

**VILLAGE OF TARRYTOWN
BOARD OF TRUSTEES
WORK SESSION 6:00 P.M.
WEDNESDAY, JANUARY 27, 2016
Tarrytown Village Hall
One Depot Plaza, Tarrytown, New York**

Board of Trustees Concerns

Open Session


1. Resolution Setting Grievance Day
2. Power Point Projectors – Board Rooms
3. Surplus Vehicle
4. Garbage Receptacles
5. Moratorium Hardship Waiver Request Tarrytown Boat and Yacht Club
6. Five Proposed Nominations for Local Historic Designation
7. Valad Electric
8. Farmers Market Contract
9. Long-Term Meters
10. Resolution – Fire Department Service Award Report
11. Bus Shelter
12. Traffic Study

Executive Session

- 1A. Village Administrator

1/27/16 W. S.

VILLAGE OF TARRYTOWN INTEROFFICE
MEMORANDUM

TO: Michael Blau, Village Administrator
FROM: Carol A. Booth, Village Clerk 
SUBJECT: Setting the Date for Property Tax Grievance Day
DATE: January 4, 2016

RESOLUTION SETTING THE DATE FOR PROPERTY TAX GRIEVANCE DAY

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown hereby schedules Property Tax Grievance Day for Tuesday, February 16, 2016, between the hours of 4:00 p.m. and 8:00 p.m. at Tarrytown Village Hall.

Colortone audio visual

Colortone Audio Visual
75 Virginia Rd
North White Plains NY 10603
United States
www.colortone-av.com

Estimate

Date	1/7/2016
Estimate #	231
Expires	2/6/2016
Exp. Close	2/2/2016
Project	
Sales Rep	Joseph Lemischak
Shipping Method	Shipping

Bill To

Michael Blau
Village of Tarrytown
One Depot Plaza
Tarrytown NY 10591

Ship To

Michael Blau
Village of Tarrytown
One Depot Plaza
Tarrytown NY 10591

Quantity	Description	Rate	Amount
1	WALL MOUNT ARM 150LBS	120.00	120.00
1	FIXED PIPE 6' WHITE	15.00	15.00
1	ZOOM LENS 2.97-4.798:1	1,945.00	1,945.00
1	6200LUMEN WUXGA LCD	3,920.00	3,920.00
1	MINI RPA ELITE, UNIVRSL, KEY A, WHT	175.00	175.00
1	DTP T UWP 232 D	725.00	725.00
1	DTP HDMI 4K 230 Rx	315.00	315.00
1	External Wall Boxes TWO-GANG BLACK	50.00	50.00
60	Shielded Digital Twisted Pair Cable for XTP & DTP products - Plenum, 1000' (305 m) spool	1.80	108.00
1	Miscellaneous Cables, Connectors And Accessories	150.00	150.00
1	MVGA-A M-M/12	40.00	40.00
	VGA Micro HR with Audio Cable: 15-pin HD Male to Male Low-Profile Molded + 3.5mm Stereo Mini Plug Male to Male - 12' (3.6 m)		
1	5 Meter Ultra Thin HDMI cable	50.00	50.00
1	HDMI Micro Cable 3'	15.00	15.00
20	Labor Field Install	100.00	2,000.00
2	Labor Project Management	100.00	200.00
2	Labor G&A	50.00	100.00
3	Labor Programming	100.00	300.00

MIKE,
THIS IS THE QUOTE FOR THE FOR PROJECTOR INSTALLATION FOR THE COURT ROOM/BOARDROOM. THE VILLAGE WILL NEED TO INSTALL AC POWER AND , IF REQUIRED, REINFORCE THE MOUNTING SITE FOR THE PROJECTOR.

Subtotal	10,228.00
Shipping Cost (Shipping)	150.00
Total	\$10,378.00

Colortone audio visual

Colortone Audio Visual
75 Virginia Rd
North White Plains NY 10603
United States
www.colortone-av.com

Estimate

Date	1/6/2016
Estimate #	229
Expires	2/5/2016
Exp. Close	2/2/2016
Project	
Sales Rep	Joseph Lemischak
Shipping Method	Shipping

Bill To

Michael Blau
Village of Tarrytown
One Depot Plaza
Tarrytown NY 10591

Ship To

Michael Blau
Village of Tarrytown
One Depot Plaza
Tarrytown NY 10591

Quantity	Description	Rate	Amount
1	CINEMA CONTOUR DM 113D 60X96	1,220.00	1,220.00
1	CEILING PLATE 8"X24"	105.00	105.00
1	6"-9" ADJ PIPE WHITE	55.00	55.00
1	5200 LUMEN LCD W/ 13ZL LENS BUNDLE	3,950.00	3,950.00
1	MLC Plus 50 MediaLink® Plus Controller	660.00	660.00
1	MINI RPA ELITE, UNIVRSL, KEY A, WHT	175.00	175.00
1	DTP T UWP 232 D	725.00	725.00
35	Feet Shielded Digital Twisted Pair Cable for XTP & DTP products - Plenum, 1000' (305 m) spool	1.80	63.00
1	DTP HDMI 4K 230 Rx	315.00	315.00
1	Miscellaneous Cables, Connectors And Accessories	150.00	150.00
1	MVGA-A M-M/12	40.00	40.00
	VGA Micro HR with Audio Cable: 15-pin HD Male to Male Low-Profile Molded + 3.5mm Stereo Mini Plug Male to Male - 12' (3.6 m)		
1	5 Meter Ultra Thin HDMI cable	50.00	50.00
1	HDMI Micro Cable 3'	15.00	15.00
27	Labor Field Install	100.00	2,700.00
2	Labor Project Management	100.00	200.00
2	Labor G&A	50.00	100.00
3	Labor Programming	100.00	300.00

MIKE,

THIS IS THE QUOTE FOR THE AV INSTALLATION FOR THE MULTIPURPOSE ROOM. IT INCLUDES A RIGID WALL MOUNTED HD ASPECT RATIO SCREEN, A CEILING MOUNTED HD PROJECTOR, AN INPUT PLATE FOR COMPUTER/AUDIO

Subtotal	10,823.00
Shipping Cost (Shipping)	200.00
Total	\$11,023.00

Joan Malone

From: Howard Wessells <hwessells@tarrytowngov.com>
Sent: Thursday, August 27, 2015 10:14 AM
To: Mike Blau
Cc: Joan Malone
Subject: Surplus Vehicle

This vehicle is ready for surplus it is the ~~Explorer~~ the mechanics have been using

Expedition

98 FORD EXP

IFMPU18LWLB96951

Howard D. Wessells Jr.
Superintendent of Public Works
Village of Tarrytown

**VILLAGE OF TARRYTOWN
VILLAGE ADMINISTRATOR'S OFFICE
MEMORANDUM**

TO: Mayor Fixell and the Board of Trustees
FROM: Michael Blau, Village Administrator
RE: Garbage Receptacles
DATE: January 12, 2016

Reference is made to the December 30, 2015 Work Session and the discussion regarding the purchase of new garbage receptacles. I was asked to provide the Board information regarding the proposed location for the placement of the garbage receptacles, the difference in cost between the large size receptacle and the medium size receptacle and whether the recycling receptacles that were purchased as a pilot program are being strictly for recycling purposes. I will address each of the items below.

Location for receptacles. Attached herewith please find the listing of locations provided by Superintendent Wessells for the replacement of existing receptacles. The Superintendent was asked to provide existing locations in the downtown commercial district and other commercial districts where the Village currently has garbage receptacles. I had been in conversation with the Mayor concerning the replacement of garbage receptacles and shared with him the listing of locations provided by Superintendent Wessells. The Mayor added the following to the list via an email to me.

Just took a walk, tried to count what we had (not accurately though) and need, if we were to go with all pairs, which we should. Came up with 51 pairs for the streets plus a total of 14 pairs for Patriots (9), Neperan (2) and Sara Michaels (3). If we can find lids to fit the cans in Patriot's we could reuse them (there's 8-10 good ones I think) and reduce our needs by 4 or 5 pairs, but that won't do much. We should get a price for 65, 50 and 35 pairs, assuming quantity makes a difference.

Cost Difference. I have reached out to the manufacturer to obtain prices quotes for the various sized garbage receptacles. I have included the proposal that was included in the Work Session packet with costs. Comparable costs for the medium sized receptacles are as follows:

	Large Receptacle	Medium Receptacle	Difference
Garbage Receptacle	\$315	\$293	\$22
Trash Lid	\$182	\$127	\$55
Recycling Lid	\$239	\$184	\$55

As you will note from the proposal, quantities were provided at 70, 100 and 130. Based upon these quantities, with 50% trash lids and 50% recycling lids, the difference in cost is as follows:

	70	100	130
Garbage Receptacle	\$1,540	\$2,200	\$2,860
Trash Lid	\$1,925	\$2,750	\$3,575
Recycling Lid	\$1,925	\$2,750	\$3,575
Total	\$5,390	\$7,700	\$10,010

I have attached a copy of the brochure showing the difference in size of the garbage receptacles. The capacity of the large receptacles is 46.4 gallons compared to the capacity of the medium receptacle of 35.4 gallons.

Use of Recycling Receptacles. I posed the following question regarding the use of the recycling bins to Superintendent Wessells.

Howard - a question was posed last night about the recycling bins in the downtown area. What happens with the recyclables? Do you have issues with trash in the recycling bins that prevents the Village from actually sending the discarded items in the recycling receptacles to the MRF?

Superintendent Wessells answer is as follows:

I checked with the men who collect the baskets uptown. They are collecting the recyclables separately from the garbage but they contain more garbage than recyclables.

I have included herewith a photograph of one of the recycling bins with lids and baffles in the lids.

**RESOLUTION OF THE
BOARD OF TRUSTEES OF THE VILLAGE OF TARRYTOWN
TO AUTHORIZE THE EXECUTION OF A CERTIFICATE OF COMPLETION
PURSUANT TO THE FILED DEED BETWEEN THE VILLAGE OF TARRYTOWN
AND VALAD ELECTRIC HEATING CORP.**

WHEREAS, pursuant to a Deed dated September 17, 1974, and recorded in the Westchester County Clerk's Office on September 23, 1974 at Liber 7222, Page 725 (the "Deed"), between the Tarrytown Urban Renewal Agency, now the Board of Trustees of Village of Tarrytown, as Grantor, and Valad Electric Heating Corp. ("Valad"), as Grantee, for the premises known as 160 Wildey Street, Tarrytown, New York 10591 (the "Property"); and

WHEREAS, the Board of Trustees of the Village of Tarrytown ("BOT") acknowledges that the improvements specified to be done as set forth in the Deed have been completed by Valad in accordance with the provisions of said Deed; and

WHEREAS, the BOT further acknowledges that the agreements and covenants in the Deed have been satisfied and duly performed by Valad to the extent necessary that the BOT does not find any breach or violation with respect to the covenants as set forth in the Deed; and

WHEREAS, based upon the above mentioned acknowledgements, the BOT finds that it will not exercise its reverter right as established and set forth in the Deed.

NOW THEREFORE, BE IT RESOLVED that the BOT pursuant to the Deed authorizes the Village Administrator to execute a Certificate of Completion, in form approved by the Village Attorney, to certify that the agreements and covenants set forth in the Deed have been duly performed to the extent necessary that the BOT does not find any breach or violation with respect to the covenants as set forth in the Deed, and therefore, will not exercise its reverter right as set forth in the Deed.

Dated : _____, 2016

Re: 160 Wildey Street
Tarrytown, New York 10591
URBAN Renewal Project R-118
Disposition Parcel No. 16-D
Filed Map No. 17727

Valad Electric Heating Corp.
160 Wildey Street
Tarrytown New York 10591

Certificate of Completion

This is to certify that pursuant to a Contract of Sale (the "Contract"), between the Tarrytown Urban Renewal Agency (the "Agency"), as Seller, and Valad Electric Heating Corp. (the "Corporation"), as Buyer, for the premises located at 160 Wildey Street, Tarrytown, New York 10591 (the "Property"), and a Deed between the Agency and Valad transferring title to the Property, dated September 17, 1974, and recorded in the Westchester County Clerk's office - land records division on September 23, 1974, in Liber 7222 Page 725 (the "Deed"), all building construction and other physical improvements on the Property, have been completed in accordance with the Agency's specifications as duly set forth in covenants in said Deed. Without in any way limiting the generality of the foregoing, all parties having an interest in the Property may rely upon this Certificate as authority for its lease or conveyance by the Corporation, its successor and assigns, in accordance with the provisions of the Deed.

Any party purchasing or leasing the Property shall not (on account of such purchase or lease) incur any obligation with respect to the construction of the improvements, or to the construction of improvements relating to any part of the Property.

Neither any successor(s) or assign(s) of the Tarrytown Urban Renewal Agency, nor any other party shall hereafter be entitled to exercise with respect to the Property (or to the improvements thereon) any rights or remedies or controls that it may otherwise have or be entitled to exercise with respect to the Property as a result of a default in or breach of any of the provisions of the Contract or of the Deed by the Corporation, or any successor or assign, unless

1. Such default being by the purchaser or lessee (or any successor or assign thereof) of the Property with respect to those covenants contained in the Deed, if any, which may survive the issuance of this Certificate; and

2. The right, remedy or control relates to such default or breach.

IN WITNESS WHEREOF, this Certificate of Completion has been duly executed and acknowledged this day of , 2016 by a duly authorized officer of the Board of Trustees of the Village of Tarrytown, New York, the successor or assign of the existing records, property, rights, titles and interest of the Tarrytown Urban Renewal Agency.

Village of Tarrytown

By: _____
Office of Signatory

This instrument affects the Property known on the official tax map of the Town of Greenberg, Village of Tarrytown, as Section 1.40 Block 5 Lot 7 Swiss code 552611.



004174266

LIBEX 7222 PAGE 725

BARGAIN AND SALE DEED

THIS INDENTURE made the 17th day of September, 1974, between THE TARRYTOWN URBAN RENEWAL AGENCY, a public benefit corporation organized and existing under and by virtue of Chapter 266 of the Laws of 1964 of the State of New York, having its office at 21 Wilbey Street, in the Village of Tarrytown, State of New York (hereinafter the "Grantor"), and VALAD ELECTRIC HEATING CORP., a New York Corporation having an office and principal place of business at 71 Cortland Street, Tarrytown, New York (hereinafter the "Grantee").

W I T N E S S E T H :

That the Grantor, in consideration of Seventy-Four Thousand Seven Hundred Fifty (\$74,750.00) Dollars, lawful money of the United States, to the Grantor, paid by the Grantee, does hereby grant and release unto the Grantee and to the heirs, executors, administrators and assigns of the Grantee forever, ALL THAT certain plot, piece or parcel of land with the buildings and improvements thereon erected, situate, lying and being in the Village of Tarrytown, Town of Greenburgh, Westchester County, State of New York, designated as Lot 16D map entitled "Disposition Plot prepared for Urban Renewal Agency located in the Village of Tarrytown, Town of Greenburgh, Westchester County, N. Y." made by Charles Riley, dated March 28, 1972, and filed in the Office of the County Clerk, Division of Land Records, on May 5, 1972, as Map No. 17727, bounded and described as follows:

23168
SEP 23 1974
REALTAN - STATE OF NEW YORK
TAXES
100.00
1872

other than for temporary and permanent financing of construction of the improvements on the property hereby conveyed as provided for in the Construction Plans, approved by the Grantor in accordance with Paragraph 16 of the Contract of Sale dated the 4th day of August, 1972 between the parties hereto (hereinafter referred to as the "Contract of Sale"), and shall not suffer any levy or attachment to be made or any other encumbrance or lien to attach until the Grantor certifies that all building construction and other physical improvements specified to be done and made by the Grantee have been completed;

★ THIRD: The Grantee shall commence promptly the construction of the aforesaid improvements on the property hereby conveyed in accordance with the said Construction Plans and shall prosecute diligently the construction of said improvements to completion: Provided, that in any event, construction shall commence within nine (9) months from the date of this deed and shall be completed within eighteen (18) months from the commencement of such construction;

★ FOURTH: Until the Grantor certifies that all the aforesaid improvements specified to be done and made by the Grantee have been completed, the Grantee shall have no power to convey the property hereby conveyed or any part thereof without the prior written consent of the Grantor except to a Mortgagee or Trustee under a Mortgage or Deed of Trust permitted by this Deed, there shall be no transfer.

Operating Plan for the Farmers Market in the Village of Tarrytown

The Village of Tarrytown ("Village") agrees to allow Rivertowns Village Green Inc. ("RVG"), a New York not-for-profit corporation, to exclusively operate a farmers market ("Market") on the location identified below according to the operating plan set forth in this document.

Farmers markets serve important roles in their communities, including providing access to locally grown, healthy foods, educating the community on the benefits of healthy diets, providing a space for neighbors to meet to exchange ideas and news, providing a source of family-friendly entertainment, and stimulating local and regional economies. RVG was formed in recognition of these important roles and with the understanding that a farmers market best serves its community when it is operated by community members, in the best interests of the community, and with input from the community's various stakeholders.

The success of the Market will rely on ongoing collaboration among RVG, the residents and businesses of Tarrytown and Sleepy Hollow, and the village administration. The roles and responsibilities of RVG and the Village are outlined below:

I. General Conditions

Operating Season: Memorial Day weekend through the weekend before Thanksgiving

Days & hours: Saturdays, 6:30 am - 4:30 pm inclusive of set-up and break down time.
Market operates from 8:30 am-2pm
RVG and Village will review alternate days and hours for the Market and determine the feasibility and desirability of changing the Market days and market hours prior to commencement of the 2016 season or subsequent seasons.

Market location: Patriots Park, Route 9, Tarrytown, NY
RVG and Village will review alternate sites for the Market and determine the feasibility and desirability of relocating the Market prior to commencement of the 2016 season or subsequent seasons.

Traffic control: During Market operating hours, entrances to Market site will be blocked off to vehicles, with the exception of vendor and RVG vehicles.

Term: January 1, 2016 through December 31, 2016.

II. Rivertowns Village Green Responsibilities

Vendor selection & recruiting:	RVG will endeavor to provide a mix of Market vendors reflective of the needs and interests of the community and according to its selection policies. RVG will aim to increase the number vendors with the goal of increasing the number of vendors to 15 or more.
Market management & administration:	RVG will operate the Market according to its general policies and rules, said policies and rules to be shared with the Village. RVG will engage a market manager to be its agent at the Market site during operating hours to ensure vendor compliance with general policies and rules. RVG will implement policies to encourage the participation of community merchants and organizations
Vending fees:	RVG, at its sole discretion, will establish a schedule of fees for market vendors and other participants. These fees will be retained by RVG and applied toward the operation and development of the Market.
Insurance:	<p>RVG will maintain a general business liability insurance policy naming the Village of Tarrytown as an additional insured. The policy limits will be \$1,000,000 per incident, \$2,000,000 aggregate and will be in effect for the market season.</p> <p>RVG will confirm that Market vendors maintain general and product liability insurance policies naming RVG and the Village as additional insured.</p>
Rules governing processing and sale of food and agricultural products:	Market vendors will be responsible for securing any licenses or permits required by county, state or federal laws and for complying with all health and safety regulations governing their products.
Promotion & advertising:	<p>Prior to the market season, RVG will prepare a promotional plan that incorporates the variety of media, signage and strategies that it determines are appropriate to increase market attendance.</p> <p>RVG will be responsible for designing all printed materials, advertisements, banners and signs promoting the Market. All materials will be developed in accordance with RVG branding.</p>
Activities & Events	RVG will develop a range of programming, including entertainment and educational offerings, to be presented at the Market.
Clean-up:	At the end of each market day, vendors will leave their areas broom clean and remove their own rubbish. The Market Manager

will make sure the entire site is left in the same condition as it was prior to the Market operation on that day.

III. Village of Tarrytown Responsibilities

Site conditions & maintenance: The Village will retain all responsibility for maintaining the generally safe conditions of the Market site, including but not limited to patching broken pavement and addressing other hazards that could cause injury to Market visitors. The Village will make best efforts to repair any conditions identified by RVG and, where appropriate, install barricades.

The Village will provide one trash receptacle per eight vendors for use by Market visitors. The Village will empty trash receptacles after the Market closes.

RVG will be permitted to store Market tents and tables in the maintenance shed at Patriots Park, or at such similarly secure facility near the Market site should the Market be relocated.

Traffic control: Village will provide sufficient temporary barricades to prevent motor vehicle access to the Market site and separate the Market site from nearby traffic. The Village will be responsible for other appropriate traffic and safety controls if the Market is relocated to a different Village site.

Signage: Village will permit signage to be placed at the two locations on Route 9 where signage is permitted, provided no other entity has requested and been granted permission to use the said location. It is fully understood that the Village cannot commit the two locations strictly for Market purposes. The signage for the specific location shall be produced, installed and removed by RVG. The Village will permit lawn type signs to be placed along streets and roadways to direct customers to the Market. The signs may be placed along the streets and roadways the morning of the Market and shall be removed after the Market has ended on that particular day. The signs shall be erected and removed by RVG. All signage must be approved by the Village Administrator, including the graphic of the signs and the number and locations of the lawn signs.

Village will erect at least four vertical banners along poles near the Market Site at no cost to RVG. Banners to be provided by RVG and the graphic shall require prior approval of the Village

Administrator.

RVG and Village shall discuss placement of street-spanning banners at appropriate locations, such as primary entrances to the Village.

Promotion: The Village will include information about the Market in various publications, websites, and event listings that it maintains as an information service for its residents and constituents.

The Village will permit RVG to hang posters on community bulletin boards and distribute brochures as appropriate in Village-owned buildings.

IV. Amendments

Any amendments to this Operating Plan shall be executed in writing signed by both RVG and Village.

For Rivertowns Village Green Inc.

For Village of Tarrytown

By:

By:

Title:

Title: Village Administrator

Date:

Date:

9

§ 291-40 Days and hours of parking.

Parking meters in the parking meter zones and off-street metered parking lots mentioned in this chapter, respectively, shall be operated on such days, during such hours and for such time limits as may be established by the Board of Trustees, which shall be clearly stated on signs erected under the supervision of the Police Department.

I recall that at one time the code was more specific in terms of actual hours of operation; however, changes have been made over the past few years whereby the reference was changed to "may be established by the Board of Trustees". Perhaps this exists in the Village Clerks file with something to the order of fee schedules.

From: Mike Blau [mailto:MBlau@tarrytowngov.com]

Sent: Friday, January 15, 2016 10:41 AM

To: William herguth

Subject: RE: Long Term Meters

So after 6 pm we don't enforce the meters? Is that by code provision?

From: Lt Herguth [mailto:wherguth@tarrytowngov.com]

Sent: Friday, January 15, 2016 10:02 AM

To: Mike Blau

Subject: RE: Long Term Meters

PEO DANIEL FLORES

SCHEDULE: MONDAY,WEDNESDAY,FRIDAY 2:30 PM TO 6:30 PM

**DUTIES: RESIDENTIAL PARKING DISTRICT ENFORCEMENT 2:30 PM-3:45 PM,
3:45 PM TO 6:00 PM PARKING METER ENFORCEMENT CORTLANDT ST AND
LOWER MAIN ST., FIRE ZONE ENFORCEMENT BRIDGE PLAZA SHOPPING
CENTER, PAY STATION PARKING LOTS WEST OF THE RAILROAD TRACKS.**

From: Mike Blau [mailto:MBlau@tarrytowngov.com]

Sent: Thursday, January 14, 2016 5:34 PM

To: William herguth

Subject: Long Term Meters

What is the time frame that the long term meters serving the train station are enforced?

VILLAGE OF TARRYTOWN INTEROFFICE MEMORANDUM

To: Village Administrator Blau

From: Carol A. Booth, Village Clerk *CB*

Subject: Volunteer Fire Department Service Award (Pension) Program

Date: January 19, 2016

ACKNOWLEDGEMENT OF RECEIPT OF THE 2015 TARRYTOWN VOLUNTEER
FIRE DEPARTMENT SERVICE AWARD (PENSION) PROGRAM ANNUAL REPORT
REGARDING QUALIFYING POINTS RECEIVED

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby acknowledge receipt of the Tarrytown Volunteer Fire Department 2015 annual report of points achieved by respective members of the Fire Department for qualification for Village contribution to the Fire Department members service award program, which report shall be posted for public inspection and comment for 30 days prior to Board of Trustees' consideration of approving submission of the report to the pension fund underwriter, subject to final sign-off by the Mayor.

**VILLAGE OF TARRYTOWN
VILLAGE ADMINISTRATOR'S OFFICE
MEMORANDUM**

TO: Mayor Fixell and the Board of Trustees
FROM: Michael Blau, Village Administrator
RE: Bus Shelter, NYSDOT
DATE: January 20, 2016

Reference is made to the previous discuss at a Work Session regarding proposed actions by the NYSDOT associated with the creation of the Bus Rapid Transit system. As I noted at the meeting, some funds have been appropriated and the DOT would like to erect a bus shelter by the South Broadway parking lot and a drop off area in front of the Washington Irving School. Based upon the discussion at the Work Session, I sent the attached letter to the Acting Regional Director of the DOT who is responsible for this project requesting additional information. Items relating to #1 are included herewith. The answer to #2 and #3, which were received in an email are included below.

Maintenance responsibilities.

Once constructed, the Department would like the Village to maintain the shelter in a clean and sanitary condition including removal of litter and debris in and around the structure. We would also like the Village to include this location in routine snow and ice removal as part of the Village's regular sidewalk and municipal lot maintenance.

Advertising.

In regards to the advertising issue, there won't be any until a policy is established for the entire BRT system. Advertising, sponsorship, and branding options associated with the Transit Link service are still in the planning phase. There is no final marketing program in place at this time but we do not want to preclude any of these options from appearing in the shelter.

I have also included an email just received from the DOT. Evidently, their real estate group believes that it is necessary to not only obtain a work release from the Village but also an easement.



VILLAGE OF TARRYTOWN

One Depot Plaza, Tarrytown, New York 10591-3605

www.tarrytowngov.com

Mayor
DREW FIXELL
Deputy Mayor
THOMAS T. BASHER

Trustees
THOMAS BUTLER
ROBERT HOYT
MARY McGEE
REBECCA MCGOVERN
DOUGLAS ZOLLO

VILLAGE ADMINISTRATOR
914-631-1785
VILLAGE TREASURER
914-631-7873
VILLAGE CLERK
914-631-1652
VILLAGE ENGINEER/BUILDING INSPECTOR
914-631-3668
DEPT. OF PUBLIC WORKS
914-631-0356

FAX NO. 914-909-1208

December 31, 2015

Mr. Todd Westhuis, P.E.
Acting Regional Director
New York State Department of Transportation
50 Wolf Road
Albany, New York 12232

Re: Bus Shelter

Dear Todd:

Please be advised that the Board of Trustees discussed your letter of December 17, 2015, concerning the erection of a bus shelter on the southbound side of South Broadway. The bus shelter is proposed to be constructed immediately adjacent to the South Broadway municipal parking lot. The Board of Trustees expressed support for the project but requested additional information from you regarding this matter. Below please find the information requested by the Board:

1. Site plan showing location of bus shelter and Village-owned area needed for construction of the shelter. The site plan should show the curbed island to be removed to facilitate construction which will be replaced in-kind. Site plan should also show the proximity of the bus shelter to building located at corner of South Broadway and West Franklin Street (Nearly New Shop/Jr. League building.)
2. What are the maintenance obligations associated with the bus shelter and is there any estimated cost associated with this maintenance requirement?
3. Is it the intention to place advertising on the bus shelter?

I had attempted to locate the drawings provided for the drop off area in front of the Washington Irving School; however, I was unable to locate the said drawings. I would greatly appreciate an additional copy that I can share with the Board of Trustees.

Should you have any questions or comments, please do not hesitate to contact me.

Very truly yours,

Michael S. Blau
Village Administrator

Kathy Deufemia

From: Westhuis, Todd (DOT) <Todd.Westhuis@dot.ny.gov>
Sent: Wednesday, January 20, 2016 11:34 AM
To: Kathy Deufemia; Mike Blau
Cc: Kligerman, Thomas (DOT); Novak, Kevin (DOT); Ghiotti, Marianne (DOT); Brad Hartwig; Williams, Dawn M. (DOT); Healy, Philip (DOT)
Subject: RE: Bus Shelter
Attachments: 801075_take line_Village of Tarrytown.jpg; PIN 8010.75_right of entry form_Tarrytown.doc

Good morning Mike and Kathy –

I believe my emails of Jan. 5 and Jan. 13 have addressed the 3 items in the Village's letter of Dec. 31, 2016. Please let me know if there are further clarifications needed.

One additional item I want to address is a revision to that contained my letter of December 16, 2015. In that letter, I proposed a Work Release from the Village for our contractor to access the village lot as needed to construct the bus shelter improvement. Based on discussions with our Real Estate Group, we believe it is in the best interest of all parties for the State to acquire a Permanent Easement (P.E.) on the remaining portion of the curbed island upon which the bus shelter will sit. The attached plan shows the limits of the P.E. and it can be seen that it is limited to approximately one foot to the west of the curbed island. While the P.E. map is being prepared by our ROW Mapping unit, the attached Right of Entry form will serve the short term need of providing our contractor access to the village lot until the P.E. is effectuated. The P.E. map would be filed by July, 2016.

We understand that the next Village Board workshop is January 27, in preparation for the February 1, 2016 formal Board meeting. We ask that this issue be discussed on Jan 27 and if agreeable, the Village pass a resolution authorizing Mike to sign the Right of Entry form which allows our contractor access and also concurs with the P.E. map as described in the form.

Please feel free to contact me with any questions on this matter.

Thanks-
Todd

-----Original Message-----

From: Kathy Deufemia [<mailto:KDeufemia@tarrytowngov.com>]
Sent: Tuesday, January 05, 2016 9:01 AM
To: Westhuis, Todd (DOT)
Subject: Bus Shelter

Mr. Blau received your phone call yesterday; however, our Board of Trustees is seeking additional information per the attached letter which we sent to you last Thursday.
Kathy D'Eufemia, Administrative Assistant

-----Original Message-----

From: wtcscanner@gmail.com [<mailto:wtcscanner@gmail.com>]
Sent: Tuesday, January 05, 2016 10:05 AM
To: Kathy Deufemia
Subject:

RIGHT OF ENTRY FOR CONSTRUCTION PURPOSES

Dawn M. Williams
Real Estate Officer
NYS Department of Transportation
4 Burnett Boulevard
Poughkeepsie, NY 12603

**RE: PIN 8010.75.101
ROUTE 9, BENEDICT – CENTRAL AVE
PEDESTRIAN AND TRANSIT IMPROVEMENTS
SH 9206, BROADWAY-HASTINGS-DOBBS
FERRY-MT. PLEASANT-TARRYTOWN-NORTH
TARRYTOWN
VILLAGE OF TARRYTOWN
WESTCHESTER COUNTY**

Dear Ms. Williams:

A representative of the Department of Transportation has explained that a portion of the Village property is required to facilitate the above-referenced improvement project for the installation of a bus shelter and curbing. I understand we will be provided a copy of the appropriation map that will delineate the area and property rights to be acquired for said purpose and hereby intend to donate the necessary property rights.

The Village of Tarrytown, as the property owners, has been informed of the right to be paid for the property and hereby waive the right to compensation in-lieu-of the special benefits that will accrue and also in accordance with Section 3 of General Municipal Law for its continued unaltered transportation use. The Village has been informed of the right to have the appropriated property appraised and hereby waive said right to an appraisal.

We hereby agree to permit the immediate right of entry onto the property by the Department and/or its contractors for construction solely for purposes associated with the above referenced pedestrian and transit improvement project and with the understanding that we are relinquishing no other rights afforded by existing statutes except those stated herein. Resolution for signature authority is attached (if necessary).

Signed By: _____

Title: _____

Federal Identification Number: _____

Village Address: _____

Date: _____

Highway
Boundary

EXISTING PARKING LOT

6'-0"

9'-0"

EXISTING ROADWAY

Existing Curbed
Island

6'-0" CONCRETE CURB
ITEM 603.0401

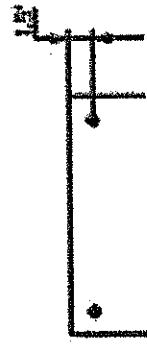
CONCRETE PAD
TO BE EXTENDED FOR
FULL WIDTH OF SIDEWALK

2% SLOPE

12" SURFACE COURSE

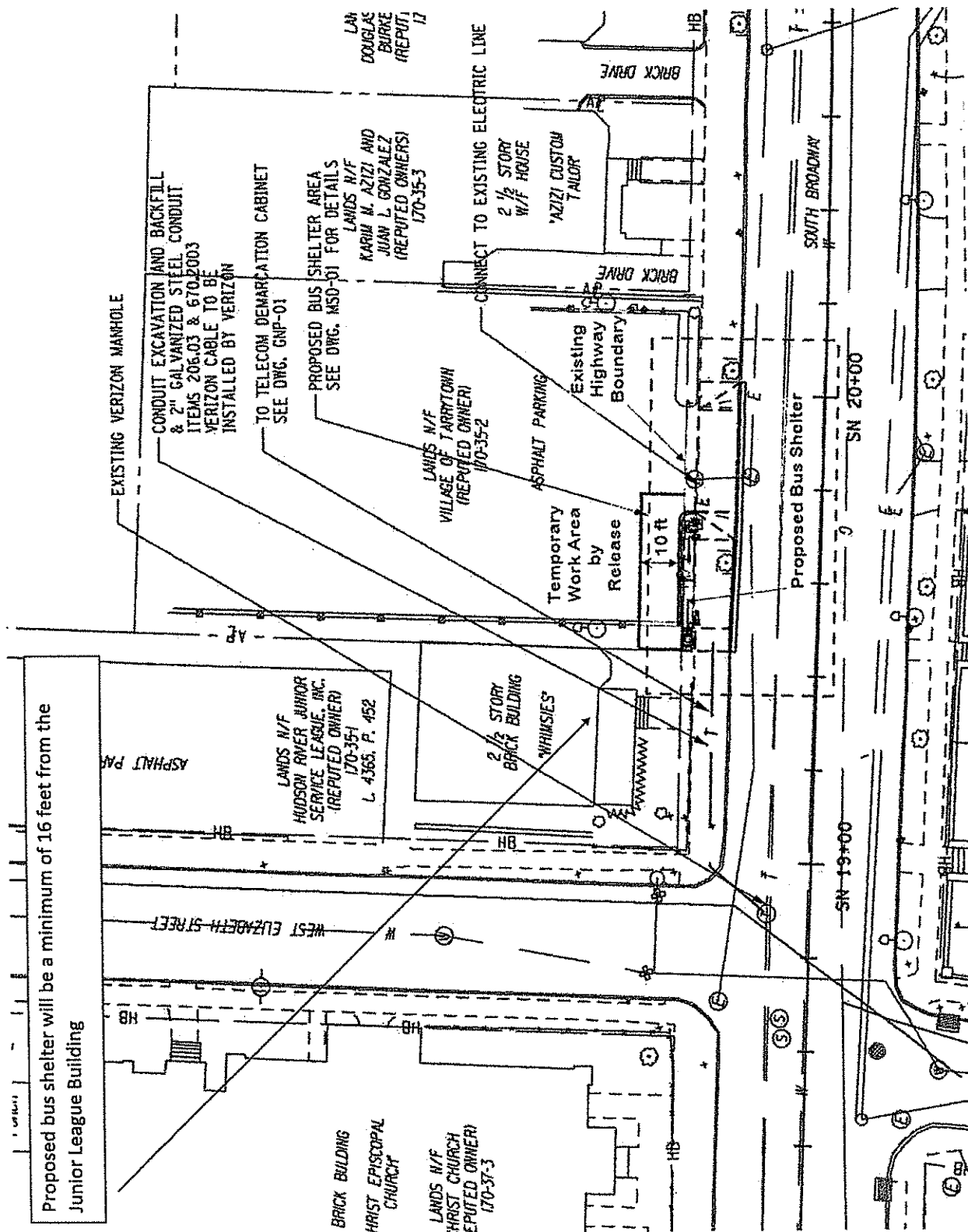
12" CONCRETE SLAB
ITEM 555.0005

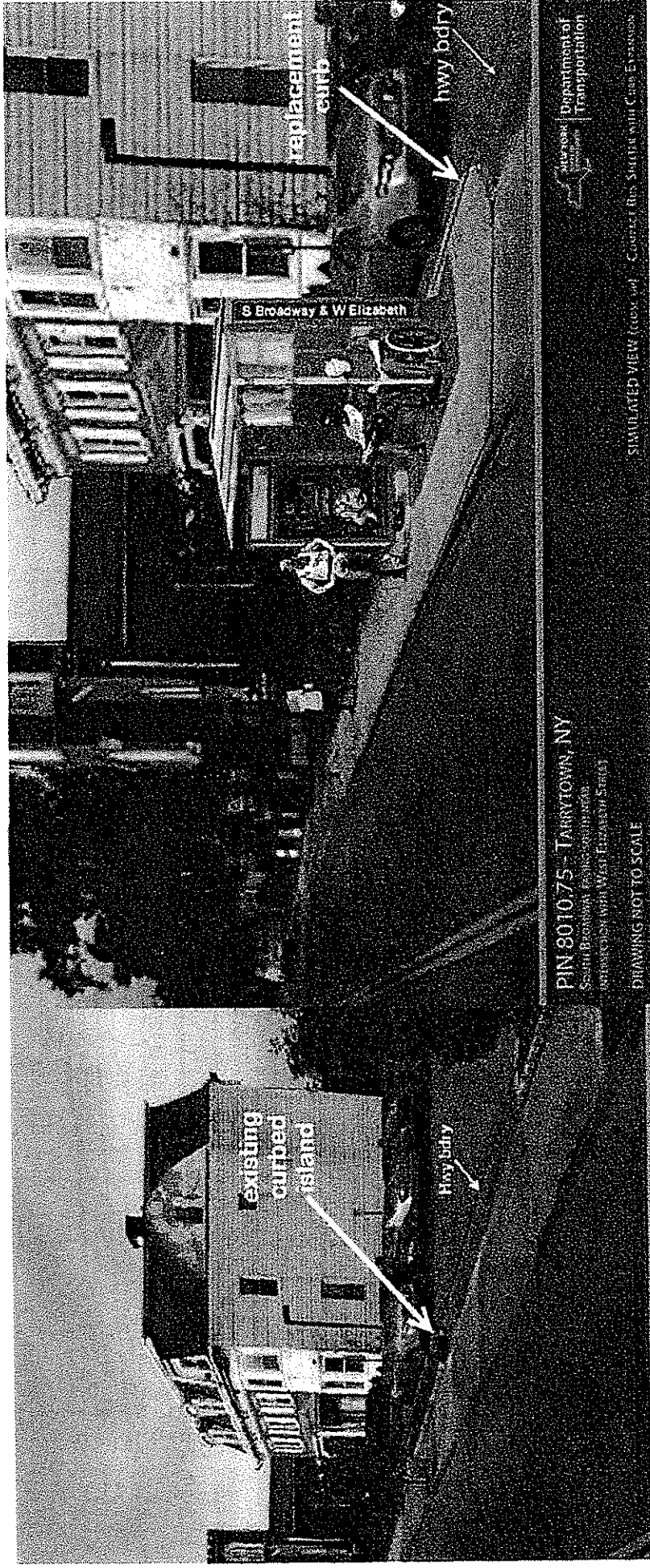
5" CONCRETE CURB



SECTION B-B
 $\frac{1}{4}" = 1'$

Proposed bus shelter will be a minimum of 16 feet from the Junior League Building



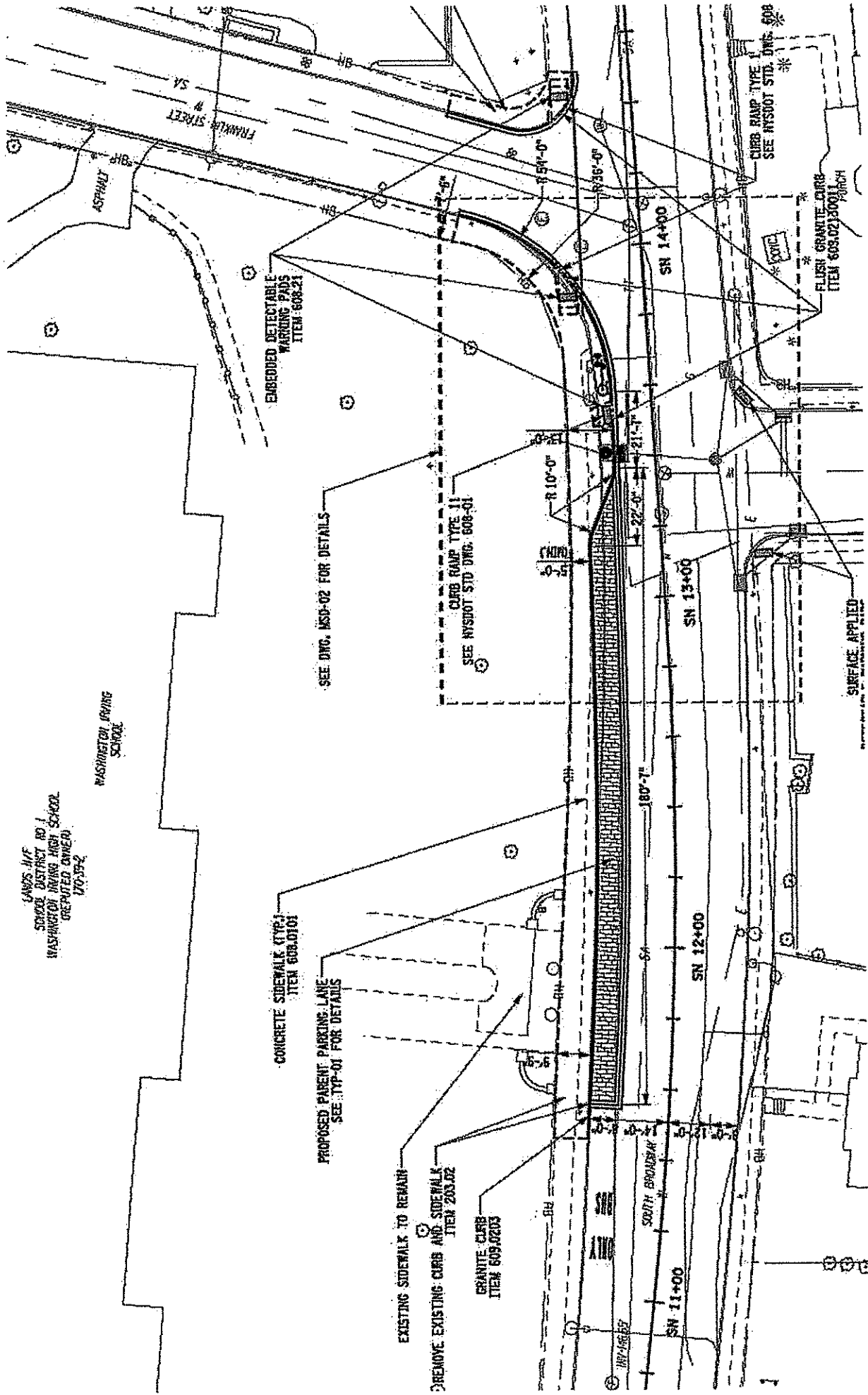


Before

After

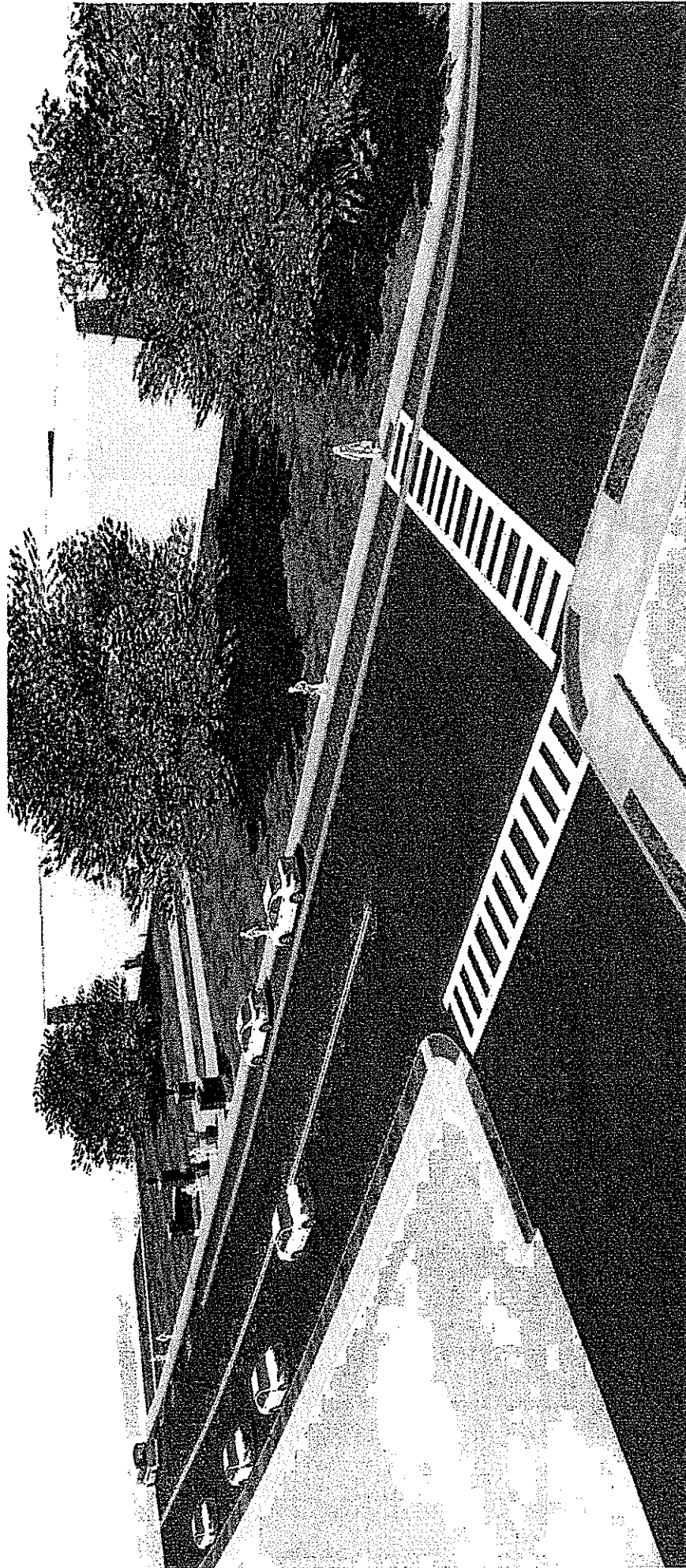
LANDS W/F
SCHOOL DISTRICT RD 1
WASHINGTON IRVING HIGH SCHOOL
(REPUTED OWNER)
170592

WASHINGTON IRVING
SCHOOL



RT 9 TARRYTOWN

COUNTY: Westchester PIN: 8010.75



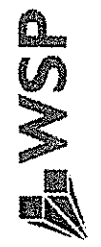
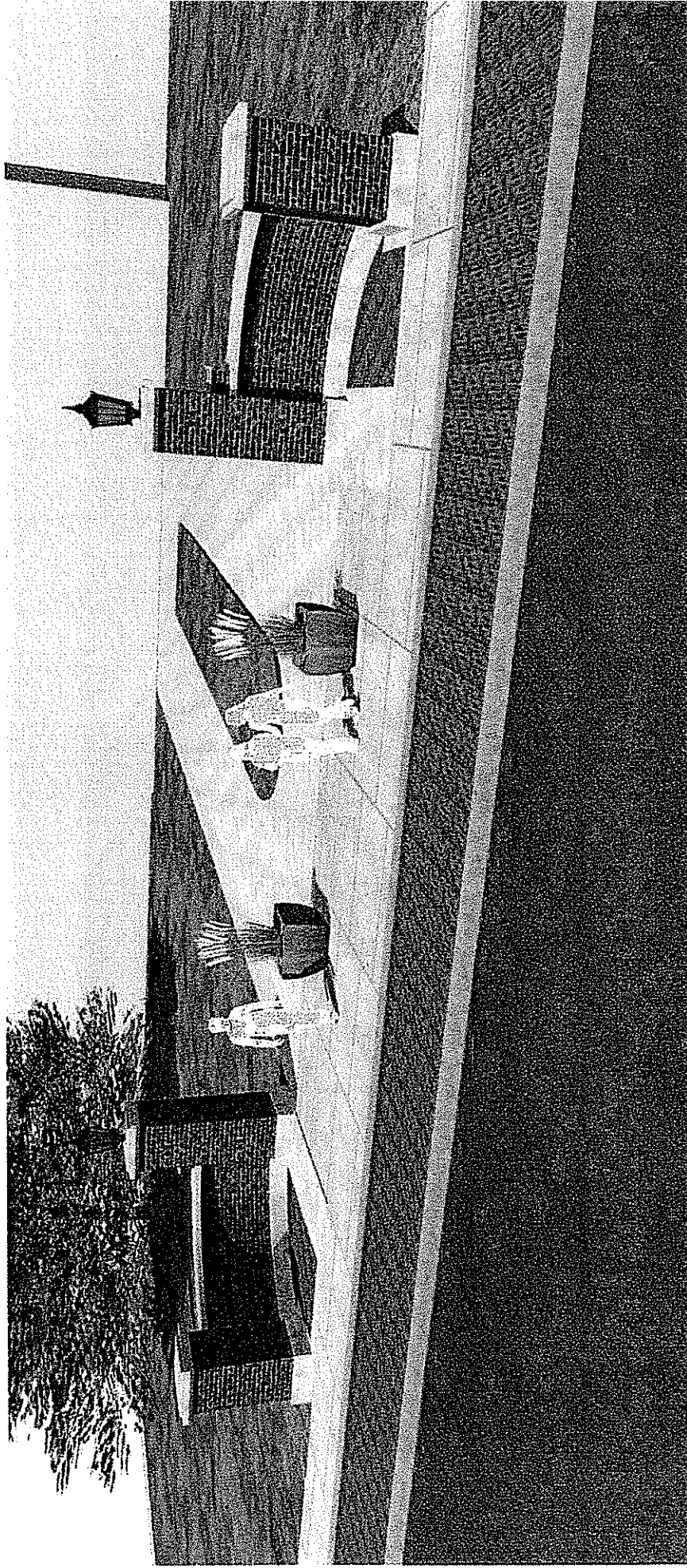
FRANKLIN ST & S. BROADWAY
VIEW -1 Washington Irving Middle School
Improved Drop Off



Department of
Transportation
REGION 8

RT 9 TARRYTOWN

COUNTY: Westchester PIN: 8010.75



FRANKLIN ST & S. BROADWAY
VIEW -2 Washington Irving Middle School
Improved Drop Off Detail



Department of
Transportation
REGION 8