



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

<b>MEETING DATE:</b> SEPTEMBER 8, 2020
<b>AGENDA ITEM SECTION:</b> MINUTES
<b>AGENDA ITEM NO. :</b> 1
<b>AGENDA ITEM:</b> JULY 14, 2020
<b>ITEM BACKUP DOCUMENTATION:</b> 1. DRAFT MEETING MINUTES OF JULY 14, 2020

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

Regular meeting of the Board of Trustees of the Village of Dobbs Ferry held on July 14, 2020, remotely via Zoom (<https://zoom.us/j/205957953?pwd=aU5YNHJVYkxub3lWN0RzQUZOVzROUT09>, 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, Michael Patino, Nicole Sullivan (arriving at 6:32 p.m.) and Larry Taylor, Acting Village Administrator Edmond Manley, Village Clerk Elizabeth Dreaper, and Ms. Lori Lee Dickson/Attorney for the Village. Absent/excused: Village Treasurer Jeff Chuhta,

Motion by Trustee Patino, seconded by Deputy Mayor Cassell 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
TRUSTEE DAROCZY	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
TRUSTEE KNEEL	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
TRUSTEE PATINO	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
TRUSTEE SULLIVAN	<input type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" 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	6 AYE	0 NAY	0 ABSTAIN	0 RECUSE	1 ABSENT/EXCUSED
RESULT:	MOTION: PASSES				

### Pledge of Allegiance

Mayor Rossillo led the pledge of allegiance.

Trustee Sullivan arrived at 6:32 p.m.

Mayor Rossillo said our community has lost a valued member of our community last week with the passing of David “Scotty” Shevlin. “Scotty”, as we all knew him, announced all of the Dobbs Ferry High School football games for 47 years. However, he was more than just the Dobbs Ferry High School football announcer. He was a valued member of the Dobbs Ferry community. He was a veteran who served in Vietnam and an active member of American Legion Post 1048. He was also the President of the New York Shamrocks for more than twenty years. He belonged to the Tophatter’s Club and was a devoted parishioner of Our Lady of Pompeii Church. After living in Yonkers for more than fifty years Scotty moved to Dobbs Ferry in 2012 and became a very active member of the Senior Citizen’s Program in Dobbs Ferry. If there was an event, Scotty was there. He was always encouraging, always interesting, and always supportive and he will be greatly missed. The funeral arrangements are for a wake this Friday, July 24<sup>th</sup> at Edwards-Dowdle from 4:00 p.m. to 8:00 p.m. and the funeral will be on Saturday, July 25<sup>th</sup> at Our Lady of Pompeii Church at 11:00 a.m.

Mayor Rossillo said tonight’s meeting is dedicated in his memory. Mayor Rossillo asked for a moment of silence on his behalf.

Mayor Rossillo said the Governor has extended the law allowing Zoom meetings until at least August 6, 2020.

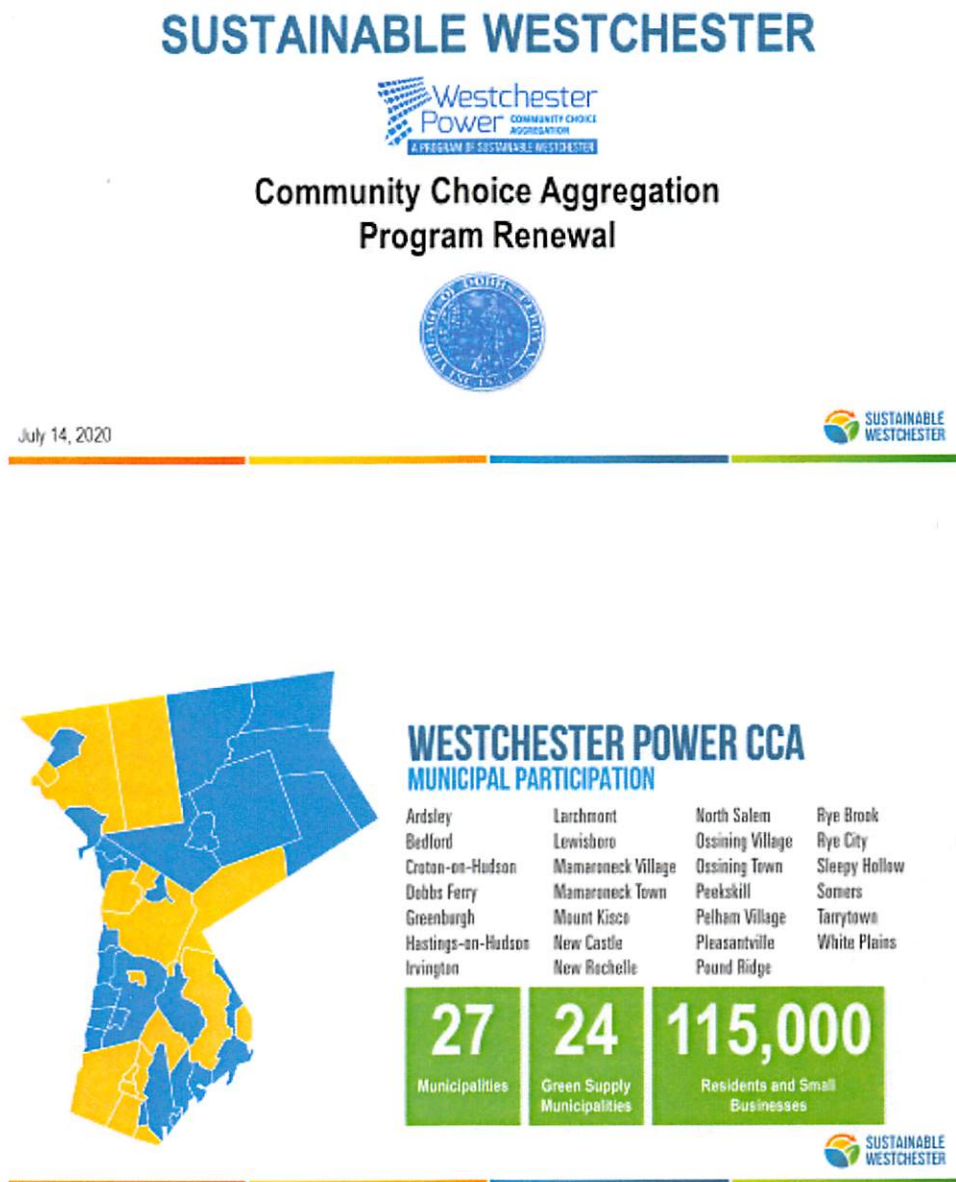
Mayor Rossillo said if you are participating via Zoom either by phone or video you can raise your hand and we will call on residents in the order in which they do so. In order to raise your hand you should click on the icon labeled “participants” in a column that appears on the right hand side, at the bottom of that window is the raise your hand button; for people calling in by phone you can push star 9 in order to raise your hand and we will let you know it is your turn by either calling your name or your phone number. The instruction on how to view the

meeting have also been posted on the Village website and that information is available to review, it is also attached to the agenda. The meeting is being streamlined live on the Village's YouTube website and via Zoom by either video or phone.

**Presentation: Presentation by Ms. Jasmine Graham/Program Manager of Westchester Power**

Ms. Jasmine Graham/Program Manager of Westchester Power was present.

Ms. Graham gave the following presentation:



## WESTCHESTER POWER BENEFITS



Vetter Community Program



Cost Control & Stability



Advocacy & Education



Mitigating Climate Change



## ENVIRONMENTAL PROGRESS



=



or



Program-wide

654,815

141,469

10.8 million

Dobbs Ferry

5,111

1,104

84,511

- 1 metric tons of CO2 mitigated
- 2 cars taken off the road for 1 year
- 3 tree seedlings grown for 10 years





## FIXED RATES = LONG TERM STABILITY



### GREEN SUPPLY

100% Renewable NYS

Hydropower

7.96 cents per  
kWh



### BASIC SUPPLY

Largely non-renewable

sources

7.71 cents per  
kWh



- Fixed rate program
- Rate stability
- Cost control – net program savings since launch



## PRICING: APPLES TO APPLES



*Favorable positioning versus market  
offerings of comparable term and product*

Company	Offer Details	Pricing Details	Offer Type	Renewable Info
<input type="checkbox"/> Green Mountain Energy Company	Min Term: 24 Months	[View Details] \$0.087 per kWh \$60.90 per month	Fixed	302% Wind
<input type="checkbox"/> Alpha Gas and Electric, LLC	Min Term: 24 Months	[View Details] \$0.1499 per kWh \$104.95 per month	Fixed	302% Wind

☐ Guaranteed Savings

Service Type:

Min Rate:  Max Rate:

Offer Type:

Contract Length:

Conservation Fee:

Renewable Offer:

100% Renewable



## WESTCHESTER POWER: BY THE NUMBERS

A CLOSER LOOK AT DOBBS FERRY  
Contract 2 Program Totals

	Usage (kWh)	CO2 Avoided	Supply Savings/ (Losses)	Sales Tax Avoidance	BPP Savings	Total Savings/ (Losses)
Standard Supply	179,462	0	(\$3,175)	\$35	\$320	(\$2,820)
Renewable Supply	17,722,271	5,111	(\$355,010)	\$4,698	\$37,921	(\$312,391)
<b>TOTAL</b>	<b>17,901,733</b>	<b>5,111</b>	<b>(\$358,185)</b>	<b>\$4,733</b>	<b>\$38,242</b>	<b>(\$315,210)</b>

Residential accounts averaged between \$9.62 (STD) - \$9.30 (GRN) higher than the utility per month.

Commercial accounts averaged \$8.34 (GRN) higher than the utility per month.

Your participation in  
Dobbs Ferry:

Served 17.9 million  
kWh

Avoided 5,111 tons of  
carbon dioxide



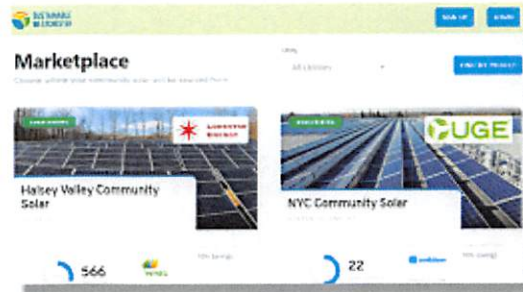
## WESTCHESTER POWER: A FOUNDATION FOR FURTHER INITIATIVES



## COMMUNITY SOLAR

SW's Community Solar Program has **signed up hundreds of households** on an "opt in" basis.

- Additional **environmental benefits**
- **Drives demand** for new solar development
- Increases **access and equity**
- **Guaranteed savings** of up to 10% on SOLAR CREDITS



## CONSOLIDATED BILLING INTEGRATES COMMUNITY SOLAR!

PSC has ordered utilities to provide for "**consolidated billing**" for Community Solar in early 2021:

- **Offer credits on an opt out basis** through the CCA
- **Expand access** to savings and environmental impact to low income customers



## LAUNCHPAD FOR GROUNDBREAKING PROGRAMMING



### Residential Demand Response Program

First in state and among the first in the country.  
Con Ed pilot for summer 2020.



### Direct Supply Solutions

Using our collective power to develop new transmission infrastructure  
and expand renewable supply.



### Piloting new models (sunshine-to-EV)

Integrated community solar, battery storage and electric vehicle  
charging.



## WESTCHESTER POWER THE RENEWAL PROCESS



## WESTCHESTER POWER HISTORICAL RECAP



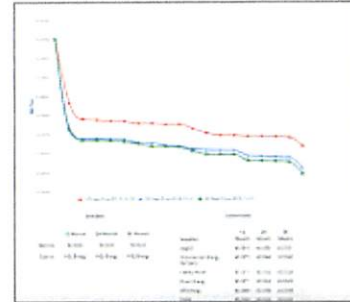
## 2021 CONTRACT GOALS: CON ED

We set the criteria and evaluate bids based on several key pillars:



## NEW BID ELEMENT: REVERSE AUCTION

- **Pits suppliers** against each other in real-time bidding
- **Total transparency** stakeholders can log in to view process
- **Attract more bidders**
- **Record of proceedings**



## KEY DATES/MILESTONES: CON ED

- ➡ **August** - Participation Memorandum of Understanding (MOU) signed
- ➡ **Early September** - Request for Proposal Process begins
- ➡ **Early November** - Notification Letters mailed
- ➡ **January 1<sup>st</sup>** - Enrollment begins





## CUSTOMER NOTIFICATION PROCESS

Outreach is ongoing and a robust emphasis on digital outreach that includes:



County  
&  
Local Press



Social Media  
Posting



Digital collateral &  
consumer education video  
series  
[www.sustainablewestchester.org](http://www.sustainablewestchester.org)  
or  
Sustainable Westchester Media on YouTube



Virtual community  
education sessions  
(transitioning to in  
person & events as  
allowable)



# THANK YOU

ANY QUESTIONS?



Ms. Graham addressed questions from the Board.

Mayor Rossillo thanked Ms. Graham for her presentation.

**Presentation: Initial presentation by applicant seeking comments and referral to Planning Board for site plan to construct 3 unit townhouse on vacant property located at 13 English Lane**

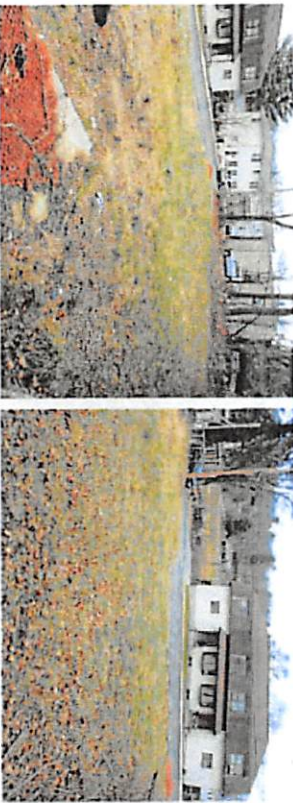
The following drawings were submitted for the application of 13 English Lane:



TABLE OF ZONING DATA		ZONING DISTRICT: DT		390 - S2-21
	REQUIRED	EXISTING	PROPOSED	
LOT AREA	N/A	4,320 SF	6,320 SF	
LOT COVERAGE - BUILDING	MAX 60%	N/A	60% (3,192 SF)	
LOT COVERAGE - IMPERVIOUS	MAX 40%	N/A	40% (1,728 SF)	
BUILDING HEIGHT	35 FT (3 STOREYS)	N/A	35 FT (3 STOREYS)	
MIN. LOT SIZE	600 SF	N/A	2,000 SF	
FRONT YARD SETBACK	9 FT	N/A	1 FT	
REAR YARD SETBACK	25 FT	N/A	25 FT	
SIDE YARD SETBACK	5 FT	N/A	5 FT	
NORTH SIDE YARD SETBACK	10 FT	N/A	10 FT	

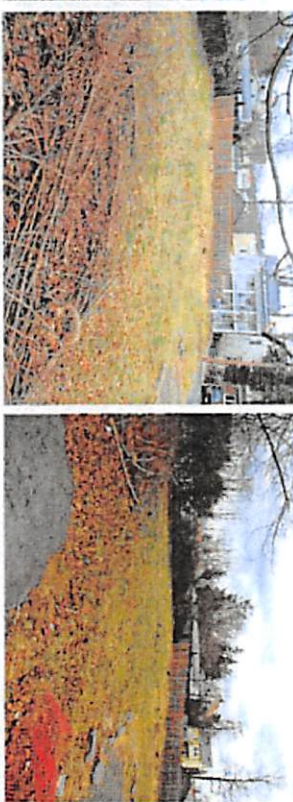
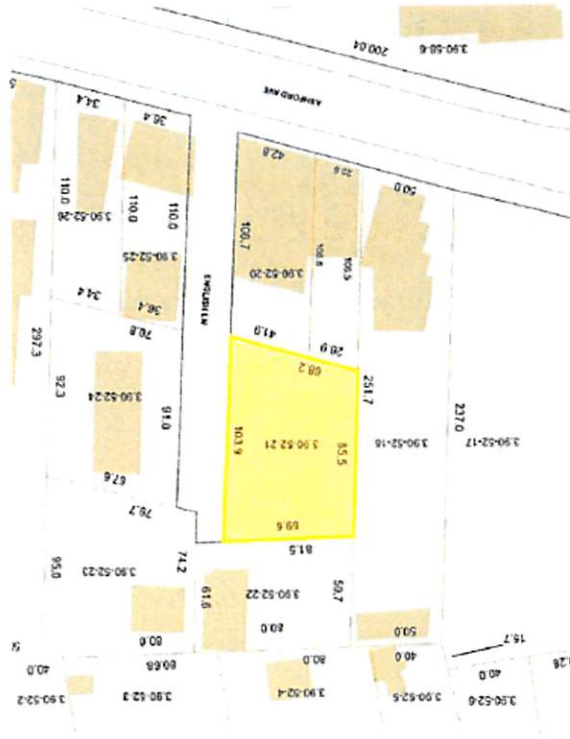
\* MAY BE INCREASED TO 4 STOREYS AND 49 FT AT THE DISCRETION OF THE DOT.

DATES	LIST OF DRAWINGS
DATE	DESCRIPTION
10/14/20	1. SITE PLAN
	2. FLOOR PLAN
	3. ELEVATIONS
	4. SECTION
	5. DETAIL
	6. EXISTING CONDITIONS
	7. PROPOSED CONDITIONS
	8. EXISTING AND PROPOSED
	9. EXISTING AND PROPOSED
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PHOTOS OF EXISTING CONDITIONS

AREA MAP  
SCALE: NTS



S-1

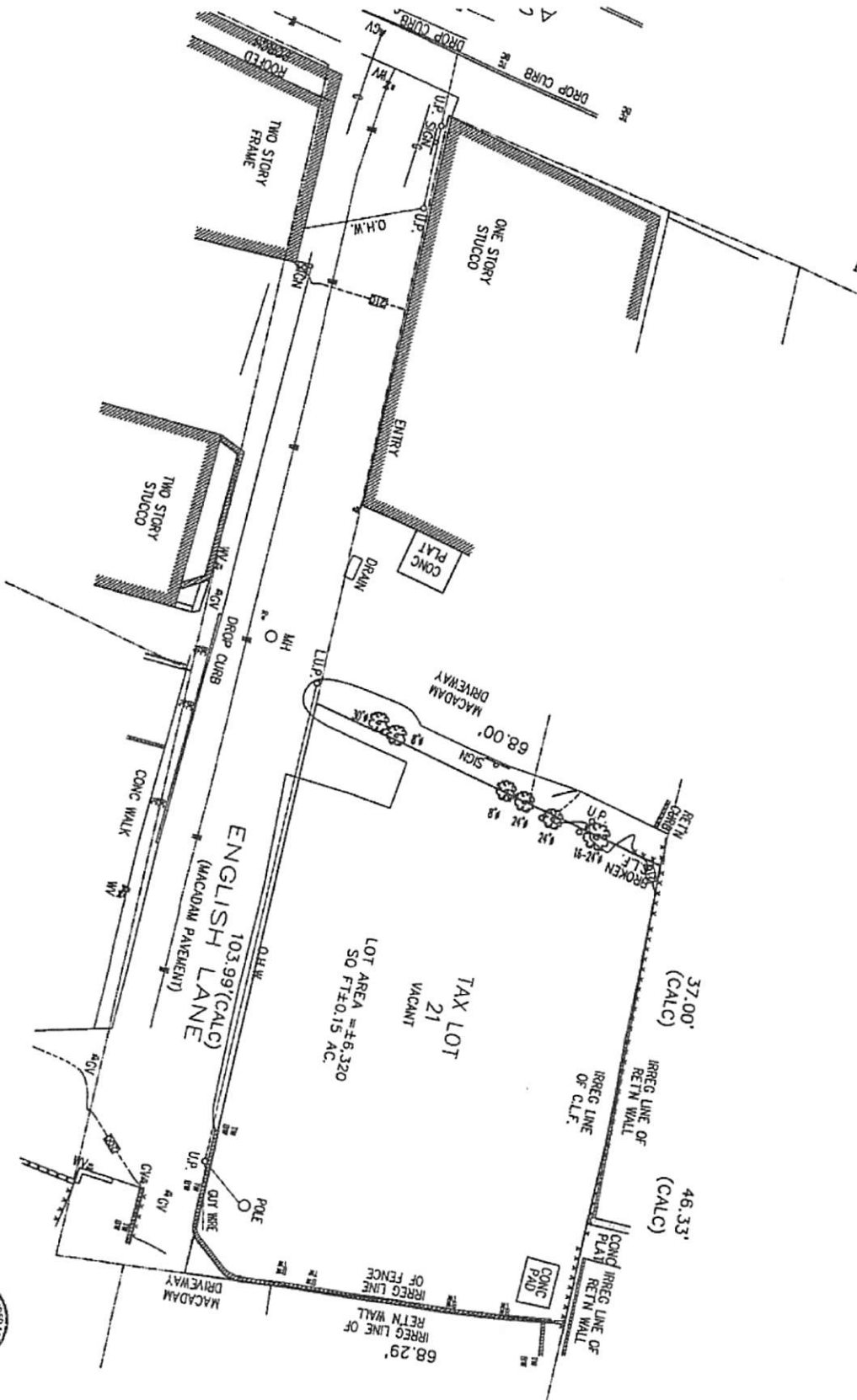
ZONING DATA  
 AREA MAP  
 PHOTOS OF EXISTING  
 ALL SHOWN

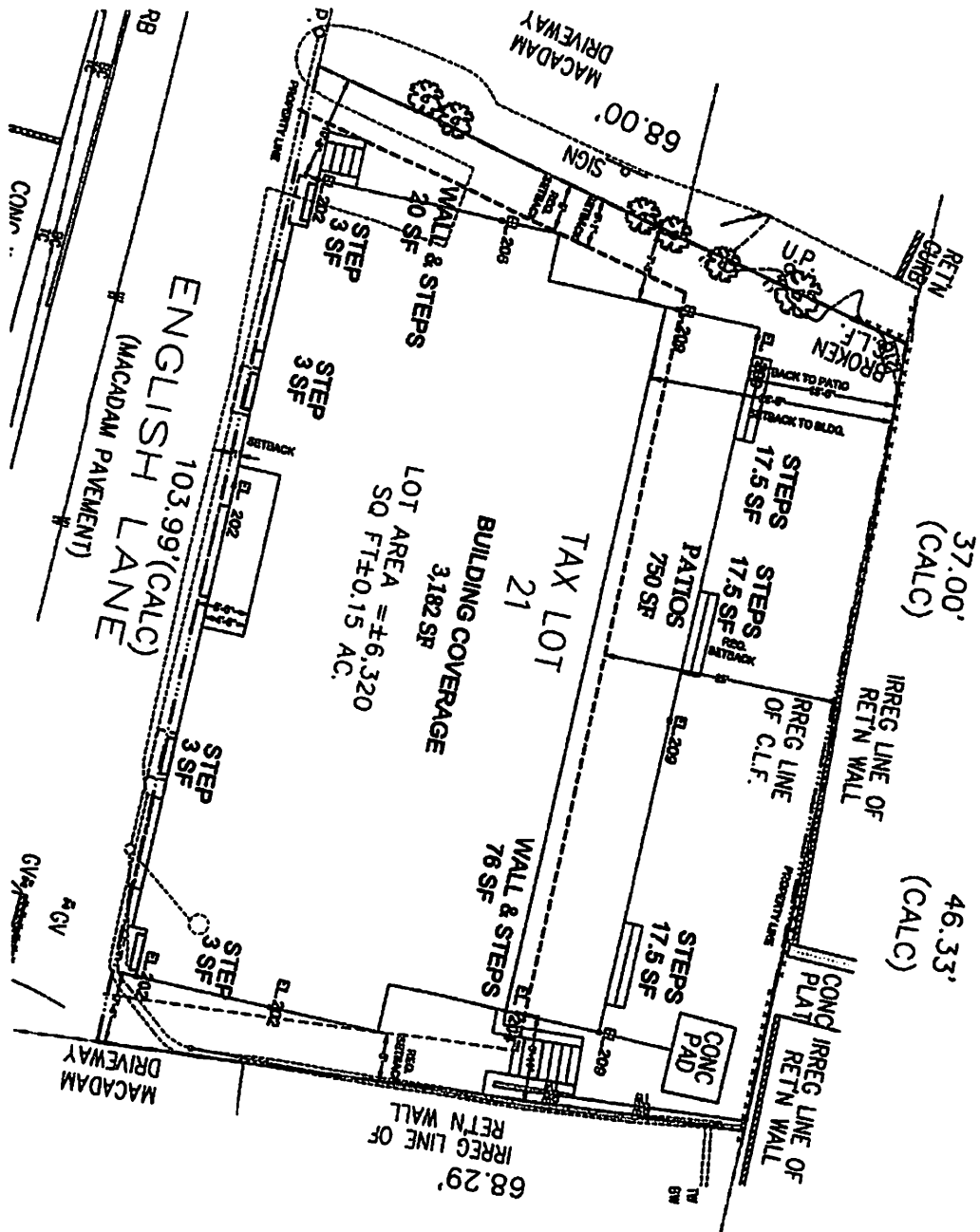
CHRISTINA GRIFFIN ARCHITECT PC  
 10 Spring Street  
 Hastings-on-Hudson, New York 10706  
 914.478.0789 tel 914.478.0066 fax  
 www.christinagriffinarchitect.com

13 ENGLISH LANE  
 DOBBS FERRY, NY 10522



**SURVEY OF EXISTING CONDITIONS**  
SCALE: 1/8" = 1'-0"





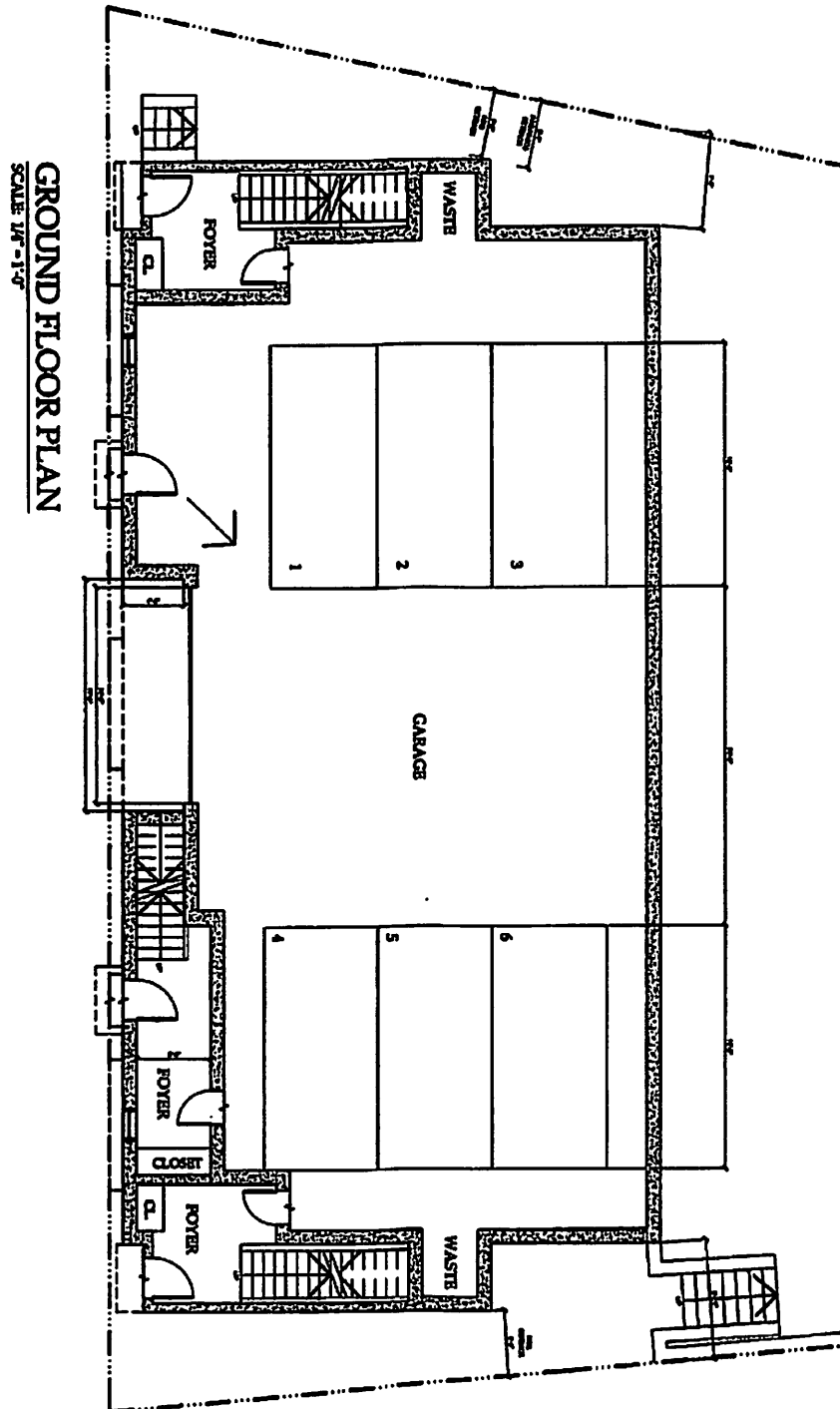
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Proposed by  
**PROPOSED CITY PLAN**  
 Date  
**AS SHOWN**

PL 96-359 (1979) PL 96-359

**CHRISTINA GRIFFIN ARCHITECT PC**  
10 Spring Street  
Hastings-on-Hudson, New York 10706  
914.478.0788 ext 914.478.0806 fax  
[www.christinagriffinarchitect.com](http://www.christinagriffinarchitect.com)

Page 14 of 77



A-1

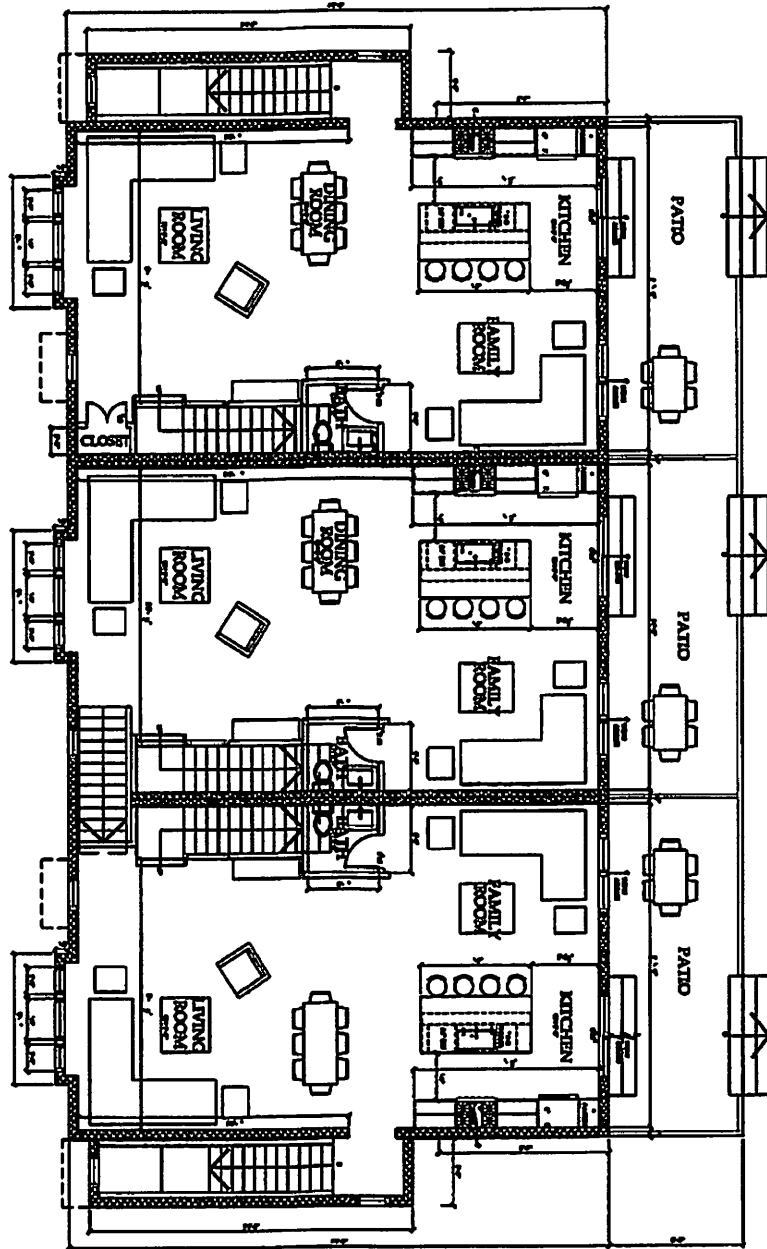
Project No. \_\_\_\_\_  
Ground Floor Plan  
Scale: 1/4" = 1'-0"  
Date: \_\_\_\_\_  
By: \_\_\_\_\_  
All shown

CHRISTINA GRIFFIN ARCHITECT PC  
10 Spring Street  
Hastings-on-Hudson, New York 10706  
914.478.0708 Int 914.478.0808 Fax  
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**13 ENGLISH LANE**  
**DOBBS FERRY, NY 10522**



**FIRST FLOOR PLAN**  
SCALE: 1/8"=1'-0"



A-2

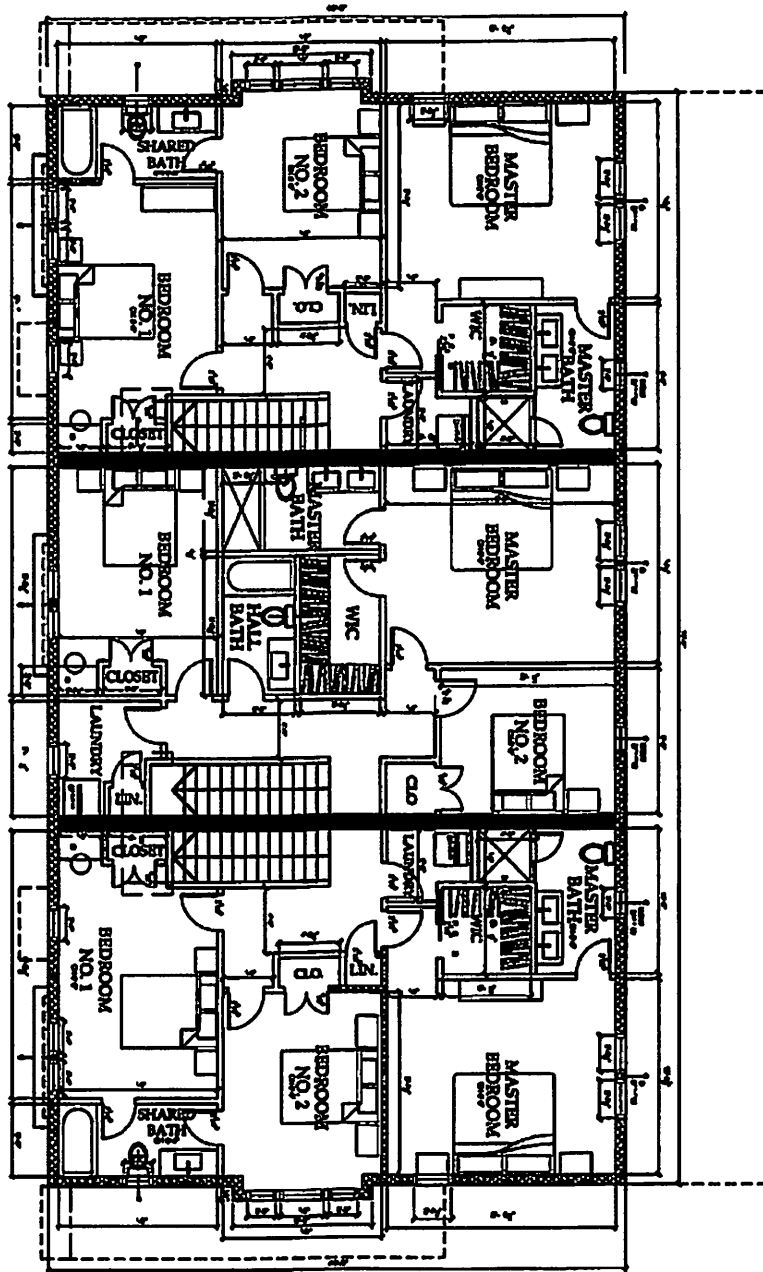
11.1

11.1

CHRISTINA GRIFFIN ARCHITECT PC  
1420 1st Ave.  
New York, NY 10017  
Tel: 212.279.0000 Fax: 212.279.0001  
www.christinagriffinarchitect.com

**13 ENGLISH LANE**  
**DOBBS FERRY, NY 10522**

**SECOND FLOOR PLAN**  
SCALE: 1/8" = 1'-0"



A-3

CHRISTINA GRIFFIN ARCHITECT PC  
0 prtg cont  
Madison-on-Hudson, ny ark 0700  
9 4478.0790 tel 9 4478.0803 fax  
www.christinagriffinarchitect.com

13 ENGLISH LANE  
DOBBS FERRY, NY 10522

NORTH ELEVATION  
SCALE: 1/4" = 1'-0"



A-4

Showing the  
ELEVATIONS

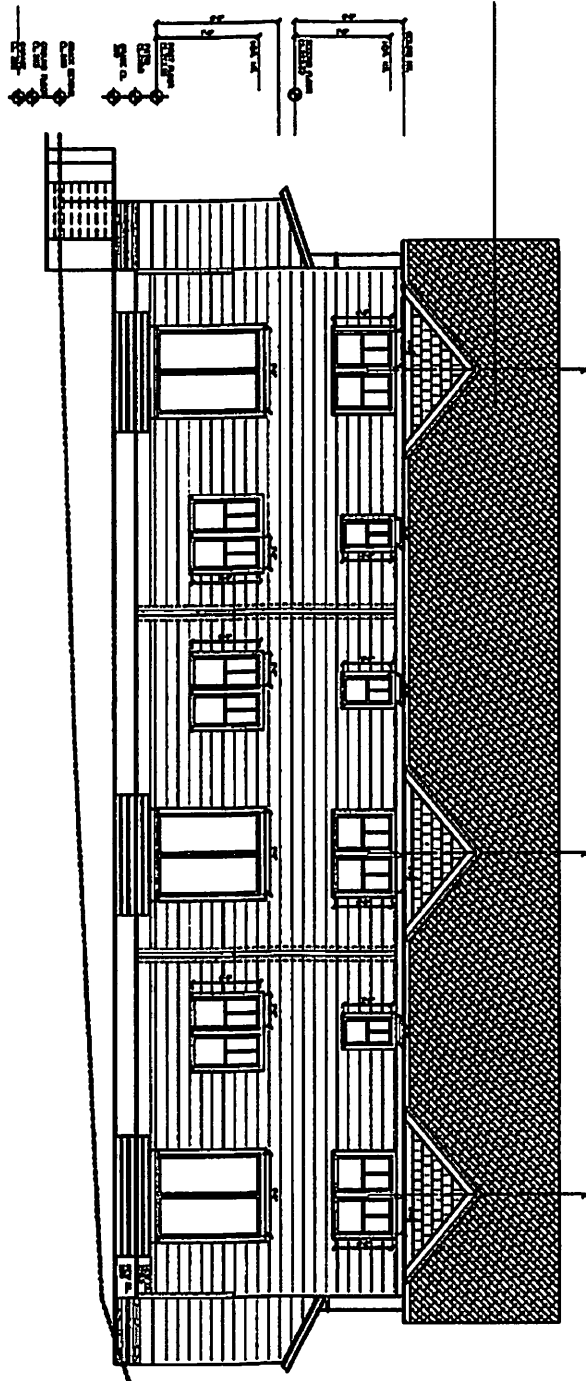
See  
AS SHOWN

BUILDING PERMIT SUBMISSION 15-21-21

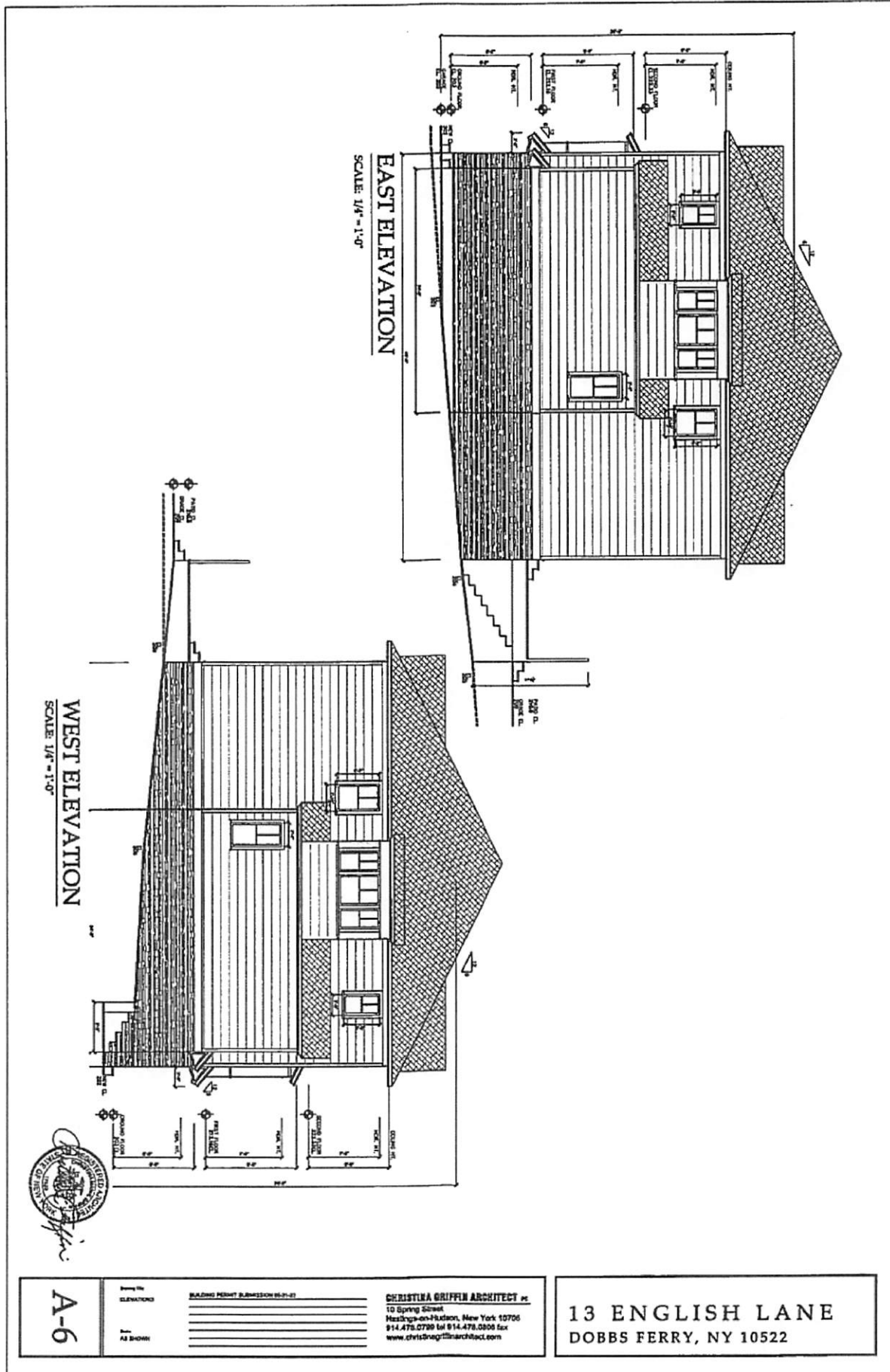
CHRISTINA GRIFFIN ARCHITECT PC  
10 Spring Street  
Hastings-on-Hudson, New York 10706  
914.478.0799 tel 914.478.0806 fax  
www.christinagriffinarchitect.com

13 ENGLISH LANE  
DOBBS FERRY, NY 10522

**SOUTH ELEVATION**  
SCALE: 3/16" = 1'-0"

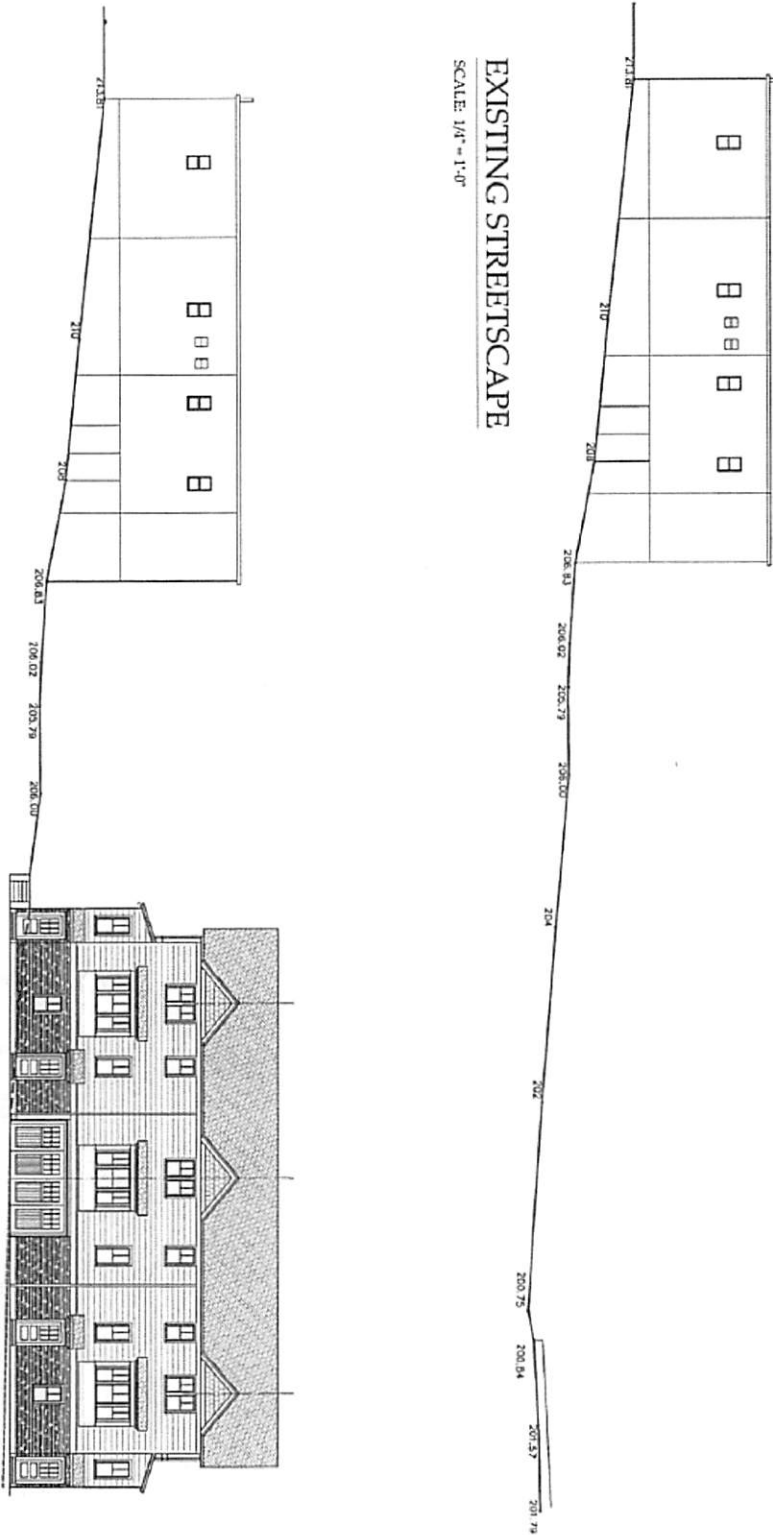


<b>A-5</b>	Drawing No. 01/24/2016	PROJECT NAME 13 English Lane	CHRISTINA GRIFFIN ARCHITECT PC 10 Spring Street Hastings-on-Hudson, New York 10706 914.478.6788 Int 914.478.0808 Fax <a href="http://www.christinagriffinarchitect.com">www.christinagriffinarchitect.com</a>	<b>13 ENGLISH LANE</b> <b>DOBBS FERRY, NY 10522</b>
	Date 01/24/2016	CLIENT NAME 13 English Lane	PROJECT NO. 13 English Lane	



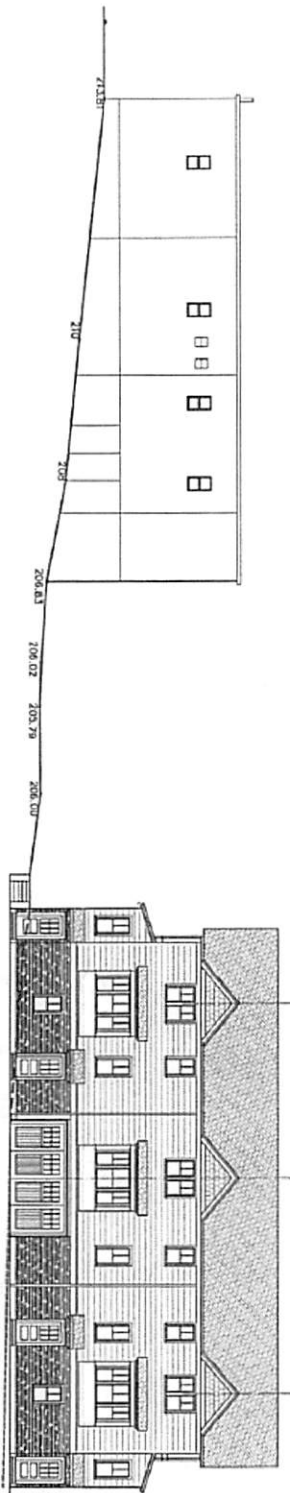
# EXISTING STREETSCAPE

SCALE: 1/4" = 1'-0"



# PROPOSED STREETSCAPE

SCALE: 1/4" = 1'-0"



A-7

City of  
STREETSCAPE  
1  
AS D-CMA

BUILDING PERMIT SUBMISSION TO PL 25

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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**CHRISTINA GRIFFIN ARCHITECT PC**  
10 Spring Street  
Hastings-on-Hudson, New York 10705  
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13 ENGLISH LANE  
DOBBS FERRY, NY 10522



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

Ms. Christina Griffin/Architect, Ms. Susanne Levine and Mr. Seena Ghazhavi/VR Specialist were present to represent the application.

Ms. Griffin gave a presentation on the proposed application.

A discussion was held and Ms. Griffin addressed questions from the Board.

Ms. Griffin said she does not think the application requires referral to the County Planning Department, but she will check on that.

Ms. Dickson said it is subject to SEQR so we have to make sure we are keeping abreast of that. Ms. Dickson said she thinks this is the only approval agency and everything else is recommendation.

Ms. Griffin said she would like to ask for the Board's referral on the proposed application.

Mayor Rossillo thanked Ms. Griffin for her presentation.

Motion by Deputy Mayor Cassell, seconded by Trustee Sullivan to refer the application of 13 English Lane to the Planning Board.

Mayor Rossillo said before we vote he wanted to make sure that the issue of the referral to the County is set and also if any other laws have to be considered.

Ms. Dickson said it is just necessary for you to provide an opportunity for them to comment if this is subject to their jurisdiction and that you cannot take action when it comes back to you unless and until the time has passed or you have received those comments.

<b>MAYOR ROSSILLO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>DEPUTY MAYOR CASSELL</b>	<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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<b>TRUSTEE SULLIVAN</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE TAYLOR</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>VOTE TOTALS</b>	<b>7 AYE</b>	<b>0 NAY</b>	<b>0 ABSTAIN</b>	<b>0 RECUSE</b>	<b>0 ABSENT/EXCUSED</b>
<b>RESULT:</b>	<b>MOTION: PASSES</b>				

**Public Hearing: Continuation of public hearing to consider the application of 115 Broadway/St. Cabrini to add a new parking lot on their property**

Mr. Ralph P. Peragine/P.E./Senior Project Engineer sent the following letter dated July 8, 2020 to Mayor Rossillo and the Board of Trustees:



July 8, 2020

Mayor Vincent Rossillo  
and Members of the Village Board of Trustees  
Village of Dobbs Ferry  
112 Main Street  
Dobbs Ferry, NY 10522

RE: Cabrini of Westchester – Application for Site Plan Approval – Parking Lot (25 Spaces)  
Additional Supplemental Responses to BFJ Planning’s Letter Dated May 19, 2020  
115 Broadway, Dobbs Ferry, New York

Mayor Vincent Rossillo and Members of the Village Board of Trustees:

This letter is a supplemental submission in furtherance of our letter dated June 15, 2020 (the “PDE June 15, 2020 Letter”). Specifically, this correspondence provides further analysis regarding geocoding and it provides additional responses to the Board’s comments from its June 23, 2020 meeting regarding alternative parking locations along the private road.

**Additional Responses to BFJ’s Comments Regarding Geocoding**

Geocoding is the process of giving longitude and latitude values to the street addresses of each and every Cabrini employee. The geocoded locations are used to create a spatial map showing the location of the place of residence for each employee on the main and evening shifts at Cabrini. The geocoded address can then be utilized to derive routes and travel distances from the employee’s residence to Cabrini. The data can also be utilized to create a map with the relative location of the employee’s place of residence to other employees and to provide the relative location of the employee’s place of residence to available public transportation options, e.g., train stations and bus stops.

While the primary purpose of geocoding is to present employees with the potential opportunity for ridesharing, carpooling and the use of public transportation, it does not provide any guarantees that employees will take advantage of the potential opportunities presented to them. It also does not account for differences in shift employee’s schedules, or an employee’s day care needs, access to public transit, second jobs, etc. Indeed, as noted in the Applicant’s June 19, 2020 correspondence to this Board (which enclosed the PDE June 15, 2020 Letter), we have explored several parking and traffic management strategies (commonly referred to as a Traffic Demand Management Plan or “TDM”) for employees and visitors in addition to the existing Westchester County Ride Share program and the shared parking efforts already employed by Cabrini utilizing results from a Parking Survey conducted by Cabrini about employees utilizing public transit. This Parking Survey was circulated to Cabrini employees on June 3, 2019, a summary of which is enclosed as **Exhibit 1**. Many survey respondents highlighted concerns about carpooling and public transit.

Village of Dobbs Ferry  
July 8, 2020  
Page 2 of 7

Additionally, in these trying times amidst the COVID-19 pandemic, for this Board's consideration we also enclose a copy of the letter from the Cabrini's President and CEO that more fully details the process that Cabrini employees must follow upon arrival to Cabrini each day in light of the COVID-19 pandemic, as well as the further complications it creates for any such ride-sharing or public transportation options. *See Exhibit 2.* Indeed, the BFJ Report also confirms that the nature of Cabrini's essential services will not allow Cabrini employees to work remotely and that:

“[s]ome essential employees who normally would use public transportation may now commute by private car due to the social distance requirements and the possibility that a car may have become available in the household.” *See BFJ Letter, at Page 7.*

For the reasons stated in our prior memoranda and more fully detailed herein and in the enclosed Exhibits, TDM methodologies, if they could be successfully implemented for a nursing home use, are not a short-term solution to the immediate and real parking demand that currently exists. The deficit in parking on the Cabrini site is immediate and real – and given the Applicant's efforts to survey employees and their locations, and understanding the reasons for their responses included therein, it is respectfully submitted that geocoding would not reduce the parking demand for Cabrini's essential services.

#### **Additional Responses to BFJ's Visual and Aesthetic Assessment**

The aesthetic appearance of the nursing home grounds is just as important to Cabrini nursing home as the aesthetic appearance of the nursing home from Broadway is to the Village. The Village continues to highlight that the aesthetic appearance of the proposed parking area from Broadway is their primary concern. Notwithstanding the Village's Zoning Code permits the proposed parking area in the location proposed, the Applicant has spared no expense in responding to the Village's comments about the aesthetics of the parking area. As you know, our reports to the Planning Board and Village Board included details such as 3D modeling and site sections from Broadway looking into the property that shows the parking area set down the hill from Broadway. Collectively, our reports confirm that the proposed parking area would not have any potentially significant environmental impacts on the views looking into the property and towards the Hudson River.

At the same time, it is respectfully submitted that *the Village should recognize that the Cabrini residents view the nursing home as their home.* Cabrini is not merely an office building or warehouse facility. Many residents living at Cabrini will spend their final days at Cabrini's facilities and many rarely leave the grounds of the property. The nursing home becomes their entire world and their living environment, and the Village is proposing to locate parking in a less effective location that would result in many of Cabrini's residents seeing parked cars instead of green space including the statue of Mother Cabrini in middle of the landscaped island at the drop off area.

The aesthetic appearance of the nursing home grounds is just, if not more important, to Cabrini and their efforts to be sensitive and responsive to long-term human needs and well-being, both physical and emotional, of their residents. Over the years, Cabrini has given the outdoor spaces

Village of Dobbs Ferry  
July 8, 2020  
Page 3 of 7

along the existing building frontage a homelike feel, rather than an institutional appearance to provide residents access to a garden and the outdoors. Cabrini's goal in creating the green spaces and garden areas along the building frontage was to create a residential exterior appearance and a therapeutic homelike environment. It is also a major factor in a nursing home's public image and is an important marketing tool for both residents' families and staff. The recommendation to construct perpendicular parking along the existing building frontage would be a direct contradiction to the efforts made by Cabrini in creating green spaces and garden areas, or a parklike environment, for the enjoyment of its residents and guests.

Further, Cabrini performed a visual assessment of the BFJ Planning Alternate 3. This alternative creates a significant impact on the parklike environment that Cabrini has created along the entire building frontage and the view as shown from a resident's room at Cabrini, which details are more fully demonstrated in the photos enclosed in Exhibits 3A and 3B. In addition, this proposed alternative would be visible from Broadway as demonstrated in the photos presented in Exhibit 3C. BFJ Planning recommended Alternates 3, 4, 5 and 7 parking areas identified on PDE Exhibit A (the "PDE June 15, 2020 Letter"), notwithstanding other traffic and pedestrian impacts, would impede significantly on the parklike environment that Cabrini has created along the entire building frontage.

Cabrini has considered and reviewed many alternatives both on their own and in response to suggestions made by the Village and their consultants. Cabrini's proposed parking area has been sited such that it is located several feet below the elevation of Broadway; maintains the existing trees as a natural buffer along the southerly property line; and includes a landscape plan to further screen the new parking area from both Broadway and Cabrini's entrance driveway. Cabrini believes that the parking area, as proposed, takes into consideration the aesthetic appearance of the nursing home from the perspective of its residents and guests, and ensures that there are no potentially significant environmental impacts to views of the property and the Hudson River from Broadway.

#### **Supplemental Responses to BFJ's Alternative Parking Analyses**

##### **BFJ Planning Alternates 1, 2 and 6**

BFJ Planning recommended alternative parking areas that are identified on PDE Exhibit A (the "PDE June 15, 2020 Letter") as BFJ Planning Alternates 1, 2 and 6. As was noted in our letter dated June 15, 2020, these parking alternatives do not conform to the applicable provision of §300-48.C(4) of the Village Code, which requires a maximum grade of 5% in parking areas. Therefore, BFJ Planning Alternates 1, 2 and 6 are not viable parking alternatives.

##### **BFJ Planning Alternates 3, 4, 5 and 7**

BFJ Planning also recommended alternative parking areas that are identified on PDE Exhibit A (the "PDE June 15, 2020 Letter") as BFJ Planning Alternates 3, 4, 5 and 7 are proposed as perpendicular parking along a private road/street.

Village of Dobbs Ferry  
July 8, 2020  
Page 4 of 7

As noted previously (the “PDE June 15, 2020 Letter”), the private road was designed and constructed to provide emergency vehicle and fire access with limited interference for these emergency vehicles and is currently posted as “No Stopping Any Time”. As noted in previous PDE memoranda to the Village, the road along the building frontage is the primary means of access to fire apparatus and the road should not be obstructed in any manner, including the parking of vehicles, unless authorized by the Fire Code Official. (Ref: Fire Code of NYS §503.4).

In addition, the AASHTO publication entitled “A Policy on Geometric Design of Highways and Streets” (Chapter 4.20) advises that “on street parking generally decreases through traffic-capacity, impedes traffic flow, and increases crash potential”. The total street capacity is effectively reduced when parking is accommodated on a street due to the stream friction (conflicts) between parked and moving vehicles. Vehicles moving in and out of the proposed parking spaces in these alternative locations would interfere with the operation the adjacent traffic lanes in both directions.

Additionally, the physical location of the parked vehicles in the alternative locations also present an obstacle to vehicle turning movements. This would be most significant at the existing drop off area at the front entrance to Cabrini where BFJ Planning’s Alternates 4 and 7 are proposed, which would result in turning movement conflicts between vehicles entering or exiting the turnaround and vehicles entering or exiting a parking space.

The most important factor for parking along a street is sight distance. The sight distance required for the driver to observe someone at the existing pedestrian crosswalk and the sight distance a pedestrian must have to observe oncoming vehicles from both directions. When street parking is to be accommodated along a street it is recommend that a driver must be able to see oncoming vehicles, pedestrians, bicycles, etc., in both directions along a road while both entering and exiting a parking space.

BFJ Planning Alternate 3 is in close proximity to an existing crosswalk and BFJ Planning Alternates 4 and 5 would “straddle” either side of an existing crosswalk. The vehicles closest to the crosswalk would result in an impediment the required vehicle and pedestrian sight distance. At a minimum, parking should be located no closer than 15 to 20 feet from a crosswalk and possibly further subject to the results of a sight distance analysis. BFJ Planning Alternate 5 is proposed along the outer curvature of the existing private road with a road slope of approximately 5%.

With perpendicular parking, sight distance is extremely limited for a parked vehicle. The adjacent parked vehicles are an obstruction to the driver’s sight distance. Vehicles backing out of a perpendicular parking space need to back out a minimum of 12 to 14 feet to obtain adequate horizontal sight distance. At this point, the vehicle is now effectively blocking access to all vehicles traveling in either direction along the road. Vertical changes in grade along the road, such as BFJ Planning Alternate 5, may have a further impact on sight distance considerations.

Village of Dobbs Ferry  
July 8, 2020  
Page 5 of 7

**Conclusions**

As was confirmed in BFJ Planning's Report and affirmed by BFJ Planning at the Village Board's June 23, 2020 meeting – the deficit, demand and need for parking on the Cabrini site is immediate and real. The demand is there, and Cabrini's proposed parking area is designed in conformance with the Village's Zoning Code requirements for off-street parking.

Provided the above, and as is confirmed in our analysis, the Cabrini proposed parking area on the Site Plan Approval drawings, which has been refined throughout the Village's review process to its current form, represents the best possible alternative to address the confirmed and immediate need for additional parking at the Cabrini site.

We respectfully request that the Village Board of Trustees vote to close the Public Hearing on this Application, and in light of the detailed submissions provided by Cabrini over the last year that address the Village's comments that the Village Board approve the Site Plan Application for Cabrini's proposed off-street parking area.

If you have any questions or need additional information, please do not hesitate to contact us.

Very truly yours,

**Provident Design Engineering, PLLC**



Ralph P. Peragine, P.E.  
Senior Project Manager

**Exhibits**

- Exhibit 1: Cabrini Parking Survey Summary dated June 3, 2019
- Exhibit 2: Letter from the Cabrini's President and CEO
- Exhibit 3: Visual Assessment of BFJ Alternatives

Cc: P. Krauskasky – CEO/President Cabrini of Westchester  
T. Palmer – Cuddy + Feder LLP

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**Provident**  
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**Exhibit 1**

**Cabrini Parking Survey Summary dated June 3, 2019**

**Parking Survey Summary**

**June 3, 2019**

**Cabrini of Westchester distributed a survey regarding parking on the premises to its 425 employees on May 15, 2019. Of the 425 surveys, 106 were returned as of today that is 25% which is a good rate of return. Of the 106 returns, 49 were received from the day shift employees, 42 from the evening shift, and 15 from the night shift. It was decided to only include the day shift results in this summary insofar as the parking challenges are on the day shift.**

**On a typical weekday Cabrini has 188 employees on site on the day shift. Cabrini has a total of 190 legitimate parking spaces for all populations: employees, visitors, volunteers, students, non-employee practitioners, e.g. doctors and the like, contractors such as plumbers, electricians, vendors, etc.**

**Of the 49 day shift respondents (25%), 44 responded that they drive to work. Extrapolating we could draw the conclusion that of 100%, there are 176 that drive to work.**

**On May 30<sup>th</sup>, a typical day, 111 separate visitors signed in during the “day-shift” hours. In addition 14 volunteers signed in during the same time period. Visitors and employees stay on site for a various time segments unlike employees who remain on site eight hours or more.**

**Among the responses to the survey, 16 employees on the day shift indicated they would be willing to car pool, while the remainder were not willing, citing numerous legitimate reasons why carpooling would not work for them including going to another job, child care, non-traditional work hours, and not residing near other employees. In response to the interest in carpooling, Cabrini will initiate an exchange of information among those who are interested in carpooling to and from work in order to reduce both traffic in the village and to reduce the number of parking spaces.**

**Among the responses to using public transportation, only 2 of the 49 currently use it. The remaining responded that they would not use public transportation because it adds further time to their already lengthy day, poor connections, lack of service where they reside, and needing to get somewhere else quickly after work, etc.**



**Exhibit 2**

**Letter from the Cabrini's President and CEO**



We love caring for people.

July 8, 2020

Mayor Vincent Rossillo  
and Members of the Village Board of Trustees  
Village of Dobbs Ferry  
112 Main Street  
Dobbs Ferry, New York 10522

Dear Mayor Rossillo and Members of the Village Board of Trustees,

As this Board is aware, at the request of the Village's Planning Board, approximately a year ago St. Cabrini Nursing Home conducted a Parking Survey of its employees to determine who drove to work, who shared rides and who took public transportation. This Parking Survey was also used to determine who might be interested in ride sharing and public transportation as an alternative to driving. That Parking Survey, a summary of which is attached to this letter, was submitted to the Planning Board on June 6, 2019.

Subsequent to the Parking Survey, we also invited and met with NY Ride share and Westchester County to promote ride sharing to Cabrini, and the use of public transportation and bicycling to our employees. At that time we learned from our employees that there are a number of reasons that employees drive rather than use an alternative like ride-sharing or public transit, which included but are not limited to: child care responsibilities after work, a second job, rotating work days and shifts, long distances (Rockland, Connecticut, the Bronx) from Cabrini and more. The bottom line was that employees drive to save time, to address other pressing responsibilities in their lives and to be sure of a dependable form of transportation is available.

Now after more than a year after we conducted the Parking Survey at the Village's request, and having the opportunity to speak with our employees daily about their commutes in these difficult times, I must add one additional reason to the already long list of reasons that Cabrini employees drive rather than opt for ride sharing or other forms of public transportation: the COVID-19 pandemic. For those of you on the Village Board that are unaware of many ways that COVID-19 has impacted the daily operations at Cabrini, for the safety of residents and employees alike, you should understand that each employee that presently arrives after using public transit arrives in gloves and masks. Every day upon arrival, outside the doors of Cabrini, these employees must remove their masks and gloves, as well as other external protective clothing. Compared to those who drive, they are beleaguered, and sometimes in tears from the issues they have suffered in transit to Cabrini.

As noted above, the Planning Board previously suggested incentivizing that additional employees utilize public transit or ride sharing, much like the Board of Trustees did at its last meeting (on June 23rd) where the Board of Trustees suggested using the "carrot and stick approach". In reality however, how an employee gets to work does not come under any job description or set of rules; other than that they come to work on time, which is a requirement given the residents Cabrini serves. Meeting employees at the front door of Cabrini each day when they arrive for screening to enter the building has convinced me that no person who has the basic use of a car will choose public transportation – with or without incentives and regardless of the "geolocations" of other Cabrini employees.

Additionally, as a not-for-profit, Cabrini works very hard to ensure that its employees are pleased with their employment, as well as its rewards and benefits. This is particularly difficult in these trying times amidst the

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COVID-19 pandemic. Our Parking Survey and our parking consultant's reports have confirmed the demand for more parking at Cabrini, and the hazards that the lack of additional parking presents. This includes the needs of Cabrini employees – who are providers of essential services in this community and to the residents at Cabrini – and how these employees get to and from work.

Given the above, the purpose of this letter is to help the Village Board understand that Cabrini does everything it can to treat its employees with the same respect, dignity and compassion that it provides to its residents and patients in the nursing home. Therefore, any further exploration of ways and means beyond the multitude of alternatives we have already explored to reduce employee use of parking on its site would be a misuse of resources; time, energy, and financial.

One separate but equally as important issue, the Village's Parking Consultant made a recommendation to consider perpendicular parking on the front lawn of the nursing home and the circular drive at the front door of the facilities. For the benefit of the Board, and as many of you may recall, prior to 2006 Cabrini already had a parking lot in front of the residence building that was visible from Broadway, which Cabrini relocated to the rear of the building in order to construct the lovely park-like setting at significant expense to Cabrini, which you see today. This was done on the belief that those who reside in the nursing home, often for years, would enjoy the green park more, with or without visitors, as well as the view from the entire frontage of the building without seeing a parking lot in the area. While those who face to the rear of the building have the enjoyment of a river view, those on the front deserve something equally as peaceful and aesthetically inviting.

An additional significant concern is the Village Consultant's recommendation to remove the circular drive, which would require the removal of the image of Mother Cabrini from the center of it. This is the only image of Mother Cabrini on the campus and is a treasured symbol of her purchase of this site in 1914, and its continued use for one hundred and sixteen (116) years for her mission: "to bring God's love to the world". Over the years this mission has included caring for children and orphans, and now elders. Once again, parked cars in that area instead of the lovely and welcoming green area seen by visitors from the ground and from every front window by residents, is an undesirable sight, whereas Cabrini's proposed parking location has no impact on the enjoyment of those we serve or to passersby along Broadway.

On behalf of Cabrini, we ask the Village Board to consider all of Cabrini's efforts to address the Village's comments and to support Cabrini's mission in the Village. We respectfully request that the Village Board approve Cabrini's proposed parking location so we can continue to provide these essential services in the community while meeting the confirmed demands of Cabrini's facilities.

Sincerely,

  
Patricia Krasnausky  
President and CEO

Enclosure: Parking Survey

**Parking Survey Summary**

**June 3, 2019**

**Cabrini of Westchester distributed a survey regarding parking on the premises to its 425 employees on May 15, 2019. Of the 425 surveys, 106 were returned as of today that is 25% which is a good rate of return. Of the 106 returns, 49 were received from the day shift employees, 42 from the evening shift, and 15 from the night shift. It was decided to only include the day shift results in this summary insofar as the parking challenges are on the day shift.**

**On a typical weekday Cabrini has 188 employees on site on the day shift. Cabrini has a total of 190 legitimate parking spaces for all populations: employees, visitors, volunteers, students, non-employee practitioners, e.g. doctors and the like, contractors such as plumbers, electricians, vendors, etc.**

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**Among the responses to using public transportation, only 2 of the 49 currently use it. The remaining responded that they would not use public transportation because it adds further time to their already lengthy day, poor connections, lack of service where they reside, and needing to get somewhere else quickly after work, etc.**



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### **Exhibit 3**

## **Visual Assessment of BFJ Alternatives**



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Exhibit 3A

Views from the Coy Pond Sitting Area/Park





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**Exhibit 3B**

**Views taken from a resident room and other 2nd floor rooms**





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Exhibit 3C

Views Walking North on Broadway



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Mr. Anthony Morando/Attorney, Cuddy & Feder was present to represent the application.

Ms. Dickson said she believes you are going to be adjourning this to a date believe you are going to be adjourning for a date certain, the July 27, 2020 for a special meeting. Ms. Dickson said Mr. Morando from Cuddy Feder is present and he can comment on that and you can establish the schedule for the special meeting for purposes of adjourning for this evening.

Mayor Rossillo said we did have a meeting, a telephone conference, involving some of the principals with the applicant, as well as myself, Ed Manley and our Attorney and our experts and there was an agreement that the parking experts will get together and hopefully come up with a mutually agreeable plan. Mayor Rossillo said our plan is to adjourn this to a special meeting, a special hearing, on July 27, 2020 at 10:00 a.m. Mayor Rossillo said we have already taken a survey of the Board of Trustees and everyone is available.

Mr. Anthony Morando said he appreciates the Board setting the meeting date and looks forward to seeing the Board on the July 27<sup>th</sup> and hopefully any remaining concerns can be addressed.

Ms. Dickson said there were two written comments received that need to be acknowledged and entered into the record before this is adjourned to July 27<sup>th</sup>.

Mr. Morando said there are two letters submitted in support of the application. Mr. Morando said one letter was from the Missionary Sisters of Sacred Heart and the other was from representatives of Cabrini's resident counsel.

Mayor Rossillo said this will be part of the record.

Ms. Dickson said there should not be any additional noticing because you are adjourning from a public meeting to a date certain at a public meeting. Ms. Dickson said a listing of the meeting will be posted on the Village website. Ms. Dickson said this is a continuation of a hearing that has already been published.

Mayor Rossillo thanked Mr. Morando.

Motion by Trustee Knell, seconded by Trustee Sullivan to adjourn the public hearing to July 27, 2020 at 10:00 a.m.

<b>MAYOR ROSSILLO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>DEPUTY MAYOR CASSELL</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE DAROCZY</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE KNEEL</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE PATINO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE SULLIVAN</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE TAYLOR</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>VOTE TOTALS</b>	<b>7 AYE</b>	<b>0 NAY</b>	<b>0 ABSTAIN</b>	<b>0 RECUSE</b>	<b>0 ABSENT/EXCUSED</b>
<b>RESULT:</b>	<b>MOTION: PASSES</b>				

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**Public Hearing: Continuation of public hearing for review of the application of 41 Cedar Street**

Ms. Linda Whitehead sent the following letter dated July 6, 2020 to Mayor Rossillo and the Board of Trustees:

**McGULLOUGH, GOLDBERGER & STAUDT, LLP  
ATTORNEYS AT LAW  
1811 MAMARONECK AVENUE, SUITE 340  
WHITE PLAINS, NEW YORK**

**10605**

**(914) 949-8400**

**FAX (914) 949-2510**

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**FRANK S. MCGULLOUGH, JR.  
JAMES STAUDT  
LINDA G. WHITEHEAD  
SETH M. MANDELBAUM**

**AMANDA L. BROSY  
EDMUND C. GRAINGER, III  
PATRICIA W. GURANIAN  
MEREDITH A. LEFF  
MORGAN M. STANLEY  
KEVIN E. STAUDT  
STEVEN M. WRASEL**

**CHARLES A. GOLDBERGER  
COUNSEL**

**FRANK S. MCGULLOUGH (1903-1996)  
EVANS V. BREWSTER (1920-2008)**

**July 6, 2020**

**Mayor Vincent Rossillo and  
Members of the Village Board  
Village of Dobbs Ferry  
112 Main Street  
Dobbs Ferry, New York 10522**

**Re: Cedar Commons – 41 Cedar Street**

**Dear Mayor Rossillo and Members of the Board:**

As you are aware, this firm represents Cedar Commons, LLC, the owner of the property located at 41 Cedar Street (a/k/a 43-45 Cedar Street) (the "Property"). We are writing to follow up on the discussion at your June 23, 2020 meeting and to provide revised plans as discussed at the meeting.

The plans provided herewith have been revised to now provide two 2-bedroom affordable units as requested and a third affordable unit which will be a studio. We still propose thirteen market rate units for the same total of sixteen units. With this unit mix we will require a waiver for one parking space. Our client is willing to pay the PILOP for the one space.

In addition to the change in the unit mix, based upon our discussions with the Zion Episcopal Church, the plan has been modified to move the retaining wall away from the property line and to also proposed new plantings on the Zion property. We will also move the utility lines away from the property line to avoid excavation in the area. Our client has been having ongoing discussions with the Zion Church on this plan. Instead of the retaining wall at the property line, we now propose to utilize a wall at the edge of the building at the parking level as the retaining wall, and to actually enclose the parking at both the side and the rear so it is not visible. We believe this change also eliminates the need for a waiver for the parking setback.

As discussed at the meeting, in addition to the waiver for one parking space, the Board will need to exercise its discretion to allow the fourth floor, allow the 3 parking spaces for the retail space to be located on Cedar Street, and grant a waiver of 1'10" for the building height. On the parking, as a reminder, the property will be more compliant than it is today as there is currently more retail space as well as residential with no off-street parking provided.

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Mayor and Members of the Village Board  
July 6, 2020  
Page 2

We are aware that you are in the process of trying to schedule the joint meeting with the Planning Board and the AHRB to review the revised plans with those Boards. We believe the plan is greatly improved as it have evolved and hope those Boards will agree as well.

Finally, our traffic consultant is working on the responses to the last Maser comments received in June and will provide the responses to Maser as well as to your Board prior to your July 14 meeting.

As we have discussed, the proposed project provides many benefits to the Village of Dobbs Ferry including those set forth in the Vision Plan. Additional residences, including three affordable units, will be provided in the downtown. The new residents will bring significant spending power and add to the vitality of downtown meeting the goals of the Vision Plan. The new construction will be attractive and in keeping with the character of Cedar Street as determined by both the Planning Board and the AHRB, and be an improvement over the existing condition. A new pocket park and new landscaping will be provided for the benefit of the Village and Zion Episcopal Church. Lastly, and of great significance in the current economic climate, the project will generate a significant increase in tax revenues to the Village and the school district. All of these benefits are objectives set forth in the Vision Plan.

We look forward to the continuation of the public hearing on this matter at your July 14, 2020 meeting as well as the joint meeting with the Planning Board and the AHRB, and we look forward to seeing this exciting project added to the Cedar Street landscape. Thank you for your continued cooperation.

Very truly yours,



Linda B. Whitehead

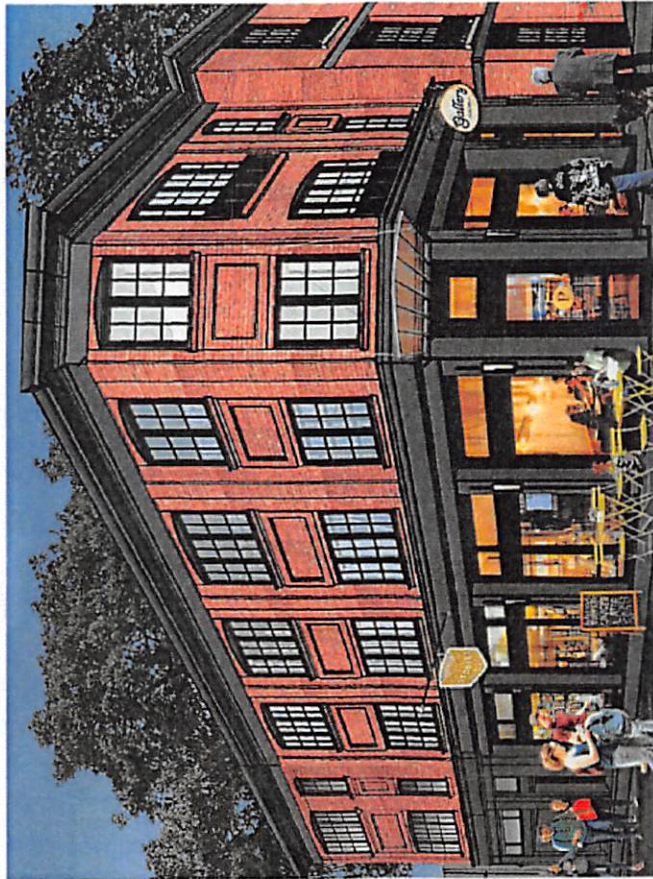
Enclosures

cc: Cosmo Marfione, BDC Group  
Christina Griffin  
David Smith

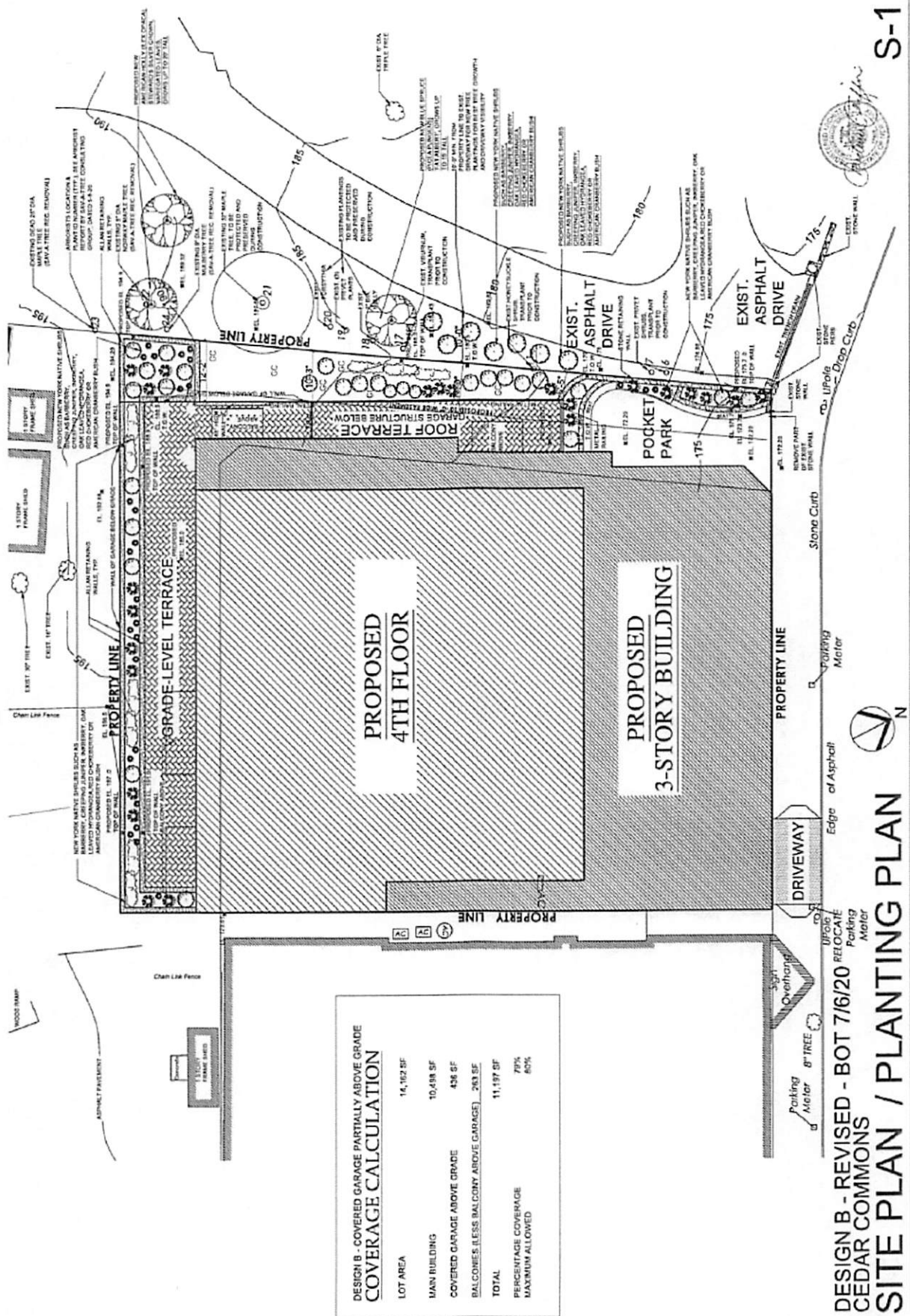


The following revised submission dated July 6, 2020 was submitted to the Board:

# CEDAR COMMONS 43-45 CEDAR STREET, DOBBSFERRY, NY 10522 CHRISTINA GRIFFIN ARCHITECT PC 10 Spring Street, Hastings-on-Hudson, NY 10706



OWNER	ARCHITECT	CIVIL ENGINEER	PLANNER	TRAFFIC ENGINEER	DATES	LIST OF DRAWINGS	LIST OF DRAWINGS
THE BOC GROUP COSMO S. MARONE, P.E. 203 N. COMMERCIAL ROAD, SUITE 400 WHITE PLAINS, NY 10605 914.233.4787 cosmo@thebocgroup.com	CSA STUDIO CHRISTINA GRIFFIN ARCHITECT PC HASTINGS-ON-HUDSON, NY 10706 914.478.0778 info@csastudio.com	HUSON ENGINEERING & CONSULTING MICHAEL P. STETZ, P.E., PRESIDENT 1140 FORT MONROE AVENUE, SUITE 101 HASTINGS-ON-HUDSON, NY 10706 914.593.5425 mstetz@husoneng.com	PLANNING & DEVELOPMENT ADVISORS DAVID L. BARTL, PRINCIPAL 100 WEST 17TH STREET, SUITE 100 NEW YORK, NY 10011 914.532.8413 david@pdaadvisors.com	PROVIDENT DESIGN ENGINEERING CARLETO HOLY, P.E., PRINCIPAL 7 BOWLING DRIVE HARTFORD, CT 06103 914.532.4540 info@providenteng.com	BOARD OF TRUSTEES SUBMISSION 4-22-19 BOARD OF TRUSTEES PRESENTATION 4-23-19 PLANNING BOARD PRE-SUBMISSION 6-18-19 PLANNING BOARD SUBMISSION 7-18-19 PLANNING BOARD PRESENTATION 8-08-19 AHEAD SUBMISSION 9-19-19 AHEAD REVISED SUBMISSION 11-19-19 NOT REVISIT SUBMISSION 3-3-20 NOT REVISIT SUBMISSION 6-18-20 NOT REVISIT SUBMISSION 7-06-20	A-2 SITE SURVEY S-1 ZONING COMPLIANCE S-2 EXISTING CONDITIONS S-3 EXISTING UTILITIES S-4 EXISTING ELEVATIONS S-5 EXISTING SECTIONS S-6 EXISTING FLOOR PLANS S-7 EXISTING WALL SECTIONS S-8 EXISTING ROOF PLAN S-9 EXISTING FOUNDATION S-10 EXISTING STRUCTURE S-11 EXISTING INTERIOR S-12 EXISTING EXTERIOR S-13 EXISTING LANDSCAPE S-14 EXISTING SITE PLAN S-15 EXISTING SITE ELEVATION S-16 EXISTING SITE SECTION S-17 EXISTING SITE FLOOR PLAN S-18 EXISTING SITE ELEVATION S-19 EXISTING SITE SECTION S-20 EXISTING SITE FLOOR PLAN S-21 EXISTING SITE ELEVATION S-22 EXISTING SITE SECTION S-23 EXISTING SITE FLOOR PLAN S-24 EXISTING SITE ELEVATION S-25 EXISTING SITE SECTION S-26 EXISTING SITE FLOOR PLAN S-27 EXISTING SITE ELEVATION S-28 EXISTING SITE SECTION S-29 EXISTING SITE FLOOR PLAN S-30 EXISTING SITE ELEVATION S-31 EXISTING SITE SECTION S-32 EXISTING SITE FLOOR PLAN S-33 EXISTING SITE ELEVATION S-34 EXISTING SITE SECTION S-35 EXISTING SITE FLOOR PLAN S-36 EXISTING SITE ELEVATION S-37 EXISTING SITE SECTION S-38 EXISTING SITE FLOOR PLAN S-39 EXISTING SITE ELEVATION S-40 EXISTING SITE SECTION S-41 EXISTING SITE FLOOR PLAN S-42 EXISTING SITE ELEVATION S-43 EXISTING SITE SECTION S-44 EXISTING SITE FLOOR PLAN S-45 EXISTING SITE ELEVATION S-46 EXISTING SITE SECTION S-47 EXISTING SITE FLOOR PLAN S-48 EXISTING SITE ELEVATION S-49 EXISTING SITE SECTION S-50 EXISTING SITE FLOOR PLAN S-51 EXISTING SITE ELEVATION S-52 EXISTING SITE 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A-91 WALL SECTION A-92 WALL SECTION A-93 WALL SECTION A-94 WALL SECTION A-95 WALL SECTION A-96 WALL SECTION A-97 WALL SECTION A-98 WALL SECTION A-99 WALL SECTION A-100 WALL SECTION



ZONING DATA - DESIGN B		ZONING DISTRICT: DB	TAX DESIGNATION: SECTION 3.80-42, LOT 11
	REQUIRED	EXISTING	PROPOSED - SCHEME B
LOT AREA	NO MINIMUM LOT	9,673.5 SF	14,182 SF (0.325 ACRES)
NUMBER OF DWELLING UNITS	-	4 RETAIL / 3 RESIDENTIAL	1 RETAIL / 16 RESIDENTIAL
MINIMUM UNIT SIZE	600 SF PER UNIT / 450 AFFORDABLE UNIT	-	489 - 1,906 SF PER UNIT
MAXIMUM BUILDING COVERAGE	80%	+74%	78% (SEE COVERAGE CALC. SHEET S-1)
MAXIMUM IMPERVIOUS COVERAGE	100%	+78%	94%
MINIMUM LOT WIDTH FRONTAGE	-	83 FT	103 FT
MAXIMUM BUILDING HEIGHT	3 STORIES / 40 FT	-	4 STORIES / 46'-10" FT (TOP OF BUILDING) *NON-CONFORMING
BULKHEAD AREA	MAX. 20% TOTAL ROOF AREA	-	BULKHEAD IS 943 SF OR 15% TOTAL 4TH FLOOR ROOF AREA
FRONT YARD SETBACK	0 FT	0 FT	0 FT
REAR YARD SETBACK	0 FT	0 FT	15 FT TO PRINC. BLDG. / 9.0 FT TO BALCONY
SIDE ONE	0 FT	0 FT	14.8 FT TO PRINC. BLDG. / 5.8 FT TO GARAGE
SIDE TWO	0 FT	0 FT	0 FT
TOTAL OF TWO SIDES	0 FT	0 FT	14.8 FT TO PRINC. BLDG. / 5.8 FT TO BALCONY
DRIVEWAY SLOPE	14%	N/A	3-5%
PARKING			
RESIDENTIAL: 1 SPACE PER DWELLING UNIT + ½ PER BEDROOM RETAIL: 1 FOR EACH 500 SF OF FLOOR AREA	<u>RESIDENTIAL:</u> 1 PER DWELLING UNIT + ½ PER BEDROOM <u>RETAIL:</u> 1 PER 500 SF	NONE	23 SPACES PROVIDED IN GARAGE + 3 SPACES PROVIDED ON STREET* = <u>26 SPACES TOTAL PROVIDED</u>  <u>SCHEME B RESIDENTIAL:</u> 1 PER DWELLING UNIT + ½ PER BEDROOM (30 BEDROOMS TOTAL) = 16 + 7.5 = 24 SPACES <u>RETAIL:</u> 1,400 SF RETAIL / 500 = 3 SPACES <u>27 SPACES TOTAL REQUIRED</u> *NON-CONFORMING
PARKING SETBACK - REAR (UNENCLOSED ONLY)	10 FT	-	ENCLOSED PARKING - NOT APPLICABLE
PARKING SETBACK - SIDE 1 (UNENCLOSED ONLY)	10 FT	-	ENCLOSED PARKING - NOT APPLICABLE
PARKING SETBACK - SIDE 2 (UNENCLOSED ONLY)	10 FT	-	ENCLOSED PARKING - NOT APPLICABLE

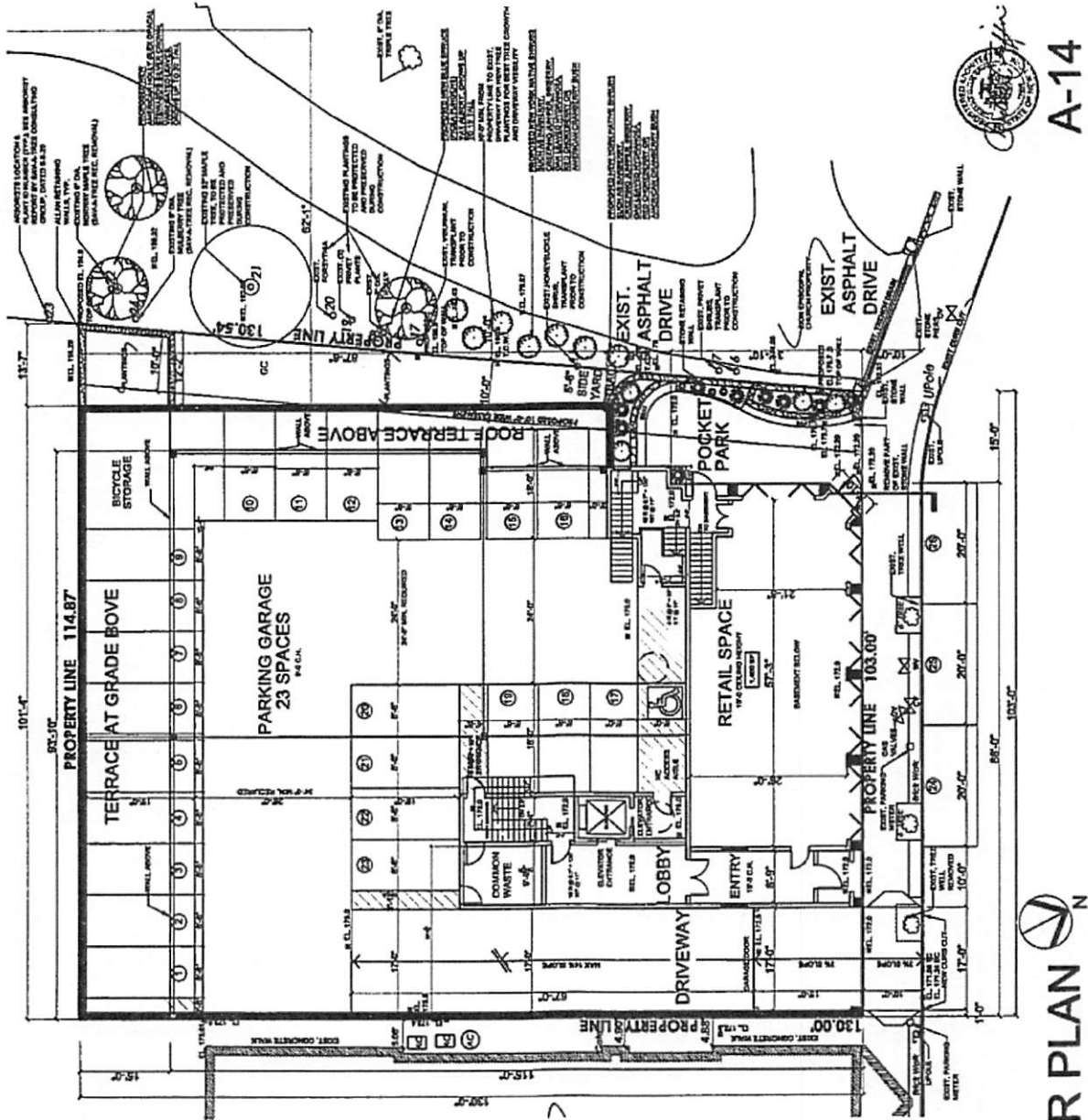
DESIGN B - REVISED - BOT 7/6/20  
CEDAR COMMONS

## ZONING DATA / FLOOR AREA CALCULATIONS

S-2

SCALE: NTS

CHRISTINA GRIFFIN ARCHITECT PC

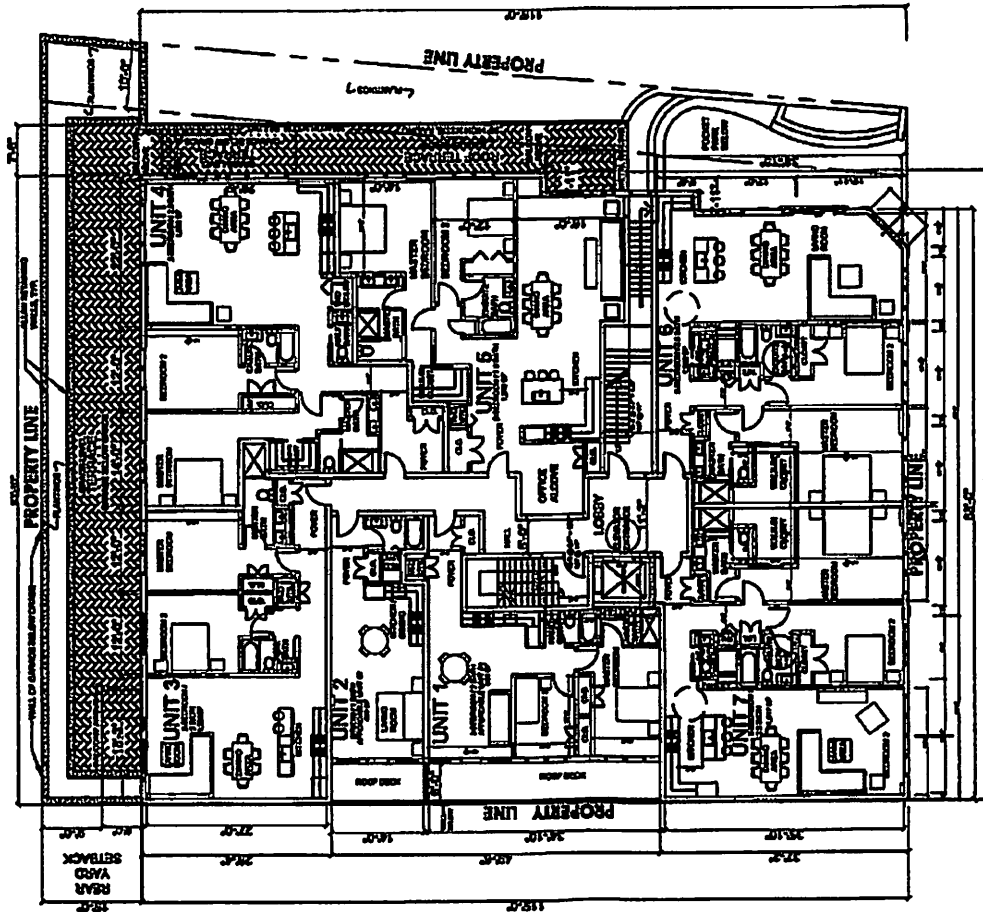


DESIGN B - REVISED - BOT 7/6/20  
CEDAR COMMONS  
GARAGE / FIRST FLOOR PLAN  
SCALE: 1/8" = 1'-0"

CHRISTINA GRIFFIN ARCHITECT PC

A-14

PARKING CALCULATIONS - DESIGN B - REVISED	
REQUIRED	PROVIDED
RESIDENTIAL: 1 PER DWELLING UNIT (16 UNITS TOTAL) +	GARAGE: 23 SPACES
1 PER BEDROOM (30 BEDROOMS TOTAL) = 16 + 7.5 (1/2 X 30) = 24 SPACES	ON-STREET PARKING: 3 SPACES *
RETAIL: 1,400 SF RETAIL / 500 = 3 SPACES	
TOTAL REQUIRED: 27 SPACES	TOTAL PROVIDED: 26 SPACES
NOTES	
PARKING WAIVER FOR (1) SPACE NEEDED FOR ADDED AFFORDABLE STUDIO	



**DESIGN B - REVISED - BOT 7/6/20  
CEDAR COMMONS**

## SECOND FLOOR PLAN

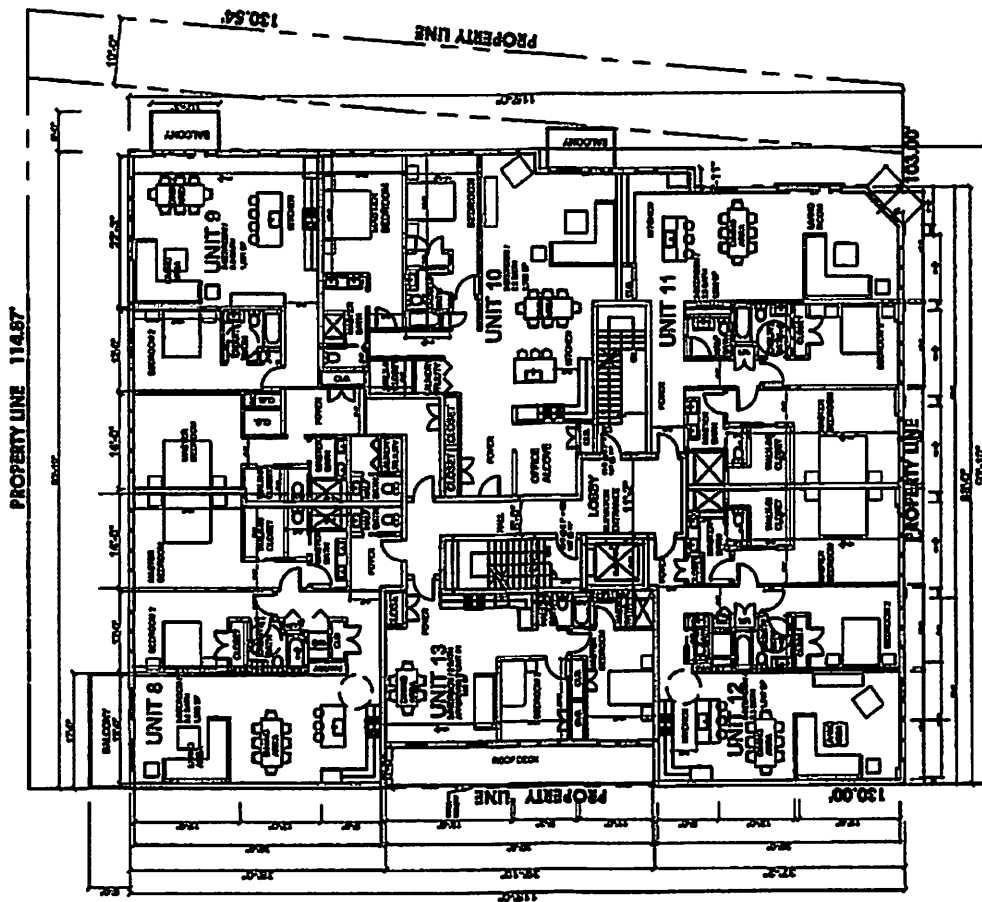
**SCALE: 1" = 1'-0"**



**A-15**

CHRISTINA GRIFFIN ARCHITECT PC





DESIGN B - REVISED - BOT 7/6/20  
CEDAR COMMONS

# THIRD FLOOR FLOOR PLAN

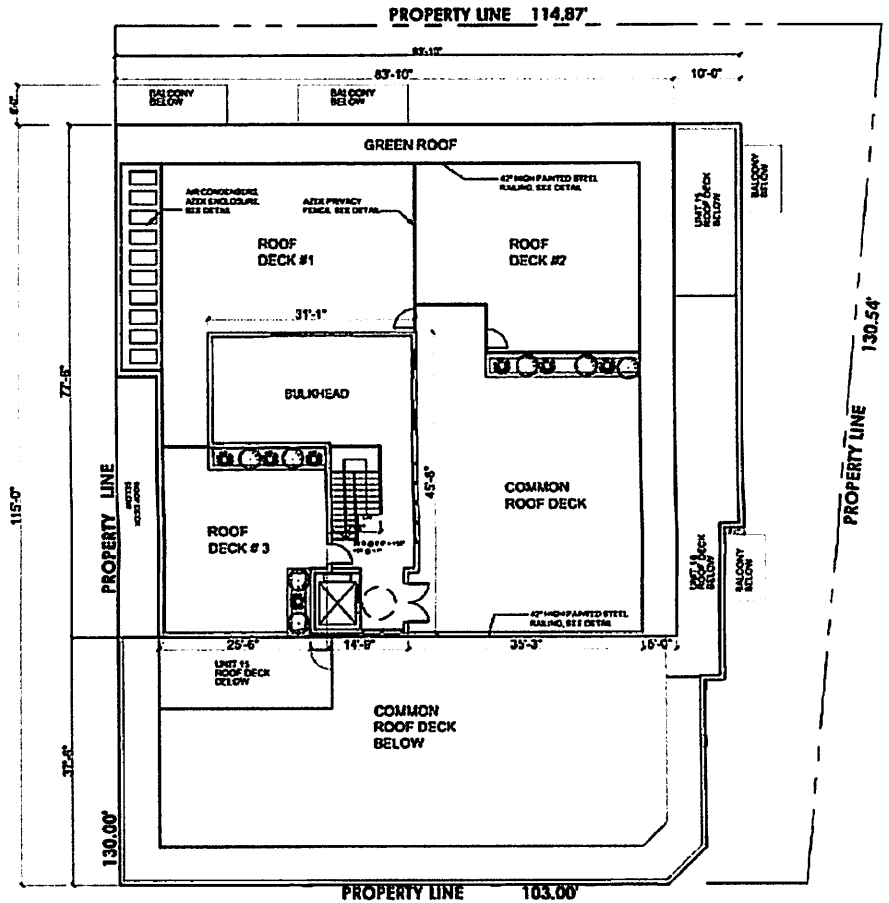
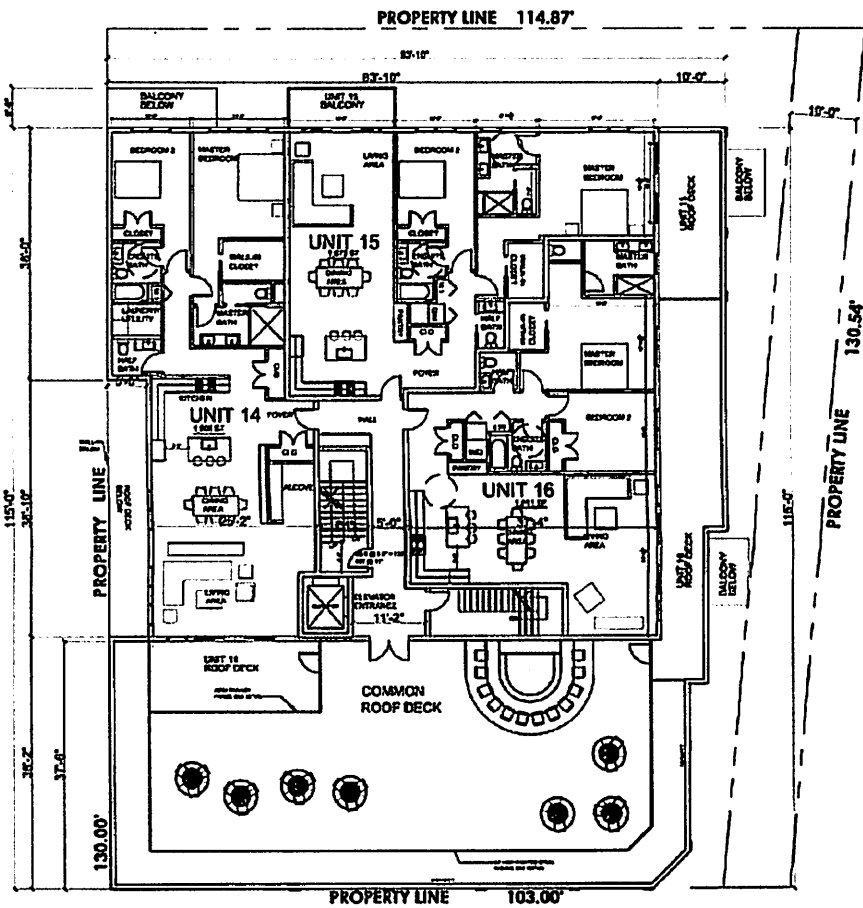
SCALE:  $\frac{1}{8}" = 1'-0"$



A-16

CHRISTINA AGRIFFIN ARCHITECT PC





DESIGN B - REVISED - BOT 7/6/20  
CEDAR COMMONS

# FOURTH FLOOR / ROOF DECK PLAN

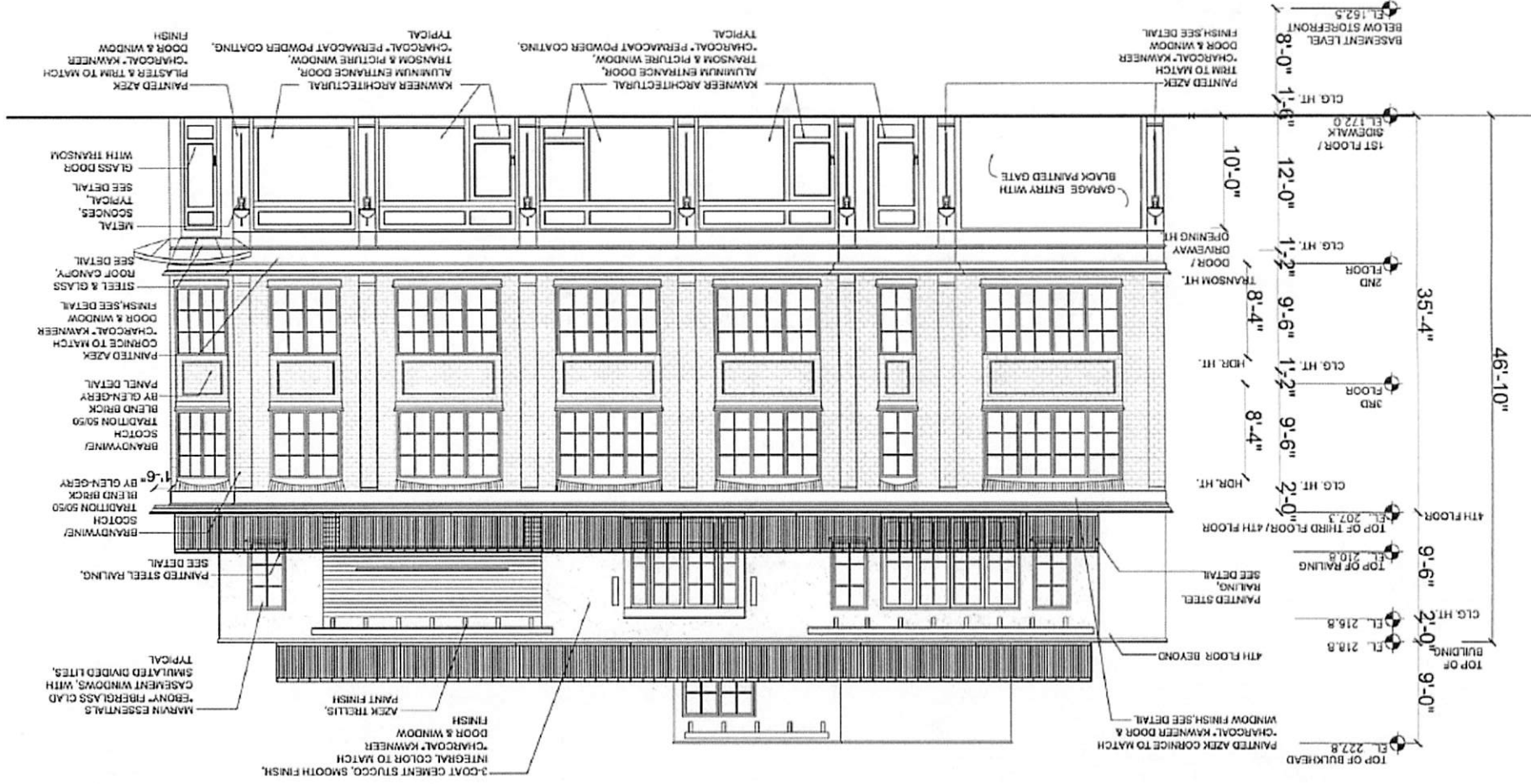


SCALE:  $\frac{1}{8}" = 1'-0"$



A-17

CHRISTINAGRIFFINARCHITECT PC

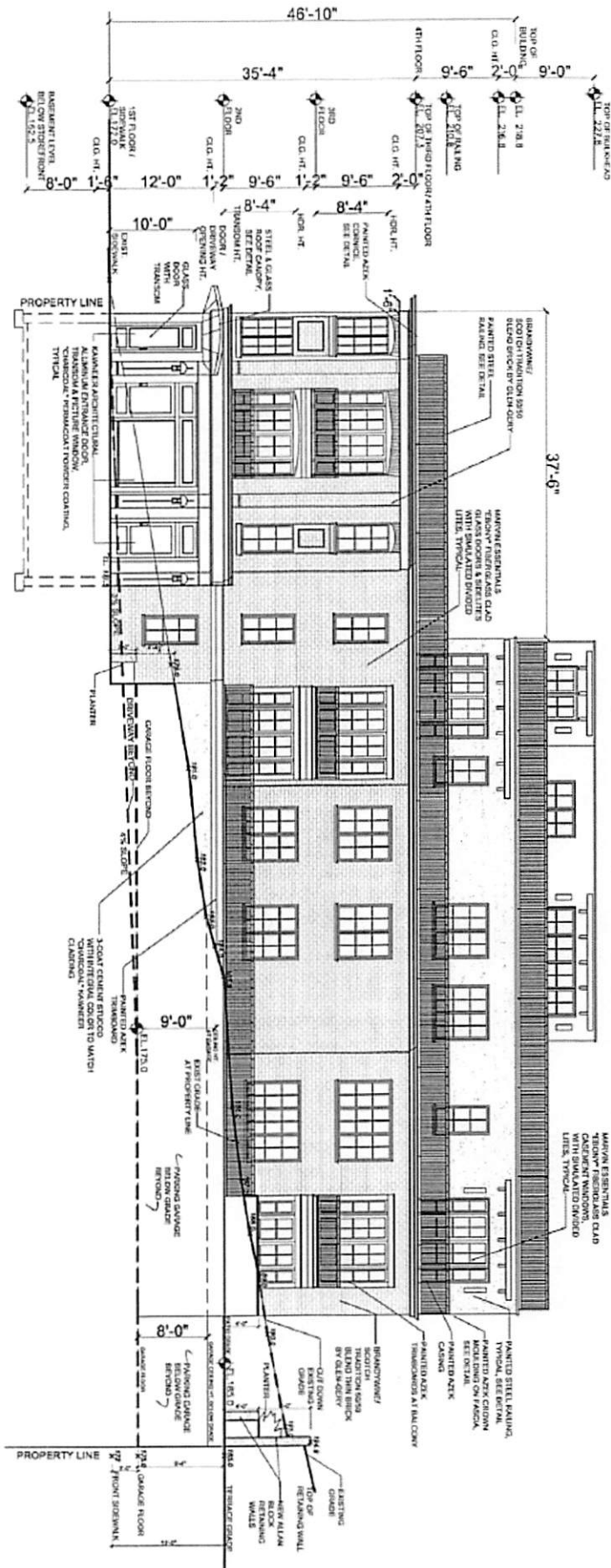


DESIGN B - REVISED - BOT 7/6/20  
CEDAR COMMONS  
WEST ELEVATION

SCALE: 3/16" = 1'-0"

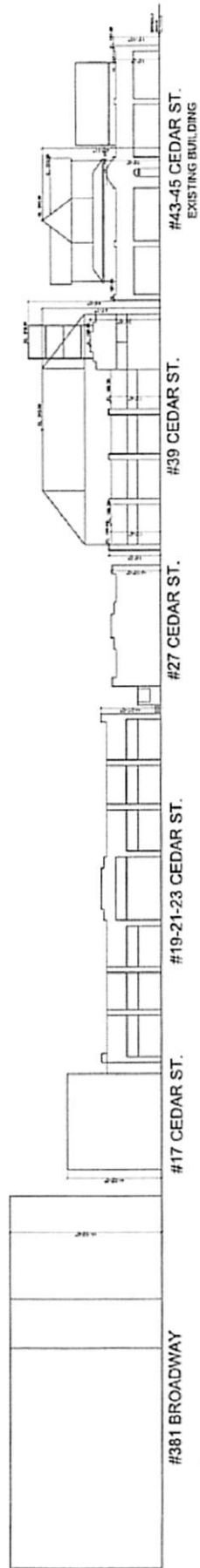
CHRISTINA GRIFFIN ARCHITECT PC

A-19

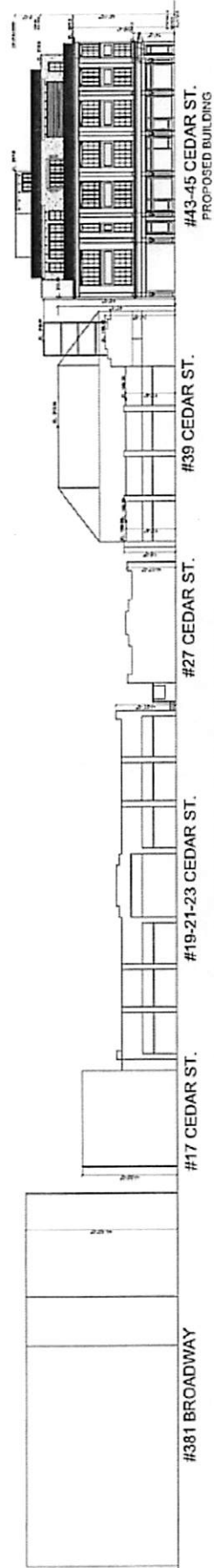








**CEDAR STREET - EXISTING**



**CEDAR STREET - PROPOSED**

DESIGN B - REVISED - BOT 7/6/20  
CEDAR COMMONS  
**STREETSCAPE**

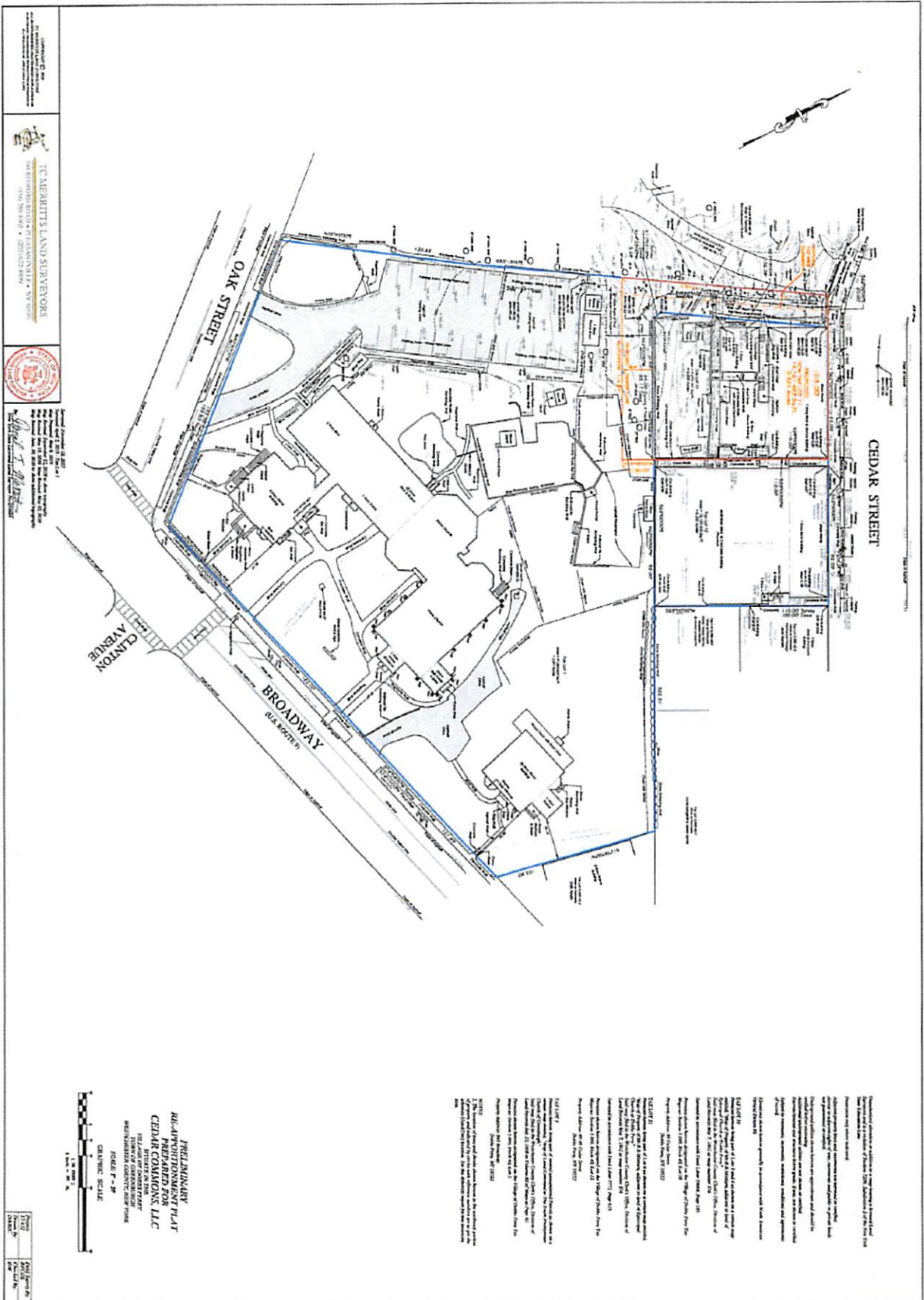
SCALE: 1/16" = 1'-0"



CHRISTINA GRIFFIN ARCHITECT PC



The following revised survey was submitted to the Board:



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

Mayor Rossillo acknowledged receipt of the following correspondence:

- Email dated July 1, 2020 from Thom Thurston (1 page)
- Email dated July 1, 2020 from Christopher Ross (1 page)
- Email dated July 13, 2020 from Gabriele and French Conway (2 pages)
- Email dated July 14, 2020 from Deb Morgenstern (1 page)
- Email dated July 14, 2020 from Stephen Tilly (1 page)

Mayor Rossillo said we have scheduled a joint meeting for this project on July 21, 2020.

The following people were present to represent the application: Ms. Linda Whitehead/Attorney, Ms. Christina Griffin/Architect, Mr. Seena Ghazhavi/VR Specialist, Ms. Suzanne Levine/Project Designer, Mr. Dave Smith and Mr. Cosmo Marfione.

Ms. Whitehead summarized changes that were made to the proposed application and waivers that are necessary.

Mr. Manley discussed the PILOP requirements for the application. Mr. Manley said he would like to see on the plan for the next meeting, the total area of the 4<sup>th</sup> floor roof and the area of the bulkhead.

Ms. Levine and Ms. Griffin gave a presentation on the proposed application which included an updated virtual reality presentation.

Trustee Patino asked if they could take a few stills from the virtual reality presentation for the joint meeting.

A discussion was held and the applicants addressed questions from the Board.

Motion by Trustee Sullivan, seconded by Trustee Knell to adjourn the public hearing for review of the application of 41 Cedar Street to July 21, 2020 at 7:00 p.m.

<b>MAYOR ROSSILLO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>DEPUTY MAYOR CASSELL</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE DAROCZY</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE KNELL</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE PATINO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE SULLIVAN</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE TAYLOR</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>VOTE TOTALS</b>	7 AYE	0 NAY	0 ABSTAIN	0 RECUSE	0 ABSENT/EXCUSED
<b>RESULT:</b>	<b>MOTION: PASSES</b>				

Ms. Dickson asked if the Board has a submission deadline or some guidance on when they want materials submitted by.

Mr. Marfione said they could submit materials to the Board by Friday.

Mayor Rossillo asked if the Village Arborist's report has been put into the record yet.

Ms. Jennifer Dorman/DPW said we do not have the report yet.

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

Ms. Dickson said when we receive the Arborist's report we just have to acknowledge it and make sure it is included in the documents.

The following people from the public addressed the Board: Mr. Niall Cain/Junior Warden Zion Episcopal Church.

**Public Hearing: Public hearing for review of the application of 100 Main Street**

The following letter and attachments from Mr. Paddy Steinschneider/Gotham Design were received by the Building Department on June 17, 2020:

**GOTHAM**

Padriac Steinschneider  
Gotham Design & Community Development Ltd.  
329 Broadway  
Dobbs Ferry, New York 10522  
(914) 693-5093 • Fax: (914) 693-5390  
Cell (914) 906-4802 • [arch329@gmail.com](mailto:arch329@gmail.com)

Dobbs Ferry Building Department  
112 Main Street  
Dobbs Ferry, New York 10522

Re: 100 Main Street Site Plan Review

Dear Mr. Manley, Building Inspector:

This letter is to request that the above referenced matter be placed on the next available meeting of the Board of Trustees to conclude the Site Plan Review process for this application.

The Planning Board called for a Public Hearing on this application, which opened at its November 1, 2018 meeting, was continued at its December 6, 2018, February 7, 2019, March 7, 2019 meetings, and which was closed at its meeting on June 6, 2019, at which time it adopted the Resolution recommending approval of the Site Plan. The recommended Site Plan was then forwarded to the Architectural and Historic Review Board (AHRB), which reviewed the current design at its first available meeting on October 28, 2019. The AHRB continued its review at its November 25, 2019, December 9, 2019, and January 13, 2020 meetings. At its January 13, 2020 meeting, the AHRB approved the design and agreed to send a letter to the Board of Trustees so confirming.

Attached please find five sets of 10 sheets of drawings including the drawings recommended for approval by the Planning Board for Site Plan and the drawings approved by the AHRB for the building. These have been prepared by Gotham Design & Community Development Ltd. as the Land Use Planners for the project. John Dedyo, P.E. was the engineer for the project until he retired in February 2020. I understand that a claim has been made that his license was revoked, but that is not true. He retired.

The owner of the property Adele Sutton Trust, which is managed by Leon Sutton, has retained Sirus Miandoabi, P.E. to replace John Dedyo. Mr. Miandoabi has reviewed the entire submission for compliance with the New York State Building Code, the Dobbs Ferry Zoning Ordinance, accuracy, and confirming that the drawings have been prepared in accordance with reasonable standards. Mr. Miandoabi has sealed and signed the drawings in his capacity as a professional engineer licensed by the State of New York.

It should be noted that the Storm Drainage system, which is existing and the most significant engineering component of the project, was designed and supervised during construction by Paul Petretti, P.E. Mr. Miandoabi has confirmed that the information included on the Site Plan for the Storm Drainage system is accurate and not compromised by the proposed project. Since the site is effectively 100% impervious, Mr. Miandoabi has confirmed that the proposed addition and renovation will not increase the volume or rate of storm water flow at the subject property.

Mr. Miandoabi has confirmed that, since no Construction Documents have been yet prepared for this project and since the drawings do not include structural information, the structure of the buildings is not included in the current scope of his Services on this project.

As the Board of Trustees should be aware, this is the third Site Plan that has been recommended for approval by the Planning Board and reviewed by the Architectural and Historic Review Board. The pending application is for Site Plan Approval, not a building permit.

The Board of Trustees decided not to consider the previous recommendations made by these Boards for the prior two Site Plans and, in fact, changed the Zoning Ordinance specifically affecting this property. This included reducing the height permitted in the DB zoning district, requiring a rear yard setback to the Aqueduct in this zoning district, and increasing the parking required in this zoning district.





Letter to Ed Manley, Building Inspector  
Re: 100 Main Street  
June 9, 2020  
Page 2 of 2.

The current Site Plan recommended for approval proposes the restoration of the existing garage to provide parking for four vehicles on-site. While this happens within the rear yard setback requirement recently created, the Planning Board and A-IRB has considered the restoration of this structure a value to the Village justifying its encroachment. The Planning Board and A-IRB have recommended that the Site Plan include the creation of a fourth story on the existing building and that the Alternative Parking Provisions in the Code be considered. These three issues were already presented to the Board of Trustees during the review process conducted by the Planning Board. The Planning Board asked the Board of Trustees to confirm its willingness to consider these provisions, prior to the Planning Board adopting a Resolution recommending approval of the Site Plan.

The Board of Trustees conducted a site walk at the subject property and added the matter to its April 23, 2019 agenda for discussion. Specifically, the Planning Board asked the Board of Trustees for a "poll" as to whether it would consider retaining the existing garage a sufficient value to justify retaining the structure within the setback to the Aqueduct, adding a fourth story to the front building, and granting the use of Alternative Parking Provisions. It should be noted that, in reducing the permitted height of buildings in the DB zoning district from the four that was the Code since Dobbs Ferry first adopted zoning to three stories, the Board of Trustees reserved the right to grant permission for a fourth story, if it would help achieve specific needs in the Village. In an Office Memorandum dated April 30, 2019, the Village Attorney, Lori Lee Dickson, confirmed that the Board of Trustees had determined by a vote of 4 to 3 that it favored the Planning Board proceeding with a fourth story and that it had determined by a vote of 7 to 0 that it favored a PILOP for 2 of the 6 required parking spaces for a total of four residential units.

A set of 10 sheets of drawings, dated June 8, 2020 for submission to the Board of Trustees, has been submitted for consideration by your office and then by the Board of Trustees.

T1	Title Sheet, General Notes, Location Map, List of Drawings, Aerial Map
SP 3.1	"Existing and Proposed Storm Drainage and Utility Plans"
SP 4.1	"Erosion Control Plan and Details"
A - 1.1	"Site and Landscaping Plan, Zoning Analysis"
A - 2.1	"First and Second Floor Plans"
A - 2.2	"Third and Fourth Floor Plans"
A - 2.3	"Garage Plans and Elevations"
A - 3.1	"North and West Elevations, Details"
A - 3.2	"South and East Elevations, Details"
A - 4.1	"Building Section"

A copy of a letter from Sinus Mienadoeb, P.E. to Leon Sutton dated June 8, 2020 confirming his review of the drawings.

Thank you for your time and attention.

Sincerely,

GOTHAM DESIGN & COMMUNITY DEVELOPMENT LTD.  
Paddy Steinschneider, Land Use Planner, President  
As Agent for L.M. Sutton Management Company



27 Main Street : a  
Dobbs Ferry, NY 10522  
914-274-8874: t  
info@integralengrg.com : e  
www.integralengrg.com : w

MEMO

Leon Sutton  
L.M. Sutton Realty  
2600 Netherland Ave #3102  
Bronx, NY 10463

RE: 100 Main Street – Dobbs Ferry, NY

Mr. Sutton,

Please see below description of review completed for the above referenced project:



Drawing Number : Description of Engineering Review

- T-1: All notes are confirmed to adhere to applicable building codes, standards of care and coordination required for contractors. Site plan and building location are noted for zoning review.
- SP-3.1: Storm water drainage and utilities plan have been analyzed and exiting utility sizing have not changed. There has been no added impervious area to the existing conditions that will necessitate increased underground storm water management equipment capacities. Scupper and drain lines to be relocated to prevent conflict with new building extension. Site inspection was conducted to spot check and verify visible structures on the property.
- SP-4.1: Erosion control plan has been reviewed and determined acceptable for construction sequencing noted and materials used to prevent uncontrolled soil erosion during construction.
- A-1.1: Zoning analysis has been reviewed based on the Village of Dobbs Ferry Zoning and Land Use Code as well as design guidelines in Appendix F, specifically for the proximity to Downtown for the project in question.
- A-2.1: Architectural Floor plans have been reviewed for general building requirements – no structural reviews were conducted as noted on plans.



27 Main Street : a  
Dobbs Ferry, NY 10522  
914-274-8874: t  
info@integralengr.com : e  
www.integralengr.com : w

- A-2.2 : Architectural Floor plans have been reviewed for general building requirements – no structural reviews were conducted as noted on plans.
- A-2.3 : Architectural Elevations have been reviewed for general building requirements – no structural reviews were conducted as noted on plans.
- A-3.1 : Architectural Elevations have been reviewed for general building requirements – no structural reviews were conducted as noted on plans.
- A-3.2 : Architectural Elevations have been reviewed for general building requirements – no structural reviews were conducted as noted on plans
- A-4.1 : Architectural Elevations have been reviewed for general building requirements. Elevations and dimensions noted on the drawings were coordinated with DWG A-1.1. Foundation elevations were reviewed for general geometry and location with respect to adjacent structures – no structural reviews were conducted as noted on plans

Supplementary to the drawings mentioned above, I have also reviewed various letters and issues brought to your attention with the previous design professional whose license is no longer valid. Under the New York State Board of Regents revision to Section 29.3(b), effective June 14, 1996 and guidance shown on the NYSED website, it is not unprofessional conduct for a licensed professional to delegate or assign design parameters to an unlicensed third party, such as Gotham. As required, I have reviewed, commented, annotated, and (after revisions) finally approved the design with notations of elements that have not been reviewed.

Should you have any additional question or comments, please feel free to reach out to my office.

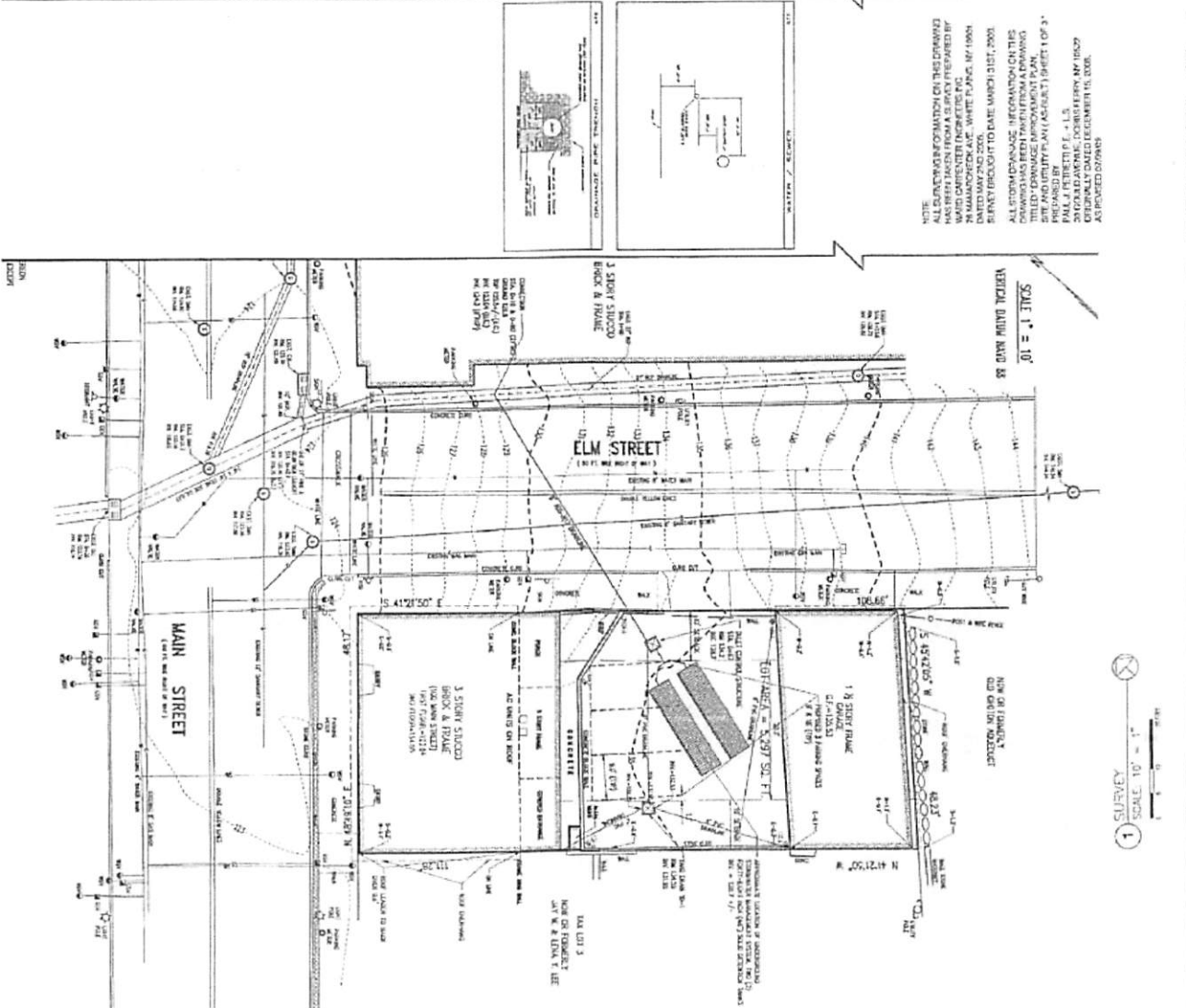
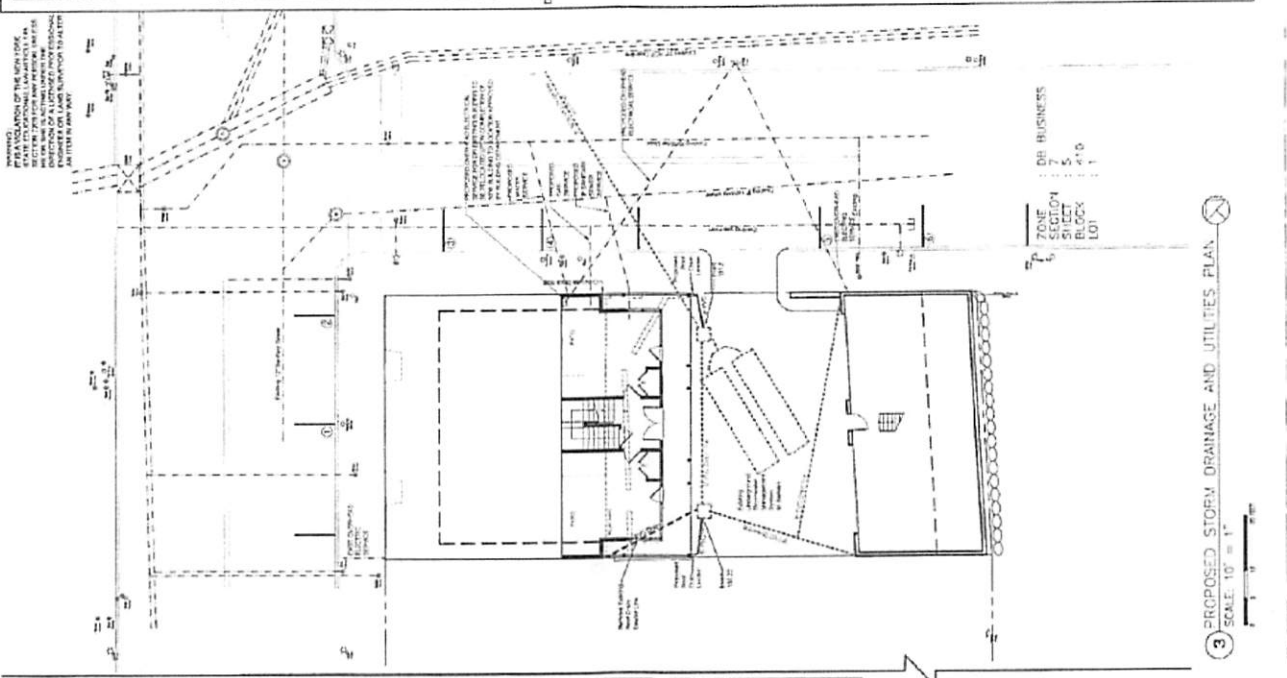
Thank you,



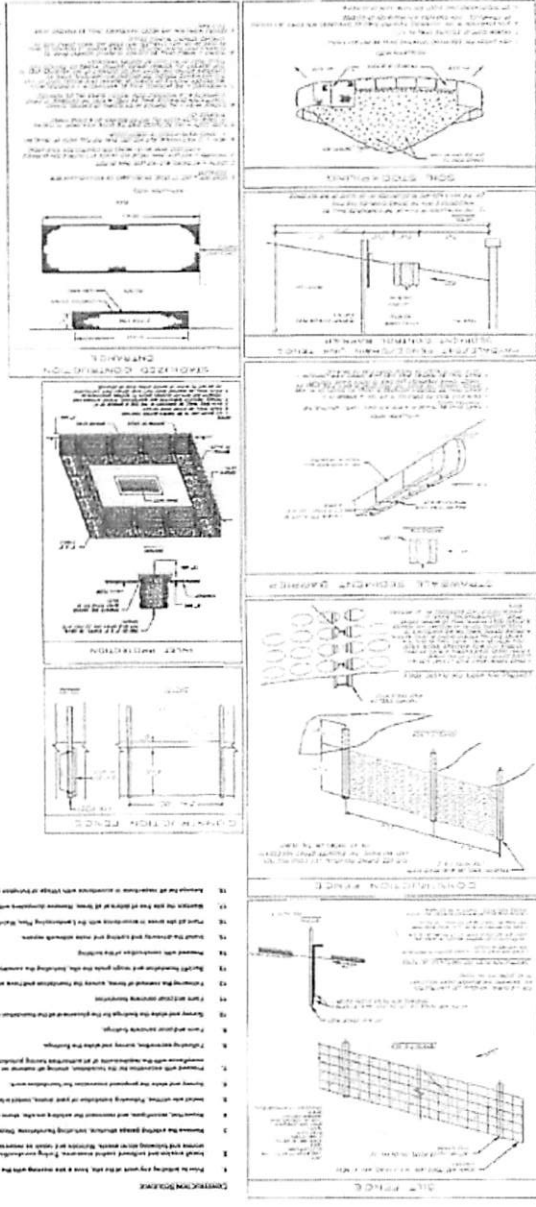
Sirius Miandoabi, P.E.







## Page 62 of 77



### BRICK PAVING DETAIL

ALL STORM DRAINAGE INFORMATION ON THIS  
DRAWING HAS BEEN TAKEN FROM A DRAWING  
TITLED "DRAINAGE IMPROVEMENT PLAN,  
SITE AND UTILITY PLAN (AS-BUILT) SHEET 1 OF 3"  
PREPARED BY  
PAUL J. PETRETTI P.E. + L.S.  
38 GOULD AVENUE, DOUGHERTY, NY 10522  
ORIGINALLY DATED DECEMBER 15, 2008.  
AS REVISED 07/2009

**A-1.**

A-2

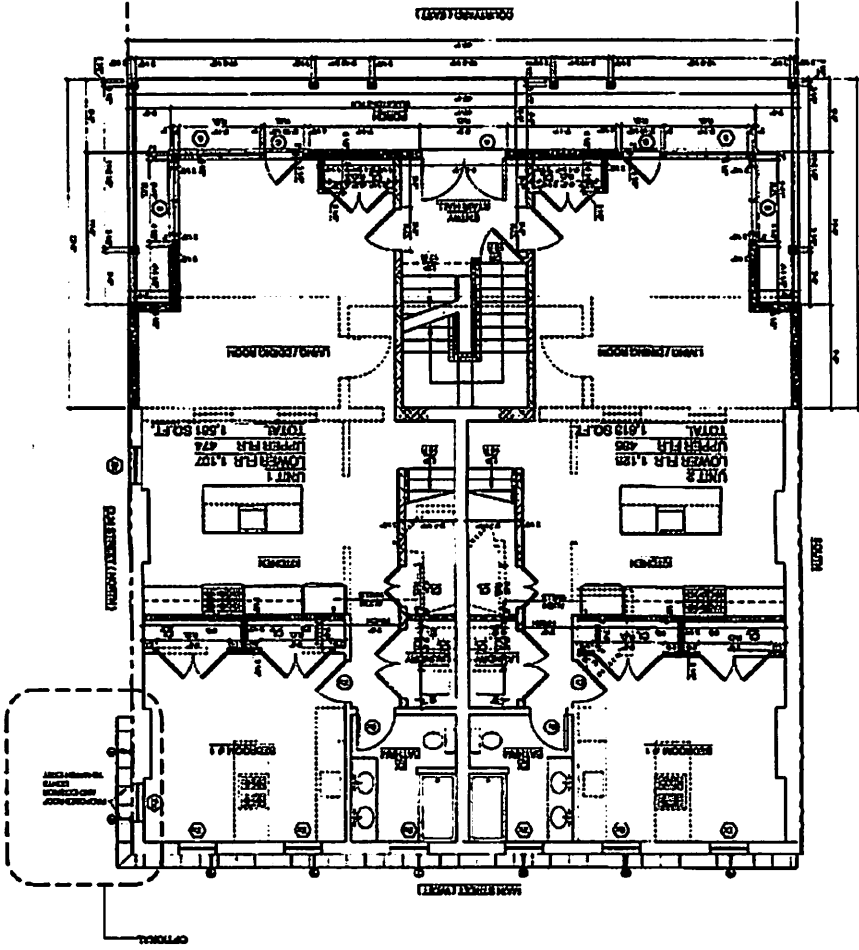
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PROJECT 100 MAIN STREET  
DOORS PERMIT, NY 10022

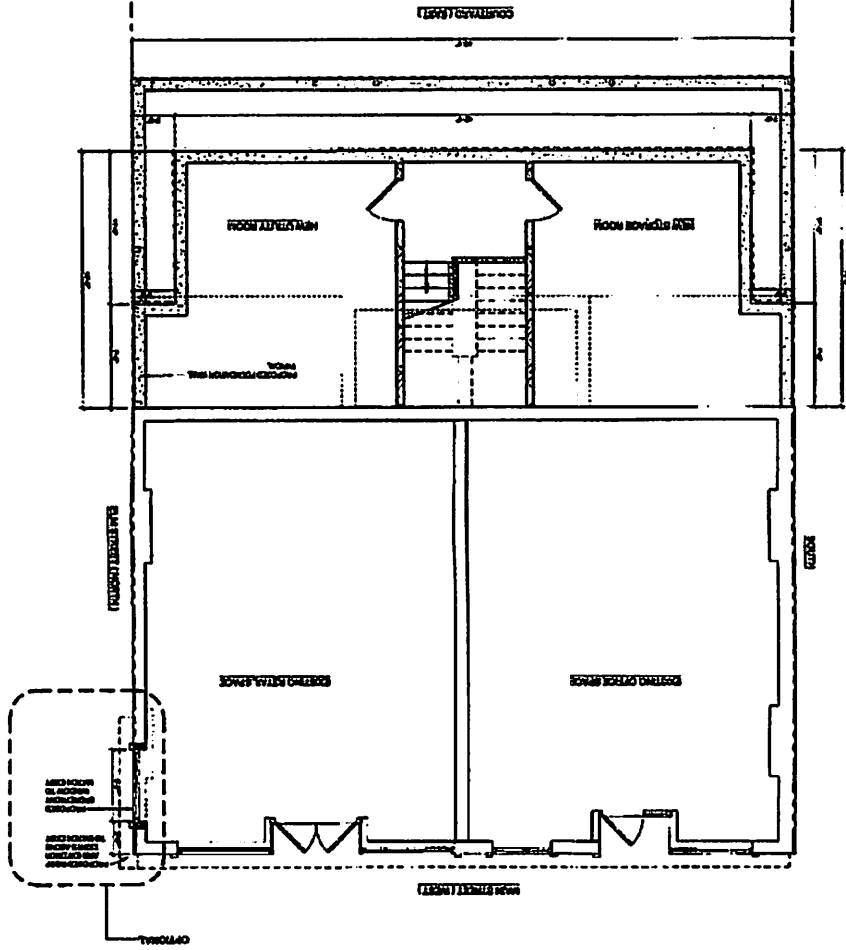


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SECOND FLOOR PLAN  
SCALE: 1/8" = 1'-0"  
DOORS PERMIT, NY 10022

LEGEND  
DOORS PERMIT, NY 10022



FIRST FLOOR PLAN  
SCALE: 1/8" = 1'-0"  
DOORS PERMIT, NY 10022

DOOR SCHEDULE		10300 STREET		CITY OF JEROME, N.M.			
EXTERIOR							
#	DOOR	TYPE	GRADE	FINISHING	DOOR	GLASS	SW
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EXPRESSWAY  
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P-111 BUILDING OF PEOPLE MUST BE EXISTING OR PLANNED BY SECTION 111 FOR AGENCY OF PEOPLE AND PEOPLE OF PEOPLE  
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**WARNING:**  
IF SAUSAGE OF THE MEATWORK  
BULK (INDUSTRIAL) LINE STYLE 10  
SECTION TWO FOR ANY REASON, BRIDGE  
IS BEING INACTIVE UNDER THE  
DIRECTION OF A LICENSED PROFESSIONAL  
ENGINEER, LAND ENGINEER OR A LULU  
OR ENGINEER.

**GENERAL NOTE:**  
BUILDING PLAN DETAILS AND  
NOTES ARE FOR SUPPLEMENT  
ONLY. LAST FOR CONSTRUCTION  
INSTRUCTIONS. MEMBERS  
SEE DRAWING.

[illegible]

PROJECT TITLE: 100 MAIN STREET  
DOCS33 FEB77, NY 0032

**GOTHAM  
DESIGN  
AND COMMUNITY  
DEVELOPMENT LTD**

**225 Broadway**  
**Orlando, FL 32801**  
**Phone: (407) 833-0000**  
**Fax: (407) 833-0000**  
**Web: www.225.com**

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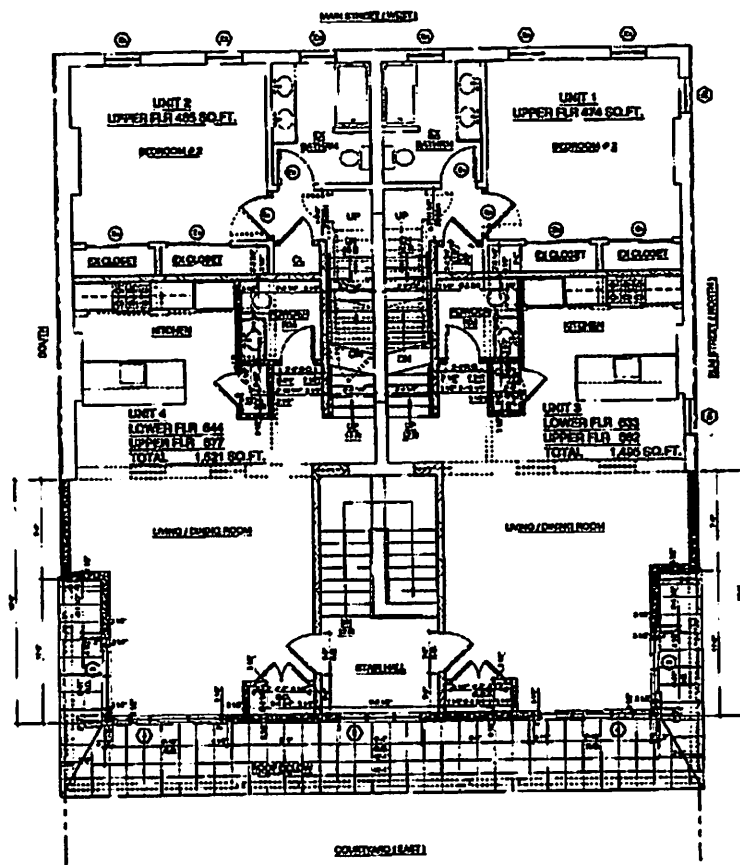
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**THIRD AND  
FOURTH FLOOR  
PLANS**

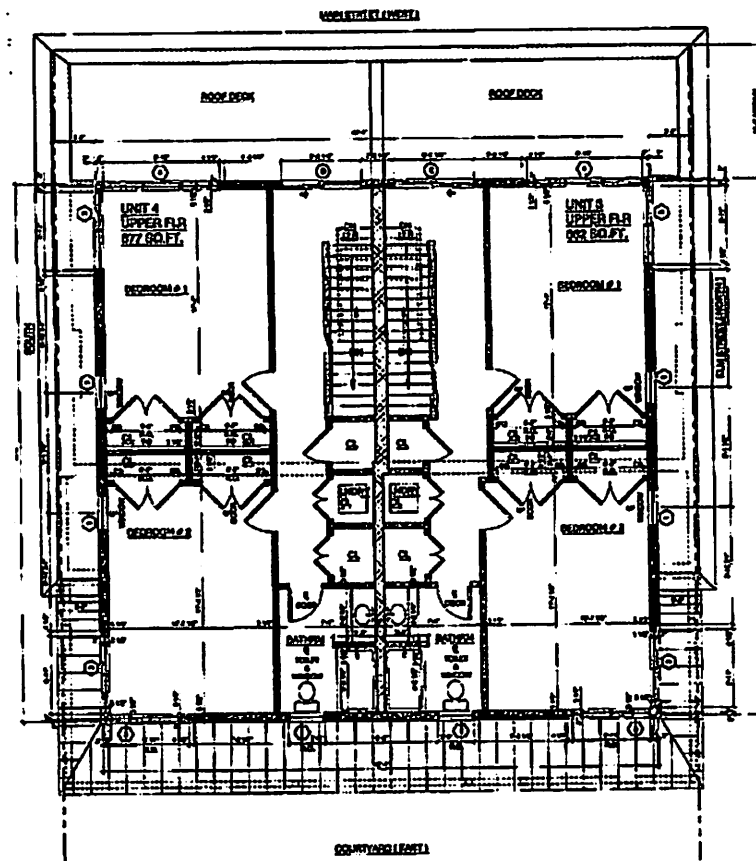
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APPROVED BY: FRO  
12.4.17 H. J. J. J.

**A-2.2**

11



**THIRD FLOOR PLAN**



**LEGEND**

----- CHAIRS TO BE REMOVED  
..... CHAIRS TO BE REMOVED  
[ ] PROPOSED WORK

**FOURTH FLOOR PLAN**

SCALE: 1/4" = 1'-0"

GRAPHIC SCALE IN FEET

0 1 2 3 4

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

Mr. Paddy Steinschneider and Mr. Sirius Miandoabi/Engineer were present to represent the application.

Mr. Steinschneider gave a presentation on the proposed application.

A discussion was held and Mr. Steinschneider addressed questions from the Board.

Mayor Rossillo said we are going to put this over to the next meeting.

The discussion continued.

Motion by Trustee Patino, seconded by Trustee Sullivan to open the public hearing for review of the application of 100 Main Street.

<b>MAYOR ROSSILLO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>DEPUTY MAYOR CASSELL</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE DAROCZY</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE KNELL</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE PATINO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE SULLIVAN</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE TAYLOR</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>VOTE TOTALS</b>	<b>7 AYE</b>	<b>0 NAY</b>	<b>0 ABSTAIN</b>	<b>0 RECUSE</b>	<b>0 ABSENT/EXCUSED</b>
<b>RESULT:</b>	<b>MOTION: PASSES</b>				

No one from the public addressed the Board.

Motion by Deputy Mayor Cassell, seconded by Trustee Daroczy to adjourn the public hearing for the review of the application of 100 Main Street to August 11, 2020.

<b>MAYOR ROSSILLO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>DEPUTY MAYOR CASSELL</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE DAROCZY</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE KNELL</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE PATINO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE SULLIVAN</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE TAYLOR</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>VOTE TOTALS</b>	<b>7 AYE</b>	<b>0 NAY</b>	<b>0 ABSTAIN</b>	<b>0 RECUSE</b>	<b>0 ABSENT/EXCUSED</b>
<b>RESULT:</b>	<b>MOTION: PASSES</b>				

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

**Public Hearing: Public hearing on a Local Law to amend the eligibility for existing senior and disabled citizen rent abatement programs**

Motion by Deputy Mayor Cassell, seconded by Trustee Knell to open the public hearing on a local law to amend the eligibility for existing senior and disabled citizen rent abatement programs.

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
TRUSTEE KNEILL	<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 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	7 AYE	0 NAY	0 ABSTAIN	0 RECUSE	0 ABSENT/EXCUSED
RESULT:	MOTION: PASSES				

Deputy Mayor Cassell and Ms. Dickson discussed the proposed local law.

The following people addressed the Board: Ms. Abby Connett/Dobbs Ferry Senior Citizen Program.

Motion by Deputy Mayor Cassell, seconded by Trustee Knell to close the public hearing on a local law to amend the eligibility for existing senior and disabled citizen rent abatement programs.

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
TRUSTEE KNEILL	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
TRUSTEE PATINO	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
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	7 AYE	0 NAY	0 ABSTAIN	0 RECUSE	0 ABSENT/EXCUSED
RESULT:	MOTION: PASSES				

Deputy Mayor Cassell offered the following resolution which was seconded by Trustee Knell:

**RESOLUTION 28-2020**

**RESOLUTION OF THE VILLAGE OF DOBBS FERRY BOARD OF TRUSTEES  
ADOPTING LOCAL LAW 4-2020 INCREASING THE ELIGIBILITY LEVEL OF THE EXISTING  
TAX ABATEMENT PROGRAM FOR SENIOR AND DISABLED CITIZENS**

**WHEREAS**, the Board of Trustees of the Village of Dobbs Ferry has been considering adoption of Introductory Local Law 4 which proposes to increase the eligibility levels of senior and disabled citizens in the existing tax abatement program set forth in Section 273-32(B) of the Dobbs Ferry Code; and



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**WHEREAS**, for the purpose of receiving comment on said proposed local law the Board of Trustees conducted a duly noticed public hearing on July 14, 2020 during which the public had the opportunity to be heard ; and

**WHEREAS**, the matter was the topic of further discussion and deliberation by the Board at the public meeting on the same evening after the close of the hearing, following which the Board determined there were no impediments to proceeding with adoption of the local law.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of the Village of Dobbs Ferry hereby adopts Local Law 4-2020 revising the eligibility levels set forth in Chapter 273 “Taxation” of the Village of Dobbs Ferry with an increase to \$50,000 per annum, with such adoption to take effect as required by law; and

**BE IT FURTHER RESOLVED**, that the Village Board directs the Village Clerk to file and distribute said Local Law No. 4-2020 in accordance with applicable law.

<b>MAYOR ROSSILLO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>DEPUTY MAYOR CASSELL</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE DAROCZY</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE KNEEL</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE PATINO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE SULLIVAN</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE TAYLOR</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>VOTE TOTALS</b>	<b>7 AYE</b>	<b>0 NAY</b>	<b>0 ABSTAIN</b>	<b>0 RECUSE</b>	<b>0 ABSENT/EXCUSED</b>
<b>RESULT:</b>	<b>MOTION: PASSES</b>				

Motion by Deputy Mayor Cassell, seconded by Trustee Knell to adopt Local Law 4-2020 as follows:

**LOCAL LAW 4-2020**

REVISIONS TO CHAPTER 273 “TAXATION” TO INCREASE ELIGIBILITY LIMITS FOR THE SENIOR AND DISABLED CITIZENS TAX ABATEMENT PROGRAM FOR RENT CONTROLLED HOUSING

A LOCAL LAW amending Article VII of Chapter 273 “Taxation” of the Village Code of the Village of Dobbs Ferry to increase eligibility criteria for the tax abatement program for senior citizens and persons with disabilities.

BE IT ENACTED by the Board of Trustees of the Village of Dobbs Ferry as follows:

**Section One:** Chapter 273, Article VII, Section 273-32 (B) is hereby amended as follows, with new matter underlined and deleted matter in [brackets] and ~~struck~~:

Maximum allowable income pursuant to the Real Property Tax Law § 467-b: [~~\$27,000~~] \$40,000 beginning July 1, [~~2007~~] 2020; [~~\$28,000~~] \$45,000 beginning July 1, [~~2008~~] 2021; and [~~\$29,000~~] \$50,000 beginning July 1, [~~2009~~] 2022.

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**Section Two:** Except as provided for herein, all other provisions of Chapter 273 shall remain the same.

**Section Three:** This local law shall take effect immediately, with filing and publication as required by applicable law, including filing with the Secretary of State.

<b>MAYOR ROSSILLO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>DEPUTY MAYOR CASSELL</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE DAROCZY</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE KNEEL</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE PATINO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE SULLIVAN</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE TAYLOR</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>VOTE TOTALS</b>	<b>7 AYE</b>	<b>0 NAY</b>	<b>0 ABSTAIN</b>	<b>0 RECUSE</b>	<b>0 ABSENT/EXCUSED</b>
<b>RESULT:</b>	<b>MOTION: PASSES</b>				

**Board Consideration/Deliberation Upon Closing of Public Hearing**

None.

**Courtesy of the Floor**

No one from the public addressed the Board.

**Consider a motion to approve Audits #1 and #2 for July 2020 as recommended by the Village Treasurer**

Motion by Trustee Taylor, seconded by Trustee Knell to approve Audits #1 and #2 for July 2020 as recommended by the Village Treasurer as follows:

**JULY AUDIT #1**

<b>Fund Distribution</b>	<b>Regular</b>
A-General Fund	\$439,227.88
L- Library Fund	\$ 6,534.50
<b>Grand Total</b>	<b><u>\$445,762.38</u></b>

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

**JULY AUDIT #2**

<b>Fund Distribution</b>	<b>Regular</b>
A-General Fund	\$313,015.10
CD- Special Grant Fund	\$ 1,023.00
H - Capital Fund	\$ 4,563.50
L- Library Fund	\$ 10,399.24
T- Trust & Agency Fund	\$ 1,487.25
<b>Grand Total</b>	<b><u>\$330,488.09</u></b>

<b>MAYOR ROSSILLO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>DEPUTY MAYOR CASSELL</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE DAROCZY</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE KNELL</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE PATINO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE SULLIVAN</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE TAYLOR</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>VOTE TOTALS</b>	<b>7 AYE</b>	<b>0 NAY</b>	<b>0 ABSTAIN</b>	<b>0 RECUSE</b>	<b>0 ABSENT/EXCUSED</b>
<b>RESULT:</b>	<b>MOTION: PASSES</b>				

**Consider a motion to authorize the Mayor to sign a Professional Services Agreement with Donald P. Marra to provide professional assistance in the search for a Village Administrator for the Village of Dobbs Ferry**

Mr. Donald Marra was present and said the search will begin in September. Mr. Marra said he would like to set up a Zoom meeting with the Board to discuss the proposed timeline and to go over the whole process.

Mayor Rossillo said maybe the first or second week in August we can schedule a meeting with Mr. Marra.

Motion by Trustee Knell, seconded by Trustee Patino to authorize the Mayor to sign a Professional Services Agreement with Donald P. Marra to provide professional assistance in the search for a Village Administrator for the Village of Dobbs Ferry, as follows:

**DONALD P. MARRA  
MUNICIPAL CONSULTANT  
30 MAPLEWOOD AVENUE  
DOBBS FERRY, NEW YORK 10522  
marraconsulting@yahoo.com**

**VILLAGE OF DOBBS FERRY  
PROFESSIONAL SERVICES AGREEMENT**

**PARTIES TO AGREEMENT**

This professional Services Agreement is made between the Village of Dobbs Ferry (herein referred to as the Client) and Donald P. Marra (herein referred to as DPM), with his office located at 30 Maplewood Avenue, Dobbs Ferry, New York 10522.

**SCOPE OF SERVICES – VILLAGE ADMINISTRATOR SEARCH**

Donald P. Marra (DPM) will provide professional assistance in the search for a Village Administrator for the Village of Dobbs Ferry. The specific professional services to be provided by DPM will include the following:

1. Prepare a Search Timeframe based on input from the Mayor and Village Board.
2. Distribute a Profile Survey to the Mayor and Village Board.
3. Analyze Profile Survey results. Share results with the Mayor and the Village Board.
4. Advertise the position on local and state professional organization web sites and in professional journals. Consultant prepares advertisement.
5. Personally contact current administrators/managers to gauge possible interest in the position.
6. Collect Letters of Interest and Resumes for review by the Mayor and Village Board. Make recommendations and assist the Village Board to reduce applicant pool to approximately six candidates.
7. Schedule a meeting with the Mayor and Village Board to interview the six finalists. Make recommendations and assist the Village Board with reducing the applicant pool to approximately three candidates.
8. Assist board members in conducting reference checks on the three finalists.
9. Prepare potential interview questions for the Mayor and Village Board.

10. Prepare the final interview schedule with the Mayor and Village Board.
11. Prepare a writing exercise to be completed by the three finalists.
12. Schedule a meeting with the Mayor and Village Board to interview the three finalists. Make recommendations and assist the Village Board in selecting the new administrator.

### **TERMINATION**

This Agreement may be terminated by the Village for any or no reason upon ten (10) days prior written notice. In the event of such termination, the Village will compensate DPM for work performed through the termination date at proportional rate based upon a previously agreed time schedule.

### **INDEPENDENT CONTRACTOR**

In providing these services to the Village, DPM will not be acting in the capacity as agent or partner. DPM is acting solely as an independent contractor.

### **CONFIDENTIALITY**

Except when disclosure is mandatory by law, DPM shall not disclose to any third party any information received or observed in connection with work performed under this Agreement one would reasonably deem confidential or otherwise specified as confidential except where such information is or later becomes part of the public domain through no fault of DPM.

### **FEE FOR SERVICES**

The fee for professional services for assistance in selecting a Dobbs Ferry Village Administrator is \$5,000.

### **TERMS OF PAYMENT**

One-Hundred (100%) on completion of the services as described in this agreement.

**SIGNATURES OF PARTIES**

IN WITNESS WHEREOF, the parties have executed this Professional Services Agreement through their respective representatives:

**Village of Dobbs Ferry**

**Donald P. Marra, Consultant**

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

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
TRUSTEE KNELL	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
TRUSTEE PATINO	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
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	7 AYE	0 NAY	0 ABSTAIN	0 RECUSE	0 ABSENT/EXCUSED
RESULT:	MOTION: PASSES				

**Consider a motion to award the contract for the annual HVAC maintenance contract for the Library to K & S HVAC for an amount of \$3,000.00 as recommended by Ms. Elizabeth Hobson/Library Director**

Ms. Elizabeth Hobson/Library Director sent the following e-mail dated July 2, 2020 to the Board of Trustees:

Liz Dreaper

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**From:** Elizabeth Hobson <ehobson@wlsmail.org>  
**Sent:** Thursday, July 2, 2020 12:17 PM  
**To:** Christy Knell; Donna Cassell; Lawrence Taylor; Maura Daroczy; Michael Patino; Nicole Sullivan; Vincent Rossillo  
**Cc:** Edmond Manley; Liz Dreaper  
**Subject:** HVAC Quotation for Library

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

Dear Village Board of Trustees,

I reached out to K & S HVAC, D.P. Wolff, and ICM HVAC to give us a quote for regular maintenance of the Library HVAC system, but only received a quote back from K & S. Their quotation is in the amount of \$3,000, which is the same price they charged us for last year (they did not increase their price from 2019).

I would like to award the contract for the annual HVAC maintenance service for the Library to K & S HVAC in the amount of \$3,000.

Thank you for your consideration.

Sincerely,  
Elizabeth Hobson

--

Elizabeth A. Hobson, Director  
Pronouns: She/Her/Hers  
Dobbs Ferry Public Library  
55 Main Street,  
Dobbs Ferry, NY 10522  
(914) 693-6614  
[ehobson@wlsmail.org](mailto:ehobson@wlsmail.org)  
[www.dobbsferrylibrary.org](http://www.dobbsferrylibrary.org)





# DRAFT MINUTES – NOT TO BE USED AS OFFICIAL DOCUMENT

K & S HVAC  
598 Madison Court  
Yorktown NY 10598  
Phone: (914) 438-1618  
Email: kshvac8@gmail.com



## Contract

**Billing Information**  
dobbs ferry library  
55 main st  
dobbs ferry NY 10522

Order Number: 2019040908419243  
Date: 04/09/2019  
Install Date: 06/01/2020 8:00 AM  
Technician: David Keehan

**Contact Information**  
Email: ehobson@wlsmail.org, ecanora@wlsmail.org  
Primary Phone: 914-693-6614

**Service Address**  
55 main st  
dobbs ferry NY 10522

## Notes

regarding service & maintenance contract  
June 1 2020 - may 30 2021  
spring start up  
will clean condensers on two split ac units  
change filters & belts on all ac units {belts and filters extra }  
clean all condensate drain lines  
grease all motors, bearings, pumps on all ac units  
check vav boxes {fan powered} for proper operation  
check freon levels on all ac units  
start up all ac units check for proper operation  
all work for spring start up to be completed for \$ 1500.00 to be paid upon completion

fall start up  
will clean gas boilers & check for proper operation  
change filters and belts on all air handlers { belts & filters extra}  
grease all heating pumps, blower motors, bearings  
check vav boxes for proper operation  
check two hydronic heating units  
start up all heating units check for proper operation  
all work for fall start up to be completed for \$1500.00 to be paid upon completion

Description Of Service	Quantity	Unit Price	Amount
service & maintenance	1	\$3,000.00	\$3,000.00
Sub Total			\$3,000.00
Sales Tax			\$0.00
Total			\$3,000.00
Payment			\$0.00
Cash			\$0.00
Balance			\$3,000.00

[Click here to sign and/or pay](#)

TERMS AND CONDITIONS: Estimate are Good for 30 Days

1. For the purposes of convenience "company" will be used in place of K & S HVAC.
2. Customer agrees and understands that upon signing the contract all equipment and parts, which are sold pursuant hereto, shall

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

Motion by Trustee Sullivan, seconded by Trustee Patino to award the contract for the annual HVAC maintenance contract for the Library to K & S HVAC for an amount of \$3,000.00 as recommended by Ms. Elizabeth Hobson/Library Director.

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
TRUSTEE KNELL	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
TRUSTEE PATINO	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
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	7 AYE	0 NAY	0 ABSTAIN	0 RECUSE	0 ABSENT/EXCUSED
RESULT:	MOTION: PASSES				

### Minutes: June 23, 2020

Motion by Trustee Taylor, seconded by Trustee Daroczy to approve the meeting minutes of June 23, 2020 as submitted.

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
TRUSTEE KNELL	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
TRUSTEE PATINO	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
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	7 AYE	0 NAY	0 ABSTAIN	0 RECUSE	0 ABSENT/EXCUSED
RESULT:	MOTION: PASSES				

### Reports/Announcements

Trustee Daroczy reported on the following:

- Thank you to the Department of Public Works and Police for their efforts with what happened at the pool this weekend.

Trustee Knell reported on the following:

- Thank you to everyone who got the Parklets up, they look great. Trustee Knell said there is positive feedback on the parklets.

Deputy Mayor Cassell reported on the following:

- Neil DePasquale has stepped down as the Conservation Advisory Board, (CAB), Chairman. Deputy Mayor Cassell thanked Mr. DePasquale for his years of dedicated service to the Village. Deputy Mayor Cassell wished Mr. DePasquale and his family well. The CAB is in the process of re-organizing and will be meeting to consider recommending to the Board of Trustees a new Chair for the CAB. If anyone

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

is interested in joining the CAB fill out the volunteer application form on the Village website and submit it to the Village Clerk.

Trustee Sullivan reported on the following:

- Recreation Department and Youth Services Council Drive-In are still doing the drive-in movies and the next one is on Friday. The movie is Abominable.

Mayor Rossillo reported on the following:

- Mayor Rossillo said we had an event over the weekend that caused the pool to overflow with mud and debris. Pool situation – pool overflowed with mud and debris. Mayor Rossillo said it was a storm that happens very rarely. Mayor Rossillo said we thought we had mitigated it years ago, but it still flooded. Mayor Rossillo said we have engineers looking at it again. Mayor Rossillo said we have put out sandbags and are looking at the drainage. Mayor Rossillo commended the DPW for their work to fix this. DPW was there overnight, pumping out the water and shoveling dirt out by hand. Mayor Rossillo said it was an unfortunate event that we will review to see what happened.
- Mr. Manley said the Mayor is referring to the drainage on Beacon Hill which was done approximately 13 years ago. Mr. Manley said we had a problem that would occur every so many years and a great volume of water would come down Beacon Hill Drive and the drains at the bottom at Ashford Avenue cannot handle it. Mr. Manley discussed the drainage issues at Beacon Hill Drive and Ashford Avenue. Mr. Manley said we had on Saturday was a flash flood which sometimes can equal a 100 year storm or more, which eroded the soil and it came down into the pool. Mr. Manley said there is nothing that would have stopped that. Mr. Manley said DPW had staff there all night manning the pump, which was a great benefit. Mr. Manley said the tentative opening date for the pool has been pushed back a week. Mr. Manley said sod will probably be installed on Monday for the south side.
- Mayor Rossillo thanked Mr. Manley for his hands on look at this and also thanked Ms. Garrison for her efforts.

### Adjournment

Motion by Trustee Knell, seconded by Deputy Mayor Cassell 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
TRUSTEE DAROCZY	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
TRUSTEE KNELL	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
TRUSTEE PATINO	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
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	7 AYE	0 NAY	0 ABSTAIN	0 RECUSE	0 ABSENT/EXCUSED
RESULT:	MOTION: PASSES				

The meeting closed at 8:38 p.m.