



VILLAGE OF DOBBS FERRY BOARD OF TRUSTEES AGENDA

MEETING DATE: APRIL 13, 2021
AGENDA ITEM SECTION: MINUTES
AGENDA ITEM NO. :
AGENDA ITEM: 1. MARCH 23, 2021 2. MARCH 26, 2021
ITEM BACKUP DOCUMENTATION: 1. DRAFT MEETING MINUTES OF MARCH 23, 2021 2. DRAFT MEETING MINUTES OF MARCH 26, 2021

DRAFT MINUTES – NOT TO BE USED AS OFFICIAL DOCUMENT

Special meeting of the Board of Trustees of the Village of Dobbs Ferry to discuss and approve the Dobbs Ferry Police Reform and Reinvention Collaborative – Recommendations Developed Pursuant to Executive Order 203, held on March 26, 2021 at 10:00 a.m., remotely via Zoom:

<https://us02web.zoom.us/j/81902924960?pwd=VVlxL3h1UFBhUUIhTVhlQzZzaE5ndz09>

Telephone: 1-929- 205-6099, Webinar ID: 819 0292 4960, Password: 545438. Present: Mayor Vincent Rossillo, presiding, Trustees Donna Cassell, Maura Daroczy, Michael Patino, Nicole Sullivan and Larry Taylor, Interim Village Administrator Richard Leins, Village Clerk Elizabeth Dreaper and Ms. Lori Lee Dickson/Attorney for the Village. Also present: Police Chief Manuel Guevara. Absent/excused: Trustee Christy Knell.

Mayor Rossillo called the meeting to order.

Motion by Trustee Sullivan, seconded by Trustee Patino to open the special meeting of the 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 checked="" type="checkbox"/> AYE	<input type="checkbox"/> NAY	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> RECUSE	<input type="checkbox"/> ABSENT/EXCUSED
VOTE TOTALS	AYE: 6	NAY: 0	ABSTAIN: 0	RECUSE: 0	ABSENT/EXCUSED: 1
RESULT:	MOTION PASSES				

Mayor Rossillo said Trustee Knell is unable to attend today's meeting.

Mayor Rossillo said the Board has had time to review the proposed Village of Dobbs Ferry Police Reform and Reinvention Collaborative Report, and to review the comments that we received.

The following correspondence was received regarding the Village of Dobbs Ferry Police Reform and Reinvention Collaborative Report:

Mr. Stu Hackel sent the following e-mail dated March 17, 2021 to the Police Reform Task Force and Mayor Rossillo:

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From: Stu Hackel <[REDACTED]>
Sent: Wednesday, March 17, 2021 10:56 AM
To: Police Reform Task Force <policereformtaskforce@dobbsferry.com>; Vincent Rossillo <MayorRossillo@dobbsferry.com>
Cc: Village Administrator <villageadministrator@dobbsferry.com>; Alissa Fasman <afasman@dobbsferry.com>
Subject: Re: Final Report

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

Hello all,

First, thank you Richard for preparing the final version. It's a fine job of very quickly assembling the various pieces, adding needed information and providing an overall feel of professionalism.

At the mayor's request, I am submitting the following comments, suggestions and ideas about the final report. Some of them speak to a "too general" nature of the recommendations coming out of the subcommittee on which I sat where being a bit more specific and committed would make the report more accurate and firm.

1) Although I took the lead in writing our report, I am not the chair of the Training, Recruitment and Qualifications subcommittee. Elizabeth Mendez is the chair. Kindly correct this on page 16.

2) I would like to see a bit more specificity in Recommendation 16. The current version reads, "Consider FBI training for all senior officers." My guess is that the FBI has all sorts of training available, but here, we are referring to a specific sort of training we judged would be helpful to our department. It would be helpful to readers if the report reflected that, so it could read instead, "Consider FBI-LEEDA leadership training for all second and third line supervisory officers."

3) Similarly in Recommendation 18, our original subcommittee recommendation was that the Chief be tasked with leading a review of hiring policies submitted to the Board of Trustees with an eye to improving diversity, and specific recommendations would come out of this review. This would be an improvement, I believe, over the current version, "Encourage hiring of minority officers...." The subcommittee member who proposed this recommendation made the point that it is standard in industry for the chief officer to lead such diversity reviews and those corporations that undertake them make that chief responsible and accountable for the review and its results. I think we know from his actions that our chief is already committed to increasing the PD's diversity so a strengthened recommendation would not be suggesting anything antithetical to the department's current direction.

I note a similar recommendation from the Policies and Procedures subcommittee in their report (Recommendation 8 on page 9 of the final report) and adapting from the language they use ("the DFPD should make a concerted effort..." as opposed to we "encourage" the DFPD to hire) provides a good alternative to communicate our collective stronger desire on addressing this subject.

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3) I believe we should add in Recommendation 12 that the reconvened Task Force prepare a report on it's follow-up findings and submit it to the Board of Trustees and be made public. Although this is not listed as a TRQ subcommittee recommendation, we did discuss it and make a similar recommendation (which the Task Force discussed on Monday).

4) I am uncertain why Recommendation 20 is under the TRQ subcommittee. It was nothing we ever discussed. I'd suggest it belongs elsewhere.

5) We did not get to discuss this on Monday, but I would like to see us add (perhaps in Recommendation 16 as it already discusses our training recommendations) that DFPD apply for ABLE Training, which was a recommendation that the County Task Force requested of all Westchester municipalities. This training -- which is free -- provides police officers with the skills needed to prevent other officers from committing abuses, to intervene to prevent peer misconduct. For example, in the George Floyd killing, other officers stood by and did not even verbally discourage (much less physically intervene) the officer who had his knee on Mr. Floyd's neck. This is a program that helps police prevent certain instances of misconduct by other police officers and had head off potentially tragic episodes before they occur. You can read more on this in the TRQ subcommittee report beginning on page 23 of the final report.

6) Similarly, I would like to see us add to Recommendation 16 that a) the DFPD look into "verbal judo" training if it is not offered by the County Academy as another potential de-escalation strategy and, b) consistent with the Chief's recognition that modern policing is no longer effective when following older military models, that our department prohibit its officers from enrolling or taking "warrior" training. You can find these subjects discussed in the TRQ subcommittee report on pages 21 and 22 of the final report.

Thanks very much. And also thanks to the Chief and all those who worked to increase the DFPD training budget going forward.

Stu Hackel

On Tuesday, March 16, 2021, 06:55:04 PM EDT, Vincent Rossillo <mayorrossillo@dobbsferry.com> wrote:

Attached is the final report. Please review and forward any comments, suggestions or ideas to the entire Task Force with a copy to the Interim Village Administrator. I'd like to thank everyone for the time and effort that was spent on this project. Last night was very productive and I appreciate everyone's input so that we reached a consensus. Thanks again.

Vincent Rossillo
Mayor
Village of Dobbs Ferry
mayorrossillo@dobbsferry.com

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Ms. Aisha Williams sent the following e-mail dated March 18, 2021 to the Police Reform Task Force:

From: Aisha Williams <[REDACTED]>
Sent: Thursday, March 18, 2021 1:15:05 PM
To: Police Reform Task Force <policeformtaskforce@dobbsferry.com>
Cc: Village Administrator <villageadministrator@dobbsferry.com>; Alissa Fasman <afasman@dobbsferry.com>; Vincent Rossillo <MayorRossillo@dobbsferry.com>; Rakesh Rajani <[REDACTED]>
Subject: Re: Final Report

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

Dear All,

This is a strong plan, and I appreciate everyone's contributions and also Richard for taking on the monumental task of pulling it altogether.

I'd like to share two important suggestions from Community Engagement subcommittee member, Rakesh Rajani, who played an instrumental role in further analyzing the survey data:

1. On page 5 the overall conclusion pasted below is in my opinion misleading and could be seen as disrespectful of the constituencies in the survey. I think it should report something like "while the Survey found broad levels of satisfaction, once data was disaggregated a significant level of concern was noted among people of color, younger people aged 18 to 35 years, and to some extent women. The Task Force noted that the DF Police Dept policies, practices and accountability mechanisms require serious review, and identified several areas where improved technology, training and communication are recommended in order to...."

Conclusion

Consistent with the findings of the Task Force survey, the Task Force found a broad level of satisfaction in the community with the Dobbs Ferry Police Department. That said, the Task Force identified several areas where improved technology, training, and communication are recommended in order to improve the level and sense of service and safety both for those who indicated satisfaction and also those who seek improved relations with the police department.

Through the process of community engagement and the consideration and implementation of ask Force recommendations, the Task Force is optimistic that substantial progress can be made in establishing an even better relationship between the Dobbs Ferry Police Department and all who they serve.

2. Pages 4 and 5 contain a helpful set of recommendations from different groups-- many people will only read those and not wade through the annexes. However, I note that the recommendations from the Comm Survey (pasted below from p. 36 of the report) are missing in this section-- it would be good if they would also be included as part of the rec summary on pages 4 and 5.

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Recommendations

The committee believes that there is more that needs to be known and recommends the following initial actions, that need to be strengthened and clarified after further consultation:

1. **Focused Outreach to Underrepresented Communities.** Because there are lower levels of satisfaction with the police among some segments of our community, there should be focused outreach to the constituencies that have significant concerns with the police, namely: a) young people (ages 18-34), b) people of color (particularly African Americans and Hispanics) in the community and other marginalized communities, and c) women in the community, to better understand their concerns and experiences with the Dobbs Ferry Police. The outreach should focus on listening to community experiences and ideas for improvement. Anonymized findings should be published online.
2. **Increase Communication Efforts.** Because a significant portion of the community does not know about the range of police services and how to reach out to the police, the police should leverage social media, maintain a website or link from the Village website, as well as newsletters especially for senior citizens who may not use technology regularly.
3. **Increase Diversity Within Department.** Because representation matters, the police should look like the community, and take active efforts to recruit younger, more female and more people of color in all new hires and in its promotion track.
4. **Be Less Aggressive, More Approachable.** Because police should be approachable, police should "patrol" the streets on foot (or on bicycles) and be unarmed.
5. **Reassess Budget Allocations.** Because crime is not a major problem in Dobbs Ferry, and major priorities are related to traffic and community relations, police objectives and budgets (and training and deployment) should be reviewed to reflect these priorities.

Thanks for your consideration. Please do not hesitate to reach out with any questions or concerns.

Best regards,
Aisha Williams

On Tue, Mar 16, 2021 at 6:54 PM Vincent Rossillo <MayorRossillo@dobbsferry.com> wrote:
Attached is the final report. Please review and forward any comments, suggestions or ideas to the entire Task Force with a copy to the Interim Village Administrator. I'd like to thank everyone for the time and effort that was spent on this project. Last night was very productive and I appreciate everyone's input so that we reached a consensus. Thanks again.

Vincent Rossillo
Mayor
Village of Dobbs Ferry
mavrossillo@dobbsferry.com

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Ms. Kay Sussman sent the following e-mail dated March 18, 2021 to Mayor Rossillo:

Liz Dreaper

From: Kay Sussman <[REDACTED]>
Sent: Thursday, March 18, 2021 10:46 PM
To: Liz Dreaper
Cc: Gregg Sussman
Subject: Police Reform and Reinvention report-Race and Bias-Based phone calls

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

Dear Mayor Vincent Rossillo,

My husband and I looked over the Police Reform and Reinvention report. We wanted to address a few concerns.

You're missing an important matter in your Police Reform and Reinvention report.

At the Town Hall meeting, I raised a concern to the committee members regarding Race and Bias-Based 911 calls. Two years ago, a husband of a friend of mine was questioned by the police department due to a Race and Bias-based phone call concerning a Black man that worked for the recreational dept., and was trying to get into the Gould Park pool office. He was wearing a Dobbs Ferry Rec sweatshirt and he was deemed suspicious by the caller, because he is a Black man. If I remember correctly, walking or working while Black isn't in the penal law book as a crime. Although the cops that arrived to question this victim were pleasant enough, the victim's actions never warranted a visit by our local police dept.

In addition to his experience, some Latinx folx in our community are constantly being policed and questioned by white members of the community while they're at the waterfront. Phone calls have been made to the police dept. regarding these matters, which results in the police dept. canvassing the area.

If you're truly trying to create change and establish a trusting environment for Black and Latinx folx in this community, you should address Racial and Bias-Based profiling in your report. If NYPD can address this issue that plagues Brown and Black folx in our country, you can certainly understand the necessity of addressing this in your report. It's disconcerting that not one of your committee panelist thought that this matter was important enough to be included.

Dobbs Ferry Police Department must take a stand against Race-Based 911 Calls: these calls are frivolous or false calls to 911 due solely to the caller's bias toward certain individuals rather than any particular threat to public safety. Your department must hold these folx accountable and reiterate that this law makes it a civil rights violation to call 911 to report a non-emergency incident involving a member of a protected class without reason to suspect a crime or imminent threat.

Thank you.

Best,

Gregg and Kay Sussman

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"Tell me and I forget. Teach me and I remember. Involve me and I learn."
~Benjamin Franklin

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Ms. Linda Stutz sent the following e-mail dated March 19, 2021 to Ms. Elizabeth Dreaper/Village Clerk:

Liz Dreaper

From: [REDACTED]
Sent: Friday, March 19, 2021 11:15 AM
To: Liz Dreaper
Subject: Comments on Police Report

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

Hi Liz,

Hope you are well. Below are my comments on the Police Report.

Thank you for the opportunity to review the Police Reform report. It was well done, and I applaud the many people who worked hard to put it together. A couple of comments:

1. There are many great suggestions that seem likely to help our police department become even stronger. But there is no information on the costs of the recommendations. I sincerely hope there will be a cost/benefit analysis done on each suggestion before implementation.

2. The report includes the following note:

"...police cars habitually parked near the entrance to Children's Village, which has the largest concentration of people of color in Dobbs Ferry, a circumstance that was viewed as intimidation by residents."

This is an unfair representation of our police department's motives in posting police officers on Walgrove Avenue. I think it should be expunged from the report or information added to provide context. The truth is that the police are occasionally stationed there at the request of residents concerned with cars and trucks (from CV and Springhurst) driving at high speeds and running stop signs. This area has been a major safety concern for many years due to the high volume of traffic, documented in the 2018 Traffic Report, for a neighborhood that was not designed for it. Residents and the PTSA Safe Streets have made numerous requests for traffic mitigation such as speed bumps, but the Village feels it would make it difficult for emergency services to access Children's Village and Springhurst.

I understand why some residents may have misinterpreted the presence of police in this area, but it is important that we not allow this error to be officially documented. It is not fair to the police and not fair to the people who would be hurt reading it.

Respectfully submitted,

Linda Stutz

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Mr. Stu Hackel sent the following e-mail dated March 20, 2021 to the Police Reform Task Force, Mayor Rossillo and Mr. Richard Leins/Interim Village Administrator:

From: Stu Hackel [mailto:████████████████████]
Sent: Saturday, March 20, 2021 1:33 AM
To: Police Reform Task Force <policeformtaskforce@dobbsferry.com>; Vincent Rossillo <MayorRossillo@dobbsferry.com>; Village Administrator <villageadministrator@dobbsferry.com>
Cc: Alissa Fasman <afasman@dobbsferry.com>
Subject: Re: Final Report

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

Hello Richard,

I have caught an error in the final recommendations that needs correction.

This would be in Recommendation 17. It currently reads "Assign a police liaison specifically charged with review of hate crimes where alleged and to be the immediate point of contact in such matters." However, the discussion we had at our meeting last Monday on the final document was requesting the department adopt this action *not* concerning hate crimes, but rather hate incidents; there is an important legal distinction, although the two are frequently and understandably confused.

This recommendation on hate incidents was proposed in our subcommittee report in order to be consistent with the intent of two County Task Force recommendations, which request all municipalities have an officer trained to process and report hate incidents, plus their recommended change in Section 273.01(3) of the County Public Safety Law that would mandate the county-wide reporting of hate incidents to the Commissioner of Public Safety.

You can find our subcommittee's recommendation on the top of page 21 of the final report, which features the word "incidents," and you can find both County Task Force recommendations on the bottom of page 72 and forward to page 73 of [their report](#).

In the discussion we had during our meeting last Monday, I specifically referred to hate incidents and not hate crimes as the object of this recommendation. I recall the examples I raised had to do with stickers, posters or leaflets that might be hung by a hate group in Dobbs Ferry, which are not necessarily considered criminal acts. And I distinguished them from hate crimes, and the examples I raised were swastikas painted on synagogues or nooses displayed in a Black community.

So this change should not need to be considered by the Trustees at their forthcoming meeting. All that is required is to change the word "crimes" in the current version of Recommendation 17 to "incidents."

The DFPD no doubt already has procedures for hate crimes as it is part of [the NY State DCJS accreditation standards](#) (Section 44.2, found on page 123 of the accreditation manual). In fact, I recall the Chief making reference to those procedures during our discussion, relating that an officer might respond to the initial call but a detective would handle the case and liaison with the victim). Without making this change in our recommendation, we would be recommending something that already exists.

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(Obviously, at the Chief's discretion, the officer or detective who is trained to take the lead in hate crimes can be the same officer liaising with the County on hate incidents.)

Thank you for your consideration and ongoing cooperation.

Stu Hackel

On Wednesday, March 17, 2021, 12:01:58 PM EDT, Village Administrator
<villageadministrator@dobbsferry.com> wrote:

Good Morning,

Thank you for your thoughtful suggestions. We have made the corrections you suggest, with respect to the Chair of the Training Committee and moving recommendation 20 to the Policies recommendations.

Your other suggestions are valuable as well, however since they were not, to the best of my recollection, the consensus of the group the other evening, I will forward them to the Board of Trustees for consideration on Tuesday when they meet to consider the report as a whole. They will have the opportunity at that time to consider suggestions for amendments to the Report and may do so prior to adoption.

Thank you for your efforts in this matter.

Richard A. Leins
Interim Village Administrator
Village of Dobbs Ferry
Email: Villageadministrator@dobbsferry.com
914 231 8502
914 327 5740 cell

From: Stu Hackel <[REDACTED]>
Sent: Wednesday, March 17, 2021 10:56 AM
To: Police Reform Task Force <policereformtaskforce@dobbsferry.com>; Vincent Rossillo <MayorRossillo@dobbsferry.com>
Cc: Village Administrator <villageadministrator@dobbsferry.com>; Alissa Fasman <afasman@dobbsferry.com>
Subject: Re: Final Report

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Hello all,

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At the mayor's request, I am submitting the following comments, suggestions and ideas about the final report. Some of them speak to a "too general" nature of the recommendations coming out of the subcommittee on which I sat where being a bit more specific and committed would make the report more accurate and firm.

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- 1) Although I took the lead in writing our report, I am not the chair of the Training, Recruitment and Qualifications subcommittee. Elizabeth Mendez is the chair. Kindly correct this on page 16.
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 - 3) Similarly in Recommendation 18, our original subcommittee recommendation was that the Chief be tasked with leading a review of hiring policies submitted to the Board of Trustees with an eye to improving diversity, and specific recommendations would come out of this review. This would be an improvement, I believe, over the current version, "Encourage hiring of minority officers...." The subcommittee member who proposed this recommendation made the point that it is standard in industry for the chief officer to lead such diversity reviews and those corporations that undertake them make that chief responsible and accountable for the review and its results. I think we know from his actions that our chief is already committed to increasing the PD's diversity so a strengthened recommendation would not be suggesting anything antithetical to the department's current direction.
- I note a similar recommendation from the Policies and Procedures subcommittee in their report (Recommendation 8 on page 9 of the final report) and adapting from the language they use ("the DFPD should make a concerted effort...." as opposed to we "encourage" the DFPD to hire) provides a good alternative to communicate our collective stronger desire on addressing this subject.
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Thanks very much. And also thanks to the Chief and all those who worked to increase the DFPD training budget going forward.

Stu Hackel

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On Tuesday, March 16, 2021, 06:55:04 PM EDT, Vincent Rossillo <mayorrossillo@dobbsferry.com> wrote:

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Vincent Rossillo

Mayor

Village of Dobbs Ferry

mayorrossillo@dobbsferry.com

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Ms. Betty Lynch sent the following e-mail dated March 22, 2021 to Ms. Elizabeth Dreaper/Village Clerk:

Liz Dreaper

From: Betty Lynch <[REDACTED]>
Sent: Monday, March 22, 2021 3:22 PM
To: Liz Dreaper
Subject: Police Reform & Reinvention Task Force Report
Attachments: Memo to the Village Board - March 22 2021.doc

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

Greetings Liz,

Attached are my comments for the Village Board's March 23 meeting.

Thanks.

Betty Lynch
emlynch1@outlook.com

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To: Mayor Rossillo and the Dobbs Ferry Board of Trustees

From: Betty Lynch

RE: Draft Report of Dobbs Ferry Police Reform & Reinvention Task Force

I am writing to commend all of the individuals who participated in the critical work of evaluating multiple aspects of the functioning of the Dobbs Ferry Police Department. Everyone clearly expended significant time and effort in collecting and analyzing data and information, including the use of the Westchester County Police Reform & Reimagining Task Force Report as well as the Dobbs Ferry Community Survey. The conclusions and recommendations outlined in the report reflect a high degree of thoughtful discussion.

The Key Findings section does an excellent job of acknowledging the disparities between the survey responses of white residents and residents of color as to their levels of satisfaction with the DFPD, and the need to further address the racial justice challenges in our community that those differences represent.

I believe the two subcommittees which directly addressed the issues of institutional racism in our community are the Community Engagement, Accountability & Transparency Subcommittee, and the Qualifications, Recruitment & Training Subcommittee. The clear & thorough conclusions & recommendations of both groups have the potential to enable us to begin the process of becoming a genuinely welcoming & inclusive community.

The Qualifications, Recruitment & Training Subcommittee does an outstanding job of articulating the historical context of racism in our country, and includes links to relevant material illustrating that context.

With respect to specific recommendations:

- Both subcommittees suggest crisis intervention & de-escalation training for officers, as well as the use of mental health crisis teams, & outreach to nonprofits with such expertise. *The use of such teams & services in other communities has been successful as police officers cannot be expected to be experts in this area given all the other tasks and knowledge that they are expected to possess.*
- Anti-bias, implicit bias & cultural diversity training is essential, and having a robust library of materials is certainly helpful, but not sufficient. *Engaging in facilitator led group discussions is the best way to help individuals recognize and process the biases that we all possess. There are many organizations that offer such services.*
- A wellness program for officers is key providing support for a very high stress occupation.
- The creation of a Police Advisory Committee is a great way assure continuity of the village's & the PD's efforts to implement these recommendations, to be transparent, to keep the community informed, and to keep the concerns 'on the radar.'

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- *The one recommendation with which I strongly disagree:*

The Department does not have civilian oversight over misconduct investigations or policy reform. However, the Village Board serves as the Board of Police Commissioners. These members of the community are non-partisan and serve without compensations and can review any disciplinary charges brought against officers. The Chief of Police is also directly responsible to the Village Board.

The Village Board is a competent and hard-working group of people who are committed to our community. However, they have a great many responsibilities as Trustees in overseeing all aspects of village life, and spend countless hours in carrying out their duties. I do not believe that in addition to their existing duties they should be expected to serve as a Board of Police Commissioners. I think there should be a separate civilian oversight board, composed of a diverse group representative of our community that can dedicate the time and effort to serve in an oversight capacity. Such a board would certainly be accountable to the Village Board, but would be able to provide input & recommendations as to any necessary disciplinary actions.

It is my hope that in addition to the wonderful work done by this task force that we as a community will collaborate more broadly with other entities that are also addressing issues of racism in Dobbs Ferry, such as the Village Human Rights & Diversity Committee, and the Dobbs Ferry School District & PTSA Race & Equity. We are fortunate to have an abundance of resources with which we can address racial injustice, but we must do so as a community because focusing solely on the Police Department or the school system without engaging other groups will severely limit our efforts at raising awareness and educating each other in order to truly effect meaningful change in Dobbs Ferry.

Thank you again for your dedication & hard work!

BETTY LIPICH

Trustee Taylor said it is a very comprehensive report that reflects a substantial amount of work. Trustee Taylor thanked everyone for all the work they have done.

Mayor Rossillo thanked Mr. Leins, Ms. Fasman, and the Police Reform Task Force. Mayor Rossillo said it is a well written report.

The Board discussed the Village of Dobbs Ferry Police Reform and Reinvention Collaborative Report and amendments to be made.

Ms. Dickson said that correspondence to the Board is subject to FOIL and if someone wanted to see the e-mails or written comments provided to the committee that would be subject to FOIL. Ms. Dickson said it is within the purview of the Board, in accordance with the Executive Order to decide what is relevant and should be included in the final report.

Mayor Rossillo asked the Board how they felt about leaving notes and e-mails out of the final report. The Board members present agreed to leave notes and e-mails out of the final report.

Mayor Rossillo read the following e-mail dated March 26, 2021 from Trustee Knell to the Board and Village Administrator:

DRAFT MINUTES – NOT TO BE USED AS OFFICIAL DOCUMENT

From: Christy Knell <TrusteeKnell@dobbsferry.com>

Date: March 26, 2021 at 10:15:05 AM EDT

To: Vincent Rossillo <MayorRossillo@dobbsferry.com>, Village Administrator <villageadministrator@dobbsferry.com>, Nicole Sullivan <TrusteeSullivan@dobbsferry.com>, Maura Daroczy <TrusteeDaroczy@dobbsferry.com>, Michael Patino <TrusteePatino@dobbsferry.com>, Lawrence Taylor <TrusteeTaylor@dobbsferry.com>, Donna Cassell <TrusteeCassell@dobbsferry.com>

Subject: Fw: Final Report

I want to express the need for Aisha's two changes noted below—one edit to the conclusion with the text below, and I recommend the specific edit below to reflect her second note:

to Recommendation #11: Improve community relations and outreach with under-represented groups to better understand their concerns and experiences with DFPD. Outreach should focus on listening to experiences and gathering ideas for improvement.

The Board discussed amendments to the Village of Dobbs Ferry Police Reform and Reinvention Collaborative Report.

The following people addressed the Board: Mr. Stu Hackel.

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

Mr. Hackel discussed recommendations for amendments and addressed questions from the Board.

The Board continued discussing the amendments to the Village of Dobbs Ferry Police Reform and Reinvention Collaborative Report.

Mr. Leins said he wanted to make sure that the Board agreed on the conclusion.

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

RESOLUTION 10-2021

RESOLUTION OF THE VILLAGE OF DOBBS FERRY BOARD OF TRUSTEES TO AUTHORIZE THE MAYOR TO EXECUTE CERTIFICATION AND FORWARD POLICE REFORM PLAN

WHEREAS, in accordance with Executive Order 203 issued by Governor Cuomo on June 12, 2020, the Village of Dobbs Ferry engaged in a lengthy collaborative process leading to the preparation of a draft Police Reform and Reinvention Plan which has been made available for public comment; and

WHEREAS, at meetings on March 23, 2021, and March 26, 2021 the Village Board of Trustees accepted the draft plan for review, considered all comments submitted on such draft and is prepared to proceed to adoption and authorize the necessary certification as required by Executive Order 203.

DRAFT MINUTES – NOT TO BE USED AS OFFICIAL DOCUMENT

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees hereby adopts the Dobbs Ferry Police Reform and Reinvention Plan, as revised on March 26, 2021, and authorizes the Mayor to execute the mandatory certification and forward same along with the Plan to Director of New York State Division of Budget in accordance with Executive Order 203.

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

Mayor Rossillo thanked everyone for this major effort. Mayor Rossillo said it has been a very enlightening undertaking and he thinks we have a lot of work to do as a Village. Mayor Rossillo thanked Chief Guevara and the Police Officers who attended the meetings and put in their input. Mayor Rossillo thanked Mr. Leins, Ms. Fasman and Ms. Dickson for their work on preparing this. Mayor Rossillo thanked Ms. Dreaper. Mayor Rossillo thanked the Trustees for all their work,

Adjournment

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

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

The meeting closed at 10:57 a.m.

DRAFT MINUTES – NOT TO BE USED AS OFFICIAL DOCUMENT

Regular meeting of the Board of Trustees of the Village of Dobbs Ferry held on March 23, 2021, remotely via Zoom:

<https://zoom.us/j/205957953?pwd=aU5YNHJVYkxub3lWN0RzQUZ0VzROUT09>, Telephone: 1-929- 205-6099, Webinar ID: 205 957 953, Password: 309361) at 6:30 p.m. Present: Mayor Vincent Rossillo, presiding, Trustees Donna Cassell, Maura Daroczy, Christy Knell (arrived at 6:36 p.m.), Michael Patino, Nicole Sullivan and Larry Taylor, Interim Village Administrator Richard Leins, Village Clerk Elizabeth Dreaper, Village Treasurer Jeff Chuhta, and Ms. Lori Lee Dickson/Attorney for the Village. Also present: Ms. Jennifer Viera/Senior Office Assistant, Ms. Alissa Fasman/Secretary to the Village Administrator and Police Chief Manuel Guevara. Absent/excused: None.

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

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

Mayor Rossillo said the instructions on how to participate in the meeting is on our website and attached to the agenda. Mayor Rossillo said during this pandemic crisis our statutory board meetings will be conducted remotely and you will be able to participate via Zoom, by internet or by telephone. The videos can also be viewed after each meeting on YouTube and will be posted on the Village website. Mayor Rossillo said if you have a comment, question or concern which you would like to make please e-mail the Village Clerk by 3:00 p.m. on the Monday before the meeting, be sure to include the meeting date and the agenda item that you would like to discuss. Send comments to the Village Clerk at: ldreaper@dobbsferry.com. For public hearings we accept e-mailed comments in advance of the hearings, please e-mail the Village Clerk at: ldreaper@dobbsferry.com by 3:00 p.m. on the Monday before the meeting. For Zoom participants we will also enable the option for participation to raise their hand and voice their concern or question. To join by phone you simply call the number indicated in the Zoom invitation for that particular meeting. You will be automatically muted when you are on the call. If you wish to make a statement or comment please e-mail our Village Clerk at the address as I have indicated before. If dialing in by phone you may raise your hand by dialing 9, you may also mute or unmute yourself by dialing *6. The videos are also posted on our website, as well as on YouTube.

Pledge of Allegiance

Mayor Rossillo led the pledge of allegiance.

DRAFT MINUTES – NOT TO BE USED AS OFFICIAL DOCUMENT

Presentations: Presentation by the Sustainability Task Force on two community campaigns in partnership with Sustainable Westchester: Demand Response and Community Solar

Trustee Knell arrived at the meeting.

Ms. Jennifer Murphy sent the following e-mail dated March 12, 2021 to Trustee Taylor, Mr. Richard Leins/Interim Village Administrator and Ms. Alissa Fasman:

From: Jennifer Murphy [REDACTED]
Sent: Friday, March 12, 2021 5:41 PM
To: Lawrence Taylor <TrusteeTaylor@dobbsferry.com>; Village Administrator <villageadministrator@dobbsferry.com>; Alissa Fasman <afasman@dobbsferry.com>
Cc: Anilla Cherian [REDACTED]; Stutz Linda [REDACTED] Robert Baron [REDACTED]; Kendra Garrison <kgarrison@dobbsferry.com>
Subject: Earth Day 2021 Plans - request for time at BOT 3/23 meeting

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

Hello Trustee Taylor, Administrator Leins, Alissa,

My name is Jenn Murphy and I'm a member of the Sustainability Task Force. I'm writing to request a short period of time on the agenda for the upcoming March 23rd Board of Trustees Meeting to discuss our ideas for Earth Day 2021, which is April 22nd.

While we are still in the planning stages of exactly how to celebrate Earth Day / Earth Month, the concept we have landed on is "*Ditch Your Cars / Celebrate Our Streets*". A catchy tagline still needs to be written, but essentially this initiative will encourage residents to "ditch their car and get outside".

Below are a few of the ideas that are in the works. While dates are TBD, we anticipate these to happen in the 2nd half of April, closer to Earth Day (4/22).

- Webinar about a Ridesharing program through our partners at 511 NY RideShare
- Play Streets (concept brought by Our Streets Dobbs Ferry -- essentially closing certain blocks for free-play, similar to Halloween but no trick or treating)
- Walk to School Day
- Guided Walks thru Chauncey Park and Juhring Estate

What we are hoping to get approval from the Village on is 1 day or evening when we would encourage residents to walk or bike into town and show support for local businesses, similar to the Dine Out Dobbs Ferry event held last year.

To further build on the idea of Ditch Your Cars / Celebrate Our Streets we would love to be able to use the parking lot at Cedar and Palisade Street to have a local e-bike vendors give demos, and invite children bring scooters, bikes, roller skates, etc. for open play. Of course mask wearing would be required.

Thanks in advance. Please let us know if we are approved to share more of our thinking on the 23rd.

Best,
Jenn Murphy

Ms. Linda Stutz and Mr. Paddy Steinschneider from the Sustainability Task Force were present.

Mr. Steinschneider discussed the two community campaigns, Demand Response (GridRewards) and Community Solar, and gave the following presentation:

GridRewards™ DEMAND RESPONSE



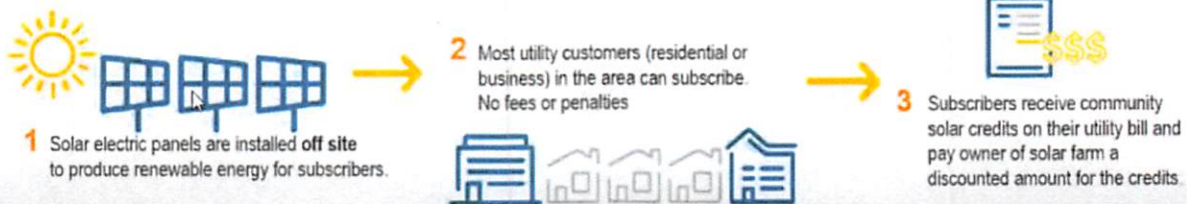
ConEd customers can sign up to GridRewards to lower their carbon footprint, save energy AND earn cash payments for reducing the demand on the grid during peak times!

- Download the app and connect to your Con Edison account
- Learn about your usage, energy habits & ways to lower your carbon footprint
- Look for alerts, text messages and participate in GridRewards™ events – **take simple actions & earn cash**

Receive a check (up to 20% of your annual electricity bill) at the end of the year!



COMMUNITY SOLAR: SOLAR MADE SIMPLE





COMMUNITY SOLAR BENEFITS

- **SAVINGS** – up to 10% on your electricity bill
- Support local **RENEWABLE ENERGY**
- **NO** solar installation on your property
- **NO** cost to join or cancellation fees
- Cancel Anytime
- **Compatible with any energy supplier**



Ms. Fasman said we need at least ten people in the Village to sign up for Community Solar and we will be eligible for another \$5,000.00 grant. Ms. Fasman said everyone gets to reduce their energy and support renewable energy while saving money on their energy bills.

Trustee Taylor said the Sustainability Task Force and the other villages working together will all share in the education to bring residents up to speed and help them understand it and get them involved.

Ms. Fasman said the other nice thing about both of these programs is everyone is eligible whether you are a tenant or a homeowner. Ms. Fasman said the only people who are not eligible for Community Solar are those who have solar panels.

Ms. Dickson asked if there was a draft resolution that was circulated with their materials or something official that that Board needs to produce in order to prove that they have adopted this.

Ms. Fasman said we do not need to pass a resolution. Ms. Fasman said we have uploaded our scoping documents to the NYSERDA portal and then additionally producing minutes demonstrating that the Board has approved the programs is sufficient.

Ms. Fasman addressed questions from the Board.

Mayor Rossillo thanked Mr. Steinschneider, the Sustainability Task Force and Trustee Taylor.

Mayor Rossillo said it may turn out to be a real contest with the other villages. Mayor Rossillo said let's get this out there and beat the other communities.

DRAFT MINUTES – NOT TO BE USED AS OFFICIAL DOCUMENT

Presentations: Earth Day presentation by the Sustainability Task Force on “Ditch Your Cars/Celebrate Our Streets”

Ms. Jennifer Murphy/Sustainability Task Force sent the following e-mail dated March 12, 2021 to Trustee Taylor, Mr. Leins and Ms. Fasman:

From: Jennifer Murphy [REDACTED] >
Sent: Friday, March 12, 2021 5:41 PM
To: Lawrence Taylor <TrusteeTaylor@dobbsferry.com>; Village Administrator <villageadministrator@dobbsferry.com>; Alissa Fasman <afasman@dobbsferry.com>
Cc: Anilla Cherian [REDACTED]; Stutz Linda [REDACTED]; Robert Baron [REDACTED]; Kendra Garrison <kgarrison@dobbsferry.com>
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Hello Trustee Taylor, Administrator Leins, Alissa,

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Below are a few of the ideas that are in the works. While dates are TBD, we anticipate these to happen in the 2nd half of April, closer to Earth Day (4/22).

- Webinar about a Ridesharing program through our partners at 511 NY RideShare
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To further build on the idea of Ditch Your Cars / Celebrate Our Streets we would love to be able to use the parking lot at Cedar and Palisade Street to have a local e-bike vendors give demos, and invite children bring scooters, bikes, roller skates, etc. for open play. Of course mask wearing would be required.

Thanks in advance. Please let us know if we are approved to share more of our thinking on the 23rd.

Best,
Jenn Murphy

Ms. Linda Stutz was present.

Trustee Taylor gave the following Earth Day presentation on “Ditch Your Cars/Celebrate Our Streets”:

Proposed Events / Happenings



In collaboration with the Traffic Committee, Our Streets DF, 511NY RideShare, DF Recreation Dept and some wonderful volunteers, we are proposing:

- 1) Walking Tours through various wooded spaces in DF
- 2) Virtual Trivia Night with partner 511NY RideShare
- 3) “Ditch the Car / Bring Your Wheels” event - 4/24
- 4) Play Streets with partner Our Streets Dobbs Ferry

SUSTAINABLE DOBBS SD

Walking Tours with partner Our Streets

Led by Dobbs Ferry locals, each of these tours will leave people with a little knowledge about our natural environment. Our goal is to preserve these tours either with a recording or a map for future use.

1. 4/6 - Secrets of the Hillside Woods, led by Jonathan Donald
2. 4/10 or 4/11 - Chauncey Park Tour, led by Chet Kerr*
**pending repair of footbridge at entrance to Chauncey Park*
3. 4/10 - Saw Mill River along the South County Trail, led by Steve Pucillo
4. Date TBD - Clinton to Springhurst Tour, led by Matt Ros
5. Date TBD - Juhring Preserve Tour, led by Rich Larson



**OUR
STREETS**
DOBBS FERRY

SUSTAINABLE DOBBS SD

Zoom Trivia Night with 511NY RideShare

WHEN: Tuesday, April 20, 7-8pm

WHERE: Virtual

- 511NY RideShare will lead a Zoom Trivia night, mainly focused on questions around transportation and environment
- Potential prizes to be given

511NY Rideshare is sponsored by the New York State Department of Transportation with the goal of reducing traffic congestion and improving air quality in New York.



SUSTAINABLE DOBBS SD

"Ditch the Car / Bring Your Wheels" event

Partner with DF Recreation Department to Kendra also to host an open-air event in the parking lot by Cedar and Palisade Street celebrating all things that ROLL!

WHEN: Saturday, April 24, 4-6pm; (rain date May 1)

WHERE: Parking Lot by Cedar & Palisade Street

We'd encourage people to walk, bike, scoot, etc. into town and come and afterwards, wander into town and support our local restaurants and businesses.

At the event we'll have:

- SLEEK BIKES - E-Bike vendor will bring some products to demo (e-bikes & e-scooters)
- SKATEBOARDING BASICS - we'll teach some intro techniques to skateboarding
- SCOOTER / ROLLER SKATING TRACK - test your speed around the track
- ONE-WHEELER - local One-Wheeling phenomenon Jonie will show her skills!
- And more!



SUSTAINABLE DOBBS SD

Play Streets with Our Streets Dobbs Ferry

Create a safe place for kids to play outside by offering pop-up, low-traffic, street closures for biking, skating, and ball-playing

WHEN: Sunday, April 18, 2-5pm; (rain date April 25)

WHERE: 2 Pilot Neighborhoods

Bellewood Ave. & Chestnut Ridge Way and Price St. b/t Chestnut / Hickory Hill

We would also like to give other neighborhoods the option to set up their own Play Street on this date if they are willing to put in the effort for the planning and safety measures as require.

All participants must wear masks and parents/ caregivers must be present at all time for children under 10 years of age.

This is not a public event, but only open to residents of the particular neighborhood (incl. friends and family).



SUSTAINABLE DOBBS SD

What we are asking for:

- Approval to use Parking Lot for "Ditch Your Car / Bring Your Wheels" event
 - Any add'l services that must come with a town event, such as Police, DPW, etc.
- Approval of the 2 pilot Play Streets street closures
 - Guidance on how other neighborhoods could request to host a Play Street (propose Halloween process)
- Guidance on the latest Covid / Safety protocols to be implemented
- Marketing and Promotional Support



Thank you for your continued support!!

SUSTAINABLE DOBBS SD

Mayor Rossillo thanked Trustee Taylor, Ms. Stutz and the Sustainability Task Force.

DRAFT MINUTES – NOT TO BE USED AS OFFICIAL DOCUMENT

Ms. Jessica Pflueger sent the following e-mail dated March 21, 2021 to Ms. Dreaper:

Liz Dreaper

From: Jessica Pflueger <pflueger.jj@gmail.com>
Sent: Sunday, March 21, 2021 11:53 AM
To: Liz Dreaper
Cc: Jennifer Murphy; LesliePapa23; carolynhanson77@gmail.com; Rebecca Pitts
Subject: Street Closure ask for Play Streets in April

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

Hi Liz, for Earth Month the DF Sustainability Task Force and 'Our Streets' would like to pilot a concept called 'Play Streets'. The goal is to create a safe place for kids to play outside on the streets by offering pop-up, low-traffic, street closures for biking, skating, and ball-playing: <https://www.ourstreetsdobbsferry.com/actions/play-streets>

Jennifer Murphy (cc here) will also present this as part of the Sustainable Dobbs presentation on Tuesday but we wanted to make sure to send the request to you as an official ask for street closures in order to follow the process outlined on the DF website.

All participants will have to wear masks and parents/ caregivers must be present at all times for children under 10 years of age. This is not a public event, but only open to residents of the particular neighborhood (incl. friends and family).

WHEN: Sunday, April 18 (2-5pm) with April 25 as the rain date

WHERE: We have already identified two neighborhoods to participate in the pilot and the neighborhood contacts are copied here:

1. All of Bellewood Ave (Carolyn Hanson: carolynhanson77@gmail.com)
2. All of Chestnut Ridge Way plus Price St between Chestnut and Hickory Hill Dr (Jessica Pflueger: Pflueger.jj@gmail.com and Leslie Pappa: lesliepapa23@gmail.com)
3. We would also like to give other neighborhoods the option to set up their own play street area on this date if they are willing to put in the effort for the planning and safety measures as required

Where we ask help/approval from the BoT:

- Grant approval on 3/23 for the two street closures so we can continue to plan the Play Streets pilot for April
- Advise on the most recent Covid and other safety protocols that we need to implement - we assume we will need to do contact tracing?
- Provide guidance on how other neighborhoods who might want to participate should register/ask for approval before April 18 – could we use the same process like on Halloween?

Please let us know if you have any questions.

Thank you,

DRAFT MINUTES – NOT TO BE USED AS OFFICIAL DOCUMENT

Jessica Pflueger

11 Overlook Rd

Dobbs Ferry

2

Ms. Jessica Pflueger was present. Ms. Pflueger said she would like to get approval for the two pilot street closures today.

Ms. Pflueger discussed the play streets and pilot neighborhoods for the April 18th event, and addressed questions from the Board.

Mayor Rossillo said a lot of this requires the Police Department to review the request. Mayor Rossillo said Ms. Pflueger can send requests to Ms. Dreaper and she will forward them to the Police Chief, Village Administrator and the Board.

Police Chief Guevara said on the face of it he does not see any issues with the proposed request, but he would like to look at the entire proposal and talk to the Fire Chief about it.

Mayor Rossillo said Chief Guevara can report back to the Board of Trustees after he has further reviewed the proposed request.

Ms. Fasman said the Halloween event was voluntary and was open to any neighborhood that applied. Ms. Fasman said there was an application process and the volunteers would man the barriers and the contact tracing. Ms. Fasman said there were only two neighborhoods that signed up. Ms. Fasman said there was a process in place and it worked.

Mayor Rossillo asked Mr. Leins to look at the process that we used for Halloween and make sure we use the same process.

Mr. Leins said one of the questions he had was how to accommodate neighbors that have to get in and out. Ms. Fasman said the volunteers manning the barricades would assist people who needed to get in and out of the street.

A discussion was held.

Ms. Dickson said the next meeting of the Board is on April 13, 2021.

Mayor Rossillo said we can treat it as a block party and give the Chief and Mr. Leins time to review it.

Presentations: Introduction and presentation of the Human Rights and Diversity Committee including Mission Statement and their first recommendation for diversity training to the Board of Trustees

Ms. Shari Rosen Ascher and Ms. Greta Cowan were present.

Ms. Cowan thanked the Mayor for starting the committee. Ms. Cowan said she will be co-presenting with Ms. Ascher as part of the Training Sub-Committee.

Ms. Rosen Ascher and Ms. Cowan gave the following presentation:

Human Rights and Diversity Committee Meeting



Co-Chairs: Aisha Williams and Elizabeth Mendez

Board of Trustees Liaison: Trustee Daroczy
Police Liaison: Amanda Strobl

Shari Rosen Ascher
Greta Cowan
Christina Ha
Kevin Messam
Nitin Gupta

Cynthia Caracta
Tiffany Gordon
Stu Hackel
June Wai

Human Rights and Diversity Committee



Mission Statement

The mission of the Dobbs Ferry Human Rights and Diversity Committee is to foster a welcoming and unified Village for all community members by encouraging mutual respect and recognition of our diversity and commonalities, advocating for human and civil rights, and understanding and eliminating barriers to equity and inclusion.

As advisors to the Mayor and Board of Trustees, we will work to educate and build initiatives to promote acceptance, equity, and harmony within the Village.

HR&D Committee Suggestions

Desired Objectives of Training

1. Establish a **foundational understanding** of human rights, diversity, racism, inequity, and implicit bias.
 - In line with current goals of Village Administration
 - Common knowledge, shared language
2. Acquire and/or build **dialogue and discussion skills** to use Village-wide. Strengthen **working relationships and partnerships** throughout the Village.
3. Develop an **action-oriented roadmap** for enhancing Dobbs Ferry as an inclusive, equitable, and just community.

Vetting Process

	DEI Expertise
	Local Expertise
	Length of Learning
	Networking Opportunities
	Theory <<>> Application
	Trainer's Bandwidth
	Feedback from Past Participation
	Cost Effectiveness

Recommendation Part 1: NYU Metro Learning Map				
Session	Objectives	Terms/Concepts		Application
1	<ul style="list-style-type: none"> Understand how <i>who I am</i> informs <i>what I do</i>. Build collective awareness of <i>equity, transparency, hierarchical power</i>. Examine ingrained dynamics of <i>race, power, privilege</i> 	<ul style="list-style-type: none"> Equity Racial justice Race Power 	<ul style="list-style-type: none"> Privilege Marginalization Positionality Human rights 	<ul style="list-style-type: none"> → Self-reflection → Collective reflection → Community relations → Relationships, team-building
2	<ul style="list-style-type: none"> Interrogate the <i>impact of bias</i> in the context of structural inequity. Define mechanisms to <i>reduce emotional burden</i> on BIPOC staff, LGBTQ+ staff, disabled staff, and staff distanced from positional power, who often are the ones calling out issues or calling in colleagues. 	<ul style="list-style-type: none"> Implicit bias Racism Microaggressions 	<ul style="list-style-type: none"> Macro harms Inclusivity 	<ul style="list-style-type: none"> → Workplace climate → Supervision and feedback → Repairing and restoring after harm → Bias mitigation strategies
3	<ul style="list-style-type: none"> Examine, unpack the <i>role I play</i> in disrupting, dismantling racism and inequity within my sphere of influence. Identify <i>policy gaps</i>; propose ways to address gaps. 	<ul style="list-style-type: none"> Institutional oppression culture of power Performative allyship 	<ul style="list-style-type: none"> White saviorism Brave spaces Courageous conversations and actions 	<ul style="list-style-type: none"> → Policy and governance → Data collection and analysis → Hiring, retention, and leadership development
Consultations	<ul style="list-style-type: none"> Follow up for small sub-committees and/or the whole cohort to take a deeper dive into <i>application and reflection</i> once changes are made 	<ul style="list-style-type: none"> Disruption Operationalizing a commitment to equity, racial justice, and human rights 		<ul style="list-style-type: none"> → Communication, public-facing persona → Ongoing professional learning, onboarding

Recommendation Part 2

for Village Departments, Boards, Committees

GARE

- Proven expertise across municipalities
- Year-long access to educational materials; opportunity to review
- Agency-specific guidance
- Action-oriented: planning, implementation, and assessments
- Training thoughtfully designed with explicit connections between concrete action steps and DEI concepts
- Cost effective: \$1,000 per annum [membership](#)
- Complementary to NYU Metro Center training

Source GARE informational meetings: 2/23 (1:00-2:30), 3/11 (3:30-5:00), 3/23 (1:00-2:30)

Sub-Committee Final Recommendations NYU Metro Center & GARE

- Same goals, different objectives, different reach
NYU=reach broader population, Dobbs Ferry community
GARE=reach specific and critical parts of community
- Both affiliated with larger consortiums that allow DF to **connect and coordinate** with larger community groups
- Objectives are not mutually exclusive but **functionally complementary**
- Total combined costs ~\$14,125 (\$13,125 + \$1000); **ROI is incalculable**

Mayor Rossillo thanked Ms. Rosen Ascher and Ms. Cowan.

Mr. Leins said we have had several meetings and the Committee shared their initial presentation, and they have amended the presentation. Mr. Leins said before his time there was discussion with all the Rivertowns about doing a consolidated training. Mr. Leins said we always intended to train everybody from the bottom up and from the top down. Mr. Leins said he sees a wonderful presentation and a lot of effort has gone into it. Mr. Leins said he sees a big benefit of all the employees of the five communities having the same experience so they would be able to run into each other and compare notes and have comments.

Mayor thanked Ms. Rosen Asher and Ms. Cowan and said we will get back to them on it. Mayor we will get back to you on it. Mayor Rossillo said last week the Committee put out a statement that the Board of Trustee joined and it was very well said, well done and done very quickly. Mayor Rossillo thanked the Committee for taking the time and effort to be on this very important Committee and he looks forward to working together.

Courtesy of the Floor

No one present addressed the Board.

Consider a resolution authorizing the Mayor to execute an agreement with the NYSDOT for the Main Street Project

Ms. Dania Anziani/Transportation Analyst sent the following letter and attachments dated January 22, 2021 to Mr. Edmond Manley:

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Department of
Transportation

ANDREW M. CUOMO
Governor

MARIE THERESE DOMINGUEZ
Commissioner

LANCE MacMILLAN, P.E.
Regional Director

January 22, 2021

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

RE: PIN 8761.52, VILLAGE OF DOBBS FERRY MAIN
STREET STREETSCAPE IMPROVEMENTS
VILLAGE OF DOBBS FERRY, WESTCHESTER COUNTY

SUPPLEMENTAL AGREEMENT #2 – D035881

Dear Mr. Manley:

Enclosed are eight (8) Supplemental Agreements to include additional funding in the construction and construction inspection phase for the above-referenced project. Seven (7) executed copies of the agreement, EACH with original signatures, notarizations and certified, seal-stamped resolutions, should be returned to this office. A sample resolution is attached for your use.

As a reminder per Chapter 15, Administering Construction Contracts; Section 15.4.8 Civil Rights Reporting:

The Contractor and all subcontractors and suppliers will utilize New York State Department of Transportation Equal Employment Opportunity reporting software, which is currently "Equitable Business Opportunities" (EBO). The Sponsor will monitor prime's payments to subcontractor and ensure that subcontractors are paid promptly per specifications. In addition, the sponsor is to monitor EEO goals on a monthly basis and take corrective action if goals are not being met; reference NYSDOT Standard Specifications Section 102-11, Equal Employment Opportunity Requirements.

Your assistance in having the agreement approved by the Village Council and signed by yourself and the Village Attorney is appreciated. Of course, if you have any questions, please call me at (845) 431-5774 or by e-mail at danialanziani@dot.ny.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Dania Anziani".

Dania Anziani
Transportation Analyst
Region 8 Local Projects Unit

Enclosures

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**SAMPLE RESOLUTION BY MUNICIPALITY
(Locally Administered Project)
RESOLUTION NUMBER: _____**

Authorizing the implementation, and funding in the first instance 100% of the federal-aid and State "Marchiselli" Program-aid eligible costs, of a transportation federal-aid project, and appropriating funds therefore.

WHEREAS, a Project for the Village of Dobbs Ferry Main Street Streetscape Improvements, in the Village of Dobbs Ferry, Westchester County, identified as PIN 8761.52 (the "Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs such program to be borne at the ratio of 80% Federal funds and 20% non-federal funds; and

WHEREAS, Resolution No. _____ adopted by the Village of Dobbs Ferry on _____ approved and agreed to advance the Project by making a commitment of 100% of the non-federal share of the costs of construction and construction inspection work.

WHEREAS, it was subsequently found necessary to undertake additional construction and construction inspection work not contemplated in the original agreement authorized by the previous Resolution; and

WHEREAS, it has been found necessary to increase the federal and non-federal share of costs for the additional construction and construction inspection work for the project; and

WHEREAS, the Village of Dobbs Ferry desires to advance the Project by making a commitment of 100% of the non-federal share of the costs of construction and construction inspection work for the Project or portions thereof.

NOW, THEREFORE, the Village Board, duly convened does hereby

RESOLVE, that the Village Board hereby approves the above-subject project; and it is hereby further

RESOLVED, that the Dobbs Ferry Village Board hereby authorizes the Village of Dobbs Ferry to pay in the first instance 100% of the federal and non-federal share of the cost of the additional construction and construction inspection work and the right-of-way acquisition work for the Project or portions thereof; and it is further

RESOLVED, that the sum of \$306,250 (\$687,500 minus previous \$381,250) is hereby appropriated from _____ [or, appropriated pursuant to _____] and made available to cover the cost of participation in the above phases of the Project; and it is further

RESOLVED, that in the event the full federal and non-federal share costs of the project exceeds the amount appropriated above, the Dobbs Ferry Village Board shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the Administrator thereof, and it is further

RESOLVED, that the Administrator of the Village of Dobbs Ferry be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal Aid and/or applicable Marchiselli Aid on behalf of the Village of Dobbs Ferry with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible, and it is further

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RESOLVED, that in addition to the _____, the following municipal titles: Village Administrator, Mayor, Village Engineer, Village Comptroller, _____ are also hereby authorized to execute any necessary Agreements or certifications on behalf of the Municipality/Sponsor, with NYSDOT in connection with the advancement or approval of the project identified in the State/Local Agreement;

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project, and it is further

RESOLVED, this Resolution shall take effect immediately.

STATE OF NEW YORK)
) SS:
COUNTY OF WESTCHESTER)

I, _____, Clerk of the Village of Dobbs Ferry, New York, do hereby certify that I have compared the foregoing copy of this Resolution with the original on file in my office, and that the same is a true and correct transcript of said original Resolution and of the whole thereof, as duly adopted by said _____ at a meeting duly called and held at the _____ on _____ by the required and necessary vote of the members to approve the Resolution.

WITNESS My Hand and the Official Seal of the Village of Dobbs Ferry, New York, this _____ day of _____, 2021.

Clerk, Village of Dobbs Ferry

01/22/2021da

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Supplemental Agreement Cover for Local Agreements (11/12)

MUNICIPALITY/SPONSOR: Village of Dobbs Ferry

PIN: 8761.52

BIN: N/A

Comptroller's Contract No: D035881

Supplemental Agreement No. 2

Date Prepared & By: 1/22/2021 DA

SUPPLEMENTAL AGREEMENT NO 2 to D035881

This Supplemental Agreement is by and between:

**the New York State Department of Transportation ("NYSDOT"), having its principal office at
50 Wolf Road, Albany, New York, 12232, on behalf of New York State ("State");**

And

**Village of Dobbs Ferry (the Municipality/Sponsor)
Acting by and through the Village Administrator
With its office at 112 Main Street, Dobbs Ferry, NY 10522**

This amends the existing Agreement between the parties in the following respects only:

X Amends a previously adopted Schedule A by:

☐ amending a project description

☐ amending the contract end date

X amending the scheduled funding by:

X adding additional funding:

☐ adding **construction** phase which covers eligible costs incurred on/after
09/03/2019

☐ adding 1,2,3 phase which covers eligible costs incurred on/after xxxxxx

X increasing funding for a project phases(s) (construction)

☐ adding a pin extension

☐ change from Non-Marchiselli to Marchiselli

☐ deleting/reducing a project phase(s) – Preliminary Engineering,
Right-of-Way Incidentals

☐ other (xxxxx)

☐ Amends a previously adopted Schedule "B"

**X Amends a previously adopted Agreement by replacing the Appendix A dated January
2014 with the Appendix A dated October 2019**

☐ Amends the Text of the Agreement as follows:

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Supplemental Agreement Cover for Local Agreements (11/12)
MUNICIPALITY/SPONSOR: Village of Dobbs Ferry
PIN: 8761.52
BIN: N/A
Comptroller's Contract No: D035881
Supplemental Agreement No. 2
Date Prepared & By: 1/22/2021 DA

IN WITNESS WHEREOF, the parties have caused this agreement to be executed by its duly authorized officials as of the date first above written.

Approved for the Municipality/Sponsor

Municipality/Sponsor Attorney:

By: _____

By: _____

Print Name: _____

Print Name: _____

Title: _____

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

On this _____ day of _____, 2021 before me personally came _____ to me known, who, being by me duly sworn did depose and say that he/she resides at _____; that he/she is the _____ of the Municipal/Sponsor Corporation described in and which executed the above instrument; that it was executed by order of the _____ of said Municipal/Sponsor Corporation pursuant to a resolution or other authorization which was duly adopted on _____ and which a certified copy is attached and made a part hereof, and that he/she signed his/her name thereto by like order.

Notary Public

By: _____
For Commissioner of Transportation

Agency Certification: In addition to the Acceptance of this contract, I also certify that original copies of this signature page will be attached to all other exact copies of this Contract.

APPROVED AS TO FORM:
STATE OF NEW YORK ATTORNEY GENERAL

By: _____
Assistant Attorney General

COMPTROLLER'S APPROVAL:

By: _____

2

DRAFT MINUTES – NOT TO BE USED AS OFFICIAL DOCUMENT

Supplemental Agreement Cover for Local Agreements (11/12)

MUNICIPALITY/SPONSOR: Village of Dobbs Ferry

PIN: 8761.52

BIN: N/A

Comptroller's Contract No: D035881

Supplemental Agreement No. 2

Date Prepared & By: 1/22/2021 DA

For the New York State Comptroller

Pursuant to State Finance Law § 112

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Schedule A (5/18)

Press F1 to read instructions in blank fields

Page 1 of 3

SCHEDULE A – Description of Project Phase, Funding and Deposit Requirements NYSDOT/ State-Local Agreement - Schedule A for PIN 8761.52

OSC Municipal Contract #: D035881		Contract Start Date: 12/26/2017 (mm/dd/yyyy)		Contract End Date: 12/30/2022 (mm/dd/yyyy)	
<input type="checkbox"/> Check, if date changed from the last Schedule A					
Purpose:		<input type="checkbox"/> Original Standard Agreement <input checked="" type="checkbox"/> Supplemental Schedule A No. 2			
Agreement Type:		<input checked="" type="checkbox"/> Locally Administered Municipality/Sponsor (Contract Payee): Village of Dobbs Ferry Other Municipality/Sponsor (if applicable): <input type="checkbox"/> State Administered <small>List participating Municipality(ies) and the % of cost share for each and indicate by checkbox which Municipality this Schedule A applies.</small> <input type="checkbox"/> Municipality: % of Cost share <input type="checkbox"/> Municipality: % of Cost share <input type="checkbox"/> Municipality: % of Cost share			
Authorized Project Phase(s) to which this Schedule applies: <input checked="" type="checkbox"/> PE/Design <input checked="" type="checkbox"/> ROW Incidentals <input type="checkbox"/> ROW Acquisition <input checked="" type="checkbox"/> Construction/CI/CS					
Work Type: BIKE/PED./FACILITIES		County (If different from Municipality): Westchester			
Marchiselli Eligible <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <small>(Check, if Project Description has changed from last Schedule A):</small> <input type="checkbox"/>					
Project Description: Dobbs Ferry Main Street Streetscape Improvements, Village of Dobbs Ferry, Westchester County					
Marchiselli Allocations Approved FOR ALL PHASES <small>All totals will calculate automatically.</small>					
Check box to indicate change from last Schedule A	State Fiscal Year(s)	Project Phase			TOTAL
		PE/Design	ROW (RI & RA)	Construction/CI/CS	
<input type="checkbox"/>	Cumulative total for all prior SFYs	\$0.00	\$0.00	\$0.00	\$ 0.00
<input type="checkbox"/>	Current SFY	\$0.00	\$0.00	\$0.00	\$ 0.00
Authorized Allocations to Date		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

A. Summary of allocated MARCHISELLI Program Costs FOR ALL PHASES <small>For each PIN Fiscal Share below, show current costs on the rows indicated as "Current.". Show the old costs from the previous Schedule A on the row indicated as "Old." All totals will calculate automatically.</small>							
PIN Fiscal Share	"Current" or "Old" entry indicator	Federal Funding	Total Costs	FEDERAL Participating Share	STATE MARCHISELLI Match	LOCAL Matching Share	LOCAL DEPOSIT AMOUNT (Required only if State Administered)
	Current		\$ 0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Old		\$ 0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Current		\$ 0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Old		\$ 0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Current		\$ 0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Old		\$ 0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Current		\$ 0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Old		\$ 0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Current		\$ 0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Old		\$ 0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Current		\$ 0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Old		\$ 0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL CURRENT COSTS:			\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

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Schedule A (5/18)

Press F1 to read instructions in blank fields

Page 2 of 3

NYSDOT/State-Local Agreement – Schedule A

B. Summary of Other (including Non-allocated MARCHISELLI) Participating Costs FOR ALL PHASES <i>For each PIN Fiscal Share, show current costs on the rows indicated as "Current.". Show the old costs from the previous Schedule A on the row indicated as "Old." All totals will calculate automatically.</i>						
Other PIN Fiscal Shares	'Current' or 'Old' entry indicator	Funding Source	TOTAL	Other FEDERAL	Other STATE	Other LOCAL
8761.52.121	Current	HPP	\$ 0.00	\$0.00	\$0.00	\$0.00
	Old	HPP	\$28,927.00	\$23,141.00	\$0.00	\$5,786.00
8761.52.221	Current	HPP	\$ 0.00	\$0.00	\$0.00	\$0.00
	Old	HPP	\$1,000.00	\$800.00	\$0.00	\$200.00
8761.52.321 322.	Current	HPP	\$687,500.00	\$550,000.00	\$0.00	\$137,500.00
	Old	HPP	\$381,250.00	\$305,000.00	\$0.00	\$76,250.00
	Current		\$ 0.00	\$0.00	\$0.00	\$0.00
	Old		\$ 0.00	\$0.00	\$0.00	\$0.00
	Current		\$ 0.00	\$0.00	\$0.00	\$0.00
	Old		\$ 0.00	\$0.00	\$0.00	\$0.00
	Current		\$ 0.00	\$0.00	\$0.00	\$0.00
	Old		\$ 0.00	\$0.00	\$0.00	\$0.00
	Current		\$ 0.00	\$0.00	\$0.00	\$0.00
	Old		\$ 0.00	\$0.00	\$0.00	\$0.00
	Current		\$ 0.00	\$0.00	\$0.00	\$0.00
	Old		\$ 0.00	\$0.00	\$0.00	\$0.00
TOTAL CURRENT COSTS:			\$687,500.00	\$550,000.00	\$ 0.00	\$137,500.00

C. Local Deposit(s) from Section A:	\$ 0.00
Additional Local Deposit(s)	\$
Total Local Deposit(s)	\$ 0.00

D. Total Project Costs <i>All totals will calculate automatically.</i>				
Total FEDERAL Cost	Total STATE MARCHISELLI Cost	Total OTHER STATE Cost	Total LOCAL Cost	Total ALL SOURCES Cost
\$550,000.00	\$ 0.00	\$ 0.00	\$137,500.00	\$687,500.00

E. Point of Contact for Questions Regarding this Schedule A (Must be completed)	Name: <u>Dania Anziani</u> Phone No: <u>845-431-5774</u>
--	---

See Agreement (or Supplemental Agreement Cover) for required contract signatures.

Schedule A (5/18)

Page 3 of 3

Footnotes: (See [LPB's website](#) for link to sample footnotes)

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APPENDIX A

STANDARD CLAUSES FOR NEW YORK STATE CONTRACTS

**PLEASE RETAIN THIS DOCUMENT
FOR FUTURE REFERENCE.**

October 2019

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STANDARD CLAUSES FOR NYS CONTRACTS

APPENDIX A

STANDARD CLAUSES FOR NYS CONTRACTS

The parties to the attached contract, license, lease, amendment or other agreement of any kind (hereinafter, "the contract" or "this contract") agree to be bound by the following clauses which are hereby made a part of the contract (the word "Contractor" herein refers to any party other than the State, whether a contractor, licensor, licensee, lessor, lessee or any other party):

1. **EXECUTORY CLAUSE.** In accordance with Section 41 of the State Finance Law, the State shall have no liability under this contract to the Contractor or to anyone else beyond funds appropriated and available for this contract.

2. **NON-ASSIGNMENT CLAUSE.** In accordance with Section 138 of the State Finance Law, this contract may not be assigned by the Contractor or its right, title or interest therein assigned, transferred, conveyed, sublet or otherwise disposed of without the State's previous written consent, and attempts to do so are null and void. Notwithstanding the foregoing, such prior written consent of an assignment of a contract let pursuant to Article XI of the State Finance Law may be waived at the discretion of the contracting agency and with the concurrence of the State Comptroller where the original contract was subject to the State Comptroller's approval, where the assignment is due to a reorganization, merger or consolidation of the Contractor's business entity or enterprise. The State retains its right to approve an assignment and to require that any Contractor demonstrate its responsibility to do business with the State. The Contractor may, however, assign its right to receive payments without the State's prior written consent unless this contract concerns Certificates of Participation pursuant to Article 5-A of the State Finance Law.

3. **COMPTROLLER'S APPROVAL.** In accordance with Section 112 of the State Finance Law (or, if this contract is with the State University or City University of New York, Section 355 or Section 6218 of the Education Law), if this contract exceeds \$50,000 (or the minimum thresholds agreed to by the Office of the State Comptroller for certain S.U.N.Y. and C.U.N.Y. contracts), or if this is an amendment for any amount to a contract which, as so amended, exceeds said statutory amount, or if, by this contract, the State agrees to give something other than money when the value or reasonably estimated value of such consideration exceeds \$25,000, it shall not be valid, effective or binding upon the State until it has been approved by the State Comptroller and filed in his office. Comptroller's approval of contracts let by the Office of General Services is required when such contracts exceed \$85,000 (State Finance Law § 163.6-a). However, such pre-approval shall not be required for any contract established as a centralized contract through the Office of General Services or for a purchase order or other transaction issued under such centralized contract.

4. **WORKERS' COMPENSATION BENEFITS.** In accordance with Section 142 of the State Finance Law, this

contract shall be void and of no force and effect unless the Contractor shall provide and maintain coverage during the life of this contract for the benefit of such employees as are required to be covered by the provisions of the Workers' Compensation Law.

5. **NON-DISCRIMINATION REQUIREMENTS.** To the extent required by Article 15 of the Executive Law (also known as the Human Rights Law) and all other State and Federal statutory and constitutional non-discrimination provisions, the Contractor will not discriminate against any employee or applicant for employment, nor subject any individual to harassment, because of age, race, creed, color, national origin, sexual orientation, gender identity or expression, military status, sex, disability, predisposing genetic characteristics, familial status, marital status, or domestic violence victim status or because the individual has opposed any practices forbidden under the Human Rights Law or has filed a complaint, testified, or assisted in any proceeding under the Human Rights Law. Furthermore, in accordance with Section 220-e of the Labor Law, if this is a contract for the construction, alteration or repair of any public building or public work or for the manufacture, sale or distribution of materials, equipment or supplies, and to the extent that this contract shall be performed within the State of New York, Contractor agrees that neither it nor its subcontractors shall, by reason of race, creed, color, disability, sex, or national origin: (a) discriminate in hiring against any New York State citizen who is qualified and available to perform the work; or (b) discriminate against or intimidate any employee hired for the performance of work under this contract. If this is a building service contract as defined in Section 230 of the Labor Law, then, in accordance with Section 239 thereof, Contractor agrees that neither it nor its subcontractors shall by reason of race, creed, color, national origin, age, sex or disability: (a) discriminate in hiring against any New York State citizen who is qualified and available to perform the work; or (b) discriminate against or intimidate any employee hired for the performance of work under this contract. Contractor is subject to fines of \$50.00 per person per day for any violation of Section 220-e or Section 239 as well as possible termination of this contract and forfeiture of all moneys due hereunder for a second or subsequent violation.

6. **WAGE AND HOURS PROVISIONS.** If this is a public work contract covered by Article 8 of the Labor Law or a building service contract covered by Article 9 thereof, neither Contractor's employees nor the employees of its subcontractors may be required or permitted to work more than the number of hours or days stated in said statutes, except as otherwise provided in the Labor Law and as set forth in prevailing wage and supplement schedules issued by the State Labor Department. Furthermore, Contractor and its subcontractors must pay at least the prevailing wage rate and pay or provide the prevailing supplements, including the premium rates for overtime pay, as determined by the State Labor Department in accordance with the Labor Law.

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STANDARD CLAUSES FOR MYS CONTRACTS

APPENDIX A

Additionally, effective April 28, 2008, if this is a public work contract covered by Article 8 of the Labor Law, the Contractor understands and agrees that the filing of payrolls in a manner consistent with Subdivision 3-a of Section 220 of the Labor Law shall be a condition precedent to payment by the State of any State approved sums due and owing for work done upon the project.

7. NON-COLLUSIVE BIDDING CERTIFICATION. In accordance with Section 139-d of the State Finance Law, if this contract was awarded based upon the submission of bids, Contractor affirms, under penalty of perjury, that its bid was arrived at independently and without collusion aimed at restricting competition. Contractor further affirms that, at the time Contractor submitted its bid, an authorized and responsible person executed and delivered to the State a non-collusive bidding certification on Contractor's behalf.

8. INTERNATIONAL BOYCOTT PROHIBITION. In accordance with Section 220-f of the Labor Law and Section 139-h of the State Finance Law, if this contract exceeds \$5,000, the Contractor agrees, as a material condition of the contract, that neither the Contractor nor any substantially owned or affiliated person, firm, partnership or corporation has participated, is participating, or shall participate in an international boycott in violation of the federal Export Administration Act of 1979 (50 USC App. Sections 2401 et seq.) or regulations thereunder. If such Contractor, or any of the aforesaid affiliates of Contractor, is convicted or is otherwise found to have violated said laws or regulations upon the final determination of the United States Commerce Department or any other appropriate agency of the United States subsequent to the contract's execution, such contract, amendment or modification thereto shall be rendered forfeit and void. The Contractor shall so notify the State Comptroller within five (5) business days of such conviction, determination or disposition of appeal (2 NYCRR § 105.4).

9. SET-OFF RIGHTS. The State shall have all of its common law, equitable and statutory rights of set-off. These rights shall include, but not be limited to, the State's option to withhold for the purposes of set-off any moneys due to the Contractor under this contract up to any amounts due and owing to the State with regard to this contract, any other contract with any State department or agency, including any contract for a term commencing prior to the term of this contract, plus any amounts due and owing to the State for any other reason including, without limitation, tax delinquencies, fee delinquencies or monetary penalties relative thereto. The State shall exercise its set-off rights in accordance with normal State practices including, in cases of set-off pursuant to an audit, the finalization of such audit by the State agency, its representatives, or the State Comptroller.

10. RECORDS. The Contractor shall establish and maintain complete and accurate books, records, documents, accounts and other evidence directly pertinent to performance under this contract (hereinafter, collectively, the "Records"). The

Records must be kept for the balance of the calendar year in which they were made and for six (6) additional years thereafter. The State Comptroller, the Attorney General and any other person or entity authorized to conduct an examination, as well as the agency or agencies involved in this contract, shall have access to the Records during normal business hours at an office of the Contractor within the State of New York or, if no such office is available, at a mutually agreeable and reasonable venue within the State, for the term specified above for the purposes of inspection, auditing and copying. The State shall take reasonable steps to protect from public disclosure any of the Records which are exempt from disclosure under Section 87 of the Public Officers Law (the "Statute") provided that: (i) the Contractor shall timely inform an appropriate State official, in writing, that said records should not be disclosed; and (ii) said records shall be sufficiently identified; and (iii) designation of said records as exempt under the Statute is reasonable. Nothing contained herein shall diminish, or in any way adversely affect, the State's right to discovery in any pending or future litigation.

11. IDENTIFYING INFORMATION AND PRIVACY NOTIFICATION. (a) Identification Number(s). Every invoice or New York State Claim for Payment submitted to a New York State agency by a payee, for payment for the sale of goods or services or for transactions (e.g., leases, easements, licenses, etc.) related to real or personal property must include the payee's identification number. The number is any or all of the following: (i) the payee's Federal employer identification number, (ii) the payee's Federal social security number, and/or (iii) the payee's Vendor Identification Number assigned by the Statewide Financial System. Failure to include such number or numbers may delay payment. Where the payee does not have such number or numbers, the payee, on its invoice or Claim for Payment, must give the reason or reasons why the payee does not have such number or numbers.

(b) Privacy Notification. (1) The authority to request the above personal information from a seller of goods or services or a lessor of real or personal property, and the authority to maintain such information, is found in Section 5 of the State Tax Law. Disclosure of this information by the seller or lessor to the State is mandatory. The principal purpose for which the information is collected is to enable the State to identify individuals, businesses and others who have been delinquent in filing tax returns or may have understated their tax liabilities and to generally identify persons affected by the taxes administered by the Commissioner of Taxation and Finance. The information will be used for tax administration purposes and for any other purpose authorized by law. (2) The personal information is requested by the purchasing unit of the agency contracting to purchase the goods or services or lease the real or personal property covered by this contract or lease. The information is maintained in the Statewide Financial System by the Vendor Management Unit within the Bureau of State Expenditures, Office of the State Comptroller, 110 State Street, Albany, New York 12236.

12. EQUAL EMPLOYMENT OPPORTUNITIES FOR MINORITIES AND WOMEN. In accordance with Section 312 of the Executive Law and 5 NYCRR Part 143, if this contract is: (i) a written agreement or purchase order instrument, providing for a total expenditure in excess of \$25,000.00, whereby a contracting agency is committed to expend or does expend funds in return for labor, services, supplies, equipment, materials or any combination of the foregoing, to be performed for, or rendered or furnished to the contracting agency; or (ii) a written agreement in excess of \$100,000.00 whereby a contracting agency is committed to expend or does expend funds for the acquisition, construction, demolition, replacement, major repair or renovation of real property and improvements thereon; or (iii) a written agreement in excess of \$100,000.00 whereby the owner of a State assisted housing project is committed to expend or does expend funds for the acquisition, construction, demolition, replacement, major repair or renovation of real property and improvements thereon for such project, then the following shall apply and by signing this agreement the Contractor certifies and affirms that it is Contractor's equal employment opportunity policy that:

(a) The Contractor will not discriminate against employees or applicants for employment because of race, creed, color, national origin, sex, age, disability or marital status, shall make and document its conscientious and active efforts to employ and utilize minority group members and women in its work force on State contracts and will undertake or continue existing programs of affirmative action to ensure that minority group members and women are afforded equal employment opportunities without discrimination. Affirmative action shall mean recruitment, employment, job assignment, promotion, upgradings, demotion, transfer, layoff, or termination and rates of pay or other forms of compensation;

(b) at the request of the contracting agency, the Contractor shall request each employment agency, labor union, or authorized representative of workers with which it has a collective bargaining or other agreement or understanding, to furnish a written statement that such employment agency, labor union or representative will not discriminate on the basis of race, creed, color, national origin, sex, age, disability or marital status and that such union or representative will affirmatively cooperate in the implementation of the Contractor's obligations herein; and

(c) the Contractor shall state, in all solicitations or advertisements for employees, that, in the performance of the State contract, all qualified applicants will be afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sex, age, disability or marital status.

Contractor will include the provisions of "a," "b," and "c" above, in every subcontract over \$25,000.00 for the construction, demolition, replacement, major repair, renovation, planning or design of real property and

Page 5

improvements thereon (the "Work") except where the Work is for the beneficial use of the Contractor. Section 312 does not apply to: (i) work, goods or services unrelated to this contract; or (ii) employment outside New York State. The State shall consider compliance by a contractor or subcontractor with the requirements of any federal law concerning equal employment opportunity which effectuates the purpose of this clause. The contracting agency shall determine whether the imposition of the requirements of the provisions hereof duplicate or conflict with any such federal law and if such duplication or conflict exists, the contracting agency shall waive the applicability of Section 312 to the extent of such duplication or conflict. Contractor will comply with all duly promulgated and lawful rules and regulations of the Department of Economic Development's Division of Minority and Women's Business Development pertaining hereto.

13. CONFLICTING TERMS. In the event of a conflict between the terms of the contract (including any and all attachments thereto and amendments thereof) and the terms of this Appendix A, the terms of this Appendix A shall control.

14. GOVERNING LAW. This contract shall be governed by the laws of the State of New York except where the Federal supremacy clause requires otherwise.

15. LATE PAYMENT. Timeliness of payment and any interest to be paid to Contractor for late payment shall be governed by Article 11-A of the State Finance Law to the extent required by law.

16. NO ARBITRATION. Disputes involving this contract, including the breach or alleged breach thereof, may not be submitted to binding arbitration (except where statutorily authorized), but must, instead, be heard in a court of competent jurisdiction of the State of New York.

17. SERVICE OF PROCESS. In addition to the methods of service allowed by the State Civil Practice Law & Rules ("CPLR"), Contractor hereby consents to service of process upon it by registered or certified mail, return receipt requested. Service hereunder shall be complete upon Contractor's actual receipt of process or upon the State's receipt of the return thereof by the United States Postal Service as refused or undeliverable. Contractor must promptly notify the State, in writing, of each and every change of address to which service of process can be made. Service by the State to the last known address shall be sufficient. Contractor will have thirty (30) calendar days after service hereunder is complete in which to respond.

18. PROHIBITION ON PURCHASE OF TROPICAL HARDWOODS. The Contractor certifies and warrants that all wood products to be used under this contract award will be in accordance with, but not limited to, the specifications and provisions of Section 165 of the State Finance Law, (Use of Tropical Hardwoods) which prohibits purchase and use of tropical hardwoods, unless specifically exempted, by the State

October 2019

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or any governmental agency or political subdivision or public benefit corporation. Qualification for an exemption under this law will be the responsibility of the contractor to establish to meet with the approval of the State.

In addition, when any portion of this contract involving the use of woods, whether supply or installation, is to be performed by any subcontractor, the prime Contractor will indicate and certify in the submitted bid proposal that the subcontractor has been informed and is in compliance with specifications and provisions regarding use of tropical hardwoods as detailed in § 165 State Finance Law. Any such use must meet with the approval of the State; otherwise, the bid may not be considered responsive. Under bidder certifications, proof of qualification for exemption will be the responsibility of the Contractor to meet with the approval of the State.

19. MACBRIDE FAIR EMPLOYMENT PRINCIPLES (APPLICABLE ONLY IN NON-FEDERAL AID NEW YORK STATE CONTRACTS). In accordance with the MacBride Fair Employment Principles (Chapter 807 of the Laws of 1992), the Contractor hereby stipulates that the Contractor either (a) has no business operations in Northern Ireland, or (b) shall take lawful steps in good faith to conduct any business operations in Northern Ireland in accordance with the MacBride Fair Employment Principles (as described in Section 165 of the New York State Finance Law), and shall permit independent monitoring of compliance with such principles.

20. OMNIBUS PROCUREMENT ACT OF 1992 (APPLICABLE ONLY IN NON-FEDERAL AID NEW YORK STATE CONTRACTS). It is the policy of New York State to maximize opportunities for the participation of New York State business enterprises, including minority- and women-owned business enterprises as bidders, subcontractors and suppliers on its procurement contracts.

Information on the availability of New York State subcontractors and suppliers is available from:

NYS Department of Economic Development
Division for Small Business
Albany, New York 12245
Telephone: 518-292-5100
Fax: 518-292-5884
email: opa@esd.ny.gov

A directory of certified minority- and women-owned business enterprises is available from:

NYS Department of Economic Development
Division of Minority and Women's Business Development
633 Third Avenue
New York, NY 10017
212-803-2414
email: mwbccertification@esd.ny.gov

<https://ny.newnycontracts.com/FrontEnd/VendorSearchPublic.asp>

The Omnibus Procurement Act of 1992 (Chapter 844 of the Laws of 1992, codified in State Finance Law § 139-i and Public Authorities Law § 2879(3)(n)-(p)) requires that by signing this bid proposal or contract, as applicable, Contractors certify that whenever the total bid amount is greater than \$1 million:

(a) The Contractor has made reasonable efforts to encourage the participation of New York State Business Enterprises as suppliers and subcontractors, including certified minority- and women-owned business enterprises, on this project, and has retained the documentation of these efforts to be provided upon request to the State;

(b) The Contractor has complied with the Federal Equal Opportunity Act of 1972 (P.L. 92-261), as amended;

(c) The Contractor agrees to make reasonable efforts to provide notification to New York State residents of employment opportunities on this project through listing any such positions with the Job Service Division of the New York State Department of Labor, or providing such notification in such manner as is consistent with existing collective bargaining contracts or agreements. The Contractor agrees to document these efforts and to provide said documentation to the State upon request; and

(d) The Contractor acknowledges notice that the State may seek to obtain offset credits from foreign countries as a result of this contract and agrees to cooperate with the State in these efforts.

21. RECIPROCITY AND SANCTIONS PROVISIONS. Bidders are hereby notified that if their principal place of business is located in a country, nation, province, state or political subdivision that penalizes New York State vendors, and if the goods or services they offer will be substantially produced or performed outside New York State, the Omnibus Procurement Act 1994 and 2000 amendments (Chapter 684 and Chapter 383, respectively, codified in State Finance Law § 165(6) and Public Authorities Law § 2879(5)) require that they be denied contracts which they would otherwise obtain. NOTE: As of October 2019, the list of discriminatory jurisdictions subject to this provision includes the states of South Carolina, Alaska, West Virginia, Wyoming, Louisiana and Hawaii.

22. COMPLIANCE WITH BREACH NOTIFICATION AND DATA SECURITY LAWS. Contractor shall comply with the provisions of the New York State Information Security Breach and Notification Act (General Business Law § 899-aa and State Technology Law § 208) and commencing March 21, 2020 shall also comply with General Business Law § 899-bb.

23. COMPLIANCE WITH CONSULTANT DISCLOSURE LAW.

If this is a contract for consulting services, defined for purposes of this requirement to include analysis, evaluation, research, training, data processing, computer programming, engineering, environmental, health, and mental health services, accounting, auditing, paralegal, legal or similar services, then, in accordance with Section 163 (4)(g) of the State Finance Law (as amended by Chapter 10 of the Laws of 2006), the Contractor shall timely, accurately and properly comply with the requirement to submit an annual employment report for the contract to the agency that awarded the contract, the Department of Civil Service and the State Comptroller.

24. PROCUREMENT LOBBYING. To the extent this agreement is a "procurement contract" as defined by State Finance Law §§ 139-j and 139-k, by signing this agreement the contractor certifies and affirms that all disclosures made in accordance with State Finance Law §§ 139-j and 139-k are complete, true and accurate. In the event such certification is found to be intentionally false or intentionally incomplete, the State may terminate the agreement by providing written notification to the Contractor in accordance with the terms of the agreement.

25. CERTIFICATION OF REGISTRATION TO COLLECT SALES AND COMPENSATING USE TAX BY CERTAIN STATE CONTRACTORS, AFFILIATES AND SUBCONTRACTORS.

To the extent this agreement is a contract as defined by Tax Law § 5-a, if the contractor fails to make the certification required by Tax Law § 5-a or if during the term of the contract, the Department of Taxation and Finance or the covered agency, as defined by Tax Law § 5-a, discovers that the certification, made under penalty of perjury, is false, then such failure to file or false certification shall be a material breach of this contract and this contract may be terminated, by providing written notification to the Contractor in accordance with the terms of the agreement, if the covered agency determines that such action is in the best interest of the State.

26. IRAN DIVESTMENT ACT. By entering into this Agreement, Contractor certifies in accordance with State Finance Law § 165-a that it is not on the "Entities Determined to be Non-Responsive Bidders/Offerers pursuant to the New York State Iran Divestment Act of 2012" ("Prohibited Entities List") posted at: <https://ogs.ny.gov/list-entities-determined-be-non-responsive-biddersofferers-pursuant-nys-iran-divestment-act-2012>

Contractor further certifies that it will not utilize on this Contract any subcontractor that is identified on the Prohibited Entities List. Contractor agrees that should it seek to renew or extend this Contract, it must provide the same certification at the time the Contract is renewed or extended. Contractor also agrees that any proposed Assignee of this Contract will be required to certify that it is not on the Prohibited Entities List before the contract assignment will be approved by the State.

During the term of the Contract, should the state agency receive information that a person (as defined in State Finance Law § 165-a) is in violation of the above-referenced certifications, the state agency will review such information and offer the person an opportunity to respond. If the person fails to demonstrate that it has ceased its engagement in the investment activity which is in violation of the Act within 90 days after the determination of such violation, then the state agency shall take such action as may be appropriate and provided for by law, rule, or contract, including, but not limited to, imposing sanctions, seeking compliance, recovering damages, or declaring the Contractor in default.

The state agency reserves the right to reject any bid, request for assignment, renewal or extension for an entity that appears on the Prohibited Entities List prior to the award, assignment, renewal or extension of a contract, and to pursue a responsibility review with respect to any entity that is awarded a contract and appears on the Prohibited Entities list after contract award.

27. ADMISSIBILITY OF REPRODUCTION OF CONTRACT.

Notwithstanding the best evidence rule or any other legal principle or rule of evidence to the contrary, the Contractor acknowledges and agrees that it waives any and all objections to the admissibility into evidence at any court proceeding or to the use at any examination before trial of an electronic reproduction of this contract, in the form approved by the State Comptroller, if such approval was required, regardless of whether the original of said contract is in existence.

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Ms. Fiona Matthew sent the following e-mail dated March 18, 2021 to Ms. Fasman:

From: Fiona Matthew [REDACTED]
Sent: Thursday, March 18, 2021 2:53 PM
To: Alissa Fasman <afasman@dobbsferry.com>
Subject: Fwd: 8761.52 DF Main St Sidewalks- Supplemental Agreement 2
Importance: High

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

Remember a grant budget = the grant amount from NYSDOT and the match amount from Dobbs Ferry. The re-purposed Parking grant = \$306,250 = \$245,000 DOT grant + \$61,250 Village match

What this NYSDOT resolution says:

- 1) in the original resolution, probably in September 2019, the Village committed to the original Main Street grant of \$381,250. This resolution is asking for the Village's commitment to the additional (re-purposed Parking grant) of \$306,250
- 2) that this is a reimbursement grant. Meaning that the Village has to pay the contractor's bills BEFORE asking NYSDOT for reimbursement of their 80% share (in the second "Resolved" clause)
- 3) that the Village has the funds committed to pay these invoices: i.e. to pay the contractor's bills before asking for DOT reimbursement (third Resolved clause) i.e. Village has the cash to pay contractor
- 4) the project has to be completed in its entirety as scoped out in the grant application. If the cost of this project is greater than expected, the Village is responsible for all additional costs. (4th Resolved clause)
- 5) that only the Village Administrator, Village Engineer and Mayor are authorized to sign any grant-related documents. I would recommend that you add Village Treasurer to this 6th Resolved clause. It has Comptroller but since that isn't Jeff's title I would add Treasurer.

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Mr. Leins discussed the agreement with the NYSDOT for the Main Street Project and provided background information on the agreement. Mr. Leins said it is a reimbursement grant so you have to spend the money first and then you get reimbursed. Mr. Leins said this is not moving up the sidewalk project, which the Board discussed a month ago and decided to wait, to try to get through this pandemic. Mr. Leins said this is not moving that project up, it is just putting the funding in place and satisfy the DOT that basically you are extending the life of the earlier grant to try to make it available for this project.

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

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

RESOLUTION 8-2021

RESOLUTION OF THE VILLAGE OF DOBBS FERRY BOARD OF TRUSTEES AUTHORIZING THE IMPLEMENTATION, AND FUNDING IN THE FIRST INSTANCE 100% OF THE FEDERAL-AID AND STATE “MARCHISELLI” PROGRAM-AID ELIGIBLE COSTS, OF A TRANSPORTATION FEDERAL-AID PROJECT, AND APPROPRIATING FUNDS THEREFORE

WHEREAS, a Project for the **Village of Dobbs Ferry Main Street Streetscape Improvements, in the Village of Dobbs Ferry, Westchester County, identified as PIN 8761.52** (the “Project”) is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs such program to be borne at the ratio of 80% Federal funds and 20% non-federal funds; and

WHEREAS, Resolution No. 28-2019 adopted by the Village of Dobbs Ferry on September 10, 2019, approved and agreed to advance the Project by making a commitment of 100% of the non-federal share of the costs of construction and construction inspection work.

WHEREAS, it was subsequently found necessary to undertake additional construction and construction inspection work not contemplated in the original agreement authorized by the previous Resolution; and

WHEREAS, it has been found necessary to increase the federal and non-federal share of costs for the additional construction and construction inspection work for the project; and

WHEREAS, the Village of Dobbs Ferry desires to advance the Project by making a commitment of 100% of the non-federal share of the costs of construction and construction inspection work for the Project or portions thereof.

NOW, THEREFORE, the Village Board, duly convened does hereby

RESOLVE, that the Village Board hereby approves the above-subject project; and it is hereby further

RESOLVED, that the Dobbs Ferry Village Board hereby authorizes the Village of Dobbs Ferry to pay in the first instance 100% of the federal and non-federal share of the cost of the additional construction and construction inspection work and the right-of-way acquisition work for the Project or portions thereof; and it is further

RESOLVED, that the sum of **\$306,250** (\$687,500 minus previous \$381,250) is hereby

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appropriated from the unappropriated unrestricted fund balance of the General Fund, and made available to cover the cost of participation in the above phases of the Project; and it is further

RESOLVED, that in the event the full federal and non-federal share costs of the project exceeds the amount appropriated above, the Dobbs Ferry Village Board shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the Administrator thereof, and it is further

RESOLVED, that the Administrator of the Village of Dobbs Ferry be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal Aid and/or applicable Marchiselli Aid on behalf of the Village of Dobbs Ferry with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible, and it is further

RESOLVED, that in addition to the Village Administrator, the following individuals are authorized to execute any necessary Agreements or certifications in connection with the advancement or approval of the project identified in the State/Local Agreement on behalf of the Village with NYSDOT: the Mayor; Village Engineer; and Village Treasurer; and

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project, and it is further

RESOLVED, this Resolution shall take effect immediately.

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

Mayor Rossillo thanked Ms. Dickson, Mr. Leins and Mr. Chuhta.

Consider a resolution to ratify and adopt the report of the Dobbs Ferry Police Reform Task Force

Mr. Stu Hackel sent the following e-mail dated March 17, 2021 to the Police Reform Task Force:

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From: Stu Hackel <[REDACTED]>
Sent: Wednesday, March 17, 2021 10:56 AM
To: Police Reform Task Force <policeformtaskforce@dobbsferry.com>; Vincent Rossillo <MayorRossillo@dobbsferry.com>
Cc: Village Administrator <villageadministrator@dobbsferry.com>; Alissa Fasman <afasman@dobbsferry.com>
Subject: Re: Final Report

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

Hello all,

First, thank you Richard for preparing the final version. It's a fine job of very quickly assembling the various pieces, adding needed information and providing an overall feel of professionalism.

At the mayor's request, I am submitting the following comments, suggestions and ideas about the final report. Some of them speak to a "too general" nature of the recommendations coming out of the subcommittee on which I sat where being a bit more specific and committed would make the report more accurate and firm.

1) Although I took the lead in writing our report, I am not the chair of the Training, Recruitment and Qualifications subcommittee. Elizabeth Mendez is the chair. Kindly correct this on page 16.

2) I would like to see a bit more specificity in Recommendation 16. The current version reads, "Consider FBI training for all senior officers." My guess is that the FBI has all sorts of training available, but here, we are referring to a specific sort of training we judged would be helpful to our department. It would be helpful to readers if the report reflected that, so it could read instead, "Consider FBI-LEEDA leadership training for all second and third line supervisory officers."

3) Similarly in Recommendation 18, our original subcommittee recommendation was that the Chief be tasked with leading a review of hiring policies submitted to the Board of Trustees with an eye to improving diversity, and specific recommendations would come out of this review. This would be an improvement, I believe, over the current version, "Encourage hiring of minority officers...." The subcommittee member who proposed this recommendation made the point that it is standard in industry for the chief officer to lead such diversity reviews and those corporations that undertake them make that chief responsible and accountable for the review and its results. I think we know from his actions that our chief is already committed to increasing the PD's diversity so a strengthened recommendation would not be suggesting anything antithetical to the department's current direction.

I note a similar recommendation from the Policies and Procedures subcommittee in their report (Recommendation 8 on page 9 of the final report) and adapting from the language they use ("the DFPD should make a concerted effort...." as opposed to we "encourage" the DFPD to hire) provides a good alternative to communicate our collective stronger desire on addressing this subject.

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3) I believe we should add in Recommendation 12 that the reconvened Task Force prepare a report on it's follow-up findings and submit it to the Board of Trustees and be made public. Although this is not listed as a TRQ subcommittee recommendation, we did discuss it and make a similar recommendation (which the Task Force discussed on Monday).

4) I am uncertain why Recommendation 20 is under the TRQ subcommittee. It was nothing we ever discussed. I'd suggest it belongs elsewhere.

5) We did not get to discuss this on Monday, but I would like to see us add (perhaps in Recommendation 16 as it already discusses our training recommendations) that DFPD apply for ABLE Training, which was a recommendation that the County Task Force requested of all Westchester municipalities. This training -- which is free -- provides police officers with the skills needed to prevent other officers from committing abuses, to intervene to prevent peer misconduct. For example, in the George Floyd killing, other officers stood by and did not even verbally discourage (much less physically intervene) the officer who had his knee on Mr. Floyd's neck. This is a program that helps police prevent certain instances of misconduct by other police officers and had head off potentially tragic episodes before they occur. You can read more on this in the TRQ subcommittee report beginning on page 23 of the final report.

6) Similarly, I would like to see us add to Recommendation 16 that a) the DFPD look into "verbal judo" training if it is not offered by the County Academy as another potential de-escalation strategy and, b) consistent with the Chief's recognition that modern policing is no longer effective when following older military models, that our department prohibit its officers from enrolling or taking "warrior" training. You can find these subjects discussed in the TRQ subcommittee report on pages 21 and 22 of the final report.

Thanks very much. And also thanks to the Chief and all those who worked to increase the DFPD training budget going forward.

Stu Hackel

On Tuesday, March 16, 2021, 06:55:04 PM EDT, Vincent Rossillo <mayorrossillo@dobbsferry.com> wrote:

Attached is the final report. Please review and forward any comments, suggestions or ideas to the entire Task Force with a copy to the Interim Village Administrator. I'd like to thank everyone for the time and effort that was spent on this project. Last night was very productive and I appreciate everyone's input so that we reached a consensus. Thanks again.

Vincent Rossillo
Mayor
Village of Dobbs Ferry
mayorrossillo@dobbsferry.com

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Ms. Aisha Williams sent the following e-mail dated March 18, 2021 to the Police Reform Task Force:

From: Aisha Williams <[REDACTED]>
Sent: Thursday, March 18, 2021 1:15:05 PM
To: Police Reform Task Force <policeformtaskforce@dobbsferry.com>
Cc: Village Administrator <villageadministrator@dobbsferry.com>; Alissa Fasman <afasman@dobbsferry.com>; Vincent Rossillo <MavorRossillo@dobbsferry.com>; Rakesh Rajani <[REDACTED]>
Subject: Re: Final Report

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

Dear All,

This is a strong plan, and I appreciate everyone's contributions and also Richard for taking on the monumental task of pulling it altogether.

I'd like to share two important suggestions from Community Engagement subcommittee member, Rakesh Rajani, who played an instrumental role in further analyzing the survey data:

1. On page 5 the overall conclusion pasted below is in my opinion misleading and could be seen as disrespectful of the constituencies in the survey. I think it should report something like "while the Survey found broad levels of satisfaction, once data was disaggregated a significant level of concern was noted among people of color, younger people aged 18 to 35 years, and to some extent women. The Task Force noted that the DF Police Dept policies, practices and accountability mechanisms require serious review, and identified several areas where improved technology, training and communication are recommended in order to...."

Conclusion

Consistent with the findings of the Task Force survey, the Task Force found a broad level of satisfaction in the community with the Dobbs Ferry Police Department. That said, the Task Force identified several areas where improved technology, training, and communication are recommended in order to improve the level and sense of service and safety both for those who indicated satisfaction and also those who seek improved relations with the police department.

Through the process of community engagement and the consideration and implementation of task Force recommendations, the Task Force is optimistic that substantial progress can be made in establishing an even better relationship between the Dobbs Ferry Police Department and all who they serve.

2. Pages 4 and 5 contain a helpful set of recommendations from different groups-- many people will only read those and not wade through the annexes. However, I note that the recommendations from the Comm Survey (pasted below from p. 36 of the report) are missing in this section-- it would be good if they would also be included as part of the rec summary on pages 4 and 5.

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Recommendations

The committee believes that there is more that needs to be known and recommends the following initial actions, that need to be strengthened and clarified after further consultation:

1. **Focused Outreach to Underrepresented Communities.** Because there are lower levels of satisfaction with the police among some segments of our community, there should be focused outreach to the constituencies that have significant concerns with the police, namely: a) young people (ages 18-34), b) people of color (particularly African Americans and Hispanics) in the community and other marginalized communities, and c) women in the community, to better understand their concerns and experiences with the Dobbs Ferry Police. The outreach should focus on listening to community experiences and ideas for improvement. Anonymized findings should be published online.
2. **Increase Communication Efforts.** Because a significant portion of the community does not know about the range of police services and how to reach out to the police, the police should leverage social media, maintain a website or link from the Village website, as well as newsletters especially for senior citizens who may not use technology regularly.
3. **Increase Diversity Within Department.** Because representation matters, the police should look like the community, and take active efforts to recruit younger, more female and more people of color in all new hires and in its promotion track.
4. **Be Less Aggressive, More Approachable.** Because police should be approachable, police should "patrol" the streets on foot (or on bicycles) and be unarmed.
5. **Reassess Budget Allocations.** Because crime is not a major problem in Dobbs Ferry, and major priorities are related to traffic and community relations, police objectives and budgets (and training and deployment) should be reviewed to reflect these priorities.

Thanks for your consideration. Please do not hesitate to reach out with any questions or concerns.

Best regards,
Aisha Williams

On Tue, Mar 16, 2021 at 6:54 PM Vincent Rossillo <MayorRossillo@dobbsferry.com> wrote:
Attached is the final report. Please review and forward any comments, suggestions or ideas to the entire Task Force with a copy to the Interim Village Administrator. I'd like to thank everyone for the time and effort that was spent on this project. Last night was very productive and I appreciate everyone's input so that we reached a consensus. Thanks again.

Vincent Rossillo
Mayor
Village of Dobbs Ferry
mavorrossillo@dobbsferry.com

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Ms. Kay Sussman sent the following e-mail dated March 18, 2021 to Mayor Rossillo:

Liz Dreaper

From: Kay Sussman <[REDACTED]>
Sent: Thursday, March 18, 2021 10:46 PM
To: Liz Dreaper
Cc: Gregg Sussman
Subject: Police Reform and Reinvention report-Race and Bias-Based phone calls

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

Dear Mayor Vincent Rossillo,

My husband and I looked over the Police Reform and Reinvention report. We wanted to address a few concerns.

You're missing an important matter in your Police Reform and Reinvention report.

At the Town Hall meeting, I raised a concern to the committee members regarding Race and Bias-Based 911 calls. Two years ago, a husband of a friend of mine was questioned by the police department due to a Race and Bias-based phone call concerning a Black man that worked for the recreational dept., and was trying to get into the Gould Park pool office. He was wearing a Dobbs Ferry Rec sweatshirt and he was deemed suspicious by the caller, because he is a Black man. If I remember correctly, walking or working while Black isn't in the penal law book as a crime. Although the cops that arrived to question this victim were pleasant enough, the victim's actions never warranted a visit by our local police dept.

In addition to his experience, some Latinx folx in our community are constantly being policed and questioned by white members of the community while they're at the waterfront. Phone calls have been made to the police dept. regarding these matters, which results in the police dept. canvassing the area.

If you're truly trying to create change and establish a trusting environment for Black and Latinx folx in this community, you should address Racial and Bias-Based profiling in your report. If NYPD can address this issue that plagues Brown and Black folx in our country, you can certainly understand the necessity of addressing this in your report. It's disconcerting that not one of your committee panelist thought that this matter was important enough to be included.

Dobbs Ferry Police Department must take a stand against Race-Based 911 Calls: these calls are frivolous or false calls to 911 due solely to the caller's bias toward certain individuals rather than any particular threat to public safety. Your department must hold these folx accountable and reiterate that this law makes it a civil rights violation to call 911 to report a non-emergency incident involving a member of a protected class without reason to suspect a crime or imminent threat.

Thank you.

Best,

Gregg and Kay Sussman

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Ms. Linda Stutz sent the following e-mail dated March 19, 2021 to Ms. Dreaper:

Liz Dreaper

From: [REDACTED]
Sent: Friday, March 19, 2021 11:15 AM
To: Liz Dreaper
Subject: Comments on Police Report

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

Hi Liz,

Hope you are well. Below are my comments on the Police Report.

Thank you for the opportunity to review the Police Reform report. It was well done, and I applaud the many people who worked hard to put it together. A couple of comments:

1. There are many great suggestions that seem likely to help our police department become even stronger. But there is no information on the costs of the recommendations. I sincerely hope there will be a cost/benefit analysis done on each suggestion before implementation.

2. The report includes the following note:

"...police cars habitually parked near the entrance to Children's Village, which has the largest concentration of people of color in Dobbs Ferry, a circumstance that was viewed as intimidation by residents."

This is an unfair representation of our police department's motives in posting police officers on Walgrove Avenue. I think it should be expunged from the report or information added to provide context. The truth is that the police are occasionally stationed there at the request of residents concerned with cars and trucks (from CV and Springhurst) driving at high speeds and running stop signs. This area has been a major safety concern for many years due to the high volume of traffic, documented in the 2018 Traffic Report, for a neighborhood that was not designed for it. Residents and the PTSA Safe Streets have made numerous requests for traffic mitigation such as speed bumps, but the Village feels it would make it difficult for emergency services to access Children's Village and Springhurst.

I understand why some residents may have misinterpreted the presence of police in this area, but it is important that we not allow this error to be officially documented. It is not fair to the police and not fair to the people who would be hurt reading it.

Respectfully submitted,

Linda Stutz

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Mr. Stu Hackel sent the following e-mail dated March 20, 2021 to the Police Reform Task Force:

From: Stu Hackel [mailto:████████████████████]
Sent: Saturday, March 20, 2021 1:33 AM
To: Police Reform Task Force <policeformtaskforce@dobbsferry.com>; Vincent Rossillo <MayorRossillo@dobbsferry.com>; Village Administrator <villageadministrator@dobbsferry.com>
Cc: Alissa Fasman <afasman@dobbsferry.com>
Subject: Re: Final Report

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

Hello Richard,

I have caught an error in the final recommendations that needs correction.

This would be in Recommendation 17. It currently reads "Assign a police liaison specifically charged with review of hate crimes where alleged and to be the immediate point of contact in such matters." However, the discussion we had at our meeting last Monday on the final document was requesting the department adopt this action *not* concerning hate crimes, but rather hate incidents; there is an important legal distinction, although the two are frequently and understandably confused.

This recommendation on hate incidents was proposed in our subcommittee report in order to be consistent with the intent of two County Task Force recommendations, which request all municipalities have an officer trained to process and report hate incidents, plus their recommended change in Section 273.01(3) of the County Public Safety Law that would mandate the county-wide reporting of hate incidents to the Commissioner of Public Safety.

You can find our subcommittee's recommendation on the top of page 21 of the final report, which features the word "incidents," and you can find both County Task Force recommendations on the bottom of page 72 and forward to page 73 of [their report](#).

In the discussion we had during our meeting last Monday, I specifically referred to hate incidents and not hate crimes as the object of this recommendation. I recall the examples I raised had to do with stickers, posters or leaflets that might be hung by a hate group in Dobbs Ferry, which are not necessarily considered criminal acts. And I distinguished them from hate crimes, and the examples I raised were swastikas painted on synagogues or nooses displayed in a Black community.

So this change should not need to be considered by the Trustees at their forthcoming meeting. All that is required is to change the word "crimes" in the current version of Recommendation 17 to "incidents."

The DFPD no doubt already has procedures for hate crimes as it is part of [the NY State DCJS accreditation standards](#) (Section 44.2, found on page 123 of the accreditation manual). In fact, I recall the Chief making reference to those procedures during our discussion, relating that an officer might respond to the initial call but a detective would handle the case and liaison with the victim). Without making this change in our recommendation, we would be recommending something that already exists.

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(Obviously, at the Chief's discretion, the officer or detective who is trained to take the lead in hate crimes can be the same officer liaising with the County on hate incidents.)

Thank you for your consideration and ongoing cooperation.

Stu Hackel

On Wednesday, March 17, 2021, 12:01:58 PM EDT, Village Administrator
<villageadministrator@dobbsferry.com> wrote:

Good Morning,

Thank you for your thoughtful suggestions. We have made the corrections you suggest, with respect to the Chair of the Training Committee and moving recommendation 20 to the Policies recommendations.

Your other suggestions are valuable as well, however since they were not, to the best of my recollection, the consensus of the group the other evening, I will forward them to the Board of Trustees for consideration on Tuesday when they meet to consider the report as a whole. They will have the opportunity at that time to consider suggestions for amendments to the Report and may do so prior to adoption.

Thank you for your efforts in this matter.

Richard A. Leins
Interim Village Administrator
Village of Dobbs Ferry
Email: Villageadministrator@dobbsferry.com
914 231 8502
914 327 5740 cell

From: Stu Hackel <[REDACTED]>
Sent: Wednesday, March 17, 2021 10:56 AM
To: Police Reform Task Force <policereformtaskforce@dobbsferry.com>; Vincent Rossillo <MayorRossillo@dobbsferry.com>
Cc: Village Administrator <villageadministrator@dobbsferry.com>; Alissa Fasman <afasman@dobbsferry.com>
Subject: Re: Final Report

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

Hello all,

First, thank you Richard for preparing the final version. It's a fine job of very quickly assembling the various pieces, adding needed information and providing an overall feel of professionalism.

At the mayor's request, I am submitting the following comments, suggestions and ideas about the final report. Some of them speak to a "too general" nature of the recommendations coming out of the subcommittee on which I sat where being a bit more specific and committed would make the report more accurate and firm.

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1) Although I took the lead in writing our report, I am not the chair of the Training, Recruitment and Qualifications subcommittee. Elizabeth Mendez is the chair. Kindly correct this on page 16.

2) I would like to see a bit more specificity in Recommendation 16. The current version reads, "Consider FBI training for all senior officers." My guess is that the FBI has all sorts of training available, but here, we are referring to a specific sort of training we judged would be helpful to our department. It would be helpful to readers if the report reflected that, so it could read instead, "Consider FBI-LEEDA leadership training for all second and third line supervisory officers."

3) Similarly in Recommendation 18, our original subcommittee recommendation was that the Chief be tasked with leading a review of hiring policies submitted to the Board of Trustees with an eye to improving diversity, and specific recommendations would come out of this review. This would be an improvement, I believe, over the current version, "Encourage hiring of minority officers...." The subcommittee member who proposed this recommendation made the point that it is standard in industry for the chief officer to lead such diversity reviews and those corporations that undertake them make that chief responsible and accountable for the review and its results. I think we know from his actions that our chief is already committed to increasing the PD's diversity so a strengthened recommendation would not be suggesting anything antithetical to the department's current direction.

I note a similar recommendation from the Policies and Procedures subcommittee in their report (Recommendation 8 on page 9 of the final report) and adapting from the language they use ("the DFPD should make a concerted effort..." as opposed to we "encourage" the DFPD to hire) provides a good alternative to communicate our collective stronger desire on addressing this subject.

3) I believe we should add in Recommendation 12 that the reconvened Task Force prepare a report on it's follow-up findings and submit it to the Board of Trustees and be made public. Although this is not listed as a TRQ subcommittee recommendation, we did discuss it and make a similar recommendation (which the Task Force discussed on Monday).

4) I am uncertain why Recommendation 20 is under the TRQ subcommittee. It was nothing we ever discussed. I'd suggest it belongs elsewhere.

5) We did not get to discuss this on Monday, but I would like to see us add (perhaps in Recommendation 16 as it already discusses our training recommendations) that DFPD apply for ABLE Training, which was a recommendation that the County Task Force requested of all Westchester municipalities. This training -- which is free -- provides police officers with the skills needed to prevent other officers from committing abuses, to intervene to prevent peer misconduct. For example, in the George Floyd killing, other officers stood by and did not even verbally discourage (much less physically intervene) the officer who had his knee on Mr. Floyd's neck. This is a program that helps police prevent certain instances of misconduct by other police officers and had head off potentially tragic episodes before they occur. You can read more on this in the TRQ subcommittee report beginning on page 23 of the final report.

6) Similarly, I would like to see us add to Recommendation 16 that a) the DFPD look into "verbal judo" training if it is not offered by the County Academy as another potential de-escalation strategy and, b) consistent with the Chief's recognition that modern policing is no longer effective when following older military models, that our department prohibit its officers from enrolling or taking "warrior" training. You can find these subjects discussed in the TRQ subcommittee report on pages 21 and 22 of the final report.

Thanks very much. And also thanks to the Chief and all those who worked to increase the DFPD training budget going forward.

Stu Hackel

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On Tuesday, March 16, 2021, 06:55:04 PM EDT, Vincent Rossillo <mayorrossillo@dobbsferry.com> wrote:

Attached is the final report. Please review and forward any comments, suggestions or ideas to the entire Task Force with a copy to the Interim Village Administrator. I'd like to thank everyone for the time and effort that was spent on this project. Last night was very productive and I appreciate everyone's input so that we reached a consensus. Thanks again.

Vincent Rossillo

Mayor

Village of Dobbs Ferry

mayorrossillo@dobbsferry.com

Ms. Betty Lynch sent the following e-mail dated March 22, 2021 to Mayor Rossillo and the Board of Trustees:

Liz Dreaper

From: Betty Lynch <[REDACTED]>
Sent: Monday, March 22, 2021 3:22 PM
To: Liz Dreaper
Subject: Police Reform & Reinvention Task Force Report
Attachments: Memo to the Village Board - March 22 2021.doc

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

Greetings Liz,

Attached are my comments for the Village Board's March 23 meeting.
Thanks.

Betty Lynch
emlynch1@outlook.com

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To: Mayor Rossillo and the Dobbs Ferry Board of Trustees

From: Betty Lynch

RE: Draft Report of Dobbs Ferry Police Reform & Reinvention Task Force

I am writing to commend all of the individuals who participated in the critical work of evaluating multiple aspects of the functioning of the Dobbs Ferry Police Department. Everyone clearly expended significant time and effort in collecting and analyzing data and information, including the use of the Westchester County Police Reform & Reimagining Task Force Report as well as the Dobbs Ferry Community Survey. The conclusions and recommendations outlined in the report reflect a high degree of thoughtful discussion.

The Key Findings section does an excellent job of acknowledging the disparities between the survey responses of white residents and residents of color as to their levels of satisfaction with the DFPD, and the need to further address the racial justice challenges in our community that those differences represent.

I believe the two subcommittees which directly addressed the issues of institutional racism in our community are the Community Engagement, Accountability & Transparency Subcommittee, and the Qualifications, Recruitment & Training Subcommittee. The clear & thorough conclusions & recommendations of both groups have the potential to enable us to begin the process of becoming a genuinely welcoming & inclusive community.

The Qualifications, Recruitment & Training Subcommittee does an outstanding job of articulating the historical context of racism in our country, and includes links to relevant material illustrating that context.

With respect to specific recommendations:

- Both subcommittees suggest crisis intervention & de-escalation training for officers, as well as the use of mental health crisis teams, & outreach to nonprofits with such expertise. *The use of such teams & services in other communities has been successful as police officers cannot be expected to be experts in this area given all the other tasks and knowledge that they are expected to possess.*
- Anti-bias, implicit bias & cultural diversity training is essential, and having a robust library of materials is certainly helpful, but not sufficient. *Engaging in facilitator led group discussions is the best way to help individuals recognize and process the biases that we all possess. There are many organizations that offer such services.*
- A wellness program for officers is key providing support for a very high stress occupation.
- The creation of a Police Advisory Committee is a great way assure continuity of the village's & the PD's efforts to implement these recommendations, to be transparent, to keep the community informed, and to keep the concerns 'on the radar.'

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- *The one recommendation with which I strongly disagree:*

The Department does not have civilian oversight over misconduct investigations or policy reform. However, the Village Board serves as the Board of Police Commissioners. These members of the community are non-partisan and serve without compensations and can review any disciplinary charges brought against officers. The Chief of Police is also directly responsible to the Village Board.

The Village Board is a competent and hard-working group of people who are committed to our community. However, they have a great many responsibilities as Trustees in overseeing all aspects of village life, and spend countless hours in carrying out their duties. I do not believe that in addition to their existing duties they should be expected to serve as a Board of Police Commissioners. I think there should be a separate civilian oversight board, composed of a diverse group representative of our community that can dedicate the time and effort to serve in an oversight capacity. Such a board would certainly be accountable to the Village Board, but would be able to provide input & recommendations as to any necessary disciplinary actions.

It is my hope that in addition to the wonderful work done by this task force that we as a community will collaborate more broadly with other entities that are also addressing issues of racism in Dobbs Ferry, such as the Village Human Rights & Diversity Committee, and the Dobbs Ferry School District & PTSA Race & Equity. We are fortunate to have an abundance of resources with which we can address racial injustice, but we must do so as a community because focusing solely on the Police Department or the school system without engaging other groups will severely limit our efforts at raising awareness and educating each other in order to truly effect meaningful change in Dobbs Ferry.

Thank you again for your dedication & hard work!

BETTY LIPICH

Mayor Rossillo said the Task Force is mandated by the Governor and we have had four meetings on this as a whole on December 2, 2020, January 7, 2021, January 28, 2021 and March 15, 2021. Mayor Rossillo said we held a public forum, open to the public on February 25, 2021. Mayor Rossillo said the sub-committees have met at least once. Mayor Rossillo said we did an extensive survey where we got over 400 responses back. Mayor Rossillo said we have examined this issue and come up with a very extensive plan/report and we are ready to move forward on this.

Mr. Leins said as a result of posting the draft plan on the website we received comments, including some from members of the Task Force that Board may want to look at the issues that were raised.

Trustee Sullivan suggested having a special meeting to review the document, consider the comments received and make changes. Trustee Sullivan said we can have a short special meeting to adopt it.

Mr. Leins said the report has to be filed by the first of April.

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Ms. Dickson said a special meeting can be called and then the notice can go out as soon as possible once the Board has established as special meeting.

The Board discussed what dates/times they are available to meet.

Ms. Dickson said the Board should state a date certain for the special meeting before they adjourn the meeting this evening.

A special meeting of the Board will be scheduled on March 26, 2021 at 10:00 a.m.

Ms. Dickson said she will work with the Village Clerk to get a notice to the media. Ms. Dickson said we just have to notify the media, it is not a mandatory publication.

Consider a motion to approve two community campaigns in partnership with Sustainable Westchester: Demand Response and Community Solar

The Community Campaigns Scoping Document: Demand Response, is as follows:

NYSERDA Clean Energy Communities Program

Community Campaigns --- Scoping Document

Version 1

Purpose

This scoping document is intended for use by local government officials seeking to earn credit for the Community Campaigns High-Impact Action under NYSERDA's Clean Energy Communities Program. The purpose is to help municipal officials, campaign teams, and NYSERDA clearly understand the individual jurisdiction's goals and objectives, milestones, and deliverables, as well as the roles and responsibilities of project partners, to help ensure the success of the campaign.

Introduction

Community-scale campaigns can be an effective way to encourage adoption of new, innovative technologies to generate value and savings for consumers while advancing New York's clean energy goals. The goal is for local residents and businesses to gain increased access to clean energy. Community Campaigns are generally short-term efforts that identify potential customers through widespread outreach and education.

What is the focus of your Campaign? (Check all that apply)

☐ **Community Solar**

The intent of the campaign is to encourage residential and/or commercial customers to participate in the following solar opportunities (Check all that apply):

- ☐ Community Solar
- ☐ Solar-For-All

☐ **Electric Vehicles**

The intent is for the local government along with partner organizations and volunteers to initiate and develop partnerships with car dealerships, platform providers, and/or other EV industry partners to offer local residents and businesses a variety of makes and models of electric vehicles. The offer may be promoted through ride and drive events and other outreach efforts.

☐ **Clean Heating and Cooling and Energy Efficiency**

The intent is for the local government to develop partnerships with NYSERDA-approved Clean Heating and Cooling Community Campaigns if they are available in the area. The local government along with partner organizations and volunteers organize a structured campaign to encourage the adoption of clean heating and cooling technologies (e.g., ground- and air- source heat pump systems and heat pump water heaters) as well as energy efficiency retrofits to homes, businesses, and community institutions.

☒ **Demand Response**

Demand response is important because the actions of individual customers can be aggregated in ways that deliver significant value to the grid. Local governments are uniquely positioned to help customers benefit directly from this opportunity. The local government should consider developing partnerships with providers of demand response products and services, like smart thermostat deployments, battery energy storage, and peak saver campaigns. The objective is to increase resilience and leverage capacity markets for the benefit of participating customers.

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NYSERDA Clean Energy Communities Program

Scoping Document

Part 1: Project Overview, Primary Contact, and Lead Organization

What is the name of the campaign?

Rivertown's GridRewardsTM – Dobbs Ferry

What community/communities will be served, and who are the intended participants?

Specify the geographic area that your campaign falls within i.e., village, town, city, or county? Who are the intended participants?

The GridRewardsTM Demand Response Campaign will be administered in, and serve the eligible residents of the Villages of Dobbs Ferry, Hastings-on-Hudson, Ardsley, and Irvington. This Demand Response Campaign, through an outreach and community education effort led by the Mayors of each of the participating municipalities, will strive to educate all interested residents about the benefits of the GridRewardsTM program. It will include homeowners, renters, and other eligible entities.

The campaign seeks to encourage residents to sign up for GridRewardsTM to help them lower their carbon footprint, reduce their energy usage and earn cash rewards. A specific intended outcome of the campaign is to lower the energy burden for low- to moderate-income (LMI) residents that enroll in GridRewardsTM.

Who is the project manager for your campaign?

This person serves as the primary contact and is the liaison between NYSERDA and the core team for the duration of the campaign. All communication between NYSERDA and the campaign will go through this individual. This person can be a volunteer, official, or staff member of the local government or lead organization. The project manager may not have financial relationships with vendors that may apply to participate in the campaign. The project manager should expect to make a significant time commitment to the campaign.

First Name: Alissa

Last Name: Fasman

E-mail: afasman@dobbsferry.com

Phone Number: 914-231-8512

Title/Position: Assistant to the Village Administrator

Who is the lead organization?

The lead organization must be a local government, school district, or nonprofit organization (Partnerships are strongly encouraged). The lead organization is responsible for coordinating with NYSERDA and among the other partners.

Name of Lead Organization: The Village of Dobbs Ferry

Mailing Address: 112 Main Street, Dobbs Ferry, NY 10522

The Lead Organization is a: Municipality

Part 2: Partners and Core Team

Provide the names of all members of your Core Team.

The Core Team may consist of volunteers from the community, officials, and/or staff members of the local government, or other partners. At least one official and/or staff member from the applying jurisdiction shall be a member of the Core Team and identified below. Include each Core Team member's role along with any specialty i.e., marketing, social media, specific software such as MS Excel, community outreach, etc. Core

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NYSERDA Clean Energy Communities Program

Scoping Document

Team members may not have financial relationships with vendors that may apply to participate in the campaign. Core Team members should expect to make a significant time commitment to the campaign.

The Core Team is comprised of individuals from the Villages Hastings-on-Hudson, Ardsley, Irvington and Dobbs Ferry and Sustainable Westchester.

Dobbs Ferry:

- Alissa Fasman, Assistant to the Village Administrator
- Padriac Steinschneider, lead volunteer for Dobbs Ferry
- Jennifer Murphy, volunteer, Sustainability Task Force
- Linda Stutz, volunteer, Sustainability Task Force
- Rob Baron, volunteer, Sustainability Task Force

Villages:

- Nicola Armacost – Mayor and Project Lead, Hastings-on-Hudson
- Nancy Kaboolian – Mayor and Project Lead, Ardsley
- Brian Smith – Mayor and Project Lead, Irvington
- Vincent Rossillo – Mayor, Dobbs Ferry

Sustainable Westchester:

- Michel Delafontaine - Director DER & Business Development - Advisor
- Maria Genovesi - Director, Marketing, Outreach, and Communications - Marketing

List the names of all local partner organizations.

Local partners may be community groups, local businesses, local governments, school districts, etc. These partners should contribute to the overall success of the campaign. Describe the role each organization will play in the campaign. It is strongly encouraged that the local government(s) be either the lead entity or a partner. It is encouraged that the campaign obtains a letter of commitment from the jurisdiction's chief elected official describing their level of assistance and/or a local resolution expressing support of the campaign.

1. Villages

The Mayors of the Villages of Dobbs Ferry, Hastings-on-Hudson, Ardsley, and Irvington will be leading the campaign and strongly support the goals of the campaign. They will tap a number of local organizations to publicize the campaign including the following: the Hastings-on-Hudson, Conservation Commissions, the Dobbs Ferry Sustainability Task Force, the Ardsley CEAC, Irvington Green Policy Task Force, the Climate Smart Communities Task Forces, Affordable Housing Commissions, Senior Councils, Youth Councils, School Districts, American Legions, VFWs, the Rivertowns Chamber of Commerce and others as appropriate.

2. Dobbs Ferry Sustainability Task Force

The Dobbs Ferry Sustainability Task Force will be the lead volunteer organization supporting outreach efforts for the campaign. The Task Force has partnered with the Village on numerous other sustainability initiatives and has led two successful community campaigns: Solarize Hastings Dobbs Ferry and HeatSmart Dobbs Ferry Hastings. In both cases, the Task Force successfully collaborated with our neighboring community to expand the reach of the initiatives. The Task Force is well respected for its work both in the community and by the Village administration, and has a proven track record of success on sustainability initiatives.

3. Sustainable Westchester

Sustainable Westchester is a nonprofit consortium of Westchester County local municipalities facilitating effective collaboration resulting in sustainability initiatives and cutting-edge innovation. Its goal is to bring socially responsible, environmentally sound, and economically viable solutions that create resilient, healthy, vibrant, sustainable communities.

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Sustainable Westchester's portfolio of energy solutions includes Westchester Power, the first in N.Y. State Community Choice Aggregation program that provides 100% NYS hydropower and fixed electricity supply rates to its customers. Currently, Westchester Power is the default supplier in 27 County municipalities servicing nearly 1/3 of Westchester County customers. To date, the Westchester Power Program has made a significant environmental impact eliminating over 660,000 metric tons of CO₂. Community Solar and its precursor, Solarize Westchester, is responsible for driving renewable energy and solar adoption to thousands of Westchester residents and includes a municipal solar integration partnership with NYPA, bringing solar benefits to municipalities across the county. EnergySmart HOMES and Commercial Clean Heating & Cooling, energy efficiency, clean heating and cooling solutions, provides home and commercial buildings options through geothermal or air source heat pumps. Both programs offer a valuable solution for all Westchester residents and businesses and, importantly, those in current gas constricted areas.

At the forefront of innovation and always looking for, and developing the next generation of solutions, Sustainable Westchester is working with NYSERDA in the development of direct supply and energy storage and is in development of a Sunshine to EV model for adoption in member municipalities. In the summer of 2020, Sustainable Westchester launched, in partnership with Logical Buildings, the first-of-its-kind Demand Response program for residential accounts.

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Sustainable Westchester understands that transportation is a critical component of the energy discussion, and its Clean Transportation Project includes the facilitation of municipal fleet conversion and the infrastructure for charging stations. Included in its focus, Sustainable Westchester facilitates a zero waste initiative anchored by app technology for municipal recycling solutions (Recycle Right!).

Part 3: Community Profile and Preparation

Describe the community served by the campaign.

Include population and number of owner-occupied residences. Include any information that would be relevant to the scheduling of a seasonal campaign. For example, is your community a vacation destination, college town, consisting largely of renters, etc?

Dobbs Ferry: The Village of Dobbs Ferry is located about 24 miles north of mid-town Manhattan. It is situated on the banks of Hudson River to the west and the Saw Mill River to the east. According to the US Census, as of July 2019 the population of the Village was about 11,027 people, the median household income was \$143,462 and about 3.4% of the population were designated as "persons in poverty". According to the [2020 Westchester Housing Needs Assessment](#), the Village has 3,679 occupied units, with 2,231 owner-occupied units (61%) and 1,448 rental units (39%).

Hastings-on-Hudson: The Village of Hastings-on-Hudson is located about 20 miles north of mid-town Manhattan. It is situated on the banks of Hudson River to the west and the Saw Mill River to the east. According to the US Census, as of July 2019 the population of the Village was about 7,853 people, the median household income was \$139,879 and about 2.5% of the population were designated as "persons in poverty". According to the [2020 Westchester Housing Needs Assessment](#), the Village has 2,914 occupied units, with 2,151 owner-occupied units (73.8%) and 763 rental units (26.2%).

Ardley: The Village of Ardsley is located about 22 miles north of mid-town Manhattan. It is situated on the banks of Hudson River to the west and the Saw Mill River to the east. According to the US Census, as of July 2019 the population of the Village was about 4,534 people, the median household income was \$105,293 and about 1.3% of the population were designated as "persons in poverty". According to the [2020 Westchester Housing Needs Assessment](#), the Village has 1,619 occupied units, with 1,325 owner-occupied units (81%) and 304 rental units (19%).

Irvington: The Village of Irvington is located about 27 miles north of mid-town Manhattan. It is situated on the banks of Hudson River to the west and the Saw Mill River to the east. According to the US Census, as of July 2019 the population of the Village was about 6,473 people, the median household income was \$139,917 and about 6% of the population were designated as "persons in poverty". According to the [2020 Westchester Housing Needs Assessment](#), the Village has 2,327 occupied units, with 1,895 owner-occupied units (81%) and 432 rental units (19%).

The Demand Response Rivertown's GridRewards™ Campaign is distinct from other types of Community Campaigns that are targeted at home-owners and, in effect, exclude those who do not own their own home. Instead, it is available to all residents including renters. The Villages have a particular interest in ensuring that low- to moderate-income (LMI) residents have the opportunity to benefit from GridRewards™.

Describe your community's participation in local sustainability and clean energy initiatives.

Describe your community's participation in Clean Energy Communities and Climate Smart Communities. Has your community been in contact with a former Solarize campaign? Do you have plans to coordinate with another campaign?

The elected officials in the Villages of Hastings-on-Hudson, Ardsley, Irvington, and Dobbs Ferry are all committed to sustainability. In September 2020, Hastings-on-Hudson was designated as a Silver-certified Climate Smart Community (one of only 7 in New York State), and Dobbs Ferry and Irvington were designated Bronze-certified Climate Smart Communities in 2020 and 2021 respectively. Hastings-on-Hudson is also currently the highest-ranking Clean Energy Community (CEC) in New York State and Dobbs Ferry is also high on the leaderboard.

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Hastings-on-Hudson and Dobbs Ferry ran a successful Solarize campaign from 2015 to 2016, under the auspices of Sustainable Westchester, in which a total of 85 residents installed high-quality solar units and benefited from cost savings, adding nearly 500 KW of solar power generating potential. During the campaign more than 475 homeowners requested information about the opportunity to install solar, and installers conducted more than 200 site visits to evaluate homes' solar potential. The two villages also ran a HeatSmart campaign from 2019 to 2020, under the auspices of Sustainable Westchester, in which a total of 7 residents installed air source or heat source pumps.

Dobbs Ferry has a long, successful track record of implementing clean energy solutions in the Village. Most recently, with assistance from both the Climate Smart Communities grant program and the Clean Energy Communities grant program, the Village renovated the Embassy Community Center to include a new energy efficient HVAC system, Smart controls for the HVAC and lighting, new insulation, energy efficient appliances in the kitchen, a back-up generator to serve as a heating and cooling center for the community, and LED lighting throughout the facility. Previously, Dobbs Ferry was one of the first communities to install LED street lighting, a now common practice in Westchester County. The Village Library is powered by solar panels. We have electric vehicle charging stations behind our Village Hall, and we contract with Dude Solutions to track our energy usage in all of our municipal buildings.

Part 4: Campaign Goals, Vendor Selection, and Preliminary Marketing and Outreach Plan.

If applicable, describe how vendors have been selected to participate in the campaign. If applicable, please submit your Campaign's Vendor Request for Proposal (RFP) for NYSERDA Review and Approval.

The GridRewards™ program in Westchester County is promoted and administered by nonprofit, Sustainable Westchester, one of the partner entities. The app technology was developed and is powered by Logical Buildings, a Con Edison registered energy aggregator and software developer and winner of the 2021 world-renowned CES Energy Efficiency Product of the Year. To participate, consumers must download the GridRewards™ app and follow the instructions given. GridRewards is currently the first-of-its-kind residential demand response program. Traditionally, these programs are offered to large commercial and industrial electricity accounts. However, due to the nearly 100% penetration of Con Edison's Smart Meter (AMI) program in Westchester they are able to offer this to residential and small business customers.

Campaign Goals

State your goals for the number of installations that will result from your campaign within the applying jurisdiction's municipal boundaries:

Number of Subscriptions/ Installations/Purchases:	Our goal would be to sign up at least 50 households per municipality, as Demand Response Peak Savers with GridRewards™
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Other goals:

Campaign Milestones

Fill out these dates to the best of your ability. Dates are estimates and are subject to change.

RFP Released, if applicable	Date: N/A
RFP Questions Due, if applicable	Date: N/A
RFP Question Responses Released, if applicable	Date: N/A

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RFP: Proposals Due, if applicable	Date: N/A
Interviews, if applicable	Date: N/A
Installer(s)/Vendors selected	Date: N/A: Logical Buildings already selected by Sustainable Westchester

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Launch Event	Date: March 23, 2021 - official launch of campaign or per NYSERDA approval date.
Public Outreach & Education Events	Date: Various (see below)
Participant Sign-Up Deadline	Date: May 15 2021 or per NYSERDA approval date.
Participant Contracting Deadline	Date: N/A
Installations	Date: N/A

Marketing and outreach plan

Provide a detailed marketing and outreach plan for your campaign by filling in the following tables. Describe potential outreach activities, venues, and partnerships, as well as the campaign's timeline. Examples are provided in the tables. Fill in the preliminary budget table to estimate project expenses.

Villages of Hastings-on-Hudson, Ardsley, Irvington and Dobbs Ferry take pride in promoting pro-environment initiatives, and believe that once they understand the benefits, residents will embrace the GridRewards™ campaign. We anticipate the campaign will primarily be an email campaign, where we will leverage emails from the Mayors, the Villages, the Schools and specific community groups, to educate residents about the campaign. We also plan to leverage promotional events to explain the concept and transmit the message, including a zoom launch event in March where after learning about the campaign attendees will be invited to sign up during the event itself.

If pandemic precautions allow, we will share material at various events promoted by the Villages, including the Farmers Market. The Core Teams will promote the campaign with a table, flyers and a compelling message during the life of the campaign. The goal will be to try to encourage residents to sign up for the GridRewards™ App at the event themselves.

A large number of organizations have enthusiastically committed their support and communications channels to publicize the campaign. These include the weekly emails sent out by Mayors to all residents who have signed up to receive Village emails. These emails reach about 2,000 people in each of the Villages representing 60-70% of all households. The Mayors will also tap their Board and Commissions, asking them to promote the message to the residents with whom they work.

Special online meetings will be held with groups such as the Affordable Housing Commissions, the Senior Councils, the Youth Councils, the Food Pantries, the American Legions, the VFWs, the Rivertowns Chamber of Commerce, real estate agents, landlord and tenant associations, not-for-profits (such as P-CoC and RISE) and other potential advocates.

The Mayors and their Core Team will use a variety of social media sites to promote the initiative including the Village Facebook pages and Facebook pages run by supportive groups and individuals. The Schools will promote the campaign through their email blasts to parents.

Events – Residential

Consider community calendars; workshops at libraries, lunch & learns, upcoming community events, etc. and

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NYSERDA Clean Energy Communities Program
list campaign events

Scoping Document

Completed? (X)	Event and Venue (List events)	Date/Time	Result (number of attendees)	Notes	Assign roles
	Launch event at Village BoT Meetings	Various depending on the Village (end March)	100 virtual attendees	Mayors will announce campaign and explain benefits	Villages Mayors and Sustainable Westchester
	Virtual Information Sessions	Various depending on the Village (late March early April)	25 virtual attendees	Mayor will attend Senior Council Meeting and explain campaign	Villages Senior and Youth Council and Affordable Housing Committees
	Virtual Information Session	April 22 (Earth Day)	50 virtual attendees	Campaign will be touted as part of Earth Day Initiatives	Villages Mayors and Sustainable Westchester
	Information Session	Various	1,500 attendees	Team will attend various Farmer's Market, set up a table and explain campaign	Farmers Market

Events – Commercial

Consider Lunch & Learns at employers, Green Building Associations or business energy events, Technology councils or Chamber of Businesses and list campaign events.

Completed? (X)	Event and Venue (List events)	Date/Time	Result (# of attendees)	Notes	Assign roles
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The Villages do not intend to host designated events for commercial entities at this time. However, when the Mayors presents to the Rivertowns Chamber of Commerce they will describe the campaign and encourage participation. They will also reach out to the Green Business Partnership as appropriate.

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NYSERDA Clean Energy Communities Program

Scoping Document

Partner Organization Outreach

Consider which partner organizations will help spread your message i.e. volunteer committee, environmental clubs and organizations, faith communities, Boys/Girls Scouts, Rotary Clubs, schools, etc.

Name	Date	Item	Who/Contact Info	Social Media Addresses
Village of Dobbs Ferry	Throughout campaign	Campaign Partner	Vincent Rossillio, Mayor - mayorrossillio@dobbsferry.com Alissa Fasman, Assistant to the Village Administrator, afasman@dobbsferry.com	www.dobbsferry.com
Village of Hastings-on-Hudson	Throughout campaign	Campaign Partner	Nicola Armacost, Mayor - mayor@hastingsgov.org Rafael Zaratian, Village IT Staff - rzaratian@hastingsgov.org Barbara Prisament, Downtown Advocate - DowntownAdvocate@hastingsgov.org	www.hastingsgov.org
Village of Ardsley	Throughout campaign	Campaign Partner	Nancy Kaboolian, Mayor - nkaboolian@ardslevvillage.com Merideth Robson, Village Manager - mrobson@ardslevvillage.com	www.ardslevvillage.com
Village of Irvington	Throughout campaign	Campaign Partner	Brian Smith, Mayor - bsmith@irvingtonny.gov Larry Schopfer, Village Manager - lschopfer@irvingtonny.gov	www.irvingtonny.gov
Sustainable Westchester	Throughout Campaign	SW social media	Michel Delafontaine, Michel@SustainableWestchester.org Maria Genovesi, Maria@SustainableWestchester.org	https://www.facebook.com/sustainablewestchester

E—Newsletters

Consider spreading your message through a municipal email newsletter or through email newsletters of a partner organization, homeowner associations, etc.

Name	Date	Item	Who	Completed?
Villages Email Listing	Various	Village wide email blasts	Mayors and Village IT team	
Schools	Various	School email blasts	Superintendent and school IT team	
Various Village Boards and Commissions	Various	Commission email blasts to members and volunteers	Villages' Boards and Commissions	
Sustainable Westchester Email Listing	Various	Sustainable Westchester Eblast	Sustainable Westchester Marketing Team	

Local Media

Consider issuing a press release and conduct outreach to print, radio, online publications and social media; identify local reporters that cover business, neighborhood/community interest, home and garden, and environment.

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Outlet	Date	Story	Who	Completed?
Rivertowns Enterprise	March 2021	Press Release Announcing Partnership	Mayors' press team	
Patch	March 2021	Press Release Announcing Partnership	Mayors' press team	
LoHud	March 2021	Press Release Announcing Partnership	Mayors' press team	
Next Door	March 2021	Press Release Announcing Partnership	Mayors' press team	

Websites

Identify websites that will host information about your campaign or events.

Name	Date	Item	Who	Completed?
Villages' Websites	Various	Webpage	Mayors and Village IT teams	
Sustainable Westchester Website	Various	Webpage	Sustainable Westchester & Marketing Team	

Social Media

Identify social media to post information about your campaign or events.

Site	Dates	Who / What Posted	Completed?
Villages' Facebook Page	Throughout the campaign	Village IT team	
Sustainable Westchester Facebook and Instagram	Throughout the campaign	Sustainable Westchester & Marketing Team	

Flyers/Banners/Mailings (only if allowable during the pandemic)

Identify opportunities to use Flyers/Banners/Mailings to spread the word about your campaign or events.

What	Where Placed	When	Who Is Responsible?
Flyers (5 x 7 mailer)	Farmer's Market	Throughout campaign	SW generated Flyer, Villages to distribute
Letter to Residents (Optional)	Letter to Residents of Villages	Once during March	SW generated Flyer, Villages to distribute

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Scoping Document

Tabling (only if allowable during the pandemic)

Identify opportunities to use tabling to spread the word about your campaign or events.

What	Where	When	Who is Responsible?
Farmers Markets	In the Villages that have one	Spring 2021 when open to community vendors (post-COVID)	Campaign team
Earth Day Celebrations	Various	Spring 2021 when open to community vendors (post-COVID)	Campaign team

Estimated Budget for Campaign Marketing and Outreach

Expense	Estimated Cost \$
Marketing Flyer	Adaptation of existing Sustainable Westchester brochures to Rivertowns context, Sustainable Westchester will cover the cost.
Letter to Residents (Optional)	Sustainable Westchester will cover the cost of this mailing.
Staff Hours	To be covered by municipality, or each participating organization, respectively.

If you have any questions or require additional information, please send an email [to cec@nyserda.ny.gov](mailto:cec@nyserda.ny.gov) and someone will get back to you.

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The Community Campaigns Scoping Document: Community Solar, is as follows:

NYSERDA Clean Energy Communities Program

Community Campaigns - Scoping Document

Version 1

Purpose

This scoping document is intended for use by local government officials seeking to earn credit for the Community Campaigns High-Impact Action under NYSERDA's Clean Energy Communities Program. The purpose is to help municipal officials, campaign teams, and NYSERDA clearly understand the Individual Jurisdiction's goals and objectives, milestones, and deliverables, as well as the roles and responsibilities of project partners, to help ensure the success of the campaign.

Introduction

Community-scale campaigns can be an effective way to encourage adoption of new, innovative technologies to generate value and savings for consumers while advancing New York's clean energy goals. The goal is for local residents and businesses to gain increased access to clean energy. Community Campaigns are generally short-term efforts that identify potential customers through widespread outreach and education.

What is the focus of your Campaign? (Check all that apply)

☒ **Community Solar**

The intent of the campaign is to encourage residential and / or commercial customers to participate in the following solar opportunities (Check all that apply):

- ☒ **Community Solar**
- ☐ **Solar-For-All**

☐ **Electric Vehicles**

The intent is for the local government along with partner organizations and volunteers to initiate and develop partnerships with car dealerships, platform providers, and / or other EV Industry partners to offer local residents and businesses a variety of makes and models of electric vehicles. The offer may be promoted through ride and drive events and other outreach efforts.

☐ **Clean Heating and Cooling and Energy Efficiency**

The intent is for the local government to develop partnerships with NYSERDA-approved Clean Heating and Cooling Community Campaigns if they are available in the area. The local government along with partner organizations and volunteers organize a structured campaign to encourage the adoption of clean heating and cooling technologies (e.g., ground- and air- source heat pump systems and heat pump water heaters) as well as energy efficiency retrofits to homes, businesses, and community institutions.

☐ **Demand Response**

Demand response is important because the actions of individual customers can be aggregated in ways that deliver significant value to the grid. Local governments are uniquely positioned to help customers benefit directly from this opportunity. The local government should consider developing partnerships with providers of demand response products and services, like smart thermostat deployments, battery energy storage, and peak saver campaigns. The objective is to increase resilience and leverage capacity markets for the benefit of participating customers.

Part 1: Project Overview, Primary Contact, and Lead Organization

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NYSERDA Clean Energy Communities Program Scoping Document

What is the name of the campaign?

Community Solar Campaign - Village of Dobbs Ferry

What community / communities will be served, and who are the intended participants?

Specify the geographic area that your campaign falls within i.e., village, town, city, or county? Who are the intended participants?

This community solar campaign will be administered in, and serve the residents and eligible community solar participants in the Village of Dobbs Ferry. Community Solar broadens accessibility of renewable energy beyond the scope of homeowners and property owners. This campaign, through an outreach and community education effort led by municipal and other community leaders, will strive to make the community solar opportunity available to all interested residents - renters and homeowners - and other eligible subscribers - including many houses of worship and certain small businesses, social service organizations, nonprofits, etc.

This campaign seeks to widen the reach of community solar to provide consistent cost savings on energy bills to those that join community solar as a result of the campaign, and contribute to driving solar development locally and lowering the energy burden for LMI residents that enroll in Sustainable Westchester's Community Solar Program.

The Village of Dobbs Ferry is organizing to administer multiple complementary Community Campaigns towards NYSERDA's Clean Energy Communities Program and will leverage the success and momentum of each campaign to support the collective efforts of all campaigns.

Who is the project manager for your campaign?

This person serves as the primary contact and is the liaison between NYSERDA and the core team for the duration of the campaign. All communication between NYSERDA and the campaign will go through this individual. This person can be a volunteer, official, or staff member of the local government or lead organization. The project manager may not have financial relationships with vendors that may apply to participate in the campaign. The project manager should expect to make a significant time commitment to the campaign.

First Name:

Last Name:

E-mail:

Phone Number:

Title / Position:

Who is the lead organization?

The lead organization must be a local government, school district, or nonprofit organization (Partnerships are strongly encouraged). The lead organization is responsible for coordinating with NYSERDA and among the other partners.

Name of Lead Organization: Village of Dobbs Ferry

Mailing Address: [INSERT]

The Lead Organization is a: Local Government

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Part 2: Partners and Core Team

Provide the names of all members of your Core Team.

The Core Team may consist of volunteers from the community, officials, and / or staff members of the local government, or other partners. At least one official and / or staff member from the applying jurisdiction shall be a member of the Core Team and identified below. Include each Core Team member's role along with any specialty i.e., marketing, social media, specific software such as MS Excel, community outreach, etc. Core Team members may not have financial relationships with vendors that may apply to participate in the campaign. Core Team members should expect to make a significant time commitment to the campaign.

The Core Team is comprised of individuals from:

Village of Dobbs Ferry:

- Vincent Rossillo, Mayor, Village of Dobbs Ferry
- Alissa Fasman, Assistant to the Village Administrator
- Padriac Steinschneider, lead volunteer for Dobbs Ferry, Sustainability Task Force
- Jennifer Murphy, volunteer, Sustainability Task Force
- Linda Stutz, volunteer, Sustainability Task Force
- Rob Baron, volunteer, Sustainability Task Force

Sustainable Westchester:

- Nina Orville - Executive Director and Interim Director, Solar Programs (Providing Campaign Guidance)
- Claire Kokoska, Manager, Community Solar Program (Administering the Campaign and Coordinating Outreach & Marketing Efforts)
- Carmen Santos - Manager, Solar Programs (Administering the Campaign and Coordinating Outreach & Marketing Efforts)
- Maria Genovesi - Director, Marketing, Outreach, and Communications (Marketing)

List the names of all local partner organizations.

Local partners may be community groups, local businesses, local governments, school districts, etc. These partners should contribute to the overall success of the campaign. Describe the role each organization will play in the campaign. It is strongly encouraged that the local government(s) be either the lead entity or a partner. It is encouraged that the campaign obtains a letter of commitment from the jurisdiction's chief elected official describing their level of assistance and / or a local resolution expressing support of the campaign.

1. Village of Dobbs Ferry

The Mayor and Board of Trustees are firmly behind the Community Solar campaign. They will tap a number of local organizations to publicize the campaign including the following: the Dobbs Ferry Sustainability Task Force, Affordable Housing Commissions, Senior Councils, Youth Councils, School Districts, the Rivertowns Chamber of Commerce and others as appropriate.

2. Dobbs Ferry Sustainability Task Force

The Dobbs Ferry Sustainability Task Force will be the lead volunteer organization supporting outreach efforts for the campaign. The Task Force has partnered with the Village on numerous other sustainability initiatives and has led two successful community campaigns: Solarize Hastings Dobbs Ferry and HeatSmart Dobbs Ferry Hastings. In both cases, the Task Force successfully collaborated with our neighboring community to expand the reach of the initiatives. The Task Force is well respected for its

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work both in the community and by the Village administration, and has a proven track record of success on sustainability initiatives.

3. Sustainable Westchester

Sustainable Westchester is a nonprofit consortium of Westchester County local municipalities facilitating effective collaboration resulting in sustainability initiatives and cutting-edge innovation. Our goal is to bring socially responsible, environmentally sound, and economically viable solutions that create resilient, healthy, vibrant, sustainable communities.

Sustainable Westchester's portfolio of energy solutions includes Westchester Power, the first in N.Y. State Community Choice Aggregation program that provides 100% NYS hydropower and fixed electricity supply rates to its customers. Currently, Westchester Power is the default supplier in 27 County municipalities servicing nearly 1/3 of Westchester County customers. To date, the Westchester Power Program has made a significant environmental impact eliminating over 660,000 metric tons of CO₂. Community Solar and its precursor Solarize Westchester is responsible for driving renewable energy and solar adoption to thousands of Westchester residents and includes a municipal solar integration partnership with NYPA bringing solar benefits to municipalities across the county. EnergySmart HOMES and Commercial Clean Heating & Cooling, an energy efficiency, clean heating and cooling solution, provides home and commercial buildings options through geothermal or air source heat pumps. Both programs offer a valuable solution for all Westchester residents and businesses and, importantly, those in current gas constricted areas.

At the forefront of innovation and always looking for and developing the next generation of solutions, Sustainable Westchester is working with NYSERDA in the development of direct supply and energy storage and is in development of a Sunshine to EV model for adoption in member municipalities. In the summer of 2020, Sustainable Westchester launched in partnership with Logical Buildings, the first-of-its-kind Demand Response program for residential accounts. Sustainable Westchester understands that transportation is a critical component of the energy discussion, and its Clean Transportation Project includes the facilitation of municipal fleet conversion and the infrastructure for charging stations. Included in its focus, Sustainable Westchester facilitates a zero waste initiative anchored by app technology for municipal recycling solutions (Recycle Right!). Other areas of focus include land use and complete streets.

Part 3: Community Profile and Preparation

Describe the community served by the campaign.

Include population and number of owner-occupied residences. Include any information that would be relevant to the scheduling of a seasonal campaign. For example, is your community a vacation destination, college town, consisting largely of renters, etc.?

Dobbs Ferry: The Village of Dobbs Ferry is located about 24 miles north of mid-town Manhattan. It is situated on the banks of Hudson River to the west and the Saw Mill River to the east. According to the US Census, as of July 2019 the population of the Village was about 11,027 people, the median household income was \$143,462 and about 3.4% of the population were designated as "persons in poverty". According to the [2020 Westchester Housing Needs Assessment](#), the Village has 3,679 occupied units, with 2,231 owner-occupied units (61%) and 1,448 rental units (39%).

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Community Solar Campaigns are distinct from other types of Community Campaigns that exclude those who do not own their own home. Community Solar, arguably, best serves those who are renters or do not have a viable rooftop for solar because they do not have the option to install solar panels and benefit from solar in that way.

The Village of Dobbs Ferry is partnering with Sustainable Westchester on the community solar campaign. The campaign will encourage people to enroll in community solar through Sustainable Westchester, as the Village is already in the process of doing for its municipal electricity accounts.

Sustainable Westchester has a successful history of partnering with numerous, vetted and established solar developers to make well over two dozen community solar projects available to interested subscribers across Westchester County since the program began in 2018. Sustainable Westchester ensures that each solar developer it partners with has successfully built, managed, and operated past solar projects and is willing to offer the most advantageous terms for subscribers including no cost to join or cancel anytime and 10% savings on solar credits. There are currently 1600+ subscribers enrolled in over 22 MW of community solar and Sustainable Westchester has community solar projects available for both ConEd and NYSEG customers. The organization and the Village have a particular interest in ensuring that low- to moderate-income (LMI) residents have the opportunity to benefit from community solar savings.

Describe your community's participation in local sustainability and clean energy initiatives.

Describe your community's participation in Clean Energy Communities and Climate Smart Communities. Has your community been in contact with a former Solarize campaign? Do you have plans to coordinate with another campaign?

Dobbs Ferry has a long, successful track record of implementing clean energy solutions in the Village. Most recently, with assistance from both the Climate Smart Communities grant program and the Clean Energy Communities grant program, the Village renovated the Embassy Community Center to include a new energy efficient HVAC system, Smart controls for the HVAC and lighting, new insulation, energy efficient appliances in the kitchen, a back-up generator to serve as a heating and cooling center for the community, and LED lighting throughout the facility. Previously, Dobbs Ferry was one of the first communities to install LED street lighting, a now common practice in Westchester County. The Village Library is powered by solar panels. We have electric vehicle charging stations behind our Village Hall, and we contract with Dude Solutions to track our energy usage in all of our municipal buildings.

The Village will be partnering with Hastings on Hudson, Ardsley, and Irvington on the Community Solar campaign in an effort to broaden the reach of the campaign throughout the Rivertowns. The previous two community campaigns we have conducted, HeatSmart and Solarize, were conducted in collaboration with Hastings on Hudson and we have found this to be a helpful and efficient model to make the best use of the educational opportunities that come with these campaigns.

Part 4: Campaign Goals, Vendor Selection, and Preliminary Marketing and Outreach Plan.

If applicable, describe how vendors have been selected to participate in the campaign. If applicable, please submit your Campaign's Vendor Request for Proposal (RFP) for NYSERDA Review and Approval.

The Village of Dobbs Ferry has chosen to collaborate with Sustainable Westchester to assist in outreach and enrolling community members to Sustainable Westchester's Community Solar Program.

Sustainable Westchester teams with various community partners (social service groups, nonprofits, some small businesses, sustainability committees, environmental committees, volunteer teams, municipal leaders) to assist in the

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NYSERDA Clean Energy Communities Program Scoping Document

outreach effort as well as let community members know how community solar works, its environmental and financial benefits, and how to sign up for those that are interested. Sustainable Westchester has run other successful community campaigns in Bedford, Yorktown, Lewisboro, and Somers. These community solar campaigns have led to over 750 community solar enrollments to date.

The Village of Dobbs Ferry is partnering with Sustainable Westchester on this Community Solar Campaign. The Campaign will encourage residents and eligible organizations to enroll in community solar through Sustainable Westchester, as the Village is already in the process of doing for its municipal electricity accounts.

Sustainable Westchester has a successful history of partnering with numerous, vetted and established solar developers to make over two dozen community solar projects available to interested subscribers across Westchester County since the program's launch in 2018. Sustainable Westchester ensures that each solar developer it partners with has successfully built, managed, and operated past solar projects and is willing to offer the most advantageous terms for subscribers including no cost to join or cancel anytime and 10% savings on solar credits. There are currently 1600+ subscribers enrolled in over 22 MW of community solar under Sustainable Westchester's program, with community solar projects available for both ConEd and NYSEG customers.

Campaign Goals

State your goals for the number of installations that will result from your campaign within the applying jurisdiction's municipal boundaries:

Number of Subscriptions / Installations / Purchases:	40+
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Other Goals: The intention is to support community solar enrollments for its environmental benefits, the savings to our community members that enroll, and also for future sustainability efforts in the Village of Dobbs Ferry.

Campaign Milestones

Fill out these dates to the best of your ability. Dates are estimates and are subject to change.

RFP Released, if applicable	Date: N/A
RFP Questions Due, if applicable	Date: N/A
RFP Question Responses Released, if applicable	Date: N/A
RFP: Proposals Due, if applicable	Date: N/A
Interviews, if applicable	Date: N/A
Installer(s)/Vendors selected	Date: Sustainable Westchester
Launch Event	Date: N/A

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NYSDA Clean Energy Communities Program Scoping Document

Public Outreach & Education Events	Date: multiple, beginning March 23, 2021
Participant Sign-Up Deadline	Date: June 31, 2021 or the date at which consolidated billing for community solar goes into effect.
Participant Contracting Deadline	Date: N/A
Installations	Date: N/A

Marketing and Outreach Plan

Provide a detailed marketing and outreach plan for your campaign by filling in the following tables. Describe potential outreach activities, venues, and partnerships, as well as the campaign's timeline. Examples are provided in the tables. Fill in the preliminary budget table to estimate project expenses.

Events – Residential

Consider community calendars; workshops at libraries, lunch & learns, upcoming community events, etc. and list campaign events

Completed? (X)	Event and Venue (List events)	Date / Time	Result (number of attendees)	Notes	Assign roles
	Virtual Community Solar Information Session	TBD			Village of Dobbs Ferry and Sustainable Westchester

Events – Commercial

Consider Lunch & Learns at employers, Green Building Associations or business energy events, Technology councils or Chamber of Businesses and list campaign events.

Completed? (X)	Event and Venue (List events)	Date / Time	Result (# of attendees)	Notes	Assign roles
The Village of Dobbs Ferry does not intend to host designated events for commercial entities at this time. All community solar events, and most community solar communications will note that religious institutions are eligible and that nonprofits, social service organizations, and small businesses may be deemed eligible after a review of the respective entity's utility bills.					

Partner Organization Outreach

Consider which partner organizations will help spread your message i.e. volunteer committee, environmental clubs and organizations, faith communities, Boys / Girls Scouts, Rotary Clubs, schools, etc.

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NYSERDA Clean Energy Communities Program Scoping Document

Name	Date	Item	Who / Contact Info	Social Media Addresses
Sustainability Task Force	Throughout campaign	Campaign Partner	Volunteer advisory Task Force for the Board of Trustees with strong history of sustainability communications: Padriac Steinschneider, lead volunteer	@SustainableDobbs
Sustainable Westchester	Throughout campaign	Campaign Partner	Nina Orville, Director of Solar Programs (incoming Executive Director) nina@sustainablewestchester.org Carmen Santos, Manager, Solar Programs carmen@sustainablewestchester.org Claire Kokoska, Community Solar Manager claire@sustainablewestchester.org	@sustainablewestchester
Conservation Advisory Board			Sue Galloway, suegalloway@gmail.com	
South Presbyterian Church			Drew Paton, ajspaton@gmail.com	
Dobbs Ferry School District			Lisa Brady bradyl@dfsd.org	
Greenburgh Hebrew Center			Rabbi Stein, RabbiStein@g-h-c.org	

E-Newsletters

Consider spreading your message through a municipal email newsletter or through email newsletters of a partner organization, homeowner associations, etc.

Name	Date	Item	Who	Completed?
Village of Dobbs Ferry Village Newsletter	April 1, April 15, April 29, May 13, May 27		Alissa Fasman, Assistant to the Village Administrator	
Sustainable Dobbs Newsletter	TBD		Jenn Murphy, Communications volunteer	
Sustainable Westchester Email Listing	TBD		Claire Kokoska	
Dobbs Ferry School District	TBD		Lisa Brady, School District Superintendent	
Dobbs Ferry PTSA	TBD		Sara Selitti	

Local Media

Consider issuing a press release and conducting outreach to print, radio, online publications and social media; identify

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NYSDA Clean Energy Communities Program Scoping Document

local reporters that cover business, neighborhood / community interest, home and garden, and environment.

Outlet	Date	Story	Who	Completed?
Rivertowns Enterprise	April 2021	Press Release Announcing Partnership	Mayors' press team	
Patch	April 2021	Press Release Announcing Partnership	Mayors' press team	
LoHud	April 2021	Press Release Announcing Partnership	Mayors' press team	
Next Door	April 2021	Press Release Announcing Partnership	Mayors' press team	

Websites

Identify websites that will host information about your campaign or events.

Name	Date	Item	Who	Completed?
Village of Dobbs Ferry Website	TBD	Dobbsferry.com	Alissa Fasman	
Sustainable Westchester Website	TBD	https://sustainablewestchester.org/	Maria Genovesi	
Sustainable Dobbs	TBD	https://www.sustainabledobbs.com/	Jenn Murphy	

Social Media

Identify social media to post information about your campaign or events.

Site	Dates	Who / What Posted	Completed?
Village of Dobbs Ferry Facebook Page	Throughout the campaign	Alissa Fasman	
Sustainable Westchester Facebook and Instagram	Throughout the campaign	Maria Genovesi	
Sustainable Dobbs	Throughout the campaign	Jenn Murphy	

Flyers / Banners / Mailings

Identify opportunities to use Flyers / Banners / Mailings to spread the word about your campaign or events.

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NYSERDA Clean Energy Communities Program Scoping Document

What	Where Placed	When	Who is Responsible?
Flyers		Throughout campaign	SW generated Flyer, Village of Dobbs Ferry to distribute
Municipal Water or Tax Bill? (to include information about community solar for campaign)	To be included in the Water or Tax Bill		Village of Dobbs Ferry
Letter to Residents	Letter to Residents of Village of Dobbs Ferry		Village of Dobbs Ferry with assistance from SW
Senior lunch flyer distribution	Dobbs Ferry Recreation Department		SW generated Flyer, Village of Dobbs Ferry to distribute

Tabling

Identify opportunities to use tabling to spread the word about your campaign or events.

What	Where	When	Who is Responsible?
Farmers Markets	99 Cedar Street	Spring 2021 when open to community vendors again (post-COVID)	Padriac Steinschneider
Earth Day Celebrations		April 2021	Padriac Steinschneider

Estimated Budget for Campaign Marketing and Outreach

Expense	Estimated Cost \$
Marketing Flyer	Printing costs covered by Sustainability funds designated by Village ~\$500 - \$1000.
Village of Dobbs Ferry Letter to Residents	Sustainable Westchester will cover the cost of this mailing.
Staff Hours	To be covered by municipality, or each participating organization, respectively.

If you have any questions or require additional information, please send an email to cec@nyserda.ny.gov and someone will get back to you.

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Motion by Trustee Taylor, seconded by Trustee Daroczy to approve two community campaigns in partnership with Sustainable Westchester: Demand Response and Community Solar as previously outlined and included in the Board packet.

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

Consider a motion to approve the Village of Dobbs Ferry Pandemic Operations Plan

The proposed Village of Dobbs Ferry Pandemic Operations Plan is as follows:

VILLAGE OF DOBBS FERRY

PANDEMIC OPERATIONS PLAN

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PART I INTRODUCTION

A. General Purpose

1. The purpose of this Pandemic Operations Plan ("Plan") is for the Village of Dobbs Ferry ("Village") to have readily available a plan for the continuation of Village operations and services in the event that the Governor declares a public health emergency involving a communicable disease.
2. The Village reserves the right to amend or modify this Plan at the Village's discretion and/or as may be required by law.
3. Any questions concerning this Plan should be presented to the Village Administrator.

B. Exceptions and Conflicts

1. The Village does not guarantee that the policies, protocols and procedures contained in this Plan will be applied in all cases. The Village Board, at its sole discretion, may amend or make exceptions to any part of this Plan where such amendments or exceptions are permissible and/or required by law.
2. This Plan is subject to change in order to comply with Federal, State or local law, including Executive Orders, and guidance issued by the New York State or local Department of Health, the U.S. Center for Disease Control and Prevention ("CDC"), and other appropriate authorities.
3. In the event a Federal, State or local law, rule, or regulation conflicts with any provision contained herein, then such law, rule, or regulation shall prevail.

C. Definitions

For purposes of this Plan, the following definitions shall apply:

1. Communicable Disease: An illness caused by an infectious agent or its toxins that occurs through the direct or indirect transmission of the infectious agent or its products from an infected individual or via an animal, vector or the inanimate environment to a susceptible animal or human host.
2. Contractor: An individual performing services as a party to a contract awarded by the Village. A contractor is not a Village employee.

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3. Department Head:

- a. The Police Chief is the Department Head for all employees in the Police Department;
 - b. The Foreperson is the Department Head for all employees in the Department of Public Works;
 - c. The Village Clerk is the Department Head for all employees in the Office of the Village Clerk;
 - d. The Superintendent of Recreation is the Department Head for all employees in the Recreation Department;
 - e. The Court Clerk is the Department Head for all employees in the Justice Court;
 - f. The Treasurer is the Department Head for all employees in the Treasurer's Office;
 - g. The Building Inspector is the Department Head for all employees in the Building Department; and
 - h. The Village Administrator is the Department Head for all other employees.
4. Employee: A person employed by the Village, including, but not limited to, part-time employees, full-time employees, permanent employees, provisional employees, probationary employees, temporary employees, seasonal employees, and appointed members of a Board or Commission. Elected officials and contractors are not designated as employees for purposes of this Plan.
5. Essential: A designation made by the Village that an employee or contractor is required to be physically present at a work site to perform his or her job.
6. Non-Essential: A designation made by the Village that an employee or contractor is not required to be physically present at a work site to perform his or her job.
7. Personal Protective Equipment (PPE): Equipment worn to minimize exposure to hazards, including gloves, face-coverings/masks, face shields, foot and eye protection, protective hearing devices, respirators, hard hats, and disposable gowns and aprons.

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PART II ESSENTIAL EMPLOYEES

The titles/positions listed below are deemed by the Village as essential in the event of a lawfully-ordered reduction of the Village's in-person workforce. (Civil Service job descriptions of these positions are available on the County's website.)

<i>Department</i>	<i>Titles</i>	<i>Justification</i>
Police Department	Police Chief, Lieutenant, Sergeant, Detective, Police Officer	To provide and maintain traffic control and public safety.
Department of Public Works	Foreperson, Motor Equipment Operators (I & II), Sanitation Workers and Road Maintainers	To maintain roadways to allow for the safe and efficient transportation of goods and services, including the travel for health care workers, police, volunteer firefighters, and other essential persons; public health and safety.
Justice Court	Court Clerk and Assistant Court Clerk	To continue to orderly operate the Justice Court.
Building Department	Code enforcement officers (Building Inspector, Assistant Building Inspectors, Fire Inspector and Office Assistants)	To continue home and commercial construction, compliance with building codes, and fire safety; public health and safety.
Treasurer's Office	Treasurer, Deputy Treasurer, Payroll Clerk	To ensure that employees and Village debts are paid; ensure continuity of public services.
Recreation Department	Superintendent of Recreation, Recreation Assistants, Senior Advocate	To ensure the safe maintenance and operation of Village facilities, parks and any areas open to the public. To provide additional programming for residents when necessary.

PART III TELECOMMUTING / REMOTE WORK

The protocols listed below are to enable certain non-essential employees assigned by the Village to work remotely.

A. Assignment to Work Remotely

The Village Administrator, in consultation with each Department Head, shall determine on a case-by-case basis which positions will be designated for telecommuting or remote work in the event of a lawfully-ordered reduction of the Village's in-person workforce. Initially, it appears the following positions may lend themselves to telecommuting:

Administrative support staff in the:

- o *Department of Public Works*
- o *Administrator's office*
- o *Building Department*
- o *Finance Department*
- o *Department of Recreation*

Some administrative functions by other employees may also be performed remotely as needed.

B. Devices/Technology

1. The Village Administrator's Office, in collaboration with the appropriate Department Head, shall:
 - a. Equip non-essential employees who are assigned to work remotely with remote access to their worksite devices;
 - b. Provide non-essential employees who are assigned to work remotely with any necessary technology and software to complete their job duties while working remotely, which may include the downloading and installation of certain needed devices, technology and programs; and
 - c. Ensure the transfer of the Department phone calls to non-essential employees working remotely and/or a designated essential employee.
2. Village employees shall review the Village's Employee Handbook for policies related to telephone/cell phone usage and computer and internet usage.

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3. Nothing in this Plan is intended or shall be deemed to modify, limit or otherwise restrict the Village's right(s) to abolish positions or implement furloughs or layoffs, as may be necessary.

PART IV PROTOCOLS FOR THE WORKPLACE

A. Workplace Isolation

The protocols listed below are intended to reduce close contact between and amongst employees and the public. These protocols may differ from Department to Department, and employees should review the applicable section below.

1. Police Department

- a. Access to Workplace - In the event an essential employee in the Police Department believes he/she may be experiencing symptoms of a communicable disease (e.g., fever, joint ache, congestion, but may vary depending on the disease), the employee shall not enter the workplace and shall immediately notify a supervising officer or member of the Department who will arrange for the employee's temperature to be taken and for an assessment of other possible symptoms.
- b. Vehicles - To the extent possible, only one (1) person shall be assigned per Police vehicle.
- c. Face-Coverings - The Police Department shall provide face-coverings to its employees. Every employee shall wear an approved face-covering any time when the employee is in an enclosed area or unable to keep a six (6) foot distance from another employee. Every employee must wear an approved face-covering when amongst the public and in places of business, regardless of the distance.
- d. Distancing - To the extent possible, every employee must keep a distance of at least six (6) feet between themselves and other employees and any members of the public.
- e. Break Room - No more than two (2) persons may assemble in the break room to preserve social distancing protocols. Occupants must wear face coverings (except for eating) and maintain six (6) feet distance from any other occupant.

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- f. Hand Washing - Employees should frequently wash their hands with soap and water for at least 20 seconds. When soap and running water are not available, the employee should use an alcohol-based hand rub with at least 60% alcohol.
- g. Disinfecting of Vehicles/Shared Equipment - The Police Chief or his/her designee shall ensure the regular cleaning, sterilizing, and disinfecting of Police Department vehicles (knobs, dash, handles, steering wheels, etc.) and any shared equipment (e.g., radios, body cameras, etc.).
- h. Disinfecting of Facilities - The Police Chief or his/her designee shall ensure the daily cleaning, sterilizing, and disinfecting of the Police Department, including the cleaning of any doorknobs, light switches, chairs, etc.

2. Department of Public Works (DPW)

- a. Access to Workplace - In the event an essential employee in the DPW believes he/she may be experiencing symptoms of a communicable disease (e.g., fever, joint ache, congestion, but may vary depending on the disease), the employee shall not enter the workplace and must immediately notify the *Foreperson* who will arrange for the employee's temperature to be taken and for an assessment of other possible symptoms.
- b. Vehicles - To the extent possible, only one (1) person shall be assigned per Village vehicle.
- c. Staggered Work Shifts / Days / Weeks – If possible, the Village may seek to implement staggered work shifts/days/weeks for employees in the DPW. If the Village seeks to implement staggered work shifts/days/weeks, the Village Administrator may contact any affected employees' bargaining representative(s), to the extent necessary, to discuss and/or negotiate any changes to the employees' terms and conditions of employment.
- d. Face-Coverings - The DPW shall provide face-coverings to its employees. Every employee shall wear an approved face-covering any time when the employee is in an enclosed area or unable to keep a six (6) foot distance from another employee. Every employee must wear an approved face-covering when amongst the public and in places of business, regardless of the distance.
- e. Distancing - To the extent possible, every employee must keep a distance of at least six (6) feet between themselves and other employees and any members of the public.

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- f. Break Room - No more than two (2) persons may assemble in the break room to preserve social distancing protocols. Occupants must wear face coverings (except for eating) and maintain six (6) feet distance from any other occupant.
- g. Hand Washing - Employees should frequently wash their hands with soap and water for at least 20 seconds. When soap and running water are not available, the employee should use an alcohol-based hand rub with at least 60% alcohol.
- h. Disinfecting of Vehicles/Shared Equipment - The *Foreperson* or his/her designee shall ensure the regular cleaning, sterilizing, and disinfecting of DPW vehicles (knobs, dash, handles, steering wheels, etc.) and any shared equipment (e.g., tools, machinery).
- i. Disinfecting of Facilities - The *Foreperson* or his/her designee shall ensure the daily cleaning, sterilizing, and disinfecting of the DPW building and facilities, including the cleaning of any doorknobs, light switches, chairs, etc.

3. Justice Court

The Justice Court must comply with any orders and guidance issued by State officials, including the New York State Chief Administrative Judge, the Third Judicial District Administrative Judge, and the Office of Court Administration. If during a public health emergency any of the foregoing officials or agencies have issued orders/guidance applicable to the Justice Court that conflict with this Plan, the Village Justice Court shall follow the State orders/guidance.

- a. Access to Workplace - In the event an essential employee in the Justice Court believes he/she may be experiencing symptoms of a communicable disease (e.g., fever, joint ache, congestion, but may vary depending on the disease), the employee shall not enter the workplace and must immediately notify the Court Clerk who will arrange for the employee's temperature to be taken and for an assessment of other possible symptoms.
- b. Face-Coverings - The Village shall provide face-coverings to employees. Every employee must wear an approved face-covering any time when in an enclosed area or unable to keep a six (6) foot distance from another employee. Every employee must wear an approved face-covering when amongst the public and in places of business, regardless of the distance.
- c. Distancing - To the extent possible, every employee must keep a distance of at least six (6) feet between themselves and other employees and any

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members of the public. Employee work stations (desks) will be placed at least six (6) feet apart to extent practicable.

- d. Hand Washing - Employees should frequently wash their hands with soap and water for at least 20 seconds. When soap and running water are not available, the employee should use an alcohol-based hand rub with at least 60% alcohol.
- e. Disinfecting of Shared Equipment – The *Court Clerk* or his/her designee shall ensure the regular cleaning, sterilizing, and disinfecting of any shared equipment (e.g., computers, desks, etc.).
- f. Disinfecting of Facilities - The *Court Clerk* or his/her designee shall ensure the daily cleaning, sterilizing, and disinfecting of the Court Room and Court offices (doorknobs, light switches, chairs, etc.).

4. Other Essential Employees

- a. Access to Workplace - In the event an employee believes he/she may be experiencing symptoms of a communicable disease (e.g., fever, joint ache, congestion, but may vary depending on the disease), the employee shall not enter the workplace and must immediately notify the appropriate Department Head (e.g., Village Administrator, Police Chief, Building Inspector, etc.) who will arrange for the employee's temperature to be taken and for an assessment of other possible symptoms.
- b. Isolation - To the extent possible, only one (1) person shall be assigned per Village vehicle.
- c. Face-Coverings - The Village Administrator's Office shall provide face-coverings to employees, to the extent not already provided by the employee's Department Head. Every employee must wear an approved face-covering any time when in an enclosed area or unable to keep a six (6) foot distance from another employee. Every employee must wear an approved face-covering when amongst the public and in places of business, regardless of the distance.
- d. Distancing - To the extent possible, every employee must keep a distance of at least six (6) feet between themselves and other employees and any members of the public. Employee work stations (desks) will be placed at least six (6) feet apart to extent practicable.

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- e. **Break Room** - No more than *two (2)* persons may assemble in the break room to preserve social distancing. Occupants must wear face coverings (except for eating) and maintain six (6) feet distance from any other occupant.
- f. **Hand Washing** - Employees should frequently wash their hands with soap and water for at least 20 seconds. When soap and running water are not available, the employee should use an alcohol-based hand rub with at least 60% alcohol (provided; located by time clock).
- g. **Disinfecting of Vehicles/Shared Equipment** - The Village Administrator or his/her designee shall ensure the regular cleaning, sterilizing, and disinfecting of vehicles and equipment (knobs, dash, handles, steering wheels, etc.) that are stationed at or parked at Village Hall. This does not include Police vehicles.
- h. **Disinfecting of Facilities** - The Village Administrator or his/her designee shall ensure the daily cleaning, sterilizing, and disinfecting of the Village Hall (doorknobs, light switches, chairs, etc.).

B. Personal Protective Equipment

- 1. The Village Administrator's Office shall ensure the procurement of the appropriate PPE for essential employees and contractors based upon the various tasks and needs of such employees and contractors in a quantity sufficient to provide at least two (2) pieces of each type of PPE to each essential employee and contractor during any given work shift over at least a six (6) month period of time.
- 2. The Village Administrator's Office shall ensure the storage of such PPE to prevent degradation and permit immediate access in the event of an emergency declaration. The PPE will be stored, to the extent space allows, in *Village Hall*.

C. Daily Monitoring

The CDC and the N.Y.S. Department of Health issued guidelines and mandatory practices required for the workplace in the event of a public health emergency. The Village shall adhere to any required and/or recommended practices as closely as possible and as they may change from time-to-time. The practices listed below shall be followed by all Village employees, contractors and visitors at Village Hall and Village facilities, which includes the screening of temperatures and symptoms.

- 1. **Daily Health Questionnaire**: Every employee, and any contractor working at a Village worksite, facility or office, shall complete the Village's Daily Health

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Questionnaire each work day. The Daily Health Questionnaire shall be signed and submitted by the employee or contractor to his/her supervisor or Department Head prior to the start of each work day. Department Heads shall be responsible for maintaining these records until notified by the Village Administrator's Office that the records may be disposed. The Daily Health Questionnaire may be electronic or on paper.

2. Daily Temperature Testing: Each Department Head shall be trained to review the information provided in the Daily Health Questionnaire and may be responsible for administering a daily temperature test to their employees or on-site contractors.
 - a. If this process is initiated, the Department Head shall administer and record the daily temperature test of each employee and contractor and log their temperature with the Department Head's initials on the employee/contractor's Daily Health Questionnaire. The daily temperatures/logs shall be delivered to the Village Administrator on at least a weekly basis and shall be stored in a single, secure location.
 - b. In order to avoid viral contamination, there shall be no personal contact between the Department Head and the employee/contractor during the temperature taking process. Both the Department Head administering the temperature test and the employee/contractor being tested must wear protective face coverings. The Department Head shall wear gloves and practice health and safety protocols including surface disinfections and social distancing of employees/contractors while taking temperatures.
 - c. Any employee/contractor with a temperature over 100.4 degrees Fahrenheit shall immediately leave the workplace and return home, however, this temperature value may change based upon the specifics of the situation, governmental guidance or Executive Orders, etc. The Department Head shall immediately notify the Village Administrator who will notify the Westchester County Department of Health for appropriate action (e.g., diagnostic testing; quarantining).
3. Village employees/contractors shall report any unusual health conditions they experience or observe in others to the appropriate Department Head and/or to the Village Administrator's Office.

D. Suspected and Known Exposures

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Employees and contractors who work at a Village facility, worksite or office shall follow the procedure below if he/she is exposed to a known case of a communicable disease that is the subject of a public health emergency, exhibits symptoms of such disease, or tests positive for such disease, in order to prevent the spread or contraction of such disease in the workplace.

1. **Unverified Illness:** Any employee or contractor who is sick should stay home or go home if they become sick at work.
 - a. If the employee or contractor has reason to believe they are experiencing symptoms of a communicable disease that is the subject of a public health emergency, the employee/contractor must immediately notify the Westchester County Department of Health and follow all instructions issued to them by the County Department of Health.
 - b. In accordance with the Village Employee Handbook and/or applicable collective bargaining agreement, to report an absence due to illness the employee shall, if able, contact his/her Department Head, or leave a message on the Department's answering system, as soon as possible before the start of the employee's scheduled reporting time. Unless the absence was pre-authorized, the employee must give notice each day of the absence.
2. **Verified Illness:** An employee or contractor who tests positive or is otherwise quarantined for a communicable disease that is the subject of the public health emergency must stay home and, as soon as possible, notify the Village Administrator's Office.
 - a. Unless the diagnostic test was done by the Westchester County Department of Health, the employee or contractor must immediately notify the Westchester County Department of Health and follow all instructions issued to them by the County Department of Health.
 - b. The Village Administrator shall review the Daily Log of Visitors and notify the Westchester County Department of Health of every person in contact with an infected person.
3. **Disinfecting of Workspace and Equipment:** Upon notification of an employee or contractor diagnosed, showing symptoms, or testing positive for a communicable disease that is the subject of the public health emergency, the appropriate Department Head shall ensure that the work area of any employee or contractor known or suspected to be infected is immediately and thoroughly disinfected in accordance with the N.Y.S. Department of Health guidelines. The same applies

to any common area surface and shared equipment such employee or contractor may have touched.

E. Leaves of Absence

1. **Unverified Illness:** An employee or contractor who answers “yes” to any of the symptoms on the Daily Health Questionnaire, or has reason to believe they are experiencing symptoms of a communicable disease that is the subject of a public health emergency, will be required to leave the workplace and return home.
 - a. The employee or contractor shall immediately contact the Westchester County Department of Health for appropriate action (e.g., diagnostic testing; quarantining) and shall fully comply with all directives issued by the County Department of Health.
 - b. The employee shall be placed on a “temporary leave of absence” until the Village Administrator’s Office has determined that the employee may either: (1) be placed on a paid leave status or use accumulated paid time off (e.g., sick leave, paid leave offered by the Village due to the public health emergency); (2) work remotely; (3) be placed on an unpaid leave of absence; or (4) safely return to the workplace based on the findings of the Westchester County Department of Health and/or the employee’s treating physician.
 - c. Notwithstanding the above, the Village Administrator, in consultation with the appropriate Department Head, may direct the employee to work from home during a period of quarantine if the employee is able to do so.
 - d. An employee who feels ill and is not reporting to work without a positive test result or other diagnosis for a communicable disease that is the subject of a public health emergency is not eligible for the “temporary leave of absence”, above, but may draw on sick leave credits for the illness.
2. **Exposure to Others:** An employee or contractor who has been identified to be in close contact with a person who is/was infected or quarantined, either through “contact tracing” or by reasonable belief, will be required to leave the workplace and return home.
 - a. The employee or contractor shall immediately contact the Westchester County Department of Health for appropriate action (e.g., diagnostic testing;

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quarantining) and shall fully comply with all directives issued by the County Department of Health.

- b. The employee shall be placed on a "temporary leave of absence" until the Village Administrator's Office has determined that the employee may either: (1) be placed on a paid leave status or use accumulated paid time off (e.g., sick leave, paid leave offered by the Village due to the public health emergency); (2) work remotely; (3) be placed on an unpaid leave of absence; or (4) safely return to the workplace based on the findings of the Westchester County Department of Health.
 - c. Notwithstanding the above, the Village Administrator, in consultation with the appropriate Department Head, may direct the employee to work from home during a period of quarantine if the employee is able to do so.
3. Verified Illness: Any employee or contractor who tests positive for a communicable disease that is the subject of a public health emergency shall notify the Village Administrator's Office or his/her Department Head as soon as possible and not report to work. The employee or contractor shall immediately contact the Westchester County Department of Health to report their diagnosis and shall fully comply with all directives issued by the County Department of Health.
- a. In the event the employee is ordered to quarantine, the employee shall be placed on a "temporary leave of absence" for the duration of the quarantine during which the employee may use his/her accumulated paid sick leave or other applicable leave offered by the Village due to the public health emergency.
 - b. Notwithstanding the above, the Village Administrator, in consultation with the appropriate Department Head, may direct the employee to work from home during a period of quarantine if the employee is able to do so.
4. Travel to "Hot Spots": Any employee who travels to a location designated by the federal, state or local government as a "hot spot" or a location with an increased risk of contracting the communicable disease, must immediately notify the Westchester County Department of Health and the Village Administrator's Office who may order appropriate action (e.g., diagnostic testing; quarantining).

An employee who voluntarily travels to such a "hot spot" and is ordered to quarantine will be placed on a "temporary leave of absence" without pay and may not draw on paid leave credits.

F. Contact Tracing

1. **Employee Work Records:** In the event there is a communicable disease that is the subject of a public health emergency, each Department Head must document the precise hours and work locations, including off-site visits, for essential employees and contractors, for each work day.
2. **Daily Log of Visitors:** In the event there is a communicable disease that is the subject of a public health emergency, each Department Head must ensure that a daily log is kept of all visitors, delivery personnel, or outside vendors entering Village Hall, worksites or facilities, with records of the date and time they entered and left the location.
3. **Notification of Department of Health:** If a suspected or known case of a communicable disease that is the subject of a public health emergency is reported to the Village by an employee, contractor, or someone who visited Village Hall, a Village worksite or Village facility, the Village Administrator's Office shall contact the Westchester County Department of Health to implement "contact tracing".

G. Emergency Housing

If necessary and to the extent applicable to the needs of the workplace, the Village Administrator will contact the Westchester County Department of Health to identify sites for emergency housing for essential employees in order to further contain the spread of the communicable disease that is the subject of the declared emergency.

H. Personal Health Data

1. All personal health data collected of an employee is confidential and shall only be used for communicable disease data collection and/or contact tracing by the Westchester County Department of Health.
2. The identification of an employee infected with a communicable disease that is the subject of the public health emergency shall remain confidential to the public and other Village employees unless directed otherwise by the Westchester County Department of Health or other lawful authority.

I. Data Retention

1. All collected communicable disease health data shall be archived by the Village Administrator's Office and kept in a confidential medical file apart from the employee's personnel files until the data is no longer necessary for public health purposes.

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- 2. Any lost, hacked, stolen or unauthorized disclosure of health or medical information shall be immediately reported to the Village Administrator's Office.**

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Mr. Leins said this is another directive that came through federal and state government as a result of the pandemic that we are living through. Mr. Leins said we were required to circulate the plan with the labor unions for comment and we did that and did not receive any comment back. Mr. Leins said we are ready for the Board to approve the plan.

Ms. Dickson said Mr. Leins asked her to prepare a resolution and that she circulated the resolution to the Board. Ms. Dickson explained the mandate on adopting a Pandemic Operations Plan in accordance with NYS Labor Law §27-c.

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

RESOLUTION 9-2021

RESOLUTION OF THE VILLAGE OF DOBBS FERRY BOARD OF TRUSTEES TO ADOPT THE VILLAGE PANDEMIC OPERATIONS PLAN

WHEREAS, the Pandemic Operations Law, Chapter 168, enacted by the New York State Legislature and signed by the Governor in September 2020 into law as NYS Labor Law §27-c, all public employers are required to draft and adopt a Pandemic Operations Plan for the continuation of operations in the event of a declared public health emergency involving a communicable disease; and

WHEREAS, in accordance with the law, the Village has prepared a draft plan and provided a copy to the Village employee representatives for review and comment.

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees hereby adopts the Dobbs Ferry Pandemic Operations Plan and authorizes distribution of the Plan in accordance with the law.

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

Mayor Rossillo thanked Mr. Leins and Ms. Dickson.

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Consider a motion to authorize Police Chief Manuel Guevara to sign a renewal of the TraCS Agreement with the Westchester County Department of Public Safety and the New York State Police

Police Chief Manuel Guevara sent the following memorandum dated March 11, 2021 to Mayor Rossillo, Mr. Liens and Ms. Dreaper:



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



To: Mayor Vinny Rossillo and the Board of Trustees
Richard Liens, Interim Village Administrator
Liz Dreaper, Village Clerk

From: Manuel R. Guevara, Chief of Police

Date: March 11, 2021

Subject: Consider a motion to authorize Chief Manuel R. Guevara to sign a renewal of the TraCS Agreement with the Westchester County Department of Public Safety and the New York State Police.

This agreement, which will remain in effect for a period of five years upon proper execution will enable this agency to continue to have access to the TraCS software as provided by the New York State Police. TraCS is an abbreviation of Traffic and Criminal Software.

TraCS software enables officers to issue uniform traffic tickets and complete motor vehicle accident forms through the State portal.

Thank you for your assistance in this matter.

Chief Guevara discussed the TraCS Agreement with the Westchester County Department of Public Safety and the New York State Police, and addressed questions from the Board.

Motion by Trustee Taylor, seconded by Trustee Patino to authorize Police Chief Manuel Guevara to sign a renewal of the TraCS Agreement with the Westchester County Department of Public Safety and the New York State Police, as follows:

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**TraCS
USE AND DISSEMINATION AGREEMENT
Between**

**New York State Police, the County of Westchester Department of Public Safety
hereinafter referred to as the "Lead Agency"**

and

**Village of Dobbs Ferry Police Department
hereinafter referred to as the "Participating Agency"**

WHEREAS:

New York State Police (NYSP), working with the New York State Department of Motor Vehicles (DMV), the Governor's Traffic Safety Committee (GTSC), the Office of Court Administration (OCA) and other state and federal agencies, has developed a system for the electronic capture of ticket and accident report data in a police vehicle environment and the electronic transfer of that data from law enforcement agencies to DMV and courts. The system is called TraCS (Traffic and Criminal Software). Ticket and accident report forms have been developed and other law enforcement forms are planned for the future. DMV and the courts have approved these forms for official use. Data standards for ticket and accident report data have been agreed to between agencies for the electronic transfer of data. NYSP has developed an infrastructure and a limited capacity for local support.

It is the intention of NYSP to provide the TraCS software to any police agency in New York free of charge, based on NYSP support staff availability and the Lead Agency's ability to self-support.

NOW THEREFORE, in consideration of the terms and conditions herein contained, the parties agree as follows:

1. NYSP agrees to provide the current version of TraCS software (includes ticket, accident report and associated forms) to the Lead Agency at no cost to the Lead Agency.
2. This Agreement will become effective upon proper execution and will remain in effect for a period of five (5) years, unless sooner terminated in accordance with the provisions of this Agreement.
3. This Agreement constitutes the entire Agreement between the parties hereto with respect to the subject matter hereof and shall supersede all previous negotiations, comments and writings. It shall not be released, discharged, changed or modified except by an instrument in writing signed by a duly authorized representative of each of the parties.
4. Each agency agrees:

Maintenance

To maintain all parts of the TraCS System under their control. The portion of the system "under agency control" includes:

- The hardware and operating system associated with the in-vehicle equipment
- The hardware and operating system associated with the in-station TraCS computer.
- Backup & restoration of all system and production ticket and/or accident report data.

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“Maintenance” generally means support, upkeep, repair and periodic duplication or “back-up” of records in order to safeguard the data. The Lead Agency will take reasonable measures to prevent or correct system trouble with any portion of the system “under their control”. If the Lead Agency determines any system trouble to be under NYSP control, it will notify and work with the proper NYSP representative.

5. The Participating Agency agrees:
 1. This agreement is only for the use of TraCS by the Participating Agency. TraCS software will not be distributed beyond the Participating Agency without written approval from NYSP.
 2. To abide by the provisions of the TraCS Users Agreement included in Appendix A.
 3. To not alter the form(s) and TraCS database in any way without express written approval from NYSP and DMV.
 4. To not introduce custom system enhancements during the Participating Agency implementation.
 5. To contact the Lead Agency for all assistance with the implementation and use of the TraCS software.
 6. To support reports, queries, ticket logs and any other analysis of the ticket data.
 7. To coordinate the use of TraCS with local courts. However, the State Police will coordinate the assistance and response of OCA (Office of Court Administration) and DMV personnel to attend these meetings.
 8. The TraCS system will be used for data entry and the electronic transfer of ticket data to and/or from DMV and the courts and the printing of ticket forms where courts are not yet online to receive electronic data.
 9. Whereas a court is not yet able to accept electronic ticket data, to be responsible for printing and forwarding ticket copies to the appropriate court unless arrangements are made with individual agencies to print their own tickets and forward them to courts not yet ready to receive electronic data.
 10. To supply equipment for use with the TraCS system, with the exception of any NYSP participation in the area. NYSP agrees that all NYSP equipment will be purchased, installed and supported by NYSP unless equipment is purchased by an entity for use by all agencies within a county or region.
 11. To manage, support and ensure security is properly implemented within TraCS.
6. NYSP agrees:
 1. To review, prioritize and schedule change requests for inclusion in future software releases. Change requests for “bug” fixes, system enhancements, form enhancements and routine change requests such as court address changes shall be directed to NYSP. Any enhancement that requires funding will be the responsibility of the Lead Agency to obtain the necessary financing and if the enhancement benefits multiple agencies, then the State Police will attempt to also obtain funding. No matter where funding comes from, NYSP and /or its contractors will make all changes to TraCS. Once TraCS begins statewide rollout, a TraCS steering committee shall be formed to prioritize TraCS enhancements, functionality requests, issues, etc.

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2. Whereas each agency will have the opportunity to participate in the electronic transfer of data, via the NYSPIN infrastructure, to a gateway server in Albany (NYSP). This data will then be transferred to DOT, DMV, OCA, etc. for processing.
7. Both parties agree:
 1. To develop a process for forms development by New York State agencies.
 2. Representatives on the TraCS steering committee shall only be from agencies that have signed this agreement.
 3. NYSP is the sole contractor and sole contact agency with Technology Enterprise Group, approved vendor of the TraCS system.
 4. NYSP is the sole contractor with the Center for Transportation Research and Education at Iowa State University, approved vendor of the CTRE Location Tool used in the TraCS system.
 5. The term of this Agreement shall commence upon execution thereof and continue for a period of five (5) years thereafter.
 6. The Lead Agency and/or the Participating Agency may terminate this Agreement at any time by giving the NYSP reasonable advance notice.

IN WITNESS WHEREOF, the Participating Agency, the Lead Agency and the NYSP have executed this Agreement:

Participating Agency: Village of Dobbs Ferry Police Department

By: _____ (sign name and title)

(Print name and title)

Lead Agency: Westchester County Department of Public Safety

By: _____ (sign name and title)

Thomas A. Gleason, Acting Commissioner-Sheriff

New York State Police

By: _____ (sign name and title)

(Print name and title)

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MUNICIPALITY'S ACKNOWLEDGMENT

STATE OF NEW YORK)

) ss.:

COUNTY OF WESTCHESTER)

On this _____ day of _____ 20__, before me, the
undersigned, personally appeared _____, personally known to
me or proved to me on the basis of satisfactory evidence to be the individual(s) whose
name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she is
the _____
of _____, the municipal corporation described in and which
executed the within instrument, who being by me duly sworn did depose and say that
he/she executed the same in his/her capacity, and that by his/her signature(s) on the
instrument, the municipal corporation executed the instrument.

Notary Public County

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CERTIFICATE OF AUTHORITY
(Municipality)

I, _____,
(Officer other than officer signing contract)
certify that I am the _____ of the
(Title)

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

(Law under which organized, e.g., the New York Village Law, Town Law, General Municipal Law)
named in the foregoing agreement; that _____,
(Person executing agreement)
who signed said agreement on behalf of the Municipality was, at the time of execution
_____ of the Municipality, and that said
(Title of such person),
agreement was duly signed for and on behalf of said Municipality by authority of its
_____, thereunto duly authorized and
(Town Board, Village Board, City Council)
that such authority is in full force and effect at the date hereof.

(Signature)

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

On this _____ day of _____, 20____, before me, the undersigned, personally
appeared _____, personally known to me or proved to me on the
basis of satisfactory evidence to be the individual whose name is subscribed to the above
certificate and acknowledged to me that he/she executed the above certificate in his/her capacity
as _____ of _____,
(Title) (Municipality)
the municipal corporation described in and which executed the within instrument.

Notary Public County

SCHEDULE "B"

STANDARD INSURANCE PROVISIONS
(Municipality)

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

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

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

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

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

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

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

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

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

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

- b) Commercial General Liability Insurance with a combined single limit of \$1,000,000 (c.s.1) per occurrence and a \$2,000,000 aggregate limit naming the "County of Westchester" as an additional insured on a primary and non-contributory basis. This insurance shall include the following coverages:
 - i. Premises - Operations.
 - ii. Broad Form Contractual.
 - iii. Independent Contractor and Sub-Contractor.
 - iv. Products and Completed Operations.
- c) Commercial Umbrella/Excess Insurance: \$2,000,000 each Occurrence and Aggregate naming the "County of Westchester" as additional insured, written on a "follow the form" basis.

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

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

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

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

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

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

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

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Name of Contractor: _____

REQUIRED DISCLOSURE OF RELATIONSHIPS TO COUNTY

A potential County contractor must complete this form as part of the proposed County contract.

- 1.) Are any of the employees that the Contractor will use to carry out this contract also a County officer or employee, or the spouse, child, or dependent of a County officer or employee?

Yes _____ No _____

If yes, please provide details (attach extra pages, if necessary): _____

- 2.) Are any of the owners of the Contractor or their spouses a County officer or employee?

Yes _____ No _____

If yes, please provide details (attach extra pages, if necessary): _____

- 3.) Do any County officers or employees have an **interest**¹ in the Contractor or in any approved subcontractor that will be used for this contract?

Yes _____ No _____

If yes, please provide details (attach extra pages, if necessary): _____

By signing below, I hereby certify that I am authorized to complete this form for the Contractor.

Name: _____

Title: _____

Date: _____

¹ "Interest" means a direct or indirect pecuniary or material benefit accruing to a County officer or employee, his/her spouse, child or dependent, whether as the result of a contract with the County or otherwise. For the purpose of this form, a County officer or employee shall be deemed to have an "interest" in the contract of:

- 1.) His/her spouse, children and dependents, except a contract of employment with the County;
- 2.) A firm, partnership or association of which such officer or employee is a member or employee;
- 3.) A corporation of which such officer or employee is an officer, director or employee; and
- 4.) A corporation of which more than five (5) percent of the outstanding capital stock is owned by any of the aforesaid parties.

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

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

Mr. Chuhta said these are the normal audits.

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

MARCH AUDIT #2

<u>Fund Distribution</u>	<u>Regular</u>
A-General Fund	\$ 226,375.43
ES - Enterprise Sewer Fund	876.16
L- Library Fund	4,276.39
Grand Total	\$ 231,527.98

MARCH AUDIT #3

<u>Fund Distribution</u>	<u>Regular</u>
A-General Fund	\$ 106,559.03
B-Local Development Corp	\$ 2,500.00
CD-Special Grant Fund	3,000.00
CM-Special Purpose Fund	2,050.26
ES - Enterprise Sewer Fund	584.12
L- Library Fund	4,336.28
T-Trust & Agency Fund	1,361.75
Grand Total	\$ 120,391.44

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

Minutes: March 9, 2021

Motion by Trustee Sullivan, seconded by Trustee Knell to approve the meeting minutes of March 9, 2021 as submitted.

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

Ms. Dickson said there is no legal obligation to adopt the minutes by vote but the Board is welcome to vote.

Trustee Liaison Reports

1. Zoning Board of Appeals: 3/10/2021

Trustee Patino said there is nothing major to report.

2. Youth Services Council: 3/11/2021

Trustee Daroczy said the high school students have put together another PSA that will be going live soon on Instagram, YouTube and Facebook.

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Trustee Daroczy said the Diversity Committee is an incredible group of people and they put a lot of work into the presentation. Trustee Daroczy said we will be hearing a lot more about the Committee and getting to know more about the purpose as we continue to discover new things and how to go about doing things to help the community be united.

3. Conservation Advisory Board: 3/17/2021

Trustee Patino announced the following upcoming events:

- May 1, 2021 there is a Riversweep event.
- April 24, 2021 Saw Mill River Clean-up.
- April 10, 2021 invasive species removal around Springhurst.
- Event for volunteers to work at the Juhring Estate to remove evasive species and set up some native planting.

4. AHRB: 3/22/2021

Trustee Knell said there is nothing to report.

Announcements

Mayor Rossillo said on behalf of the Village he attended the Asian Students Union Rally in Ardsley on Saturday. Mayor Rossillo said the event was well attended. Mayor Rossillo said he thinks it made clear that everyone's feeling about this abhorrent behavior. Mayor Rossillo said as Trustees we put out a joint statement with the Human Rights Diversity Committee, which is one of the reasons we formed that Committee, to come up with ideas and moving forward we can address issues like this. Mayor Rossillo said he wanted to thank everyone for their time and energy.

Motion by Trustee Sullivan, seconded by Trustee Patino To move to executive session for purposes of discussing a collective bargaining agreement.

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

The Board entered executive session at 7:46 p.m.

DRAFT MINUTES – NOT TO BE USED AS OFFICIAL DOCUMENT

Adjournment

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

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

The meeting closed at 8:07 p.m.