



### Manager's Report January 3, 2023

1. **POLICE ACCREDITATION:** I unfortunately was unable to make the last Legislative Meeting of the Village Board, but I did want to express my sincere congratulations to Chief Piccolino and the Ardsley Police Department for being recommended for accreditation. I had the privilege of meeting with the assessors from the Division of Criminal Justice Services throughout their few days here in the Village and going through a detailed debriefing session where they were able to articulate their findings. I was very impressed with both the depth of detail that the assessors demanded as part of their inspection, and the immediate and flawless response given by the members of the Police Department. Throughout the debriefing, the assessors had made numerous comments about the level of preparation by the entire department. Another comment that was made is that the auditors were almost equally as impressed with the inter and intra departmental communication and teamwork that they observed and how unusual it is to see that in a local government. I am very proud of Chief Piccolino and the entire police department on their performance and would like to congratulate them on their recommendation for becoming an accredited agency.
2. **SANITARY/STORM SEWER MAPPING PROJECT:** Fred Cook is continuing to perform the closed camera television recording work. So far there is nothing major to report, which is good news. Due to holidays and potential weather delays, we anticipate this phase of the project being complete by the end of the month.
3. **NEW DPW CONSTRUCTION PROJECT:** The project is continuing to make progress through the winter. We are out on the site this afternoon. The steel rebar for the footings has been installed and the crew began their first concrete pour today for the footings located along the rear of the future buildings. Contractors will try to capitalize on the current weather conditions and continue as long as conditions allow.
4. **SCHOOL CROSSING GUARDS:** We have advertised for a second crossing guard position to assist with pedestrian safety. Chief Piccolino is reviewing applications and scheduling interviews. We hope to have an appointment made in the next two weeks.
5. **HOLIDAY SCHEDULE:** All Village Offices, including the Justice Court, the Library, the Community Center, and the Department of Public Works will be closed on Monday, January 16, 2023 in observance of Martin Luther King Jr. Day. There will be no refuse collection that day. There WILL BE refuse collection for the entire village on Tuesday, January 17, 2023.
6. **OVERNIGHT PARKING PERMITS:** Residents are reminded to renew their overnight parking permits for 2022 with the Police Desk. For applications and information, kindly telephone the Police Desk at 693-1700 or visit our website at [www.ardsleyvillage.com](http://www.ardsleyvillage.com).
7. **ALARM PERMITS:** Residents are reminded to renew their alarm permits for 2022 with the Village Clerk. Any questions, please contact the Village Clerk at 914-693-1550.



**Manager's Report January 17, 2023**

1. **DEPARTMENT UPDATES:** Beginning with tonight's meeting, we will begin to have all departments present on a quarterly basis, with the exception of police, who will continue to be presented on a monthly basis. DPW and Building Department will be presenting this evening, and David will be providing updates concerning the DPW items on which that I usually provide updates.
2. **PEDESTRIAN SAFETY:** We have hired a second crossing guard who will begin next week and I have notified the school district about the appointment. We are hopeful that this will increase pedestrian safety in the community. We have also taken steps to install speed/radar signs on Heatherdell Road, and we're working on getting pricing for additional units for Ashford Avenue.
3. **OVERNIGHT PARKING PERMITS:** Residents are reminded to renew their overnight parking permits for 2023 with the Police Desk. For applications and information, kindly telephone the Police Desk at 693-1700.
4. **ALARM PERMITS:** Residents are reminded to renew their alarm permits for 2023 with the Village Clerk. Any questions, please contact the Village Clerk at 914-693-1550.
5. **SCHOOL TAX:** Village residents are reminded that the second installment of the School tax is due by Monday, January 31<sup>st</sup>, 2023. For those of you who like to pay in person at the last minute, please remember NOT to bring your payments to Ardsley Village Hall. Bring them directly to Greenburgh Town Hall which is located at 177 Hillside Avenue. Should you have any questions, please telephone the Town of Greenburgh Tax Receiver's Office at 914-989-1550.
6. **2023-2024 BUDGET:** The budget process has begun! I have given the department heads their budget request packets and we are all beginning to work through these and get estimates put together on capital items.



### Manager's Report February 6, 2023

**1. OFFICE/DEPARTMENT CLOSURES:** The Highway Department will be CLOSED on Monday, February 13, 2023 in observance of Lincoln's Birthday. All other offices will remain Open on Monday February 13<sup>th</sup>.

Refuse & Recycle Schedule as follows:

1. Monday, February 13, 2023- NO Refuse Collection.
2. Tuesday, February 14, 2023- There WILL BE Village Refuse collection.
3. Schedule remains the same Wednesday-Friday.

All Village Offices will be CLOSED on Monday, February 20<sup>th</sup> in observance of President's Day.

Recycle & Refuse Schedule as follows:

- i. Monday, February 20, 2023- No Refuse Collection.
- ii. Tuesday, February 21, 2023- There WILL BE Village Refuse collection.
- iii. Schedule remains the same Wednesday-Friday.

**2. PEDESTRIAN SAFETY:** We have hired a second crossing guard who began last month. We have received positive feedback so far and will continue to evaluate and pursue other the speed calming and pedestrian safety measures as mentioned in my previous reports including radar signs on Ashford Avenue and Heatherdell Road and speed control humps at Frances McCormack Drive.

**3. SANITARY/STORM SEWER MAPPING PROJECT:** Fred Cook is continuing to perform the closed camera television recording work. Over the past two months since work began, thankfully there is nothing major to report, which is good news. It is looking like the project will be finishing under the contract award amount. With the remaining funds, we will continue the project to other areas of the Village as weather and remaining funds allow. Our goal was to complete approximately 1/3 of the Village this fiscal year, but it looks like we may be slightly ahead of that figure.

**4. NEW DPW CONSTRUCTION PROJECT:** The project is continuing to make progress through the winter. The warmer weather so far this season has prevented any prolonged or substantial frost, which has allowed the project to continue to make good strides in an otherwise slow season for construction. The water tap of the service line will be done on Wednesday afternoon with the valves being inserted on Thursday, so we should have our water supply in by the end of the week. The footings are approximately 90% complete, and we have poured one wall so far this week. Contractors will capitalize on the current weather conditions and continue to make strides in the advancement of the project. Please visit the Village's YouTube channel, as we regularly post video updates on the progress of the project. Thanks to George Malone for his hard work in creating this visual history for us.

**5. 2023-2024 BUDGET:** The budget process is fully underway. I have met with more than half of Village departments and gone through operational and capital items with the department heads. The Tentative Budget will continue to develop over the upcoming weeks and will be delivered to the Board next month.



**Manager's Report February 21, 2023**

1. **POLICE PROMOTIONS:** I would like to first congratulate Lieutenant Watson and Sergeant Bonadonna on their recent promotions. Thank you for your service to our community.
2. **DELIVERY OF ROLLER:** About two weeks ago, the Village received a new asphalt compaction roller which was fully funded through a grant under the New York State Department of Parks, Recreation and Historic Preservation. This will allow the Village to perform more blacktop restoration projects using in-house talent, as well as projects of larger scale. This will save the Village money on having to outsource this type of work, as well as being in control of the timetable and means of construction. There is a resolution on this evening's agenda that would authorize me to close out the grant process with the State. Special thanks for DPW Foreman David DiGregorio and Charles Hessler in my office on their hard work towards this project.
3. **NEW DPW CONSTRUCTION PROJECT:** The project is continuing to make progress through the mild winter. The warmer weather so far this season has prevented any prolonged or substantial frost, which has allowed the project to continue to make good strides in an otherwise slow season for construction. The water tap of the service line and insertion of valves are now complete and approved. The footings are near completion, and we continuing to pour more walls every day. Contractors will capitalize on the current weather conditions and continue to make strides in the advancement of the project. Please visit the Village's YouTube channel, as we regularly post video updates on the progress of the project.
4. **2023-2024 BUDGET:** The budget process is fully underway. I have met with all Village departments and gone through operational and capital items with the department heads. The Tentative Budget will continue to develop over the upcoming weeks and will be delivered to the Board next month.



**Manager's Report March 6, 2023**

1. **POLICE APPOINTMENTS:** The Board has resolutions tonight appointing three (3) new Police Officers after their official appointment later this evening our new officers will be formally sworn in at our next Regular Meeting on March 20th. I look forward to working with them and wish them all the best of luck.
2. **WINTER EVENT:** Last Tuesday we had our first winter storm of the season. Thankfully it was very mild, but I did want to thank David DiGregorio and the Department of Public Works for their efforts in maintaining safe streets in the Village. I would also like to thank Chief Piccolino and the Ardsley Police Department, Chief Knoesel and the Ardsley Fire Department, and ASVAC for their efforts during the storm as well.
1. **NEW DPW CONSTRUCTION PROJECT:** Thankfully the snow event last week did not drastically impact any phase of construction and we are continuing to make excellent strides. The footings should all be completed by the end of the week. The team is continuing to pour walls and run sleeves for underground infrastructure this week as well. Also this week, the crews will start to backfill the garage area and have the floors poured by the end of this month. The installation of the sewers lines and ejection system began getting installed today and will continue throughout the week. By the end of the month we target to have the electric conduit underground and the remaining utility poles removed from the site. We have recently posted more footage of the progress of the project online. Please visit the Village's YouTube channel, as we regularly post video updates on the progress of the project. Special thanks to George Malone for his efforts in memorializing this project.
4. **2023-2024 BUDGET:**The budget process is entering its final stages. I have met with all Village departments and gone through operational and capital items with the department heads. The Tentative Budget will be delivered to the Board later this month and will be posted on the Village website [www.ardslevillage.com](http://www.ardslevillage.com).



**Manager's Report March 20, 2023**

**POLICE ACCREDITATION:** I had the honor and privilege of attending the accreditation ceremony of the Ardsley Police Department in our State's capitol on March 9. I would like to express my congratulations and appreciation to the men and women of the Ardsley Police Department and especially Chief Piccolino in achieving this elite designation.

**NEW DPW CONSTRUCTION PROJECT:** The teams are continuing to make great progress and all of the remaining footing, foundation work, and walls should be poured by the end of this week. The electrician was on site today working on the T-tap box, which is necessary to start to transfer over the electric power. The backfill for administrative section of the building is complete and we anticipate the plumbers can begin their work in the next few weeks. The contractors will be removing extra soil to get to subgrade and its estimated that by the end the month they will backfill to grade the remaining parts of the building. We will have the Construction Manager for the project, Calgi Construction Management, present a formal update on the Project to the Village Board at the April 17 Board Meeting.

**VILLAGE MANAGER'S TENTATIVE BUDGET:** The Tentative Budget had been distributed to the Village Board, filed with the Village Clerk, and was posted on the Village website this morning. We have Budget Work Sessions scheduled beginning this week, and the Budget Public Hearing will be held on Monday, April 3. I wish to extend thanks to all Department Heads and staff in their work during the budget preparation process, with Special Thanks to Leslie Tillotson and Charles Hessler for their efforts and assistance.



### **Manager's Report April 3, 2023**

**2023-2024 VILLAGE BUDGET:** Tonight there is a Public Hearing on the 2023-2024 Village Budget. We have had two public budget work sessions, one on Wednesday March 22 and one on Monday, March 27. I will be able to address any questions by the Board or members of the public this evening. I wish to extend thanks to all Department Heads and staff in their work during the budget preparation process, with Special Thanks to Leslie Tillotson and Charles Hessler for their efforts and assistance.

**NEW DPW CONSTRUCTION PROJECT:** Foundations and footings are 100% complete at this time. We anticipate by the end of the week, all buildings will be backfilled to subgrade, which will allow all trades to start the underground work inside the buildings. Water main into the building will be complete by the end of the week. As of now, we estimate delivery of the steel for the building structure by the end of the month. From there, the project will really start to take shape. We will have the Construction Manager for the project, Calgi Construction Management, present a formal update on the Project to the Village Board at the April 17 Board Meeting.

**OFFICE/DEPARTMENT CLOSURES:** All Village Offices, including the Justice Court, the Library, the Community Center, and the Department of Public Works will be closed on Friday, April 7, 2023 in observance of Good Friday. The refuse and recycling collection will be as follows:

- WEDNESDAY, APRIL 5, 2023-THERE WILL BE DOUBLE COLLECTION OF RECYCLABLES.
- THURSDAY, APRIL 6, 2023-THERE WILL BE REFUSE COLLECTION FOR THE ENTIRE VILLAGE.
- FRIDAY, APRIL 7, 2022 NO REFUSE COLLECTION.

There is a new sanitation calendar available up on the Village website. Please visit [www.ardsleyvillage.com](http://www.ardsleyvillage.com) for more details.

**JCAP GRANT:** The Village has been awarded a grant under the Justice Court Assistance Program in the amount of \$14,918 for improvements to the Court Room. These improvements include new chairs, new carpeting, 2 new air purifiers and painting. Special thanks to Court Clerk Anissa Slade for her hard work in obtaining this grant.

**RESIGNATION OF CHARLES HESSLER:** I have had the privilege of having Charles Hessler as my assistant for the last year and half since I came on board with the Village. He has been an invaluable resource, not only to me, but to this community. He has submitted his letter of resignation and will be advancing his career in a neighboring community. I can't thank him enough for his hard work, dedication to the profession, and eagerness to provide assistance wherever its needed, without hesitation. I know he will continue to set an example in his career in municipal management and I sincerely wish him the best.



Manager's Report April 17, 2023

**2023-2024 VILLAGE BUDGET**

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

**2. MS4 ANNUAL REPORT**

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

**3. RECORD'S RETENTION DAY**

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

**4. REQUEST FOR EXECUTIVE SESSION**

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





**Manager's Report May 1, 2023**

**RECORD'S RETENTION DAY:** Friday, May 5 is Record's Retention Day in the Village. Administrative offices will be closed to the public, including the Public Library and Justice Court.

**ADOPTED BUDGET:** The 2023-2024 Adopted Budget is available on the Village website. Special thanks to Leslie Tillotson, Theresa DelGrosso and Ann Marie Rocco for their assistance assembling the final product.

**NEW DPW CONSTRUCTION PROJECT:** The plumbers and electricians are currently on site finishing the underground infrastructure that will need to be complete before the concrete floors get poured. We are expecting delivery of the steel for the building structure by the end of the month. In advance of the delivery, we are anticipating that all floors will be poured throughout the building. In light of the weather we encountered this past weekend, crews have been using pumps to remove water from trenches, but has not created any issues or delay in construction. Today the underground electrical wires that will service our site, as well as the Town of Greenburgh, were pulled through the underground conduit. We are expecting to have the line spliced with ConEd's line by the end of next week.

**FULL-TIME POSITION AVAILABLE:** The Village is currently advertising for a full-time recreation assistant position. Anyone interested please go to [www.ardsleyvillage.com](http://www.ardsleyvillage.com) to get more details on the job description and how to apply.



**Manager's Report May 15, 2023**

Good evening, Mayor and Board. Before I begin with my regular report, I did want to provide an update that was requested of me at the last Village Board Meeting. There was a member of the public who described an interaction with a Village resident. The details of the interaction were disputed. I am unable to either corroborate or refute any of the statements made; however, I am able to provide some facts from my findings. After speaking with the Building Inspector, none of the actions taken by the owner of 11 Morningside rose to the level of a violation. The property has multiple permits for construction, and it is entirely allowable to have refuse generated offsite to be brought to a dumpster at another site. We will evaluate the condition of the curbs, and, if necessary, pursue the appropriate steps to remedy.

During the public comment period of the Board meeting, time is allowed for constructive comments, complaints and criticisms from any member of the public, not just Village residents. The village is able to include some reasonable restrictions, but public comments in general, including complaints of any nature, are not only allowed, but should be anticipated and expected as part of open government.

To me, this appears to be essentially a private matter involving two individuals, one of whom is a resident who happens to be active in a village organization. It does not appear to me that the interaction involved the organization. If the organization, in this case the Historical Society, considers it an issue they wish to address, that is entirely at their discretion. Again, I am unable to either corroborate or refute any of the statements made by either individual, but I did want to provide this update.

1. **NEW DPW CONSTRUCTION PROJECT:** The plumbers and electricians are continuing to finish the underground infrastructure, which is expected to be finished in the administrative section and lower garage section by the end of the week. The concrete floors began getting poured today. We are expecting delivery of the steel for the building structure May 22 through May 25 in multiple loads. We anticipate that this week that the high-voltage power, as well as low-voltage utilities will be switched over to the newly run underground infrastructure, thus allowing us to remove the utility poles on-site, which will be necessary in order to properly move the steel throughout the construction zone. The site is being prepped with Item 4, which is necessary for the cranes to operate in the erection of all steelwork.
2. **LED LIGHTING CONVERSION:** Beginning this week, we will have all of the light fixtures in Village Hall switched out to high-efficiency LED fixtures, as well as having motion-sensor lighting installed in areas throughout the building. This project is being funded 100% through a NYSERDA grant awarded to the Village.

3. **BOARD ROOM/COURT ROOM REHABILITATION:** As the first phase of the project is nearing completion and the new camera system and hybrid meeting capabilities are configured, we will begin the next phase of the project which includes painting and carpeting in the Court Room. This phase of the project is expected to begin in the late spring/early summer. Special thanks to Anissa Slade for securing a grant that will pay 100% of these costs. We have also completed an overhaul of our cable access room, special thanks to George Malone, Ann Marie Rocco, Larry Tomaso, David DiGregorio and the DPW for their assistance. By mid-summer, we will have a Board Room with updated broadcasting capabilities with a beautiful, fresh look.
4. **FULL-TIME POSITION AVAILABLE:** The Village is currently advertising for a full-time recreation assistant position. Anyone interested please go to [www.ardsleyvillage.com](http://www.ardsleyvillage.com) to get more details on the job description and how to apply. Applications will be due this Friday, May 19.
5. **MEMORIAL DAY CLOSING:** Residents are reminded that Village Hall, including the Court, Community Center, Ardsley Public Library and Highway Department will be closed on Monday, May 29, 2023 in observance of Memorial Day.

Refuse/Recycle collection is as follows:

Monday May 29, 2023 No Refuse Collection.

Tuesday, May 30, 2023 Refuse will be collected throughout the entire Village.

Wed-Fri-no changes to the pick-up schedule.

6. **TAXES DUE:** The 1<sup>st</sup> half of the 2023 Village Tax is due, without penalty, by Thursday, June 30th, 2023. Payments made in person after June 30, 2023, or that arrive via mail postmarked by the postal service after June 30, 2023, or arrive thereafter without a postmark, will be assessed a late penalty as required by the New York State Real Property Law. Meter-mailed postmarks are not a valid proof of timely payment. Most payments made through online banking come in without dates and will not be accepted if the envelope is not postmarked by the deadline. Please bear in mind that no Village official is empowered to waive the late fee for any reason.



Manager's Report June 5, 2023

Good evening, Mayor and Board. Before I begin with my regular report, I did want to provide an update that was requested of me at the last Village Board Meeting. There was a member of the public who described an interaction with a Village resident. The details of the interaction were disputed. I am unable to either corroborate or refute any of the statements made; however, I am able to provide some facts from my findings. After speaking with the Building Inspector, none of the actions taken by the owner of 11 Morningside rose to the level of a violation. The property has multiple permits for construction, and it is entirely allowable to have refuse generated offsite to be brought to a dumpster at another site. We will evaluate the condition of the curbs, and, if necessary, pursue the appropriate steps to remedy.

During the public comment period of the Board meeting, time is allowed for constructive comments, complaints and criticisms from any member of the public, not just Village residents. The village is able to include some reasonable restrictions, but public comments in general, including complaints of any nature, are not only allowed, but should be anticipated and expected as part of open government.

To me, this appears to be essentially a private matter involving two individuals, one of whom is a resident who happens to be active in a village organization. It does not appear to me that the interaction involved the organization. If the organization, in this case the Historical Society, considers it an issue they wish to address, that is entirely at their discretion. Again, I am unable to either corroborate or refute any of the statements made by either individual, but I did want to provide this update.

1. **NEW DPW CONSTRUCTION PROJECT:** The plumbers and electricians are continuing to finish the underground infrastructure, which is expected to be finished in the administrative section and lower garage section by the end of the week. The concrete floors began getting poured today. We are expecting delivery of the steel for the building structure May 22 through May 25 in multiple loads. We anticipate that this week that the high-voltage power, as well as low-voltage utilities will be switched over to the newly run underground infrastructure, thus allowing us to remove the utility poles on-site, which will be necessary in order to properly move the steel throughout the construction zone. The site is being prepped with Item 4, which is necessary for the cranes to operate in the erection of all steelwork.
2. **LED LIGHTING CONVERSION:** Beginning this week, we will have all of the light fixtures in Village Hall switched out to high-efficiency LED fixtures, as well as having motion-sensor lighting installed in areas throughout the building. This project is being funded 100% through a NYSERDA grant awarded to the Village.

3. **BOARD ROOM/COURT ROOM REHABILITATION:** As the first phase of the project is nearing completion and the new camera system and hybrid meeting capabilities are configured, we will begin the next phase of the project which includes painting and carpeting in the Court Room. This phase of the project is expected to begin in the late spring/early summer. Special thanks to Anissa Slade for securing a grant that will pay 100% of these costs. We have also completed an overhaul of our cable access room, special thanks to George Malone, Ann Marie Rocco, Larry Tomaso, David DiGregorio and the DPW for their assistance. By mid-summer, we will have a Board Room with updated broadcasting capabilities with a beautiful, fresh look.
4. **FULL-TIME POSITION AVAILABLE:** The Village is currently advertising for a full-time recreation assistant position. Anyone interested please go to [www.ardsleyvillage.com](http://www.ardsleyvillage.com) to get more details on the job description and how to apply. Applications will be due this Friday, May 19.
5. **MEMORIAL DAY CLOSING:** Residents are reminded that Village Hall, including the Court, Community Center, Ardsley Public Library and Highway Department will be closed on Monday, May 29, 2023 in observance of Memorial Day.

Refuse/Recycle collection is as follows:

Monday May 29, 2023 No Refuse Collection.

Tuesday, May 30, 2023 Refuse will be collected throughout the entire Village.

Wed-Fri-no changes to the pick-up schedule.

6. **TAXES DUE:** The 1<sup>st</sup> half of the 2023 Village Tax is due, without penalty, by Thursday, June 30th, 2023. Payments made in person after June 30, 2023, or that arrive via mail postmarked by the postal service after June 30, 2023, or arrive thereafter without a postmark, will be assessed a late penalty as required by the New York State Real Property Law. Meter-mailed postmarks are not a valid proof of timely payment. Most payments made through online banking come in without dates and will not be accepted if the envelope is not postmarked by the deadline. Please bear in mind that no Village official is empowered to waive the late fee for any reason.



**Manager's Report June 20, 2023**

**TAXES DUE:** The 1<sup>st</sup> half of the 2023 Village Tax is due, without penalty, by June 30<sup>th</sup>. Payments made in person after June 30<sup>th</sup>, or that arrive via mail postmarked by the postal service after June 30<sup>th</sup>, or arrive thereafter without a postmark, will be assessed a late penalty as required by the New York State Real Property Law. Meter-mailed postmarks are not a valid proof of timely payment. Most payments made through online banking come in without dates and will not be accepted if the envelope is not postmarked by the deadline. Please bear in mind that no Village official is empowered to waive the late fee for any reason.

**SANITARY SEWER PROJECT:** We have finished the first phase of the Closed Circuit Television work of the sanitary sewer lines of approximately one third of the Village over the winter. We were alerted to a few minor issues, which we were able to address quickly and with precision as a result of the mapping and camera work. We are internally discussing the next phase of the CCTV work to expand to the next third of the Village. We are planning to have the CCTV done in the fall/winter months again this year.

**4<sup>TH</sup> OF JULY OFFICE CLOSING:** Residents are reminded that Village Hall, including the Court, Community Center, Ardsley Public Library and Highway Department will be closed on Tuesday, July 4, 2023 in observance of 4<sup>th</sup> of July.

Refuse/Recycle collection is as follows:

- Monday, July 3, 2023- Refuse Collection for everyone
- Tuesday, July 4, 2023 No Collection
- Wednesday, July 5, 2023 Newspaper, Cardboard, Bulk Metal, E-Waste
- Thursday, July 6, 2023 Commingle Glass, Plastic
- Friday, July 7, 2023-Refuse Collection for everyone

**NEW DPW CONSTRUCTION PROJECT:** The steel framing is continuing to be erected and the roof panels have been delivered this week. We anticipate that by the end of next week the framing of the entire building will be substantially complete. We are planning for the wall panels to be delivered tomorrow and will be installed beginning Monday next week. The roof panels have already been delivered and will be installed after the wall panels are completed. The water main has been successfully been inspected by engineers for approvals to be sent to the Westchester County Department of Health. As of now, the project remains on its revised schedule to be substantially complete by December/January. I will be following up with the Board for an informational session provide a detailed on-site walkthrough of the site.

**BOARD ROOM UPGRADE:** The carpet and chairs have been replaced and we are about 90% complete.



**Manager's Report July 3, 2023**

**CONGRATULATIONS:** To Lieutenant Pignatelli on his achievements in the Ardsley Police Department and I look forward to continuing working with him now in his new capacity.

**NEW DPW CONSTRUCTION PROJECT:** The steel framing is continuing to make tremendous strides. We have a site visit scheduled with the Village Board for Friday, July 7, and I am proud of the progress the project has made since the Board has last been to the site collectively at the groundbreaking ceremony.

**SANITARY SEWER PROJECT:** The bid packet has been completed and with a bid opening date of the 28th. I am hoping to have a recommendation to the Board for the August 7 meeting. In my short tenure with the Village, I am proud of the progress we've made, having mapped the entire sanitary and storm sewer systems, as well as by the end of the year, will have had 2/3 of the entire sanitary sewer system camera inspected.

**4<sup>TH</sup> OF JULY OFFICE CLOSING:** Residents are reminded that Village Hall, including the Court, Community Center, Ardsley Public Library and Highway Department will be closed on Tuesday, July 4, 2023 in observance of 4<sup>th</sup> of July.

- Refuse/Recycle collection is as follows:
- Monday, July 3, 2023- Refuse Collection for everyone
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- Thursday, July 6, 2023 Commingle Glass, Plastic
- Friday, July 7, 2023-Refuse Collection for everyone



Manager's Report August 7, 2023

1. **WELCOME:** Today I have the privilege of welcoming Dennis Oke as the new Assistant to the Village Manager. Dennis comes to us most recently from the City of Mt. Vernon, but has also worked for the City of Rochester with a background in planning and zoning. Dennis holds a Bachelor's degree and a Master's degree in Bio-Environmental Engineering, degrees in Computer Science and Information Technology, and an MBA. He has a background in land use and comprehensive plan implementation strategies, as well as sustainable development, composting and zero-waste activities, and short, medium, and long term budgeting and capital planning. He has a wealth of professional knowledge from work experience in both the public sector and private sector. I am looking forward to him joining our team, and wish that everyone in the community give Dennis a warm welcome to Ardsley.
2. **NEW DPW CONSTRUCTION PROJECT:** The steelwork is continuing to make tremendous strides through the summer. The framing and skeleton structure of the entire building is complete. The roof panels and wall panels are going up at a good pace and should be completed later this month. All trade contractors are continuing to make progress and the project remains on schedule to be substantially complete by the end of the year.
3. **SANITARY SEWER PROJECT:** The Board has a resolution for consideration this evening to approve a contract for the 2<sup>nd</sup> phase of the CCTV sewer work. By the end of this phase, we will have approximately 2/3 of the Village's sanitary sewer system camera-inspected. The low bidder was Fred E. Cook, which was the low bid last year as well. The contractor has done a good job for the Village thus far and we are looking forward to the next phase of the project.
4. **YOUTH ADVOCATE:** As the Board is aware, Amanda Casey, who was our Youth Advocate last year has moved on to a different community. Gregg Sloan has been selected jointly by the Village and the School District to be Ardsley's next Youth Advocate. He has a wealth of experience in the field and we're looking forward to him joining the team at the end of August.
5. **LABOR DAY CLOSING:** All offices, including the Library, Community Center, Court, and the Department of Public Works will be closed Monday, September 4, 2023 in observance of Labor Day. Since there will be no garbage collection on Monday, there will be Village-wide garbage collection on Tuesday, September 5, 2023. The rest of the week will follow the normal schedule.





Manager's Report September 5, 2023

1. **NEW DPW CONSTRUCTION PROJECT:** The roof panels and wall panels have been completed. We anticipate windows being installed in the next 2-3 weeks. Garage doors are on site and will be installed this month. Additional drainage work and site preparation will also continue this month in hopes to have the site blacktopped before the cold weather sets in and the plants close. Plumbing, HVAC and Electrical contractors are all on site continuing to work. We are still anticipating substantial completion by January 2024.
2. **SANITARY SEWER PROJECT:** Cook has been awarded the contract and we are setting up a pre-construction meeting to begin this next phase.
3. **PAVING & CURBING:** We are anticipating ConEdison to arrive within the next two weeks to restore streets that were disturbed by gas main upgrades, and the Village's contractor will follow after that to complete roads on Village Roads. Streets being paved are Lincoln Avenue, Prospect Avenue, Taft Lane, a section of McKinley Place, a section of Fuller Avenue, Hillside Place, Johnson Place, Judson Avenue, Bramblebrook Road, Bonaventure Avenue, Augustine Avenue, Euclid Avenue, Felix Avenue, and Sweetbriar Road.
4. **SPEED BUMPS:** In collaboration with the School District, speed control humps have been installed on Francis McCormack Drive to control speeding issues near the Middle School. Special thanks to David DiGregorio and the Ardsley Highway Department. Now that schools are open, we remind all motorists to obey all traffic laws, especially in school zones, and be mindful of children crossing streets.
5. **FIRE TRUCK:** Following up on an item from the last Board meeting, I have been working closely with Fire Chief Knoesel to continue to move forward on the procurement of the new fire apparatus. We had a conference call scheduled with the CEO of Seagrave Fire Apparatus, as well as the dealer, in an effort to get a grasp on the price increase and negotiate as favorable a deal as possible. Due to personal schedules and conflicts, we have been unable to meet, but we do have a meeting scheduled for Friday. I cannot confirm the status of the construction of the vehicle at this time, but we can confirm that we are still in our place in the queue. This is quite disheartening as we were expecting delivery from the original purchase back in March of this year, about 6 months ago, with an updated delivery date of November. It would appear at this time that the revised timeline is not realistic, but we will continue to work with the manufacturer to get a firmer estimate on the timeline. We have been informed that the timeline for new orders are 1,200 days after contract execution. Ladder trucks are starting are 5 years out from contract execution. I hope to have more information for the next Board meeting.
6. **FULL TIME LABORER POSITIONS AVAILABLE:** The Village of Ardsley is seeking applications to fill two vacancies for the position of Laborer in the Ardsley Highway Department. Examples of laborer work include assisting in paving operations and pothole repair, assisting in the erection of street signs, mowing grass and other lawn maintenance operations, performing snow removal duties, assisting in maintenance of manholes and catch

basins, assisting with sanitation and recycling operations, and similar manual labor activities throughout the Village. Applications are available on the Village website at [www.ardsleyvillage.com](http://www.ardsleyvillage.com) and will be accepted until Friday, September 8, 2023, or until position is filled. Please submit resumes to the Village Clerk, at 507 Ashford Ave., Ardsley, N.Y. 10502, or by email at [arocco@ardsleyvillage.com](mailto:arocco@ardsleyvillage.com).

7. **WESTCHESTER COUNTY MOBILE CLERK'S OFFICE:** The Westchester County Clerk's Community Outreach Mobile Office will be at Pascone Park from 10 a.m. to 1 p.m. Tuesday, September 26th. If you are applying for a new passport or if your adult passport expired more than five years ago, the mobile office can help you. Other services available September 26th include free notary services, preserving military discharge papers and filing a business certificate. In-person notary services will be available free of charge. Bring photo ID. Feel free to reach out to Village Clerk, Ann Marie Rocco 914-693-1550 with any questions.
8. **SCHOOL TAX:** Village residents are reminded that the first installment of the School tax is due by Monday, October 2, as September 30<sup>th</sup> falls on a weekend. For those of you who like to pay in person at the last minute, please remember NOT to bring your payments to Ardsley Village Hall. Bring them directly to Greenburgh Town Hall which is located at 177 Hillside Avenue. Should you have any questions, please telephone the Town Tax Receiver's Office at 989-1550.



Manager's Report September 18, 2023

1. **NEW DPW CONSTRUCTION PROJECT:** The roof panels and wall panels have been completed. We anticipate windows being installed by the end of the week. Garage doors are on site and will be installed this month. We received proposals for the security system that was not included with the original bid specifications. The dollar amounts exceed mandated thresholds for competitive bidding, and we will be soliciting bids for the additional work. Bids will be due by October 13. The full specifications will be ready by the end of this week and anyone interested in obtaining the bid specifications can reach out to the Village Clerk, Ann Marie Rocco. Additional drainage work and site preparation will also continue this month in hopes to have the site blacktopped before the cold weather sets in and the plants close. Plumbing, HVAC and Electrical contractors are all on site continuing to work. We are still anticipating substantial completion by January 2024.
2. **SANITARY SEWER PROJECT:** We are setting up a pre-construction meeting to begin this next phase. We encourage residents to sign up for email alerts and Nixle notifications to receive information regarding any road closures or detours. We had a sewer issue this morning, and thanks to David DiGregorio and the DPW for their prompt and effective work.
3. **PAVING & CURBING:** As per my last report, paving projects have begun on the south portion of the Village. Again, we encourage residents to sign up for email alerts and Nixle notifications to receive information regarding any road closures or detours.
4. **FIRE TRUCK:** Following up on an item from the last Board meeting, Chief Knoesel and I spoke with the local dealer, the National Director of Sales, and the CEO of Seagrave Fire Apparatus LLC. The Seagrave team projected the 10% cost increase based on observations from the original bid date (September 2021) to the date of the letter (May of 2023). The CEO further added that though there are additional increases they can expect to observe until the date of construction, they will cap those material cost increases at 10%. Depending on the type of apparatus ordered, some jurisdictions have incurred price increases anywhere from 15%-22%. We have been given assurance that there will not be any further increases due to materials or labor costs. We have also negotiated additional year of manufacturer's warrantee. Based on the CEO's calendar of construction, which he estimates to remain consistent throughout the upcoming months, our projected construction date is now January 2024 with an estimated delivery of April 2024 – more than 1 year after our original delivery date.
5. **WESTCHESTER COUNTY MOBILE CLERK'S OFFICE:** The Westchester County Clerk's Community Outreach Mobile Office will be at Pascone Park from 10 a.m. to 1 p.m. Tuesday, September 26th. If you are applying for a new passport or if your adult

passport expired more than five years ago, the mobile office can help you. Other services available September 26th include free notary services, preserving military discharge papers and filing a business certificate. In-person notary services will be available free of charge. Bring photo ID. Feel free to reach out to Village Clerk, Ann Marie Rocco 914-693-1550 with any questions.

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**Manager's Report October 2, 2023**

**RAINSTORM OF FRIDAY, SEPTEMBER 29th:** As the Board and public are aware, we observed significant rainfall on Friday, September 29, with flooding spreading across the region. We had multiple road closures in the Village, and kept the public up to date via Nixle alerts as to closures and re-openings. I encourage all residents who have not done so already to sign up for Nixle alerts to stay informed, especially during emergencies and severe weather events. Thank you to Village Clerk Ann Marie Rocco who helped in getting the notifications out and keeping the public informed. I also want to thank David DiGregorio and the entire Department of Public Works for assisting during the peak of the event, maintain catch basins, keeping roadways clear, and removing debris and hazards to ensure public safety. We have observed the fruits of recent stormwater projects, especially the recent projects on Huntley Drive and Almena Avenue. I would also like to thank Chief Piccolino and the Ardsley Police Department and Chief Knoesel and the Ardsley Fire Department, who were responding to numerous calls throughout the day, as well as ASVAC for their tireless efforts to keep the Village safe during the event.

**DPW GARAGE PROJECT:** The rainstorm did result in the some washout areas on the site, but thankfully no significant damage was observed. Conveniently, the site contractor was scheduled to begin the next stage of site prep work today, and the schedule will not be impacted. We received approvals for sheetrock for one-side of the walls, which are now complete in the admin section, central garage and wash bay areas. The roof, gutters and all exterior metal work is estimated to be completed by the end of the week. All other trade contractors are on site and working and continuing to make progress.

**FIRE TRUCK:** As per my last update with the Board, Chief Knoesel and I have finalized and executed a negotiation with Seagrave Fire Apparatus. In exchange for the material cost increase, included in the agreement, it is stated that there will be no further material price increases for the order and the warranty will be extended for two additional years from a two-year to a four-year. Thanks to Chief Knoesel for his hard work on this, and Village Attorney Ponzini for his legal oversight in wrapping this up.

**COLUMBUS DAY-INDIGINEOUS PEOPLES DAY CLOSING:** All offices, including the Library, Community Center, Court, and the Department of Public Works will be closed on Monday, October 9, 2023 in observance of Columbus Day-Indigenous Peoples Day. Since there will be no garbage collection on Monday, there will be Village-wide garbage collection on Tuesday, October 10, 2023. The rest of the week will follow a normal schedule.

**SIGN UP FOR NIXLE ALERTS:** All residents are encouraged to sign up NIXLE Alerts by visiting our website [www.ardsleyvillage.com](http://www.ardsleyvillage.com).



**Manager's Report October 16, 2023**

**DPW PROJECT UPDATE:** In continuing with our Department Quarterly updates, tonight we have Public Works General Foreman David DiGregorio here with us, and he will provide an update on the DPW facility project.

**RAINSTORM OF SATURDAY, OCTOBER 7:** We observed significant rainfall on Saturday, October 7, with flooding in some areas in the Village. We had one road closed temporarily, which was closed for 2-3 hours. I encourage all residents who have not done so already to sign up for Nixle alerts to stay informed, especially during emergencies and severe weather events. Thank you to Village Clerk Ann Marie Rocco who helped in getting the notifications out and keeping the public informed. I also want to thank all of our first responders, including the Department of Public Works, Police Department, Fire Department and ASVAC for their tireless efforts to keep the Village safe during the event.

**CURBING & PAVING:** All of the curbing work for 2022 and 2023 is now complete. There is some restoration work with respect to topsoil and seeding that will be completed in the spring, but the concrete work is complete and ready for paving. The roads that were curbed between both contracts were Felix Ave, Lakeview Ave, Sweetbriar Rd, Lincoln Ave, Euclid Ave, Huntley Dr and Oak Hill Rd. ConEdison paving crews will be out beginning Wednesday this week and should be finishing early next week to restore roads that were disturbed as a result of recent gas main upgrades. They will be paving Ridge Rd, Bramblebrook Rd, Augustine Ave, Hillside Pl, Bonaventure Ave, and a section of Fuller Ave. Additionally, the annual paving program for the Village will include the paving of Sweetbriar Rd, Lakeview Ave, Euclid Ave, Oak Hill Rd and Huntley Dr and will begin next Monday the 23rd and should be done by the end of the week.

**ARBOR DAY EVENT:** We will be hosting an Arbor Day tree planting event this Saturday, October 21 at 9am at Pascone Park. We encourage the community to participate, all materials and supplies will be provided. We are excited to continuing this important tradition, as well as maintaining our designation as a Tree City



**Manager's Report November 6, 2023**

**DPW PROJECT UPDATES:** Professional trades are continuing to work at the site. The site contractor is continuing to finish the site work in hopes to get binder down before the asphalt plants close. The block installation for the salt shed is starting today. Also the concrete pad for the fuel island is getting poured this week. Curbs and bollards for the site are being poured this week as well. The IT/security contractors are coming today for low-voltage wiring and installation of cameras.

**CURBING & PAVING:** All paving and curbing work is complete for the year. Staff will continue to work with our engineering team to make recommendations for next year's program as part of the 2024/2025 Capital Budget.

**SANITARY SEWER PROJECT:** We had our pre-construction meeting with Fred Cook and we expect that the next phase of the sanitary sewer inspection project will begin by the end of the month and continue through the winter, as we did last year.

**ELECTION DAY:** Tomorrow, Tuesday, November 7<sup>th</sup> is Election Day. All Village offices will remain open.

**VETERAN'S DAY:** All Village Offices, including the Community Center, Court and the Department of Public Works will be **CLOSED** on Friday, November 10, 2023 in observance of Veterans Day.

Please Note: Ardsley Public Library will remain open on Friday, November 10<sup>th</sup> and **CLOSED** on Saturday, November 11<sup>th</sup>.

Recycle & Refuse Schedule is as follows:

- Wednesday November 8<sup>th</sup> all recyclables including newspaper, cardboard, junk mail, office paper, bulk mail & e-waste, commingle glass, metal & plastic will be collected.
- Thursday, November 9<sup>th</sup> there will be Village-wide refuse collection.
- Friday, November 10<sup>th</sup> there will be NO refuse collection.



### Manager's Report November 20, 2023

1. **DPW GARAGE:** The project is continuing to move along nicely. Site work continues as all curb work is being laid out and poured for anticipation of installing binder over the entire site within the next two weeks. Due to the colder weather setting in, we will hold off on top coat until the spring to ensure a nice finished final product. All bollards have been installed on the site. The block for the salt shed is about  $\frac{3}{4}$  complete, the concrete pad for the generator is poured and the fuel island pad is being poured tomorrow. All other contractors are continuing to work indoors. Finishes are continuing to be installed in the admin section, including fixtures, equipment and furnishings such as lockers. We have experienced a slight setback with ConEdison with respect to the transformer; however, we are working with the electrical contractor to arrive at a temporary solution that will power the entire building in the interim until a permanent transformer can be installed.
2. **GRANTS:** The Village is in active pursuit of numerous grants covering a wide range of projects and initiatives. We currently have grant applications for Downtown Rehabilitation and Revitalization, Implementation of the Adopted Comprehensive Plan, conducting a Natural Resource Inventory, and are awaiting to hear about awards. We will be applying for grants this winter for a study for food scrap recycling, procurement and installation of EV charging stations, a stormwater pump for the Village Green Lot, construction of sidewalks and a grant to fund a major stormwater project to tie in two streets without storm infrastructure into our stormwater system. We are excited for the prospect of working on these efforts with the team.
3. **PARKS & RECREATION MASTER PLAN IMPLEMENTATION:** The Board provided guidance at the July Work Session to pursue grants for and prioritize the design and construction of a new playground and gazebo/stage area at Pascone Park. The Village was successful in securing \$650,000 in grant funds that could be used to support these projects. Last Thursday, David DiGregorio, Dennis Oke and I met with Weston & Sampson on site to kick off the Parks & Recreation Master Plan implementation. We hope to have the first iteration of design ideas ready to be discussed at the January Work Session.
4. **THANKSGIVING HOLIDAY SCHEDULE:** Village Offices, including the Justice Court, Library, Community Center, and Department of Public Works will be closed on November 23<sup>th</sup> & 24<sup>th</sup> for the Thanksgiving holiday.

#### **Sanitation/Recycle Schedule is as follows:**

- Monday November 20<sup>th</sup>: Garbage Collection for entire village.
- Tuesday November 21<sup>st</sup>: No Collection.
- Wednesday November 22<sup>nd</sup>: ALL Recyclables WILL BE picked up (paper, glass, metal & electronics).
- Thursday November 23<sup>rd</sup>: NO Collection.
- Friday November 24<sup>th</sup>: NO Collection.
- Saturday November 25<sup>th</sup>: Garbage Collection for entire village.





**Manager's Report December 4, 2023**

1. **DPW GARAGE:** As per my last report, I had noted that the incorrect transformer was delivered and we would need to find a temporary solution. Good news to report on that front, a temporary solution utilizing existing equipment and retrofitting components has been procured and will be able to provide full power to the site while the permanent transformer can be obtained from ConEdison. The only setback with this temporary solution is that the backup generator will not be able to work to power the facility in the event of a power outage. However, this will allow contractors to continue to work through the winter, heat the building properly, and allow us to finish the project over the next few months. Our new adjusted timeline for completion is now looking like March 2024. Contractors are continuing finished work in the admin area, including tile work, painting, and fixtures. The entire site is scheduled to have binder rolled out, which is preliminary stage of paving, this week. Garage bay doors began installation today, and we expect the doors to be complete in the next two weeks. All other trades are continuing to work and keeping the project moving forward.
2. **YOUTH ADVOCATE:** I spoke with Student Assistance Services this morning to get an update on the status of the replacement of the Youth Advocate position. Unfortunately they do not have a candidate to present to us yet. They are continuing to work on finding a replacement, either on a temporary or permanent basis. I will continue to check in regularly with them for further updates.
3. **VILLAGE TAXES:** The second installment of the Village tax bill became due and payable on December 1<sup>st</sup>, 2023 and can be paid without penalty until 4:00 pm on Tuesday, January 2, 2024. Payments arriving via mail postmarked by the USPS after January 2, 2024, or arrive after January 2, 2024 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. Residents are asked not to bring their tax payment in on Sunday, December 31, 2023 since our offices will be closed.

- Saturday, December 23<sup>rd</sup> – CLOSED
- Monday, December 25<sup>th</sup> - CLOSED

Please be advised all Village Offices, including the Community Center, Justice Court and the Department of Public Works will be closing at noon-time on Friday, December 29, 2023 & closed on Monday, January 1, 2024 for New Years.

Refuse Schedule as follows:

- Mon. Jan 1<sup>st</sup> - NO Garbage Collection.
- Tues. Jan 2<sup>nd</sup> - Garbage Collection for Entire Village.

Please Note: Ardsley Library hours are:

- Friday, December 29<sup>th</sup> - OPEN
- Saturday, December 30<sup>th</sup> - Closing at Noon
- Monday, January 1<sup>st</sup> - CLOSED

5. **VILLAGE TAXES:** The second installment of the Village tax bill became due and payable on December 1<sup>st</sup>, 2023 and can be paid without penalty until 4:00 pm on Tuesday, January 2, 2024. Payments arriving via mail postmarked by the USPS after January 2, 2024, or arrive after January 2, 2024 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. Residents are asked not to bring their tax payment in on Sunday, December 31, 2023 or Monday, January 1, 2024 since our offices will be closed.



#### **Manager's Report December 18, 2023**

1. **STORM TODAY:** Early this morning, the region experienced high winds and heavy rainfall. Thankfully, the Village did not experience any widespread flooding or power outages. Public Works crews were out since 6am cleaning basins, cutting trees and limbs that partially obstructed roadways, and keeping streets safe and passable. There were no road closures. Staff received multiple calls from residents on Almena Avenue – thanking the Village for its mitigating efforts in recent months, some residents noting that for the first time in their life, they did not experience flooding. Additionally, Huntley Drive and Cross Rd fared very well, no doubt as a result of the Village's recent efforts with adding additional stormwater infrastructure and dredging, respectively. Special thanks to David DiGregorio who was on site before 5am and the entire Department of Public Works for their continued work in keeping the Village safe during severe weather. I also wanted to thank Chief Piccolino and the Ardsley Police Department, Chief Knoesel and the Ardsley Fire Department, and all the members of ASVAC who provide the Village with unmatched service during these times.
2. **DPW GARAGE:** Thankfully the new site did not experience any issues related to the morning storm. The binder blacktop course has been installed and looks great. Salt shed block is done, and the frame for the canopy is beginning to get installed today, despite this morning's weather. All trades on site continuing to work on interior finishes. The electrician has received all materials to install the intermediate power system for the garage, as previously discussed, and work should commence this week for its installation. Grading around the site has started in preparation for spring planting to control erosion.
3. **SANITARY SEWER PROJECT:** Fred Cook will begin the CCTV sanitary sewer work this week. Like last year, we are aiming for the work being conducted in the winter months and have the deliverables to our engineers by spring time for analysis. Also as was done last year, any major issues will be addressed immediately, and we will continue to budget for necessary sanitary sewer improvements as part of the operating budget.
4. **HOLIDAY SCHEDULE** Please be advised all Village Offices, including the Community Center, Justice Court and the Department of Public Works will be closing at noon-time on Friday, December 22, 2023 & closed on Monday, December 25, 2023 for the Christmas Holiday.

Holiday Refuse & Recycle Schedule as follows:

- Monday, December 25<sup>th</sup> - NO Garbage Collection.
- Tuesday, December 26<sup>th</sup> - Garbage Collection for Entire Village.
- Wednesday through Friday-Schedule remains the same.

Please note: Ardsley Public Library Holiday Hours are as follows:

- Friday, December 22<sup>nd</sup> - OPEN