



MINUTES

Ardsley Village Board of Trustees

8:00 PM - Monday, August 2, 2021

507 Ashford Avenue

Present:	Mayor	Nancy Kaboolian
	Deputy Mayor/Trustee	Andy DiJusto
	Trustee	Joann D'Emilio
	Trustee	Craig Weitz
	Interim Village Manager	Charlene Indelicato
	Village Clerk	Ann Marie Rocco

Absent:	Trustee	Steve Edelstein
	Village Attorney	Robert J. Ponzini

1. **PLEDGE OF ALLEGIANCE**
2. **ANNOUNCEMENT OF EXIT SIGNS**
3. **APPROVAL OF MINUTES:**

3.1 Regular Meeting Minutes-July 6, 2021

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 July 6, 2021 as submitted.

4. **DEPARTMENT REPORTS**

1. LEGAL

1.a Village Attorney Robert Ponzini was absent.

2. INTERIM VILLAGE MANAGER

2.a Interim Village Manager Report August 2, 2021

Interim Village Manager Charlene Indelicato read the following report:

1. **COVID 19 Updates** As you are no doubt aware, there has been an uptick in COVID 19 Delta variant cases. The State of New York, Westchester County and surrounding municipalities are in the process of establishing protocols to prevent further spread. I will update the Mayor and Board as things progress. The CDC has recommended indoor mask wearing in public in counties which are “substantial or high spread”. Westchester is included in that category.
2. **Labor Day Closing** All offices, including the Library, Community Center, Court, and the Department of Public Works will be closed Monday, September 6, 2021 in observance of Labor Day. Since there will be no garbage collection on Monday, there will be Village –wide garbage collection on Tuesday, September 7, 2021. The rest of the week will follow the normal schedule.
3. **Ardasley Curbing** The Contractor is approximately 80% done with the installation of the curbs. It is anticipated that the curbing work will be completed in the next two weeks. Restoration – backfilling/driveway/walkways/sidewalks and sprinkler systems are on an ongoing basis.

3. TREASURER

3.a Abstract Report August 2, 2021

Interim Village Manager Charlene Indelicato read the Treasurer's Report for August 2, 2021. Interim Village Manager Indelicato stated that the bills for the past two weeks totaled as follows: From the General Fund: \$330,940.43; from the Sewer Fund: \$58.59; from the Trust & Agency fund: \$2,156.68 and from the Capital Fund: \$472,975.55

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: \$330,940.43 from the Trust & Agency Fund: \$2,156.68 and from the Capital Fund: \$472,975.55, Sewer Fund: \$58.59

4. BUILDING

4.a Building Department Report June 2021

Mayor Kaboolian stated that the Building Department Report be accepted under submission for June 2021:

- 9 Building permits
- 8 Application fees
- 9 Certificates of Occupancy
- 22 Plumbing permits
- 11 Electrical permits
- 11 Title Searches
- 2 Miscellaneous

Total received - \$10,011.00

Other activities-

2 Warnings

87 Building inspections

30 Zoning inspections

17 Violations

5. FIRE

5.a Fire Department Report June 2021

Mayor Kaboolian stated that the Fire Department Report be accepted under submission for June 2021:

- June 3rd, 10th, 17th & 24th Department held inspection drills to prepare for annual inspection
- June 4th Chief Murray worked with APD & GPD for the senior ice cream social
- June 5th Chief Murray held the annual inspection of the Ardsley Fire Dept.
- June 10th Chief Murray received an updated spec from Seagrave for new Engine
- June 11th Chief Murray attended Concord Road zoom meeting
- June 17th Apparatus Committee reviewed updated spec for new Engine
- June 24th Chief Podalski attended the ice cream social with APD
- June 3rd Inspection drill #6 20 hours of training, 10 members present
- June 10th Hoseline operations & MPO training 38.25 hours of training, 17 members present
- June 17th Hoseline operations & MPO training, 24 hours of training, 12 members present
- June 24th Ice cream social, hose ops & live burn at WCFTC, 42.45 hours of training 32 members present.
- Firefighter II class 20 hours, Structural collapse series 80 hours 124.70 hours of training, 71 members present.
- Alarms for the month of June 2021: 20

6. POLICE

6.a Police Department Report June 2021

Chief Piccolino reported the following activities for June 2021:

- Court fine and fees - \$72,554.00
- Property lost or stolen - \$0.00
- Alarm fines and fees - \$0.00
- Meter collection - \$1,811.00
- Traffic Accidents 8
- Arrests 0
- Calls for Service 246
- Investigations 8
- Impoundment 0
- Summonses issued 4

Training in June 2021:

Total training for the month of June 27 hours which consisted of SWAT, Firearms, Leadership and Implicit Bias training.

COMMUNITY POLICING:

The child seat passenger safety officers installed 11 seats and issued 0
Participated in a zoom meeting for Westchester County Coalitions Group
Participated in a zoom meeting for the Ardsley SAYF Coalition
Participated in a zoom safety meeting for Concord Road Elementary
Participated in a zoom safety meeting for the Ardsley Middle School
Performed two lock down drills at Concord Road School
Attended in person SNYPJOA meeting updates on raise legislation

Community Policing Officer's attended and assisted with the following events:

- Concord Road 4th grade moving up ceremony
- Ardsley Middle school 8th grade graduation ceremony
- Ardsley High School senior class of 2021 graduation
- Juneteenth Day
- Pride Day

Community outreach events:

- Ardsley High school Senior class 2021 ice cream social
- AHS Senior class 2021 year book signing provided snacks and drinks
- AHS teacher appreciation BBQ
- AHS 9th, 10th 11th grades BBQ social
- Cops & Cones event

- Concord Road 4th grade picnic event
- Senior citizens BBQ

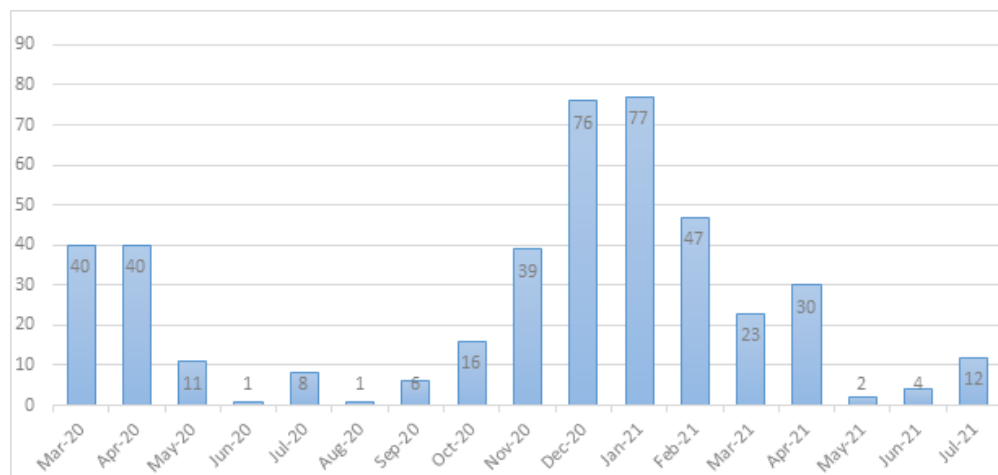
COMMUNITY INFORMATION:

The department continues to investigate numerous reports of fraud and we remind all that you should not provide personal information to anyone over the phone or email.

The Police Department is now participating in the program: Hopes Not Handcuffs: This is an initiative by Family Against Narcotics, aimed at bringing law enforcement and community organizations together in an effort to find viable treatment options for individuals seeking help to reduce dependency with heroin, prescription drugs, and alcohol.

CORONAVIRUS 2019:

The Coronavirus is still infecting people and the village has seen a steady uptick in cases so please wear your masks and follow the CDC recommendations listed below.



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.

- CDC does not recommend that people who are well wear a facemask to protect themselves from respiratory diseases, including COVID-19.
- Facemasks should be used by people who show symptoms of COVID-19 to help prevent the spread of the disease to others. The use of facemasks is also crucial for health workers and people who are taking care of someone in close settings (at home or in a health care facility).
- Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing or sneezing.

If soap and water are not readily available, use an alcohol based hand sanitizer with at least 60% alcohol. Always wash hands with soap and water if hands are visibly dirty.

For information about handwashing, see CDC's Handwashing website:
<https://www.cdc.gov/handwashing/index.html>

For information specific to healthcare, see CDC's Hand Hygiene in Healthcare Settings:
<https://www.cdc.gov/handhygiene/index.html>

These are everyday habits that can help prevent the spread of several viruses. CDC does have specific guidance for travelers.
<https://www.cdc.gov/coronavirus/2019-ncov/travelers/index.html>

For more information, please visit the CDC website at:
<https://www.cdc.gov/coronavirus/2019-nCoV/index.html>

How to Protect Yourself & Others

- Older adults and people who have severe underlying medical conditions like heart or lung disease or diabetes seem to be at high risk for developing serious complications from COVID-19 illness.
- Know how it spreads
- Between people who are in close contact with one another (within about 6 feet).
- Through respiratory droplets produced when an infected person coughs, sneezes, or talks.
- These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.

Some recent studies have suggested that COVID-19 may be spread by people who are not showing symptoms.

7. MAYOR'S ANNOUNCEMENTS

7.a Mayor Kaboolian announce the following:

- As of August 1st there are 1, 225 active COVID cases in Westchester County
- Encouraged everyone to get vaccinated to curb this new variant
- Welcomed our new Interim Village Manager Charlene Indelicato

8. COMMITTEE & BOARD REPORTS

8.a Trustee DiJusto did not have anything to report.

Trustee Weitz did not have anything to report.

Trustee D'Emilio announced the following:

- The library requires all patrons to wear a mask.
- Summer reading club has 132 students signed up via zoom
- The library has put up 3 story walks in the Village

5. VISITORS

5.1 Eda Kapsis, CEAC Chair-Victoria Road wanted to better understand amendments that are on the agenda.

Mayor Kaboolian explained that those amendments are amendments to the contract for additional costs that we have incurred over the past year. They has nothing to do with the design of the building.

Ms. Kapsis stated that the CEAC is here to provide service to the Board as these documents addresses these issues.

Mayor Kaboolian felt that it would be helpful if the CEAC provided some points to the Board with what would make an environmentally sound building.

Ms. Kapsis stated that they intend to provide best practices and strategical opportunities for fiscal return for the longer term.

6. OLD BUSINESS:

7. NEW BUSINESS:

7.1 Consider a Resolution Declaring Lead Agency and Scheduling a Public Hearing for 708 Saw Mill River Road

Moved by Trustee D'Emilio, Seconded by Trustee DiJusto and passed unanimously. RESOLVED, that the Village Board of the Village of Ardsley hereby declares itself Lead Agency for site plan approval for a proposed permit to convert the newly constructed vacant space at 708 Saw Mill River Road into a children's art school; and

RESOLVED, that the Village Board of the Village of Ardsley hereby refers the applicant to the Planning Board for review and comment regarding the parking reduction;

NOW THERE FORE BE IT FURTHER RESOLVED, that the Village Board of the Village of Ardsley hereby schedules a public hearing on Tuesday, September 7, 2021 to discuss the proposed permit.

- 7.2 Consider a Resolution Declaring Lead Agency and Scheduling a Public Hearing 891 Saw Mill River Road

Moved by Trustee D'Emilio, Seconded by Trustee DiJusto and passed unanimously. RESOLVED, that the Village Board of the Village of Ardsley hereby declares itself Lead Agency for site plan approval for a proposed permit to convert the former automotive repair facility at 891 Saw Mill River Road into a recycling bin maintenance and storage shop.

NOW THERE FORE BE IT FURTHER RESOLVED, that the Village Board of the Village of Ardsley hereby schedules a public hearing on Tuesday, September 7, 2021 to discuss the proposed permit.

- 7.3 Consider a Resolution Authorizing the Interim Village Manager to Sign an Agreement with Ayoola Obi Tennis Professional

Moved by Trustee Weitz, Seconded by Trustee DiJusto and passed unanimously. RESOLVED, that the Village Board of the Village of Ardsley hereby authorizes the Interim Village Manager to sign an agreement with Ayoola Obi, Tennis Professional, located at 285 East 199 Street, Apt 4C, Bronx, NY 10458 for Tennis Lessons offered through the Ardsley Parks & Recreation Department effective immediately through August 3, 2022.

- 7.4 Consider a Resolution to Authorize the Interim Village Manager to Sign Amendment No. 1 to the Agreement with Calgi Construction Company

Moved by Trustee D'Emilio, Seconded by Trustee DiJusto and passed unanimously. RESOLVED, that the Village Board of the Village of Ardsley hereby authorizes the Interim Village Manager to sign amendment No. 1 regarding the revised construction management fees dated June 24, 2021 with Calgi Construction Company, 56 Lafayette Avenue, Suite 350, White Plains, New York 10603 related to the Highway Garage Building Project.

- 7.5 Consider a Resolution to Authorize the Interim Village Manager to Sign Amendment No. 2 to the Agreement with Weston & Sampson

Moved by Trustee DiJusto Seconded by Trustee Weitz and passed unanimously. RESOLVED, that the Village Board of the Village of Ardsley hereby authorizes the Interim Village Manager to sign amendment No. 2 to the agreement with Weston & Sampson, 1 Winners Circle, Suite 130, Albany, NY 12205 related to the Highway Garage Building Project.

- 7.6 Consider a Resolution to Authorize the Interim Village Manager to Sign an Agreement with Weston & Sampson for Parking Deck Proposal

Moved by Trustee Weitz, Seconded by Trustee DiJusto and passed unanimously. RESOLVED, that the Village Board of the Village of Ardsley hereby authorizes the Interim Village Manager to sign an agreement with Weston & Sampson, 1 Winners Circle, Suite 130, Albany, NY 12205 dated July 8, 2021 for professional services regarding the parking deck proposal.

- 7.7 Consider a Resolution to Approve Police Department Rules and Regulations

Moved by Trustee D'Emilio, Seconded by Trustee DiJusto and passed unanimously. WHEREAS, the Ardsley Police Department has been developing comprehensive updates to departmental rules and regulations in an effort to obtain New York State accreditation; and

WHEREAS, the Village of Ardsley Labor Counsel has reviewed such updates; and

WHEREAS, the Village Board of the Village of Ardsley has reviewed and discussed the complete documents with the Chief of Police, and

WHEREAS, the Interim Village Manager recommends that the Village Board of the Village of Ardsley approves such rules and regulations so that the New York State Accreditation process can begin.

NOW, THEREFORE, BE IT RESOLVED, that the Village Board of the Village of Ardsley hereby approves the Police Department rules and regulations completed in May, 2021 in order for the Police Department to move forward with the accreditation process.

- 7.8 Consider a Resolution to Amend the Non-Union Village Employee Personnel Policy

This Resolution will be moved to September 7, 2021 meeting

- 7.9 Consider a Resolution to Schedule a Public Hearing to Amend Chapter 18 Code of Ethics in the Village Code

Moved by Trustee DiJusto, Seconded by Trustee Weitz and passed unanimously. RESOLVED, that the Village Board of the Village of Ardsley hereby schedules a public hearing on Tuesday, September 7, 2021 to amend chapter 18 Code of Ethics in the Village Code.

- 7.10 Consider a Resolution to Amend Procurement Policy

Moved by Trustee Weitz, Seconded by Trustee DiJusto and passed unanimously.
WHEREAS, Village policies have not recently been updated; and

WHEREAS, updated policies are critical to effective Village operations; and

NOW THEREFORE BE IT RESOLVED, that the Village Board of the Village of Ardsley hereby replaces the procurement policy effective immediately.

7.11 Consider a Resolution to Adopt Travel Policy

Moved by Trustee D'Emilio, Seconded by Trustee DiJusto and passed unanimously.
WHEREAS, Village policies have not recently been updated; and

WHEREAS, updated policies are critical to effective Village operations; and

NOW THEREFORE BE IT RESOLVED, that the Village Board of the Village of Ardsley hereby establishes the travel policy effective immediately.

7.12 Consider a Resolution to Adopt Credit Card Policy

Moved by Trustee DiJusto, Seconded by Trustee Weitz and passed unanimously.
WHEREAS, Village policies have not recently been updated; and

WHEREAS, updated policies are critical to effective Village operations; and

NOW THEREFORE BE IT RESOLVED, that the Village Board of the Village of Ardsley hereby establishes the credit card policy effective immediately.

7.13 Consider a Resolution Authorizing the Interim Village Manager to Sign an Agreement with Con Edison Related to Final Road Restoration

Moved by Trustee Weitz, Seconded by Trustee DiJusto and passed unanimously.
WHEREAS, the Village of Ardsley has reached an agreement with Con Edison to secure partial funding for the various road improvements required as a result of the Con Edison gas main project; and

WHEREAS, the Village Board of the Village of Ardsley wants to provide for fall restoration of entire roads.

NOW, THEREFORE BE IT RESOLVED, that the Village Board of the Village of Ardsley hereby authorizes the Interim Village Manager to sign an agreement with Con Edison dated July 26, 2021 for final road restoration of the below listed streets:

- Eastern Drive
- Grandview Avenue
- King Street
- Mountainview Avenue
- Park Avenue
- Rest Avenue
- Western Drive
- Orlando Avenue
- Fairmont Avenue

- 7.14 Consider a Resolution to Schedule a Public Hearing to Discuss Chapter 32 of the Code of the Village of Ardsley "Village Manager Code Provisions" Enumerating and Clarifying the Duties and Responsibilities of the Village Manager

This Resolution will be moved to the September 7, 2021 meeting

8. CALL FOR EXECUTIVE SESSION- PERSONNEL & LEGAL MATTERS

9. ANNOUNCEMENTS August 5, 2021-CEAC/CSC Task Force Meeting 7:00 pm

August 9, 2021-Planning Board Meeting 8:00 pm

August 10, 2021-Recreation Commission Meeting 5:00 pm

August 10, 2021-Multicultural Diversity & Inclusion Committee Meeting 8:00 pm

August 10, 2021-Board of Architectural Review Meeting 8:00 pm

August 18, 2021- TPPCS Meeting 7:00 pm

August 25, 2021-Zoning Board of Appeals Meeting 8:00 pm

10. ADJOURNMENT OF MEETING

10.1 Adjournment

Moved by Trustee D'Emilio, Seconded by Trustee DiJusto and passed unanimously. RESOLVED, that the Village Board of the Village of Ardsley Hereby adjourns the regular meeting of Monday, August 2, 2021, at 8:42 p.m.

11. NEXT WORK SESSION Wednesday, August 11, 2021 7:30 pm

12. NEXT BOARD MEETING: Tuesday, September 7, 2021

Village Clerk, Ann Marie Rocco

Date: