 12518  
 PH: 845-534-9800

# Invoice

Date	Invoice #
7/1/2014	6565

**PAID**  
**04/09/2014**

Bill To
Town of Newburgh 1496 Route 300 Newburgh, NY 12550

P.O. No.	Terms	Project
	Per M/A terms	

Quantity	Description	Rate	Amount
1	7/1/14 Remote Administration (Paul) -- Worked with Jon Marshall from BAS allowing him on both servers at the town hall to work on a problem for Animal Control with the AMS software -- Multiple phone calls throughout the afternoon -- Also had to call Mary at the Water Dept and have her get out of the Terminal server so I could reboot it at Jon's request to try and let him fix the issue with the AMS software -- Had to install Java update on the Domain controller for the Bomgar remote software connection from BAS to work -- Jon was disconnected a few times and I had to reconnect him or unlock the servers when they locked while he was researching the problem.	80.00	80.00
Thank you for your business!		<b>Total</b>	\$80.00



2nd  
6573



## Request for Computer Service Work Order

**From:** Town of Newburgh  
1496 Route 300  
Newburgh, New York  
845 564-4552  
Gil Piaquadio 856 629-0111

**To:** Firthcliffe Technologies  
198 Willow Avenue  
Cornwall, New York  
845 534-9800  
[support@firthtech.com](mailto:support@firthtech.com)

Date 7-2-14

service call TON Hall

This is a priority 2 # 1 2 3 One being the highest priority

-----  
This lower section to be completed by Firthcliffe Technician

### Described repair Performed

--checked into the IOMEGA drives that are not backing up. Found that I could not access any of the drives. Drives might be bad or going bad. Need to look into further.

Time spent on this repair .5 Firthcliffe Technician R. Sarvis

This work order is complete ( YES or NO ) \_\_\_\_\_

Department Head or employee Name \_\_\_\_\_

Signature X \_\_\_\_\_ Date \_\_\_\_\_

Firthcliffe Technologies, Inc.

198 Willow Ave  
Cornwall, NY 12518  
PH: 845-534-9800

# Invoice

Date	Invoice #
7/2/2014	6573

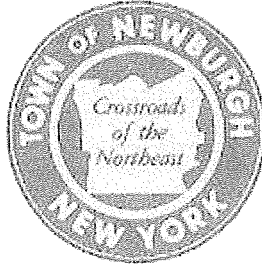
**PAID**  
**04/09/2014**

Bill To
Town of Newburgh 1496 Route 300 Newburgh, NY 12550

P.O. No.	Terms	Project
	Per M/A terms	

Quantity	Description	Rate	Amount
0.5	7/2/14 Service Call (Bob)  -- Checked into the IOMEGA drives that are not backing up. -- Found that I could not access any of the drives. -- Drives might be bad or going bad. -- Need to look into further.	80.00	40.00
Thank you for your business!		<b>Total</b>	\$40.00

2NV  
6595



# Request for Computer Service Work Order

**From: Town of Newburgh**  
1496 Route 300  
Newburgh, New York  
845 564-4552  
Gil Piaquadio 856 629-0111

**To: Firthcliffe Technologies**  
198 Willow Avenue  
Cornwall, New York  
845 534-9800  
support@firthtech.com

Date: 7-3-14

*Remote admin of backups*

This is a priority 1 Repair # 1 (2) 3 One being the highest priority

-----  
This lower section to be completed by Firthcliffe Technician

Described repair performed\_\_

*Checked tape backups after replacement  
checked backups to external drive in other building  
some were done others were still running*

Time spent on this repair 0.5 hrs Firthcliffe Technician PPM

This work order is complete please circle (Yes) No

Department Head or employee Name \_\_\_\_\_

Signature X \_\_\_\_\_ Date \_\_\_\_\_

*Invoice # 6595*

Firthcliffe Technologies, Inc.

198 Willow Ave  
Cornwall, NY 12518  
PH: 845-534-9800

# Invoice

Date	Invoice #
7/15/2014	6595

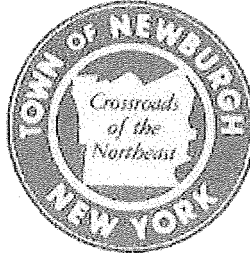
**PAID**  
**04/09/2014**

Bill To
Town of Newburgh 1496 Route 300 Newburgh, NY 12550

P.O. No.	Terms	Project
	Per M/A terms	

Quantity	Description	Rate	Amount
0.5	7/3/14 Remote Administration - Code Compliance (Paul)  -- Checked backups to external hard drive in code compliance from the Domain controller and they appear to be completing but some of them from last evening are still running -- Also checked the tape backup where it was replaced earlier this week and it has run another successful backup overnight.	80.00	40.00
Thank you for your business!		<b>Total</b>	\$40.00

2nd  
6597



## Request for Computer Service Work Order

**From:** Town of Newburgh  
1496 Route 300  
Newburgh, New York  
845 564-4552  
Gil Piaquadio 856 629-0111

**To:** Firthcliffe Technologies  
198 Willow Avenue  
Cornwall, New York  
845 534-9800  
[support@firthtech.com](mailto:support@firthtech.com)

Date 7-7-14

Remote admin

This is a priority 2 # 1 2 3 One being the highest priority

-----  
**This lower section to be completed by Firthcliffe Technician**

**Described repair Performed**

--Dell engineer contacted me to look at the SCSI card for the tape drive.

--logged Dell engineer into the TON server and he looked around to make sure the card was ok.

--all looks fine per the Dell engineer.

Time spent on this repair .5 Firthcliffe Technician R. Sarvis

This work order is complete ( YES or NO ) \_\_\_\_\_

Department Head or employee Name \_\_\_\_\_

Signature X \_\_\_\_\_ Date \_\_\_\_\_

Firthcliffe Technologies, Inc.

198 Willow Ave  
Cornwall, NY 12518  
PH: 845-534-9800

# Invoice

Date	Invoice #
7/16/2014	6597

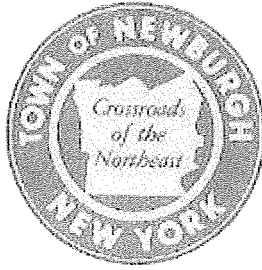
**PAID**  
**04/09/2014**

Bill To
Town of Newburgh 1496 Route 300 Newburgh, NY 12550

P.O. No.	Terms	Project
	Per M/A terms	

Quantity	Description	Rate	Amount
0.5	7/7/14 Remote Administration (Bob)  -- Dell engineer contacted me to look at the SCSI card for the tape drive. -- Logged Dell engineer into the TON server and he looked around to make sure the card was ok. -- All looks fine per the Dell engineer.	80.00	40.00
Thank you for your business!			<b>Total</b> \$40.00

YNU  
6607



### Request for Computer Service Work Order

**From:** Town of Newburgh  
1496 Route 300  
Newburgh, New York  
845 564-4552  
Gil Piaquadio 856 629-0111

**To:** Firthcliffe Technologies  
198 Willow Avenue  
Cornwall, New York  
845 534-9800  
support@firthtech.com

Date: 7-10-14

*Backup to External drive in building department not working*

This is a priority 1 Repair # 1 (2) 3 One being the highest priority

-----  
**This lower section to be completed by Firthcliffe Technician**

Described repair performed         

*Reviewed backups on domain controller. Tape backups working fine since drive was replaced. Secondary dept backups to external drive in code compliance not working fully. 5 of 8 were working. Cleared up so folders from failed backups to get them working again*

Time spent on this repair 0.5 hrs Firthcliffe Technician PRW

This work order is complete please circle Yes No

Department Head or employee Name \_\_\_\_\_

Signature X \_\_\_\_\_ Date \_\_\_\_\_

*Invoice 6607*

Firthcliffe Technologies, Inc.

198 Willow Ave  
 Cornwall, NY 12518  
 PH: 845-534-9800

# Invoice

Date	Invoice #
7/16/2014	6607

**PAID**  
**04/09/2014**

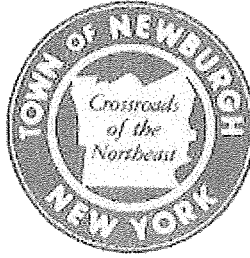
Bill To
Town of Newburgh 1496 Route 300 Newburgh, NY 12550

P.O. No.	Terms	Project
	Per M/A terms	

Quantity	Description	Rate	Amount
0.5	7/10/14 Remote Administration (Paul)  -- Reviewed the backups again on the domain controller. The tape backups are still running fine since the tape drive replacement -- Secondary backups for the 8 departments going to the external hard drive in code compliance from the domain controller were still having issues . Five of the 8 backups ran successfully -- Cleaned out the folders for the 3 failed backups to see if they software will resume backing up the other 3 folders correctly	80.00	40.00
Thank you for your business!		<b>Total</b>	\$40.00



YnV  
6622



## Request for Computer Service Work Order

**From:** Town of Newburgh  
1496 Route 300  
Newburgh, New York  
845 564-4552  
Gil Piaquadio 856 629-0111

**To:** Firthcliffe Technologies  
198 Willow Avenue  
Cornwall, New York  
845 534-9800  
[support@firthtech.com](mailto:support@firthtech.com)

Date 7-11-14

service call town hall

This is a priority 2 # 1 2 3 One being the highest priority

-----  
**This lower section to be completed by Firthcliffe Technician**

**Described repair Performed**

--downloaded and installed windows live mail 2012 for donna and Lea

--setup Email for donna and Lea

--scanned Andy's Pc and cleaned up some junk. Found some malware but no viruses

--scanned Gil's Pc and removed some junk. Found a few PUP files and removed.  
Corrected the settings in Google chrome for Gil. All looking to run much better.

Time spent on this repair 1.5 Firthcliffe Technician R. Sarvis

This work order is complete ( YES or NO ) \_\_\_\_\_

Department Head or employee Name \_\_\_\_\_

Signature X \_\_\_\_\_ Date \_\_\_\_\_

Firthcliffe Technologies, Inc.

198 Willow Ave  
 Cornwall, NY 12518  
 PH: 845-534-9800

# Invoice

Date	Invoice #
7/23/2014	6622

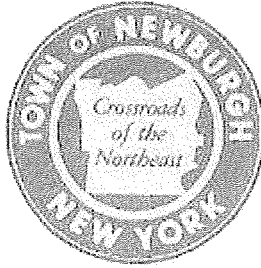
**PAID**  
**04/09/2014**

Bill To
Town of Newburgh 1496 Route 300 Newburgh, NY 12550

P.O. No.	Terms	Project
	Per M/A terms	

Quantity	Description	Rate	Amount
1.5	7/11/14 Service Call - Town Hall (Bob) -- Downloaded and installed windows live mail 2012 for donna and Lea -- Setup Email for donna and Lea -- Scanned Andy's Pc and cleaned up some junk. Found some malware but no viruses -- Scanned Gil's Pc and removed some junk. Found a few PUP files and removed. Corrected the settings in Google chrome for Gil. All looking to run much better.	80.00	120.00
Thank you for your business!		<b>Total</b>	\$120.00

ZNV  
6669



### Request for Computer Service Work Order

**From: Town of Newburgh**  
1496 Route 300  
Newburgh, New York  
845 564-4552  
Gil Piaquadio 856 629-0111

**To: Firthcliffe Technologies**  
198 Willow Avenue  
Cornwall, New York  
845 534-9800  
support@firthtech.com

Date: 7-28-14

*Animal Control asking about offsite DVR access for cameras*

This is a priority 1 Repair # 1 (2) 3 One being the highest priority

-----  
**This lower section to be completed by Firthcliffe Technician**

Described repair performed\_\_

Checked network remotely for DVR for IP address  
spoke with Gil + Barbara both via phone  
sent Gil email that DVR doesn't appear to be on PC network.

Time spent on this repair 0.5 hrs Firthcliffe Technician PRW

This work order is complete please circle Yes No

Department Head or employee Name \_\_\_\_\_

Signature X \_\_\_\_\_ Date \_\_\_\_\_

*ZNV 6669*

Firthcliffe Technologies, Inc.

198 Willow Ave  
 Cornwall, NY 12518  
 PH: 845-534-9800

# Invoice

Date	Invoice #
7/29/2014	6669

**PAID**  
**04/09/2014**

Bill To
Town of Newburgh 1496 Route 300 Newburgh, NY 12550

P.O. No.	Terms	Project
	Per M/A terms	

Quantity	Description	Rate	Amount
0.5	7/28/14 Remote Administration - Animal Control (Paul) -- Spoke with Gil via phone about DVR at Animal control -- Spoke with Barbara and asked for permission to get on her PC remotely to search the network for the DVR -- Downloaded and installed Network IP scanner and searched for the DVR -- Only found the FIOS router, the Untangle server, the Brother printer, the HP printer , and two of their PCs at the time of the scan. -- Told Barbara she could get back on her PC by calling her -- Sent Gil and email and also telling him the DVR doesn't appear to be on their network	80.00	40.00
Thank you for your business!		<b>Total</b>	\$40.00

YNU  
6706



### Request for Computer Service Work Order

**From: Town of Newburgh**  
1496 Route 300  
Newburgh, New York  
845 564-4552  
Gil Piaquadio 856 629-0111

**To: Firthcliffe Technologies**  
198 Willow Avenue  
Cornwall, New York  
845 534-9800  
support@firthtech.com

Date: 8-11-14  
Connect to the Town Hall Symantec Endpoint server and update the expired 40 user license on the server

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

This is a priority 2 Repair # 1 2 3 One being the highest priority

-----  
**This lower section to be completed by Firthcliffe Technician**

Described repair performed \_\_\_\_\_  
Registered new license with Symantec Licensing site.  
Downloaded new license file remotely onto the server  
Installed the license file remotely and removed the old license file  
this will stop the warning emails being sent to us about the file that expired.

Time spent on this repair 0.5 hrs Firthcliffe Technician PRN

This work order is complete please circle Yes No

Department Head or employee Name \_\_\_\_\_

Signature X \_\_\_\_\_ Date \_\_\_\_\_

*performed on 8/11/14 remotely - Fred should be able to sign for Gil since everything was done offsite*

Firthcliffe Technologies, Inc.

198 Willow Ave  
Cornwall, NY 12518  
PH: 845-534-9800

# Invoice

Date	Invoice #
8/11/2014	6706

Bill To
Town of Newburgh 1496 Route 300 Newburgh, NY 12550

**PAID**  
**04/09/2014**

P.O. No.	Terms	Project
	Per M/A terms	

Quantity	Description	Rate	Amount
0.5	8/11/14 Remote Administration (Paul)  -- Registered Newburgh Endpoint license on the Symantec licensing site -- Downloaded the License .SLF file from the website -- Installed the new license on the server remotely and removed the old expired license file.	80.00	40.00
Thank you for your business!		<b>Total</b>	\$40.00

Ynv  
6727



## Request for Computer Service Work Order

**From:** Town of Newburgh  
1496 Route 300  
Newburgh, New York  
845 564-4552  
Gil Piaquadio 856 629-0111

**To:** Firthcliffe Technologies  
198 Willow Avenue  
Cornwall, New York  
845 534-9800  
[support@firthtech.com](mailto:support@firthtech.com)

Date 8-14-14

worked on different issues at the TON hall

This is a priority 1 # 1 2 3 One being the highest priority

-----  
**This lower section to be completed by Firthcliffe Technician**

### Described repair Performed

--changed Cindy's home page from Gmail to google  
--restarted the main DC at the TON hall. The server ran out of virtual memory for some reason... all now ok  
--fixed an internet issue for 2 employees in the assessor's office.

--reinstalled the label printer for the NYS hunting and fishing PC. Worked on getting the printer to print the correct way, had not much luck. Talked with Gil and Andy is going to have someone from NYS come onsite to work on this printer issue.

Time spent on this repair 1.75 Firthcliffe Technician R. Sarvis

This work order is complete ( YES or NO ) \_\_\_\_\_

Department Head or employee Name \_\_\_\_\_

Signature X \_\_\_\_\_ Date \_\_\_\_\_

Firthcliffe Technologies, Inc.

198 Willow Ave  
 Cornwall, NY 12518  
 PH: 845-534-9800

# Invoice

Date	Invoice #
8/14/2014	6727

Bill To
Town of Newburgh 1496 Route 300 Newburgh, NY 12550

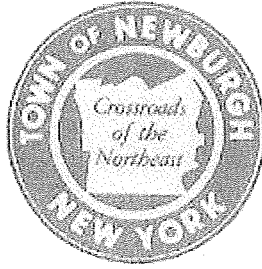
**PAID**  
 04/09/2014

P.O. No.	Terms	Project
	Per M/A terms	

Quantity	Description	Rate	Amount
1.75	8/14/14 Service Call (Bob)  -- Changed Cindy's home page from Gmail to google -- Restarted the main DC at the TON hall. The server ran out of virtual memory for some reason... all now ok -- Went around and asked everyone to restart there PC's -- Fixed an internet issue for 2 employees in the assessor's office. -- Reinstalled the label printer for the NYS hunting and fishing PC. Worked on getting the printer to print the correct way, had not much luck. Talked with Gil and Andy is going to have someone from NYS come onsite to work on this printer issue. -- Went to the code compliance to ask them to do a PC restart. -- Checked on the untangle server because everyone at the TON Hall the MSN webpage is coming up without any photos only links ... need to work on to fix this issue the untangle server views MSN like normal.	80.00	140.00
Thank you for your business!		<b>Total</b>	\$140.00



INV  
6756



### Request for Computer Service Work Order

**From: Town of Newburgh**  
1496 Route 300  
Newburgh, New York  
845 564-4552  
Gil Piaquadio 856 629-0111

**To: Firthcliffe Technologies**  
198 Willow Avenue  
Cornwall, New York  
845 534-9800  
support@firthtech.com

Date: 8-20-14

*Problems with hunting and fishing PC for printing licenses*

This is a priority 1 Repair # 1 (2) 3 One being the highest priority

-----  
**This lower section to be completed by Firthcliffe Technician**

Described repair performed\_\_

*Both Paul + Bob looked at problems + settings  
remotely*

Time spent on this repair 0.5 hrs PRN  
0.5 hrs BS Firthcliffe Technician PRN + BS

This work order is complete please circle (Yes) No

Department Head or employee Name \_\_\_\_\_

Signature X \_\_\_\_\_ Date \_\_\_\_\_

*Invoice 6756*

Firthcliffe Technologies, Inc.

198 Willow Ave  
 Cornwall, NY 12518  
 PH: 845-534-9800

# Invoice

Date	Invoice #
8/25/2014	6756

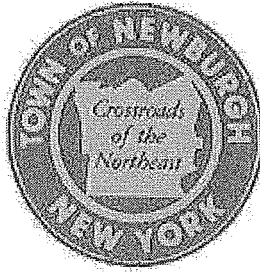
**PAID**  
 04/09/2014

Bill To
Town of Newburgh 1496 Route 300 Newburgh, NY 12550

P.O. No.	Terms	Project
	Per M/A terms	

Quantity	Description	Rate	Amount
0.5	8/20/14 Remote Administration (Paul)	80.00	40.00
0.5	8/20/14 Remote Administration (Bob)	80.00	40.00
	-- Bob connected remotely to the hunting and fishing PC at the Newburgh town hall -- Paul connected remotely to the hunting and fishing PC at another town clerk office -- We compared the DataMax license printer at both locations and the settings at Newburgh matched and should be correct since the other town isn't having the same issue -- We decided someone needs to go onsite and work with the state to see what's different with the Newburgh printer.		
Thank you for your business!		<b>Total</b>	\$80.00

JNU  
6759



## Request for Computer Service Work Order

**From:** Town of Newburgh  
1496 Route 300  
Newburgh, New York  
845 564-4552  
Gil Piauquadio 856 629-0111

**To:** Firthcliffe Technologies  
198 Willow Avenue  
Cornwall, New York  
845 534-9800  
[support@firthtech.com](mailto:support@firthtech.com)

Date: 8-19-2014

Town Clerk Andy Zarutskie 845 564-4554  
Printer not printing fishing licenses correctly  
Printer prints below the first line resulting in two cards  
Andy will put you in contact with the State

This is a priority 2 Repair # 1 2 3 One being the highest priority

-----  
This lower section to be completed by Firthcliffe Technician

Described repair performed                     

8/20/14 - Looked at DataMax printer settings remotely and they looked correct Techs (B.S. + P.N.) (30 min)  
8/21/14 - worked with Brenda on site looking at printer. Changed position slightly, had printer feed a test print. still slightly off.  
Brenda called state we found out paper had to be fed over bar in printer not under - should help with slipping and should print on cards correctly. If not the tech said to try old yellow  
Time spent on this repair 45 mins Firthcliffe Technician PRN

This work order is complete please circle  Yes  No

Department Head or employee Name ANDREW J. ZARUTSKIE, TOWN CLERK

Signature X [Signature] Date AUG 21 2014

work done remotely on 8/20/14 by BS + PN  
on 8/21/14 by PN

Firthcliffe Technologies, Inc.

198 Willow Ave  
 Cornwall, NY 12518  
 PH: 845-534-9800

# Invoice

Date	Invoice #
8/25/2014	6759

**PAID**  
**04/09/2014**

Bill To
Town of Newburgh 1496 Route 300 Newburgh, NY 12550

P.O. No.	Terms	Project
	Per M/A terms	

Quantity	Description	Rate	Amount
0.75	8/21/14 Service Call - Fish & Game (Paul)  -- Rechecked the printer settings and they seem to be correct -- Worked with Brenda to change one of the position pointers in the printer slightly -- She reset the printer and we tried it again and it almost prints correctly except the number that should print at the top of both cards prints at the top of the first card and the very bottom of the first card instead of the top of the 2nd card -- We called the state and spoke with a tech and he had me check the printer driver settings again and he agreed they were correct -- He then spoke with Brenda and asked how the paper stock was fed through the center of the printer. It was run below the bar in the center and it should have been run above the bar. This was probably causing some slippage and causing the stock to shift during printing. It is run correctly now and they will need to print multiple licenses to see if it stays printing correctly. -- The state tech also said if it still had problems to try the old yellow stock which is thinner and less glossy to see if it feeds properly. If it does there might be an issue with the printer itself with the thicker glossy stock feeding.	80.00	60.00
Thank you for your business!		<b>Total</b>	\$60.00

Inu  
6804



## Request for Computer Service Work Order

**From:** Town of Newburgh  
1496 Route 300  
Newburgh, New York  
845 564-4552  
Gil Piaquadio 856 629-0111

**To:** Firthcliffe Technologies  
198 Willow Avenue  
Cornwall, New York  
845 534-9800  
support@firthtech.com

Date: 8-29-2014

Jason from SCA asked for us to restore a certain file  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This is a priority 1 Repair # 1 2 3 One being the highest priority  
-----

**This lower section to be completed by Firthcliffe Technician**

Described repair performed \_\_\_\_\_  
Started both a tape and external hard drive restore.  
Let Jason know by E-mail of jobs still running  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Time spent on this repair 1.0 hr Firthcliffe Technician \_\_\_\_\_

This work order is complete please circle Yes No

Department Head or employee Name Fred Lewis (Per Gil)

Signature X  Date 8-29-2014

Firthcliffe Technologies, Inc.

198 Willow Ave  
 Cornwall, NY 12518  
 PH: 845-534-9800

# Invoice

Date	Invoice #
9/3/2014	6804

**PAID**  
**06/19/2014**

Bill To
Town of Newburgh 1496 Route 300 Newburgh, NY 12550

P.O. No.	Terms	Project
	Per M/A terms	

Quantity	Description	Rate	Amount
1	8/29/14 Remote Administration - Tax Receiver (Fred) -- Jason from SCA requested that we restore data for tax receiver. There was corrupted data. -- Started restore from external hard drive to a redirected file location on the E: drive. -- Monitored job to verify it was going to the correct folder. -- Also looked at doing a restore from Tape Drive too. -- Submitted job and redirected data to a second folder on the E:\ drive. -- E-mailed Jason to inform him things were running. -- He E-mailed back to let me know he had re-build the data.	80.00	80.00
Thank you for your business!		<b>Total</b>	<b>\$80.00</b>

YNU  
6827



### Request for Computer Service Work Order

**From: Town of Newburgh**  
1496 Route 300  
Newburgh, New York

**To: Firthcliffe Technologies**  
198 Willow Avenue  
Cornwall, New York  
845 534-9800  
support@firthtech.com

Please supply service on the Computer located at:

The person to see at this location is: '

Reporting the following problem: 1 BAS Needed Access To Server

This is a priority 2 Repair #1 2 3 One being the highest priority

-----  
This lower section to be completed by Firthcliffe Technician

Described repair performed BAS Needed Access To Server  
But They were unable to complete  
work because the server needed  
updates to restart server

Time spent on this repair 15 Firthcliffe Technician Fred Lewis

This work order is complete please circle  Yes  No

Department Head or employee Name Fred Lewis Per Gil

Signature  Fred Lewis Date 9/9/14

This form when completed should be presented to the Accounting Department by Firthcliffe Technologies or faxed to 845 566-1432 attention: Gil Piquadio

Firthcliffe Technologies, Inc.

198 Willow Ave  
Cornwall, NY 12518  
PH: 845-534-9800

# Invoice

Date	Invoice #
9/9/2014	6827

Bill To
Town of Newburgh 1496 Route 300 Newburgh, NY 12550

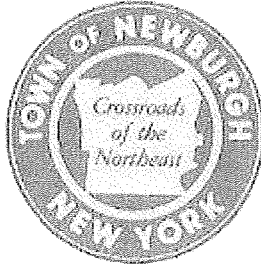
**PAID**  
**06/19/2014**

P.O. No.	Terms	Project
	Per M/A terms	

Quantity	Description	Rate	Amount
0.5	9/3/14 Remote Administration (Fred)  -- Gave access to BAS to do update. They were unable to complete because server has updates pending and needs to be restarted. Paul will do that tonight.	80.00	40.00
Thank you for your business!		<b>Total</b>	\$40.00



Inv  
6829



### Request for Computer Service Work Order

**From: Town of Newburgh**  
1496 Route 300  
Newburgh, New York  
845 564-4552  
Gil Piaquadio 856 629-0111

**To: Firthcliffe Technologies**  
198 Willow Avenue  
Cornwall, New York  
845 534-9800  
support@firthtech.com

Date: 9-3-14

*Assist Bas with server access + problems*

This is a priority 1 Repair # 1 2 3 One being the highest priority

-----  
**This lower section to be completed by Firthcliffe Technician**

Described repair performed\_\_

rebooted domain controller after hours.

Time spent on this repair 0.5 hrs Firthcliffe Technician PRM

This work order is complete please circle  Yes  No

Department Head or employee Name \_\_\_\_\_

Signature X \_\_\_\_\_ Date \_\_\_\_\_

*Inv 6829*

Firthcliffe Technologies, Inc.

198 Willow Ave  
Cornwall, NY 12518  
PH: 845-534-9800

# Invoice

Date	Invoice #
9/9/2014	6829

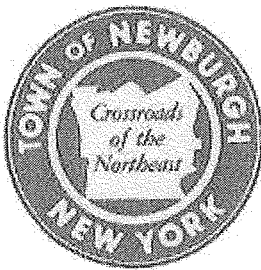
Bill To
Town of Newburgh 1496 Route 300 Newburgh, NY 12550

**PAID**  
**06/19/2014**

P.O. No.	Terms	Project
	Per M/A terms	

Quantity	Description	Rate	Amount
0.5	9/3/14 Premium Remote Labor Rate (Paul) -- Rebooted domain controller for updates for BAS problems	80.00	40.00
Thank you for your business!		<b>Total</b>	\$40.00

JMV  
6836



# Request for Computer Service Work Order

**From: Town of Newburgh**  
1496 Route 300  
Newburgh, New York  
845 564-4552  
Gil Piaquadio  
845 629-0111

**To: Firthcliffe Technologies**  
198 Willow Avenue  
Cornwall, New York  
845 534-9800

Date: September 5, 2014

Description of problem:

Priscilla's computer in tax receiver dept has no network drives

This is a priority 2 Repair # 1 2 3 One being the highest priority

-----  
This lower section to be completed by Firthcliffe Technician

Described repair performed

*Logged off PC, logged in as another user, logged back in as original user, backroom and it worked. Did Malwarebytes, Cleaner, and SuperAntispyware scans to clean up PC. Priscilla use to login as Priscilla but she has logged in has Backroom for some time + everything including the email is under that profile.*

Time spent on this repair 1.0 hr Firthcliffe Technician PRN

This work order is complete please circle  Yes  No

Department Head or employee Name \_\_\_\_\_

Signature X *[Signature]* Date 9-5-14

Firthcliffe Technologies, Inc.

198 Willow Ave  
 Cornwall, NY 12518  
 PH: 845-534-9800

# Invoice

Date	Invoice #
9/9/2014	6836

**PAID**  
**06/19/2014**

Bill To
Town of Newburgh 1496 Route 300 Newburgh, NY 12550

P.O. No.	Terms	Project
	Per M/A terms	

Quantity	Description	Rate	Amount
1	9/5/14 Service Call - Tax Receiver (Paul)  -- Logged off as backroom and logged in as Priscilla and it mapped drives but I noticed nothing was under this profile and that her mail was under the Backroom profile -- Logged back in as Backroom and it worked just fine , I received all the mapped drives -- Had Priscilla check logging into the SCA programs and they worked -- Ran Malwarebytes and Superantispyware and CCleaner scans to clean up the PC – found 13 items with Malwarebytes and removed them -- Explained to Debbie and Priscilla about the difference between the windows login and the login for the SCA programs, I explained that they were logging into the SCA programs with their own names but not Windows. I also explained that I left Priscilla's PC that way so I didn't have to copy the profile to the blank Priscilla one that she has not been using in Windows.	80.00	80.00
Thank you for your business!		<b>Total</b>	\$80.00

Inv  
6889



### Request for Computer Service Work Order

**From: Town of Newburgh**  
1496 Route 300  
Newburgh, New York  
845 564-4552  
Gil Piaquadio 856 629-0111

**To: Firthcliffe Technologies**  
198 Willow Avenue  
Cornwall, New York  
845 534-9800  
support@firthtech.com

Date: 9-10-2014

Install new Optiplex Computer in the office used by the Recreation Director Joe Dietz

Rob Petrillo 845 564-7815

This computer will be delivered to your office for upgrades

This is a priority 1 Repair # 1 2 3 One being the highest priority

-----  
This lower section to be completed by Firthcliffe Technician

Described repair performed

Installed new PC

Added to Domain.

Added Printer

changed CAT5 cable to new 15ft cable

Time spent on this repair 2 hrs

Firthcliffe Technician R. Sen

This work order is complete please circle

Yes

No

Department Head or employee Name

NONNA BURGESS

Signature

X Nonna Burgess

Date

9/17/14

Firthcliffe Technologies, Inc.

198 Willow Ave  
Cornwall, NY 12518  
PH: 845-534-9800

# Invoice

Date	Invoice #
9/19/2014	6889

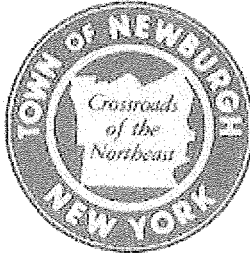
Bill To
Town of Newburgh 1496 Route 300 Newburgh, NY 12550

**PAID**  
**06/19/2014**

P.O. No.	Terms	Project
	Per M/A terms	

Quantity	Description	Rate	Amount
2	9/17/14 Service Call - Recreation (Bob)  -- Made sure Joe was on the server. -- Changed Joe's password for him -- Setup Joe's new monitor and PC -- Tried to setup rectrak but would not install. -- Ran a new 15ft cat5 cable	80.00	160.00
Thank you for your business!		<b>Total</b>	\$160.00

Y n U  
6896



## Request for Computer Service Work Order

**From:** Town of Newburgh  
1496 Route 300  
Newburgh, New York  
845 564-4552  
Gil Piaquadio 856 629-0111

**To:** Firthcliffe Technologies  
198 Willow Avenue  
Cornwall, New York  
845 534-9800  
[support@firthtech.com](mailto:support@firthtech.com)

Date 9-19-14

no internet at the TON highway

This is a priority 1 # 1 2 3 One being the highest priority

**This lower section to be completed by Firthcliffe Technician**

**Described repair Performed**

- walked Kathy through on how to reset the Verizon modem and router.
- had Kathy check all wires from the PC to the router all looking ok.
- problem not solved still no internet access at the highway department need to go onsite to look into this issue more.
- Nick found that the untangle server was off. this was the reason for not having any internet at the highway department.

Time spent on this repair 1.0 Firthcliffe Technician Bob S. & Nick F.

This work order is complete ( YES or NO ) \_\_\_\_\_

Department Head or employee Name \_\_\_\_\_

Signature X \_\_\_\_\_ Date \_\_\_\_\_

Firthcliffe Technologies, Inc.

198 Willow Ave  
 Cornwall, NY 12518  
 PH: 845-534-9800

# Invoice

Date	Invoice #
9/19/2014	6896

**PAID**  
**06/19/2014**

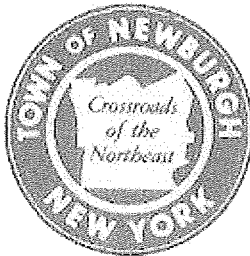
<b>Bill To</b>
Town of Newburgh 1496 Route 300 Newburgh, NY 12550

P.O. No.	Terms	Project
	Per M/A terms	

Quantity	Description	Rate	Amount
0.5	9/19/14 Remote Administration - Highway (Bob) -- Walked Kathy through on how to reset the Verizon modem and router. -- Had Kathy check all wires from the PC to the router all looking ok. -- Problem not solved still no Internet access at the highway department need to go onsite to look into this issue more.	80.00	40.00
0.5	9/19/14 Service Call - Highway (Nicholas) -- Went onsite to troubleshoot issues with Internet. -- Traced the cables from the router to where they were plugged. -- Immediately after tracing them I realized the untangled server was shut off. -- Turned it back on, and they were able to get back out to the Internet.	80.00	40.00
Thank you for your business!		<b>Total</b>	\$80.00



Inv  
6911



## Request for Computer Service Work Order

**From:** Town of Newburgh  
1496 Route 300  
Newburgh, New York  
845 564-4552  
Gil Piaquadio 856 629-0111

**To:** Firthcliffe Technologies  
198 Willow Avenue  
Cornwall, New York  
845 534-9800  
[support@firthtech.com](mailto:support@firthtech.com)

Date 9-19-14

logged Michelle from BAS on to Server

This is a priority 2 # 1 2 3 One being the highest priority

-----  
**This lower section to be completed by Firthcliffe Technician**

**Described repair Performed**

Logged Michelle onto the BAS software server.

Time spent on this repair .5 Firthcliffe Technician R.Sarvis

This work order is complete ( YES or NO ) \_\_\_\_\_

Department Head or employee Name \_\_\_\_\_

Signature X \_\_\_\_\_ Date \_\_\_\_\_

Firthcliffe Technologies, Inc.

198 Willow Ave  
Cornwall, NY 12518  
PH: 845-534-9800

# Invoice

Date	Invoice #
9/24/2014	6911

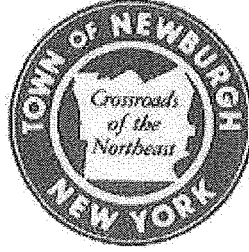
**PAID**  
**06/19/2014**

Bill To
Town of Newburgh 1496 Route 300 Newburgh, NY 12550

P.O. No.	Terms	Project
	Per M/A terms	

Quantity	Description	Rate	Amount
0.5	9/19/14 Remote Administration (Bob)  -- Logged Michelle from BAS into the TON 2208 server several times so she could update the BAS software.	80.00	40.00
Thank you for your business!		<b>Total</b>	\$40.00

270  
09/12



**Request for Computer Service  
Work Order**

**From: Town of Newburgh**  
1496 Route 300  
Newburgh, New York  
845 564-4552  
Gil Piaquadio 856 629-0111

**To: Firthcliffe Technologies**  
198 Willow Avenue  
Cornwall, New York  
845 534-9800  
support@firthtech.com

Date: 10-3-2014  
Water Filtration Department Laptop  
Does not boot up

This is a priority 2 Repair # 1 2 3 One being the highest priority

-----  
**This lower section to be completed by Firthcliffe Technician**

Described repair performed \_\_\_\_\_  
Corrupted OS, lost all data, had to get a disk from Dell to re-image the laptop to factory settings.  
Re-installed Microsoft Office, and installed all anti-virus tools and applications. Also Installed Hach Software, which is the software  
the water department uses.  
Created a Windows incremental backup on the external hard drive.

Time spent on this repair 2.0 hours Firthcliffe Technician Michael J...

This work order is complete please circle  Yes No

Department Head or employee Name \_\_\_\_\_

Signature X \_\_\_\_\_ Date \_\_\_\_\_

# Invoice

Firthcliffe Technologies, Inc.

198 Willow Ave  
 Cornwall, NY 12518  
 PH: 845-534-9800

Date	Invoice #
9/24/2014	6912

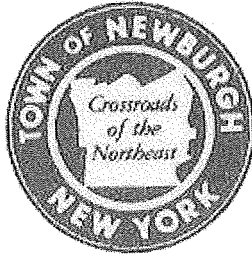
**PAID**  
**06/19/2014**

Bill To
Town of Newburgh 1496 Route 300 Newburgh, NY 12550

P.O. No.	Terms	Project
	Per M/A terms	

Quantity	Description	Rate	Amount
0.5	9/18/14 Service Call - Water Department (Nicholas)	80.00	40.00
	-- Picked up software for Newburgh Water Department		
1.5	Priority In Shop Labor - Water Department	80.00	120.00
	-- System does not boot normally or in safe mode.		
	-- Removed hard drive for viruses and no viruses were found.		
	-- When the hard drive was placed back into the system, it would boot into a blue screen and loop back into bios.		
	-- Removed hard drive again to check if there were any files to be backup but the hard drive has no files.		
	-- Spoke to Bill, he told me the name of the program that he uses at the water department and it is not on the hard drive.		
	-- Spoke to Dell, they had me run diagnostics, that said the hard drive was fine. So instead they are sending the Windows 7 software they use to reinstall Windows 7.		
	-- Installed Windows 7, all anti-virus tools and browsers, all updates, logmein, installed Office.		
	-- Set-up windows backup on the for 12 PM every day.		
	-- Installed Hach software, which is for the water filtration plant.		
1	10/2/14 Service Call - Water Department (Nicholas)	80.00	80.00
	-- Delivered repaired system – Installed MS Office from key from Gil and external HD		
Thank you for your business!			<b>Total</b> \$240.00

277  
6926



### Request for Computer Service Work Order

**From: Town of Newburgh**  
1496 Route 300  
Newburgh, New York  
845 564-4552  
Gil Piaquadio 856 629-0111

**To: Firthcliffe Technologies**  
198 Willow Avenue  
Cornwall, New York  
845 534-9800  
support@firthtech.com

Date: 9-23-2014  
Receiver of taxes Deborah Smith unable to access serve 845 564-4554  
This work order was called in by Cindy Martinez

This is a priority 2 Repair # 1 2 3 One being the highest priority

This lower section to be completed by Firthcliffe Technician

Described repair performed  
Mapped Network Drives C: and G: on  
Debbie's computer.

Time spent on this repair 15 minutes Firthcliffe Technician Nicholas Luna

This work order is complete please circle  Yes No

Department Head or employee Name \_\_\_\_\_

Signature X \_\_\_\_\_ Date \_\_\_\_\_

# Invoice

Firthcliffe Technologies, Inc.

198 Willow Ave  
 Cornwall, NY 12518  
 PH: 845-534-9800

Date	Invoice #
9/24/2014	6926

**PAID**  
**06/19/2014**

Bill To
Town of Newburgh 1496 Route 300 Newburgh, NY 12550

P.O. No.	Terms	Project
	Per M/A terms	

Quantity	Description	Rate	Amount
0.5	9/23/14 Remote Administration (Nicholas) -- Mapped O: drive and G: drive on Debbie's computer.	80.00	40.00
Thank you for your business!			<b>Total</b> \$40.00

YNU  
6935



### Request for Computer Service Work Order

**From:** Town of Newburgh  
1496 Route 300  
Newburgh, New York  
845 564-4552  
Gil Piaquadio 856 629-0111

**To:** Firthcliffe Technologies  
198 Willow Avenue  
Cornwall, New York  
845 534-9800  
support@firthtech.com

Date: 9-10-2014

Install new Optiplex Computer in the office used by the Recreation Director Joe Dietz

Rob Petrillo 845 564-7815

This computer will be delivered to your office for upgrades

This is a priority 1 Repair # 1 2 3 One being the highest priority

-----  
This lower section to be completed by Firthcliffe Technician

Described repair performed

*Installed all windows updates  
Installed, safari, chrome, Firefox, MSN, Super-anti software,  
Malware Bytes, Deflog, CCleaner,  
Installed Office*

Time spent on this repair 1 hour Firthcliffe Technician *[Signature]*

This work order is complete please circle  Yes  No

Department Head or employee Name \_\_\_\_\_

Signature X \_\_\_\_\_ Date \_\_\_\_\_

Firthcliffe Technologies, Inc.

198 Willow Ave  
Cornwall, NY 12518  
PH: 845-534-9800

# Invoice

Date	Invoice #
9/24/2014	6935

Bill To
Town of Newburgh 1496 Route 300 Newburgh, NY 12550

**PAID**  
**06/19/2014**

P.O. No.	Terms	Project
	Per M/A terms	

Quantity	Description	Rate	Amount
1	Priority In Shop Labor- Recreation Dept. -- Installed all Windows Updates. -- Installed Java, Adobe, Chrome, Firefox, MSE, Super-anti, MalwareBytes, Defrag, CCleaner. -- Installed Office.	80.00	80.00
Thank you for your business!		<b>Total</b>	\$80.00