



AGENDA

Ardasley Village Board of Trustees

8:00 PM - Monday, December 21, 2020

Join Zoom Meeting

<https://us02web.zoom.us/j/85481003785?pwd=R1JMWjJnTmhDd0VML2VE dVNtcU9BQT09>

Meeting ID: 854 8100 3785

Passcode: 067250

One tap mobile

+19292056099,,85481003785# US (New York)

13126266799,,85481003785# US

+(Chicago)

Dial by your location

+1 929 205 6099 US (New York)

Meeting ID: 854 8100 3785

Find your local number: <https://us02web.zoom.us/j/85481003785?pwd=R1JMWjJnTmhDd0VML2VE dVNtcU9BQT09>

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8:15 P.M. Presentation - Financial Statement for 2019-2020 by Alan Kassay - PKF Connor Davies, LLP

1. ANNOUNCEMENT OF EXIT SIGNS

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MINUTES:

- 3.a Reorganization Meeting Minutes December 7, 2020
Regular Meeting Minutes Dated December 7, 2020

4. DEPARTMENT REPORTS

4 - 18

	4.1. LEGAL
	4.2. MANAGER
	4.3. TREASURER
19 - 22	4.3.a Abstract Report Dated December 21, 2020
	4.4. BUILDING
23 - 28	4.4.a November 2020 Building Department Report
	4.5. FIRE
29 - 31	4.5.a November 2020 Fire Department Report
	4.6. POLICE
32 - 37	4.6.a November 2020 Police Department Report
	4.7. MAYOR'S ANNOUNCEMENTS
	4.8. COMMITTEE & BOARD REPORTS
	5. VISITORS
	6. OLD BUSINESS:
	7. NEW BUSINESS:
38 - 50	7.a Consider a Resolution Authorizing the Village Manager to Sign an Agreement for Auditing Services with PKF O'Connor Davies, LLC.
51 - 53	7.b Consider a Resolution to Authorize the Village Manager to Execute an Agreement Between the Village of Ardsley and the Cable Access Director
54 - 58	7.c Consider a Resolution Authorizing the Village Manager to Sign a Contract for Legal Counsel Services with Robert J. Ponzini, ESQ.
59 - 60	7.d Consider a Resolution Authorizing the Village Manager to Sign an Extension Amendment to the Agreement for Services Between the Village of Ardsley and Pace University Related to the Police Reform Collaborative Facilitation

61

7.e Consider a Resolution Authorizing the Village Treasurer to Close Out Various Completed Capital Fund Projects

62

7.f Consider a Resolution to Award Bid for the Demolition Project of 220 Heatherdell Road, Ardsley, NY 10502

63 - 65

7.g Consider a Resolution of the Board of Trustees of the Village of Ardsley Calling for a Public Hearing to Announce Its Intent to Serve as Lead Agency Pursuant to the New York State Environmental Protection Act ("SEQRA") for the Proposed Adoption of Its Revised Comprehensive Plan ("The Plan") and to Further Call for a Public Hearing to Adopt that Plan as a Local Law

8. CALL FOR EXECUTIVE SESSION

9. ADJOURNMENT OF MEETING

10. NEXT BOARD MEETING:

January 4, 2021



MINUTES

Ardsey Village Board of Trustees - Annual Reorganization Meeting

8:00 PM - Monday, December 7, 2020

Via Zoom Platform

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

Absent:

Mayor Kaboolian opened the The Annual Reorganization Meeting of the Village of Ardsley on December 7, 2020 at 8:00 p.m.

1. PLEDGE OF ALLEGIANCE

2. OATH OF OFFICE

Mayor, Nancy Kaboolian administered the Oath of Office and duly swears in Trustee -elect Steve Edelstein.

Mayor, Nancy Kaboolian administered the Oath of Office and duly swears in Trustee -elect Craig Weitz.

3. MAYOR APPOINTS THE FOLLOWING LIAISONSHIPS

3.1

Deputy Mayor

Trustee Andy DiJusto

Police Department Commissioner	Mayor Nancy Kaboolian
Fire Department Commissioner	Mayor Nancy Kaboolian
Recreation Commission	Trustee Steve Edelstein
Library	Trustee Joann D'Emilio
School Board	Mayor Nancy Kaboolian & Trustee Edelstein
ASVAC	Trustee Andy DiJusto
CATV Programming Committee	Trustee Craig Weitz
Youth Council	Trustee Joann D'Emilio
Historical Society	Trustee Craig Weitz
Senior Citizens	Mayor Nancy Kaboolian
TPPCS	Trustee Andy DiJusto
Merchant and Professional Affairs	Trustee Craig Weitz
Garden Club	Mayor Nancy Kaboolian & Trustee Steve Edelstein
SAYF Coalition	Trustee Joann D'Emilio
Service Award Committee	Mayor Nancy Kaboolian
Social Media/Technology Affairs	Trustee Craig Weitz
Multicultural Diversity & Inclusion Committee	Trustee Steve Edelstein & Trustee Joann D'Emilio

Liaison to Greenburgh Planning Board/Development Committee

Dina Cardoso

Conservation & Environmental Advisory Committee

Trustee Steve Edelstein

4. THE MAYOR APPOINTS AND VILLAGE BOARD APPROVES THE FOLLOWING:

Village Manager	Meredith S. Robson	2020-2021
Village Clerk/Registrar	Ann Marie Rocco	2020-2021
Village Treasurer/Deputy Registrar	Leslie Tillotson	2020-2021
Deputy Treasurer	Ann Marie Rocco	2020-2021
Deputy Village Clerk	Leslie Tillotson	2020-2021
Village Prosecutor	Brian Murphy	2020-2021
Associate Judge	E. John Morehouse	2020-2021

Trustee DiJusto: Resolved, that the Village Board of the Village of Ardsley hereby approves the above appointments. **Seconded by Trustee D’Emilio and passed unanimously.**

5. THE MAYOR RECOMMENDS AND THE VILLAGE BOARD APPOINTS:

5.1 PLANNING BOARD 5 YEAR TERM

Susan Jainchill	2025
Paul Bialowas	2025

5.2 ZONNING BOARD OF APPEALS 5 YEAR TERM

June Archer	2024
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5.3 BOARD OF ARCHITECTURAL REVIEW 3 YEAR TERM

Andy Laub, Alternate	2023
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5.4 RECREATION COMMISSION 1 YEAR TERM

Lorraine Kuhn	2021
Gina LeVay	2021
David Whitehead	2021
Abe Falek	2021
Maya Sheehan	2021
Allen Chen	2021

5.5 CABLE TV COMMITTEE

Robert Wootten, Chairperson	2021
George Malone, Cable Access Director	2021

5.6 ARDSLEY YOUTH COUNCIL

Deborah Pence	2021
Theresa DeIGrosso	2021
Andrea Fallick	2021

5.7 SERVICE AWARD COMMITTEE

Troy Roberts	2021
Ed Gotthelf	2021

5.8 TPPCS (TRAFFIC, PARKING, PEDESTRIAN, CYCLING & SAFETY ADVISORY COMMITTEE)

Peter Rodwick, Chairman	2021
Erich Hartmann	2021
Tony Sari Rabadi	2021
Sam Lessem	2021
Christiana Sunshine Longway	2021
Larry Nardecchia	2021
Frank Doherty	2021

5.9 MULTICULTURAL, DIVERSITY & INCLUSION COMMITTEE

Dana Laurient	2021
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5.10 CONSERVATION ENVIRONMENTAL ADVISORY COMMITTEE (CEAC) 1 YEAR

Eda Kapis, Chairperson	2021
Asha Bencosme, Vice Chair	2021
David Lew	2021
Annie Murphy Garrity	2021
Carol Sommerfield	2021
Glenn Weinberg	2021
Michael Fischgrund	2021

5.11 GREENWAY COMMITTEE 1 YEAR

Arline Weston 2021

Moved by Trustee D'Emilio RESOLVED, that the Village Board of the Village of Ardsley hereby approves the appointments of the Committees and Boards as set forth by the Mayor.
Seconded by Trustee Edelstein and passed Unanimously

6. AUDITOR – 1 YEAR TERM

PFK O'Connor Davies, LLP
500 Mamaroneck Avenue
Harrison, New York 10528

Trustee Edelstein: Resolved, that the Village Board of the Village of Ardsley hereby approves the above appointment. **Seconded by Trustee D'Emilio and passed unanimously.**

7. APPOINTMENTS BY VILLAGE MANAGER -1 YEAR TERM

Foil Officer

Ann Marie Rocco

Deputy Foil Officer	Theresa DelGrosso
Records Management Officer	Ann Marie Rocco (A)
Village Historian	Robert Pellegrino
Superintendent of Building & Building Inspector	Larry Tomasso
Plumbing & Sanitary Sewer Inspector	Larry Tomasso
Code Enforcement Officer	Larry Tomasso
General Foreman DPW	David DiGregorio
Deputy Highway Foreman DPW	Patrick Lindsay
Recreation Supervisor	Patricia Lacy
Court Clerk	Anissa Slade (B)

- A. Records Management Officer will continue to follow the LGS-01 Retention Schedule
- B. This a joint appointment of the Village Justice & Village Manager

8. OFFICIAL NEWSPAPER

- 8.1 Official newspaper is the Rivertowns Enterprise and the alternate Official newspaper when the Rivertowns Enterprise does not publish is the Journal News.

9. OFFICIAL DEPOSITORIES

- 9.1 JP Morgan Chase
RBC Wealth Management (LOSAP)
Empire National Bank of Islandia (LOSAP)
NYClass

10. PERSONS AUTHORIZED TO SIGN DRAFTS ON VILLAGE FUNDS

- 10.1 Mayor Nancy Kaboolian (or in her absence, (Deputy Mayor/Trustee Andy DiJusto) with Treasurer Leslie Tillotson (or in her absence, Deputy Treasurer Ann Marie Rocco)

11. ESTABLISH REGULAR MEETING NIGHTS

- 11.1 The regularly scheduled meetings shall be on the first and third Mondays of each month at 8:00 p.m. except July and August when there will be one monthly meeting.

When a national and/or religious holiday falls on a regularly scheduled meeting date, the meeting will be held on the following day:

Tuesday, January 19th	8:00 p.m. (Day after MLK Day)
Tuesday, February 16th	8:00 p.m. (Day after Presidents Day)
Tuesday, July 6th	8:00 p.m.(Day after 4th of July Obs.)
Tuesday, September 7th	8:00 p.m. (Day after Labor Day)

Trustee Edelstein: Resolved, that the Village Board of the Village of Ardsley hereby approves the above appointments and Board Meeting schedule.

Seconded by Trustee D'Emilio and passed unanimously.

12. The Mayor appoints the Board of Trustees as a committee on Budget.

13. The Mayor appoints the Village Manager responsible for publicity and public relations.

14. The Mayor appoints the Board of Trustees as the Board of Sewer Commissioners.

15. ROBERTS RULES OF ORDER

15.1 Robert's Rules of Order Revised 11th Edition, Henry M. Rober III, Daniel H. Honemann, Thomas J. Balch & Daniel E. Seabold will apply to all meetings of the Board of Trustees.

Trustee Weitz: Resolved, that the Village Board of the Village of Ardsley hereby approves the above appointments and Robert's Rules of Order. **Seconded by Trustee DiJusto and passed unanimously.**

16. ADJOURNMENT OF MEETING

16.1 **Trustee DiJusto: RESOLVED,** that the Village Board of the Village of Ardsley Hereby adjourns the Annual Reorganization Meeting of Monday, December 7 2020, at 8:18 p.m. **Seconded by Trustee Edelstein and passed unanimously.**

Village Clerk



MINUTES

Ardsey Village Board of Trustees

8:00 PM - Monday, December 7, 2020

Via Zoom Platform

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

Absent:

1. ANNOUNCEMENT OF EXIT SIGNS

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MINUTES:

3.1 Meeting Minutes Regular Meeting-November 16, 2020

Moved by Trustee Edestein, Seconded by Trustee D'Emilio 4-1-0 Trustee Weitz Abstained.

RESOLVED that the Village Board of the Village of Ardsley hereby approves the minutes of the Regular Meeting of Monday, November 16, 2020 as submitted.

4. DEPARTMENT REPORTS

1. LEGAL

- 1.a Village Attorney Robert Ponzini stated there is nothing to report and has been working with staff on various ongoing items.

2. MANAGER

- 2.a Village Manager Meredith Robson read the following report.
MANAGER'S REPORT 12/7/2020

1. HOLIDAY SCHEDULE

All Village offices, including the Justice Court, the Library, the Community Center, and the Department of Public Works will be closed for a ½ day on Thursday, December 24, 2020 and a ½ day on Thursday, December 31, 2020. Offices will also be closed Christmas Day, December 25, 2020 and New Year's Day, January 1, 2021. There will be refuse collection for the entire village on Thursday, December 24, 2020 and Thursday, December 31, 2020. Please refer to the Sanitation schedule posted on the Village's website.

2. VILLAGE TAXES

The second installment of the Village tax bill became due and payable on December 1st and can be paid without penalty until **noon** on Thursday, December 31, 2020. Payments arriving via mail postmarked by the USPS after December 31, 2020, or arrive after December 31, 2020 without a postmark, will be assessed a late penalty as required by New York State Real Property law. Meter-mailed postmarks are not valid proof of timely payment. No Village official is empowered to waive the late fee for any reason.

Please do not plan to bring your tax payment in between noon and 4:00 P.M. on December 31st as our vestibule will close at NOON that day.

3. SANITARY SEWER BILLING:

We will be posting updated information tomorrow on the Village website regarding the sanitary sewer fund and the process for grieving your sewer bill. If there are any further questions, please call us directly and 914-693-1550 and we would be happy to speak with you about the process.

Please remember that the costs involved under the Sewer Fund and reflected in the new sewer billing are either costs that had previously been covered under the General Fund (on which the tax bills are based) or that would be covered under the General Fund had the Sewer Fund not been established. The costs, therefore, are NOT covered both in the General fund and the Sewer Fund. The Sewer Fund and related billing allows us to cover costs that the Village would have to incur under any scenario in order to maintain and improve our aging sewer infrastructure. These costs are then distributed over a greater number of properties than just those that bear the cost of property taxes, which reduced the individual property tax burden related to these services.

4. CON EDISON LINE PROJECT

Work is continuing on the Con Ed Gas Line Project and as soon as we get another revised schedule from them, we will post this online.

5. VILLAGE ROAD PAVING:

The Village road paving work cannot continue during the winter months and will re-start in the Spring. This will include Ashford Ave. Addyman Square and Exeter.

3. TREASURER

3.a Abstract Report dated December 7, 2020

Village Manager Meredith Robson read the Treasurer's Report for December 7, 2020. Village Manager Robson stated that the bills for the past two weeks totaled as follows: From the General Fund: \$1,285,061.22; from the Sewer Fund: \$0.00; from the Trust & Agency fund: \$4,798.75 and from the Capital Fund: \$169,264.90.

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: \$1,285,061.22; from the Sewer Fund: \$0.00; from the Trust & Agency fund: \$4,798.75 and from the Capital Fund: \$169,264.90

4. BUILDING No Building Department Report

5. FIRE

5.a Mayor Kaboolian stated that Ardsley had a fire on Ashford Avenue that left residents displaced. Mayor Kaboolian also stated that the Fire Department did a remarkable job with helping everyone getting out safe and sound and she thanked Chief Murray and members of the Fire Department for all their hard work.

Chief Murray thanked:

- Mutual Aid for all their help with the fire.
- Ardsley Police Department, especially Officer Weinstein and Officer Bonadonna.
- ASVAC

Chief Murray stated if the resident didn't close the door to the apartment, the fire would not have been contained.

6. POLICE No Police Department Report

7. MAYOR'S ANNOUNCEMENTS

7.a Mayor Kaboolian announced the following:

- Welcomed Trustee Weitz & Trustee Edelstein to the Board.
- Reminded everyone to take a moment to remember Pearl Harbor day today,

December 7th.

- Attended a meeting with the Department of Transportation to discuss safety at the intersection of 9A and Center Street.
- We have had our third Police Reform meeting. Residents should look out for a survey that will be disseminated for feedback on our Police Department.
- Our virtual tree lighting will take place on Saturday, December 12th at 4:50 p.m.
- Very concerned about the COVID numbers increasing due to small get togethers. Currently, there are 34 active cases in the Village.

8. COMMITTEE & BOARD REPORTS

8.a Trustee DiJusto announced the following:

- Met with Department of Transportation to discuss the intersection of 9A and Center Street. The DOT will be analyzing the data and they will get back to us on ways we can keep this intersection safe.
- Police Reform meetings are moving along smoothly.
- Thanked Chief Murray and the Fire Department for all their hard work.
- Congratulated Trustees Edelstein & Weitz on the election.

Trustee D'Emilio announced the following:

- The library has suspended their in-person browsing hours due the increased COVID cases. However, they are still offering curbside pick up. There are also a number of programs offered virtually.
- Congratulated Trustees Edelstein & Weitz on the election.

Trustee Weitz announced the following:

- Thanked Mayor Kaboolian for the swearing in.
- Thanked Chief Murray and the Fire Department for all their hard work.

Trustee Edelstein announced the following:

- Looking forward to his two year term on the Board.
- Virtual tree lighting will take place on Saturday, November 12th.
- Holiday House Decorating Contest -starts December 1st through December 20th. Please take photos of your entries and email them to placy@ardsleyvillage.com.
- Welcomed our new Chair to the Multicultural Committee, Dana Laurient.
- Virtual Book club will take place on December 16th at 7:00 p.m. via zoom. Please email multicultural@ardsleyvillage.com to register for this event.

5. VISITORS

5.1 Michael Desimone -Wilmoth Avenue questioned about the piping project and is concerned that the roads are being ripped up and plates being placed down. How is

the Village managing this project?

Village Manager Robson explained that the Village has been working with Con Edison before March. Our Highway Foreman has discussed the plates with Con Ed and is also concerned about plowing the roads. We are trying our best to work with them and to keep everyone safe.

Mayor Kaboolian added that our goal is to have all the roads repaved by Spring time.

Mr. Desimone stated that come winter the roads will be a problem if the plates aren't removed.

6. OLD BUSINESS:

7. NEW BUSINESS:

- 7.1 Consider a Resolution to Authorize the Village Manager to Sign an Agreement with Westchester County Department of Public Safety for Stop DWI Patrol/Datamaster Project

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

RESOLVED, that the Village Board of the Village of Ardsley hereby authorizes the Village Manager to execute an agreement to participate in the Westchester County STOP DWI – Patrol/Datamaster Project reimbursement agreement with the Westchester County Department of Public Safety, Michaelian Building, 148 Martine Avenue, White Plains, New York 10601 for the period of January 1, 2020 through December 31, 2025 for a reimbursement amount not to exceed \$8,400.00 annually.

- 7.2 Consider a Resolution Authorizing the Village Manager to Sign a Contract for Bond Counsel Services with Orrick, Herrington & Sutcliffe, LLP

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 Manager to execute the proposed contract for bond counsel services with Orrick, Herrington, Sutcliffe, LLP located at 51 West 52nd Street, New York, New York 10019-6142 from January 1, 2021 through December 31, 2021.

- 7.3 Consider a Resolution Authorizing Manager to Sign an Agreement for Financial Advisory Services with Capital Markets Advisors, LLC.

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 Manager to execute the proposed agreement for financial advisor services with Capital Markets

Advisors, LLC located at 11 Grace Avenue, Suite 308, Great Neck, New York 11030 from January 1, 2021 through December 31, 2021.

- 7.4 Consider a Resolution Authorizing the Village Manager to sign an Inter-municipal Agreement with the Town of Greenburgh for Continued Townwide Special Weapons and Tactics Unit ("SWAT")

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 sign an inter-municipal agreement with Town of Greenburgh, 177 Hillside Avenue, White Plains, New York 10607 to continue a town wide special weapons and tactics unit ("SWAT").

8. CALL FOR EXECUTIVE SESSION

9. ADJOURNMENT OF MEETING

- 9.1 **Moved by Trustee DiJusto, Seconded by Trustee Weitz and passed unanimously. RESOLVED** that the Village Board of the Village of Ardsley Hereby adjourns the regular meeting Monday, December 7, 2020, at 9:02 p.m.

10. NEXT BOARD MEETING: December 21, 2020

Village Clerk, Ann Marie Rocco

Date:

ABSTRACT FOR VILLAGE BOARD MEETING OF DECEMBER 21, 2020

<u>GENERAL FUND</u>	<u>\$159,284.63</u>
<u>TRUST & AGENCY FUND</u>	<u>\$7,838.29</u>
<u>CAPITAL FUND</u>	<u>\$5,137.50</u>
<u>SEWER FUND</u>	<u>\$1,386.91</u>

ABSTRACT FOR VILLAGE BOARD MEETING OF DECEMBER 21, 2020			
Date	Vendor Name	Description	Amount
12/15/2020	AAA EMERGENCY SUPPLY CO	Carbon Cylinder	2,190.72
12/17/2020	AAA EMERGENCY SUPPLY CO	foam	194.36
12/9/2020	ACME EXTERMINATING	Monthly Pest Service	69.66
12/9/2020	AIRGAS	Rent Cyl Acetylene	89.60
12/8/2020	ARGENTO AND SONS INC	bolys/bearing/blades	502.90
12/8/2020	ATLANTIC HYDRAULICS	joiner/brass fittings	65.55
12/15/2020	BOND SCHOENECK & KING	Professional Services	175.00
12/10/2020	BRUNI & CAMPISI INC	Filter Purchase	219.00
12/15/2020	CABLEVISION LIGHTPATH INC.	Usage for December 2020	2,284.19
12/14/2020	CARDMEMBER SERVICE	NyCom	39.00
12/14/2020	CARDMEMBER SERVICE	NYCOM - Wisekind	78.00
12/14/2020	CARDMEMBER SERVICE	NYCOM - Rocco	39.00
12/14/2020	CARDMEMBER SERVICE	Servant Leadership - Robson	129.00
12/14/2020	CARDMEMBER SERVICE	NYGFOA - Tillotson	62.00

12/14/2020	CARDMEMBER SERVICE	NYGFOA - Tillotson	62.00
12/8/2020	CARDMEMBER SERVICE	BINDER Purchase	96.15
12/14/2020	CARDMEMBER SERVICE	Tolls By Mail 17439946829	4.50
12/14/2020	CARDMEMBER SERVICE	V.Loria	32.18
12/14/2020	CARDMEMBER SERVICE	Toll 17446144581	111.75
12/14/2020	CARDMEMBER SERVICE	Toll 17452421121	2.50
12/14/2020	CARDMEMBER SERVICE	Vital Oxide Disinfectant	475.16
12/14/2020	CARDMEMBER SERVICE	Otter AI software	19.98
12/3/2020	CARDMEMBER SERVICE	Misting sprayer	515.34
11/18/2020	CARDMEMBER SERVICE	leadership training	129.00
12/8/2020	CARDMEMBER SERVICE	Battery and Hand tools	88.70
12/14/2020	CARDMEMBER SERVICE	Amazon	83.97
11/18/2020	CARDMEMBER SERVICE	turkeys, basketballs, turkey shoot	160.35
11/12/2020	CARDMEMBER SERVICE	garbage cans community center	95.38
11/12/2020	CARDMEMBER SERVICE	garbage shed community center	241.68
11/17/2020	CARDMEMBER SERVICE	Mirror for Community Center	362.36
12/15/2020	CON EDISON	Usage for 11-5 to 12-9	446.78
12/15/2020	CON EDISON	Usage for 11-5 to 12-9	923.42
12/9/2020	CON EDISON	Usage for 10-31 to 11-30	293.49
12/15/2020	CON EDISON	Usage for 11-5 to 12-9	622.51
12/15/2020	COUNTY TOWING & COMMERCIAL TOW	supplies for Fire Department	831.80
12/15/2020	COUNTY TOWING & COMMERCIAL TOW	supplies for fire department	999.80
12/15/2020	COUNTY TOWING & COMMERCIAL TOW	supplies for Fire Department	137.95
12/15/2020	COUNTY TOWING & COMMERCIAL TOW	supplies for fire department	238.46
12/8/2020	DIGISCRIBE INTERNATIONAL	Scan Building Permit Plans	3,275.00
12/17/2020	Dragon Rescue Management, Inc.	Truck Company Class	1,200.00
12/15/2020	GAINES NOVICK PONZINI COSSU &	Professional Service 12-11-20	400.00
6/11/2020	GEORGE MALONE	Direct public and govt access	791.45
12/8/2020	HD SUPPLY CONSTRUCTION AND IND	Marking tape	9.68
12/18/2020	JAMES J HAHN ENGINEERING PC	Heatherdell Fence & Slope	400.00
12/10/2020	JOE ROONEY	Video Tree Lighting	575.00
12/15/2020	Leonard Weintraub	Services 11/30 and 12/7	775.00
12/10/2020	LORRAINE BUCCHERI	Refund for CC rental	375.00
12/10/2020	Mosiello & Son Jewelry	Inspection Awards	200.00
12/8/2020	NATIONAL GEAR & PISTON	Inspection bucket truck	110.00
12/10/2020	NYS EMPLOYEES HEALTH INS	Stat #559 for January 2021	126,715.24
12/9/2020	OPTIMUM	Usage for 12-8 to 1-7	156.76
12/9/2020	OPTIMUM	Usage for 12-8 to 1-7	201.44
12/9/2020	OPTIMUM	Usage for 12-8 to 1-7	120.22
12/10/2020	READERS HARDWARE INC	Glue	17.98

12/10/2020	READERS HARDWARE INC	Valve, Couplings	25.79
12/15/2020	RICHARD THOMPSON	Fire inspector December 2020	1,600.71
7/8/2020	RINA SCHUNK	November 2020	150.00
12/8/2020	SCARSDALE FORD INC.	sealant/sensor/element	31.54
12/8/2020	SCARSDALE FORD INC.	sealant/sensor/element	29.50
12/15/2020	SMJT CORP DBA	Emergency Deep Clean 12-11-20	450.00
12/8/2020	SPRINT	Sprint Bill	76.01
12/15/2020	SUEZ WATER WESTCHESTER DIST. 1	Usage for11-1 to 12-3	103.03
12/15/2020	SUEZ WATER WESTCHESTER DIST. 1	Usage for11-1 to 12-3	75.29
12/15/2020	SUEZ WATER WESTCHESTER DIST. 1	Usage for11-1 to 12-3	103.03
12/15/2020	SUEZ WATER WESTCHESTER DISTRIC	Usage for11-1 to 12-3	305.98
12/15/2020	SUEZ WATER WESTCHESTER DISTRIC	Usage for11-1 to 12-3	35.19
12/17/2020	THE JOURNAL NEWS	bidders & work session ads	308.00
12/10/2020	THE RIVERTOWNS ENTERPRISE	Crossing Guard	45.00
12/17/2020	THE RIVERTOWNS ENTERPRISE	Dec 14 plan board hearing	18.80
12/7/2020	TOWN OF GREENBURGH	2 Tapco Batteries	270.00
12/9/2020	VERIZON	For Bill Dated 11-19-20	3.33
12/15/2020	VERIZON	Usage for 12-10 to 1-9	482.02
12/15/2020	VERIZON	usage for 12-4 to 1-3	48.66
12/15/2020	VERIZON	Usage for 12-2 to 1-1	65.79
12/15/2020	VERIZON SELECT SERVICES INC.	Usage for 12-1 to 12-1	0.83
12/10/2020	VILLAGE OF DOBBS FERRY	November 2020 Gas & Diesel	3,015.68
12/10/2020	VILLAGE OF DOBBS FERRY	November 2020 Gas & Diesel	349.96
12/10/2020	VILLAGE OF DOBBS FERRY	November 2020 Gas & Diesel	1,041.37
12/10/2020	VILLAGE OF DOBBS FERRY	November 2020 Gas & Diesel	259.23
12/10/2020	VILLAGE OF DOBBS FERRY	November 2020 Gas & Diesel	481.84
12/11/2020	W.B. MASON CO. INC.	Record Books	41.96
12/8/2020	WALLAUER	glue/epoxy	10.01
12/8/2020	WEST PAYMENT CENTER.	West Information Charges	255.00
12/8/2020	WESTCHESTER CONTY POLICE CHIEF	Dues Westchester Chiefs Assoc	250.00
12/17/2020	WESTCHESTER TOOL RENTALS	Saw repair	208.10
12/9/2020	XEROX CORPORATION	Usage for 10-21 to 11-21	195.02
12/9/2020	XEROX CORPORATION	Usage for 10-21 to 11-20	269.41
12/9/2020	XEROX CORPORATION	Usage for 10-21 to 11-20	183.32
12/9/2020	XEROX CORPORATION	Usage for 10-21 to 11-20	59.27
		GENERAL FUND TOTAL	159,284.63

11/25/2020	CARDMEMBER SERVICE	CADCA Membership	300.00
12/15/2020	NYS COLLEGE SAVINGS PRG	529 contribution PP 12-17-20	750.00
12/15/2020	NYS DEFERRED COMP PLAN	Contribution PP 12-17-20	6,638.29

12/17/2020	SNYPJOA	Juvenile Assoc annual dues	150.00
		TRUST & AGENCY FUND TOTAL	7,838.29
7/20/2020	JAMES J HAHN ENGINEERING PC	Summit Drainage	187.50
12/18/2020	JAMES J HAHN ENGINEERING PC	Summit Drainage	4,950.00
		CAPITAL FUND TOTAL	5,137.50
12/10/2020	MINOL, INC	Nov Sewer Rent Billing	1,386.91
		SEWER FUND TOTAL	1,386.91

**ABSTRACT FOR VILLAGE BOARD MEETING OF
DECEMBER 7TH, 2020**

<u>GENERAL FUND</u>	<u>\$1,285,061.22</u>
<u>TRUST & AGENCY FUND</u>	<u>\$4,798.75</u>
<u>CAPITAL FUND</u>	<u>\$39,162.40</u>
<u>SEWER FUND</u>	<u>\$0.00</u>

ABSTRACT FOR VILLAGE BOARD MEETING OF DECEMBER 7TH, 2020			
Date	Vendor Name	Description	Amount
12/3/2020	A1 COMPUTER SERVICES INC.	Inv000112094	732.00
12/3/2020	A1 COMPUTER SERVICES INC.	Inv000112094	1,326.50
12/3/2020	A1 COMPUTER SERVICES INC.	Inv000112094	175.00
12/4/2020	A1 COMPUTER SERVICES INC.	Camera Work	57.50
11/18/2020	AAA EMERGENCY SUPPLY CO	oxygen bottle refill	66.00
12/4/2020	AAA EMERGENCY SUPPLY CO	Hoods and Gloves	345.90
11/18/2020	AAA EMERGENCY SUPPLY CO	Sensit Regulator	179.00
11/16/2020	AIRGAS	Fuel	278.61
11/18/2020	AIRGAS	Propane inv 9106853221	54.16
11/19/2020	ALARM SPECIALISTS INC	Usage for 11-2 to 2-11-21	89.85
12/2/2020	AMERITAS LIFE INSURANCE CORP	December 2020 Dental Insurance	6,003.84
11/25/2020	ARDSLEY CAR WASH	Car Wash	24.30

11/18/2020	AUTOMATED CONTROL LOGIC	Heat/AC Computer	1,574.82
11/4/2020	AXON ENTERPRISE, INC	Taser batteries	159.00
11/4/2020	B&H PHOTO - VIDEO INC.	Web Cams	47.02
12/2/2020	BEN ROMEO CO INC	rags	60.00
11/25/2020	BOND SCHOENECK & KING	Professional Services	6,973.49
9/4/2020	BOUND TREE MEDICAL, LLC.	medical supplies	4.29
11/19/2020	CABLEVISION LIGHTPATH INC.	Invoice dated 11/1/20	2,284.19
11/17/2020	CELTIC BUILDING SUPPLY INC	wood/shop	97.44
11/30/2020	CENTRAL AVE CHRYSLER JEEP	Filter Replacement	39.84
11/18/2020	Colonial Scientific	Gloves-2 packs @ \$39	78.00
11/18/2020	Colonial Scientific	Gloves-4 cases @ \$243.64	974.56
11/18/2020	Colonial Scientific	Shipping	64.40
11/25/2020	Con Edison	51-1751-7755-0000-2	53.16
11/25/2020	Con Edison	59-0906-2766-1500-6	161.67
11/30/2020	CORSI TIRE	Tire Purchase	738.00
11/25/2020	COUNTY TOWING & COMMERCIAL TOW	U-163 Work	618.11
12/2/2020	CURRY CHEVROLET	parts/car 1	428.80
11/18/2020	D.P. WOLFF INC	Water leak issues	145.54
12/4/2020	D.P. WOLFF INC	HVAC Work	679.84
12/2/2020	DIEHL & SONS INC	def/oil	521.11
11/24/2020	DIPIKA PATEL	Medical Sept-Nov 2020	867.60
12/4/2020	DONALD BROWN HOME IMPROVEMENTS	Roof Work	1,475.00
6/25/2020	DUNCAN PARKING TECHNOLOGIES IN	parking meter charges	255.00
6/25/2020	DUNCAN PARKING TECHNOLOGIES IN	parking meter charges	50.00
6/25/2020	DUNCAN PARKING TECHNOLOGIES IN	parking meter charges	60.00
6/25/2020	DUNCAN PARKING TECHNOLOGIES IN	parking meter charges	75.00
6/25/2020	DUNCAN PARKING TECHNOLOGIES IN	parking meter charges	25.00
11/12/2020	EMERGENCY SERVICES MARKETING	laR Yearly Bill	660.00
12/2/2020	FIS	Chargeback Sept 2020	25.00
9/8/2020	FUNDAMENTAL BUSINESS SERVICE I	Parking	126.00
12/2/2020	GABRIELLI TRUCK SALES LTD	strut/wire hanger	186.04
11/24/2020	George Berardi	Medical Sept-Nov 2020	433.80
6/11/2020	GEORGE MALONE	direct public and govt access	791.45
12/2/2020	HD SUPPLY CONSTRUCTION AND IND	polymeric sealer	177.68
11/30/2020	HOY PLUMBING INC.	Bathroom Repair	683.58

12/2/2020	HUFF WILKES, LLP	Tax cert 6.70-43-2	39,384.16
12/3/2020	Jennifer Herrick Stasko	Joseph Stasko medical	289.20
12/3/2020	Jennifer Herrick Stasko	Jennifer Stasko Medical	1,012.20
12/2/2020	KEMPERLE	strut/hood	93.81
12/2/2020	Leonard Weintraub	Crossing Guard 11/23-11/29	437.50
11/24/2020	LILLIAN MANNING	Medical Sept-Nov 2020	433.80
11/17/2020	LITE CONCEPTS	RAB HID Post Top	240.00
11/17/2020	LITE CONCEPTS	lights/replacement fixtures	148.00
11/24/2020	MARION DEMAIO	Medical Sept-Nov 2020	1,735.20
11/24/2020	MARY CALIFANO	Medical Sept-Nov 2020	568.80
11/23/2020	MEREDITH ROBSON	Cell reimbursement Dec 2020	79.00
7/31/2020	MYREC.COM	RECREATION MANAGEMENT SOFTWARE	2,995.00
11/6/2020	NATHANS PRINTING EXPRESS	CAN Banner CEAC	324.00
11/17/2020	NATIONAL GEAR & PISTON	truck parts/antifreeze	339.54
11/17/2020	NATIONAL GEAR & PISTON	brakes parts	320.00
12/2/2020	NATIONAL GEAR & PISTON	Cartridge	39.84
11/25/2020	NYS & Local Retirement System	Annual Contributions	1,142,974.00
12/3/2020	NYS Floodplain & Stormwater	Annual Membership Dues	50.00
11/19/2020	OPTIMUM	Usage for 11-8 to 12-7	29.95
11/30/2020	OPTIMUM	Usage for 11-23 to 12-2	16.84
11/20/2020	PARKWAY PEST SERVICES	Service for 10-13-20, 843827	150.00
12/2/2020	PARTS AUTHORITY	vehicle parts	82.32
12/2/2020	PARTS AUTHORITY	Parts	148.82
12/2/2020	PARTS AUTHORITY	Break Cleaner	100.75
12/2/2020	PARTS AUTHORITY	Break Cleaner	83.01
12/2/2020	PARTS AUTHORITY	Wheel WT	23.39
12/2/2020	PARTS AUTHORITY	Butt Connectors	6.93
12/2/2020	PARTS AUTHORITY	HS BUB	3.66
12/2/2020	PARTS AUTHORITY	Airbrk	22.00
12/2/2020	PAUL BUNYAN TREE SERVICE	tree removal	375.00
12/2/2020	PAUL BUNYAN TREE SERVICE	tree removal	1,500.00
11/20/2020	PAYLOCITY	Check date Nov 19, 2020	857.50
12/2/2020	PITNEY BOWES RESERVE ACCOUNT	Postage refill	1,000.00
9/8/2020	PRECISE TRANSLATIONS LLC	Court Translation	170.00
11/17/2020	RCA ASPHALT LLC	blacktop	222.88

11/16/2020	READERS HARDWARE INC	Oil	11.94
11/17/2020	READERS HARDWARE INC	Halloween and Fire Prevention	156.98
11/17/2020	READERS HARDWARE INC	Halloween and Fire Prevention	102.86
11/17/2020	READERS HARDWARE INC	Halloween and Fire Prevention	15.28
11/25/2020	READERS HARDWARE INC	Holiday Lights	146.86
11/25/2020	READERS HARDWARE INC	Holiday Lights	359.88
7/23/2020	RFC Emergency Lighting	Lights for new 2011	23,810.75
11/24/2020	RICHARD GEREGHTY	Medical Sept-Nov 2020	629.40
11/24/2020	RICHARD THOMPSON	Medical July-November 2020	1,880.00
11/24/2020	RICKY LAPINE	Medical Sept-Nov 2020	433.80
12/2/2020	ROBERT PONZINI	December monthly retainer	5,833.00
11/6/2020	ROCKET PRINTERS	Updated Village Stationary	150.00
11/17/2020	ROCKET PRINTERS	Court Window Envelopes	165.00
11/17/2020	SAW MILL STONE & MASONRY SUPPL	trowel/cement	35.97
11/17/2020	SAW MILL STONE & MASONRY SUPPL	trowel/cement	35.39
12/2/2020	SAW MILL STONE & MASONRY SUPPL	stone dust/basin block/	9.00
12/2/2020	SAW MILL STONE & MASONRY SUPPL	stone dust/basin block/	161.90
12/2/2020	SAW MILL STONE & MASONRY SUPPL	stone dust/basin block/	4.50
11/16/2020	SCARSDALE FORD INC.	Inspection, and Repairs	37.00
11/16/2020	SCARSDALE FORD INC.	Inspection, and Repairs	37.00
11/16/2020	SCARSDALE FORD INC.	Inspection, and Repairs	845.44
11/23/2020	SMJT CORP DBA	for November 2020 inv1323	1,121.00
12/3/2020	SMJT CORP DBA	October 2020 inv 1284	1,121.00
11/23/2020	SMJT CORP DBA	for November 2020 inv1323	265.00
12/3/2020	SMJT CORP DBA	October 2020 inv 1284	265.00
11/23/2020	SMJT CORP DBA	for November 2020 inv1323	354.00
12/3/2020	SMJT CORP DBA	October 2020 inv 1284	354.00
12/3/2020	STANDARD INSURANCE COMPANY	December premium	955.50
12/4/2020	STECICH MURPHY & LAMMERS LLP	Nov 2020 Professional Service	821.00
10/1/2020	STUDENT ASSISTANCE SERVICE COR	Youth Advocate 2020-21	7,548.75
11/23/2020	SUEZ WATER WESTCHESTER DIST. #	Usage for 11-2 to 11-6	32.17
11/19/2020	SUEZ WATER WESTCHESTER DISTRIC	Usage for 9-27 to 11-2	265.53
11/19/2020	SUEZ WATER WESTCHESTER DISTRIC	Usage for 9-27 to 11-2	35.00
11/18/2020	TECHNICAL FIRE SERVICES INC	Pump Test	600.00
11/17/2020	THE JOURNAL NEWS	work session public notice ad	98.00
12/2/2020	THE JOURNAL NEWS	ad for demolition bid	210.00

11/18/2020	THE RIVERTOWNS ENTERPRISE	ads bid cleaning contract	34.44
11/25/2020	THE RIVERTOWNS ENTERPRISE	nov 25th zba 730 smrr	17.61
11/24/2020	THOMAS GREEN	Medical Sept-Nov 2020	629.40
12/4/2020	TOLLS BY MAIL PAYMENT CENTER	Toll 17451400241	4.00
12/4/2020	TOLLS BY MAIL PAYMENT CENTER	Toll 17452402113	24.75
12/4/2020	V. LORIA & SONS	Inspection Awards	148.75
11/19/2020	VERIZON	Usage for 11-10 to 12-9	554.43
11/19/2020	VERIZON	Usage for 11-4 to 12-3	48.58
12/1/2020	VERIZON	Usage for 11-22 to 12-21	34.85
12/1/2020	VERIZON	Usage for 11-22 to 12-21	32.58
11/23/2020	VERIZON WIRELESS	Usage for 10-13 to 11-12	495.57
11/24/2020	VINCENT PASCUCCI	Medical Sept-Nov 2020	314.70
6/18/2020	W.B. MASON CO. INC.	Headsets	27.38
6/18/2020	W.B. MASON CO. INC.	Post its, clips, steno pads	119.78
6/18/2020	W.B. MASON CO. INC.	file folders	18.99
6/18/2020	W.B. MASON CO. INC.	Paper Towels	30.38
6/18/2020	W.B. MASON CO. INC.	Liners, Cfolds, Sanitizer	411.73
11/16/2020	W.B. MASON CO. INC.	Office Supplies	473.71
11/25/2020	WESTCHESTER COUNTY DEF	Tipping Fee for October	5,145.50
11/24/2020	WILLIAM WATSON JR	Medical Sept-Nov 2020	402.00
		General Fund Total	\$1,285,061.22

12/3/2020	PLANNING & DEVELOPMENT ADVISOR	Professional Services	1,237.50
11/23/2020	Woodard & Curran Engineering	R.Mohring-Fairmont inv 182940	571.25
11/23/2020	Woodard & Curran Engineering	55 Ridge Rd inv182941	836.50
11/23/2020	Woodard & Curran Engineering	33 Judson inv 182942	2,153.50
		Trust & Agency Fund	\$4,798.75

12/3/2020	WESTON & SAMPSON	DPW facility prof svcs Oct 2020	39,162.40
		Capital Fund	\$39,162.40

		Sewer Fund	\$0.00
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ARDSLEY FIRE DEPARTMENT

505 Ashford Avenue
Ardsley, New York 10502

Phone (914) 693-6581
Fax (914) 693-0279



Office of the Fire Chief
Division of Fire Prevention

TRAINING OFFICERS REPORT- NOVEMBER 2020

November 5th

Members reviewed new Struts and practiced Extrication on a vehicle.

Training Hrs. 35.00, 14 Member's Present

November 12th

Members reviewed Structural stabilization with new struts.

Training Hrs. 24.00, 12 Member's Present

November 19th – Monthly

Mask

Training Hrs. 31.50, 14 Member's Present

Members practiced VES skills at 220 Heatherdell Rd, as well as Right/Left hand searches.

November 26th

NO DRILL- HAPPY THANKSGIVING

Training Hrs. 00.00, 0 Member's Present

New York State Classes:

November 21st – Truck Company Ops Class

Training Hrs. 24:00, 3 Member's Present

New York State Classes:

November 30th- FF2 Class

Training Hrs. 24:00, 6 Member's Present

Online Training / McNeil & Company E-Learning:

Training 55.50 Hours

Inspection: 00.0 Hours

Maintenance: 00.0 Hours

New York State: 48:00 Hours

Online Training / McNeil & Company E-Learning: 00.0 Hours

Other Training: 00:00Hrs.

Total: 103.50 Hours

Respectfully Submitted

Joan Podolski

2nd Assistant Chief

DATE	TIME	ALARM #	LOCATION	TYPE
11/2/2020	10:41	20-0224	32 Hillcrest Ave	Unintentional Activation
11/5/2020	18:42	20-0225	44 Hamilton St Hastings on Hudson	Mutual Aid (Ladder)
11/8/2020	11:09	20-0226	5 Overlook Rd	Unintentional Activation
11/10/2020	11:19	20-0227	700 Saw Mill River Rd	Car Fire
11/10/2020	14:46	20-0228	45 Winding Farm Rd	Unintentional Activation
11/10/2020	15:11	20-0229	44 Revere Rd	Odor of Gas
11/11/2020	23:33	20-0230	MM 10.3 I-87 N/B	Car Accident
11/13/2020	20:56	20-0231	11 Cross Rd	CO Incident
11/14/2020	12:46	20-0232	875 Saw Mill River Rd	Odor of Gas
11/15/2020	15:59	20-0233	159 Boulder Ridge Rd	Service Call (Smoke/Fireplace)
11/15/2020	18:22	20-0234	520 Ashford Ave	Odor of Gas
11/15/2020	8:53	20-0235	101 Huntley Dr	Malfunction of Alarm
11/17/2020	21:39	20-0236	19 Faith Lane	Good Intent (Odor of Smoke)
11/20/2020	14:09	20-0237	371 Farragut Ave Hastings on Hudson	Mutual Aid (Ladder)
11/21/2020	15:01	20-0238	135 Bramblebrook Ave	Service Call (Problem w/ Dryer)
11/22/2020	16:55	20-0239	36 Euclid Ave	Brush Fire
11/24/2020	14:16	20-0240	25 Western Dr	Odor of Gas
11/24/2020	19:15	20-0241	1 Hidden Glen Rd	Service Call (Problem w/ Stove)
11/25/2020	19:15	20-0242	11 Concord Rd	Unintentional Activation
11/26/2020	14:17	20-0243	10 Old Jackson Ave	Unintentional Activation
11/26/2020	17:20	20-0244	1 Dell Lane	Unintentional Activation
11/27/2020	20:09	20-0245	2 Taft Lane	Odor of Gas
11/29/2020	11:08	20-0246	33 Ridge Rd	Unintentional Activation



POLICE DEPARTMENT
VILLAGE OF ARDSLEY

INCORPORATED 1896



Anthony D. Piccolino
CHIEF of POLICE
TEL. 914-693-1700
FAX: 914-693-8298

Municipal Building
507 Ashford Ave
Ardsley NY 10502

WESTCHESTER COUNTY

Monthly Report November – 2020

Property lost or stolen - \$	42,872.00
Property Recovered---- \$	37,906.00
Court fines and fees --- \$	31,099.00
Alarm fines and fees--- \$	40.00
Meter collection----- \$	1271.90

Traffic Accidents-----	4
Arrests-----	4
Calls for service-----	204
Investigations-----	13
Impounded vehicles-----	3

UTT summonses issued----	19
Parking summonses issued-	11
Appearance tickets issued—	3
Total summonses issued-----	33

For monthly statistics, please see attached

Respectfully submitted,

Anthony D. Piccolino
Anthony D. Piccolino
Chief of police



POLICE DEPARTMENT
VILLAGE OF ARDSLEY

INCORPORATED 1896



Anthony D. Piccolino
CHIEF of POLICE
TEL. 914-693-1700
FAX: 914-693-8298

MUNICIPAL BUILDING
507 ASHFORD AVENUE ARDSLEY, NEW YORK 10502

WESTCHESTER COUNTY

NOVEMBER EVENTS 2020

Training

Total training for the month of November -----120 hrs which consisted of SWAT, Domestic violence lethality assessment, Intro to procedural justice 1,2 &3, Use of force and article 35 justification.

COMMUNITY POLICING

We installed 2 child seats

Attended the Turkey shoot event for the 5th – 8th graders and handed out 8 turkeys to the winners. The Ardsley recreation department assisted us.

Attended the SAFY coalition and school safety meetings via Zoom.

Community information

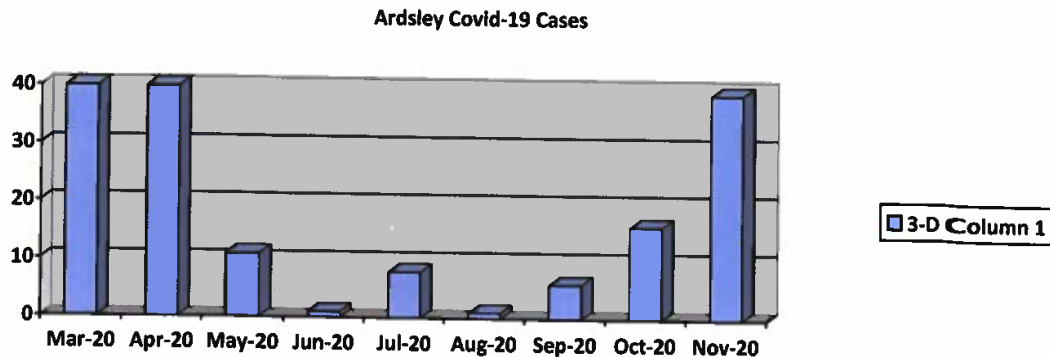
The department is investigating numerous reports of bank fraud (5 in November alone) please remember to check your bank statements and **NEVER give out personal information** over the phone regardless of who calls you.

The coronavirus epidemic has spurred many scams. If you receive an email, which looks legitimate such as a bank that you use, you should verify the url before sending any information.

Our village website lists many of the most common scams.

On November 7th we responded to 877 Saw Mill River Rd SFR Jewelry on a reported Robbery in progress. Thanks to the real time, reporting from the public our officers were able to catch up and apprehend the perpetrator without incident.

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

There is currently no vaccine to prevent coronavirus disease 2019 (COVID-19). The best way to prevent illness is to avoid being exposed to this virus. However, as a reminder, CDC always recommends everyday preventive actions to help prevent the spread of respiratory diseases, including:

- Avoid close contact with people.
- Avoid touching your eyes, nose, and mouth.
- Stay home when possible and limit travel.
- 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.

In light of new data about how COVID-19 spreads, along with evidence of widespread COVID-19 illness in communities across the country, CDC recommends that people wear a [cloth face covering](#) to cover their nose and mouth in the community setting. This is an additional public health measure people should take to reduce the spread of COVID-19 in addition to (not instead of) social distancing, frequent hand cleaning and

other everyday preventive actions. A cloth face covering is not intended to protect the wearer, but may prevent the spread of virus from the wearer to others. This would be especially important in the event that someone is infected but does not have symptoms. A cloth face covering should be worn whenever people must go into public settings (grocery stores, for example). Medical masks and N-95 respirators are reserved for healthcare workers and other first responders, as recommended by current CDC guidance.

- 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

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 the CDC website at <https://www.cdc.gov/coronavirus/2019-ncov/index.htm>

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 higher risk for developing serious complications from COVID-19 illness. More information on [Are you at higher risk for serious illness](#).

Know how it spreads

- There is currently no vaccine to prevent coronavirus disease 2019 (COVID-19).
- **The best way to prevent illness is to avoid being exposed to this virus.**
- The virus is thought to [spread mainly from person-to-person](#).

- 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.

Everyone Should

Wash your hands often

- [Wash your hands](#) often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
- If soap and water are not readily available, **use a hand sanitizer that contains at least 60% alcohol**. Cover all surfaces of your hands and rub them together until they feel dry.
- **Avoid touching your eyes, nose, and mouth** with unwashed hands.

Avoid close contact

- **Avoid close contact with people who are sick, even inside your home.** If possible, maintain 6 feet between the person who is sick and other household members.
- **Put distance between yourself and other people outside of your home.**
 - Remember that some people without symptoms may be able to spread virus.
 - [Stay at least 6 feet \(about 2 arms' length\) from other people.](#)
 - Keeping distance from others is especially important for [people who are at higher risk of getting very sick.](#)

Cover your mouth and nose with a cloth face cover when around others

- You could spread COVID-19 to others even if you do not feel sick.
- Everyone should wear a [cloth face cover](#) when they have to go out in public, for example to the grocery store or to pick up other necessities.
 - Cloth face coverings should not be placed on young children under age 2, anyone who has trouble breathing, or is unconscious, incapacitated or otherwise unable to remove the mask without assistance.

- The cloth face cover is meant to protect other people in case you are infected.
- Do NOT use a facemask meant for a healthcare worker.
- Continue to keep about 6 feet between yourself and others. The cloth face cover is not a substitute for social distancing.

Cover coughs and sneezes

- **Always cover your mouth and nose** with a tissue when you cough or sneeze or use the inside of your elbow and do not spit.
- **Throw used tissues** in the trash.
- Immediately **wash your hands** with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60% alcohol.

Clean and disinfect

- **Clean AND disinfect frequently touched surfaces daily.** This includes tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, and sinks.
- **If surfaces are dirty, clean them.** Use detergent or soap and water prior to disinfection.
- **Then, use a household disinfectant.** Most common [EPA-registered household disinfectant](#) [external icon](#) will work.

Monitor Your Health

- **Be alert for symptoms.** Watch for fever, cough, shortness of breath, or [other symptoms of COVID-19](#).
 - Especially important if you are [running essential errands](#), going into the office or workplace, and in settings where it may be difficult to keep a [physical distance of 6 feet](#).
- **Take your temperature** if symptoms develop.
 - Don't take your temperature within 30 minutes of exercising or after taking medications that could lower your temperature, like acetaminophen.
- Follow [CDC guidance](#) if symptoms develop.

**RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO SIGN AN
AGREEMENT FOR AUDITING SERVICES WITH
PKF O'CONNOR DAVIES, LLC**

RESOLVED, that the Village Board of the Village of Ardsley hereby authorizes the Village Manager to execute the proposed agreement for auditing services with PKF O'Connor Davies, LLC located at 500 Mamaroneck Avenue, Harrison, New York 10528 for the fiscal years ending in 2021, 2022, 2023, 2024 and 2025.



December 15, 2020

Ms. Meredith Robson
Village Manager
Village of Ardsley
507 Ashford Avenue
Ardsley, New York 10502

Dear Ms. Robson:

This letter sets forth our understanding of the terms and objectives of our engagement, and the nature and scope of the services we will provide to the Village of Ardsley ("the Village").

Prior to the commencement of our audit we may not know if an audit performed in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133, Audits of States, Local Governments and Non-Profit Organizations is required. Consequently this letter includes the words "if applicable" next to relevant single audit communication requirements.

Audit objectives

We will audit the Village's statements of the governmental activities, each major fund and the aggregate remaining fund information and related notes to the financial statements, which collectively comprise the basic financial statements of the Village as of and for the years ended May 31, 2021, 2022, 2023, 2024 and 2025; and issue our report thereon as soon as reasonably possible after completion of our work. We will also audit the financial statements of the Justice Court on the basis prescribed by New York State for the years then ended.

Accounting principles generally accepted in the United States of America ("US GAAP") provide for certain required supplementary information ("RSI"), such as management's discussion and analysis to supplement the Village's financial statements. Such information, although not a part of the financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the Village's RSI in accordance with auditing standards generally accepted in the United States of America ("US GAAS"). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the financial statements, and other knowledge we obtained during our audit of the financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do

PKF O'CONNOR DAVIES, LLP
500 Mamaroneck Avenue, Harrison, NY 10528 | Tel: 914.381.8900 | Fax: 914.381.8910 | www.pkfod.com

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not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by US GAAP and will be subjected to certain limited procedures, but will not be audited:

- Management's Discussion and Analysis
- Schedule of Funding Progress – Other Post-Employment Benefits
- Schedule of the Village's proportionate share of the Net Pension Liability and Contributions

We have also been engaged to report on supplementary information other than the RSI that accompanies the Village's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with US GAAS and our auditors' report will provide an opinion on such information in relation to the financial statements as a whole:

- Combining and Individual Fund Financial Statements and Schedules
- Schedule of Expenditures of Federal Awards (if applicable)

The objective of an audit is the expression of an opinion on whether these financial statements are presented fairly, in all material respects, in conformity with US GAAP and to report on the fairness of the supplementary information referred to in the preceding paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on:

- Internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts or grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with Government Auditing Standards.
- Internal control related to major programs and an opinion (or disclaimer of opinion) on compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133, Audits of States, Local Governments and Non-Profit Organizations ("OMB Circular A-133") (if applicable).

We will conduct the audit in accordance with US GAAS, the standards for financial audits contained in Government Auditing Standards ("GAGAS") issued by the Comptroller General of the United States (if applicable), and the provisions of OMB Circular A-133 (if applicable), and will include tests of accounting records, a determination of major programs in accordance with OMB Circular A-133 (if applicable), and other procedures we consider necessary to enable us to express such an opinion and to render the required reports. The aforementioned standards require that we obtain reasonable, rather than absolute, assurance that the financial statements are free of material misstatement, whether caused by error or fraudulent financial reporting, misappropriation of assets, or violations of laws or governmental regulations that are attributable to the Village's or to acts by management or employees acting on behalf of the Village. Because the determination of abuse is subjective, GAGAS do not expect auditors to provide reasonable assurance of detecting abuse. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us even though the audit is properly planned and

performed in accordance with US GAAS and GAGAS. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements and on those programs we have determined to be major programs (if applicable). However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting or misappropriation of assets and any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit (if applicable). We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Village's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to GAGAS.

OMB Circular A-133 (if applicable) requires that we also plan and perform the audit to obtain reasonable assurance about whether the Village has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the "OMB Circular A-133 Compliance Supplement" for the types of compliance requirements that could have a direct and material effect on each of the Village's major programs. The purpose of these procedures will be to express an opinion on the Village's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to OMB Circular A-133. As required by OMB Circular A-133, we will also perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to prevent or detect material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to OMB Circular A-133.

If our opinion on either the financial statements or the Single Audit compliance (if applicable) is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion(s), we may decline to express an opinion or decline to issue a report as a result of the engagement.

In making our risk assessments, we consider internal control relevant to the Village's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to GAGAS (if applicable). An audit is also not designed to identify significant deficiencies or material weaknesses. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control and other internal control related matters relevant to the audit of the financial statements that we have identified during the audit, as required by US GAAS, GAGAS and OMB Circular A-133 (if applicable).

The reports on internal control and compliance (if applicable) will each include a paragraph that states that the purpose of the report is solely to describe (1) the scope of testing of internal control over financial reporting and compliance and the result of that testing and not to provide an opinion on the effectiveness of

internal control over financial reporting or on compliance, (2) the scope of testing internal control over compliance for major programs and major program compliance and the result of that testing and to provide an opinion on compliance but not to provide an opinion on the effectiveness of internal control over compliance, and (3) that the report is an integral part of an audit performed in accordance with GAGAS in considering internal control over financial reporting and compliance and OMB Circular A-133 in considering internal control over compliance and major program compliance. The paragraph will also state that the report is not suitable for any other purpose.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form (if applicable) that summarize our audit findings. It is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. If applicable, we will provide copies of our report for you to include with the reporting package you will submit to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditors' reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audit.

We will also communicate with those charged with governance any (a) fraud involving senior management and other fraud that causes a material misstatement of the financial statements; (b) violations of laws or governmental regulations that come to our attention (unless they are clearly inconsequential); (c) disagreements with management and other serious difficulties encountered in performing the audit; and, (d) various matters related to the Village's accounting policies and financial statements.

As part of our engagement, we may propose standard, adjusting, or correcting journal entries to your financial statements. Management, however, has final responsibility for reviewing the proposed entries and understanding the nature and impact of the proposed entries to the financial statements. It is our understanding that management has designated qualified individuals with the necessary expertise to be responsible and accountable for overseeing the acceptance and processing of such journal entries.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Management's responsibilities

The financial statements and their fair presentation in accordance with US GAAP, including all informative disclosures, RSI and supplementary information, are the responsibility of the Village's management. Management is also responsible for: (1) the selection and application of accounting policies; (2) the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error and for informing us of all significant deficiencies and material weaknesses in the design or operation of such controls of which it has knowledge; (3) ensuring the Village complies with the laws and regulations applicable to its activities; (4) making all financial records and related information available to us of which you are aware that is relevant to the preparation and fair presentation of the financial statements, as well as any additional information that we may request for the purpose of the audit; (5) providing us with unrestricted access to persons within the Village from whom we determine it necessary to obtain audit evidence; and (6) adjusting the financial statements and supplementary information to correct material misstatements.

Management is also responsible for identifying government award programs and understanding and complying with the compliance requirements, and for preparation of the schedule of expenditures of federal

awards in accordance with the requirements of OMB Circular A-133 (if applicable). As part of the audit, we will assist with preparation of your financial statements, schedule of expenditures of federal awards (if applicable), and related notes. You agree to include our report on the schedule of expenditures of federal awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. You are responsible for making all management decisions and assuming all management responsibilities relating to the financial statements, schedule of expenditures of federal awards and related notes, and for accepting full responsibility for such decisions.

Management's responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the RSI and supplementary information in accordance with US GAAP; (2) you believe the RSI and supplementary information, including its form and content, is fairly presented in accordance with US GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the RSI and supplementary information.

In order to help ensure that appropriate goals and objectives are met and that there is reasonable assurance that government programs are administered in compliance with compliance requirements, management is responsible for establishing and maintaining effective internal control, including internal control over compliance, and for evaluating and monitoring ongoing activities.

Management's responsibilities also include identifying any significant vendor relationships in which the vendor has responsibility for program compliance and for the accuracy and completeness of that information.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the Village involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the Village received in communications from employees, former employees, grantors, regulators or others. In addition, you are responsible for identifying and ensuring that the Village complies with applicable laws, regulations, contracts, agreements and grants and for taking timely and appropriate steps to remedy any fraud, illegal acts, violations of contracts or grant agreements, or abuse that we may report. Additionally, as required by OMB Circular A-133 (if applicable), it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan, if applicable.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the audit objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other engagements or studies. The Village is also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

At the conclusion of the engagement, we will request from management written confirmation concerning representations made to us in connection with the audit. The representation letter, among other things, will

confirm management's responsibility for: (1) the preparation of the financial statements in conformity with US GAAP, (2) the availability of financial records and related data, and (3) the completeness and availability of all minutes of board meetings. Management's representation letter will further confirm that: (1) the effects of any uncorrected misstatements aggregated by us during the engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole, and (2) we have been informed of, or that there were no incidences of, fraud involving management or those employees who have significant roles in the Village's internal control. You will also be required to acknowledge in the management representation letter, when applicable, our assistance with preparation of the financial statements and related schedules, RSI and the schedule of expenditures of federal awards (if applicable) and that you have reviewed and approved the financial statements, aforementioned schedules and RSI, and related notes prior to their issuance and have accepted responsibility for them. We will place reliance on these representations in issuing our report.

In the event that we become obligated to pay any cost, settlement, judgment, fine, penalty, or similar award or sanction as a result of a claim, investigation, or other proceeding instituted by any third party, as a direct or indirect result of an intentional, knowing or reckless misrepresentation or provision to us of inaccurate or incomplete information by the Village or, any elected official, member of management or employee thereof in connection with this engagement, and not any failure on our part to comply with professional standards, you agree to indemnify us against such obligations.

To the best of your knowledge, you are unaware of any facts which might impair our independence with respect to this engagement.

The financial statements are the property of the Village and can be reproduced and distributed as management desires. However, you must notify us in advance and obtain our approval if you intend to make reference to our firm in a document that includes our auditors' report on the financial statements. Because our engagement does not contemplate the foregoing, there may be an additional fee in connection with our review of any such documents. In the event our auditor/client relationship has been terminated with the Village seeks such consent, we will be under no obligation to grant such consent or approval.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

We understand that your accounting department personnel will assist us to the extent practicable in completing the audit. They will provide us with detailed trial balances, supporting schedules, and other information we deem necessary. A list of these schedules and other items of information will be furnished to you before we begin the audit. The timely and accurate completion of this information is an essential condition to our completion of the audit and the issuance of the audit report.

We keep documents related to this engagement in accordance with our records retention policy and applicable regulations. However, we do not keep any original client records, so we will return those to you at the completion of the services rendered under this engagement. When records are returned to you, it is your responsibility to retain and protect your records for possible future use, including potential examination by any government or regulatory agencies.

Management is responsible for management decisions and assuming all management responsibilities; for designating an individual with suitable skill, knowledge, and/or experience to oversee the non-attest services we provide; and for evaluating the adequacy and results of those services and accepting responsibility for them.

Electronic and other communication

During the course of the engagement, we may communicate with you or with Village personnel via fax or e-mail. You should be aware that communication in those media may be unsafe to use and contains a risk of misdirection and/or interception by unintended third parties, or failed delivery or receipt. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of e-mail or other electronic transmissions, including any consequential, incidental, direct, indirect or special damages.

Access to working papers

During the course of this engagement, we will develop files of various documents, schedules and other related engagement information known as our working papers. As we are sure you can appreciate, these working papers may contain confidential information and our firm's proprietary data. You understand and agree that these working papers are, and will remain, our exclusive property. Except as discussed below, any requests for access to our working papers will be discussed with you before making them available to requesting parties:

- (1) Our firm, as well as other accounting firms, participates in a peer review program covering our audit and accounting practices. This program requires that once every three years we subject our system of quality control to an examination by another accounting firm. As part of this process, the other firm will review a sample of our work. It is possible that the work we perform for you may be selected for review. If it is, the other firm is bound by professional standards to keep all information confidential.
- (2) We may be requested to make certain working papers available to regulators pursuant to authority given to them by law, regulation or subpoena. Such regulators may include (i) a federal agency providing direct or indirect funding or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities; (ii) the American Institute of Certified Public Accountants; and (iii) the State Education Department. If requested, access to such working papers will be provided under the supervision of our personnel. Furthermore, upon request, we may provide photocopies of selected working papers to them. The regulator may intend, or decide, to distribute the photocopies or information contained therein to others, including other government agencies.

Hosting services

In order to maintain our independence in accordance with the AICPA's Code of Professional Conduct, we cannot host or maintain any client information. You are expected to retain all financial and non-financial information including anything you upload to a portal and are responsible for downloading and retaining anything we upload in a timely manner. Portals are only meant as a method of transferring data, are not intended for the storage of client information, and may be deleted at any time. You are expected to maintain control over your accounting systems to include the licensing of applications and the hosting of said applications and data. We do not provide electronic security or back-up services for any of your data or records. Giving us access to your accounting system does not make us hosts of information contained within.

Fees and billing

The components of our fees for each of the next five years are detailed below:

	<u>2021 (1)</u>	<u>2022 (1)</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Basic fee including conversion of fund level to government-wide GASB 34, and audit of justice court.	<u>\$ 45,500</u>	<u>\$ 45,500</u>	<u>\$ 46,000</u>	<u>\$ 46,500</u>	<u>\$ 47,000</u>

(1) In recognition of the state of the economy and our longstanding relationship with the Village, we have reduced the fee for May 31, 2021 and 2022 audits of the Village's financial statements. We have applied minimal fee increases, less than 2%, for the May 31, 2023, 2024 and 2025 audits of the financial statements.

In the event that the Village spends \$500,000 or more in Federal Assistance, a Single Audit will be required pursuant to OMB Circular A-133. Our fees for the compliance audit will be \$2,500 per program. The fee is based on anticipated cooperation from your personnel, audit condition of the books and records and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Any additional work must be approved by the Village Board of Trustees prior to the commencement of work.

In accordance with our firm policies, work may be suspended if your account becomes overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed even if we have not issued our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination. Should the Village wish to terminate this agreement for any reason, the Village will provide 60 days' notice and will pay the firm for work completed up to the point of termination.

Our fees for these services are due and payable under the payment schedule which follows. Invoices for additional amounts that may be incurred for these and other services will be rendered as such work progresses and are payable upon presentation.

<u>Payments will be due</u>	<u>Percentage</u>
Upon completion of our audit field work	75%
Upon submission of the draft report and management letter	<u>25%</u>
	<u>100%</u>

Our hourly rates for any additional services for the initial year of the engagement are detailed below.

Hourly Rate for Professional Services

*	Senior Partner	\$	300
**	Partner		290
**	Senior Manager		230
**	Manager		200
**	Supervisor		175
**	Senior Accountant		155
**	Staff Accountant		135

* Represents a discount from standard rate of \$395

** Represents a 20% discount from standard rates

Dispute resolution

This engagement will be governed by the laws of the State of New York, without giving effect to any provisions relating to conflict of laws that would require the laws of another jurisdiction to apply.

Employment of firm partner or professional employee

The Village acknowledges that hiring current or former PKF O'Connor Davies personnel participating in the engagement may be perceived as compromising our objectivity, and depending on the applicable professional standards, impairing our independence in certain circumstances. Accordingly, prior to entering into any employment discussions, with such known individuals, you agree to discuss the potential employment, including any applicable independence ramifications, with the engagement partner responsible for the services.

In addition, during the term of this Engagement Letter and for a period of one (1) year after the services are completed, we both agree not to solicit, directly or indirectly, or hire the other's personnel participating in the engagement without express written consent. If this provision is violated, the violating party will pay the other party a fee equal to the hired person's annual salary in effect at the time of the violation to reimburse the estimated costs of hiring and training replacement personnel.

Confirmation and other

Alan Kassay is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

GAGAS require that we provide you with a copy of our most recent external peer review report, and any subsequent peer review reports received during the period of the contract. Our latest peer review report accompanies this letter.

We will provide copies of our reports to the Village; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

Our audit engagement for each year ends on delivery of our audit report covering that year. Requests for services other than those included in this engagement letter will be agreed upon separately.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the applicable cognizant agency. If we are aware that a federal awarding agency or the Village is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

All rights and obligations set forth herein shall become the rights and obligations of any successor firm to PKF O'Connor Davies, LLP by way of merger, acquisition or otherwise.

If this letter correctly expresses your understanding of the terms of our engagement, including our respective responsibilities, please sign the enclosed copy where indicated and return it to us.

We are pleased to have this opportunity to serve you.

Very truly yours,

PKF O'Connor Davies, LLP
PKF O'Connor Davies, LLP

Enc.

The services and terms described in the foregoing letter are in accordance with our requirements and are acceptable to us.

VILLAGE OF ARDSLEY, NEW YORK

BY: _____

TITLE: _____

DATE: _____

PKF O'Connor Davies, LLP, is a member firm of PKF International Limited, a network of legally independent firms. Neither the other member firms nor PKF International Limited are responsible or accept liability for the work or advice which PKF O'Connor Davies, LLP provides to its clients.



REPORT ON THE FIRM'S SYSTEM OF QUALITY CONTROL

June 16, 2020

To the Partners of PKF O'Connor Davies, LLP
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of PKF O'Connor Davies, LLP (the firm) applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended December 31, 2019. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act, audits of employee benefit plans, audits of broker-dealers, and examinations of service organizations SOC 1 and SOC 2 engagements.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Davie Kaplan, CPA, P.C.
1000 First Federal Plaza · Rochester, New York 14614
Tel: 585-454-4161 · Fax: 585-454-2573 · www.daviekaplan.com

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of PKF O'Connor Davies, LLP applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended December 31, 2019, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. PKF O'Connor Davies, LLP has received a peer review rating of *pass*.

Davie Kaplan, CPA, P.C.

DAVIE KAPLAN, CPA, P.C.

Davie Kaplan, CPA, P.C.
Certified Public Accountants

**RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO EXECUTE AN
AGREEMENT BETWEEN THE VILLAGE OF ARDSLEY AND THE
CABLE ACCESS DIRECTOR**

RESOLVED, that the Village Board of the Village of Ardsley hereby authorizes the Village Manager to execute an agreement between George A. Malone, Cable Access Director and the Village of Ardsley for cable access services for the period of June 1, 2020 through May 31, 2021.

CABLE ACCESS DIRECTOR AGREEMENT

This agreement made this ____ day of _____, 2020 between the Village of Ardsley and George Malone, 10 Jefferson Place, White Plains, New York 10603-2908 hereinafter referred to as the Cable Access Director, and the Village of Ardsley.

CABLE ACCESS DIRECTOR SERVICES

1. Directs all public and government access cable programs, and is responsible for the operation of all phases of cable production including script, audio, lighting, cameras, sound, graphics and editing.
2. Oversees all phases of cable production for local access television.
3. Serves as Director, Producer, Editor and Camera Operator for on-air presentations and prepares tapes and broadcast.
4. Oversees Cable Access Editing and Broadcasts and is responsible for all equipment maintenance.
5. Develops and monitors budget and recommends cable equipment for purchase.
6. Works with Village to assist in the development of cable programs
7. Works with cable TV provider on technical problems related to access.
8. Works Monday evenings to cover Village Board of Trustees meetings and occasional other Village Meetings and/or events.

PAYMENT

In return for services provided by the Cable Access Director, the Village agrees to pay the Director a total amount not to exceed \$1,745.00 a month through May 31, 2021. This amount will be adjusted to increase on June 1, 2021 in the same annual percentage increase granted to all non-union managerial employees of the Village. The Village will remit payment within 30 days after the receipt of invoice.

TERM OF AGREEMENT

The terms of this agreement shall be from June 1, 2020 through May 31, 2021.

It is understood and agreed that this agreement constitutes the entire agreement between the parties, for the services described herein. It is understood by the parties that any changes of the foregoing provisions, must be in writing and signed by each of the parties hereto.

IN WITNESS WHEREOF, this agreement has been executed by the parties.

CABLE ACCESS DIRECTOR

VILLAGE OF ARDSLEY

By: _____
George Malone

By: _____
Meredith S. Robson

Date: _____

Date: _____

**RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO SIGN
CONTRACT FOR LEGAL COUNSEL SERVICES WITH
ROBERT J. PONZINI, ESQ.**

RESOLVED, that the Village Board of the Village of Ardsley hereby authorizes the Village Manager to execute the proposed contract for Legal Counsel services with Robert J. Ponzini, ESQ. located at 1133 Westchester Avenue, White Plains, NY 10606 from January 1, 2021 through December 31, 2021.

ROBERT J. PONZINI, ESQ.
ATTORNEYS AT LAW
1133 Westchester Avenue, N-202
WHITE PLAINS, NEW YORK 10606
(914) 288-9595
FAX (914) 288-0850
Service Not Accepted by Fax

Robert J. Ponzini, Esq.
E-mail: rponzini@gainesslp.com
Direct Dial: (914) 831-6247

December 14, 2020

Village of Ardsley
507 Ashford Avenue
Ardsley, New York 10502

Re: Village Attorney Legal Service: 01/01/2021 -

12/31/21

Dear Sirs:

I am pleased to provide you with Legal Services normally provided as Village Attorney on a contractual basis for the period of 01/01/21 through 12/31/2021. What follows is my standard retainer letter, including the terms and conditions of my understanding with you.

Legal Service: As your contractual attorney, I will provide the services normally provided by an appointed Village Attorney, as more generally defined by custom and practice in the most recent past. Included but not limited are the following examples of the legal services that will be provided: Attendance at all regularly scheduled Village Board meetings; Attendance as needed at all Village executive sessions, work sessions, Zoning Board Meetings, Planning Board Meetings, consultation with all Department Heads, including but not limited to, the Village Manager, Village Clerk, Building Inspector, Village Treasurer or any other Department Head or employee requested by the Village Manager. Services also include the drafting of local legislation, preparing memorandum for review by the Mayor, Board and Village Manager, providing legal advice and legal opinions, and reviewing all basic legal documents and contracts required in the normal course of Village business. This list of services is not all encompassing and will be adjusted from time to time as circumstance might require. The cost of these services will be in the amount of \$70,000 for the contract year. This amount will be adjusted to increase on June 1, 2021 in the same annual percentage increase granted to all non-union managerial employees of the Village.

1. With respect to these services, you will be billed on a monthly basis in twelve equal installments on the first of the month computed from the annual contract amount to be

determined by the Mayor and Board of Trustees for basic legal services as shall be hereafter defined. If there are special projects that exceed the parameters of the basic services of Village Attorney, to be determined upon discussion with the Village Manager, or if there is litigation not compensated by insurance, the Village will be billed on a separate hourly basis. The hourly billing rates shall be \$200.00 for attorneys and \$100.00 for paralegals. These hourly rates are subject to potential increase over time subject to your approval. You further understand that the hourly rates apply to all time expended relative to your matter, including but not limited to, office meetings and conferences; telephone calls and conferences, either placed by or placed to you, or otherwise made or had on your behalf or related to your matter; preparation, review and revision of correspondence, or any legal research, preparation of correspondence and memoranda, hearing appearances; client or multi-party conferences; file review; preparation time, travel time, time spent in meeting with or conferencing with counsel; and any other time expended on behalf of or in connection with your matter, including drafting of a final report and recommendation. Hourly billing shall be in minimum increments of 0.1 hours. Again, these hourly rates and billings only apply to special projects or litigation not compensated by insurance.

2. In addition to the above legal fees with respect to special projects and uncompensated litigation, you will also be responsible for reimbursing us for our out-of-pocket expenses and disbursements including, but not limited to, transcript fees, messenger service, postage, overnight deliveries, and printing and copying (at \$0.25/page, or the actual cost if sent to an outside vendor) where required, as well as all other expenses incurred in connection with the proper representation of you in the above proceedings. Every effort will be employed to minimize out of pocket expenses and if a significant disbursement is anticipated, it will be discussed in advance with the Village Manager and incurred only with approval

3. Bills for services and disbursements will be rendered on a monthly basis. If the invoices for our services and/or disbursement are not paid within ninety (90) days, we reserve the right to decline to perform further services until paid in full and/or to terminate the retainer and withdraw completely from representing you

4. In the event that a dispute or disagreement arises between us relating to our fees, you may have the right to arbitration of the dispute pursuant to Part 137 of the Rules of Chief Administrator of the Courts, a copy of which will be provided to you upon request. If you discharge us, or we complete this matter, and there is money left over in escrow after paying our final time and expense invoice, you shall be entitled to a refund of any unused retainer.

5. This retainer agreement shall be governed by the laws of the State of New York and you hereby consent and acknowledge that you will be subject to the jurisdiction of the Courts of New York and shall and hereby do waive any objection in connection therewith.

Once our engagement pursuant to this agreement or any litigation or special project ends, we will send you a written notice advising you that this engagement has concluded. You may thereafter direct us to return, retain or discard some or all of the documents pertaining to the engagements, except for those that we are mandated to maintain for a prescribed period of time. If you do not respond to the notice within sixty (60) days, you agree and understand that any materials left with us after the engagement ends may be retained or destroyed at our discretion, except as otherwise prohibited by law or rule. Notwithstanding the foregoing, and unless you instruct us otherwise, we will return any documents we know or believe that you will need to retain to enforce your rights or to bring or defend claims. You should understand that materials@ include paper files as well as information in other mediums of storage including voicemail, email (subject to the Firm's email retention policies from time to time), printer files, copier files, facsimiles, dictation recordings, video files, and other formats. We reserve the right to make, at our expense, certain copies of all documents generated or received by us in the course of our representation. When you request copies of documents from us, copies that we generate will be made at your expense. We will maintain the confidentiality of all documents throughout the process. It is the general policy not to retain at any time original Village files. Originals, with the exception of litigation files, will always be maintained at Village Hall to maintain continuity and provide accessibility.

Our own files pertaining to the matter will be retained by the firm (as opposed to being sent to you) or destroyed. These firm files include, for example, but not limited to, Firm administrative records, time and expense reports, personnel and staffing materials, and credit and account records. For various reasons, including the minimization of unnecessary storage expenses, we reserve the right to destroy or otherwise dispose of any documents or other materials retained by us within a reasonable time after the termination of the engagement, as well as the right to reduce non-essential document copies to image electronic format.

Each party recognizes this is a retention for professional services and may be canceled by either party upon thirty (30) days written notice.

If this is acceptable to you, please sign this letter and the attached Statement of Client's Rights and return it to us. Please keep a copy of this letter for your records.

Sincerely,

Robert J. Ponzini

I HAVE READ AND UNDERSTAND THE ABOVE LETTER, HAVE RECEIVED A COPY AND ACCEPT ALL OF ITS TERMS THIS ____ DAY OF _____, 202__

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Signature Client's Name

Email Address

Signature Client's Name

**RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO SIGN AN
EXTENSION AMENDMENT TO THE AGREEMENT FOR SERVICES
BETWEEN THE VILLAGE OF ARDSLEY AND PACE UNIVERSITY RELATED
TO THE POLICE REFORM COLLABORATIVE FACILITATION**

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 October 23, 2020, for services related to developing the Village of Ardsley's Police Reform Collaborative Facilitation.

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

This Amendment (“Amendment”) effective October 23, 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 agreement.

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

1. Article 2, Appendix A in the Agreement shall be revised under this Amendment to include the following duties:
 - a) Facilitate meetings of the stakeholder committee upon request.
 - b) Facilitate and support development of a community meeting upon request.
2. Article 3 in the Agreement shall be revised under this Amendment to include the following fees and expenses change of \$8,000 to “not to exceed \$13,000”.
3. 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: _____

RESOLUTION AUTHORIZING THE VILLAGE TREASURER TO CLOSE
OUT VARIOUS COMPLETED CAPITAL FUND PROJECTS

Resolved, that the Village Board of the Village of Ardsley hereby authorizes the Village Treasurer to close various completed project accounts in the Capital Fund:

- Street Reconstruction
- Highway Equipment 2014-2015
- Highway Garage-Land 2017-2018
- Street Paving 2017-2018
- Sidewalk Maintenance –Heatherdell
- Road Resurfacing

**RESOLUTION TO AWARD BID FOR
THE DEMOLITION PROJECT OF 220 HEATHERDELL ROAD,
ARDSLEY, NY 10502**

WHEREAS, a public notice for the Demolition Project of 220 Heatherdell Road, Ardsley, NY 10502 was duly advertised in an official newspaper on November 23, 2020; and

WHEREAS, on December 14, 2020 at 507 Ashford Avenue, 11:00 a.m. the Project Engineer in the presence of the Village Manager and Village Clerk, opened six bids as summarized below;

VILLAGE OF ARDSLEY CONTRACT # VOA-1811 DEMOLITION 220 HEATHERDELL ROAD

CONTRACTOR	BASE BID
Capital Industries, Inc.	\$297,550.00
Costas Construction	\$139,000.00
Shawn’s Lawns Inc.	\$313,900.00
Stamford Wrecking Company	\$149,688.00
Two Brothers Contracting Inc.	\$211,800.00
WD Excavation & Contracting Inc.	\$298,512.00

RESOLVED, that the Village Board of the Village of Ardsley hereby awards the bid to Costas Construction 401 Saw Mill River Rd., Yonkers, New York 10701 in the amount of \$139,000.00.

NOW, THEREFORE, BE IT RESOLVED, the Village Board of the Village of Ardsley hereby authorizes the Village Manager to execute a contract with Costas Construction, 401 Saw Mill River Rd., Yonkers, New York to perform the demolition project of 220 Heatherdell Road, Ardsley, New York 10502.

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE VILLAGE OF ARDSLEY CALLING FOR A PUBLIC HEARING TO ANNOUNCE ITS INTENT TO SERVE AS LEAD AGENCY PURSUANT TO THE NEW YORK STATE ENVIRONMENTAL PROTECTION ACT ("SEQR") FOR THE PROPOSED ADOPTION OF ITS REVISED COMPREHENSIVE PLAN ("THE PLAN") AND TO FURTHER CALL FOR A PUBLIC HEARING TO ADOPT THAT PLAN AS A LOCAL LAW.

WHEREAS, the Village of Ardsley ("Ardsley") is an incorporated Village within the County of Westchester and is charged and empowered by the Laws of the State of New York to provide for the orderly and beneficial development of its land and resources, and

WHEREAS, in conjunction with that responsibility, Ardsley, has undertaken the task of studying and drafting a revised and proposed comprehensive plan ("the Plan") to accomplish those objectives, and

WHEREAS, the preparation and drafting of the Plan is the result of countless work sessions and public hearings over the past several years with both written and verbal comment from the public, and

WHEREAS, in the course of the preparation of the Plan, various experts in planning and environmental review, together with counsel experienced in environmental practice, were retained and employed to consult and assist in the drafting of the Plan, and

WHEREAS, in addition to formal meetings, there have been numerous work shops for the public to attend and express their thoughts and concerns, and

WHEREAS, all of these efforts and the results thereof have been shared to the maximum extent possible through the utilization of social media, including Ardsley's various web sites, and

WHEREAS, as a result of this intensive and lengthy process and the preparation of numerous preliminary drafts, there now exists a final draft comprehensive plan (“Final Plan”), and

WHEREAS, the Final Plan has been reviewed by the Mayor and Board of Trustees and the consultants retained by Ardsley and has been deemed in form and substantive appropriate for submission and approval, and

WHEREAS, Ardsley concurrently undertook two ancillary studies, the Saw Mill River Revitalization Plan with funding from the New York State Department of State and Hudson River Valley Greenway and the Market Analysis and Development Plan; the key findings from both studies have been incorporated into the Plan and the work product from them included as appendices to the Plan, and

WHEREAS, the Final Plan is required to be circulated and reviewed pursuant Article 8 (State Environmental Review Act) of the New York State Environmental Conservation Law (“SEQR”), and

WHEREAS, SEQR requires that the appropriate political body or administrative agency be designated Lead Agency for the SEQR review process, and

WHEREAS, Ardsley believes it is the most appropriate and best suited board or agency to conduct and conclude the SEQR review process and elects to announce its intent to have itself declared lead agency for this review process, and

WHEREAS, Ardsley is required to circulate its notice of intention (“Notice of Intent”) to declare itself lead agency to any and all potential involved or interested agencies together with the Full Environmental Assessment Form – Part 1 and Map (“EAF”), and

WHEREAS, Ardsley, after circulation of its intent to declare itself lead agency with attachments, intends to declare itself lead agency and thereafter proceed in accordance with SEQR to make the appropriate environmental designation, and

WHEREAS, in addition to this environmental review, Ardsley intends to conduct a public hearing in accordance with the Village Law of the State of New York for the formal adoption of the Final Plan into a local law,

NOW THEREFORE BE IT RESOLVED, that Ardsley announces its intention to declare itself Lead Agency pursuant to SEQR and that a copy of this resolution together with the EAF and the Notice of Intent be served upon all involved and interested agencies, and

BE IT FURTHER RESOLVED that a Public Hearing be scheduled for January 19, 2021 at 8:15 P.M. for the purpose of conducting a public hearing, taking public comment and adoption of the Final Plan.