

**VILLAGE OF TARRYTOWN  
BOARD OF TRUSTEES  
WORK SESSION 6:00 P.M.  
WEDNESDAY, SEPTEMBER 29, 2021**

Pursuant to the end of the State of Emergency pertaining to COVID-19, all meetings will now be in person.

Meeting Live-Stream: <https://www.tarrytowngov.com/home/events/36111>

**Open Session**

1. Board of Trustees Concerns
2. JCAP Grant (Court)
3. TravelStorys Agreement and Invoice
4. Update - Water Meter Project
5. TaSH 2022 Winter Market

**Executive Session**

- A. 238 Green Street
- B. WI Boat Club – Request for Lease Extension



## Kathy Deufemia

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**From:** Joshua Ringel  
**Sent:** Thursday, September 23, 2021 9:30 AM  
**To:** Kathy Deufemia  
**Subject:** Jcap  
**Attachments:** JCAP eligible items.pdf

Budget is below and "eligible items" are attached. Both should be included as back up

Court Grant Budget/Cost	
Carpet Replacement (Court Offices, Jury Room, Judge Chambers)	\$ 5,900.00
Hand Held Metal Detector - Replacement	\$ 231.00
Hi-Pe Plus Walkthrough Metal Detector - Replacement	\$ 3,976.00
New 6-Drawer Cabinet	\$1,219.79
TOTAL	\$ 11,326.79

Josh Ringel  
Assistant Village Administrator  
Village of Tarrytown  
One Depot Plaza  
Tarrytown NY, 10591

(914)-631-1785

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# STATEMENT OF WORK – TravelStorysGPS Subscription For TravelStorys™ Platforms and Kiosk Updating - Tarrytown, Irvington & Sleepy Hollow, NY



## Tarrytown, Irvington, & Sleepy Hollow – TravelStorys™ Mobile & Web-based Platform Annual Subscription<sup>1</sup>

Project Duration: August 15, 2021 – December 31, 2021

### Project Contacts

TravelStorysGPS Account Manager	Story Clark, CEO <a href="mailto:story@travelstorysgps.com">story@travelstorysgps.com</a> (307) 690-8164
TravelStorysGPS Production Manager	Christie Koriakin, Director of Production <a href="mailto:christie@travelstorysgps.com">christie@travelstorysgps.com</a> (336) 262-9111
Tarrytown/Sleepy Hollow/Irvington Project Coordinator	Richard Slingerland Tarrytown Administrator <a href="mailto:rslingerland@tarrytowngov.com">rslingerland@tarrytowngov.com</a> (914) 631-1785
Tarrytown Mailing Address	Richard Slingerland, Tarrytown Administrator One Depot Plaza Tarrytown, NY 10591 (914) 631-1785
Irvington Mailing Address	Connie Kehoe, Irvington Administrator 85 Main Street Irvington, NY 10533 (914) 591-7070
Sleepy Hollow Mailing Address	Anthony Giaccio, Sleepy Hollow Administrator 28 Beekman Avenue, 2nd Floor Sleepy Hollow, NY 10591 (914) 332-7074
Visit Nyack Project Coordinator	Thomas Schneck, Visit Nyack Board Member <a href="mailto:Thomas.Schneck@docuware.com">Thomas.Schneck@docuware.com</a> (914) 213-2618
HHRT Project Coordinator	Nancy Gold Marketing Director, Historic Hudson River Towns <a href="mailto:nancygold01@gmail.com">nancygold01@gmail.com</a> (914) 420-2308

### Project Description

<sup>1</sup> Visit Nyack, Tarrytown, Irvington, & Sleepy Hollow requested that this first subscription payment be delayed to mid-year. Future payments will be due annually.

With completion of production and the launch of the Historic Hudson River Towns (HHRT) TravelStorys™ mobile and web-based audio tours (described below) and as part of the agreement with HHRT, Tarrytown, Irvington, & Sleepy Hollow will sponsor the downtown Tarrytown, Sleepy Hollow, Irvington tour. This sponsorship gives Tarrytown, Irvington, & Sleepy Hollow all of the benefits of the subscription services offered by TravelStorysGPS as well as the opportunity to update and contribute to and promote new Tarrytown, Irvington, & Sleepy Hollow visitor information on the TravelStorys mobile and web-based platforms, the Governor Mario M. Cuomo Bridge (the Bridge) Welcome Center visitor kiosks, and other regional websites.

As background, with a grant from the New NY Bridge Project Community Benefits Fund and overseen by the New York State Thruway Authority (NYSTA), HHRT sponsored the development and production of six hands-free, self-guided mobile and web-based tours of the Historic Hudson River Town region on the TravelStorys app. The tours are: a driving tour on both sides of the Hudson through sixteen towns from Yonkers to the Peekskill over the Bear Mountain Bridge and across the Bridge; two tours (walking and cycling) over the Bridge; one walking/cycling tour collectively of the Bridge's Westchester terminus towns, Tarrytown, Sleepy Hollow, and Irvington; one walking/cycling tour collectively of the Rockland terminus towns of Nyack, South Nyack, and Upper Nyack; and one walking tour of artist Edward Hopper's neighborhood in Nyack.

Signing of this subscription agreement has been delayed by full testing of the kiosk updating procedure and Visit Nyack's request to delay payment until the summer of 2021 due to cashflow issues resulting from Covid.

## **TravelStorys Mobile and Web-based App Benefits**

The TravelStorys mobile and web-based audio tours are produced by TravelStorysGPS, LLC, and presented on the TravelStorys mobile and web-based platforms. The tours are safe, self-guided audio experiences that are free to download. They are accessible hands-free on-site and remotely from anywhere in the world. The tours promote and interpret significant cultural, historic, natural history and other sites of interest and provide visitor information on restaurants and lodging.

TravelStorys is a shared platform with audio tours in 38 states, sponsored by communities, tourism and economic development agencies, nonprofit organizations, and businesses. TravelStorys features over 185 audio tours and is downloaded in all states and over 137 countries.

TravelStorys tours offer travelers informative, entertaining, and educational experiences as well as providing reliable wayfinding to points of interest. Travelers can easily find tours for their destinations as tours nearest the traveler present first. Travelers can toggle between tours and tracks, such as language tracks, where offered. All TravelStorys tours automatically play as travelers approach sites of interest. A short introduction plays whenever and wherever the tours are launched.

While the tours are designed to be experienced hands-free onsite, virtual travelers can enjoy a full range of travel experiences, including audio, associated images, scripts, and links by tapping on each story site while viewing the tour from any location. In this time when the COVID pandemic has altered and limited travel, TravelStorysGPS has added new features for the remote, virtual traveler and for the tour sponsor. For more enriched viewing, video clips can be added to enhance the image slideshow, and virtual travelers can virtually stand, turn around, and view the Story Sites and the



surroundings using the Street View feature while listening to the associated audio. Alternatively, they can listen to the tours hands-free in the continuous-play (Play All) podcast mode. The tours will also present on the tour sponsor's website using the TravelStorys Website Plugin™.

Additionally, TravelStorysGPS has added new sponsor promotion and sponsor revenue-generating features, which include:

- Tour introduction and conclusion audio messaging, tour interstitials, and visual banners for commercial sponsors, to solicit contributions for local charitable organizations or simply to promote the destination while the traveler is enjoying their tour of Tarrytown, Sleepy Hollow, and Irvington.
- Audio and visual messaging at commercial sites with appropriate storytelling value in the audio introduction and conclusion or utilizing visual banners, links, and interstitials.
- Tour sponsor sale of e-coupons to entice visitors into venues with discounts
- 'Connect' opt-out banner links to the Tarrytown, Irvington, & Sleepy Hollow landing page for solicitation and other messaging.

## Tarrytown, Irvington, & Sleepy Hollow TravelStorys Mobile Tours and Map Listings

Tarrytown, Irvington, & Sleepy Hollow is the sponsor of the TravelStorys mobile and web-based Tarrytown, Irvington, & Sleepy Hollow tour available to the general public and travelers who are visiting the villages or planning their trip there. The tour is a walking and cycling audio tour offering hands-free, automatically launching, self-guided interpretation of the downtowns of the three villages and the surroundings. Other curated visitor information is presented as short, curated venue descriptions, non-audio Map Listings highlighting all local dining and lodging venues. Additionally, visitors coming to Tarrytown, Sleepy Hollow, and Irvington by car or train are guided with audio wayfinding to downtown Tarrytown, Sleepy Hollow, Irvington and to downtown sites to explore, and learn, and to find places eat, and generally to encourage visitors to stay longer in these communities.

The Tarrytown, Sleepy Hollow, Irvington tour, along with all other HHRT tours along with their Map Listings, are featured on TravelStorys™ currently supported iOS and Android mobile and tablet devices, on the Bridge terminus kiosks<sup>2</sup>, and on other regional websites. The tours are presented on the TravelStorys website ([www.TravelStorys.com](http://www.TravelStorys.com)), and selected tour content is posted on TravelStorysGPS social media platforms and other regional platforms.

The TravelStorys mobile tour of Tarrytown, Sleepy Hollow, Irvington currently features 66 cultural, historic and recreational audio Story Sites as well as 119 Map Listings. While the HHRT contract allows for 85 Story Sites, because Tarrytown, Irvington, & Sleepy Hollow's Map Listings far surpass the number allocated in that contract (45 restaurant and lodging sites) under the HHRT contract and the production phase of this contract is completed, TravelStorysGPS considers the extra 74 Map Listings to be a fair exchange for the 19 outstanding Story Sites. More Story Sites and Map Listings

<sup>2</sup> Tour content has been modified to meet Bridge and New York State Thruway Authority requirements.

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can be added for a modest fee following NYSTA specifications described below and subject to NYSTA approval.

Production of any future audio Story Sites and Map Listings will follow the same procedure as production of the current sites on the tour. This process is outlined in detail in the HHRT Phase II Statement of Work, dated November 1, 2019 and summarized here and below in the New Audio Site and Map Listing Production section:

*The Tarrytown, Sleepy Hollow, Irvington walking/cycling tour through Tarrytown, Sleepy Hollow, Irvington will highlight the nationally significant cultural, historic, natural history, and contemporary art sites and present the most engaging and inspiring stories and sites of the area to visitors, guiding them from the Bridge and the region to these sites. By introducing visitors to the best sites and information about these communities, the tour will encourage travelers to spend more time in these villages and to explore surrounding HHRT member town downtowns.*

*The Tarrytown, Sleepy Hollow, Irvington tour will be comprised of [up to eighty-five] audio Story Sites highlighting the local destinations for walking and cycling. All audio Story Sites will be produced in partnership with the villages of Tarrytown, Sleepy Hollow, and Irvington. The Tarrytown, Sleepy Hollow, Irvington tour will additionally present visitor information for the restaurants and lodging in [their villages] and presented at geolocated sites in text format (without audio).*

*Tarrytown, Irvington, & Sleepy Hollow will identify sites and venues for inclusion in these tours. TravelStorysGPS will be responsible for writing and narrating the scripts for the sites and venues, subject to Tarrytown, Irvington, & Sleepy Hollow's approval. HHRT will help facilitate the production, approval, and testing of the Story Sites on the tour.*

*All of the information on these tours will be updated by the Tarrytown, Irvington, & Sleepy Hollow and the Tarrytown, Irvington, & Sleepy Hollow villages and made available through the TravelStorys database to the New York State Thruway Authority (NYSTA) and once approved, presented on the terminus town kiosks.*

## **New Audio Site and Map Listing Production**

To add new geolocated audio Story Sites of Tarrytown, Sleepy Hollow, Irvington cultural, history, natural history, and contemporary art to the Tarrytown, Irvington, & Sleepy Hollow tour, HHRT and Tarrytown, Irvington, & Sleepy Hollow will follow the procedure outlined in the Division of Responsibilities below. Production generally involves identifying new sites, providing location and background information, and assisting in testing the tour additions once the new sites are produced. TravelStorysGPS will provide all other tour-building services, including tour architecture, writing and narrating the final scripts, and integrating local content into the TravelStorys app.

New audio Story Sites can be added to the Tarrytown, Sleepy Hollow, Irvington tour in batches of five or more up. To add new visitor information Map Listings, a new procedure is outlined below. New Story Sites and Map Listings can be added for a modest fee. The villages can take down Map Listings that have closed with this same procedure without charge.

In order to keep the Bridge kiosk information current, Tarrytown, Sleepy Hollow, Irvington will identify new restaurants and lodging sites, write descriptions to NYSTA specifications (which TravelStorysGPS



will provide), add one image per venue with signed photo releases, and send in batches of five or more to TravelStorysGPS. Once completed to NYSTA specifications, TravelStorysGPS will forward these on to NYSTA for approval and, with NYSTA approval, upload it to the kiosks and add to the TravelStorys platforms. For the Welcome Center kiosks, the audio Story Sites will be limited to two paragraphs of text, the address and phone number, and the Map Listings will be limited to two lines of text, address, and phone number. Full Map Listing and audio Story Site information will be presented on the TravelStorys app.

To expedite audio Story Site and Map Listing updates and subject to the Bridge's approval, TravelStorysGPS will soon be instituting an online updating process so that Tarrytown, Sleepy Hollow, Irvington, and Visit Nyack can simply update venue information online as it becomes available. When the online form is completed to NYSTA standards (text length, image, and contact information), TravelStorysGPS will send the form automatically to NYSTA for their approval. Once approved, TravelStorysGPS will send the information to the kiosks and upload on the TravelStorys app platform, monthly or quarterly.

**Special Note:** Under the terms of the NYSTA Community Benefits Funds grant to HHRT for this project, HHRT and TravelStorysGPS are obligated to seek and receive approval from the NYSTA for the use of any new content created under this grant and for use of NYSTA-generated content. This includes approval of how this content is used beyond the TravelStorys app, such as the choice of websites on which it is presented and all information presented on the Welcome Center kiosks, including new Story Sites or Map Listings.

## **Division of Production Responsibilities For New Story Sites**

HHRT and the Tarrytown, Sleepy Hollow, and Irvington Tour Project Coordinator, in collaboration with the TravelStorysGPS team, will coordinate on the development and production of any new audio Story Sites added to the Tarrytown, Sleepy Hollow, Irvington mobile and web-based tours as outlined below. New Tarrytown, Sleepy Hollow, and Irvington's audio Story Sites must be submitted in batches of five sites or more and will only be produced when this number or more have been submitted. New Tarrytown, Sleepy Hollow, and Irvington Map Listings or changes will be produced using the new online procedure described below.

### **HHRT**

#### **For Audio Story Sites:**

- Approve the Story Sites and storyboard
- Coordinate with Tarrytown, Sleepy Hollow, Irvington Project Coordinator to ensure that well-referenced, quality supporting material and/or draft scripts for the audio Story Sites are submitted to TravelStorysGPS following specifications as outlined in the Tour Building Manual and the TravelStorys Storytelling webinars.
- Approve final scripts for the audio Story Sites written by TravelStorysGPS.
- Facilitate image selection for each story site by identifying likely sources, making introductions, and, where possible, securing images and signed photo releases.
- Approve narrator selection – every effort will be made to use the same narrator as for the previous sites.
- Ensure that content for the audio is approved by the NYSTA before presentation on the TravelStorys' platforms and NYSTA kiosks.

#### **For Map Listings:**

- 3
- Review Map Listing online information
  - Ensure that new Map Listings are submitted to NYSTA using the new online procedure

### Tarrytown, Sleepy Hollow, Irvington Tour Project Coordinator

#### For Audio Story Sites:

- Participate in a TravelStorysGPS tour-building introductory webinar to learn about the information and tour assets needed by TravelStorysGPS to keep the audio Story Sites and Map Listings current on the TravelStorys platforms and the NYSTA kiosks.
- Identify the location, contact information for, and describe the new audio Story Sites to be added to the audio tours.
- Confirm the Story Sites on Google Maps and the tour route
- Approve the storyboard story
- Generate accurate and well-referenced supporting material and, if possible, draft scripts for each new audio site following specifications as outlined in the TravelStorys Tour Building Manual and the TravelStorys Storytelling webinars.
- Review and approve final scripts written by the TravelStorysGPS writer.
- Facilitate image selection for each story site by identifying likely sources, making introductions, and, where possible, securing images with signed photo releases and writing captions.
- Approve narrator selection – every effort will be made to use the same narrator as for the previous sites.
- Provide contact information and appropriate branding assets for any new organizations involved in the tour such as photography companies.
- Test the tour on-site and document testing feedback for TravelStorysGPS adjustments.
- Ensure that each tour highlights the “Historic Hudson River Towns” brand and mentions NYSTA Community Benefits Fund

#### For the Map Listings:

- Submit Map Listing information for Tarrytown, Irvington, & Sleepy Hollow, using the new online procedure and to the specifications required by NYSTA
- Ensure that new Map Listings are submitted to NYSTA using the new online procedure
- For restaurant and lodging venues that close, submit information using new online procedure to remove those listings from the TravelStorys platforms and the NYSTA kiosks once approved by NYSTA.

### TravelStorysGPS, LLC

#### For Audio Story Sites:

- Present an annual (or less frequent as needed) tour-building introductory webinar to inform Tarrytown, Irvington, & Sleepy Hollow, in coordination with Visit Nyack, about the information and tour assets needed to keep the audio Story Sites and Map Listings current on the TravelStorys platforms and the NYSTA kiosks.
- Confirm new audio site and Map Listing selections and locations
- Build a storyboard for the new audio Story Sites
- Review and include information and supporting material provided by Tarrytown, Irvington, & Sleepy Hollow for audio site script writing.
- Write audio scripts for Story Sites based on submitted supporting material provided by Tarrytown, Irvington, & Sleepy Hollow
- Identify the narrator – every effort will be made to use the same narrator as for the previous sites - and record the narration
- Edit and format audio and music, if applicable for upload

- 3
- Collect all images and ensure that they have appropriate signed photo releases or are in the public domain.
  - Integrate all audio, images, and text onto the TravelStorys app
  - Support tour testing
  - Adjust tour sites according to tour testing feedback and changes
  - Market the tours with the new sites through TravelStorysGPS channels and coordinate marketing with HHRT and Tarrytown, Irvington, & Sleepy Hollow.
  - Ensure that each tour highlights the "Historic Hudson River Towns" brand and mentions the NYSTA Community Benefits Fund.

#### For the Map Listings:

- Collect Map Listing information submitted by Tarrytown, Irvington, & Sleepy Hollow using the new online procedure and to the specifications required by NYSTA
- Ensure that new Map Listings are submitted to NYSTA using the new online procedure
- Once approved by NYSTA, upload Map Listings in shorter NYSTA-approved form to the kiosks and in longer form on the TravelStorys platforms.
- For restaurant and lodging venues that close, review information submitted by Tarrytown, Irvington, & Sleepy Hollow and remove those listings from the TravelStorys platforms and the NYSTA kiosks once approved by NYSTA.

## Subscription Benefits and Obligations

Tour sponsors receive the full benefits of subscription from TravelStorysGPS, which include:

#### Onsite and Remote Safe, Self-guided Audio Tours

- Geolocated audio stories launch automatically as visitors approach a corresponding location. All TravelStorys tour audio triggers automatically while traveling the route with no cell service needed. Audio, associated images, and text can be manually accessed from any location by tapping Story Sites on the tour map.

#### Content Addition and Updates

- Four hours of direct support to publish updated content at existing sites and address technical questions.
- Review of Map Listing additions to the specifications outlined above and presentation of those listings on the kiosks subject to NYSTA approval.

#### Ongoing Annual TravelStorysGPS Subscription Services<sup>3</sup>

- Continuous presentation of these tours on the TravelStorys app platform.
- Valuable data on tour users and TravelStorys app usage distributed in quarterly reports. Data includes user demographics and usage trends and is useful for marketing purposes and to refine the tours to generate greater interest.

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<sup>3</sup> TravelStorysGPS is not responsible for the NYSTA Welcome Center Tourism Kiosk hardware, operation, or Wi-Fi connections or any other responsibility associated with the kiosks except as provided here.

- 3
- Helpful customer service for users and tour sponsors.
  - Technological updates to enable this tour to be presented on new iOS and Android devices as they become available; support for technical issues that may arise; and platform and server architecture upkeep and maintenance.

### Tour Sponsor Responsibilities

Tarrytown, Sleepy Hollow, Irvington, and Visit Nyack tour sponsors are responsible for the annual subscription fee for their three audio tours based on the payment schedule (below).

- Tarrytown, Sleepy Hollow, Irvington, and Visit Nyack tour sponsors are responsible for regularly informing TravelStorysGPS of updates to their Map Listings (new and to be removed) and using the new online procedure to prepare the information on the new Map Listings venues for NYSTA approval and upload to the TravelStorys platforms and the kiosks. Tour sponsors will have the option of making their own updates (subject to HHRT and NYSTA approval) when TravelStorys online tool, TravelStorys Publisher™, is available for tour sponsor use.
- TravelStorysGPS, Tarrytown, Sleepy Hollow, and Irvington, and Visit Nyack tour sponsors are not responsible for NYSTA Welcome Center Tourism Kiosk hardware, operation, or Wi-Fi connections or any other responsibility associated with the kiosks except as provide here.

### Marketing

- Tarrytown, Sleepy Hollow, Irvington TravelStorys audio tours will promote Tarrytown, Sleepy Hollow, and Irvington, enrich the traveler experience, and provide useful visitor information as well as contributing to the comprehensive HHRT mobile presence of the Hudson region to attract a new generations of travelers. Cross-promotion with these and other tour sponsors' (HHRT and others) and TravelStorysGPS networks will increase Tarrytown, Sleepy Hollow, and Irvington visibility.
- TravelStorysGPS and HHRT will promote the Tarrytown, Sleepy Hollow, Irvington tour on its website, with social media posts, and through the HHRT marketing plan.
- To maximize tour visibility, Tarrytown, Irvington, & Sleepy Hollow will promote its tours at visitor destinations and centers, on their website, through affiliate websites and networks, on social media, and at tour and map listing locations and approaches wherever possible.
- The TravelStorys tours will promote Tarrytown, Sleepy Hollow, and Irvington's important sites, art, culture, and visitor-oriented businesses on nationally and internationally viewed mobile and web-based platforms, HHRT website, and the Bridge Welcome Center kiosks - as unique, future-forward interpretive resource that the region can promote, maintain and expand upon.
- TravelStorys tours are comarketed through its shared platforms by the sponsors of its over 185 tours, downloaded in all state, and over 137 countries.
- TravelStorys tours are a regional initiative led by HHRT that promotes its member towns and the Bridge.



## Subscription Definitions, Rates And Terms

### Subscription Definitions and Rates

- Subscription rate does not change with new or extended tours or tracks (language translation, special interest (history, student, kids)). User sessions are based on the number of users who download the tour and the number of times they use it.
- Base subscription rate includes up to 10,000 user sessions per year increasing only with significantly higher usage.

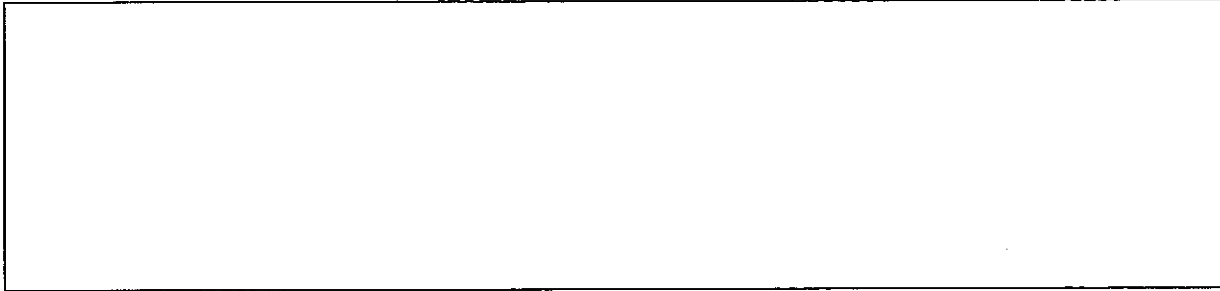
### Payment Terms

1. The subscription rate for the ongoing Tarrytown, Irvington, and Sleepy Hollow tour is \$1500/year with the total subscription for the Bridge terminus towns totaling \$3000. However, HHRT has secured an arrangement with Tarrytown, Irvington, & Sleepy Hollow, and Visit Nyack so that the \$3,000 is split equally between the four towns. The obligation of Tarrytown, Sleepy Hollow, and Irvington is \$750 per town per year.
2. Richard Slingerland, Manager of Tarrytown, has agreed to coordinate subscription payments for Tarrytown, Irvington, & Sleepy Hollow, making one payment to TravelStorysGPS of \$2250 in total annually and seeking reimbursement from Irvington, and Sleepy Hollow. (Nyack is making its payments independently.)
3. Visit Nyack, Tarrytown, Irvington, and Sleepy Hollow have asked and TravelStorysGPS has agreed to delay payment of the subscription until mid-year for 2021. Further subscription payments will be due at the tour launch date, which is December 31st of each year. Sponsors that do not stay current with subscription payments lose their subscription benefits.

SUBSCRIPTION	
TravelStorysGPS Annual Subscription Due From Bridge Terminus Towns	\$3,000
Tarrytown - Tarrytown/Sleepy Hollow/Irvington walking/cycling tour	\$750
Sleepy Hollow - Same tour as above	\$750
Irvington - Same tour as above	\$750
Nyack - Visit Nyack and Edward Hopper's Nyack tours	\$750
TOTAL	\$3,000

### Payment Schedule For Tarrytown (on behalf of Tarrytown, Irvington, and Sleepy Hollow)

3



### **Changes and Additions to The Statement of Work**

Normal and customary expenses incurred in the course of execution of this project are the responsibility of TravelStorysGPS. Following signing of the Subscription Agreement of which this Statement of Work is part, any significant changes to this Statement of Work or associated work plan will be agreed to in writing and may be subject to additional charges. In advance of commencement of additional work, TravelStorysGPS will present that work for review, approval, and payment (if necessary). TravelStorysGPS' hourly rate for additional work outside this Statement of Work is \$200 per hour.

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**Village of Tarrytown  
Meter Changeout and Fixed Network Program Budget  
September 2021**

Meter Size	Quantity	Meter	Radio	Labor *	Total/meter	Totals
5/8" MACH10	1550	\$227	\$112	\$140	\$479	\$742,760
3/4" MACH10	275	\$243	\$112	\$140	\$495	\$136,180
1" MACH10	100	\$307	\$112	\$140	\$559	\$55,920
1 1/2" MACH10	140	\$800	\$112	\$350	\$1,262	\$176,680
2" MACH10	50	\$976	\$112	\$350	\$1,438	\$71,900
3" MACH10	24	\$3,056	\$112	\$1,125	\$4,293	\$103,032
4" MACH10	20	\$3,928	\$112	\$1,500	\$5,540	\$110,800
6" MACH10	6	\$6,632	\$112	\$2,250	\$8,994	\$53,964
8" MACH10	2	\$10,040	\$112	\$3,000	\$13,152	\$26,304
10" MACH10	2	\$12,544	\$112	\$3,750	\$16,406	\$32,812
<b>METER TOTAL</b>	2,169					\$1,510,352
						\$326,912 excluding large meters
						<b>\$1,837,264</b>

\*Labor is an estimate. Installer will bid separately.

\*\* Could have CPI increase in certain years

**Fixed Network Budget**

	Quantity	Cost	Total
Data collectors	3	\$27,500	\$82,500 includes all electrical and climber work
MRX data collector	1	\$8,800	\$8,800
Neptune 360 Software	1	\$8,500	\$8,500 yearly** for 2,300 endpoints
Neptune 360 Setup	1	\$5,000	\$5,000
			<b>\$104,800 Year 1 total</b>

**GRAND TOTAL** **\$1,942,064**





## Richard Slingerland

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**From:** Richard Slingerland  
**Sent:** Wednesday, September 22, 2021 12:56 PM  
**To:** Linda Eder  
**Cc:** Jessica Apicella; John Barbelet; Anthony Ross; Louis Martirano; Joshua Ringel; Joe Arduino; kraum@tarrytowngov.com; Kathy Deufemia  
**Subject:** RE: TaSH 2022 Winter Market

Linda:

Good afternoon and thank you for your e-mail.

We should have a discussion about logistics for the market, especially since we had some differing expectations about the space in Lot D from last year. Please note a list of things that has to be covered.

- I will need to run this by the Board and confirm they are okay with this continuation.
- Last year during the pandemic we had set this up in Lot F, and that seemed to work fine, except for the lack of bathrooms next to the location.
- Lot D is the lot designated in the Village Code for overnight parking during the winter, including during snow storms. So that takes precedence in bad weather events.
- The Village's priorities for plowing and salting in snow-storms are (and these vary a little depending on the severity of the storm) – main roads, secondary roads, tertiary roads and cul de sacs, then clearing out the Commuter and Recreation Parking Lots. So if there is a snow storm, it has to be understood that the parking lots, including Lot D, are not the number one top priority from a matter of public safety.
- We won't need any port-o-sans since there are open bathrooms at the Recreation Center
- Masks are required at all times in Village buildings. This has to be reinforced to all vendors and shoppers.
- The Board has been discussing their intentions to start charging for parking in the commuter lots on Saturdays. I don't know how this affects the TaSH Farmer's Market, or if it even does, but I want you all to be aware of this.

I'll put this on the next Work Session so we can discuss it with the Board and make sure they are okay with this plan again this year.

Best regards,

Rich

Richard Slingerland  
Village Administrator  
Village of Tarrytown  
One Depot Plaza  
Tarrytown, New York 10591  
914-631-1785  
fax: 914-909-1208  
e-mail: [rslingerland@tarrytowngov.com](mailto:rslingerland@tarrytowngov.com)

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**From:** Linda Eder <Linda@tashfarmersmarket.org>  
**Sent:** Wednesday, September 22, 2021 12:03 PM  
**To:** Richard Slingerland <rslingerland@tarrytowngov.com>  
**Cc:** Jessica Apicella <Jessica@tashfarmersmarket.org>  
**Subject:** TaSH 2022 Winter Market

5  
[EXTERNAL] This email is from outside the Village of Tarrytown - Please use caution when opening links and attachments!

Hi Rich,

I hope you had a nice summer.

I am just getting back into things with TaSH and top of my list is to connect with you about the winter market.

I wanted to confirm that we can operate the winter market in Lot D again this winter. Sadly with COVID not as under control as it was this summer we do not have any plans to move the farmers market indoors for 2022.

We will open 2<sup>nd</sup> and 4<sup>th</sup> Saturdays and keep the hours short since we will be outside (everything the same as last year.)

**Market Hours:** 9:30 am – 12:30 pm

(Load in to start at 7:30 am and all operations will be clear of Lot D by 2:00 pm)

**2022 Winter Dates:**

January: 8 + 22

February 12 + 26

March 12 + 26

April 9 + 23

May 7 (*only* Mother's Day market in Lot D)

May 28<sup>th</sup> – Summer season opens in Patriots Park

I will connect with Joe Arduino again about storing a few supplies in the rec. center, that worked amazing last year. And I will work with Anthony for garbage bins and touch base with him to see if he has any changes/suggestions to improve our operations.

Please let me know if you need anything else!

Thank you,  
Linda

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