



## MINUTES

### Ardsley Village Board of Trustees

---

**8:00 PM - Monday, June 21, 2021**

Via Zoom Platform

Present: Mayor	Nancy Kaboolian
Deputy Mayor/Trustee	Andy DiJusto
Trustee	Joann D'Emilio
Trustee	Steve Edelstein
Village Manager	Meredith S. Robson
Village Clerk	Ann Marie Rocco
Village Attorney	Robert J. Ponzini
Absent: Trustee	Craig Weitz

**1. PLEDGE OF ALLEGIANCE** Mayor Kaboolian called to order the Regular Meeting at 8:00 p.m.

**2. PUBLIC HEARING** Continuation of Public Hearing to Discuss a Local Law Pursuant to Cannabis Law Section 131 Opting out of Licensing and Establishing Retail Cannabis Dispensaries and/or on-site Cannabis Consumption Establishments within the Village of Ardsley

At 8:03 p.m. Public Hearing was Opened - Continuation of a Law Section 131 Opting out of Licensing and Establishing Retail Cannabis Dispensaries and/or on-site Cannabis Consumption Establishments within the Village of Ardsley

At 8:59 p.m. Trustee D'Emilio Resolved that this public hearing in the matter of Local Law pursuant to Cannabis Law Section 131 Opting Out of Licensing and Establishing Retail Cannabis Dispensaries and/or on-site Cannabis consumption establishments within the Village of Ardsley be adjourned until the July 6, 2021 legislative meeting. Seconded by Trustee Edelstein 4-0-0.

**SPECIAL PRESENTATION CEAC ANNUAL REPORTS**

1. Eda Kapsis, CEAC Chairperson was present to provide the Board with a summary on the 2019-2020 CEAC annual report and the 2020-2021 annual report.

**Policies, program, and campaigns**

- CEAC initiatives reduce emissions and address land issues for our community.
- Community Choice Aggregation: Board of Trustees signed an MOU for 100% hydropower valid through June 2022
- Low Embodied Carbon Concrete: Board of Trustees passed non-binding use resolution

Clean Energy Communities / Climate Smart Communities (CEC/CSC) Task Force:

o The Board of Trustees resolution to form the task force was adopted.

o Sample actions completed or in progress by task force:

- CSC Bronze certification is pending given submissions; see portal for submissions.
- The approved 2019 GHG inventory report highlights opportunities for cost & emissions reductions.
- GridRewards (presented, completed, and \$5K incentive award received)
- NY Stretch (incentives, code, etc. presented to Board of Trustees, public hearing pending)
- Community Solar (program and incentives application submitted, scheduling in review at NYSERDA)
- Municipal building energy and water audits (water audit scheduled for Sept. 2021; energy audit vendor TBD)
- Building energy design: new DPW site and building (work in progress)

**Community engagement: programs and activities**

CEAC developed proprietary content and tools for the Village in two main custom programs.

1. Ardsley CAN by 2030! Reduce overall Village of Ardsley emissions by 50% by 2030

2. Ardsley Pollinator Pathway: Create and maintain pollinator habitats in the Village of Ardsley.

With a combined 22 events in 2021, most programs and events were also relevant to CEC/CSC portal reporting and Bronze Certification.

Ms. Kapsis advised that the CEAC is looking for volunteers for the the CEAC. If interested please email [ceac@ardsleyvillage.com](mailto:ceac@ardsleyvillage.com)

[CLCPA-Fact-Sheet](#)

[2019 Village of Ardsley Government Operations GHG Inventory](#)

**3. SPECIAL PRESENTATION-Sustainable Westchester**

- 3.1 Mr. Paul Presendieu from Sustainable Westchester was present to provide the Board with an update on the Community Choice Aggregation Program:

Westchester municipalities are taking charge of their energy future:

- Electricity in bulk for their residents and small business
- Proactively setting criteria for supply
- Educate and advocate for clean energy
- Advancing municipal climate and energy goals
- Position for certifications and grants via Clean Energy and climate smart communities

Mr. Presendieu provided a quick overview of Westchester Power benefits.

Key dates/milestones: Con Ed

June 30th, 2022 end of current contract

May 2022-Notification mailing

March/April 2022-RFP, contract

## **DISCUSSION REGARDING**

### **1. Comprehensive Plan Implementation Process**

Jessica Bacher with PACE University Land Use will be helping with prioritizing and organizing with the implementation of the Comprehensive Plan.

Kevin Dwarka Land Use Economic Consultant discussed the implementation of the Comprehensive Plan and the next steps.

- Define a concrete action plan for improving five key elements of Ardsley's downtown as part of an integrated revitalization strategy that is legally sound, fundable, and community-supported.
- Immediately implement the actions that are purely programmatic and do not need any community feedback, funding, environmental review, legal changes and engagement of design and engineering professionals.
- Establish community consensus on the regulatory and physical actions that do require community feedback, funding, environmental review, legal changes, and engagement of design and engineering professionals.
- Draft the specific regulatory changes, funding applications, solicitations, and environmental reviews required for implementing the revitalization strategy.

DARIS entails advancement of actions that fall under five different interconnected elements:

1. Cultural, Commercial and Civic Activity
2. Public Service
3. Pedestrian Connections
4. Infill Development
5. Transportation & Infrastructure upgrades

#### 4. APPROVAL OF MINUTES:

##### 4.1 June 7, 2021 Regular Meeting Minutes

**Moved by Trustee DiJusto, Seconded by Trustee D'Emilio and passed unanimously. RESOLVED,** that the Village Board of the Village of Ardsley hereby approves the minutes of the Regular Meeting of Monday, June 7, 2021 as submitted.

#### 5. DEPARTMENT REPORTS

##### 1. LEGAL

- 1.a Village Attorney Ponzini stated there is nothing to report other than those items that he submitted in memorandum form and he is continuing to work on various matters with members of the staff and he stated that he is available for an Executive Session.

##### 2. MANAGER

##### 2.a Village Manager Report dated June 21, 2021

Village Manager Robson read the following report:

1. **TAXES DUE:** The 1st half of the 2021 Village Tax is due, without penalty, by June 30th. Payments made in person after June 30th, or that arrive via mail postmarked by the postal service after June 30th, or arrive thereafter without a postmark, will be assessed a late penalty as required by the New York State Real Property Law. Meter-mailed postmarks are not a valid proof of timely payment. Most payments made through online banking come in without dates and will not be accepted if the envelope is not postmarked by the deadline. Please bear in mind that no Village official is empowered to waive the late fee for any reason.
2. **RE-OPENING OF VILLAGE FACILITIES TO THE PUBLIC:** Village Hall will re-open fully to the public on Tuesday, July 6, 2021. The Community Center is now open again for reservations. Please see the Recreation Department page on the Village website to put in a request. We are also very happy to have welcomed back our seniors last week for their regular programming! Also back is our summer programming through the Recreation Department. Although there will still be certain precautions in place, we all welcome the return to “normal”!
3. **HIRES/PROMOTIONS:** I have promoted Russell Coapman to MEO at the rate of \$90,717.00 effective June 1 to fill a vacancy created by the retirement of a long term employee. I have also appointed Alfonso D’Abruzzo as a seasonal Laborer at \$13 per hour effective June 14th and Ray Viera as full time Laborer effective June 28th at the rate of \$64,956. In addition, I have

hired the following individuals as part time skatepark attendants effective June 28, 2021 at the rate of \$11 per hour: Savannah Donahue, Sam Farber, Tesfa Zewdie, and Andrew Cavalier.

### **3. TREASURER**

#### **3.a June 21, 2021 Abstract Report**

Village Manager Meredith Robson read the Treasurer's Report for June 21, 2021. Village Manager Robson stated that the bills for the past two weeks totaled as follows: From the General Fund: \$207,424.28; from the Sewer Fund: \$0.00; from the Trust & Agency fund: \$6,226.54 and from the Capital Fund: \$532,697.61

**Moved by Trustee D'Emilio, Seconded by Trustee Edelstein 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: \$207,424.28; from the Sewer Fund: \$0.00, from the Trust & Agency Fund: \$6,226.54 and from the Capital Fund: \$532,697.61.

### **4. BUILDING**

#### **4.a May 2021 Building Department Report**

Building Inspector, Larry Tomasso read the following May 2021 Building Department report:

- 15 Building permits
- 10 Application fees
- 11 Certificates of Occupancy
- 11 Plumbing permits
- 3 Electrical permits
- 13 Title Searches
- 1 Miscellaneous

Total received - \$12,161.25

Other activities:

- 73 Building inspections
- 25 Zoning inspections
- 12 Violations

3 Warnings

### **5. FIRE**

#### **5.a May 2021 Fire Department Report**

Mayor Kaboolian stated that the Fire Department report be accepted under submission for May 2021:

Fire Department Report for the month of May 2021

- May 6, 13, 20, 27 Department held inspection drills to prepare for Annual Inspection
- May 11 Chief Murray worked on quotes for new tools for new apparatus
- May 13 Chief Murray met with RFC to fix on going problems with L-50
- May 17 Apparatus committee reviewed second set of specs and drawing
- May 17 AAA performed annual flow test on all air packs
- May 21 Chief Murray met Waterway to have all hose and ground ladders tested
- May 21 Department held annual installation dinner
- May 25 Alarm 21-2013 major brush fire in the rear of 14 Birch Hill Ln
- May 26 Chiefs' Murray, Knoessel, and Podolski attended the B-14 Chiefs Meeting
- May 31 Chief Podolski and members attended annual Memorial Day Ceremony

Total calls for the month of May 2021: 31

#### Training Officers Report- May 2021

- May 6th Training Hrs. 20.00, 10 Members present
- May 13th Training Hrs. 24.00 12 Members present
- May 20th Monthly Drill-45 Hrs. 18 Members present
- May 27th Training Hrs. 34 Hrs, 17 Members present
- New York State Classes Training Hrs. 123.00 57 Members present

## 6. POLICE

### 6.a May 2021 Police Department Report

Chief Piccolino reported the following activities for May 2021:

- Court fine and fees - \$72,904.00
- Property lost or stolen - \$16,850.00
- Alarm fines and fees - \$160.00
- Meter collection - \$1,548.40
- 6 Traffic Accidents
- 5 Arrests
- 221 Calls for service
- 12 Investigations
- 1 Impoundment
- 17 UTT summonses issued
- 12 Parking summonses issued
- 3 appearance tickets issued
- 32 total summonses issued

**Training in May:**

288 hours which consisted of SWAT, instructor development, Bike school and accreditation.

**COMMUNITY POLICING:**

Child passenger seat safety unit had 2 child seat installations by appointment. You can contact APD to set up appointments to have your child seat installed or inspected.

Perform child seat safety check event-installed 22 child seats and issued 6.

Assisted and instructed a child passenger safety seat technician class-certified a total of 15 police officers, nurses and ems personnel 38 hours course certification.

Participated via zoon Concord Road Elementary safety meeting

Participated via zoom Ardsley Youth Council meeting

Participated via zoon Ardsley SAYF Coalition meeting

Participated via zoon Westchester County Coalition meeting

Participated in person Greenburgh Youth Court training sessions 8 hour total for the month of May.

**COMMUNITY INFORMATION:**

- The Department will be hosting "Cones with a Cop" at Carvel on June 12th from 1pm-3pm come by and get a free cone while speaking to local police officers.
- Juneteenth event will be underway at Pascone Park on June 19th from 1 pm -4 pm. with music following the event.
- Pride event at Pascone Park on June 26th from 1 pm -4 pm. Please come by and show your support.
- Thursday, June 24th Join us at Pascone Park from 6:00-8:00 pm for our Ice Cream Social!

**CORONAVIRUS 2019:****Prevention:**

The best way to prevent illness is to avoid being exposed to this virus. However, as a reminder, CDC always recommends everyday preventative actions to help the spread of respiratory disease including:

- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose & mouth.
- Stay home when you are sick.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe.
- Follow CDC's recommendations for using a facemask.
- For information about handwashing, see CDC Handwashing website.
- For information specific to healthcare, see CDC's Hand Hygiene in Healthcare settings.
- These are everyday habits that can help prevent the spread of several viruses. CDC does have specific guidance for travelers.
- For more information, please visit cdc website at [www.cdc.gov](http://www.cdc.gov)

[NYS CDCGuidance Summary](#)

## **7. MAYOR'S ANNOUNCEMENTS**

7.a Mayor Kaboolian announced the following:

- Village Manager Robson will be leaving Ardsley to take the Administrator position in Mamaroneck and we wish her all the best.
- 69.6% have been vaccinated in Ardsley.
- Governor has lifted most COVID restrictions.
- Cones & Cops was a huge success!
- Primary Day is tomorrow, June 22, 2021 and reminded residents to go out and vote.
- Congratulated all the high school graduates including the moving up students!

## **8. COMMITTEE & BOARD REPORTS**

8.a Trustee Edelstein announced the following:

- Juneteenth event was last weekend and was a great success!
- Pride event will take place at Pascone Park at 1:00 p.m.
- Multicultural Committee book club postponed Dear Martin. Chief Piccolino will also be joining the book discussion. Stay tuned for the discussion date some time in July.

Trustee DiJusto announced the following:

- Primary day is tomorrow, June 22, 2021. Voting takes place from 6:00 a.m.- 9:00 p.m.



Trustee D'Emilio announced the following:

- The Ardsley Library is fully open.
- Congratulated the Multicultural Committee on the Juneteenth celebration event.

## **6. VISITORS**

- 6.1 Ms. Patricia Williams resident of the Unincorporated Greenburgh and was very impressed with the CEAC presentation and she would love to see the committee meet with Town of Greenburgh.

Eda Kapsis Ardsley resident questioned what the element of timeline is in the process of implementing the Comprehensive Plan. How do you set bench marks for a timeline?

Ms. Bascher explained that this process will evolve and will need to re-visit the time line.

## **7. OLD BUSINESS:**

- 7.1 Consider a Resolution to Adopt Local Law# 5-2021 of the Ardsley Code Cannabis Law Section 131 Opting out of Licensing & Establishing Retail Cannabis Dispensaries and/or on-site Cannabis Consumption Establishments within the Village of Ardsley

**Moved by Trustee DiJusto, Seconded by Trustee Edelstein and TABLED Motion Carried 4-0-0 RESOLVED**, that the Village Board of the Village of Ardsley hereby adopts Local Law #5-2021 of the Ardsley Code Cannabis Law Section 131 Opting out of licensing & establishing retail cannabis dispensaries and/or on-site cannabis consumption establishments with the Village of Ardsley; and

**BE IT FURTHER RESOLVED**, that this is effective immediately upon filing with the New York Secretary of State.

## **LOCAL LAW NO. 5 OF THE YEAR 2021**

**A local law adopted pursuant to Cannabis Law Section 131 opting out of licensing and establishing retail cannabis dispensaries and/or on-site cannabis consumption establishments within the Village of Ardsley**

## **Section 1. Legislative Intent**

It is the intent of this local law to opt the Village of Ardsley out of hosting retail cannabis dispensaries and/or on-site cannabis establishments within its boundaries.

## **Section 2. Authority**

This local law is adopted pursuant to Cannabis Law Section 131, which expressly authorizes cities and village to opt-out of allowing retail cannabis dispensaries and/or on-site cannabis consumption establishments to locate and operate within its boundaries.

## **Section 3. Local Cannabis Retail Dispensary and/or On-Site Consumption Opt-Out.**

The Board of Trustees of the Village of Ardsley, County of Westchester, hereby opts-out of licensing and establishing cannabis retail dispensaries and/or cannabis on-site consumption establishments within its boundaries.

## **Section 4. Severability**

If a court determines that any clause, sentence, paragraph, subdivision or part of this local law or the application thereof to any person, firm or corporation, of circumstance is invalid or unconstitutional, the court's order or judgment shall not affect, impair or invalidate the remainder of this local law, but shall be confined in its operation to the clause, sentence, paragraph, subdivision or part of this local law or in its application to the person, individual, firm or corporation or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

## **Section 5. Effective date**

This local law shall take effect immediately upon filing with the Secretary of State. Pursuant to Cannabis Law Section 131, this local law is subject to a permissive referendum and thus may not be filed with the Secretary of State until the applicable time period has elapsed to file a petition, or a referendum has been conducted approving this local law.

### **8. NEW BUSINESS:**

- 8.1 Consider a Resolution to Authorize the Village Manager to Sign an Agreement with Westchester County Department of Corrections for Prisoner Transportation

**Moved by Trustee Edelstein, Seconded by Trustee D'Emilio and passed unanimously. RESOLVED**, that the Village Board of the Village of Ardsley hereby authorizes the Village Manager to execute an agreement with the Westchester County Department of Corrections, 148 Martine Avenue, White Plains, New York 10601 for prisoner transportation for the term commencing January 1, 2021 and terminating December 31, 2022.

- 8.2 Consider a Resolution to Declare 1997 Mack Packer as Surplus and Approve Sale to the Village of Dobbs Ferry

**Moved by Trustee D'Emilio, Seconded by Trustee Edelstein and passed unanimously. WHEREAS**, the Village Manager of the Village of Ardsley recommends that the Village Board of the Village of Ardsley declare a 1997 Mack Packer as surplus property and further recommends it sale to the Village of Dobbs Ferry; and

**WHEREAS**, the General Foreman had the vehicle appraised and suggests a fair market value of the vehicle “as is” of \$8,000.00; and

**NOW THEREFORE BE IT RESOLVED**, the Village Board of the Village of Ardsley concurs with the Village Manager’s recommendation and hereby declares the 1997 Mack Packer as surplus property and authorizes the Village Manager to sell said vehicle “as is” to the Village of Dobbs Ferry for \$8,000.00 and execute all related documents for said sale.

- 8.3 Consider a Resolution Regarding Signs on Public Property.

**Moved by Trustee DiJusto, Seconded by Trustee D'Emilio and passed unanimously. WHEREAS**, the Village of Ardsley receives numerous requests for permission to put signs on public property; and

**WHEREAS**, it is an operational issue to address the requests and get compliance with prompt removal of signs after event(s); and

**WHEREAS**, in order to eliminate this operational burden the Village Manager has recommended that no signs be displayed on any Village property, including Rights-of Way, other than those signs which may be placed by the Village itself;

**NOW, THEREFORE, BE IT RESOLVED**, that the Village Board of the Village of Ardsley hereby mandates that no signs other than those placed by the Village itself, be placed on any public property including Rights-of Way effective immediately.

- 8.4 Consider a Resolution Authorizing the Village Manager Execute an Agreement Between the Village of Ardsley and Pace University for a Comprehensive Plan Implementation assistance

**Moved by Trustee Edelstein, Seconded by Trustee DiJusto and passed unanimously. RESOLVED**, that the Village Board of the Village of Ardsley hereby authorizes the Village Manager to execute an agreement with PACE University at One Pace Plaza, New York, NY 10038 for consulting services for Comprehensive Plan implementation Assistance from July 1, 2021 through January 30, 2022.

- 8.5 Consider a Resolution to Hire Consultant for Professional Services for Village Manager Search

**Moved by Trustee DiJusto, Seconded by Trustee D'Emilio and passed unanimously. WHEREAS**, the current Village Manager has resigned the position effective August 1, 2021; and

**WHEREAS**, the Village Board of Trustees has determined that the services of a search consultant are required to fill the position;

**NOW, THEREFORE, BE IT RESOLVED** that the Village Board of the Village of Ardsley hereby authorizes the Mayor to execute a contract with Donald P. Marra, Consultant with offices located at 30 Maplewood Avenue, Dobbs Ferry, New York 10522 for a professional services agreement to assist in the search for a new Village Manager for the Village of Ardsley.

**BE IT FURTHER RESOLVED** that the fee for such services is \$20,000.

- 8.6 Consider a Resolution to Accept the 2019-2020 CEAC Annual Report & 2020-2021 CEAC Annual Progress Reports

**Moved by Trustee D'Emilio, Seconded by Trustee Edelstein and passed unanimously. WHEREAS**, that the Village Board of the Village of Ardsley hereby accepts under submission the 2019-2020 CEAC annual report and the 2020-2021 CEAC annual progress report.

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

## **10. ADJOURNMENT OF MEETING**

**Moved by Trustee Edelstein, Seconded by Trustee DiJusto and passed unanimously. RESOLVED**, that the Village Board of the Village of Ardsley Hereby adjourns the regular meeting of Monday, June 21, 2021, at 9:32 p.m.

## **11. NEXT BOARD MEETING: July 6, 2021**

**12. NEXT WORK SESSIONS** Wednesday, June 23, 2021 8:00 p.m.  
Wednesday, July 14, 2021 7:30 p.m.

---

Village Clerk, Ann Marie Rocco

---

Date:

# NEW YORK'S CLIMATE LEADERSHIP and COMMUNITY PROTECTION ACT



New York's landmark new law, the Climate Leadership and Community Protection Act (Climate Act), is demonstrating to the nation how to confront the greatest threat facing life as we know it — a rapidly changing climate. Signed by Governor Andrew M. Cuomo in July 2019, this law will empower every New Yorker to fight climate change and provide the opportunity to improve all our daily lives.

**This is our planet. This is our time to fight for it.**

**By 2040: achieve 100% zero-emission electricity | By 2050: reduce emissions at least 85% below 1990 levels**

Achieving the ambitious goals of this law will mean transforming the way we generate and use electricity, the way we heat our homes, and the way we get to school and work. New Yorkers will tackle climate change and create new opportunities for our children and grandchildren. Through thoughtful planning, this effort will breathe life into our economy with well-paying clean energy jobs, new industries and business opportunities, and improved health and quality of life for New York families and communities. New York's course on climate action also means spending less on fossil fuels and keeping our energy dollars in the local economy, and in the pockets of hardworking New Yorkers.

As we experience record temperatures and extreme storms, the Climate Act compels us to take action. New York will undertake a sweeping set of measures to reduce our carbon footprint, make our communities more resilient, and adapt to a changing climate. The State's new climate law sets the stage for this and creates the opportunity for citizens and communities to partner with businesses, schools, and government to create a green economy and build a climate-proof future.

## What the Climate Act means for New York State

**CLEAN ELECTRIC GRID OF TOMORROW** | Solar, wind, and other renewables, combined with energy storage will deliver affordable and reliable electricity over the next decade and beyond

**COMFORTABLE, AFFORDABLE, AND SAFE ENERGY EFFICIENT HOMES AND BUSINESSES** | New clean heating and cooling technologies, such as electric heat pumps and smart thermostats, combined with energy efficiency, will save New Yorkers energy and money

**CLEAN, RELIABLE TRANSPORTATION** | Zero emission transportation options for families and neighborhoods will enable New York to trade gridlock and diesel fumes for fresh air and cleaner communities

**A CLEAN ENERGY ECONOMY FOR EVERYONE** | Every community, every trade, and every region will have access to clean energy solutions and the economic opportunities that the transition to a just and equitable energy system provides

## Benefits of New York State's climate leadership

**JOBS** | Creating thousands of green jobs in communities across the State — from building trades and technicians to engineers and financiers — making New York a hub of clean energy economic growth

**A HEALTHIER NY** | Reducing greenhouse gases and local pollution to keep our communities healthier, reduce respiratory illnesses and premature deaths, and avoid healthcare costs that limit our progress and success

**AFFORDABLE ENERGY** | Reducing energy consumption and utility bills by increasing access to ever-improving clean, efficient, and reliable energy solutions

**EMPOWERMENT** | Providing a seat at the table for disadvantaged communities, and ensuring good paying job opportunities for all New Yorkers

**Find out more and learn what you can do** [climate.ny.gov](https://climate.ny.gov)  
**Send all of your questions and feedback to** [climateact@dec.ny.gov](mailto:climateact@dec.ny.gov)



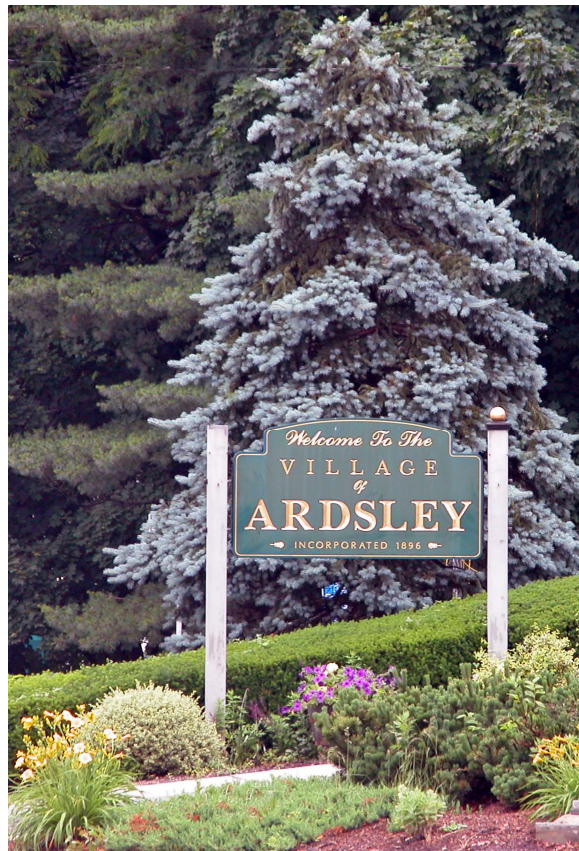
CLCPA-ov-fs-1-v1 2/20



# Village of Ardsley

## 2019 Inventory of Government Operations Greenhouse Gas Emissions

June 2021



**Produced by the Village of Ardsley's Climate Smart Communities Task Force**  
With Assistance from ICLEI – Local Governments for Sustainability USA

# Credits and Acknowledgements

## **Village of Ardsley**

This report was prepared by Asha Bencosme, Ardsley's Climate Smart Communities Coordinator. The author would like to thank the Village of Ardsley Staff, specifically, Charles Hessler and Theresa Del Grosso for providing the local information necessary for the completion of this report, and would like to make the following additional acknowledgements:

## **Village of Ardsley**

Nancy Kaboolian, Village Mayor  
Steve Edelstein, Board Trustee  
Meredith Robson, Village Manager

## **Village of Ardsley's Climate Smart Communities Task Force**

Eda Kapsis, Chair  
Carol Sommerfield, Recording Secretary  
Dave Lew, Technical Lead

## **ICLEI-Local Governments for Sustainability USA**



# Table of Contents

<b>Table of Contents.....</b>	<b>3</b>
<b>Executive Summary.....</b>	<b>4</b>
<b>Key Findings.....</b>	<b>5</b>
<b>Climate Change Background.....</b>	<b>6</b>
<b>Inventory Methodology.....</b>	<b>9</b>
<b>Inventory Results.....</b>	<b>12</b>
<b>Conclusion.....</b>	<b>16</b>

© 2013 ICLEI-Local Governments for Sustainability USA. All Rights Reserved.

## Executive Summary

The Village of Ardsley recognizes that greenhouse gas (GHG) emissions from human activity are catalyzing profound climate change, the consequences of which pose substantial risks to the future health, wellbeing, and prosperity of our community. Furthermore, the Village of Ardsley has multiple opportunities to benefit by acting quickly to reduce community GHG emissions. These benefits include reducing energy and transportation costs for residents and businesses, improving the health of residents and making our community a more attractive place to live and do business.

To demonstrate its commitment to addressing the growing threat of climate change, in February of 2010 the Village of Ardsley became a registered Climate Smart Community by formally adopting the New York State Climate Smart Communities (CSC) pledge comprised of the following ten elements:

1. Build a climate-smart community;
2. Inventory emissions, set goals, and plan for climate action;
3. Decrease energy use;
4. Shift to clean, renewable energy;
5. Use climate-smart materials management;
6. Implement climate-smart land use;
7. Enhance community resilience to climate change;
8. Support a green innovation economy;
9. Inform and inspire the public;
10. Engage in an evolving process of climate action;

The CSC program, administered by the New York State Department of Environmental Conservation (DEC), is a certification program that provides a robust framework to guide the actions local governments can take to reduce GHG emissions and adapt to the effects of climate change. The first step in this process is to perform a GHG inventory for all buildings, vehicles, and operations controlled by the local government. Using data from 2019, this GHG inventory provides a baseline from which the Village can set emissions reduction goals, determine ways in which those goals can be reached, and track progress.

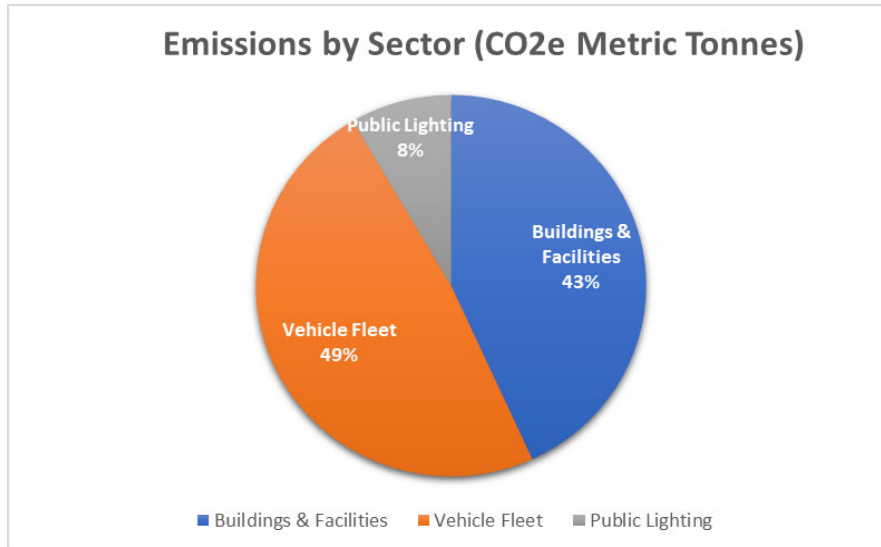
This report provides estimates of greenhouse gas emissions specifically from Ardsley's 2019 government operations. To create this inventory, data for the Village's fuel and electricity use was collected and reviewed. The data was generated from electric and natural gas bills for all Village-owned buildings and operations, as well as fuel records for the Village's vehicle fleet. The GHG emissions for all local government operations are measured in metric tons of CO<sub>2</sub> equivalents (CO<sub>2</sub>e) and were calculated using emission factors published by the U.S. Environmental Protection Agency (EPA) and ICLEI's ClearPath software platform.

# Key Findings

In 2019, GHG emissions from Ardsley's government operations totaled 535 metric tonnes (MT) CO<sub>2</sub>e. Figure 1 shows the emissions for government operations broken down by sector. The Village's vehicle fleet sector accounted for the largest percentage of GHG emissions at 49%. The second largest contributor is the Village's buildings and facilities with 43% of emissions. It is recommended that actions to reduce emissions in both of these areas should be a key part of the Village's climate action plan. Streetlights and traffic signals were responsible for the remainder of local government operation emissions at 8% of emissions.

The Inventory Results section of this report provides a detailed profile of emissions sources within the Village of Ardsley. This information will be key to guiding local reduction efforts. This data will also provide a baseline from which the Village will be able to compare future performance and demonstrate progress in reducing emissions.

**Figure 1: Village of Ardsley's Government Operations Emissions by Sector (MT CO<sub>2</sub>e)**



# Climate Change Background

Naturally occurring gases dispersed in the atmosphere determine the Earth's climate by trapping solar radiation. This phenomenon is known as the greenhouse effect. Overwhelming evidence shows that human activities are increasing the concentration of greenhouse gases and changing the global climate. The most significant contributor is the burning of fossil fuels for transportation, electricity generation and other purposes, which introduces large amounts of carbon dioxide and other greenhouse gases into the atmosphere. Collectively, these gases intensify the natural greenhouse effect, causing global average surface and lower atmospheric temperatures to rise.

The Village of Ardsley could be impacted by increased frequency of extreme weather events including heat waves, droughts, powerful storms and flooding from the Saw Mill River in the future. Other expected impacts in New York include frequent and damaging storms accompanied by flooding and landslides, summer water shortages as a result of reduced snowpack, increased wildfires, and the disruption of ecosystems, habitats, and agricultural activities.

Reducing fossil fuel use in the community can have many benefits in addition to reducing greenhouse gas emissions. More efficient use of energy decreases utility and transportation costs for residents and businesses. Retrofitting homes and businesses to be more efficient creates local jobs. In addition, money not spent on energy is more likely to be spent at local businesses and add to the local economy. Reducing fossil fuel use improves air quality and increases opportunities for walking and bicycling improves residents' health.

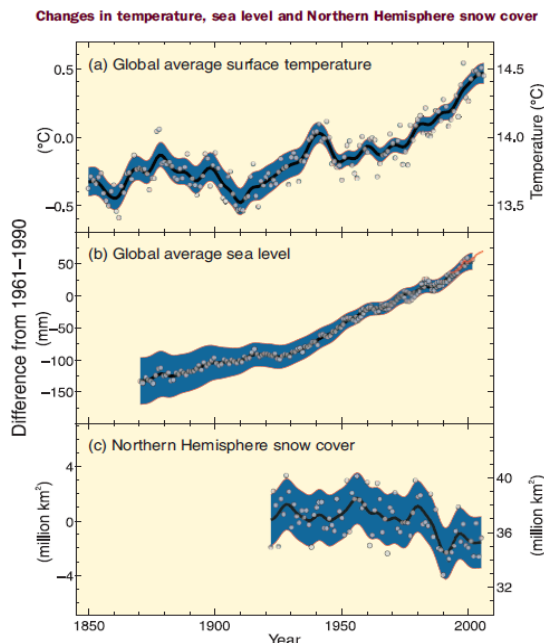
## Evidence of Human-Caused Climate Change

There is overwhelming scientific consensus that the global climate is changing, and that human actions, primarily the burning of fossil fuels, are the main cause of those changes. The Intergovernmental Panel on Climate Change (IPCC) is the scientific body charged with bringing together the work of thousands of climate scientists. The IPCC's Fourth Assessment Report states that "warming of the climate system is unequivocal."<sup>1</sup> Furthermore, the report finds that "most of the observed increase in global average temperatures since the mid-20th century is *very likely* due to the observed increase in anthropogenic GHG concentrations."

2020 was the hottest year on record for the continental United States. The steady uptick in average temperatures is significant and expected to continue if action is not taken to greatly reduce greenhouse gas emissions.

### ICLEI Climate Mitigation Program

In response to the problem of climate change, many communities in the United States are taking responsibility for addressing emissions at the local level. Since many of the major sources of greenhouse gas emissions are directly or indirectly controlled through local policies, local governments have a strong role to play in reducing greenhouse gas emissions within their boundaries. Through proactive measures around land use patterns, transportation demand management, energy efficiency, green building, waste diversion, and more, local governments can dramatically reduce emissions in their communities. In addition, local governments are primarily responsible for the provision of emergency services and the mitigation of natural disaster impacts.



**Figure 2: Observed changes in global temperature, sea level and snow cover**

<sup>1</sup> IPCC, 2007: Climate Change 2007: Synthesis Report. Contribution of Working Groups I, II and III to the Fourth Assessment Report of the Intergovernmental Panel on Climate Change [Core Writing Team, Pachauri, R.K. and Reisinger, A. (eds.)]. IPCC, Geneva, Switzerland, 104 pp.

ICLEI provides a framework and methodology for local governments to identify and reduce greenhouse gas emissions, organized along Five Milestones:

1. Conduct an inventory and forecast of local greenhouse gas emissions;
2. Establish a greenhouse gas emissions reduction target;
3. Develop a climate action plan for achieving the emissions reduction target;
4. Implement the climate action plan; and,
5. Monitor and report on progress.



**Figure 3: ICLEI Climate Mitigation Milestones**

This report represents the completion of ICLEI's Climate Mitigation Milestone One for government operations and provides a foundation for future work to reduce greenhouse gas emissions in the Village of Ardsley.

#### **Sustainability & Climate Change Mitigation Activities in the Village of Ardsley**

The Village of Ardsley has already implemented programs that have or will lead to ancillary benefits in the form of energy conservation and greenhouse gas mitigation.

Local initiatives by the Village government include:

- Converted all streetlights to LED lights by November 2018
- Joined Community Choice Aggregation from 2019, with an opt-in to 100% renewable energy
- Installed solar panels with annual generation capacity of 25kW on the Ardsley Fire House
- Committed to educating residents on how to reduce emissions by 50% by 2030

# Inventory Methodology

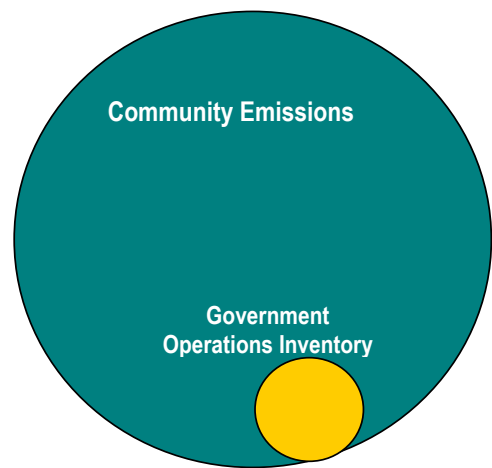
## Understanding a Greenhouse Gas Emissions Inventory

The first step toward achieving tangible greenhouse gas emission reductions requires identifying baseline emissions levels and sources and activities generating emissions in the community. This report presents emissions from operations of the Village of Ardsley government. The Village of Ardsley is focusing first on government operations emissions in order to lead by example and may inventory community-wide emissions in a future report. The government operations inventory is mostly a subset of the community inventory, as shown in figure 4. For example, data on commercial energy use by the community includes energy consumed by municipal buildings, and community vehicle-miles-traveled estimates include miles driven by municipal fleet vehicles.

As local governments have continued to join the climate protection movement, the need for a standardized approach to quantify GHG emissions has proven essential. This inventory uses the approach and methods provided by the Local Government Operations Protocol (LGO Protocol), which is described below.

### Approach

This inventory was developed using the approach and methods provided by the Local Government Operations Protocol (LGO Protocol) developed by ICLEI, the California Air Resources Board (CARB), the California Climate Action Registry, and The Climate Registry. The LGO Protocol serves as the national standard for measuring and reporting GHG emissions associated with local government operations. It provides the principles, approach, methodology, and procedures necessary to develop a complete, transparent, and accurate reporting of a local government's GHG emissions.



**Figure 4: Relationship of Community and Government Operations Inventories**

### Emissions Scopes

For the government operations inventory, emissions are categorized by scope. Using the scopes framework helps prevent double counting. There are three emissions scopes for government operations emissions:

- **Scope 1:** All direct emissions from a facility or piece of equipment operated by the local government. Examples include tailpipe emissions from local government, and emissions from a furnace in a local government building.
- **Scope 2:** Indirect emissions associated with the consumption of purchased or acquired electricity, steam, heating, and cooling.
- **Scope 3:** All other indirect or embodied emissions not covered in Scope 2. Examples include contracted services, embodied emissions in good purchased by the local government, and emissions associated with disposal of government generated waste.

Scope 1 and Scope 2 emissions are the most essential components of a government operations greenhouse gas analysis as they are the most easily affected by local policy making. Under the DEC's CSC program, tracking Scope 3 emissions is encouraged, but optional. Scope 3 emissions data was not available for this inventory, however, the Village hopes to ensure that the necessary data is available for government operations GHG inventories moving forward. Some examples of Scope 3 data that the Village could track include solid waste generated by the Village, as well as accounting for the number of miles travelled by Village employees as part of their daily commute.

### Base Year

The inventory process requires the selection of a base year with which to compare current emissions. The Village of Ardsley's community greenhouse gas emissions inventory utilizes **2019** as its base year. The Village felt that this was the most recent year under which the Village was operating under more typical circumstances. During 2020, the world was affected by the coronavirus pandemic which affected all government operations, with limited staff in the office for a number of months resulting in lower electricity and gas use as well as vehicle miles traveled. This was highly unusual and using 2020 as a base year would not include emissions produced during the normal course of operations.



### Quantification Methods

Greenhouse gas emissions can be quantified in two ways:

- Measurement-based methodologies refer to the direct measurement of greenhouse gas emissions (from a monitoring system) emitted from a flue of a power plant, wastewater treatment plant, landfill, or industrial facility.
- Calculation-based methodologies calculate emissions using activity data and emission factors.

To calculate emissions accordingly, the basic equation below is used: *Activity Data* x *Emission Factor* = *Emissions*

All emissions sources in this inventory are quantified using calculation-based methodologies. Activity data refer to the relevant measurement of energy use or other greenhouse gas-generating processes such as fuel consumption by fuel type, metered annual electricity consumption, and annual vehicle miles traveled. To obtain this data, the Village gathered and reviewed all electricity and natural gas bills for the Village's Con Edison and Power Authority of the State of New York (PASNY) accounts, as well as fuel records for gasoline and diesel used to power the Village's vehicle fleet.

Calculations for this inventory were made using ICLEI's ClearPath software platform. Data was first measured in kWh for grid electricity, therms for natural gas, and gallons for gasoline and diesel used for vehicles. Using the ClearPath tool, this data was multiplied by emission factors published by the EPA in order to convert the energy usage, or other activity data, into quantified emissions. Different emission factors were used based on the fuel type, vehicle class, and eGRID subregion, which in this case is the NYCW (NPCC NYC/Westchester) subregion.

The GHG emissions in this inventory are measured in metric tons of CO<sub>2</sub> equivalents (CO<sub>2</sub>e). In order to measure all greenhouse gases, especially non-CO<sub>2</sub> gases, in a common term that indicates their relative strength of the greenhouse effect they have in the atmosphere, the ClearPath tool applies multipliers, referred to as Global Warming Potentials (GWP), to all greenhouse gases emitted. This ensures results are presented in consistent and uniform terms. The GWP values used in this inventory are those published in the IPCC's 5th Assessment Report.

# Government Operations Emissions Inventory Results

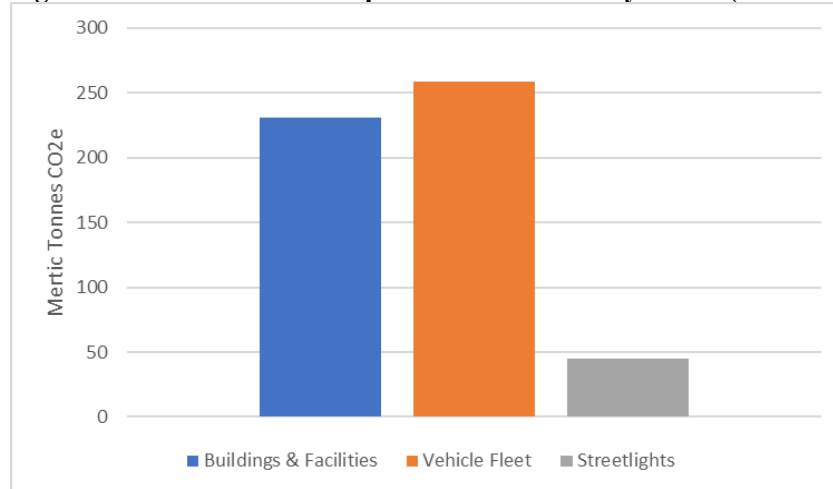
## Emissions by Sector

For developing emissions reduction policies, it is often most useful to look at emissions broken down by sector, as each sector will have a particular set of strategies to reduce emissions. Table 1 and Figure 5 show the Village of Ardsley's government operations emissions broken down by sector, while the remainder of this section breaks down these emissions in further detail within each sectors.

**Table 1: Government Operations Emissions by Sector**

Sector	metric tons CO <sub>2</sub> e
Buildings and Facilities	231
Vehicle Fleet	259
Public Lighting	45
<b>Totals</b>	<b>535</b>

**Figure 5. 2019 Government Operations Emissions by Sector (MTCO<sub>2</sub>e)**



## Vehicle Fleet

Vehicles were the largest source of government operations emissions, with a total of 259 Metric Tonnes of CO<sub>2</sub>e. In 2019, the Village of Ardsley operated a vehicle fleet with 35 vehicles. Table 2 shows vehicle emissions and fuel cost by fuel type.

The Village of Ardsley spent \$92,304 on vehicle fuel in 2019. There may be opportunities to reduce costs through fuel efficiency and trip reduction measures.

**Table 2: Local Government Vehicle Fleet Emissions by Fuel Type**

Source	metric tons CO <sub>2</sub> e	Consumption (gal)	Cost (\$)
Gasoline	109	12,434	40,642
Diesel	150	14,663	51,662
<b>Totals</b>	<b>259</b>	<b>27,097</b>	<b>\$92,304</b>

Table 3 shows vehicle emissions and fuel cost by department. This information will be helpful in engaging department directors to identify strategies to reduce vehicle fuel use.

**Table 3: Vehicle Emissions and Fuel Cost by Department**

Department	metric tons CO <sub>2</sub> e	Fuel Cost
Public Works	162	\$25,253
Fire	29	\$10,750
Police	68	\$56,301
<b>Total</b>	<b>259</b>	<b>\$92,304</b>

## **Buildings & Facilities**

After Vehicles, Buildings and facilities were the next largest sector of government operations emissions. Table 4 shows building emissions by Village department building. Table 4 does not include an additional 5 metric tonnes of CO<sub>2</sub>e from grid transmission and distribution losses. With these emissions included, the total buildings related emissions totaled to 236 MT of CO<sub>2</sub>e.

Table 4 shows building emissions by department. This information will be helpful in engaging department leaders to identify strategies to reduce energy use. Table 4 also shows building energy cost by department. The Village of Ardsley spent \$89,235 on building energy use in 2019. There may be opportunities to reduce costs through building energy conservation measures.

**Table 4: Building Emissions and Energy Cost by Building**

Department	metric tons CO <sub>2</sub> e	Energy Cost
Village Hall	46	\$19,752
Highway Garage	40	\$12,448
Firehouse	86	\$30,978
Public Library	34	\$15,881
Community Center	25	\$10,176
<b>Totals</b>	<b>231</b>	<b>\$89,235</b>

Table 5 shows buildings sector emissions by source. Electricity use is the largest source of buildings emissions, followed by natural gas use.

**Table 5: Buildings Emissions by Source**

Source	metric tons CO <sub>2</sub> e
Electricity	107
Natural Gas	124
<b>Totals</b>	<b>231</b>

Table 6 shows the five individual buildings with the highest emissions. These buildings may present particularly cost-effective energy reduction opportunities.

**Table 6: Five Largest Contributors to Emissions from Buildings Sector**

Facility	Metric Tons CO <sub>2</sub> e	% of Building Sector Emissions	Energy Cost
Fire house	86	37%	\$30,978
Village Hall	46	20%	\$19,752
Highway Garage	40	17%	\$12,448
Public Library	34	15%	\$15,881
Community Center	25	11%	\$10,176
<b>Totals</b>	<b>231</b>	<b>100%</b>	<b>\$89,235</b>

## Public Lighting

Like most local governments, Ardsley operates a range of public lighting including street lighting, parking lot lighting, and holiday lighting. The Village tracks lighting owned by the Village, as opposed to those owned by the County. In order to improve accuracy and provide a better representation of CO<sub>2</sub> in future inventories, the Village should isolate data for each type of lighting to better account for the consumption of each specific type of use. Table 7 shows emissions from Ardsley's public lighting totaled 43 MT CO<sub>2</sub>e. Table 7 does not include an additional 2 metric tons of CO<sub>2</sub>e from grid transmission and distribution losses. With these emissions included, the total lighting related emissions are 45 MT CO<sub>2</sub>e. Streetlights were the largest contributor to public lighting emissions, although, as of 2019, the Village has converted all of Ardsley's streetlights to Light Emitting Diodes or LEDs. As a result, the current GHG inventory is reflecting a significant reduction in energy use and emissions from the public lighting sector than there would have been had this conversion not taken place.

Table 7 shows public lighting emissions and energy cost by location. Street lighting was the largest contributor to lighting sector emissions. New technologies, in particular Light Emitting Diodes or LEDs were installed on all streetlights and have provided a very good payback on investment.

**Table 7: 2019 Public Lighting Emissions by Location (MT CO<sub>2</sub>e)**

Street Lighting Location	Metric Tons CO <sub>2</sub> e	% of Sector Emissions	Cost (\$)
2019 NYPA Streetlights Meter ***056*****	28	68%	\$29,241
19 American Legion Drive	5	11%	\$4,610
2019 Bridge Street Lights	3	7%	\$4,476
1 Heatherdell Road	3	6%	\$2,609
2019 NYPA Street Lights Meter ***156*****	2	4%	\$1,761
Ashford Ave & Park	1	3%	\$1,660
2019 Festive Lights	1	1%	\$898
<b>Totals</b>	<b>43</b>	<b>100%</b>	<b>\$45,255</b>

# Conclusion

This inventory marks completion of Milestone One for government operations (i.e. “Conduct an inventory and forecast of local greenhouse gas emissions”) of the Five Milestones for Climate Mitigation that are part of the ICLEI Framework. The next steps are to set an emissions reduction target, and to develop a climate action plan that identifies specific quantified strategies that can cumulatively meet that target. In the meantime, the Village of Ardsley will continue to track key energy use and emissions indicators on an on-going basis. ICLEI recommends conducting a new inventory at least every five years to measure emissions reduction progress.

Future, emissions reduction strategies for the Village of Ardsley to consider for its climate action plan include increasing energy efficiency and renewable energy investments and infrastructure, as well as vehicle fuel efficiency. Other key data points to collect and track might include: waste and wastewater emissions, water delivery rates, government employee vehicle trips and employee commuter miles, as well as solid waste collection rates. This will capture both direct and indirect emissions related to operations. Many local government operations generate solid waste, much of which is eventually sent to a landfill. Typical sources of waste in local government operations include paper and food waste from offices and facilities, construction waste from public works, and plant debris from parks departments.

This inventory shows that it will be particularly important to focus on energy efficiency in Village facilities and buildings and fuel use. The Village should also incorporate the suggestions mentioned throughout this report for tracking additional information into departmental protocols to ensure future GHG inventories are as complete and accurate as possible. Both ICLEI and the Ardsley Climate Smart Communities Task Force recommend conducting a new inventory at least every five years to measure emissions reduction progress. Through these efforts and others, the Village of Ardsley can achieve additional benefits beyond reducing emissions, including saving money and improving the economic vitality and quality of life in the Village.



# Reopening New York

NEW  
YORK  
STATE

OPEN

## Implementing CDC Guidance

**Effective May 19, New York has adopted the Centers for Disease Control and Prevention's (CDC) "[Interim Public Health Recommendations for Fully Vaccinated People](#)," issued May 13, for most businesses and public settings.**

Businesses are authorized to require masks and six feet of social distancing for employees and/or patrons within their establishments OR adhere to CDC guidance, which advises that fully vaccinated individuals do not need to wear masks or be socially distanced, but unvaccinated individuals must continue to wear masks and be socially distanced in most settings.\*

- The Department of Health strongly recommends masks and six feet of social distancing in indoor settings where vaccination status of individuals is unknown. Any mask requirements that businesses choose to implement must adhere to all applicable federal and state laws and regulations (e.g., Americans with Disabilities Act)
- \*This provision applies across most commercial settings, including but not limited to retail, food services, offices, gyms and fitness centers, amusement and family entertainment, hair salons, barber shops and other personal care services, among other settings. However, Pre-K to 12 schools, public transit, homeless shelters, correctional facilities, nursing homes, and healthcare settings are exempt and must continue to follow the State's existing COVID-19 health guidelines until more New Yorkers are fully vaccinated.

### For businesses that do not congregate patrons and/or that operate below the State's social gathering limit of 250 indoors or 500 outdoors (e.g., retail, food services, offices)

If businesses are implementing the CDC guidance, they may require proof of full vaccination status through paper form, digital application, or the State's [Excelsior Pass](#). Alternatively, such businesses may rely upon self-reporting of vaccination status (e.g., honor system).

- If the business is following the CDC guidance, fully vaccinated individuals do not need to wear masks or be socially distanced, but unvaccinated individuals must continue to wear masks and be socially distanced.
  - The business may decide to apply this guidance to the entire establishment or a separate, designated part of the establishment.
- If the business is not following the CDC guidance, all individuals must wear masks and maintain six feet of social distancing.
  - Business capacity is only limited by the space available for patrons or parties of patrons to maintain the required social distance.

### For businesses that congregate patrons and operate above the State's social gathering limit (e.g., event venues, sports competitions, performing arts and entertainment, catering halls, conventions)

Business capacity is only limited by the space available for patrons or parties of patrons to maintain the following required distance:

Unvaccinated individuals\*\* and individuals who have an unknown vaccination status must be spaced six feet apart in assigned sections. Masks are required indoors, except while seated and eating or drinking. Masks are optional outdoors while seated and socially distanced.

- \*\*For indoor events above the gathering limit, attendees over the age of four who are not presenting proof of full vaccination status must instead present proof of recent negative COVID-19 test result (i.e., PCR/NAAT within 72 hours or antigen within 6 hour prior to admission). Outdoor events do not require proof of recent negative COVID-19 test result.

Fully vaccinated individuals do not need to be socially distanced in assigned sections. Masks are optional.

- Businesses seeking to implement fully vaccinated sections, eliminating social distancing and increasing capacity, must require proof of vaccination status and cannot rely upon self-reporting of vaccination status (e.g., honor system). Businesses can operate up to 100% capacity so long as all attendees are fully vaccinated, consistent with all applicable federal and state laws and regulations.

Children under the age of 12 who are not yet vaccine eligible, and under the age of 16 who have not yet been vaccinated, may accompany and be seated with a vaccinated adult in a fully vaccinated section.

WEAR A MASK.

GET TESTED.

SAVE LIVES.



# Reopening New York

NEW  
YORK  
STATE

OPEN

## Implementing CDC Guidance

### New York State's Reopening Guidance, Effective May 19

Businesses are authorized to keep the current guidance in place:

- Require 6 feet of social distancing and masks for all individuals, including employees and/or patrons

OR

Businesses can adhere to CDC guidelines:

- **Unvaccinated individuals:** Require 6 feet of social distancing and wear masks in most settings
- **Vaccinated individuals:** No social distancing or masks required, except certain settings

Businesses that congregate patrons and operate **above** the social gathering limit\*

Businesses that do not congregate patrons and/or that operate **below** the social gathering limit

Businesses must require proof of vaccination via:

- Paper form
- Digital application
- State's [Excelsior Pass](#)

Businesses may rely upon self-reporting of vaccination status (e.g., honor system)

Businesses may decide to apply CDC guidance to the entire establishment or a separate, designated part of the establishment\*\*

- Business capacity is only limited by the space available for patrons or parties of patrons to maintain the required distance
  - Businesses can operate up to 100% capacity so long as all attendees are fully vaccinated
- Implementation options to consider:
  - Assign part of space for vaccinated individuals based on % of the total capacity or absolute #
  - Assign different times to vaccinated and unvaccinated individuals

Businesses may decide to apply CDC guidance to the entire establishment or a separate, designated part of the establishment

- Business capacity is only limited by the space available for patrons or parties of patrons to maintain the required distance

**See prior page for more detailed guidance on New York State's implementation of CDC guidance.**

\*As of May 19, the State's social gathering limits are 250 attendees indoors and 500 attendees outdoors.

\*\*Indoor events above the gathering limit require unvaccinated individuals to present proof of recent negative COVID-19 test result.

WEAR A MASK.

GET TESTED.

SAVE LIVES.