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AGENDA
JULY 15, 2015
BOARD OF TRUSTEES
VILLAGE OF BRIARCLIFF MANOR, NEW YORK
REGULAR MEETING – 8:00 PM

1. Public Hearing to Amend Chapter 168 – Sewers

Board of Trustees Announcements

Village Managers Report

Public Comments

@ 1 July

2. Budget Transfer – Non Budgeted Line Items
3. Minutes
 - June 17, 2015

**THE NEXT REGULAR BOARD OF TRUSTEES MEETING WILL BE AUGUST
__, 2015 AT 8:00PM**

VILLAGE OF BRIARCLIFF MANOR
BOARD OF TRUSTEES AGENDA
JULY 15, 2015

**1. PUBLIC HEARING: LOCAL LAW TO AMEND CHAPTER 168, SEWERS
OF THE CODE OF THE VILLAGE OF BRIARCLIFF MANOR**

BE IT RESOLVED that the proposed local law to amend Chapter 168, Sewers of the Code of the Village of Briarcliff Manor is hereby adopted.

A LOCAL LAW TO AMEND
CHAPTER 168 OF THE CODE OF THE
VILLAGE OF BRIARCLIFF MANOR
WITH RESPECT TO SEWERS AND
RESPONSIBILITIES OF PROPERTY
OWNERS

**[Marked to show Revisions
From Current Law]
Turiano Revisions: 6-11-15**

Be it enacted by the Village Board of Trustees of the Village of Briarcliff Manor, as follows:

Section 1. Section 168-1 of the Village Code of the Village of Briarcliff Manor is amended to revise the definitions of the terms “Building Drain” and “Building Sewer” respectively, to read as follows:

“BUILDING DRAIN -- That part of the lowest ~~horizontal~~ piping of a drainage system that receives the discharge from soil, waste and other drainage pipes inside and that extends 30 inches (762 mm) in developed length of pipe beyond the exterior walls of the buildings and conveys it to the drainage to the building sewer beginning five feet outside the inner face of the building wall.

- A. Combined. A building drain that conveys both sewage and storm water or other drainage.
- B. Sanitary. A building drain that conveys sewage only.
- C. Storm. A building drain that conveys storm water or other drainage, but not sewage.

BUILDING SEWER -- ~~The extension~~That part of the drainage system that extends from the end of the building drain and conveys the discharge to thea public sewer, private sewer, individual sewage disposal system or other place of disposal.

- A. Combined. A building sewer that conveys both sewage and storm water or other drainage.
- B. Sanitary. A building sewer that conveys sewage only.

C. Storm. A building sewer that conveys storm water or other drainage, but not sewage.

Section 2. Section 168-1 of the Village Code of the Village of Briarcliff Manor is amended to add the definitions of the terms “Grease Interceptor (sometimes termed Grease Trap)” and “Grease Removal Device, Automatic (GRD)” respectively, to read as follows:

GREASE INTERCEPTOR (sometimes termed GREASE TRAP) – A plumbing appurtenance that is installed in a sanitary drainage system to intercept oily and greasy wastes from a wastewater discharge. Such device has the ability to intercept free-floating fats and oils.

GREASE REMOVAL DEVICE, AUTOMATIC (GRD) – A plumbing appurtenance that is installed in the sanitary drainage system to intercept free-floating fats, oils and grease from wastewater discharge. Such a device operates on a time- or event-controlled basis and has the ability to remove free-floating fats, oils and grease automatically without intervention from the user except for maintenance.

Section 3. Section 168-2 of the Village Code of the Village of Briarcliff Manor is amended to read as follows:

It shall be unlawful for any person to place, deposit or permit to be deposited in any unsanitary manner on public or private property within the Village of Briarcliff Manor, or in any area under the jurisdiction of said Village, any human or animal excrement, garbage or other objectionable waste.

Section 4. Section 168-16 of the Village Code of the Village of Briarcliff Manor is amended to read as follows:

- A. All costs and expense incident to the installation and connection of the building sewer shall be borne by the owner. The owner shall indemnify the Village from any loss or damage that may directly or indirectly be occasioned by the installation of the building sewer.
- B. It shall be the responsibility of the property owner to install, maintain, repair or replace the building sewer, at the owner’s expense, to ensure said building sewer’s compliance with the New York State Uniform Fire Prevention and Building Code or other applicable rules and regulations.

Section 5. Section 168-19 of the Village Code of the Village of Briarcliff Manor is amended to read as follows:

- A. All work of installing building sewers and sewer connections and all materials used shall conform to the New York State Uniform Fire Prevention and Building Code, Village of Briarcliff Manor standard detail, and/or other applicable rules and regulations of the Village. Any deviation from the prescribed procedures and materials must be approved by the Plumbing Inspector before installation.

- AB. The size, slope, alignment, materials of construction of a building sewer and the methods to be used in excavating, placing of the pipe, bedding of the pipe, jointing, testing and backfilling the trench, shall conform to the requirements of the Plumbing Code or other applicable rules and regulations of the Village.

- BC. Building sewers must be constructed of extra-heavy cast-iron pipe, or other approved material as set forth in the Plumbing Code, be a minimum of four inches in inside diameter and be properly connected by one-inch forty-five-degree bend with a four-inch minimum diameter Y-branch on a public sewer.

- CD. All house sewers, drains and horizontal soil and waste pipes shall be laid as straight as possible, and any changes in directions shall be made with proper, approved fittings, and all such pipes shall have a fall of not less than 1/4 inch per foot and as much more as may be practicable in each case and as approved by the Plumbing Inspector.

- DE. No building sewer shall be covered until it has been examined and approved by the Plumbing Inspector.

Section 6. The heading of Section 168-26 of the Village Code of the Village of Briarcliff Manor is amended to read as follows:

§ 168-26. Discharge to combined sewers, storm sewers, and natural outlets.

Section 7. Section 168-30 of the Village Code of the Village of Briarcliff Manor is amended to read as follows:

§ 168-30. Grease ~~Interceptors~~ for grease, oil and sand.

- A. Grease, oil and sand interceptors shall be provided when, in the opinion of the Plumbing Inspector, they are necessary for the proper handling of liquid wastes containing grease in excessive amounts, or any flammable wastes, sand or other harmful ingredients; except that such interceptors shall not be required for private living quarters or dwelling units. All

interceptors shall be of a type and capacity approved by the Plumbing Inspector, and shall be located as to be readily and easily accessible for cleaning and inspection.

- B. It shall be the responsibility of the property owner to install, maintain, repair or replace a grease interceptor or GRD, as the case may be, at the owner's expense, to ensure said building plumbing system is in compliance with the New York State Uniform Fire Prevention and Building Code or other applicable rules and regulations
- C. Each and every food service establishment as defined in Chapter 873, Article V, Section 873.411 of the Westchester County Code and as licensed by the Westchester County Department of Health shall cause to be installed an operating grease interceptor, to which all grease and grease-containing liquids generated in the normal course of business shall be directed. Each and every food processing establishment and/or retail food store as identified and as licensed by the New York State Department of Agriculture and Markets shall cause to be installed an operating grease interceptor, to which all grease and grease-containing liquids generated in the normal course of business shall be directed.
- D. All grease interceptors shall be of a type and capacity approved by the Plumbing Inspector, and shall be located as to be readily and easily accessible for cleaning and inspection. All work must conform to the New York State Uniform Fire Prevention and Building Code or other applicable rules and regulations of the Village.
- E. Grease interceptors shall be cleaned regularly at the owner's expense and shall be performed by currently licensed waste disposal firms or such firm specializing in such work.
- F. Each grease interceptor, for the first year after the effective date of this article or the first year of operation in the case of a newly installed grease interceptor and every year thereafter unless notified otherwise by the Plumbing Inspector in writing, shall be cleaned and inspected by a licensed waste disposal firm or such firm specializing in such work on a quarterly basis, at the owner's expense. After one full year of quarterly cleaning and inspection by a licensed waste disposal firm, the Plumbing Inspector may, at his discretion, require more or less frequent cleaning and inspection by a licensed waste disposal firm for each grease interceptor. In making his determination, he shall consider the size of the grease interceptor, the type of establishment utilizing the grease interceptor, the log of manifests as required by Subsection G of this Section, the inspection reports from the licensed waste disposal firm as required by Subsection H of this Section, and any other considerations he sees fit; this

determination shall be made independently for each grease interceptor.

- G. For each grease interceptor cleaning or disposal in the case of a GRD performed by a licensed waste disposal firm or such firm specializing in such work, the owner shall maintain a log of manifests recording the name of the contractor, date of haulage and quantity of contents removed from the grease interceptor. The log shall be made available upon request of the Plumbing Inspector.
- H. Any and all cleaning or inspection reports provided by a licensed waste disposal firm or such firm specializing in such work shall be made available upon request of the Plumbing Inspector.
- I. Any property owner with a lawfully installed GRD, in lieu of a grease interceptor, shall be exempt from Subsections ~~E and~~ F above. In such case the property owner shall not be required to have their GRD inspected by a licensed waste disposal firm annually. In addition, the property owner shall maintain a log of manifests recording the date of haulage and quantity of contents removed from the GRD. This log shall be made available upon request of the Plumbing Inspector

Section 8. Section 168-34 of the Village Code of the Village of Briarcliff Manor is amended to read as follows:

No statement contained in this article shall be construed as preventing any special agreement or arrangement between the Village and any industrial concern whereby an industrial waste of unusual strength or character may be accepted by the Village for treatment, subject to payment therefore, by the industrial concern.

Section 9. Severability. The invalidity of any word, section, clause, paragraph, sentence, part or provision of this local law shall not affect the validity of any part of this local law which can be given effect without such valid part or parts.

Section 10. Supersession. This local law is adopted pursuant to the authority granted by New York Municipal Home Rule Law Section 10(1)(e)(3) and shall supersede any provision New York Village Law Section 7-718 and any other section of Village Law which is inconsistent with it.

Section 11. Effective Date. This local law shall take effect immediately upon filing in the Office of the Secretary of State of New York.

VILLAGE OF BRIARCLIFF MANOR
BOARD OF TRUSTEES AGENDA
JULY 15, 2015

2. BUDGET AMENDMENT, NON-BUDGETED LINE ITEMS

BE IT RESOLVED that the budget for Fiscal Year 2014-2015 is hereby amended as follows:

Increase Expenses – Police Off-Duty
(A3120.112) by \$3,004.65

Increase Revenue – Police Off-Duty
(A0103.1521) by \$3,004.65

Increase Expenses – COBRA
(A1410.821) by \$25,110.39

Increase Revenue – COBRA
(A0109.2775) by \$25,110.39

Increase Expenses – Recreation Credit Card Fees
(A7020.400) by \$4,756.07

Increase Revenue – Recreation Credit Card Fees
(A0107.2025) by \$4,756.07

BUDGET TRANSFER REQUEST FORM

Increase Expenses	Muni Code	Budget Line
\$ 3,004.65	A3120.112	Police off duty work
Increase Revenue	Muni Code	Budget Line
\$ 3,004.65	A0103.1521	Police off duty work
Increase Expenses	Muni Code	Budget Line
\$ 25,110.39	A1410.821	Cobra
Increase Revenue	Muni Code	Budget Line
\$ 25,110.39	A0109.1255	Cobra
Increase Expenses	Muni Code	Budget Line
\$ 4,756.07	A7020.400	Credit Card (Recreation programs)
Increase Revenue	Muni Code	Budget Line
\$ 4,756.07	A0107.2025	Credit Card (Recreation programs)

Adjust
offsetting
Rev/Exp
Lines

Not T/F's

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[Signature]
Signature of Requesting Department Head

June 11, 2015
Date Signed

[Signature]
Village Manager Approval

11 June
Date Signed

[Signature]
Village Treasurer Approval

June 11, 2015
Date Signed

If over \$10,000, Board of Trustees Approval Date:

The Regular Meeting of the Board of Trustees of the Village of Briarcliff Manor, New York was held in the Village of Briarcliff Manor Village Hall, at 1111 Pleasantville Road, Briarcliff Manor, New York on the 17th of June, 2015 commencing at 8:00 p.m.

Present

Lori A. Sullivan, Mayor
Mark Pohar, Deputy Mayor
Cesare DeRose, Jr. Trustee
Mark L. Wilson, Trustee
Bryan Zirman, Trustee

Also Present

Philip Zegarelli, Village Manager
Christine Dennett, Village Clerk
Clinton Smith, Village Counsel
David Turiano, Village Engineer

Board of Trustees Announcements by Trustee Zirman

- The Library has had many successful and well attended programs. Visit their website for upcoming events.
- The School's Out For Summer Event will be on June 25th at Law Park.
- Pool and Tennis Permits are currently on sale.
- The Swimming and Diving Team season has begun.
- Registration continues for summer Recreation programs. The brochure available on the website.
- Day Camp is from July 6th through August 7th. There is still space available.
- Specialty Camps are available. Please contact the Recreation Department for more information.

Village Managers Report by Village Manager Zegarelli

- The Full Water Supply Project funding from the State is being closed out.
- Water Rates from New York City are increasing.
- Con Edison wants to replace aged poles throughout the Village. A meeting is being set up to discuss the project.
- Tax Bills have been mailed out and are due by July 1st.

Public Comments

There were no public comments.

Public Hearings:

Renewal of Special Use Permit – Briarcliff Congregational Church and Garden House School

Mayor Sullivan opened the Public Hearing.

Village Engineer Turiano stated a fire safety inspection was done and no issues were found.

Mr. Barry Bosak, Co-Chairman of the Trustees of the Church, stated there were no changes to their Special Use Permit and everything was in compliance.

Upon motion by Trustee DeRose, seconded by Trustee Wilson, the Board voted unanimously to close the Public Hearing.

Upon motion by Deputy Mayor Pohar, seconded by Trustee Zirman, the Board voted unanimously to approve the following resolution:

BE IT RESOLVED that the Special Use Permit issued to Briarcliff Congregational Church and Garden House School is hereby renewed subject to the same conditions included in the original Special Use Permit approval dated July 13, 1995 and as amended on January 4, 2007.

BE IT FURTHER RESOLVED that the Special Use Permit renewal shall be renewed July 13, 2015 and shall extend to July 12, 2020.

BE IT FURTHER RESOLVED that should the Briarcliff Congregational Church and Garden House School desire to renew this Special Use Permit for another five year period, commencing in 2020, the Church/School shall be responsible for requesting the renewal at least sixty (60) days prior to the expiration of the Special Use Permit.

Renewal of Special Use Permit – Scarborough Presbyterian Church

Mayor Sullivan opened the Public Hearing.

Ms. Katya Montalbano, representing the Church, stated they were seeking a renewal of their Special Use Permit and they would also seek to have it amended in the near future.

Trustee Wilson stated both of his children attended the program years ago.

Village Manager Zegarelli stated he had family members that attended the program currently.

Upon motion by Trustee Zirman, seconded by Deputy Mayor Pohar, the Board voted unanimously to close the Public Hearing.

Upon motion by Trustee DeRose, seconded by Trustee Wilson, the Board voted unanimously to approve the following resolution:

BE IT RESOLVED that the Special Use Permit issued to Scarborough Presbyterian Church and Nursery School is hereby renewed subject to the same conditions included in the original Special Use Permit approval dated June 27, 1985 and as amended on May 1, 2003.

BE IT FURTHER RESOLVED that the Special Use Permit renewal shall be retroactive to October 4, 2006 and shall extend to October 5, 2016.

BE IT FURTHER RESOLVED that should the Scarborough Presbyterian Church and Nursery School desire to renew this Special Use Permit for another five year period, commencing in 2016, the Church/School shall be responsible for requesting the renewal at least sixty (60) days prior to the expiration of the Special Use Permit.

The Board requested the Applicant keep their Special Use Permit current and noted they would be in violation without it.

Schedule Public Hearing to Amend Chapter 168 – Sewers

Village Engineer Turiano explained the proposed amendments to the law and stated proof of quarterly cleanings would be required.

The Board requested the law and notice be sent to the property owners affected by the changes.

Upon motion by Trustee Wilson, seconded by Deputy Mayor Pohar, the Board voted unanimously to approve the following resolution as amended:

BE IT RESOLVED that a Public Hearing is hereby scheduled for the July 15, 2015 Board of Trustees meeting at 8:00pm or soon thereafter at Village Hall located at 1111 Pleasantville Road, Briarcliff Manor, NY to hear and discuss a proposed local to amend Chapter 168 of the Code of the Village of Briarcliff Manor with respect to sewers and the responsibilities of property owners.

Acceptance of Donation from the Friends of the Library

The Board thanked the Friends of the Library and the donors for being so generous and stated the facility would greatly benefit the Village for years to come.

Upon motion by Trustee DeRose, seconded by Trustee Zirman, the Board voted unanimously to approve the following resolution:

BE IT RESOLVED, that the Board of Trustees hereby accepts a donation in the amount of \$439,200 from the Friends of the Library for the purposes of including

but not limited to the design and construction of the exterior emergency staircase, the relocation of communications backup facilities into a climate controlled, secured room, security upgrades to enable the closure of public spaces and the installation of a generator for the Briarcliff Manor Public Library and Community Center Facility Complex.

Increase Revenue – Miscellaneous
(H0101.2770) by \$439,200

Increase Expenses – Community Center Miscellaneous
(H1440.201.13840) by \$77,500

Increase Expenses – Community Center General Construction
(H1440.201.CCGC) by \$361,700

Minutes

Upon motion by Trustee Zirman, seconded by Trustee Wilson, with one recusal by Deputy Mayor Pohar, the Board voted to approve the minutes of June 3, 2015.

Adjournment

The next regular meeting of the Board of Trustees will be on Wednesday, July 15, 2015 at 8:00pm.

Upon motion by Deputy Mayor Pohar, seconded by Trustee Zirman, the Board voted unanimously to adjourn the meeting at 9:06pm.

Respectfully Submitted By,

Christine Dennett
Village Clerk