

VILLAGE OF TARRYTOWN  
BOARD OF TRUSTEES  
REGULAR MEETING 7:00 P.M.  
Monday, May 16, 2022  
Tarrytown Village Hall  
One Depot Plaza, Tarrytown, New York

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Members of the Public may attend in person or remotely. For those members of the public interested in viewing and/or participating in the meeting remotely, visit <https://www.tarrytownny.gov/home/events/37491> for instructions on how to join & participate via zoom.

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REGULAR MEETING: 7:00 P.M.

1. Board Miscellaneous and Liaison Reports
2. Changes and/or Additions to the Agenda
3. Administrator's Report
4. Opportunity for the Public to address the Board only on items listed on the agenda, other than public hearing items. Speakers shall have three (3) minutes each to address the Board of Trustees
5. Resolution to schedule a Public Hearing to consider a local law amending Village of Tarrytown Code Chapter 221 entitled Parks and Recreation Areas, Section 5 entitled Alcoholic beverages in parks and public areas.

WHEREAS Chapter 221 of Village Code stipulates that alcoholic beverages can only be served or consumed in Pierson Park for events approved by the Board of Trustees; and

WHEREAS the Village has implemented a permit process for the Pierson Park Picnic Pavilion to streamline the approval of organized activities, provide for appropriate maintenance and staffing when needed, and ensure awareness of and adherence to park rules;

NOW THEREFORE BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown will hold a Public Hearing at the regular meeting of the Board of Trustees on Monday, June 8, 2022 at 7:00 p.m. in the Municipal Building, One Depot Plaza, Tarrytown, New York to consider a local law to amend Chapter 221 of the Tarrytown

Code, Section 5 entitled Alcoholic beverages in parks and public areas to allow for the service and consumption of alcohol at events within the Pierson Park picnic pavilion and the picnic pavilion lawn area, provided that a permit has been issued by the Tarrytown Recreation Department.

6. Resolution for National Police Week 2022

Resolution to recognize National Police Week 2022 and to honor the service and sacrifice of those law enforcement officers killed in the line of duty.

WHEREAS, there are more than 800,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Village of Tarrytown;

WHEREAS, since the first recorded death in 1786, more than 23,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty;

WHEREAS, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, DC;

WHEREAS, National Police Week 2022 will be observed from May 15–21, 2022.

BE IT FURTHER RESOLVED THAT , in RECOGNITION OF all fallen officers and their families on May 17, 2022, U.S. flags on Village buildings will be flown at half-staff; AND

BE IT FURTHER RESOLVED THAT the Village publicly thank our police officers for their service to our community and in communities across the nation.

7. Salary increases for non-union employees

BE IT RESOLVED that the Board of Trustees does hereby grant percentage salary increases for Fiscal Year 2022 - 2023 to the nonunion fulltime staff and percentage hourly increases to the permanent part-time staff at three percent (3%), or a specific salary adjustment based upon a review, according to the salary schedule on file in the Village of Tarrytown Treasurer's Office. Such salary increases for Fiscal Year 2022 - 2023 shall be effective June 1, 2022, for the following titles:

Acting Village Justice  
Building Inspector  
Court Clerk  
Superintendent of Public Works  
Village Administrator

Village Justice  
 Village Clerk

Salary classification increases for the following FT titles

Deputy Village Clerk - \$5,000

General Foreman - \$10,000

Village Engineer – 5%

Part Time employees	Percentage or wage rate
Fitness Center Desk Employees	\$15 per hour
Bus Driver	3%
Code Enforcement Officer	3%
Court Attendant	3%
Court Intermediate Clerk	3%
Parking Enf. Officer	3%
School Crossing Guard	3%
Secretary to the Village Admin.	3%

8. Amendment to Village Administrator’s Contract

BE IT RESOLVED by the Board of Trustees of the Village of Tarrytown that the Mayor is authorized to sign an amendment to the Village Administrator’s contract, that the Village Administrator shall be provided post-retirement benefits, with a contribution of ten percent (10%) of the premium, upon retirement from the Village of Tarrytown.

9. Update to Master Fee Schedule

Permits BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby authorize an amendment to the Master Fee Schedule to amend the following fees for FY 2022-2023 which will go into effect on June 1, 2022:

FEE CATEGORY	FY 2021-2022	FY 2022-2023
Building Permits	\$100 Application - Residential	\$100 Application - Residential
		\$200 Application - Commercial
	\$19 per \$1,000 (Renovation)	\$20/1,000
	\$3.10 per sq. ft. New Residential (All Gross Floor Areas)	\$3.30/SF

	New Commercial \$4.15 per sq. ft. (All Gross Floor Areas)	\$4.40/SF
	\$110 Re-inspection Fee - All	\$200
	Plan Revision/Amendment Fee - \$110 each submission	\$200
Electrical Permits	night construction	
	0-\$499 = \$100	
	\$0-\$999 = \$110	\$125
	\$1,000-\$1,999 = \$125	\$135
	\$2,000-\$3,999 = \$135	\$150
	\$4,000-\$9,999 = \$190	\$200
	\$10,000-\$50,000 = \$275+2.35% of value over \$10,000	\$300 + 3% > 10K
	\$50,000 and over = \$1,790.00	\$1,900
Plumbing Permit Fees	\$105 application fee (Charge for add'l fixtures over 4)	\$120
	Charge for Additional Fixtures over 4 - \$10.50/fixture or appliance	More than 4 Fix. \$15 Ea.
	\$50 roughing inspection	\$60
Plumbing Permit Fees	\$50 testing	\$60
	\$50 in-ground sewer or gas	\$60
	\$50 gas test	\$60
	\$50 final inspection fee	\$60
	\$100 reinspection fee	\$125
	Tap into sewer line \$1,000	\$1,100
Certificate of Compliance	\$100 Residential / \$200 Commercial	\$110/\$250
Certificate of Occupancy	\$100 Residential / \$200 Commercial	\$110/\$250
Cross Control Program	\$100 Administration Fee	\$150

Fire Hydrant Use	\$100 + \$25 turn on + \$25 turn off	\$200 flat fee
5-10 Units	\$150.00	\$160
11-20 Units	\$225.00	\$240
21 or more	\$325.00	\$350
Commercial	\$100.00	\$125
Restaurant	\$100.00	\$125
Church	\$100.00	\$125
Multi-Family plus Commercial	Fee for Multi-family + \$100 for	\$125
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	\$375/annual - 11 - 15 people	\$500/ annual 10-20 people
	\$500/annual - 16 - 20 people	
	\$35 / day per person for special events	\$40/day

Planning Board	Site Plan = \$600 + \$30 per parking space +\$60 each dwelling unit	\$650+50+\$75
Planning Board	Subdivision = \$1,000 + \$1,400/lot	1K + 1.5K
Planning Board	Recreation Fee (2018) = \$10,300.00/increases annually in January by CPI of past year	2021 -\$11,340
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Street Opening Permit	\$3.50/square foot - Minimum Fee: \$150.00 - Security Deposit -\$1,000	Deposit: \$3.50 per square foot with a minimum of \$1,000. Permit: \$250/street opening for non-utility applicants  For utility company applicants: \$3.50/square foot - Minimum Fee: \$200.00
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Zoning Code	Zoning Code=\$35 (includes map); map only=\$5	Remove (available on the internet for free)

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BE IT FURTHER RESOLVED that the Village Administrator and the Village Treasurer are authorized to take the necessary and appropriate actions to receive and disburse this payment to the Jazz Forum Arts on behalf of the Westchester Community Foundation

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BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby authorize and direct the Village Administrator to execute an agreement between the Westchester Community Foundation (WCF), the Rivertowns Village Green (RVG), also known as the Tarrytown Sleepy Hollow Farmer's Market (TaSH) organization and the Village of Tarrytown, for the Village to act as the fiscal agent to process the grant on behalf of RVG/TaSH in coordination with the WCF; and

BE IT FURTHER RESOLVED that the Village Administrator and the Village Treasurer are authorized to take the necessary and appropriate actions to receive and disburse this payment to the RVG/TaSH on behalf of the Westchester Community Foundation.

12. Authorization to purchase an Elgin P 3-Wheel Mechanical Sweeper

WHEREAS, the Village of Tarrytown has provided in the Capital Budget for FY 2020-2021 for the Department of Public Works a Elgin Pelican P 3-Wheel which will be utilized by the Department of Public Works to maintain the Village's streets.

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby authorize the purchase of a 2021 Pelican 99HP Mechanical Broom Sweeper which includes the Life-Line Hopper System for a total price of \$240,927.00 from Long Island Sanitation Equipment Co; and

BE IT FURTHER RESOLVED that the Village Administrator is authorized to execute the necessary documents to effect this purchase, funded through debt acquired for this purpose, or operating funds, or the appropriation of surplus, as necessary.

13. Inter-Municipal Agreement (IMA) with Westchester County for Grant Funds (CDBG) for Downtown Streetscape Improvements

WHEREAS, the Downtown Streetscape Improvement Project will improve the sidewalks on Franklin, North Washington, Wildey and Wood Court, and

WHEREAS, the project will be partially funded through the Community Development Block Grant (CDBG) program, and

WHEREAS, the Village of Tarrytown is one of the cooperating Municipalities as executed under the Urban County Cooperation Agreement with Westchester County under which the Community Development Block Grant falls.

NOW, THEREFORE BE IT RESOLVED that the Village of Tarrytown shall be paid an amount not to exceed \$300,000 in grant monies pursuant to the approved budget set forth in the contract to improve the sidewalks on Franklin Court, North Washington Street, Wildey Street, and Wood Court, and

BE IT FURTHER RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby authorize the Village Administrator to take the necessary and appropriate actions to execute and submit an Inter-Municipal Agreement (IMA) between the Village of Tarrytown and Westchester County for the Community Development Block Grant program.

14. Appointment of Deputy Treasurer

BE IT RESOLVED, that the Board of Trustees of the Village of Tarrytown does hereby appoint Azucena Molina of Sleepy Hollow, New York, to the position of

Deputy Village Treasurer, at an annual salary of \$ 95,000 to fill the unexpired portion of the term that shall expire in December of 2022, with a starting date of Tuesday, May 17, 2022, subject to a minimum probationary period of twelve (12) weeks and a maximum of fifty-two (52) weeks, the provisions of Civil Service rules and regulations, and other applicable Local and State laws.

15. Appointment of Superintendent of Recreation

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby appoint \_\_\_\_\_ to the position of Superintendent of Recreation effective June 6th 2022, at an annual salary of \$135,000 subject to a minimum probationary period of twelve (12) weeks and a maximum of fifty-two (52) weeks, the provisions of Civil Service rules and regulations, and other applicable Local and State Law.

16. Appointment of Senior Van Bus Drivers

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby appoint William Logan Sr. and Joe Arduino to the position of Senior Van Bus Driver, at an hourly salary of \$20.11, effective June 1, 2022, subject to all civil service rules and regulations, and other applicable Local and State Law.

17. Authorizing the transfer of Fire Call Dispatch from the Tarrytown Police to 60 Control

BE IT RESOLVED by the board of Trustees of the Village of Tarrytown that the dispatch of 911 Fire Calls is hereby authorized to be transferred from the Village of Tarrytown Police Department to the Westchester County 60 Control Dispatch Center, with continuing dispatch to the Tarrytown Police for notification purposes; and

BE IT FURTHER RESOLVED that the Village Administrator is authorized to execute any necessary documents, and he, the Police Chief and Fire Chief and other involved Village Officials are authorized to take the necessary and appropriate actions to effect this transfer.

18. Approval of the Minutes of the Board of Trustees Meeting of May 2, 2022

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby approve the minutes of the Board of Trustees Meeting held on Monday, May 2, 2022 as submitted by the Village Clerk.

19. Approval of the Action Item Minutes of the May 9, 2022 Board of Trustees Work Session

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby approve the action item minutes of the Board of Trustees Work Session held on Monday, May 9, 2022 as submitted by the Village Clerk.

## 20. Approval of Audited Vouchers

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby approve Abstract No. 21 of Audited Vouchers in the total amount of \$655,738.49 as presented by the Village Treasurer, to be paid in the following amounts:

General	\$	572,967.35
Water	\$	45,744.74
Sewer Fund	\$	1,313.32
Capital	\$	0.00
Library	\$	23,306.01
Trust & Agency	\$	<u>12,407.07</u>
Total	\$	655,738.49

21. Opportunity for the Public to Address the Board on items not included on the agenda.  
Speakers have three (3) minutes before yielding to the next speaker

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BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby appoint \_\_\_\_\_ to the position of Superintendent of Recreation effective June 6th 2022, at an annual salary of \$135,000 subject to a minimum probationary period of twelve (12) weeks and a maximum of fifty-two (52) weeks, the provisions of Civil Service rules and regulations, and other applicable Local and State Law.

16. Appointment of Senior Van Bus Drivers

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby appoint William Logan Sr. and Joe Arduino to the position of Senior Van Bus Driver, at an hourly salary of \$20.11, effective June 1, 2022, subject to all civil service rules and regulations, and other applicable Local and State Law.

17. Authorizing the transfer of Fire Call Dispatch from the Tarrytown Police to 60 Control

BE IT RESOLVED by the board of Trustees of the Village of Tarrytown that the dispatch of 911 Fire Calls is hereby authorized to be transferred from the Village of Tarrytown Police Department to the Westchester County 60 Control Dispatch Center, with continuing dispatch to the Tarrytown Police for notification purposes; and

BE IT FURTHER RESOLVED that the Village Administrator is authorized to execute any necessary documents, and he, the Police Chief and Fire Chief and other involved Village Officials are authorized to take the necessary and appropriate actions to effect this transfer.

18. Approval of the Minutes of the Board of Trustees Meeting of May 2, 2022

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby approve the minutes of the Board of Trustees Meeting held on Monday, May 2, 2022 as submitted by the Village Clerk.

19. Approval of the Action Item Minutes of the May 9, 2022 Board of Trustees Work Session

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby approve the action item minutes of the Board of Trustees Work Session held on Monday, May 9, 2022 as submitted by the Village Clerk.

## 20. Approval of Audited Vouchers

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby approve Abstract No. 21 of Audited Vouchers in the total amount of \$655,738.49 as presented by the Village Treasurer, to be paid in the following amounts:

General	\$	572,967.35
Water	\$	45,744.74
Sewer Fund	\$	1,313.32
Capital	\$	0.00
Library	\$	23,306.01
Trust & Agency	\$	<u>12,407.07</u>
Total	\$	655,738.49

21. Opportunity for the Public to Address the Board on items not included on the agenda.  
Speakers have three (3) minutes before yielding to the next speaker