



## MINUTES

### Ardsley Village Board of Trustees

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**8:00 PM - Monday, April 17, 2023**

Meeting Held In-Person & Zoom Platform

Present: Mayor	Nancy Kaboolian
Deputy Mayor/Trustee	Andy Di Justo
Trustee	Asha Bencosme
Trustee	Craig Weitz
Village Manager	Joseph L. Cerretani
Village Clerk	Ann Marie Rocco
Village Attorney	Robert J. Ponzini
Absent: Trustee	Steve Edelstein

#### **1. CALL TO ORDER-PLEDGE OF ALLEGIANCE-ROLL CALL**

- 1.1 The Regular Meeting of the Village of Ardsley Board of Trustees was held on April 17, 2023 at Village Hall, Court Facility, 507 Ashford Avenue, Ardsley, NY 10502. Mayor Kaboolian called to order the Regular Meeting at 8:00 p.m.

Members Present:

Mayor Nancy Kaboolian

Deputy Mayor/Trustee Andy Di Justo

Trustee Asha Bencosme

Trustee Craig Weitz arrived at 8:15 p.m. and Steve Edelstein was absent

Also present were: Village Manager, Joseph Cerretani, Village Attorney, Robert J. Ponzini and Village Clerk, Ann Marie Rocco

#### **2. CONTINUATION OF PUBLIC HEARING** In the Matter of the Tentative Budget for the Village of Ardsley for the Fiscal Year Beginning June 1, 2023 through May 31, 2024

- 2.1 Mayor Kaboolian opened the Public Hearing at 8:01 p.m. in the matter of the Tentative Budget for the Village of Ardsley for Fiscal Year Beginning June 1, 2023 through May 31, 2024:

**PLEASE TAKE NOTICE**, that a Public Hearing will be held before the Village of Ardsley Board of Trustees in person at Village Hall-Court Room Facility, 507 Ashford Avenue, Ardsley, New York on Monday, April 3, 2023 at 8:00 p.m. or soon thereafter for the purpose of considering the Tentative Budget for the Village of Ardsley, New York for the fiscal year beginning June 1, 2023 through May 31, 2024.

The Tentative Budget is posted on the Village's website at [www.ardsleyvillage.com](http://www.ardsleyvillage.com) and is available for review at the Office of the Village Clerk, 507 Ashford Avenue, Ardsley, NY during regular office hours Monday through Friday 9:00 am-4:00 pm.

Please check the calendar on the Village website for meeting details at [www.ardsleyvillage.com](http://www.ardsleyvillage.com) or email the Village Clerk at [arocco@ardsleyvillage.com](mailto:arocco@ardsleyvillage.com). All residents and taxpayers are invited to attend and be heard. The meeting will be able to be seen live on Channel 75 (Cablevision) or Channel 32/35 (Verizon). Members of the public can also listen to the meeting via Zoom platform by dialing via phone +1 929 205 6099, Meeting ID: 838 7851 4568 Passcode: 178460.

By order of the Village Board of Trustees of the Village of Ardsley, New York.

Ann Marie Rocco  
Village Clerk  
Dated: March 24, 2023

Moved by Trustee Bencosme, Seconded by Trustee DiJusto and passed unanimously.

**RESOLVED, that the Public Hearing be closed in the matter of the Tentative Budget for the Village of Ardsley for the Fiscal Year Beginning June 1, 2023 through May 31, 2023 at 9:11 p.m.**

Carried by the following votes: 4-0-0

Ayes: Mayor Kaboolian, Trustee DiJusto, Trustee Weitz, Trustee Bencosme

Nays: None

Abstained: None

### **3. SPECIAL PRESENTATION-CALGI CONSTRUCTION**

#### **3.1 Update of Highway Garage and Finances-Mr. Andrew Laidlaw, Calgi Construction**

Mr. Laidlaw from Calgi Construction was present to provide the Board with an updated status report on the New Highway Garage:

- Total cumulative project is \$17,838,154.
- We are extending our retaining wall and parking lot.
- There are a list of potential change orders #1 though 6:
  - Water Main Changes-Rejected.
  - Water Main Insert Valve -Accepted.
  - Rock Removal- Rejected.
  - Footing Excavation/unsuitable soil -Pending.
  - Extending Retaining wall/asphalt -Pending
  - Drainpipe Vehicle Wash- Pending.
- Looking ahead: The plumbing contractor is expected to start the under-slab plumbing inside the building on April 17, 2023. The electrician is expected to start their under-slab conduit runs April 24, 2023. Once their systems are completed and inspected the mason will remobilize on site and start to prepare and pour the concrete floors. The mason is expected to be back on site the first week of May. The pre-manufactured building is expected to start arriving on May 17, 2023, and assembly of the steel frame is expected to start on May 31, 2023.

[Ardsley DPW Executive Report](#)

[PRIMES - CHANGE ORDER LOG - Copy](#)

[Village of Ardsley AFP #1 Summary Sheet](#)

#### **4. EARTH DAY PROCLAMATION**

4.1 Trustee Bencosme read the following Earth Day Proclamation:

##### **EARTH DAY PROCLAMATION**

**WHEREAS**, the global community faces extraordinary challenges such as environmental degradation, climate change, food and water shortages, and global health issues; and

**WHEREAS**, all people, regardless of race, gender, income, or geography, have a moral right to a healthy, sustainable environment; and

**WHEREAS**, it is understood that the citizens of the global community must step forward and take action to create positive environmental change to combat the aforementioned global challenges; and

**WHEREAS**, a sustainable environment can be achieved on the individual level through educational efforts, public policy, and consumer activism campaigns; and

**WHEREAS**, it is necessary to broaden and diversify the environmental movement to achieve maximum success; now therefore be it

**RESOLVED:** that Mayor Nancy Kaboolian does hereby proclaim Saturday, April 22, 2023, as Earth Day in the Village of Ardsley and urges all citizens to support environmental initiatives in the village, regionally and nationally, and to encourage others to undertake similar actions.

## **5. ARBOR DAY PROCLAMATION**

5.1 Trustee Bencosme read the following Arbor Day Proclamation:

### **ARBOR DAY PROCLAMATION**

**WHEREAS**, on January 4, 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

**WHEREAS**, this holiday, called Arbor Day, was observed with the planting of more than a million trees in Nebraska on April 8, 1874, and in 1875 became a legal holiday in Nebraska, and

**WHEREAS**, Arbor Day is now observed throughout the nation and the world, and

**WHEREAS**, trees reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, store carbon and thus mitigate climate change, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife, and

**WHEREAS**, trees in our Village increase property values, enhance the economic vitality of business areas, and beautify our community;

**NOW THEREFORE BE IT RESOLVED**, that Mayor Nancy Kaboolian does hereby proclaim Friday, April 28, 2023 as Arbor Day in the Village of Ardsley and urges all citizens to support efforts to care for our trees.

## **6. APPROVAL OF MINUTES:**

6.1 April 3, 2023 Board of Trustees Regular Meeting Minutes

Moved by Trustee DiJusto, Seconded by Trustee Weitz and passed unanimously.

**RESOLVED**, that the Village Board of the Village of Ardsley hereby approves the minutes of the Regular Meeting of Monday, April 3, 2023 as submitted.

Carried by the following votes: 4-0-0

Ayes: Mayor Kaboolian, Trustee DiJusto, Trustee Weitz, Trustee Bencosme

Nays: None

Abstained: None

## **7. DEPARTMENT REPORTS**

### **1. LEGAL**

- 1.a Village Attorney Ponzini stated there is nothing to report other than various items he is working on with staff.

### **2. MANAGER**

- 2.a Village Manager, Joseph Cerretani read the following report:

#### **1. 2023-2024 VILLAGE BUDGET**

- The Village Budget's adoption is up for consideration this evening. I would like to thank again all department heads and staff for their hard work on the budget, with special thanks to Leslie Tillotson and Charles Hessler.

#### **2. MS4 ANNUAL REPORT**

- The SW Annual Report Presentation will be given at the next VB meeting on May 1. Special thanks to Lorraine Kuhn for her hard work in the Stormwater program.

#### **3. RECORD'S RETENTION DAY**

- Friday, May 5 is Record's Retention Day in the Village. All administrative offices will be closed to the public, including the Public Library and Justice Court.

#### **4. REQUEST FOR EXECUTIVE SESSION**

- I am requesting a brief Executive Session this evening immediately following the Regular Meeting to discuss matters of personnel.

### **3. ABSTRACT/WARRANT**

- 3.a Warrant to Village Treasurer to Collect and Receive Taxes

Mayor Kaboolian read the Warrant to Village Treasurer to Collect and Receive Taxes and was accepted under submission.

WARRANT TO VILLAGE TREASURER TO COLLECT AND RECEIVE TAXES

TO: TREASURER OF THE VILLAGE OF ARDSLEY IN THE COUNTY OF  
WESTCHESTER, STATE OF NEW YORK

**YOU ARE HEREBY AUTHORIZED AND DIRECTED** to receive and collect from each of the several persons, group of persons and corporations named in the annexed Tax Roll and the owners of real property described therein, the several sums of money set forth in the column headed "Total Tax" of said Tax Roll opposite the name of each person, groups and persons, corporations or owners of real property therein described, in the total sum and for the purposes appearing in the summary statement of the purposes for which the same have been levied as follows:

General Government	\$2,858,320
Public Safety	\$4,180,778
Health	\$20,646
Transportation	\$1,349,713
Economic Development	\$10,600
Culture & Recreation	\$610,243
Home & Community	\$747,905
Employee Benefits	\$4,662,378
Other Funds	\$386,857
Debt Service	\$2,693,917
Total Expenditures	\$17,521,357
Other Sources of Income	\$3,433,655
Appropriated Debt Service	\$275,000
Balance to Be Raised by Taxation	\$13,812,702

**YOU ARE HEREBY FURTHER AUTHORIZED AND DIRECTED TO COLLECT** and receive so much of the above described monies, as by each of said persons, groups of persons, corporations and owners of the real property described in said Tax Roll, as may be voluntarily paid to you, provided, however, that such sum of money required to be paid as aforesaid may be paid to and received by you in two equal installments: the first of which installment may be paid to and received by you during the period of June 1, 2023 to June 30, 2023, both dates inclusive, without penalty or additional charges; and the second equal installment of which may be paid to and received by you without penalty or additional charge at any time prior to or during the period of December 1, 2023 to January 2, 2024, both dates inclusive, provided further that as to each such installment or any fractional part thereof as shall be unpaid at the expiration of the period during which it may be paid without penalty or additional charge as above provided you shall charge and receive on the payment and collection thereof the additional sum of 5 percent (5.00%) of such installment paid or received during the calendar month next succeeding the close of the period, said sum might, as above provided be paid without penalty or additional charge and an additional charge thereafter at the rate of interest determined by the Commissioner of Taxation & Finance., State of N.Y., pursuant to Section 924-a of the Real Property Tax Law of such sum for each month or fraction thereof thereafter

and you are directed to make a return of this warrant and the annexed Tax Roll on or before the third day of February 2024, unless sooner directed by the Board of Trustees of this Village, and if any tax or real property or any interest thereof placed upon the said Tax Roll shall be unpaid at the time that you are required to return this Warrant and Tax Roll, you are directed to deliver to the Board of Trustees, and account of the taxes remaining due, containing a description of the lands, and owners of lands, upon which such taxes are unpaid as the same were placed on the said Tax Roll, together with the amount of the tax so assessed and the penalty and charges thereon.

**IN WITNESS WHEREOF**, The Mayor of said Village of Ardsley by order of the Board of Trustees has hereunto set his hand and caused to be affixed the corporate seal of said Village this 17th day of April 2023.

--

NANCY KABOOLIAN - Mayor

ANN MARIE ROCCO-Village Clerk

3.b April 17, 2023 Abstract Report

Village Manager, Joseph Cerretani read the April 17, 2023 Abstract Report as follows:

From the General Fund: \$269,861.62 from the Trust & Agency Fund: \$315.62 and from the Capital Fund: \$620,168.78 Sewer Fund: \$10,232.12.

Moved by Trustee Weitz, Seconded by Trustee DiJusto and passed unanimously.

**RESOLVED, that the Village Board of the Village of Ardsley hereby authorizes the Village Treasurer to make the following payments: From the General Fund: \$269,861.62 from the Trust & Agency Fund: \$315.62 from the Capital Fund: \$620,168.78 and Sewer Fund: \$10,232.12**

Carried by the following votes: 4-0-0

Ayes: Mayor Kaboolian, Trustee DiJusto, Trustee Weitz, Trustee Bencosme

Nays: None

Abstained: None

#### **4. POLICE**

4.a March 2023 Police Department Report -Lieutenant Daniel Watson read the following report:

**Department Report:**

Property lost or stolen -\$14.99

Property Recovered---- \$0.00  
Court fines and fees --- \$73,137.00  
Alarm fines and fees--- \$120.00  
Meter collection-----\$2,530.00  
Traffic Accidents-----9  
Arrests----- 7  
Calls for service-----285  
Investigations-----13  
Impounded vehicles----- 5  
UTT summonses issued---- 49  
Parking summonses issued- 23  
Appearance tickets issued---6  
Total summonses issued----- 78

For monthly statistics, please see attached.

### **March Events 2023**

Total Training for the month of March was 88 hours Which consisted of training in:

Computer RMS

Use of force

first Aid

Narcan

AED

CPR

Pursuit mitigation

Preliminary Investigations

Legal Updates

### **Community Policing (CPO)**

CPO assisted by instructing a child passenger safety technician class. Certifying 15 new technicians and conducted a car seat check event. In addition, the department had 6 car seat installations by appointment.

CPO participated in a zoom meeting for the Westchester County Coalitions group.

CPO assisted with two lock down drills on separate dates at the Ardsley High School.

CPO assisted with a lockdown drill at the Concord Road Elementary School.

CPO attended the NYS accreditation certification ceremony.

CPO attended the Garden Club pollinator event.



CPO participated at the Ardsley High School Wellness Event.

CPO attended in persons (PACS) Police & Communities.

CPO participated in a meeting with recreation on upcoming events in May for 2023 5K Race and Food Truck Friday.

CPO assisted in a lock down drill at the Ardsley Middle School.

CPO attended an in-person meeting with the NYS Governor's Traffic Safety Committee on grants for child passenger safety, seat belt and step up enforcement.

CPO assisted by instructing a basic juvenile class at the Westchester County Police academy. Certifying 46 new officers on the topic of juvenile justice.

CPO performed two read to me sessions at the Concord Road Elementary School for a 3rd grade class.

CPO attended the Pioneer Game for life skilled students at the Ardsley High School and donated snacks to the students participating from both Ardsley and Portchester High Schools.

### **Community Information**

Residents are encouraged to visit the village website under the police banner; we have several known scams listed. Educating yourself on these scams can prevent you from becoming a victim.

Click [HERE](#) for March 2023 Monthly Statistics Report, Blotter Report & Press Report.

## **5. BUILDING**

### **5.a March 2023 Building Department Report.**

Building Inspector Larry Tomasso provided the board with the following financial report:

12 Building permits

16 Application fees

8 Certificates of Occupancy

6 Plumbing permits

11 Electrical permits

6 Title Searches

0 Miscellaneous

Total received - **\$8,256.25**

Other activities:

87 Building inspections

28 Zoning inspections

3 Fire Inspections

12 Violations

2 Warnings

0 Appearance Tickets

Mr. Tomasso noted that the department is approximately \$43,000 over budget for the fiscal year to date.

Mr. Tomasso updated the Board on the following projects in the Village:

- Getty Gas Station- We are waiting for them to go in front of the Board of Architectural Review.
- 3 American Legion has been moving very slow and they are working on the addition in the rear of the building.
- 701 Saw Mill River Rd. the owners are looking to demolish the building and build a 4 story building with commercial on the first floor. There will be approximately 20 apartments.
- 800 Saw Mill River Rd. Day Day Spa, Thai Restaurant and Dry Cleaner are all open. The Ramen Noodle Restaurant is still pending.
- 774 Saw Mill River Rd. Architect is revising the facade of the building and will report back to the Planning Board. This building will have 9 apartments, 4 story building.
- Chase building- The plan is to renovate the existing building into medical offices.
- 13 Lot subdivision-Cross Road is still stalled.
- Subdivision on Ridge Road-There were issues with the sewer so they will have to report back to the Planning Board next month.
- Fairmont-We are still waiting for the developer to finish the road work this summer.
- 2 new houses are almost complete on 33 Judson and 13 Dellwood.
- Planning Board recently approved 182 Heatherdell and we should see plans for this location soon.
- 3 lot subdivision was approved on 26 Lincoln. We should see some applications coming in soon for this location.
- 7 Dellwood-Received an application for a tear down.
- Spring enforcement in the commercial district will be focused on building facades, planting areas, and signage in the downtown district.

## **6. HIGHWAY DEPARTMENT**

6.a Highway Foreman, David DiGregorio reported on the following:

- Curb contractor is working on Euclid Ave. and they replaced 6 catch basins.
- There will be some restoration on Lincoln Ave.
- Doing work at Pascone Park.
- Did work on Heatherdell Rd. and would like to plant 3 or 4 trees on the right side of the road.
- Did work at McDowell Park, cleaned up the parking lot and back area. Looking for recommendation on what we can do in the back parking lot.
- Will be doing some drainage work at Pascone Park.
- Planting will be starting soon throughout the Village.

## **8. MAYOR'S ANNOUNCEMENTS**

8.1 Mayor Kaboolian announced the following:

- Attended the Fireman's Installation Dinner.
- Attended the Little League Parade on Saturday
- Stopped by the Stormwater compost project.
- Our Holi event will take place on Sunday, April 23rd at Pascone Park from 10am - 2 pm.

## **9. COMMITTEE & BOARD REPORTS**

9.1 Trustee DiJusto announce the following:

- Attended the Little League Parade.
- Saturday, April 22nd is Saw Mill River Cleanup at 10 am

Trustee Weitz did not have anything to report.

Trustee Bencosme announced the following:

- Saturday, April 22nd is Earth day
- Westchester County is offering tours of CompostEd beginning at 10am on Sunday, April 23rd. Participants can expect to learn about the benefits of organics recycling, the science behind composting, and how residents can participate in organics diversion programs in Westchester County and compost at home! Tours offer a hands-on immersive experience that is fun, educational and sure to leave participants thinking more about composting.

## **10. VISITORS**

## **11. OLD BUSINESS:**

11.1 Consider a Resolution to Adopt the 2023-2024 Village Budget

Moved by Trustee Bencosme Seconded by Trustee Weitz and passed unanimously.

**RESOLVED, that the Village Board of the Village of Ardsley hereby adopts the 2023-2024 Village Budget, effective June 1, 2023 through May 31, 2024 which includes various adjustments from the 2023-2024 Tentative Budget as directed by the Board of Trustees in accordance with the Budget Work Sessions held on March 22, 2023 and March 27, 2023.**

Carried by the following votes: 4-0-0

Ayes: Mayor Kaboolian, Trustee DiJusto, Trustee Weitz, Trustee Bencosme

Nays: None

Abstained: None

## **12. NEW BUSINESS:**

- 12.1 Consider a Resolution to Schedule a Public Hearing Amending Chapter 18 Section 18-15 Entitled "Code of Ethics" of the Ardsley Village Code

Moved by Trustee Weitz, Seconded by Trustee Bencosme and passed unanimously.

**RESOLVED, that the Village Board of the Village of Ardsley hereby schedules a public hearing on Monday, May 1, 2023 at 8:00 p.m. or soon thereafter to discuss amending Chapter 18 Section 18-15 entitled "Code of Ethics" of the Ardsley Village code as follows:**

New text is in **bold underline** and deleted text is in **highlighted strikethrough**

### **§ 18-15 Political solicitations.**

**A. No municipal officer or employee shall directly or indirectly compel or induce a subordinate municipal officer or employee to make, or promise to make, any political contribution, whether by gift of money, service or other thing of value.**

**B. No municipal officer or employee may act or decline to act in relation to appointing, hiring or promoting, discharging, disciplining, or in any manner changing the official rank, status or compensation of any municipal officer or employee, or an applicant for a position as a municipal officer or employee, on the basis of the giving or withholding or neglecting to make any contribution of money or service or any other valuable thing for any political purpose.**

**C. Notwithstanding any other provision of this chapter, members of the Village Board of Trustees and all paid Village employees, including the Village Attorney, are prohibited from serving as a chairperson, district leader or officer for any partisan political party which engages in political campaigning or electioneering within the Village.**

Carried by the following votes: 3-0-1  
Ayes: Mayor Kaboolian, Trustee Weitz, Trustee Bencosme  
Nays: None  
Abstained: Trustee DiJusto

12.2 Consider a Resolution Authorizing the Village Treasurer to Close Out Various Completed Capital Fund Projects

Moved by Trustee Bencosme, Seconded by Trustee DiJusto and passed unanimously.

**RESOLVED, that the Village Board of the Village of Ardsley hereby authorizes the Village Treasurer to close various completed project accounts in the Capital Fund in the amount of \$56,582 and transfer to the debt service reserve:**

<b>Pickup Truck 2017/2018</b>	<b>\$13,347</b>
<b>Dump Truck 2017/2018</b>	<b>\$2,313</b>
<b>Tennis Court-Pascone Park</b>	<b>\$30,239</b>
<b>Highway Mack/Leach Packer #14</b>	<b>\$5,871</b>
<b>Flood Control</b>	<b>\$2,450</b>
<b>Livescan</b>	<b>\$1,901</b>
<b>John Deere Tractor</b>	<b>\$461</b>

Carried by the following votes: 4-0-0  
Ayes: Mayor Kaboolian, Trustee DiJusto, Trustee Weitz, Trustee Bencosme  
Nays: None  
Abstained: None

12.3 Consider a Resolution Authorizing the Village Treasurer to Make a Necessary Transfer Between Capital Fund Projects

Moved by Trustee DiJusto, Seconded by Trustee Weitz and passed unanimously.

**RESOLVED, that the Village Board of the Village of Ardsley hereby authorizes the Village Treasurer to transfer \$3,475 from the Drum Roller Project to the Landscape Trailer Project to cover additional costs.**

Carried by the following votes: 4-0-0  
Ayes: Mayor Kaboolian, Trustee DiJusto, Trustee Weitz, Trustee Bencosme  
Nays: None  
Abstained: None

12.4 Consider a Resolution to Modify the 2022-2023 Village Budget

Moved by Trustee Weitz, Seconded by Trustee DiJusto and passed unanimously.

**RESOLVED, that the Village Board of the Village of Ardsley hereby authorizes the Village Treasurer to modify the 2022-2023 Village Budget by increasing appropriation budget line A9512-0901 Transfer out- Trust & Agency, \$10,000 and increasing appropriated fund balance A599 \$10,000 to allow for the transfer of grant funds.**

Carried by the following votes: 4-0-0

Ayes: Mayor Kaboolian, Trustee DiJusto, Trustee Weitz, Trustee Bencosme

Nays: None

Abstained: None

### **13. CORRESPONDENCE**

### **14. CALL FOR EXECUTIVE SESSION-PERSONNEL MATTERS**

### **15. ADJOURNMENT OF MEETING**

#### **15.1 Adjournment**

Moved by Trustee DiJusto, Seconded by Trustee Weitz and passed unanimously.

**RESOLVED, that the Village Board of the Village of Ardsley Hereby adjourns the regular meeting of Monday, April 17, 2023 at 9:12 p.m.**

Carried by the following votes: 4-0-0

Ayes: Mayor Kaboolian, Trustee DiJusto, Trustee Weitz, Trustee Bencosme

Nays: None

Abstained: None

### **16. UPCOMING MEETINGS & EVENTS**

- 4/18/23 Board of Architectural Review Meeting 8:00 pm
- 4/19/23 Homework Helpers 3:00 pm
- 4/19/23 Senior Citizen Movie Matinee 3:00 pm
- 4/20/23 Senior Strength Training 10:00 am
- 4/21/23 Middle School Hangout 3:00 pm
- 4/22/23 Earth Day!
- 4/22/23 DEA Prescription Drug Take Back Day 10:00 am
- 4/22/23 Great Saw Mill River Cleanup! 10:00 am
- 4/23/23 MDI Holi Event! 10:00am-2:00pm
- 4/26/23 Homework Helpers 3:00 pm
- 4/26/23 Senior Citizen Flower Making 12:00 pm

- 4/26/23 Zoning Board Meeting 8:00 pm
- 4/27/23 Senior Strength Training 10:00 am
- 4/27/23 Library Board Meeting 7:30 pm
- 4/28/23 Middle School Hangout 3:00 pm
- 4/29/23 MidCentury Melodies 6:00 pm

**17. NEXT BOARD MEETING:**

- May 1st Board of Trustees Regular Meeting
- May 10th Board of Trustees Work Session

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Village Clerk, Ann Marie Rocco

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Date:



Village of Ardsley

New Department of Public Works Building

## EXECUTIVE SUMMARY

APRIL 17, 2023





## PROJECT OVERVIEW

### Village of Ardsley Financial Status at a Glance:

#### Original Contract:

Contract	Contractor	Contract Value
General Construction	APS Contracting, Inc.	\$14,637,000
Electrical Contractor	RLJ Electric Corporation	\$1,359,000
HVAC Contractor	Carey and Walsh, Inc.	\$853,654
Plumbing Contractor	L. J. Coppola Inc.	\$758,500
Fire protection Contractor	SRI Fire sprinkler LLC.	\$230,000
Total Original Contract values		\$17,838,154

#### Approved Change Order Log:

##### APS Contracting, Inc.

CO #1	Water Main Insert Valve	12/27/2023	\$48,683.90
CO #2	Extending Retaining wall & Asphalt (Pending)	3/10/2023	\$78,750.00

#### Potential Change Order Log:

##### APS Contracting, Inc.

COR #1	Water Main Changes	Rejected	11/22/2022	\$16,832.73
COR #2	Water Main Insert Valve	Accepted	12/27/2022	\$48,683.90
COR #3	Rock Removal	Rejected	12/30/2022	\$41,637.75
COR #4	Footing Excavation/Unsuitable Soil	Pending	1/30/2023	\$3,259.95
COR #5	Extending Retaining wall/Asphalt	Pending	3/10/2023	\$78,750.00
COR #6	Drainpipe Vehicle Wash	Pending	4/12/2023	\$10,159.46
Total				\$199,323.79

#### Amount Contractors are Paid to Date: 2/28/23.

Contractor	Contract Value	Paid to date	Remaining Contract Value
APS Contracting GC	\$14,637,000	\$3,937,049.37	\$10,699,950.63
LJ Coppola PC	\$758,000	\$190,000.00	\$568,000.00
SRI Sprinkler FSC	\$230,000	\$23,916.25	\$206,083.75
Carey & Walsh MC	\$853,654	\$43,201.25	\$810,452.75
RLJ Electric EC	\$1,359,000	\$211,137.00	\$1,147,863.00



## PROJECT OVERVIEW

### Summary of Work on Site:

Timeline	Start of work	Finish of work
Ground Breaking	7/26/22	
Installaion of SWPP	8/9/22	8/10/22
Remove trees and stumps/strip top soil	9/7/22	9/20/22
Install storm water detention system	9/28/22	10/11/22
Installation of conduit for Greenburgh services	9/27/22	2/27/23
Catch Basin/ storm water systems installation	10/3/22	12/28/22
8" water service from Greenburgh	10/28/22	4/10/23
Set electricians underground structures DB-9 Box	11/3/22	11/3/22
Footing excavation begins	12/27/22	2/28/23
Footing installation begins	12/28/22	3/23/23
First concrete pour for footings	1/3/23	3/23/23
Foundation installaion begins	2/1/23	4/10/23
Retaining wall section "1" installation	2/1/23	2/8/23
WCDH mandated valve insertion 8" water service	2/9/23	2/9/23
Exterior Sanitary Sewer installaion	2/27/23	4/12/23
Con – ed T-Tap Installation (electrician)	2/27/23	2/27/23
Section "3" of the retaining wall installed	3/3/23	3/6/23
Damp proof and foundation insulation	3/16/23	4/13/23

### APS Contracting: General Contractor

APS contracting started work on site on August 9 2022. Tree removal, site grading, installation of the SWPP, 8" water service, and the storm water system including the storm water retention system has been completed.

APS Contracting started digging footings on December 27, 2022 and finished the last pour of the foundation walls on April 10, 2023. The foundation interior backfill was completed on April 13, 2023.

### L.J Coppola: Plumbing Contractor

L.J Coppola has completed the submittal process and their part of the coordination of the plumbing systems in the building. Calgi Construction recommended payment to L.J Coppola for stored material which they have received and are storing in their warehouse. Interior fixtures, fuacets, drains, trench drains, and the compressor have been received by LJ Coppola.

L.J Coppola is scheduled to start work on site on Monday April 17, 2023 and will start the installation of the underslab plumbing and drains.

### **SRI Sprinkler; Fire Protection Contractor**

SRI has completed the submittal process and their part of the coordination drawings. SRI are not expected to be on site until the building is erected.

### **Carey & Walsh: Mechanical Contractor.**

Carey & Walsh have completed the submittal and shop drawing process and are currently working on the building coordination drawings. Carey & Walsh are not expected to be on site until the building is erected.

### **RLJ Electric: Electrical Contractor**

RLJ has completed the submittal process and is in possession of the of the coordination drawings for the underslab utilities. They have completed 68% of the site utility conduit installation, including the underground service conduit to the Greenburgh site. RLJ has been coordinating with Con-ed and have received and installed the T-Tap box and the transformer.

RLJ has not been able to transfer the overhead utility services for Greenburgh to the new underground conduit. If they do not have the utility poles removed before May 31, 2023, there is a potential that the project could be delayed further.

### **Owners Consultants:**

Special Testing Laboratories, INC.: STL has been on site to evaluate compaction of soils, witness & sample concrete pours, observe and report on the SWPPP. STL also observed and reported on proof rolling of the sub-base in the courtyard and driveways.

As of February 2023, the Village of Ardsley has paid STL \$20,854.33. We have a budget line item of \$80,000 for special material testing, leaving a balance of \$59,145.67.

### **Looking Ahead:**

The plumbing contractor is expected to start the under-slab plumbing inside the building on April 17, 2023. The electrician is expected to start their under-slab conduit runs April 24, 2023. Once their systems are completed and inspected the mason will remobilize on site and start to prepare and pour the concrete floors. The mason is expected to be back on site the first week of May. The Premanufactured building is expected to start arriving on May 17, 2023, and assembly of the steel frame is expected to start May 31, 2023.



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## CHANGE ORDER LOG SUMMARY

Village of Ardsley Department of Public works

Project: Village of Ardsley Department of Public works

Change Order Log Summary Revision Date: April 13 2023

Original Contract Sum All Prime Contractors - Total Base Bids and Alternates	\$17,838,154.00
<b>Approved Change Orders All Prime Contractors</b>	<b>\$48,683.90</b>
Total Base Bids and Alternates + Approved CO's All Prime Contractors	\$17,886,837.90
<b>New CO's Pending Approval All Prime Contractors</b>	<b>\$78,750.00</b>
New Contract Sum including New CO's Pending Approval All Prime Contractors	\$17,965,587.90
<b>Pending COR's Amount All Prime Contractors</b>	<b>\$92,169.41</b>
Total Contract Plus Pending CO's All Prime Contractors	\$18,057,757.31
<b>Project Contingency</b>	<b>\$1,300,000.00</b>
<b>Remaining Project Contingency</b>	<b>\$1,172,566.10</b>

1	2		3	4	5	6	7	8	9
			COLUMN 6 + 7 + 8						COLUMN (3 + 4) / 2
Contract	Contract Amount Base Bid	Contract Amount with CO's	Approved CO's to Date	New CO's Pending Approval	Pending COR's Amount	Approved CO's Generated by Owner	Approved CO's Generated by Field Condition	Approved CO's Generated by Design Consultant	% of Approved CO's against Original Contract Sum
GCC General Construction - APS	\$14,637,000.00	\$14,685,683.90	\$48,683.90	\$78,750.00	\$92,169.41	\$0.00	\$48,683.90	\$0.00	0.87%
PC Plumbing Contruction- LJ Cappola	\$758,500.00	\$758,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FSC Fire Protection Systems - SRI	\$230,000.00	\$230,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MC - Mechanical Construction - Carey and Walsh	\$853,654.00	\$853,654.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
EC - Electrical Construction - RLJ	\$1,359,000.00	\$1,359,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>TOTALS</b>	<b>\$17,838,154.00</b>	<b>\$17,886,837.90</b>	<b>\$48,683.90</b>	<b>\$78,750.00</b>	<b>\$92,169.41</b>	<b>\$0.00</b>	<b>\$48,683.90</b>	<b>\$0.00</b>	<b>0.71%</b>

**NOTES:**

CO = Change Order  
COR = Change Order Request



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## CHANGE ORDER LOG

Project: New Public Works and Parks Garage Facility  
APS Contracting Inc - Contract No. 1 General Construction

Client: Village of Ardsley

Change Order Log Summary Revision Date: April 13 2023

Change Order Log Revision Date: April 13 2023

Original Contract Sum - Total Base Bids and Alternates	\$14,637,000.00
Previously Authorized Change Orders	\$48,683.90
Contract Sum to Date	\$14,685,683.90
New Change Orders	\$78,750.00
New Contract Sum including Change Orders to Date	\$14,764,433.90
Pending COR Amount	\$92,169.41
Total Contract Plus Pending	\$14,856,603.31
% of Approved CO's against Original Contract Sum	0.87%

### Unimak CONSTRUCTION COMPANY, LLC - CONTRACT NO. 1 GENERAL CONSTRUCTION

PRIME COR#	DESCRIPTION	DATE COR RECEIVED	COR AMOUNT	COR STATUS	PENDING COR AMOUNT	APPROVED AMOUNT	SOURCE OF REQUEST			OWNER CHANGE ORDER #	AUTHORIZED CHANGE ORDERS		REMARKS
							OWNER	FIELD	DESIGN CONSULTANTS		PREVIOUS	NEW	
1	Water main changes	11/22/22	\$16,832.73	Rejected									Rejected
2	12" & 6" Water Main Valve Inserts	12/27/22	\$48,683.90	Approved		\$48,683.90		\$48,683.90		CO#1	\$48,683.90		Approved
3	Rock Removal	12/30/22	\$41,637.75	Rejected									Rejected
4	Footing Excavation	1/30/23	\$3,259.95	Revise	\$3,259.95								Under review
5	Extending Retaining Wall & Asphalt Pavement	3/10/23	\$78,750.00	Processed	\$78,750.00					CO#2		\$78,750.00	Processed
6	Drain Pipe Under Vehicle Maintenance Area	4/12/23	\$10,159.46	Review	\$10,159.46								Under review
	TOTALS		\$182,491.06		\$92,169.41	\$48,683.90	\$0.00	\$48,683.90	\$0.00		\$48,683.90	\$78,750.00	



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## CHANGE ORDER LOG

Project: Village of Ardsley Department of Public Works  
L.J. Cappola, Inc. - Contract No. 2 Plumbing

Client: Village of Ardsley

Change Order Log Summary Revision Date: April 13 2023

Change Order Log Revision Date: April 13 2023

Original Contract Sum - Total Base Bids and Alternates	\$758,500.00
Previously Authorized Change Orders	\$0.00
Contract Sum to Date	\$758,500.00
New Change Orders	\$0.00
New Contract Sum including Change Orders to Date	\$758,500.00
Pending COR Amount	\$0.00
Total Contract Plus Pending	\$758,500.00
% of Approved CO's against Original Contract Sum	0.00%

### MENGLER MECHANICAL, INC. - CONTRACT NO. 2 PLUMBING

PRIME COR #	DESCRIPTION	DATE COR RECEIVED	COR AMOUNT	COR STATUS	PENDING COR AMOUNT	APPROVED AMOUNT	SOURCE OF REQUEST			OWNER CHANGE ORDER #	AUTHORIZED CHANGE ORDERS		REMARKS
							OWNER	FIELD	DESIGN CONSULTANTS		PREVIOUS	NEW	
	TOTALS		\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	



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## CHANGE ORDER LOG

Project: Village of Ardsley Department of Public Works  
**SRI Fire Sprinkler - Contract No. 5 Fire protection**

Client: Village of Ardsley

Change Order Log Summary Revision Date: April 13 2023

Change Order Log Revision Date: April 13 2023

Original Contract Sum - Total Base Bids and Alternates	\$230,000.00
Previously Authorized Change Orders	\$0.00
Contract Sum to Date	\$230,000.00
New Change Orders	\$0.00
New Contract Sum including Change Orders to Date	\$230,000.00
Pending COR Amount	\$0.00
Total Contract Plus Pending	\$230,000.00
% of Approved CO's against Original Contract Sum	0.00%

### FOREMOST ELECTRIC CORPORATION - CONTRACT NO. 4 ELECTRICAL

PRIME COR #	DESCRIPTION	DATE COR RECEIVED	COR AMOUNT	COR STATUS	PENDING COR AMOUNT	APPROVED AMOUNT	SOURCE OF REQUEST			OWNER CHANGE ORDER #	AUTHORIZED CHANGE ORDERS		REMARKS
							OWNER	FIELD	DESIGN CONSULTANTS		PREVIOUS	NEW	
	TOTALS		\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	



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## CHANGE ORDER LOG

Project: Village of Ardsley Department of Public Works  
Carey and Walsh Inc. - Contract No. 4 Mechanical (HVAC)

Client: Village of Ardsley

Change Order Log Summary Revision Date: April 13 2023

Change Order Log Revision Date: April 13 2023

Original Contract Sum - Total Base Bids and Alternates	\$853,654.00
Previously Authorized Change Orders	\$0.00
Contract Sum to Date	\$853,654.00
New Change Orders	\$0.00
New Contract Sum including Change Orders to Date	\$853,654.00
Pending COR Amount	\$0.00
Total Contract Plus Pending	\$853,654.00
% of Approved CO's against Original Contract Sum	0.00%

### VAMCO SHEET METAL, INC. - CONTRACT NO. 3 MECHANICAL (HVAC)

PRIME COR #	DESCRIPTION	DATE COR RECEIVED	COR AMOUNT	COR STATUS	PENDING COR AMOUNT	APPROVED AMOUNT	SOURCE OF REQUEST			OWNER CHANGE ORDER #	AUTHORIZED CHANGE ORDERS		REMARKS
							OWNER	FIELD	DESIGN CONSULTANTS		PREVIOUS	NEW	
	TOTALS		\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	





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## CHANGE ORDER LOG

Project: Village of Ardsley Department of Public Works  
RLJ Electric Corporation - Contract No. 5 Electrical

Client: Village of Ardsley

Change Order Log Summary Revision Date: April 13 2023

Change Order Log Revision Date: April 13 2023

Original Contract Sum - Total Base Bids and Alternates	\$1,359,000.00
Previously Authorized Change Orders	\$0.00
Contract Sum to Date	\$1,359,000.00
New Change Orders	\$0.00
New Contract Sum including Change Orders to Date	\$1,359,000.00
Pending COR Amount	\$0.00
Total Contract Plus Pending	\$1,359,000.00
% of Approved CO's against Original Contract Sum	0.00%

### FOREMOST ELECTRIC CORPORATION - CONTRACT NO. 4 ELECTRICAL

PRIME COR #	DESCRIPTION	DATE COR RECEIVED	COR AMOUNT	COR STATUS	PENDING COR AMOUNT	APPROVED AMOUNT	SOURCE OF REQUEST			OWNER CHANGE ORDER #	AUTHORIZED CHANGE ORDERS		REMARKS
							OWNER	FIELD	DESIGN CONSULTANTS		PREVIOUS	NEW	
	TOTALS		\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	



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## Village of Ardsley Department of Public Works Facility

### Prime Contractor Application for Payment Summary

Date 4/13/2023

APS Contracting GC Original Contract Sum: \$14,637,000

AFP #	Period To	C.O.'s This Period	Contract Sum to Date	Total Completed & Stored	Total Retainage	Application Payment	Total Earned Less Retainage	Percent Complete
1	8/31/2023	\$ -	\$ 14,637,000.00	\$ 545,000.00	\$ 27,250.00	\$ 517,750.00	\$ 517,750.00	3.72%
2	9/30/2023		\$ 14,637,000.00	\$ 1,307,250.00	\$ 65,362.50	\$ 724,137.50	\$ 1,241,887.50	9%
3	10/30/2023		\$ 14,637,000.00	\$ 1,490,750.00	\$ 74,537.50	\$ 174,325.00	\$ 1,416,212.50	10%
4	11/30/2023		\$ 14,637,000.00	\$ 1,915,150.00	\$ 95,757.50	\$ 403,180.00	\$ 1,819,392.50	13%
5	12/31/2023		\$ 14,637,000.00	\$ 2,692,050.00	\$ 134,602.50	\$ 738,055.00	\$ 2,557,447.50	18%
6	1/31/2023		\$ 14,637,000.00	\$ 3,706,825.00	\$ 185,341.25	\$ 964,036.25	\$ 3,521,483.75	25%
7	2/28/2023		\$ 14,637,000.00	\$ 4,144,262.50	\$ 207,213.13	\$ 415,565.62	\$ 3,937,049.37	28%

LJ Coppola PC Original Contract Sum: \$758,500

AFP #	Period To	C.O.'s This Period	Contract Sum to Date	Total Completed & Stored	Total Retainage	Application Payment	Total Earned Less Retainage	Percent Complete
1	8/31/2022	\$ -	\$ 758,500.00	\$ 29,000.00	\$ 1,450.00	\$ 27,550.00	\$ 27,550.00	4%
2	11/9/2022		\$ 758,500.00	\$ 36,000.00	\$ 1,800.00	\$ 6,650.00	\$ 34,200.00	5%
3	3/31/2023		\$ 758,500.00	\$ 200,000.00	\$ 10,000.00	\$ 155,800.00	\$ 190,000.00	26%

SRI Fire Sprinkler FSC Original Contract Sum: \$230,000

AFP #	Period To	C.O.'s This Period	Contract Sum to Date	Total Completed & Stored	Total Retainage	Application Payment	Total Earned Less Retainage	Percent Complete
1	8/31/2022	\$ -	\$ 230,000.00	\$ 6,700.00	\$ 335.00	\$ 6,365.00	\$ 6,365.00	2.91%
2	9/30/2022		\$ 230,000.00	\$ 24,300.00	\$ 1,215.00	\$ 16,720.00	\$ 23,085.00	11%
3	2/28/2023		\$ 23,000.00	\$ 25,175.00	\$ 1,258.00	\$ 831.25	\$ 23,916.25	11%



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**Carey & Walsh MC Original Contract Sum: \$853,654**

AFP #	Period To	C.O.'s This Period	Contract Sum to Date	Total Completed & Stored	Total Retainage	Application Payment	Total Earned Less Retainage	Percent Complete
1	2/2/2023	\$ -	\$ 853,654.00	\$ 9,500.00	\$ 475.00	\$ 9,025.00	\$ 9,025.00	1%
2	2/28/2023		\$ 853,654.00	\$ 45,475.00	\$ 2,273.75	\$ 34,761.25	\$ 43,201.25	5%
3	3/31/2023		\$ 853,654.00	\$ 54,075.00	\$ 2,703.75	\$ 8,170.00	\$ 53,171.25	6%

**RLJ Electric EC Original Contract Sum: \$1,359,000**

AFP #	Period To	C.O.'s this Period	Contract Sum to Date	Total Completed & Stored	Total Retainage	Application Payment	Total Earned Less Retainage	Percent Complete
1	1/27/2023	\$ -	\$ 1,359,000.00	\$ 222,250.00	\$ 11,113.00	\$ 211,137.00	\$ 211,137.00	16%
2	3/31/2023		\$ 1,359,000.00	\$ 321,850.00	\$ 16,093.00	\$ 94,620.00	\$ 305,757.00	24%

**Combined Totals Original Total Contract Sum: \$17,838,154**

AFP #	Period To	C.O.'s This Period	Contract Sum to Date	Total Completed & Stored	Total Retainage	Previous App. Payment	Total Earned Less Retainage	Percent Complete
1	3/31/2023	\$ -	\$ 17,838,154.00	\$ 4,745,362.50	\$ 237,267.88		\$ 4,509,893.87	25.28%