

**VILLAGE OF TARRYTOWN
BOARD OF TRUSTEES
WORK SESSION 6:00 P.M.
WEDNESDAY, JUNE 10, 2020**

Location: Zoom Video Conference – For Information on How to Join

Visit <https://www.tarrytowngov.com/home/events/29804>

Any questions prior to the meeting may be emailed to administrator@tarrytowngov.com. If you wish to speak during the meeting, please use the “raise hand” function during the meeting, or press *9 if calling in by phone

Board of Trustees Concerns

Open Session

1. Concept Plan – 39-51 North Broadway
2. Continued Discussion - Enforcing Parking Permits and Charging for Meters
3. IMA with County – Solid Waste and Recyclables Disposal
4. Fire Department Membership Residency Area Change
5. Continued Discussion – Downtown Reopening Plan
6. Continued Discussion - Tarrytown Pool Opening
7. Appointment of Marriage Officer
8. Discussion – Survey of Businesses re Closure of Main Street
9. Drone – Fire Department

Executive Session

- A. Laborers – DPW (1); Recreation (1 Seasonal)
- B. Personnel – Pool Hires

KEANE & BEANE P.C.
ATTORNEYS AT LAW

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505 Park Avenue
New York, NY 10022
Phone 646.794.5747

RICHARD L. O'ROURKE
Principal Member
ro'roucke@kblaw.com

June 4, 2020

VIA HAND DELIVERY

Mayor Drew Fixell
and Board of Trustees
Tarrytown Village Hall
One Depot Plaza
Tarrytown, New York 10591

Re: Tarrytown Square
39-51 North Broadway
Conceptual Design

Dear Mayor Fixell and Board of Trustees:

On behalf of 39-51 North Broadway Associates, Keane & Beane, P.C. together with Sullivan Architecture, P.C. is pleased to submit the enclosed Conceptual Design for a discussion of a proposal for a Mixed-Use Project in downtown Tarrytown.

The Conceptual Design includes 80 residential units in a mix of approximately 18 studios, 40 1-bedroom units, 22 2-bedroom units, 8,700 square feet of retail with 123 parking spaces.

Located at 39-51 North Broadway, the subject property is in the current Restricted Retail (RR) and Multifamily Residential (M2) Zoning Districts and consists of two (2) parcels: SBL 1.40-14-3 and 1.40-14-2. The parcels are currently developed with retail storefronts along North Broadway and a large, asphalt surface parking area in the rear interior. The re-development of these parcels will necessarily include zoning amendments to allow for this proposal. Lot line adjustments and site plan review will also be required, along with a comprehensive review of items such as traffic, sewer and water infrastructure, viewsheds, and other relevant environmental matters. We are aware that the Village has completed its Comprehensive Plan update and believe the Conceptual Design is consistent with the goals set forth in the Comprehensive Plan aimed at maintaining the vibrancy of the downtown area.

At this time, we are submitting the Conceptual Design for discussion. Your initial feedback on the various components of the project is respectfully requested. As

Mayor Fixell and Board of Trustees
June 4, 2020
Page 2

such, we request to be placed on your work session agenda for June 10th, so that we can further acquaint you with the proposal.

Thank you for your consideration.

Very truly yours,



Richard L. O'Rourke

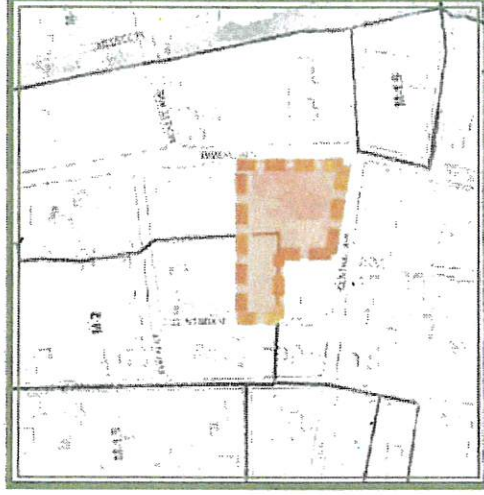
RLO/

Encls.

cc: Steven M. Silverberg, Esq.
Richard Slingerland
Katherine Zalantis, Esq.
Coco Management, Inc. (Ed Coco)
Rohdie Group (Ron Leichtner)
John Sullivan, AIA, Sullivan Architecture, P.C.

Conceptual Design
for
Mixed-Use Project

39-51 North Broadway
Tarrytown, New York



39-51 North Broadway Associates
June 5, 2020



EX-1

EXISTING SITE

NO SCALE

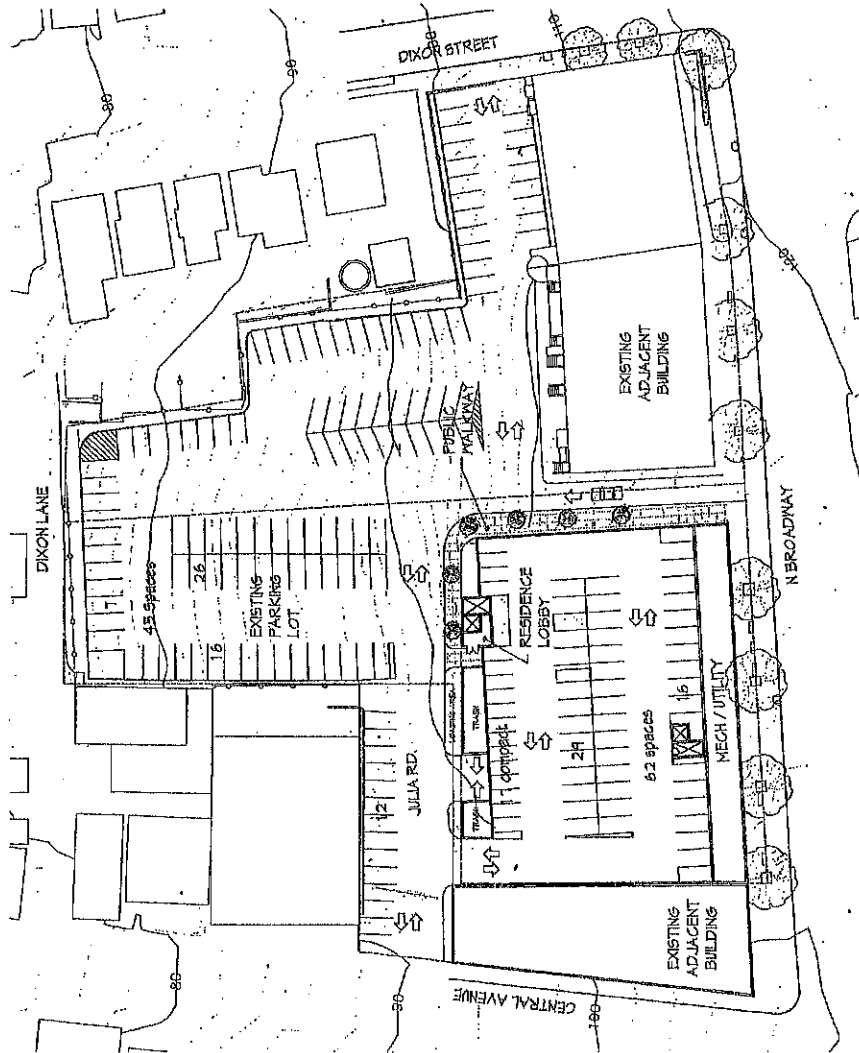
June 5, 2020

TARRYTOWN, NY

39-51 N. Broadway Associates

Sullivan Architecture, P.C.

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Site Plan / lower Level

Garage Gross 27,600 s.f.

Project Summary	
1.217 Acre Site (53,030 SF.)	
52.18% Building Coverage (27,674 SF.)	
60' Proposed Building Average Grade Height	
Proposed Building Area Summary	
Garage Gross	27,600 s.f.
Residential Gross	93,100 s.f.
Retail Gross	8,700 s.f.
Residential Unit Summary	
(18) Studio - 16x33' = 528 s.f.	
(40) 1 Br - 24x33' = 792 s.f.	
(19) 2 Br - Vary - Approx 950-1000 s.f.	
(3) 2 Br w/ Den - 1,200 s.f.	
80 Units Total	
Parking Summary - Project Site	
62 Garage Spaces	
61 On Grade Spaces	
Total Parking Spaces	123



SK-1

SCHEMATIC DESIGN PLANS

1:30

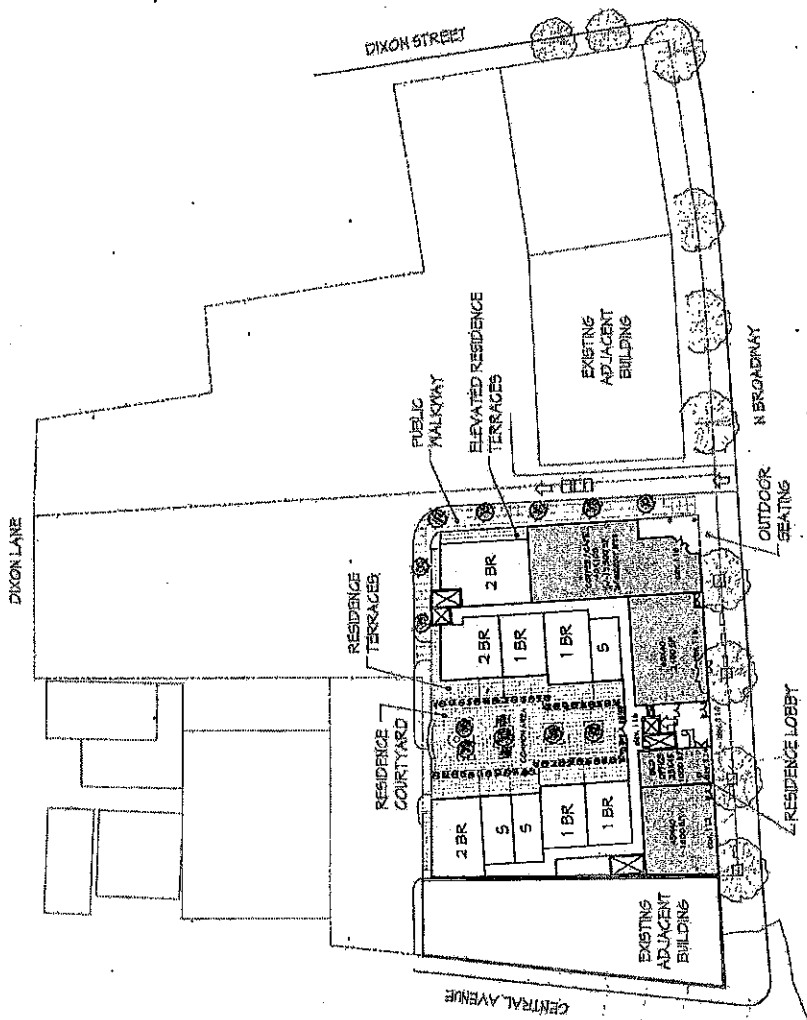
June 5, 2020

TARRYTOWN, NY

39-51 N. Broadway Associates

Sullivan Architecture, P.C.

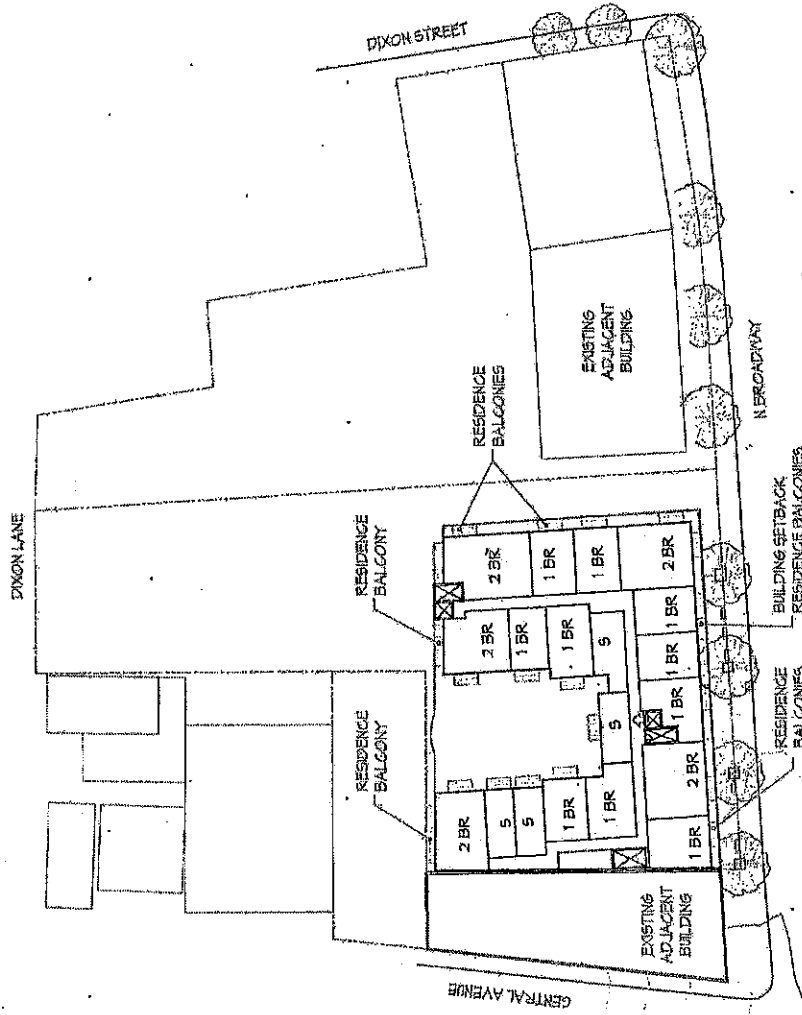
©2020 Sullivan Architecture



First / Street Level

Residential s.f. 12,500 S.F. - 10 Units
Retail s.f. 8,700 s.f.

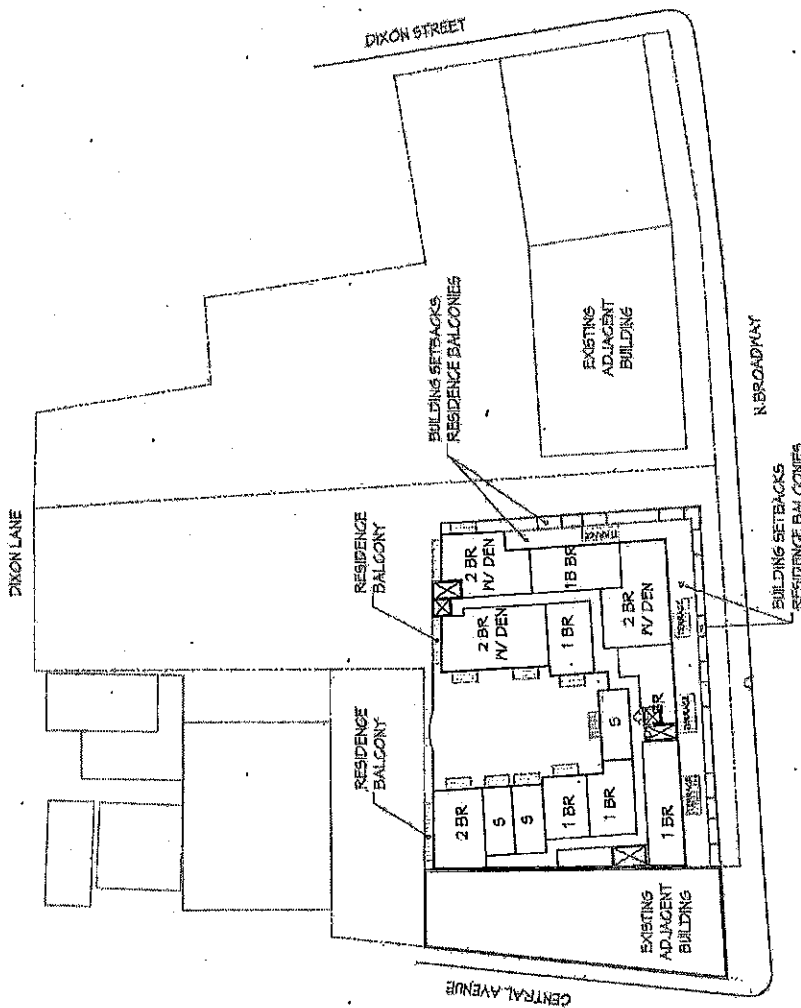




Second / Third / Fourth Floor

Gross s.f. 20,300 Per Floor x 3 = 60,900 s.f.
Total Units - 19 Units Per Floor x 3 = 57 Units





Fifth Floor

Gross s.f. 17,900
Total Units - 13 Units



George Latimer
County Executive

Department of Environmental Facilities

Vincent Kopicki, P.E.
Commissioner

June 2, 2020

Village Administrator Richard Slingerland
Village of Tarrytown
One Depot Plaza
Tarrytown, New York 10591

Dear Village Administrator Slingerland:

The prior letter regarding the Inter-Municipal Agreement ("IMA") for Solid Waste and Recyclables Disposal for Refuse Disposal District #1 stated that the new IMA, the tip-fee for solid waste is \$29.28 per ton through October 21, 2024, and will be subject to an Adjustment Factor equal to the Consumer Price Index for each year that the IMA remains in effect.

For clarification purposes, \$29.28 per ton is the base rate of the IMA and that rate is subject to an Adjustment Factor equal to the Consumer Price Index each year, to wit: the current rate is \$29.28 per ton, which will be adjusted on October 21, 2021, October 21, 2022, October 21, 2023, and October 21, 2024.

If you have any questions, please contact Mario Parise at 914-813-5453. Thank you.

Sincerely,

Louis Vetrone /smg

Louis J. Vetrone
Deputy Commissioner

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Westchester
gov.com

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RECEIVED

MAY 29 2020

TARRYTOWN VILLAGE ADMINISTRATOR

George Latimer
County Executive

Department of Environmental Facilities

Vincent Kopicki, P.E.
Commissioner

May 27, 2020

Village Administrator Richard Slingerland
Village of Tarrytown
One Depot Plaza
Tarrytown, New York 10591

Dear Village Administrator Slingerland:

The Westchester County Board of Legislators approved the Inter-Municipal Agreement ("IMA") for Solid Waste and Recyclables Disposal for Refuse Disposal District #1.

Under the new IMA, the tip-fee for solid waste is \$29.28 per ton through October 21, 2024, and will be subject to an Adjustment Factor equal to the Consumer Price Index for each year thereafter that the IMA remains in effect.

As soon as possible, please return:

- 1) three (3) signed copies of the IMA;
- 2) the completed Certificate of Authority;
- 3) duly executed acknowledgement;
- 4) a certified copy of your authorized resolution; and
- 5) proof of insurance in compliance with Schedule D of the IMA, included herein for your reference.

If you have any questions, please contact Mario Parise at 914-813-5453.

Sincerely,

Louis Vetrone /smg

Louis J. Vetrone
Deputy Commissioner

Enclosures:

Schedule D
Instruction Sheet
IMA Form



THIS AMENDMENT made this _____ day of _____, 2020, by and between:

**THE COUNTY OF WESTCHESTER, ACTING BY AND THROUGH
REFUSE DISPOSAL DISTRICT NO. 1**, a district created pursuant to Article
5-A of the New York State County Law by Act No. 32-1982 of the Westchester
County Board of Legislators, having an office and place of business at 270
North Avenue, New Rochelle, New York 10801
(hereinafter referred to as either the "County" or the "District")

and

_____, a municipal Corporation of the State of
New York, having an office and place of business _____
(hereinafter referred to as "Participant")

WITNESSETH:

WHEREAS, in 1967, the County of Westchester ("County") undertook to
investigate the problem of Solid Waste disposal in the County and to formulate environmentally
sound, and economically viable solutions; and

WHEREAS, in 1974, pursuant to Resolution No. 162-1974, and as a result of the
aforesaid investigation, the County Board of Legislators (hereinafter "County Board") adopted a
Plan for Solid Waste Disposal in the County pursuant to which the County undertook to assist
municipalities with the disposal of Municipally Collected Solid Waste, and placed an emphasis on
resource recovery; and

WHEREAS, the County entered into an agreement with the City of Peekskill dated
January 25, 1979, relating to the construction and operation of a Resource Recovery Facility in
Peekskill; and

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WHEREAS, the County Board approved Act No. 32-1982 and created the District pursuant to Article 5-A of the New York State County Law and intermunicipal agreements were executed with the municipalities that comprise the District to guarantee the amount of Solid Waste necessary to operate the Resource Recovery Facility; and

WHEREAS, the Resource Recovery Facility commenced operation in 1984; and

WHEREAS, the County entered into intermunicipal agreements ("IMAs") with the Participants to accept Recyclables and Participants agreed to deliver all Recyclables they collected to the County; and the County agreed to process the Recyclables at the Material Recovery Facility which commenced operation on or about September 2, 1992; and

WHEREAS, the Initial Term of the current IMAs for solid waste and recyclables between the County and the Participants will expire on October 21, 2019, and is subject to renewal for an additional five years at the County's option; and

WHEREAS, the County and the Participant agree that the current IMA between the parties is mutually beneficial; and

WHEREAS, the parties seek to continue the efficient operation of the District's Solid Waste Management and Disposal System; and

WHEREAS, the County and the Participant seek to renew the IMA, which they agree is mutually beneficial; and

WHEREAS, Participant seeks assurance that the County will, during the term of this Agreement, accept all of Participant's Municipally Collected Solid Waste at a guaranteed price per ton, subject to annual adjustments based on the change in the consumer price index, and that the County will continue the current system of Recyclables collection and processing; and

WHEREAS, the parties seek to clarify the handling of deliveries of Municipally Collected Solid Waste containing Rejects; and

WHEREAS, the Parties acknowledge that the County may during the term of this Amendment institute a separate food waste recycling program and that this Amendment does not govern participation in any such program; and

WHEREAS, the County is mandated to control the discharge of leachate at its Material Recovery Facility and Transfer Stations and has determined that leaking collection vehicles are a significant source of leachate; and

WHEREAS, the parties have agreed to act in good faith and to take all necessary and appropriate actions, in cooperation with one another, to effect the purposes of this Agreement and enter into this Agreement pursuant to their respective lawful authorities.

NOW, THEREFORE, in consideration of the premises and of the mutual covenants and agreements herein set forth, and of the undertakings of each party to the other, the parties do hereby promise and agree as follows:

1. All defined terms shall have the meanings ascribed to them in the IMA.
2. The IMA is amended to extend the Term for the period from October 22, 2019 through October 21, 2024, unless terminated sooner.
3. The IMA is amended to provide that to the extent any delivery of Recyclables contains in excess of ten percent (10%) by weight of Rejects, as determined in the sole discretion of the County, the Participant shall be charged the Solid Waste Tipping Fee for the entire delivery.
4. The Parties acknowledge that the County may during the term of this Amendment institute a separate food waste recycling program and that, in order to participate therein, the Participant and County would need to enter into a separate agreement.

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5. The Participant further acknowledges and agrees that it shall take all necessary steps to ensure its vehicles are sealed and do not leak or otherwise discharge leachate or liquid from the vehicle other than on the tipping floor. The County shall notify Participant and the operator of any vehicle in violation of this provision.

6. Except as otherwise provided herein, all other terms and conditions of the IMA shall remain in full force and effect.

7. This Amendment shall not be enforceable until signed by both parties and approved by the Office of the County Attorney.

IN WITNESS WHEREOF, the Parties hereto have duly executed this Amendment the day and year first above mentioned.

**THE COUNTY OF WESTCHESTER,
ACTING BY AND THROUGH REFUSE
DISPOSAL DISTRICT NO. 1**

By: _____

MUNICIPALITY: _____

Name and Title:

Approved by the Board of Legislators of the County of Westchester at a meeting duly held on the 24th day of February, 2020.

Approved as to form and
manner of execution

Associate County Attorney
The County of Westchester
S/Vutera/DXF/115606/IMA Amendment for Solid Waste 1-14-2020

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Kathy Deufemia

From: Richard Slingerland
Sent: Tuesday, June 2, 2020 11:27 AM
To: Kathy Deufemia
Cc: Joshua Ringel
Subject: FW: change to bylaws regarding residency location

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

From: Richard Slingerland
Sent: Tuesday, June 2, 2020 10:39 AM
To: bmeade@tarrytownfd.org; Kelly Murphy <kmurphy@tarrytownfd.org>; Rick Tucci <RTucci@tarrytownfd.org>
Cc: Kathy Zaltantis <zaltantis@szlawfirm.net>; Doug Zollo <dzollo@tarrytowngov.com>; Drew Fixell <dfixell@tarrytowngov.com>
Subject: change to bylaws regarding residency location

Bryan, Kelly and Rick:

Good morning.

Looking through the Fire Wardens Minutes of May 19, 2020, I read that there was a vote on a bylaw change that I believe must be approved by the Board of Trustees. Specifically, it was as follows:

"Out of Village Active – Must work in the Village of Tarrytown or Fire District protected by the Village of Tarrytown Fire Department, or must live or work within 5 mile radius from Tarrytown Fire Department headquarters (measured using "as the crow flies" metric) and be available to fight a fire or furnish any other service provided by the Tarrytown Fire Department at least five (5) days or nights per week."

To that end, I'll put this bylaw change on the agenda of the Board of Trustees for the June 10th Work Session.

Best regards,

Rich

New York State Village Law 10-1006 reads as follows:

1. The volunteer members of a fire company shall be elected and appointed as provided in this section.
2. The board of fire commissioners shall appoint residents of the village as the volunteer members of any newly organized fire company. Thereafter, the fire company may elect other eligible persons, including village officers, as

4 volunteer members. The election shall be pursuant to the by-laws, if any, of the fire company; otherwise, by a three-fourths vote of the members of the fire company present and voting at a regular or special meeting thereof. The membership of any person so elected shall become effective when approved by resolution of the board of fire commissioners. Membership shall be deemed to have been approved pursuant to this subdivision in the event that no action is taken by the board of fire commissioners, either approving or disapproving, within forty days after service of written notice of election to membership shall have been made by the secretary of the fire company upon the village clerk, either personally or by mail.

3. Any person elected to membership as a volunteer member as a fire company shall be a resident of the village or of territory outside the village which is afforded fire protection by the fire department of the village, or any fire company thereof, pursuant to a contract for fire protection, except as otherwise provided in subdivision six.

4. The membership of a volunteer member of a fire company shall terminate when he ceases to be a resident of the village or of any territory outside the village which is afforded fire protection but the fire department of the village, or any fire company thereof, pursuant to a contract for fire protection, except as otherwise provided in subdivision five.

5. Any fire company may authorize the continued membership of any volunteer member where such member notifies the secretary of his or her fire company (a) that he or she plans to change his or her residence to territory which is not in the village and is not protected by the fire department of the village, or any fire company thereof, pursuant to a contract for fire protection, and (b) that by reason of his or her residence in the vicinity or his or her usual occupation he or she will be available to render active service as a volunteer firefighter in the village or in territory outside the village which is afforded fire protection pursuant to a contract for fire protection by the fire department of the village, or a fire company thereof. Such authorization shall be pursuant to the by-laws, if any, of the fire company of which he or she is a member, otherwise by a three-fourths vote of the members of such fire company present and voting at a regular or special meeting thereof. Such authorization shall not become effective unless approved by resolution of the board of fire commissioners. Such authorization shall be deemed to have been approved pursuant to this subdivision in the event that no action is taken by the board of fire commissioners, either approving or disapproving, within forty days after service of written notice of such authorization shall have been made by the secretary of the fire company upon the village clerk, either personally or by mail. Any membership continued pursuant to the provisions of this subdivision shall terminate when the member cannot meet either the requirements of this subdivision or the residence requirements of subdivision three of this section. In the case of a village which adjoins another state, the term "vicinity", as used in this subdivision, includes territory in this state and territory in the adjoining state.

6. A person who cannot meet the residence requirements of subdivision three of this section may be elected to membership as a volunteer member of any fire company of the fire department if by reason of his or her residence in the vicinity or his or her usual occupation he or she will be available to render active service as a volunteer firefighter in the village or in territory which is afforded fire protection pursuant to a contract for fire protection by the fire department of the village or a fire company thereof. Such election shall be pursuant to the by-laws, if any, of the fire company; otherwise by a three-fourths vote of the members of the fire company present and voting at a regular or special meeting thereof. The membership of any person so elected shall not become effective unless approved by resolution of the board of fire commissioners. Membership shall be deemed to have been approved pursuant to this subdivision in the event that no action is taken by the board of fire commissioners, either approving or disapproving, within seventy days after service of written notice of election to membership shall have been made by the secretary of the fire company upon the village clerk, either personally or by mail. The membership of any volunteer member elected pursuant to the provisions of this subdivision shall terminate when the member cannot meet either the requirements of this subdivision or the residence requirements of subdivision three of this section. In the case of a village which adjoins another state, the term "vicinity", as used in this subdivision, includes territory in this state and territory in the adjoining state.

7. The membership of any volunteer firefighter shall not be continued pursuant to subdivision five of this section, and persons shall not be elected to membership pursuant to subdivision six of this section, if, by so doing, the percentage of such non-resident members in the fire company would exceed forty-five per centum of the actual membership of the

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fire company, provided however, that the provisions of this subdivision shall not apply to the membership of the village of Blasdell volunteer fire department, provided however, that the provisions of this subdivision shall not apply to the membership of the village of Delanson volunteer fire company in the village of Delanson, county of Schenectady.

8. The board of trustees, or the board of fire commissioners subject to approval of the board of trustees, by resolution may restrict the membership of volunteer members in any or all of the fire companies of the fire department to residents of the village. Any volunteer member who then resides in territory outside the village shall cease to be a member of any fire company to which the restriction is applicable unless the resolution provides that his membership shall continue during the existence of any contract for fire protection to such territory by his company or the fire department or during the period in which he may continue to meet the requirements of subdivision three, five or six.

9. Residents of outside territory protected pursuant to a contract for fire protection who have been elected to volunteer membership, and non-residents whose volunteer memberships have been continued or authorized pursuant to subdivision five or six of this section, shall have all the powers, duties, immunities, and privileges of resident volunteer members, except (1) non-residents of the state may not be appointed or elected to any office in the fire company or fire department, and (2) a non-resident of this state whose membership has been continued pursuant to subdivision five of this section, or a non-resident of this state who was elected to membership pursuant to subdivision six of this section, shall not be considered to be performing any firemanic duty, or to be engaged in any firemanic activity, as a member of the fire company while he or she is outside of this state unless and until he or she has first reported to the officer or firefighter in command of his or her fire department, or any company, squad or other unit thereof, engaged or to be engaged in rendering service outside this state, or has received orders or authorization from an officer of the fire department or fire company to participate in or attend authorized activities outside of this state in the same manner as resident members of the fire company.

10. A person shall not be eligible to volunteer membership in more than one fire company at one time.

11. The term "contract for fire protection" as used in this section means one under which a cash consideration is received by the village or by the fire department or a fire company thereof for the furnishing of fire protection to an area outside the village. Any such contract shall be deemed in full force and effect for the purposes of this section if negotiations are pending for the renewal thereof.

12. In a village where there is no board of fire commissioners, the board of trustees shall have the powers and perform the duties of such board which are prescribed in this section.

13. The provisions of this section shall not be deemed to authorize the election of any person as a member of a fire company or the continuance of membership in a fire company as herein provided if such election or continuance of membership shall be contrary to the by-laws, rules or regulations of the fire company or of the fire department of the village.

14. A village may not adopt a local law changing, amending or superseding this section.

15. Any person:

(1) who was recognized prior to the first day of July, nineteen hundred fifty-four, as a volunteer member of any fire company of a village subject to the provisions of this article by the board of trustees or board of fire commissioners of the village or by the officers and members of his fire company, and

(2) who rendered active service with such fire company prior to such date, and

(3) who was, at the time of his or her nomination for membership, a resident of the village or of territory outside of the village which was afforded fire protection by the fire department of the village, or any fire company thereof, pursuant to a contract for fire protection, shall for all purposes in law be considered to have been duly nominated and appointed to

4 membership in such fire company as of the date of such appointment, if any, and, if none, then as of the date of such nomination; notwithstanding that there may have been some legal defect in such nomination, or the proceedings precedent thereto, or a failure of the board of fire commissioners or board of trustees to appoint such member, as provided by law in force at the time of such nomination, and the status of such person as a volunteer firefighter as of the date of such appointment or nomination is hereby legalized, validated and confirmed. An election to membership in a fire company shall be deemed equivalent to a nomination for membership for the purposes of this subdivision in the event that a formal nomination for membership was never presented to a board of fire commissioners or board of trustees as provided by the law in force prior to the first day of July, nineteen hundred fifty-four, and, for the purposes of this subdivision, such election, and the proceedings precedent thereto, shall be considered to have been held and conducted in the manner required by law. This subdivision shall not apply to a person, if any, whose volunteer membership in a fire company was declared invalid by a court of competent jurisdiction prior to the first day of January, nineteen hundred fifty-five.

16. Any person:

(1) who was recognized on and after the first day of July, nineteen hundred fifty-four and prior to the first day of January, two thousand eleven, as a volunteer member of any fire company of a village subject to the provisions of this article by the board of trustees or board of fire commissioners of the village or by the officers and members of his fire company, and

(2) who rendered active service with such fire company between such dates, and

(3) who was, at the time of his or her election to membership, a resident of the village or of territory outside the village which was afforded fire protection by the fire department of the village, or any fire company thereof, pursuant to a contract for fire protection, or who was a non-resident who was elected to membership or who was continued as a member, pursuant to the provisions of subdivisions five or six of this section, shall for all purposes in law be considered to have been duly elected and approved, or continued, as a member in such fire company as of the date of such approval, if any, and, if none, then as of the date of such election or, in the case of a continuance, as of the date of the approval, if any, by the board of fire commissioners or the board of trustees, and, if none, as of the date of authorization of continuance by the fire company; notwithstanding that there may have been some legal defect in such election, or the proceedings precedent thereto, or a failure of the board of fire commissioners or board of trustees to approve such member, or approve the continuance of membership of such member, as provided by the law in force at the time of such election, or continuance, and the status of such person as a volunteer firefighter as of the date is hereby legalized, validated and confirmed. This subdivision shall not apply to a person, if any, whose volunteer membership in a fire company was disapproved by the board of trustees or board of fire commissioners or declared invalid by a court of competent jurisdiction prior to the first day of January, two thousand eleven.

17. (a) It shall be an unlawful discriminatory practice for any volunteer fire department or fire company, through any member or members thereof, officers, board of fire commissioners or other body or office having power of appointment of volunteer firefighters in any fire department or fire company pursuant to this section, because of the race, creed, color, national origin, sex or marital status of any individual, to exclude or to expel from its volunteer membership such individual, or to discriminate against any of its members because of the race, creed, color, national origin, sex or marital status of such volunteer members.

(b) Any person claiming to be aggrieved by an unlawful discriminatory practice pursuant to this section may by himself or his attorney at law make, sign and file with the state division of human rights, a verified complaint which shall set forth the particulars of the alleged unlawful discriminatory practice and contain such other information as the division of human rights may require. The division shall thereupon cause to be made an investigation and disposition of the charges pursuant to the provisions of article fifteen of the executive law.

18. A person who has been convicted of arson in any degree shall not be eligible to be elected or appointed as a volunteer member of a fire company. The membership of any volunteer member of a fire company shall immediately

terminate if he is convicted of arson in any degree while a member of a fire company.

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19. Upon application by any person for membership in a fire company operating pursuant to this section, the fire chief shall cause the applicant's background to be checked pursuant to section eight hundred thirty-seven-o of the executive law for a criminal history involving a conviction for arson and conviction of a crime which requires the person to register as a sex offender under article six-C of the correction law. Where such criminal history information includes conviction of a crime which requires the person to register as a sex offender under article six-C of the correction law, a fire company shall determine whether or not such person shall be eligible to be elected or appointed as a volunteer member of such fire company. Such determination shall be made in accordance with the criteria established in sections seven hundred fifty-two and seven hundred fifty-three of the correction law.

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

The U.S. Constitution requires that everyone living in the United States is counted every 10 years *-we all count.*

<https://2020census.gov/en/who-to-count.html>

4
VILLAGE OF TARRYTOWN FIRE DEPARTMENT

OF THE

VILLAGE OF TARRYTOWN, NEW YORK

CONSTITUTION AND BY-LAWS

AS AMENDED

2002, 2004, 2008, 2009, 2013, 2014, 2016, 2017



BY-LAWS

ARTICLE 1

MEMBERSHIP

Section 1

To be eligible for membership in the Tarrytown Fire Department a candidate must be a minimum of sixteen (16) years of age, any candidate under the age of twenty-one needs written consent of a parent/guardian and must have a physician sign off stating that the applicant is fit to perform fire duty. Applicant must fill out and submit the NYS Arson Criminal History/Sex Offender check form and the report shall become property of the department records kept by the Secretary. Each applicant shall fall under one of the membership categories below:

- A. Active - Must be a resident of the Village of Tarrytown or a fire district protected by the Village of Tarrytown for at least thirty (30) days.
- B. Out of Village Active - Must work in the Village of Tarrytown or Fire District protected by the Village of Tarrytown Fire Department, or must live in the Villages of Sleepy Hollow, Irvington or Elmsford and be available to fight a fire or furnish any other service provided by the Tarrytown Fire Department at least five (5) days or nights per week.
- C. Transfer - Any active member of this department that wishes to change his/her company (transfer to another company) may do so without being removed from the Department rolls by meeting the following requirements:
 - a. Must have all debts (if any) paid in full and a written release from the company he/she is leaving.
 - b. Must make formal application to the desired company and have that company's membership committee approval and then be elected.
- D. Mutual-Aid Membership - In accordance with General Municipal Law §209-i the commanding officers of the Tarrytown Fire Department in their discretion to accept the services of volunteer firefighters who are not members of the Tarrytown Fire Department, on an on-going basis to assist the Tarrytown Fire Department generally, to assist its emergency fire services or other emergency scene.
 - a. Requirements - All of the following requirements must be met and turned into the commanding officers of the department.
 - i. Usual occupation or are regularly in the area served by the Tarrytown Fire Department and able to assist the Tarrytown Fire Department.
 - ii. Letter of authorization from the Chief of the mutual aid member's department.
 - iii. Copy of medical clearance, indicating interior or exterior firefighter classification.
 - iv. Copies of all Fire Certifications
 - v. Copy of fit test (Interior firefighters only)

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- b. All requirements and documentation will be reviewed by the commanding officers of the Tarrytown Fire Department and followed up by submitting to the Board of Trustees for a final approval.

Section 2

Pursuant to Section 10-1006 Paragraph 18 of Village Law of the State of New York a person who has been convicted of arson in any degree shall not be eligible to be elected or appointed as a volunteer member of a fire company.

Section 3

It shall be the duty of all new members of the Tarrytown Fire Department to take the most current Standard of Fire Training Course within their first eighteen (18) months of membership. Any new member with existing training will be evaluated by the Authority Having Jurisdiction (AHJ).

Failure to meet training standards in the specified time frame will be reviewed on a case by case basis, but may lead to new members being dropped from the active rolls.

Membership date will commence the date the Board of Fire Wardens accepts the member into the Fire Department.

Section 4

It shall be the duty of all members of the Tarrytown Fire Department to re-qualify each year with courses prescribed by the fire department in accordance with OSHA regulations.

Kathy Deufemia

From: Richard Slingerland
Sent: Friday, June 5, 2020 11:01 AM
To: Kathy Deufemia
Subject: FW: preliminary plan for Main St street closure to allow on-street tables and displays
Attachments: Outdoor tables NYS guidance 6-4-2020.pdf

Richard Slingerland
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From: Richard Slingerland
Sent: Thursday, June 4, 2020 3:39 PM
To: Stephanie Rodnick <srodnick@sleepyhollowtarrytownchamber.com>
Cc: Suzanne Stephans <suzannestephans@gmail.com>; Philip Johnson <Philip.Johnson@ef.com>; Drew Fixell <dfixell@tarrytowngov.com>; Karen Brown <kBrown@tarrytowngov.com>; Joshua Ringel <Jringel@tarrytowngov.com>; JoAnne Murray <jmurray@allanblockinsurance.com>; alberta <alberta@piknikbbq.com>; Dan Pennella <DPennella@tarrytowngov.com>; Heather Reid <consigntrilogy@gmail.com>
Subject: RE: preliminary plan for Main St street closure to allow on-street tables and displays

So we just got this communication yesterday via the Governor's comments, and through the Chamber as well. Outdoor Dining has been moved up to Phase 2, which is effective June 9th, Tuesday.

At this time, the Board is okay with us proceeding with a Main Street Downtown closure plan to allow businesses to put tables and chairs, and perhaps displays and tables, out into the sidewalk and in the parking spot areas.

To work on this ASAP, we are having a meeting via Zoom scheduled for 4:30 p.m. I also met in the field with all of the involved Department Heads (Police, DPW, Building, Fire) to discuss and hear their concerns.

Times:

Starting dates (unless changed) will be June 12th from 5 p.m. to 9 p.m. (actual closure from 4 p.m. to 10 p.m.), and June 13th from 4 p.m. to 10 p.m. (actual closure from 3 p.m. to 11 p.m.)

Location:

Right now the closure plan is Main Street, from Broadway to Windle Park. However, talking with La Perla Poblana and Goldberg's Hardware, and I expect the same will apply for Main St. Pizza, most of their business is pick-up/take out or delivery, or by car, so perhaps it might be best if we only close Main Street from Broadway to Washington Street. That was closer to my original recommendation of closing between Washington and John – keep in mind this is a work in progress.

We want to work together to develop a safe and realistic plan for the closure of the street, so as to do this in an orderly way. I would also recommend we review this after the first weekend to see what worked, and what might need to be changed/amended.

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Right now, no business/restaurant has their sidewalk café application(s) approved yet, but we have 12 to 14 applications in. Dan P. will be working to authorize these on an quick turnaround basis. Keep in mind we need the insurance certificate naming the Village additionally insured from each business that wants to participate.

A new rule that applies relates to the social distancing requirement is – there must be 6-feet between chairs at tables to chairs at the next tables, not just 6-feet between tables. So you can have 2, 4, 6 chairs at a table, but the distance from chairs at one table to chairs at the next table must be 6-feet. The only way this may be reduced is if businesses set up barriers between tables that must be at least 5-feet in height.

Here are our rough plans at this moment. I'm also including the 13-pages of requirements from the State:

At the Thursday, May 28th Work Session, the Board discussed the Village of Tarrytown Small Business Recovery Strategy. We've talked about closing the street on Main Street, and allowing some of the businesses to extend their tables and/or displays out into the parking spots.

Outdoor tables

- This is not a street fair (no outside vendors or food trucks and no performers or anything like that). This is only to help the Tarrytown businesses.
- This is weather dependent – if we see it's going to rain the next day in the timeframe we're working with, we'll cancel 24-hours in advance.
- Marking off some walking areas would be done with steel barricades, but not in a continuous solid line – we don't have enough
- If we need to do chalk lines, I'd have them snap a chalk line between two points because that would be the straightest way to do it. This will become time consuming.
- Businesses would only be allowed to set up tables and chairs on village property (sidewalks and road) in front of their business, OR in space that they have arranged to access through the Village, such as in front of a neighboring business.
- 6-foot distances – between chairs at different tables – would be required. So the tables will actually be very spread out.
- Do we need port-o-sans (one or two)?
- Should we put a few "open seating" picnic tables in front of stores that are closed, like the Real Estate office by the liquor store, or by Lubins & Links, or the Jewelers? This becomes more time consuming and a greater expense as we'll need more staff.

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The U.S. Constitution requires that everyone living in the United States is counted every 10 years -we all count.

<https://2020census.gov/en/who-to-count.html>



INTERIM GUIDANCE FOR OUTDOOR AND TAKE-OUT/DELIVERY FOOD SERVICES DURING THE COVID-19 PUBLIC HEALTH EMERGENCY

When you have read this document, you can affirm at the bottom.

As of June 3, 2020

Purpose

This Interim Guidance for Outdoor and Take-Out/Delivery Food Services during the COVID-19 Public Health Emergency ("Interim COVID-19 Guidance for Outdoor and Take-Out/Delivery Food Services") was created to provide owners/operators of outdoor and take-out/delivery food services sites and their employees and contractors with precautions to help protect against the spread of COVID-19 as outdoor and take-out/delivery food services sites reopen.

This guidance applies to all restaurants and food services establishments, including food trucks, and other food concessions. In regions that have not yet reached Phase 1 or are in Phase 1, such establishments may only operate by take-out and delivery. In regions that have reached Phase 2, such establishments may open outdoor spaces with seating for customers (i.e. dining and bar spaces indoors cannot open to customers), provided customers can be seated at tables that are appropriately distanced. Furthermore, restaurants with outdoor bar seating can open the area, provided customers can be distanced appropriately. Consumption of any dine-in food and/or beverage must occur at tables or bar tops in these outdoor spaces.

These guidelines are minimum requirements only and any employer is free to provide additional precautions or increased restrictions. These guidelines are based on the best-known public health practices at the time of Phase 2 of the State's reopening, and the documentation upon which these guidelines are based can and does change frequently. The Responsible Parties – as defined below – are accountable for adhering to all local, state and federal requirements relative to outdoor and take-out/delivery food services. The Responsible Parties are also accountable for staying current with any updates to these requirements, as well as incorporating same into any outdoor and take-out/delivery food service operations and/or Site Safety Plan.

The Centers of Disease Control and Prevention, U.S. Food and Drug Administration, and United States Department of Labor's Occupational Safety and Health Administration are not aware of any reports that suggest that COVID19 can be transmitted through food. Therefore, adherence to NYS Sanitary Codes for food service establishments along with additional requirements identified as part of these guidelines are expected to be sufficiently protective against COVID-19.

Background

On March 7, 2020, Governor Andrew M. Cuomo issued Executive Order 202, declaring a state of emergency in response to COVID-19. Community transmission of COVID-19 has occurred throughout New York. To minimize further spread, social distancing of at least six feet must be maintained between individuals, where possible.

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On March 16, 2020, Governor Cuomo issued Executive Order 202.3, restricting all on-premises consumption of food and beverage at eating and drinking establishments statewide.

On March 20, 2020, Governor Cuomo issued Executive Order 202.6, directing all non-essential businesses to close in-office personnel functions. Essential businesses, as defined by Empire State Development Corporation (ESD) guidance, were not subject to the in-person restriction, but were, however, directed to comply with the guidance and directives for maintaining a clean and safe work environment issued by the New York State Department of Health (DOH), and were strongly urged to maintain social distancing measures to the extent possible.

On April 12, 2020, Governor Cuomo issued Executive Order 202.16, directing essential businesses to provide employees, who are present in the workplace, with a face covering, at no-cost, that must be used when in direct contact with customers or members of the public during the course of their work. On April 15, 2020, Governor Cuomo issued Executive Order 202.17, directing that any individual who is over age two and able to medically tolerate a face-covering must cover their nose and mouth with a mask or cloth face-covering when in a public place and unable to maintain, or when not maintaining, social distance. On April 16, 2020, Governor Cuomo issued Executive Order 202.18, directing that everyone using public or private transportation carriers or other for-hire vehicles, who is over age two and able to medically tolerate a face covering, must wear a mask or face covering over the nose and mouth during any such trip. It also directed any operators or drivers of public or private transport to wear a face covering or mask which covers the nose and mouth while there are any passengers in such a vehicle. On May 29, 2020, Governor Cuomo issued Executive Order 202.34, authorizing business operators/owners with the discretion to deny admittance to individuals who fail to comply with the face covering or mask requirements.

On April 26, 2020, Governor Cuomo announced a phased approach to reopen industries and businesses in New York in phases based upon a data-driven, regional analysis. On May 4, 2020, the Governor provided that the regional analysis would consider several public health factors, including new COVID-19 infections, as well as health care system, diagnostic testing, and contact tracing capacity. On May 11, 2020, Governor Cuomo announced that the first phase of reopening would begin on May 15, 2020 in several regions of New York, based upon available regional metrics and indicators.

In addition to the following standards, both essential and non-essential businesses must continue to comply with the guidance and directives for maintaining clean and safe work environments issued by the DOH.

Please note that where guidance in this document differs from other guidance documents issued by New York State, the more recent guidance shall apply.

Standards for Responsible Outdoor and Take-out/Delivery Food Services in New York State

No outdoor or take-out/delivery food service operation can occur without meeting the following minimum State standards, as well as applicable federal requirements, including but not limited to such minimum standards of the Americans with Disabilities Act (ADA), Centers for Disease Control and Prevention (CDC), Environmental Protection Agency (EPA), and United States Department of Labor's Occupational Safety and Health Administration (OSHA).

The State standards contained within this guidance apply to all outdoor and take-out/delivery food services in operation during the COVID-19 public health emergency until rescinded or amended by the State. The operator of the outdoor or take-out/delivery food service site, or another party as may be designated by the operator (in either case, "the Responsible Parties"), shall be responsible for meeting these standards.

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The following guidance is organized around three distinct categories: people, places, and processes.

I. PEOPLE

A. Physical Distancing

- For the purposes of this guidance, “outdoor space” is defined as an open air space without a fixed roof (besides a temporary or seasonal awning or cover). Within such outdoor space, all tables with seats must be at least six feet from any other table, seat, patron, or pedestrian thoroughfare or corridor.
- Responsible Parties must ensure an indoor capacity to accommodate patrons who may need to enter or exit through the indoor space to access the outdoor seating, restroom(s), or payment location and allow such access and egress in a socially distanced manner.
 - Responsible Parties should ensure that a distance of at least six feet is maintained among workers at all times, unless the core activity requires a shorter distance (e.g. cooking, cleaning, clearing tables, maintenance). Regardless of physical distance, Responsible Parties must ensure all employees wear an acceptable face covering at all times. Patrons must also wear face coverings at all times, except while seated; provided, however, that the patron is over the age of two and able to medically tolerate such covering.
 - Acceptable face coverings for COVID-19 include but are not limited to cloth-based face coverings and disposable masks that cover both the mouth and nose.
 - However, cloth, disposable, or other homemade face coverings are not acceptable face coverings for workplace activities that typically require a higher degree of protection for personal protective equipment (PPE) due to the nature of the work. For those activities, N95 respirators or PPE used under existing industry standards should continue to be used, as is defined in accordance with OSHA guidelines.
- Responsible Parties must ensure that outdoor capacity is limited to the number of tables that can be safely and appropriately arranged such that each table is a minimum of six feet away from another.
- Responsible Parties must ensure that outdoor tables with seating for customers are separated by a minimum of six feet in all directions. Wherever distancing is not feasible between tables, Responsible Parties must enact physical barriers between such tables. The physical barriers must be at least five feet in height and must not block emergency and/or fire exits.
 - Responsible Parties may allow customers to sit at outdoor bar areas, provided a distance of at least six feet can be maintained between parties (i.e. groups of patrons).
 - Responsible Parties must ensure that bar area staff keep a distance of at least six feet between each other and/or customers, when possible.
- Responsible Parties may seat as many individuals at a single table as the table allows, with a maximum of 10 individuals per table.
 - Individuals seated at a table must be members of the same party but may be from different households.
 - Communal tables in which multiple parties are seated at the same large table are only permitted if a distance of at least six feet can be maintained between the parties.

- Responsible Parties must ensure indoor dining and seating areas are closed to customers and are not used.
 - Responsible Parties may offer restroom access to customers, provided that social distancing is promoted within and while waiting for restrooms.
- Responsible Parties may modify the use and/or restrict the number of work stations and employee seating areas, so that employees are at least six feet apart in all directions (e.g. side-to-side and when facing one another) and are not sharing areas without cleaning and disinfection between use. When distancing is not feasible (e.g. pick-up stations, cash registers), Responsible Parties may enact physical barriers (e.g. plastic shielding walls) in areas where they would not affect air flow, heating, cooling, or ventilation) and must not block emergency and/or fire exits.
 - If used, physical barriers should be put in place in accordance with OSHA guidelines.
 - Physical barrier options may include: strip curtains, plexiglass or similar materials, or other impermeable dividers or partitions.
- Responsible Parties should prohibit the use of small spaces (e.g. freezers or storage rooms) by more than one individual at a time, unless all employees in such space at the same time are wearing acceptable face coverings. However, even with face coverings in use, occupancy must never exceed 50% of the maximum capacity of the space, unless it is designed for use by a single occupant. Responsible Parties should increase ventilation with outdoor air to the greatest extent possible (e.g. opening windows and doors to kitchen), while maintaining safety protocols.
- Responsible Parties should put in place measures to reduce bi-directional foot traffic using tape or signs with arrows in narrow aisles, hallways, or spaces, and post signage and distance markers denoting spaces of six feet in all commonly used areas and any areas in which lines are commonly formed or people may congregate (e.g. clock in/out stations, health screening stations, breakrooms).
 - Responsible Parties must clearly signal six foot spacing in:
 - Any lines for customers waiting to order, pick up food, be seated, or use the restroom (e.g. by using tape); and
 - Any pick-up or payment location (e.g. counter, table, register).
- Responsible Parties must designate entrances/exits for customers and separate entrances/exits for employees, where possible.
- Responsible Parties should encourage customers to wait in their car or outside at an appropriate social distance until food is ready to be picked up or they are ready to be seated.
- Responsible Parties should encourage customers to place remote orders online or by phone.
- Where possible, Responsible Parties should allow for contactless order, payment, delivery, and pick-up and/or implement curbside pick-up.
 - When contactless payment is not feasible, Responsible Parties should minimize the use of billfolds and present paper receipts only.
- Responsible Parties should consider allowing customers that will be seated to order ahead of time to limit the amount of time spent in the establishment.
- Responsible Parties must post signs throughout the site, consistent with DOH COVID-19 signage. Responsible Parties can develop their own customized signage specific to their workplace or setting,

provided that such signage is consistent with the Department's signage. Signage should be used to remind employees and patrons to:

- Cover their nose and mouth with a mask or cloth face-covering.
- Properly store and, when necessary, discard PPE.
- Adhere to physical distancing instructions.
- Report symptoms of or exposure to COVID-19, and how they should do so.
- Follow hand hygiene and cleaning and disinfection guidelines.
- Follow appropriate respiratory hygiene and cough etiquette.

B. Gatherings in Enclosed Spaces

- Responsible Parties must limit in-person gatherings (e.g. staff meetings) to the greatest extent possible and use other methods such as video or teleconferencing whenever possible, per CDC guidance "[Interim Guidance for Businesses and Employers to Plan and Respond to Coronavirus Disease 2019 \(COVID-19\)](#)". When videoconferencing or teleconferencing is not possible, Responsible Parties should hold meetings in open, well-ventilated spaces and ensure that individuals maintain six feet of social distance between one another (e.g. if there are chairs, leave space between chairs, have employees sit in alternating chairs).
- Responsible Parties should consider closing non-essential amenities and communal areas that promote gathering or are high-touch (e.g. vending machines, communal coffee machines).
- Responsible Parties must put in place practices for adequate social distancing in small areas, such as restrooms and breakrooms, and should develop signage and systems (e.g. flagging when occupied) to restrict occupancy when social distancing cannot be maintained in such areas.
 - Responsible Parties operating food trucks should implement such practices to the extent practicable.
- Responsible Parties should stagger schedules for their employees to observe social distancing (i.e. six feet of space) for any gathering (e.g. breaks, meals, shift starts/stops).

C. Workplace Activity

- Responsible Parties must take measures to reduce interpersonal contact and congregation, through methods such as:
 - Limiting in-person presence to only those staff who are necessary;
 - adjusting workplace hours;
 - reducing on-site workforce to accommodate social distancing guidelines;
 - shifting design (e.g. A/B teams, staggered arrival/departure times);
 - prioritizing tasks that allow for social distancing over those that do not;
 - avoiding multiple crews and/or teams working in one area by staggering scheduled tasks and using signs to indicate occupied areas; and/or
 - segmenting and batching activities, where possible, so individuals can adhere to social distancing and reduce the number of hands touching equipment at the same time.

- Where practicable, Responsible Parties should discourage food preparation employees from changing or entering others' work stations during shifts, unless they are appropriately cleaned and/or disinfected, as appropriate.
- Responsible Parties should designate discrete work zones for servers, where possible. Servers should serve specific zones in the restaurant to minimize overlap.
- Responsible Parties should encourage customer reservations for seating, where practicable, to reduce the congregation of patrons waiting to be seated and served.
 - Responsible Parties must not provide customers with devices (e.g. buzzers) to provide alerts that seating or an order is available, unless such devices are thoroughly cleaned and disinfected between each use.
 - Responsible Parties are encouraged to use audio announcements, text messages, or notices on screens to communicate with customers awaiting an order or seating.

D. Movement and Commerce

- Responsible Parties must establish designated areas for vendor pickups and/or deliveries, limiting contact to the extent possible.
- Responsible Parties should limit on-site interactions (e.g. designate an egress for workers leaving their shifts and a separate ingress for workers starting their shifts) and movements (e.g. employees should remain near their workstations as often as possible).
- For vendors that need to come on premises, Responsible Parties should ensure a one-at-a-time process, in which only one vendor delivers a product at a time, employees clean and disinfect high touch surfaces, and the next vendor can enter the premises.
- Where practicable, Responsible Parties should limit the numbers of entrances in order to (1) manage the flow of traffic into the building and (2) facilitate health screenings, as described below while remaining in compliance with fire safety and other applicable regulations.
- Develop a plan for people to maintain six feet of social distance while queuing inside or outside of the establishment for screening, as applicable.

II. PLACES

A. Kitchen Area

- Before returning to work, Responsible Parties must complete pre-return checks and assessments of kitchen systems to ensure a healthy and safe environment.
- Responsible Parties must ensure kitchen staff wear face coverings at all times.
- Responsible Parties should reconfigure kitchens to maintain six feet distance, to the extent possible.
 - Responsible Parties should stagger shifts, if possible, to do work (e.g. food prep) ahead of time.
- To the extent possible, Responsible Parties should ensure kitchen staff are dedicated to one station throughout their shift (e.g. salad or grill or desserts).

- Where applicable, Responsible Parties should establish markers in work stations and areas with tape on the floor to signal six feet distance in all directions.
- Responsible Parties should encourage kitchen staff to place items on the counter for the next person to pick up rather than pass items from hands to hands.
- Responsible Parties must minimize sharing of kitchen equipment between staff (e.g. knives, pots, rags/towels), where possible.

B. Protective Equipment

- In addition to the necessary PPE as required for certain workplace activities, Responsible Parties must procure, fashion, or otherwise obtain acceptable face coverings and provide such coverings to their employees while at work at no cost to the employee. Responsible Parties should have an adequate supply of face coverings, masks and other required PPE on hand should an employee need a replacement or should a vendor be in need. Acceptable face coverings include, but are not limited to, cloth (e.g. homemade sewn, quick cut, bandana), surgical masks, N95 respirators, and face shields.
- Face coverings must be cleaned or replaced after use and may not be shared. Please consult the CDC [guidance](#) for additional information on cloth face coverings and other types of PPE, as well as instructions on use and cleaning.
 - Note that cloth face coverings or disposable masks shall not be considered acceptable face coverings for workplace activities that impose a higher degree of protection for face covering requirements. For example, if N95 respirators are traditionally required for specific food service activities, a cloth or homemade mask would not suffice. Responsible Parties must adhere to OSHA standards for such safety equipment.
- Responsible Parties must allow their employees to use their own acceptable face coverings but cannot require their employees to supply their own face coverings. Further, this guidance shall not prevent employees from wearing their personally owned additional protective coverings (e.g. surgical masks, N95 respirators, or face shields), or if the Responsible Parties otherwise require employees to wear more protective PPE due to the nature of their work. Employers should comply with all applicable OSHA standards.
- Responsible Parties must ensure that all staff wear face coverings at all times. Responsible Parties must ensure staff practice hand hygiene and use bare hand barriers consistent with State and Local Sanitary Codes.
 - If employees wear gloves during non-food preparation activities, Responsible Parties must:
 - Ensure employees replace gloves frequently; and
 - Encourage employees to change gloves when switching tasks (e.g. serving customers to pre-rolling silverware).
 - If employees do not wear gloves, Responsible Parties must ensure employees frequently wash and/or sanitize their hands.
 - Responsible Parties must ensure that employees who are bussing tables wash their hands with soap and water and, if they are wearing gloves, replace their gloves, before and after cleaning and disinfecting tables.

- Responsible Parties must only permit customer entry into the establishment if they wear an acceptable face covering; provided, however, that the customer is over the age of two and able to medically tolerate such covering.
 - Responsible Parties should require customers to wear face coverings when not seated at a table (e.g. when waiting for pickup, placing order at counter or window, walking to/from table, walking to/from restroom).
 - Once seated, Responsible Parties should encourage, but not require customers to wear face coverings when not eating and/or drinking.
- Responsible Parties must put in place measures to limit the sharing of objects, such as kitchen tools, pens and pads, as well as the touching of shared surfaces, such as doorknobs, keypads, and touchscreens; or, require workers to wear gloves (trade-appropriate or medical) when in contact with shared objects or frequently touched surfaces; or, require workers to wash their hands before and after contact.
- Responsible Parties must train their employees on how to adequately put on, take off, clean (as applicable), and discard PPE, including but not limited to, appropriate face coverings.

B. Hygiene, Cleaning, and Disinfection

- Responsible Parties must ensure adherence to hygiene and cleaning and disinfection requirements as advised by the CDC and DOH, including "Guidance for Cleaning and Disinfection of Public and Private Facilities for COVID-19," and the "STOP THE SPREAD" poster, as applicable. Responsible Parties must maintain logs that include the date, time, and scope of cleaning and disinfection.
- Responsible Parties must provide and maintain hand hygiene stations on site, as follows:
 - For handwashing: soap, running warm water, disposable paper towels, and a lined garbage can.
 - For hand sanitizing: an alcohol-based hand sanitizer containing at least 60% alcohol for areas where handwashing facilities may not be available or practical.
 - Responsible Parties should make hand sanitizer available throughout high touch areas (e.g. outside restrooms). It should be placed in convenient locations, such as at entrances, exits, cashiers. Touch-free hand sanitizer dispensers should be installed where possible.
 - In food trucks and concessions where Responsible Parties are unable to provide running water stations, employees should wear gloves or regularly use hand sanitizing and continue to comply with federal, state, and local food handling and hygiene requirements.
- Responsible Parties should place signage near hand sanitizer stations indicating that visibly soiled hands should be washed with soap and water; hand sanitizer is not effective on visibly soiled hands.
- Place receptacles around the site for disposal of soiled items, including PPE.
- For take-out/delivery, Responsible Parties must:
 - Provide hand hygiene stations for customers waiting for food and/or drinks;
 - Ensure staff wash hands with soap and water or use hand sanitizer, and, if staff use gloves, regularly replace them; and
 - Ensure, if pick-up/delivery is in indoors/enclosed space, windows and/or doors are opened to allow for ventilation.

- Responsible Parties must provide appropriate cleaning and disinfection supplies for shared and frequently touched surfaces and encourage their employees to use these supplies following manufacturer's instructions for use before and after use of these surfaces, followed by hand hygiene.
- Responsible Parties must conduct regular cleaning and disinfection of the site and more frequent cleaning and disinfection for high risk areas used by many individuals and for frequently touched surfaces. Cleaning and disinfection must be rigorous and ongoing and should occur at least after each shift, daily, or more frequently as needed. Please refer to DOH's "[Interim Guidance for Cleaning and Disinfection of Public and Private Facilities for COVID-19](#)" for detailed instructions on how to clean and disinfect facilities.
 - Responsible Parties must ensure regular cleaning and disinfection of restrooms. Restrooms should be cleaned and disinfected more often depending on frequency of use.
 - Responsible Parties must ensure distancing rules are adhered to by using signage, occupied markers, or other methods to reduce restroom capacity where feasible.
 - Responsible Parties must ensure that equipment and tools are regularly cleaned and disinfected using registered disinfectants, including at least as often as employees change workstations or move to a new set of tools. Refer to the Department of Environmental Conservation (DEC) [list of products](#) registered in New York State and identified by the EPA as effective against COVID-19.
 - If cleaning or disinfection products or the act of cleaning and disinfecting causes safety hazards or degrades the material or machinery, Responsible Parties must put in place hand hygiene stations for between use and/or supply disposable gloves and/or limitations on the number of employees using such machinery.
 - Responsible Parties must provide for the cleaning and disinfection of exposed areas in the event an individual is confirmed to have COVID-19, with such cleaning and disinfection to include, at a minimum, all heavy transit areas and high-touch surfaces (e.g. shared tools, equipment, machines, work stations, keypads, telephones).
- CDC guidelines on "[Cleaning and Disinfecting Your Facility](#)" if someone is suspected or confirmed to have COVID-19 are as follows:
 - Close off areas used by the person suspected or confirmed to have COVID-19.
 - Affected areas need to be close off and cleaned and disinfected.
 - If an employee of a food truck is suspected or confirmed to have COVID-19, the food truck must be closed until cleaned and disinfected.
 - Open outside doors and windows to increase air circulation in the area.
 - Wait 24 hours before you clean and disinfect. If 24 hours is not feasible, wait as long as possible.
 - Clean and disinfect all areas used by the person suspected or confirmed to have COVID-19, such as offices, bathrooms, common areas, and shared equipment.
 - Once the area has been appropriately cleaned and disinfected, it can be reopened for use.
 - Workers without close or proximate contact with the person who is suspected or confirmed to have COVID-19 can return to the work area immediately after cleaning and disinfection.
 - Refer to DOH's "[Interim Guidance for Public and Private Employees Returning to Work Following COVID-19 Infection or Exposure](#)" for information on "close or proximate" contacts.

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- If more than seven days have passed since the person who is suspected or confirmed to have COVID-19 visited or used the facility, additional cleaning and disinfection is not necessary, but routine cleaning and disinfection should continue.
 - Responsible Parties must prohibit employees sharing food and beverages among themselves, encourage bringing lunch from home, and reserve adequate space for employees to observe social distancing while eating meals.
 - Responsible Parties must ensure that all condiments provided directly to customers be in single-use disposable containers or reusable containers that are regularly cleaned and disinfected, ideally between each party's use.
 - Responsible Parties should ensure that guests are provided with single use, paper, disposable menus and/or that menus are displayed on white boards/chalk boards/televisions/projectors, where possible. If non-disposable menus are used, Responsible Parties must clean and disinfect the menus between each party's use.
 - Responsible Parties should encourage customers to view menus online (e.g. on their own smartphone or electronic device) where possible.
 - Responsible Parties must use pre-packaged silverware or pre-rolled silverware. Silverware must be pre-rolled while wearing masks and gloves.
 - Responsible Parties must not offer or otherwise provide unwrapped straws and toothpicks.

C. Phased Reopening

- Responsible Parties are encouraged to phase-in reopening activities so as to allow for operational issues to be resolved before production or work activities return to normal levels. Responsible Parties should consider limiting the number of employees, hours, and number of customers available to be served when first reopening so as to provide operations with the ability to adjust to the changes.

D. Communications Plan

- Responsible Parties must affirm that they have reviewed and understand the state-issued industry guidelines, and that they will implement them.
- Responsible Parties should develop a communications plan for employees, vendors, and customers that includes applicable instructions, training, signage, and a consistent means to provide employees with information. Responsible Parties may consider developing webpages, text and email groups, and social media.

III. PROCESSES

A. Screening and Testing

- Responsible Parties must implement mandatory daily health screening practices of their employees and, where practicable, vendors, but such screening shall not be mandated for customers and delivery personnel.

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- Screening practices may be performed remotely (e.g. by telephone or electronic survey), before the employee reports to the site, to the extent possible; or may be performed on site.
- Screening should be coordinated to prevent employees from intermingling in close or proximate contact with each other prior to completion of the screening.
- At a minimum, screening should be required of all employees and vendors completed using a questionnaire that determines whether the employee or vendor has:
 - (a) knowingly been in close or proximate contact in the past 14 days with anyone who has tested positive for COVID-19 or who has or had symptoms of COVID-19;
 - (b) tested positive for COVID-19 in the past 14 days; and/or
 - (c) has experienced any symptoms of COVID-19 in the past 14 days.
- Responsible Parties cannot mandate that customers complete a health screen or provide contact information but may encourage customers to do so. Responsible Parties may provide an option for customers to provide contact information so they can be logged and contacted for contact tracing, if necessary.
- Refer to CDC guidance on "[Symptoms of Coronavirus](#)" for the most up to date information on symptoms associated with COVID-19.
- Responsible Parties should require employees to immediately disclose if and when their responses to any of the aforementioned questions changes, such as if they begin to experience symptoms, including during or outside of work hours.
- In addition to the screening questionnaire, daily temperature checks may also be conducted per U.S. Equal Employment Opportunity Commission or DOH guidelines. Responsible Parties are prohibited from keeping records of employee health data (e.g. temperature data).
- Responsible Parties must ensure that any personnel performing screening activities, including temperature checks, are appropriately protected from exposure to potentially infectious workers or vendors entering the site. Personnel performing screening activities should be trained by employer-identified individuals who are familiar with CDC, DOH, and OSHA protocols.
- Screeners should be provided and use PPE, including at a minimum, a face mask, and may include gloves, a gown, and/or a face shield.
- An employee or vendor who screens positive for COVID-19 symptoms should not be allowed to enter the premises and should be sent home with instructions to contact their healthcare provider for assessment and testing. Responsible Parties must immediately notify the state and local health department where the site is located about any positive case. Responsible Parties should provide the employee with information on healthcare and testing resources.
- Responsible Parties must review all employee and vendor responses collected by the screening process on a daily basis and maintain a record of such review. Responsible Parties must also identify a contact as the party for workers to inform if they later are experiencing COVID-19-related symptoms, as noted in the questionnaire.
- Responsible Parties must designate a site safety monitor whose responsibilities include continuous compliance with all aspects of the site safety plan.

- To the extent possible, Responsible Parties should maintain a log of every person, including workers and vendors, who may have close or proximate contact with other individuals at the work site or area; excluding customers and deliveries that are performed with appropriate PPE or through contactless means. The log should contain contact information, such that all contacts may be identified, traced and notified in the event an employee is diagnosed with COVID-19. Responsible Parties must cooperate with state and local health department contact tracing efforts.
 - Responsible Parties cannot mandate that customers complete a health screen or provide contact information but may encourage customers to do so.
- Responsible Parties should refer to DOH's "Interim Guidance for Public and Private Employees Returning to Work Following COVID-19 Infection or Exposure" regarding protocols and policies for employees seeking to return to work after a suspected or confirmed case of COVID-19 or after the employee had close or proximate contact with a person with COVID-19.

B. Tracing and Tracking

- Responsible Parties must notify the state and local health department immediately upon being informed of any positive COVID-19 test result by a worker at their site.
- Responsible Parties must designate a site safety monitor whose responsibilities include continuous compliance with all aspects of the site safety plan.
- In the case of an employee, vendor, or customer who interacted at the business testing positive, the Responsible Parties must cooperate with the state and local health department to trace all contacts in the workplace, and the health department where the site is located must be notified of all employees logged and vendors/customers (as applicable) who entered the food service location dating back 48 hours before the individual first experienced COVID-19 symptoms or tested positive, whichever is earlier. Confidentiality must be maintained as required by federal and state law and regulations.
- Local health departments may, under their legal authority, implement monitoring and movement restrictions of infected or exposed persons including home isolation or quarantine.
- Individuals who are alerted that they have come into close or proximate contact with a person with COVID-19, and have been alerted via tracing, tracking or other mechanism, are required to self-report to their employer at the time of alert and shall follow the protocol described and referenced above.

IV. EMPLOYER PLANS

Responsible Parties must conspicuously post completed safety plans on site. The State has made available a business reopening safety plan template to guide business owners and operators in developing plans to protect against the spread of COVID-19.

Additional safety information, guidelines, and resources are available at:

New York State Department of Health Novel Coronavirus (COVID-19) Website
<https://coronavirus.health.ny.gov/>

Centers for Disease Control and Prevention Coronavirus (COVID-19) Website
<https://www.cdc.gov/coronavirus/2019-ncov/index.html>

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Kathy Deufemia

From: Richard Slingerland
Sent: Friday, June 5, 2020 11:05 AM
To: Kathy Deufemia
Cc: Joshua Ringel
Subject: FW: Pools!
Attachments: IMG_1459.jpg; ATT00001.txt

Attached please find an article from the Journal News noting that Westchester County is planning to open pools starting on Friday, June 26th. In light of this, I'd like to recommend that we start moving ahead along the same lines, and deadlines. This will require a lot of work in a short time.

*Pools will be required to operate at 50% of capacity *People will be required to socially distance except from the same family unit *The County is having two "sessions" of pool time, from 11 a.m. to 2 p.m., and from 3 p.m. to 6 p.m. In light of these times, I'd suggest we hold sessions of 12-3 p.m. and 4 p.m. to 7 p.m., or something along those lines, depending on the typical hours *locker rooms and showers are not allowed to be opened, but bathrooms and toilets are allowed to be opened, with regular sanitizing *We'll need to get the pool filled and pool equipment up and running *We'll need to get lifeguards and pool attendants hired, so I'll ask Joe and Mike to start reaching out to people to see if they want to come back to work.

*I would not recommend any increases in lifeguard rates this year *I would not recommend any increases or decreases in pool fees this year *Don't forget we're paying lifeguards and pool attendants.

*Last year we had camp from 9 to 11 a.m., and then pool from 12 Noon to 8 p.m. most nights, with maybe an earlier closure at 7 p.m. on Sundays.

*Since we don't have camp, we could open the pool at 9 a.m. Keep in mind that most mornings it's cool in the morning until the sun warms things up, so not that many people want to swim during earlier hours.

*An option to add/amend shifts could be: 9 a.m. to 12 Noon, 12:30 to 3:30, and then 4 p.m. to 7 p.m. or even 7:30 p.m. The intent of the different shifts is to allow as many people as possible the chance to go to the pool, and then allow time for staff to sanitize/wipe things down.

*If we have all of the chairs out, we'll need to have employees sanitize them after each use (hence the pool attendants) - they'd be turned upside down unless they were used, so we could track which ones needed to be sanitized.

*Allowable capacity for the entire pool area is 217, so 50% would limit it down to 108. Social distancing must be maintained, so we'll have to see if that is reduced further.

*Also, we could have the Pool Attendants serve two purposes, performing wipe-downs of the chairs and things in the pool area, and then wiping down the equipment after use in the Fitness Center, once that's allowed to open in Phase 4, which is July 7th.

*Much depends on whether kids want to work, and they are allowed to work, but we do have quite a number of young people who have contacted us asking when the pool will open and if we're hiring.

Respectfully submitted,

Rich

Richard Slingerland
Village Administrator
Village of Tarrytown
One Depot Plaza
Tarrytown, New York 10591
914-631-1785

4 public pools in Westchester to open later this summer; coronavirus cases declining

David Propper

Rockland/Westchester Journal News
USA TODAY NETWORK

Every county-owned pool in Westchester but Playland's will open this summer, County Executive George Latimer announced Thursday afternoon.

During his daily briefing, Latimer said with some restrictions in place due to COVID-19, the pools at Saxon Woods Park in White Plains and Sprain Ridge Park in Yonkers would open June 26 and the pools at Tibbetts Brook Park in Yonkers and Willson's Woods Park in Mount Vernon would open July 3, Latimer said.

The pool at Playland Park must stay closed because it is near a beachfront, Latimer said, which is following state requirements. The beach at Playland is open, though the amusement park remains closed because of state guidelines.

The pool facilities must only fill to 50 percent maximum occupancy, Latimer said. There will be two public pool sessions daily: 11 a.m. to 2 p.m., and then again 3 to 6 p.m. after an hour of disinfecting is performed, Latimer said.

"It will be first come, first serve entry," Latimer said.

Social distancing must continue and masks must be worn when a person can't stay six feet away from another. Masks are not required while in the pool, Latimer said.

Some features at the pools, including slides and aqua parks, will be off-limits, Latimer said. He added that concession stands and locker rooms will not be open, but restrooms will be available and constantly sanitized.

The expected opening comes after county officials wondered if any county-owned pools would be used during the coronavirus pandemic. The two county beaches have been open to county residents only.

On June 26, those two county-owned beaches will follow their typical summer schedules. Croton Point Park beach will be open Thursday-Sunday and Playland beach will be open every day but Monday.

The county wants to keep people cool while avoiding a spike in COVID-19 cases, Latimer said.

"Hopefully we'll give people some relief because the hot weather is here and it's going to come and it's going to get worse," Latimer said.

The news came as the coronavirus threat continues to wane in Westchester with 1,094 active COVID-19 cases.

Overall, 33,767 residents have tested positive, an

increase of 76 from the day before, Latimer said. The county has tested 171,868 residents for COVID-19.

There have been 1,385 deaths from the virus with four people dying overnight, Latimer said.

Here are the cases by municipality as of Thursday. Because of the lag between the total number of cases confirmed by the state and the tally of cases by town, the municipality numbers are lower than the county's known cases.

- Ardsley 92
- Bedford 244
- Briarcliff Manor 94
- Bronxville 64
- Buchanan 33
- Cortlandt 789
- Croton-on-Hudson 170
- Dobbs Ferry 305
- Eastchester 439
- Elmsford 192
- Greenburgh 1,119
- Harrison 389
- Hastings-on-Hudson 120
- Irvington 79
- Larchmont 66
- Lewisboro 101
- Mamaroneck Town 165
- Mamaroneck Village 407
- Mount Kisco 274
- Mount Pleasant 560
- Mount Vernon 2,628
- New Castle 179
- New Rochelle 2,895
- North Castle 195
- North Salem 133
- Ossining Town 150
- Ossining Village 1,032
- Peekskill 928
- Pelham 156
- Pelham Manor 103
- Pleasantville 117
- Port Chester 1,219
- Pound Ridge 27
- Rye Brook 175
- Rye City 201
- Scarsdale 350
- Sleepy Hollow 365
- Somers 349
- Tarrytown 272
- Tuckahoe 132
- White Plains 1,748
- Yonkers 6,842
- Yorktown 639



VILLAGE OF TARRYTOWN

One Depot Plaza, Tarrytown, New York 10591-3605

www.tarrytowngov.com

Mayor

DREW FIXELL

Deputy Mayor

THOMAS BUTLER

Trustees

KAREN G. BROWN

ROBERT HOYT

REBECCA McGOVERN

PAUL RINALDI

DOUGLAS ZOLLO

VILLAGE ADMINISTRATOR

914-631-1785

VILLAGE TREASURER

914-631-7873

VILLAGE CLERK

914-631-1652

VILLAGE ENGINEER

914-631-3668

DEPT. OF PUBLIC WORKS

914-631-0356

FAX NO. 914-909-1208

June 5, 2020

Dear Business Owner,

Re: Should Tarrytown Close Main Street for Businesses?

The Village of Tarrytown is contemplating closing Main Street from Broadway, west to another street (similar to what is done for the street fair each year, although this is not a street fair). The goal is to provide additional space for restaurants and retailers so that improved social distancing can be achieved as businesses re-open. Businesses would be required to file for a sidewalk cafe/display permit. Please note that running this program will cost the Village \$1,500 to \$2,500 per closure occurrence, so your input is vital in determining how we expend these additional funds to support reopening and economic recovery.

The plan is for the first closure to take place on June 12th and June 13th, with a review taking place the week after. Should all go well, we plan to continue the program through the end of August at which time it will be reviewed again. Keep in mind, with the requirement that tables be distanced at least 6 feet, only a small number of tables will likely be permitted in front of each establishment.

We are looking for feedback. Please fill out the survey <https://www.surveymonkey.com/r/JHVVY9KW>

Or use the QR code below



We would appreciate responses by June 9th.

Should you have any questions, please feel free to call me at (914)-631-1785 or email administrator@tarrytowngov.com

Sincerely,

Richard Slingerland

Richard Slingerland
Village Administrator

FOR IMMEDIATE RELEASE June 4th, 2020

MEDIA CONTACTS:

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AIRBORNE WORKS
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MEDIA ADVISORY

Global Drone Manufacture AUTEL ROBOTICS & FoxFury Lighting Solutions joins up with the National Public Safety Drone Donation Program (NPS-DDP.org) to provide free drones and lighting systems to departments in need!

WHAT: On September 25th 2018 The [Tarrytown NY Fire Department](#) made request to the National Public Safety Drone Donation Program (NPS-DDP.org) / [Airborne Works](#) for a free drone. NPS-DDP was founded by [Airborne Works](#). Our partners at [AUTEL Robotics](#), a global drone manufacturer, and [FoxFury Lighting Solutions](#), a global public safety lighting solutions provider, has teamed up with [NPS-DDP.org](#) to donate new drones and unmanned areal vehicle (UAV) lighting kits to departments in need. The Tarrytown NY Fire Department has been chosen by AUTEL Robotics to receive one of [13 Drone kits to be donated](#). The UAV will be donated in person to the department. They now have a Licenced FAA 107 drone pilot on staff to fly the drone. This UAV technology will help save lives and streamline deployment and provide fast real-time situational awareness for the Tarrytown Fire Department .

WHEN: June 12th 2020 11:00 AM **Will include flight of donated UAV.**

WHERE: 50 Main St, Tarrytown, NY,

DETAILS:

"Tarrytown borders the Hudson River to our west where the new multi billion dollar Mario Cuomo Bridge has just replaced the over 60 year old Tappan Zee Bridge. This project coupled with vast riverfront development within our borders and just to the north in Sleepy Hollow NY would be the ideal area to utilize any sized drone for river rescue, major incident response, and inter agency response. " said 1st Assistant Fire Chief Bryan Meade of the Tarrytown Fire Department [Read the full Tarrytown FD Request found here](#).

Autel Robotics and NPS-DDP understands every second matters in emergency situations. UAV and drone technology can provide lifesaving assistance to public safety departments/companies with emergency calls. Unfortunately, many public safety departments across the nation cannot afford to purchase UAV /drones, as the cost of the technology is very high and/or not budgeted for. This forces many departments to simply go without.

[Airborne Works](#) hoped to alleviate this issue when establishing the [National Public Safety Drone Donation Program](#) (NPS-DDP.org), a first of its kind in the world UAV/drone donation program whereby public safety departments may apply to receive a free UAV/drone at no cost to the department.

Tarrytown Fire Department has been chosen as one of thirteen recipients of a drone that has been generously donated to the NPS-DDP program by our partner supporter [AUTEL Robotics](#). In addition, FoxFury Lighting Solutions is donating an FAA approved drone lighting solution which allows illumination for night operations. We welcome all media coverage, our goal is to help "put eyes in the sky for every department in need"™

