

THE TOWN OF NEW PALTZ  
 PO BOX 550  
 52 CLEARWATER ROAD  
 NEW PALTZ, NY 12561  
 TEL (845)255-0604 FAX (845)255-4084

REQUISITION	
NO.	R5-00942

ORDER DATE: 05/20/15  
 DELIVERY DATE:  
 STATE CONTRACT: PT62398  
 F.O.B. TERMS:

SHIP TO	
VENDOR	VENDOR #: DELLM001 DELL MARKETING L P #810-8975149-001 POLICE DPT

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	Annual server lease	AAA-522-3120-400	3,349.3700	3,349.37
		POLICE & CONSTABLES CONTRACTUAL EXP.		
			TOTAL	3,349.37

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 REQUESTING DEPARTMENT DATE

## Rachel Moreau

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**From:** Arlene Weber <bookkeeper@townofnewpaltz.org>  
**Sent:** Thursday, May 28, 2015 10:49 AM  
**To:** Susan Zimet; Jeff Logan; Kevin Barry; DAN TORRES  
**Cc:** Joe Snyder; Theresa Hart; Rachel Moreau; Carol Connolly; Rosanna Mazzaccari  
**Subject:** FW: Dell Annual lease

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Susan,

We will need authorization to process this as a pre-pay in order to have it meet the payment due date of 6/1/15. Can this be added to tonight's agenda please?

Thanks,  
Arlene

**From:** Susan Zimet Supervisor [mailto:supervisorzimet@townofnewpaltz.org]  
**Sent:** Wednesday, May 20, 2015 12:08 PM  
**To:** Joseph Snyder  
**Cc:** Arlene Weber; Robert Lucchesi; Theresa Hart; Rachel Moreau  
**Subject:** Re: Dell Annual lease

Ok

*Sent from my Verizon Wireless 4G LTE DROID*

Joseph Snyder <[Chief@newpaltzny.org](mailto:Chief@newpaltzny.org)> wrote:

Good Afternoon,

In reviewing our budget for this year, I recall that we included this in our computer/monitor line. Last year, we did not have funds for the unexpected crash, so we discussed that last year, we would consider if needed seized funds. But we were able to pay without seized funds last year. So this year, it is in our budget so no need for additional authorization other than the usual PO and payment approval. Please let me know if you have any questions. Thank you in advance.

Joe

**Joseph A. Snyder**

**Chief of Police**

**New Paltz Police Department**

**83 South Putt Corners Road**

**Suite 1**

Cc: Joseph Snyder; Robert Lucchesi; Rachel Moreau  
Subject: Dell Annual lease

Arlene,

I found the minutes where the server purchase was discussed. I would like to request a purchase order for \$3,349.37 out of either contingency or seized, the minutes do not say which line for what. I would like this purchase order as soon as possible. The bill arrived 5/19/15 and has a due date of 6/1/15. Late charges on a figure of this size will be great, so I will also be requesting a prepay. Please advise what I need to do to make this happen.

Thank you,

Theresa