

Board of Trustees
Village of Tarrytown
Regular Meeting No. 4
January 17, 2018
8:00 p.m.

PRESENT: Mayor Fixell presiding; Trustees: Brown, Butler, Hoyt, McGee, McGovern and Zollo; Village Administrator Slingerland; Village Treasurer Hart; Village Attorney Silverberg and Village Clerk Booth

The meeting began with the Pledge to the Flag.

REPORTS

Trustee Brown announced that the Town of Greenburgh, in partnership with the Greenburgh Nature Center, will kick off the largest residential food scrap recycling program in Westchester County beginning January 17, 2018. An official opening ceremony is planned for Saturday, January 20 from 11 a.m. to 12 noon at AF Veteran Park off of Heatherdell Road, Ardsely. As of today, Anthony F Veteran Park in Hartsdale will have a drop-off site open daily from 8 a.m. – 8 p.m. to collect food scraps from the 135,000 residents of the Town of Greenburgh. All food scraps, including but not limited to meat, bones, dairy, fish, fruit, vegetables, bread, pasta, cooked food, leftover food, etc. will be accepted. The collected food scraps will then be transferred to a commercial composting facility outside of Greenburgh to be recycled into nutrient-rich compost. Food scrap collection “starter kits” can be purchased by residents at Anthony F Veteran Park or Greenburgh Nature Center with a \$20 check payable to the Town of Greenburgh. A starter kit includes a small countertop pail, a larger storage and transportation bin and a roll of compostable liner bags. For Village residents who are interesting in composting, the Town of Greenburgh is giving us a good start.

Trustee Hoyt thanked the residents of Millbrook and Eunice Court who have reached out to him regarding the parking situation in that area. He would like those residents to know that he will be working with the Village Administrator, the Chief of Police and the Transportation Council and we will keep the residents informed.

ADMINISTRATOR’S REPORT

Administrator Slingerland noted the following:

- Planning ahead, the Village is planning to celebrate Earth Day with TEAC on Saturday, April 21st. We are currently working out the plans before an official announcement is made.
- The 11th Annual Duck Derby will be held in April of this year. They will also be celebrating 30 years of Woman in Rotary. The Duck Derby is a fundraiser for the Rotary Foundation, which includes scholarships. If anyone would like to be a Corporate Sponsor for the Duck Derby this year, please contact the Rotary. There are different levels of sponsorships. Their goal is to raise \$20,000 for the Rotary Foundation.
- The Recreation Department is working on the summer camp and the summer pool plans for this year. We had a very successful first year with our summer pool program. We are exploring options for the summer camp, possibly to level off the camp registration so we don’t over staff, which we experienced last year. We will soon be renewing the IMA with Sleepy Hollow for the 2018 summer camp season.
- Ice Skating opened on January 2, 2018. He believes we had 6 or 7 days of skating on the Tarrytown Lakes before we had to shut it down due to warm weather and rain. Weather depending, we hope to re-open for ice skating again. He thanked Anthony Ross, Pedro Ramirez and Patrick Saldis from the Parks Department and Joe Arduino and Ileana Gonzalez from the Recreation Department for their help to get the ice skating program up and running.

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD ONLY ON AGENDA ITEMS. SPEAKERS SHALL HAVE THREE (3) MINUTES TO ADDRESS THE BOARD OF TRUSTEES

Jaimie Lockwood, 61 John Street, TEAC Volunteer, stated that she wanted the Board of Trustees to know that there is interest in the community about starting a composting program and that she is available if the Village needs any help with starting this initiative. She noted that there are financial reasons for the Village to get on board with a composting program: 1) by recycling food scraps, less waste will be sent to the landfill; 2) the final product will be an enriched soil, nutrient-rich resource that can be used in parks, construction sites and in gardens. Composting improves water retention and reduces the need for fertilizer and pesticides. 3) Composting reduces methane emissions from landfills and lowers the carbon footprint.

Mayor Fixell noted that it would be more efficient to work in conjunction with the new Town of Greenburgh's "Food Scrap Recycling Program."

FIRE DEPARTMENT MEMBERSHIP CHANGES

Trustee Hoyt moved, seconded by Trustee Zollo, and unanimously carried, that the following resolution be approved: Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby approve the following Fire Department membership changes recommended at the December 19, 2017 Board of Fire Wardens meeting: Membership Changes: Tyerone Dixon has been elected to active membership at Riverside Hose Company and Bryan Meade has been approved as member of Marine 5.

WATER DEMAND MANAGEMENT PLAN

Trustee Zollo moved, seconded by Trustee Butler, and unanimously carried, that the following resolution be approved: Approved: 7-0

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 with New York City Environmental Protection for a Water Demand Management Plan to reduce the Village's lost water and reduce our unmetered water and work with our residents and businesses to reduce our overall consumption of water.

HOME RULE REQUEST FOR EXPANDING RESIDENTIAL ON-STREET PARKING

Trustee Zollo moved, seconded by Trustee Butler, and unanimously carried, that the following resolution be approved: Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby request to expand Tarrytown's Residential Parking System to include lower Main Street (between Windle Park and White Street); and

BE IT FURTHER RESOLVED that the Administrator's Office is hereby directed to prepare draft legislation to submit this Home Rule Request to the New York State Assembly (Thomas Abinanti) and the New York State Senate (Andrea Stewart Cousins) for them to introduce so that the Village may work with the State to have this legislation considered and enacted so that the local residential parking permit area(s) may be expanded.

DENTAL COVERAGE

Trustee Zollo moved, seconded by Trustee Brown, and unanimously carried, that the following resolution be approved: Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby approve to amend the Dental Coverage for Non-Union Employees, Non-Union Dental Eligible Retirees and for Board of Trustees Members from CSEA Employee Benefit Fund to First Ameritas effective February 1, 2018.

IMA – SUSTAINABLE WESTCHESTER

Trustee Zollo moved, seconded by Trustee Brown, and unanimously carried, that the following resolution be approved: Approved: 7-0

WHEREAS, the Village of Tarrytown, as a member of Sustainable Westchester, has joined the energy-saving and cost saving program for the purchase of (2) Nissan Leafs and have assisted members in securing NYS grant funds for charging stations; and

WHEREAS, the Clean Transportation Project is now aiming to secure aggregation discounts for more of the 40+ EVs on the market today – and to expand the program to EV and Plug-In Hybrid EV trucks, and buses, as well as electric landscaping equipment.

NOW THEREFORE BE IT RESOLVED that the Village of Tarrytown does hereby authorize and direct the Village Administrator to execute an agreement, to the satisfaction of the Village Attorney, between the Village and Sustainable Westchester to allow the following:

- 1) Work with member municipalities to issue Invitations to Bid and Requests for Proposals for various types of EVs for municipal fleets;
- 2) Aggregate municipal purchases to gain discounts on fleet EVs, EV charging stations and electric landscaping equipment; and
- 3) Leverage the Municipal EV fleet purchases to get local auto dealers to participate in the creation of EV Community Aggregation Discounts for constituents (similar to the Solarize program).

IMA – VILLAGES OF TARRYTOWN, SLEEPY HOLLOW AND BRIARCLIFF MANOR AND PCI ENGINEERS FOR PROFESSIONAL SERVICES FOR THE ROUTE 100C 30” WATER MAIN RELOCATION

Trustee Zollo moved, seconded by Trustee McGee, that the following resolution be approved. Motion carried, all voting “aye” with the exception of Trustee Hoyt who recused himself due to his employment is located on Old Saw Mill River Road. Approved: 6-0-1

WHEREAS, the NYS Department of Transportation is planning to install a rotary in the roadway at the intersection of 100C and Old Saw Mill River Road, which will be installed over the 30-inch cast-iron transmission pipe that serves the three Villages of Tarrytown, Briarcliff and Sleepy Hollow; and

WHEREAS, a major concern of the Villages of Tarrytown, Sleepy Hollow and Briarcliff Manor is that the water main is approximately 45 years old and made out of cast iron, which means it is very brittle and susceptible to breaks based on construction activities as well as an increase in weight of road base and road materials which the State had proposed be placed on top of the existing water main, increasing its depth by two to three times its current depth of 4 ft., which would have also increased future repair and replacement costs; and

WHEREAS, the three Villages communicated our concerns to the State DOT who agreed to work with us to develop an expedited plan, the costs of which the State DOT will reimburse as part of the capital costs for their project, for the relocation of 30” water main out from beneath the footprint of the roadway and the new rotary; and

WHEREAS, an RFP for engineering services was completed with participation from the three Villages, with consideration given to the current status of any involvement in the project through the Town of Greenburgh, as well as each company’s experience and knowledge of the system and this transmission main, and after review of the three proposals, the three Villages recommend proceeding with PCI Engineers, which is also

working on this project through the Town of Greenburgh, to perform the design work for the relocation of the water main.

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby authorize and direct the Village Administrator to execute an IMA agreement among the Villages of Tarrytown, Sleepy Hollow and Briarcliff Manor, for design services to be obtained through PCI Engineers, and future construction costs that will be bid out separately, and with the plan and agreement (to be established separately) that overall costs for plans and construction of this work to protect and relocate this tri-village water infrastructure shall be covered by the New York State Department of Transportation.

BID AWARD FOR CLEANING SERVICES

Trustee Brown moved, seconded by Trustee Hoyt, and unanimously carried, that the following resolution be approved: Approved: 7-0

WHEREAS, the Village of Tarrytown has been working with other Villages in the Town of Greenburgh to perform a joint bid for cleaning services, which was last performed approximately two years ago, in December, 2015, for a contract that ran for two years from January 2016 through January 2018; and

WHEREAS, since that two year contract expires at the end of this month, on January 31, 2018, the Village worked with the other Villages and has gone out to a joint bid with the Villages of Ardsley and Hastings-on-Hudson, with the hope that a larger pool of work bid jointly will realize savings for the three Villages; and

WHEREAS, the Village published a legal advertisement on January 3, 2018, and contacted seventeen different companies that had expressed interest in this bid; and

WHEREAS, on January 9, 2018, the Village of Tarrytown held a walk-through at Tarrytown Village Hall, Police Stations, Recreation Center and Senior Center regarding this work, prepared and circulated an addendum to the interested companies; and

WHEREAS, seven (7) sealed bids were opened on Tuesday, January 16, 2018 at Tarrytown Village Hall, 1 Depot Plaza, Tarrytown, at 1:05 p.m. E.S.T. for the cleaning of various Village buildings including the Village Hall, the Police Department, the old Police Department headquarters, the Senior Center and the Recreation Building; and

WHEREAS, the bid specification allows for the Village to renew the contract with the cleaning contractor awarded the bid for a second year, subject to a set percentage included in the bid; and

WHEREAS, seven (7) sealed bids were received and the bids received are listed below; and

<u>Company Name and location</u>	<u>Bid, and 2nd year %</u>
A. Building Service Industries of Lindenhurst, NY	\$75,000, with ½%↑ year 2
B. Crown United Cleaning Svcs. of Tarrytown, NY	\$35,000, with 5%↑ year 2
C. Divine Professional Cleaning Svcs., Bronx, NY	\$48,051, with 2%↑ year 2
D. F.S.I. Fullerton Cleaning of Bedford Hills, NY	\$86,316, with 1.5%↑ yr. 2
E. Integrity Facility Services of Bronxville, NY	\$64,140, with 5%↑ year 2
F. JV Bldg & Grounds Maint, White Plains, NY	\$54,600 with no inc. yr. 2
G. Y.E.S. Enterprises of Croton-on-Hudson, NY	\$45,500, with 1%↑ year 2

WHEREAS, it is the recommendation of the staff, that the bid be awarded to the lowest responsible bidder, Crown United Cleaning Services Inc., of Tarrytown, NY, per their bid of \$35,000 for the first year, and a 5% increase for the second year to \$36,750.

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby award the bid for the cleaning of various Village buildings to

Crown United Cleaning Services Inc., of Tarrytown, NY, per their bid of \$35,000 for the first year, and a 5% increase for the second year to \$36,750; and

BE IT FURTHER RESOLVED that the Village Administrator is hereby authorized and directed to execute a contract with Crown United Cleaning Services Inc., of Tarrytown, NY, per their bid of \$35,000 for the first year, and

BE IT FURTHER RESOLVED that the Village Administrator may extend the cleaning contract for a second year at the end of the first year of the contract-year, per the bid price of a five percent (5%) increase to \$36,750, should the contractor perform in a manner acceptable to the Village and pursuant to the requirements of the bid specification.

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES HELD ON JANUARY 2, 2018

Trustee McGee moved, seconded by Trustee Zollo, that the following resolution be approved. Motion carried, all voting “aye” with the exception of Mayor Fixell and Trustees Brown and Butler who abstained. Approved: 4-0-3

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby approve the minutes of the regular meeting of the Board of Trustees held on January 2, 2018 as submitted by the Village Clerk.

APPROVAL OF AUDITED VOUCHERS

Trustee McGovern moved, seconded by Trustee Zollo, and unanimously carried, that the following resolution be approved: Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby approve Abstract No. 13 of Audited Vouchers to be paid in the following amounts:

General	\$ 371,839.99
Water	211,736.12
Sewer Fund	0.00
Capital	34,556.00
Library	4,637.78
Trust & Agency	<u>7,196.50</u>
Total	\$ 629,966.39

The Board was polled all voting “aye” with the exception of Trustee Hoyt who recused himself from Voucher Number 2018002634. Motion carried. 7-0

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD. SPEAKERS HAVE FIVE (5) MINUTES BEFORE YIELDING TO THE NEXT SPEAKER; THEN THREE (3) MINUTES FOR ADDITIONAL COMMENTS

Mayor Fixell asked whether anyone wished to address the Board on any matter. No one appeared.

ADJOURNMENT

Trustee Hoyt moved, seconded by Trustee Butler, and unanimously carried that the meeting be adjourned at 8:27 p.m.

Carol A. Booth
Village Clerk