

**VILLAGE OF TARRYTOWN  
BOARD OF TRUSTEES  
WORK SESSION 5:00 P.M. – 6:45 P.M.  
WEDNESDAY, JANUARY 16, 2019  
*Tarrytown Village Hall  
One Depot Plaza, Tarrytown, New York***

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**Board of Trustees Concerns**

**Open Session**

1. Discussion – Fund Raising for Patriots Park, Including Possible Funding Partner(s) – Parks and Recreation Advisory Council Chairman Jim DeSimone to Attend
2. Discussion – “Your Town” Programming – Videographer Mike LaVoie to Attend
3. ARB Draft Law Language
4. Fitness Center – Additional Equipment
5. Elizabeth Mascia Child Care Center – Fire Sprinkler System Backflow Prevention – Funding Pursuant to Lease
6. Fees – Losee Field and Picnics

**Executive Session**

- A. Tax Certioraris
- B. PBA Negotiations
- C. MEO Appointment



# ***VILLAGE OF TARRYTOWN***

## ***INTERNAL MEMORANDUM***

To: Mayor Fixell and the Board of Trustees  
Cc: Jim DeSimone, Chairman Parks and Recreation Advisory Council  
Cc: Joe Arduino, Recreation Supervisor

From: Richard Slingerland, Village Administrator

Date: January 8, 2019

Subject: FUND RAISING FOR PATRIOTS PARK

On Monday, January 7<sup>th</sup>, Jim DeSimone, Chairman of the Parks and Recreation Advisory Council, and I met to discuss initiating a fund-raising effort for Patriots Park, with the goal of funding the installation of a band shell. There is significant interest in this from the Parks and Recreation Advisory Council as well as from other interested parties who make frequent use of the park. Coming up with an estimate of \$100,000 for the purchase and installation of the band shell and all the grade work related to it, we were trying to think how we could accomplish that using funding streams available to us, particularly since we were not able to do this installation as part of the recent state-funded project to upgrade the playground equipment and other things in the Park. In addition to the band shell, the Mayor and Anthony Ross and I have discussed a grass paver type of mesh strip along the roadway. This would allow the use of the park for things like the Farmers Market and reduce damage caused by vehicles driving on the grass or heavy foot traffic behind tables. Coming up with a plan, Jim and I thought about a brick paver fundraiser with engraved bricks installed with names engraved on the bricks. We estimated that people making the donations could raise as much as \$200,000 for this project. This is using an estimate of a 20 x 20 paved area and using an area calculation of five bricks per square foot. At 400 square feet times 5 bricks, it would be 2,000 square feet times \$100 which is \$200,000. The question is do we have any partners who we could work with in order to raise these funds, or should the Village explore creating a 501-3c Friends of the Tarrytown Parks not-for-profit organization so that people can make tax deductible donations and the Friends of the Tarrytown Parks can solicit and raise funds.

Discussing this further with Jim DeSimone, we thought this model could also work in Patriots Park for the 911 Memorial down in the hollow area by North Washington Street, with a similar cost and revenue calculation.

Jim DeSimone, as Chairman of the Parks and Recreation Advisory Council, will be attending the work session to discuss this with you.



FrontBoxCreative  
4615 9th Ave #2C  
Brooklyn, NY 11220

# Your Town

Michael LaVoie Producer  
646-831-1583  
Michael@frontboxcreative.com

## Production Timeline 2019

### Format:

3 -4 minute web tutorials, explainer videos outlining village departments, policies, procedures.

### Purpose:

- Internal Training & orientation of new employees, board members, department chairs
- Educate general public on village procedures
- Increase public engagement with local government

### Home:

- All village social media channels, Facebook, Instagram, Youtube, Village website
- Local Gov't access channels

### Example Concept Videos:

#### Boards and Committees:

1. Meet the Board of Trustees
2. Etiquette & Protocol at a meeting, Planning Board, Zoning Board,
3. What is a worksession? Meet the Village staff, Running for office tutorial,

#### Department Videos:

Meet the chief series 1 (Police), Meet the chief series 2 (Ambulance) Meet the chief series 3 (Fire)

### Summary:

I would recommend starting with a single library and seeing if it's working. Produce a series of videos, release them and see what the response is and then decide if we wish to make this an ongoing asset to the village.



1/2/2019

Your Quote # 2114419 - Bill Hintzen

## Your Quote # 2114419

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BILL HINTZEN

Wed 1/2/2019 11:29 AM

Inbox

To: Bill Hintzen &lt;billh@gymsource.com&gt;;

[www.gymsource.com]


**GYM  
SOURCE**  
FIT FOR YOUR LIFE
**QUOTE:**

2114419

01/02/2019  
Page 1 of 1

| Salesperson  | Store | Quote Dt   | ACCOUNT ID | CUSTOMER NAME              |
|--------------|-------|------------|------------|----------------------------|
| BILL HINTZEN | 006   | 01/02/2019 | 6-51062    | TARRYTOWN RECREATION DEPT. |

**Bill To**
TARRYTOWN RECREATION DEPT.  
238 W MAIN ST  
PIERSON PARK  
TARRYTOWN NY 10591
**Ship To**
TARRYTOWN RECREATION DEPT.  
238 W MAIN ST  
PIERSON PARK  
TARRYTOWN NY 10591

| LN                                  | Product         | Description                       | List            | Price    | Qty | Total           |
|-------------------------------------|-----------------|-----------------------------------|-----------------|----------|-----|-----------------|
| 1                                   | HOIST-HD-3100   | DUAL BICEPS/TRICEPS V-PLATINUM    | 2999.00         | 2,249.00 | 1   | 2,249.00        |
| 2                                   | HOIST-HD-3800   | DUAL INNER/OUTER THIGH V-PLATINUM | 2999.00         | 2,249.00 | 1   | 2,249.00        |
| 3                                   | HOIST-HD-3900   | DUAL PEC FLY/REAR DELT V-PLATINUM | 2999.00         | 2,249.00 | 1   | 2,249.00        |
| 4                                   | FREIGHT/INBOUND | FREIGHT-DELIVERY & INSTALLATION   | 823.00          | 823.00   | 1   | 823.00          |
| 5                                   |                 | ANY QUESTIONS CONTACT             |                 |          |     |                 |
| 6                                   |                 | BILL HINTZEN 917-670-6905         |                 |          |     |                 |
| 7                                   |                 | billh@gymsource.com               |                 |          |     |                 |
| <b>QUOTE IS VALID FOR 30 DAYS</b>   |                 |                                   |                 |          |     |                 |
| <b>TOTAL SAVINGS = \$2250.00 !!</b> |                 |                                   |                 |          |     |                 |
| <b>Subtotal</b>                     |                 |                                   | <b>9,820.00</b> |          |     | <b>7,570.00</b> |
| <b>TOTAL</b>                        |                 |                                   | <b>9,820.00</b> |          |     | <b>7,570.00</b> |

GYM SOURCE RESERVES THE RIGHT TO ASSESS A 3% PROCESSING FEE FOR PAYMENTS MADE BY CREDIT CARD IN EXCESS OF \$15,000

Page 1 of 1

Gym Source USA LLC

Quote # 2114419

016

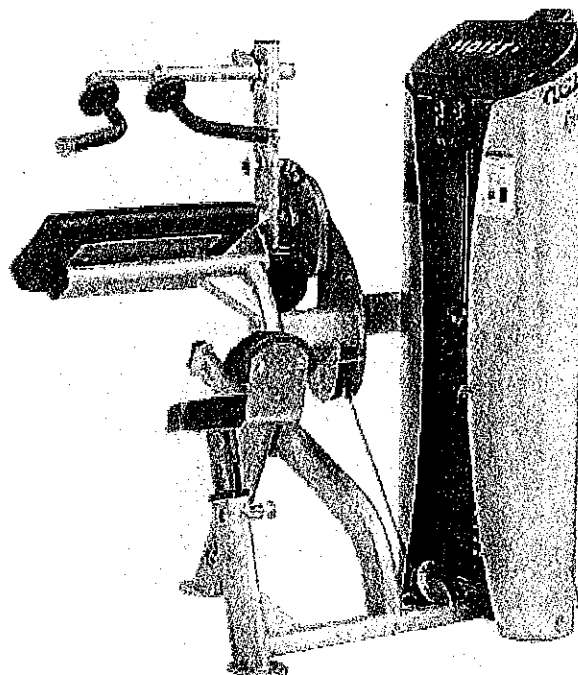
Phone: 917-670-6905 FAX: 203-491-2686

REMIT PAYMENT TO: GYM SOURCE USA LLC, PO BOX 843443, BOSTON, MA 02284-3443

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# BICEPS CURL/TRICEPS EXTENSION

HD-3100

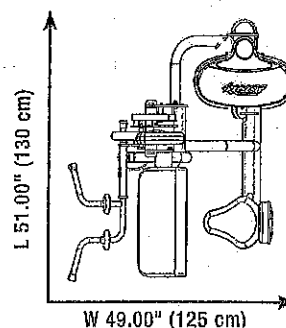


## FEATURES

- Allows performance of biceps and triceps exercises in one machine
- Seven seat pad adjustments for varying user heights
- Multiple range-of-motion adjustments for both exercises

## SPECS

- Product Dimensions L x W x H  
51" x 49" x 55"  
(130 cm x 125 cm x 140 cm)
- Product Weight: 441 lbs.
- Weight Stack:  
180 lbs. (82 kg)



HOIST® offers one of the best warranty policies in the industry, reaffirming our commitment to quality and customer satisfaction. HOIST warrants this product to the original purchaser only. HOIST guarantees this product to be free from defects in workmanship and/or materials under normal use or service.

For complete Warranty Information, visit [www.hoistfitness.com](http://www.hoistfitness.com) and click on the "Support" link.

Warranty policy applies to defects from the manufacturer only. HOIST reserves the right to change product specifications, design, and function at any time.

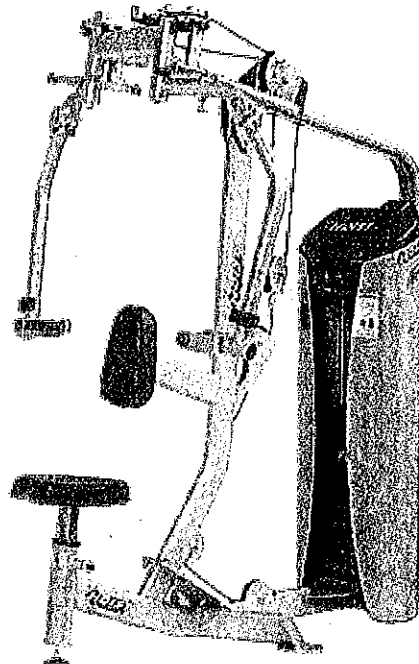


GSA Contract # GS-07F-0322K  
Gene Bruton 888.488.6853



# PEC FLY/REAR DELT

HD-3900

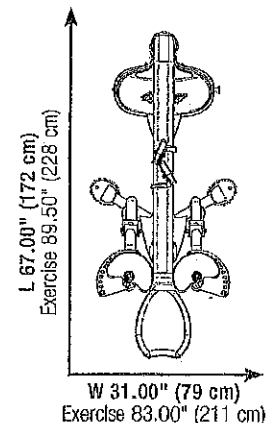


## FEATURES

- Swiveling handles with rotating grips provide multiple hand positions
- Adjustable range-of-motion exercise arms for pec fly or rear delt exercises
- Each exercise arm has dual pivots for user defined exercise path
- Seven seat pad adjustments for varying user heights

## SPECS

- Product Dimensions L x W x H  
67" [89.50"] x 31" [83"] x 78"  
(171 cm [228cm] x 79 cm [211cm]  
x 199 cm)
- Product Weight: 617 lbs.
- Weight Stack:  
310 lbs. (141 kg)



HOIST® offers one of the best warranty policies in the industry, reaffirming our commitment to quality and customer satisfaction. HOIST warrants this product to the original purchaser only. HOIST guarantees this product to be free from defects in workmanship and/or materials under normal use or service.

For complete Warranty Information, visit [www.hoistfitness.com](http://www.hoistfitness.com) and click on the "Support" link.

Warranty policy applies to defects from the manufacturer only. HOIST reserves the right to change product specifications, design, and function at any time.

**GSA** GSA Contract # GS-07F-0322K  
Gene Bruton 866.488.6853

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**B & B Fitness and Flooring***Bill and Brendan Hintzen*

15 Main Street  
Newtown, CT 06470  
Phone 917-670-6905  
Email: BandBFitnessandFlooring@yahoo.com

**QUOTE****12-8-16****BILL TO:**

Tarrytown Recreation Dept  
235 Main Street  
Tarrytown, NY 10591

**SHIP TO:**

Tarrytown Recreation Dept  
235 Main Street  
Fitness Center  
Tarrytown, NY 10591  
Joe Arduino  
914-631-8347  
C# 914-906-4189

| DESCRIPTION  | RATE     | AMOUNT     |
|--|----------|------------|
| Preventative Maintenance on all fitness equipment – quarterly visits | \$750.00 | \$3,000.00 |
| Follow up report to be provided after each visit                     |          |            |
| Make all checks payable to <b>B &amp; B Fitness and Flooring</b>     | TOTAL    | \$3,000.00 |

# Contract Check List

## Standard Treadmills

- ☐ Check walking belt and deck surface for wear
- ☐ Clean Vacuum motor compartment
- ☐ Check for wear of drive belt
- ☐ Check all electrical connections
- ☐ Check condition of line cord (insulation, prongs)
- ☐ Check operation of machine
  1. Speed
  2. Incline
  3. Programs
  4. Heart Rate
- ☐ Adjust Walking Belt as needed
- ☐ Clean loose debris from under treadmill
- ☐ Clean exterior of treadmill

## Autowaxing treadmills (Life Fitness)

- ☐ All services performed on Standard treadmills plus:
- ☐ Check and clean wax nozzle
- ☐ Test automatic waxing system (manually fire wax pump)
- ☐ Clean debris brush

## Steppers

- ☐ Check operation of machine
- ☐ Check condition of line cord
- ☐ Remove shrouds and clean interior of machine
- ☐ Check chains for wear and lubricate
- ☐ Check condition of tension belt and resurface flywheel
- ☐ Check alternator brushes
- ☐ Check lubrication reservoir level
- ☐ Clean exterior of machine

## Bikes – Standard

- ☐ Check operation of machine
- ☐ Check condition of drive belt, tension belt and/or chain
- ☐ Lubricate chain
- ☐ Check position and adjust resistance mechanism
- ☐ Check electrical connections
- ☐ Check crank bearings and tighten
- ☐ Clean interior and exterior of bike

### **Bikes – Alternator**

- ☐ All services performed on standard bikes plus:
- ☐ Check alternator brushes for wear

### **Airdynes**

- ☐ Check for proper operation
- ☐ Check Tension primary and secondary chains and inspect for wear
- ☐ Check crank arms and pedals for play
- ☐ Tighten wedge pins
- ☐ Tighten bottom bracket bearing cartridge retaining ring
- ☐ Check condition of bearing cartridge
- ☐ Inspect and tighten pivot bolts
- ☐ Clean machine

### **Rowers**

- ☐ Clean machine
- ☐ Check for proper operation
- ☐ Check chain, rope or cord for wear
- ☐ Check seat rollers/bearings
- ☐ Lubricate seat assembly

### **Ellipticals**

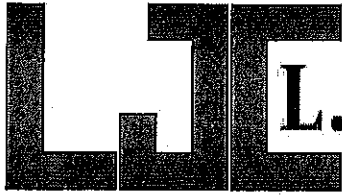
- ☐ Check for proper operation
- ☐ Check condition and tension of drive belts
- ☐ Tighten linkage assemblies
- ☐ Lubricate pivot points
- ☐ Clean interior and exterior of machine
- ☐ Check for resistance mechanism for alignment and/or wear
- ☐ Check alternator brushes

### **Single-station and Multi-station selectorized**

- ☐ Check for loose bolts
- ☐ Check tension of cables and adjust
- ☐ Check condition of cables/belts
- ☐ Lubricate guide rods
- ☐ Check condition of pulleys and upholstery
- ☐ Check bearings for wear
- ☐ Clean machine
- ☐ Check for proper operation

### **Free-weight Equipment**

- ☐ Check bolts
- ☐ Lubricate pivot points
- ☐ Check upholstery for wear
- ☐ Clean machine



# L.J. COPPOLA INC.

MECHANICAL CONTRACTORS

40 Farrington Road  
Brewster, NY 10509  
(914) 769-7666  
Fax: (914) 769-5141  
Plumbing License No. 750

PLUMBING

H.V.A.C.

PROCESS PIPING

SEWAGE TREATMENT

ESTABLISHED 1972

December 21, 2018

Elizabeth Mascia Child Care Center  
171 Sheldon Ave  
Tarrytown, NY

Attn: Steve Deely

Re:

Backflow Installation

Gentlemen:

We are pleased to quote the price of Eight Thousand Nine Hundred Ninety Five Dollars. (\$8,995.00) to furnish and install 4" AMES #Colt 300BFG Double Detector Check Backflow Preventer. We shall install from incoming main head of service valve to existing Sprinkler system as shown on attached drawing.

Clarifications:

- Connect to Existing Service & Sprinkler System

Exclusions:

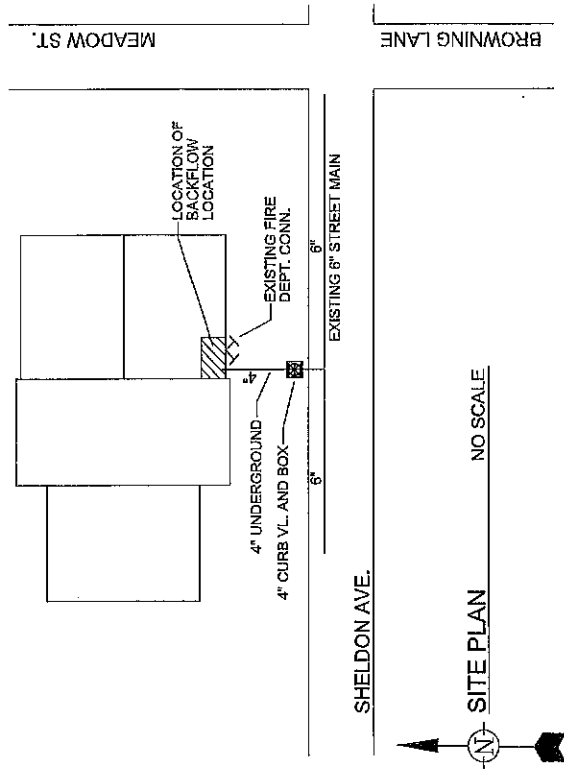
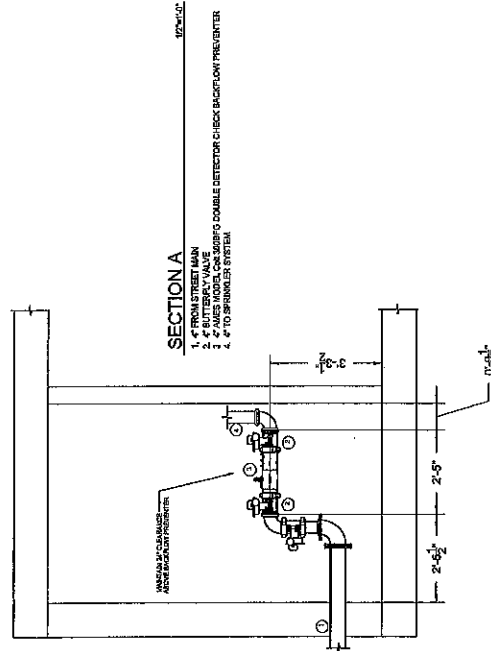
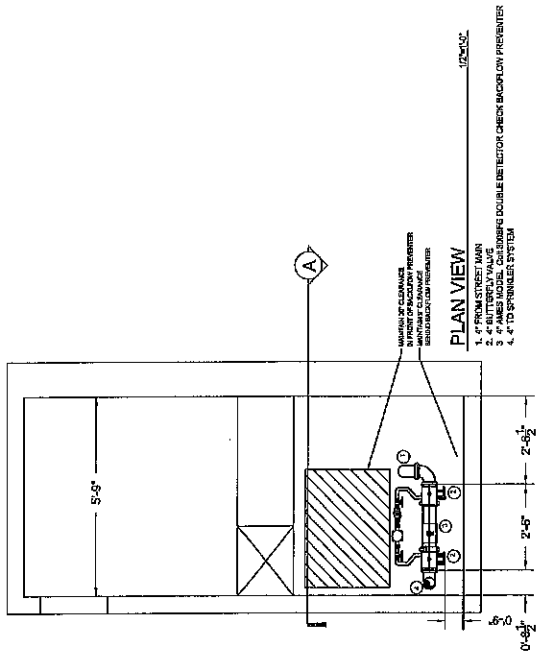
- |                              |                                |
|------------------------------|--------------------------------|
| 1. Incoming Service          | 6. P.E. Stamp                  |
| 2. Site Work                 | 7. Filing With Dept. of Health |
| 3. Overtime                  | 8. Sales Tax                   |
| 4. Demo / Demo Removal       |                                |
| 5. Electrical & Control Work |                                |

Note: An appropriate New York State tax certificate will be required or sales tax will have to be added.

Thank you for the opportunity to provide a quote for the above mentioned project. Should you have any questions, please do not hesitate to contact the undersigned.

Yours Truly,  
L.J. Coppola Inc.

Gaetano Giardina  
Estimator



# DRAWING GENERAL NOTES

1. DOUBLE CHECK BACKFLOW PREVENTER MUST BE INSTALLED IN ACCORDANCE WITH APPROVED PLANS.
2. DOUBLE CHECK BACKFLOW PREVENTER MUST BE INSTALLED IN ACCORDANCE WITH APPROVED PLANS.
3. A TEST REPORT MUST BE COMPLETED WITHIN THIRTY DAYS OF INSTALLATION.
4. DOUBLE CHECK BACKFLOW PREVENTER ASSEMBLY TO BE INSTALLED WITH THE FOLLOWING CLEARANCES FOR SERVICE AND TESTING:
  - MAINTAIN 36" OF CLEAR SPACE FROM BACKSIDE OF ASSEMBLY TO WALL.
  - MAINTAIN 36" OF CLEAR SPACE ON FRONT SIDE OF ASSEMBLY TO WALL.
  - MAINTAIN 36" OF CLEAR SPACE ON FRONT SIDE OF ASSEMBLY TO WALL.
5. DOUBLE CHECK PREVENTER TO BE RESTRAINED AND SUPPORTED TO PREVENT MOVEMENT AND NOT INHIBIT FUNCTION, TESTING AND SERVICING OF ASSEMBLY.
6. OWNER TO PROVIDE LIGHTING AND MINIMUM 40 F. HEAT TO PREVENT FREEZING.
7. OWNER TO PROVIDE LIGHTING AND MINIMUM 40 F. HEAT TO PREVENT FREEZING.
8. 4" AMES MODEL, DOUBLE DETECTOR CHECK BACKFLOW PREVENTER IS FOR A 4 AMWA 14-14 CLASS IV FIRE SPRINKLER SYSTEM.
9. 4" AMES MODEL, DOUBLE DETECTOR CHECK BACKFLOW PREVENTER IS FOR A 4 AMWA 14-14 CLASS IV FIRE SPRINKLER SYSTEM.
10. 4" AMES MODEL, DOUBLE DETECTOR CHECK BACKFLOW PREVENTER IS FOR A 4 AMWA 14-14 CLASS IV FIRE SPRINKLER SYSTEM.

| NO.   | DATE     | DESCRIPTION       | BY | APP. |
|---|----------|-------------------|----|------|
| 1   | 10/10/18 | ISSUED FOR PERMIT | SS | SS   |
| <b>SCHMIDT ASSOCIATES</b><br>91 MOTT FARM DRIVE<br>ELIZABETH MASCIA CHILD CARE CENTER<br>BACKFLOW PREVENTER PLAN<br>171 SHELDON AVENUE<br>TARRYTOWN, N.Y.<br>DRAWN: 10.9.18<br>NYC: JES<br>CON'T. NO.<br>DWG. NO.: 1<br>INR. DATE:<br>SCALE: 1/8"=1'-0" TOTAL SHEETS: 1 |          |                   |    |      |

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# Main Line Fire Protection Corp.

## Automatic Sprinkler Systems

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541 N. Highland Ave. Upper Nyack, NY 10960

Tel: (845) 268-5211 Fax: (845) 268-5696

June 5, 2018

Elizabeth Mascia Child Care Center  
171 Sheldon Ave.  
Tarrytown, NY 10591

Re: Fire Sprinkler Proposal

Project: Elizabeth Mascia Child Care Center - Tarrytown, NY

We hereby submit our proposal in the amount of Ten Thousand Five Hundred Dollars, (\$10,500.00) to add sprinkler heads in the classrooms on the 2<sup>nd</sup> floor at the above referenced project. This proposal is subject to the following: inclusions and exclusions.

Inclusions:

- Sprinkler Heads.
- Pipe, fittings and hangers.
- Tie into existing fire sprinkler system.
- General liability insurance and workmen's compensation.
- One year warranty on all materials and workmanship.

Exclusions:

- Plans and hydraulic calculations.
- Filing of plans.

Add/Alternate:

- Fire Sprinklers in Basement.....\$8,500.00
- Backflow preventer.....\$6,000.00
- Additional sprinklers on 1<sup>st</sup> and 2<sup>nd</sup> floor.....\$3,600.00

Sincerely Yours,

*Michael Jevnik*

Michael Jevnik







Rotundo Plumbing Corporation  
95 Marsh Hill Road  
Putnam Valley, NY 10579 US  
914-579-0015  
Rotundopc@gmail.com

## PROPOSAL

### ADDRESS

Village of Tarrytown C/O The Elizabeth  
Mascia CCC  
171 Sheldon Ave  
Tarrytown, NY 10591

PROPOSAL # 1890

DATE 12/21/2018

### ATTN:

Steve Deely

### PROJECT NAME/LOCATION

171 Sheldon Ave

### ACTIVITY

Elizabeth Marcia Child Care Center  
171 Sheldon Ave  
Tarrytown, NY 10591

The following is a proposal to install a 4" AMES C300BFG backflow preventer on existing water main  
Install as per drawings drawn by Schmidt Associates dated 10/09/2018

The breakdown is as follows:

Total Labor: \$ \$9,920.00

Material: \$3,600.00

Testing: \$250.00

Excluded from this Proposal are: Overtime, Applicable Sales Tax

Please Note- If this job is tax exempt we must receive a tax exempt form to adjust all taxes \*\*\*

Thank you for this opportunity to submit this Proposal!

TOTAL

**\$13,770.00**

Westchester County Lic #916

Putnam County Lic #2984

Please feel free to call me if you have any questions, Thank You.

Respectfully,

David Rotundo, President  
Rotundo Plumbing Corp.

Accepted By

Accepted Date



**Kathy Deufemia**

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**From:** Richard Slingerland  
**Sent:** Thursday, January 10, 2019 12:18 PM  
**To:** Kathy Deufemia  
**Subject:** FW: Losee Park Rental Fees

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**From:** Ralph Nicoletti <RNicoletti@tarrytowngov.com>  
**Sent:** Wednesday, December 12, 2018 11:38 AM  
**To:** Richard Slingerland <rslingerland@tarrytowngov.com>  
**Cc:** Joe Arduino <JArduino@tarrytowngov.com>; Michael Wisniewski <mwisniewski@tarrytowngov.com>; Anthony Ross <aross@tarrytowngov.com>  
**Subject:** Losee Park Rental Fees

Hi Rich:

The fees for the rental of a field at Losee Park in 2018 was as follows:

Field Use: \$75 per hour with a minimum of 3 hours (minimum payment of \$225)

Field Use with lights: \$100 per hour with a minimum of 3 hours (minimum payment of \$300)

Proposed fees for 2019 are as follows:

Field Use: \$100 per hour with a minimum of 3 hours (minimum payment of \$300)

Field Use with lights: \$150 per hour with a minimum of 3 hours (minimum payment of \$450)

*Regards,*

*Ralph*

Ralph Nicoletti  
Tarrytown Recreation Department  
PO Box 292  
Tarrytown, New York 10591  
Phone (Direct): 914-909-1184  
Recreation Office: 914-631-8389  
Email: [rnicoletti@tarrytowngov.com](mailto:rnicoletti@tarrytowngov.com)  
Office Email: [ttrec@aol.com](mailto:ttrec@aol.com)



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## Kathy Deufemia

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**From:** Richard Slingerland  
**Sent:** Tuesday, January 8, 2019 6:30 PM  
**To:** Kathy Deufemia  
**Cc:** Joe Arduino  
**Subject:** FW: Park and Rental Fees Around the Area

For inclusion with the agenda.

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

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**From:** Joe Arduino <[JArduino@tarrytowngov.com](mailto:JArduino@tarrytowngov.com)>  
**Sent:** Tuesday, January 8, 2019 3:09 PM  
**To:** Richard Slingerland <[rslingerland@tarrytowngov.com](mailto:rslingerland@tarrytowngov.com)>  
**Subject:** FW: Park and Rental Fees Around the Area

Rich,

Mike did some research since the meeting.

See attached numbers for picnics.

Looking at the \$numbers, it appears the \$300.00 fee is mid-line by comparison.

Joe A.

---

**From:** Michael Wisniewski  
**Sent:** Tuesday, January 08, 2019 2:57 PM  
**To:** Joe Arduino  
**Subject:** Park and Rental Fees Around the Area

### Sleepy Hollow

Kingsland and Devries Park Pavilion Rentals  
Permit Fee: \$300.00 Deposit: \$500.00

### Irvington Senior Center

Resident: \$350.00 for 4 hours +\$50.00 for each additional hour  
Non- Resident: \$450.00 for 4 hours and \$60.00 for each additional hour

### Ossining Pavillion Rentals

Residents: \$225.00 + \$50.00 For 2 hours of ball field usage (this is from 2 of the smaller parks)  
The larger ones fees and structure was in their website.

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**Croton Senasqua Park**

- Senasqua Park Pavilion Village Resident 9 am-2 pm \$195.00 (25 to 100 people)
- School District Resident 9 am - 2 pm \$245.00
- Village Resident 3pm-10pm \$295.00
- School District Resident 3pm-10pm \$370.00
- Village Resident - Full Day 9 am - 10 pm \$425.00
- School District Resident - Full Day 9 am - 10 pm \$525.00

**Michael Wisniewski**

Recreation Leader  
Village of Tarrytown  
One Depot Plaza  
Tarrytown, NY 10591  
(O) (914) 631-8347  
[mwisniewski@tarrytowngov.com](mailto:mwisniewski@tarrytowngov.com)

