



VILLAGE OF DOBBS FERRY BOARD OF TRUSTEES AGENDA

MEETING DATE: OCTOBER 13, 2020
AGENDA ITEM SECTION: MINUTES
AGENDA ITEM NO. : 1
AGENDA ITEM: SEPTEMBER 22, 2020
ITEM BACKUP DOCUMENTATION: 1. DRAFT MEETING MINUTES OF SEPTEMBER 22, 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 September 22, 2020, remotely via Zoom (<https://zoom.us/j/205957953?pwd=aU5YNHJVYkxub3lWN0RzQUZ0VzROUT09>, Telephone: 1-929- 205-6099, Webinar ID: 205 957 953, Password: 309361) at 6:30 p.m. Present: Mayor Vincent Rossillo, presiding, Trustees Donna Cassell, Maura Daroczy, Christy Knell, Michael Patino, Nicole Sullivan and Larry Taylor, Acting Village Administrator Edmond Manley, Village Clerk Elizabeth Dreaper, Village Treasurer Jeff Chuhta and Ms. Lori Lee Dickson/Attorney for the Village. Also present: Police Chief Manuel Guevara, Mr. Steve Trezza/DPW General Foremen, Ms. Jennifer Viera/Senior Office Assistant and Ms. Alissa Fasman/Secretary to the Village Administrator. Absent/excused: None.

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

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

Pledge of Allegiance

Mayor Rossillo led the pledge of allegiance.

Mayor Rossillo said the instructions on how to watch the meeting and the directions for the remote participation in public meeting and hearings are on our website and they are attached to the agenda.

Mayor Rossillo said the instructions on how to view the meeting have been posted on the Village website. Mayor Rossillo said the meeting is being streamed live on the Village's YouTube website and via Zoom by either video or phone. Mayor Rossillo said the instructions for attending the public hearing or the courtesy of the floor are 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.

Public Hearing: Public hearing to amend §290-29 Alternate Side of the Street Parking, Streets and days designated – Hatch Terrace, of the Village of Dobbs Ferry Code

Police Chief Guevara sent the following memorandum with attachment dated August 20, 2020 to Mayor Vincent Rossillo, Board of Trustees, Mr. Edmond Manley/Village Administrator and Ms. Elizabeth Dreaper/Village Clerk:



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



MANUEL R. GUEVARA
Chief of Police

To: Mayor Vincent Rossillo and Board of Trustees
Edmond Manley, Village Administrator
Elizabeth Dreaper, Village Clerk

From: Manuel R. Guevara, Chief of Police

Date: August 20, 2020

Subject: Request to schedule a public hearing to amend §290-29 Alternate Side of the Street Parking, Streets and days designated – Hatch Terrace

Village Code §290-29 Alternate Side of the Street Parking, Streets and days designated – Hatch Terrace currently reads as follows:

§290-29 Alternate Side of the Street Parking - Streets and days designated.

Name of Street	Days	Location
Hatch Terrace	Monday and Tuesday	Entire Length

The proposed change would read as follows:

§290-29 Alternate Side of the Street Parking - Streets and days designated.

Name of Street	Days	Location
Hatch Terrace	Thursday and Friday	Entire Length

The current signage posted on Hatch Terrace that has been enforced by the Dobbs Ferry Police Department indicates that parking is restricted between the hours of 9am to 12pm on Thursday and Friday respectively to allow for street cleaning. (See attachment supplied) The proposed amendment to the Village Code would make the Code and posted signage consistent.

I request that the Board of Trustees schedule a public hearing to amend §290-29 Alternate Side of the Street Parking, Streets and days designated – Hatch Terrace as outlined.

Signs as currently posted on Hatch Terrace



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Legal notice for the public hearing is as follows:



VILLAGE OF DOBBS FERRY
112 Main Street
Dobbs Ferry, New York 10522
TEL: (914) 231-8500 • FAX: (914) 693-3470

NOTICE IS HEREBY GIVEN that a public hearing will be conducted virtually before the Village Board of the Village of Dobbs Ferry, 112 Main Street, Dobbs Ferry, New York 10522 on the September 22, 2020, at 6:30 p.m. or as soon thereafter as the matter may be heard, to consider an Introductory Local Law amending Section 290-29 Alternate Side of the Street Parking - Streets and days designated, (Hatch Terrace), of the Village Code as follows:

INTRODUCTORY LOCAL LAW

A Local Law amending Section 290-29 Alternate Side of the Street Parking - Streets and days designated, (Hatch Terrace), of the Village of Dobbs Ferry Code.

BE IT ENACTED, the Board of Trustees of the Village of Dobbs Ferry hereby amends Section 290-29 Alternate Side of the Street Parking - Streets and days designated, (Hatch Terrace) as follows:

§290-29 Alternate Side of the Street Parking - Streets and days designated.

Name of Street	Days	Location
Hatch Terrace	Thursday and Friday	Entire Length

In-person attendance is prohibited due to the declaration of a COVID-19 statewide emergency by the Governor's Executive Order No. 202 on March 7, 2020. All interested parties are invited to be heard using Zoom, a web-based videoconferencing service: Webinar ID 205 957 953, Password: 309361. Copy/paste the following link:
<https://zoom.us/j/205957953?pwd=aU5YNHJVYkxub3lWN0RzQUZoVzROUT09>
-or- by Telephone: 1 929 205 6099 during the hearing.

The Village Board of Trustees will also accept written comments forwarded to ldreaper@dobbsferry.com by Monday, September 21, 2020. The application documents may be reviewed and further details on public participation can be found online at the Village of Dobbs Ferry website, www.dobbsferry.com

BY ORDER OF THE BOARD OF TRUSTEES

Dated: September 14, 2020

Elizabeth A. Dreaper
Village Clerk

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Chief Guevara said the proposed local law would be bringing the signage and the way it was written in the Code into alignment.

Motion by Trustee Taylor, seconded by Trustee Patino to open the public hearing to amend §290-29 Alternate Side of the Street Parking, Streets and days designated – Hatch Terrace, of the Village of Dobbs Ferry Code.

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				

No one from the public addressed the Board.

Mayor Rossillo said this is just a matter of having the Code reflect what the signs say.

Ms. Dickson said this is a local law to amend the Code so it reflects that what the signage says.

Motion by Trustee Knell, seconded by Trustee Patino to close the public hearing to amend §290-29 Alternate Side of the Street Parking, Streets and days designated – Hatch Terrace, of the Village of Dobbs Ferry Code.

MAYOR ROSSILLO	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
DEPUTY MAYOR CASSELL	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
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TRUSTEE 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				

Motion by Trustee Taylor, seconded by Deputy Mayor Cassell to adopt Local Law 5-2020 as follows:

LOCAL LAW 5-2020

A Local Law amending Section 290-29 Alternate Side of the Street Parking - Streets and days designated, (Hatch Terrace), of the Village of Dobbs Ferry Code.

BE IT ENACTED, the Board of Trustees of the Village of Dobbs Ferry hereby amends Section 290-29 Alternate Side of the Street Parking - Streets and days designated, (Hatch Terrace) as follows:

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§290-29 Alternate Side of the Street Parking - Streets and days designated.

Name of Street	Days	Location
Hatch Terrace	Thursday and Friday	Entire Length

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

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

Mayor Rossillo said we were supposed to receive some information from the applicant prior to tonight's meeting, by the deadline, and that information was not received timely. Mayor Rossillo said since the information was not received timely we will not entertain the public hearing, or even open the public hearing.

Ms. Dickson said the Board should motion to adjourn to a date certain.

Motion by Trustee Sullivan, seconded by Trustee Taylor to adjourn the public hearing for review of the application of 100 Main Street to October 13, 2020 at 6:30 p.m.

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

Board Consideration/Deliberation Upon Closing of Public Hearing: None.

Presentation: Mayor Announcement to create an Ad-hoc Human Rights/Diversity Committee

Mayor Rossillo said tonight we are going to create an Ad-hoc Human Rights/Diversity Committee. Mayor Rossillo said he has spoken with the /board and the next step is to create this committee. Mayor Rossillo said he wanted the Board's feelings. Mayor Rossillo said based upon the events that have happened in this Village

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over the last few months, I have discussed this with the Board and we are all in agreement that we have to take further action to make everyone feel welcome in this Village, we don't want anyone to feel there is any kind of inequality or prejudice, so we have spoken about it and feel that the next, first step, would be to create this ad-hoc committee. Mayor Rossillo said he would like to talk to the Trustees about how they feel about the size of the committee and briefly what they think the scope and responsibilities should be.

Mayor Rossillo said he has invited Mr. Stu Hackel/Town of Greenburgh Human Rights Advisory Committee to speak at this evening's meeting.

Mr. Hackel discussed the scope of the Town's committee and what the committee does.

Mayor Rossillo said he was thinking about having ten members on the committee.

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

Mayor Rossillo thanked Mr. Hackel.

Mayor Rossillo said anyone who is interested in the committee should contact him, any of the Trustees or the Village Administrator. Mayor Rossillo said by the next meeting he could announce the committee members. Mayor Rossillo said he would plan for the committee to meet once a month.

Trustee Taylor said the committee should be diverse and include the schools and Children's Village.

Mayor Rossillo said he has reached out to Children's Village and the committee must be diverse and reflect everyone from all walks of life and backgrounds.

Deputy Mayor Cassell said the committee should also include all age groups.

The following people from the public addressed the Board: Ms. June Wai/201 Ogden Avenue.

Ms. Wai/201 Ogden Avenue submitted the following letter to the Board:

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Dear Village Mayor, Board of Trustees, Neighbors,

As we prepare for the Village's creation of a Human Rights Committee, I strongly urge us all to avoid rushing through key considerations related to the (1) Committee's purposes, scope, and responsibilities; (2) Selection, Minimum Qualifications, and Ongoing Training of Committee Members; (3) Mapping Out the Committee's Work, Resources, and Tools; and (4) Village Oversight of the Committee's Efficacy.

As we think through and discuss those four key considerations, I also urge us all to be as thoughtful and informed as possible about the approach we decide to take together — not just the end result but the process is important too. For meaningful reform to take place, for all of us in Dobbs Ferry to renew our hope for this town to be better and do better, this is no time to be sloppy or overly confident or in it for the wrong reasons. Here's what I mean, and what I call for:

Less of the one-off checkbox type actions;

More of the sustained long-range systemic change to make Dobbs Ferry the best it can be.

Less stepping over the perspectives and lived experiences of BIPOC;

More stepping back to amplify and understand perspectives and experiences that have been historically and currently still erased from our collective consciousness.

Less glory-seeking, publicity-seeking actions;

More meaningful action that doesn't take the spotlight away from the people who are hurting and in need.

Less of an imbalanced artificially unified voice;

More space for a healthy mix that enriches Dobbs.

Less accountability to any particular governmental entity per se;

More accountability to the people in this community whom we live, work, study, and play alongside.

Less defensiveness based on a very narrow sense of nostalgia;

More openness to questioning what we mean by "how Dobbs Ferry once was" ... Does it refer to what Dobbs Ferry once was 40-50 years ago, or 100 years ago, or are we referring to how this place was originally for the Lenape people, before Europeans and subsequent people took over? It's worth getting that cleared up.

Neighbors, we make the road by walking. We have in our midst two visual reminders of this etched into the land we walk on. Think about all the footsteps that eventually created what we now call "Broadway." How about the aqueduct trail, the fresh footprints that we leave behind, overlapping the footsteps that precede ours? Both remind us of the journey made and the journey ahead. Forming this Committee is only one step. We can't know the entire lay of the land ahead of us, but no one is born knowing that. No one is born knowing how to do any of this right from the get go. That's ok because here in Dobbs, there are people among us who have taken this journey. Some are way ahead of us; some are a little bit ahead;

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some fell behind, got lost and are retracing their steps; some are looking for an easy on-ramp; some are tired, very very tired, but we pause, we breathe, and keep on moving forward. What's important for us to recognize is that there are people within the community who are experienced, trained, and successful in this work. They're ahead of us, but they're here for us. Look for them. Listen to them. Learn from them. Please.

Neighbors, I beg you to channel all the love and frustration and anger and heartache and genuine care for this village to take this road and stay the course. We make the road by walking. Together, let's build a pathway to a better Dobbs for all of us and generations to follow.

Thank you.

June Wai
Resident
201 Ogden Avenue
Dobbs Ferry, NY 10522

Mayor Rossillo thanked Ms. Wai.

Mayor Rossillo said obviously we have a lot to address and a lot to take in. Mayor Rossillo said we have a lot of work to do and this is a first step.

Mayor Rossillo said the following question was received: "Would it be safe to say that the formation of this committee will only be in place to advise the Greenburgh Human Rights Committee, and if so, what other purpose would it serve? I think we should be looking more closely at the recent t-shirt incident for example given that it has happened in our town."

Mayor Rossillo said this committee is not in place to advise the Greenburgh Human Rights Committee. Mayor Rossillo said its purpose will be to deal exclusively with Dobbs Ferry issues. Mayor Rossillo said he does not necessarily see us having much interaction with the Greenburgh Human Rights Committee, certainly there may be overlapping issues, but for the most part for the vast majority the Dobbs Ferry Human Rights Committee will be focusing on Dobbs Ferry issues and they will be addressing those issues. Mayor Rossillo said we will not be putting it off for the Town of Greenburgh's Committee to address it for us. Mayor Rossillo said if there were criminal issues we would refer them to the Police Department or perhaps to the County's Human Rights Committee. Mayor Rossillo said we would be addressing our own issues.

Trustee Daroczy noted that the Mayor thought of this Committee a few months back and really has nothing to do with the incident with the t-shirt. Trustee Daroczy said this is something that the Mayor has been speaking of for a while and now more than ever the Mayor realized that it is needed and that is why he is taking action on it.

Mayor Rossillo said after the rally in June all the Trustees spoke about the emotion and pain that people were suffering and with the recent events, this was just pacing along.

Mayor Rossillo thanked Mr. Hackel for attending the meeting.

Mr. Hackel said if any Board members wanted to converse with him they may email him.

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Mayor Rossillo said he has reached out to certain residents to gauge their interest and if any other residents have an interest in participating, whether it be as a full time member or part-time member, or if they have some ideas to contribute, we are happy to entertain that. Mayor Rossillo said anyone interested in the Committee should contact him in the near future.

Presentation: Presentation by BFJ Planning of a proposal to serve as consultant to the Village Board for site plan reviews

Mr. Frank Fish/BFJ Planning was present.

Mr. Manley said we wanted to go out and get somebody who had a more complete package of planners, engineers and traffic consultants to look at the hard cases in Dobbs, some that need special attention, to make sure the Village is well represented in dealing with developers and that the Village is protected. Mr. Manley said BFJ Planning certainly fits that bill and is here to make a presentation this evening.

Mr. Fish discussed his proposal to serve at consultant to the Village Board for site plan reviews.

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

Mayor Rossillo thanked Mr. Fish for his presentation.

Mayor Rossillo said the agenda needs to be amended to add an item to consider a motion to accept the resignation of Ms. Meghan Ortiz/Deputy Village Treasurer.

Motion by Trustee Sullivan, seconded by Trustee Knell to amend the agenda to add the following item: Consider a motion to accept the resignation of Ms. Meghan Ortiz/Deputy Village Treasurer effective September 21, 2020.

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 approve contract with BFJ Planning, 115 Fifth Avenue, New York, NY for professional services

Mr. Frank S. Fish, FAICP/Principal BFJ Planning sent the following letter and attachments dated September 2, 2020 to Mr. Edmond Manley/Village Administrator:



PLANNING
URBAN DESIGN
ENVIRONMENTAL ANALYSIS
REAL ESTATE CONSULTING
TRANSPORTATION PLANNING

September 2, 2020

Edmond Manley, Village Administrator
Village of Dobbs Ferry
112 Main Street
Dobbs Ferry, NY 10522

Re: SEQR Review of Children's Village Redevelopment

Dear Ed,

We are happy to submit this proposal/contract as a follow-up to our site visit with you and at the request of Dan Pozin, Legal Counsel to have this proposal in place prior to the Village Board's September 8, 2020 meeting. We understand that the Village is seeking a qualified transportation and environmental planning firm to undertake a review of the private redevelopment proposal for two lots located on the Children's Village property that includes the construction of approximately 200-250 multi-family units and a senior/assisted living facility of approximately 100-150 units. The proposed project will most likely require the following approvals:

- Zoning Amendments: the applicant's attorney has suggested the possibility of an overlay zone.
- Subdivision: we understand that two lots are being proposed—one for the apartments and one for the assisted living facility.
- Site plan review—both lots would be subject to site plan review.
- SEQR: the entire development proposal is subject to the State Environmental Quality Review (SEQR) process. This will require an environmental assessment form (EAF). We expect that key components of the EAF will require traffic review, public school children and drainage issues among others.

Our key team would include myself, our transportation principal Georges Jacquemart, and our environmental planning principal Sarah Yackel. We would be supported in this effort by two project planners Silvia Del Fava and Mark Freker. Resumes for each of the key staff identified herein can be found in attachment A.

We have extensive experience providing similar services in many other Westchester communities including Tuckahoe, Briarcliff, Pleasantville, Tarrytown and Mamaroneck (see attached project experience pages in Attachment B). We have also

CHARLOTTE, NC
CHATHAM, NJ
CHICAGO, IL
NEW YORK, NY
PITTSBURGH, PA
STAMFORD, CT
WASHINGTON, DC

PAUL BUCKHURST AICP
FRANK S. FISH AICP
GEORGES JACQUEMART PE, AICP
SARAH K. YACKEL AICP
SUSAN FAVATE AICP, PP

BUCKHURST FISH
& JACQUEMART, INC.
115 FIFTH AVENUE
NEW YORK, NY 10003
T: 212.353.7474
F: 212.353.7494

WWW.BFJPLANNING.COM

BFJ Planning

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PLANNING
URBAN DESIGN
ENVIRONMENTAL ANALYSIS
REAL ESTATE CONSULTING
TRANSPORTATION PLANNING

previously worked in Dobbs Ferry on the review of the proposed Stop and Shop expansion.

We suggest asking for an escrow account of \$25,000 from the applicant. We would bill the Village against the attached public billing rates on a monthly basis (see Attachment C). This should be sufficient to cover meetings over the next three to four months or up to the SEQR determination of significance (adoption of a negative declaration or positive declaration). If an EIS is required a separate SEQR escrow is then provided for in the SEQR regulations and any additional work would be provided under separate cover.

Also attached (Attachment D) is a standard addendum to cover the work involved. Your counter-signature below will allow this to serve as a contract between the Village and BFJ Planning for the scope of work outlined above. Please don't hesitate to contact me at 212-353-7476, on my cell at 917-826-9942, or via email at f.fish@bfjplanning should you have any questions or need additional information.

We look forward to working with the Village on this project.

Sincerely,



Frank S. Fish, FAICP
Principal

Agreed to:

Edmond Manley, Village Administrator
Village of Dobbs Ferry

Date:

Attachment A

Resumes

Frank S. Fish FAICP

PRINCIPAL



Frank Fish has over 40 years of experience in urban planning. He directs the firm's master planning, zoning, economic and development feasibility practice areas. He has worked on a range of planning projects from countywide master plans and statewide housing studies to large-scale development proposals for private sector clients.

SELECT PROJECT EXPERIENCE

EDUCATION

Master of Science, Planning, Pratt Institute

Bachelor of Arts, Political Science, Boston College

Associate of Arts, Classics, St. Thomas Seminary

MEMBERSHIPS

Fellow, American Institute of Certified Planners

Board Member, New York Planning Federation

Past Commissioner, AICP Commission

Past President, New York Metropolitan Chapter APA

Past President, American Society of Consulting Planners

TEACHING

New York University, Robert Wagner School of Public Service, Adjunct Professor of Planning

Pratt Institute, Graduate Planning Program, Adjunct Professor (1988-1999)

AWARDS

Andrew Haswell Green Award for Distinguished Service, 2009, APA New York Metropolitan Chapter

HARRISON COMPREHENSIVE PLAN

Town/Village of Harrison, New York

42 BROAD STREET WEST LAND USE AND SEQR APPROVALS

City of Mount Vernon, New York

101 WOLFS LANE LAND USE AND SEQR APPROVALS

Village of Pelham, New York

THE POINTE TOD LAND USE AND SEQR APPROVALS

City of Mount Vernon, New York

PORT CHESTER COMPREHENSIVE PLAN AND ZONING CODE UPDATE

Village of Port Chester, New York

TARRYTOWN WATERFRONT

Tarrytown, New York

TUCKAHOE ZONING CODE REVISIONS

Village of Tuckahoe, New York

REVLON PROPERTY SITE PLAN REVIEW

Village of Tuckahoe, New York

YONKERS HOUSING REVITALIZATION STRATEGY

Yonkers, New York

BRONXVILLE MASTER PLAN AND ZONING ORDINANCE UPDATE

Bronxville, New York

BARD COLLEGE MASTER PLAN AND PERFORMING ARTS CENTER

Annandale-on-Hudson, New York

NY RISING COMMUNITY RECONSTRUCTION PROGRAM

New York

MAMARONECK MASTER PLAN UPDATE

Mamaroneck, New York

PAWLING MASTER PLAN AND ZONING CODE

Pawling, New York

CROTON-ON-HUDSON COMPREHENSIVE PLAN

Village of Croton-on-Hudson, New York

EAST FISHKILL PLANNING ADVISORY

East Fishkill, New York

COLD SPRING HARBOR LABORATORY

Laurel Hollow, New York

ROUTE 25A COMMUNITY VISIONING LAND USE PLAN

Town of Brookhaven, New York

NASSAU COUNTY COMPREHENSIVE MASTER PLAN UPDATE

Nassau County, New York

GARDEN CITY ZONING STUDY OF COUNTY PROPERTIES

Garden City, New York

HEMPSTEAD NEIGHBORHOOD IMPROVEMENT PLAN

Hempstead, New York

NORTH HEMPSTEAD MASTER PLAN

North Hempstead, New York

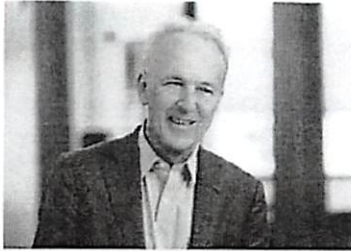
ROCKVILLE CENTRE CODE REVISION

Rockville Center, New York

GRAND CENTRAL TERMINAL TRANSFER OF DEVELOPMENT RIGHTS

New York, New York

Georges Jacquemart PE, AICP, PP PRINCIPAL



Georges Jacquemart directs BFJ's transportation work and has extensive experience in managing and undertaking traffic impact and circulation studies, and projects related to transit planning, parking, bicycling and pedestrian circulation. He has worked on assignments for a variety of clients in North and South America, Europe, Asia and Africa. Prior to becoming a principal of BFJ, Mr. Jacquemart was the principal of Jacquemart Associates, Inc., a New York-based transportation planning and traffic engineering firm. He had previously been associate vice president and regional manager of Alan M. Voorhees & Associates.

PROJECT EXPERIENCE

EDUCATION

Civil Engineering Diploma, Transportation,
Federal Polytechnic School of Lausanne,
Switzerland
Post-Graduate Coursework, Systems
Analysis, Federal Polytechnic School of
Lausanne, Switzerland
Master of Science, Urban Planning,
Stanford University

REGISTRATION

Licensed professional engineer, New
York, New Jersey and California
American Institute of Certified Planners
New Jersey Certified Professional Planner
(PP)

TEACHING AND PROFESSIONAL DEVELOPMENT

Pratt Institute; Adjunct Professor of
Transportation Planning (1996-2017)
New York University Robert F. Wagner
Graduate School of Public Service;
Adjunct Professor of Transportation
Planning (2002-2008)
Princeton University Woodrow Wilson
School of Public Service; Guest Speaker
Columbia University School of
Architecture, Planning and Preservation;
Guest Speaker
University of Sao Paulo; Guest Speaker

Traffic Impact & Circulation

**CON EDISON SHERMAN CREEK WORKOUT
CENTER TRAFFIC AND PARKING STUDY**
Sherman Creek, New York
Role: Principal

IKEA TRAFFIC STUDY REVIEW
New Rochelle, New York
Role: Principal

PRINCETON UNIVERSITY LAKE CAMPUS
Princeton, New Jersey
Role: Principal

JAMAICA TRANSPORTATION STUDY
Queens, New York
Role: Principal

**NORTH WILLIAMSBURG
TRANSPORTATION STUDY**
Brooklyn, New York
Role: Principal

**70 MEMORIAL PLAZA TRAFFIC AND SHARED
PARKING REVIEW**
Pleasantville, New York
Role: Principal

ROUTE 9W CORRIDOR MANAGEMENT PLAN
Marlborough and Lloyd, New York
Role: Principal

BRONXVILLE ROUNABOUT STUDY
Bronxville, New York
Role: Principal

ROUTE 1 BOSTON ROAD DIET STUDY
Rye, New York
Role: Principal

**WESTCHESTER PAVILION TRAFFIC AND
SHARED PARKING STUDY**
White Plains, New York
Role: Principal

Parking Studies

CENTRAL BUSINESS DISTRICT PARKING STUDY
Rye, New York
Role: Principal

**SCARBOROUGH STATION PARKING AND
ACCESSIBILITY STUDY**
Briarcliff Manor, New York
Role: Principal

**WASHINGTON SQUARE DEVELOPMENT AND
PARKING STUDY**
Mamaroneck, New York
Role: Principal

HUDSON PARK SHARED PARKING STUDY
Yonkers, New York
Role: Principal

DOWNTOWN REVITALIZATION PLAN
Waterville, Maine
Role: Principal

Transit Planning and Transit- Oriented Development

**TRANSIT-ORIENTED DEVELOPMENT
LINKAGES STUDY**
Beacon, New York
Role: Principal

TRANSIT-ORIENTED DEVELOPMENT STUDY
Croton-on-Hudson, New York
Role: Principal

**"MOBILE NR" ON-DEMAND SHUTTLE
FEASIBILITY STUDY**
New Rochelle, New York
Role: Principal

Pedestrian and Bicycle Planning

**PRINCETON UNIVERSITY LAKE CARNEGIE
BICYCLE BRIDGE**
Princeton, New Jersey
Role: Principal

UNION SQUARE PEDESTRIAN STUDY
New York, New York

Sarah Yackel, AICP

PRINCIPAL



EDUCATION

Master of Science in Urban Planning,
Graduate School of Architecture, Planning
and Preservation, Columbia University

Bachelor of Arts, Environmental Studies
and Political Science,
Binghamton University

REGISTRATION

American Institute of Certified Planners
The American Planning Association

MEMBERSHIPS

New York Metro Chapter of the American
Planning Association

Sarah Yackel is an urban planner with more than seventeen years of experience in environmental review, land use planning and zoning. Ms. Yackel has extensive expertise in the preparation of comprehensive plans, waterfront plans, and zoning regulations throughout the Metropolitan and Mid-Hudson regions. In addition, Ms. Yackel heads up BFJ's environmental review practice group and has broad knowledge of the environmental impact review and assessment processes, including the management, preparation and review of environmental review documents at all levels of government, public consultation and scoping, and development of effective mitigation strategies. Ms. Yackel has managed a large variety of projects ranging in size and geography, from large-scale urban redevelopment projects to small scale projects in suburban/rural areas. Prior to joining BFJ, Ms. Yackel worked as a planner at the Municipal Art Society (MAS) of New York and at Environmental Science Associates, a San Francisco based environmental planning firm. Ms. Yackel served as the Chair of the New York Metro Chapter of the American Planning Association's (APA) Awards Committee from 2010 to 2015, as Vice President for Committees from 2012-2014, and as Vice President for Professional Development from 2006-2008. Ms. Yackel was awarded the "Floyd Lapp Award" for distinguished service by the APA NY Metro Chapter in 2008. Ms. Yackel has also been a guest lecturer in environmental planning at New York University Robert F. Wagner Graduate School of Public Service and Baruch College.

PROJECT EXPERIENCE

DOWNTOWN REVITALIZATION INITIATIVE

Glens Falls, Watkins Glen, New York
Role: Principal-in-Charge

ASHBURTON AVENUE MASTER PLAN AND URBAN RENEWAL PLAN GEIS

Yonkers, New York
Role: Project Manager

NEW ROCHELLE WATERFRONT OVERLAY DISTRICT (DO-7 ZONE) CODE AND ZONING MAP AMENDMENTS GEIS REVIEW

New Rochelle, New York
Role: Principal-in-Charge

VILLAGE OF PORT CHESTER COMPREHENSIVE PLAN AND ZONING GEIS REVIEW

Port Chester, NY
Role: Principal-in-Charge

NEW ROCHELLE DOWNTOWN OVERLAY ZONE PLANNING AND SEQR REVIEW

New Rochelle, New York
Role: Project Manager

NEW ROCHELLE COMPREHENSIVE PLAN, ZONING CODE UPDATE, AND GEIS

New Rochelle, New York
Role: Project Manager

POUGHKEEPSIE LWRP

Poughkeepsie, New York
Role: Principal-in-Charge

60 S. BROADWAY REZONING GEIS

White Plains, New York
Role: Principal-in-Charge

NEW ROCHELLE LWRP

New Rochelle, New York
Role: Project Manager

MOUNT KISCO COMPREHENSIVE PLAN AND REZONING GEIS

Mount Kisco, New York
Role: Principal-in-Charge

PORT CHESTER LWRP

Port Chester, New York
Role: Project Manager

CITY OF HUDSON LWRP AND GEIS

Hudson, New York
Role: Project Manager

ROCKLAND COUNTY COMPREHENSIVE PLAN GEIS

Rockland County, New York
Role: Project Manager

CITY OF YONKERS DOWNTOWN FORM-BASED CODE REZONING GEIS

Yonkers, New York
Role: Project Manager

Silvia Del Fava, LEED GA

PLANNER



Silvia del Fava recently joined BFJ, bringing a diverse background in planning, policy, and urban design in the public and private sectors. She has experience in facilitating stakeholder engagement, zoning and development analysis, and graphic rendering and analysis. Prior to joining BFJ, Ms. del Fava worked for New York City's Economic Development Corporation (NYCEDC) and Department of Transportation (NYCDOT), as well as in the private sector for a planning firm and architecture studio.

PROJECT EXPERIENCE

EDUCATION

Pratt Institute

Graduate Center for Planning and the Environment

M. Sci. in Sustainable Environmental Systems

SUNY University at Albany

B.A. - Double Major in Urban

Studies & Planning and Geography

CERTIFICATIONS

LEED Green Associate

SUBASE NEW LONDON JOINT LAND USE STUDY (JLUS) IMPLEMENTATION PROJECT

Southeastern Connecticut Region

Role: GIS Specialist

ROCKVILLE CENTRE TOD ZONING STUDY

Rockville Centre, NY

Role: Project Planner

OSSINING COMPREHENSIVE PLAN

Ossining, New York

Role: Project Planner

CIVITAS C1-9X ZONING RECOMMENDATIONS

New York, NY

Role: Graphic Designer

DOWNTOWN REVITALIZATION INITIATIVE

Owego, New York

Role: Graphic Designer

LUDLOW STREET TOD PLAN AND SEQ

Yonkers NY

Role: Project Planner

BRONXVILLE FIELD CLUB UPGRADES

Bronxville, NY

Role: Graphic Visualization

ROUTE 9W TRAFFIC CALMING REDESIGN

Ulster County, NY

Role: Graphic Designer

PRATT CENTER FOR COMMUNITY DEVELOPMENT | NON-PROFIT*

Brooklyn, New York

Role: Planning and Policy Generalist Fellow

NYC ECONOMIC DEVELOPMENT CORPORATION*

New York City, New York

Role: Summer Intern | Development

KARP STRATEGIES | URBAN PLANNING ADVISORS*

New York, New York

Role: Graduate Associate

NYC DEPARTMENT OF TRANSPORTATION*

New York, New York

Role: Summer Intern | Capital Planning

* Designates work completed prior to joining BFJ Planning.

Mark Freker

PLANNER



Mark Freker is a planner with a range of experience, focusing on land use planning, community engagement, and transportation planning. He has more than five years of experience in both planning and public health work in urban and suburban contexts, with projects including development studies, transportation plans, land use analysis and public health research.

PROJECT EXPERIENCE

EDUCATION

Bachelor of Arts in Public Health,
Beloit College

Master of Science in Urban Planning,
Pratt Institute

STAMFORD CITYWIDE PARKING STUDY

Stamford, Connecticut
Role: Project Planner

OSSINING COMPREHENSIVE PLAN

Ossining, New York
Role: Project Planner

PRINCETON FORRESTAL CAMPUS TRAFFIC IMPACT STUDY

Princeton, New Jersey
Role: Project Planner

PRINCETON UNIVERSITY EAST CAMPUS TRAFFIC IMPACT STUDY

Princeton, New Jersey
Role: Project Planner

PRINCETON FORRESTAL CAMPUS SHUTTLE STUDY

Princeton, New Jersey
Role: Project Planner

TOWNSHIP OF PARSIPPANY-TROY HILLS, NJ MASTER PLAN

Passippany-Troy Hills, NJ
Role: Project Planner

TRAFFIC IMPACT STUDY FOR ACQUEST DEVELOPMENT

Mount Pleasant, New York
Role: Project Planner

DOWNTOWN PLEASANTVILLE PARKING STUDY

Pleasantville, New York
Role: Project Planner

NEW YORK CITY NON-RESIDENTIAL PARKING STUDY

New York, New York
Role: Project Planner

FACILITATION PROCESS TO INFORM A VISION FOR SOHO/NOHO ZONING

New York, New York
Role: Project Planner

CENTRAL BROOKLYN COMMUNITY HEALTH STRATEGY PLAN, INTERFAITH HOSPITAL*

Brooklyn, New York
Role: Co-Facilitator

BROOKLYN BRIDGE PARK PIER 3 WATERFRONT CAPITAL PLANNING*

Brooklyn, New York
Role: Capital Intern

VILLAGE OF OSSINING HOUSING STUDY*

Ossining, New York
Role: Project Planner

PHILADELPHIA VACANT LOT STUDY*

Philadelphia, PA
Role: Research Coordinator

* Designates work completed prior to joining
BFJ Planning.

Attachment B

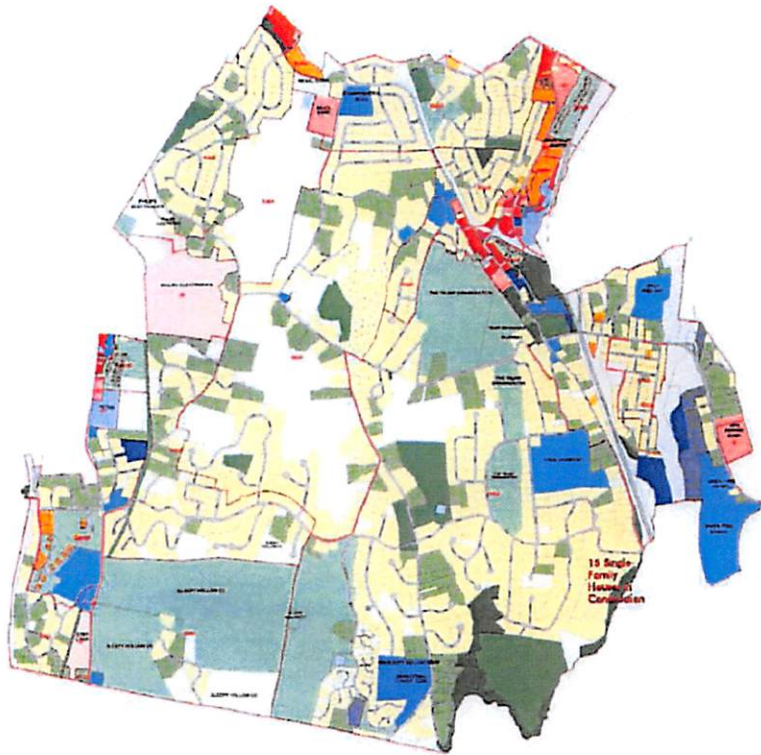
Project Experience

PLANNING SERVICES

Briarcliff Manor, NY

The Village of Briarcliff Manor, Westchester County, New York retained BFJ Planning in 2005 to update its 1988 Master Plan. The new plan reflects the goals of the Village's Board of Trustees and residents, and provides a guide to growth, development, and protection of natural resources. The work progressed through three work phases, spanning two years and numerous neighborhood participation meetings and public hearings. Plan-writing ended with required SEQR (environmental impact) review, additional neighborhood meetings, two public hearings, and publication of the final plan; the Comprehensive Plan was adopted by the Board of Trustees in November 2007. The plan's major focus is open space creation, downtown revitalization, and community character preservation.

In addition, since 2007 BFJ has provided ongoing comprehensive planning services to the Village Board of Trustees and the Village Planning Board including the drafting of zoning text and map amendments, subdivision, site plan, special permit, and SEQR reviews as well as the preparation of SEQR review documents and Board resolutions. This work has included the SEQR review of solar installation on municipally-owned buildings; the rezoning of a portion of the 1,011-acre Scarborough Road Corridor in the Village to a new two-acre single-family residential zone (R80); the creation of new mixed-use zoning districts to allow the provision of residential uses, with density bonuses for providing affordable housing, in the Village's business districts and downtown; a comprehensive update to the Village's Zoning Map; the preparation of zoning text amendments to allow the creation of new residential uses in existing accessory buildings in residential zoning districts; and the creation of amendments to the Village's Wetlands and Steep Slopes regulations. BFJ also provided planning and mapping assistance to the Village's Open Space Committee and prepared the Scarborough Corridor Natural Resources Inventory report on their behalf.



VILLAGE OF PLEASANTVILLE PLANNING ADVISORY SERVICES

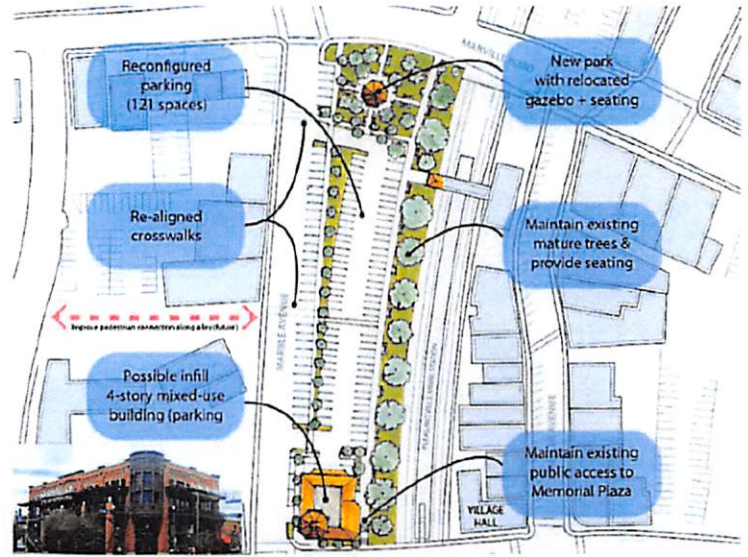
PLEASANTVILLE, NY

BFJ has worked closely with the Village of Pleasantville for the past six years on a series of development projects and planning initiatives to activate its downtown while preserving the strong neighborhoods and quality-of-life that make the Village an attractive destination in Westchester County and the greater New York City metropolitan region.

Development Review (2013-2015)

BFJ was retained by the Pleasantville Board of Trustees to review two significant development applications: a 72-unit townhome development proposed by Toll Brothers for a former office park north of the downtown, and an 87-unit assisted-living facility proposed by Benchmark Senior Living adjacent to a residential neighborhood in the southern portion of the Village.

BFJ reviewed the requested zoning text changes and site development plans for each proposal, identifying issues such as site access, traffic and parking, and fiscal and community services impacts. As part of this review, BFJ prepared alternative conceptual plans, which led to changes that addressed the Village's concerns. For the Toll Brothers project, where the zoning proposal was ultimately approved by the Trustees, BFJ subsequently provided planning review services to the Planning Commission as part of its site plan review process. The project was approved and constructed.



Master Plan Update

Master Plan Update (2016-2017)

The Board of Trustees also retained BFJ to update its Master Plan, with a primary focus on the Central Business District. The Village was interested in building on the economic development potential of key downtown assets such as its Metro-North train station, the Jacob Burns Film Center, and municipally owned land, while preserving Pleasantville's small-scale character and quality of life. Key recommendations included downtown zoning revisions and intersection improvements to enhance walkability and create new public open space.

Grant Writing Assistance (2016)

BFJ assisted the Village in preparing a Transportation Alternatives Program (TAP) grant application to fund intersection improvements along key downtown corridors, as recommended in the Master Plan Update and prior studies. The application was successful, and the Village was awarded a \$1.5 million grant to implement pedestrian and streetscape improvements. A key outcome of the project is the opportunity to create a pocket park at Memorial Plaza, the focal point of downtown Pleasantville adjacent to the train station. Final designs for both the intersection improvements and the civic space are underway.



Conceptual Design of Memorial Plaza Civic Space

Source: Wagner Hodgson Landscape Architecture

VILLAGE OF PLEASANTVILLE PLANNING ADVISORY SERVICES

PLEASANTVILLE, NY

Zoning Code Revisions (2017)

As a follow-up to the Master Plan work, BFJ prepared a series of zoning code revisions focused on the downtown area. The revisions provided greater flexibility in developing multifamily housing in the Central Business District, including a package of zoning incentives to facilitate mixed-use, transit-oriented development, as well as changes to required parking.

Transit-Oriented Development Review (2018-Ongoing)

BFJ is currently reviewing the application for the first development project to utilize the new downtown zoning development incentives, a proposed 110,000-square-foot mixed-use building fronting Memorial Plaza, across from the train station. The proposal includes 79 apartment units and about 7,700 square feet of ground-floor retail space over three stories of structured parking. The project will also incorporate a public linear park connecting Memorial Plaza with a Village-owned parking lot to the rear of the building, and improvements to the street serving the lot and the proposed building, to re-establish a street grid and enhance vehicular circulation. The building's underground parking will provide opportunities for a shared parking supply that can accommodate both local merchants and employees and rail commuters.

Downtown Parking Study (2019)

The Village retained BFJ to undertake a targeted study of options to mitigate the loss of public parking spaces resulting from the redesign of Memorial Plaza. As part of this work, BFJ conducted a parking occupancy survey of all downtown on- and off-street parking, and reviewed the possibilities for expanding capacity through reconfiguration of spaces, permitting changes, and parking management strategies. BFJ recommended a permit pricing strategy to shift parking demand to high-occupancy areas to areas that have more vacancies, as well as improvements the parking payment and enforcement system and better dissemination of information about available public parking.



Aerial Rendering of Proposed Pleasantville Lofts

Source: Gallin Beeler Design Studio

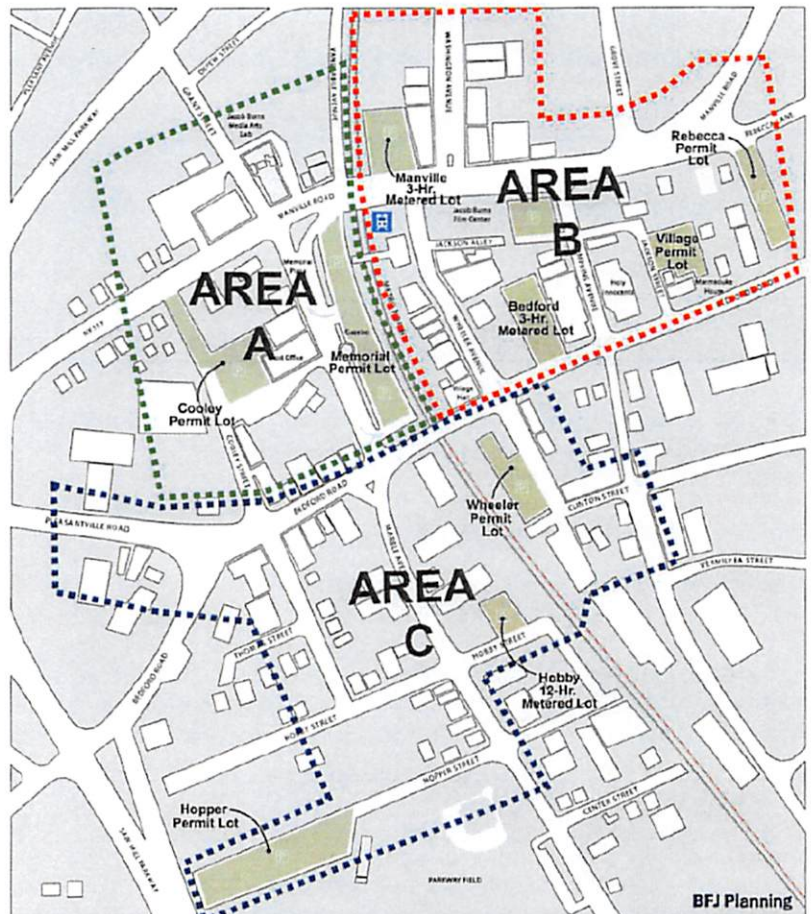


Figure 1: Downtown Pleasantville Parking Study Sub Areas

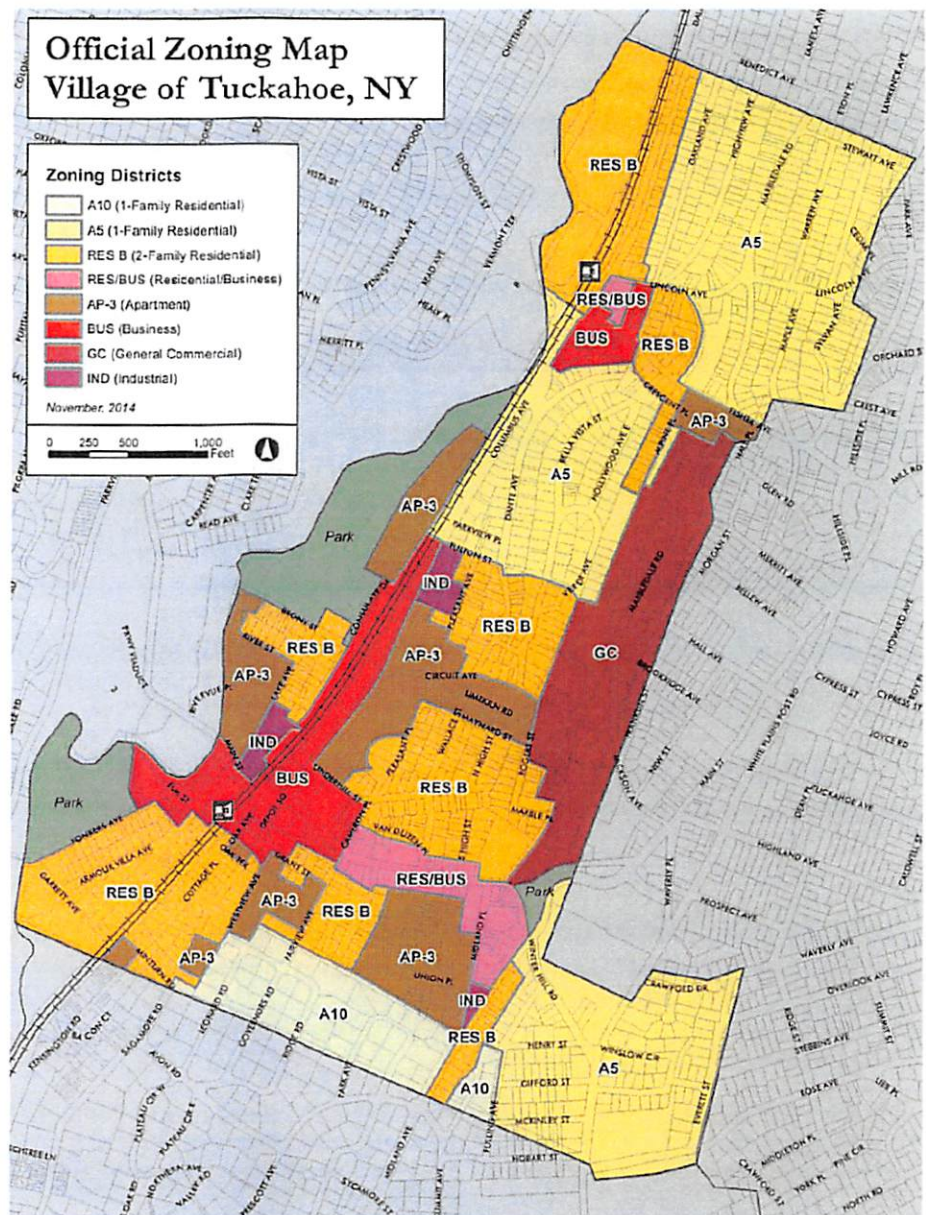
Downtown Parking Study

PLANNING SERVICES

Village of Tuckahoe, NY

BFJ has a longstanding professional relationship with the Village of Tuckahoe, beginning with a comprehensive revision and update of its zoning code and zoning map. The code reorganization sought to make the regulations more user-friendly and to make targeted changes to the code, such as adding Floor Area Ratio to all village districts. The new text also added several new sections pertaining to special permits to make the code easier to read and understand. Revisions were also made to the zoning map to update it and bring it into conformance with local laws.

In addition, BFJ has conducted more than 20 site plan and subdivision reviews on behalf of the Village, including all recent new development along Main Street. One of the largest of these projects was the former Revlon property, where a major mixed-use project was proposed. BFJ's review assessed the project's landscape, lighting and traffic elements, as well as historic National Register, floodplain issues and public riverfront access. In 2013, the Westchester Municipal Planning Federation awarded Tuckahoe a Planning Achievement Award for its downtown revitalization efforts.



VILLAGE OF TARRYTOWN PLANNING ADVISORY SERVICES

Village of Tarrytown, NY

BFJ Planning has an extensive history of planning advisory services for the Village of Tarrytown. BFJ worked with the Village on the redevelopment of its waterfront, reviewing a large-scale mixed use development and assisting with the State Environmental Quality Review (SEQR) process. The revised plan, which was ultimately approved by the Village and is being implemented, included BFJ's recommended improvements with regard to siting and scale of buildings, traffic circulation, public access to the waterfront and preservation of viewsheds.

The Village also retained BFJ to complete a comprehensive update of its zoning code, to make the code more user-friendly and to reflect recommendations of the Comprehensive Plan, which BFJ prepared. BFJ worked with a special Village committee to undertake a series of revisions to improve the code's ease of use and correct outdated or confusing language. The revisions also sought to improve protection of environmentally sensitive areas, and to ensure that new development is in harmony with existing development and conforms to the form and scale of the built context.

Most recently, BFJ worked with the Village to adopt amendments to the Village's Historic Commons zoning regulations, zoning map and comprehensive plan map, to better ensure protection of the historic and scenic qualities of the Village. The zoning code amendments clarified the purpose and intent of the Historic Commons District, provided a mechanism for reviewing the potential visual impact of proposed development applications and revised allowed use and bulk regulations.



MAMARONECK LWRP AND PLANNING ADVISORY SERVICES

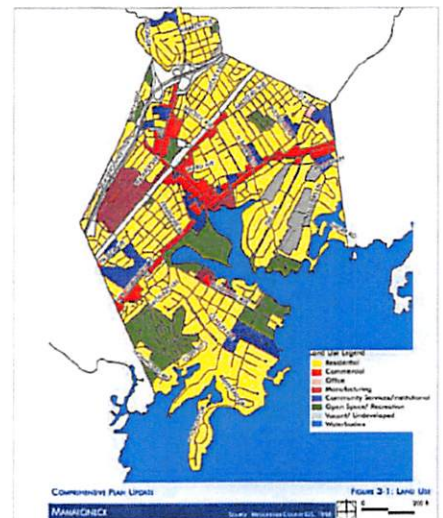
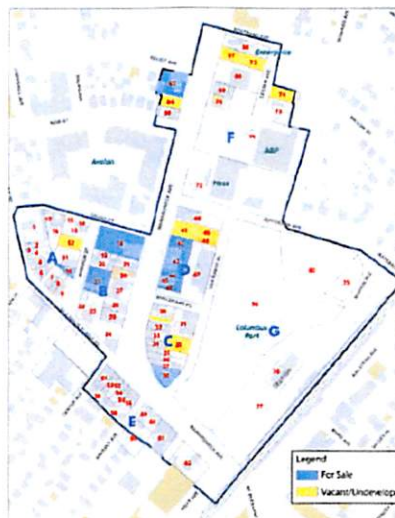
Village of Mamaroneck, New York

BFJ Planning provided ongoing planning advisory services to the Village of Mamaroneck, a dynamic and diverse community of approximately 20,000 residents located 20 miles north of Manhattan on the Long Island Sound. BFJ Planning has assisted the Mamaroneck Planning Board with site plan and subdivision reviews including SEQR, traffic and transportation, neighborhood context and site layout. We have also assisted in numerous zoning code amendments, special planning studies and environmental reviews on behalf of the Mayor and Board of Trustees.

In our capacity as ongoing consulting planners for the Village, we prepared both the 1986 and 2012 Comprehensive Plans. For the more recent plan, we worked with a 25-member steering committee created by the Board of Trustees to prepare initial updates on existing landuse data, demographics, housing and population. Subsequent sections of the Plan focused on specific areas within the Village including residential neighborhoods, the industrial area, commercial sites and the harbor.

BFJ has also prepared the draft update to the original (1984) Mamaroneck Local Waterfront Revitalization Program (LWRP). Key issues addressed in the draft LWRP include public access, improvement of harbor management and administration of the consistency review process.

In addition, we recently completed a transit-oriented development (TOD) zoning study for the Washingtonville neighborhood, which is within a half-mile of the village's train station and adjacent to the central business district. BFJ also worked on revisions to the Village's zoning code and map to implement the TOD study's recommendations. A mixed-use building to replace a long-vacant site was approved by the Village, and a supermarket/retail complex has been proposed to replace a shuttered grocery store; both projects utilize the new TOD zoning.



Attachment C

2020 Public Billing Rates

BFJ 2020 PUBLIC BILLING RATES

PRINCIPALS	RATE PER HOUR
F. Fish	\$265
G. Jacquemart	\$265
S. Yackel	\$240
S. Favate	\$240
ASSOCIATE PRINCIPALS	
N. Levine	\$170
S. Kates	\$170
SENIOR ASSOCIATES	
J. West	\$225
J. Martin	\$225
ASSOCIATE	
L. Rennée	\$145
PROFESSIONAL STAFF	
T. Young	\$130
M. Freker	\$125
S. Del Fava	\$125
C. Jimenez	\$120
WORDPROCESSING/PRODUCTION	\$88
SURVEYORS/TRAFFIC COUNTERS	\$60
URBANOMICS	
T. Lund	\$240

Attachment D

Standard Contract Addendum

STANDARD CONTRACT ADDENDUM Buckhurst Fish & Jacquemart Inc. (BFJ Planning)

Objectivity of Recommendations. It is understood by the client that BFJ can make no guarantees concerning the recommendations that result from the proposed assignment. To protect the client and other clients, and to ensure that the research results of BFJ's work will continue to be accepted as objective and impartial, it is understood that BFJ's fee for the undertaking of this project is in no way dependent upon the specific conclusions reached.

Direct Expenses, Computer Time and Outside Consultations. Billed reimbursement for services involving direct vendor expenses, computer time and outside consultations will be billed at cost.

Payment. Billing for project services and costs will be presented for payment as detailed in the contract. Payment is due within thirty days. Accounts over 60 days are subject to interest at the rate of 1.5%/month.

Termination. Either party may terminate the Agreement effective upon 15 calendar days' written notice to the other party. All work and expenses accrued up to the termination date shall be reimbursed.

Ownership of Documents. Final reports, memos and presentation drawings paid for by the client shall be the client's property at the conclusion of project work. Materials, information, and software used to produce final documents shall remain the exclusive property of BFJ, with reasonable access by client. The client will have access to raw data at no additional expense.

Equal Opportunity. BFJ is an equal opportunity employer and has an affirmative action plan.

Code of Ethics and Professional Standards. Principals of BFJ are members of the American Institute of Certified Planners. The firm subscribes to the AICP code of ethics in the conduct of its professional work.

Confidentiality. The products of this engagement are confidential and shall not be released without the client's consent.

Accountability. BFJ shall not be responsible for any acts performed, counseled, or occasioned by parties other than BFJ. BFJ is incorporated in the State of New York for purposes of conducting professional planning services. Such services do not include the practicing of architecture, landscape architecture or engineering for which BFJ may occasionally sub-contract for the convenience of its client.

DRAFT MINUTES – NOT TO BE USED AS OFFICIAL DOCUMENT

Mr. Manley said he thinks BFJ Planning will be a wonderful attribute to the Village and they have the expertise to help us through any project.

Mayor Rossillo said it should be noted that most of the time the fees will be paid by the applicant.

Mr. Manley said escrow accounts are set up by the applicants and they will pay BFJ Planning.

Motion by Deputy Mayor Cassell, seconded by Trustee Taylor to approve the contract with BFJ Planning, 115 Fifth Avenue, New York, NY for professional services.

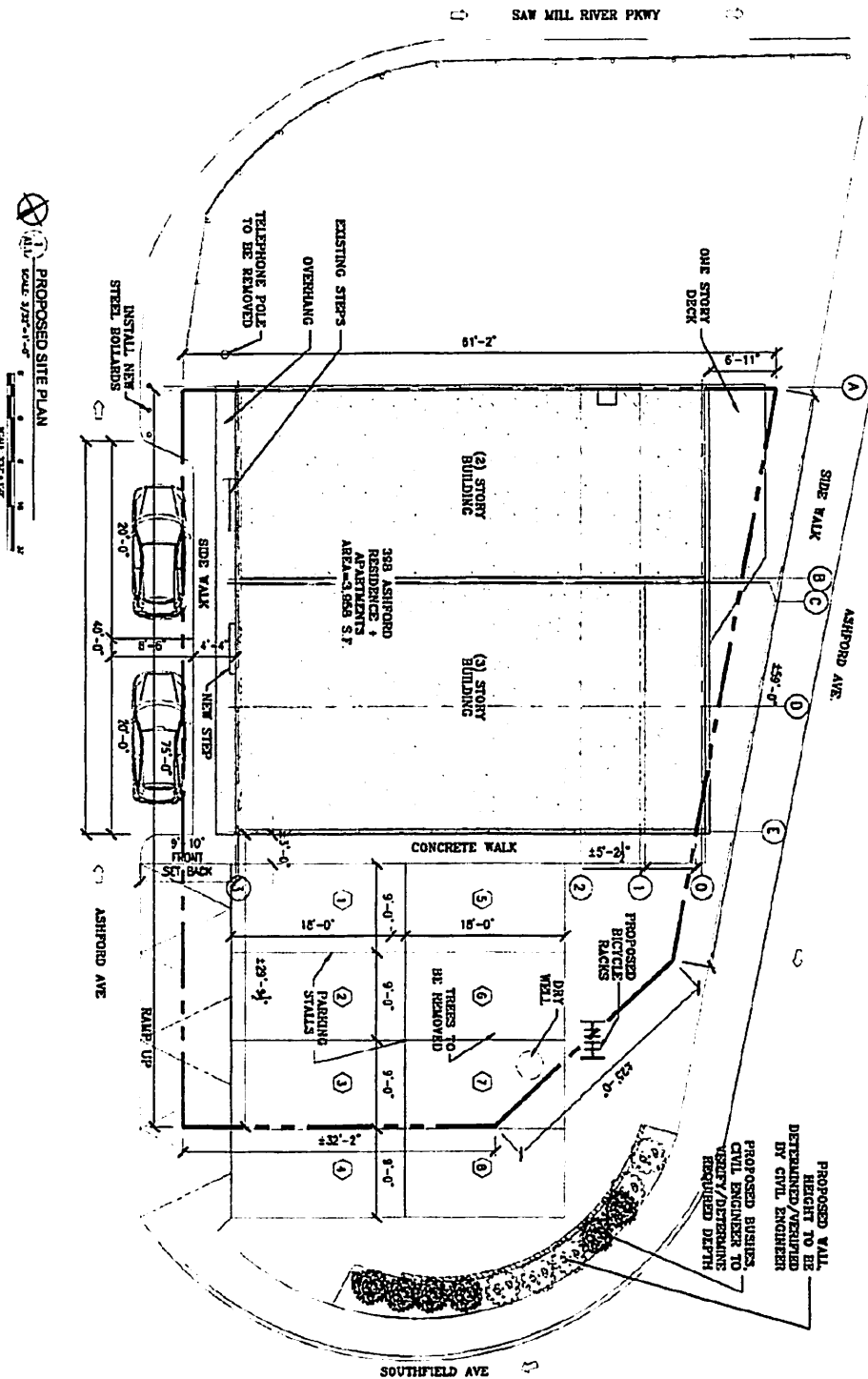
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VOTE TOTALS	7 AYE	0 NAY	0 ABSTAIN	0 RECUSE	0 ABSENT/EXCUSED
RESULT:	MOTION: PASSES				

Courtesy of the Floor

No one from the public addressed the Board.

Consider a motion to refer site plan for 398 Ashford Avenue to the Planning Board

Site Plan A1.1 for 398 Ashford Avenue is as follows:



chadha + associates
architecture + interiors + design



300 WEST MONROE STREET SUITE 200 CHICAGO ILLINOIS 60606
T 312 332 2032 | WWW.JMPARTDRESS.COM | F 312 332 9034

CLIENT:

ASHFORD DOBBS LLC

**56 Main Street
Hastings on Hudson, NY 10705**

PROJECT

**398 ASHFORD
RESIDENTIAL BUILDING**

DOBBS FERRY, NY 10522

ISSUED FOR

NO.	DESCRIPTION	DATE
01	ISSUED FOR PERMIT	03/10/20



SHEET TITLE

PROPOSED SITE PLAN

SHEET NO.

A1.1

C-A JOB NO. 5421-01

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Mr. Rotbard was present to represent the application.

Mr. Manley said Mr. Rotbard owns the building on the entrance to the parkway south and he would like to convert the first floor three commercial units into residential apartments. Mr. Manley said this was at the Board of Trustees meeting two meetings ago with his presentation and because he had parking included on property that was over his property line, the Board asked Mr. Rotbard to see if he could find out who the legal owner was through a title search of that property. Mr. Manley said he does not believe that Mr. Rotbard has found that yet. Mr. Manley said he had conversation with Mr. Rotbard and he said that people were sometimes parking in front of his building. Mr. Manley said it is legal parking and it sticks out into the entrance lane. Mr. Manley discussed options that he spoke with Mr. Rotbard about. Mr. Manley said we are hoping to send this down to the Planning Board for review if the Board is feels it is ready.

Mr. Rotbard thanked the Mayor and Board for their time and thanked Mr. Manley for his ideas on the parking. Mr. Rotbard said on the title search front, he has met with the property records department in White Plains and with Greenburgh. Mr. Rotbard said they all seem to point back to the Village based on tax maps, but there is no definitive answer. Mr. Rotbard said he would like to possibly propose some sort of right of use, right of way or an easement to still move forward with using that property or pending further investigation, just so that we don't abandon the possibility of making use of that ten or fifteen feet of land.

Ms. Dickson said without a definitive answer on the underlying title question, the Board could not authorize use of the land.

A discussion was held. Ms. Dickson addressed questions.

Mr. Manley told Mr. Rotbard that the Board of Trustees refers this to the Planning Board for engineering review. Mr. Manley said Mr. Rotbard has to go before the Planning Board that he could start the engineering review with the Planning Board and continue to try to find a good title search company to investigate ownership of the property.

Motion by Trustee Sullivan, seconded by Trustee Taylor to refer site plan for 398 Ashford Avenue to the Planning Board.

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

Consider a motion to approve budgeted step increase for Gina Bruno/Recreation Assistant from Grade V, Step I to Grade V, Step II with an annual salary of \$49,726.76, as recommended by Ms. Kendra Garrison/Superintendent of Recreation

Ms. Kendra Garrison/Superintendent of Recreation sent the following memorandum dated September 2, 2020 to Mayor Rossillo and the Board of Trustees:



DOBBS FERRY

• NEW YORK •

Parks & Recreation Department

Kendra Garrison, CPRP
Superintendent of Recreation
kgarrison@dobbsferry.com

105 Palisades Street
Dobbs Ferry, NY 10522
(914) 693 -0024

MEMO

To: Mayor Rossillo & Board of Trustees

CC: Ed Manley, Village Administrator
Jeff Chuhta, Village Treasurer

From: Kendra Garrison, Superintendent of Recreation

Date: September 2, 2020

Re: Recreation Department Step Increase

I am requesting that the Board of Trustees consider my recommendation of granting an annual step increase to Gina Bruno and Kyle Crawford as of June 1, 2020.

1. Approve budgeted step increase for Gina Bruno from Grade V, Step I to Grade V, step II with an annual salary of \$49, 726.76.
2. Approve budgeted step increase for Kyle Crawford from Grade V, Step I to Grade V, step II with an annual salary of \$49, 726.76.

Mr. Manley said this is contractual and part of the normal step process.

Motion by Trustee Sullivan, seconded by Deputy Mayor Cassell to approve a budgeted step increase for Gina Bruno/Recreation Assistant from Grade V, Step I to Grade V, Step II with an annual salary of \$49,726.76, as recommended by Ms. Kendra Garrison/Superintendent of Recreation.

DRAFT MINUTES – NOT TO BE USED AS OFFICIAL DOCUMENT

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

Consider a motion to approve budgeted step increase for Kyle Crawford/Recreation Assistant from Grade V, Step I to Grade V, Step II with an annual salary of \$49,726.76, as recommended by Ms. Kendra Garrison/Superintendent of Recreation

Motion by Trustee Sullivan, seconded by Trustee Daroczy to approve a budgeted step increase for Kyle Crawford/Recreation Assistant from Grade V, Step I to Grade V, Step II with an annual salary of \$49,726.76, as recommended by Ms. Kendra Garrison/Superintendent of Recreation.

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

Consider a motion to authorize a salary step increase for Ms. Jennifer Viera/Senior Office Assistant (Automated Systems) to Grade XII Step 4 in the amount of \$77,886.79 effective October 2, 2020, as recommended by Mr. Stephen Trezza/DPW General Foreman

Mr. Stephen Trezza/DPW General Foreman sent the following memorandum dated September 14, 2020 to Mayor Rossillo and the Board of Trustees:

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

MEMORANDUM

To: Mayor & Board of Trustees

Cc: Ed Manley, Village Administrator & Jeff Chuhta, Village Treasurer

From: Stephen Trezza, DPW General Foreman

Date: September 14th 2020

RE: Jennifer Viera Step Increase

As you know, the Village of Dobbs Ferry appointed Ms. Jennifer Viera to the position of Senior Office Assistant (Automated Systems) effective October 2nd 2017. Commencing on October 2nd 2020, her salary should raise to Grade XII Step 4 which would be \$77,886.79. I highly recommend this step increase be considered by the Board of Trustees.

Thank you.

Mr. Trezza said Ms. Viera is doing a good job and this is well deserved.

Mr. Chuhta said this is a budgeted step increase.

Motion by Trustee Taylor, seconded by Trustee Knell to authorize a salary step increase for Ms. Jennifer Viera/Senior Office Assistant (Automated Systems) to Grade XII Step 4 in the amount of \$77,886.79 effective October 2, 2020, as recommended by Mr. Stephen Trezza/DPW General Foreman.

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

DRAFT MINUTES – NOT TO BE USED AS OFFICIAL DOCUMENT

Ms. Viera thanked the Mayor and Board.

Mayor Rossillo said Ms. Viera, Ms. Bruno and Mr. Crawford all do good jobs.

Consider a motion to appoint Mr. James Traill as a Starting Laborer at an annual salary of \$47,340.00, effective September 23, 2020, as recommended by Mr. Stephen Trezza/DPW General Foreman

Ms. Jennifer Viera/Senior Office Assistant sent the following memorandum dated September 14, 2020 to Mayor Rossillo and the Board of Trustees:



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

Memorandum

To: Mayor Rossillo & the Board of Trustees
CC: Ed Manley, Village Administrator
Jeff Chuhta, Village Treasurer
From: Jennifer Viera, Senior Office Assistant
Date: 9/14/2020
Re: Appointing Mr. James Traill & Mr. Chris Bucci

In June 2020, Richard Legath resigned as a Laborer in the Department of Public Works to pursue a new career in Virginia. Due to the budgetary concerns that the COVID pandemic has caused, we have not asked to fill this vacancy. We hired two seasonal workers (Mr. Chris Bucci and Mr. James Traill) this summer and we are requesting to hire them full-time to replace Richard.

In 2009, the Department of Public Works had 24 fulltime employees and 1 Superintendent. As of today, the DPW has 19 fulltime employees and 1 General Foreman. Every year the DPW takes on additional initiatives and new projects, such as, increased garbage/recycling bins in the downtown and at bus stops, composting site, traffic and pedestrian safety measures, tree maintenance and beautification of the Village, etc. In order to keep up with the demanding day to day schedule, we need to hire additional staff.

Today, the DPW has one employee who is out on Workers Compensation and one other will be out in the near future due to injuries. Winter is approaching and we are highly concerned about being down three employees overall. As of August 31st we will be forced to let both Mr. Bucci and Mr. Traill go as our seasonal employees budget runs out on that date. Our intention with this request is to continue to provide all of the services that Village taxpayers have come to expect from the DPW.

We have met with Ed and Jeff to discuss the possibility of adding staff. In order to gain everybody's support, Ed recommended that we implement a training program for DPW staff in areas such as tree trimming, electrical, plumbing, etc. because of the cost saving benefit of having

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this type of work done “in-house”. We agree with that and are considering how to implement such an educational program. The DPW, Ed and Jeff are also discussing further staffing improvements which we plan on presenting to the Board at a future meeting.

We currently have approximately \$116,060 (Richard’s budgeted salary and benefits), and we would like to hire Mr. Bucci and Mr. Traill as full time laborers. As you know, a Starting Laborer salary is \$47,340 for two years and then after that period the salary goes up to \$74,984 (these figures will change once the contract negotiations are settled). For this fiscal budget year, hiring both of these laborers would cost the Village an estimated additional amount of \$20,202 because they are both almost entirely covered under Richard’s budgeted salary and benefits. Please see attached cost analysis and proposed budget changes. We realize that in two years, their salaries will increase, however there are 2 long time employees with higher salaries and benefits costs who can retire at any time, and we believe that their retirements would offset these costs and the budget will actually decrease over time.

The DPW Teamsters Contract expired on May 31, 2020 and negotiations will begin soon and both of these new laborers have agreed to sign a stipulation stating that whatever the cost of the medical is decided on, they will pay. We are recommending that we hire Mr. Chris Bucci and Mr. James Traill, as Starting Laborers, effective September 23, 2020 at annual salaries of \$47,340.00.

Mr. Bucci and Mr. Traill are both hardworking, attentive employees and go above and beyond their daily duties to help other departments within DPW. They are both ready, willing and eager to learn and excel in any task that is given to them. Mr. Bucci is working towards getting his CDL and Mr. Traill has his CDL and can help fill in with driving the larger equipment, plowing and driving the sanitation trucks. The DPW would be a better overall if we add them to our team.

Thank you for your consideration of this important matter.

Mr. Manley said he saw Mr. Traill performing his work on Gould Avenue, taking down trees. Mr. Manley said we are expanding our services and saving taxpayer money by not having to go out for third party contractors. Mr. Manley said this was a dead tree and it probably would have cost \$4,000.00 or \$5,000.00 to have a private company take the tree down. Mr. Manley said because of Jennifer and Steve sending our men out to some classes and learning these new skills, we are saving taxpayer dollars.

Motion by Trustee Knell, seconded by Trustee Patino to appoint Mr. James Traill as a Starting Laborer at an annual salary of \$47,340.00, effective September 23, 2020, as recommended by Mr. Stephen Trezza/DPW General Foreman.

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

DRAFT MINUTES – NOT TO BE USED AS OFFICIAL DOCUMENT

Consider a motion to appoint Mr. Chris Bucci as a Starting Laborer at an annual salary of \$47,340.00, effective September 23, 2020, as recommended by Mr. Stephen Trezza/DPW General Foreman

Mr. Manley thanked the Board for approving the hiring of the two new laborers for the Highway Department at the last Board meeting. Mr. Manley said it was well needed and we are going to save money by adding these men.

Motion by Trustee Taylor, seconded by Trustee Patino to appoint Mr. Chris Bucci as a Starting Laborer at an annual salary of \$47,340.00, effective September 23, 2020, as recommended by Mr. Stephen Trezza/DPW General Foreman.

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

Consider a motion to award the bid for the 2020 Joint Road Paving to the lowest bidder Waters Construction Company, for a total amount of \$1,762,202.00. The amount that Dobbs Ferry would be responsible for is an amount not to exceed \$100,000.00 to pave Tiernans Lane, Kitching Place, Transvaal Street, and Irving Place

Mr. James J. Hahn, P.E./Village Consulting Engineer sent the following memorandum and attachments dated September 16, 2020 to Mr. Edmond Manley/Village Administrator:



Putnam Business Park
1689 Route 22
Brewster, NY 10509

Tel: 845-279-2220
Fax: 845-279-8909
jhahn@hahn-eng.com

MEMORANDUM

To : Edmond Manley
Village Administrator

From : James J. Hahn, P.E.
Village Consulting Engineer

Date : September 16, 2020

Subject : 2020 Road Milling and Paving Contract
Village of Dobbs Ferry, NY

On August 5, 2020, five (5) bids for the referenced project were received and publicly read aloud at Village Hall. As requested, we have reviewed the bids in accordance with the project specifications. The bid values were verified for the five bidders as shown on the attached spreadsheet. No corrections were required.

Under this Contract, the project consists of milling approximately 53,900 square yards of existing roadway surface, adjust manholes, valve boxes, and catch basins, and installing approximately 7,100 tons of asphalt top course.

The Contractor's names, addresses, and base bid amounts are as follows:

<u>CONTRACTOR</u>	<u>TOTAL BID</u>
Waters Construction Company 300 Bostwick Avenue Bridgeport, CT 06605	\$1,762,202.00
Consorti Bros. Paving & Sealcoating, Inc. 208 South Plank Road Newburgh, NY 12550	\$1,834,613.80
ELQ Industries, Inc. 567 Fifth Avenue New Rochelle, NY 10801	\$1,836,122.04

ENVIRONMENTAL AND CIVIL ENGINEERING
STUDIES • REPORTS • DESIGN

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Ed Manley
2020 Road Milling and Paving Contract
September 16, 2020
Page 2

Montesano Bros., Inc. 76 Plain Avenue New Rochelle, NY 10801	\$1,852,597.86
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PCI Industries Corp. 550 Franklin Avenue Mt. Vernon, NY 10550	\$1,876,732.60
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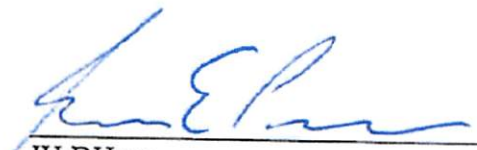
The anticipated total cost for work in Dobbs Ferry is \$94,600.00. Attached is a bid analysis showing each contractor's bid, and also Dobbs Ferry's cost if the low bidder is approved.

The lowest bidder for the work is Waters Construction Company, who has submitted a responsive bid with satisfactory work references and has been successful in completing similar projects of similar scope.

Waters Construction Company has indicated that they can meet the project schedule and perform the work in accordance with the project specifications.

Based on the above, we recommend that the Village Board accept and approve Waters Construction Company as the low bidder and have the project proceed pending the submission of bonds, and insurances. We also recommend the Village Board award the Contractor a not to exceed amount of \$100,000.00 for contingency.

If there are any questions, please do not hesitate to contact me at your earliest convenience.


JH:DH:ay

Enclosure

P:\Village of Dobbs Ferry\Highway Department\Paving\Paving 2020\Recommendation.doc

2020 Road Milling and Paving Contract Village of Ardsley, Village of Dobbs Ferry, Village of Elmsford, Village of Hastings-on-Hudson, Village of Irvington, Village of Tarrytown Bid Open August 5, 2020				Bidder		Waters Construction Company		Concord Brothers Paving & Sealing Inc.		ELLQ Industries Inc.		Montezano Brothers Inc.		PCI Industries Corp	
SPEC. SECTION	ITEM	EST. QUANT	UNITS	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
10A	Asphalt Miscellaneous Sidewalks, Swales & Driveways	2,800	SF	\$ 125.00	\$ 350,000.00	\$ 4.00	\$ 11,200.00	\$ 7.18	\$ 20,104.00	\$ 7.55	\$ 21,140.00	\$ 6.00	\$ 16,800.00		
31A-6F	Bituminous Top Course	7,001	TON	\$ 125.00	\$ 875,125.00	\$ 144.00	\$ 1,008,144.00	\$ 129.40	\$ 905,929.40	\$ 133.94	\$ 937,713.94	\$ 129.00	\$ 903,129.00		
51M	Cold Milling & Removal of Bituminous Pavement (2")	51,104	SY	\$ 6.00	\$ 306,624.00	\$ 6.20	\$ 316,644.80	\$ 7.66	\$ 391,138.64	\$ 7.48	\$ 402,453.92	\$ 8.40	\$ 429,283.60		
102MHA-1	Adjusting Catch Basins and Manholes Covers	117	EA	\$ 1,600.00	\$ 187,200.00	\$ 425.00	\$ 49,725.00	\$ 684.00	\$ 80,028.00	\$ 555.00	\$ 64,923.00	\$ 500.00	\$ 58,500.00		
13VA	Adjust Valves Boxes	71	EA	\$ 200.00	\$ 14,200.00	\$ 100.00	\$ 7,100.00	\$ 400.00	\$ 28,400.00	\$ 310.00	\$ 22,010.00	\$ 450.00	\$ 31,950.00		
76	Maintenance and Protection of Traffic	-	NP	NP	NP	NP	NP	NP	NP	NP	NP	NP	NP		
127	Restoration	-	NP	NP	NP	NP	NP	NP	NP	NP	NP	NP	NP		
BASE COST:					\$ 1,376,751.00		\$ 1,409,753.80		\$ 1,446,600.04		\$ 1,449,372.86		\$ 1,462,332.60		
31A-6F	Bituminous Top Course	2,100	TON	\$ 125.00	\$ 262,500.00	\$ 144.00	\$ 302,400.00	\$ 123.14	\$ 258,594.00	\$ 129.00	\$ 270,900.00	\$ 125.00	\$ 262,500.00		
51M	Cold Milling & Removal of Bituminous Pavement (2")	18,300	SY	\$ 6.00	\$ 109,800.00	\$ 6.20	\$ 113,460.00	\$ 6.85	\$ 125,538.00	\$ 6.70	\$ 122,610.00	\$ 8.00	\$ 146,400.00		
76	Maintenance and Protection of Traffic	-	NP	NP	NP	NP	NP	NP	NP	NP	NP	NP	NP		
127	Restoration	-	NP	NP	NP	NP	NP	NP	NP	NP	NP	NP	NP		
TG640	ReflectORIZED Pavement Marking	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 9,000.00	\$ 9,000.00	\$ 5,390.00	\$ 5,390.00	\$ 9,715.00	\$ 9,715.00	\$ 5,500.00	\$ 5,500.00		
ASIFORD AND ARBINGTON AVENUES ALTERNATE COST:					\$ 345,450.00		\$ 424,840.00		\$ 389,522.00		\$ 433,125.00		\$ 414,400.00		
TOTAL BID:					\$1,762,202.00		\$1,834,613.80		\$1,836,122.04		\$1,852,597.86		\$1,876,732.60		

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2020 Road Milling and Paving Contract Costs Per Village				Dobbs Ferry	
Spec. Sec.	Rid Item	Units	Unit Price ¹	Est. Quant.	Cost
10A	Asphalt Miscellaneous Sidewalks, Swales & Driveways	SF	\$ 9.50	800	\$ 7,600.00
51A-6F	Furnish & Install Bituminous Top Course	TON	\$ 128.00	400	\$ 51,200.00
51M	Milling Existing Pavement (2")	SY	\$ 6.00	3,500	\$ 21,000.00
102HMA-1	Adjust Manhole & Catch Basin Frames, Covers & Grates	EA	\$ 1,000.00	14	\$ 14,000.00
13VA	Adjust Water Valves and Boxes	EA	\$ 200.00	4	\$ 800.00
51A-6F (Alt.)	Furnish & Install Bituminous Top Course	TON	\$ 126.50	0	\$ -
51M (Alt.)	Milling Existing Pavement (2")	SY	\$ 6.00	0	\$ -
TG640 (Alt.)	Reflectorized Pavement Marking Paints	LS	\$ 10,000.00	0	\$ -
Total Cost Per Village:				\$	94,600.00

Notes:

¹Units prices based on Waters Construction Company's August 5, 2020 low bid.

Ms. Jennifer Viera/Senior Office Assistant DPW sent the following memorandum dated September 16, 2020 to Mayor Rossillo and the Board of Trustees:

Village of Dobbs Ferry

Memo

To: Mayor & Board of Trustees
From: Jennifer Viera, Senior Office Assistant DPW
Date: September 16, 2020
RE: 2020 Joint Paving Bid

Every year the six River Towns(with help from our engineers) meet and prepare a Joint Road Paving Bid as an easy and effective way for all of the towns to pave a select number of streets at an affordable price. This year we received five (5) bids for milling and paving. The bids are as follows:

2020 Milling and Paving Bid Results	
Waters Construction Company	\$1,762,202.00
Consorti Bros. Paving	\$1,834,613.80
ELQ Industries, Inc.	\$1,836,122.04
Montesano Bros., Inc.	\$1,852,597.86
PCI Industries Corp.	\$1,876,732.60

The bid was awarded to Waters Construction Company in the amount of \$1,762,202.00 for milling and paving. I am requesting that the Board of Trustees consider a motion to approve the Village of Dobbs Ferry to enter into this cooperative agreement with the Villages of Ardsley, Irvington, Elmsford, Hastings and Tarrytown. The Village of Dobbs Ferry's portion of this bid is an amount not to exceed \$100,000.00.

The cost of this project will be expended from the Capital Fund which will be reimbursed by the New York State Department of Transportation Consolidated Local Street and Highway Improvement Program (CHIPS).

Thank you.

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Mr. Manley discussed the 2020 Joint Road Paving bids. Mr. Manley said we sign up with shared services with other municipalities so we get a lower price for the paving, which is a big benefit the taxpayers. Mr. Manley said DPW maintains a list of which roads are to be paved which is constantly looked at and updated.

Ms. Viera noted that the Village gets reimbursed from the State for this amount of money. Ms. Viera said we put the money up front and then get reimbursed later in the year or the beginning of next year.

Motion by Trustee Patino, seconded by Trustee Knell to award the bid for the 2020 Joint Road Paving to the lowest bidder Waters Construction Company, for a total amount of \$1,762,202.00. The amount that Dobbs Ferry would be responsible for is an amount not to exceed \$100,000.00 to pave Tiernans Lane, Kitching Place, Transvaal Street, and Irving Place.

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 approve the audit of claims as submitted and recommended by the Village Treasurer

Mr. Chuhta said this is part of the normal claim audit process.

Motion by Trustee Taylor, seconded by Trustee Sullivan to approve the audit of claims as submitted by the Village Treasurer as follows:

SEPTEMBER AUDIT #3

Fund Distribution	Regular
A-General Fund	\$228,722.30
L- Library Fund	<u>\$ 5,818.49</u>
Grand Total	<u>\$234,540.79</u>

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SEPTEMBER AUDIT #4

Fund Distribution	Regular
A-General Fund	\$150,131.29
CD- Special Grant Fund	\$ 10,547.50
CM- Special Purpose Fund	\$ 1,240.18
H - Capital Fund	\$ 218.38
L- Library Fund	\$ 3,630.66
Grand Total	<u>\$165,768.01</u>

MAYOR ROSSILLO	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
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 approve Fiscal Year End Budget Transfers for the budget year ending May, 31, 2020 as recommended by the Village Treasurer

Mr. Chuhta said this is an annual process to approve any transfers made to cover overspent budget lines.

Motion by Trustee Sullivan, seconded by Trustee Taylor to approve Fiscal Year End Budget Transfers for the budget year ending May, 31, 2020 as recommended by the Village Treasurer as follows:

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Village of Dobbs Ferry Y/E Budget Transfers 5/31/2020

Municipal Court - Personal Services	1110.100	0.04
Municipal Court - Personal Services	1110.101	86.50
Municipal Court - Personal Services Over Time	1110.103	(86.54)
Municipal Court - Steno/Translation Services	1110.456	4,100.00
Municipal Court - Office Supplies	1110.411	796.36
Municipal Court - D.P./Computer Services	1110.465	(1,689.47)
Municipal Court - Maintenance Contracts	1110.451	(3,206.89)
BOT - Consultants	1010.457	(15,875.00)
Treasurer - Personal Services	1325.101	(4,000.00)
Treasurer - Personal Services Part Time	1325.102	(18,279.10)
Treasurer - Office Supplies	1325.411	(2,762.07)
Treasurer - Postage	1325.460	(1,795.92)
Treasurer - Professional Development	1325.461	(1,465.00)
Treasurer - Admin Phones	1325.420	6,660.29
Treasurer - Maintenance Contract	1325.451	301.91
Treasurer - Professional Consultants	1325.457	50,974.22
Treasurer - Computer Services	1325.465	(13,759.33)
Clerk - Personal Services	1410.101	0.10
Clerk - Office Supplies	1410.411	(0.10)
Special Counsel	1420.455	(10,795.00)
Contingency Account	1990.400	(442,430.00)
Engineer - Professional Consultants	1440.457	820,500.00
Judgments and Claims - Contractual	1930.400	(367,275.00)
Operation of Plant - Personal Services	1620.101	144.76
Operation of Plant - Personal Services Overtime	1620.103	4,037.59
Operation of Plant - Utilities	1620.422	(2,400.00)
Operation of Plant - Maintenance Contracts	1620.451	7,069.80
Operation of Plant - Building Maintenance	1620.442	(8,852.15)
Embassy - Utilities	1621.422	(1,500.00)
Embassy - Building Maintenance	1621.442	1,500.00
Central Garage - Personal Services OT	1640.103	6,959.00
Central Garage - Equipment	1640.200	2,475.00
Central Garage - Materials & Supplies	1640.410	4,460.00
Central Garage - Building Maintenance	1640.442	1,004.00
Central Garage - Maintenance (Repairs)	1640.449	4,664.00
Central Garage - Maintenance Contracts	1640.451	2,410.00
Central Garage - Materials & Supplies	1640.422	(4,460.00)
Central Garage - Gas and Oil (Vehicles)	1640.421	(17,512.00)
Police - Personal Services OT	3120.103	178,856.00
Police - Personal Services Holiday	3120.105	13,208.00
Police - Equipment	3120.200	45,900.00
Police - Vehicle & Equipment Maint	3120.441	9,972.00
Police - Postage	3120.460	96.15
Police - Personal Services	3120.101	(126,902.68)
Police - Personal Services	3120.102	(11,011.67)
Police - Telephone	3120.420	(16,200.49)
Police - Maintenance Contracts	3120.451	(29,105.91)
Central Garage - Gas and Oil (Vehicles)	1640.421	(64,811.40)
Onstreet Parking - Personal Services Overtime	3320.103	1,585.07
Onstreet Parking - Personal Services Longevity	3320.104	200.00

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Onstreet Parking - Personal Services Part Time	3320.102	(4,492.07)
Onstreet Parking - Materials & Supplies	3320.410	2,707.00
Fire Department - Equipment	3410.200	37,112.53
Fire Department - Personal Services	3410.100	663.73
Fire Department - Personal Services OT	3410.103	1,471.28
Fire Department - Material and Supplies	3410.410	2,472.43
Fire Department - Office Supplies	3410.411	11,885.13
Fire Department - Protective Gear	3410.419	3,825.37
Fire Department - Telephone	3410.420	260.07
Fire Department - Utilities	3410.422	2,579.16
Fire Department - Vehicle and Equipment Maintenance	3410.441	5,476.57
Fire Department - Maintenance Contracts	3410.451	6,054.77
Fire Department - Uniforms	3410.412	(4,050.00)
Fire Department - Fire Department Inspections	3410.418	(4,000.00)
Fire Department - Building Maintenance	3410.442	(4,241.90)
Fire Department - Postage	3410.460	(250.00)
Fire Department - Professional Development	3410.461	(3,164.04)
Fire Department - Training	3410.490	(9,600.00)
Fire Department - Medical Services	3410.492	(7,709.00)
Fire Department - Fire Prevention	3410.494	(10.00)
Safety Inspection - Personal Service	3620.101	(16,742.00)
Safety Inspection - Personal Service	3620.102	(18,845.00)
Safety Inspection - Personal Service	3620.103	(2,858.10)
Safety Inspection - Vehicle and Equipment Maintenance	3620.441	(331.00)
Safety Inspection - Materials and Supplies	3620.410	1,182.60
Safety Inspection - Computer Services	3620.465	(1,182.60)
Street Administration - Personal Services OT	5010.103	(1,547.25)
Street Administration - Telephone	5010.420	237.62
Street Administration - Maintenance Contracts	5010.451	1,309.63
Street Maintenance - Personal Services	5110.101	14,850.67
Street Maintenance - Longevity	5110.104	200.00
Street Maintenance - Personal Services OT	5110.103	(6,474.80)
Street Maintenance - Materials and Supplies	5110.410	(8,575.87)
Snow Removal - Personal Services	5142.103	(33,367.26)
Snow Removal - Vehicle and Equipment Maintenance	5142.441	(3,284.25)
Snow Removal - Materials and Supplies	5142.410	36,651.51
Sidewalks - Materials and Supplies	5410.410	24,762.00
Street Lighting - Utilities	5182.422	(24,762.00)
Parks Maintenance - Personal Services	7110.101	1,442.58
Parks Maintenance - Vehicle and Equipment Maint	7110.441	11,570.53
Parks Maintenance - Building Maintenance	7110.442	14,670.32
Parks Maintenance - Maintenance Contracts	7110.451	(27,683.43)
Recreation - Personal Services	7140.101	5,975.85
Recreation - Personal Services	7140.102	4,736.50
Recreation - Materials & Supplies	7140.410	1,051.16
Recreation - Program Expenses	7140.413	185.00
Recreation - Telephone	7140.420	220.00
Recreation - Credit Card Fees	7140.469	1,179.00
Swimming Pool - Personal Services	7180.102	(13,347.51)
Swimming pool - Program Expenses	7180.413	2,423.00
Swimming Pool - Personal Services	7180.102	(2,423.00)
Community Center - Utilities	7185.422	(5,600.00)
Community Center - Building Maintenance	7185.442	5,600.00
Adult Recreation - Personal Services	7620.102	14,255.00
Adult Recreation - Program Expenses	7620.413	(7,000.00)

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Adult Recreation - Sr. Citizen Program Expenses	7620.414	(7,255.00)
Summer Camp - Personal Services	7989.102	29,836.00
Summer Camp - Program Expenses	7989.413	48,537.12
Employee Benefits - Workers' Comp	9000.940	(73,000.00)
Employee Benefits - Unemployment Insurance	9000.950	(5,373.12)
Planning Board - Personal Services	8020.101	300.00
Planning Board - Office Supplies	8020.411	335.00
Planning Board - Legal Advertisements	8020.440	(335.00)
Zoning Board - Personal Services	8010.102	(300.00)
Sanitary Sewers - Telephone	8120.420	288.00
Sanitary Sewers - Major Repairs/Park Maint	8120.449	7,682.00
Sanitary Sewers - Maintenance Contracts	8120.410	(3,081.73)
Storm Sewer - Equipment Lease/Rental	8140.443	(4,888.27)
Refuse Collection - Personal Services	8160.101	3,018.00
Refuse Collection - Personal Services	8160.104	200.00
Refuse Collection - Materials and Supplies	8160.410	8,737.50
Refuse Collection - Disposal Fees	8160.445	(11,955.50)
Street Cleaning - Personal Services	8170.101	396.00
Street Cleaning - Personal Services OT	8170.103	12,826.00
Street Cleaning - Vehicle Maintenance	8170.441	60.00
Employee Benefits - State Retirement	9000.910	(13,282.00)
Shade Tree - Tree Removal	8560.447	23,758.00
Employee Benefits - State Retirement	9000.910	(23,758.00)
E.T.P.A - Agency Fees	8611.459	1,620.00
Employee Benefits - State Retirement	9000.910	(1,620.00)
Employee Benefits - Disability	9000.955	223.00
Employee Benefits - Fire Service Award	9000.925	1,763.00
Employee benefits - State Retirement	9000.910	(1,763.00)
Employee Benefits - Life Insurance	9000.945	(223.00)

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

Trustee Taylor asked if Mr. Chuhta can give a presentation at one of the upcoming Board meetings on where the Village stands in terms of the budget.

Mr. Chuhta said he can give a presentation.

Consider a resolution to approve settlement of pending litigation

Ms. Dickson said this is an assigned counsel recommendation based on claims made a number of years ago. Ms. Dickson said the proposed settlement of \$4,350.00 is reasonable in light of the cost of continuing litigation costs, including pending motion to dismiss, and if that fails, a trial would be prolonged and could go on for

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another two or three years to get this cleared. Ms. Dickson said this is a recommendation from assigned counsel pursuant to the Village's insurance coverage and since this is public funds it has to be approved by the Board of Trustees. Ms. Dickson said the resolution before the Board authorizes the expenditure and authorizes for special counsel to file whatever documentation is necessary to suspend the matter which is on an active court calendar.

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

RESOLUTION 36-2020

**RESOLUTION OF THE VILLAGE OF DOBBS FERRY BOARD OF TRUSTEES
TO APPROVE THE SETTLEMENT OF LITIGATION FOR
INDEX NUMBER 18CV10321 (PMH) (LMS)**

BE IT RESOLVED that, upon the advice of counsel, the Board of Trustees hereby approves the settlement of litigation having Index Number 18CV10321 (PMH)(LMS) in the amount of \$4,850.00 and authorizes counsel to file any necessary paperwork to formally conclude the matter.

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 authorizing the Village Administrator to sign an Intermunicipal Agreement with the County of Westchester to provide funding for the Youth Officer Program for 2019 in the amount of \$2,285.00

Mr. Manley said the Village needs to enter into an IMA with the County to be reimbursed for the Youth Officer's salary.

Motion by Trustee Daroczy, seconded by Trustee Patino authorizing the Village Administrator to sign an Intermunicipal Agreement with the County of Westchester to provide funding for the Youth Officer Program for 2019 in the amount of \$2,285.00 as follows:

INTERMUNICIPAL AGREEMENT

THIS AGREEMENT, made the 22 day of SEPTEMBER, 20 20 by and between

THE COUNTY OF WESTCHESTER, a municipal corporation of the State of New York, having an office and place of business in the Michaelian Office Building, 148 Martine Avenue, White Plains, New York 10601, (hereinafter referred to as the "County"),
and
VILLAGE OF DOBBS FERRY a municipal corporation of the State of New York, having an office and place of business at 112 Main Street, Dobbs Ferry, NY 10522 (hereinafter referred to as the "Municipality").

WHEREAS, the County desires that the Municipality provide a Positive Youth Development Program; and

WHEREAS, the Municipality is willing to provide such a Positive Youth Development Program, upon the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the promises and the covenants and agreements herein contained, the parties hereto agree as follows:

FIRST: The County shall reimburse the Municipality an amount not to exceed \$2,285.00 Dollars, which the Municipality shall use to provide the Youth Officer Program as more particularly described in Schedule "A" and as budgeted in Schedule "B," both of which are attached hereto and made a part hereof, payable upon full contract execution and approval of the same by the Office of the Westchester County Attorney.

Except as otherwise expressly stated in this Agreement, no payment shall be made by the County to the Municipality for out of pocket expenses or disbursements made in connection with the services rendered or the work to be performed hereunder.

The Municipality shall provide the County with a report to be submitted within thirty (30) days of the expiration of this Agreement which shall set forth in detail the services performed under the Agreement, the activities, progress and accomplishments under the Agreement, the amount of funds expended for each task performed and the extent and manner in which the goals, objectives and standards established for the Agreement have been met by the Municipality. The above report shall be certified by an officer or director of the Municipality.

The County shall have the right, at its option and at its sole cost and expense, to audit such books and records of the Municipality as are reasonably pertinent to this Agreement to substantiate the basis for payment. The County may withhold payment of funds hereunder for cause found in the course of an audit or because of failure of the Municipality to cooperate with an audit. The County shall, in addition, have the right to audit such books and records subsequent to payment, if such audit is commenced within one (1) year following termination of this Agreement, and to perform random audits during the term of this Agreement. In the event an audit performed by the County reflects overpayment by the County or that monies were not fully expended or that monies were improperly expended, then the Municipality shall reimburse to the County the cost of such audit (if the audit was done by the County or on the County's behalf) and the amount of such overpayment, underpayment or improper payment, within thirty (30) days of notice from the County.

The Municipality further agrees to permit designated employees or agents of the County reasonable on-site inspection of the work being performed by the Consultant under this Agreement, its books, accounts, financial audits and records and agrees to keep records necessary to disclose fully the receipt and disposition of funds received under this agreement. Unless the County shall, in writing, advise the Municipality to the contrary, the Municipality shall retain all financial records related to this Agreement for a period of ten years after the expiration or termination of this Agreement.

In no event shall final payment be made to the Municipality prior to completion of all services, the submission of reports and the approval of same by the County Executive or his duly authorized designee.

SECOND: The Municipality agrees to procure and maintain insurance naming the County as additional insured, as provided and described in Schedule "C," entitled "Standard Insurance Provisions," which is attached hereto and made a part hereof. In addition to, and not in limitation of the insurance provisions contained in Schedule "C," the Municipality agrees:

(a) that except for the amount, if any, of damage contributed to, caused by, or resulting from the negligence of the County, the Municipality shall indemnify and hold harmless the County, its officers, employees and agents from and against any and all liability, damage, claims, demands, costs, judgments, fees, attorney's fees or loss arising directly or indirectly out of the performance or failure to perform hereunder by the Municipality or third parties under the direction or control of the Municipality; and

(b) to provide defense for and defend, at its sole expense, any and all claims, demands or causes of action directly or indirectly arising out of this Agreement and to bear all other costs and expenses related thereto.

(c) In the event the Municipality does not provide the above defense and indemnification to the County, and such refusal or denial to provide the above defense and indemnification is found to be in breach of this provision, then the Municipality shall reimburse the County's reasonable attorney's fees incurred in connection with the defense of any action, and in connection with enforcing this provision of the Agreement.

THIRD: The term of this Agreement will commence January 1, 2019 and terminate December 31, 2019 unless terminated earlier as provided herein.

FOURTH: (a) The County reserves the right to cancel this Agreement on Thirty (30) days prior written notice to the Municipality when it deems it to be in its best interests to do so. In such event, the Municipality shall be compensated and the County shall be liable only for payment for services already rendered under this Agreement prior to the effective date of termination at the rates specified in Schedule "B".

In the event of a dispute as to the value of the services rendered by the Municipality prior to the date of termination, it is understood and agreed that the County shall determine the value of such services rendered by the Municipality. Such reasonable and good faith determination shall be accepted by the Municipality as final.

(b) In the event the County determines that there has been a material breach by the Municipality of any of the terms of the Agreement and such breach remains uncured for ten (10) days after service on the Municipality of written notice thereof, the County, in addition to any other right or remedy it might have, may terminate this Agreement and the County shall have the right, power and authority to complete the services provided for in this Agreement, or contract for their completion, and any additional expense or cost of such completion shall be charged to and paid by the Municipality. Notice hereunder shall be effective on the date of receipt.

FIFTH: The Agreement shall not be enforceable unless signed by the parties and approved by the Office of the County Attorney.

SIXTH: The parties recognize and acknowledge that the obligations of the County under this Agreement are subject to annual appropriations by its Board of Legislators pursuant to the Laws of Westchester County. Therefore, this Agreement shall be deemed executory only to the extent of the monies appropriated and available. The County shall have no liability under this Agreement beyond funds appropriated and available for payment pursuant to this Agreement. The parties understand and intend that the obligation of the County hereunder shall constitute a current expense of the County and shall not in any way be construed to be a debt of the County in contravention of any applicable constitutional or statutory limitations or requirements concerning the creation of indebtedness by the County, nor shall anything contained in this Agreement constitute a pledge of the general tax revenues, funds or moneys of the County. The County shall pay amounts due under this Agreement exclusively from legally available funds appropriated for this purpose. The County shall retain the right, upon the occurrence of the adoption of any County Budget by its Board of Legislators during the term of this Agreement or any amendments thereto, and for a reasonable period of time after such adoption(s), to conduct an analysis of the impacts of any such County Budget on County finances. After such analysis, the County shall retain the right to either terminate this Agreement or to renegotiate the amounts and rates set forth herein. If the County subsequently offers to pay a reduced amount to the Contractor, then the Contractor shall have the right to terminate this Agreement upon reasonable prior written notice.

This Agreement is also subject to further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of this Agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption(s), to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate this Agreement or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the Contractor, then the Contractor shall have the right to terminate this Agreement upon reasonable prior written notice.

SEVENTH: All notices given pursuant to this agreement shall be in writing and effective on mailing. All notices shall be sent by registered or certified mail, return receipt requested and mailed to the following addresses:

To the County: Executive Director – Youth Bureau
 112 E. Post Road, 3rd floor
 White Plains, New York 10601

with a copy to: County Attorney
Michaelian Office Building, Room 600
148 Martine Avenue
White Plains, New York 10601

to the Municipality: Village of Dobbs Ferry
112 Main Street
Dobbs Ferry, NY 10522

or to such other addresses as may be specified by the parties hereto in writing.

EIGHTH: This Agreement constitutes the entire agreement between the parties hereto with respect to the subject matter hereof and shall supersede all previous negotiations, comments and writings. It shall not be released, discharged, changed or modified except by an instrument in writing signed by a duly authorized representative of each of the parties.

NINTH: This Agreement is entered into solely between, and may be enforced only by, the County and the Municipality and shall not be deemed to create any rights in third parties, or to create any obligations of a party to any such third parties.

TENTH: The Municipality shall not delegate any duties or assign any of its rights under this Agreement without the prior express written consent of the County. The Municipality shall not subcontract any part of the Work without the express written consent of the County, subject to any necessary legal approvals. Any purported delegation of duties, assignment of rights or subcontracting of Work under this Agreement without the prior express written consent of the County is void. All subcontracts that have received such prior written consent shall provide that subcontractors are subject to all terms and conditions set forth in this Agreement. It is recognized and understood by the Municipality that for the purposes of this Agreement, all Work performed by a County-approved subcontractor shall be deemed Work performed by the Municipality and the Municipality shall insure that such subcontracted work is subject to the material terms and conditions of this Agreement. All subcontracts for the Work shall expressly reference the subcontractor's duty to comply with the material terms and conditions of this Agreement and shall attach a copy of the County's contract with the Municipality. The Municipality shall obtain a written acknowledgement from the owner and/or chief executive of subcontractor or his/her duly authorized representative that the subcontractor has received a copy of the County's contract, read it and is familiar with the material terms and conditions thereof. The Municipality shall include provisions in its subcontracts designed to ensure that the Municipality and/or its auditor has the right to examine all relevant books,

records, documents or electronic data of the subcontractor necessary to review the subcontractor's compliance with the material terms and conditions of this Agreement.

ELEVENTH: The Contractor expressly agrees that neither it nor any contractor, subcontractor, employee, or any other person acting on its behalf shall discriminate against or intimidate any employee or other individual on the basis of race, creed, religion, color, gender, age, national origin, ethnicity, alienage or citizenship status, disability, marital status, sexual orientation, familial status, genetic predisposition or carrier status during the term of or in connection with this Agreement, as those terms may be defined in Chapter 700 of the Laws of Westchester County. The Contractor acknowledges and understands that the County maintains a zero tolerance policy prohibiting all forms of harassment or discrimination against its employees by co-workers, supervisors, vendors, contractors, or others.

IN WITNESS WHEREOF, the County and the Municipality have caused this Agreement to be executed:

COUNTY OF WESTCHESTER

By: _____
Kenneth W. Jenkins
Acting County Executive

THE MUNICIPALITY

By: _____
(Name and Title) EDMOND MANLEY
VILLAGE ADMINISTRATOR

Approved by the Westchester County Board of Legislators of the County of Westchester by Act No. 2019- 192

Approved as to form and manner of execution:

Assistant County Attorney
The County of Westchester

MUNICIPALITY'S ACKNOWLEDGMENT

STATE OF NEW YORK)
) ss.:
COUNTY OF WESTCHESTER)

On this 22nd day of SEPTEMBER 2020 before me, the undersigned,
personally appeared EDMOND MANLEY, personally known to me or proved to me on
the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within
instrument and acknowledged to me that he/she is the VILLAGE ADMINISTRATOR
of THE VILLAGE OF DOBBS FERRY, NEW YORK, the municipal corporation described
in and which executed the within instrument, who being by me duly sworn did depose and say that
he/she executed the same in his/her capacity, and that by his/her signature(s) on the instrument, the
municipal corporation executed the instrument.

Notary Public County : WESTCHESTER

CERTIFICATE OF AUTHORITY

(Municipality)

I, ELIZABETH A-DREAPER
(Officer other than officer signing contract)

certify that I am the VILLAGE CLERK of the
(Title)

VILLAGE OF DOBBS FERRY, NEW YORK
(Name of Municipality)

(the "Municipality"), a corporation duly organized and in good standing under the

NEW YORK STATE GENERAL MUNICIPAL LAW
(Law under which organized, e.g., the New York Village Law, Town Law, General Municipal Law)

named in the foregoing agreement; that EDMOND MANLEY
(Person executing agreement)

who signed said agreement on behalf of the Municipality was, at the time of execution

VILLAGE ADMINISTRATOR of the Municipality, and that said
(Title of such person),

agreement was duly signed for and on behalf of said Municipality by authority of its

VILLAGE BOARD OF TRUSTEES, thereunto duly authorized and
(Town Board, Village Board, City Council)

that such authority is in full force and effect at the date hereof.

(Signature)

STATE OF NEW YORK)
ss.:
COUNTY OF WESTCHESTER)

On this 22ND day of SEPTEMBER 2020 before me, the undersigned, personally appeared ELIZABETH A-DREAPER, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the above certificate and acknowledged to me that he/she executed the above certificate in his/her capacity as VILLAGE CLERK of THE VILLAGE OF DOBBS FERRY,
(Title) (Municipality)
the municipal corporation described in and which executed the within instrument.

Notary Public

County: WESTCHESTER



**Office of Children
and Family Services**

[QYDS \(../Default.aspx\)](#)

[MENU](#)

SCHEDULE 'A'

QYDS PROGRAM MENU

[Program Information \(ProgramInfo.aspx\)](#)

[Site Information \(/QYDS/Applications/SiteInfo.aspx\)](#)

[Features \(/QYDS/Applications/Feature.aspx\)](#)

[Touchstones \(/QYDS/Applications/Touchstones.aspx\)](#)

[Service Stats](#)

[Summary](#)

Summary Information:

[Print Summary](#)

Program Information

Program Application ID:

87727

Program Title:

Dobbs Ferry Youth Officer Program

County Administration Application:

No

Funding Information

Funding Category:

Youth Development Program

County:

Westchester

QYDS

Page 2 of 9

Fund Amounts

Total Program Amount:

\$2,285.00

OCFS Funds Allocated:

\$2,285.00

OCFS Funds Requested:

\$2,285.00

Period of Actual Program Operation

From:

01/01/2020

To:

12/31/2020

Implementing Agency

Implementing Agency:

Dobbs Ferry Police Department

Street Address:

112 Main Street

City:

Dobbs Ferry

State:

New York

Zip Code:

10522

Federal Identification Number:

13-6007289

Charities Registration Number:

Agency Website:

dobbsferry.com

This Agency Is:

Public

Contact Person for Agency

Last Name:

Kamke

First Name:

Justin

Title:

Sgt.

Phone Number:

(914) 693-5500

Extension:

Fax Number:

(914) 693-2040

Email:

jkamke@dobbsferrypolice.com

Executive Officer/Board Chairperson

Last Name:

Guevara

First Name:

Manuel

Title:

Chief of Police

Phone Number:

(914) 693-5500

Extension:

Fax Number:

(914) 693-2040

Email:

mguevara@dobbsferrypolice.com

Program Sites

Site Type:

Office

Street Address:

112 Main Street

Address Line 2:

City:

Dobbs Ferry

State:

NY

Zip Code:

10522

Total Program Target Population

Projected Enrollment:

2500

Projected Daily Attendance:

300

Gender

Male:

1500

Female:

1000

Ethnicity

White:

1700

Black Or African American:

400

Hispanic Or Latino:

400

American Indian Or Alaskan Native:

0
Asian:
0
Native Hawaiian Or Other Pacific Islander:
0
Two Or More Races:
0
Age
0 - 4:
0
5 - 8:
800
10 - 14:
500
15 - 17:
850
18 - 20:
350
21+:
0

Disconnected Youth

Youth aging out of foster care:

0

Children of incarcerated parents:

0

Youth in juvenile justice system who re-enter the community:

0

Runaway and Homeless Youth:

0

Program Summary

The objectives of the program are to identify at risk youths, refer them to the proper services, educate youths and parents about laws and potential consequences, and provide appropriate alternatives in the form of activities or services. The Village of Dobbs Ferry includes a school district consisting of one high school, a middle school and an elementary school. In addition, there is a private high schools, college, a Montessori preschool, several day care centers, and two youth residential treatment facilities that have their own schools located on campus. The Village has a population that exceeds 10,000 people.

Youth Development Features

Physical and Psychological Safety

Safe and health-promoting facilities; practice that increases safe peer group interaction and decreases unsafe or confrontational peer interactions.

The Youth Officer works with the Dobbs Ferry Recreation Department and the area schools, day care centers and residential youth treatment facilities in order to provide as many services as possible to educate youth in non-violent conflict resolution, positive alternatives, decision making, substance abuse, combating peer pressure, and good citizenship.

Appropriate Structure

Limit setting; clear and consistent rules and expectations; firm enough control; continuity and predictability; clear boundaries, and age appropriate monitoring.

The Youth Division works with several village agencies, schools, daycare centers and councils in order to best serve our youth. The other programs that assist or work in conjunction with the Youth Division are either paid staff or parent/youth volunteers. The members of the Youth Officer Program do not supervise activities without the assistance of staff from aforementioned agencies.

Supportive Relationships

Warmth; closeness; connectedness; good communication; caring; support; guidance; secure attachment, and responsiveness.

The program through its activities and relationships with Dobbs Ferry youth entities to ensure that all participants are provided with the listed needs so that a safe and protective relationship can be established.

Opportunities to Belong

Opportunities for meaningful inclusion, regardless of one's gender, ethnicity, sexual orientation, or disabilities; social inclusion, social engagement, and integration; opportunities for socio-cultural identity formation; and support for cultural and bi-cultural competence.

The program attempts to create an environment that is inclusive to all and promotes the belief that all persons, regardless of their differences, are challenged to make their neighborhoods, schools, and localities a better, safer place. This should be done by treating all people as equals and being receptive of their individual choices.

Positive Social Norms

Rules of behavior, expectations, injunctions, ways of doing things, values and morals, and obligations for service.

Participants of the Youth Officer Program are clearly informed of the rules of behavior and our expectations that the rules will be followed to protect the mental and physical well being of all. The importance of following rules and laws are discussed as well as the resulting consequences. Volunteerism is encouraged in local activities through group functions and other unrelated organizations.

Support for Efficacy and Mattering

Youth-based; empowerment practices that support autonomy; making a real difference in one's community, and being taken seriously. Practices that include enabling, responsibility granting, and meaningful challenge. Practices that focus on improvement rather than on relative current performance levels.

Activities include decision making, responsibility, consequences, peer pressure, inclusion, complimenting others, role play, assertiveness training and team building exercises.

Opportunities for Skill Building

Opportunities to learn physical, intellectual, psychological, emotional, and social skills; exposure to intentional learning experiences, opportunities to learn cultural literacy, media literacy, communication skills and good habits of mind; preparation for adult employment, and opportunities to develop social and cultural capital.

As stated above the activities are updated to include current trend, events and technology to assist participants of all ages in reaching their utmost potential. The goal is foremost to improve their attitude and ability to make their community a better place by assisting the youth in becoming a more involved, mature, employable and better informed person.

Integration of Family, School and Community Efforts

Concordance; coordination and synergy among family, school and community.

In order to properly monitor and evaluate the needs and progress of our program we rely on the assistance of the village government, the school district, parent organizations and the Dobbs Ferry Youth Services Council. Administrators and liaisons from these other entities evaluate the types and amount of activities and services provided to determine if they fit the needs of our target population.

Monitoring

A systematic review of a funded program based upon the requirements of a contract, rules, regulations, policies and/or State and Local laws. It identifies the degree to which a program or operation accomplishes the activities specified in a contract/application and how it complies with requirements. Describe your process to be used to monitor on a regular basis. Include who will be responsible, frequency, and documentation of monitoring activities.

In order to properly monitor and evaluate the needs and progress of our program we rely on the assistance of the village government, the school district, parent organizations and the Dobbs Ferry Youth Services Council. Administrators and liaisons from these other entities evaluate the types and amount of activities and services provided to determine if they fit the needs of our target population. The Youth Officer monitors the program periodically and reports any problems, requests or issues to the Chief of Police.

Evaluation

The process to determine the value or amount of success in achieving a pre-determined program or operational goal. Evaluations can identify program strengths and weaknesses to improve the program. Evaluations can verify if the program is really running as originally planned. Describe the process to be used to evaluate the attainment of the objectives. Include what will be measured, who will conduct the evaluation, when it will be conducted, and how results will be used.

In order to properly monitor and evaluate the needs and progress of our program we rely on the assistance of the village government, the school district, parent organizations and the Dobbs Ferry Youth Services Council. Administrators and liaisons from these other entities evaluate the types and amount of activities and services provided to determine if they fit the needs of our target population.

QYDS

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Touchstone Life Area:

[2] Physical Health

Goal:

[21] Children and youth will have optimal physical and emotional health.

Objective:

[213] Children and youth will be free from health risk behaviors (e.g., smoking, drinking, substance abuse, unsafe sexual activity).

Service Method:

[0231] Alcohol and Substance Abuse Prevention Services

Performance Measures:

HowMuch:- [0231A.1] # of youth participating (unduplicated)

HowWell:- [0231B.2] % of youth completing the program

BetterOff:- [0231C.3] #/% of youth with reduced numbers of school disciplinary incidents for substance use (for youth with school disciplinary incidents for substance abuse)

Gender

Male:

1500

Female:

1000

Ethnicity

White:

1700

Black Or African American:

400

Hispanic Or Latino:

400

American Indian Or Alaskan Native:

0

Asian:

0

Native Hawaiian Or Other Pacific Islander:

0

Two Or More Races:

0

Age

0 - 4:

0

5 - 9:

800

10 - 14:

500

15 - 17:

850

QYDS

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18 - 20:

350

21+:

0

Disconnected Youth

Youth aging out of foster care:

0

Children of incarcerated parents:

0

Youth in juvenile justice system who re-enter the community:

0

Runaway and Homeless Youth:

0

Submit

DRAFT MINUTES – NOT TO BE USED AS OFFICIAL DOCUMENT

**WESTCHESTER COUNTY YOUTH BUREAU
PROGRAM BUDGET
SCHEDULE B**

For the Period of Operation: 01/01/2019 - 12/31/2019	Contract #: YTH1924
Agency/Municipality Name: Dobbs Ferry	Program Title: Youth Officer

1. PERSONAL SERVICES

Position Title	Rate of Pay	Basis (H,W,BW, SM)	Total Program Amount	Total Funds Requested for this Program
Youth Officer	81.84	H	2,285	
TOTAL SALARIES AND WAGES			2,285	
TOTAL FRINGE BENEFITS				
TOTAL PERSONNEL SERVICES (1)			\$ 2,285	

2. CONTRACTED SERVICES AND STIPENDS

Type of Service or Consultant Title	Rate of Pay	Base (S,M,HR)	Total Program Amount	
TOTAL CONTRACTED SERVICES AND STIPENDS (2)			\$ -	

3. MAINTENANCE & OPERATION

Complete Attachment "E"	Total Program Amount	
TOTAL MAINTENANCE AND OPERATION (3)		

TOTAL PROGRAM AMOUNT \$ 2,285

TOTAL WCYB FUNDS REQUESTED \$ 2,285

List Other Funding Sources	\$ 2,285	Reimbursable Total
	\$ -	Municipal Funding
	\$ -	Other Sources

Approved:

SCHEDULE "C"
STANDARD INSURANCE PROVISIONS
(Municipality)

1. Prior to commencing work, and throughout the term of the Agreement, the Municipality shall obtain at its own cost and expense the required insurance as delineated below from insurance companies licensed in the State of New York, carrying a Best's financial rating of A or better. Municipality shall provide evidence of such insurance to the County of Westchester ("County"), either by providing a copy of policies and/or certificates as may be required and approved by the Director of Risk Management of the County ("Director"). The policies or certificates thereof shall provide that ten (10) days prior to cancellation or material change in the policy, notices of same shall be given to the Director either by overnight mail or personal delivery for all of the following stated insurance policies. All notices shall name the Municipality and identify the Agreement.

If at any time any of the policies required herein shall be or become unsatisfactory to the Director, as to form or substance, or if a company issuing any such policy shall be or become unsatisfactory to the Director, the Municipality shall upon notice to that effect from the County, promptly obtain a new policy, and submit the policy or the certificate as requested by the Director to the Office of Risk Management of the County for approval by the Director. Upon failure of the Municipality to furnish, deliver and maintain such insurance, the Agreement, at the election of the County, may be declared suspended, discontinued or terminated.

Failure of the Municipality to take out, maintain, or the taking out or maintenance of any required insurance, shall not relieve the Municipality from any liability under the Agreement, nor shall the insurance requirements be construed to conflict with or otherwise limit the contractual obligations of the Municipality concerning indemnification.

All property losses shall be made payable to the "County of Westchester" and adjusted with the appropriate County personnel.

In the event that claims, for which the County may be liable, in excess of the insured amounts provided herein are filed by reason of Municipality's negligent acts or omissions under the Agreement or by virtue of the provisions of the labor law or other statute or any other reason, the amount of excess of such claims or any portion thereof, may be withheld from payment due or to become due the Municipality until such time as the Municipality shall furnish such additional security covering such claims in form satisfactory to the Director.

In the event of any loss, if the Municipality maintains broader coverage and/or higher limits than the minimums identified herein, the County shall be entitled to the broader coverage and/or higher limits maintained by the Municipality. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the County.

2 The Municipality shall provide proof of the following coverage (if additional coverage is required for a specific agreement, those requirements will be described in the Agreement):

- a) Workers' Compensation and Employer's Liability. Certificate form C-105.2 or State Fund Insurance Company form U-26.3 is required for proof of compliance with the New York State Workers' Compensation Law. State Workers' Compensation Board form DB-120.1 is required for proof of compliance with the New York State Disability Benefits Law. Location of operation shall be "All locations in Westchester County, New York."

Where an applicant claims to not be required to carry either a Workers' Compensation Policy or Disability Benefits Policy, or both, the employer must complete NYS form CE-200, available to download at: <http://www.web.ny.gov>.

If the employer is self-insured for Workers' Compensation, he/she should present a certificate from the New York State Worker's Compensation Board evidencing that fact (Either SI-12, Certificate of Workers' Compensation Self-Insurance, or GSI-105.2, Certificate of Participation in Workers' Compensation Group Self-Insurance).

- b) **Commercial General Liability Insurance with a combined single limit of \$1,000,000 (c.s.l) per occurrence and a \$2,000,000 aggregate limit naming the "County of Westchester" as an additional insured on a primary and non-contributory basis. This insurance shall include the following coverages:**

- i.Premises - Operations.**
- ii.Broad Form Contractual.**
- iii.Independent Contractor and Sub-Contractor.**
- iv.Products and Completed Operations.**

- c) **Commercial Umbrella/Excess Insurance: \$2,000,000 each Occurrence and Aggregate naming the "County of Westchester" as additional insured, written on a "follow the form" basis.**

NOTE: Additional insured status shall be provided by standard or other endorsement that extends coverage to the County of Westchester for both on-going and completed operations.

- d) **Automobile Liability Insurance with a minimum limit of liability per occurrence of \$1,000,000 for bodily injury and a minimum limit of \$100,000 per occurrence for property damage or a combined single limit of \$1,000,000 unless otherwise indicated in the contract specifications. This insurance shall include for bodily injury and property damage the following coverages and name the "County of Westchester" as additional insured:**

- (i) Owned automobiles.**
- (ii) Hired automobiles.**
- (iii) Non-owned automobiles.**

- 3. All policies of the Municipality shall be endorsed to contain the following clauses:**

(a) Insurers shall have no right to recovery or subrogation against the County (including its employees and other agents and agencies), it being the intention of the parties that the insurance policies so effected shall protect both parties and be primary coverage for any and all losses covered by the above-described insurance.

(b) The clause "other insurance provisions" in a policy in which the County is named as an insured, shall not apply to the County.

(c) The insurance companies issuing the policy or policies shall have no recourse against the County (including its agents and agencies as aforesaid) for payment of any premiums or for assessments under any form of policy.

(d) Any and all deductibles in the above described insurance policies shall be assumed by and be for the account of, and at the sole risk of, the Municipality.

DRAFT MINUTES – NOT TO BE USED AS OFFICIAL DOCUMENT

MAYOR ROSSILLO	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
DEPUTY MAYOR CASSELL	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
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 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 accept the resignation of Ms. Meghan Ortiz/Deputy Village Treasurer effective September 21, 2020

Motion by Trustee Sullivan, seconded by Trustee Daroczy to accept the resignation of Ms. Meghan Ortiz as Deputy Village Treasurer effective September 21, 2020.

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 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: September 8, 2020

Motion by Trustee Patino, seconded by Trustee Taylor to approve the meeting minutes of September 8, 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 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 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				

Trustee Liaison Reports

1. Zoning Board of Appeals

Trustee Knell said there was nothing to report.

2. AHRB

Trustee Knell said there was one house at 480 Broadway, that is a historical house, that was approved.

3. Parks & Recreation Commission

- The pool is officially closed and there is a dog swim at the pool tomorrow.
- With COVID calming down, in regards to spring and summer of next year, we would like to have a work session with the Board of Trustees, Recreation Department and the Chief of Police to discuss Waterfront Park and rules.

4. Conservation Advisory Board

Deputy Mayor Cassell reported on the following:

- Riverkeeper's Sweep is on October 17, 2020 at Waterfront Park. There will be social distancing, masks and gloves.
- The CAB was part of a grant application tree planting via a program called Trees for Tribes. The planting will take place at Chauncey Park on October 18, 2020. There will be 68 shrubs and native trees planted. If anyone is interested in volunteering to help plant and cut down some invasive vines they may email to: TrusteeCassell@dobbsferry.com.
- High Street parcel group meets every other weekend to clean and plant, through the Adopt-a-Park Program. The group is always looking for volunteers.
- Senior Citizens group has started doing outside exercise classes, keeping social distancing. If anyone is interested in the group they may call the Recreation Department at: 914-693-0024.

Mayor Rossillo said he, Deputy Mayor Cassell and Mr. Manley walked in Chauncey Park and it is an amazing piece of property, and he will put this on his calendar.

Mr. Manley said the application for the Village to acquire the northern portion of the park from the State has finally been filed with the State. Mr. Manley said it should all be ours and designated as perpetual park land.

Mr. Manley said the Embassy Center is going very well and we are on a schedule to have a soft opening at the end of October. Mr. Manley said the roof is completed and we are waiting for the warranty to be inspected for that; the brickwork is almost at completion; the front doors are being replaced with the proper doors; the interior work is down to little things such as hanging necessary signage; we are ordering handrails for the entrance ramp that is going to be installed to match the Cedar Street handrails; and the roof over the parking space is being completed.

5. Sustainability Task Force

Trustee Taylor said the Sustainability Task Force met last week for the first time this fall. Trustee Taylor said there is quite an agenda of things to accomplish to try to raise our energy status from bronze to silver, some of them are also contributing items to a series of potential grants. Trustee Taylor said we did receive grants based on the progress we have made. Trustee Taylor said in conjunction with the Mayor we are going to have the Sustainability Task Force make a short presentation about their objectives and priorities at one of the upcoming Board meetings.

DRAFT MINUTES – NOT TO BE USED AS OFFICIAL DOCUMENT

Announcements:

Trustee Daroczy said with all of the recent events that communicate so much hate in our community she would like to remind parents about bullying and that October is National Bullying Prevention Month. Trustee Daroczy said it is important for us as parents to not overlook, and it is a very real and active situation in our Village. Trustee Daroczy said her daughter was recently a victim of bullying. Trustee Daroczy said for some parents something may not be as until it happens to you, and you do not realize the severity and damage that some of those actions can cause. Trustee Daroczy said as we move forward in the Village she really wants to encourage parents to don't overlook cyber-bullying, don't overlook physical bullying because it is very real and alive in our community and it is our responsibility as parents not to undermine some of the things that occur, but actually to take action and educate our children about the challenges that the children who are subject to these type of situations can face. Trustee Daroczy said the last thing a child needs to be facing bullying during these difficult times.

Mayor Rossillo thanked Trustee Daroczy.

Mayor Rossillo thanked the Trustees for their liaison reports. Mayor Rossillo said there are only four more meetings until December and we need to talk about the Trustee Liaison roles and reassignments. Mayor Rossillo said he will reach out to the Trustees individually.

Ms. Dickson said prior to the next meeting on October 13, 2020 there is a chance that the Executive Order waiving the Open Meetings Law requirements will be lifted. Ms. Dickson said she just wanted to prepare the public and that they should continue to monitor that situation, if there is a need to do a hybrid arrangement or an in person meeting with restrictions that would certainly be listed. Ms. Dickson said the Ms. Dreaper is on top of it, so as soon as we know from the Executive Order from the Governor's office we will get that information out to the public. Ms. Dickson said the current Executive Order expires in the first week of October. Ms. Dickson said the next Board meeting is in the second week of October and we just want to be prepared and to make the public aware that we will get all the information out to them if there are any changes.

Trustee Sullivan thanked Ms. Dreaper for all her efforts on the Census and noted that the Village has exceeded our numbers from ten years ago. Trustee Sullivan said the Census is not done yet and the more people that participate, the more money that comes to our community.

Trustee Sullivan reminded the public that we have early voting in Dobbs Ferry, so not to wait until the last minute or try to mail in, just go to Village Hall and vote.

Mayor Rossillo thanked Ms. Dreaper for all her hard work on the Census.

Mayor Rossillo said early voting starts on October 24th and can be done at Village Hall.

Mayor Rossillo said we are going to have a joint meeting of the Board of Trustees, Architectural & Historic Review Board and the Planning Board on October 7, 2020 at 7:00 p.m. regarding the Historic District Guidelines.

Ms. Dickson said we will be getting recommendations and comments from the other Boards in terms of moving forward with those guidelines. Ms. Dickson said it is a special meeting and Ms. Dreaper is on top of it with the special meeting notices and the notice will include the way to attend the meeting.

DRAFT MINUTES – NOT TO BE USED AS OFFICIAL DOCUMENT

Adjournment

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

MAYOR ROSSILLO	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
DEPUTY MAYOR CASSELL	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
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 8:12 p.m.