



AGENDA

Ardasley Village Board of Trustees

8:00 PM - Monday, April 6, 2020

507 Ashford Avenue

BROADCAST LIVE ON VERIZON 32/35 & CABLEVISION 75

While New York remains in a State of Emergency during this pandemic crisis, we strongly encourage residents to participate in our Statutory Meetings by Zoom either by web or by phone. Instructions for remote participation are below. The following is the website and the phone number for participation in this meeting:

[Join Zoom](#)

[Meetinghttps://zoom.us/j/418618453?pwd=TmsvYkVvVXNLeFdsY1lqbGlIVJTUT09](https://zoom.us/j/418618453?pwd=TmsvYkVvVXNLeFdsY1lqbGlIVJTUT09)

Meeting ID: 418 618 453

Password: 656641

One tap mobile

+19292056099,,418618453# US (New York)

Dial by your location

+1 929 205 6099 US (New York)

*8:00 p.m. County Executive-George Latimer

Page

8:15 p.m. - PUBLIC HEARING

To Consider the Tentative Budget for the Village of Ardsley for the Fiscal Year Beginning June 1, 2020 through May 31, 2021

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1. PLEDGE OF ALLEGIANCE

6 - 17

2. APPROVAL OF MINUTES:

2.a Regular Meeting -March 16, 2020

3. DEPARTMENT REPORTS

3.1. LEGAL

3.2. MANAGER

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3.2.a Manager Report-April 6, 2020

3.3. TREASURER

19 - 22

3.3.a Abstract-April 6, 2020

3.4. BUILDING

No Building Department Report

3.5. FIRE

No Fire Department Report

3.6. POLICE

No Police Department Report

3.7. MAYOR'S ANNOUNCEMENTS

3.8. COMMITTEE & BOARD REPORTS

4. VISITORS

5. OLD BUSINESS:

6. NEW BUSINESS:

23

6.a Consider a Resolution to Appoint Carol Sommerfield to the Conservation and Environment Advisory Committee (CEAC)

24 - 25

6.b Consider a Resolution to Amend the FMLA Policy to include Families First Coronavirus Response Act ("Act")

26 - 28

6.c

Consider a Resolution to Authorize the Village Manager to Sign an Amendment to Agreement for Services Between the Village of Ardsley and PACE University

7. CALL FOR EXECUTIVE SESSION

8. ADJOURNMENT OF MEETING

9. NEXT BOARD MEETING:

April 20, 2020

LEGAL NOTICE

PLEASE TAKE NOTICE that a Public Hearing will be held before the Village of Ardsley Board of Trustees, 507 Ashford Avenue, Ardsley, New York on Monday, April 6, 2020 at 8:15 p.m. to consider the Tentative Budget for the Village of Ardsley, New York for the fiscal year beginning June 1, 2020 through May 31, 2021.

All residents and taxpayers are invited to attend and be heard.

A copy of the Tentative Budget will be filed by the end of the business day on Friday, March 20, 2020 in the Office of the Village Clerk, where it will be available for public inspection, Monday through Friday from 9:00 a.m. to 4:00 p.m. The Tentative Budget will be posted on the Village's website at www.ardsleyvillage.com.

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

Ann Marie Rocco
Village Clerk

PROPOSED BUDGET:

**VILLAGE OF ARDSLEY
2020 - 2021 TENTATIVE BUDGET SUMMARY**

BE IT ORDAINED BY THE Village of Ardsley Board of Trustees THAT THE FOLLOWING SUM COMPRISING THE ANNUAL APPROPRIATION ORDINANCE FOR THE YEAR 2020 - 2021 IS HEREBY APPROVED TO MEET THE VILLAGE'S TENTATIVE BUDGETARY NEEDS FOR THE YEAR 2020 - 2021.

DATE: March 20, 2020

	<u>GENERAL FUND</u>	<u>SEWER FUND</u>	<u>LIBRARY FUND</u>	<u>TOTAL</u>
APPROPRIATIONS	\$14,217,332	\$410,101	\$580,298	\$15,207,731
less:				
TOTAL REVENUE	\$2,516,172	\$410,101	\$580,298	\$3,506,571
BALANCE OF APPROPRIATIONS FOR TAX LEVY	\$11,701,160	\$0	\$0	\$11,701,160
less:				
Tax Levy	\$11,701,160			
Add: Estimated Uncollectible Tax Levy	\$0			
Deduct: Estimated Collectible Delinquent Taxes	\$0			
Deduct: Appropriation from Debt Reserve	\$200,000			
Deduct: Appropriation from Fund Balance	\$0			
Adjusted Tax Levy	\$11,501,160			

Allowable levy at tax cap	\$11,628,500
EXCESS LEVY PER TAX CAP	(\$127,340)

2020-21 Tax Rate

10.23

Assessed Values

03/01/20 - TAX ROLL

\$1,124,335,968

**VILLAGE OF ARDSLEY
BOARD OF TRUSTEES
REGULAR MEETING
MONDAY, MARCH 16, 2020**

Present:	Mayor	Nancy Kaboolian
	Deputy Mayor Trustee	Any DiJusto
	Trustee	Evan Yager
	Trustee	Joann D’Emilio
	Trustee	Steve Edelstein
	Village Manager	Meredith S. Robson
	Village Attorney	Robert Ponzini

8:15 p.m. –CONTINUATION OF PUBLIC HEARING

To consider a Local Law to establish a program for imposing and collecting sewer rents from among all benefitted properties in the Village.

Mayor Kaboolian called to order the Regular Meeting at 8:00 p.m.

I. ANNOUNCEMENT OF EXIT SIGNS

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF MINUTES: Regular Meeting – Monday, March 2, 2020

Trustee DiJusto: RESOLVED, that the Village Board of the Village of Ardsley hereby approves the minutes of the Regular Meeting of Monday, March 2, 2020 as submitted.
Seconded by Trustee D’Emilio and passed unanimously.

IV. DEPARTMENT REPORTS:

LEGAL REPORT: Nothing to Report

MANAGER’S REPORT 3/16/2020 Mayor Kaboolian stated that the Manager’s Report of February 2020 be accepted under submission.

- 1. BUDGET PROCESS:** The 2020-2021 budget will be filed with the Village Clerk by close of business on Friday, March 20th. Shortly thereafter it will be posted on our website. Given the restrictions related to the Coronavirus pandemic, we encourage the public’s online review of the document. However, should you require a “hard copy” of the budget, please let us know and we will mail you out a copy. March work sessions on the budget are scheduled for the 23rd and 26th at 7:30 P.M. The public is encouraged to

Village of Ardsley
Board of Trustees-March 16, 2020

send questions on the budget to my office and we will get answers back to you as soon as we are able.

2. CORONAVIRUS IMPACT: Today we issued a State of Emergency to allow us to better address issues as they arise regarding the public health emergency. Village notifications regarding the impact of the virus on municipal operations, as well as governmental information on the virus itself, will be disseminated as often as we have information to share. This is a constantly evolving situation and we are all doing the best we can to maintain essential services and keep abreast of any new information frequently coming to us through reputable governmental sources. In the interest of public safety, the safety of our first responders and staff, we are making decisions that we collectively believe are necessary to prevent the spread of this virus in the Village. However, as everyone knows, this is not simply a local issue, nor is it an easy one to manage and we ask for your patience and support as we work to serve this community during this very difficult period. Remember that we are a very small organization and even one positive case could severely impact our ability to work on your behalf. Our elected officials, staff and emergency volunteers are working carefully, but still working hard. It is during these very types of situations that I am most proud to work with others in public service. We are not shying from the responsibility, but rather working to do as much as we can to make sure this community is protected and everyone gets to go home (or stay home) safely! Please be patient with the disruptions so we can all come out on the other side of this as quickly as possible.

TREASURER'S REPORT: Village Manager, Meredith S. Robson read the Treasurer's Report for March 16, 2020:

Ms. Robson stated the bills for the past two weeks totaled as follows: From the General Fund: \$87,235.67; from the Trust & Agency Fund: \$1,519.13 and from the Capital Fund: \$172.50.

Trustee DiJusto: RESOLVED, that the Village Board of the Village of Ardsley hereby authorizes the Village Treasurer to make the following payments: From the General Fund: \$87,235.67 from the Trust & Agency Fund: \$1,519.13 and from the Capital Fund: \$172.50.
Seconded by Trustee D'Emilio and passed unanimously.

BUILDING DEPARTMENT REPORT: Mayor Kaboolian stated that the Building Department Report be accepted under submission of February 2020:

- 6 Building permits
- 7 Application fees
- 7 Certificates of Occupancy
- 6 Plumbing permits
- 3 Electrical permits
- 4 Letters of Compliance

FIRE DEPARTMENT REPORT: Mayor Kaboolian stated that the Fire Department Report be accepted under submission for February 2020:

Village of Ardsley
Board of Trustees-March 16, 2020

- 2/1/2020- Members attended the annual Andy Fredrick’s Seminar hosted by the Elmsford Fire Department.
- 2/13/2020-Chief Lindsay and members attended “Not all Superhero’s Wear Capes” at Ardsley Middle School.
- 2/26/2020 Chief Lindsay attended monthly Battalion 14 meeting at Dobbs Ferry FD.
- 2/27/2020 Chief Lindsay and Murray and members participated in flag detail with Dobbs Ferry Fire Department in memory of Firefighter Danny Foley FDNY.
- 20 Calls for the month of February

POLICE DEPARTMENT REPORT:

Police Chief, Anthony Piccolino read the following February 2020 Police Report:

- Property Lost or Stolen - \$474.00
- Property Recovered - \$0
- Meter collection- \$3,727.65
- Alarm fines & feels \$470.00
- 138 Parking summonses issued
- 35 UTT summonses issued
- 7 Appearance ticket issued
- 180 Summonses issued

TRAINING:

- Total training for the month of February – To Be Announced.

COMMUNITY POLICING:

- 16 child seat units installed by appointment and 1 issued child seat for a family in need.
- Our officers along with the Ardsley School District conducted 2 lockdown drills one at the high school and the other at Concord Road school. These drills are to ensure the emergency plans for the schools are working properly for the safety of the students.
- Our officers attended the Ardsley school district safety meeting to review the emergency school plans and discuss any updated changes.
- Our officers also attended an event at the middles school called “Superheroes” put on by Mrs. Zimbaldi Ardsley Middle School counselor for the students to say thank you to our police officers and firefighters. They received over 200 thank you letters and several paintings from the students.
- Our officers also participated in Harlem Wizards PTA fund raising event in which they helped coach the Ardsley All Stars team comprised of teachers and parents.

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-Our officers attended with the Ardsley SAYF Coalition Director Theresa Del Grosso CSTAG at Stepinac High School, Ardsley SAYF Coalition meeting, Youth Council Meeting, Westchester County Youth Officer's meeting.

COMMUNITY INFORMATION:

- Bank fraud continues to be an issue. Please make sure you check your bank statements.
- We have had several reports of phone scams so be mindful of it. Many of these scams are explained on our website. If you have any questions, you can contact the police desk.
- Utility companies are working throughout the Village and may affect traffic. Leave enough time for travels during high traffic tie.

CORONAVIRUS 2019:

Prevention:

There is currently no vaccine to prevent COVID-19. 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 works 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>

MAYOR'S ANNOUNCEMENTS:

Mayor Kaboolian announced the following:

- Thanked the Village Manager and Staff for their work on trying to make the Ardsley Village safe in this ever changing environment with the Coronavirus.
- Reminded residents that if they are feeling ill please call our first responders so they know what to do prior to arriving to your home.
- If you are feeling ill don't go to your doctor or hospital. Call your doctor to see what you should do.
- The best thing we can do now is try and stop the virus from spreading.
- Encouraged everyone to stay safe and to think of our first responders and thanked them for their service.

TRUSTEE DIJUSTO:

Trustee DiJusto announced the following:

- ASVAC answered 63 calls in the month of February.
- Thanked everyone in the Village of Ardsley for being calm during this time.

TRUSTEE YAGER:

Nothing to report

TRUSTEE D'EMILIO:

Nothing to report

TRUSTEE EDELSTEIN:

Nothing to report

VISITORS:

8:15 P.M. – OPEN PUBLIC HEARING

To consider a Local Law to establish a program for imposing and collecting sewer rents from among all benefitted properties in the Village

Public Comments:

Rachael Methal (phone call), Ardsley resident had the following questions regarding the public hearing

1. What is the estimated total cost? What will be the average “rent” per household/business? When will the costs be billed? Will the bill through Suez be due on demand? Is there a payment plan? Most families in ARDSLEY I have spoken with are not aware of the “rent”/assessment. How is the communication regarding cost being handled?
2. Has the Village considered floating bonds? The market is bond friendly. I have seen this done for capital improvement projects in many municipalities.
3. Given many families will face financial hardship due to Coronavirus, is now the right time?

Village Manager, Meredith Robson answered the questions:

1. The total draft budget will be in the amount of \$410,000 for the sewer fund. The vast majority of the sewer fund will be for the analysis and investigation of our sanitary sewer connection. There is also funding in the sewer fund to meet the needs of the billing company. The sewer fund will also be for ongoing maintenance costs. Mayor Kaboolian explained that this is necessary to segregate the cost for the repair of our sewer system that hasn't been touched in 40 years. We are looking long term to maintain our infrastructure. Village Manager, Meredith Robson explained that billing will be done on a quarterly basis. The average residential cost would be approximately \$144.00 and for commercial it would be approximately \$734.00. Please note, these are not finite numbers. The amount will depend on water usage. There was a blast regarding the sewer fund and there was a public hearing. Once we get things finalized with the billing company we will get more information out to everyone.
2. Yes, the Village has considered floating bonds. The Board will have to discuss further.
3. This will be determined by the Board. We have an obligation that the sanitary sewer system is running the way it should.

Mayor Kaboolian stated that we are very cognizant of the economic strain as a result of the Coronavirus but we will have better numbers as we get more data from Suez.

At 8:30 p.m. the Public Hearing was closed

Trustee DiJusto: RESOLVED, that the Village Board of the Village of Ardsley hereby closes the Public Hearing to consider a local law to establish a program for imposing and collecting sewer rents from among all benefitted properties in the Village. **Seconded by Trustee Yager and passed unanimously.**

VI. OLD BUSINESS

1. Consider a resolution to establish a program for imposing and collecting sewer rents from among all benefitted properties in the Village
Introductory Local Law

Introductory Local Law

A LOCAL LAW TO ESTABLISH A PROGRAM FOR
IMPOSING AND COLLECTING SEWER RENTS FROM AMONG ALL BENEFITTED
PROPERTIES IN THE VILLAGE

Trustee DiJusto: RESOLVED, that the Village Board of the Village of Ardsley hereby enacts a Local Law to establish a Program for Imposing and Collecting Sewer Rents from Among All Benefitted Properties in the Village. **Seconded by Trustee D'Emilio and passed unanimously.**

A LOCAL LAW amending Chapter 165 of the Code of the Village of Ardsley to provide a program for more equitably distributing the costs of owning, operating and maintaining the sanitary sewer system to all real property within the Village.

BE IT ENACTED by the Board of Trustees of the Village of Ardsley as set forth herein:
SECTION ONE: The Code of the Village of Ardsley is hereby amended by adding Article III to Chapter 165 entitled "Sewer Rents" as follows:

ARTICLE III
Sewer Rents

§ __-1. Purpose; authority.

The purpose of this Article is to more equitably distribute the cost of owning, operating and maintaining the Village of Ardsley sanitary sewer system by allocating such expenses among all properties in the Village that use the sewer system. Pursuant to the authority derived from Article 14-F of the General Municipal Law, the Village of Ardsley hereby creates a program for establishing and collecting sewer rents as a means of funding the costs associated with the Village of Ardsley sewer system. Such program shall consist of annual charges against all properties that

Village of Ardsley
Board of Trustees-March 16, 2020

use the Village's sanitary sewers. The sewer rents as provided for in this Article shall be segregated into a special purpose fund and applied toward defraying the cost of operation, maintenance, upkeep, repair, replacement and otherwise improving the sewer system.

§ __-2. **Sewer Rent Program.**

A. **Establishment.**

The Village of Ardsley hereby establishes a sewer rent program. All sewer rent shall be used by the Village for the expense of operation, maintenance, repairs and improvements to the Village sewer system. The record owner of all real property using the Village sewer system, or any part thereof, shall be liable to the Village for the payment of sewer rent notwithstanding that said property owner may charge a fee or seek reimbursement from a lessee, licensee or other occupant of the real property. The failure to collect fees or obtain reimbursement shall not be a defense to the property owner's absolute obligation. All sewer rents and penalties shall be a charge against the property for which the property owner and any successor in interest shall be liable.

The Village Board shall have the authority by resolution to promulgate rules and procedures, and make revisions thereto, for the efficient administration and operation of the sewer rent program. Such rules and procedures shall be made available to the public as with any record of the Village. In the event water consumption to a particular property is not indicative of equivalent usage of the sewer system, the Village may establish a procedure for consumption evaluation and make adjustments for good cause shown on a case-by-case basis.

B. **Applicability.**

The system for which the sewer rents are established and imposed is the entire sewer system within the Village of Ardsley as defined in Section 451 of General Municipal Law as such system does now or as it may from time to time exist.

C. **Setting of Rates.**

The initial sewer rent rate and any later adjustments shall be (i) based upon the consumption of water on the property connected with and served by the sewer system and (ii) established in accordance with Section 452 of General Municipal Law by a resolution of the Village Board of Trustees following a public hearing on notice. Once established, the rent rate shall be set forth in the Fee Schedule maintained by the office of the Village Clerk.

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D. Payments.

Sewer rents shall be payable on the schedule set by the Village Board of Trustees pursuant to its authority to promulgate rules and procedures.

E. Billing.

Sewer rent bills shall be issued on the basis set forth by the Village Board of Trustees pursuant to its authority to promulgate rules and procedures. The Village is authorized to obtain the services of a third-party billing company to generate and send out all Sewer rent bills. Such bills shall be sent to the address of the property owner as set forth on the assessment rolls and at a frequency and in accordance with a billing period set the by the Village Board. Delivery of such bills to the proper party is not guaranteed. If the property owner does not receive a bill on or before the fifth day following the end of each billing period, the property owner will be provided with contact information of the third-party billing company designated by the Village.

F. Late Payment penalties, liens and collection.

All bills for sewer rents are due and payable at the address given on the bill and the time set forth by the Village Board of Trustees. All amounts due for sewer rents will be received without penalty during the first month following the billing. Penalty shall be charged at a rate set forth by the Village Board of Trustees on all bills that remain unpaid past thirty days from the date of billing. Such penalties will be added to the bill, in accordance with the provisions of the Village Law. The Third party billing company shall send to the Village Treasurer all delinquent accounts which in accordance with General Municipal Law section 452 the delinquent sewer rents shall constitute a lien upon the real property served by the sewer system. The lien shall be prior and superior to every other lien or claim except the lien of an existing tax, assessment or other lawful charge imposed by or for the state or a political subdivision or district thereof. Delinquent accounts, including sewer rents and penalties shall be collected in a manner provided in General Municipal Law Section 452(4).

G. Sewer Rent Fund.

All revenues derived from sewer rents, including penalties, shall be credited by the Treasurer to a special fund to be known as the "Sewer Rent Fund." Monies in such fund shall be used in accordance with section 53 of the General Municipal Law.

H. Sole Exemption.

All property of the Village shall be exempt from the obligation to pay sewer rent.

Village of Ardsley
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I. Agreement with water source.

The Village has received authorization from the New York State Public Service Commission (Matter Number/Case No.: 19-01610) to contract with the water source to utilize its water consumption data and provide any other services necessary to administer this Article.

J. Severability.

Should any section or provisions of this Article be adjudged by a court of competent jurisdiction to be unconstitutional or otherwise invalidated, such judgment shall not affect, impair or invalidate the remainder of this Article, and it shall be construed to have been the legislative intent to enact the local law without such unconstitutional or invalid parts therein.

SECTION TWO: Except as provided for herein, all other provisions of Chapter 165 shall remain the same.

SECTION THREE: This local law shall take effect immediately upon compliance with filing and publication as required by applicable law, including filing in the Office of the Secretary of State.

VII. NEW BUSINESS

1. Consider a resolution to schedule a Public Hearing on the Tentative 2020-2021 Village Budget

RESOLUTION TO SCHEDULE A PUBLIC HEARING ON THE TENTATIVE 2020-2021 BUDGET

Trustee DiJusto: RESOLVED, that the Village Board of the Village of Ardsley hereby schedules a public hearing at 8:15 p.m. on Monday, April 6, 2020 to review the Tentative 2020-2021 Village Budget. **Seconded by Trustee Edelstein and passed unanimously.**

Proposed Budget:

Village of Ardsley

2020-2021 Tentative Budget Summary

BE IT ORDAINED BY THE Village of Ardsley Board of Trustees THAT THE FOLLOWING SUM COMPRISING THE ANNUAL APPROPRIATION FOR THE YEAR 2020-2021 IS HEREBY APPROVED TO MEET THE VILLAGE'S TENTATIVE BUDGETARY NEEDS FOR THE YEAR 2020-2021.

Village of Ardsley
Board of Trustees-March 16, 2020

DATE:	March 20, 2020				
		<u>GENERAL</u>	<u>SEWER</u>	<u>LIBRARY</u>	<u>TOTAL</u>
		<u>FUND</u>	<u>FUND</u>	<u>FUND</u>	
APPROPRIATIONS		\$14,217,332	\$410,101	\$580,298	\$15,207,731
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TOTAL REVENUE		\$2,516,172	\$410,101	\$580,298	\$3,506,571
BALANCE OF APPROPRIATIONS FOR TAX LEVY		\$11,701,160	\$0	\$0	\$11,701,160
less:					
Tax Levy		\$11,701,160			
Add: Estimated Uncollectible Tax Levy		\$0			
Deduct: Estimated Collectible Delinquent Taxes		\$0			
Deduct: Appropriation from Debt Reserve		\$200,000			
Deduct: Appropriation from Fund Balance		\$0			
Adjusted Tax Levy		\$11,501,160			
	Allowable levy at tax cap	\$11,628,500			
	EXCESS LEVY PER TAX CAP	(\$127,340)			
	2020-21 Tax Rate		10.23		
Assessed Values					
03/01/20 - TAX ROLL					\$1,124,335,968

2. Consider a Resolution Authorizing the Village Manager to Sign an Agreement with MINOL

RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO SIGN AN AGREEMENT WITH MINOL FOR WATER SEWER BILLING

Trustee DiJusto: RESOLVED, that the Village Board of the Village of Ardsley hereby authorizes the Village Manager to sign an agreement with MINOL, located at 15280 Addison Road, Suite 100, Addison, TX 75001 for Sewer billing. **Seconded by Trustee Edelstein and passed unanimously.**

VIII. CALL FOR EXECUTIVE SESSION – No Executive Session

X. ADJOURNMENT OF MEETING

Trustee DiJusto: RESOLVED, that the Village Board of the Village of Ardsley Hereby adjourns the regular meeting of Monday, March 16, 2020 at 8:33 p.m. **Seconded by Trustee Edelstein and passed unanimously.**

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Board of Trustees-March 16, 2020

**XI. NEXT VILLAGE BOARD MEETING: Monday, April 6, 2020 at 8:00
p.m.**

Respectfully submitted,

Ann Marie Rocco
Village Clerk

Village of Ardsley
Board of Trustees-March 16, 2020

MANAGER'S REPORT 4/6/20

- 1. BUDGET PROCESS:** The Tentative 2020-21 Budget is available online on the Village website. However, given the current circumstances surrounding the pandemic, the Board has discussed a number of changes to the budget and these changes will be explained during the public hearing portion of Monday's agenda. We intend to hold the meeting through Zoom and will allow public comment through that program. The public is also encouraged to send questions on the budget to my office and we will get answers back to you as soon as we are able.
- 2. CORONAVIRUS IMPACT:** Staff, first responders and our elected officials are all working hard to maintain basic village services during the pandemic. This is a very challenging time for everyone. Please be patient if you do not receive an immediate response to a message you left on voicemail or an email you sent in. Village notifications regarding the impact of the virus on municipal operations, as well as governmental information on the virus itself, is being disseminated as often as we have information to share. There is so much information coming out from a variety of sources that we are attempting to strike a balance between informing the community and overwhelming the community! In the interest of public safety, the safety of our first responders and staff, we continue to make decisions that we collectively believe are necessary to prevent the spread of this virus in the Village. Remember that we are a very small organization and even one positive case could severely impact our ability to work on your behalf. Our elected officials, staff and emergency volunteers are working carefully, but still working hard. As I have said before, it is during these very types of situations that I am most proud to work with others in public service. We are not shying from the responsibility, but rather working to do as much as we can to make sure this community is protected and everyone gets to go home (or stay home) safely! Please be safe.

ABSTRACT FOR VILLAGE BOARD MEETING OF
APRIL 6TH, 2020

<u>GENERAL FUND</u>	<u>\$175,172.59</u>
<u>TRUST & AGENCY FUND</u>	<u>\$0.00</u>
<u>CAPITAL FUND</u>	<u>\$0.00</u>

ABSTRACT FOR VILLAGE BOARD MEETING OF APRIL 6TH, 2020			
Date	Vendor Name	Description	Amount
2/27/2020	AAA EMERGENCY SUPPLY CO	Fit Testing	882.00
3/18/2020	AAA EMERGENCY SUPPLY CO		46.75
3/18/2020	ADAM DEUTSCH	CHESS CLASS REFUND	80.00
3/19/2020	ARGENTO AND SONS INC	V-Belt	48.90
4/2/2020	ATLANTIC SALT INC	salt jan 2020	3,752.61
3/31/2020	B THIRTEEN SIGNS & DESIGN	striping for Tahoe car 90	1,200.00
3/9/2020	B&H PHOTO - VIDEO INC.	Cameras for 220 Heatherdell Rd	265.90
4/2/2020	BEN ROMEO CO INC	Rakes,EZ Reachers,Street Broom	208.30
4/2/2020	BEN ROMEO CO INC	Rakes,EZ Reachers,Street Broom	125.00
3/18/2020	BENJAMIN WILLIAMS	CHESS CLASS REFUND	180.00
2/25/2020	BLUE DRAGON CONNECTIONS	single keyscan door controller	982.00
3/17/2020	BRUNI & CAMPISI INC	HVAC Contract	797.50
3/17/2020	BRUNI & CAMPISI INC	HVAC Contract	797.50
3/18/2020	CARLA MOOPENN	CHESS CLASS REFUND	80.00
3/20/2020	CDW GOVERNMENT	Netgear S350 Ethernet Switch	54.59
3/20/2020	CDW GOVERNMENT	Kingston Micro SDHC UHS-I	142.75
3/18/2020	CHRISTOPHER JAMES	CHESS CLASS REFUND	90.00
3/18/2020	CON EDISON	Payment for 2/10/20-3/11/20	948.61
3/26/2020	Con Edison	Usage for 12/12/20-3/13/20	36.26
3/18/2020	CON EDISON	590906276613001 for 2/10-3/11	1,801.63
3/18/2020	CON EDISON	Payment for 2/10/20-3/11/20	636.54
3/26/2020	Con Edison	PAYMENT FOR BILL DATED 3/18	318.19
3/19/2020	DUNCAN PARKING TECHNOLOGIES IN	Parking meter charges	25.00
3/19/2020	DUNCAN PARKING TECHNOLOGIES IN	Parking meter charges	60.00
3/19/2020	DUNCAN PARKING TECHNOLOGIES IN	Parking meter charges	180.00
3/19/2020	DUNCAN PARKING TECHNOLOGIES IN	Parking meter charges	75.00
3/19/2020	DUNCAN PARKING TECHNOLOGIES IN	Parking meter charges	18.00
3/19/2020	DUNCAN PARKING TECHNOLOGIES IN	Parking meter charges	255.00
3/19/2020	DUNCAN PARKING TECHNOLOGIES IN	Parking meter charges	50.00
3/18/2020	Elena Tashlitsky	CHESS CLASS REFUND	180.00
3/18/2020	Emily Weisenbach	CHESS CLASS REFUND	80.00
4/2/2020	EXPANDED SUPPLY PROD INC	side mounted curb piece	577.25

3/18/2020	FURQUAN TANWIR	CHESS INSTRUCTION	1,665.00
4/2/2020	GABRIELLI TRUCK SALES LTD	vehicle repairs mack GU813	4,388.07
4/2/2020	GEORGE MALONE	BOT 3-16-20	791.45
4/2/2020	GEORGE MALONE	BOT 3-2-20	791.45
4/2/2020	HD SUPPLY CONSTRUCTION AND IND	Diamond Saw Blade	162.89
4/2/2020	IRON MOUNTAIN RECORDS MGM	Storage 4/1/20-4/30/20	132.25
3/18/2020	JANET KOVACS	CHESS CLASS REFUND	90.00
3/18/2020	Jessica Scott	CHESS CLASS REFUND	80.00
3/16/2020	JP MCHALE	removal of pest	215.67
3/18/2020	KEVIN MUNJAL	CHESS CLASS REFUND	180.00
3/18/2020	MELISSA BAKER	CHESS CLASS REFUND	180.00
3/17/2020	MEREDITH ROBSON	Cell Phone Usage for 4/2020	79.00
3/19/2020	NEW ENGLAND SPORTSWEAR	weapon light	269.00
4/1/2020	NYS EMPLOYEES HEALTH INS	April Health premium	126,702.12
3/26/2020	OPTIMUM	Usage for 3-23 to 4-22	16.80
1/31/2020	PARTNERS IN SAFETY INC	Various Physicals	3,669.00
3/18/2020	PARTNERS IN SAFETY INC	Various Physicals	1,173.00
3/18/2020	PARTNERS IN SAFETY INC	Physcial	190.00
4/2/2020	PITNEY BOWES	lease pmt 1/25/20-4/24/20	297.00
4/2/2020	PRO ASPHALT LLC	Winter Cold Patch	154.00
4/2/2020	ROBERT PONZINI	April monthly retainer	5,833.00
3/18/2020	SACHIN KUMAR AMRUTHAL JAIN	CHESS CLASS REFUND	90.00
3/18/2020	SAM'S CLUB/SYNCHRONY BANK	SENIOR EXPENSES	44.49
3/18/2020	SAM'S CLUB/SYNCHRONY BANK	SENIOR EXPENSES	18.82
4/2/2020	SMJT CORP DBA ANGO	MARCH VILLAGE HALL CLEANING INV 809	1,121.00
4/2/2020	SMJT CORP DBA ANGO	MARCH COMMUNITY CENT. CLEANING INV 809	354.00
4/2/2020	SMJT CORP DBA ANGO	MARCH FIRE HOUSE CLEANING INV 809	265.00
4/2/2020	SMJT CORP DBA ANGO	POLICE, FIRE DAY PORTER 3/19-3/31 INV892	702.00
4/2/2020	SMJT CORP DBA ANGO	DEEP CLEAN/DISINFECT VILLAGE HALL/COURT INV896	400.00
4/2/2020	SMJT CORP DBA ANGO	SANITIZE VILLAGE OFFICE/COMMUNITY CNT INV895	800.00
1/31/2020	SPECIALTY WARNING SYSTEMS	Audible & Visual warning syste	4,125.00
1/31/2020	SPECIALTY WARNING SYSTEMS	Streamlight Stinger	163.99
4/1/2020	STANDARD INSURANCE COMPANY	life ins premium April 2020	1,001.00
3/18/2020	STECICH MURPHY & LAMMERS LLP	Professional Services	821.00

3/17/2020	SUEZ WATER WESTCHESTER DIST. 1	Water usage for February 2020	101.70
3/17/2020	SUEZ WATER WESTCHESTER DIST. 1	Water usage February 2020	101.70
3/17/2020	SUEZ WATER WESTCHESTER DISTRIC	Water Usage for 2/6-3/5	165.19
3/17/2020	SUEZ WATER WESTCHESTER DISTRIC	Usage for 2/6/20-3/5/20	190.88
3/17/2020	SUEZ WATER WESTCHESTER DISTRIC	0530979330000 2/6-3/5	101.70
3/17/2020	SUEZ WATER WESTCHESTER DISTRIC	acct# 05308821430000	43.53
4/2/2020	THE JOURNAL NEWS	Notice to Bidders Heatherdell	168.00
4/2/2020	THE RIVERTOWNS ENTERPRISE	legal notices	40.39
3/26/2020	TOLLS BY MAIL PAYMENT CENTER	Bill # 17384446974	20.25
3/18/2020	TRISH MCNALLY HAASE	CHESS CLASS REFUND	80.00
3/17/2020	VERIZON	914-693-8292 3/2-4/1	63.30
3/17/2020	VERIZON	914-693-2010 3/10-4/9	515.16
3/17/2020	VERIZON	914-693-3494 3/10-4/9	48.24
3/26/2020	VERIZON	for 3/22/20-4/21/20	27.73
3/26/2020	VERIZON	Usage for 3/22-4/21	32.62
3/26/2020	VERIZON WIRELESS	Payment for 2/13/20-3/12/20	685.16
4/2/2020	VERIZON WIRELESS	acct 882428165-00001	126.28
3/18/2020	VISHAL SHAU	CHESS CLASS REFUND	180.00
2/18/2020	W.B. MASON CO. INC.	C-Folds, Soap	201.36
2/18/2020	W.B. MASON CO. INC.	disenfectant	118.14
2/18/2020	W.B. MASON CO. INC.	Hand Towels	59.98
3/18/2020	YOO SUNG CHUNG	REFUND FOR CHESS CLASS	160.00
		GENERAL FUND TOTAL	\$175,172.59
		TRUST & AGENCY FUND	\$0.00
		CAPITAL FUND	\$0.00

RESOLUTION TO APPOINT CAROL SOMMERFIELD TO THE CONSERVATION AND ENVIRONMENT ADVISORY COMMITTEE (CEAC)

RESOLVED, that the Mayor of the Village of Ardsley hereby makes the appointment of Carol Sommerfield to the Conservation and Environment Advisory Committee (CEAC), effective through December 31, 2020.

**RESOLUTION AMENDING THE FMLA POLICY TO INCLUDE FAMILIES
FIRST CORONAVIRUS RESONSE ACT (“ACT”)**

WHEREAS, on or about March 13, 2020, President Trump declared a national emergency regarding the outbreak of the COVID-19 virus; and

WHEREAS, on or about March 18, 2020, the Families First Coronavirus Response Act (“Act”), which included a temporary expansion of the FMLA and emergency paid leave provisions, was signed into federal law; and

WHEREAS, the Act is due to take effect no later than April 2, 2020; and

WHEREAS, the Act permits covered employers, including public employers, to exclude emergency responders and health care providers from the applicable FMLA and emergency paid leave provisions of the Act; and

WHEREAS, the Village of Ardsley (“Village”) recognizes that its emergency responders and/or health care providers deliver critical public health and safety emergency services to the Village’s residents and businesses,

NOW, THEREFORE, BE IT RESOLVED:

1. Effective retroactively to April 2, 2020, and to the extent it may be required by federal law or regulation, the Village hereby exempts and excludes its emergency responders, including, but not limited to, all members of its Police, Highway/Public Works, Fire Departments and any other job classifications as may be excludable under federal law and regulations as may exist, from

any applicable FMLA and emergency paid leave provisions of the Act.

2. The Village reserves the right to modify or terminate this Resolution at any time in order to meet the needs of the Village and its employees.

**RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO SIGN AN
AMENDMENT TO THE AGREEMENT FOR SERVICES BETWEEN THE
VILLAGE OF ARDSLEY AND PACE UNIVERSITY**

RESOLVED, that the Village Board of the Village of Ardsley hereby authorizes the Village Manager to sign an amendment to the agreement with Pace University; such amendment is dated April 3, 2020 for services related to the completion of the Comprehensive Plan and LWRP.

**Amendment to Agreement for Services
between the Village of Ardsley and Pace University**

This Amendment (“Amendment”) effective April 1, 2020 (the “Effective Date”), modifies the Agreement for Services (“Agreement”) between **Pace University for its Elisabeth Haub School of Law’s Land Use Law Center (PACE)** (“Contractor”) and **the Village of Ardsley**. Capitalized terms used and not otherwise defined in this Amendment shall have the meanings ascribed to such terms in the Agreement. In the event of any conflict between this Amendment and the Fee for Service Agreement, this Amendment shall govern.

Whereas, the Parties agree that Contractor will continue to support the completion of the Village of Ardsley.

Now, therefore, pursuant to the terms and conditions of the Agreement and this Amendment, the Parties agrees as follows:

1. Article 1 in the Agreement shall be revised and extended under this Amendment and is hereby amended such that “January 30, 2020” is deleted and replaced with “**December 30, 2020.**”
2. Article 2 in the Agreement shall be revised under this Amendment to include the following duties:
 - a) Planner review of the Comprehensive Plan; and
 - b) Preparation of a revitalization plan for the Saw Mill River. Prepared in conjunction with an update of the Village’s 1964 Comprehensive Plan, the Saw Mill River Revitalization Plan (“SMRRP”) will establish a long-term policy framework for maximizing the public use and economic vitality of the Saw Mill River while also preserving its natural resources and viewsheds. Land Use Law Center and Kevin Dwarka LLC will jointly undertake the completion of this plan within a budget of \$40,000. This budget includes execution of the technical analyses and public engagement process that is required to ensure the plan responds to existing environmental conditions and community desires. The SMRRP will be seamlessly integrated with the Comprehensive Plan to ensure that the two plans are mutually reinforcing on a broad range of policies including those related to resource preservation, climate change mitigation, resiliency measures, downtown revitalization, access to recreation, and social equity. Upon the plan's completion, our team will also provide the Village with detailed guidance on the best way for complying with the State Environmental Quality Review Act. Production of an actual environmental impact analysis, however, is beyond the scope of the given budget.
3. Article 3 in the Agreement shall be revised under this Amendment to include the following fees and expenses change of \$40,000 to \$85,000.
4. Counterparts: This Amendment may be executed in two or more counterparts, and by different parties hereto on separate counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

In witness whereof, the parties have caused this Amendment to be executed as a document under seal as of the Effective Date.

Pace University

Village of Ardsley

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____