



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

<b>MEETING DATE:</b> AUGUST 10, 2021
<b>AGENDA ITEM SECTION:</b> MINUTES
<b>AGENDA ITEM NO. :</b> 1
<b>AGENDA ITEM:</b> JULY 13, 2021
<b>ITEM BACKUP DOCUMENTATION:</b> 1. DRAFT MEETING MINUTES OF JULY 13, 2021

**ITEM BACKUP DOCUMENTATION:**

1. DRAFT MEETING MINUTES OF JULY 13, 2021

Regular meeting of the Board of Trustees of the Village of Dobbs Ferry held on July 13, 2021, remotely via Zoom: <https://zoom.us/j/205957953?pwd=aU5YNHJVYkxub3lWN0RzQUZoVzROUT09>, Telephone: 1-929- 205-6099, Webinar ID: 205 957 953, Password: 309361) at 6:30 p.m. Present: Mayor Vincent Rossillo, presiding, Trustees Donna Cassell, Maura Daroczy, Michael Patino, and Nicole Sullivan, Interim Village Administrator Richard Leins, Village Clerk Elizabeth Dreaper, Village Treasurer Jeff Chuhta, and Ms. Lori Lee Dickson/Attorney for the Village. Also present: Police Chief Manuel Guevara, Ms. Kendra Garrison/Superintendent of Recreation, Ms. Elizabeth Hobson/Library Director, Ms. Valerie Monastra/Village Consulting Planner, Mr. Stephen Trezza/DPW General Foremen, Ms. Jennifer Dorman/Senior Office Assistant, and Ms. Alissa Fasman/Secretary to the Village Administrator. Absent/excused: Trustee Christy Knell and Trustee Larry Taylor.

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

<b>MAYOR ROSSILLO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>DEPUTY MAYOR CASSELL</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE DAROCZY</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE KNELL</b>	<input type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE PATINO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE SULLIVAN</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE TAYLOR</b>	<input type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" type="checkbox"/> ABSENT/EXCUSED
<b>VOTE TOTALS</b>	<b>AYE: 5</b>	<b>NAY: 0</b>	<b>ABSTAIN: 0</b>	<b>RECUSE: 0</b>	<b>ABSENT/EXCUSED: 2</b>
<b>RESULT:</b>	<b>MOTION PASSES</b>				

### **Pledge of Allegiance**

Mayor Rossillo led the pledge of allegiance.

Mayor Rossillo said the information on how to log on from Zoom or from the phone is in the agenda and you should follow those directions.

### **Presentation: Presentation on Leaders2C: Implicit Bias Workshop by Dr. Ron Carlee/DPA and Ms. Cheryl Orr/MSW, IPMA-SCP**

The workshop outline for Leaders2C is as follows:

**Leaders2C, LLC Workshop Outline:  
Leading with Values, Not Bias  
June 28, 2021**

The workshop proposed by Leaders2C, LLC is based on the premise that most people believe in fairness and justice. Collectively, we have shared values of unalienable rights as reframed over the past two and half centuries to be inclusive of all people. Yet, despite these shared values of equality, life, liberty, and happiness, there exist continuing inequities among different populations such that these fundamental rights are not a reality for all.

In 2020, people were distressed by the video of George Floyd having the life choked out of him by a nonchalant Minneapolis, Minnesota police officer while other officers watched with complicity despite bystanders pleading for the murder to stop. People were disturbed by the vigilante killing of Ahmaud Arbery in Glynn County, Georgia, and by the death of Breonna Taylor by police invading her home in Louisville, Kentucky. These are but some of the most recent incidents that require examination by society.

Racial inequities exist in income, health care, educational attainment, wealth, employment, incarceration, and voter disenfranchisement among others. People of color disproportionately die from COVID-19. Appropriately, much attention has focused on race for obvious reasons. At the same time, it is important to recognize that inequities exist based on gender, gender identity, sexual orientation, disability, language, culture, and religion. People have multiple identities and experience bias differently. This phenomenon is known as intersectionality.

While many variables contribute to societal inequities, a core variable is bias. For much of U.S. history, biases were enshrined in laws and policies of the country, the various states, and local governments. Laws and policies were explicit in their discriminatory intent. We have seen progress over the years as we strive to create a "more perfect union." Sometimes, however, the progress is with a step forward and then another one back. The journey toward equity has had high and low points, but what is distinguishing about the United States is its continuing commitment to a diverse society, its continuing efforts to achieve inclusion and equity, and its resilience when confronted with obstacles. Thus, we know that change and progress are possible.

The first step in the change process is gaining awareness and knowledge, which is the purpose of this workshop. The workshop will extend to the workforce of the participating Villages the training that was offered to elected and senior administrative officials in the summer of 2020. This regional approach presents a unique opportunity to build inter-jurisdictional awareness and the development of inter-jurisdictional connections.

The workshop is structured to be foundational; that is, to provide support for people who may have not been exposed to the topics or may be reluctant to do so. The presenters aim to meet people where they are, creating a respectful environment where people can learn without judgment. Borrowing from Stephen Covey, we seek to create a discussion where all participants seek first to understand and then to be understood.

## Background of Presenters

This workshop is designed specifically for local government, presented by people who had careers in local government. Before joining Old Dominion University in Norfolk, Virginia as an assistant professor in 2016, Ron Carlee served in three localities: City Manager of Charlotte North Carolina; County Manager (and other senior positions) in Arlington, Virginia; and Assistant to the Mayor of Birmingham, Alabama. He was also Chief Operating Officer for the International City-County Management Association (ICMA). Cheryl Orr is a human resource professional, who recently retired as the Vice President of Human Capital for Dallas Area Rapid Transit (DART). She held senior HR positions in several local governments, a university, and a small business. For the City of Dallas, Texas, she established the City's Ethics and Diversity program under the auspices of the City Manager. In addition to equity training, Ms. Orr provides other training related to human resources, strategic planning, facilitation, and consultation on workplace subjects and issues.

The development of the content on which this workshop is based began in 2016 when ICMA asked Dr. Carlee to develop a pre-conference workshop for its annual international conference with material designed for local government personnel. Since that time, versions of this work were presented to a second ICMA annual conference, at six regional conferences in 2019, and to multiple local governments. Dr. Carlee and Ms. Orr joined forces in the fall of 2020 to provide equity training for the staff of ICMA. Subsequently, they made presentations at five of the 2021 ICMA Regional Conferences. Together, Ms. Orr and Dr. Carlee continuously update the content, which was recently presented to the senior leadership of the Town of Holly Springs, North Carolina. They will be presenting at the annual conference of the Local Government Hispanic Network and at the winter conference of the North Carolina Government Finance Officers Association.

## Learning Objectives

1. Establish connections and build networks across the Villages.
2. Understand how our brains create biases through System 1 thinking.
3. Gain self-awareness about how to control biases through System 2 thinking.
4. Introduce how racism has been systematically part of government in the U.S.
5. Understand the difference between intent and impact, developing the ability to recognize, avoid, and respond to microaggressions.
6. Create a personal growth plan.
7. Commit to action at work.

Mr. Leins introduced the topic to the Board.

Mr. Ron Carlee/DPA and Ms. Cheryl Orr/MSW, IPMA-SCP were present.

Mr. Carlee and Ms. Orr gave the following presentation:



**Cheryl D. Orr, MSW, IPMA-SCP**  
Principal, Insight Human Resources  
Partners (IHRP)  
Dallas, Texas  
[Cheryl@insighthrparkers.com](mailto:Cheryl@insighthrparkers.com)  
972-795-0981



**Ron Carlee, DPA**  
Principal, Leaders2C, LLC  
Norfolk, Virginia  
[rcarlee@leaders2c.com](mailto:rcarlee@leaders2c.com)  
703-819-7311





# Workshop Topics

- Tools for Conversation
- Module 1. System 1 & System 2 Thinking
- Module 2. Implicit Biases & Stereotypes
- Module 3. Racial History of the U.S.
- Module 4. Microaggressions & Macroaggressions
- Module 5. Personal Action for Inclusion
- Module 6. Organizational Action for Inclusion

## Can we talk?

### Ground Rules / Norms / Values

1. Listen with Respect
2. Seek First to Understand
3. Do Not Expect Perfection; Assume Goodwill.
4. Use "I" language rather than "You" language.
5. Use AFFIRMING language

# Module 1. Critical Thinking

1. Representativeness
2. Affinity
3. Confirmation
4. Framing
5. Status Quo

Charfield, Tom. 2018. *Critical Thinking*. Sage Publishing

**Mental  
Shortcuts:**  
Intuition  
Instinct  
Heuristics  
Fallacies  
Preferences  
Gut Feelings

# Module 2. Implicit Bias & Stereotypes

Gender  
Age  
Race  
Height  
Weight  
Clothing





## Module 3. Racial History of the U.S.



## Module 4. Microaggressions



- Words or actions
- Brief and commonplace; often daily
- Intentional or unintentional
- Often framed as "humor" or a "compliment"
- Felt as indignities and insults
- Have a cumulative impact

## Module 5. Personal Action

1. Self-Awareness
2. Circle of influence
3. Empathy
4. Allyship



## Module 6. Organizational Action Action



A discussion was held and Mr. Carlee and Ms. Orr addressed questions from the Board.

The following people addressed the Board: Shari Rosen Ascher/Human Rights and Diversity Committee; and June Wai/Co-Chair Human Rights and Diversity Committee.

Mayor Rossillo thanked Mr. Carlee and Ms. Orr and said the next step is to coordinate with other communities.

Mr. Leins said he wanted to let the Board know what we were working on and see if we could continue moving forward. Mr. Leins said we will coordinate with the other communities and report back to the Board.

**Presentation by applicant of a proposed site plan amendment as referred by the Building Inspector for property at 100 Danforth Avenue regarding the expansion of an existing terrace with related retaining wall and landscaping**

Mr. Ed Manley/Land Use Officer sent the following memorandum dated July 2, 2021 to Ms. Elizabeth Dreaper/Village Clerk:

**DF Building Dept.**

# Memo, Agenda Item

**To:** Liz Dreaper  
**From:** Ed Manley  
**CC:**  
**Date:** 7/2/2021  
**Re:**



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Please place on the 7-13-21 BOT agenda a referral from the Building Official for the Board to review an application:

100 Danforth has submitted a Building permit application to expand an existing patio around their pool. This will require site plan review. As it is located in the CP zone, site plan final approval is required by the BOT.

Ed Manley  
Land Use Officer

Plan Submittal Form is as follows:

Plan Submittal Form



Address: 100 Danforth Ave

Application #: A2021-0305

Project: 100 Danforth Ave - expansion of existing open air tenant BBQ terrace. Includes new retaining wall with new fencing, new landscaping, and new pavers.

Name: Michael Gadaleta, R.A., AIA, NCARB

Email: michael@mgnewyorkarchitects.com

Phone: 212-674-8456

Plans attached are being submitted for:

- ☒ Building permit application 1 PDF copy & 2 paper copies ¼ scale
- ☐ Amendment to an application or permit, 2 sealed copies
- ☐ Final As Built to close permit, 1 sealed copy
- ☐ Final survey to close permit, 1 sealed copy

Plans attached are submitted at the direction of the Building Inspector for review by the following board:

- ☒ BOT- 1 PDF copy + 5 paper copies ¼ scale
- ☐ PB - 1 PDF copy + 7 paper copies ¼ scale
- ☐ ZBA - 1 PDF copy + 4 paper copies ¼ scale
- ☐ AHRB - 1 PDF copy + 2 paper copies ¼ scale

Received Stamp:



Mr. Brad Schwartz/Zarin & Steinmetz sent the following letter dated July 1, 2021 to Mayor Rossillo and the Board of Trustees:



Brad K. Schwartz  
bschwartz@zarin-steinmetz.com

July 1, 2021



*Via Electronic Mail and Hand Delivery*

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

*Re: The Danforth Apartments  
Site Plan Application for Expansion of Open Air Terrace  
100 Danforth Avenue ("Property")*

Dear Mayor Rossillo and Members of the Village Board:

Our firm represents Lincoln Property Company ("Applicant"), the owner and operator of the multi-family residential apartment building known as The Danforth Apartments. The Applicant submits this Site Plan Application to make minor improvements to expand an existing raised, open-air tenant amenity space on the Property ("Project"). The Applicant respectfully requests placement on the BOT's next available agenda for an initial presentation and discussion, commencement of the SEQRA process, and referral to the Planning Board pursuant to Section 300-52 of the Village Code.<sup>1</sup>

A strong demand for additional outdoor amenity and recreation space for tenants of The Danforth became apparent during the COVID-19 pandemic. To meet this demand, the Applicant is proposing to enlarge the existing open-air terrace utilized by tenants for barbecuing and as a sitting area by approximately 1,032 s.f. This enlargement would increase the impervious coverage on the Property by only .1%. As depicted on the enclosed Site Plan drawings, the proposed minor improvements will include the construction of a new retaining wall with new fencing, pavers, and landscaping.

<sup>1</sup> The Board of Trustees has jurisdiction over this Site Plan Application because the Property is in the Chauncey Park Zoning District.



The Applicant looks forward to working together with the Village and its consultants to process this Application as expeditiously as possible. In support of this Site Plan Application, enclosed please find a Site Plan Application Form, Short Environmental Assessment Form, and Site Plan Drawings prepared by MG New York Architects, PLLC.

Thank you for the Board's attention.

Respectfully submitted,

ZARIN & STEINMETZ

By: Brad Schwartz  
Brad Schwartz  
Kasey Brenner

Encls.

cc: Ed Manley, Building Official/Land Use Officer  
Dan Roemer, Assistant Building Inspector  
Lori Lee Dickson, Esq.  
Daniel Pozin, Esq.  
Valerie Monastra, AICP  
Lincoln Property Company  
MG New York Architects, PLLC

Site Plan Application is as follows:

Village of Dobbs Ferry Site Plan Application		<b>RECEIVED</b>  JUL -1 2021  VILLAGE OF DOBBS FERRY BUILDING DEPARTMENT
Please check appropriate box:		
<input checked="" type="checkbox"/> Preliminary	Date _____	<input type="checkbox"/> Final Date _____
Name of proposed development <u>The Danforth Apartments</u>		
Applicant:		Plan Prepared By:
Name <u>Lincoln Property Co.</u>	Name <u>MG New York Architects</u>	
Address <u>100 Danforth Avenue</u> <u>Dobbs Ferry, NY</u>	Address <u>11 Broadway, Suite 860</u> <u>New York, NY 10004</u>	
Telephone <u>(914) 250-1400</u>	Telephone <u>(212) 674-8456</u>	
Owner (if different):		
If more than one owner, provide information for each:		
Name _____		
Address _____		
_____		
Telephone _____		
Ownership intentions, i.e., purchase options _____		
_____		
_____		
_____		
Location of site <u>100 Danforth Avenue</u>		
_____		
Tax map description:		
Sheet <u>3.180</u>	Block <u>154</u>	Lot/Parcel <u>3.1</u>
Current Zoning Classification <u>CP</u>		

Site Plan Application  
Page 2 of 6

State and federal permits needed (list type and appropriate department):

N/A

Proposed uses(s) of site

Continued use of a multifamily residential apartment building  
with an expansion of the open air raised terrace at the rear of the property.

Total site area (square feet or  
acres) 8.33 acres

Anticipated construction time 4 weeks

Will development be staged? No

Current land use of site (agriculture, commercial, undeveloped, etc.)

Multifamily Residential Apartments

Current condition of site (buildings, rush, etc.) Residential Apartment Building

Character of surrounding lands (suburban, agriculture, wetlands, etc.) Suburban

Estimated cost of proposed improvement \$ \$50,000

Anticipated increase in number of residents, shoppers, employees, etc. (as applicable)

The proposed expansion of the open air terrace will not increase the  
number of residents.

Describe the proposed use, including primary and secondary uses; ground floor area; height; and number of stories for each building:

For residential buildings, include number of dwelling units by size (efficiency, one-bedroom, two-bedroom, three or more bedrooms) and number of parking spaces to be provided.

for nonresidential buildings, include total floor area and total sales area; number of automobile and truck parking spaces.

other proposed structures.

(Use separate sheet if needed)

Continued use of a multifamily residential apartment building with an  
expansion of the open air raised terrace at the rear of the property.

STATE OF NEW YORK )  
COUNTY OF WESTCHESTER ) ss:  
VILLAGE OF DOBBS FERRY )

Victoria Mulmore being duly sworn, deposes  
and says, that (s)he resides at \_\_\_\_\_

that (s)he is the authorized owner/representative of the owner and that the foregoing answers are true to the best of (his) knowledge and belief, that the plat if approved by the Planning Board will be filed in the Office of the County Clerk within ninety (90) days following the date approval and that all regulations of the Planning Board have been complied.

SWORN TO BEFORE ME THIS 30<sup>th</sup> DAY  
OF June 2021

Brad K. Schwartz  
BRAD K. SCHWARTZ  
Notary Public, State of New York  
No. 029C6337897  
Qualified in Westchester County  
Commission Expires 02/29/2024

Site Plan Application  
Page 4 of 6

Proposed Development:

Name The Danforth Apartments

Applicant:

Name Lincoln Property Co.

100 Danforth Avenue

Address Dobbs Ferry, NY

Telephone (914) 250-1400

Procedural Sequence

Date

Initial contact with enforcement

Officer

Presubmission conference

Preliminary application

Fee paid: Amount \$

Public hearing notice

Public hearing

Tentative action:

Approval

Approval with modification

Disapproval

Resubmitted

Lapse date for final approval

Final application

Referral

Comments returned

Final Action:

Approval

Approval with modifications

Conditions satisfied

Disapproval

Resubmitted

Building permit granted

Performance bond required

Amount

Period

Improvements covered

Performance bond satisfied



Site Development Plan Review

Checklist (cont'd)

<u>Technical Considerations</u>	<u>Item Satisfied</u>
North arrow, scale date	_____
Property boundary, dimensions and angles	_____
Easements and deed restrictions	_____
Names, locations and widths of adjacent streets	_____
Land use, zoning, ownership and physical improvement of adjacent properties	_____
Conformity with comprehensive plan	_____
Impact on environs:	
Land use	_____
Transportation	_____
Community facilities and services	_____
Aesthetics	_____
Environmental, i.e. air, water, noise, etc.	_____
Energy conservation	_____
Historic preservation	_____
Environmental impact statement	_____
Existing, on-site physical improvements	_____
Existing natural features:	
Geological features	_____
Soil characteristics	_____
Topography	_____
Vegetation	_____
Hydrologic features	_____
Proposed development:	
Grading and drainage plan	_____
Buildings and other structures	_____
Improvements such as parking, storage and recreation areas	_____
Vehicular and pedestrian ways including ingress and egress	_____
Utility lines and appurtenances	_____

Outdoor lighting and public  
address systems

Outdoor signs  
Landscaping plans  
Architectural plans  
Materials specifications  
Construction schedule

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#### SUBDIVISION/SITE PLAN REVIEW

All requirements of Site Plan Review and/or Subdivision Ordinances must be adhered to.  
(Copies may be obtained from the Village Clerk's Office.)

The following information must be addressed on the plans to avoid rejection by the Village for  
Staff and Consulting Engineer review.

All plans are to be submitted to the Building Department for approval before being placed on  
the agenda.

#### SEWER:

1. Eight (8") PVC sewer pipe for all main line sewers. The pipe to conform to the specifications on file in the Building Department.
2. Use D.I.P. CL56 when grade is 15% or more.
3. Use concrete piers when grade is 20% or more.
4. Minimum of 4' of cover is required.
5. Maximum distance between manholes is 300 feet. Additionally, they shall be placed at every change in line or grade.
6. Manholes are to be 5' in diameter or after 9' depth.
7. Drop connection manholes must be C.I.P. or D.I.P.
8. All house connections to be 4" diameter cast iron. Each individual residence or unit to have its own individual connection.
9. All main line sewers to be a minimum of 10'0" set back of structures.
10. All manholes to be supplied with covers entitled "Sewer".
11. Length of pipe run, per cent slope, and Invert and rim elevations of manholes, to be shown.
12. Show all easements.

#### DRAINAGE

1. Drainage calculations as required.
2. Minimum cover 2'0".
3. Pipe size and type to be indicated.

**Subdivision/Site Plan Review**  
**Page 2 of 3**

4. Roof drains and leaders to be piped to dry wells or drainage system.
5. Details of Catch Basin, Manholes and Lawn Inlets.
6. Drainage arrows should be shown to indicate flow.
7. Detail design of all retention systems where applicable.
8. Length of pipe, run, per cent slope and invert, and rim elevations, to be shown.

**ROADWAY IMPROVEMENTS:**

1. Stone or concrete curbing detail.
2. Minimum width of roadway pavement is 35'.
3. Road grade not to exceed 10%.
4. Road grade not be less than 1.0%.
5. Grades across cul-de-sac shall not exceed 6% and not be less than 2%.
6. Guide rail must be shown on all shoulders with slopes 6 feet or greater in height.
7. Where road or drive enters State or County Roads, owner must obtain the necessary permits.
8. Detail of road and driveway sections.

**NOTES TO BE PUT ON DRAWINGS:**

1. All work to conform to the satisfaction of the Building Inspector.
2. Provide retaining walls on all slopes exceeding one (1) foot vertical on one and one-half (1½) feet horizontal.
3. The builder shall furnish 6" perforated CMP encased in stone wherever directed by the Building Inspector.
4. Swales to be installed as directed by the Building Inspector.
5. All grading to be performed to create positive drainage.
6. All driveways sloping down to garages shall have a drain inlet with a pipe extending beyond the rear of the house to carry rain run-off.
7. All driveways sloping down shall rise 6" the first 5' and then slope down.

8. A Code 53 to be called in.

**GENERAL:**

1. All drawings for cluster shall show the proposed units numbered in sequence, for reference purposes.
2. All drawings for cluster are to show the required parking spaces, and said spaces shall be NUMBERED.
3. All drawings shall have THE SIGNATURE OF THE OWNER, THE LAND SURVEYOR AND THE PROFESSIONAL ENGINEER.
4. If the application is a subdivision, applicant must review Section 26B.20 Improvement of the Village of Dobbs Ferry Code.

**Attachment #2**

**RESTORATION SPECIFICATIONS**

**SIDEWALKS:**

In the case of sidewalks, each slab of concrete cut or damaged by the opening shall be replaced by new concrete, and no patching will be permitted.

**ROADWAYS:**

On streets paved with blacktop or macadam, the existing pavement shall be cut back eighteen (18) inches beyond the original cut and the entire area repaved with blacktop or macadam to a depth of 2".

On streets paved with concrete or with a concrete base, the existing pavement shall be cut back twenty-four (24) inches beyond the original cut and the entire area repaved with concrete to match the existing street pavement.

Where an excavation is in a public roadway, the trench shall be filled to the level of the roadway with 50 PSI K-crete or equivalent (cap-crete, etc.). For final restoration, the road shall be cut back as directed above, and the finished pavement shall be installed.

**CURBS AND  
DRIVEWAYS:**

Curbs shall be 16" stone or 18" concrete, with a 6" reveal. Where a curb crosses a driveway, a minimum 1½" reveal is required to the finished pavement.

## SITE PLAN CHECK LIST

The items listed below should be reviewed by the applicant's design professional to aid in providing a complete submission.

### AGENCY APPROVALS

	<u>YES</u>	<u>NO</u>
Westchester County Department of Health Septic and Water.	_____	<u>N/A</u>
New York State Department Environmental Conservation Stormwater SPDES.	_____	<u>N/A</u>
New York City Department Environmental Protection Joint Septic.	_____	<u>N/A</u>
New York City Department of Environmental Protection SWPPP.	_____	<u>N/A</u>

### VILLAGE PERMITS/APPROVALS

Zoning Board of Appeals.	_____	<u>N/A</u>
Blasting and Explosives Permit.	_____	<u>N/A</u>
Fill Permit.	_____	<u>N/A</u>
Freshwater Wetlands Permit.	_____	<u>N/A</u>
Site Plan to comply with Subdivision Plat approval requirements	_____	<u>N/A</u>
Stormwater Pollution Prevention Plan (SWPPP)	_____	<u>N/A</u>
Architectural Review	_____	<u>N/A</u>
Building Permit	<u>X</u>	_____
Excavation/Grading Permit	_____	<u>N/A</u>
Demolition Permit	_____	<u>N/A</u>
Electrical Permit	_____	<u>N/A</u>

### SITE PLAN INFORMATION

1. 24" x 36" maximum drawing size.	<u>X</u>	_____
2. Minimum scale: (1" = 30').	<u>X</u>	_____
3. Project Name.	<u>X</u>	_____
4. Name and address of engineer and surveyor.	<u>X</u>	_____
5. Name and address of owner of record and applicant.	<u>X</u>	_____
6. Drawings signed and sealed by P.E. or R.A.	<u>X</u>	_____
7. Original drawing date & revision dates.	<u>X</u>	_____
8. Tax map section and lot numbers.	<u>X</u>	_____



9.	Location plan with existing and adjacent zoning district.	<u>X</u>	<u>    </u>
10.	Scale, north arrow, date of survey, property acreage, drawings numbered (i.e., 1 of 3, 2 of 3, etc.) & identify adjoining property owners.	<u>X</u>	<u>    </u>
11.	Minimum yard setbacks.	<u>X</u>	<u>    </u>
12.	Provide bulk zoning table with all existing, proposed and required conditions.	<u>X</u>	<u>    </u>

#### **AGENCY APPROVALS**

12.	Estimated quantity of cut or fill to be imported or removed from site or provide note stating that A No material is to be imported or removed from this site. @	<u>    </u>	<u>N/A</u>
13.	Topography at two feet maximum intervals.	<u>X</u>	<u>    </u>
14.	Topography along streets adjacent to property.	<u>X</u>	<u>    </u>
15.	Existing buildings, retaining walls, fences, rock outcrops, wooded areas, watercourses, water bodies, wetlands and wetland controlled areas, etc.	<u>X</u>	<u>    </u>
16.	Total amount of site area disturbed	<u>X</u>	<u>    </u>

#### **DRAINAGE**

1.	Collect and convey driveway runoff. Mitigate increases in site runoff due to site development.	<u>    </u>	<u>N/A</u>
2.	Roof drains to discharge to existing or proposed drainage system. Mitigate increases from roof runoff.	<u>    </u>	<u>N/A</u>
3.	Surface inlets provided where low points cannot be graded to drain .	<u>    </u>	<u>N/A</u>
4.	Swale provided between buildings and embankment which slopes toward building.	<u>    </u>	<u>N/A</u>
5.	Culverts provided where roads or driveways cross watercourses.	<u>    </u>	<u>N/A</u>
6.	Catch basin spacing adequate.	<u>    </u>	<u>N/A</u>
7.	All rim and invert elevations provided.	<u>    </u>	<u>N/A</u>
8.	Two feet minimum cover of storm drains in roads, driveways and parking areas. 18" minimum elsewhere.	<u>    </u>	<u>N/A</u>
9.	Drywells provided with emergency overflow outlet pipes to grade. Multiple drywell systems should be connected by equalization pipes with rim and invert elevations posted.	<u>    </u>	<u>N/A</u>
10.	Minimum storm drain pipe size 15" diameter.	<u>    </u>	<u>N/A</u>

- |     |  |   |            |
|-----|--|---|------------|
| 11. | Headwalls or end sections provided at pipe inlets and outlets. | — | <u>N/A</u> |
| 12. | Rip-rap provided at headwalls and end sections.                | — | <u>N/A</u> |
| 13. | Provide cross section for pond or detention facility.          | — | <u>N/A</u> |

#### SITE INGRESS/EGRESS

- |    |   |   |            |
|----|---|---|------------|
| 1. | Adequate sight distance at driveway intersection with road.   | — | <u>N/A</u> |
| 2. | Site accessible to fire trucks, emergency vehicles, tractor trailers for fill deliveries, moving vans, oil trucks, etc. | — | <u>N/A</u> |
| 3. | Backup space for parking area.  | — | <u>N/A</u> |
| 4. | Driveways intersecting existing road at 90E.  | — | <u>N/A</u> |

#### SITE GRADING

- |     |   |          |            |
|-----|---|----------|------------|
| 1.  | All proposed grading on property for house, driveway and septic. Show limit line of disturbance.  | <u>X</u> | —          |
| 2.  | Driveway platform sloped at 4% maximum within 25 feet of centerline of street or within 35 feet from the Right-of-Way, whichever is the greater distance. | —        | <u>N/A</u> |
| 3.  | Driveway slope 14% maximum.   | —        | <u>N/A</u> |
| 4.  | Parking area 5% maximum.  | —        | <u>N/A</u> |
| 5.  | Paved areas 1% minimum grade at curb line.  | —        | <u>N/A</u> |
| 6.  | Lawn area 2% minimum.   | —        | <u>N/A</u> |
| 7.  | Top and bottom of retaining wall elevations provided.   | <u>X</u> | <u>N/A</u> |
| 8.  | Outside grade pitched away from residence.  | —        | <u>N/A</u> |
| 9.  | Guide rail provided at steep drop offs.   | —        | <u>N/A</u> |
| 10. | Spot elevations at corners of residence and parking area where necessary to ensure positive drainage.   | <u>X</u> | —          |
| 11. | Finished floor elevations provided including basement.  | —        | <u>N/A</u> |
| 12. | Plans and calculations for walls $\geq 4$ feet Signed & Sealed by P.E., R.A.  | —        | <u>N/A</u> |
| 13. | Provide profiles of proposed roads with vertical geometry.  | —        | <u>N/A</u> |
| 14. | Provide horizontal geometry.  | —        | <u>N/A</u> |

#### GENERAL

- |    |   |   |            |
|----|---|---|------------|
| 1. | Show existing and proposed utilities(water, sewer,etc.) | — | <u>N/A</u> |
| 2. | Show snow piling areas.                                 | — | <u>N/A</u> |

3.	Show refuse areas with enclosures.	<u>X</u>	<u>N/A</u>
4.	Show zoning map with districts(school,fire,etc).	<u>X</u>	<u>N/A</u>
5.	Show signage.	<u>X</u>	<u>---</u>
6.	Show landscaping.	<u>X</u>	<u>N/A</u>
7.	Provide sections and details of wall.	<u>X</u>	<u>---</u>
8.	Provide phasing plan for areas over Sac.	<u>X</u>	<u>---</u>
9.	Provide lighting plan.	<u>X</u>	<u>---</u>
10.	Maintain low noise level at property line.	<u>X</u>	<u>---</u>
11.	ADA compliance	<u>X</u>	<u>---</u>
12.	-Village Construction Standard Compliance	<u>X</u>	<u>---</u>

### **SITE PLAN NOTES**

1.	General construction notes.	<u>X</u>	<u>N/A</u>
2.	Construction Sequence shown on plans.	<u>---</u>	<u>N/A</u>
3.	The following notes shall be provided on the plans: AShould rock blasting be required, a permit application in accordance with Chapter 125 - Blasting and Explosives of the Village of Dobbs Ferry Code must be submitted to the Village by the applicant for review/approval. This should be noted on the plans as follows:	<u>---</u>	<u>N/A</u>
	AThe Village Engineer may require additional erosion control measures if deemed appropriate to mitigate unforeseen siltation and erosion of disturbed soils.@	<u>X</u>	<u>---</u>
	AAAs-Built plans of the proposed driveway and drainage improvements shall be submitted to the Village Engineer for review prior to issuance of Certificate of Occupancy.@	<u>---</u>	<u>N/A</u>
	AFill material imported to the site shall be certified in writing by a New York Licensed Professional Engineer as clean, non-contaminated fill suitable for the intended use.@	<u>---</u>	<u>N/A</u>
	"Before the site plan is signed by the Chairman of the Planning Board, the applicant shall be required to post a performance bond or other type of		

acceptable monetary guaranty which shall be in an amount determined by the Planning Board and the Village Engineer and in a form satisfactory to the Village Attorney".

X            

4. The following notes shall be provided on plans that involve SWPPP's:

The applicant shall notify the Building Department or Village's Consulting Engineer in writing at least 48 hours before any of the following so that any inspection may be performed.

- |  |               |                          |
|--|---------------|--------------------------|
| 1) Start of construction   | <u>      </u> | <u>N/A</u>               |
| 2) Installation of sediment and erosion control measures.  | <u>      </u> | <u>N/A</u>               |
| 3) Completion of site clearing.  | <u>      </u> | <u>N/A</u>               |
| 4) Completion of rough grading.  | <u>      </u> | <u>N/A</u>               |
| 5) Installation of SMP's.  | <u>      </u> | <u>N/A</u>               |
| 6) Completion of final grading and stabilization of distured areas.  | <u>      </u> | <u>N/A</u>               |
| 7) Closure of construction.  | <u>      </u> | <u>N/A</u>               |
| 8) Completion of final landscaping; and  | <u>      </u> | <u>N/A</u>               |
| 9) Successful establishment of landscaping in public areas.  | <u>      </u> | <u>N/A</u>               |
| <p>"The owner or operator shall have a qualified inspector inspect and document the effectiveness of all erosion and sedimentation control practices and prepare inspection reports at least once a month. These reports must be kept on site and available for review".</p> |               | <u>      </u> <u>N/A</u> |

**SITE CONSTRUCTION DETAILS**

Driveway Profile

            N/A

Driveway and shoulder section	_____	<u>N/A</u>
Roadway replacement	_____	<u>N/A</u>
Pavement section	_____	<u>N/A</u>
Sidewalk Details	_____	<u>N/A</u>
Rip-rap slopes, embankments and aprons	_____	<u>N/A</u>
Paved, rip-rapped, grass gutters	_____	<u>N/A</u>
NYSDOT material item numbers	_____	<u>N/A</u>
Detention basin	_____	<u>N/A</u>
Catch basin	_____	<u>N/A</u>
Surface inlet	_____	<u>N/A</u>
Drain manhole	_____	<u>N/A</u>
Headwall	_____	<u>N/A</u>
Curb	_____	<u>N/A</u>
Drywell	_____	<u>N/A</u>
Underdrain	<u>X</u>	_____
Retaining wall	<u>X</u>	_____
Silt fence	<u>X</u>	_____
Haybales	_____	<u>N/A</u>
Inlet protection	_____	<u>N/A</u>
Anti-tracking strip	_____	<u>N/A</u>
Guiderail	_____	<u>N/A</u>
Energy dissipater	_____	<u>N/A</u>
Sediment traps or basins	_____	<u>N/A</u>

#### **EROSION CONTROL PLAN**

Erosion control measures implemented as per New York  
Guidelines for Urban Erosion and Sediment Control.

\_\_\_\_\_ N/A

#### **MISCELLANEOUS ITEMS**

- |    |  |       |            |
|----|--|-------|------------|
| 1. | Proposed easements   |       | <u>N/A</u> |
| a) | Temporary construction   | _____ | <u>N/A</u> |
| b) | Drainage   | _____ | <u>N/A</u> |
| c) | Sight  | _____ | <u>N/A</u> |
| d) | Slope  | _____ | <u>N/A</u> |
| e) | Driveway access  | _____ | <u>N/A</u> |
| 2. | Existing sanitary disposal system in the vicinity<br>of construction activity protected with temporary<br>fencing. | _____ | <u>N/A</u> |

p:\wlllgs of dobbsferry\buildingdepartment\shel\siteplanchecklist.doc



Affidavit of Applicant is as follows:

Job Location: DANFORTH AVE

Parcel Id: 3.180-154-1  
(3.180-154-3.1 per town GIS)

RECEIVED

JUL -1 2021

VILLAGE OF DOBBS FERRY  
BUILDING DEPARTMENT

AFFIDAVIT OF APPLICANT

I MICHAEL G. DALE being duly sworn, depose and says: That s/he does business as: ARCHITECT with offices at:  
11 BROADWAY, SUITE 360, NYC NY 10004 and that s/he is:

- ☐ The owner of the property described herein.
- ☐ The \_\_\_\_\_ of the New York Corporation \_\_\_\_\_ with offices at:  
\_\_\_\_\_ duly authorized by resolution of the Board of Directors, and that  
said corporation is duly authorized by the owner to make this application.
- ☐ A general partner of \_\_\_\_\_ with offices \_\_\_\_\_ and that said  
Partnership is duly authorized by the Owner to make this application.
- ☐ The Lessee of the premises, duly authorized by the owner to make this application.
- ☒ The Architect or Engineer duly authorized by the owner to make this application.
- ☐ The contractor authorized by the owner to make this application.

That the information contained in this application and on the accompanying drawings is true to the best of his knowledge and belief. The undersigned hereby agrees to comply with all the requirements of the New York State Uniform Fire Prevention and Building Code, the Village of Dobbs Ferry Building Code, Zoning Ordinance and all other laws pertaining to same, in the construction applied for, whether or not shown on plans or specify in this application.

Sworn to before me this 18th day of May of 2021

Tracy A. Russo  
Notary Public, Commission of Deeds

TRACY A. RUSSO  
Notary Public, State of New York  
No. 01RU6364241  
Qualified in Westchester County  
Commission Expires 9/11/2021

[Signature]  
Applicant's Signature

OWNER'S AUTHORIZATION

I Victoria Milman as the owner of the subject premises and have authorized the contractor named above to perform the work under the subject application.

Owner phone number 914-250-1400. Owner email address thedenforthmgr@lincolnapts.com

Victoria Milman I hereby acknowledge that it is my responsibility as the property owner to ensure that if the permit (if issued) receives a Final Certificate of Approval from the Building Department and further that if a Final Certificate of Approval is not obtained upon completion of the construction, a property violation may be placed on the property for which this permit is being requested.

Sworn to before me this 18th day of May of 2021

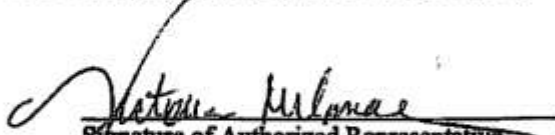
Tracy A. Russo  
Notary Public / Commission of Deeds  
TRACY A. RUSSO  
Notary Public, State of New York  
No. 01RU6364241  
Qualified in Westchester County  
Commission Expires 9/11/2021

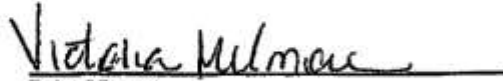
[Signature]  
Applicant's Signature

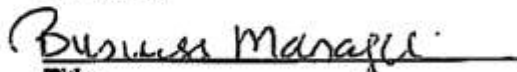
State of New York     )  
County of Westchester ) ss:  
Village of Dobbs Ferry )

OWNER AFFIDAVIT

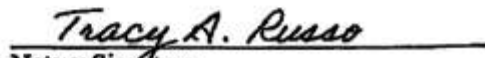
Lincoln Dobbs Ferry LLC is the owner of the property located at 100 Danforth Avenue, S/B/L 3.180-154-3.1 in the Village of Dobbs Ferry, Town of Greenburgh, New York. I, Victoria Milmore, am a Member of Lincoln Dobbs Ferry LLC. By signing below, I authorize MG New York Architects, PLLC, as well as Zarin and Steinmetz, to apply for a Building Permit and all related Applications associated with a proposed terrace expansion at the above cited property on the behalf of Lincoln Dobbs Ferry LLC to the Village of Dobbs Ferry. I understand that any permission granted and any conditions imposed by the Village of Dobbs Ferry will accrue to the above cited property and will be the responsibility of the property owner.

  
Signature of Authorized Representative

  
Print Name

  
Title

Sworn to before me this 18th  
day of May, 2021 :

  
Notary Signature

TRACY A. RUSSO  
Notary Public, State of New York  
No. 01RU6364241  
Qualified in Westchester County  
Commission Expires 9/11/2021

Short Environmental Assessment Form is as follows:

## Short Environmental Assessment Form

### Part 1 - Project Information

**RECEIVED**

**JUL -1 2021**

**VILLAGE OF DOBBS FERRY  
BUILDING DEPARTMENT**

**Instructions for Completing**

Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

<b>Part 1 – Project and Sponsor Information</b>							
Name of Action or Project: The Danforth Apartments							
Project Location (describe, and attach a location map): 100 Danforth Avenue							
Brief Description of Proposed Action: Expansion of raised open air terrace at rear of multi-family apartment building.							
Name of Applicant or Sponsor: Lincoln Property Co.		Telephone: (914) 250-1400					
		E-Mail: <a href="mailto:thedanforthmgr@lincolnapts.com">thedanforthmgr@lincolnapts.com</a>					
Address: 100 Danforth Avenue							
City/PO: Dobbs Ferry		State: NY	Zip Code: 10522				
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			<table border="1" style="width: 100%; text-align: center;"> <tr> <td>NO</td> <td>YES</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table>	NO	YES	<input checked="" type="checkbox"/>	<input type="checkbox"/>
NO	YES						
<input checked="" type="checkbox"/>	<input type="checkbox"/>						
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:			<table border="1" style="width: 100%; text-align: center;"> <tr> <td>NO</td> <td>YES</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table>	NO	YES	<input checked="" type="checkbox"/>	<input type="checkbox"/>
NO	YES						
<input checked="" type="checkbox"/>	<input type="checkbox"/>						
3. a. Total acreage of the site of the proposed action?		8.33 acres					
b. Total acreage to be physically disturbed?		.02 acres					
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		8.33 acres					
4. Check all land uses that occur on, are adjoining or near the proposed action:							
5. <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban)							
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify):							
<input checked="" type="checkbox"/> Parkland							

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? Name: Floodplains, Reason: Protect water & natural area, Agency: Greenburgh, Town of, Date: 1-30-79	NO	YES	
If Yes, identify: _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Are public transportation services available at or near the site of the proposed action?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements?	NO	YES	
If the proposed action will exceed requirements, describe design features and technologies: N/A _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply?	NO	YES	
If No, describe method for providing potable water: _____ N/A _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities?	NO	YES	
If No, describe method for providing wastewater treatment: _____ N/A _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____			

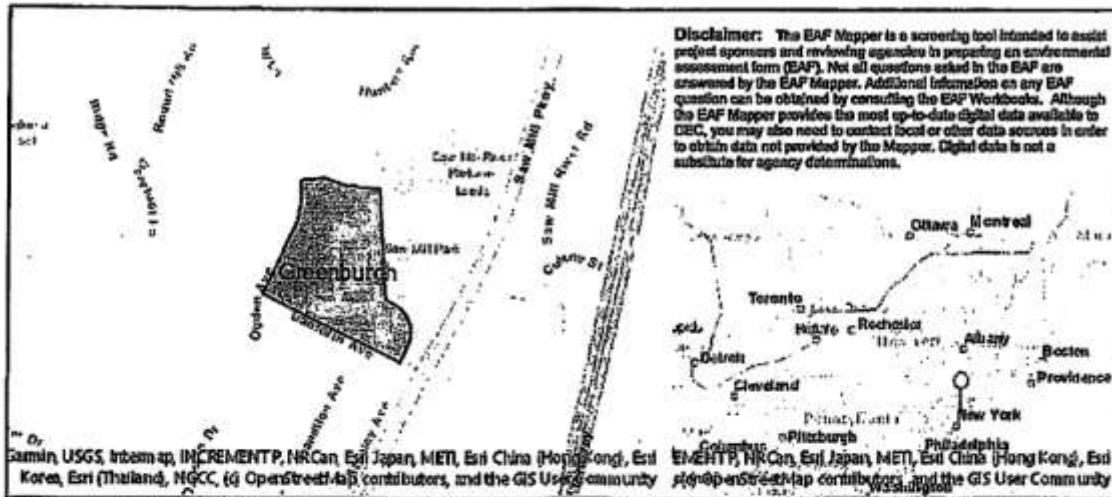
14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input checked="" type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>
16. Is the project site located in the 100-year flood plain?	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes,	NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
a. Will storm water discharges flow to adjacent properties?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe:	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Storm water and run off will be directed to existing seals and collection point		
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment:	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe:	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe:	NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
Prior to the development of the property, a small storage shed was found on site with stored debris and 55 gallon drums that were marked hazardous and removed.		
<b>I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b>		
Applicant/sponsor name: <u>Victoria Milmore</u> Date: _____		
Signature: <u>[Signature]</u> Title: <u>16/29/21</u>		

**PRINT FORM**

Page 3 of 3

## EAF Mapper Summary Report

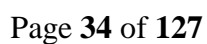
Monday, June 21, 2021 7:02 PM



Part 1 / Question 7 [Critical Environmental Area]	Yes
Part 1 / Question 7 [Critical Environmental Area - Identify]	Name:Floodplains, Reason:Protect water & natural area, Agency:Greenburgh, Town of, Date:1-30-79
Part 1 / Question 12a [National or State Register of Historic Places or State Eligible Sites]	No
Part 1 / Question 12b [Archeological Sites]	Yes
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	Yes - Digital mapping information on local and federal wetlands and waterbodies is known to be incomplete. Refer to EAF Workbook.
Part 1 / Question 15 [Threatened or Endangered Animal]	No
Part 1 / Question 16 [100 Year Flood Plain]	No
Part 1 / Question 20 [Remediation Site]	Yes

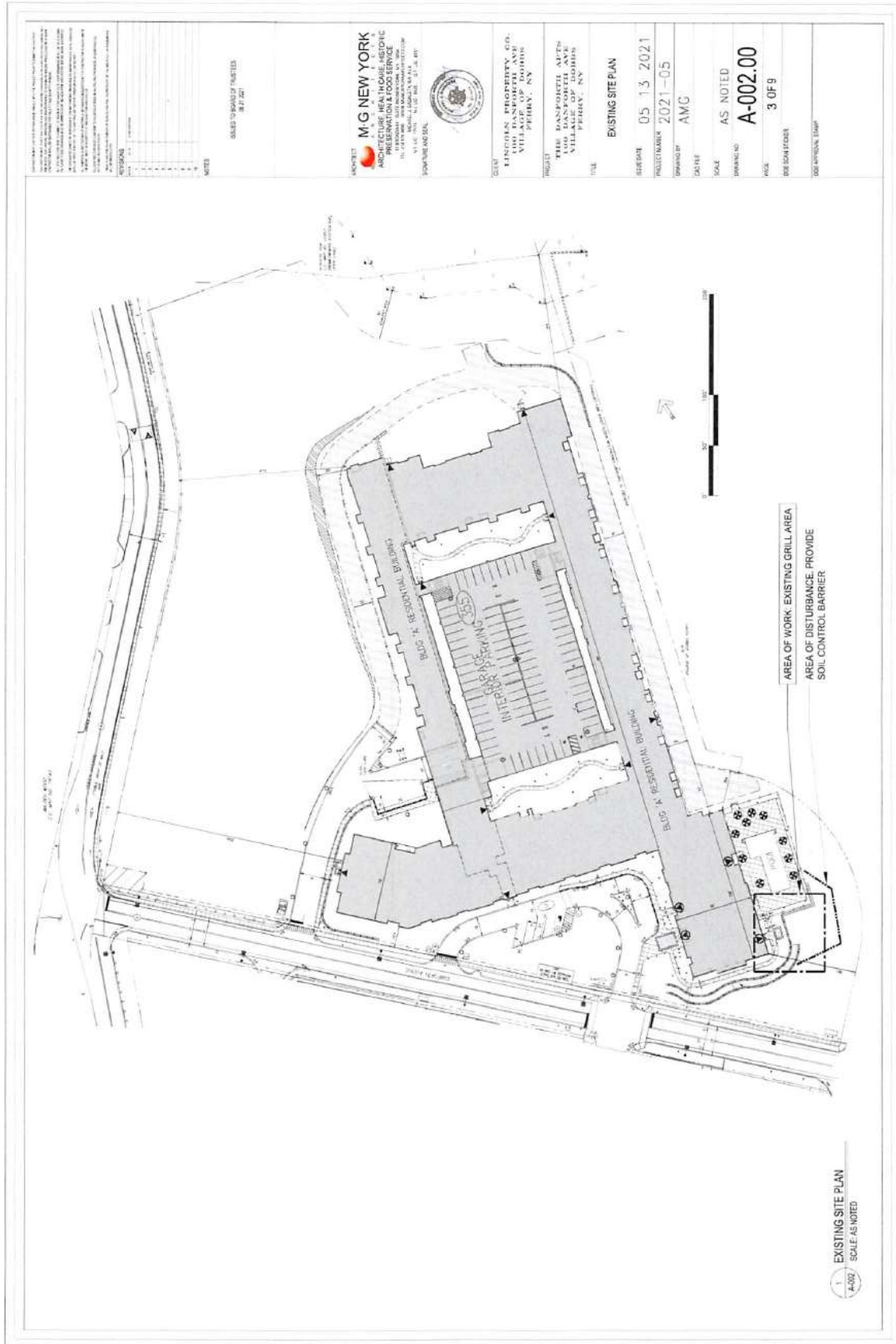


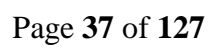
Page 34 of 127

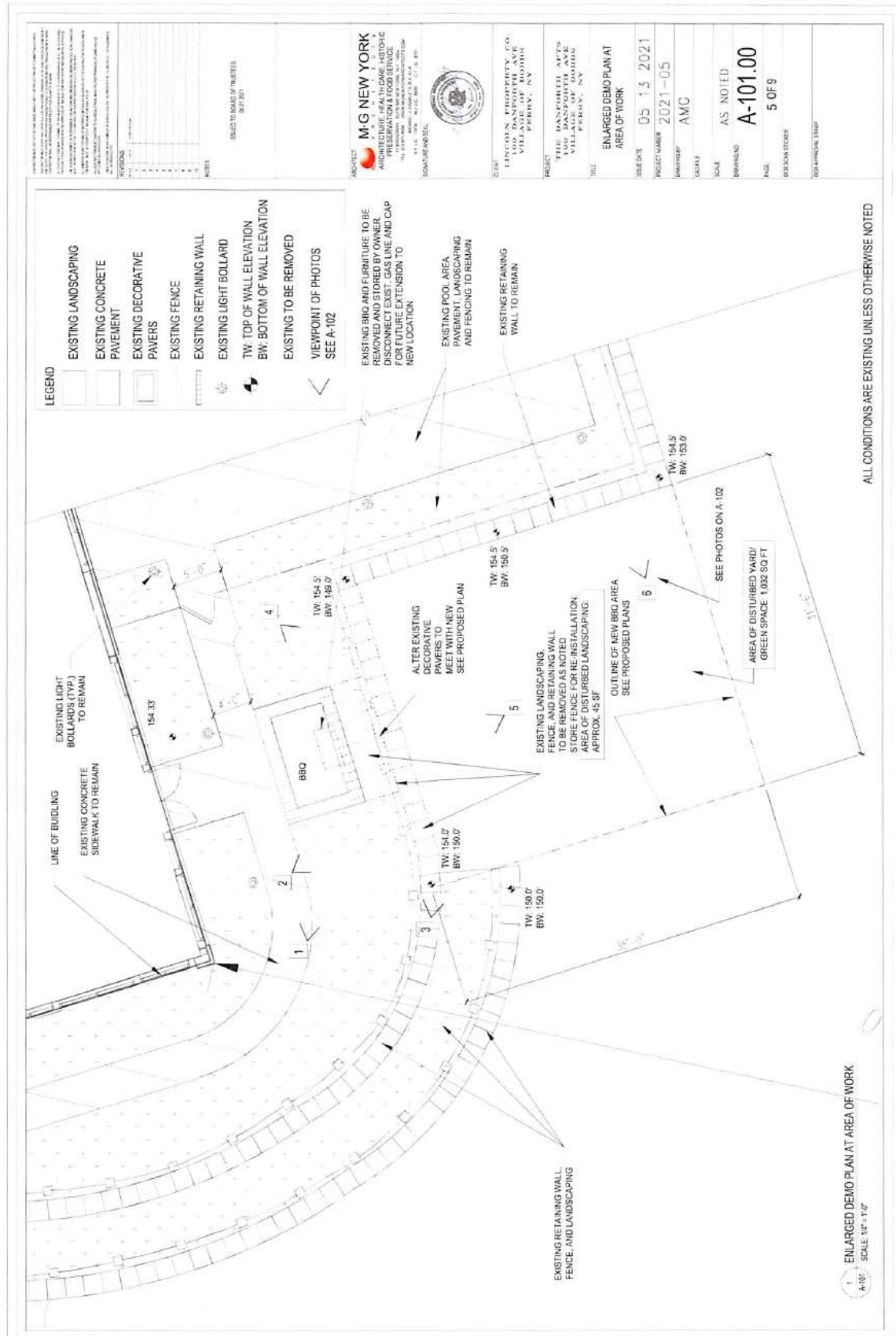


















1 - EXISTING BRICK AREA



2 - VIEW OF GREEN SPACE TO BE DISTURBED (BEYOND)




3 - VIEW OF GREEN SPACE TO BE DISTURBED




4 - EXISTING RETAINING WALL WITH DRAIN AT BBQ AREA

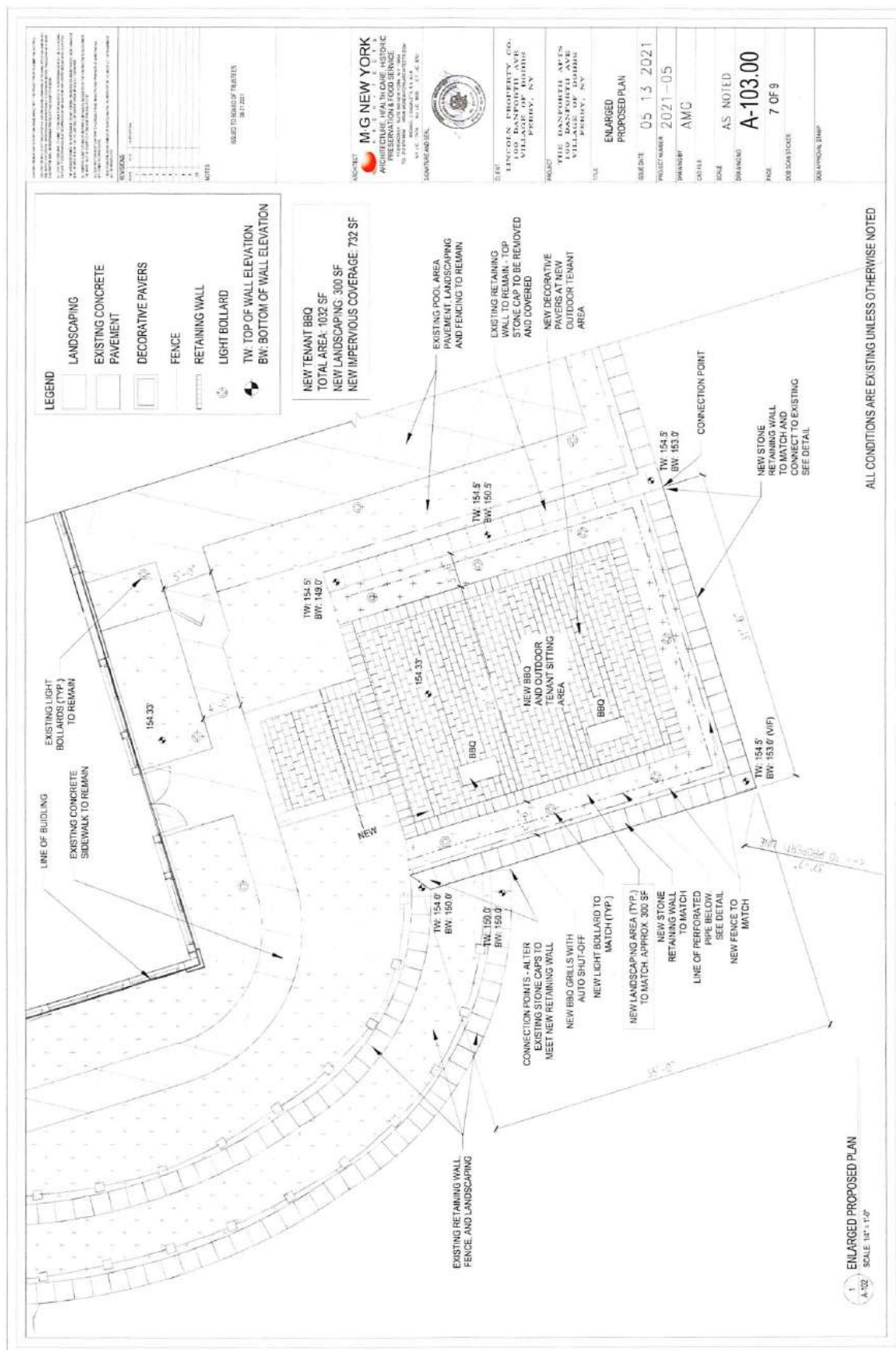


5 - EXISTING RETAINING WALL AT POOL AREA


**M.G. NEW YORK**  
 ARCHITECTURE AND PLANNING  
 100 WEST 17TH STREET, 10TH FLOOR  
 NEW YORK, NY 10011  
 TEL: 212 693 1234 FAX: 212 693 1235  
 WWW.MGNY.COM

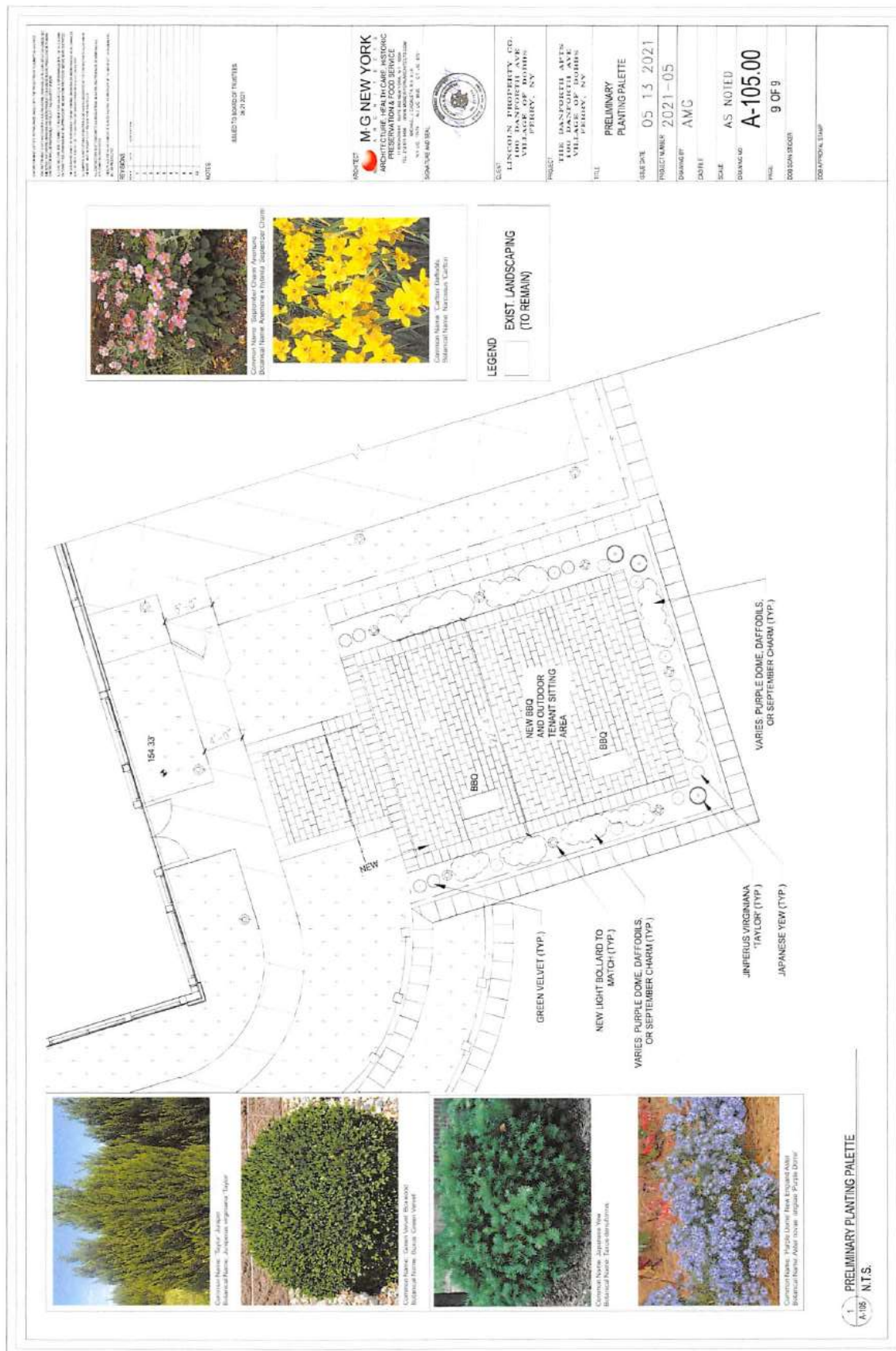
  
 ENGINEER  
 FRANCIS M. BRUNO, P.E.  
 STATE OF NEW YORK  
 PROFESSIONAL ENGINEER  
 LICENSE NO. 12345  
 EXPIRATION DATE 12/31/2024

PROJECT: 100 WEST 17TH STREET, 10TH FLOOR  
 CLIENT: M.G. NEW YORK  
 DATE: 05.15.2024  
 DRAWING NO.: 2021-05  
 SCALE: AS NOTED  
 SHEET: A-102.00  
 OF 9

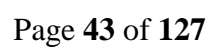


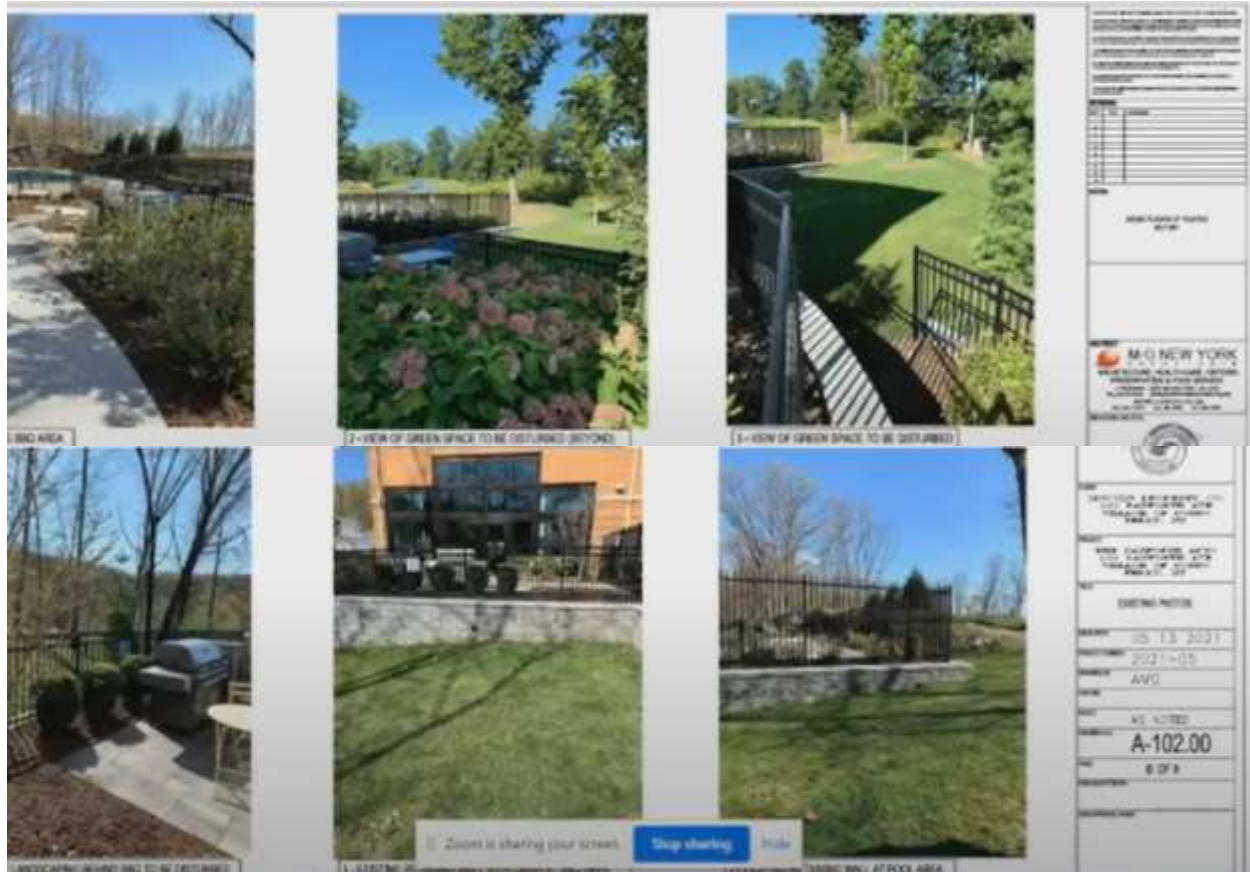




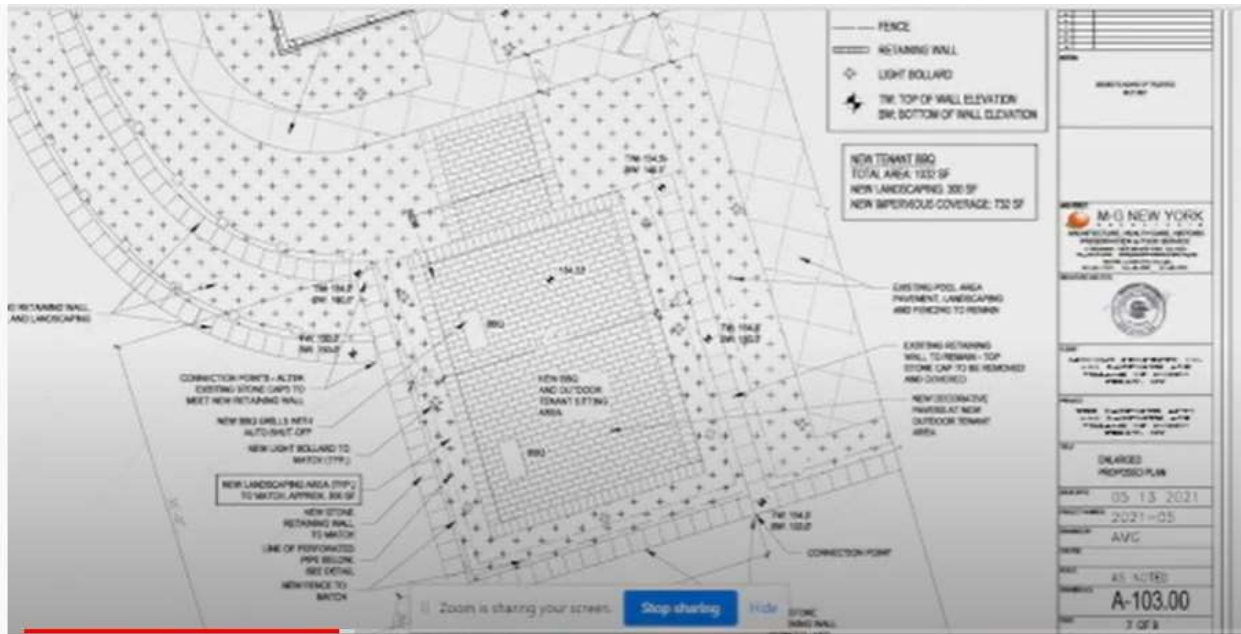


Mr. Schwartz and Mr. Galletta gave the following presentation:









Mayor Rossillo thanked Mr. Schwartz and Mr. Galletta for their presentation.

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

### **RESOLUTION 80-2021**

#### **RESOLUTION OF THE VILLAGE OF DOBBS FERRY BOARD OF TRUSTEES 100 DANFORTH AVENUE - REVISED SITE PLAN APPLICATION – REFERRAL TO BOARD(S) & SEQRA REVIEW**

**WHEREAS**, at the meeting on July 13, 2021 the Board of Trustees of the Village of Dobbs Ferry acknowledged receipt of an application by Lincoln Property Co. for revisions to an existing site plan, referred in accordance with Dobbs Ferry Zoning Code §300-52(B)(2) by the Building Inspector serving as Land Use Officer, for property at 100 Danforth Avenue (SBL #3.180-154-3.1) in the CP “Chauncy Park”) Zoning District for the proposed 1,023 s.f. enlargement of an existing open-air raised terrace with related retaining wall and landscaping; and

**WHEREAS**, following presentation of the overview of the project by the applicant’s representatives, the Board must now take certain actions prior to conducting further review of the application in compliance with applicable laws, such as the New York State Environmental Quality Review Act and corresponding regulations thereto (“SEQRA”), the Dobbs Ferry Zoning Code and NYS General Municipal Law.

**NOW, THEREFORE, BE IT RESOLVED**, that, the Board of Trustees of the Village of Dobbs Ferry, as sole approval authority for the amendment to the site plan, hereby declares that it will serve as Lead Agency for the environmental review of the Project, in accordance with the NY State Environmental Quality Review Act (Environmental Conservation Law, Article 8) and its implementing regulations; and

**BE IT FURTHER RESOLVED** that, following review of the Environmental Assessment Form, the Board of Trustees of the Village of Dobbs Ferry hereby determines the proposed Project,

classified as a Type II Action in 6 CRR-NY 617.5 (C)(12), will result in no significant environmental impacts and will require no further environmental review; and

**BE IT FURTHER RESOLVED** that, as an essential precondition to further review of the proposed project, the Board of Trustees of the Village of Dobbs Ferry hereby directs that the project be referred for comment and recommendation to the Dobbs Ferry Planning Board as required by the Zoning Code §300-52(B)(3), and for notification purposes, referred to the Westchester County Planning Board in accordance with General Municipal Law §239-m based on the proximity of the subject property to the Saw Mill River Parkway, which is dedicated parkland.

<b>MAYOR ROSSILLO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>DEPUTY MAYOR CASSELL</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE DAROCZY</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE KNELL</b>	<input type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE PATINO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE SULLIVAN</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE TAYLOR</b>	<input type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" type="checkbox"/> ABSENT/EXCUSED
<b>VOTE TOTALS</b>	<b>AYE: 5</b>	<b>NAY: 0</b>	<b>ABSTAIN: 0</b>	<b>RECUSE: 0</b>	<b>ABSENT/EXCUSED: 2</b>
<b>RESULT:</b>	<b>MOTION PASSES</b>				

**Public Hearings: Continuation of public hearing on the proposed Zoning Code and Map amendments recommended by the Planning Board**

Motion by Trustee Daroczy, seconded by Trustee Sullivan to open the public hearing on the proposed Zoning Code and Map amendments recommended by the Planning Board.

<b>MAYOR ROSSILLO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>DEPUTY MAYOR CASSELL</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE DAROCZY</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE KNELL</b>	<input type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE PATINO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE SULLIVAN</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE TAYLOR</b>	<input type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" type="checkbox"/> ABSENT/EXCUSED
<b>VOTE TOTALS</b>	<b>AYE: 5</b>	<b>NAY: 0</b>	<b>ABSTAIN: 0</b>	<b>RECUSE: 0</b>	<b>ABSENT/EXCUSED: 2</b>
<b>RESULT:</b>	<b>MOTION PASSES</b>				

Ms. Dickson and Trustee Patino discussed the proposed local law.

Trustee Patino addressed Mr. Steinschneider's letter.

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

Mr. Manley addressed questions regarding the sliding scale.

Motion by Trustee Daroczy, seconded by Trustee Sullivan to close the public hearing on the proposed Zoning Code and Map amendments recommended by 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
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 type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" 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 type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" type="checkbox"/> ABSENT/EXCUSED
VOTE TOTALS	AYE: 5	NAY: 0	ABSTAIN: 0	RECUSE: 0	ABSENT/EXCUSED: 2
RESULT:	MOTION PASSES				

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

### **RESOLUTION 81-2021**

#### **RESOLUTION OF THE VILLAGE OF DOBBS FERRY BOARD OF TRUSTEES ADOPTING LOCAL LAW 3-2021 TO AMEND THE DOBBS FERRY CODE BY REVISING CHAPTER 300**

**WHEREAS**, upon referral and recommendation by the Dobbs Ferry planning Board and the Building Inspector, the Board of Trustees of the Village of Dobbs Ferry has been considering adoption of an Introductory Local Law which proposes to amend Chapter 300 “Zoning” of the Dobbs Ferry Code and revise the Village’s Zoning Map to reflect re-zoning of certain properties; and

**WHEREAS**, for the purpose of receiving comment on the proposed local law, the Board of Trustees opened a duly noticed public hearing on June 8, 2021 which was adjourned to June 22, these hearings meeting all requirements of all COVID-related Executive Orders of Governor Cuomo during which the public had the opportunity to be heard; and

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of the Village of Dobbs Ferry hereby adopts Local Law 3-2021 revising Dobbs Ferry Village Code Section 234-26(l)(1) to clarify the limitations on the use of gas-powered leaf blowers to meet the intent of lessening the effect of noise on the quality of life and revise the periods of prohibition for consistency with neighboring communities.

**BE IT FURTHER RESOLVED**, that the Village Board directs the Village Clerk to file and distribute said Local Law No. 3-2021 in accordance with applicable law.

**LOCAL LAW NO. 3-2021**

**“Amendments to the Village of Dobbs Ferry Zoning Code to Adopt and Incorporate ‘Character Guidelines on Palisade Street’, Clarify Area and Bulk Tables in Appendix B and Revise the Zoning Map to relocate the MDR-1 Boundary to Include both Sides of Maple Street Between South Broadway and Park Road and Re-Zone Single Parcel at Northwest Corner of Rochambeau Avenue and Broadway from MDR-1 to B”**

A LOCAL LAW to: (i) adopt Character Guidelines on Palisade Street" and amend the text of Chapter 300 "Zoning and Land Use", at Section 300-35 to reflect the adoption and append guidelines as Appendix H; (ii) amend the Area and Bulk Tables B-2, B-3, B-6 & B-7 in Appendix B; and (iii) amend the official zoning map to relocate the MDR-1 district boundary to include both sides of Maple Street between South Broadway and Park Road and move parcel located on the northwest corner of Rochambeau Avenue and Broadway from MDR-1 to B Zone.

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

**Section 1.** Legislative Intent. In furtherance of its overarching goal of promoting the health, safety and welfare of the community, and in support of maintaining property values and encouraging the most appropriate use of land, the Village Board of Trustees has considered zoning amendments recommended by the Planning Board and determined that they are balanced and appropriate to address identified issues, in keeping with the comprehensive vision plan and will achieve three key objectives: (i) reduce pre-existing non-conformities and better align zoning requirements with existing development patterns and practice; (ii) provide guidance to applicants and land use boards to improve design outcomes for future development on Palisade Street between Chestnut and Cedar Streets, an area having uniqueness of character based on existing scale and context; and (iii) clarify area and bulk dimensional tables in Appendix B which in application have proved problematic.

**Section 2.** "Character Guidelines for Palisades Street" are hereby adopted, shall be labeled with the date of adoption and attached as Appendix H.

**Section 3.** Section 300-35 (B) of Chapter 300 of the Code of Dobbs Ferry is hereby amended as follows, with new matter underlined and deleted matter ~~struck~~ and in [brackets]:

B. ~~[Residential]~~ Conformance with Design and Character guidelines.



(1) Conformance with the Residential Design Guidelines, Appendix G, as adopted by the Board of Trustees, is encouraged where applicable and shall be considered as part of the site plan review criteria, as well as the basis for the Architectural and Historic Review Board's evaluation.

(2) Conformance with the Character Guidelines for Palisades Street, Appendix H, as adopted by the Board of Trustees, is encouraged where applicable and shall be considered as part of the site plan review criteria, as well as the basis for the Architectural and Historic Review Board's evaluation.

Section 4. Section 300-35 (5)(c) of Chapter 300 of the Code of Dobbs Ferry is hereby amended as follows, with new matter underlined and deleted matter struck and in [brackets]:

For a building in the MDR-2 which has a building width greater than 40 feet as measured parallel to Palisade Street, the portion of the building width that is greater than 40 feet shall have an additional 5 foot front yard setback.

**Section 4.** Appendix B to Chapter 300 of the Code of the Village of Dobbs Ferry, Tables B-1, B-2, B-3, B-6 & B-7 are hereby amended as follows:

**Table B-1: OF Districts Dimensional Standards**

<b>Zone</b>	<b>OF-6</b>	<b>OF-5</b>	<b>OF-4</b>	<b>OF-3</b>	<b>OF-2</b>	<b>OF-1</b>
Minimum net lot area (square feet)	5,000	7,500	10,000	15,000	20,000	40,000
Minimum lot width (feet)	50	75	100	100	125	150
Minimum lot depth (feet)	100	100	100	100	125	150
Maximum lot coverage by buildings	27%	25%	22%	20%	18%	15%
Maximum lot coverage by impervious surfaces	54%	44%	40%	40%	40%	30%
Minimum front yard setback (feet)	20	25	25	30	30	40
Maximum front yard setback (feet)	prevailing	prevailing	prevailing	NA	NA	NA
Minimum rear yard setback	25	25	25	25	25	40
Minimum side yard setback (each) (feet)	10	10	12	15	20	20

Minimum side yard setback(both) (feet)	20	25	30	40	50	50
Maximum Stories	<u>2 ½</u>					
Maximum Height	<u>As per Table B-6 and B-7</u>					

**Note:**

The net lot area is determined by deducting the adjustments specified in § 300-34A(2) from gross lot area.

**Table B-2: MDR, B and MF Districts Dimensional Standards**

Zone	MDR-	MDR-2	MDR-H	B	MF-1	MF-2	MF-3	MF-4
Minimum net lot area (square feet)	5,000	5,000	10,000	5,000	20,000	20,000	20,000	20,000
Minimum lot area per dwelling unit (square feet)	2,500	800	2,500	800	6,000	3,500	2,500	1,750
Minimum lot width (feet)	50	50	50	50	100	100	100	100
Minimum lot depth (feet)	100	100	100	100	100	100	100	200
Maximum lot coverage by buildings	27%	<del>{27%}</del> <u>40%</u>	30%	30%	30%	30%	40%	40%
Maximum lot coverage by impervious surfaces	54%	<del>{54%}</del> <u>60%</u>	60%	60%	60%	60%	60%	60%
Minimum front yard setback (feet)	20	<del>20</del> <u>15</u>	20	prevailing	25	25	50	10
Minimum rear yard setback (feet)	25	25	25	25	30	30	30	30
Minimum side yard setback (each) (feet)	10	10	10	10	25	25	25	10
Minimum side yard setback (both) (feet)	20	20	20	20	50	50	50	20
Maximum Stories	<u>2.5</u>	<u>3<sup>(a)</sup></u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>4</u>	<u>3</u>
Maximum height	<u>As per Table B-6</u>							

**Note:**

The net lot area is determined by deducting the adjustments stipulated in § 300-34A(2) from gross lot area.

Abbreviations:

\*GP = Grade plane

\*R = Ridge

\*MP = Midpoint of sloped roof

\*TF = Top of flat roof

\*C = Curb

(a) 3<sup>rd</sup> Floor-Story must be set back 5 feet as measured from the front of the building at ground level. For buildings with a building width greater than 40 feet, the 5 foot setback shall be measured from the front of the building at ground level within the first 40 feet of building width.

**Table B-3: Residential Lot Dimensions and Coverage (Sliding Scales)<sup>1</sup>**

Lot area	Less Than 7,500 Square Feet	At Least 7,500 Square Feet but Less Than 10,000	At Least 10,000 Square Feet but Less Than 20,000 Square Feet	At Least 20,000 Square Feet but Less Than 40,000 Square Feet	40,000 Square Feet or Greater
Minimum lot width (feet)	Lot area/100	Lot area/100	100	100	150
Minimum lot depth (feet)	100	100	100	125	150
Maximum lot coverage by buildings	{27%} As per Tables B1 & B2	{22%} x .82	{20%} x .75	{18%} x .67	{15%} x .56
Maximum lot coverage by impervious surfaces	{54%} As per Tables B1 & B2	{44%} x .82	{40%} x .75	{40%} x .67	{30%} x .56

**Note:** <sup>1</sup> Multiplier to be applied to maximum lot coverage by buildings as per Tables B1 or B2

**Table B-6: Residential Building Height (Sliding Scales)<sup>1</sup>**

Roof Pitch (Rise/Run)	0 to 0.25	0.25 to 0.30	Greater than 0.30	Maximum Height to Eave
OF <del>[and]</del> MDR-1 <del>and</del> GP-R Districts (feet)	30	33	35	28
<del>[MDR-2, B,]</del> MF-1 MF-2 and <del>GP-MP/TF</del> Districts (feet)	30	35	40	28
<del>MF-3</del> District (feet)	<u>40</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>
<del>[MF-3 and]</del> MF-4 District[s] (feet)	35	40	42	N/A
<del>MDR-2 and C-TF/MP</del> Districts (feet)	<u>37</u>	<u>40</u>	<u>42</u>	<u>N/A</u>
<del>B and C-TF/MP</del>	<u>40</u>	<u>43</u>	<u>45</u>	<u>N/A</u>

**NOTES:**

<sup>1</sup> Reference § 300-35D(8)(a)[1]-[2].

<sup>2</sup> Multiplier to be applied to maximum lot coverage by buildings as per Table B1 or B2

**Table B-7: Residential Context Based Height<sup>1</sup> and Massing Limits<sup>2</sup>  
For OFs and MDR-1**

Requirement	Set Limits	Context Based Limits
Maximum ridge height	Default [28] 30	Maximum 1.25 times the average ridge height of buildings on lots within the context limit area subject property.
Maximum eave height	Default [22] 28	Maximum 1.15 times the average eave height of buildings on lots within the context limit area subject property.
Sky exposure plane <u>OF &amp; MDR-1</u>		A plane set at an [a] angle of 45° projected into the lot from a point set 10 feet above a lot line with the base of the 10 feet set at the average grade height between the lot line and the building.

**NOTE:** <sup>1</sup> Every roof must comply with all building height requirements.  
<sup>2</sup> Reference § 300-35D(8)

Abbreviations:

\*GP = Grade plane

\*R = Ridge

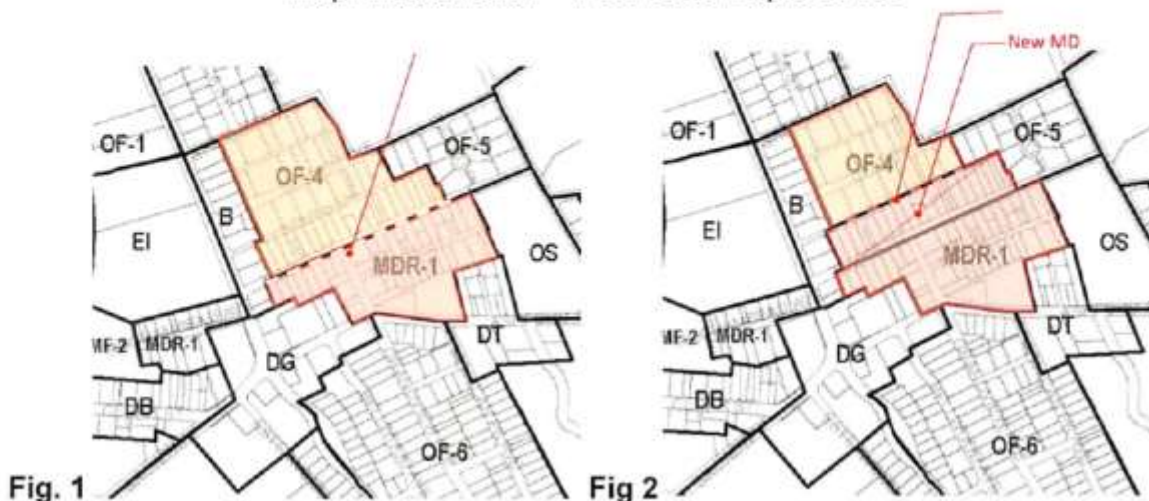
\*MP = Midpoint of sloped roof

\*TF = Top of flat roof

\*C = Curb

**Section 5.** The Official Map of the Village of Dobbs Ferry is hereby amended by two (2) changes in zoning district boundaries as follows:

**Map Amendment 1 – North Side Maple Street**

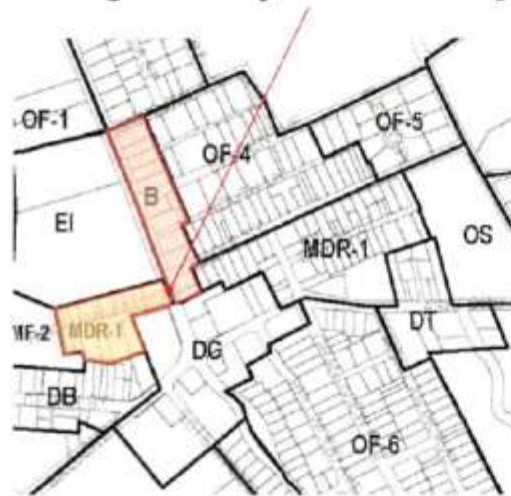




Existing Boundary between MDR-1 and OF-4 in center of Maple Street (fig 1) to be shifted north resulting in properties on both sides of Maple Street having the same MDR-1 Zoning classification (fig 2).

Map Amendment 2 – northwest corner Rochambeau Avenue and Broadway

**Fig 3 Existing Boundary**



**Fig 4 Proposed Boundary (new B area)**



Existing Boundary in center of Broadway between MDR-1 and B zones (fig 3) to be shifted to move one large parcel west of Broadway into the B zone (fig 4).

**Section 6.** Except as otherwise provided herein, all other provisions of Chapter 300 shall remain the same.

**Section 5.** This Local Law shall take effect immediately upon filing with Secretary of State and shall be published and posted as required by NYS Village Law.

# CHARACTER GUIDELINES FOR PALISADE STREET









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Aerial view looking east of Palisade Street between Cedar Street and Chestnut Street. The red line represents the boundary of MDR-2 District. This is the focus area for these character guidelines.



Current aerial photo of downtown Dobbs Ferry. The red line represents the boundary of the MDR-2 district.





## Palisade Street

### Palisade Street Character Guidelines

Palisade Street is part of Dobbs Ferry's historic downtown. A comparison below of the 1889 historic map and a current aerial photo shows that most of the buildings on the street today were extant in 1889. Of particular note is Hudson Terrace at the south end of the zone. This beautiful row of single-family houses sitting on a bluff overlooking the Hudson River is completely intact. Although it is an important part of the overall character of Palisade Avenue, it is not the focus of these design guidelines because any new development there would need to conform closely to what is already a very strong context of scale and architectural language. Here, the project review process is more directly informed by the convention that new construction "shall not be excessively similar or dissimilar" to the existing context, which is very strong in this location. The pending Downtown Historic District Guidelines are also a resource for applications in this part of the Downtown.

The context is not as strong along the rest of Palisade Avenue between Chestnut Street and Cedar Street. While, as noted above, most of the houses here are of similar age and character, there are many disparate conditions.

- there are very small houses on small lots
- there are 3-story apartment buildings
- there are former industrial buildings

The east side is more uniform and consistent in terms of the relationship of the buildings to the sidewalk. The west side has major discontinuities in the frontage conditions with some large setbacks and oversized buildings as well as large undeveloped sites at the north end.

Never the less, the street as a whole does have a distinctive character - an overall sense of enclosure, scale and texture - that is worth protecting.



1889, map of downtown Dobbs Ferry. The red line represents the boundary of the MDR-2 district.



Varied conditions along Palisade Street



These guidelines are meant to capture the character of Palisade Street and to explain it in ways that can inform the development approvals process, both for the applicant and the reviewing boards. These guidelines also support the revised quantitative requirements in Section 300 and accompanying Appendices of the Code.

The guidelines are organized around these five major aspects of Palisade Street character:

1. There is a transition zone between the public space of the sidewalk and the private space of the entrances.
2. Most of the buildings are small-scale two-story buildings with narrow frontages
3. Elements in the building frontages align horizontally
4. "Punched window" openings predominate
5. Most of the buildings have a similar scale

Part of the motivation for this effort is the need to reexamine the dimensional standards in the MDR-2 Zone (Mixed Density Residential 2). This zone takes in all of Palisade Street with the exception of the two large properties at the north end of the street which are part of the WF-B Zone (Waterfront District B). Several of the provisions in the MDR-2 Zone, especially those regarding coverage, height and the way height is measured, are reexamined. In parallel with the development of these guidelines, revised standards are suggested. Applicants are referred to Section 300 and Appendix B of the Code for these revised dimensional standards.



Zoning map of downtown Dobbs Ferry. The red line represents the boundary of the MDR-2 district. The shaded area is the full study area including the Palisade street edge of the WFB district.

## Transition Zone: Elements and Conditions





## Public-Private Transition

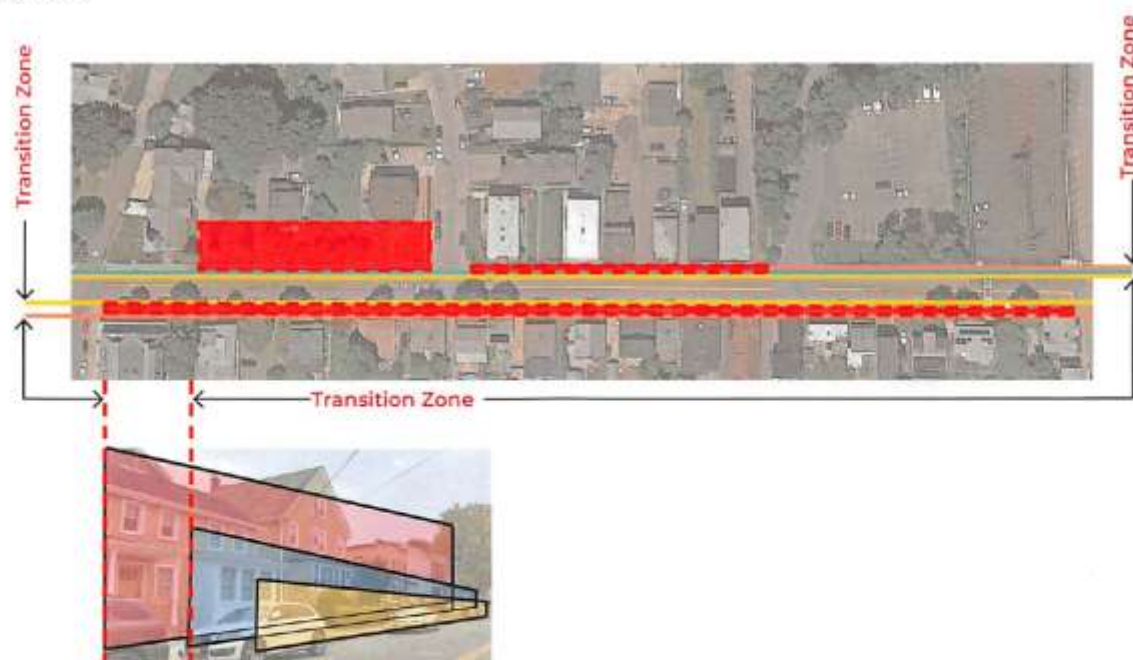
### Public to Private Realm

The transition from the public realm of the sidewalk to the private realm of the building entrance is characteristic of Palisade Street. Typically, the principle mass of the building is set back from the sidewalk anywhere from 10 to 15 feet. This space is occupied by smaller-scale elements that mediate between the larger scale of the primary building mass and the pedestrian-scale experience of the sidewalk. The elements in this zone are of different kinds. They include among others:

- open porches
- enclosed porches
- stoops
- planting areas

The porches and enclosed porches are all 1-story in height and so they create a horizontal expression line at what is approximately the second floor level. This is one of the two horizontal expression lines characteristic of Palisade Street which are discussed and illustrated in Part 3 of these guidelines (pages 11 and 12).

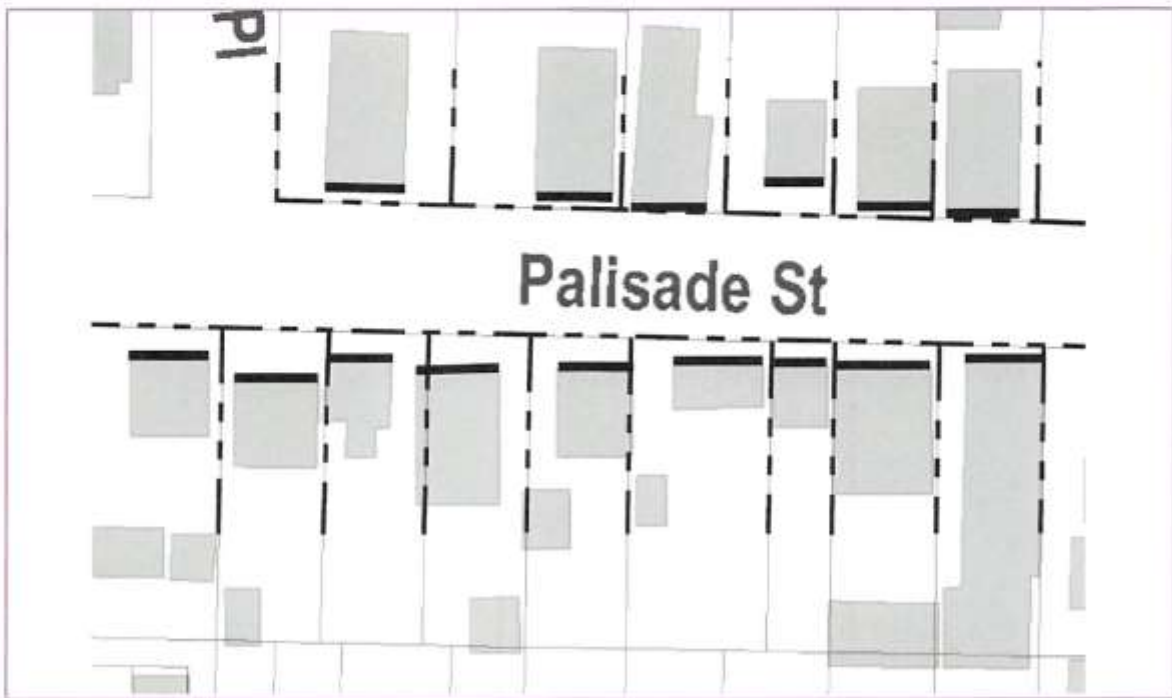
This condition is not universal: There are some buildings where the principal mass of the building and its entry come right up to the front property line at the sidewalk. But these are the exceptions and the abrupt juxtaposition of the entry and sidewalk is an inferior condition.



### Guideline

*A 10' to 15' transition zone shall be created between the sidewalk and the primary building mass. The transition zone is not just a front setback – it shall contain smaller scale elements such as single-story porches or planting beds with low walls.*





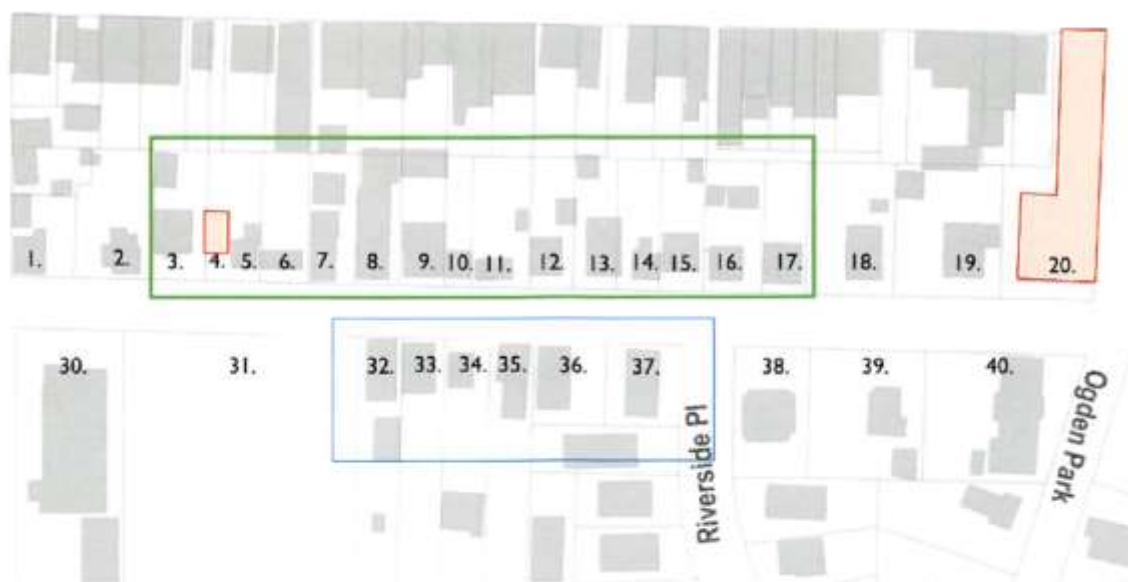
Along Palisade Street, most lots are narrow with small buildings occupying most of the frontage, creating the compact scale of the village downtown.

## PART 2 Frontage Scale

### Frontage Scale: Street Presence

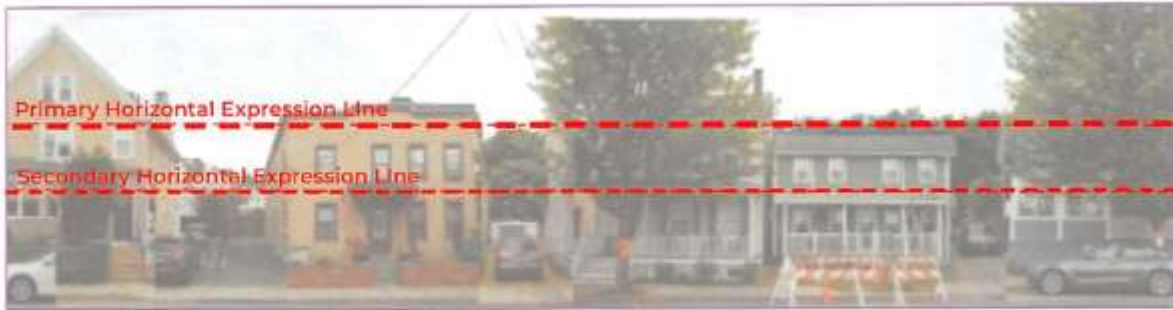
The scale of the frontages that the buildings present to the street are quite uniform along Palisade Street even though there is quite a bit of variation in the frontage width of the lots. There are a few outliers: some lots at the far south end of the study area are quite wide – approximately 80 to 100 feet – as are the lots at the far north end – approximately 60 to 75 feet respectively.

The most typical conditions are found in the central part of the block, in the area outlined in green. Because the lots are narrow, the buildings occupy about 60% to 80% of the lot width. Of the 18 buildings in this most typical area, 12 buildings have frontages of between 25' to 35' and another 6 buildings have frontages of between 35' to 40'. The average frontage is approximately 33'. Because there is a sliding scale that will moderate the size of buildings on the larger lots, 40' is recommended as the maximum frontage for the primary mass of the building.



### Guideline

*The Primary Volume of the building shall be a maximum of 40' in width. For wider sites, where the total building is greater than 40' in width, the additional building frontage shall be set back a minimum of 1 foot with larger setbacks required for larger buildings. (see massing guidelines discussed in Part 5 of these guidelines (pages 15 and 16).*



Panorama of east side of Palisade Street. (horizontal expression lines shown in dashed red lines).



Panorama of west side of Palisade Street. (horizontal expression lines shown in dashed red lines).



## PART 3

# Facade Composition

### Horizontal Expression Lines

As varied as they are, the buildings along Palisade Street share architectural features that align horizontally, tying the streetscape together. One subtle horizontal expression line, at approximately the heights of the 2nd floors, is created by the tops of the open porches and enclosed porches that are in the Transition Zone (see Part 1 of these guidelines on pages 7 and 8) as well as by bay windows and some other smaller façade elements such as lintels over the first floor windows. A more prominent horizontal expression line corresponds to the top parapets of the buildings with flat roofs or the eave line of the buildings with pitched roofs. New buildings should respond to these expression lines at the 2nd floor and 3rd floor elevations. (see also the massing guidelines in Part 5 pages 15 and 16).



### Guideline

*Buildings shall create a secondary horizontal expression line at the 2nd floor elevation (approximately 25' as measured from the middle of the Palisade Street frontage). Buildings shall also create a primary horizontal expression line at the 3rd floor elevation which can be either the eave of the pitched roof or a setback between the 2nd and 3rd floors of a flat-roofed building (approximately 37' as measured from the middle of the Palisade Street frontage).*

Typical Facade: Punched Windows



Typical punched window facades



## PART 4

# Facade Composition

## Punched Windows

Most of the facades along Palisade Street have so-called “punched windows” :the facades have more solid surface area than open, giving the impression that the windows have been “punched” out of a solid wall. The windows are taller than wide, often double hung with divided lites. New facades should have compatible proportions and rhythm. (See also the Downtown Historic District guidelines for other parameters and guidelines related to fenestration).

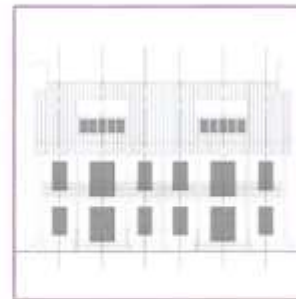
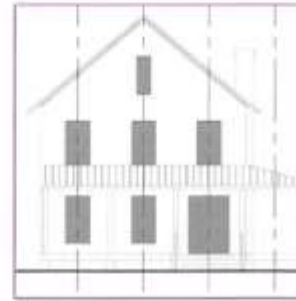
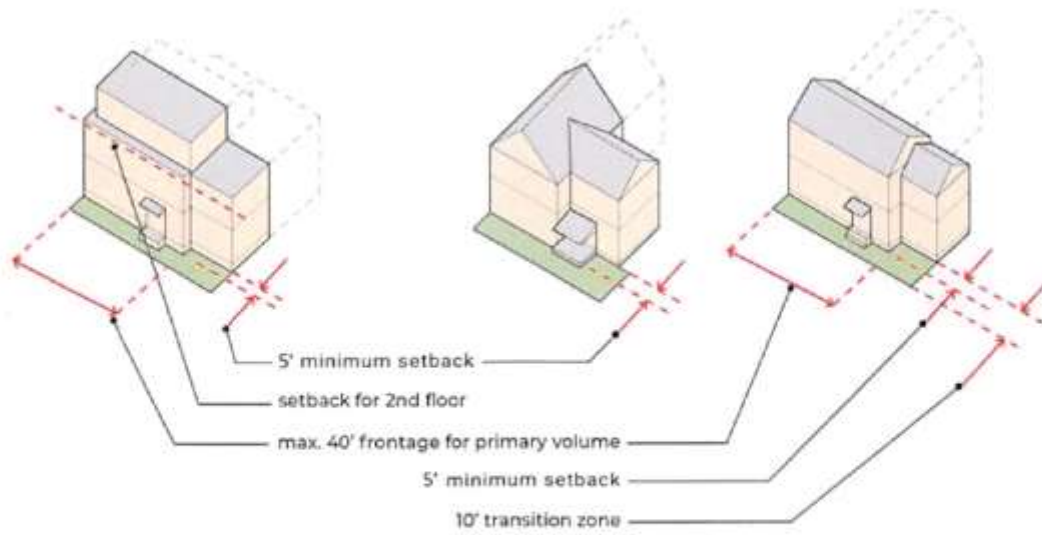


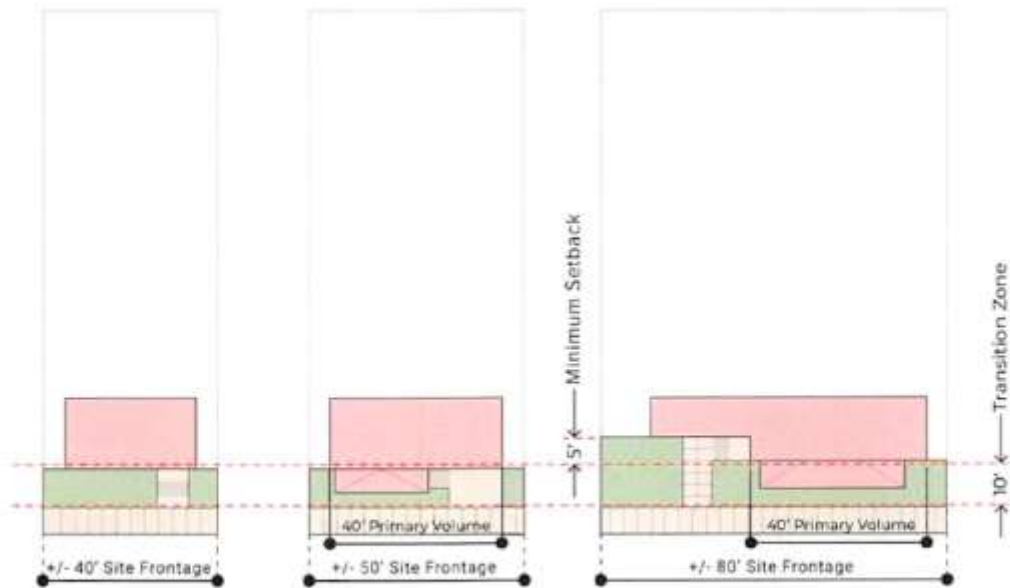
image courtesy of Hart Howerton Architects

## Guideline

*Building window openings shall be “punched openings” with a scale and pattern similar to the other buildings on Palisade Street. The total area of window openings shall not exceed 50% of the total wall area of the primary volume of the building.*



Massing guidelines- typical frontage conditions



Massing guidelines- typical frontage conditions

## PART 5

# Coverage and Massing

### Massing and Scale

While there are some outliers, the majority of the buildings along Palisade Street are similar in terms of overall massing and scale.

In terms of coverage, an analysis was done of the coverages of the existing buildings in the most typical, core study area. There is variation even within the study area. Rather than simply finding the average, a coverage guideline of 40% insures that three quarters of the existing properties conform with the new zoning standard. As elsewhere, the contextual zoning provides a sliding scale that calibrates the base coverage for sites of different sizes. (See Section 300 and Appendix B of the Code).

In terms of massing, the scale of the street is created by buildings that consist typically of a single, primary volume which is generally two stories high. Typically, there is a pitched roof facing the street or parallel to the street although there are several flat-roofed buildings as well. As is typical for buildings of this vintage, there are often additions and extensions that have been added over time. But these additions are always clearly secondary to the principal volume of the building.

To maintain the sense of scale of the street, it should always be possible to read a primary volume that is no wider than 40'. Additions and extensions shall be clearly set back from the 40' frontage of the primary volume. This should be a minimum of 5 feet for buildings where the secondary massing has a frontage of between 10 and 12 feet and become progressively deeper for buildings where the frontage of the secondary volume is wider than 10 or 12 feet.

This still enables larger buildings because, within the coverage constraints, it is possible to add to the sides of the primary volume; or, because these properties are so much deeper than they are wide, to add onto the back of the primary volume.

Buildings shall be a maximum of three stories in height. To create the characteristic horizontal expression lines discussed above, flat roofed buildings shall have a setback between the second and third floors. Pitched roof buildings, where the third floor living space is created by dormers, shall have an eave between the second and third floors.

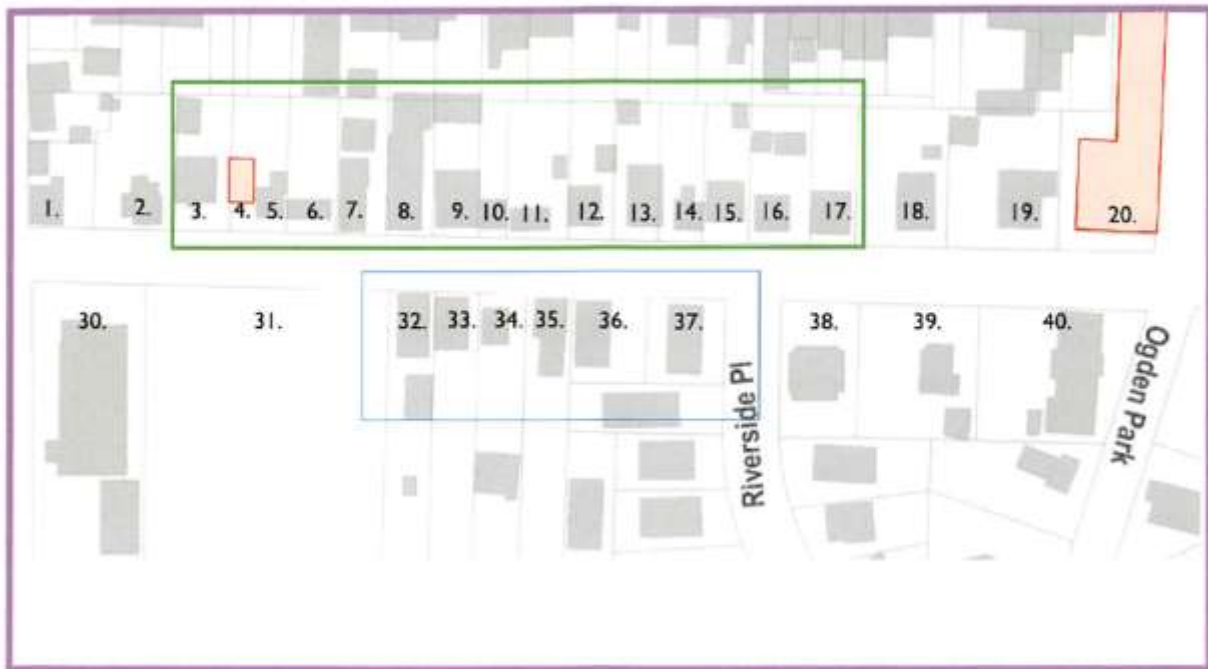
*(see Section 300 and Appendix B of the Zoning Code for dimensional standards)*

### Guideline

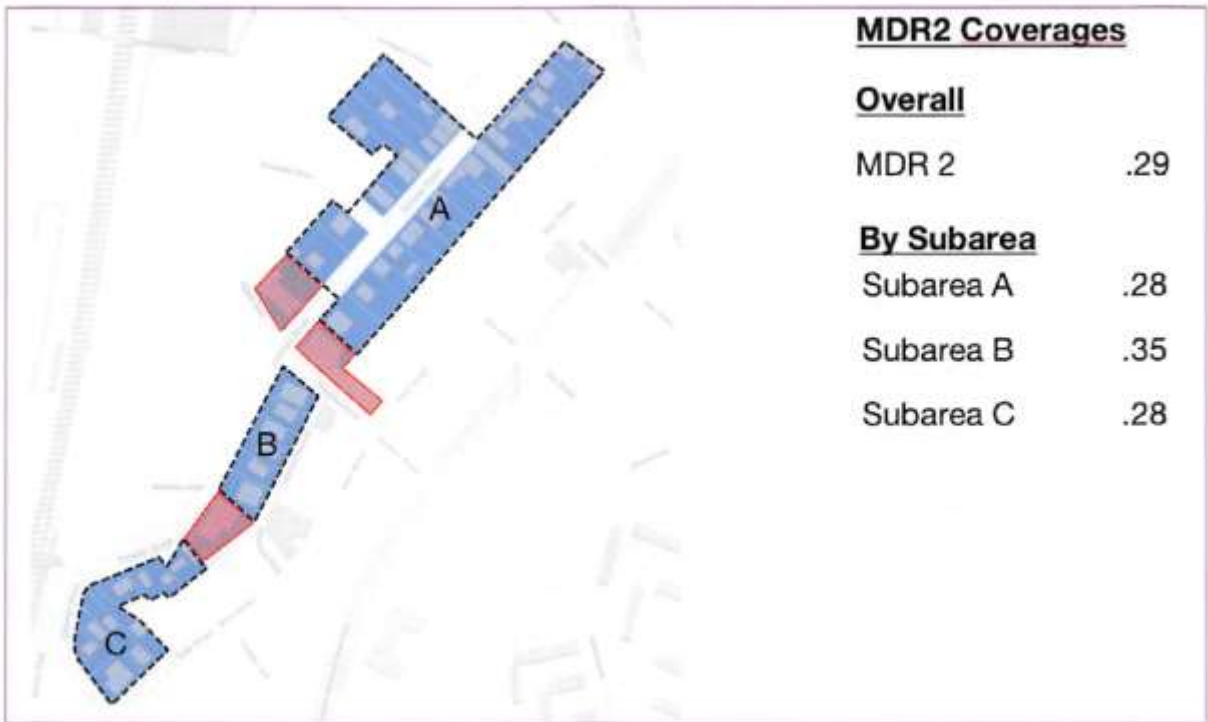
- There shall be a clearly articulated Primary Volume. Other massing shall be secondary in scale and set back from the Primary Volume.
- Maximum Frontage for the Primary Volume shall be 40'.
- A setback shall be created between the 2nd and 3rd floors.
- Smaller massing elements at the first floor level shall help articulate the transition from the sidewalk to the Primary Volume.

## Appendix 1: Frontages Map

\*See Appendix: Key Chart with Frontages, opposite



## Appendix 2: Coverages Map



## Appendix 1: Frontages Chart

\*See Appendix: Key Map with Frontages, opposite

### Frontages- East

Key Number	lot width	frontage	ratio
1	58'	26'	45%
2	75'	39'	52%
3	45'	34'	75%
4		21'	
	50'	46'	90%
5		25'	
6	48'	40'	85%
7	42'	26'	62%
8	42'	29'	70%
9	45'	39'	87%
10	23'	25'	87%
11	58'	37'	64%
12	40'	32'	80%
13	38'	33'	87%
14	42'	27'	64%
15	42'	30'	71%
16	58'	34'	59%
17	42'	39'	93%
18	80'	35'	45%
19	105'	40'	38%
20	85'	76'	89%
	Ranges:	25' to 30'	7
		30' to 40'	12
	Average:	590' /18	33'

### Frontages- West

Key Number	lot width	frontage	ratio
30	100'	NA	NA
31	220'	NA	NA
32	42'	30'	72%
33	42'	32'	76%
34	40'	22'	55%
35	40'	28'	70%
36	65'	34'	52%
37	65'	34'	52%
38	74'	40'	54%
39	100'	35'	35%
40	145'	48'	33%
	Ranges:	20' to 30'	2
		30' to 50'	7
	Average:	303' /9	34'



June 2021



## **PALISADE STREET: CHARACTER GUIDELINES**

This document was created for the Village of Dobbs Ferry by Robert Lane and Steve Brosnahan of the Planning Board and Lair Rosenkranz of the Architectural and Historic Review Board with the advice and support of other members of the Planning Board, Village Board Liaison Donna Cassell and Village Planner Dwight Douglas.

*Graphic design templates provided by Stephen Tilly, Architect.*

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 TAYLOR	<input type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" type="checkbox"/> ABSENT/EXCUSED
VOTE TOTALS	AYE: 5	NAY: 0	ABSTAIN: 0	RECUSE: 0	ABSENT/EXCUSED: 2
RESULT:	MOTION PASSES				

Mayor Rossillo thanked everyone for their hard work.

**Public Hearings: Public hearing to consider an Introductory Local Law which will complete the process of moving the fees associated with building permit renewals from Section 127-7 of the Dobbs Ferry Code to the Master Fee Schedule in accordance with Chapter 175**

Motion by Deputy Mayor Cassell, seconded by Trustee Daroczy to open the public hearing to consider an Introductory Local Law which will complete the process of moving the fees associated with building permit renewals from Section 127-7 of the Dobbs Ferry Code to the Master Fee Schedule in accordance with Chapter 175.

MAYOR ROSSILLO	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
DEPUTY MAYOR CASSELL	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
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VOTE TOTALS	AYE: 5	NAY: 0	ABSTAIN: 0	RECUSE: 0	ABSENT/EXCUSED: 2
RESULT:	MOTION PASSES				

Ms. Dickson gave an overview of the proposed local law.

Motion by Trustee Sullivan, seconded by Trustee Daroczy to close the public hearing to consider an Introductory Local Law which will complete the process of moving the fees associated with building permit renewals from Section 127-7 of the Dobbs Ferry Code to the Master Fee Schedule in accordance with Chapter 175.

<b>MAYOR ROSSILLO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>DEPUTY MAYOR CASSELL</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE DAROCZY</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
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<b>VOTE TOTALS</b>	<b>AYE: 5</b>	<b>NAY: 0</b>	<b>ABSTAIN: 0</b>	<b>RECUSE: 0</b>	<b>ABSENT/EXCUSED: 2</b>
<b>RESULT:</b>	<b>MOTION PASSES</b>				

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

### **RESOLUTION 82-2021**

#### **RESOLUTION OF THE VILLAGE OF DOBBS FERRY BOARD OF TRUSTEES ADJUSTING MASTER FEE SCHEDULE TO ADD FEES REFERENCED IN CODE SECTIONS 68-5(B) and 127-7 (C), (D) & (E)**

WHEREAS, Section 175-4 of the Dobbs Ferry Village Code permits the adjustment of fees by a resolution of the Board of Trustees; and

WHEREAS, the Board has determined upon recommendation by the Interim Village Administrator, the Building Inspector and the Parks and Recreation Director that certain adjustments are warranted at this time.

NOW THEREFORE BE IT RESOLVED that the Board of Trustees hereby adopts the following adjustments to the Master Fee Schedule:

(1) Addition of a sub-section to include the Recreation Fee Schedule established by the Parks and Recreation Commission as referenced in Chapter 68 of the Dobbs Ferry Village Code at Section 68-5(B); and

(2) Addition of a sub-section to include the fees as set forth in Chapter 127 of the Dobbs Ferry Village Code at Section 127-7

C. An applicant that has a valid/unexpired building permit shall be granted an extension of said building permit before it expires, for a period of six months, upon application, at a fee equal to 1/4 the original permitting fee or \$100, whichever is less.

D. An applicant that had a valid building permit, but said building permit expired for a period less than one year, upon application, shall be granted an extension of said building permit for a period of six months, at a fee equal to 1/2 the original permitting fee.

E. An applicant that had a valid building permit, but said building permit expired for a period greater than one year, but less than two years, shall be granted an extension of said building permit for a period of six months, at a fee to equal twice the original permitting fee.

#### LOCAL LAW 4-2021

#### **"An Amendment to the Village of Dobbs Ferry Code Section 127-7 to Include All Fees Associated with Building Permits in the Master Fee Schedule"**

A LOCAL LAW to include all fees associated with Building Permits in the Master Fee Schedule.

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

**Section 1.** Legislative Intent. In the interest of consistency, transparency and accommodating the public, the Village Board of Trustees desires to amend the Code to include the fees related to extension of previously-expired building permits in the Master Fee Schedule in accordance with Chapter 175.

**Section 2.** Chapter 127 of the Code of Dobbs Ferry, Section § 127-7 "Time Limits" is hereby amended as follows, with new matter underlined and deleted matter ~~struck~~ and in [brackets]:

#### § 127-7 Time limits.

A. Any building or structure, the construction of which was not commenced within 90 days of the date of the issuance of the building permit therefor, and the construction of which was not completed, including grading, the paving of driveways, access roads and parking areas, within 12 months of the date of the issuance of the building permit therefor, in accordance with the plans and specifications on file with the Building Inspector, shall be considered a violation of this chapter and, in addition to any penalties which may be associated with the violation, shall subject the owner, lessee or contractor ("Applicant") will be assessed [the penalties] additional fees in amounts as may be set by the Board of Trustees in accordance with Chapter 175 contained herein.

B. The Building Inspector [~~may, in his/her~~] has the discretion[;] to extend such twelve-month period for such additional period or periods upon the submission of [if] satisfactory proof [is submitted to him] that the completion of the construction [building or structure] was delayed by reasons outside the control of the Applicant [owner, lessee or contractor].

C. An [a]Applicant that has a valid/unexpired building permit shall be granted an extension of said building permit before it expires, for a period of six months,

upon application to the Building Inspector, upon payment of a fee set by the Board of Trustees in accordance with Chapter 175 [at a fee equal to 1/4 the original permitting fee or \$100, whichever is less.]

D. An [a]Applicant that had a valid building permit, but said building permit is now expired for a period less than one year, upon application to the Building Inspector, shall be granted an extension of said building permit for a period of six months, upon payment of a fee set by the Board of Trustees in accordance with Chapter 175 [at a fee equal to 1/2 the original permitting fee].

E. An applicant that had a valid building permit, but said building permit expired for a period greater than one year, but less than two years, upon application to the Building Inspector, shall be granted an extension of said building permit for a period of six months, upon payment of a fee set by the Board of Trustees in accordance with Chapter 175 [at a fee to equal twice the original permitting fee].

F. No permit, including any extensions, shall be valid for a period of more than 3 1/2 years from the original issuance date.

**Section 3.** Except as otherwise provided herein, all other provisions of Chapter 127-7 shall remain the same.

**Section 4.** This Local Law shall take effect upon the filing and publication as required by applicable law, including filing with the Secretary of State.

MAYOR ROSSILLO	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
DEPUTY MAYOR CASSELL	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
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VOTE TOTALS	AYE: 5	NAY: 0	ABSTAIN: 0	RECUSE: 0	ABSENT/EXCUSED: 2
RESULT:	MOTION PASSES				

**Public Hearings: Public hearing to consider an Introductory Local Law to amend Chapter 112 Article III. (proposed expansion of the Village's smoking prohibitions)**

Motion by Trustee Patino, seconded by Deputy Mayor Cassell to open the public hearing to consider an Introductory Local Law to amend Chapter 112 Article III. (proposed expansion of the Village's smoking prohibitions).



<b>MAYOR ROSSILLO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>DEPUTY MAYOR CASSELL</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE DAROCZY</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
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<b>TRUSTEE PATINO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
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<b>VOTE TOTALS</b>	<b>AYE: 5</b>	<b>NAY: 0</b>	<b>ABSTAIN: 0</b>	<b>RECUSE: 0</b>	<b>ABSENT/EXCUSED: 2</b>
<b>RESULT:</b>	<b>MOTION PASSES</b>				

Ms. Dickson discussed the proposed local law.

Mayor Rossillo said for the benefit of the public, smoking is already prohibited in parks and playground areas, so we are faced with whether we want to expand it to other areas such as sidewalks and parking lots that are under the control of the Village.

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

Ms. Dickson noted that the Board of Trustees has no authority to ban smoking on private property.

Police Chief Guevara discussed his concerns about the proposed local.

No one from the public addressed the Board.

The discussion continued and Ms. Dickson addressed questions from the Board.

Mayor Rossillo said we will adjourn this to the next meeting of the Board.

Motion by Trustee Sullivan, seconded by Trustee Daroczy to adjourn the public hearing to consider an Introductory Local Law to amend Chapter 112 Article III. (proposed expansion of the Village's smoking prohibitions), to the next meeting of the Board on August 10, 2021.

<b>MAYOR ROSSILLO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>DEPUTY MAYOR CASSELL</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
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<b>TRUSTEE PATINO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE SULLIVAN</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE TAYLOR</b>	<input type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" type="checkbox"/> ABSENT/EXCUSED
<b>VOTE TOTALS</b>	<b>AYE: 5</b>	<b>NAY: 0</b>	<b>ABSTAIN: 0</b>	<b>RECUSE: 0</b>	<b>ABSENT/EXCUSED: 2</b>
<b>RESULT:</b>	<b>MOTION PASSES</b>				

**Appointments: Mayor Rossillo to announce the following appointments to the ad-hoc Affordable Housing Task Force for a term of one year: Rebecca Pitts, Robin Larkin, Elizabeth Mendez and Lorraine Campanelli**

Deputy Mayor Cassell discussed the proposed appointments.

Mayor Rossillo announced the following appointments to the ad-hoc Affordable Housing Task Force for a term of one year: Rebecca Pitts, Robin Larkin, Elizabeth Mendez and Lorraine Campanelli.

Mayor Rossillo thanked the volunteers.

**Courtesy of the Floor (Please limit comments to no more than 3 minutes)**

No one from the public addressed the Board.

**RTHG LLC, the lessee and operator of Hudson Social, upon recommendation by the Building Inspector and the DPW has requested an amendment to the lease and site layout at 11 Station Plaza to permit the relocation of dumpsters and recycling bins to designated parking spaces**

Hudson Social proposal for addition of dumpster with fencing is as follows:



# Hudson Social

Addition of dumpster with fencing for DPW

6/23/2021

## HS Proposal

- We request that we build a fenced in space in the last two spaces of our parking area.
  - HS will purchase two 2 cubic yard dumpsters that could easily be hauled away by DPW.
  - Additionally, our refuse will be away from the platform and any areas that are utilized by HS customers or commuters
  - We will also utilize the space for recycling plastic and cardboard, removing an unsightly area for commuters
- 
- Currently, the refuse area is behind our building, next to the train platform.
  - It creates unsanitary conditions, and can be offensive at times to commuters standing above it.
  - We currently use 55 gallon trash cans that can become very heavy and difficult for the DPW to haul away.

2

## Current Trash and Recycling Storage



[illegible]

Proposed location of fenced in dumpster area

Site plan showing the proposed location of the fenced-in dumpster area, including the station building, parking lot, and various concrete structures. A yellow circle highlights the proposed location of the fenced-in dumpster area.





- The proposed fence would be approximately 14'x14'.
- The width of the two parking spaces is 16', while depth is 17'.
- The sidewalk is 4.5' wide. It is a sidewalk to "nowhere".
- Ideally, we would use the sidewalk to set the fence back so that there is more room for
  - the gate to open on the fence, and
  - for the DPW truck to position itself safely.





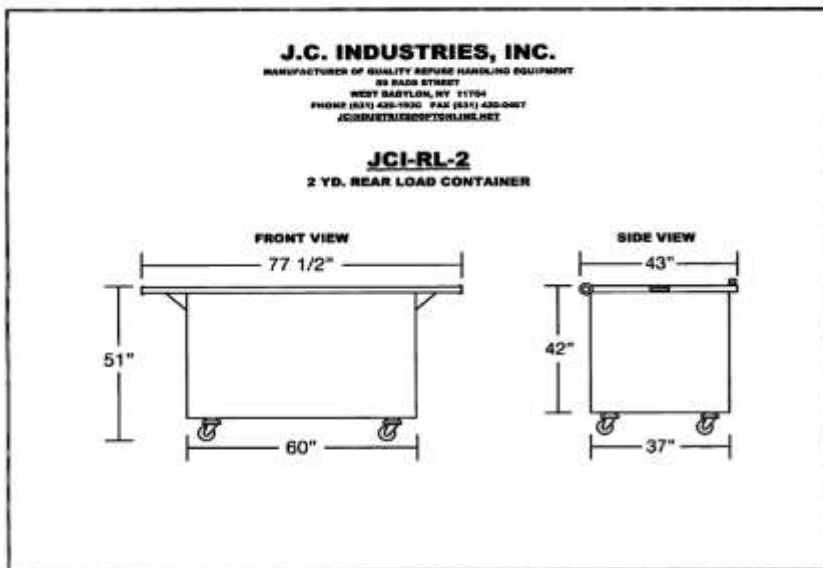
The fence area we propose would be 6' tall with metal galvanized posts, a side small gate for our own access, and a large two door gate in the front for DPW access. We already have a quote from Numat Fence to install the fence in a similar fashion to other like structures in the village.



300



C346 - Cedar Stockade



We would require two dumpsters for trash. That would hold the equivalent of 16 55 gallon trash cans

Additionally, there would be enough room to place most of our cardboard and plastic recycling in cans in the fenced area

Mr. Stephen Trezza/DPW General Foreman send the following memorandum dated July 8, 2021 to the Mayor and Board of Trustees:



**VILLAGE OF DOBBS FERRY**  
112 Main Street  
Dobbs Ferry, New York 10522  
TEL: (914) 231-8507 ● FAX: (914) 693-3470

To: Mayor and The Board of Trustees  
From: Stephen Trezza  
Re: Hudson Social Dumpster  
Date: 7/8/2021

Dear Mr. Mayor and The Board of Trustees

The DPW is in favor of allowing Hudson Social in getting 2 dumpster and taking 2 parking spaces away. It will make the area behind the building a lot cleaner. Commuters will not have to look at all the garbage behind the building or in front while waiting for the train. Also by letting them take 2 spots they can keep all their recycling in there.

Thank You,

Stephen Trezza  
DPW General Foreman

Mr. Matt Kay/Hudson Social and Mr. Ron DiRusso/Hudson Social were present.

Mr. Kay and Mr. DiRusso discussed their proposal and displayed the following slides:




# Hudson Social

Addition of dumpster with fencing for DPW

6/23/2021

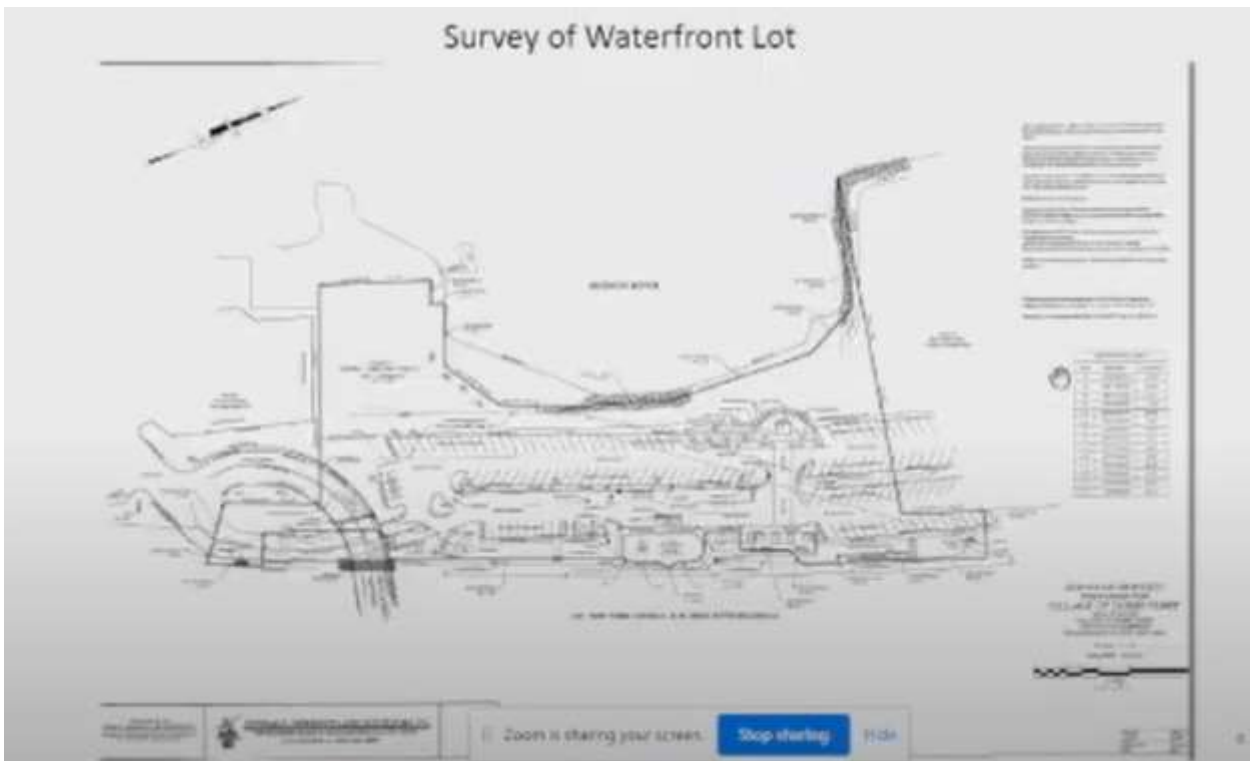
## HS Proposal

- We request that we build a fenced in space in the last two spaces of our parking area. 
- HS will purchase two 2 cubic yard dumpsters that could easily be hauled away by DPW.
- Additionally, our refuse will be away from the platform and any areas that are utilized by HS customers or commuters
- We will also utilize the space for recycling plastic and cardboard, removing an unsightly area for commuters
- Currently, the refuse area is behind our building, next to the train platform.
- It creates unsanitary conditions, and can be offensive at times to commuters standing above it.
- We currently use 55 gallon trash cans that can become very heavy and difficult for the DPW to haul away.

## Current Trash and Recycling Storage



## Survey of Waterfront Lot



[illegible]





- The proposed fence would be approximately 14'x14'.
- The width of the two parking spaces is 16', while depth is 17'.
- The sidewalk is 4.5' wide. It is a sidewalk to "nowhere".
- Ideally, we would use the sidewalk to set the fence back so that there is more room for:
  - the gate to open on the fence, and
  - for the DPW truck to position itself safely.



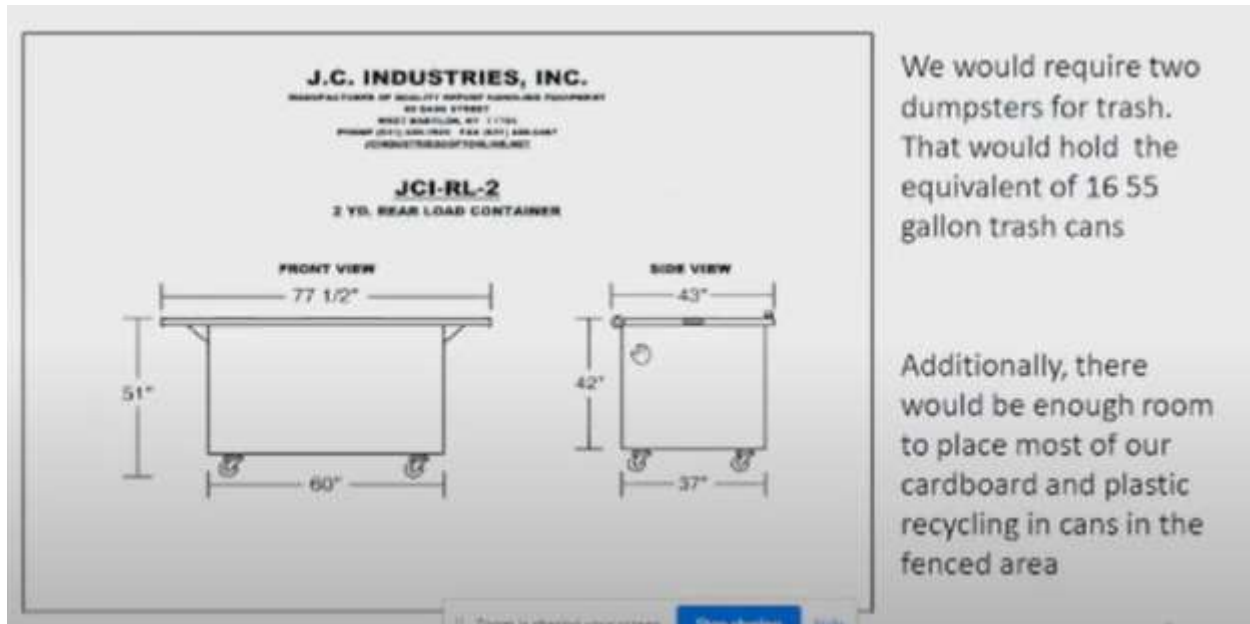
The fence area we propose would be 6' tall with metal galvanized posts, a side small gate for our own access, and a large two door gate in the front for DPW access. We already have a quote from Numat Fence to install the fence in a similar fashion to other like structures in the village.



300



C246 - Cedar Stockade



Motion by Trustee Patino, seconded by Deputy Mayor Cassell to grant the request to amend the lease and site layout at 11 Station Plaza, subject to the Building Inspector and the language implemented by the Village Attorney; referral to the AHRB; and that the Board of Trustees is in support of the six foot fence.

### **RESOLUTION 83-2021**

#### **RESOLUTION OF THE VILLAGE OF DOBBS FERRY BOARD OF TRUSTEES AUTHORIZING THE INTERIM VILLAGE ADMINISTRATOR TO PREPARE AND EXECUTE AN AMENDMENT TO THE AGREEMENT WITH RTHG LLC**

BE IT RESOLVED, that the Dobbs Ferry Board of Trustees hereby authorizes the Interim Village Administrator to prepare and execute an amendment to the agreement with RTHG LLC, the lessee and operator of Hudson Social, to reflect revisions to the site layout at 11 Station Plaza to accommodate the relocation of dumpsters and recycling bins as recommended by The Department of Public Works and the Building Inspector.

<b>MAYOR ROSSILLO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>DEPUTY MAYOR CASSELL</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE DAROCZY</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE KNELL</b>	<input type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE PATINO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE SULLIVAN</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE TAYLOR</b>	<input type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" type="checkbox"/> ABSENT/EXCUSED
<b>VOTE TOTALS</b>	<b>AYE: 5</b>	<b>NAY: 0</b>	<b>ABSTAIN: 0</b>	<b>RECUSE: 0</b>	<b>ABSENT/EXCUSED: 2</b>
<b>RESULT:</b>	<b>MOTION PASSES</b>				

### **2021 Ferry Festa initial discussion**

Mr. Leins said the Clerk was canvassing the available dates in September and October, and the Festa is usually held in the first or second weekend in October.

Deputy Mayor Cassell said Trustee Knell had requested moving the Festa to a Sunday date.

Mayor Rossillo said Trustee Knell suggested a Sunday date because it would be less disruptive to the downtown businesses.

Mr. Steinschneider discussed the Ferry Festa and provided the Board with background information on the event.

A discussion was held.

Chief Guevara said the day itself, does not affect the Police Department. Chief Guevara said we prepare for the Festa usually months in advance.

Mayor Rossillo said the 2021 Ferry Festa will be held on Saturday, September 25, 2021, and a meeting will be held to get everything moving along.

### **Discussion of Play Street and Block Party applications**

Ms. Laura Rothrock submitted the following play streets street closure request form:

# VILLAGE OF DOBBS FERRY



July 18<sup>th</sup>

PLAY STREETS STREET CLOSURE REQUEST FORM 2021 2-5pm

## APPLICANT

NAME: Laura Rothrock PHONE: 203-895-2999  
ADDRESS: 24 Bellewood Avenue  
EMAIL ADDRESS: lrothrock@gmail.com

## VOLUNTEER – Contact Tracing List

NAME: Caroline Gordon-Elliott PHONE: 323-333-3453  
ADDRESS: 71 Bellewood Ave  
EMAIL ADDRESS: missrge@gmail.com

## VOLUNTEERS – Barricade Monitors

NAME: Joel Harding PHONE: 240-475-1751  
NAME: Jodi Patkin PHONE: 847-721-8115  
NAME: Ariana King PHONE: 646-206-4331

## STREET AREA TO BE CLOSED:

## LOCATION OF BARRICADES:

Bellewood (from asnford to walgrave) asnford / Bellewood  
Bellewood (asnford - Walgrave) Transvaal / Walgrave  
Bellewood (asnford - Walgrave) Bellewood / Walgrave

I hereby release the Village of Dobbs Ferry, its servants and employees of any liability or loss of equipment and/or persons which may result during the street closure event. I agree to abide by all rules and conditions set down by the Village of Dobbs Ferry.

All information provided herein is true and correct to the best of the Applicant's knowledge, information and belief.

Signature: 

Date: 6/24/21

112 Main Street, Dobbs Ferry, NY 10522 • Telephone: (914) 231-8500 • Fax: (914) 693-3470



Mr. Leins said we can handle play street requests in the same manner as we handle block party requests, and we will make sure people are aware of any Covid mandates in place at the time of their event.

Ms. Dreaper discussed the processing of block party requests.

Mayor Rossillo said he thinks the play street and block party requests can be handled by the Village staff and do not have to be brought before the Board.

Motion by Trustee Daroczy, seconded by Trustee Sullivan to approve the request from Ms. Rothrock to have a play street event on July 18, 2021 from 2:00 p.m. to 5:00 p.m.

<b>MAYOR ROSSILLO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>DEPUTY MAYOR CASSELL</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE DAROCZY</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE KNELL</b>	<input type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE PATINO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE SULLIVAN</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE TAYLOR</b>	<input type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" type="checkbox"/> ABSENT/EXCUSED
<b>VOTE TOTALS</b>	<b>AYE: 5</b>	<b>NAY: 0</b>	<b>ABSTAIN: 0</b>	<b>RECUSE: 0</b>	<b>ABSENT/EXCUSED: 2</b>
<b>RESULT:</b>	<b>MOTION PASSES</b>				

**Resolution authorizing the Interim Village Administrator to execute a consultant agreement for professional services between the Dobbs Ferry Youth Services Council Coalition and Devonna Dickey for the position of Youth Services Coordinator for a rate of \$30.00/hour, funded by the Drug Free Communities Grant**

Mr. Leins said this item will be tabled until further notice.

**Resolution to make necessary referrals and establish Lead Agency under SEQRA for the Site Plan Application for property at 100 Danforth Avenue**

Resolution was adopted after the presentation.

**Resolution authorizing submission of a CFA Grant application for High Street Park Upgrades**

Ms. Valerie Monastra/Village Consulting Planner and Ms. Susan Nolan were present.

Ms. Monastra and Ms. Nolan discussed the proposed grant submission.

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

Mr. Leins said as per the Board's request we are currently working on a ten year capital plan for investments and capital needs of the Village, which would include the renovation of this parkland.

Mr. Leins said we are expecting to receive a report from Honeywell by Friday in terms of the capital projects that they recommend. Mr. Leins said the Village will have to identify a source of funds for the project. Mr. Leins said he would like to see if there was a smaller project. Mr. Leins said the problem with a lot of municipalities, not unique to Dobbs Ferry, is that you have to maintain this. Mr. Leins said you cannot do these projects and then not maintain them. Mr. Leins said if we can come up with a smaller project that would allow perhaps access through the stairs or a sitting park, or something a little more passive that did not cost \$400,000.00 we might consider that. Mr. Leins said it is very hard to commandeer DPW and volunteers.

A discussion was held and Mr. Leins, Ms. Dickson and Ms. Monastra addressed questions from the Board.

**Resolution authorizing submission of a CFA Grant application for installation of new basketball court and lights at Gould Park**

Ms. Monastra/Village Consulting Planner and Ms. Kendra Garrison/Superintendent of Recreation were present.

Ms. Garrison discussed the proposed grant application

Mr. Chuhta said we would have to take a look at the Recreation Fund to see where we are at on that.

Mr. Leins discussed funding and said we would probably take it out of our fund balance.

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

**RESOLUTION 84-2021**

**RESOLUTION OF THE VILLAGE OF DOBBS FERRY BOARD OF TRUSTEES  
AUTHORIZING SUBMISSION OF CFA GRANT APPLICATION FOR INSTALLATION OF  
NEW BASKETBALL COURT AND LIGHTS AT GOULD PARK**

WHEREAS, to increase the sports and recreation facilities available for use by its residents, the Village of Dobbs Ferry is looking to install a new basketball court and lights at Gould Park ("Project") and is seeking funding under the "Environmental Protection Fund Grants Program for Parks, Preservation, and Heritage"; and

WHEREAS, the cost estimate for the Project, which for purposes of the grant application will be entitled "Installation of New Basketball Court and Lights at Gould Park", is \$314,248; and

WHEREAS, in connection with the Project, Village has prepared a Coastal Assessment Form as a prerequisite to determining consistency with the Local Waterfront Revitalization Program and an Environmental Assessment Form to commence the environmental review in compliance with the NY State Environmental Quality Review Act.

NOW, THEREFORE, BE IT RESOLVED that following review of the Coastal Assessment Form and in accordance with the Waterfront Revitalization of Coastal Areas and Inland Waterways Act (Executive Law, Article 42) and its implementing regulations, the Board of Trustees of the Village of Dobbs Ferry hereby determines that the proposed Project is consistent with the Local

Waterfront Revitalization Program; and

BE IT FURTHER RESOLVED that following review of the Environmental Assessment Form, the Board of Trustees of the Village of Dobbs Ferry hereby determines the proposed Project, classified as a Type II action in 6 CRR-NY 617.5 (C)(9), will result in no significant environmental impacts and will require no further environmental review in accordance with the NY State Environmental Quality Review Act (Environmental Conservation Law, Article 8) and its implementing regulations; and

BE IT FURTHER RESOLVED the Board of Trustees of the Village of Dobbs Ferry hereby authorizes the Interim Village Administrator to take all necessary action to submit an application for \$157,124 in Environmental Protection Fund Grants Program for Parks, Preservation, and Heritage funds for financing the “Installation of New Basketball Court and Lights at Gould Park” project, and, upon the funding of said amount, commits to provide the match of \$157,124.

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 type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" 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 type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" type="checkbox"/> ABSENT/EXCUSED
VOTE TOTALS	AYE: 5	NAY: 0	ABSTAIN: 0	RECUSE: 0	ABSENT/EXCUSED: 2
RESULT:	MOTION PASSES				

**Resolution authorizing submission of a CFA Grant application for the Village of Dobbs Ferry Comprehensive Plan update**

Ms. Monastra/Village Consulting Planner was present.

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

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

**RESOLUTION 85-2021**

**RESOLUTION OF THE VILLAGE OF DOBBS FERRY BOARD OF TRUSTEES  
AUTHORIZING SUBMISSION OF A CFA GRANT APPLICATION FOR THE VILLAGE OF  
DOBBS FERRY COMPREHENSIVE PLAN UPDATE**

WHEREAS, in light of an evolving need for sustainability in all areas of public interest including economics, housing, infrastructure, public services and the protection of natural resources, the Village of Dobbs Ferry is looking to undertake an update to the community’s comprehensive plan, the current version of which was adopted on September 28, 2010 as the “Vision Plan” (“Project”) and is seeking funding under the “Smart Growth Comprehensive Planning Grant Program”; and

WHEREAS, the cost estimate for the Project, which for purposes of the grant application will be entitled "Village of Dobb's Ferry Comprehensive Plan", is \$175,000.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Village of Dobbs Ferry hereby authorizes the Interim Village Administrator to take all necessary action to submit an application for \$75,000 in Smart Growth Comprehensive Planning Grant funds for financing the "Village of Dobb's Ferry Comprehensive Plan" project, and, upon the funding of said amount, commits to provide the match of \$100,000.

<b>MAYOR ROSSILLO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>DEPUTY MAYOR CASSELL</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE DAROCZY</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE KNELL</b>	<input type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE PATINO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE SULLIVAN</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE TAYLOR</b>	<input type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" type="checkbox"/> ABSENT/EXCUSED
<b>VOTE TOTALS</b>	<b>AYE: 5</b>	<b>NAY: 0</b>	<b>ABSTAIN: 0</b>	<b>RECUSE: 0</b>	<b>ABSENT/EXCUSED: 2</b>
<b>RESULT:</b>	<b>MOTION PASSES</b>				

**Resolution for emergency expenditure for repairs to the tower ladder truck, work to be performed by Firematic Supply Co.**

Chief William Osborn sent the following memorandum dated June 30, 2021 to Mayor Rossillo, the Board of Trustees, Mr. Richard Leins/Interim Village Administrator, Mr. Jeff Chuhta/Village Treasurer and Ms. Elizabeth Dreaper/Village Clerk:



# ***Dobbs Ferry Fire Department***

112 Main Street PO Box 95, Dobbs Ferry, NY 10522

Non-Emergency # 914 693-0310

Fax # 914 693-0996



***Livingston Hose Company #1***

***Ogden Engine Company #1***

***Resolute Hook & Ladder Company #1***

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

From: William Osborn, Fire Chief

Subject: Authorize the Fire Chief to make emergency repairs

Date: June 30th, 2021

While having annual service performed on our tower ladder fire truck, the village mechanic noticed a hydraulic fluid leak from one of the retraction pistons on the tower ladder. The retraction piston is one of the main components of the truck, which lift and extend the ladder and move it where it needs to go. Without a properly functioning retraction piston the ladder will not be able to operate.

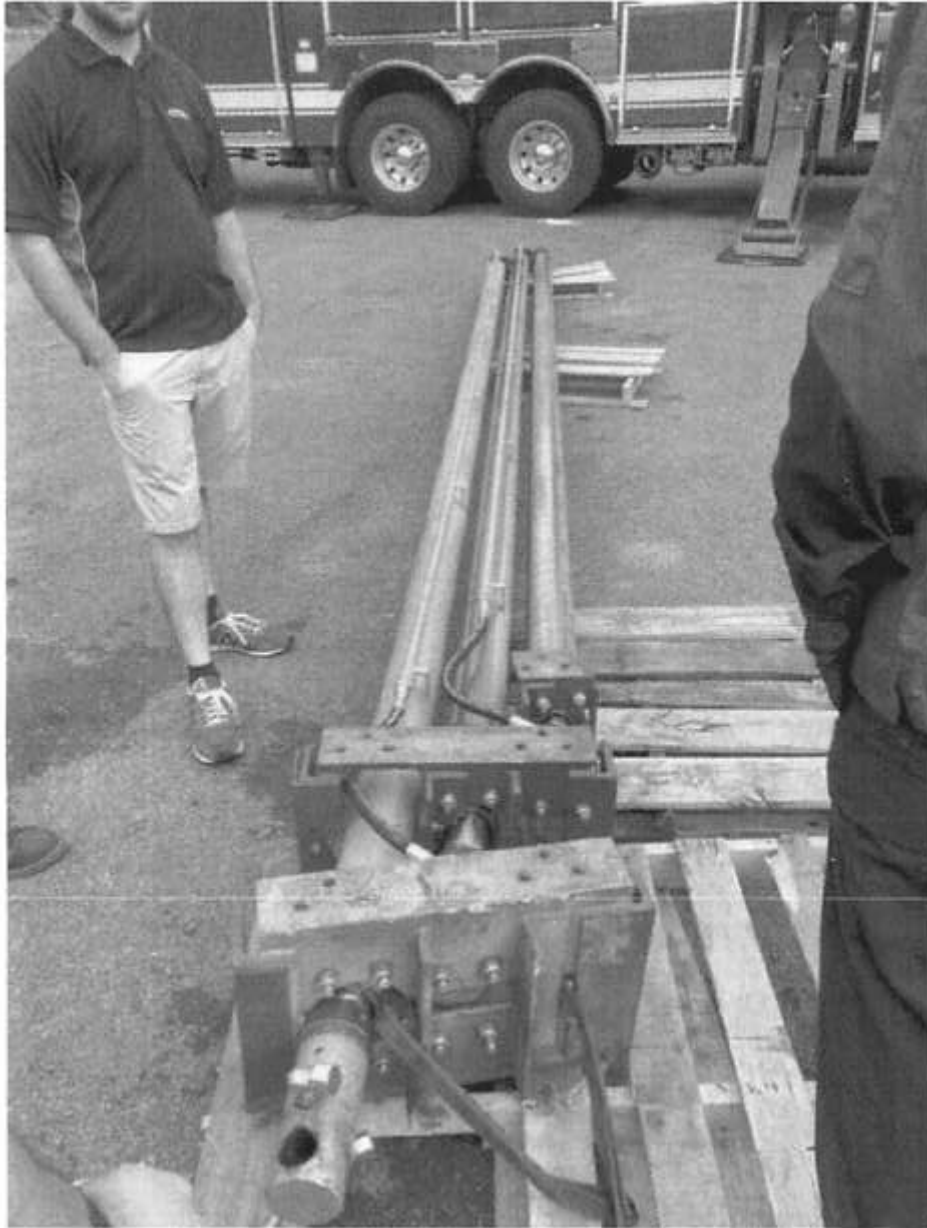
We do not have the capability to do this repair in house because the ladder, boom, and bucket must be removed from the top of the truck so that the piston can be taken off and the damage be assessed to see what internal components need to be fixed and or replaced.

The estimated cost of the repairs is unknown at this time because it will depend on what needs to be fixed in the piston. I am asking permission to have Firematic Supply Co, the vendor who we purchased the truck through make the necessary emergency repairs. As I receive more information regarding this emergency repair I will keep you all updated. Please feel free to contact me with any questions. Thank you.

Fire Chief William Osborn, 1<sup>st</sup> Assistant Chief Daniel Gardner and 2<sup>nd</sup> Assistant Chief Joseph Giuliano were present.

Chief Osborn submitted the following pictures:







Chief Osborn discussed the emergency repairs necessary to the tower ladder truck. Chief Osborn said all three truck pistons are leaking. Chief Osborn discussed pricing and what needs to be done to determine what needs to be repaired.

Chief Osborn said he has contacted other municipalities for help/coverage while the tower ladder truck is down.

A discussion was held and Chief Osborn addressed questions from the Board.

Chief Osborn said we are probably looking at a cost of \$40,000.00 if three pistons are needed.

Ms. Dickson said we can put an up to amount/not to exceed amount in the resolution.

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

**RESOLUTION 86-2021**

**RESOLUTION OF THE VILLAGE OF DOBBS FERRY BOARD OF TRUSTEES  
AUTHORIZING THE INTERIM VILLAGE ADMINISTRATOR TO ENTER INTO  
CONTRACT WITH FIREMATIC SUPPLY CO. FOR EMERGENCY REPAIR OF  
THE TOWER LADDER TRUCK**

WHEREAS, the Dobbs Ferry Fire Department 2019, Pierce, Tower Ladder Truck, also known as Truck # 23, has been taken out of service after maintenance was performed on June 26th 2021, when it was noticed that the retraction piston was leaking hydraulic fluid, and requires emergency repair in the interest of public safety; and

WHEREAS, the Truck is a specialized piece of fire-fighting equipment with limited qualified vendors available to make the repair without jeopardizing the manufacturers' warranties in place.

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees hereby authorizes the Interim Village Administrator to enter into a contract with Firematic Supply Co., 50 Jon Barrett Road, Patterson, New York on an emergency basis for repair of the Village's Tower Ladder Truck in order to expedite a return of the equipment back to service for the benefit of public safety, for an amount not to exceed \$40,000.00.

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 type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" 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 type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" type="checkbox"/> ABSENT/EXCUSED
VOTE TOTALS	AYE: 5	NAY: 0	ABSTAIN: 0	RECUSE: 0	ABSENT/EXCUSED: 2
RESULT:	MOTION PASSES				

**Resolution appointing Allee Manning as Youth Services Librarian I, for 17 hours per week  
at an hourly rate of \$26.50/hour**

Ms. Elizabeth Hobson/Library Director sent the following memorandum dated July 6, 2021 to the Board of Trustees:





## Dobbs Ferry Public Library

55 Main Street, Dobbs Ferry, NY 10522

(914) 693-6614

[www.dobbsferrylibrary.org](http://www.dobbsferrylibrary.org)

### MEMORANDUM

TO: Dobbs Ferry Village Board of Trustees

FROM: Elizabeth Hobson, Library Director

DATE: July 6, 2021

RE: Resolution to confirm A. Manning as Youth Services Librarian 1 (part time)

The Dobbs Ferry Board of Trustees is requested to confirm the hiring of Allee Manning, MLS, to the Dobbs Ferry Public Library position of Youth Services Librarian 1, for 17 hours per week at an hourly rate of \$26.50/hour.

Ms. Manning was hired as a part time Youth Services Librarian 1 to serve the preteen and teen population of Dobbs Ferry. The Library Board of Trustees voted to confirm Ms. Manning at their June 17, 2021 Board Meeting – moved by J. Golde, seconded by M. Ghiorse. The Board voted unanimously to approve her appointment.

Library Board of Trustees meeting minutes of June 17, 2021 are as follows:

**LIBRARY BOARD OF TRUSTEES  
REGULAR PUBLIC MEETING  
June 17, 2021 at 7:30 PM**

**AGENDA**

Meeting Called to Order 7:33

**Present:** J. Golde, A. Moss, L. Stutz, E. Hobson (Director), M. Ghiorse, M. McNamara (Friends) T. Gordon, A. Hendele, K. Koster, Jeff Chuta (Treasurer), Frank M (Deputy Treasurer)

**Absent:** N. Sullivan (Trustee Liaison) C. Torino, L. Barrett

**Approval of Minutes**

T.Gordon motions, A. Hendele seconds to approve the March minutes.

**PRESIDENT'S REPORT**

- The board won't meet until September, and will focus on committee work over the summer
- A. Moss spoke for the board to say how excited they were at the reopening of the library for in person visits

**FINANCE COMMITTEE**

- M. Ghiorse reported that the finance committee has been ensuring that they are taking all measures to be fiduciarily responsible through conversations with WLS and Dobbs Ferry Treasurer (and DFPL treasurer) Jeff Chuta. *Addresses Strategic Imperative on Financial Responsibility*
- J. Chuta made a report on the financial state of the library
  - The library may be at a ~\$75k surplus for 2020-2021 which if it holds could be put into fund balance
  - Surplus driven by projections for insurance and a full-time employee not used for the year
  - Recommendation to focus on ways to generate revenue (eg rentals, EZ Pass, Passports)
  - Employee costs and benefits drive expenditures
- M. Ghiorse we have a balance in a trust that needs to be memorialized and/or find documentation for usage so it can be put to use
- M. Ghiorse we also have funds in the Lam Estate to fund the Children's Books overhaul to renew and replace the collection. *Addresses Strategic Imperative on Curation*

**DIRECTOR'S REPORT**

- The library is reviewing proposals to rectify issues with the AC condensers
- Allee Manning the new teen librarian had a meet and greet and had 10 kids show up. E. Hobson let the board know this was a substantial turnout and was very pleased with it.
- E. Hobson has marketing materials for a marketing plan, and will work to pull it together and get it to the board by the end of June.
- A. Moss suggested looking into the registration procedures for events to make it easier to sign up and participate in in-person and online events.
- L. Barrett is acquiring a list of things that youth feel might be missing from the library. She spoke with Allee (Teen librarian), and was excited that Allee has reached

out to so many partners and teens in the area to start building the library's presence with them.

- T. Gordon suggested that any changes in DFPL Covid policy and masking policy should be directly tied to the DFPL safety plan.
- J. Golde suggested that the DFPL track in-kind donation of space and programs
- The board agreed with E. Hobson's rental of the meeting room to SPRING Community Partner's Summer Academy.

#### **REPORT FROM THE FRIENDS OF THE DFPL**

- M. McNamara says Books sale was incredibly successful and plans to do it again in the Fall.

#### **PERSONNEL SEARCH COMMITTEE**

- Continuing to work on final evaluation form for Elizabeth and make sure it reflects E. Hobson's updated job description.

#### **POLICY & COMPLIANCE COMMITTEE**

- A. Hendale drafted a memo to the village to change and implement proposed revisions to the board by-laws on trustee terms.
- The board discussed the photography policy in light of library first amendment audits and making sure the library has a good working policy.

#### **TRUSTEE SEARCH COMMITTEE**

- The search committee had 3 attendees

#### **OTHER MATTERS**

- E. Hobson requested the board form a temporary building committee
  - M. Ghiorse volunteers, J. Golde volunteers to form building committee
- Accept resignations of Chris Torino and Kelly Robreno Koster due to moving out of state.
  - The board accepted both of their resignations.
- Vote to confirm Allee Manning as PT Youth Librarian
  - J. Golde moves to confirm Allee Manning as PT Youth Librarian, M. Ghiorse seconds, the board unanimously votes to approve.

#### **Motion to enter executive session to discuss personnel matters 8:57**

#### **Reports/Announcements**

- Next regular meeting is scheduled for September 23 at 7:30 pm; committee work to continue as needed during the summer
- Remaining board meeting dates for 2021 are as follows: 9/23, 10/21, 11/17, 12/15; all at 7:30 pm
- Friends Annual Meeting is scheduled for Saturday, June 19 at 7:00 pm. The Friends' immediate past president Vikki Jones will be honored for all her dedication over the decades, and we encourage all those who can attend to do so.

#### **Adjournment 9:06**

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

**RESOLUTION 87-2021**

**RESOLUTION OF THE VILLAGE OF DOBBS FERRY BOARD OF TRUSTEES CONFIRMING  
THE HIRING OF A PART TIME YOUTH SERVICES LIBRARIAN BY THE DOBBS FERRY  
PUBLIC LIBRARY**

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of the Village of Dobbs Ferry hereby confirms the hiring of Allee Manning, Youth Services Librarian I, at the Dobbs Ferry Public Library, for 17 hours per week at an hourly rate of \$26.50/hour.

<b>MAYOR ROSSILLO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>DEPUTY MAYOR CASSELL</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE DAROCZY</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE KNELL</b>	<input type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE PATINO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE SULLIVAN</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE TAYLOR</b>	<input type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" type="checkbox"/> ABSENT/EXCUSED
<b>VOTE TOTALS</b>	<b>AYE: 5</b>	<b>NAY: 0</b>	<b>ABSTAIN: 0</b>	<b>RECUSE: 0</b>	<b>ABSENT/EXCUSED: 2</b>
<b>RESULT:</b>	<b>MOTION PASSES</b>				

**Resolution for emergency expenditure for the purchase and installation of new Variable Frequency Drive at the Gould Park Pool in the sum of \$2,180.00 from Norberto Pool Services Inc.**

Ms. Kendra Garrison/Superintendent of Recreation sent the following memorandum dated June 28, 2021 to Mayor Rossillo and the Board of Trustees:



# DOBBS FERRY

## NEW YORK

### Parks & Recreation Department

Kendra Garrison, CPRP  
Superintendent of Parks & Recreation  
[Kgarrison@dobbsferry.com](mailto:Kgarrison@dobbsferry.com)

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

#### MEMO

To: Mayor Rossillo & Board of Trustees

CC: Richard Leins, Interim Village Administrator  
Jeff Chuhta, Village Treasurer

From: Kendra Garrison, Superintendent of Recreation

Date: June 28, 2021

Re: Emergency Purchase

This memo is official document in regards to the emergency purchase and installation of a new Pentair VFD (variable frequency drive) for the Gould Park Pool. When opening the pool, this piece of equipment malfunctioned and burnt out, since it was out of warranty – but only by a few months, Pentair offered to replace it for a reduced price of \$1,100.00. The price to install it is \$1,080.00. Because this is coming directly from the manufacturer and needs to be installed by a pool company, I was only able to obtain one price quote. Because it has a long lead time, and is the one approved by the Westchester County Department of Health, it was necessary for us to proceed in a timely manner.



Replacement proposal from Norberto Pool Services, Inc. is as follows:



## Norberto Pool Services, Inc.

227 Commack Road  
Commack, NY 11725

Phone: 631.736.1600  
Fax: 631.736.4557

June 14, 2021

Dobbs Ferry Recreation – Gould Park  
Kendra Garrison – Aquatic Director  
Ashford Avenue & Beacon Hill Drive  
Dobbs Ferry, NY 10522  
[kgarrison@dobbsferry.com](mailto:kgarrison@dobbsferry.com)

Subject: VFD Replacement Proposal

The purpose of our Service is to Replace the Feature Pump VFD.

**SCOPE:**

1. Remove and Install a new VFD for the Feature Pump at Gould Park.

**Notes:**

- VFD will be upgraded to NEMA 12 Standards as per Pentair
- Installation and Startup will also be performed.
- Payment Terms – 30 days Net
- Any additional needs will be charged separately on a time & materials basis (see Attachment A for current rates.

**FEE:**

- VFD Cost – \$1100.00 (As agreed by Pentair)
- Installation/Startup cost: \$1,080.00
- Total Cost: **\$2,180.00**

If you have any questions or concerns, please feel free to contact me, otherwise, please sign below and on the last page of this proposal.

Sincerely,

Clemente J Rivera, General Manager – Norberto Pool Services, Inc.  
(718)607-9805  
[cjrivera12@hotmail.com](mailto:cjrivera12@hotmail.com)

Approval:

\_\_\_\_\_  
Dobbs Ferry Recreation Department – Gould Park

\_\_\_\_\_  
Date

\_\_\_\_\_  
Kendra Garrison  
Printed Name

Ms. Kendra Garrison/Superintendent of Recreation was present.

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

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

**RESOLUTION 88-2021**

**RESOLUTION OF THE VILLAGE OF DOBBS FERRY BOARD OF TRUSTEES FOR  
EMERGENCY EXPENDITURE FOR THE PURCHASE AND INSTALLATION OF NEW  
VARIABLE FREQUENCY DRIVE AT THE GOUDL PARK POOL IN THE SUM OF \$2,180.00  
FROM NORBERTO POOL SERVICES INC.**

NOW THEREFORE BE IT RESOLVED that the Board of Trustees acknowledged the purchase and installation of a new VFD (Variable Frequency Drive) in the amount of \$2,180.00 from Norberto Pool Services Inc.

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 type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" 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 type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" type="checkbox"/> ABSENT/EXCUSED
VOTE TOTALS	AYE: 5	NAY: 0	ABSTAIN: 0	RECUSE: 0	ABSENT/EXCUSED: 2
RESULT:	MOTION PASSES				

**Resolution for emergency expenditure for HVAC repair at the Dobbs Ferry Public Library,  
work to be performed by K & S HVAC, for the sum of \$27,000.00**

Ms. Elizabeth Hobson/Library Director sent the following memorandum dated July 2, 2021 to the Board of Trustees:



**MEMORANDUM**

**TO:** Dobbs Ferry Village Board of Trustees  
**FROM:** Elizabeth Hobson, Library Director  
**DATE:** July 2, 2021  
**RE:** Emergency Repair of HVAC system at Dobbs Ferry Public Library

The library HVAC system suffered a catastrophic failure of three out of four compressors in the larger condenser unit in the garage. Attached is a copy of the engineering consultant's report detailing the situation, along with their recommendation to replace these compressors right now so that the library can operate through the rest of the summer. They further recommend a capital project to move the equipment currently placed under the garage ceiling up to the flat roof area between the two wings of the building, which would permanently fix the problem of overheating the units and repeatedly burning out the compressors.

I contacted K&S HVAC, our current vendor, who has submitted the attached proposal to replace and install three new compressors in the Trane condenser unit, for \$27,000. This price also includes removing some of the sound-deadening enclosure walls, which will assist in keeping the machinery somewhat cooler on very hot days. We have purchased privacy screening for the chain link fence between the driveway and the property to the south of the library, which may help to alleviate some of the noise when the east and west walls of the enclosure are taken down.

Atlantic Westchester, Dwight Getting, and ICM were all asked to quote on the project as well. Atlantic Westchester replied that they were too busy with current clients to submit a quote at this time, and no response was received from Dwight Getting or ICM after calling them both multiple times.

Cc: Library BOT Buildings Committee (A. Moss, M. Ghiorse, J. Golde)

Proposal from K & S HVAC is as follows:

K & S HVAC - (914) 438-1618

#2021062108334673

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



### Proposal

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

#2021062108334673

Date: 06/21/2021

Completion Date: 06/21/2021 6:30 AM

Technician: David Keehan

**Contact Information**  
Email: ehobson@wlsmail.org, ecanora@wlsmail.org  
Primary Phone: 914-893-8614

**Service Address**

55 main st  
dobbs ferry NY 10522

#### Notes

regarding main ac units  
will install 3 10ton compressors filter dryers, recharge unit with r-22 freon  
\$27000  
must remove sound proofing wall, lead time on compressor is two weeks.

*Approved to  
purchase and install  
\$27,000.00 Ely ATZ*

~~can remove old 40 ton condensing unit and install two 20 ton Lennox condensing unit, with 4 tons freon, will install install new exp  
valves on old coil in air handler, will flush all rery pipes.  
will need Elee to install new power lines  
must remove sound proofing wall  
\$48000~~

*Elizabeth Hobson,  
Library Director*

Description Of Service	Quantity	Unit Price	Amount
		Sub Total	\$0.00
		Sales Tax	\$0.00
		Total	\$0.00
		Payment	\$0.00
		Credit Card	\$0.00
		Balance	\$0.00

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

TERMS AND CONDITIONS: Estimate are Good for 30 Days

1. For the purposes of convenience "company" will be used in place of K & S HVAC.
2. Customer agrees and understands that upon signing the contract all equipment and parts, which are sold pursuant hereto, shall not become fixtures or part of the real estate where they are placed until payment is made in full. Buyer hereby agrees that all parts and equipment may be repossessed in event of nonpayment.
3. Any equipment furnished containing a defect or malfunction, during the limited one year warranty will be replaced or repaired. Additional warranties may be offered by the equipment manufacturer.
4. Company cannot be held responsible for damages incurred by existing drain lines in concealed/unreachable areas.
5. If the Company encounters a hazardous substance, such as asbestos, mold, or any other substances which the Company determines to be hazardous, while performing the Tune-up. The Company may refuse to perform all or part of the tune up until the Customer retains a licensed abatement contractor to remove or contain such hazardous material.
6. Company will not be responsible for any damages caused by mold, or by some other agent, that may be associated with defects in construction, to include but not limited to property damage, personal injury, loss of income, emotional distress, death, loss of use.

Ms. Elizabeth Hobson/Library Director was present.

Mr. Leins gave an overview of the emergency expenditure for the HVAC repair at the Dobbs Ferry Public Library.

Ms. Hobson said there were two 90 degree days in June, and K & S came out and the temperature inside the sound barrier was 125 degrees.

Mayor Rossillo asked if the price is \$27,000.00 or if there is something lower.

Ms. Hobson said a lower quote came in today, for \$23,875.00 and this second bid does not include removing the north and south walls of the enclosure. Ms. Hobson said the \$27,000.00 does include removing the north and south walls of the enclosure.

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

**RESOLUTION 89-2021**

**RESOLUTION OF THE VILLAGE OF DOBBS FERRY BOARD OF TRUSTEES FOR  
EMERGENCY HVAC REPAIR AT THE DOBBS FERRY PUBLIC LIBRARY**

WHEREAS, multiple components of the HVAC equipment at the Dobbs Ferry Public Library are in need of immediate replacement after becoming unexpectedly inoperable; and

WHEREAS, the lack of a functioning HVAC system became a threat to public health and safety and resulted in closure of the facility and its removal from the list of available Village cooling center during the recent extended period of "heat advisory".

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees hereby authorizes the Interim Village Administrator to enter into a contract with K & S HVAC on an expedited and emergency basis for repair and replacement of any and all components of the Library HVAC system in order to return the facility to a fully functioning condition for the benefit of the public.



<b>MAYOR ROSSILLO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>DEPUTY MAYOR CASSELL</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE DAROCZY</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE KNELL</b>	<input type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE PATINO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE SULLIVAN</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE TAYLOR</b>	<input type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" type="checkbox"/> ABSENT/EXCUSED
<b>VOTE TOTALS</b>	<b>AYE: 5</b>	<b>NAY: 0</b>	<b>ABSTAIN: 0</b>	<b>RECUSE: 0</b>	<b>ABSENT/EXCUSED: 2</b>
<b>RESULT:</b>	<b>MOTION PASSES</b>				

Mayor Rossillo thanked Ms. Hobson.

**Resolution authorizing the purchase of a used garbage truck from the Village of Ardsley in the sum of \$8,000.00**

Ms. Jennifer Dorman/DPW Senior Office Assistant sent the following memorandum dated June 28, 2021 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  
**From:** Jennifer Dorman, DPW Senior Office Assistant  
**Date:** 6/28/2021  
**Re:** Purchase Used Garbage Truck

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We have been looking to replace our 2004 Mack 27 Yard Packer (garbage truck). It is currently our "spare" garbage truck and is completely rotted so it can only be used for yard waste. Every time one of our garbage trucks are out of service, we have to borrow a garbage truck from the Village of Ardsley. We were approached by the DPW Foreman of the Village of Ardsley, who asked if we would be interested in purchasing one of their spare garbage trucks.

The Village of Ardsley's mechanic and our mechanic took a look at the garbage truck together and it was determined that the push out piston needs to be replaced. Lucky for us, we can take the push out piston from our current spare and put it in the garbage truck we would like to purchase from Ardsley.

The cost of purchasing a new garbage is approximately \$300,000.00 and while we are still in need of a new garbage truck, purchasing this truck from Ardsley will really help us. We will not only be able to use this truck for yard waste, we can also use it for garbage and recycling pick up.


Ardsley declared this piece of equipment surplus at their last Board of Trustees meeting on Monday June 21, 2021 and requested permission to sell it to the Village of Dobbs Ferry for the amount of \$8,000.00.

We are requesting that you approve this purchase from the Village of Ardsley and increase the sanitation equipment line (A.8160.200) and increase appropriated fund balance (A.0599) by \$8,000 to cover this purchase.

After we purchase this piece of equipment, we would like to declare our old spare truck as surplus equipment and sell it on Auctions International to hopefully recoup some of the funds. But we will come back to the Board at that time and ask for permission to do that.

Thank you for your consideration.

Invoice from the Village of Ardsley is as follows:

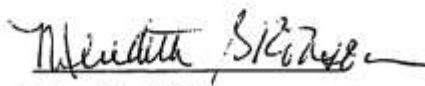
<b>Mayor</b> NANCY KABOOLIAN	<b>Village of Ardsley</b>  <b>125<sup>th</sup></b> <i>Anniversary</i>	<b>Village Manager</b> MEREDITH S. ROBSON
<b>Trustees</b> ANDY DIJUSTO, Deputy Mayor JOANN D'EMILIO STEVEN EDELSTEIN CRAIG WEITZ	507 Ashford Avenue Ardsley, New York 10502 (914) 693-1550 Fax (914) 693-3706 www.ardsleyvillage.com	<b>Village Treasurer</b> LESLIE TILLOTSON
		<b>Village Clerk</b> ANN MARIE ROCCO

## INVOICE

**SALE OF 1997 MACK PACKER, AS IS, TO VILLAGE OF DOBBS FERRY, N.Y.**

**Price: \$8,000**

**June 24, 2021**

  
**Meredith S. Robson**  
Village Manager

Mayor Rossillo said the Village of Ardsley has declared the garbage truck as surplus, it still works and the Village will purchase it from the Village of Ardsley for \$8,000.00.

Ms. Dorman discussed how the garbage truck would be used.

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

### **RESOLUTION 90-2021**

**RESOLUTION OF THE VILLAGE OF DOBBS FERRY BOARD OF TRUSTEES  
AUTHORIZING THE DEPARTMENT OF PUBLIC WORKS TO PURCHASE A USED 1997  
MACK PACKER GARBAGE TRUCK FROM THE VILLAGE OF ARDSLEY FOR THE  
AMOUNT OF \$8,000.00**

**WHEREAS**, the Village of Ardsley will sell their spare garbage truck to the Village of Dobbs Ferry for \$8,000.00; and

**WHEREAS**, the Department of Public Works is requesting the Board of Trustees to increase the Sanitation Equipment line (A.8160.200) and the appropriated fund balance (A.0599) by \$8,000.00 to cover this purchase.

**NOW, THEREFORE, BE IT RESOLVED**, that the Village Board of Trustees of the Village of Dobbs Ferry hereby authorizes the Department of Public Works to purchase 1997 Mack Packer Garbage Truck from the Village of Ardsley for the amount of \$8,000.00

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 type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" 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 type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" type="checkbox"/> ABSENT/EXCUSED
VOTE TOTALS	AYE: 5	NAY: 0	ABSTAIN: 0	RECUSE: 0	ABSENT/EXCUSED: 2
RESULT:	MOTION PASSES				

**Resolution authorizing the Interim Village Administrator to sign a one year renewal of the impact records management system service agreement with Central Square in the sum of \$16,428.30/year, effective August 1, 2021**

Police Chief Manuel Guevara sent the following memorandum dated July 6, 2021 to Mayor Rossillo, the Board of Trustees, Mr. Richard Leins/Interim Village Administrator and Mr. Jeff Chuhta/Village Treasurer:



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



To: Mayor Vincent Rossillo and Board of Trustees

Richard Liens, Interim Village Administrator

Jeff Chuhta, Village Treasurer

From: Manuel R. Guevara, Chief of Police

Re: Authorize the Interim Village Administrator to renew a service agreement with Central Square

Date: July 6, 2021

I am seeking permission to have the Interim Village Administrator sign and renew a service agreement with Central Square who provides maintenance for our records management system called Impact. The service agreement, will cover the period from August 1, 2021 and will expire on July 31, 2022 for the amount of \$16,428.30.

Central Square did increase their contract rate by 5% from last year; however this was accounted for and is included in our 2021-2022 fiscal budget in the Maintenance Contract line, A.3120.451.

I thank you for your assistance in this matter.



Central Square Renewal Order is as follows:



Renewal Order prepared by:  
Katie Conyers  
katie.conyers@centralsquare.com

Renewal Order #: Q-47640  
Start Date: August 1, 2021  
End Date: July 31, 2022  
Billing Frequency: Yearly

Renewal Order prepared for:  
Robert Mazzei, Lt.  
Dobbs Ferry Village Police Department  
112 Main Street  
Dobbs Ferry, NY 10522  
914-231-8522

Thank you for your continued business. We at CentralSquare appreciate and value our relationship and look forward to serving you in the future. CentralSquare provides software that powers over 8,000 communities. More information about all of our products can be found at [www.centralsquare.com](http://www.centralsquare.com).

#### WHAT SOFTWARE IS INCLUDED?

PRODUCT NAME	QUANTITY	UNIT PRICE	TOTAL
Data Sharing Annual Maintenance Fee Maintenance Start 8/1/2021 - End 7/31/2022	1	2,135.70 USD	2,135.70 USD
Photo Capture Station License Annual Maintenance Fee Maintenance Start 8/1/2021 - End 07/31/2022	1	1,707.30 USD	1,707.30 USD
Field Reporting/Remote Access License Annual Maintenance Fee Maintenance Start 8/1/2021 - End 07/31/2022	11	5,797.05 USD	5,797.05 USD
Commnetix LiveScan/CardScan Interface Annual Maintenance Fee Maintenance Start 8/1/2021 - End 7/31/2022	1	863.10 USD	863.10 USD
RMS Enterprise Annual Maintenance Fee Maintenance Start 8/1/2021 - End 7/31/2022	1	5,925.15 USD	5,925.15 USD
Renewal Order Total:			16,428.30 USD

#### Billing Information

Fees will be payable within 30 days of invoicing.

Please note that the Unit Price shown above has been rounded to the nearest two decimal places for display purposes only. The actual price may include as many as five decimal places. For example, an actual price of \$21.37656 will be shown as a Unit Price of \$21.38. The Total for this quote has been calculated using the actual prices for the product and/or service, rather than the Unit Price displayed above.

MORE INFORMATION AT [CENTRALSQUARE.COM](http://CENTRALSQUARE.COM)



Renewal Order prepared by:  
Katie Conyers  
katie.conyers@centralsquare.com

Prices shown do not include any taxes that may apply. Any such taxes are the responsibility of the Customer. This is not an invoice.

For customers based in the United States or Canada, any applicable taxes will be determined based on the laws and regulations of the taxing authority(ies) governing the "Ship To" location provided by Customer on the Renewal Order Form.

MORE INFORMATION AT [CENTRALSQUARE.COM](http://CENTRALSQUARE.COM)

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

**RESOLUTION 91-2021**

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE VILLAGE OF DOBBS FERRY  
AUTHORIZING THE INTERIM VILLAGE ADMINISTRATOR TO SIGN A ONE YEAR  
RENEWAL OF THE IMPACT RECORDS MANAGEMENT SYSTEM SERVICE AGREEMENT  
WITH CENTRAL SQUARE IN THE SUM OF \$16,428.30/YEAR, EFFECTIVE AUGUST 1, 2021**

RESOLVED, that the Board of Trustees hereby authorizes the Interim Village Administrator to sign a one year renewal of the impact records management system service agreement with Central Square in the sum of \$16,428.30/Year, effective August 1, 2021

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 type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" 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 type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" type="checkbox"/> ABSENT/EXCUSED
VOTE TOTALS	AYE: 5	NAY: 0	ABSTAIN: 0	RECUSE: 0	ABSENT/EXCUSED: 2
RESULT:	MOTION PASSES				

**Resolution scheduling a public hearing on August 10, 2021 to consider amendments to Village Code Chapter 55 Section 2 – Library Board Terms of Office**

The Dobbs Ferry Public Library Board of Trustees sent the following memorandum dated June 25, 2021 to Mayor Rossillo, Deputy Mayor Cassell and the Dobbs Ferry Board of Trustees:

## **Memo**

**To:** Mayor Rossillo, Deputy Mayor Cassell, and the Dobbs Ferry Village Board of Trustees

**From:** Dobbs Ferry Public Library Board of Trustees

**Date:** June 25, 2021

**Re:** Proposed Amendment to Library Board of Trustees Term Length

At the February 24, 2021 meeting, the Dobbs Ferry Public Library Board of Trustees ("Library Board of Trustees") discussed amending its By-Laws to modify the term length and limits for current and future Trustee members. However, as the members' term lengths are set by the Village Code, the Village Code must be amended in order for the Library Board to vote on and make the proposed changes to its By-Laws. Accordingly, we are respectfully requesting such a change be made to the Village Code.

Currently, pursuant to sec. 55-2 of the Village Code, members of the Library Board of Trustees serve five year terms. If a vacancy occurs, a newly appointed Trustee fills the open position for the remainder of the vacant term. According to the Library Board of Trustees' By-Laws, members may be appointed to two consecutive terms.

The Library Board of Trustees wishes to reduce the length of Trustees' terms from five years to three years while increasing the term limit from two consecutive terms to three. This will enable a Trustee who has been appointed to a full-term vacant seat to serve anywhere from three to nine years. A Trustee who fills a vacant seat mid-term will be able to serve for the remainder of the initial term plus an additional six years.

The Library Board of Trustees believes that the current five-year term discourages qualified candidates from joining the Board. The lengthy commitment may further discourage a current Library Board of Trustees member from seeking a second five-year term. The Library Board of Trustees feels that it is imperative for the health of the Library to attract qualified candidates and to retain seasoned Board members. The proposed changes will enable the Board to attract these qualified candidates, retain valuable current Board members, and maintain a full Board. Further reducing the term length to three years would be in line with the term lengths of several other Village Boards and Commissions.

By-Laws of the Dobbs Ferry Public Library are as follows:

## **BY-LAWS OF THE DOBBS FERRY PUBLIC LIBRARY**

*The Dobbs Ferry Public Library was chartered under the Education law of the State of New York in 1957. All funds necessary to operate and maintain the Library are allotted on a yearly basis. The fiscal year ends on the last day of May.*

### **ARTICLE I. TENURE OF TRUSTEES**

- By vote of the Dobbs Ferry Library Board of Trustees, the Library Board is officially composed of Nine (9) members. Under New York State Education Law, the Dobbs Ferry Public Library may be managed by no fewer than Seven (7) and no more than Nine (9) Trustees, all of whom must be residents of the Village of Dobbs Ferry. Board members are appointed by the Dobbs Ferry Village Board of Trustees.
- The term of office of Trustees shall be five (5) years and shall be limited to two (2) successive terms. A term shall end on December 31<sup>st</sup>.
- If a vacancy occurs in the office of a Trustee for any reason, the vacancy may be filled by the remaining members of the Board for the remainder of the term of that particular position.
- If any Trustee shall fail to attend three (3) consecutive meetings of the Board, without an excuse, accepted as satisfactory by the Trustees, that Trustee shall be deemed to have resigned and shall be so notified by mail.
- No Trustee shall receive any compensation whatever for his or her services as such.

### **ARTICLE II: OFFICERS**

- The Officers of the Board shall be a President, a Vice President, a Secretary and a Treasurer.
- The President shall preside at all meetings of the Board, shall appoint all standing committees and be a member ex-officio of all committees of the Board. The President shall be authorized to sign checks in payment of expenses relating to construction of a new library facility and for programming, equipment and operational needs of the library, all as approved by the Board.
- Tenure of office of the President shall be limited to not more than three (3) consecutive terms of one (1) year each.
- *Trustees are able to participate in meetings via Conference Call, Skype, Facetime; and may vote via email.*
- The Vice President shall act in the absence of the President. The Vice President shall be authorized to sign checks in payment of expenses relating to construction of a new library facility and for programming, equipment and operational needs of the library, all as approved by the Board.
- The Secretary shall record and transcribe the minutes of all meetings of the Board.
- The Treasurer shall be authorized to establish bank accounts in which monies raised through fundraising efforts of the Board shall be deposited. The Treasurer shall have



charge of these accounts insofar as may be allowed by law. The Treasurer shall be authorized to sign checks in payment of expenses relating to construction of a new library facility and for programming, equipment and operational needs of the library, all as approved by the Board. The Treasurer shall keep accurate books of accounts, showing receipts and disbursements, and shall make reports to the Board, as may be required from time to time. In any event, if the Treasurer is not a member of the Board, s/he shall, at the request of the Board, attend at least one meeting of the Board per year, at which the Treasurer shall have no vote.

- A nominating committee shall be appointed by the President two (2) months prior to the end of the year.
- The President, Vice President and Secretary shall be elected annually by the Board from its membership at the regular January meeting. The Treasurer shall be appointed by the Board for a one-year term, but need not be a member of the Board.
- Vacancies among officers shall be filled at an election at a regular meeting and a majority vote of the Trustees present shall be necessary.
- Trustees shall approve a current budget, as submitted by the Library Director, at a regularly scheduled meeting.

- **ARTICLE III: MEETINGS**

- Regular meetings shall be held at dates and times to be established by the Board at the first meeting of the library year (January) and shall be open to the public, except when individual personnel issues are being discussed. There shall be no fewer than six (6) meetings per year.
- Special meetings shall be held at the call of the president or any three (3) Trustees.
- A majority of the designated number of the Board shall constitute a quorum.
- The order of business shall be as follows:
  - Review minutes of the previous meeting and action thereon
  - Report of the Board President
  - Report of the Library Director
  - Report of the Librarians (bi-monthly)
  - Budget Report (monthly)
  - Committee Reports (as needed)
  - Report of the Friends of the Library
  - Old business
  - New business
  - Announcements and adjournment

- **ARTICLE IV: COMMITTEES**

- The President of the Board shall appoint committee members as required.
- *Permanent Committees shall consist of:*
  - *Finance*
  - *Personnel*
  - *Policy Compliance*
- Ad hoc committees may be appointed by the President, with the approval of the Board. Non- Board members with special capacities may be appointed to such committees.
- All committee actions are subject to approval by a majority of the Board.

- **ARTICLE V: LIBRARY DIRECTOR**

- The Board shall appoint a qualified Library Director who shall be the executive and administrative officer of the library.
- The Director shall be held responsible for the proper performance of duties spelled out in the job description provided by the Board.
- It shall be the duty of the Director to attend meetings of the Board, including budget meetings, or public meetings where action may be taken affecting the interests of the Library. The Director shall have the right to speak on all matters under consideration at Board meetings, but shall not have the right to vote thereon.

- **ARTICLE VI: AMMENDMENTS**

- These By-laws may be repealed, amended, or added to by a majority of the whole Board at a regular meeting. Such action may be taken, however, only after the substance of the proposed repeal, amendment, or addition has been presented in writing at a prior or special meeting and notice thereof has been given in the notice of the meeting at which it is to be considered.

*By-laws accepted by the Board 1/27/00*

*Amended at Board meetings on October 23, 2008 & January 21, 2010*

*Amended at Board meeting on May 16, 2017*

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

**RESOLUTION 92-2021**

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE VILLAGE OF DOBBS FERRY  
SETTING AUGUST 10, 2021 AS DATE FOR PUBLIC HEARING ON AN INTRODUCTORY  
LOCAL LAW AMENDING CHAPTER 55 – LIBRARY BOARD SECTION 55-2: TERMS OF  
OFFICE, OF THE DOBBS FERRY CODE**

**NOW THEREFORE BE IT RESOLVED**, that the Board of Trustees hereby calls for the drafting of an Introductory local law amending Chapter 55 – Library Board, Section 55-2 Terms of Office and sets the date for a public hearing on the local law as August 10, 2021 at 6:30 p.m., or as soon thereafter as the matter may be heard.

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 type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" 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 type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" type="checkbox"/> ABSENT/EXCUSED
VOTE TOTALS	AYE: 5	NAY: 0	ABSTAIN: 0	RECUSE: 0	ABSENT/EXCUSED: 2
RESULT:	MOTION PASSES				

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

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

**RESOLUTION 93-2021**

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE VILLAGE OF DOBBS FERRY TO APPROVE PAYMENT OF CLAIMS FOR JULY 2021**

BE IT RESOLVED, that the Board of Trustees hereby approves Claims Audit #1 and Claims Audit #2 of July 2021 as presented by the Village Treasurer:

<b><u>Fund Distribution</u></b>	<b><u>Audit #1</u></b>	<b><u>Audit #2</u></b>	<b><u>Total Claims</u></b>
A-General Fund	\$ 346,066.99	\$ -	\$ 346,066.99
ES - Enterprise Sewer Fun	5,295.86	-	\$ 5,295.86
H-Capital Fund	39,941.60	154,981.51	\$ 194,923.11
L- Library Fund	10,539.19	-	\$ 10,539.19
T-Trust & Agency Fund	1,742.00	-	\$ 1,742.00
<b>Grand Total</b>	<b>\$ 403,585.64</b>	<b>\$ 154,981.51</b>	<b>\$ 558,567.15</b>

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 type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" 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 type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" type="checkbox"/> ABSENT/EXCUSED
VOTE TOTALS	AYE: 5	NAY: 0	ABSTAIN: 0	RECUSE: 0	ABSENT/EXCUSED: 2
RESULT:	MOTION PASSES				

Mayor Rossillo acknowledged receipt of the following correspondence:

**Liz Dreaper**

**From:** P F <pmkfriedman@gmail.com>  
**Sent:** Sunday, July 11, 2021 2:41 PM  
**To:** Liz Dreaper  
**Subject:** Questions for Cannabis Legalization: Educational Forum and Discussion

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

Dear Clerk Draper,

As was mentioned in the communication below, I am submitting my questions to you as a Dobbs Ferry resident in advance of the Educational forum.

Will the meeting be recorded? As I and many others with small children will find it difficult to attend/pay attention around dinner time.

Here are my questions for town officials and legal consultants:

1. Can Dobbs Ferry implement any local laws or ordinances that increases the fine for underage individuals possessing cannabis or cannabis products? A fifty dollar fine seems to be hardly a deterrent.
2. Is Dobbs Ferry aware of what other nearby Rivertowns, intend to do about offering licenses to sell cannabis and associated products? If Ardsley, Hastings, Tarrytown, Sleepy Hollow, Yonkers, etc. do intend to issue licenses, then it would make sense for Dobbs to do so as well. If they do not intend to, then Dobbs could align with them in that capacity. Otherwise we will have individuals purchase cannabis on other locations and then head into Dobbs. Of course personal growers will still happen, but ease of access, especially for young adults, will be a major issue.
3. Is there a specific plan or proposal regarding the use of funds through taxation of cannabis establishments? What are the thoughts of officials on this point?

Thank you for your time.

Be well.

Sincerely,

Paul Friedman

## Liz Dreaper

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**From:** Peggie and Larry Blizard via Village of Dobbs Ferry NY <cmsmailer@civicplus.com>  
**Sent:** Monday, July 12, 2021 12:50 PM  
**To:** Vincent Rossillo; Donna Cassell; Lawrence Taylor; Nicole Sullivan; Christy Knell; Maura Daroczy; Michael Patino; Liz Dreaper  
**Subject:** Form submission from: Contact Us

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

Submitted on Monday, July 12, 2021 - 12:49pm  
Submitted by user: Anonymous  
Submitted values are:

Subject: Board of Trustees

Message:

As artists ourselves, we find public art somewhat out of place in the out of doors for a number reasons. For one thing, too often the standards are not up to par...witness the "flowers" installed forever down at the train station, placed among advertisements, garbage cans etc.

The public display of a mural proclaiming acceptance of gay people may only be a palliative for masking contrary, or mixed, feelings. Are we, deep down, really "all-inclusive"? What about Native Americans, people of color, Hispanics?

Perhaps more substantial evidence than a mural of all-inclusiveness should be developed.

Public art begs to be vandalized. Dobbs Ferry has enough trouble as it is maintaining the public spaces we have such as the parking lot behind Village Hall. The weeds around the fence on the east side still have not been removed although it was brought to the attention of the DPW at the beginning of summer. Who do you think will clean off the mustaches and glasses drawn on to a mural with a felt tipped marker?

So, our suggestion is that our public money could be better used. Just keep sending out statements about tolerance and inclusion. Make sure that diverse people are allowed to find homes and jobs in this village.

Let's keep art in museums and homes and let nature decorate the out of doors.

==Please provide the following information==

Your Name: Peggie and Larry Blizard

Your E-mail Address: [peggie.blizard@verizon.net](mailto:peggie.blizard@verizon.net)

Organization:

Phone Number:

==Address==

Street:

City:

State:

Zipcode:

Mayor Rossillo acknowledged receipt of an e-mail from Elaine Trader dated July 13, 2021 in support of allowing cannabis shops in the Village.



### **Minutes: June 22, 2021**

Motion by Trustee Sullivan, seconded by Trustee Daroczy to approve the meeting minutes of June 22, 2021 as submitted.

<b>MAYOR ROSSILLO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>DEPUTY MAYOR CASSELL</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE DAROCZY</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE KNELL</b>	<input type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE PATINO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE SULLIVAN</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE TAYLOR</b>	<input type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" type="checkbox"/> ABSENT/EXCUSED
<b>VOTE TOTALS</b>	<b>AYE: 5</b>	<b>NAY: 0</b>	<b>ABSTAIN: 0</b>	<b>RECUSE: 0</b>	<b>ABSENT/EXCUSED: 2</b>
<b>RESULT:</b>	<b>MOTION PASSES</b>				

### **Trustee Liaison Reports**

1. Tree Commission: June 28, 2021 & July 12, 2021

No report.

2. AHRB: June 28, 2021 & July 12, 2021

No report.

3. Planning Board: July 1, 2021

Deputy Mayor Cassell reported on the Planning Board meeting and noted that the application of 156 Palisade Street has a new Architect and will be submitting new plans.

Deputy Mayor Cassell said there was also discussion of the affordable housing unit at 19 Livingston Avenue.

4. Youth Services Council: July 8, 2021

Trustee Daroczy said this year the summer Movie Nights will be at Gould Park, not at Waterfront Park.

5. Ad-hoc Committee Reports

Deputy Mayor Cassell reported on the Senior Advocacy Committee. Deputy Mayor Cassell said the Committee could use more members and noted that you don't have to be a senior to be on the Committee.

Ms. Garrison said the furniture for the Embassy Community Center was just ordered.

Trustee Daroczy said the Human Rights & Diversity Committee is meeting on July 19<sup>th</sup>.

### **Announcements**

Trustee Patino said it would be useful if we can get updates on the Con Edison project and include that information in the newsletter.

Mayor Rossillo said we will get information from Con Ed and include that in the newsletter.

### **Adjournment**

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

<b>MAYOR ROSSILLO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>DEPUTY MAYOR CASSELL</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE DAROCZY</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE KNELL</b>	<input type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE PATINO</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE SULLIVAN</b>	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
<b>TRUSTEE TAYLOR</b>	<input type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input checked="" type="checkbox"/> ABSENT/EXCUSED
<b>VOTE TOTALS</b>	<b>AYE: 5</b>	<b>NAY: 0</b>	<b>ABSTAIN: 0</b>	<b>RECUSE: 0</b>	<b>ABSENT/EXCUSED: 2</b>
<b>RESULT:</b>	<b>MOTION PASSES</b>				

The meeting closed at 9:44 p.m.