

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

6:00 p.m. Presentation - IQ Landscape and Larry Weaner Landscape Associates -
New Landscaping Plan RiverWalk Park

Board of Trustees Concerns

Open Session

1. Approval of Budget
2. Bid Rejection
3. Historic Designation – World War I Monument
4. Contract – Complus Data Innovations, Inc.
5. DPW Facility Lease
6. Crest High Service Phase I Water Main Replacement; PCI Recommendation of Award for Soil Borings
7. Crest High Service Phase I Water Main Replacement; PCI Recommendation of Award for Utility Location and Topographic Survey
8. Management and Operational Services Agreement – Fitness Center
9. Fire Department Membership Changes
10. Swimming Pool Fees
11. Designation of Certifying Officer
12. Riverside Hose Floor Painting

Executive Session

- 1A. Part-Time Parking Enforcement Officer
- 2A. Part-Time Park Employees

BUDGET ADOPTION RESOLUTION FISCAL YEAR 2016-2017

A RESOLUTION ADOPTING A BUDGET FOR THE FISCAL YEAR COMMENCING JUNE 1, 2016 AND ENDING MAY 31, 2017

WHEREAS, the Board of Trustees has met at the time and place specified in the notice of public hearing on the tentative budget and heard all persons desiring to be heard thereon.

NOW, THEREFORE, BE IT RESOLVED, that the tentative budget as amended and revised and as hereinafter set forth is hereby adopted and that there be and is hereby appropriated for the objects and purposes specified, including the amounts set forth required for the payment of principal and interest on indebtedness, the following amounts:

	<u>General Fund</u>	<u>Water Fund</u>	<u>Library Fund</u>	<u>Sewer Fund</u>
Appropriations	\$23,077,826	\$5,619,791	\$1,664,693	\$80,000
Estimated Revenues	\$ 7,069,290	\$5,619,791	\$1,564,693	\$80,000
Appropriated Fund Balance	\$ 600,000	\$ 0	\$ 100,000	\$ 0
Total Budgetary Appropriation to be raised by Real Estate Tax Levy			\$15,408,536	
Taxable Assessed Value	\$49,450,802			
Tax Rate per \$1,000	\$311.59			

FISCAL YEAR 2016-2017 TAX LEVY AND WARRANT

WHEREAS, the budget for the fiscal year commencing June 1, 2016, has been duly adopted and filed with the Village Clerk; and

WHEREAS, it has been thereby determined that the sum of \$23,077,826 will be necessary to meet the obligations of the Village; and

WHEREAS, there has been duly credited as against said sum estimated revenues and appropriated fund balance aggregating \$7,669,290 leaving \$15,408,536 to be raised by the levying of taxes; and

WHEREAS, it appears from the Assessment Roll of the year 2016 for taxes for the fiscal year June 1, 2016 that the total assessed valuation of real property in the Village is \$49,450,802;

NOW THEREFORE BE IT RESOLVED, that the tax rate for the Village of Tarrytown for the fiscal year commencing June 1, 2016 be and the same hereby is fixed at the rate of \$311.59 on each \$1,000 of assessed valuation for properties in the Village of Tarrytown.

BE IT FURTHER RESOLVED that the sum of \$15,408,536, the same being taxes for the fiscal year commencing June 1, 2016 be, and the same hereby is, levied upon the taxable property in the Village of Tarrytown and that the Village Treasurer be and he hereby is authorized and directed to extend and carry out upon the roll the amount to be collected from each of the persons named thereon, and the respective amounts of said tax roll against each such parcel of taxable property set forth thereon be and the same hereby are levied upon each parcel of taxable property respectively which said levy includes items shown on the budget for the fiscal year commencing June 1, 2016.

2016 - 2017 TENTATIVE BUDGET

	TOTAL	GENERAL FUND	WATER FUND	LIBRARY FUND	SEWER FUND
APPROPRIATIONS	\$30,362,309	\$23,077,826	\$5,619,791	\$1,664,693	\$80,000
LESS: Estimated Revenues (Other than Real Estate Taxes)	14,253,774	7,069,290	5,619,791	1,564,693	80,000
APPROP. CASH SURPLUS	700,000	600,000	0	100,000	0
TOTAL REVENUES & SURPLUS	14,953,774	7,669,290	5,619,791	1,664,693	80,000
BALANCE OF APPROPRIATIONS TO BE RAISED BY REAL ESTATE TAX LEVY	15,408,536	15,408,536			

FINAL ASSESSMENT:

\$49,450,802

TAX RATE PER M:

311.59

Bid Date: Friday, April 01, 2016

[illegible]

**LARocca HORNik ROSEN
GREENBERG & BLAHA LLP**
COUNSELORS AT LAW

THE TRUMP BUILDING
40 WALL STREET
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NEW YORK, NY 10005

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ANDREW G. HEGT (1977-2012)

DIRECT DIAL: 212.530.4838
EMAIL: EBLAHA@LHRGB.COM

RECEIVED

APR - 8 2016

**TARRYTOWN VILLAGE
ADMINISTRATOR**

HERITAGE PLAZA II
65 HARRISTOWN ROAD
3RD FLOOR
GLEN ROCK, NJ 07452
201-444-3531
201-444-3541 FAX

FREEHOLD COMMONS
83 SOUTH STREET
3RD FLOOR
FREEHOLD, NJ 07728
732-409-1144
732-409-0350 FAX

FRANK J. LARocca ¹⁰
JONATHAN L. HORNik
LAWRENCE S. ROSEN
ROSE GREENBERG ^Δ
ERIC PETER BLAHA
AMY D. CARLIN ^Δ
DAVID N. KITTREDGE ^Δ
PATRICK T. MCPARTLAND ^Δ
MICHELLE CRUP!

FLORENCE R. GOFFMAN ^Δ
ERIN K. BURKE
STACEY L. MILLER ^Δ
REBECCA L. BERNSTEIN ^Δ
JONATHAN TABAR ^Δ
JARED BLUMETTI
BENJAMIN PARISI
CYNTHIA NEFF
ALON SOLON

^Δ NEW YORK BAR ONLY
¹ NEW JERSEY BAR ONLY
² OF COUNSEL ATTORNEYS
^Δ CERTIFIED MATRIMONIAL LAW ATTORNEY
¹ PRACTICING AS AN LLC

April 4, 2016

VIA REGULAR MAIL

Michael S Blau, Village Administrator
Village of Tarrytown
One Depot Plaza
Tarrytown, NY 10591-3605

Re: Historic Designation World War I Monument

Dear Mr. Blau:

My office provides general legal representation on behalf of the board of managers of Landmark Condominium at 18 N. Broadway in the Village of Tarrytown. As such we are responding to your letter to condominium board member Mary Sgammato dated February 4, 2016, in which you convey the Village's interest in designating the World War I Memorial on the front lawn of Landmark Condominium as historic pursuant to the Village code.

On behalf of all of the residents of landmark condominium, the board is pleased to receive your notice of the possible historic designation as described in your letter. Landmark Condominium proudly displays the World War I Memorial as a historic monument and marker commemorating those who served our country and specifically the eight village residents who made the supreme sacrifice during World War I. Landmark Condominium would be honored to accept the designation of its World War I monument as a historic landmark.

Nearing its 90th year since the statue was unveiled during a ceremony on May 30, 1927, the monument's stone and mortar foundation, bronze statue and marker, viewing area and nearby sidewalks leading up to the statue, would benefit from a modest infusion of public funds for initial repair, annual maintenance and viewing enhancement for the benefit of all Village residents, guests and visitors. In light of the foregoing, the condominium board respectfully requests financial assistance from the Village with respect to repair and maintenance of the monument area.

The condominium board requests that the proposed historic designation as well as its request for financial assistance be placed on the agenda for an upcoming work session of the Village Board. We ask that you notify this office of possible Village Board meeting dates so that a representative of landmark condominium may plan to attend and make a brief presentation.

Very truly yours,

A handwritten signature in black ink, appearing to read 'E. Blaha', with a long horizontal flourish extending to the right.

Eric P. Blaha

cc: Robert Song, President
Landmark Condominium
Board of Managers



Octagon 10 Office Center
1719 Route 10, Suite 225
Parsippany, New Jersey 07054

Professional Consulting, Inc.

Phone: 973.683.0044
Fax: 973.683.0077

April 8, 2016

Michael S. Blau
Village Administrator
Village of Tarrytown
One Depot Plaza
Tarrytown, NY 105891

RE: Recommendation of Award (ROA) for Soil Borings
Crest High Service Phase 1 – Water Main Replacement
Village of Tarrytown, Westchester County, NY
PCI No. 470

Dear Mr. Blau:

We have received the following proposals for the soil boring and testing work for the above referenced project:

Soil Testing, Inc.	\$19,360.50
S&S Environmental Services, Inc.	\$21,200.00
D.K. Drilling of NY, Inc.	\$21,475.00
Aqua Pro-Tech Labs	\$545.00/sample (analysis only)

Based on our review of the scope of work, the competitive fee, and our experience working with the geotechnical contractors, we recommend that the Village award the work to Soil Testing, Inc. for an amount not to exceed \$19,360.50. Attached please find copies of the proposals and RFP for your review and record.

Upon receiving authorization from the Village, we will be issuing the 'Notice to Proceed' for the above described work immediately. Should you have any questions or require any additional information, please do not hesitate to call.

Very truly yours,
PROFESSIONAL CONSULTING, LLC.

Arshad Jalil, P.E., BCEE
Principal

Enclosure

C: Michael J. McGarvey, P.E., Village Engineer, Village of Tarrytown
Howard Wessells, Superintendent of Public Works



Octagon 10 Office Center
1719 Route 10, Suite 225
Parsippany, New Jersey 07054

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April 8, 2016

Michael S. Blau
Village Administrator
Village of Tarrytown
One Depot Plaza
Tarrytown, NY 105891

RE: Recommendation of Award (ROA)
Utility Location and Topographic Survey
Crest High Service Phase 1 – Water Main Replacement
Village of Tarrytown, Westchester County, NY
PCI No. 470

Dear Mr. Blau:

We have received the following proposals for the utility location and topographic survey for the above referenced project:

Summit Land Surveying P.C.	\$23,000.00
Thomas C. Merritts Land Surveyor, P.C.	\$23,500.00
Ward Carpenter Engineers Inc.	\$44,800.00

Based on our review of the scope of work, the competitive fee, and our experience working with the surveyors, we recommend the Village award this work to Summit Land Surveying P.C. in the amount of \$23,000. Attached please find copies of the proposals and RFP for your review and record.

Upon receiving authorization from the Village, we will be issuing the 'Notice to Proceed' for the above described work immediately. Should you have any questions or require any additional information, please do not hesitate to call.

Very truly yours,
PROFESSIONAL CONSULTING, LLC.

Arshad Jalil, P.E., BCEE
Principal

Enclosure

C: Michael J. McGarvey, P.E., Village Engineer, Village of Tarrytown
Howard Wessells, Superintendent of Public Works

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

TO: Mayor Fixell and the Board of Trustees
FROM: Michael Blau, Village Administrator
RE: Swimming Pool Fees
DATE: April 20, 2016

Please be advised that on this date I met with Illeana Gonzalez to discuss the swimming pool fees. Attached herewith please find the categories that Illeana believes should be included in the fee structure for the pool. She suggested that the Family Rate be defined as two adults. In this manner, a single parent can purchase this type of membership and the second adult can be the babysitter, nanny, au pair or grandparent. She does not believe that the Individual plus child (up to two children) is necessary. She believes strongly that there needs to be a nanny/au pair rate in those situations where there is a two parent family but they have a nanny or au pair. She also recommended that the Board only allow two guests per membership.

SWIMMING POOL FEES		
CATEGORY		RATE
Family Rate (2 Adults and no limit on number of children up to 21 years of age)		\$400
Individual (21 years of age or over)		\$200
Student (age 14 to 21)		\$100
Senior Citizen (60 and older)		\$100
Nanny/Au pair		\$200
Daily Rate (age 4 and older)*		\$10/weekday;\$15/weekend
Daily Rate (age 3 and younger)*		No Charge
* Maximum number of guests (daily rate) per member - 2		

Environmental Review

Establish the Environmental Review Record (ERR)

The ERR may be comprised of one or more of the following:


- Form 2-1 Designation of Certifying Officer
- Form 2-3 Certification of NEPA Classification
- Form 2-3A Certification of SEQRA Classification
- Form 2-4 NEPA Classification Checklist
- Form 2-5 Statutory Checklist
- Form 2-5A Statutory Checklist
- Form 2-6 Environmental Assessment
- Exhibit 2-3 Notice of Intent to Request Release of Funds (NOIRROF)
- Exhibit 2-4 Notice of Finding of No Significant Impact and Notice of Intent to Request Release of Funds (FONSI/NOIRROF)
- Exhibit 2-10 Early Notice and Public Review of Proposed Activity in the 100 year Floodplain
- Exhibit 2-11 Final Notice and Public Explanation of Proposed Activity in the 100 Year Floodplain
- Form 1-3 Request for Release of Funds (FINAL STEP!)



Homes and
Community Renewal

Recipients must submit the Environmental Review Record (ERR) within 90 days of award, if there will be delays notify your Developer. The ERR must address the entire project, not just the CDBG funded portion.

The ERR includes:

- Designation of a Certifying Officer 
 - Should be done by resolution
- Project Description
- National Environmental Policy Act (NEPA) designation (Forms 2-3, 2-4, 2-6)
 - Exempt activities
 - Categorically excluded A activities
 - Categorically excluded B activities
- State Environmental Quality Review Act (SEQRA) designation (2-3A and 2-5 or 2-5A)
 - Type I Action
 - SEQRA Long Form required
 - Must provide copy of Environmental Notices Bulletin (ENB)
 - Type II Action
 - Comply with 6NYCRR Section 617.5
 - Unlisted Action
 - SEQRA Short Form required
 - Include ENB, if published.
 - For SEQRA short and long forms, please be sure to use the updated

VILLAGE OF TARRYTOWN INTEROFFICE MEMORANDUM

TO: Michael S. Blau, Village Administrator
FROM: Michael J. McGarvey, P.E., Village Engineer
DATE: April 21, 2016
RE: Riverside Firehouse Epoxy Floor Painting



Pursuant to your request, I have received three quotes for the above referenced project as tabulated below:

Engine Bay Floors P.O. Box 341 Macungie, PA 18062	\$11,648.15
Epoxy Floor Now, LLC 400 E. Edsall Boulevard Palisades Park, NJ 07650	\$11,800.00
EMB Home Solutions Inc. 532 Bedford Road Bedford Hills, NY 10507	\$15,100.00

Based upon my review and conversations with the lowest bidder, it is my recommendation that this project be awarded to Engine Bay Floors, of Macungie, PA, for a total amount of \$11,648.15.

If you have any questions, please contact me.

MJM:lam
attachments