



## **VILLAGE OF DOBBS FERRY BOARD OF TRUSTEES AGENDA**

<b>MEETING DATE:</b> MARCH 23, 2021
<b>AGENDA ITEM SECTION:</b> MINUTES
<b>AGENDA ITEM NO. :</b> 1
<b>AGENDA ITEM:</b> MARCH 9, 2021
<b>ITEM BACKUP DOCUMENTATION:</b> 1. DRAFT MEETING MINUTES OF MARCH 9, 2021

## DRAFT MINUTES – NOT TO BE USED AS OFFICIAL DOCUMENT

Regular meeting of the Board of Trustees of the Village of Dobbs Ferry held on March 9, 2021, remotely via Zoom:

<https://zoom.us/j/205957953?pwd=aU5YNHJVYkxub3lWN0RzQUZ0VzROUT09>, Telephone: 1-929- 205-6099, Webinar ID: 205 957 953, Password: 309361) at 6:30 p.m. Present: Mayor Vincent Rossillo, presiding, Trustees Donna Cassell, Maura Daroczy, Christy Knell, Nicole Sullivan and Larry Taylor, Interim Village Administrator Richard Leins, Village Clerk Elizabeth Dreaper, Village Treasurer Jeff Chuhta, and Ms. Lori Lee Dickson/Attorney for the Village. Also present: Ms. Jennifer Viera/Senior Office Assistant, Ms. Alissa Fasman/Secretary to the Village Administrator, Police Chief Manuel Guevara, Police Sergeant Richard Zatkovich and Mr. Stephen Trezza/DPW General Foreman. Absent/excused: Trustee Michael Patino.

Motion by Trustee Sullivan, seconded by Trustee Taylor to open the meeting.

MAYOR ROSSILLO	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
DEPUTY MAYOR CASSELL	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
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VOTE TOTALS	AYE: 6	NAY: 0	ABSTAIN: 0	RECUSE: 0	ABSENT/EXCUSED: 1
RESULT:	MOTION PASSES				

Mayor Rossillo said that Trustee Patino is excused from this evenings meeting and will not be attending

### **Pledge of Allegiance**

Mayor Rossillo led the pledge of allegiance.

Mayor Rossillo said the instructions on how to participate in the meeting is on our website and attached to the agenda. Mayor Rossillo said during this pandemic our statutory board meetings will be conducted remotely and you will be able to participate via Zoom, by internet or by telephone. The videos can also be viewed after each meeting on YouTube and will be posted on the Village website. Mayor Rossillo said if you have a comment, question or concern which you would like to make please e-mail the Village Clerk by 3:00 p.m. the Monday before the meeting, be sure to include the meeting date and the agenda item that you would like to address. Comments should be sent to the Village Clerk at: [ldreaper@dobbsferry.com](mailto:ldreaper@dobbsferry.com). For Zoom participants we will enable the option for participation to raise their hand and voice their concern or question. For courtesy of the floor to join by phone simply call the number indicated in the Zoom invitation for that particular meeting. You will be automatically muted when you are on the call. If you wish to make a statement or comment please e-mail our Village Clerk by 3:00 p.m. on the Monday before the meeting. If dialing in by phone you may raise your hand by dialing 9, you will also be muted, so you can unmute yourself by dialing \*6. To watch on YouTube you go to [www.youtube.com/user/villageofdobbsferry.com](https://www.youtube.com/user/villageofdobbsferry.com).

## DRAFT MINUTES – NOT TO BE USED AS OFFICIAL DOCUMENT

**Appointments: Consider a motion to appoint Richard Zatkovich as Police Sergeant off of Civil Service Eligible List # 78-826, effective on March 10, 2021 at 0000 hours, for an annual salary of \$132,246.00; and Mayor Rossillo to administer the oath of office**

Police Chief Manuel Guevara sent the following memorandum dated February 24, 2021 to Mayor Rossillo, Board of Trustees, Mr. Richard Leins/Interim Village Administrator and Ms. Elizabeth Dreaper/Village Clerk:



**POLICE DEPARTMENT**  
**VILLAGE OF DOBBS FERRY**  
112 Main Street • Dobbs Ferry, New York 10522  
Telephone (914) 693-5500 • Fax (914) 693-2040



**MANUEL R. GUEVARA**  
*Chief of Police*

To: Mayor Vincent Rossillo and Board of Trustees  
Richard Leins, Interim Village Administrator  
Elizabeth Dreaper, Village Clerk

From: Manuel R. Guevara, Chief of Police

Subject: Appointment of Permanent Police Sergeant Richard Zatkovich

Date: February 24, 2021

Due to the retirement of Sergeant Gregory Vince at the end of January 2021, there now exists a promotional vacancy for the position of Police Sergeant within the Dobbs Ferry Police Department.

With this in mind, I would like to recommend that Police Officer Richard Zatkovich be promoted to the rank of Police Sergeant.

Police Officer Richard Zatkovich grew up in Dobbs Ferry and graduated from Dobbs Ferry High School in 1994. He went on to earn his Associates Degree in Computer Science from Genessee Community College in 1996. Prior to joining the Dobbs Ferry Police Department, Rich worked in the IT Department for JP Morgan hedge fund services.

In 2008, Rich was hired by this agency and his law enforcement career began. During his tenure here, Rich has been assigned to the Patrol Division, although most recently he has been a member of the Department's Traffic Safety Unit.

Rich Zatkovich is a loyal and dedicated member of this department. Rich has passed the civil service examination for Police Sergeant. I believe his knowledge of the law and this department and village, make him an ideal candidate for consideration as the next Sergeant within the Dobbs Ferry Police Department.

Therefore, it is with much confidence that I recommend to the Mayor and Board of Trustees that Police Officer Richard Zatkovich be promoted to the rank of Police Sergeant, off of civil service Eligible List # 78-826, at an annual salary of \$132,246.00, effective at 0000 hours on March 10, 2021.

I thank you in advance for your consideration in this matter.

## DRAFT MINUTES – NOT TO BE USED AS OFFICIAL DOCUMENT

Motion by Trustee Daroczy, seconded by Deputy Mayor Cassell, to appoint Richard Zatkovich as Police Sergeant off of Civil Service Eligible List # 78-826, effective on March 10, 2021 at 0000 hours, for an annual salary of \$132,246.00.

MAYOR ROSSILLO	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
DEPUTY MAYOR CASSELL	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
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TRUSTEE PATINO	<input type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" type="checkbox"/> ABSENT/EXCUSED
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VOTE TOTALS	AYE: 6	NAY: 0	ABSTAIN: 0	RECUSE: 0	ABSENT/EXCUSED: 1
RESULT:	MOTION PASSES				

Mayor Rossillo administered the oath of office to Police Sergeant Zatkovich.

Police Sergeant Zatkovich thanked the Board, Chief Guevara, his wife, family and friends.

Mrs. Heidi Zatkovich pinned the shield on her husband.

Mayor Rossillo noted that Sergeant Zatkovich is replacing a Sergeant who retired.

Police Chief Guevara confirmed that Sergeant Zatkovich's appointment is filling a position that became vacant upon the retirement of Sergeant Greg Vince.

Police Chief Guevara thanked the Board for their support.

**Appointments: Consider a motion to hire Mr. Devonte Brailsford as a Starting Laborer at an annual salary of \$47,340.00 as recommended by DPW General Foremen Stephen Trezza**

Mr. Stephen Trezza/DPW General Foreman sent the following memorandum dated March 3, 2021 to Mayor Rossillo and the Board of Trustees:

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VILLAGE OF DOBBS FERRY  
Department of Public Works  
112 Main Street  
Dobbs Ferry, New York 10522  
TEL: (914) 231-8507 • FAX: (914) 693-3470

## Memorandum

To: MAYOR ROSSILLO & THE BOARD OF TRUSTEES  
CC: RICHARD LEINS, VILLAGE ADMINISTRATOR & JEFF CHUHTA, VILLAGE TREASURER  
From: STEPHEN TREZZA, DPW GENERAL FOREMAN  
Date: 3/3/2021  
Re: NEW DPW HIRE

In January 2021, Martin Gunther, a 38 year employee retired from the Department of Public Works. I am requesting to hire Devonte Brailsford as a Starting Laborer at an annual salary of \$47,340 to keep the same amount of people we currently have.

Thank you for your consideration.

Mayor Rossillo said this is a replacement for someone who is retiring.

Mr. Trezza said this appointment would be replacing Mr. Marty Gunther who retired in the end of January.

Motion by Trustee Taylor, seconded by Trustee Knell to appoint Mr. Devonte Brailsford as a Starting Laborer at an annual salary of \$47,340.00 as recommended by DPW General Foremen Stephen Trezza.

MAYOR ROSSILLO	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
DEPUTY MAYOR CASSELL	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
TRUSTEE DAROCZY	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
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TRUSTEE SULLIVAN	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
TRUSTEE TAYLOR	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
VOTE TOTALS	AYE: 6	NAY: 0	ABSTAIN: 0	RECUSE: 0	ABSENT/EXCUSED: 1
RESULT:	MOTION PASSES				

## **DRAFT MINUTES – NOT TO BE USED AS OFFICIAL DOCUMENT**

Mayor Rossillo congratulated Mr. Brailsford.

Mr. Brailsford thanked the Mayor and Board for the opportunity.

### **Courtesy of the Floor**

The following people addressed the Board: Mr. Paddy Steinschneider/329 Broadway.

Mayor Rossillo thanked everyone who participated in the Covid vaccination pop-up event on Saturday.

### **Consider a resolution authorizing licensed use of on-street parking as parklets for use by local businesses**

Mayor Rossillo said we are all in favor of the use of the parklet and what it comes down to is how much or anything that we should charge. Mayor Rossillo asked the Board how they feel about this.

Deputy Mayor Cassell said she would like to hear from Mr. Chuhta on the pros and cons of the finances regarding charging and not charging and what the financial impact would be for the Village.

Mr. Chuhta said looking at the budget, between permit parking and meters, the permits are budgeted at about \$320,000.00 and the meters are about \$250,000.00, so we are looking at \$570,000.00 of lost revenue. Mr. Chuhta said the parking meters have brought in \$90,000.00 so we are talking about \$400,000.00 of lost revenue this year. Mr. Chuhta said in the new budget these are significant decreases because we are not sure when either of those will come back. Mr. Chuhta said the first draft of the budget that has been put together that we looked at, at the workshop last week, actually does have a 4% tax rate increase. Mr. Chuhta said it's not insignificant to lose that revenue.

A discussion was held regarding the loss of revenue and the impact on the budget. Mr. Chuhta addressed questions from the Board.

Mr. Leins said you do have a fiduciary responsibility with respect to tax payer funds. Mr. Leins said if you are taking up certain spaces to the exclusion of others, how equitable is that and how do you deal with the other businesses that are in the downtown; not everybody has the luxury of being able to go to restaurants, so what about the rest of the population that is paying into the tax base and is not taking advantage of a restaurant; the Village spent a lot of money on barriers and last year you were trying to recoup some of them; and lastly I think there is a value that is associated with a parking space and you should assign some value to that, not necessarily nominal. Mr. Leins said it's being used to the exclusion of others, which if it was done for one particular person it would take a special act of the legislature, and for some reason because of Covid there has been an exemption that has been carved out. Mr. Leins said you really have an obligation to safeguard taxpayers money, so he would caution against charging zero or anything looking like zero. Mr. Leins said as he understand it these parklets are mainly so the restaurants can continue to do business, what do you do when they are then able to do business within the confines of their space? What do you do then, then you are allowing them to not only have restaurants indoor, but beyond your café permit, you are actually letting them go into the street. Mr. Leins said these are just a couple of things he would like the Board to balance the discussion by thinking about.

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Ms. Dickson said she did provide a couple of words of advice to the Board that New York State Constitution actually forbids you to give away for public funds for free. Ms. Dickson said this would be the equivalent because it has value it is actually unconstitutional in the State of New York to give this away. Ms. Dickson said that you hold as a Board of a corporation, for the benefit of the public at large, those areas of the right-of-way and any public properties including parks for the benefit of the whole. Ms. Dickson said she would caution that a dollar amount of some kind be assigned in such a way so you can be reassured that you're not running afoul of the constitution. Ms. Dickson said it's a policy decision to be made by this Board representing the corporation.

Trustee Daroczy asked about other municipalities that we have been told are doing this for free.

Mr. Leins said the municipalities that we sited have all indicated that if they are going to do it this year they are going to charge. Mr. Leins said he doesn't think they have actually legislated it yet. Mr. Leins said whatever other municipalities do has nothing to do with what we do. Mr. Leins said we are trying to advise you on the law to protect you, and what other municipalities choose to do has nothing to do with the legality of it. Mr. Leins said we are telling you what the law is and I would just encourage you to at least come up with some rational explanation for what you are doing.

Trustee Daroczy said she is glad that you are publically stating the laws and the reasons behind why we might not be able to do the same thing that other municipalities are doing.

Mr. Leins said our responsibility is to try to protect you or to at least to give you the information and then you can make a decision.

Trustee Taylor said his opinion, practically speaking, is you are supposed to charge something.

Mr. Chuhta and Chief Guevara addressed questions from the Board.

Mayor Rossillo acknowledged receipt of the following correspondence:

Ms. Michelle Adams/President-Rivertowns Chamber of Commerce sent the following letter dated March 8, 2021 to the Mayor and Board of Trustees:



March 8, 2021

Dear Dobbs Ferry Mayor and Board of Trustees,

I am writing to address the need for more support for Dobbs Ferry's brick and mortar businesses. We are aware that both last year and this year, a number of businesses have expressed their concerns about taking on additional costs for the parklets, along with concerns about lighting, and while there was some movement towards offering more support to businesses, we ask that you take into full consideration the realities outlined below.

**1. Why is outdoor space essential for all businesses this year?**

In a recent [Atlantic article](#), Joe Pinsker writes in regards to the public level of comfort:

- "The end of the coronavirus pandemic is on the horizon at last, but the timeline for actually getting there feels like it shifts daily, with updates about viral variants, vaccine logistics, and other important variables seeming to push back the finish line or scoot it forward."
- "...while certain activities should become much safer over the summer, many people might not be comfortable resuming them until the end of the year or even later."
- "Even after a wonderful summer, a rise in cases could necessitate a reversion to many of the precautions from earlier in the pandemic, even if it doesn't require full-on lockdowns."

Businesses are still making up lost revenues and covering debts accrued over the past year. Business owner Sasha from Scribble Art Workshop told us "We had to permanently close our NYC studio and move all of our programming online. Our staff decreased from 45 employees to 7. Our sales overall have decreased by 70% and many of our expenses remain. Even with our soft reopening this summer, because our clients can't be vaccinated yet (because they're children) we intend to operate at a 30% capacity to ensure the safety of our community for the foreseeable future. Every dollar counts now. We have put much effort into finding ways to reduce every expense and being able to have outdoor space through the parklet program, free of charge, would be extremely helpful to us."

The National Restaurant Association reports "Most restaurant operators do not expect a return to normal business conditions any time soon. Thirty-two percent of operators think it will be 7-12

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months before business conditions return to normal for their restaurant, while twenty-nine percent think it will be more than a year.”

Despite reduced revenue, the restaurants in Dobbs Ferry invested in outdoor spaces last year. Tables, heaters, umbrellas, plants, and other creative options cost thousands of dollars. According to the National Restaurant Association research, at least 75% of full service restaurant operators expanded outdoor dining offerings in response to the pandemic and report that it constitutes 44% of their overall revenue. Outdoor dining provided safe places to dine, provided much needed cash flow for restaurant operators, and allowed restaurants to bring back additional staff. It was a lifeline.

### 2. What makes restaurants uniquely difficult to manage during the pandemic?

The restaurant model is unlike other small businesses in terms of the amount of perishable goods and labor needed to operate on a daily basis; in the best of times restaurants are high volume, low margin, and unpredictable. Before COVID-19, the New York State Restaurant Association reported an average industry profit margin of 3-5%. This means that any disruption makes it challenging to manage costs. It is not uncommon for restaurant owners to forego their own paychecks and health insurance, pull money from their personal savings, or even cover staff shifts themselves to cut labor costs they cannot afford and keep business expenses paid. Further, profits typically get re-invested in necessary improvements as independent restaurants cannot add debt service with already low profit margins.

Last March restaurants found themselves in an impossible position. Laying off employees, but still scrambling to cover their mounting fixed costs. “Pivoting” to adapt to regulations and consumer needs costs significant money and time, it is much like opening a new business. Even restaurants who are doing “well” with take-out are finding it difficult to stay ahead. Other added costs unique to the pandemic are dedicated staff for delivery and take-out, increased use of take-out containers, loss of perishable goods due to quarantines, construction to adapt spaces, protective and sanitizing supplies, air purifying equipment, and new ecommerce solutions.

“Eighty percent of operators say their current staffing level is lower than what it would normally be in the absence of COVID-19.” But this doesn’t mean cost savings like we might expect. “Expenses are also climbing amid the pandemic, with 59% of operators saying their total labor costs as a percentage of sales are higher than they were pre-pandemic.” If we are seeing an increase of labor as a percentage of sales alongside a decline in jobs we know that restaurants are still struggling.

So there is significant loss to revenue and significant added costs--what is left is careful cash flow management. Payroll must be met in full each week, without question. Restaurants are

cash-in, cash-out and rely on flexible suppliers and landlords to make this possible. Added costs from the village will contribute to debts going unpaid in other areas. Paying the village jeopardizes essential credit terms with suppliers and relationships with landlords.

### **3. Why are restaurants important to the village?**

To quote Frank Bruni in The New York Times, “The tragedy is national of course, and it has had profound effects on the American economy because, as Matt Goulding noted in The Atlantic, the restaurant industry ‘generates \$900 billion a year and employs 15 million people.’ ...That’s the financial arithmetic. What about the social and emotional math? Restaurants often anchor the neighborhoods that they’re in and attract additional businesses. They’re engines of urban renewal.”

And what about the *people*? The restaurant industry is the second-largest private sector employer in the country with the highest rate of job loss across all sectors. Lost restaurant jobs disproportionately affect young people, immigrants, people of color, women, and single mothers. Restaurants are—

- #1 employer of single mothers
- #2 employer of new immigrants
- #1 employer of returning citizens from institutions
- #1 employer of first time job seekers

Money spent at restaurants is multiplied within the community. More than \$0.95 from every dollar a restaurant receives goes back out, with most of those dollars going towards employees, farmers, fisherman, bakers, ranchers, winemakers, linen providers, and so many more critical small businesses.

Restaurants are the largest employers, the nucleus of supply chains, the anchors of our downtowns, the hubs of our community. They are cornerstones for our economic recovery.

Additionally, the emotional lift outdoor dining gave to our community last summer - after even just a few months under lockdown - was immeasurable. After a full year of life being disrupted in so many ways, and a very long winter, being able to again foster a spirit of togetherness cannot be discounted:

- “I absolutely loved when they closed down the street for outdoor dining. The restaurants were busy, there were kids running in the street, and you could see happy familiar faces out and about everywhere. Everyone was able to social distance with the space” - Chelsea Al Marji

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- “Eating outside provided a street-fair type experience and a strong sense of community, as we could say hello to friends walking down the street...I’d like to reiterate my support for this initiative. I think a lot of us were shocked to find out that the restaurants had to pay for spaces!” - Barbara Shornick
- “Just ate at The Cookery last night! They still have outdoor seating - my husband and I are not comfortable with indoor dining yet. I fully support giving parking spaces to restaurants for outdoor seating (for free!). Last summer and into the fall it was wonderful being able to eat outside downtown - a much needed change of scenery from our dining room. We’ve tried to continue to support local restaurants by getting take-out this winter, but really hope the outside seating comes back this spring! Frankly, I’d love for it to continue past covid.” - Casey Bentz
- “Let’s not charge the struggling restaurants for the parking spaces. That would help them do better.” - Christina Cashin

#### 4. Why should local governments help their restaurants and small businesses?

In a White House meeting with the Independent Restaurant Coalition, the Deputy Director of the National Economic Council said, “The data is clear that the restaurant industry has been if not the most hard hit, one of the most hard hit industries because of Covid.” A Senior Advisor to the President and director of the White House Office of Public Engagement said, “Neighborhood restaurants and bars are vital to communities across the country, and they will play a central role in putting people back to work and getting our economy back on track.”

Sen. Charles E. Schumer said on a recent call with the Westchester County Association that “forty percent of new federal funding will be allocated directly to local governments”. The federal government is giving localities the opportunity to invest in their economic future. Senator Schumer also told the Washington Post “We need to do much more for restaurants.”

District of Columbia Mayor Muriel Bowser announced grants for businesses to help with outdoor dining costs. President Biden backed a letter to congress from the National Restaurant Association, which also saw endorsement from the National Conference of Mayors.

Federal, state, county, and local governments whole-heartedly support efforts to keep restaurants and small businesses alive. The National Restaurant Association outlines ways for mayors to support restaurants: “State and local lawmakers have the chance to make a real difference in their local industry’s survival.” Some local examples include:

- Westchester County establishing Business First Grants and Community Table Partnership Grants, directing funding to small businesses and restaurants

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- Village of Larchmont provides use of parking spaces for free, as well as providing barriers and greenery at no charge
- Hastings provides parking spaces at no charge for 2020 and 2021
- The Village of Bronxville partnered with the Bronxville Chamber of Commerce to financially assist Bronxville businesses

Last year the Dobbs Ferry Board of Trustees required businesses to pay monthly fees to off-set the village's purchase of barriers and the loss of parking revenue, but the businesses could barely keep up with rent to their landlords. The village treasurer reported on October 13, 2020:

- "There was a surplus for the 2019-2020 fiscal year"
- "Unappropriated fund balance (savings account) at May 31, 2020 was \$3.2 million"
- "The village's finances are strong"
- "Village is not designated as being in fiscal stress by New York State's stress monitoring system"

The Rivertowns Chamber of Commerce, an organization made up of small business owners who volunteer their time, recognizes the impossible financial situation of small local businesses during a pandemic and has suspended dues for members that cannot pay. These businesses are not only struggling to remain solvent, many will face additional debt once the pandemic is behind them.

While \$175 or \$350 a month might not seem like a large expenditure, we ask that you reconsider the proposed fees, and offer full economic support to our downtown business community in the form of waived fees for 2021. We also ask you to ensure the allowed use of electric lighting, which is a sanitary and safety requirement. We ask for this consideration not only for the survival of our restaurants and retail businesses, but for the overall economic health and spirit of the village.

Our small businesses are still catching up and they are clinging to desperate attempts to stay afloat. Even with relief from other sources and the pandemic end in sight, it isn't enough. Everything helps. This is a way you can help, it is a way you must help.

Sincerely,



Michelle Adams

President, Rivertowns Chamber of Commerce

[info@rivertownschamber.com](mailto:info@rivertownschamber.com) | [www.rivertownschamber.com](http://www.rivertownschamber.com)

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Ms. Jessica Malberg sent the following e-mail dated March 8, 2021 to Mayor Rossillo and Ms. Elizabeth Dreaper/Village Clerk:

**Liz Dreaper**

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**From:** Jessica Malberg [REDACTED]  
**Sent:** Monday, March 8, 2021 11:15 AM  
**To:** Vincent Rossillo; Liz Dreaper  
**Subject:** Writing against Parklet Fees for Dobbs Ferry Businesses

[EXTERNAL] This email is from outside the Village of Dobbs Ferry - Please use caution when opening links and attachments!

Hello,

I am a resident of Dobbs Ferry, and am a supporter of all the local businesses.

It has come to my attention that the Village is requiring local businesses to pay monthly for the parklets in downtown Dobbs Ferry.

I am writing to request that the village removes/waives these fees for the summer. These are businesses that have suffered during the pandemic and this is money that they cannot afford.

I cannot believe that the Village is asking for additional money from businesses that have suffered during the pandemic - I am asking the village to RECONSIDER that charge and waive the fees for these businesses.

Thank you,

Jessica Malberg

26 Bradley Street, Dobbs Ferry  
[REDACTED]

Ms. Ali Moss/Co-founder, Rivertown Public Market sent the following e-mail to Mayor Rossillo and the Board of Trustees:

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**From:** Ali Moss [REDACTED]  
**Sent:** Monday, March 8, 2021 1:52 PM  
**To:** Liz Dreaper <ldreaper@dobbsferry.com>  
**Subject:** Comments for tomorrow evening's BOT meeting

**Dear Mayor Rossillo and the Board of Trustees,**

I am writing in support of the parklet program, and any additional efforts you are considering to alleviate the financial burden on the independent restaurants and other small, local businesses in our village. Not only must the parklet program be approved for another season, but Dobbs Ferry should follow the lead of Hastings and other neighboring municipalities and offer each restaurant at least one spot (ideally up to three) rent-free. It is good for our businesses, good for our downtown, and good for our community. We may lose some parking revenue in the short-term, but imagine the parking revenue we'd lose if our restaurants close and other small businesses shutter. These small businesses attract people, both from within Dobbs and from other towns, and encourage them to spend their hard-earned money locally. Their success is also critical to attracting additional new businesses to set up shop in our downtown.

I hope you see the wisdom in renewing the parklets program and expanding it to run at no cost to the participating restaurants. I also hope you'll continue to innovate around closing the streets on a recurring basis to allow for even more outdoor dining -- and a covid-safe celebratory atmosphere for the entire community. These are short-term investments in the long-term health and vitality of our village.

Thank you,

Ali Moss  
Co-founder, Rivertown Public Market  
55 Hillside Rd, DF, NY 10522

Mr. Padriac Steinschneider/Gotham Placemaking Planning & Development Ltd. sent the following e-mail dated March 9, 2021 to Ms. Elizabeth Dreaper/Village Clerk:

Liz Dreaper

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**From:** Padriac Steinschneider [REDACTED]  
**Sent:** Tuesday, March 9, 2021 7:38 AM  
**To:** Liz Dreaper  
**Subject:** Fwd: Hello and a request from the Rivertowns Chamber of Commerce

[EXTERNAL] This email is from outside the Village of Dobbs Ferry - Please use caution when opening links and attachments!

I have been advised that I did not follow proper protocol and cannot send e-mails directly to the Mayor and Trustees, but have to submit through you instead. I did not intend to cut you out of the link. I think of you as a very busy person with too many things that you have to do. I did not intend disrespect. Nor did I intend excessive familiarity with the Trustees. Since Trustees feel comfortable e-mailing me to do things for the Village, I misperceived that we were able to communicate as people.

I also understand that, since you did not receive this before 3:00 PM yesterday, there is no way that it can now be distributed. Again, my fault and I do not expect any special attention.

Hope you are doing well. I do intend to speak at tonight's meeting during Persons To Be Heard. However, my intent is to thank the Village for the wonderful effort this past Saturday to get 500 Dobbs Ferry residents vaccinated against CoVid.

Thanks,

**Paddy Steinschneider**

Gotham Placemaking Planning & Development Ltd.  
329 Broadway, Dobbs Ferry, New York 10522

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

From: **Padriac Steinschneider** [REDACTED]

Date: Mon, Mar 8, 2021 at 10:06 PM

Subject: Fwd: Hello and a request from the Rivertowns Chamber of Commerce

To: Mayor Vincent Rossillo <[mayorrossillo@dobbsferry.com](mailto:mayorrossillo@dobbsferry.com)>, Nicole Sullivan [REDACTED],  
Cassell, Donna <[TrusteeCassell@dobbsferry.com](mailto:TrusteeCassell@dobbsferry.com)>, Christy Knell <[trusteeknell@dobbsferry.com](mailto:trusteeknell@dobbsferry.com)>, Taylor,  
Lawrence <[TrusteeTaylor@dobbsferry.com](mailto:TrusteeTaylor@dobbsferry.com)>, Maura Daroczy <[trusteedaroczy@dobbsferry.com](mailto:trusteedaroczy@dobbsferry.com)>,  
<[TrusteePatino@dobbsferry.com](mailto:TrusteePatino@dobbsferry.com)>, Village Administrator <[villageadministrator@dobbsferry.com](mailto:villageadministrator@dobbsferry.com)>

Hopefully, you have received a letter from the President of the Chamber of Commerce pertaining to the parklets in our downtown. It was clear at the last Board of Trustees meeting that the Board supports continuing this program. The issue is the cost that businesses will need to pay to participate. President Michelle Adam's letter is very helpful in explaining the specificity of the situation. This is not a "business as usual" problem. I understand how eager everyone is to get back to normal, but I think it will still be a while before we are even going to know what the new normal is. In the meantime, we need to recognize several realities:

1. Many of us have worked very hard over the past 30 years trying to revitalize our downtown. To a surprising degree, we were achieving success with fewer empty storefronts, quiet uses that do not contribute to the vitality of the downtown being replaced by more vibrant businesses, and property owners gaining confidence in the value of the downtown to commit to significant investments in their buildings to renovate, rehabilitate, and repair their properties. CoVid has threatened to unravel that progress.

**2. The adverse impacts of vacant stores on the municipality are daunting. Lower rents, vacant stores, unimproved buildings have an immediate impact on the revenue generated by those properties, including the real estate taxes that the Village uses to support the municipality. Since a successful downtown is a complex recipe, in which one use is critical to the success of another use nearby, the loss of just a few stores or restaurants has an exponential impact on the viability of those stores and restaurants that are struggling to remain.**

**3. The investment of time, energy, and money that has been spent over the last two decades in an effort to strengthen our downtown will be lost, if we do not use unusual means to support our local businesses in this time of crisis. This potential loss in value is many times the cost that will be incurred in providing this immediate support. Our investment at this moment can be leveraged to retain a much greater value in our downtown. The combined tax revenue from one restaurant to the municipality in one year justifies this investment in the parklets.**

**4. Thinking of the larger population in our Village, it is also clear that the Board of Trustees' decision last year to allow the parklets to be created was an encouragement to every resident that we will see this through and survive as a community. The energy and character provided to our downtown by the parklets has helped our entire community have the confidence and hope for the future. The Board should be proud that it looked beyond provincial concerns and that it is always easier to say "no" than "yes"**

and allowed our local restaurants an avenue to being able to stay in business.

5. In case we need the reminder, our local restaurants have also been heroes during these difficult times and their generosity to provide food for people in need, as well as to provide food as a way of thanking our first responders, demands consideration and certainly exceeds any fees and costs generated by permitting the parklets to be created.

I understand that there is always a desire to balance the way in which municipalities decide to invest in their community. I think that it is fair to say that everyone has been adversely affected by the CoVid epidemic; maybe with the exception of Eric Yuan who created the ZOOM app. The question as to why a local business should receive financial support from a municipal government when financial support is not being provided to other local residents is a fair one. Municipalities are very limited in what they can do to "invest" in the needs of the private sector. However, this is a complex situation that demands a different perspective. By allowing local stores and restaurants to use parklets, which is the public street, as a way of selling their goods and serving food may mean that a benefit is being given to one group of people, but not to others, but that ignores the fact that the support of these local businesses provides a much greater value to the community. It is easy to understand how some could draw a conclusion that this is not fair - but they would be wrong.

As the Trustees debated at the last Board of Trustees meeting, they are being asked to forgo the income from the parking meters and to provide barriers for the benefit of the local stores and restaurants. They have tried to monetize the value of allowing that to happen and assign to those stores and restaurants a fee to cover at least a portion of those costs to the municipality. Unfortunately, the impacts on those stores and restaurants due to CoVid have been so intense that it is amazing that so many are still hanging on. I believe that what has been described as a small fee of \$175 per space per month is simply not something that these businesses are able to pay. It will threaten their ability to survive and their loss will be shared by everyone in Dobbs Ferry. I also note that there seem to always be open parking spaces throughout the day, even with the parklets in place, so the reality is unlikely that the Village is actually losing income from the meters.

This is an emergency and demands the kind of leadership that emergencies require. The letter from the President of the Chamber of Commerce is compelling and explains in great detail the circumstances. It is clear that the Dobbs Ferry Board of Trustees needs to look at the biggest picture at this point in time to understand what is in the best long term interests of the residents of this Village whom they represent.

Thank you for your time and attention,

**Paddy Steinschneider**

Gotham Placemaking Planning & Development Ltd.  
329 Broadway, Dobbs Ferry, New York 10522

## DRAFT MINUTES – NOT TO BE USED AS OFFICIAL DOCUMENT

On Sun, Mar 7, 2021 at 10:37 AM Kristin James [REDACTED] wrote:  
Hello!

I'd like to introduce myself to you - my name is Kristin James and I'm the new village rep for the Rivertowns Chamber of Commerce, and I'll be working on government affairs and economic development issues. I'm very excited to be of service to the business community here in Dobbs Ferry, especially during these extraordinary times. Should you ever have questions or thoughts, please feel free to contact me.

We do have an immediate concern at the moment, and we are asking for your support.

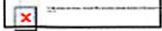
The Board of Trustees has agreed to move forward with again allowing restaurants and retail businesses to lease parking spaces this Spring and Summer to safely increase capacity and hopefully make up some lost ground. The board is proposing a lease fee of \$175 per space per month this season. We have heard from businesses that any fee associated with the parklets is a financial burden that will put them further behind in their efforts to financially recover from this pandemic. The Chamber's official position is for the village to absorb the costs, as some of our neighboring communities do.

Attached please find the letter we will be submitting to the Board of Trustees tomorrow. If you could lend your support we'd like to include that in our letter. To do so, **simply reply to me via this email with your name and your business name**. We do need to collect this information today, as we need to submit everything tomorrow before this week's trustee meeting.

We'd be so grateful to add your voice. Thank you, and again please reach out with anything you might need.

Best,  
Kristin

Kristin James  
Head Strategy Maker



## **DRAFT MINUTES – NOT TO BE USED AS OFFICIAL DOCUMENT**

Mayor Rossillo asked for people addressing the Board to keep their comments to three minutes.

The following people addressed the Board: Ms. Michelle Adams/President-Rivertowns Chamber of Commerce; and Mr. Paddy Steinschneider/329 Broadway.

The Board discussed costs that businesses are faced with and how they are staying afloat during the pandemic.

Ms. Michelle Adams addressed the Board regarding profit margins and how independent businesses cannot take on more debt at this time.

Mayor Rossillo said we should make a decision on how much the fee will be. Mayor Rossillo said we should realize that the restaurants are in trouble. Mayor Rossillo said last year the fee was \$250.00 per space, per month and we initially lowered it to \$175.00 in this resolution. Mayor Rossillo said clearly we can't do it for free, so is the majority willing to move down from \$175.00. Mayor Rossillo said he wants to gather a consensus. Mayor Rossillo and Trustees Knell, Taylor and Sullivan said yes, and Deputy Mayor Cassell and Trustee Daroczy said no.

Discussion of the budget related to the parklet fees continued and Mr. Chuhta, Chief Guevara and Ms. Dickson addressed questions from the Board.

Ms. Dickson said if the Statewide emergency is withdrawn there is a chance that this parklet program will have to be withdrawn because of the laws being changed by Executive Order or otherwise.

Ms. Dickson addressed questions from the Board.

The Board discussed the amount that the Village should charge per space/per month.

Mayor Rossillo said we should come up with an amount that a majority agrees on. After further discussion of the amount to be charged per space/per month the consensus of the Board is \$50.00.

Ms. Dickson said you have assigned a dollar value, you have explained value of that fee and she believes having that on the public record is sufficient because you have waived the on-street parking and there is a declaration of a statewide health pandemic and you are promoting public health and safety.

Mr. Leins said he was trying to point out the different sides so the Board could consider them all and come to an equitable solution. Mr. Leins said we are just trying to make sure it's a balanced conversation.

Mayor Rossillo said we will make a formal motion which will include the amount of \$50.00 per space/per month, 21 spaces running from the period of April 1, 2021 and expiring on November 28, 2021.

Ms. Dickson said in the Board packets there is a resolution and you are changing the number of spaces from 25 to 21, and you are also changing the fee from \$175.00 to \$50.00.

Ms. Dickson addressed questions from the Board.

Trustee Sullivan offered the following resolution which was seconded by Trustee Knell:

**RESOLUTION 7-2021**

**RESOLUTION OF THE VILLAGE OF DOBBS FERRY BOARD OF TRUSTEES  
AUTHORIZING LICENSED USE OF ON-STREET PARKING AS PARKLETS  
FOR USE BY LOCAL BUSINESSES**

**WHEREAS**, on March 7, 2020, Governor Andrew M. Cuomo issued Executive Order Number 202, declaring a State-wide emergency in connection with the COVID-19 global pandemic, and thereafter issued directives in furtherance of such Executive Order for the protection of health of the public, including workforce reductions and suspension or limitation on indoor dining at food establishments and indoor patronage at local shops and service businesses; and

**WHEREAS**, in furtherance of its efforts to address impacts of COVID-19 on local businesses, especially restaurants, and to reduce the risks posed by the ongoing pandemic on the health and welfare of its residents and the public, the Village of Dobbs Ferry will temporarily amend on-street parking on Cedar and Main Streets;

**NOW THEREFORE BE IT RESOLVED, THAT** in connection with Executive Order 202, for the protection of the health and safety of the public and in an effort to lessen ongoing effects of the COVID-19 crisis on local businesses, the Board of Trustees of the Village of Dobbs Ferry hereby temporarily amends on-street parking for Cedar and Main Streets to make additional outdoor space available for licensed use by local businesses with the total number of parking spaces not to exceed 21; and

**BE IT FURTHER RESOLVED, THAT** the Board authorizes continuation of a “parklets” program whereby local businesses may enter into agreements for the licensing of no more than 3 on-street parking spaces, which must be on the street immediately in front of and no wider than their place of business, for the protection of health and safety of patrons, staff and the public, to use in furtherance of their businesses; and

**BE IT FURTHER RESOLVED, THAT** the license for use of a parklet shall be subject to conditions including: (i) compliance with all State and local laws and regulations, including but not limited to the State Liquor Authority for the serving of alcoholic beverages, NYS Uniform Codes for electricity usage and Executive Orders and directives related to the COVID-19 pandemic; (ii) that businesses will require their employees to use off street parking only; (iii) term commencing April 1, 2021 and expiring November 28, 2021; (iv) license fee equivalent to \$50.00 per space, per month, which will applied by the Village to help defray the loss of parking revenue and the expense of purchase and installation of safety equipment for each parklet.

# DRAFT MINUTES – NOT TO BE USED AS OFFICIAL DOCUMENT

MAYOR ROSSILLO	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
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VOTE TOTALS	AYE: 6	NAY: 0	ABSTAIN: 0	RECUSE: 0	ABSENT/EXCUSED: 1
RESULT:	MOTION PASSES				

## Consider a motion to approve the audit of claims as submitted and recommended by the Village Treasurer

Mr. Chuhta said this is the normal audit.

Motion by Deputy Mayor Cassell, seconded by Trustee Taylor to approve the audit of claims as submitted and recommended by the Village Treasurer as follows:

### MARCH AUDIT #1

<u>Fund Distribution</u>	<u>Regular</u>
A-General Fund	\$ 144,694.26
ES - Enterprise Sewer Fund	3,422.44
H-Capital Fund	99.00
L- Library Fund	9,534.19
T-Trust & Agency Fund	2,139.00
Grand Total	<u>\$ 159,888.89</u>

MAYOR ROSSILLO	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
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VOTE TOTALS	AYE: 6	NAY: 0	ABSTAIN: 0	RECUSE: 0	ABSENT/EXCUSED: 1
RESULT:	MOTION PASSES				

## DRAFT MINUTES – NOT TO BE USED AS OFFICIAL DOCUMENT

**Consider a motion to approve the estimate provided by Global Interactive Solutions, LLC for a public works project to upgrade the audio-visual capabilities within the Boardroom at Village Hall. The estimated cost for this project is \$34,499.00, and the funding will be from the PEG Grant accepted by the Village in the latest franchise agreement with Altice.**

Ms. Alissa Fasman/Secretary to the Village Administrator sent the following memorandum dated March 4, 2021 to Mayor Rossillo and the Board of Trustees:



### MEMORANDUM

To: Board of Trustees, Village of Dobbs Ferry

From: Alissa Fasman

Re: Audio Visual Upgrade Recommendation

Date: March 4, 2021

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In response to a request by the Board of Trustees to investigate upgrading the audio visual equipment in our Village Board Room and at the same time what it would take to integrate the advantages of video conferencing when we return to live in-person public meetings, we are recommending the proposal submitted by Global Interactive Solutions as presented at the Board of Trustees meeting on February 23, 2021. The design, equipment and installation will cost \$34,499, which is well within the PEG funds granted to us by the franchise agreement with our cable operator.

I worked with Liz Dreaper, Jennifer Dorman, and Jeff Chuhta to investigate the best solution to the Board's request.

We sought proposals from four firms including Mason Technologies, Inc, Colortone AudioVisual Services, KeyCode Media, and Global Interactive Solutions. We believe the GISS proposal offers the upgrades in equipment and service that we requested, for the best price by a professional and experienced team with whom it is easy to work. GIS can also provide the kind of tech support we may need going forward if our A1 consultants are not able to assist. GIS is willing to work with and train our staff, as well as our local A1 consultants, an additional advantage to this proposal.

We ask that you approve the estimate for the design, equipment and installation at a price of \$34,499, so that they can get to work immediately. We intend to have the Boardroom upgrades complete by the time it is safe to return to live, in-person meetings.

Mayor Rossillo asked if the money for this comes from Altice.

## DRAFT MINUTES – NOT TO BE USED AS OFFICIAL DOCUMENT

Mr. Leins said yes, it is part of the cable franchise PEG money to make public television possible.

Mayor Rossillo said he has asked for the Village to look into another contract for the court room which I believe would have to come out of our budget and not this. Mayor Rossillo said he thinks it would be very helpful for the court room to have this as well.

Trustee Taylor asked Ms. Fasman how flexible the system is, and if she is comfortable that this gives us a significant amount of flexibility to be able to adapt as technology changes and as our meeting formats may change over time.

Ms. Fasman said it's sort of a future looking system I think in terms of allowing us to be able to bring people in like this but into the live board room. Ms. Fasman said Ms. Dorman and Ms. Dreaper can add to this, this company has been doing this for the last eleven years with Zoom but 25 years working on this kind of technology. Ms. Fasman said she is confident that they are giving us a forward looking system.

Motion by Trustee Taylor, seconded by Deputy Mayor Cassell to approve the estimate provided by Global Interactive Solutions, LLC for a public works project to upgrade the audio-visual capabilities within the Boardroom at Village Hall. The estimated cost for this project is \$34,499.00, and the funding will be from the PEG Grant accepted by the Village in the latest franchise agreement with Altice.

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VOTE TOTALS	AYE: 6	NAY: 0	ABSTAIN: 0	RECUSE: 0	ABSENT/EXCUSED: 1
RESULT:	MOTION PASSES				

### Minutes: February 23, 2021

Motion by Trustee Sullivan, seconded by Trustee Taylor to approve the meeting minutes of February 23, 2021 as submitted.

## DRAFT MINUTES – NOT TO BE USED AS OFFICIAL DOCUMENT

MAYOR ROSSILLO	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
DEPUTY MAYOR CASSELL	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
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VOTE TOTALS	AYE: 6	NAY: 0	ABSTAIN: 0	RECUSE: 0	ABSENT/EXCUSED: 1
RESULT:	MOTION PASSES				

### Trustee Liaison Reports

#### 1. Planning Board: 3/4/2021

Deputy Mayor Cassell said there was supposed to be a public hearing on the MDR-2 Zoning changes and the guidelines for Palisade Street, but it has been postponed to the next meeting. Deputy Mayor Cassell said the public hearing will be at the next meeting and then they will be passing that along to the Board of Trustees.

#### 2. Parks & Recreation Commission: 3/8/2021

The Parks & Recreation Commission meeting didn't meet and the meeting was moved to next week.

#### 3. AHRB: 3/8/2021

No report.

### Announcements

Trustee Daroczy said the Youth Services Council is having an event on March 11, 2021 from 7:00 p.m. to 8:30 p.m. and it is a program to prevent underage drinking.

Mayor Rossillo said the Police Reform Task Force is having its final meeting on March 15, 2021. Mayor Rossillo said we will be reviewing the preliminary report and then we will publish the report and then it will be reviewed and voted on by the Board of Trustees at the March 23, 2021 meeting.

Trustee Sullivan said everyone did an awesome job at the Covid vaccination pop-up on Saturday. Trustee Sullivan said it was well done and the Village received a lot of compliments.

Mayor Rossillo thanked everyone for their efforts on Saturday.

## DRAFT MINUTES – NOT TO BE USED AS OFFICIAL DOCUMENT

### Adjournment

Motion by Trustee Sullivan, seconded by Trustee Daroczy to close the meeting.

MAYOR ROSSILLO	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
DEPUTY MAYOR CASSELL	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
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RESULT:	MOTION PASSES				

The meeting closed at 7:44 p.m.