



**TOWN OF LEWISBORO
TOWN BOARD MEETING AGENDA
TOWN HOUSE
MONDAY, MARCH 11, 2024
7:30 P.M.**

- I. PUBLIC COMMENT I**
- II. COMMUNICATIONS**
- III. CONSENT AGENDA**
 - a. Approval of Minutes of February 26, 2024**
 - b. Monthly Reports February 2024**
 - i. Building Department**
 - ii. Police Department**
- IV. OLD BUSINESS**
 - a. Resolution: Authorize Hiring Salem Fence for Replacement of One Backstop at Onatru Farm Park**
 - b. Resolution: Amending Prior Resolution Allocating American Rescue Plan Act (ARPA) Funds for Parks and Recreation Pool Equipment to Include Pool Equipment and Repairs**
 - c. Resolution: Amending Prior Resolution Approving Police Department Request to Auction Three Vehicles**
- V. NEW BUSINESS**
 - a. Resolution: Approving Agreement with Downstate Junior Volleyball Club and Authorizing Supervisor to Sign**
 - b. Resolution: Appointing Pia Baker to the Open Space and Preserves Advisory Committee (OSPAC) to Term Expiring 12/31/25**
 - c. Resolution: Appointing Timi Parsons to the Parks and Recreation Advisory Committee (PRAC) to Term Expiring 12/31/25**
 - d. Resolution: Approving Fundraiser at Lewisboro Town Park for RARE Event for Salla Treatment and Research (STAR) Foundation and Waive Fees**

- e. **Resolution: Approving Fundraiser at Vista Park for Vista Hamlet Stewardship Council and Waive Fees**
- f. **Resolution: Approving Fundraiser at Onatru Farm Park Lions Club Picnic Pavilion for John Jay Youth Lacrosse and Waive Fees**
- g. **Discussion: Employee Handbook Revision**
- h. **Resolution: Approving Payment of Police Department Vehicle Build Out Invoice from Surplus Vehicles Sales Proceeds**
- i. **Presentation: American Jewish Committee (AJC) State of Antisemitism in America Report**

VI. PUBLIC COMMENT II for New Business Only

VII. APPROVAL OF CLAIMS

VIII. POLLING OF THE BOARD

IX. ANNOUNCEMENTS

**Town Board Meeting – Monday, March 25, 2024, at 7:30 p.m., at the Town House,
11 Main Street, South Salem**

MOTION TO GO INTO EXECUTIVE SESSION

Town Board Meetings Accessibility: The Town of Lewisboro is committed to providing equal access to all its facilities, services, and activities to the fullest extent possible. The Town House, Cyrus Russell Community House, Onatru Farmhouse, and the Bouton Road Town Offices are accessible to persons with physical handicaps. If anyone who wishes to attend any meeting of the Town Board has special needs, please contact the Supervisor's Office (763-3151) at least one week before any scheduled in-person meeting, and we will try to accommodate whenever possible.

Join Zoom Meeting

<https://us06web.zoom.us/j/88040564503>

Meeting ID: 880 4056 4503

Dial by your location

+1 929 205 6099 US (New York)

Meeting ID: 880 4056 4503



Town of Lewisboro

Parks & Recreation Department



2022 REQUEST FOR PROPOSAL SOFTBALL BACKSTOP

The Town of Lewisboro Recreation and Parks Department is accepting proposals for replacing the softball backstop on Field #1 at Onatru Farm Park located at 99 Elmwood Road, South Salem, New York.

DESCRIPTION OF THE WORK TO BE PERFORMED FOR REPLACEMENT OF ONE (1) EXISTING BACKSTOP:

1. Supply labor, equipment, material, and insurance to replace existing backstop.
2. Remove all old fencing, posts, and concrete footings
3. Install 70 ft of chain link fence, black commercial grade, 6 gauge
 - a) 30 linear ft of 16ft tall chain link
 - b) 40 linear ft of 8 ft tall chain link
4. Footings and Posts – all posts in concrete footings, 48” deep
 - a) 4” Black Posts for 16 ft tall fence
 - b) 3” Black Posts for 8ft tall fence
 - c) 1-5/8” top, bottom, and mid rail
 - a. 2 mid rails and low rail on 16ft fence
5. Prevailing Wage – The following price is based on the payment of prevailing wage rates to all workmen employed. All labor provided for the work on this contract will be open shop.
6. Surrounding area must be filled back with screen topsoil and plant perennial grass seed on back sides of backstops. Front side of backstop must be filled back in with clay. *OF POST HOLES FILL & SEED*
7. Clean up the work site area. Remove all work-related debris from the work site.

PRICE QUOTE:

Price for replacement of one existing backstop –

\$ 24,850

Price, In Words: TWENTY FOUR THOUSAND EIGHT HUNDRED FIFTY DOLLARS

Please include an attachment on your company letterhead outlining in detail the scope of your work and the specified material you plan to use on this project.

SALES REPRESENTATIVE: JAMES MATTHEWS
COMPANY NAME: SALEM FENCE
ADDRESS: 34 ROUTE 118 / P.O. Box 186
CITY: BALDWIN PLACE STATE NY ZIP CODE 10505
EMAIL: JAMES@SALEMFENCE.COM
WEBSITE: SALEMFENCE.COM
TELEPHONE 845-628-7200 FAX 845-628-7671

REFERENCES: Please provide the names of two municipalities with contact names and numbers who you have performed work for in the last two years.

NOTE: This is a prevailing wage project. Prevailing wages must be paid. Certified payroll sheets must accompany invoice submitted for payment.

Questions regarding this work should be directed to Nicole Caviola at (914) 232 - 6162

Please return this proposal to:

Nicole Caviola, Recreation Supervisor
Town of Lewisboro Parks & Recreation
99 Elmwood Road
South Salem, New York 10590

Email: ncaviola@lewisborogov.com

Proposals are due no later than 4PM on Wednesday, August 31st, 2022.

The Town would like to see the work completed in the Fall of 2022, weather permitting.

Salem

FENCE CO., INC*Since 1968***ESTIMATE #27973JM****Phone: (845) 628~7200****Fax: (845) 628~7671**

Westchester Lic.: WC-04067-1191

Putnam Lic.: PC-69

Yonkers Lic.: 5691

OFFICE & WAREHOUSE : 34 ROUTE 118, BALDWIN PLACE, NY 10505**MAILING ADDRESS : PO Box 186, BALDWIN PLACE, NY 10505**

August 25, 2022

Town of Lewisboro Parks & Recreation
99 Elmwood Rd.
South Salem, NY 10590

Phone: 914-232-6162
E-mail: ncaviola@lewisborogov.com

Attn: Nicole Caviola

RE: Baseball Backstop
Onatru Farm Park

1.) Install 70ft of chain link fence, BLACK COMMERCIAL GRADE

- 30 Linear ft. of 16ft tall chain link
- 40 Linear ft. of 8ft tall chain link
 - * 4" SCH 40 Black Posts for 16ft tall fence
 - * 3" SCH 40 " " " 8ft tall fence
 - All posts concrete footings 48" Deep
 - * 1-5/8" SCH 40 Top, Bottom & Mid Rail
 - 2 Mid rails and low rail at 16ft tall fence
 - * 6gauge chain link fence
 - 16ft tall fence will have seam at 8ft height
 - * Removal & Carting away of old fence included
 - * Area around post holes to be filled and seeded

INSTALLED: \$ 24,850.00**** BID-PREVAILING WAGE****** ENGINEERED PLANS NOT PROVIDED**

Please sign & fill out information below, by signing contract you are agreeing to all Terms
and Conditions on the back of this contract.

Thank You!

I _____ give SALEM FENCE CO. INC. Permission to run my credit card for the deposit & balance

CARD TYPE: VISA MASTERCARD AMEX # _____ EXP. _____ CODE _____

We Propose to furnish in accordance with the above specifications for the sum of:**DEPOSIT: Purchase order #****ON COMPLETION:****ACCEPTANCE OF PROPOSAL :** The above price and above specifications and conditions are hereby accepted.

Unpaid balances are subject to 24% annual interest charge/ 2% on balances over 30 days. Any check returned for insufficient funds will incur a \$100.00 fee. Any credit card reversal after 24 hours will incur a \$75.00 reversing charge.

Authorized Signature: *James Matthews* Customer Signature: _____

Date: _____



Town of Lewisboro

Parks & Recreation Department



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2. Remove all old fencing, posts, and concrete footings
3. Install 70 ft of chain link fence, black commercial grade, 6 gauge
 - a) 30 linear ft of 16ft tall chain link
 - b) 40 linear ft of 8 ft tall chain link
4. Footings and Posts – all posts in concrete footings, 48" deep
 - a) 4" Black Posts for 16 ft tall fence
 - b) 3" Black Posts for 8ft tall fence
 - c) 1-5/8" top, bottom, and mid rail
 - a. 2 mid rails and low rail on 16ft fence
5. Prevailing Wage – The following price is based on the payment of prevailing wage rates to all workmen employed. All labor provided for the work on this contract will be open shop.
6. Surrounding area must be filled back with screen topsoil and plant perennial grass seed on back sides of backstops. Front side of backstop must be filled back in with clay.
7. Clean up the work site area. Remove all work-related debris from the work site.

PRICE QUOTE:

Price for replacement of one existing backstop –

\$ 41,000.00

Price, In Words: Forty one thousand dollars and zero cents.

Please include an attachment on your company letterhead outlining in detail the scope of your work and the specified material you plan to use on this project.

SALES REPRESENTATIVE: Eric Pugliese
COMPANY NAME: Sport-Tech Construction Corp.
ADDRESS: 410 Route 22
CITY: Brewster STATE NY ZIP CODE 10509
EMAIL: eric@sporttechconstruction.com
WEBSITE: www.sporttechconstruction.com
TELEPHONE (914) 232-1640 FAX (914) 232-18

REFERENCES: Please provide the names of two municipalities with contact names and numbers who you have performed work for in the last two years.

NOTE: This is a prevailing wage project. Prevailing wages must be paid. Certified payroll sheets must accompany invoice submitted for payment.

Questions regarding this work should be directed to Nicole Caviola at (914) 232 - 6162

Please return this proposal to:

Nicole Caviola, Recreation Supervisor
Town of Lewisboro Parks & Recreation
99 Elmwood Road
South Salem, New York 10590
Email: ncaviola@lewisborogov.com

Proposals are due no later than 4PM on Wednesday, August 31st, 2022.

The Town would like to see the work completed in the Fall of 2022, weather permitting.

TOWN OF LEWISBORO PARKS & RECREATION DEPARTMENT

99 Elmwood Road
South Salem, NY 10590
(914) 232-6162
Parks@lewisborogov.com

SOFTBALL BACKSTOP - ONATRU FARM PARK

BID RESULTS

	Name of Vendor Bids sent to:	BID RESULT
1	Garon Fence Bedford Hills, NY	No submission
2	Salem Fence Baldwin Place, NY	\$24,850.00
3	Sport-Tech Construction Brewster, NY	\$41,000.00

TOWN OF LEWISBORO
Building/Zoning Department
79 Bouton Road
South Salem, NY 10590

M5 Fee Report
From 01/23/2024 To 02/27/2024

Count by Type

Fee Type	Count	Total
Additional Building Permit Fee - i.e. - Final Cost Affidavit Fees - Revised Scope Fee	13	\$10,220.00
Additional CC Fee - i.e. - Final Cost Affidavit Fees - Revised Scope Fee	6	\$110.00
Additional CO Fee - i.e. - Final Cost Affidavit Fees - Revised Scope Fee	7	\$10,110.00
BUILDING PERMIT FEE	67	\$26,618.33
CERTIFICATE OF COMPLIANCE FEE	38	\$5,166.67
CERTIFICATE OF OCCUPANCY FEE	28	\$15,235.00
CIVIL PENALTY - NO PERMIT	5	\$900.00
DEMOLITION 600 FT AND GREATER	1	\$100.00
ENVIRONMENTAL QUESTIONNAIRE-BUILDING	6	\$300.00
MISCELLANEOUS	1	\$5.50
RE-INSPECTION	3	\$400.00
RECORDS MANAGEMENT FEE	63	\$126.00
RENEWAL FEE	20	\$4,669.69
Stormwater ADMIN	3	\$1,050.00
VARIANCE	1	\$252.00
VARIANCE - SPECIAL PERMIT	1	\$502.00
Wetland Administrative	5	\$750.00
	268	\$76,515.19

TOWN OF LEWISBORO						
Building & Zoning Department 79 Bouton Road, South Salem, NY 10590 914-763-3060						
	2022		2023		2024	YEAR TO DATE INCREASE BY MONTH
	BUDGET REVENUE: \$600,000		BUDGET REVENUE: 600,000		BUDGET REVENUE: 844,701	
MONTH	INCOME	MONTH	INCOME	MONTH	INCOME	
JAN	\$129,768.00	JAN	\$29,327.25	JAN	\$76,588.50	161%
FEB	\$295,108.75	FEB	\$104,630.00	FEB	\$76,515.19	-27%
MAR	\$39,169.50	MAR	\$157,150.50	MAR		-100%
APR	\$71,303.00	APR	\$89,940.00	APR		-100%
MAY	\$80,821.75	MAY	\$200,796.00	MAY		-100%
JUNE	\$68,812.00	JUNE	\$86,220.50	JUNE		-100%
JULY	\$71,446.25	JULY	\$86,258.50	JULY		-100%
AUG	\$45,824.00	AUG	\$67,987.25	AUG		-100%
SEPT	\$91,686.50	SEPT	\$89,180.50	SEPT		-100%
OCT	\$39,835.75	OCT	\$51,130.00	OCT		-100%
NOV	\$107,509.50	NOV	\$50,360.75	NOV		-100%
DEC	\$57,401.50	DEC	\$11,234.00	DEC		-100%
	\$1,098,686.50		\$1,024,215.25		\$153,103.69	

Town Of Lewisboro Police Department

Monthly Activity Report

Search Type
Incident

Start Date
01/01/2024

End Date
02/29/2024

INC TYPE CATEGORY	January	February	Row Total
Aided Case-EMS	31	38	69
Aided-Assist Citizen	25	26	51
Alarms (Burg./ Fire/ Panic)	27	23	50
Animal	4	8	12
Assist Other Agency	3	4	7
Civil Comp	2	4	6
Criminal Act	5		5
Criminal Mischief	1	1	2
Detail	31	20	51
Discon/ Disturbance	3	3	6
Domestics	4	4	8
Fire	6	2	8
Fraud/ Identity Theft		8	8
Harassment	4	3	7
Mental Health Incident	2	7	9
Miscellaneous	6	10	16
Motor Vehicle Accident	18	6	24
Property	5	3	8
Property Check	860	734	1594
Records	7	8	15
Road	9	9	18
Summons Served/Attempted	2	1	3
Suspicious	9	5	14
Trespass		1	1
Utility	3	2	5
Vehicle	14	21	35
Vehicle-V/T	93	116	209
totals	1174	1067	2241



United States Plastic Corporation®

1390 Neubrecht Road
Lima, OH 45801-3120, USA
Email: usp@usplastic.com

Ph: 419-228-2242 or 800-537-9724
Fax: 419-228-5034 or 800-854-5498
Customer Service: 800-769-1157
Technical Service: 800-821-0349

www.usplastic.com

QUOTE

Quote Number 7313728	Quote Date 02/26/24
Customer Number 117496	Your Reference #

Bill To:

TOWN OF LEWISBORO
99 ELMWOOD RD
SOUTH SALEM NY 10590

Ship To:

TOWN OF LEWISBORO
99 ELMWOOD RD
SOUTH SALEM NY 10590

Quotes Fax: 419-879-1799
Quotes Phone: 800-335-6809
Email: quotes@usplastic.com

Date Requested		Agent	Sent By	Your Phone	Your Fax	Miscellaneous Quote Information			
02/26/24		33SJG	LYNETTE M	914-232-6162	914-232-6165				
Freight			FOB		Delivery Estimate		Payment Terms		
Shipped VIA MTR UTS PREPAY & ADD					Miscellaneous Information				
Item Number	Qty Ordered	Qty Shipped	Qty B/O	Qty U/M	Item Description	List Price	Disc. %	Discounted Item Price	Extended Price (Ordered)
9413	1	1		EA	TANK HORIZONTAL MDPE 1010GL 48X130 NATU ! WARNING: Cancer and Reproductive Harm www.P65Warnings.ca.gov	2,529.41		2,529.4100	2,529.41
9421	1	1		EA	1010 GAL HOOPS--SET OF 4 ! WARNING: Cancer and Reproductive Harm www.P65Warnings.ca.gov	487.50		487.5000	487.50
9424	1	1		EA	1010 GAL SKID 53 X 115 ! WARNING: Cancer and Reproductive Harm www.P65Warnings.ca.gov NOTES: LEAD TIME IS 4 WEEKS. MOTOR FREIGHT ESTIMATE \$1250.-\$1350. COMES WITH 2" FITTING. PLEASE ADVISE IF YOU WOULD LIKE IT ON THE SIDE OR THE END. MARK BOL LIFTGATE NEEDED.	1,538.12		1,538.1200	1,538.12

I understand the description of this product and I am in agreement with all specifications. I accept full responsibility for product including all cost of freight, labor, and material. **Custom orders are non-refundable. This quote is void after 30 days from the date of quotation.**

To place order: sign, date, and return by fax or email.

Signed: _____ Date: ____/____/____ PO#: _____

Item Total Before Discounts	4,555.03
Item Discounts	.00
Additional Discounts	.00
Item Total After Discount	4,555.03
Shipping/Handling Estimate	TBD
Sales Tax	381.48
ORDER TOTAL	4,936.51

QUOTE ONLY

This is not an invoice

Thank you for your Inquiry!

A&C FURIA ELECTRIC MOTORS INC.

135 Lafayette Ave
White Plains, NY 10603
www.acfuria.com

acfuria@acfuria.com
914-949-0585



Town of Lewisboro Parks & Rec Dept.
99 Elmwood Road
South Salem, NY, 10590

Estimate # 6451
Estimate Date 02-27-24
Total \$4,405.88

Item	Description	Unit Cost	Quantity	Line Total
AC FURIA SERVICE	Labor to remove 20 hp motor from pool pump and install new motor. Install with new insert, align and adjust for optimum performance.	\$2,250.00	1.0	\$2,250.00
PRODUCT - SUPPLY	New Baldor motor EM2515T-8G	\$2,080.88	1.0	\$2,080.88
PRODUCT - SUPPLY	New insert to join pump and motor.	\$75.00	1.0	\$75.00
	NO TAX	0%		\$0.00
Subtotal				\$4,405.88
Tax				\$0.00
Estimate Total				\$4,405.88

Signed: _____

Date: _____

Our estimates are based on the information available at the time of assessment. However, additional work may be required once we explore further into the pump or motor failure. For motor repairs, we use a rigorous motor analyzer to test for electrical issues. If a motor fails this test, we will typically quote a rewind or replacement. During on-site work, we may uncover additional damage or problems that need to be addressed. Also, due to the age and condition of some equipment, repair or replacement may become necessary as components may fail during work. When quoting an overhaul of a pump and/or motor, we are referring to a basic repair that does not consist of machine work or new components other than bearings for a motor and bearings, mechanical seal, and sleeve for a pump. If additional work or components are needed, they will be quoted when the need is discovered. We will communicate any changes to the scope of work or cost estimates promptly to ensure transparency and meet your needs.

LEWISBORO POLICE DEPARTMENT

David A. Alfano
Chief of Police



79 Bouton Road
South Salem, NY 10590

March 6th, 2024

Dear Supervisor Goncalves,

The Lewisboro Police Department is respectfully requesting a resolution from the Town Board to surplus the below vehicle in lieu of the 2016 Ford Explorer (1FM5K8D84GGD16349) which was already authorized by the board on the June 26th, 2023 meeting and never sold at auction. The 2016 Ford was given to the Building Department instead. In return, the Building Department gave me their older 2013 Ford Explorer to sell at auction.

1. 2013 Ford Explorer, VIN # 1FM5K8B85DGC16033

The vehicle(s) will then be listed on 'Auctions International.' The Town of Lewisboro currently has an active account and there is no cost associated.

TB resolution from the June 26th, 2023 meeting is attached hereto. If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read "D. Alfano".

David A. Alfano
Chief of Police

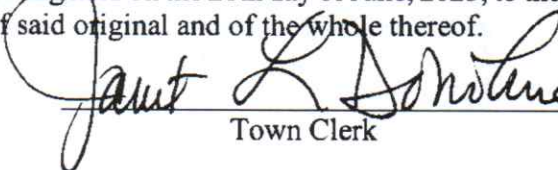
RESOLUTION ADOPTED BY THE TOWN BOARD
OF THE TOWN OF LEWISBORO
AT A MEETING HELD ON JUNE 26, 2023

RESOLVED, that the Town Board does approve the police chief's request to auction off the following three vehicles with Auctions International:

1. 2017 Chevrolet Tahoe
- * 2. 2016 Ford Explorer * - GIVEN TO BUILDING DEPT
3. 2014 Ford Explorer

STATE OF NEW YORK
COUNTY OF WESTCHESTER

I, JANET L. DONOHUE, Town Clerk of the Town of Lewisboro, County of Westchester, State of New York, do hereby certify that I have compared the preceding copy of a Resolution adopted by the Town Board of the Town of Lewisboro at a meeting held on the 26th day of June, 2023, to the original thereof, and that the same is a true and exact copy of said original and of the whole thereof.


Town Clerk

Dated at South Salem, New York
this 27th day of June, 2023



AMENDED AGREEMENT WITH DOWNSTATE JUNIOR VOLLEYBALL CLUB

COOPERATIVE USE AGREEMENT
BETWEEN
Town of Lewisboro
AND
DOWNSTATE BEACH VOLLEYBALL
FOR

Usage of the Lewisboro Town Park Volleyball Courts for Beach Volleyball Practice

This Use Agreement made and entered into this day, the 11th of March, 2024, by and between the Town of Lewisboro, New York, hereafter referred to as “Town” and DownState Junior Volleyball Club, hereafter referred to as “User” for their beach volleyball practices, hereafter referred to as the “Rental.”

In consideration of the mutual promise and agreements contained herein, the Town and User agree as follows:

1. Purpose

The Town agrees to allow the use of Lewisboro Town Park Volleyball Courts (Property) for the sole purpose of conducting beach volleyball practices and games. User agrees to comply with the rules and regulations of the Town of Lewisboro Parks and Recreation Department (LPRD) and hereby acknowledges receipt of same and applicable city, county, state, and federal laws and regulations.

2. Term

The term of this Use Agreement shall be for portions of year 2024.
Actual dates and times of use for 2024 are:

**5:00 p.m. to 9:00 p.m. Tuesdays and Thursdays
May 14th – July 18th, 2024 (19 Sessions)
No session to be held on July 4**

The User shall have a non-exclusive right to use the Property during the term of this Use Agreement but only on the dates and times specified above and agreed upon by the Town and the User. User may not schedule an activity on the Property on any other dates or times unless with the written permission of the Town and its agents.

The User shall be permitted to use the facility at the rate of \$150 per session totaling \$2,850.00 for the 2024 Season.

A **refundable** \$200.00 damage/cleanup deposit will be collected each year for the season.

These charges will be based on the regular rental prices of Town Park facilities.

3. Town Obligations

- a. The Town understands that it is the responsibility of the User to make the decision to cancel any and all practices of their volleyball team due to severe weather or act of God and/or pandemic. However, the Town does retain the right to cancel, in the Town's sole discretion, if the Town feels the weather is too severe and/or where safety/health is a concern.
- b. The Town will provide the volleyball complex to the User for team practices.
- c. The Town will provide a Town Employee to install net units and maintain the area while User is renting out the facility.
- d. The Town will provide a parking lot.
- e. The Town shall provide garbage receptacles and liners during their practices.
- f. The Town shall maintain existing composting restroom facilities. This includes building repairs and maintenance for the room, interior and exterior walls and doors. This includes paper products and cleanup for the restrooms during and after the practices.

4. User Obligations

- a. The User shall inspect the site prior to the practice in order to minimize the potential for accidents. The User will immediately advise the LPRD of any defective or unsafe condition on the Property and shall not use any facility deemed unsafe until corrected.
- b. The User must follow all rules and regulations set forth by the LPRD as well as local and state laws, including all park rules and regulations.
- c. The User shall be responsible for providing enough coaches and staff to supervise all areas of the Property and to conduct the practices in a safe and enjoyable manner.
- d. User shall be responsible for maintaining facility grounds and parking area trash and litter free.

- e. User shall provide a certificate of insurance to the Town of Lewisboro with a minimum limit of \$1,000,000 per occurrence and a \$2,000,000 general aggregate with a financially responsible company or companies that are authorized to do business in the state of New York and have an A.M. Best rating of "A-VT" or better during the term of the Use Agreement. The policy shall list the Town of Lewisboro (11 Main Street, South Salem, NY 10590) as an additional insured, such policy must have a minimum of thirty days' notice of cancellation, and such coverage afforded by this policy for the benefit of the additional insured is primary and any other coverage maintained by the additional insured (s) shall be non-contributions with the coverage provided under the policy. Coverage must include a waiver of subrogation endorsement. A certificate of insurance in, a form satisfactory to the Town, with the required information must be presented to the Department prior to use of the volleyball facility.
- f. The User accepts the Property as suitable for the purpose of this Use Agreement. User shall protect and maintain the Property except for maintenance to be performed by the Town. User shall pay the Town for any and all damage to Property during the term of this Use Agreement as determined by LPRD based on pre and post-practice inspections.
- g. User covenants that it shall not discriminate against any person on any unlawful basis, including but not limited to, sex, race, religion, national origin, or disability and that its programs and services shall comply with the Americans with Disability Act.

5. Signage

No signs or advertisements shall be posted, displayed, or listed by User on Town property without the prior approval of the Town. All signs must conform to the Town's sign ordinance. Any signage must be removed at the request of the Town.

6. Structure

The User shall not alter or modify any existing building or structure nor build or locate portable or new buildings or structures on the Property without prior written approval of the LPRD and all other appropriate Town agencies.

7. Indemnification

To the fullest extent permitted by the law, User shall indemnify and hold harmless the Town, its officers, agents, and employees from:

- a. Any claims, damages, costs and attorney fees for injuries or damages arising, in part or in whole, from the acts or omissions of User, its officers, employees, members, team, students, and/or agents, including its sub or independent contractors, in connection with the performance of the Agreement.
- b. Any claims, damages, costs, and attorney fees arising from any failure of User, its officers, employees, and/or agents, including its sub or independent contractors, to observe applicable law, including, but not limited to, labor laws and minimum wage laws.
- c. User shall pay Town any expenses incurred as a result of User's failure to fulfill any obligation in a professional and timely manner under the Agreement.

1. Termination of Use Agreement

This Use Agreement may not be assigned or transferred. The Town shall have sole discretion to terminate the Use Agreement with or without cause. Termination for cause may result from the User's failure to abide by the terms of the Use Agreement. In the event of a breach of the Use Agreement, the Town may, but is not required to, give the User an opportunity to timely correct the default.

2. Amendment

This Use Agreement constitutes the entire Agreement between the Town and User. This Agreement may be modified by a subsequent or contemporaneous written amendment executed by all parties and their signatories hereto.

In witness whereof, the Town and User have executed this use Agreement on the day and date first written above.

Town of Lewisboro

DownState Volleyball Beach Club

By: _____
Tony Goncalves, Town Supervisor

By: _____
Matthew Cochenour, Downstate Rep/Coach

Date: _____

Date: _____

TOWN OF LEWISBORO
PARKS & RECREATION DEPARTMENT

Telephone: 232-6162

Fax: 232-6165

FIELD REQUEST FORM

FACILITIES REQUESTED (Check all that apply):

Fox Valley Lower Field	_____
Fox Valley Upper Field	_____
Town Park Baseball Field	_____
Onatru 1 and/or 2	_____
Onatru 3 and/or 4	_____
Onatru 5	_____
Onatru 6	_____
Vista Field	<input checked="" type="checkbox"/>

CIRCLE ONE -

Public School Cooperating Agency Private School Club/Travel Teams Other: Vista Hamlet

TODAY'S DATE: 2/27/24

NAME OF ORGANIZATION: Vista Hamlet

MAILING ADDRESS: _____

CITY: South Salem STATE: NY ZIP: 10550

TELEPHONE: _____ FAX: _____ WEBSITE: _____

NAME OF INDIVIDUAL IN CHARGE: Daniela Goldman

INDIVIDUAL'S ADDRESS: 113 East Street

CITY: South Salem STATE: NY ZIP: 10550

TELEPHONE: (DAY) 646-318-0298 (NIGHT) _____ (CELL) _____

E-MAIL ADDRESS: dgoldman@yahoo.com

PURPOSE OF FIELD USE: Spring Egg Hunt

ESTIMATED NUMBER OF PARTICIPANTS - ADULTS: 40

CHILDREN: 100

RESIDENTS (NUMBER): 140 NON-RESIDENTS (NUMBER): ✓

WILL A FEE BE CHARGED FOR THIS EVENT: YES ✓ NO _____ \$10/family

IF YES, WHAT WILL THE PROCEEDS BE USED FOR? VHSC

WILL AN ALCOHOLIC BEVERAGE PERMIT BE REQUESTED? YES (NO)

If yes, an alcoholic beverage permit application must be filled out and approved by the Town Clerk (application is available upon request).

DATE(S) REQUESTED:

3/23	Day <u>4/23</u>	Saturday	Event Time from <u>3</u> to <u>5</u>
3/24	Day <u>4/24</u>	Sunday	Event Time from <u>3</u> to <u>5</u> (rain date)
SET UP TIME: <u>1:30</u>		CLEAN UP TIME: <u>5</u>	

NOTE: Dates for all fields in the spring, summer and fall are at a premium, therefore, rain dates cannot be reserved.

IS MATERIAL OR EQUIPMENT REQUIRED FROM MUNICIPALITY? YES ___ NO X
IF NEEDED, STATE WHAT TYPES AND FOR WHAT PURPOSE: _____

FIELD USE FEE:

There will be a minimum non-refundable fee charged \$100 for the use of the field. This fee must accompany the application and a certificate of insurance naming The Town of Lewisboro as additional insured (see attached). The fee for use is payable before use begins.

FACILITY SECURITY DEPOSIT:

There is a required security deposit which must also accompany the application. Any violation of "Park Rules," damage and especially if refuse and trash are not removed will result in forfeiture of the deposit.

AGREEMENT

The undersigned is at least 21 years of age and has read this form and attached regulations and agrees to comply with them. He/she agrees to be responsible to the municipality for the use and care of the fields. He/she, on behalf of (name of organization) VHSC does hereby covenant and agree to defend, indemnify and hold harmless the Town of Lewisboro Parks and Recreation from and against any and all liability, loss damages, claims, or actions (including costs and attorneys fees) for bodily injury and/or property damage, to the extent permissible by law, arising out of or in connection with the actual or proposed use of The Town of Lewisboro Parks and Recreation's property, facilities and/or services by (name of organization)

Daniela Goldman
Signature of Organization's
Representative
(Must be a Lewisboro Resident)

Address: _____

Telephone number: _____

FOR OFFICE USE ONLY:

NAME OF INDIVIDUAL/ORGANIZATIONS: Vista Hamlet

- (☒) Application approved
(☐) Application denied
(☐) Approval with the following conditions:

FOR OFFICE USE:

- (☐) Permit fee charged - \$ Received _____
(☒) Security Deposit - \$ Received _____
(☒) Date recorded in reservation book
(☐) Alcoholic beverage permit obtained
(☐) Permit sent to registrant

fundraiser

Nicole Carota
SUPERINTENDENT, PARKS & RECREATION

DATE COPY OF APPLICATION SENT TO PARKS DEPARTMENT: _____

DATE COPY OF APPLICATION SENT TO LEWISBORO POLICE: _____

2024

TOWN OF LEWISBORO
PARKS & RECREATION DEPARTMENT

2024

Telephone: 232-6162

Fax: 232-6165

GROUP USE APPLICATION - ONATRU FARM PARK

FACILITIES REQUESTED (Check all that apply):

Lions Club Picnic Pavilion ☒
Ballfield ☐

CIRCLE ONE: Private ☐ Service Organization ☐ Church ☐ School ☐TODAY'S DATE: 2/26/24NAME OF ORGANIZATION: JOHN JAY YOUTH LACROSSE

MAILING ADDRESS: _____

CITY: Cross River STATE: Ny ZIP: _____

TELEPHONE: _____ FAX: _____

NAME OF INDIVIDUAL IN CHARGE: Nick Daniello

INDIVIDUAL'S ADDRESS: _____

CITY: Cross River STATE: Ny ZIP: _____TELEPHONE: (DAY) _____ (NIGHT) _____ (CELL) 914-774-9527

E-MAIL ADDRESS: _____ FAX: _____

PURPOSE OF GROUP USE: John Jay Youth Lacrosse
Annual fundraising eventESTIMATED NUMBER OF PARTICIPANTS - ADULTS: 300CHILDREN: 100RESIDENTS (NUMBER): 400 NON-RESIDENTS (NUMBER): _____WILL A FEE BE CHARGED FOR THIS EVENT: YES ☒ NO ☐

IF YES, WHAT WILL THE PROCEEDS BE USED FOR? _____

fundraiser
for JJYL

WILL AN ALCOHOLIC BEVERAGE PERMIT BE REQUESTED? ☒ YES ☐ NO
If yes, an alcoholic beverage permit application must be filled out and approved by the Town Clerk (application is attached).

DATE(S) REQUESTED:

Day 5/18/24 Date SAT Time from 12 to 4Raindate Day 5/19/24 Date SUN Time from 12 to 4

NOTE: Dates for Onatru Farm Park Lions Club picnic pavilion in the spring and summer are at a premium, therefore, raindates cannot be reserved.

IS MATERIAL OR EQUIPMENT REQUIRED FROM MUNICIPALITY YES NO
IF NEEDED, STATE WHAT TYPES AND FOR WHAT PURPOSE:

garbage bins and garbage bags.

STATE THE NATURE OF ANY UNUSUAL EQUIPMENT YOU PLAN TO BRING TO THE PARK:

AMERICANS WITH DISABILITIES ACT: The Lewisboro Parks and Recreation Department is committed to ensuring that individuals with disabilities are able to utilize and enjoy our programs and activities to the fullest extent possible. Please let us know if you or a family member have any special needs.

FACILITY USE FEE (Lion's Club Pavilion):

There will be a minimum non-refundable fee charged of \$ for the use of the facility. This fee must accompany the application. The fee for use is payable before use begins.

FACILITY SECURITY DEPOSIT (Lion's Club Pavilion):

There is a \$100.00 required security deposit which must also accompany the application. Any violation of "Park Rules," damage and especially if refuse and trash are not removed will result in forfeiture of the deposit.

AGREEMENT

The undersigned is over 21 years of age and has read this form and attached regulations and agrees to comply with them. He/she agrees to be responsible to the municipality for the use and care of the facilities. He/she, on behalf of (name of organization) JJYL does hereby covenant and agree to defend, indemnify and hold harmless the Town of Lewisboro Parks and Recreation from and against any and all liability, loss damages, claims, or actions (including costs and attorneys fees) for bodily injury and/or property damage, to the extent permissible by law, arising out of or in connection with the actual or proposed use of The Town of Lewisboro Parks and Recreation's property, facilities and/or services by (name of organization) JJYL

R. Deane
Signature of Organization's
Representative
(Must be a Lewisboro Resident)

Address: Goldens Bridge, NY

Telephone number: 914-804-8577

FOR OFFICE USE ONLY:

NAME OF INDIVIDUAL/ORGANIZATIONS: JJYL - Nick Danicillo

- (☒) Application approved
(☐) Application denied
(☐) Approval with the following conditions:

FOR OFFICE USE:

- (☐) Permit fee paid - Amount \$
(☒) Deposit paid - Amount \$
(☒) Date recorded in reservation book
(☒) Alcoholic beverage permit obtained
(☐) Permit sent to registrant

fundraiser

Maria Airola
SUPERINTENDENT, PARKS & RECREATION

DATE COPY OF APPLICATION SENT TO PARKS DEPARTMENT:

DATE COPY OF APPLICATION SENT TO LEWISBORO POLICE:

**EMERGENCY VEHICLE SPECIALIST**

(Physical) 1518 Rt. 9 Suite 1
Wappingers Falls, New York 12590
(Billing) 17 Spoor Ave.
Poughkeepsie, New York 12603

Invoice

Date	Invoice #
2/7/2024	1019

Bill To
LEWISBORO POLICE 79 BOUTON ROAD SOUTH SALEM, NEW YORK 10590

Ship To
LEWISBORO POLICE 79 BOUTON ROAD SOUTH SALEM, NY 10590

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
	Net 30	WLS	2/7/2024			
Description			Quantity	Price Each	Amount	
2024 CHEVY 2500 PICK UP						
WHELEN INNER EDGE 12 MODULE WCX DUO RED/WHITE/BLUE WHITE (INTERIOR LIGHTBAR)			1	3,594.00	3,594.00T	
WHELEN RST REAR INTERIOR LIGHTBAR FOR CHEVY SILVERARDO (REAR INTERIOR RA/BA)			1	0.00	0.00T	
WHELEN COMMON CORE WCX CONTROL CENTER			1	0.00	0.00T	
WHELEN WCX CORE HANDHELD CONTROLLER			1	0.00	0.00T	
WHELEN WECANX EXPANSION MODULE			1	178.00	178.00T	
WHELEN 100 W SIREN SPEAKER			0	165.00	0.00T	
WHELEN UNIVERSAL SPEAKER BRACKET			0	24.60	0.00T	
ODBII CANPORT INSTALLATIONS KITS FOR CORE, 2022+ CHEVY SILVERARDO			1	138.00	138.00T	
WHELEN WCX LOW FREQUENCY SIREN SYSTEM (HOWLER)			1	580.00	580.00T	
HOWLER MOUNTING BRACKETS 2020 CHEVY SILVERARDO P/U			1	0.00	0.00T	
WHELEN ION RED/WHITE W/SMOKED LENS (GRILL)			3	143.51	430.53T	
WHELEN ION BLUE/WHITE W/SMOKED LENS (GRILL)			3	143.51333	430.54T	
WHELEN M4 DRIVER WARNING RED (LOWER FOG LIGHT AREA)			1	189.35	189.35T	
WHELEN M4 DRIVER WARNING, BLUE (LOWER FOG LIGHT AREA)			1	189.35	189.35T	
WHELEN TRACER 6 MODULE DUO RW/BW/RW/BW/RW/BW			1	2,108.53	2,108.53T	
WHELEN TRACER BRACKETS FOR 2022+ SILVERARDO			2	42.00	84.00T	
WHELEN ION-T RED/WHITE/BLUE W/SMOKED LENS (UNDER TAILGATE)			4	154.7475	618.99T	
SOUND OFF SIGNAL HEADLIGHT FLASHER			1	59.00	59.00T	
SOUNDOFF SIGNAL TAILLIGHT FLASHER			1	56.00	56.00T	
WHELEN ION T RED/ BLUE WITH SMOKED LENS (MOUNTED ABOVE WHEEL WELLS)			4	144.00	576.00T	
				Total		
				Payments/Credits		

**EMERGENCY VEHICLE SPECIALIST**

(Physical) 1518 Rt. 9 Suite 1
Wappingers Falls, New York 12590
(Billing) 17 Spoor Ave.
Poughkeepsie, New York 12603

Invoice

Date	Invoice #
2/7/2024	1019

Bill To
LEWISBORO POLICE 79 BOUTON ROAD SOUTH SALEM, NEW YORK 10590

Ship To
LEWISBORO POLICE 79 BOUTON ROAD SOUTH SALEM, NY 10590

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
	Net 30	WLS	2/7/2024			
Description			Quantity	Price Each	Amount	
WHELEN ARGES REMOTE SPOTLIGHT			1	538.00	538.00T	
WHELEN ARGES FENDER MOUNT FOR 2021+ CHEVY TAHOE			1	77.00	77.00T	
WHELEN ARGES CONTROL HEAD			1	240.00	240.00T	
HAVIS LOCKABLE UNDER SEAT STORAGE BOX			1	887.00	887.00T	
LED HIGH BEAM / LOW BEAM			1	345.00	345.00T	
EVS ELECTRICAL PACKAGE			1	385.00	385.00T	
SHIPPING			1	285.00	285.00T	
INSTALLATION OF EMERGENCY LIGHTING AND SIREN CONTROL			1	4,600.00	4,600.00T	
ADDITIONAL EQUIPMENT						
MOTOROLA REMOTE ADAPTOR KIT			1	125.00	125.00T	
MOTOROLA CABLE MOTOTRBO REMOTE 5 METER KIT			1	100.00	100.00T	
LARID PHANTOM ANTENNA			1	165.00	165.00T	
UHF ANTENNA KIT			1	25.00	25.00T	
SHIPPING			1	23.50	23.50T	
Out-of-state sale, exempt from sales tax				0.00%	0.00	
				Total	\$17,027.79	
				Payments/Credits	\$0.00	