

**VILLAGE OF PORT CHESTER  
BOARD OF TRUSTEES  
Meeting, Monday, June 16, 2014  
PROPOSED EXECUTIVE/CLOSED SESSION 6:00-7:00 P.M.  
Regular Meeting: 7:00 P.M.  
VILLAGE JUSTICE COURTROOM  
350 North Main Street  
Port Chester, New York  
**AGENDA****

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**TIME: 6:00 P.M. to 7:00 P.M.**

	<b>PROPOSED MOTION FOR EXECUTIVE SESSION</b>	<b>ACTION</b>
1	Regarding the appointment of the new Chief of Police.	

**TIME: 7:00 P.M.**

<b>I</b>	<b>AWARD PRESENTATION</b>	<b>ACTION</b>
1	Village of Port Chester Beautification Commission essay winners <b>1st Place</b> - Esther Magana <b>2nd Place</b> - Daphne Sullivan <b>3rd Place</b> - Nicholas Loiaconi <b>4th Place</b> - Eddie Del Monte	
2	<b>John Reavis</b> – In Appreciation for many years of dedicated service, devotion and commitment to our Village.	
<b>II</b>	<b>WORK SESSION</b>	<b>ACTION</b>
	William J. Villanova - Zoning Commission Chairman.	
<b>III</b>	<b>PUBLIC COMMENTS</b>	<b>ACTION</b>
<b>IV</b>	<b>PRESENTATION</b>	<b>ACTION</b>
1	Vacant / Abandoned properties presentation by Anthony Cerreto Village Attorney and Peter Miley Building Inspector / Director of Code Enforcement.  <u>Resolution</u> <ul style="list-style-type: none"> <li>• Support for the enactment of the Abandoned Property Neighborhood Relief Act to facilitate a state-wide effort to assist municipalities in their management of vacant and abandoned properties.</li> <li>• Authorizing village attorney to commence appropriate legal proceedings to remedy conditions with respect to</li> </ul>	

	vacant and abandoned properties within the Village Of Port Chester	
<b>V</b>	<b>RESOLUTIONS</b>	<b>ACTION</b>
	<b>Administration</b>	
1	Authorizing the Village Manager to execute a consulting agreement with Computel Consultants.	
2	Transfer Village Election to Westchester County BOE	
3	Request for special state legislation regarding hotel occupancy tax	
4	2014 Sanitary Sewer Lining and Manhole Rehabilitation Bid No 03-14	
5	Authorization for Village Manager to enter into a renewal agreement with the Port Chester Council for the Arts for 2014-2015.	
	<b>Appointment(s)</b>	
6	Reappointment of Chris Summa as an Alternate member to the Planning Commission with term expiring on 06/106/2017.	
7	Reappointment of Art D'Estrada to the Zoning Board of Appeals with term expiring on 12/31/2016.	
8	Reappointment of Gerardo Espinoza to the Zoning Board of Appeals as an Alternate Member with term expiring on 12/31/2016.	
	<b>Parks / Recreation</b>	
9	Authorize the Village Manager to enter into an agreement with Summer Entertainers for 2014.	
<b>VI</b>	<b>REPORT OF THE VILLAGE MANAGER</b>	
<b>VII</b>	<b>DISCUSSIONS</b>	<b>ACTION</b>
1	GASB 45 actuarial valuation.	
<b>VIII</b>	<b>CORRESPONDENCE</b>	<b>ACTION</b>
1	From Brenda M. Crandell regarding a Sewer Rent Appeal.	
2	From The Natalia Crespo Eirin Foundation regarding Co-Sponsorship.	
3	From Putnam Engine & Hose Co., #2 on the election of Andres Martinez, Leonardo Hernandez-Gomez and Miguel A. Coyt to membership.	
4	From Melissa Doherty requesting permission to close off Browndale Place on Saturday, September 13 <sup>th</sup> from 3:00pm - 11:00pm.	
5	From Mathew John, Jr. regarding his interest in serving on the Board of Ethics.	

6	From African Methodist Episcopal Zion Church requesting the use of the Grove Street parking lot for their annual bazaar on July 12, 2014 from 12:00 PM - 5:00PM.	
7	From Nicholas Melillo regarding Chuck Melillo Softball Classic requesting that Park Avenue be closed to public traffic on the day of the tournament (July 19, 2014) from Neuton to College.	
<b>IX</b>	<b>MINUTES</b>	<b>ACTION</b>
1	Minutes from June 2, 2014	
<b>X</b>	<b>PUBLIC COMMENTS AND BOARD COMMENTS</b>	<b>ACTION</b>

**TIME:** \_\_\_\_\_

**PROPOSED MOTION  
FOR  
EXECUTIVE SESSION**

# **AWARD PRESENTATION**

WORK SESSION

# **PUBLIC COMMENTS**

# **PRESENTATION**

# Vacant and Abandoned Buildings

(Not Port Chester in photo)





# Zombie Properties

The housing bubble burst of 2009 has created a National Housing Crisis that is still ongoing.

- Property owners are increasingly burdened with mortgages which exceed the value of their homes
- As a result, Owners are abandoning their properties with no intention to maintain or reoccupy them



# Zombie Properties Cont.

- Once removed from the property, owners are difficult if not impossible to locate
- Mortgagee or loan servicing company may keep property taxes current but do not physically maintain property unless they have a judgment of foreclosure
- Lenders don't complete foreclosure because current state law gives them no incentive



# The Problems That Vacant and Abandoned Properties Create

- Visual Blight
- Accumulation of trash and debris creating unsanitary conditions
- Attracts children, as well as vagrants and squatters, and other persons with criminal intent



# The problems that Vacant and Abandoned Properties Create

- Diminishes neighboring prop values
- Increases the risk of fire and criminal activity
- Burdens all Village departments that are required to respond to calls for service



# Alternative approaches in dealing with Vacant and Abandoned Property

- Land Banks: non-for-profit corps created to take title and redevelop, convey to third parties Abandoned & Vacant property
- Condemnation: using the power of eminent domain to take title
- Vacant/abandoned building registries.



# Land Bank For Port Chester?

- Art 16 of NYS Not-For-Profit Corporation Law allows certain municipalities to create Land Banks for upon approval of Empire State Development.
- New York State can only have 10 land banks and there are currently 5 have been approved. Competitive selection process for remaining. Village's issues do not rise to the top.



# Condemnation

- Uses Eminent Domain law to acquire the properties, not often used.
- Municipality becomes responsible for the property and must redevelop the property. They also must eventually sell or convey the property to a third party
- While this strategy would remove the problems of mortgages and liens on the property, the municipality would still have to pay fair market value



# Vacant Property Registries

- Either stand-alone or in tandem with land banks, such as cities Newburgh and Poughkeepsie.
- Need staff to properly administer
- Doesn't deal with legal issues of getting the mortgagees to maintain the property



# State Law Limitations

- A significant road-block
- Only an owner or a Bank that has obtained a foreclosure judgment has a duty to maintain a property under NY State law (RPAPL § 1307) (Town of Huntington v. Lagone)
- We can only enforce code violations on owners as a criminal matter, but cannot obtain an injunction in the Justice Co
- Reform state legislation is necessary if municipalities are to make any real headway.



# NY Abandoned Property Neighborhood Relief Act of 2014

- Powerful bills have been introduced in the State Legislature.
- Imposes duty on mortgages and loan servicing companies to maintain vacant property and authorizes municipality to bring suit for violations of this duty
- State Attorney General directed to establish and maintain a state-wide vacant and abandoned property registry which will provide necessary information on these properties as well as set up a toll-free hot line for neighbors to make complaints.
- Authorizes municipalities to intervene in any foreclosure action to request an injunction to assure the property is maintained in conformance & action is timely prosecuted



# Working Together

- Corporation Counsel Roundtable- The Pace Land Use Law Center has established a Corporation Counsel Roundtable - periodic meetings of the municipal attorneys for the cities in Westchester and Putnam Counties as well as village attorneys from Port Chester, Brewster and Ossining. Recent roundtable on code enforcement strategies.
- Pace Land Use Law Center- in contract with cities of Newburgh and Poughkeepsie on the subject. The Village Attorney's legal intern worked with Pace in this work.
- The New York Conference of Mayors is actively involved in assisting cities and villages on the subject both as shaping their legislative agenda and in individual consultations.



# Targeted, Coordinated, Prioritized Effort

- The Department of Code Enforcement has identified vacant and abandoned properties in the Village that are targeted and prioritized for enforcement.
- Working with Village Attorney and Village Prosecutor, coordinated inter-departmental effort.
- Spread Sheet- List will be a dynamic list, consistently updated (List To Be Provided by Building Inspector prior to meeting)



# For the Board of Trustee's Consideration

- Support Resolution of “New York State Abandoned Property Neighborhood Relief Act of 2014”
- Blanket Resolution empowering Village Attorney to commence appropriate legal action with regard to vacant and abandoned properties



# 169 Fairview Avenue Today



SUPPORT FOR THE ENACTMENT OF THE ABANDONED PROPERTY  
NEIGHBORHOOD RELIEF ACT TO FACILITATE A STATE-WIDE EFFORT TO ASSIST  
MUNICIPALITIES IN THEIR MANAGEMENT OF VACANT AND ABANDONED  
PROPERTIES

On motion of TRUSTEE \_\_\_\_\_, seconded by TRUSTEE \_\_\_\_\_

, the following resolution was adopted by the Board of Trustees of the Village of  
Port Chester, New York:

WHEREAS, due to the ongoing national housing crisis, property owners are increasingly burdened with mortgages which exceeds the value of their homes; and

WHEREAS, as a result, owners abandon their properties with no intention to maintain or reoccupy their homes and typically are difficult if not impossible to locate; and

WHEREAS, although mortgagees and loan servicing companies may keep property taxes current, they do not assume any obligation to maintain the properties in conformance with state and local codes; and

WHEREAS, mortgagees and loan servicing companies are reluctant to complete the foreclosure process in an attempt to defeat municipal efforts to make them legally responsible; and

WHEREAS, abandoned residences become magnets for crime, are a hazard to emergency response services; creates urban blight, decreases property values for surrounding properties, are a drain on all village services and negatively impacts the quality of life for all residents of the Village; and

WHEREAS, notwithstanding the foregoing, current State Law does not allow for municipalities to require mortgagees and loan servicing companies to maintain property before a judgment of foreclosure is obtained and

WHEREAS, the Village of Port Chester is aware that there are bills pending in the New York State Legislature, entitled the New York State Abandoned Property Neighborhood Relief Act”, A09341 and S 07350, that would work to ameliorate this current situation by:

--imposes the duty on mortgagees and loan servicing companies to maintain vacant and abandoned properties in compliance with the State Property Maintenance Code and authorizes a municipality to bring suit in the event that they are in violation.

- requires the State Attorney General to establish and maintain a state-wide vacant and abandoned property electronic registry imposing disclosure requirements on mortgagees and loan serving companies and a toll-free “hot line” to receive complaints from neighbors of vacant and abandoned properties.

-authorizes municipalities to intervene in any foreclosure action to request an injunction to assure the property is maintained in conformance with the Code and that the foreclosure action is timely prosecuted. Now, therefore, be it ,

RESOLVED, that the Board of Trustees hereby calls upon State Senator George Latimer and Assemblyman Steve Otis co-sponsor bills in their respective houses that are entitled “The New York State Abandoned Property Neighborhood Relief Act of 2014”, and to gather support for such important initiative on behalf of the Village of Port Chester to assure its enactment.

Approved as to Form:

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Anthony M. Cerreto

AUTHORIZING VILLAGE ATTORNEY TO COMMENCE APPROPRIATE LEGAL  
PROCEEDINGS TO REMEDY CONDITIONS WITH RESPECT TO VACANT AND  
ABANDONED PROPERTIES WITHIN THE VILLAGE OF PORT CHESTER

On motion of TRUSTEE \_\_\_\_\_, seconded by TRUSTEE \_\_\_\_\_, the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

WHEREAS, due to the ongoing national housing crisis, property owners are increasingly burdened with mortgages which exceeds the value of their homes, and are abandoning their residences with no intention to maintain or reoccupy the property; and

WHEREAS, although the Village has been affected to the same extent and severity as other municipalities throughout the State, the Board has been advised that there are a number of residential properties that are vacant and abandoned; and

WHEREAS, the Building Inspector has provided a listing of such properties that are targeted for attention, the names of responsible parties, status of enforcement efforts and strategy for abatement; and

WHEREAS, the Board finds that vacant and abandoned residences become magnets for crime, are a hazard to emergency response services; creates urban blight, decreases property values for surrounding properties, are a drain on all village services and negatively impacts the quality of life for all residents of the Village; and

WHEREAS, the Board further finds that such properties are a public nuisance that must be abated to protect the public health, safety and welfare; and

WHEREAS, the Board desires to provide all necessary resources to the problem and empower the Village Attorney to take appropriate legal action without the need for individual authorization. Now, therefore, be it,

RESOLVED, that the Board of Trustees hereby authorizes the Village Attorney, upon request of the Village Manager, to commence appropriate legal action to remedy the public nuisance conditions associated with respect to vacant and abandoned properties in the Village of Port Chester.

Approved as to Form:

\_\_\_\_\_  
Anthony M. Cerreto, Village Attorney

# RESOLUTIONS



VILLAGE OF  
**PORT CHESTER**

222 Grace Church Street, Port Chester, New York 10573

**AGENDA MEMO**

**Office of the Village Attorney**

**Village BOT Meeting Date:** June 16, 2014

**Item Type:** Resolution

Description	Yes	No	Description	Yes	No
Fiscal Impact	x		Public Hearing Required		x
Funding Source:			BID #		
Account #: 1-7310-0437			Strategic Plan Priority Area		
			N/A		
Agreement	x		Manager Priorities		
Strategic Plan Related		x	N/A		

**Sponsor's Name:** Select Sponsor's Name.

**Heading Title**  
*(Will appear as indicated below on Agenda)*

RETAINING CONSULTANT TO PERFORM UTILITY, CABLE TELEVISION  
 FRANCHISE FEE AND MUNICIPAL GROSS RECEIPTS TAX AUDIT SERVICES

**Summary**

**Background:**

Michael T. Caton, d/b/a Computel Consultants, has presented to the New York Conference of mayors that he performs utilities, cable television franchise fee and municipal gross receipts tax audit services on behalf of New York municipalities.

Among other municipalities, the Village of Rye Brook has most recently engaged Computel.

Computel will provide the services set forth in the Proposal.. The vendor's compensation is a fee of 35% of any recovered funds. This is the same reduced rate that was negotiated by Rye Brook.

<b>Proposed Action</b>
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That the Board of Trustees adopt the Resolution

<b>Attachments</b>
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Proposed Agreement
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RETAINING CONSULTANT TO PERFORM UTILITY, CABLE TELEVISION  
FRANCHISE FEE AND MUNICIPAL GROSS RECEIPTS TAX AUDIT SERVICES

On motion of TRUSTEE \_\_\_\_\_, seconded by TRUSTEE \_\_\_\_\_, the  
following resolution was adopted by the Board of Trustees of the Village of Port Chester,  
New York:

WHEREAS, Michael T. Caton, d/b/a Computel Consultants has presented to the  
New York Conference of Mayors that he performs utilities, cable television franchise fee  
and municipal gross receipts tax audit services on behalf of New York municipalities;  
and

WHEREAS, the Village of Rye Brook has most recently engaged Computel; and

WHEREAS, Computel proposes to likewise provide such services to the Village,  
with compensation to be a one-time fee representing a percentage of any recovered funds.  
Now, therefore, be it

RESOLVED, the Village Manager is hereby authorized to enter into an agreement  
with Michael T. Caton, Computel Consultants, P.O. Box 35, 5 East Main Street, Earville,  
New York 13332 in the form annexed to perform utility, cable television franchise fee  
and municipal gross receipts tax audit services, compensation to be thirty-five percent of  
any recovered funds.

Approved as to Form:

\_\_\_\_\_  
Anthony M. Cerreto, Village Attorney

## AGREEMENT

This agreement is made on June       , 2014, between the Village of Port Chester, a municipal corporation duly organized and existing under the State of New York, with offices at 222 Grace Church Street, Port Chester New York 10573 (hereinafter referred to as "Village", and Computel Consultants, a partnership with office address as 5 East Main Street, Earlville, New York 13330 (hereinafter referred to as "Computel").

In consideration of the mutual covenants contained in this Agreement, VILLAGE and COMPUTEL agree as follows:

### I. SERVICES TO BE PERFORMED

The Village agrees to engage Computel to examine the Village's accounts listed below, to identify prior and present overcharges, or, in the case of Cable TV and Gross Receipts Tax, to identify underpayment of cable franchise fees and Gross Receipts Tax liabilities, to prepare necessary documentation and negotiate with the appropriate utility, telephone, and/or communications company to have any identified errors corrected, and to obtain refunds, credits, and/or past amounts due.

- 1) Telephone
- 2) Electric (includes Street Lighting)
- 3) Natural Gas
- 4) Cable TV
- 5) Municipal Gross Receipts Tax

A copy of Computel's proposal with regard to the Services to be provided is annexed hereto and incorporated herein as Exhibit "A".

### II. COMPENSATION

As compensation for the performance of Computel's services under this Agreement, the Village agrees to pay Computel a one-time fee of thirty-five percent (35%) of any and all recovered funds as aforesaid.

The term "recovered funds" shall mean funds paid by the utilities listed in I (Services To Be Performed) or any other utilities to be covered by this Agreement actually received by the Village of Port Chester as a result of the services provided by Computel.

The Village shall pay the one (1) time fee set forth in the Agreement within fifteen (15) business days after the recovered funds have been deposited by the Village in its financial depository and have been collected.

### III. Term

This Agreement is for a term to commence on execution by the parties and expire on May 31, 2015.

### IV. Time for Completion

Computel shall commence each audit complete each audit and provide a written report to the Village of same within six months. Such time-period may be extended by the Village on reasonable cause shown.

### V. Insurance

Computel shall procure and maintain a commercial general liability insurance policy at its own cost and expense in an amount with minimum limits of a \$1 million dollars per accident or occurrence on account of wrongful death, personal injury or property damage. The Village shall be included as an additional named insured on such policy. The insurance shall be procured with a financially sound insurance company authorized to write insurance in the State of New York. A certificate of insurance evidencing the insurance shall be provided and approved by the Village Attorney upon execution of this Agreement. A copy of the policy shall also be provided to the Village shall be provided upon request.

Computel shall also procure and maintain workers' compensation insurance as may be required by State Law.

### VI. Defense and Indemnification.

Computel hereby agrees to indemnify, defend and hold harmless the Village from and against any losses, liabilities, damages, costs or expenses incurred by the Village arising out of the wrongful or negligent performance of this Agreement.

### VII. Independent Contractor

It is understood that the relationship between Computel and the Village is that of an independent contractor. Computel is responsible for the means and methods to be used in the performance of the Agreement.

### VIII. Notices

Notices by each party to the other shall be in writing sent by first-class U.S. mail certified return receipt requested, by overnight mail or by personal delivery to the addresses shown above.

### IX. Assignment

Computel shall not assign or otherwise transfer this Agreement without the prior written consent of the Village.

X. Amendment/Modification

This is the entire agreement between the parties. It shall not be amended or modified except by another writing of the parties.

XI. Dispute Resolution/Governing Law

Any dispute between the parties shall be adjudicated in a court of competent jurisdiction. The governing law shall be that of the State of New York.

XII. Compliance

Computel shall comply with all applicable federal, state or local laws in the performance of this Agreement. It shall also comply with the Village's Harassment and Anti-Discrimination Policy.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year first above written.

Approved as to Form:

\_\_\_\_\_  
Anthony M. Cerreto, Village Attorney

VILLAGE OF PORT CHESTER

By: \_\_\_\_\_  
Christopher D. Steers, Village Manager

COMPUTEL CONSULTANTS

By: \_\_\_\_\_

# COMPUTEL CONSULTANTS

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P.O. Box 35 ♦ Earlville, New York 13332 ♦ (800) 724-9859 ♦ Fax (315) 691-4311

## Utility Audit Services

### **PROPOSAL:**

To provide Utility Audit Services for your municipality. The **Utility Audit** would identify, correct, and secure refunds for overcharges on utility accounts during the prior six-year time period. The **Cable Television Franchise Fee Audit** would identify underpayments of franchise fees during the prior six-year period. The **Municipal GRT Audit** would identify municipal gross receipts tax underpayments owed by telephone and utility companies doing business within your borders. These GRT underpayments could be from companies that are filing returns, as well as those that may not currently be paying any of their tax liability. With certain exceptions, New York State Tax Law imposes a three year statute of limitations.

**Computel Consultants** utilizes the following process:

- We review contracts, franchise agreements, customer service records, bills, and other relevant documentation. In order to minimize impact on the client, we obtain as much information as possible directly from the utility companies.
- Using our expertise in utility company tariffs and accounting practices, state and federal cable regulations, and state and local gross receipts tax laws we identify errors. We then file written claims with the responsible companies detailing each dispute. The client receives copies of correspondence and is kept informed of all developments regarding the claim(s).
- We negotiate with the utility company in order to secure the maximum amount possible.
- We update your on-line street light inventory to accurately reflect current facilities in the field, ensuring the inventory is ready for all future street lighting upgrades.
- We follow-up to make sure that the necessary corrections are made to your accounts.

### **Fee**

Our services are offered at the reduced fee of 35% of any funds we secure for you. All money goes directly to the Municipality and our fee is not due until after it is received. There are no upfront costs and if we do not secure any funds for you, there is no charge at all for our service. Typically, when we correct billing errors we not only secure a refund for you, but also reduce your future bills as well. Likewise, when we identify a cable television franchise fee or municipal GRT underpayment, you would typically receive higher payments going forward. All future savings and/or increased revenue are yours to keep in their entirety.

In order to begin we would need you to execute a consulting agreement and provide us with letters of authority that allow us to request information directly from utility vendors. A typical review should be completed in a period of four to six months. Our goal is to provide a high-quality, comprehensive service in a timely fashion while keeping the impact on your staff to a minimum.

For more information and a comprehensive client list, visit [www.computel-consultants.com](http://www.computel-consultants.com).

### **Contact**

Michael T. Caton

Partner

[mcaton@computel-consultants.com](mailto:mcaton@computel-consultants.com)



VILLAGE OF  
**PORT CHESTER**

222 Grace Church Street, Port Chester, New York 10573

**AGENDA MEMO**

**Office of the Village Attorney**

**Village BOT Meeting Date:** June 16, 2014

**Item Type:** Resolution

Description	Yes	No	Description	Yes	No
Fiscal Impact	x		Public Hearing Required		x
Funding Source:			BID #		
Account #:			Strategic Plan Priority Area		
			N/A		
Agreement		x	Manager Priorities		
Strategic Plan Related		x	N/A		

**Sponsor's Name:** Select Sponsor's Name.

**Heading Title**  
*(Will appear as indicated below on Agenda)*

AUTHORIZING THE COUNTY OF WESTCHESTER BOARD OF ELECTIONS TO CONDUCT THE VILLAGE ELECTION

**Summary**

**Background:**

Pursuant to the New York Election Law, Section 15-104 (c ), the Board of Trustees may adopt a resolution, subject to permissive referendum, providing that Village of Port Chester Village Election shall be conducted by the Westchester County Board of Elections. Such resolution must be taken no less than six months preceding the election.

The FY 2014-2015 Village Budget anticipated such Board action.

The resolution is not effective until thirty days after its adoption nor until approved by the affirmative vote of a majority of the qualified electors of the Village voting on same should a petition be filed by at least 20 percent of such electors.

The Village Clerk and Village Attorney have met with the Commissioners of the County Board of Elections to advise them of the Board's intentions.

<b>Proposed Action</b>
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That the Board of Trustees adopt the Resolution

<b>Attachments</b>
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AUTHORIZING THE COUNTY OF WESTCHESTER  
BOARD OF ELECTIONS TO CONDUCT THE VILLAGE ELECTION

On motion of TRUSTEE \_\_\_\_\_, seconded by TRUSTEE \_\_\_\_\_, the following resolution is adopted by the Board of Trustees of the Village of Port Chester, New York:

WHEREAS, pursuant to New York State Election Law, Section 15-104(c), the Board of Trustees may adopt a resolution, subject to permissive referendum, providing that Village of Port Chester ("Village") Election shall be conducted by the County of Westchester Board of Elections; and

WHEREAS, the next Village Election is scheduled to be held on Tuesday, March 17, 2015 for the Mayor; and

WHEREAS, the Board of Trustees believes it is in the best interest of the Village for the County of Westchester Board of Elections to conduct the Village Election. Now, therefore, be it

RESOLVED, that pursuant to New York State Election Law, Section 15-104(c), the Village of Port Chester transfers the conduct of Village Election to the County of Westchester Board of Elections, subject to a permissive referendum pursuant to the provisions of Article 9 of the Village Law of the State of New York.

Approved as to Form:

\_\_\_\_\_  
Anthony M. Cerreto, Village Attorney



VILLAGE OF  
**PORT CHESTER**  
 222 Grace Church Street, Port Chester, New York 10573

**AGENDA MEMO**

**Office of the Village Attorney**

**Village BOT Meeting Date:** June 16, 2014

**Item Type:** Resolution

Description	Yes	No	Description	Yes	No
Fiscal Impact	x		Public Hearing Required		x
Funding Source:			BID #		
Account #:			Strategic Plan Priority Area		
			N/A		
Agreement	x		Manager Priorities		
Strategic Plan Related		x	N/A		

**Sponsor's Name:** Select Sponsor's Name.

**Heading Title**  
*(Will appear as indicated below on Agenda)*

REQUEST FOR SPECIAL STATE LEGISLATION REGARDING HOTEL OCCUPANCY TAX

**Summary**

**Background:**

With the assent of the Board, Trustee Brakewood requested a resolution that would support special state legislation to impose a hotel occupancy tax.

The legislation would impose a 3 percent tax on patrons similar to that obtained by the Village of Rye Brook.

It was reported that Rye Brook anticipates some \$630,000 in revenue from the tax for FY 2014-2015.

The Board may recall that former trustee/mayor John Branca had sponsored a similar effort.

The resolution would make request on State Senator George Latimer and Assemblyman Steve Otis to propose bills that would lead to the adoption of such legislation. Both are very familiar with the issue.

<b>Proposed Action</b>
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That the Board of Trustees adopt the Resolution

<b>Attachments</b>

REQUEST FOR SPECIAL STATE LEGISLATION  
REGARDING HOTEL OCCUPANCY TAX

On motion of TRUSTEE \_\_\_\_\_, seconded by TRUSTEE \_\_\_\_\_, the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

WHEREAS, the Village of Rye Brook recently secured special state legislation to adopt a local law to impose a hotel occupancy tax of 3 percent; and

WHEREAS, the cities of Rye, New Rochelle and White Plains also have a hotel occupancy tax; and

WHEREAS, a hotel occupancy tax offers the advantage of raising necessary revenue without imposing a regressive and heavier burden on property owners; and

WHEREAS, the Board of Trustees has accepted the petition of PC 406 BPR and PC 999 High Street Corp. to redevelop the former site of United Hospital for mixed residential/ commercial use which includes a proposed hotel. Now, therefore, be it

RESOLVED, that the Board of Trustees hereby supports the need for special state legislation that would authorize and empower the Village of Port Chester to impose a hotel occupancy tax of 3 percent; and be it further

RESOLVED, that the Mayor is hereby authorized to forward correspondence, together with a copy of this resolution, State Senator George Latimer and Assemblyman Steven Otis Latimer so that that the necessary legislation may be prepared and introduced in the next legislative session.

Approved as to Form:

\_\_\_\_\_

Anthony M. Cerreto, Village Attorney



VILLAGE OF  
**PORT CHESTER**

222 Grace Church Street, Port Chester, New York 10573

**AGENDA MEMO**

**Office of the Village Attorney**

**Village BOT Meeting Date:** June 16, 2014

**Item Type:** Resolution

Description	Yes	No	Description	Yes	No
Fiscal Impact	x		Public Hearing		x
Funding Source: Sewer Improvement 13/14 Account #: 5.8120.400.2013.132 Capital Fund			BID #14-03		
			<b>Strategic Plan Priority Area</b>		
			N/A		
Agreement	x		<b>Manager Priorities</b>		
Strategic Plan Related		x	N/A		

**Sponsor's Name:** Christopher D. Steers, Village Manager

**Heading Title**  
*(Will appear as indicated below on Agenda)*

AWARDING BID FOR SANITARY SEWER LINING AND MANHOLE REHABILITATION 2014

**Summary**

**Background:**

This is part of the Village's phased rehabilitation of the sanitary sewer system.

The Village's consulting engineer, Dolph Rotfeld, will be at the meeting to present the background and answer any questions the Board may have.

**Proposed Action**

That the Board of Trustees adopt the Resolution

<b>Attachments</b>
Correspondence from Dolph Rotfeld Engineering, P.C. recommending bid award

**Dolph Rotfeld Engineering, P.C.**  
CONSULTANTS & DESIGNERS  
200 White Plains Road, Tarrytown, NY 10591 \* (914) 631-8600

June 10, 2014

Mr. Chris Steers, Village Manager  
222 Grace Church Street  
Port Chester, N.Y. 10573

RE: 2014 Sanitary Sewer Lining, Bid No. 3-14  
Port Chester, New York

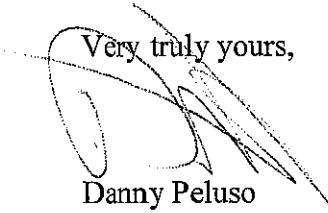
Dear Mr. Russo:

On May 30, 2014, three bids were received for the above referenced Bid. The apparent low bidder at \$879,350 was Allstate Power Vac of Rahway, New Jersey.

Allstate Power Vac has worked for the Village previously and we have found their work satisfactory. This office therefore recommends award of the project to Allstate Power Vac of Rahway, New Jersey.

Please advise us of your decision and when you will be scheduling a meeting with the contractor regarding contract signing, insurance policies and a tentative work schedule.

Very truly yours,



Danny Peluso  
Project Engineer

AWARDING BID FOR SANITARY SEWER LINING AND MANHOLE  
REHABILITATION

On motion of TRUSTEE \_\_\_\_\_, seconded by TRUSTEE \_\_\_\_\_ the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

WHEREAS, the Village of Port Chester has advertised for bids for Sanitary Sewer Lining and Manhole Rehabilitation 2014 (Bid No. 14-03); and

WHEREAS, of the three bidders, the bid of Allstate Power Vac. Inc. is the lowest responsible bid and the contractor's references have since been verified; and

WHEREAS, the Village's consulting engineer, Dolph Rotfeld Engineering, P.C., recommends that the Board accept this bid which meets all the specifications as set forth in the bid documents. Now therefore, be it

RESOLVED, that the Board of Trustees hereby awards the bid for Sanitary Sewer Lining and Manhole Replacement 2014 to Allstate Power Vac. Inc., 928 East Hazelwood Avenue, Rahway, New Jersey 07065 in the amount of \$879,350.00; and

BE IT FURTHER RESOLVED, that the Village Manager is hereby authorized to enter into an agreement with the contractor; and

BE IT FURTHER RESOLVED, that the funding for said work be appropriated from Sewer Improvement 13/14, Project Account 5.8120.400.2013.132 in the Capital Fund.

Approved as to Form:

\_\_\_\_\_  
Village Attorney  
Anthony Cerreto



VILLAGE OF  
**PORT CHESTER**

222 Grace Church Street, Port Chester, New York 10573

**AGENDA MEMO**

**Office of the Village Attorney**

**Village BOT Meeting Date:** June 16, 2014

**Item Type:** Resolution

Description	Yes	No	Description	Yes	No
Fiscal Impact	x		Public Hearing Required		x
Funding Source:			BID #		
Account #: 1-7310-0437			Strategic Plan Priority Area		
			N/A		
Agreement		x	Manager Priorities		
Strategic Plan Related		x	N/A		

**Sponsor's Name:** Select Sponsor's Name.

**Heading Title**  
*(Will appear as indicated below on Agenda)*

AUTHORIZING AGREEMENT TO CONTINUE LONG-STANDING PUBLIC-PRIVATE PARTNERSHIP WITH PORT CHESTER COUNCIL FOR THE ARTS, INC. FOR FY 2014-2015

**Summary**

**Background:**

Through a long-standing relationship with the Port Chester Council for the Arts, the Village has provided a theater and arts program.

The Council has submitted a request to renew its agreement for another year.

The expense has not changed for many years and is provided for in the FY 2014-2015 Village Budget.

<b>Proposed Action</b>
------------------------

That the Board of Trustees adopt the Resolution

<b>Attachments</b>
--------------------

Proposed Agreement

AUTHORIZING AGREEMENT TO CONTINUE LONG-STANDING PUBLIC-  
PRIVATE PARTNERSHIP WITH PORT CHESTER COUNCIL OF THE ARTS, INC.  
FOR FY 2014-2015

On motion of TRUSTEE \_\_\_\_\_, seconded by TRUSTEE \_\_\_\_\_, the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

WHEREAS, through a long-standing agreement with the Port Chester Council of the Arts, the Village of Port Chester has provided a theater and arts program; and

WHEREAS, such agreement provides a cross-generational opportunity for talented individuals to participate in programming that is given for the benefit of all Village residents; and

WHEREAS, the Council has submitted a budget and programming to renew the program for FY 2014-2015. Now, therefore, be it

RESOLVED, that the Village Manager be and is hereby authorized to enter into an agreement with the Port Chester Council of the Arts, Inc., P.O. Box 15, 211 South Ridge Street, Rye Brook, New York 10573, to provide theater and arts programming for the benefit of the residents of the Village of Port Chester for FY 2014-2015, compensation to be in the amount of \$32,000.

Approved as to Form:

\_\_\_\_\_  
Anthony M. Cerreto  
Village Attorney

# The **Port Chester Council** for the **Arts, Inc.**

**P.O. Box 15, 211 South Ridge Street, Port Chester, NY 10573**  
**(914) 939-3183**

[www.PortChesterCFA.org](http://www.PortChesterCFA.org)

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Denise Colangelo, *Executive Director*  
Camille Linen, *Education Director*  
Blanca Bayona Rincon, *Comptroller*

June 9, 2014

Christopher D. Steers, Village Manager  
Village of Port Chester  
222 Grace Church Street  
Port Chester, NY 10573

*By Email : tcerreto@portchesterny.com*

Dear Mr. Steers:

I am writing to you to request that you compose/update our agreement with the Village of Port Chester based upon the pages that follow this facsimile. We are anxious to get this agreement signed so that we can submit our first request for payment.

According to the agreement, we annually have been able to voucher for our first payment, which is normally available to us on June 1<sup>st</sup>. The payment schedule and arrangements listed on the pages that follow are exactly the same as last year. Please let me know how soon you expect the agreement to be ready, and I will be happy to run down to the Village offices and sign it.

Please note that the amount of the total payments is same amount as in many past years, with no increase to offset increases in our expenses. We hope that this letter meets with your approval, and that a new subcontractor contract can be composed and signed in order to allow us to receive our first payment as soon as possible. We are required to pay, up front, the royalties and rentals for the scripts and music involved in each production. Since our rehearsals will have begun prior to your receipt of our funds, this is money that we will have to "advance" prior to receiving funding from the Village or any participation fees, putting a burden on our organization's meager budget until the Village funds are released.

Thank you for your understanding and prompt attention to this matter. If you require additional information from me, please let me know.

Very truly yours,  
*Denise Colangelo*

Denise Colangelo  
Executive Director

Attachment Schedules included in email

**Exhibit A**  
**BUDGET - 2014 Children's, Youth & Adult Summer Musicals**  
**Shakespeare in the Park - Port Chester Council for the Arts, Inc.**

**EXPENSES (2014):**

**SALARIES:**

Producer (all shows)	\$ 1,800.00	
Teen Theater Major Musical:		
Director	\$ 1,800.00	
Musical Director	\$ 1,800.00	
Children's Theater		
Director	\$ 1,800.00	
Musical Director	\$ 1,800.00	
Adult Show		
Director	\$ 1,500.00	
Musical Director	\$ 1,500.00	
Shakespeare		
Director	\$ 1,400.00	
Tech Director/Asst	<u>\$ 1,000.00</u>	
		\$ 14,400.00
FICA on \$14,200.00		\$ 1,101.60

**PRODUCTION EXPENSES**

(Each line represents costs for all four programs):

SET CONSTRUCTION	\$ 3,500.00	
LIGHTING	\$ 3,000.00	
MUSICIANS (24)	\$ 8,400.00	
PROD. RIGHTS	\$ 4,000.00	
PRINTING	\$ 1,500.00	
SPACE RENTAL	<u>\$ 8,000.00</u>	
		<u>\$ 28,400.00</u>
<b>TOTAL EXPENSES</b>		<b>\$ 43,901.60</b>

**INCOME (2014):**

**EARNED:**

<b>PARTICIPATION FEES</b>		
140 @ \$85. per	\$11,900.00	
30 @ \$150. per	<u>\$ 4,500.00</u>	
		\$16,400.00
<b>TICKET SALES:</b>		
1000 @ avg. \$10.	\$10,000.00	
		\$10,000.00
<b>ADVERTISING/REFRESHMENT SALES AND OTHER FUNDRAISING/DONATIONS:</b>		
All three (3) programs		<u>\$ 2,501.60</u>
<b>TOTAL EARNED INCOME (3 shows)</b>		<b>\$ 28,901.60</b>

**UNEARNED:**

VILLAGE SUBSIDY (proposed)		<u>\$ 15,000.00</u>
<b>TOTAL INCOME</b>		<b>\$ 43,901.60</b>

## **SUMMER 2013/WINTER 2014 - THEATER PARTICIPATION FIGURES**

ADULT MUSICAL THEATER: "MUSICAL REVUE" (Summer 2013)  
35 Actors, 20 Technical/Production people, 5 musicians

CHILDREN'S THEATER: "ANNIE JR." (Summer 2013)  
104 Performers/Assistants/Stage Crew per year, 6 musicians, 18 Scholarships

YOUTH THEATER: "LEGALLY BLONDE" (Summer '13)  
60 Performers/Assistants/Stage Crew, 6 musicians, 10 Scholarships

SHAKESPEARE IN THE PARK: "TAMING OF THE SHREW" (Summer 2013)  
38 Performers/Assistants/Stage Crew

"FLASHBACKS" (Autumn 2013)  
45 Performers/Technicians/Artists, 6 musicians

*TOTAL - 353 Participants*

### **AUDIENCES**

"MUSICAL REVUE"

4 Performances @ 100 each performance

"ANNIE JR."

4 Performances @ 350 each performance

"LEGALLY BLONDE"

4 Performances @ 350 each performance

"TAMING OF THE SHREW"

6 Performances @ 60 each performance

"FLASHBACKS"

2 Performances @ 150 each performance

*TOTAL AUDIENCES - 3860 Village Residents*

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## **FEE / TICKET PRICE STRUCTURE - 2014-2015**

**Adult/College/Youth Theater** - Tickets will range in price from \$10 - \$20 and not exceed \$20. Participation fees for Teen Theater are \$85.00 for Port Chester residents and \$150.00 for non-Port Chester residents

### **Children's Theater**

Tickets will range in price from \$10 - \$15 and not exceed \$15. Participation fees for Teen Theater are \$85.00 for Port Chester residents and \$150.00 for non-Port Chester residents

### **Adult Theater**

Ticket prices will not exceed \$20.00 per person. It has been agreed that a fee of \$50.00 will be charged per performer. If an adult performer (Port Chester resident) chooses to participate in more than one production during this season, they will only pay the \$50.00 participation fee once. Out of town performers will pay a \$50.00 participation fee for each show they participate in.

### **Shakespeare in the Park**

Participation fees are \$85.00 for Port Chester residents  
\$150.00 for non-Port Chester residents

No ticket price set. Audiences are requested to make a donation of \$10.

**PORT CHESTER COUNCIL FOR THE ARTS, INC.  
2014-2015 Payment Schedule/Purpose:**

<b>June 1, 2014</b>	<b>\$ 22,000.00</b>	<b>Children's, Adult, Shakespeare, Teen Summer Shows Insurance Subsidy (1/2) (\$7,000.00)</b>
<b>August 1, 2014</b>	<b>\$ 5,000.00</b>	<b>Insurance/Space Rental/Admin Adult Theater Productions</b>
<b>January 1, 2015</b>	<b><u>\$ 5,000.00</u></b>	<b>Scholarships/Musical (adults/teens)</b>
<b>TOTAL PAYMENTS For 2014--2015</b>	<b>\$ 32,000.00</b>	

**Explanation:**

June 1 payment	Subsidy for Four summer theater productions Plus annual insurance subsidy of \$7,000.00
August 1 payment	Subsidy for Additional Insurance/Space Rental/Adult Theater Productions (if they take place)
January 1 payment	Subsidy for Scholarships/Musical

Subsidies for the include staff salaries, production rights and rental of space for productions/rehearsals.

## **AGREEMENT**

This Agreement made the \_\_\_\_\_ day of June, 2014, by and between the VILLAGE OF PORT CHESTER (hereinafter called "VILLAGE", a municipal corporation with an office at 222 Grace Church Street, Port Chester, New York 10573, and the PORT CHESTER COUNCIL FOR THE ARTS, INC., (hereafter called "COUNCIL"), a not-for-profit corporation with its office at P. O. Box 15, 211 South Ridge Street, Rye Brook, New York 10573.

### WITNESSETH

**WHEREAS**, through a long-standing agreement with the Council, the Village has provided a theater and arts program providing a cross-generational opportunity for talented individuals to participate in programming that is given for the benefit of its residents; and

**WHEREAS**, the parties respectively desire to continue to offer and to operate such program;

**NOW, THEREFORE**, in consideration of the covenants hereinafter set out, the parties mutually agree as follows:

1. That this agreement will be for a term of one (1) year commencing on June 1, 2014 and terminating on May 31, 2015.
2. That the Council will coordinate and present the programs set out in Exhibit A hereto annexed and made a part hereof as if more fully set out herein and will make the same available to the general public in the same manner as was done in the 2013-2014 Fiscal Year.
3. In consideration, the Village shall make payment to the Council for services rendered in the amount of \$32,000, payable in three installments as set out in Exhibit B annexed hereto.

4. In addition to the amount paid by the Village, the Council will charge fees for those taking part and attending the program at the rates set out in Exhibit A. Such monies will be used to defray costs and expenses over and above paid by the Village. These charges will not be increased over the term of this Agreement without the consent of the Village.
5. The Council will provide general liability insurance in the same amount as in the agreement for FY 2013-2014 for all programs and that the Village assumes no responsibility with respect to same. In addition, persons employed to work on the programs or by the Council shall be solely employees or contractors of the Council and the Village shall have no relationship to, or obligation for, such employees or contractors to file any reports with respect to the same. It shall also be the obligation of the Council to obtain insurance for programs at all locations, which programs are those of the Council, its employees and contractors, and not those of the Village, and the Village shall have no control over same or responsibility therefore since they are programs exclusively run and controlled by the Council.
6. The Village agrees to review funding for the program as part of its annual budget review process for FY 2015-2016 and if the Council's proposed compensation is acceptable to the Village, the Village has the option to extend the agreement for an additional year on such proposed terms.
7. It is understood and agreed that the monies provided by the Village are for the programs set out in Exhibit A and that the designation of amounts for each program may be transferred between programs without limitation so long as a full accounting is made to the Village showing that the full amount of the payment provided was used for one or more of the purposes set out in Exhibit A.
8. The Council acknowledges the Village's Harassment and Anti-Discrimination Policy, copy of which has been made available to it.

9. All correspondence under this agreement shall be sent as follows:

a. Village of Port Chester  
222 Grace Church Street  
Port Chester, New York 10573

b. Port Chester Council for the Arts, Inc.  
P.O. Box 15  
211 South Ridge Street  
Rye Brook, New York 10573

10. This agreement in its entirety shall not be altered or amended except by a writing signed by the parties hereto.

11. This agreement shall be binding on the parties hereto, their successors and assigns, except that this is a service contract and may not be assigned without the consent of both parties.

**IN WITNESS WHEREOF** the parties hereto have hereunto set their hands and seals the day and year first above written.

VILLAGE OF PORT CHESTER

By: \_\_\_\_\_  
CHRISTOPHER D. STEERS  
Village Manager

PORT CHESTER COUNCIL FOR THE ARTS, INC.

By: \_\_\_\_\_  
DENISE COLANGELO,  
Executive Director

Approved as to Form:

\_\_\_\_\_  
Village Attorney

ACKNOWLEDGMENTS

STATE OF NEW YORK )  
COUNTY OF WESTCHESTER ) ss.:

On this \_\_\_\_\_ day of June, 2014, before me personally came Christopher D. Steers, to me known who, being by me duly sworn, did depose and say , that he is the Village Manager of the Village of Port Chester, the municipal corporation described in and which executed the foregoing instrument; that he knows the seal of said Village; that the seal affixed to said



**RESOLUTION**  
**APPOINTMENT OF MEMBER TO PLANNING COMMISSION**

On motion of TRUSTEE \_\_\_\_\_, seconded by TRUSTEE \_\_\_\_\_, the following resolution as adopted by the Board of Trustees of the Village of Port Chester, New York:

RESOLVED, that CHRIS SUMMA, residing in Port Chester New York, be and hereby is appointed as an ALTERNATE member of the Port Chester PLANNING COMMISSION, effective June 17, 2014 with said term expiring on 06/16/2017.

APPROVED AS TO FORM:

\_\_\_\_\_  
Village Attorney, Anthony Cerreto

**ROLL CALL**

**AYES:**

**NOES:**

**ABSENT:**

**DATE:**

RESOLUTION  
REAPPOINTMENT TO THE ZONING BOARD OF APPEALS

On motion of TRUSTEE \_\_\_\_\_, seconded by TRUSTEE \_\_\_\_\_, the following resolution as adopted by the Board of Trustees of the Village of Port Chester, New York:

RESOLVED, that ART D'ESTRADA, of Port Chester, New York, be and he hereby is reappointed as a member of the Port Chester ZONING BOARD OF APPEALS, effective immediately, with said term to expire December 31, 2016.

Approved as to Form:

\_\_\_\_\_  
Village Attorney, Anthony Cerreto

ROLL CALL

AYES:

NOES:

ABSENT:

Date:

RESOLUTION  
REAPPOINTMENT TO THE ZONING BOARD OF APPEALS  
AS AN ALTERNATE MEMBER

On motion of TRUSTEE \_\_\_\_\_, seconded by TRUSTEE \_\_\_\_\_, the following resolution as adopted by the Board of Trustees of the Village of Port Chester, New York:

RESOLVED, that GERARDO ESPINOZA, of Port Chester, New York, be and he hereby is reappointed as a member of the Port Chester ZONING BOARD OF APPEALS, effective immediately, with said term to expire December 31, 2016.

Approved as to Form:

\_\_\_\_\_  
Village Attorney, Anthony Cerreto

ROLL CALL

AYES:

NOES:

ABSENT:

Date:



VILLAGE OF  
**PORT CHESTER**  
 222 Grace Church Street, Port Chester, New York 10573

**AGENDA MEMO**

**Recreation Department**

**Village BOT Meeting Date:**

**Item Type:** Resolution

Description	Yes	No	Description	Yes	No
Fiscal Impact			Public Hearing Required		X
Funding Source: Account #:7550.0557, 7550.0568, 7550.0562			BID #		
			<b>Strategic Plan Priority Area</b> Choose a Strategic Plan Area		
Agreement	X		<b>Manager Priorities</b> Choose a Manager Priority		
Strategic Plan Related		X			

**Sponsor's Name:** Select Sponsor's Name.

**Heading Title**  
*(Will appear as indicated below on Agenda)*

The Entertainment Committee has reviewed all bands, a variety of local and surrounding neighborhood bands to perform each summer concert series. Staying within the budget provided.

**Summary**

**Background:** The Committee considers the bands abilities, prices, type of music, experience and feedback from residents, committee members, or past performances.

**Proposed Action**

That the Board of Trustees adopt the Resolution

<b>Attachments</b>
<b>Resolution Contracts</b>

RESOLUTION

On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

WHEREAS, the Village of Port Chester Recreation Department conducts an outdoor entertainment program; and

WHEREAS, the Village selects groups to perform over the course of the year; and

WHEREAS, an agreement is required to support payment for such groups. Now, therefore, be it

RESOLVED, that the Village Manager be and is hereby authorized to enter into the following agreements to provide entertainment for FY 2014 – 2015 as indicated;

- Angie Rubino & Band, compensation to be \$1,100.00 for Lyon Park Concert
- Sly Gerald's Band, compensation to be \$1,000.00 for Lyon Park Concert
- Blues Patrol, compensation to be \$900.00 for Lyon Park Concert
- Rich Bobinski Orchestra, compensation to be \$720.00 for Lyon Park Concert
- The Bookends, compensation to be \$900.00 for Lyon Park Concert
- Markx Laiko Bolivian, compensation to be \$850.00 for Downtown Concert
- Back to the Garden 1969, compensation to be \$1,000.00 for Downtown Concert
- Juarez-Show Mariachi, compensation to be \$625.00 for Port Chester Day
- Rave-On Band, compensation to be \$500.00 for Port Chester Day
- Kathy Casey, compensation to be \$800.00 for Port Chester Day
- Soul Train, compensation to be \$750.00 for Port Chester Day
- The Greyhounds, compensation to be \$500.00 for Port Chester Day
- Curtis Winchester, compensation to be \$500 for Port Chester day
- Mark Rudzinski –Sound System, compensation to be \$1,200.00 for Port Chester Day

APPROVED AS TO FORM:

\_\_\_\_\_  
Anthony M. Cerreto  
Village Attorney

ROLL CALL

AYES:

NOES:

ABSENT:

DATE:

R-9-13

CONTRACT

This contract for the personal services of musicians on the engagement described below is made this 22<sup>nd</sup> day of MAY 2014 between the undersigned purchaser of music therein called "Purchaser" and the undersigned musician or musicians.

1. Name and address of Place of Engagement LYON PARK  
PORT CHESTER, NY

2. Name of Band or Group THE RICH BOBINSKI ORCH.

3. Number of Musicians SIX

4. Type of Engagement CONCERT

5. Date and Hours of Engagement JULY 11<sup>th</sup>, 2014 HOURS: 7:30 PM TO 9:00 PM

6. Compensation Agreed upon \$ 720.00

7. Purchaser Will Make Payments as Follows: Payment will be made following engagement

IN WITNESS WHEREOF, the parties hereto have hereunto set their names on the day and year first above written.

Christopher Steers - Village Manager  
Print Purchaser's Full and Correct Name

JULIE INGRAM  
Print name of Signatory Musician

X \_\_\_\_\_  
Signature of Purchaser

X \_\_\_\_\_  
Signature of Signatory Musician

222 Grace Church Street  
Street Address

352 PACKER RD.  
Street Address

Port Chester, New York 10573  
City State Zip Code

MYSTIC CT. 06355  
City State Zip Code

(914-939-2354  
Telephone

WORK: 860-439-2710 HOME: 860-536-2452  
Telephone (on day of the event)

**Note:**  
In case of inclement weather, on the date of engagement, the Village of Port Chester would have the authority to cancel the engagement, provided that the Musician or Musicians' are notified by two o'clock pm on the date of the engagement. An alternate date, schedule permitting, would be re-scheduled. In order to receive payment, you must complete the attached W-9 form and submit an invoice along with the signed contract. Please send signed contract, along with attachments to: Heather Krakowski, Village of Port Chester Recreation Department Room 160, 222 Grace Church Street, Port Chester, NY 10573.

CONTRACT

This contract for the personal services of musicians on the engagement described below is made this 22<sup>nd</sup> day of MAY 2014 between the undersigned purchaser of music therein called "Purchaser" and the undersigned musician or musicians.

1. Name and address of Place of Engagement LYON PARK  
PORT CHESTER, NY
2. Name of Band or Group ANGIE RUBINO AND BAND
3. Number of Musicians EIGHT
4. Type of Engagement CONCERT
5. Date and Hours of Engagement JULY 18<sup>TH</sup>, 2014 - HOURS: 7:30 PM TO 9 PM
6. Compensation Agreed upon \$ 1100.00 (\$200. FOR SOUND SYSTEM)
7. Purchaser Will Make Payments as Follows: Payment will be made following engagement

IN WITNESS WHEREOF, the parties hereto have hereunto set their names on the day and year first above written.

Christopher Steers - Village Manager  
Print Purchaser's Full and Correct Name

X \_\_\_\_\_  
Signature of Purchaser

222 Grace Church Street  
Street Address

Port Chester, New York 10573  
City State Zip Code

(914-939 - 2354  
Telephone

ANGIE RUBINO  
Print name of Signatory Musician

X Angie Rubino  
Signature of Signatory Musician

6 MAPLEWOOD LANE  
Street Address

PORT CHESTER, NY 10573  
City State Zip Code

937-3550  
Telephone (on day of the event)

**Note:**

In case of inclement weather, on the date of engagement, the Village of Port Chester would have the authority to cancel the engagement, provided that the Musician or Musicians' are notified by two o'clock pm on the date of the engagement. An alternate date, schedule permitting, would be re-scheduled. In order to receive payment, you must complete the attached W-9 form and submit an invoice along with the signed contract. Please send signed contract, along with attachments to: Heather Krakowski, Village of Port Chester Recreation Department Room 160, 222 Grace Church Street, Port Chester, NY 10573.

CONTRACT

This contract for the personal services of musicians on the engagement described below is made this 22<sup>nd</sup> day of MAY 2014 between the undersigned purchaser of music therein called "Purchaser" and the undersigned musician or musicians.

1. Name and address of Place of Engagement LYON PARK  
PORT CHESTER, NY
2. Name of Band or Group SLY GERALDS BAND
3. Number of Musicians FIVE
4. Type of Engagement CONCERT
5. Date and Hours of Engagement JULY 25, 2014 - HOURS: 7:30 PM TO 9:00 PM
6. Compensation Agreed upon \$1,000.00 (\$200.00 FOR SOUND SYSTEM)
7. Purchaser Will Make Payments as Follows: Payment will be made following engagement

IN WITNESS WHEREOF, the parties hereto have hereunto set their names on the day and year first above written.

Christopher Steers - Village Manager  
Print Purchaser's Full and Correct Name

X \_\_\_\_\_  
Signature of Purchaser

222 Grace Church Street  
Street Address

Port Chester, New York 10573  
City State Zip Code

(914-939 - 2354)  
Telephone

JOHN GERALDS  
Print name of Signatory Musician

X \_\_\_\_\_  
Signature of Signatory Musician

4 AUBURN ST. (REAR APT.)  
Street Address

BAYSHORE NY 11706  
City State Zip Code

1-212-810-9064  
Telephone (on day of the event)

**Note:**

In case of inclement weather, on the date of engagement, the Village of Port Chester would have the authority to cancel the engagement, provided that the Musician or Musicians' are notified by two o'clock pm on the date of the engagement. An alternate date, schedule permitting, would be re-scheduled. In order to receive payment, you must complete the attached W-9 form and submit an invoice along with the signed contract. Please send signed contract, along with attachments to: Heather Krakowski, Village of Port Chester Recreation Department Room 160, 222 Grace Church Street, Port Chester, NY 10573.



CONTRACT

This contract for the personal services of musicians on the engagement described below is made this 22<sup>nd</sup> day of MAY 2014 between the undersigned purchaser of music therein called "Purchaser" and the undersigned musician or musicians.

- 1. Name and address of Place of Engagement LYON PARK  
PORT CHESTER, NY
- 2. Name of Band or Group THE BOOK-ENDS
- 3. Number of Musicians FIVE
- 4. Type of Engagement CONCERT
- 5. Date and Hours of Engagement AUGUST 8<sup>th</sup>, 2014 - HOURS: 7:30 PM TO 9 PM
- 6. Compensation Agreed upon \$ 900.00
- 7. Purchaser Will Make Payments as Follows: Payment will be made following engagement

IN WITNESS WHEREOF, the parties hereto have hereunto set their names on the day and year first above written.

Christopher Steers - Village Manager  
Print Purchaser's Full and Correct Name

X \_\_\_\_\_  
Signature of Purchaser

222 Grace Church Street  
Street Address

Port Chester, New York 10573  
City State Zip Code

(914-939 - 2354  
Telephone

LOU BELLOFATTO  
Print name of Signatory Musician

X \_\_\_\_\_  
Signature of Signatory Musician

44 EAST HAYESTOWN RD. UNIT 14  
Street Address

DANBURY CT. 06811  
City State Zip Code

203-300-5850  
Telephone (on day of the event)

**Note:**

In case of inclement weather, on the date of engagement, the Village of Port Chester would have the authority to cancel the engagement, provided that the Musician or Musicians' are notified by two o'clock pm on the date of the engagement. An alternate date, schedule permitting, would be re-scheduled. In order to receive payment, you must complete the attached W-9 form and submit an invoice along with the signed contract. Please send signed contract, along with attachments to: Heather Krakowski, Village of Port Chester Recreation Department Room 160, 222 Grace Church Street, Port Chester, NY 10573.

CONTRACT

This contract for the personal services of musicians on the engagement described below is made this 22<sup>nd</sup> day of MAY 2014 between the undersigned purchaser of music therein called "Purchaser" and the undersigned musician or musicians.

- 1. Name and address of Place of Engagement DOWNTOWN PORT CHESTER, NY  
PORT CHESTER, NY
- 2. Name of Band or Group BACK TO THE GARDEN 1969
- 3. Number of Musicians SIX
- 4. Type of Engagement CONCERT
- 5. Date and Hours of Engagement AUGUST 20<sup>th</sup>, 2014 - HOURS: 7:00 PM TO 9:00 PM
- 6. Compensation Agreed upon \$ 1,000.00
- 7. Purchaser Will Make Payments as Follows: Payment will be made following engagement

IN WITNESS WHEREOF, the parties hereto have hereunto set their names on the day and year first above written.

Christopher Steers - Village Manager  
Print Purchaser's Full and Correct Name

X \_\_\_\_\_  
Signature of Purchaser

222 Grace Church Street  
Street Address

Port Chester, New York 10573  
City State Zip Code

(914-939 - 2354  
Telephone

GARY ANDERSON  
Print name of Signatory Musician

X \_\_\_\_\_  
Signature of Signatory Musician

15 FAIRLAWN ST.  
Street Address

RYE NY 10580  
City State Zip Code

914-921-1343  
Telephone (on day of the event)

**Note:**

In case of inclement weather, on the date of engagement, the Village of Port Chester would have the authority to cancel the engagement, provided that the Musician or Musicians' are notified by two o'clock pm on the date of the engagement. An alternate date, schedule permitting, would be re-scheduled. In order to receive payment, you must complete the attached W-9 form and submit an invoice along with the signed contract. Please send signed contract, along with attachments to: Heather Krakowski, Village of Port Chester Recreation Department Room 160, 222 Grace Church Street, Port Chester, NY 10573.

CONTRACT

This contract for the personal services of musicians on the engagement described below is made this 22<sup>ND</sup> day of MAY 2014 between the undersigned purchaser of music therein called "Purchaser" and the undersigned musician or musicians.

- 1. Name and address of Place of Engagement DOWNTOWN PORT CHESTER, NY  
PORT CHESTER, NY
- 2. Name of Band or Group MARKX LAIKO BOLIVIAN
- 3. Number of Musicians E:GHT
- 4. Type of Engagement CONCERT
- 5. Date and Hours of Engagement AUGUST 27<sup>TH</sup> 2014 · HOURS: 7:00PM TO 8:30 PM
- 6. Compensation Agreed upon \$ 850.00
- 7. Purchaser Will Make Payments as Follows: Payment will be made following engagement

IN WITNESS WHEREOF, the parties hereto have hereunto set their names on the day and year first above written.

Christopher Steers – Village Manager  
Print Purchaser's Full and Correct Name

X \_\_\_\_\_  
Signature of Purchaser

222 Grace Church Street  
Street Address

Port Chester , New York 10573  
City State Zip Code

(914-939 - 2354  
Telephone

JERRY RIVEROS  
Print name of Signatory Musician

X \_\_\_\_\_  
Signature of Signatory Musician

328 WILLET AVENUE  
Street Address

PORT CHESTER NY 10573  
City State Zip Code

914-282-7901  
Telephone (on day of the event)

**Note:**

In case of inclement weather, on the date of engagement, the Village of Port Chester would have the authority to cancel the engagement, provided that the Musician or Musicians' are notified by two o'clock pm on the date of the engagement. An alternate date, schedule permitting, would be re-scheduled. In order to receive payment, you must complete the attached W-9 form and submit an invoice along with the signed contract. Please send signed contract, along with attachments to: Heather Krakowski, Village of Port Chester Recreation Department Room 160, 222 Grace Church Street, Port Chester, NY 10573.

CONTRACT

This contract for the personal services of musicians on the engagement described below is made this 22<sup>nd</sup> day of MAY 2014 between the undersigned purchaser of music therein called "Purchaser" and the undersigned musician or musicians.

1. Name and address of Place of Engagement LYON PARK  
PORT CHESTER, NY
2. Name of Band or Group KATHY THOMPSON BAND
3. Number of Musicians EIGHT
4. Type of Engagement CONCERT
5. Date and Hours of Engagement SEPTEMBER 6<sup>th</sup> 2014 - HOURS: 12:00 PM TO 1:00 PM
6. Compensation Agreed upon \$ 800.00
7. Purchaser Will Make Payments as Follows: Payment will be made following engagement

IN WITNESS WHEREOF, the parties hereto have hereunto set their names on the day and year first above written.

Christopher Steers - Village Manager  
Print Purchaser's Full and Correct Name

X \_\_\_\_\_  
Signature of Purchaser

222 Grace Church Street  
Street Address

Port Chester, New York 10573  
City State Zip Code

(914-939 - 2354)  
Telephone

KATHY CASEY  
Print name of Signatory Musician

X \_\_\_\_\_  
Signature of Signatory Musician

166 MELBA ST.  
Street Address

MILFORD CT. 06460  
City State Zip Code

\_\_\_\_\_  
Telephone (on day of the event)

**Note:**

In case of inclement weather, on the date of engagement, the Village of Port Chester would have the authority to cancel the engagement, provided that the Musician or Musicians are notified by two o'clock pm on the date of the engagement. An alternate date, schedule permitting, would be re-scheduled. In order to receive payment, you must complete the attached W-9 form and submit an invoice along with the signed contract. Please send signed contract, along with attachments to: Heather Krakowski, Village of Port Chester Recreation Department Room 160, 222 Grace Church Street, Port Chester, NY 10573.

CONTRACT

This contract for the personal services of musicians on the engagement described below is made this 22<sup>nd</sup> day of MAY 2014 between the undersigned purchaser of music therein called "Purchaser" and the undersigned musician or musicians.

1. Name and address of Place of Engagement LYON PARK  
PORT CHESTER, NY
2. Name of Band or Group RAYE-ON
3. Number of Musicians THREE
4. Type of Engagement CONCERT
5. Date and Hours of Engagement SATURDAY, SEPTEMBER 6, 2014 - HOURS: 1<sup>30</sup> TO 2<sup>30</sup> PM
6. Compensation Agreed upon \$ 500.00
7. Purchaser Will Make Payments as Follows: Payment will be made following engagement

IN WITNESS WHEREOF, the parties hereto have hereunto set their names on the day and year first above written.

Christopher Steers - Village Manager  
Print Purchaser's Full and Correct Name

X \_\_\_\_\_  
Signature of Purchaser

222 Grace Church Street  
Street Address

Port Chester, New York 10573  
City State Zip Code

(914-939 - 2354)  
Telephone

CHRIS ROSELLE  
Print name of Signatory Musician

X \_\_\_\_\_  
Signature of Signatory Musician

2299 MORRISON AVE.  
Street Address

UNION NJ 07083  
City State Zip Code

908-687-3808  
Telephone (on day of the event)

**Note:**

In case of inclement weather, on the date of engagement, the Village of Port Chester would have the authority to cancel the engagement, provided that the Musician or Musicians' are notified by two o'clock pm on the date of the engagement. An alternate date, schedule permitting, would be re-scheduled. In order to receive payment, you must complete the attached W-9 form and submit an invoice along with the signed contract. Please send signed contract, along with attachments to: Heather Krakowski, Village of Port Chester Recreation Department Room 160, 222 Grace Church Street, Port Chester, NY 10573.

CONTRACT

This contract for the personal services of musicians on the engagement described below is made this 22<sup>nd</sup> day of MAY 2014 between the undersigned purchaser of music therein called "Purchaser" and the undersigned musician or musicians.

- 1. Name and address of Place of Engagement LYON PARK  
PORT CHESTER NY
- 2. Name of Band or Group SOUL TRAIN
- 3. Number of Musicians Six
- 4. Type of Engagement CONCERT
- 5. Date and Hours of Engagement SATURDAY SEPTEMBER 6, 2014 HOURS: 3:00 PM TO 4:00 PM
- 6. Compensation Agreed upon \$ 750.00
- 7. Purchaser Will Make Payments as Follows: Payment will be made following engagement

IN WITNESS WHEREOF, the parties hereto have hereunto set their names on the day and year first above written.

Christopher Steers - Village Manager  
Print Purchaser's Full and Correct Name

X \_\_\_\_\_  
Signature of Purchaser

222 Grace Church Street  
Street Address

Port Chester, New York 10573  
City State Zip Code

(914-939 - 2354  
Telephone

TOM GIORGI  
Print name of Signatory Musician

X \_\_\_\_\_  
Signature of Signatory Musician

38 WOODLAND AVE.  
Street Address

PORT CHESTER NY 10573  
City State Zip Code

914-450-4200  
Telephone (on day of the event)

**Note:**  
In case of inclement weather, on the date of engagement, the Village of Port Chester would have the authority to cancel the engagement, provided that the Musician or Musicians' are notified by two o'clock pm on the date of the engagement. An alternate date, schedule permitting, would be re-scheduled. In order to receive payment, you must complete the attached W-9 form and submit an invoice along with the signed contract. Please send signed contract, along with attachments to: Heather Krakowski, Village of Port Chester Recreation Department Room 160, 222 Grace Church Street, Port Chester, NY 10573.

CONTRACT

This contract for the personal services of musicians on the engagement described below is made this 22<sup>nd</sup> day of MAY 2014 between the undersigned purchaser of music therein called "Purchaser" and the undersigned musician or musicians.

1. Name and address of Place of Engagement LYON PARK  
PORT CHESTER, NY
2. Name of Band or Group JUAREZ - SHOW MARIACHI
3. Number of Musicians FIVE
4. Type of Engagement CONCERT
5. Date and Hours of Engagement SATURDAY, SEPTEMBER 6, 2014 - HOURS: 4:30 PM TO 5:30
6. Compensation Agreed upon \$625.00
7. Purchaser Will Make Payments as Follows: Payment will be made following engagement

IN WITNESS WHEREOF, the parties hereto have hereunto set their names on the day and year first above written.

Christopher Steers - Village Manager  
Print Purchaser's Full and Correct Name

X \_\_\_\_\_  
Signature of Purchaser

222 Grace Church Street  
Street Address

Port Chester, New York 10573  
City State Zip Code

(914-939 - 2354  
Telephone

DAVID ALVAREZ  
Print name of Signatory Musician

X \_\_\_\_\_  
Signature of Signatory Musician

158 COCHRAN PLACE  
Street Address

VALLEY STREAM L.I., NY 11581  
City State Zip Code

1-718-507-8217 Cell 1-646-229-4524  
Telephone (on day of the event)

**Note:**

In case of inclement weather, on the date of engagement, the Village of Port Chester would have the authority to cancel the engagement, provided that the Musician or Musicians' are notified by two o'clock pm on the date of the engagement. An alternate date, schedule permitting, would be re-scheduled. In order to receive payment, you must complete the attached W-9 form and submit an invoice along with the signed contract. Please send signed contract, along with attachments to: Heather Krakowski, Village of Port Chester Recreation Department Room 160, 222 Grace Church Street, Port Chester, NY 10573.

CONTRACT

This contract for the personal services of musicians on the engagement described below is made this 22<sup>nd</sup> day of MAY 2014 between the undersigned purchaser of music therein called "Purchaser" and the undersigned musician or musicians.

- 1. Name and address of Place of Engagement LYON PARK  
PORT CHESTER, NY
- 2. Name of Band or Group THE GREYHOUNDS
- 3. Number of Musicians FIVE
- 4. Type of Engagement CONCERT
- 5. Date and Hours of Engagement SATURDAY - SEPTEMBER 6, 2014 - HOURS: 6:00 PM to 7 PM
- 6. Compensation Agreed upon \$ 500.00
- 7. Purchaser Will Make Payments as Follows: Payment will be made following engagement

IN WITNESS WHEREOF, the parties hereto have hereunto set their names on the day and year first above written. pm

Christopher Steers - Village Manager  
Print Purchaser's Full and Correct Name

X \_\_\_\_\_  
Signature of Purchaser

222 Grace Church Street  
Street Address

Port Chester, New York 10573  
City State Zip Code

(914-939 - 2354  
Telephone

STU MILLMAN  
Print name of Signatory Musician

X \_\_\_\_\_  
Signature of Signatory Musician

12 FOWLER AVE.  
Street Address

POUGHKEEPSIE NY 12603  
City State Zip Code

1-845-242-4671  
Telephone (on day of the event)

**Note:**

In case of inclement weather, on the date of engagement, the Village of Port Chester would have the authority to cancel the engagement, provided that the Musician or Musicians' are notified by two o'clock pm on the date of the engagement. An alternate date, schedule permitting, would be re-scheduled. In order to receive payment, you must complete the attached W-9 form and submit an invoice along with the signed contract. Please send signed contract, along with attachments to: Heather Krakowski, Village of Port Chester Recreation Department Room 160, 222 Grace Church Street, Port Chester, NY 10573.

CONTRACT

This contract for the personal services of musicians on the engagement described below is made this 20<sup>th</sup> day of MAY 2014 between the undersigned purchaser of music therein called "Purchaser" and the undersigned musician or musicians.

- 1. Name and address of Place of Engagement LYON PARK  
PORT CHESTER, NY
- 2. Name of Band or Group CURTIS WINCHESTER
- 3. Number of Musicians FIVE
- 4. Type of Engagement CONCERT
- 5. Date and Hours of Engagement SATURDAY SEPTEMBER 6, 2014. HOURS: 8:00 PM - 9:00 PM
- 6. Compensation Agreed upon \$ 500.00
- 7. Purchaser Will Make Payments as Follows: Payment will be made following engagement

IN WITNESS WHEREOF, the parties hereto have hereunto set their names on the day and year first above written.

Christopher Steers – Village Manager  
Print Purchaser's Full and Correct Name

X \_\_\_\_\_  
Signature of Purchaser

222 Grace Church Street  
Street Address

Port Chester, New York 10573  
City State Zip Code

(914-939 - 2354  
Telephone

CURTIS WINCHESTER  
Print name of Signatory Musician

X \_\_\_\_\_  
Signature of Signatory Musician

370 WEST CHESTER AVE. #4K  
Street Address

PORT CHESTER NY 10573  
City State Zip Code

914.843-8072  
Telephone (on day of the event)

**Note:**  
In case of inclement weather, on the date of engagement, the Village of Port Chester would have the authority to cancel the engagement, provided that the Musician or Musicians' are notified by two o'clock pm on the date of the engagement. An alternate date, schedule permitting, would be re-scheduled. In order to receive payment, you must complete the attached W-9 form and submit an invoice along with the signed contract. Please send signed contract, along with attachments to: Heather Krakowski, Village of Port Chester Recreation Department Room 160, 222 Grace Church Street, Port Chester, NY 10573.

Rubino, Angelo

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To: HEATHER KRAKOWSKI  
Subject: AGREEMENT FOR SOUND SYSTEM

The Mark Rudzinski Sound System Company agrees to provide a sound system, with speakers, to cover a vast area for Port Chester Day on Saturday, *September 6 2014*.

The Mark Rudzinski Sound System Company will provide microphones for up to ten musicians'.

The Mark Reudzinski Sound System Company will provide the sound system from 11:45 AM to 9:00 PM.

The price agreed upon between the Village of Port Chester and the Mark Rudzinski Sound System is ~~\$1,200.00~~ *2K*. Payment will be made following the engagement.

In case of inclement weather, on the date of engagement, the engagement may be held on the following day, Sunday, *September 7, 2014*.

To receive payment, you must complete attached 1099 form and submit an invoice along with enclosed signed contracts.

Please send signed contracts along with attachments to:

Heather Krakowski  
Village of Port Chester Room 106  
222 Grace Church St.  
Port Chester, NY, 10573

Christopher Steers-Village Manager

Mark Rudzinski

X \_\_\_\_\_

X \_\_\_\_\_

Name Purchaser

222 Grace Church Street

street address

Port Chester, N.Y., 10573

City State Zip

914-939-2354

Telephone

Name of Vendor

PO Box 184

address

Botsford, Ct., 06404

City State Zip

203-259-8586

Telephone

REPORT  
OF  
THE VILLAGE MANAGER



# Village of Port Chester

## Office of the Village Manager

### MEMORANDUM

---

TO: Mayor and the Board of Trustees

FROM: Christopher D. Steers, Village Manager

DATE: June 16<sup>th</sup>, 2014

RE: Updates

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#### INITIATIVES:

**1. National Development Council:** NDC and their partners at STV, Inc. have completed their analysis, pending final review. The proforma and project layout has progressed with a recommendation to eliminate the 3-4 story parking deck and alternatively program parking at the existing oak and grove lot with a proposed decking of same. This eliminates about \$4 million dollars from the project. There will be a full presentation at the July 7<sup>th</sup>, BOT meeting.

#### **2. Strategic Planning: Strategic Actions**

Opportunity Areas #1-5: Grant Writing Taskforce: Over the past three months, the Grant Writing Taskforce prepared seven grants on behalf of the Village through the 2014 Consolidated Funding Application (CFA) process for the June 16, 2014 submission date. The group attended the annual CFA Kick-Off meeting at Manhattanville College and met with a representative from Empire State Development on April 30<sup>th</sup> to discuss grant funding availability.

The seven grants submitted include: construction financing to repair the failed bulkhead and provide new waterfront public space; a feasibility/strategic planning study for land acquisitions associated with the creation of a new municipal center; feasibility planning/study for the redevelopment of Fox Island; conditions analysis and programming study for the repurposing of Bush-Lyon Homestead; construction for a dog park in Abendroth park; feasibility/strategic planning study for non-motorized, recreational watercrafts; and construction of permeable parking lot at Edgewood Park to increase

improved public access. All grants applied for align with recommendations and policies described in the Comprehensive Plan, Strategic Plan, and Local Waterfront Revitalization Program. Staff anticipates receiving word from New York State about grant funding awards towards the middle of September and will provide an updated report at that time.

**3. Property Condition Study RFP:** The RFP has been issued with a return date of June 20th, 2014. Again, the selected consultant will conduct a general neighborhood condition survey and utilize existing census and crime data to delineate specific Areas of Rehabilitation/Redevelopment Opportunity (ARO) within the village. Once specific areas are identified, the selected consultant will complete the following tasks for existing parcels located within each ARO and provide supportive data and recommendations in a narrative report format:

- Create a parcel-based database, indexed by Section, Block, and Lot, identifying all existing building and health code violations, structural deficiencies, substandard, insanitary, or deteriorated conditions, tax delinquencies, judgment and mechanics liens, mortgage defaults, vacancy, abandonment, and zoning code violations. Existing structural integrity should be rated Good, Fair, Poor, or Deteriorated based on field reconnaissance, exterior observation, and generally accepted criteria for property condition assessment.
- Generate existing land use and thematic maps for each Area of Rehabilitation/Redevelopment Opportunity illustrating concentration and salient trends of attributes identified above.
- Utilize appropriate census geographies (census tract, block group or block) and parcel-based database to provide demographic tables and charts for each Area of Rehabilitation/Redevelopment Opportunity extrapolating population density, vacancy rate, age of housing stock, property condition, and crime rate relative to the Village and Westchester County as a whole.
- Based on all quantitative data collected, provide specific recommendations for each Area of Rehabilitation/Redevelopment Opportunity (ARO) to leverage the powers of the Port Chester Board of Trustees, Port Chester Industrial Development Agency (PCIDA), Port Chester Local Development Corporation (LDC), existing state and federal resources, loans, subsidies, grant funding, public/private partnerships, condemnation powers of the village etc. as a means to facilitate viable rehabilitation/redevelopment opportunities. Recommendations should provide short, medium, and long term neighborhood enhancement strategies aligned with the goals and objectives of the village comprehensive plan and local waterfront revitalization program.
- Provide detailed process and legal framework for implementation of recommended revitalization strategies.
- Attend, upon request, Port Chester Village Board of Trustees meetings and other public meetings to discuss work in progress or to present findings and recommendations on completed tasks.

## **ACTIONS:**

- 1. Payroll Services:** Staff has contacted two payroll service providers and will connect at least two other P/R services. We are in the process of reviewing their products and demos.
- 2. Vacant / Abandoned Properties:** the Village Attorney has developed an action plan to deal with vacant and abandoned properties. The first “pilot” strategy involved 169 Fairview which after a lengthy but necessary process has been successfully remediated (demolished) under a court order. David Kenny, Legal Intern will be discussing the action plan and related strategies at the meeting.

**Context:** the national housing crisis has caused an influx of vacant and abandoned properties and also the problems that vacant and abandoned properties cause municipalities like Port Chester. The current state laws have allowed banks to escape their duty to maintain these abandoned properties and how difficult it currently is to go after owners/responsible parties when trying to abate the nuisance these abandoned properties create. A creative approach is required to successfully deal with these properties and many local municipalities are formulating similar strategies, however there is a need for support at the State level as well. There is a currently a new state law before the State Legislature that would help drastically.

The new law is supposed to expand the duty on the banks making them responsible for maintaining abandoned properties they are the mortgagees of, and authorizes municipalities to intervene in any foreclosure to request an injunction to assure property is up to code and that bank is timely prosecuting the foreclosure action. The new law also creates a statewide vacant property registry that the Attorney General will head/run.

## **PROJECTS:**

- 1. Town of Rye Move:** the project continues to move forward. Follow up meeting was held on 6/12/14. Renegotiation of lease terms, contributions, credits, and amortization finalized with recommendations to be presented to the BOT at the next regular meeting.
- 2. 350 North Main Street:** The proposed capital improvements to the building continue to move forward. Work has stalled relating to the build out of the shared court are pending renegotiation of lease terms and authorization form the Town of Rye to contribute an additional \$50,000 to the cost of the project.
- 3. Pay Station / Meters:** Service update as follows:
  - Battery life issues- Batteries in shaded areas are achieving about a week of life in the worst cases. Staff are able to keep up with changing these batteries as needed. We have identified a process for in-house hard wiring of the worst offenders to remove the solar variable from charging issues. This work will be completed this summer, prior to the return of weather conditions that reduce effectiveness of solar panels.

- All delayed machines from phase one have been installed upon the successful completion of needed site work.
- Phase 2, Midland and Horton Ave machines are on their way. Signage has been ordered. Current anticipated delivery of both items July 1.
- Training of a backup meter staff member is ongoing. This staff member will allow 7 day a week service to keep machines operating on weekends etc.
- Meter shelters for major lots have been priced out. Each shelter can cover two machines and are constructed of glass walls with aluminum frames. Again, they are \$5,156 each with delivery and installation. The two lots currently are the Highland lot and the Irving Ave Lot (see attached quote).

**4. Westchester Avenue Intersection Improvements:** Again the completion of the project is pending Con Edison's relocation of some transmission lines. There is an additional expenses related thereto that shall be borne by the developer (see attached email).

## **PRIORITIES**

**1. Sewer Rent:** As you are aware the first Sewer Rent billing has been successfully released and bills are being processed. Staff continues to work very closely with United Water on the implementation and we maintain almost daily contact in order to address all customer service issues. My office has been and will continue to be the point of contact for the Village to continue to field errant calls, questions, or issues not in the purview of United Water.

- The village is receiving 4-5 sewer rent calls a day. United Water is receiving between 10-20 calls a day, mostly for information on the program.
- Around .01% of the bills were bounced back to UW as return to sender mail. Of these 4 or 5 cases could not be rectified by UW and are being rectified by the Village on behalf of UW.
- About 10 people have contacted the Village contesting their connections to the Port Chester Sewer System. We are identifying them one at a time and verifying their sewer connections as needed.
- The Village has received four grievances. Three of these can be handled internally. Only one grievance was for a valid issue which requires the input of the board. That grievance is on for correspondence today. The board has the option to decide how to hear applications from those owners who feel they are not being charged a fair rate for Sewer Rent.
- At this point, every sewer rent paying property has been sent a bill so future call volume should decrease as the program becomes normalized.

2. **Bulkhead:** we have moved forward with the completion of a conceptual design that includes a wharf type activity node that includes revetment and “habitat creation” along with the decking of the cove. The concept has firmed up design constraints relating to topography and other existing conditions specifically calling for steel sheet pile replacement in all areas with the exception of the activity node. The Conceptual design will be being drafted for submittal with Consolidated Funding Application (see attached).
- ❖ Staff has also met with representatives of G&S relating to the potential funding of the debt service for the bulkhead replacement with funds from establishing paid parking in the marina lot. G&S has concerns with existing requirements for free parking contractually owed to their tenants. The issue of “control” of the parking surrounds the ability to validate parking for said customers patronizing their tenants. Discussions included rough concepts of a manned gate, splitting the lot, or having a validation system at point of service in control of each tenant (either a credit or a pre-validated card that could be submitted at time of departure. I recommend further discussion on this important topic with G&S and the BOT or assigned representatives of the BOT As soon as possible.
  - ❖ Also up for discussion are the previous complaints about booting of vehicles and recent complaints relating to the closure of the Walgreen’s Parking lot at night (see attached email).

## INFORMATION

1. **Recruitments:** Actively underway in DPW, Planning, Legal, Police Department, and Fire Department.
2. **Police Chief Exam:** discussion on same will be held at this meeting.

Attachment

CC: Senior / Executive Staff  
Maryanne Veltri, Office Assistant  
File

Quotation



4/24/2014

**Village of Port Chester**  
222 Grace Church Street  
Finance Dept - Suite 220  
Port Chester, NY 10573  
Attn: Chris Ameigh  
[cameigh@portchesterny.com](mailto:cameigh@portchesterny.com)

Integrated Technical Systems, Inc. is pleased to submit the following proposal:

**4'x6' DTVM Shelter - Two Meter Shelter**

Qty	Vendor	Model	Description
1	CEC		4'x6' DTVM Shelter Roof: Flat Opaque White FRP Sandwich Panel in 6" Fascia Windows: 1/4" clear tempered safety glass Aluminum Alloy: 6063T52 Aluminum Finish: #215R1 satin silver clear anodized Base Detail: 4" external adjustable Base Flanges w/exp. Bolts Accessories: Flourescent Light (hard wired) K7140 outdoor/vandal resistant fixture - premounted and prewired for underground electrical hookup

**PRICE (Incl. Freight & Installation) \$5,156**

**NOTES:**

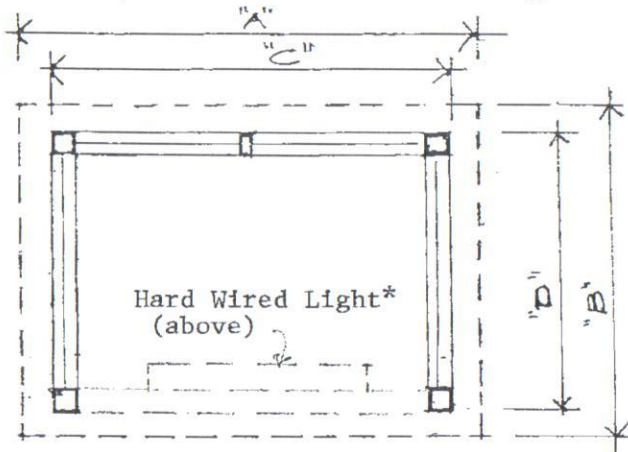
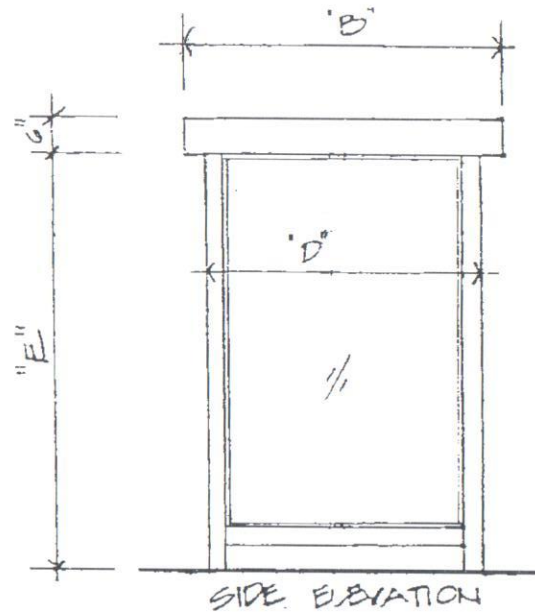
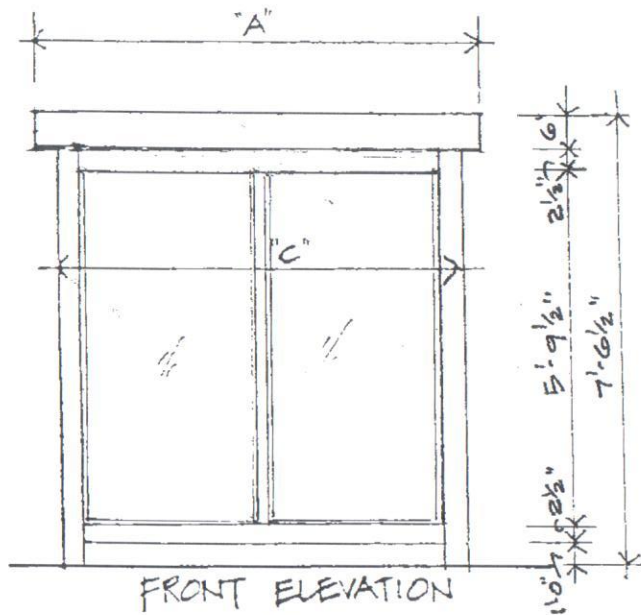
- Quotation subject to applicable taxes
- Quotation is not valid if this is a Capital Improvement
- Quotation valid for 30 days
- Shipping & Handling Included**
- Required Computer Hardware is to be provided by customer

**ACCEPTED BY:** \_\_\_\_\_

Quote by Joe Yorlano

---

Integrated Technical Systems, Inc.  
8 Capital Drive · Wallingford, CT 06492 · Tel: (203) 265-8100 · Fax: (203) 949-4710  
[www.integrated-tec.com](http://www.integrated-tec.com)



\* Hard Wired Light to be outdoor/vandal-resistant Kenall #7140 fluorescent 48" long / 40w. with photo cell control and hidden wires

DIMENSIONS:

"A": 6'-3 3/4"	"E": 7'-2 1/2"
"B": 4'-3 3/4"	"F": 1'-0"
"C": 6'-0"	
"D": 4'-0"	

No. OF REAR WINDOWS = 2  
No. OF SIDE WINDOWS = 1 ea. side

Note: hard wired light to be prewired thru one post where underground electric conduit will enter shelter - please indicate which post to be "electric service post".

DRAWINGS ABOVE ARE DIAGRAMATIC FOR PROPER NO. OF WINDOWS SEE CHART.

REVISIONS			PLAN & ELEVATION VIEWS OF MODEL #4x6DTVM PREFABRICATED SHELTER		
NO	DATE	BY	Columbia Equipment Company		
1					
2					
3			DRAWN BY	SCALE	MATERIAL
4			amc	NOT TO SCALE	
5			CHK'D	DATE	DRAWING NO
				4/7/14	
			TRACED	APP'D	PE-4x6DTVM

## Steers, Christopher

---

**From:** Cherian, Paul <CHERIANP@coned.com>  
**Sent:** Friday, June 13, 2014 8:22 AM  
**To:** John Faltings; Ianni, Anthony  
**Cc:** Finer, Lawrence; Thomas Arlo; Dolph Rotfeld; Gregg Wasser; Steers, Christopher; Doug Riley; Cherian, Paul  
**Subject:** RE: RE: Port Chester - Westchester Ave. - Broad/Pearl <External Sender>

John;

We understand that you are providing new traffic signal, for the Village of Portchester as a conditional requirement by the Village, for your overall development project.

Therefore the funding for the traffic signal work is provided by you, which is private funding.

Since the project is funded by private money, we will require compensation to modify our facilities to accommodate your project. We have to follow the guide line stipulated by the PSC, because we are a regulated utility.

Even though we have provide an estimate for approximately \$15,000, we can bill you based on our actual expenditure which could end up being lesser than the estimated amount. However, we will have to establish a simple agreement to move this forward.

Please let us know how you want to proceed. If you still want to Anthony and I, please let us know your convenience.

**From:** John Faltings [mailto:jfaltings@gsinvestors.com]  
**Sent:** Thursday, June 12, 2014 2:31 PM  
**To:** Ianni, Anthony  
**Cc:** Cherian, Paul; Finer, Lawrence; Thomas Arlo; Dolph Rotfeld; Gregg Wasser; Chris Steers; Doug Riley  
**Subject:** FW: RE: Port Chester - Westchester Ave. - Broad/Pearl <External Sender>

Dear Mr. Iannia

Your email to my engineer Mr. Thomas Arlo of Dunn Engineering ( copy below) indicates that the cost of relocation of the electrical lines which are in conflict with the new traffic signal is the responsibility of the private developer. This project is a municipal project and as such there should be no cost associated with the relocation of these cables

Please call me at your earliest convenience. We are anxious to resolve this and complete the work for the Village

Thank You

John

John Faltings  
Vice President of Development & Construction  
211 E 43<sup>rd</sup> Street-25<sup>th</sup> Floor  
New York N.Y. 10017  
212-286-3300

---

**From:** Thomas Arlo [mailto:thomas.arlo@verizon.net]  
**Sent:** Monday, April 28, 2014 8:21 AM  
**To:** John Faltings  
**Subject:** Fwd: RE: Port Chester - Westchester Ave. - Broad/Pearl <External Sender>

Hello John,

I'm thinking that we want to wait for the estimate. Have you spoken with Dolph?

Regards,

Tom Arlo  
Dunn Engineering Associates  
516 - 431 - 3811

----- Original Message -----

**Subject:**RE: Port Chester - Westchester Ave. - Broad/Pearl <External Sender>

**Date:**Sun, 27 Apr 2014 19:14:04 +0000

**From:**Ianni, Anthony <[IANNIA@coned.com](mailto:IANNIA@coned.com)>

**To:**Thomas Arlo <[thomas.arlo@verizon.net](mailto:thomas.arlo@verizon.net)>

**CC:**Dolph Rotfeld ([dolph@drepc.com](mailto:dolph@drepc.com)) <[dolph@drepc.com](mailto:dolph@drepc.com)>, Cherian, Paul <[CHERIANP@coned.com](mailto:CHERIANP@coned.com)>, Finer, Lawrence <[FINERLA@coned.com](mailto:FINERLA@coned.com)>

Tom,

As discussed at our last field meeting, in order to install the new traffic signals, necessary adjustments to our overhead system will be required. The cost of these adjustments will be the responsibility of the private developer funding the redevelopment project. Please make sure all the necessary parties are aware of this. I will follow up with a cost estimate.

Thank you,  
Anthony Ianni  
Westchester Public Improvement - Construction  
Con Edison Co. of N.Y.  
315 Old Sawmill River Road, Valhalla, NY 10595  
Phone: (914) 789-6636  
Cell: (646)483-5995

-----Original Message-----

**From:** Thomas Arlo [<mailto:thomas.arlo@verizon.net>]

**Sent:** Thursday, April 10, 2014 3:13 PM

**To:** Ianni, Anthony

**Subject:** Port Chester - Westchester Ave. - Broad/Pearl <External Sender>

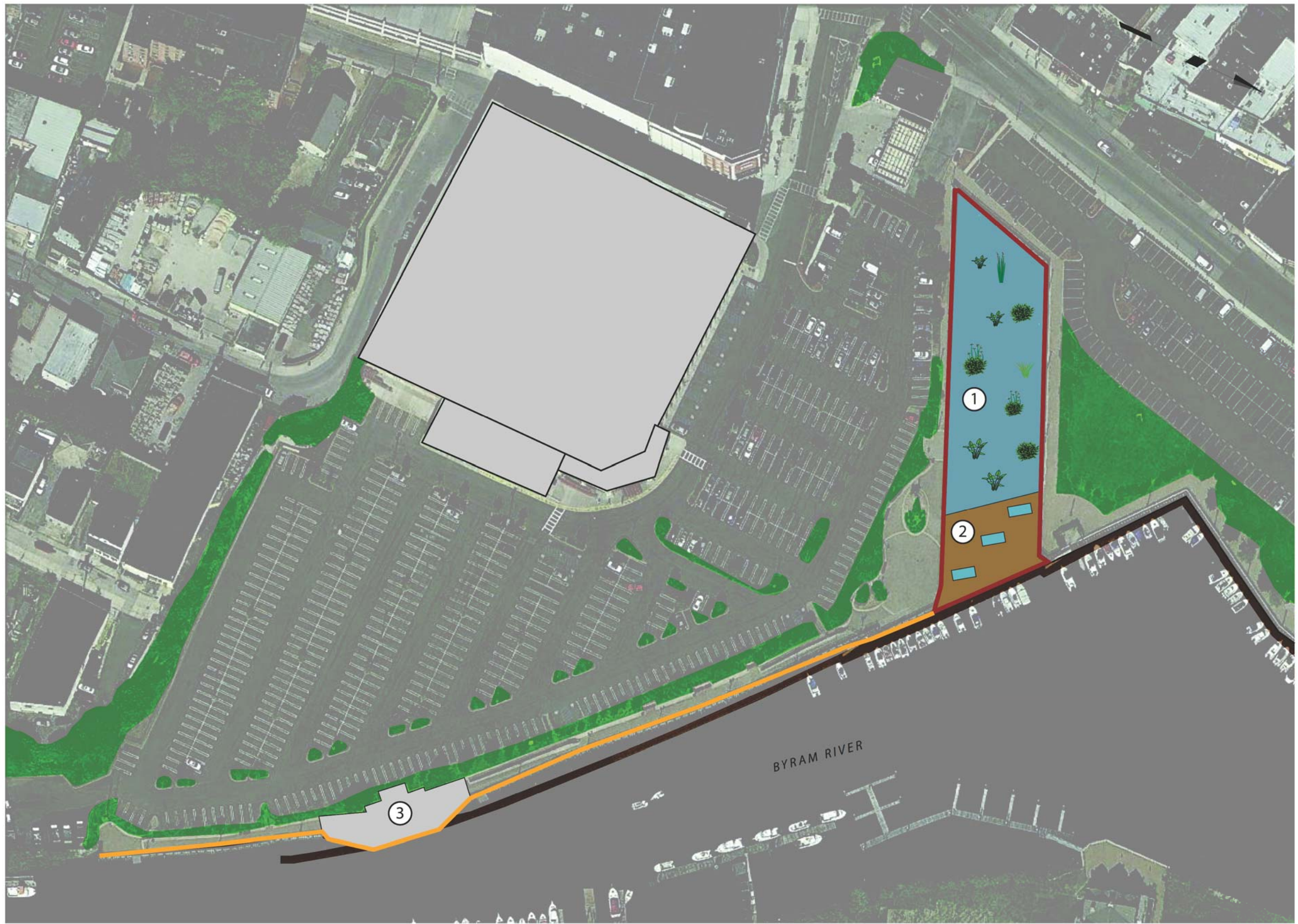
EXTERNAL SENDER. Do not click on links if sender is unknown and never provide user ID or password.

Hello Anthony,


We look forward to meeting you tomorrow on the northwest corner of one of the two subject intersections to discuss secondary clearances. I'll call again tomorrow to confirm 1:30 PM, 04/11/14.

Thanks,

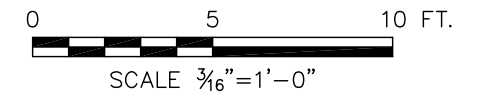
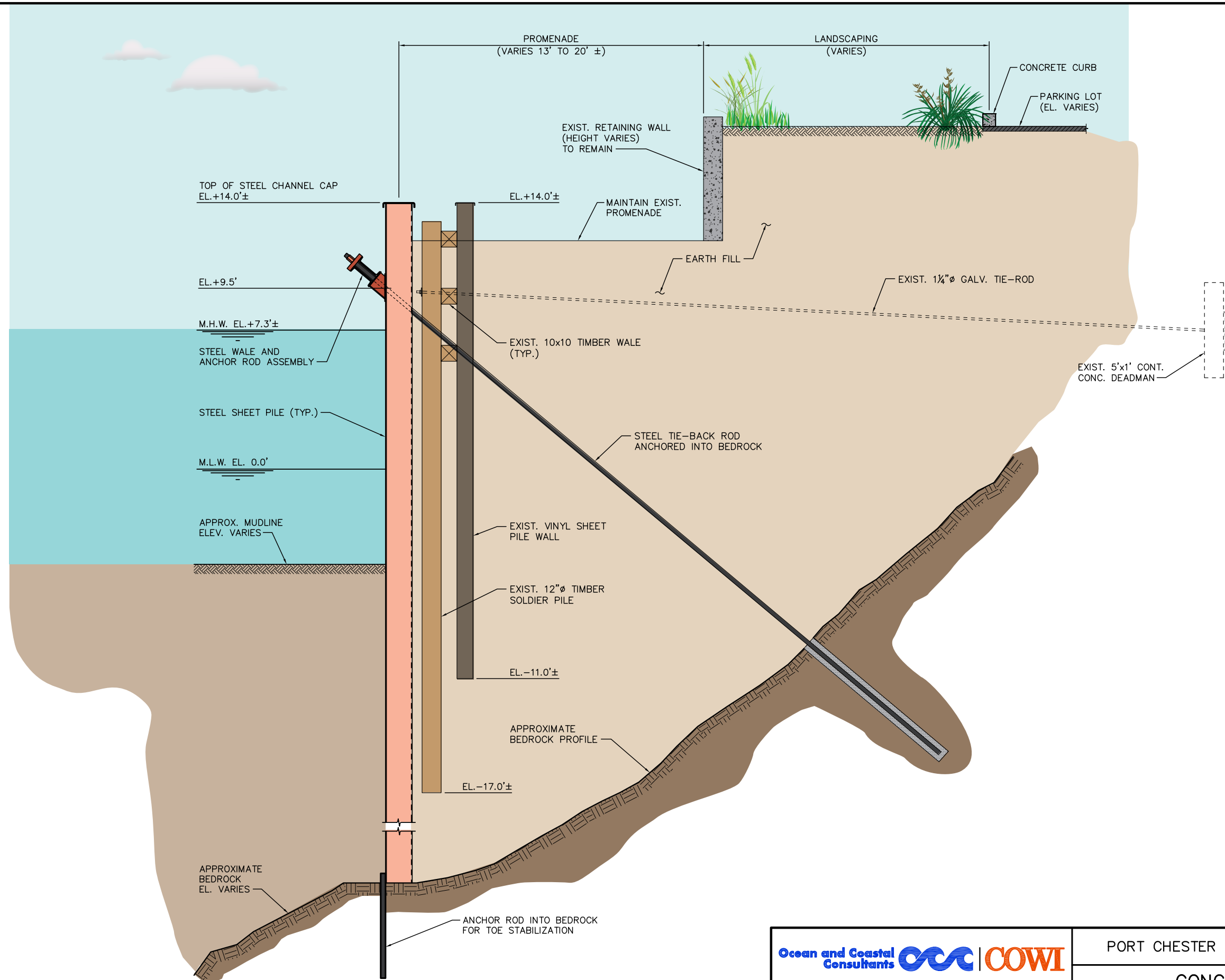
Tom Arlo




- KEY**
- ① NEW ECOLOGICAL ENHANCEMENT OPPORTUNITY
  - ② NEW PUBLIC PROMENADE WITH SELECT OPEN AREAS TO RIVER BELOW
  - ③ NEW ACTIVITY NODE BULKHEAD CUT BACK AND RIPRAP INSTALLED UNDER PLATFORM TO CREATE ADDITIONAL RIVER AREA.
- PHASE 1:  
— BULKHEAD OVERSHEETING, AND ACTIVITY NODE
- PHASE 2:  
— BULKHEAD OVERSHEETING, PUBLIC PROMENADE AND ECOLOGICAL ENHANCEMENT

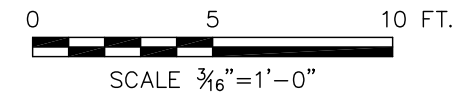
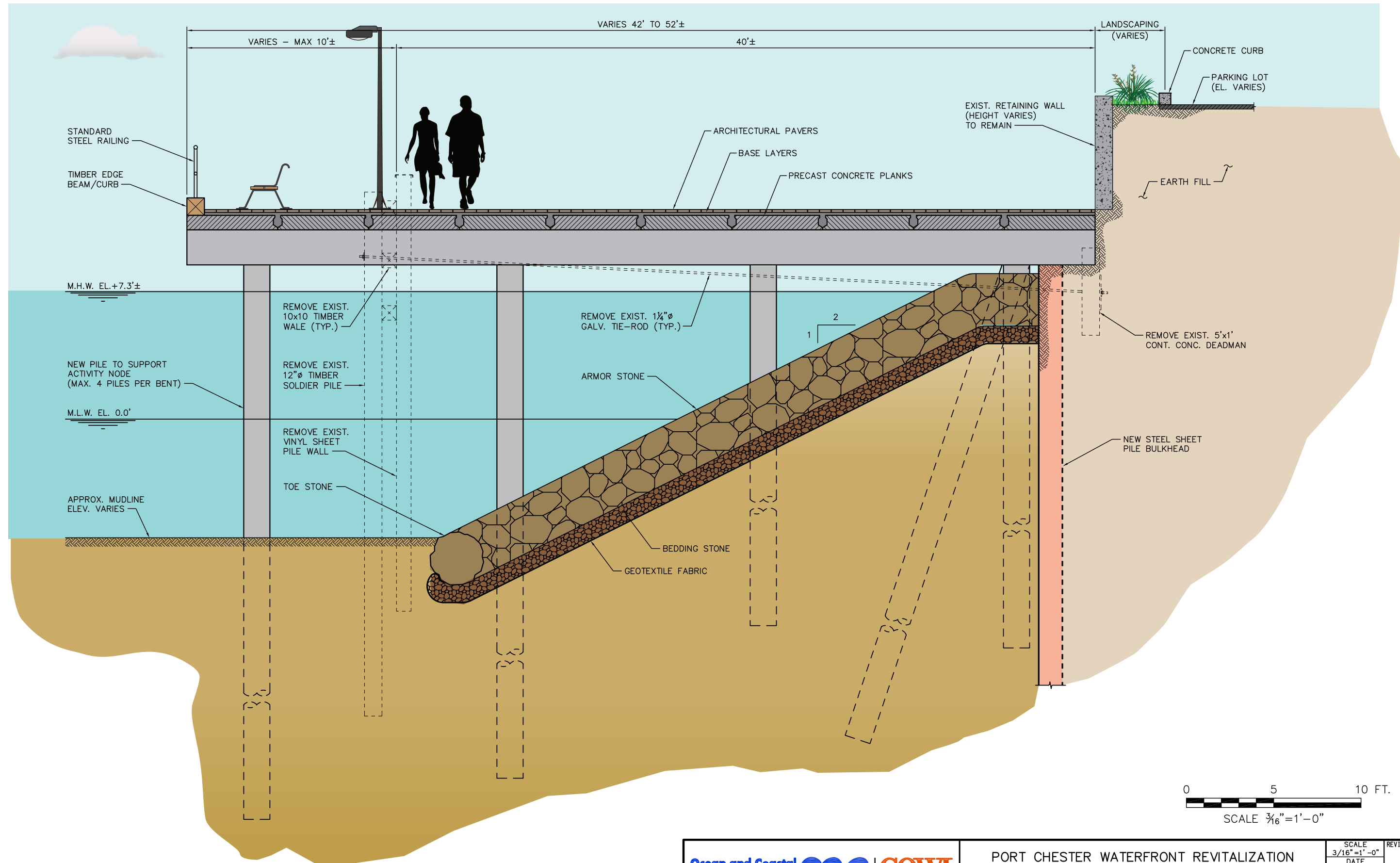
 Visit us at <a href="http://www.ocean-coastal.com">www.ocean-coastal.com</a>	PORT CHESTER WATERFRONT REVITALIZATION		SCALE 3/16"=1'-0"	REVISION
	CONCEPTUAL DESIGN SITE PLAN		DATE 06/13/14	
DESIGNED BY: TPMA	DRAWN BY: REBU	CHECKED BY: SAFA	SKETCH NO. SK-01	

S:\OCC\Projects\OCC\_214051.0\3\_Project\_Files\CAD\Task 1\2.dwg Sk-02 Rey T. Buzeta Wed, 11 Jun 2014 - 11:47am



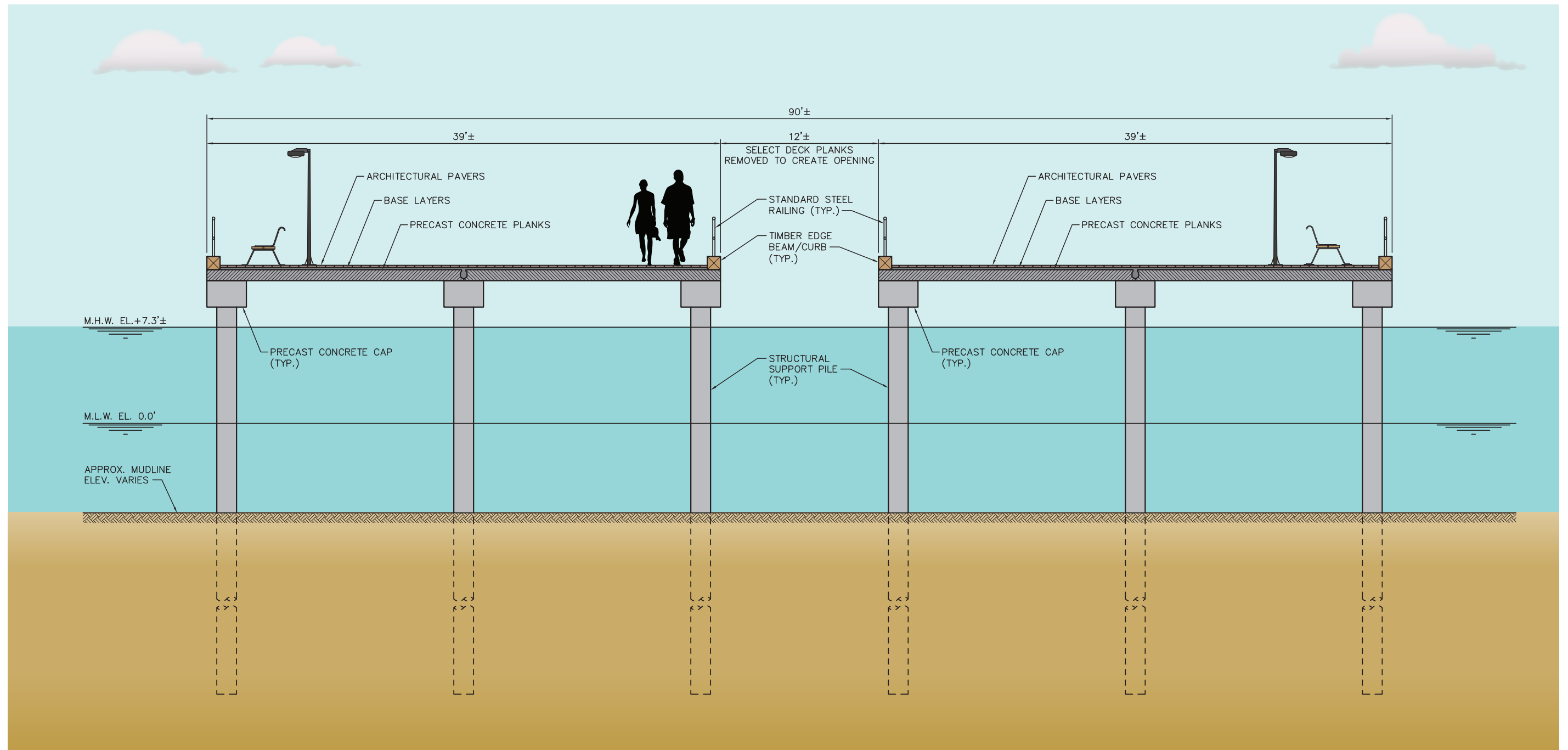
 Visit us at <a href="http://www.ocean-coastal.com">www.ocean-coastal.com</a>		PORT CHESTER WATERFRONT REVITALIZATION		SCALE 3/16"=1'-0"	REVISION
		CONCEPTUAL DESIGN STEEL BULKHEAD OVERSHEETING		DATE 06/13/14	SKETCH NO. SK-02
DESIGNED BY: TPMA	DRAWN BY: REBU	CHECKED BY: SAFA			


S:\OCC\Projects\OCC\_214051.0\3\_Project\_Files\CAD\Task 1\2.dwg Sk-03 Rey T. Buzeta Wed, 11 Jun 2014 - 4:56pm



<p>Visit us at <a href="http://www.ocean-coastal.com">www.ocean-coastal.com</a></p>		PORT CHESTER WATERFRONT REVITALIZATION		SCALE 3/16" = 1'-0"	REVISION
DESIGNED BY: TPMA		DRAWN BY: REBU		DATE: 06/13/14	
CHECKED BY: SAFA		CONCEPTUAL DESIGN ACTIVITY NODE		SKETCH NO. SK-03	

S:\OCC\Projects\OCC\_214051.0\3\_Project\_Files\CAD\Task 1\2.dwg SK-04 Rey T. Buzeta Wed, 11 Jun 2014 - 4:57pm



 Visit us at <a href="http://www.ocean-coastal.com">www.ocean-coastal.com</a>	PORT CHESTER WATERFRONT REVITALIZATION		SCALE 1/8"=1'-0"	REVISION
	CONCEPTUAL DESIGN PUBLIC OPEN SPACE		DATE 06/13/14	SKETCH NO. SK-04
DESIGNED BY: TPMA	DRAWN BY: REBU	CHECKED BY: SAFA		

## Steers, Christopher

---

**From:** bidden@usacentralstation.com  
**Sent:** Friday, June 06, 2014 10:24 PM  
**To:** Steers, Christopher  
**Subject:** Re: parking lot management at Walgreens

And by the way, liability of Walgreens?

Hollow, does that argument also extend to Costco, and all the other tenants?

I don't think so.

If you were right, every lot would be closed up at 1 am at the theater lots and 9 or so at Costco.

Still miss me?

Bart A. Didden President U.S.A. Central Station Alarm Corp. with offices in NY, CT & MN

877-872-1266

terms & conditions apply to this e-mail

---

**From:** "Steers, Christopher" <CSteers@PortChesterNY.com>  
**Date:** Fri, 6 Jun 2014 20:37:04 +0000  
**To:** Bart Didden <bidden@usacentralstation.com>  
**Cc:** Cerreto, Tony <TonyC@PortChesterNY.com>; Neil Pagano <npagano@cjpagano.com>; Saverio Terenzi (External EMail) <SamTcpa@aol.com>  
**Subject:** RE: parking lot management at Walgreens

Bart,

All valid concerns.

As you state it is a BOT issue in regards to the fulfillment of the LADA. In the past there have been a series of apparent modifications or concessions relating to various G&S responsibilities that may have soured relations on both sides in the past. It is a new day however, and recent overtures between the Village and G&S indicate the potential for some positive change in the relationship. Careful consideration is being given to a number of issues relating to the downtown and this one is as important as any other.

The BOT has recently discussed the matter relating to booting and some follow up on the issue is coming to a theatre near you soon. Further, the closing of the parking lot most likely relates to liability concerns on the part of Walgreens as merchants and owners in the downtown as well. Even so, there are often unforeseen consequences whenever unilateral action is taken in a situation that involves multiple stakeholders.

With that being said, we will endeavor to bring these and other concerns to the BOT for discussion and resolution in the most timely manner.

Thank you as always for your patience and observations.

Christopher D. Steers, MPA, CFM

Village Manager  
222 Grace Church Street  
Port Chester, NY 10573  
Phone (914) 939-2200  
Fax (914) 937-3169  
[CSteers@PortChesterNY.com](mailto:CSteers@PortChesterNY.com)

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IMPORTANT WARNING: This message is intended for the use of the person or entity to which it is addressed and may contain information that is privileged and confidential, the disclosure of which is governed by applicable law. If the reader of this message is not the intended recipient, or the employee or agent responsible to deliver it to the intended recipient, you are hereby notified that any dissemination, distribution or copying of this information is STRICTLY PROHIBITED. If you have received this message in error, please notify the sender immediately and arrange for the return or destruction of these documents.

**From:** Bart Didden [mailto:[bidden@usacentralstation.com](mailto:bidden@usacentralstation.com)]  
**Sent:** Monday, June 02, 2014 2:10 PM  
**To:** Steers, Christopher  
**Cc:** Cerreto, Tony; Neil Pagano; Saverio Terenzi (External EMail)  
**Subject:** parking lot management at Walgreens

Chris,

When is the Village of Port Chester going to make G&S and Walgreens stand up to the spirit of the LADA and site plan approvals for the project.

The latest is the closure by using chains of the Walgreen's parking lot when the store closes. They attach these chains using plastic pales filled with concrete and a stake sticking out the top.

During the site plan approval process not only G&S's attorneys but Mark Tulis stated that the "project parking" was open to all of the customers of the downtown merchants.

This access to these areas were of great concern not only to me, but Jay Feinsod, the then owners of Per Voi, Dollar Store, Copa, Hope House, The Community Preservation Company, the owners and tenants of 18-20 Willett Avenue (The Willett House building) Tav Passarelli, myself as well as other various merchants.

This property owner is G&S but it is quasi public area because any operational changes to the site plan has to be approved by the BOT.

I have given up on the booting and the image that it portrays in and of our Village, but all of the other G&S parking lots are open all night with the exception of the Marina as a Control factor, but nowhere is there unsightly chains and pales of concrete.

I await your considered reply,

Bart A. Didden  
President  
U.S.A. Central Station Alarm Corp.  
Port Chester, NY  
Milford, CT  
St. Paul, MN  
877-872-1266

# DISCUSSION



VILLAGE OF  
**PORT CHESTER**

222 Grace Church Street, Port Chester, New York 10573

**AGENDA MEMO**

*Choose a Department*

**Village BOT Meeting Date:**

**Item Type:**     *Choose an item.*

Description	Yes	No	Description	Yes	No
Fiscal Impact			Public Hearing Required		
Funding Source:			BID #		
Account #:			<b>Strategic Plan Priority Area</b>		
Agreement			<b>Manager Priorities</b>		
Strategic Plan Related					

**Sponsor's Name:**     *Select Sponsor's Name.*

<b>Heading Title</b> <i>(Will appear as indicated below on Agenda)</i>

<b>*****Summary</b>



VILLAGE OF  
**PORT CHESTER**

222 Grace Church Street, Port Chester, New York 10573

**Proposed Action**

*Select a Proposed Action*

**Attachments**



**AQUARIUS  
CAPITAL**

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June 6, 2014

Ms. Leonie Douglas  
Village Treasurer  
Village of Port Chester  
222 Grace Church Street  
Port Chester, NY 10573

Re: Proposal for Actuarial Consulting Services (GASB 43 & 45)

Dear Ms. Douglas:

As requested, below is a proposal for services for providing Village of Port Chester ("Company") with a postemployment benefits valuation under Government Accounting Standards Board (GASB) No. 43 & 45. Our proposal includes a full valuation, plus two optional years for the Company for future roll forward calculations, if desired.

If you agree with the proposal below, then please sign the bottom of the third page of this proposal and fax to my attention at (914) 933-0064, or alternatively scan and email to [michael.frank@aquariuscapital.com](mailto:michael.frank@aquariuscapital.com). If you have any questions or wish to review in more detail, please contact me at (914) 933-0063.

The terms and conditions of this agreement are as follows:

- **Current Year Valuation:** We are proposing a flat fee of \$3,500 for a full valuation for the current fiscal year, which would be payable upon completion of the project. Estimated completion is approximately three weeks based on availability of information. Exhibit I of this proposal has a data request.
- **Optional Years/Quotes:** As an optional quote for the next year, if the Company is interested in a roll forward calculation in the following two years, then our proposed fee would be \$1,500 for each roll forward calculation.
- **Objective:** This report is provided to the Company for the purpose of calculation results under GASB 45. Information in this report may not be appropriate to use for other purposes. Aquarius does not intend to benefit from the overall results of the report and we assume no duty, liability or obligation to parties that use this work for other reasons other than its intention, i.e., reporting of GASB45 for financial statements.
- **Liability:** Company agrees to indemnify, defend and hold harmless Aquarius from any third party liability except liability arising from Aquarius' gross negligence. Aquarius liability is limited to fees earned under this agreement. In any action or proceeding to enforce this agreement, Aquarius shall be entitled to recover its reasonable attorneys' fees and costs from Company.

Proposed Work Plan

Below is a summary of our proposed work plan.

- **Data Gathering –** We provided a sample data request to be used for collecting information for the valuation. See Exhibit I for a sample data request. We anticipate obtaining information electronically for individual record information on active and retired employees and their dependents.



June 6, 2014

Page 2

- Review of Assumptions – We will provide suggestions and recommendations on the assumptions to be used for the GASB 43/45 valuation unless you have already identified and selected certain assumptions from prior valuation reports.
- Sensitivity Analysis - As part of the valuation, we will include sensitivity analysis based on variations of discount interest rates and health care cost inflation (trend) increases.

Please note that we did not provide a proposed end date since we understand that each organization will be able to provide information at different rates depending on access to their data. We anticipate the completion time is approximately three to four weeks from receiving data items as outlined in Exhibit I.

#### Aquarius Capital – Overview & Qualifications

Aquarius Capital is an actuarial consulting and employee benefits consulting firm providing services to insurance companies, HMOs and employers, including private sector and public entities. We also provide consulting services to other organizations servicing the insurance industry including brokerage firms, actuarial firms, third party administrators, accounting firms and insurance regulators.

The management team at Aquarius has completed more than 500 retiree valuations for other postemployment benefits (OPEB) under FAS 106, GASB 43/45, SOP 92-6, retiree buyouts, insurance valuations, and reinsurance transactions. *As an example, Port Chester-Rye Union Free School District, Port Chester Housing Authority and Town of Rye are GASB45 clients.*

Sample insurance company clients include Berkshire Hathaway, Blue Cross, Cigna, Aetna, United Healthcare, Healthnet, Zurich, and Medco. Aquarius also consults the New York State Department of Financial Services (Insurance Department). Our company was formed in 2002 and we have offices in New York and Connecticut.

The actuary assigned to the project is Michael Frank, who is President and Actuary of Aquarius Capital. He is an Associate of the Society of Actuaries, Fellow of Conference of Consulting Actuaries, and Member of the American Academy of Actuaries and meets the Qualification Standards of the American Academy of Actuaries. He is also licensed as an insurance broker and reinsurance intermediary.

In addition to his role at Aquarius Capital, he is active in the actuarial and insurance community. Below is a summary of some of the activities that he is involved with in the industry.

- He was the 2011 elected President of the Actuarial Society of New York (ASNY), which is the largest actuarial club in the world and serves more than 3,000 actuaries in the New York, Connecticut, and New Jersey, and also has members from the Maryland, Massachusetts and Pennsylvania market places. Prior to President, he previously served for three years as Chairperson for Continuing Education.
- He is an adjunct professor at Columbia University, Masters of Science in Actuarial Science and is an instructor for the Society of Actuaries LEARN program teaching reinsurance to insurance regulators.
- He is an active member on various federal and state healthcare reform task forces, including the American Academy of Actuaries and Conference of Consulting Actuaries. He was elected and served on three Society of Actuaries section councils including Actuary of the Future, Entrepreneurial Actuaries and Reinsurance.



AQUARIUS  
CAPITAL

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June 6, 2014  
Page 3

For additional information about our organization, including individual management team bios, published material, and landmark events, please visit website [www.aquariuscapital.com](http://www.aquariuscapital.com).

If any questions, please call me at (914) 933-0063. Thank you for considering us for this opportunity. We look forward to potentially working with you.

Sincerely,

---

Michael L. Frank, A.S.A., F.C.A., M.A.A.A.  
President and Actuary

Cc: Donald Rusconi

Enclosure (Exhibit I)

**Proposal Acceptance by Company:**

I agree to the above arrangement with a fee of \$3,500 for full valuation and optional quote for a roll forward calculation of \$1,500 for each of the following roll forward years.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date



## EXHIBIT I

### Summary Request for Information

Below is a summary of data items required for completing a valuation for post employment non-pension benefits for GASB Statements No. 43 & 45 (GASB 43/45) for Village of Port Chester. Information required is as follows:

1. **Summary of Retiree Benefits:** Obtain the plan design(s) for retiree benefits including deductibles, coinsurance, maximum benefits and insurance carrier providers. Benefits would include medical, prescription drugs, dental, vision, life and other post employment benefits. Please include a copy of a plan summary, plan document and/or summary plan description. Please also confirm if Medicare Part B premium reimbursement for Medicare eligible retirees and dependents.
2. **Financial Year:** Please provide the dates for fiscal year (e.g., 6/1/13 to 5/31/14, etc.).
3. **Eligibility Requirements:** Please provide eligibility requirements by type of retirement benefit (e.g., medical, life, etc.) and how it applies to benefits and retiree contribution rates. Please identify the requirements to apply for each group if varying requirements (e.g., minimum age and/or minimum years of services) by benefit. Please confirm if the requirement for all benefits (e.g., medical, life, etc.). Please identify if certain groups have been grandfathered for benefits (or provided any special incentive packages) and if certain benefits are available to current retirees or if future retirees (those currently active) will be eligible for these benefits.
4. **Electronic Census Information:** Provide an electronic census for population including:
  - Employee ID
  - Date of birth, date of hire, and spouse date of birth (if applicable & available)
  - Gender
  - Date of termination or retirement (if applicable)
  - Eligibility indicator (if applicable or available)
  - Employment status (e.g., active, retired, surviving spouse, etc.)
  - Salary class/grouping if additional reporting is requested by this class (may be used for contribution variations, retiree eligibility, or other reporting requirements).
  - Election for each type of covered benefit (Y or N) – Example, Medical, Dental, Life, etc.
  - Coverage tier for each type of covered benefit (e.g., EE only, EE + 1 dependent, etc.)
  - Insurance Carrier name and premium rate before employee contributions
  - Retired employee contribution rate (if tracked uniquely to each employee), if applicable
  - Retiree life insurance benefit amount, if applicable.

Please provide electronic census on a record-by-record basis in Excel for both actives (including eligible opt-outs) and retirees. In addition, please include any control totals so that we can compare electronic files for validation check as well as effective date of census information. If you desire results to be summarized by subcategories (e.g., class of employees), then please include an indicator in the census information so results can be separated accordingly.

5. **Premium Rates for Retiree Population:** Please provide premium rate information for the past two to three years for all coverages on both a pre-65 and post-65 retiree basis. Please provide for each insurance benefit and insurance carrier.
6. **Other Reporting:** Copies of Prior Valuations including any historical other post employment benefits (OPEB) valuations for GASB 43/45 plus the last year end audited financials referencing GASB 45 accounting and footnotes, if a prior valuation was done. Please provide guidance on handling of Medicare Part D subsidy (e.g., included or excluded in insurance costs) plus include guidance on how Medicare Part B reimbursements are handled for employees and dependents.

If any questions pertaining, then please contact Michael Frank at (914) 933-0063 or [michael.frank@aquariuscapital.com](mailto:michael.frank@aquariuscapital.com).

**DANZIGER &  
MARKHOFF LLP**  
Attorneys at Law

**Village of Port Chester  
GASB #45 Proposal  
Prepared June 12, 2014**

Joel Danziger  
Harris Markhoff  
Joshua S. Levine  
Robert B. Danziger  
Michael Markhoff  
Gregory R. Tapfar  
Andrew E. Roth  
Jay Fenster  
David P. Gesser

**Mid-Cycle valuation for FYE 5/31/2014: \$1,500**  
(previously scheduled at \$2,353)

—————  
COUNSEL  
Ira Langer, P.C.  
Irwin N. Rubin

**Full Valuation For FYE 5/31/2015: \$3,780**  
(reflects 20% reduction from FYE 2013 Full Valuation fee of \$4,725)

—————  
ENROLLED ACTUARIES

William Miller  
Aileen T. Palazzo  
Edward A. Echeverria  
Timothy O'Connell  
Andrea L. Abolafia

**Mid-Cycle valuation for FYE 5/31/2016: \$1,512**  
(reflects 60% discount for Mid-Cycle year)

We have been able to reduce fees due to improvements in our internal procedures.

VOICE  
914-948-1556  
FAX  
914-948-1706

————— SERVING CLIENTS SINCE 1960 —————

# CORRESPONDENCE



## VILLAGE OF PORT CHESTER

### Village Clerk

222 Grace Church Street, Port Chester, New York 1057

Phone (914) 939-5202 • Fax (914) 305-2560

[www.portchesterny.com](http://www.portchesterny.com)



TO: Mayor and Board of Trustees  
c/o Village Clerk  
Village of Port Chester  
222 Grace Church Street  
Port Chester, N.Y. 10573

### APPEAL

In accordance with the provisions of Section 268-9 of the Village Code, I, BRENDA M. CRANDELL, owner of property located at 732 KING STREET Port Chester, New York, also designated as Section 136.29 Block 2 and Lot 1 on the Tax Map of the Town of Rye, hereby make hereby make application and appeal to the Board of Trustees for review with regard to the attached Sewer Rent Bill dated 5/20/14 for the period from 6/01/13 to 3/24/14 AND ALL FUTURE SEWER RENT BILLS.

(please attach a copy of the referred to Sewer Rent Bill)

The grounds of my appeal are as follows: (check appropriate box)

- That the amount of water consumption reflected on the attached Sewer Rent Bill is not correct. \* The Village will refer this matter to United Water Westchester, Inc. for their comment prior to hearing.
- That the fee amount in the attached Sewer Rent Bill should be adjusted because a significant portion of the water consumed during the period indicated on the attached Sewer Rent Bill was not discharged into the Village Sanitary Sewer System.

To claim a grievance under option 2, include all evidence to support the degree and amount of water usage that is claimed to be applied for uses that did not result in discharges into the sanitary sewer system. Detail the uses for the water, the equipment that was used, the holding capacity or flow capacity of that equipment, the average amount of time that equipment was in use etc. and state the non-sanitary sewer destination for such water during the time period to be adjusted. Note that the Board may grant an adjustment of the amount of water consumption to be used as the basis for the sewer rent, but in no event shall such adjustment exceed ten (10) percent of consumption.

REGARDING # 2 + # 3 :

3.  Other. Please describe below.

10 ZONE SPRINKLER SYSTEM FOR LARGE 1.71 ACRE PROPERTY IS ON APRIL - NOVEMBER.  
(SEE ENCLOSED BILLS FROM EVERMIST FOR SYSTEM BEING TURNED ON AND OFF).

35,000 GALLON POOL - OPENED IN APRIL/MAY AND CLOSED IN SEPTEMBER.  
(POOL FILLED WHEN OPENED WITH WATER ADDED THROUGHOUT SEASON).

250 GALLON HOT TUB

(FILLED IN APRIL WITH WATER ADDED THROUGHOUT YEAR).

THERE IS ONLY ONE FULL-TIME RESIDENT AND ONE PART-TIME  
RESIDENT OCCUPYING THE PROPERTY.

SEE ENCLOSED WATER BILLS WHICH SHOW 2 DEC.-MARCH PERIODS WHEN  
THERE IS NO OUTSIDE USE OF WATER AND ONLY 12-14 CCF'S  
(8,976 - 10,472 GALLONS) ARE USED VERSUS JUNE-SEPT.  
WHEN THE SPRINKER, POOL, HOT TUB, ETC. ARE USED (NONE  
OF WHICH IS DISCHARGED INTO THE VILLAGE SANITATION SYSTEM)  
INCREASES TO 91 CCF'S (68,068 GALLONS).

MORE THAN 85% OF MY WATER IS NOT DISCHARGED INTO THE SEWER  
SYSTEM.

Provide all documentation supporting your claim under option #3.

*Mark Lunde*  
Signature of owner

914 934-2070

Phone # of Owner

6/3/14  
Date

**FOR VILLAGE USE ONLY**

Date of Receipt: \_\_\_\_\_

Date of Referral to Staff: \_\_\_\_\_

Date of Report and Recommendation: \_\_\_\_\_ (copy annexed):

**DETERMINATION**

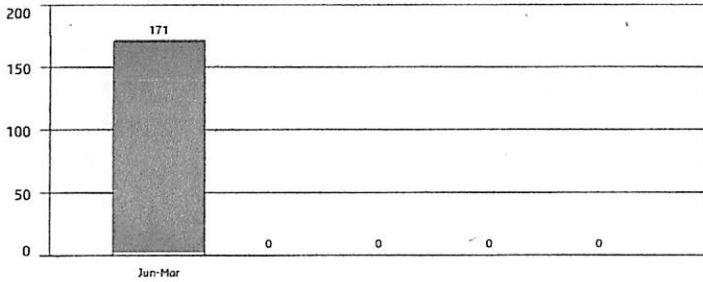
Upon review of the foregoing, the Board of Trustees of the Village of Port Chester hereby GRANTS /DENIES (circle one) the application and appeal of \_\_\_\_\_



**VILLAGE OF PORT CHESTER SEWER RENT**  
 Serviced by United Water Westchester

Village of Port Chester Sewer Rent  
 Customer Service Center  
 2525 Palmer Avenue  
 New Rochelle, NY 10801  
 Telephone: 888-876-1672  
 www.unitedwater.com

**USAGE HISTORY**  
 Usage in Hundreds of Cubic Feet



Next meter reading date: on or about 06/23/2014

**Billing Date:** 05/20/14  
**Account Number:** 07907194206038

Previous Balance	\$0.00
Payments Through 05/20/14	\$0.00
Balance Forward	\$0.00
Current Charges Due 06/13/2014	\$222.30
<b>TOTAL AMOUNT DUE</b>	<b>\$222.30</b>

\*PAY BY 06/16/2014 TO AVOID A 1% LATE PAYMENT CHARGE

SERVICE TO: BRENDA CRANDELL

SERVICE ADDRESS: 732 KING ST PORT CHESTER NY

Meter Number	Service		Days of Service	Meter Reading		Usage	Unit of Measure	Reading Type	Rate
	From	To		Previous	Present				
49195077	06/01/13	03/24/14	296	1634	1805	171	CCF	PRORATED ACTUAL	SWQ
						EQUIVALENT TO		127,908 GALLONS	

SEW RENT 171.0000 @ \$1.30002  
 TOTAL CURRENT CHARGES

\$222.30  
 \$222.30

SEE REVERSE SIDE FOR IMPORTANT ACCOUNT INFORMATION

**IMPORTANT MESSAGES**

SEWER RENT - User charges established by the Village of Port Chester for the use of the sanitary sewer system. Your sewer rent is based on the total water consumption for the period.  
 This bill represents the total sewer rent due for this period based on your water usage reflected above. All future bills will be issued on the same date as your water bill.

# Rich Gasparino

Evermist Ltd.  
16 Palace Pl.  
Port Chester NY 10573

Phone # 914-939-5782  
Fax # (914) 939-5784

*pd 4/9/14*

*Sprinkler Turn-On*

## Invoice

Date	Invoice #	Total
4/9/2014	57680	

Billing Address
Mrs. Brenda Crandell 732 King Str. Port Chester, NY 10573

Job Address
Brenda Crandell 732 King Str. Port Chester, NY 10573

**WE NOW ACCEPT CREDIT CARD PAYMENTS**  
(No AMEX Please)

Description	P.O. Number		Terms		Tech
	Serviced	Qty	U/M	Unit Price	Amt
<b>Turn On and Labor</b> - Work Order 36288  Tech Comments: - WORK DONE ON ZONE # 3 PROBLEMS FOUND Replaced Rotary Head/s Leaking Replaced Rotary Head/s Not Turning Moved a head/s - WORK DONE ON ZONE # 4 PROBLEMS FOUND Replaced Rotary Head/s Not Turning Replaced Rotary Head/s Leaking - WORK DONE ON ZONE # 5 PROBLEMS FOUND Replaced Rotary Head/s Leaking - WORK DONE ON ZONE # 6 PROBLEMS FOUND Replaced Rotary Head/s Not Turning - WORK DONE ON ZONE # 8 PROBLEMS FOUND Capped a head/s - WORK DONE ON ZONE # 10 PROBLEMS FOUND Moved a head/s - GENERAL REPAIRS ON SYSTEM Straightened 2 heads  ___ YOUR CLOCK IS OFF - Your system has been started & tested. The clock is set for spring conditions. TURN CLOCK TO AUTO or Run when you are ready to water.	4/8/2014	1		202.16	202.16T

A service charge of 1.5% a month will be added to bills not paid within 30 days.

### Total

Invoice # 57680

# Rich Gasparino

Evermist Ltd.  
16 Palace Pl.  
Port Chester NY 10573

Phone # 914-939-5782

Fax # (914) 939-5784

*Sprinkler Turn-off*

# Invoice

Date	Invoice #	Total
11/4/2013	56732	\$166.43

Billing Address
Mrs. Brenda Crandell 732 King Str. Port Chester, NY 10573

Job Address
Brenda Crandell 732 King Str. Port Chester, NY 10573

**WE NOW ACCEPT CREDIT CARD PAYMENTS**  
(No AMEX Please)

P.O. Number		Terms		Tech	
		Due on receipt		RC	
Description	Serviced	Qty	U/M	Unit Price	Amt
Winterization - Work Order 34858	11/1/2013	1		155.00	155.00T
Tech Comments: - Winterized sprinkler system - Do Not Turn on Water to Sprinkler System					
Sales Tax				7.375%	11.43

A service charge of 1.5% a month will be added to bills not paid within 30 days.

**Total**

\$166.43

Invoice #

56732

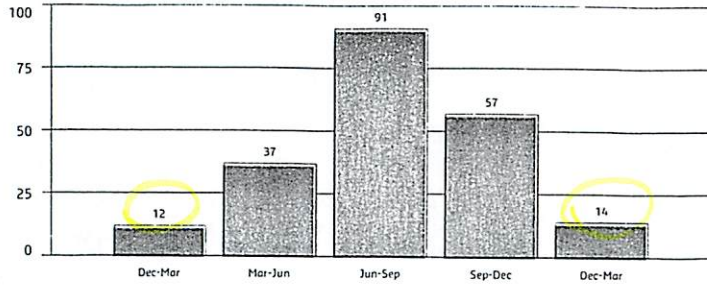


# UNITED WATER

United Water Westchester  
 Customer Service Center  
 2525 Palmer Avenue  
 New Rochelle, NY 10801  
 Telephone: 877-266-9101  
 www.unitedwater.com

### USAGE HISTORY

Usage in Hundreds of Cubic Feet



Next meter reading date: on or about 06/23/2014

Billing Date: 03/24/14  
 Account Number: 05506404220000

Previous Balance	\$348.29
Payments Through 03/24/14 <i>THANK YOU</i>	\$348.29CR
Balance Forward	\$0.00
Current Charges Due On Receipt	\$99.98
<b>TOTAL AMOUNT DUE</b>	<b>\$99.98</b>

MINIMUM BILL

\*PAY BY 04/17/2014 TO AVOID A 1.5% LATE PAYMENT CHARGE

SERVICE TO: BRENDA CRANDELL

SERVICE ADDRESS: 732 KING ST PORT CHESTER NY

Meter Number	Service		Days of Service	Meter Reading		Usage	Unit of Measure	Reading Type	Rate
	From	To		Previous	Present				
49195077	12/23/13	03/24/14	91	1791	1805	14 CCF EQUIVALENT TO	CCF	ACTUAL 10,472 GALLONS	GSQ2
MINIMUM CHARGES				\$86.79		LEVELIZING SURCHARGE			\$2.35
PURCH WAT WJWW				\$2.23		TEMP ST ASSMNT			\$1.59
PURCH WAT AQCT				\$4.73		LOCAL TAX			\$1.00
RECONCILE				\$1.29		TOTAL CURRENT CHARGES			\$99.98

SEE REVERSE SIDE FOR IMPORTANT ACCOUNT INFORMATION

### IMPORTANT MESSAGES

Your consumption is based on an actual reading of your water meter.  
 Save a stamp and go paperless today! Log on to [www.unitedwater.com](http://www.unitedwater.com) or call Customer Service to find out more information and to enroll in eBilling.  
 We will be conducting our annual hydrant flushing program from April 1 through the end of May, 2012. For more information call 637-5336.  
**RESIDENTIAL**  
 As authorized in Case 09-W-0828, effective October 4, 2013, the PURCH WAT AQCT surcharge of 5.45% has been implemented to recover the additional costs imposed by the Aquarion Water Company of Connecticut and not included in water rates.  
 In order to provide customers with a level increase over the four years of the rate plan, the NYSPSC in Case 09-W-0828 authorized a "LEVELIZING SURCHARGE" effective November 1, 2013 of 2.71%.  
 Phase 4 of the NYSPSC approved levelized overall rate increase of 2.94% is effective as of November 1, 2013 as authorized in Case No. 09-W-0828.  
 As authorized by the NYSPSC in Case 09-W-0828, effective January 23, 2014, the RECONCILE surcharge decreases from 2.773% to 1.492%.  
 Effective July 1, 2013, the TEMP ST ASSMNT surcharge changes from 1.72% to 1.63%.  
 Effective July 1, 2013, the PURCH WAT WJWW increases from 1.46% to 2.57%.

PLEASE DETACH HERE AND RETURN THE BOTTOM PORTION WITH YOUR PAYMENT IN THE RETURN ENVELOPE PROVIDED.



**UNITED WATER**  
 Customer Service Center  
 2525 Palmer Avenue  
 New Rochelle, NY 10801

Temp - Return Service Requested

SERVICE ADDRESS: 732 KING ST  
 PORT CHESTER NY

Please check this box if you have made any changes to the information on the reverse side.

000191

\*\*\*\*\*SINGLE-PIECE 191 T1:1 191 1 SP 0.480  
 BRENDA CRANDELL  
 732 KING ST  
 PORT CHESTER NY 10573-2345



Account Number:	05506404220000
Balance Forward	\$0.00
Current Charges Due On Receipt	\$99.98
<b>TOTAL AMOUNT DUE</b>	<b>\$99.98</b>
<i>Please make payable to: UNITED WATER WESTCHESTER</i>	
Payment Amount Enclosed	\$ _____



UNITED WATER WESTCHESTER  
 PAYMENT CENTER  
 PO BOX 371804  
 PITTSBURGH PA 15250-7804

055064042200000000009998000000001

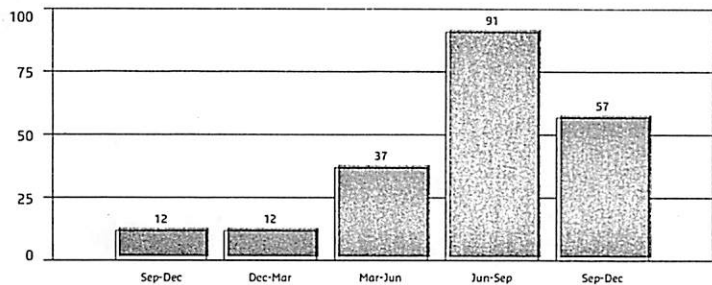


# UNITED WATER

United Water Westchester  
 Customer Service Center  
 2525 Palmer Avenue  
 New Rochelle, NY 10801  
 Telephone: 877-266-9101  
 www.unitedwater.com

### USAGE HISTORY

Usage in Hundreds of Cubic Feet



Next meter reading date: on or about 03/24/2014

Billing Date: 12/24/13  
 Account Number: 05506404220000

Previous Balance	\$525.95
Payments Through 12/24/13 <i>THANK YOU</i>	\$525.95CR
Balance Forward	\$0.00
Current Charges Due On Receipt	\$348.29
<b>TOTAL AMOUNT DUE</b>	<b>\$348.29</b>

\*PAY BY 01/16/2014 TO AVOID A 1.5% LATE PAYMENT CHARGE

SERVICE TO: BRENDA CRANDELL

SERVICE ADDRESS: 732 KING ST PORT CHESTER NY

Meter Number	Service		Days of Service	Meter Reading		Usage	Unit of Measure	Reading Type	Rate
	From	To		Previous	Present				
49195077	09/23/13	12/23/13	91	1734	1791	57	CCF	ACTUAL	GSQ2
						EQUIVALENT TO		42,636 GALLONS	
5.0110 @ \$5.8159				\$29.14		PURCH WAT AQCT			\$16.29
6.9890 @ \$5.952				\$41.60		RECONCILE			\$8.29
18.7912 @ \$5.0025				\$94.00		LEVELIZING SURCHARGE			\$8.10
26.2088 @ \$5.1196				\$134.18		TEMP ST ASSMNT			\$5.53
WATER CHARGES SUBTOTAL				\$298.92		LOCAL TAX			\$3.48
PURCH WAT WJWW				\$7.68		TOTAL CURRENT CHARGES			\$348.29

SEE REVERSE SIDE FOR IMPORTANT ACCOUNT INFORMATION

### IMPORTANT MESSAGES

Your consumption is based on an actual reading of your water meter.

Save a stamp and go paperless today! Log on to [www.unitedwater.com](http://www.unitedwater.com) or call Customer Service to find out more information and to enroll in eBilling.

We will be conducting our annual hydrant flushing program from April 1 through the end of May, 2012. For more information call 637-5336.

RESIDENTIAL  
 As authorized in Case 09-W-0828, effective October 4, 2013, the PURCH WAT AQCT surcharge of 5.45% has been implemented to recover the additional costs imposed by the Aquarion Water Company of Connecticut and not included in water rates.

In order to provide customers with a level increase over the four years of the rate plan, the NYSpsc in Case 09-W-0828 authorized a "LEVELIZING SURCHARGE" effective November 1, 2013 of 2.71%.

Phase 4 of the NYSpsc approved levelized overall rate increase of 2.94% is effective as of November 1, 2013 as authorized in Case No. 09-W-0828.

As authorized by the NYSpsc in Case 09-W-0828, effective January 23, 2013, the RECONCILE surcharge increases from 1.473% to 2.773%.

Effective July 1, 2013, the TEMP ST ASSMNT surcharge changes from 1.72% to 1.63%.

Effective July 1, 2013, the PURCH WAT WJWW increases from 1.46% to 2.57%.

PLEASE DETACH HERE AND RETURN THE BOTTOM PORTION WITH YOUR PAYMENT IN THE RETURN ENVELOPE PROVIDED.



**UNITED WATER**  
 Customer Service Center  
 2525 Palmer Avenue  
 New Rochelle, NY 10801

Temp - Return Service Requested

SERVICE ADDRESS: 732 KING ST  
 PORT CHESTER NY

Please check this box if you have made any changes to the information on the reverse side.

000011



\*\*\*\*\*SINGLE-PIECE 11 T1:1 11 1 SP 0.480



BRENDA CRANDELL  
 732 KING ST  
 PORT CHESTER NY 10573-2345

Account Number: 05506404220000

Balance Forward \$0.00

Current Charges Due On Receipt \$348.29

**TOTAL AMOUNT DUE \$348.29**

Please make payable to: UNITED WATER WESTCHESTER

Payment Amount Enclosed \$\_\_\_\_\_



UNITED WATER WESTCHESTER  
 PAYMENT CENTER  
 PO BOX 371804  
 PITTSBURGH PA 15250-7804

0550640422000000000034829000000004

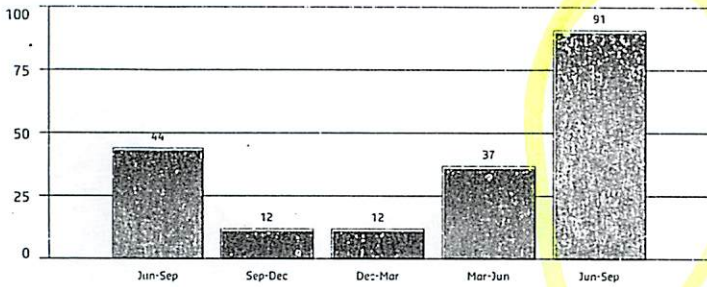


# UNITED WATER

United Water Westchester  
 Customer Service Center  
 2525 Palmer Avenue  
 New Rochelle, NY 10801  
 Telephone: 877-266-9101  
 www.unitedwater.com

### USAGE HISTORY

Usage in Hundreds of Cubic Feet



Next meter reading date: on or about 12/23/2013

Billing Date: 09/23/13  
 Account Number: 05506404220000

Previous Balance	\$218.36
Payments Through 09/23/13 <i>THANK YOU</i>	\$218.36CR
Balance Forward	\$0.00
Current Charges Due On Receipt	\$525.95
<b>TOTAL AMOUNT DUE</b>	<b>\$525.95</b>

\*PAY BY 10/17/2013 TO AVOID A 1.5% LATE PAYMENT CHARGE

SERVICE TO: BRENDA CRANDELL

SERVICE ADDRESS: 732 KING ST PORT CHESTER NY

Meter Number	Service		Days of Service	Meter Reading		Usage	Unit of Measure	Reading Type	Rate
	From	To		Previous	Present				
49195077	06/24/13	09/23/13	91	1643	1734	91 CCF EQUIVALENT TO 68,068 GALLONS		ACTUAL	SQ2
12.0000 @ \$5.8159				\$69.79		RECONCILE			\$12.89
79.0000 @ \$5.0025				\$395.20		LEVELIZING SURCHARGE			\$2.56
WATER CHARGES SUBTOTAL				\$464.99		TEMP ST ASSMNT			\$8.35
PURCH WAT WJWW				\$11.95		LOCAL TAX			\$5.26
DEF PW WJWW				\$19.95		TOTAL CURRENT CHARGES			\$525.95

SEE REVERSE SIDE FOR IMPORTANT ACCOUNT INFORMATION

### IMPORTANT MESSAGES

Your consumption is based on an actual reading of your water meter.

Save a stamp and go paperless today! Log on to [www.unitedwater.com](http://www.unitedwater.com) or call Customer Service to find out more information and to enroll in eBilling.

We will be conducting our annual hydrant flushing program from April 1 through the end of May, 2012. For more information call 637-5336.

RESIDENTIAL  
 In order to provide customers with a level increase over the four years of the rate plan, the NYSpsc in Case 09-W-0828 authorized a "LEVELIZING SURCHARGE" effective November 1, 2012 of 0.55%.

Phase 3 of the NYSpsc approved levelized overall rate increase of 4.81% is effective as of November 1, 2012 as authorized in Case No. 09-W-0828.

As authorized by the NYSpsc in Case 09-W-0828, effective January 23, 2013, the RECONCILE surcharge increases from 1.473% to 2.773%.

Effective July 1, 2013, the TEMP ST ASSMNT surcharge changes from 1.72% to 1.63%.

Effective July 1, 2013, the PURCH WAT WJWW increases from 1.46% to 2.57%.

0 0 0 RE 382744

PLEASE DETACH HERE AND RETURN THE BOTTOM PORTION WITH YOUR PAYMENT IN THE RETURN ENVELOPE PROVIDED.

055  
055



## UNITED WATER

Customer Service Center  
 2525 Palmer Avenue  
 New Rochelle, NY 10801

Temp - Return Service Requested

SERVICE ADDRESS: 732 KING ST  
 PORT CHESTER NY

Please check this box if you have made any changes to the information on the reverse side.

000200



\*\*\*\*\*SINGLE-PIECE 200 T1:1 200 1 SP 0.480



BRENDA CRANDELL  
 732 KING ST  
 PORT CHESTER NY 10573-2345

Account Number: 05506404220000

Balance Forward \$0.00

Current Charges Due On Receipt \$525.95

**TOTAL AMOUNT DUE \$525.95**

Please make payable to: UNITED WATER WESTCHESTER

Payment Amount Enclosed \$ \_\_\_\_\_



UNITED WATER WESTCHESTER  
 PAYMENT CENTER  
 PO BOX 371804  
 PITTSBURGH PA 15250-7804

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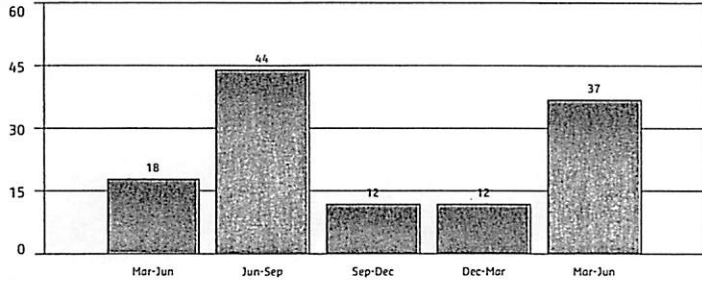


# UNITED WATER

United Water Westchester  
Customer Service Center  
2525 Palmer Avenue  
New Rochelle, NY 10801  
Telephone: 877-266-9101  
www.unitedwater.com

### USAGE HISTORY

Usage in Hundreds of Cubic Feet



Next meter reading date: on or about 09/21/2013

Billing Date: 06/25/13  
Account Number: 05506404220000

Previous Balance	\$95.21
Payments Through 06/25/13 <i>THANK YOU</i>	\$95.21 CR
Balance Forward	\$0.00
Current Charges Due On Receipt	\$218.36
<b>TOTAL AMOUNT DUE</b>	<b>\$218.36</b>

\*PAY BY 07/18/2013 TO AVOID A 1.5% LATE PAYMENT CHARGE

SERVICE TO: BRENDA CRANDELL

SERVICE ADDRESS: 732 KING ST PORT CHESTER NY

Meter Number	Service		Days of Service	Meter Reading		Usage	Unit of Measure	Reading Type	Rate
	From	To		Previous	Present				
49195077	03/26/13	06/24/13	90	1606	1643	37 EQUIVALENT TO	CCF 27,676 GALLONS	ACTUAL	SQ2
12.0000 @ \$5.8159				\$69.79		RECONCILE			\$5.40
25.0000 @ \$5.0025				\$125.06		LEVELIZING SURCHARGE			\$1.07
WATER CHARGES SUBTOTAL				\$194.85		TEMP ST ASSMNT			\$3.66
PURCH WAT WJWW				\$2.84		LOCAL TAX			\$2.18
DEF PW WJWW				\$8.36		TOTAL CURRENT CHARGES			\$218.36

SEE REVERSE SIDE FOR IMPORTANT ACCOUNT INFORMATION

### IMPORTANT MESSAGES

Your consumption is based on an actual reading of your water meter. Save a stamp and go paperless today! Log on to [www.unitedwater.com](http://www.unitedwater.com) or call Customer Service to find out more information and to enroll in eBilling.

We will be conducting our annual hydrant flushing program from April 1 through the end of May, 2012. For more information call 637-5336.

**RESIDENTIAL**

In order to provide customers with a level increase over the four years of the rate plan, the NYSpsc in Case 09-W-0828 authorized a "LEVELIZING SURCHARGE" effective November 1, 2012 of 0.55%.

Phase 3 of the NYSpsc approved levelized overall rate increase of 4.81% is effective as of November 1, 2012 as authorized in Case No. 09-W-0828.

As authorized by the NYSpsc in Case 09-W-0828, effective January 23, 2013, the RECONCILE surcharge increases from 1.473% to 2.773%. Effective July 1, 2012, the TEMP ST ASSMNT surcharge changes from 1.75% to 1.72%.

United Water purchases its water from Westchester Joint Water Works. As authorized by the PSC in Case 09-W-0828, PURCH WAT WJWW increases from 0.60% to 1.46% of water charges to recover an additional increase effective July 1, 2012.

0 0 0 RE 366301 PLEASE DETACH HERE AND RETURN THE BOTTOM PORTION WITH YOUR PAYMENT IN THE RETURN ENVELOPE PROVIDED. 055 055



**UNITED WATER**  
Customer Service Center  
2525 Palmer Avenue  
New Rochelle, NY 10801

Temp - Return Service Requested

SERVICE ADDRESS: 732 KING ST  
PORT CHESTER NY

Please check this box if you have made any changes to the information on the reverse side.

000360



\*\*\*\*AUTO\*\*5-DIGIT 10573 360 T2:2 360 1 AV 0.360  
BRENDA CRANDELL  
732 KING ST  
PORT CHESTER NY 10573-2345



Account Number:	05506404220000
Balance Forward	\$0.00
Current Charges Due On Receipt	\$218.36
<b>TOTAL AMOUNT DUE</b>	<b>\$218.36</b>
<i>Please make payable to: UNITED WATER WESTCHESTER</i>	
Payment Amount Enclosed	\$ _____



UNITED WATER WESTCHESTER  
PAYMENT CENTER  
PO BOX 371804  
PITTSBURGH PA 15250-7804

0550640422000000000021836000000002

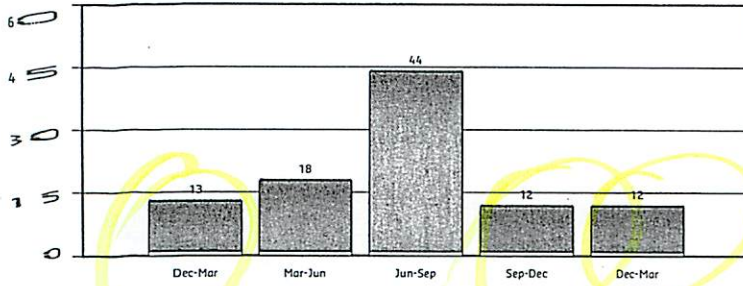


# UNITED WATER

United Water Westchester  
 Customer Service Center  
 2525 Palmer Avenue  
 New Rochelle, NY 10801  
 Telephone: 877-266-9101  
 www.unitedwater.com

### USAGE HISTORY

Quarterly usage in Hundreds of Cubic Feet



Next meter reading date: on or about 06/22/2013

Billing Date: 03/28/13  
 Account Number: 05506404220000

Previous Balance	\$92.96
Payments Through 03/28/13 <i>THANK YOU</i>	\$92.96CR
Balance Forward	\$0.00
Current Charges Due 04/17/2013	\$95.21
<b>TOTAL AMOUNT DUE</b>	<b>\$95.21</b>

MINIMUM BILL

\*PAY BY 04/22/2013 TO AVOID A 1.5% LATE PAYMENT CHARGE

SERVICE TO: BRENDA CRANDELL

SERVICE ADDRESS: 732 KING ST PORT CHESTER NY

Meter Number	Service		Days of Service	Meter Reading		Usage	Unit of Measure	Reading Type	Rate
	From	To		Previous	Present				
9195077	12/26/12	03/26/13	90	1594	1606	12	CCF	ACTUAL	SQ2
						EQUIVALENT TO		8,976 GALLONS	

MINIMUM CHARGES	\$84.81	TEMP ST ASSMNT	\$1.59
PURCH WAT WJWW	\$1.24	NY INCOME BASED TAX	\$0.16
DEF P W WJWW	\$3.64	LOCAL TAX	\$0.95
RECONCILE	\$2.35	TOTAL CURRENT CHARGES	\$95.21
LEVELING SURCHARGE	\$0.47		

SEE REVERSE SIDE FOR IMPORTANT ACCOUNT INFORMATION

### IMPORTANT MESSAGES

Your consumption is based on an actual reading of your water meter.  
 Save a stamp and go paperless today! Log on to [www.unitedwater.com](http://www.unitedwater.com) or call Customer Service to find out more information and to enroll in eBilling.  
 We will be conducting our annual hydrant flushing program from April 1 through the end of May, 2012. For more information call 637-5336.  
**RESIDENTIAL**  
 In order to provide customers with a level increase over the four years of the rate plan, the NYS PSC in Case 09-W-0828 authorized a "LEVELING SURCHARGE" effective November 1, 2012 of 0.55%.  
 Phase 3 of the NYS PSC approved leveled overall rate increase of 4.81% is effective as of November 1, 2012 as authorized in Case No. 09-W-0828.  
 As authorized by the NYS PSC in Case 09-W-0828, effective January 23, 2013, the RECONCILE surcharge increases from 1.473% to 2.773%.  
 Effective July 1, 2012, the TEMP ST ASSMNT surcharge changes from 1.75% to 1.72%.  
 United Water purchases its water from Westchester Joint Water Works. As authorized by the PSC in Case 09-W-0828, PURCH WAT WJWW increases from 0.60% to 1.46% of water charges to recover an additional increase effective July 1, 2012.

PLEASE DETACH HERE AND RETURN THE BOTTOM PORTION WITH YOUR PAYMENT IN THE RETURN ENVELOPE PROVIDED.



**UNITED WATER**  
 Customer Service Center  
 2525 Palmer Avenue  
 New Rochelle, NY 10801

Temp - Return Service Requested

SERVICE ADDRESS: 732 KING ST  
 PORT CHESTER NY

Please check this box if you have made any changes to the information on the reverse side.

000546



\*\*\*AUTO\*\*5-DIGIT 10573 546 T2:2 546 1 AV 0.360  
 BRENDA CRANDELL  
 732 KING ST  
 PORT CHESTER NY 10573-2345



0550640422000000000009521000000007

Account Number:	05506404220000
Balance Forward	\$0.00
Current Charges Due 04/17/2013	\$95.21
<b>TOTAL AMOUNT DUE</b>	<b>\$95.21</b>
<i>Please make payable to: UNITED WATER WESTCHESTER</i>	
Payment Amount Enclosed	\$ _____



UNITED WATER WESTCHESTER  
 PAYMENT CENTER  
 PO BOX 371804  
 PITTSBURGH PA 15250-7804

C-2

APPLICATION FOR VILLAGE OF PORT CHESTER CO-SPONSORSHIP

APPLICANT: The Natalia Crespo Eirin Foundation

501 (c) (3) Corporation Name  
Address ~~66~~ 7 Tod Lane, Norwalk CT 06850

State of Incorporation Connecticut

Attach proof of not-for-profit and tax-status.

EVENT INFORMATION:

Event Name The Port Chester Elementary Alumni Kickball Tournament  
Event Date Aug. 16, 2014 Start Time 10<sup>am</sup> am pm End Time 4 am pm  
Expected Attendance 100 20 # of Volunteers  
Event Location PCHS Softball Field Estimated Budget of Event \$ -  
Event Description

Alumni from all 4 public elementary schools in PC (King, Park, JFK + Edison) will compete in a kickball tournament to raise money for The Natalia Crespo Eirin Foundation to raise money for the PCHS scholarship given every year in her memory.

PUBLIC PURPOSE:

Describe the public purpose that is satisfied by this Special Event:

Brings the community together to raise \$ and give back to a PCHS senior.

The Special Event shall be open to the public.

VILLAGE OF PORT CHESTER

JUN 02 2014

RECEIVED

Page 1 of 3

Manner in advertising this Special Event to the community at-large:

Facebook, email, newspaper

VILLAGE ASSISTANCE:

Describe the specific assistance that is being requested from the Village. Include descriptions of staff and equipment that you may require.

- N/A equipment + staff
- Only require someone to open the gate at softball entrance
- School open / port-a-potty open for bathroom use

INSURANCE:

A certificate of the applicant's general liability insurance or special event insurance must be provided 10 days prior to the event in question. Approval shall be conditional upon receipt of insurance documents described herein in a timely fashion.

1. The certificate shall name the Village of Port Chester as certificate holder and additional insured along with its Board officers, employees and/or volunteers as an additional insured on a primary non-contributory basis and waiver of subrogation applies.
2. Additional Insured and Waiver of subrogation boxes should be checked or marked
3. The certificate holder wording should be made out to:  
Village of Port Chester  
222 Grace Church Street  
Port Chester, NY10573
4. The Certificate should provide for coverage in the minimum amount of \$2 million dollars.

5. To the extent applicable, the applicant must provide statutory workers compensation/ employers' liability insurance.

6. The certificate will be reviewed by the Village Attorney for approval prior to acceptance.  
INDEMNIFICATION:

The applicant hereby agrees to defend and indemnify and hold harmless the Village of Port Chester and its officers, employees and/or agents for any wrongful, willful or negligent acts or omissions of the applicant, its officers, employees and/or agents arising out of the subject of the application to the fullest extent permitted by law.

Any required alterations to the requested terms of the application will be returned to you for countersigning upon approval of the Village Manager.

Submitted by Carolina Crespo  
*Authorized Representative*


Print Name Carolina Crespo

Title: President - NCEF

Date 5/22/14

Sworn to before me on this 22nd day of May 2014

Notary Public

  
**OLGA M. WILSON**  
Notary Public - State of New York  
NO. 01WI6011337  
Qualified in Westchester County  
My Commission Expires 8/3/14

Port Chester - Rye Union Free School District

P.O. Box 246

Port Chester, New York 10573

FACILITY USE REQUEST FORM

Name of Organization: The Natalia Crespo Eirin Foundation Date of Application: 5-22-14

Address: 7 Tod Road

City: Norwalk State: CT Zip Code: 06850

Contact Person: Carolina Crespo Telephone: 914 282 7651 Email: carolinacrespo2008@gmail.com

ALL INFORMATION MUST BE PROVIDED PRIOR TO CONSIDERATION OF REQUEST

1. Is the organization a not for profit?  Yes  No  
2. School Facility Requested: PCRS Field Area/Room(s): Softball Field

Date of Event: 8/16/14 Date of Event: \_\_\_\_\_ Date of Event: \_\_\_\_\_  
Start time: 10 AM Start time: \_\_\_\_\_ Start time: \_\_\_\_\_  
End time: 4 pm End time: \_\_\_\_\_ End time: \_\_\_\_\_

3. Anticipated Attendance:  
*Security plan is required for groups over 100. Please attach plan*  
*Adult supervision plan is required if children are in attendance. Please attach plan*  
# of Resident Adults: 75  
# of Resident children: 25  
# of Non Resident Adults: \_\_\_\_\_  
# of Non Resident children: \_\_\_\_\_

4. Will there be an admission fee to the event? Yes/No  No If yes, what amount: \$ \_\_\_\_\_  
5. Is this event a fundraiser?  Yes  No Name of organization profits will benefit: The Natalia Crespo Eirin Foundation  
6. Are third party vendors involved in the event? Yes/No  No Please explain the role of the third party vendors? \_\_\_\_\_

Will third party vendors benefit profit from participation in this event? \_\_\_\_\_

7. Will refreshments be served? Yes/No  Yes  
If yes, give details: bottled water + snacks  
Use of Service Equipment requires food service personnel to be present and paid at organizations expense

8. List below all services required for the event: (i.e. table set up, bleachers, lighting, clean up, etc.) CEPA  
bathrooms

9. Is equipment required? Yes/No  No If yes, please specify: \_\_\_\_\_

CERTIFICATE OF INSURANCE IS REQUIRED BEFORE EVENT DATE  
The following documents are attached:  
Insurance Agreement Facility, Hold Harmless Agreement and Policy 1500  
SIGN where requested and return with this application

AGREEMENT  
The undersigned is over 21 yrs of age and has read this form and attached regulations and agrees to comply with them. He/she agrees to be responsible to the District for the use and care of facilities. He/she, on behalf of the organization named above does hereby covenant and agree to defend, indemnify and hold harmless the District from and against any and all liabilities, loss, damages, claims, or actions (including costs and attorneys fees) for bodily injury and/or property damage, to the extent permissible by law, arising out of or in connection with the actual proposed use of District's property, facilities and/or services by Organization.

[Signature]  
Signature of Organization's Contact Person  
President  
Title

# Port Chester-Rye Union Free School District

113 Bowman Avenue  
Port Chester, New York 10573  
914.934.7900

www.portchesterschools.org

## HOLD HARMLESS AGREEMENT

(USE OF FACILITY)

Carolina Crespo

Name of Facility User hereby referred to as the "Facility User") does hereby covenant and agree to defend,

- indemnify and hold harmless the Port Chester-Rye Union Free School District from and against any and all liability, loss, damages, claims, or actions (including costs and attorneys fees) for bodily injury and/or property damage, to the extent permissible by law, arising out of or in connection with the actual or proposed use of Port Chester-Rye Union Free School District property, facilities and/or (The District's) services by the Facility User and/or the activities, functions, events, affairs or proceeding of the Facility User.

  
\_\_\_\_\_  
Facility User

5/22/14  
\_\_\_\_\_  
Date

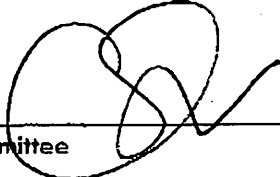
# Port Chester-Rye Union Free School District

113 Bowman Avenue  
Port Chester, New York 10573  
914.934.7900

www.portchesterschools.org

## INSURANCE AGREEMENT - USE OF FACILITIES

- I. Notwithstanding any terms, conditions or provisions, in any other writing between the parties, the permittee hereby agrees to effectuate the naming of the district as an additional insured on the permittee's insurance policies.
- II. The policy naming the district as an additional insured shall:
  - Be an insurance policy from an A.M. Best rated "secure" or better insurer, licensed in New York State.
  - State that the organization's coverage shall be primary and non-contributory coverage for the district it's Board, employees and volunteers.
  - The district shall be listed as an additional insured by using endorsement CG 2026 or equivalent. A completed copy of the endorsement must be attached to the certificate of insurance.
  - At the District's request, the organization shall provide a copy of the declaration page of the liability and umbrella policies with a list of endorsements and forms. If so requested, the organization will provide a copy of the policy endorsements and forms.
- III. The permittee agrees to indemnify the district for any applicable deductibles and self-insured retentions.
- IV. The insurance producer must indicate whether or not they are an agent for the companies providing the coverage.
- V. Required Insurance:
  - Commercial General Liability Insurance  
\$1,000,000 per occurrence/ \$2,000,000 aggregate
- VI. Permittee acknowledges that failure to obtain such insurance on behalf of the district constitutes a material breach of contract and subjects it to liability for damages, indemnification and all other legal remedies available to the district. The permittee is to provide the district with a certificate of insurance, evidencing the above requirements have been met, prior to the commencement of work or use of facilities.
- VII. The district is a member/owner of the NY Schools Insurance Reciprocal (NYSIR). The user further acknowledges that the procurement of such insurance as required herein is intended to benefit not only the district but also the NYSIR, as the district's insurer.

  
\_\_\_\_\_  
Permittee

5/22/14  
\_\_\_\_\_  
Date

\_\_\_\_\_  
District Clerk

\_\_\_\_\_  
Date



Village of  
**Port Chester, New York**

222 Grace Church Street, Port Chester, NY 10573

Village Manager

(914) 939-2200

(914) 937-3169 Fax

## Special Event Co-Sponsorship Guidelines and Application

The Board of Trustees receives many requests to co-sponsor special events which are not budgeted holiday events. The Village recognizes the value of organizations which build community and promote tourism by hosting special events. However, the approval of such requests must promote the greater public interest. The following application guidelines are established to promote and permit such co-sponsorships consistent with the Board's policy direction:

- 1) The attached Application Form must be completely filled out by an authorized representative of a 501(c) (3) not-for-profit corporation that currently provides services within the Village of Port Chester. Upon acceptance, this form will constitute the agreement between the applicant and the Village and is a legally binding contract. This agreement does not waive any other requirements, and the applicant is still required to obtain all applicable requisite permits, licenses, etc. and pay associated fees or apply those fees against the in-kind service cap herein described prior to conducting the special event. ✓
- 2) The special event must be open to the public, held within the Village of Port Chester and serve a public purpose. Be sure to explain the PUBLIC purpose of your event and to describe the measures you have taken/will take to open the event to the general public. ✓
- 3) Determine a single contact/liaison for the event. This person will be responsible for all inquiries regarding details of the event. ✓
- 4) Applications will be considered by the Board of Trustees on a first-come first-serve basis. No more than 5 special events will be co-sponsored by the Village in a given year. ✓
- 5) The application must be received by the Village Manager's Office no later than forty-five (45) days prior to the event and is subject to Village approval. ✓
- 6) Applicants will be responsible for meeting any and all requirements made by Village staff prior to approval of co-sponsorship. ✓
- 7) Monetary, and in-kind service assistance for all village incurred costs is capped at \$1,000.



- 8. Permits may be revoked at any time.
- 9. Any organization with youth under 18 years old requires the presence of adequate adult supervision at all times.
- 10. Smoking or other use of tobacco products is not allowed on District property.
- 11. Facilities are not available if in conflict with school use. No unauthorized vehicles are allowed on school property. No field or building alterations (lining of fields or gymnasiums, erecting permanent goal posts or structures, etc.) are allowed without prior approval.
- 12. The District does not discriminate on the basis of race, color, national origin, physical impairment or sex in its educational programs or employment services.
- 13. All users must provide the following insurance prior to using facilities.

**Failure to do so prior to use will result in revocation of your permit:**

- a) The user hereby agrees to effectuate the naming of the District as an unrestricted additional insured on the user's policy. The policy naming the District as an additional insured shall:
  - 1) Be an insurance policy from an A.M. Best rated "secured" New York State Licensed Insurer;
  - 2) Contain a 30 day notice of cancellation
  - 3) State that the organization's coverage shall be primary coverage for the District, its Board, employees and volunteers.
- b) The user agrees to indemnify the District for any applicable deductibles. Required insurance: Commercial General Liability Insurance (\$1,000,000 per occurrence/ \$2,000,000 aggregate /\$300,000 property damage)
- c) User acknowledges that failure to obtain such insurance on behalf of the District constitutes a material breach of contract and subjects it to liability for damages, indemnification and all other legal remedies available to the District. The user is to provide the District with a certificate of insurance, evidencing the above requirements have been met. The failure of the district to object to the contents of the certificate of the absence of the same shall not be deemed a waiver of any and all rights held by the district.

Event is not approved unless you receive a formal letter of approval from the District Clerk (est. 2 week approval process)

**DO NOT WRITE BELOW THIS LINE (OFFICE USE ONLY)**

Number of Custodians: \_\_\_\_\_ Time Custodian (Report to Duty): \_\_\_\_\_ End: \_\_\_\_\_  
 Number of Security: \_\_\_\_\_ Time Security Report to Duty: \_\_\_\_\_ End: \_\_\_\_\_  
 Comments: \_\_\_\_\_

Joe Durney, District Director signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Building Principal signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Board President signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Superintendent of Schools signature: \_\_\_\_\_ Date: \_\_\_\_\_

Facility Fee \_\_\_\_\_  
 Board Policy: \_\_\_\_\_

Port Chester – Rye Union Free School District

P.O. Box 246

Port Chester, New York 10573

Facilities Use Requirements

The use of all District Facilities shall be subject to approval and rules of the Board of Education administered by the Building Principal and District Clerk.

- 1. Organizations wishing to use District Facilities shall first apply to the District Clerk on the prescribed form.
2. In the event of inclement weather, the district shall determine whether facilities are useable.
3. Intoxicants shall NOT be brought onto District facilities at any time.
4. All posted rules must be adhered to.
5. Profanity, objectionable language, disorderly acts or illegal activities of any kind are prohibited, and violators will be ejected from the premises.
6. Any damage to District facilities shall be reported immediately and promptly repaired at the user's expense. No exceptions
7. In the event school custodians are not requested or required, organizations using the facilities must clean-up afterwards.
8. Permits may be revoked at any time.
9. Any organization with youth under 18 years old requires the presence of adequate adult supervision at all times.
10. Smoking or other use of tobacco products is not allowed on District property
11. Facilities are not available if in conflict with school use. No unauthorized vehicles are allowed on school property. No field or building alterations (lining of fields or gymnasiums, erecting permanent goal posts or structures, etc.) are allowed without prior approval.
12. The District does not discriminate on the basis of race, color, national origin, physical impairment or sex in its educational programs or employment services.
13. All users must provide the following insurance prior to using facilities.

Failure to do so prior to use will result in revocation of your permit:

- a) The user hereby agrees to effectuate the naming of the District as an unrestricted additional insured on the user's policy. The policy naming the District as an additional insured shall:
1) Be an Insurance policy from an A.M. Best rated "secured" New York State Licensed Insurer;
2) Contain a 30 day notice of cancellation
3) State that the organization's coverage shall be primary coverage for the District, its Board, employees and volunteers.
b) The user agrees to indemnify the District for any applicable deductibles. Required insurance: Commercial General Liability Insurance (\$1,000,000 per occurrence/ \$2,000,000 aggregate /\$300,000 property damage)
c) User acknowledges that failure to obtain such insurance on behalf of the District constitutes a material breach of contract and subjects it to liability for damages, Indemnification and all other legal remedies available to the District. The user is to provide the District with a certificate of insurance, evidencing the above requirements have been met. The failure of the district to object to the contents of the certificate of the absence of the same shall not be deemed a waiver of any and all rights held by the district.

Event is not approved unless you receive a formal letter of approval from the District Clerk (est. 2 week approval process)

DO NOT WRITE BELOW THIS LINE (OFFICE USE ONLY)

Number of Custodians: \_\_\_\_\_ Time Custodian (Report to Duty): \_\_\_\_\_ End: \_\_\_\_\_
Number of Security: \_\_\_\_\_ Time Security Report to Duty: \_\_\_\_\_ End: \_\_\_\_\_
Comments: \_\_\_\_\_

Joe Durney, District Director signature: \_\_\_\_\_ Date: \_\_\_\_\_
Building Principal signature: \_\_\_\_\_ Date: \_\_\_\_\_
Board President signature: \_\_\_\_\_ Date: \_\_\_\_\_
Superintendent of Schools signature: \_\_\_\_\_ Date: \_\_\_\_\_

Facility Fee
Board Policy: \_\_\_\_\_



PUTNAM ENGINE & HOSE CO., NO.2

Organized October 4, 1854

Incorporated May 17, 1954

P.O. Box 933, Port Chester, NY 10573



June 4, 2014

**VIA EMAIL & REGULAR MAIL**

VILLAGE OF PORT CHESTER  
VILLAGE CLERK  
222 Grace Church Street  
Port Chester, NY 10573  
[JRichards@portchesterny.com](mailto:JRichards@portchesterny.com)

Attn: Janusz R. Richards

Dear Mr. Richards:

As of our June 2014 meeting, the Putnam Engine & Hose, Company No.2, has voted into the company the following three (3) new members:

Andres Martinez  
99 Glen Avenue  
Port Chester, NY 10573

Leonardo Hernandez-Gomez  
51 Soundview Street  
Port Chester, NY 10573

Miguel A. Coyt  
22 Bent Avenue  
Port Chester, NY 10573

Sincerely yours,  
PUTNAM ENGINE & HOSE COMPANY, No. 2

Frank Cervinka  
Secretary

Enclosures



# Fire Department Village of Port Chester

WESTCHESTER COUNTY, N. Y.



Headquarters: Westchester Avenue and Pononga Street

Harry Howard Hook &  
Ladder No. 1  
Port Chester Fire Patrol  
& Rescue Co., No. 1, Inc.  
Mellor Engine & Hose Co.  
No. 3  
Washington Engine & Hose  
Co. No. 4  
Brooksville Engine & Hose  
Co. No. 5

**Companies:**

Reliance Engine & Hose  
No. 1

Putnam Engine & Hose  
No. 2

Received  
JUN 11 2014  
Village Clerk  
VILLAGE OF PORT CHESTER

TO THE HONORABLE BOARD OF TRUSTEES OF THE VILLAGE PORT CHESTER, N.Y.:

The Putnam Engine & Hose Co, #2 respectfully reports that at a meeting held

on June 4, 2014 favorable action was taken on the following:

③ Elected active members ANDRES MARTINEZ, LEONARDO HERNANDEZ-GOMEZ,  
Elected active exempt members MIGUEL A. COYT

Elected honorary members \_\_\_\_\_

Members resigned \_\_\_\_\_

Members expelled \_\_\_\_\_

Members suspended \_\_\_\_\_

Members died \_\_\_\_\_

Badges returned (numbers) \_\_\_\_\_

Remarks: \_\_\_\_\_

Secretary,

Address:

Frank Cervinka  
P.O. Box 933, Port Chester NY  
10573

## Richards, Janusz R

---

**From:** Pagano, Neil (Mayor)  
**Sent:** Monday, June 9, 2014 3:04 PM  
**To:** Richards, Janusz R  
**Subject:** FW: Browndale Place Block Party 2014

FYI

### NEIL J. PAGANO

**Mayor**

Village of Port Chester  
222 Grace Church Street  
Port Chester, NY 10573  
914-939-2200

---

**From:** Melissa Matesic Doherty [mmatesic@gmail.com]  
**Sent:** Monday, June 09, 2014 2:21 PM  
**To:** dbrakewoord@portchesterny.com; Ceccarelli, Gene (Trustee); Kenner, Joseph (Trustee); Terenzi, Saverio (Trustee); Marino, Luis (Trustee); Pagano, Neil (Mayor); Steers, Christopher; Adams, Gregory (Trustee); Brakewood, Dan (External EMail)  
**Cc:** Carolee Brakewood; Veltri, Maryanne  
**Subject:** Browndale Place Block Party 2014

Dear Mayor Pagano, Village Manager Steers, and Members of the Board of Trustees,

The residents of Browndale Place are organizing a block party and would like to kindly request a permit to close off our street. The proposed date for our block party would be Saturday, September 13th. We'd like the street to be closed off from 3:00pm - 11:00pm.

Browndale Place is one block off of King Street between Indian Road and Regent Street. Please let me know if you need any further information and what our next steps would be.

Thank you for your time and consideration of this request.

Best,  
Melissa Doherty

Received

JUN 11 2014

Mayor Clerk  
VILLAGE OF PORT CHESTER

**MATHEW JOHN, JR.**

330 Irving Avenue • Port Chester, NY 10573 • (914) 393-1740 • mathewjohnjr@yahoo.com

June 10, 2014

Janusz R. Richards  
Village Clerk  
Suite - 120  
222 Grace Church Street  
Port Chester, New York 10573

Dear Mr. Richards:

I am a law student at SUNY Buffalo Law School and I am writing to express my interest in serving on the Port Chester Board of Ethics. I was denied a position on the Board one year ago. Nonetheless, the current chairwoman of the board, Ms. Joan M. Di Buono, recently contacted me encouraging me to re-submit my application. I remain extremely interested in serving on the Board.

As I have already previously applied, Ms. Di Buono informed me that my cover letter is on file with the Mayor's Office. Please note that this cover letter is still an accurate statement of interest, and that my sentiments remain the same. If possible, I wish for that cover letter to be attached to my updated resume enclosed with this letter. If you have any questions or concerns about my application please do not hesitate to contact me.

Kind regards,

Mathew John, Jr.

# MATHEW JOHN, JR.

330 Irving Avenue • Port Chester, NY 10573 • (914) 393-1740 • mathewjohnjr@yahoo.com

## EDUCATION

---

### SUNY BUFFALO LAW SCHOOL

Buffalo, NY

*Juris Doctor* Candidate, May 2016

- GPA: 3.42
- Associate, *Buffalo Public Interest Law Journal*
- Co-director, National Lawyers Guild

### STATE UNIVERSITY OF NEW YORK AT NEW PALTZ

New Paltz, NY

*Bachelor of Arts* in Philosophy & Black Studies, May 2013

- Graduated *magna cum laude* (GPA: 3.65)
- Honors Program: Accepted Spring 2011
- Phi Eta Sigma National Honor Society: Inducted Spring 2011
- Dean's List: Spring 2010, Fall 2010, Spring 2011, Fall 2011, Spring 2012, Fall 2012, Spring 2013
- Certificate of Merit, Westchester County Board of Legislators: Spring 2013
- Thesis: *The Ancient Egyptian Origins of Greek Philosophy*

## EXPERIENCE

---

### HON. RUBEN A. MARTINO, FAMILY COURT OF THE CITY OF NEW YORK

Bronx, NY

*Judicial Intern*, Summer 2014

Developed comprehensive understanding of the structure and function of New York's Family Court system. Performed original legal research and drafted memoranda concerning substantive areas of family law. Organized and presented oral arguments before the Court. Provided general assistance to the Court during judicial proceedings.

### NEW YORK PUBLIC INTEREST RESEARCH GROUP

New Paltz, NY

*Intern*, January 2013 - May 2013

Led the expansion of the Small Claims Court Action Center. Provided pre-trial procedural advice to better inform clients on how to navigate New York's small claims system. Coordinated and prepared workshops, public hearings, and news releases to promote the small claims system's availability and practicality to low-income and underrepresented communities.

### OFFICE OF STUDENT AFFAIRS

New Paltz, NY

*Student Advocate*, August 2012 - May 2013

Advised and accompanied both accused students and complainants involved in the university judicial process throughout initial conferences, disciplinary hearings, and appeals. Developed all-inclusive understanding of both administrative regulations and university rules through collaboration with the Dean of Students and the Student Association Attorney.

### OFFICE OF UNDERGRADUATE ADMISSIONS

New Paltz, NY

*Student Ambassador*, August 2012 - May 2013

Led prospective students and their families on weekly campus tours. Assisted professional staff in answering inquiries concerning university admission requirements, departments, and resources. Facilitated Open Houses and Accepted Student's Days for more than 2,000 visitors.

### COLLEGE OF LIBERAL ARTS & SCIENCES

New Paltz, NY

*Member, Dean's Student Advisory Council*, August 2012 - May 2013

Proposed the implementation of practical solutions to advisement issues, course-scheduling conflicts, general education requirements, strengthening relations with other academic units, and funding for student internships and employment. Explored issues, concerns, and suggestions for the advancement of both the College of Liberal Arts and Sciences and the university as a whole.

## SKILLS & CERTIFICATIONS

---

- Fluent in the Spanish language.
- Certified by NYS Department of Health as an Emergency Medical Technician - Basic (EMT-B).

Emailed Village Clerk's office for BOT mtg.  
6/11/14

# SAINT FRANCES

AFRICAN METHODIST EPISCOPAL ZION CHURCH  
18 SMITH STREET, PORT CHESTER, NEW YORK 10573-4506  
Rev. Natalie R. Wimberly, Pastor



June 4, 2014

Mr. Christopher Steers  
Village Manager  
Village of Port Chester  
222 Grace Church Street  
Port Chester, New York 10573

VILLAGE OF PORT CHESTER

JUN 11 2014

RECEIVED

dm

Dear Mr. Steers,

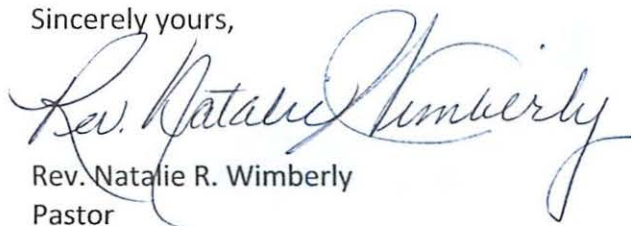
Saint Frances AME Zion Church respectfully requests to use ½ of the Grove Street parking lot for our annual bazaar on July 12, 2014 from 12:00 PM – 5:00 PM.

We also further request that barricades would be placed earlier before the start of the bazaar. This will help to prevent the issues we had last year.

We will obtain the insurance rider for the parking lot.

Thank you so much for your consideration.

Sincerely yours,

  
Rev. Natalie R. Wimberly  
Pastor

**CHUCKY MELILLO SOFTBALL CLASSIC  
93 PERRY AVENUE  
PORT CHESTER, NEW YORK 10573  
914-469-5784**

**Director  
Nicholas Melillo**

**Board of Directors  
Matt Carpentieri  
Rob Cruz  
Andrew Sposta  
Angelo Sposta  
Jerry Barbagallo**

June 12, 2014

Mayor  
Board of Trustees  
Village of Port Chester  
222 Grace Church Street  
Port Chester, New York 10573

Gentlemen,

As you are aware, on October 21, 2012 my brother, Charlie Melillo, died in his sleep at the age of 27 three days before his scheduled surgery to repair the fracture in his neck. Charlie was injured two weeks prior while playing on his semi pro football team and suffered a severe concussion as well as the neck fracture.

My mom's biggest fear was that Charlie would be forgotten so we formed the Charles William Melillo Memorial Fund and with the money raised we would give out scholarships to causes that were near and dear to Charlie's heart. Since the inception of the fund, we have given money to the Port Chester Fire Department Explorer Post and to the Gabriel Acevedo Fund and last year we gave a scholarship to a graduating senior at Port Chester High School and paid for a three kids to go to Port Chester Recreation Day Camp for two weeks each. This year we were fortunate enough to be able to increase those scholarships and we were able to give \$1000 each to a young man and a young woman from Port Chester High School who are pursuing careers in medicine and we will be paying for 2 children to attend your camp for the entire summer.

In order to keep the fund funded, our major fundraiser is the Chucky Melillo Softball Classic which is now an annual event. The Classic will be held on Saturday, July 19th at the Port Chester High School with a rain date of Sunday the 20<sup>th</sup>. We have had an overwhelming response again this year and all proceeds will go to the Memorial Scholarship Fund so that we can keep giving.

We are requesting that Park Avenue be closed to public traffic on the day of the tournament so that we can set up activities and food booths as well as stage fire trucks and ambulances that will be there in support. The area right in front of the Park Avenue School from Neuton to College is the portion of the street we are requesting.

Thank you for your time and consideration and please come join us as we celebrate the life of an amazing person and keep his legacy of giving alive.

Sincerely,

Nicholas Melillo  
Director

# MINUTES

## **MEETING HELD JUNE 2, 2014**

A meeting of the Board of Trustees of the Village of Port Chester, New York, was held on Monday, June 2, 2014, in the Court Room of the Police Headquarters Building, 350 North Main Street, Port Chester, New York, with Mayor Neil Pagano presiding.

Present in addition to Mayor Pagano, were Trustees Gregory Adams, Daniel Brakewood, Saverio Terenzi, Luis Marino, Joseph Kenner and Gene Ceccarelli.

It should be noted that Trustee Marino was absent.

It should be noted that Trustee Kenner arrived at 6:08 p.m. and Trustee Brakewood arrived at 6:10 p.m.

Also present were Village Manager, Christopher Steers; Village Clerk, Janusz R. Richards; Village Attorney, Anthony Cerreto; Village Treasurer, Leonie Douglas; Director of Planning and Development Christopher Gomez; Acting Police Chief, John R. Telesca, Building Inspector and Director of Code Enforcement Peter Miley; Christopher Ameigh Administrative Aide to the Village Manager, and Village Planner Jesica Youngblood.

On motion of TRUSTEE ADAMS, seconded by TRUSTEE TERENZI the meeting was declared opened at 06:03 p.m.

### **ROLL CALL**

**AYES:** Trustees Adams, Brakewood, Terenzi, Kenner, Ceccarelli and Mayor Pagano

**NOES:** None.

**ABSENT:** Trustee Marino.

**DATE:** June 2, 2014

### **MEETING OF THE BOARD OF TRUSTEES IN THEIR CAPACITY AS A BOARD OF POLICE COMMISSIONERS**

#### ***EXECUTIVE SESSION***

At 6:04 p.m., on motion of TRUSTEE ADAMS, seconded by TRUSTEE TERENZI the Board adjourned into an executive session regarding recruitment update.

### **ROLL CALL**

**AYES:** Trustees Adams, Brakewood, Terenzi, Kenner, Ceccarelli and Mayor Pagano

**NOES:** None.

**ABSENT:** Trustee Marino.

**DATE:** June 2, 2014

Present in addition to the Board of Trustees, were Village Manager, Christopher Steers; Village Clerk, Janusz R. Richards; Village Attorney, Anthony Cerreto; Village Treasurer, Leonie Douglas; Acting Police Chief, John R. Telesca, and Christopher Ameigh Administrative Aide to the Village Manager.

No action was taken in executive session.

At 6.32 p.m., a motion to come out of executive session was made by TRUSTEE CECCARELLI, seconded by TRUSTEE ADAMS, the Board of Trustees closed the executive session.

### **ROLL CALL**

**AYES:** Trustees Adams, Brakewood, Terenzi, Kenner, Ceccarelli and Mayor Pagano

**NOES:** None.

**ABSENT:** Trustee Marino.

**DATE:** June 2, 2014

### **MOTION FOR EXECUTIVE SESSION**

#### ***EXECUTIVE SESSION #1***

At 6:33 p.m., on motion of TRUSTEE ADAMS, seconded by TRUSTEE CECCARELLI the Board adjourned into an executive session regarding Consultation with Attorney Mark A. Chertok regarding Starwood/United Hospital.

### **ROLL CALL**

**AYES:** Trustees Adams, Brakewood, Terenzi, Kenner, Ceccarelli and Mayor Pagano

**NOES:** None.

**ABSENT:** Trustee Marino.

**DATE:** June 2, 2014

Present in addition to the Board of Trustees, were Village Manager, Christopher Steers; Village Clerk, Janusz R. Richards; Village Attorney, Anthony Cerreto; Village Treasurer, Leonie Douglas; Director of Planning and Development Christopher Gomez; Acting Police Chief, John R. Telesca, Building Inspector and Director of Code Enforcement Peter Miley; Christopher Ameigh Administrative Aide to the Village Manager, Village Planner Jesica Youngblood and Attorney Mark A. Chertok.

No action was taken in executive session.

At 6:56 p.m., a motion to come out of executive session was made by TRUSTEE ADAMS, seconded by TRUSTEE TERENZI, the Board of Trustees closed the executive session.

### **ROLL CALL**

**AYES:** Trustees Adams, Brakewood, Terenzi, Kenner, Ceccarelli and Mayor Pagano  
**NOES:** None.  
**ABSENT:** Trustee Marino.

**DATE:** June 2, 2014

***EXECUTIVE SESSION #2***

At 6:57 p.m., on motion of TRUSTEE CECCARELLI, seconded by TRUSTEE ADAMS the Board adjourned into an executive session regarding consultation with Village Attorney regarding lease of space to the Town of Rye.

**ROLL CALL**

**AYES:** Trustees Adams, Brakewood, Terenzi, Kenner, Ceccarelli and Mayor Pagano  
**NOES:** None.  
**ABSENT:** Trustee Marino.

**DATE:** June 2, 2014

Present in addition to the Board of Trustees, were Village Manager, Christopher Steers; Village Clerk, Janusz R. Richards; Village Attorney, Anthony Cerreto; Village Treasurer, Leonie Douglas; Director of Planning and Development Christopher Gomez; Acting Police Chief, John R. Telesca, Building Inspector and Director of Code Enforcement Peter Miley; Christopher Ameigh Administrative Aide to the Village Manager, Village Planner Jesica Youngblood; Town of Rye Supervisor, Joseph Carvin; Town of Rye Deputy Supervisor William J. Villanova; Confidential Secretary to Town of Rye Supervisor Bishop Nowotnik and Attorney Mark A. Chertok.

No action was taken in executive session.

At 7:11 p.m., a motion to come out of executive session was made by TRUSTEE ADAMS, seconded by TRUSTEE TERENZI, the Board of Trustees closed the executive session.

**ROLL CALL**

**AYES:** Trustees Adams, Brakewood, Terenzi, Kenner, Ceccarelli and Mayor Pagano  
**NOES:** None.  
**ABSENT:** Trustee Marino.

**DATE:** June 2, 2014

**AWARD PRESENTATION**

The Port Chester Police Association ceremony hand out awards to officers who have demonstrated and displayed excellent police work and judgment during May 2011 through April of 2014.

Additionally, the Port Chester Police Association recognized members of the public who have assisted the Port Chester Police Department in apprehending a violator of the law, saved a life or shown personal bravery. Without their help, the Department might not have been able to apprehend or identify these individuals. We thank them for their assistance and hope that their willingness to get involved encourages more of the public to say something when they see something.

Congratulations to the following officers and civilians on their awards:

### **Exceptional Merit with Honor Bar**

PO Michael Martello and PO Efrain Roman.

- *For the arrest of a home invasion suspect armed with a .38 cal handgun.*

### **Certificate of Merit with Honor Bar**

PO Thomas Krempa and Det. Christopher Krzeminski.

- *For the arrest of a burglary suspect armed with a .38 cal handgun on February 1, 2013.*

Det. Christopher Krzeminski, Det. Thomas Munnelly, P.O. Thomas Smith, P.O. John Rubin, P.O. John Bykowski, P.O. Chris Ceccarelli, Sgt. Drew Conetta.

- *For the arrest of a suspect who fired several shots at a home and the recovery of two .45 caliber handguns on September 8, 2011.*

Sgt. Drew Conetta, P.O. Peter Cammarota, P.O. Richard Savage, P.O. Michael Martello, P.O. John Ferraro, Det. Antonio Rivera, and Rye Brook P.O. Neil Moore.

- *For the arrest of a suspect responsible for (8) residential burglaries in a 24 hour period on April 25, 2013*

Det. Lt. Royal Monroe, Det. Sgt. Gus Kliveros, Detectives Christopher Krzeminski, Thomas Munnelly, Aaron Conetta, James Kumano and Angel Sanchez.

- *For the identification and arrest of a suspect who committed a homicide on February 7, 2012 while on Poningo St.*

Det. Sgt's Charles Vaccaro and Gus Kliveros, Detectives James Kumano, Aaron Conetta, Thomas Munnelly, Angel Sanchez, Christopher Krzeminski.

- *For a 19 month long intensive investigation with the arrest and conviction of a murder suspect resulting in a 25 year prison sentence.*

### **Life Saving Certificate with Honor Bar**

P.O. Steve Rattiner, P.O. Amerigo Bellantoni and P.O. Alex Garcia.

- *For stopping a Pit Bull who was mauling its owner on October 7, 2013 ultimately saving his life.*

P.O. Paolo DiMeglio, P.O. Thomas Krempa, P.O. John Bykowski, P.O. Mathew Chalmers and P.O. Marcello Presta.

- *For entering a burning building and assisting several residents out ultimately saving their lives on March 1, 2011.*

Sgt. John Ten Eyck, P.O. Peter Cammarota, P.O. Efrain Roman, P.O. John Ferraro and Det. Antonio Rivera.

- *For entering a burning building on South Regent St. and evacuating 30 residents without injury on May 1, 2013.*

P.O. Jeffrey Garcia.

- *For entering a burning building on Haseco Ave. and safely evacuating 13 residents on December 11, 2013.*

Lt. Charles Nielsen, P.O. Peter Cammarota, P.O. James Kumano, P.O. Efrain Roman and P.O. Jose Nieves.

- *For entering a burning multi family dwelling on William St. and safely evacuating 13 residents on January 24, 2014.*

### **Honorable Mention**

Lt. Robert Salerno, P.O. Steven Rattiner, P.O. Jeff Garcia, P.O. Salvatore Baldo, and Civilian Miguel Monoroy.

- *For the arrest of a suspect who was in the process of burglarizing the Iglesia Pentecostal Unida Church on March 16, 2014.*

Sgt. Drew Conetta, P.O. Steven Rattiner and Amerigo Bellantoni, Civilians Hayan Amro and Gabriel Rojas

- *For the arrest of a first degree robbery suspect on June 23, 2013.*

Detectives Christopher Krzeminski, Thomas Munnelly and Angel Sanchez

- *For the Identification and arrest of an armed robbery suspect on December 28, 2012.*

Lt. Richard Conway and P.O. Chris Ceccarelli

- *For preventing a prisoner from hanging himself with a piece of fabric in the rear holding cell block.*

P.O. Christopher Ceccarelli and Civilian Monica Santamaria

- *For the identification of a suspect who committed (4) residential burglaries.*

P.O. Paolo DiMeglio

- *For the arrest of a sex offender who was filming children at a local park on June 5, 2011.*

Detectives Thomas Munnelly and Christopher Krzeminski and Civilian Brandon Hermoza

- *For the arrest of a suspect who just committed a residential burglary on July 7, 2013.*

Sgt. Thomas Fleming, P.O. Michael Spizzirri, P.O. Jonathan Rubin, P.O. Jeff Garcia and P.O. Reinaldo Santamaria.

- *For a tactical response to an apartment where there was a despondent person possibly armed with a shotgun on February 26, 2012.*

Civilian Jay Merkel.

- *For preventing a robbery suspect from fleeing the Post Road Plaza by holding him down until police could arrive on December 28, 2013.*

Civilian Roman Rodriguez.

- *For alerting and assisting police in the apprehension of two larceny suspects on November 25, 2013.*

## **WORK SESSION**

The session with William J. Villanova - Zoning Commission Chairman was postponed to the next Board of Trustees meeting.

## **RESOLUTIONS** (taken out of the Agenda's order)

### **RESOLUTION #1**

**AUTHORIZING STIPULATION OF SETTLEMENT IN THE MATTER OF PC 406 BPR and PC 999 HIGH STREET CORP v. VILLAGE OF PORT CHESTER, ET AL. WITH REGARD TO THE REDEVELOPMENT OF THE FORMER SITE OF UNITED HOSPITAL AND 999 HIGH STREET**

On motion of TRUSTEE ADAMS, seconded by TRUSTEE TERENCE, the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

WHEREAS, on or about July 16, 2013, PC 406 BPR. LLC and PC 999 High Street Corp. ("plaintiffs") brought suit against the Village of Port Chester in State Supreme Court, Westchester County, challenging on various grounds the zoning amendments adopted by the Board of Trustees on March 18, 2013 as affecting their properties located at 406 Boston Post Road and 999 High Street; and

WHEREAS, on April 23, 2014, Judge Sam Walker directed the parties to appear for a status conference wherein the court was advised by counsel that on April 21, 2014 the Board of Trustees had accepted for consideration a superseding application for zoning amendments so as to commence the environmental review process under the State Environmental Quality Review Act (SEQRA); and

WHEREAS, the parties desire to avoid the time and expense and accompanying distraction of litigating this matter pending the review of the new application which determination is ultimately entrusted to the discretion of the Board of Trustees. Now, therefore, be it

RESOLVED, that the Village Attorney is hereby authorized to enter into a Stipulation of Settlement in the matter of PC 406 BPR, LLC and PC 999 High Street

Corp. in the form annexed.

Approved as to Form:

---

Anthony M. Cerreto, Village Attorney

**ROLL CALL**

**AYES:** Trustees Adams, Brakewood, Terenzi, Kenner, Ceccarelli and Mayor Pagano.

**NOES:** None

**ABSENT:** Trustee Marino.

**DATE:** June 2, 2014

**RESOLUTION #2**

ASSUME LEAD AGENCY STATUS, ISSUE POSITIVE DECLARATION AND SET PUBLIC T SCOPING HEARING UNDER STATE ENVIRONMENTAL QUALITY REVIEW ACT (SEQRA) WITH REGARD TO THE PETITION OF PC406 BPR, LLC and PC 999 HIGH STREET CORP.

On motion of TRUSTEE CECCARELLI, seconded by TRUSTEE

BRAKEWOOD, the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

WHEREAS, on April 21, 2014, the Board of Trustees (herein referred to as “Board”) adopted a resolution accepting the petition of PC406 BPR, LLC and PC 999 High Street Corp. (together the “Applicant”) for consideration of proposed zoning text and map amendments to the Village Code, Chapter 345 relating to a proposed Southern Gateway Mixed Use Overlay District or, in the alternative, to a text amendment modifying Article XI of the existing Zoning Regulation, Section 345-62, with respect to 406-408 Boston Post Road and 999 High Street (the “Subject Property”); and

WHEREAS, the Applicant seeks to develop the Subject Property for a mixed multi-family residential and commercial use development, consisting of 500 dwelling units designed to appeal to “Millennial” or young, childless working professionals, together with 230 age-restricted dwelling units, as well as 90,000 square feet of retail space, an approximately 138-room hotel and between 100,000 and 200,000 square feet of market-based office space geared towards accommodating wellness and out-patient medical uses (the proposed zoning amendments and development are, collectively, the “Proposed Action”); and

WHEREAS, the Board has found that the Proposed Action is a Type I Action pursuant to the State Environmental Quality Review Act and the regulations at 6 NYCRR

Part 617 and has noticed its intent to serve as Lead Agency for the purposes of a coordinated review; and

WHEREAS, the Village Clerk forwarded a copy of such notice of intent, petition and supporting materials to all designated involved and interested agencies; and

WHEREAS, all involved agencies have advised that they do not object to the Board's designation as lead agency or more than 30 days have elapsed since notification of the Board's notice of intent; and

WHEREFORE, the Applicant has provided a draft scoping document for an Environmental Impact Statement ("EIS"), and thereby requested to prepare an EIS. Now, therefore, be it

RESOLVED, the Board of Trustees hereby accepts and assumes the responsibility to act as lead agency for the environmental review of the Proposed Action under SEQRA; and be it further

RESOLVED, that based upon the Board's review, the Board hereby determines that the Proposed Action may result in one or more significant adverse environmental impacts and, consistent with the request by the Applicant, issues a Positive Declaration in the form annexed hereto; and be it further

RESOLVED, that the Applicant shall prepare an EIS for review and that will aid in the decision-making process requiring the Board to weigh and balance relevant environmental impacts (including cumulative impacts) with social, economic and other essential considerations among the reasonable alternatives available; and be it further;

RESOLVED, that the Village Clerk is directed to notify all involved and interested agencies of the Board's Lead Agency Status, provide the Positive Declaration to all involved agencies and the Applicant, file the Positive Declaration with the Offices of the Clerk and Mayor of the Village of Port Chester, publish the Positive Declaration in the State Environmental Notice Bulletin ("ENB") in accordance with SEQRA regulations and take any other necessary actions in accordance with same; and be it further

RESOLVED, the Board schedules a public scoping hearing on the draft scoping document filed by the Applicant for June 23, 2014, at 7:00 p.m. at the Police Justice Court Courtroom, 350 North Main Street, 2<sup>nd</sup> Floor, Port Chester and directs the Village Clerk to cause the requisite public notice to be made.

Approved as to Form:

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Anthony M. Cerreto, Village Attorney

**ROLL CALL**

**AYES:** Trustees Adams, Brakewood, Terenzi, Kenner, Ceccarelli and Mayor Pagano.

**NOES:** None

**ABSENT:** Trustee Marino.

**DATE:** June 2, 2014

**RESOLUTION #3**

**AUTHORIZING EXECUTION OF AGREEMENT AND ESTABLISHMENT OF ESCROW ACCOUNT TO FACILITATE COMPLIANCE WITH THE STATE ENVIRONMENTAL QUALITY REVIEW ACT (SEQRA) WITH REGARD TO THE PETITION OF PC 406 BPR, LLC AND PC 999 HIGH STREET CORP.**

On motion of TRUSTEE BRAKEWOOD, seconded by TRUSTEE ADAMS, the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

WHEREAS, on April 21, 2014, the Board of Trustees (herein referred to as “Board”) adopted a resolution accepting the petition of PC406 BPR, LLC and PC 999 High Street Corp. (together the “Applicant”) for consideration of proposed zoning text and map amendments to the Village Code, Chapter 345, relating to a proposed Southern Gateway Mixed Use Overlay District or, in the alternative, to a text amendment modifying Article XI of the existing Zoning Regulation, Section 345-6 (the “Subject Property”); and

WHEREAS, the Applicant seeks to develop 406-408 Boston Post Road and 999 High Street for a mixed multi-family residential and commercial use development, consisting of 500 dwelling units designed to appeal to “Millennial” or young childless working professionals, together with 230 age-restricted dwelling units, as well as 90,000 square feet of retail space, an approximately 138-room hotel and between 100,000 and 200,000 square feet of market-based office space geared towards accommodating wellness and out-patient medical uses (the proposed zoning amendments and development are, collectively, the “Proposed Action”); and

WHEREAS, the Board has found that the Proposed Action is a Type I Action pursuant to the State Environmental Quality Review Act (“SEQRA”) and the regulations at 6 NYCRR Part 617 and noticed its intent to serve as Lead Agency for the purposes of a coordinated review; and

WHEREAS, the Applicant submitted with its petition a draft scoping document, thereby requesting the preparation of an Environmental Impact Statement (“EIS”); and

WHEREAS, on June 2, 2014, the Board adopted a resolution assuming the responsibility to act as lead agency for the environmental review of the Proposed Action under SEQRA and determined that the Proposed Action may result in a significant adverse environmental impact and therefore issued a Positive Declaration; and

WHEREAS, the applicant was directed to prepare an EIS for review and that will aid in the decision-making process requiring the Board to weigh and balance relevant environmental impacts (including cumulative impacts) with social, economic and other essential considerations among the reasonable alternatives available; and

WHEREAS, the Village has on existing retainer the law firm, Sive, Paget & Reisel, New York, New York, specialized legal counsel to address the complex land use and SEQRA issues involved with the proposed action and will require the retention of additional specialized consultants to assist and advise it with regard to same; and

WHEREAS, pursuant to the Village Code and the SEQRA regulations, the applicant is required to assume the cost of such consultants; and

WHEREAS, an agreement between the applicant and the Village with respect to same has been prepared and reviewed by Special Counsel. Now, therefore, be it

RESOLVED, that the Village Manager be and hereby is authorized to release a Request for Proposals (“RFP”) in the form annexed to solicit planning consultant services with regard to the Petition of 406 BPR LLC and PC 999 High Street Corp. in connection with the SEQRA review of the Proposed Action; and be it further

RESOLVED, that the Village Treasurer is hereby authorized to establish the requisite escrow account in this matter.

Approved as to Form:

\_\_\_\_\_  
Anthony M. Cerreto, Village Attorney

**ROLL CALL**

**AYES:** Trustees Adams, Brakewood, Terenzi, Kenner, Ceccarelli and Mayor Pagano.

**NOES:** None

**ABSENT:** Trustee Marino.

**DATE:** June 2, 2014

**RESOLUTION #4**

AUTHORIZING RELEASE OF A REQUEST FOR PROPOSALS TO FACILITATE COMPLIANCE WITH STATE ENVIRONMENTAL QUALITY REVIEW ACT (SEQRA) WITH REGARD TO THE PETITION OF PC406 BPR, LLC and PC 999 HIGH STREET CORP.

On motion of TRUSTEE BRAKEWOOD, seconded by TRUSTEE ADAMS, the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

WHEREAS, on April 21, 2014, the Board of Trustees (herein referred to as “Board”) adopted a resolution accepting the petition of PC406 BPR, LLC and PC 999 High Street Corp. (together the “Applicant”) for consideration of proposed zoning text and map amendments to the Village Code, Chapter 345, relating to a proposed Southern Gateway Mixed Use Overlay District or, in the alternative, to a text amendment modifying Article XI of the existing Zoning Regulation, Section 345-62 (the “Subject Property”); and

WHEREAS, the Applicant seeks to develop 406-408 Boston Post Road and 999 High Street for a mixed multi-family residential and commercial use development, consisting of 500 dwelling units designed to appeal to “Millennial” or young childless working professionals, together with 230 age-restricted dwelling units, as well as 90,000 square feet of retail space, an approximately 138-room hotel and between 100,000 and 200,000 square feet of market-based office space geared towards accommodating wellness and out-patient medical uses (the proposed zoning amendments and development are, collectively, the (“Proposed Action”) and

WHEREAS, the Board has found that the proposed action is a Type I Action pursuant to the State Environmental Quality Review Act (“SEQRA”) and the regulations at 6 NYCRR Part 617 and noticed its intent to serve as Lead Agency for the purposes of a coordinated review; and

WHEREAS, the Applicant submitted with its petition a draft scoping document, thereby requesting the preparation of an Environmental Impact Statement (“EIS”); and

WHEREAS, on June 2, 2014, the Board adopted a resolution accepting and assuming the responsibility to act as lead agency for the environmental review of the Proposed Action under SEQRA and determined that the Proposed Action may result in a significant adverse environmental impact and therefore issued a Positive Declaration; and

WHEREAS, the applicant was directed to prepare an EIS for review and that will aid in the decision-making process requiring the Board to weigh and balance relevant environmental impacts (including cumulative impacts) with social, economic and other essential considerations among the reasonable alternatives available; and

WHEREAS, the Village has on existing retainer the law firm, Siv, Paget & Reisel, New York, New York, specialized legal counsel to address the complex land use and SEQRA issues involved with the proposed action and will require the retention of additional specialized consultants to assist and advise it with regard to same; and

WHEREAS, pursuant to the Village Code and the SEQRA regulations, the applicant is required to assume the cost of such consultants; and

WHEREAS, the Board has adopted a resolution authorizing an agreement with regard to reimbursement of such fees through the establishment of an escrow account with the Village; and

WHEREAS, a Request for Proposals (“RFP”) has been prepared by the Village’s Village Director of Planning and Development and approved as to form by the Village Attorney for presentment to the Board that would solicit sealed proposals for planning consultant services in this regard; and

WHEREAS, the selected planning consultant will complement a professional team of Dolph Rotfeld, who will review infrastructure issues, and Bernard Adler, the Village’s consulting traffic engineer, who will review parking and traffic issues; and

WHEREAS, key village staff (Village Manager, Village Attorney and Planning Director) will be responsible for coordinating and managing the selected consultant team on the Village’s behalf. Now, therefore, be it

RESOLVED, that the Village Manager be and hereby is authorized to release a Request for Proposals (“RFP”) in the form annexed to solicit planning consultant services with regard to the Petition of 406 BPR LLC and PC 999 High Street Corp. in connection with the SEQRA review of the Proposed Action.

Approved as to Form:

\_\_\_\_\_  
Anthony M. Cerreto, Village Attorney

**ROLL CALL**

**AYES:** Trustees Adams, Brakewood, Terenzi, Kenner, Ceccarelli and Mayor Pagano.

**NOES:** None

**ABSENT:** Trustee Marino.

**DATE:** June 2, 2014

***Add-on Resolution***

MAYOR PAGANO asked for a motion to consider an add-on resolution authorizing Village Attorney to commence a special proceeding with regard to a distressed property at 23 Washington Street.

On motion of TRUSTEE BRAKEWOOD, seconded by TRUSTEE CECCARELLI, the motion received a unanimous vote of those present.

**ROLL CALL**

**AYES:** Trustees Adams, Brakewood, Terenzi, Kenner, Ceccarelli and Mayor Pagano.

**NOES:** None

**ABSENT:** Trustee Marino.

**DATE:** June 2, 2014

**RESOLUTION (ADD-ON #1)**  
AUTHORIZING VILLAGE ATTORNEY TO COMMENCE A SPECIAL  
PROCEEDING WITH REGARD TO A DISTRESSED PROPERTY AT 23  
WASHINGTON STREET

On motion of TRUSTEE BRAKEWOOD, seconded by TRUSTEE

CECCARELLI, the following resolution was adopted by the Board of Trustees of the  
Village of Port Chester, New York:

RESOLVED, that the Village Attorney be and is hereby authorized to commence a special proceeding in the Westchester County Supreme Court for an order to abate the public nuisance condition at property located at 23 Washington Street, also designated as Section 142.21, Block 1, Lot 36 on the Tax Map of the Town of Rye, with all Village expense to constitute a lien and assessment against the subject premises to be collected and enforced in the same manner as real property taxes.

Approved as to Form:

\_\_\_\_\_  
Anthony M. Cerreto, Village Attorney

**ROLL CALL**

**AYES:** Trustees Adams, Brakewood, Terenzi, Kenner, Ceccarelli and Mayor Pagano.

**NOES:** None

**ABSENT:** Trustee Marino.

**DATE:** June 2, 2014

**PUBLIC COMMENTS**

Mayor Pagano asked if there was anyone from the audience who would like to make any comments regarding this public hearing.

Comments were made by:

Ms. Goldie Solomon thanked the trustees for being present at the Memorial Day Service. She noted the Police award given to Charlie Nielsen. The Starwood property should only be commercial. The sewer rent fees should be paid by the county and not Port Chester residents. What are we doing for July 4<sup>th</sup>?

Mr. Donald Hensley, Jr. commented that he would like to be on the Waterfront Board.

Ms. Bailey-Reavis commented on the resolutions that pertain to 999 High Street. She commented that the Board give a lot of thought to making that building affordable

housing, not low-income housing. It is important that our teachers, first responders, firefighters have places where they can live affordably.

Mr. Giangrande commented on his request for a street light on Merritt at Franklin to Ellendale. He also commented about the sewer flooding and signs down on Park Place.

Ms. Bea Conetta commented on the Amnesty program. She heard from the ACLU. She commented on Mayor DeBlasio's program. We should not have to pay an inspector to come into our homes.

Mr. Peter Miley commented there is no \$250 fee for a sign. A permit is \$100. The zoning, with respect to amnesty, does not have fees. Trustee Kenner commented he would like to see the fees on the website.

Mr. Richard Abel commented on Resolution 6 fees, adjustment to Building Department and Code Enforcement fees. The Sewer Rent bills went out and the next day the Village sent an explanation; the timing was very bad.

Ms. Andrea Granata commented on the police officers' awards. Regarding the sewer rent 10%, where can a resident find the process? Mayor Pagano said there will be applications for appeals on the website. Ms. Granata asked the fee to apply for amnesty. Mr. Miley commented this is \$70.

## **PRESENTATION**



# GRANTS OVERVIEW & UPDATE

Christopher Ameigh, Admin. Aid to the Village Manager  
 Jesica Youngblood, Village Planner

Board of Trustees  
 June 2, 2014



## MUNICIPAL CENTER



► Strategic Plan,  
 Opportunity Area # 2



Grant Program	Statewide Total	Funding Structure
Empire State Development Grant Funds	\$150 M	Up to 20%
Empire State Development, Strategic Planning and Feasibility	\$1 M	50:50 match



## BULKHEAD CONSTRUCTION



► Strategic Plan,  
 Opportunity Area # 3



Grant Program	Statewide Total	Funding Structure
Local Waterfront Revitalization Program	\$11.75 M	50:50 match
Empire State Development Grant Funds	\$150 M	Up to 20%



## FOX ISLAND REDEVELOPMENT



► Strategic Plan,  
Opportunity Area # 4



Grant Program	Statewide Total	Funding Structure
Empire State Development, Strategic Planning and Feasibility	\$1 M	50:50 match



## KAYAK LAUNCH



► Strategic Plan,  
Opportunity Area # 3



Grant Program	Statewide Total	Funding Structure
Local Waterfront Revitalization Program	\$11.75 M	50:50 match



## EDGEWOOD PARK EXPANSION/ACCESS



► Comprehensive Plan,  
Chapter 9;

Recreation Master  
Plan,  
Edgewood Park

Grant Program	Statewide Total	Funding Structure
Environmental Protection Fund	\$15.5 M	Stand Alone



## BUSH HOMESTEAD CONDITION / PROGRAMMING STUDY



- ▶ Comprehensive Plan, Chapter 10, 12

Grant Program	Statewide Total	Funding Structure
Council on the Arts	\$5 M	50:50 match
Environmental Protection Fund	\$15.5 M	Stand Alone



## PORT CHESTER DOG PARK CONSTRUCTION



- ▶ Comprehensive Plan, Chapter 9

Grant Program	Statewide Total	Funding Structure
Environmental Protection Fund	\$15.5 M	Stand Alone



## **RESOLUTIONS (continue)**

MAYOR PAGANO asked for a motion to consider an add-on resolution Seeking state funding from the Empire State Development Agency for Fox Island.

On motion of TRUSTEE KENNER, seconded by TRUSTEE BRAKEWOOD, the motion received a unanimous vote of those present.

## **ROLL CALL**

**AYES:** Trustees Adams, Brakewood, Terenzi, Kenner, Ceccarelli and Mayor Pagano.

**NOES:** None

**ABSENT:** Trustee Marino.

**DATE:** June 2, 2014

On motion of TRUSTEE KENNER, seconded by TRUSTEE CECCARELLI, to combine resolution 14 to 19 as listed on the agenda and include the add-on resolution regarding Fox Island for the purpose of casting one vote for all of the combine resolutions was adopted by the Board of Trustees of the Village of Port Chester, New York.

## **ROLL CALL**

**AYES:** Trustees Adams, Brakewood, Terenzi, Kenner, Ceccarelli and Mayor Pagano.

**NOES:** None.

**ABSENT:** Trustee Marino.

**DATE:** June 2, 2014

## **RESOLUTION #5**

(Listed on the Agenda as Resolution #14)

### **VILLAGE OF PORT CHESTER SEEKING STATE FUNDING TO INSTALL EQUIPMENT IN ABENDROTH PARK FOR THE PURPOSES OF A DOG PARK**

On the motion of TRUSTEE KENNER, seconded by TRUSTEE BRAKEWOOD, the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

WHEREAS, in 2011 Governor Andrew Cuomo of the State of New York created ten Regional Economic Development Councils to develop long-term strategic plans for economic growth for each respective regions; and

WHEREAS, various state grant programs provide funding opportunities for projects furthering the goals and objectives outlined by each Regional Economic Development Council; and

WHEREAS, the Village of Port Chester is included as part of the Mid-Hudson Region; and

WHEREAS, The Village Board of Trustees and Parks Commission previously resolved to support the concept of creating a dog park in Abendroth Park; and

WHEREAS, there is no public space designated in the Village for dog interactive recreation; and

WHEREAS, the Village of Port Chester has the unique opportunity to have public support initiated by the Port Chester Dog Park Group in developing a public dog park proposed to be located in Abendroth Park; and

WHEREAS, the New York State Office of Parks and Historical Preservation's Environmental Protection Fund Municipal Grant Program provides grant funding opportunities for park development and planning to preserve, rehabilitate or restore lands for recreation purposes. Now therefore, be it

RESOLVED, that the Village Board of Trustees supports the application for grant funding through the 2014 Consolidated Funding Application process for the purpose of installing fencing and related amenities for a dog park.

Approved as to Form:

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Anthony M. Cerreto, Village Attorney

### **ROLL CALL**

**AYES:** Trustees Adams, Brakewood, Terenzi, Kenner, Ceccarelli and Mayor Pagano.

**NOES:** None

**ABSENT:** Trustee Marino.

**DATE:** June 2, 2014

### **RESOLUTION #6**

(Listed on the Agenda as Resolution #15)

#### **VILLAGE OF PORT CHESTER SEEKING STATE FUNDING TO PERFORM A HISTORICAL PRESERVATION AND PROGRAMMING FEASIBILITY STUDY AND DESIGN FOR THE RESTORATION OF THE BUSH- LYON HOMESTEAD IN LYON PARK**

On the motion of TRUSTEE KENNER, seconded by TRUSTEE BRAKEWOOD, the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

WHEREAS, in 2011 Governor Andrew Cuomo created ten Regional Economic Development Councils to develop long-term strategic plans for economic growth in the State of New York; and

WHEREAS, various state grant programs provide funding opportunities for projects which further the goals and objectives outlined by each Regional Economic Development Council; and

WHEREAS, the Village of Port Chester is included as part of the Mid-Hudson Region; and

WHEREAS, the Village of Port Chester has the unique opportunity to provide a greater level of cultural and heritage programming through the restoration of the

registered national historical landmark at 479 King Street known as the “Bush-Lyon Homestead” (“Site”); and

WHEREAS, the Site contains four historical structures including Revolutionary War-era barns, slave quarters and a residence; and

WHEREAS, the Site contains structurally deficient components that precludes public access; and

WHEREAS, professional assistance and grant funding is required to best determine the feasibility for future uses and programming options in relation to promoting the cultural and historic heritage of the Site; and

WHEREAS, the New York State Council of the Arts Art Culture and Heritage Project grant program provides grant funding opportunities for facility planning projects that directly drive public participation, tourism and regional vitality through heritage activities; and

WHEREAS, the New York State Office of Parks and Historical Preservation’s Environmental Protection Fund Municipal Grant program provides grant funding opportunities to plan for the improvement, protection, preservation, rehabilitation and restoration of properties listed on the State or National Register of Historic Places and for Structural assessments and/or planning for such projects; and

WHEREAS, the Village of Port Chester Parks Commission supports all Village efforts to restore the Site. Now, therefore be it

RESOLVED, that the Village of Port Chester Board of Trustees fully supports the application for grant funding through the 2014 Consolidated Funding Application process for the purpose of commissioning a study of the structural integrity and future uses and programming options of the Bush-Lyon Homestead and to retain a contractor to design a project to meet those goals.

Approved as to Form:

\_\_\_\_\_  
Anthony M. Cerreto, Village Attorney

**ROLL CALL**

**AYES:** Trustees Adams, Brakewood, Terenzi, Kenner, Ceccarelli and Mayor Pagano.

**NOES:** None.

**ABSENT:** Trustee Marino.

**DATE:** June 2, 2014

**RESOLUTION #7**

(Listed on the Agenda as Resolution #16)

VILLAGE OF PORT CHESTER SEEKING STATE FUNDING TO REDEVELOP  
LAND TO ENHANCE PUBLIC ACCESS AND OPEN RECREATION SPACE  
IN EDGEWOOD PARK

On the motion of TRUSTEE KENNER, seconded by TRUSTEE BRAKEWOOD,  
the following resolution was adopted by the Board of Trustees of the Village of Port  
Chester, New York:

WHEREAS, in 2011 Governor Andrew Cuomo of the State of New York created  
ten Regional Economic Development Councils to develop long-term strategic plans for  
economic growth in the State of New York; and

WHEREAS, various state grant programs provide funding opportunities for  
projects furthering the goals and objectives outlined by each Regional Economic  
Development Council; and

WHEREAS, the Village of Port Chester is included as part of the Mid-Hudson  
Region; and

WHEREAS, increased recreational access to Edgewood Park, and acquisition and  
development of increased open space are goals stated in the Village's Comprehensive  
Plan and 2002 Recreation Master Plan states as goals enhanced public access and open  
recreation space in Edgewood Park ; and

WHEREAS, the Village of Port Chester recently acquired property at 201 Grace Church  
Street ("Site") adjacent to Edgewood Park; and

WHEREAS, the New York State Office of Parks and Historical Preservation's  
Environmental Protection Fund Municipal Grant Program provides grant funding  
opportunities for park development and planning to preserve, rehabilitate or restore lands  
for recreation purposes; and

WHEREAS, the Village of Port Chester Parks Commission support all Village  
efforts to enhance Edgewood Park. Now, therefore, be it

RESOLVED, that the Village Board of Trustees supports the application for grant  
funding through the 2014 Consolidated Funding Application process for the purpose of  
demolishing the former residence at 201 Grace Church Street and construction of  
parking/recreational facilities for Edgewood Park.

Approved as to Form:

\_\_\_\_\_  
Anthony M. Cerreto, Village Attorney

**ROLL CALL**

**AYES:** Trustees Adams, Brakewood, Terenzi, Kenner, Ceccarelli and Mayor Pagano.

**NOES:** None  
**ABSENT:** Trustee Marino.

**DATE:** June 2, 2014

**RESOLUTION #8**  
(Listed on the Agenda as Resolution #17)

VILLAGE OF PORT CHESTER SEEKING STATE FUNDING TO INSTALL  
RECREATIONAL NON MOTORIZED WATERCRAFT LAUNCH ON  
BYRAM RIVER/LONG ISLAND SOUND

On the motion of TRUSTEE KENNER, seconded by TRUSTEE BRAKEWOOD, the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

WHEREAS, in 2011 Governor Andrew Cuomo of the State of New York created ten Regional Economic Development Councils to develop long-term strategic plans for economic growth for each respective regions; and

WHEREAS, various state grant programs provide funding opportunities for projects which further the goals and objectives outlined by each Regional Economic Development Council; and

WHEREAS, the Village of Port Chester is included in the Mid-Hudson Region; and

WHEREAS, the Village's Comprehensive Plan, 2002 Recreation Master Plan, 2014-2016 Strategic Plan and Local Waterfront Revitalization Plan all support increased recreational access to the waterfront as both a recreational and economic goal; and

WHEREAS, the Village of Port Chester has a unique opportunity to provide a greater level of waterfront-integrated recreational programming and access through the installation of a non-motorized watercraft launch facility at the Village Marina ("Site") that would afford access to the Byram River and extend to all points on Long Island Sound; and

WHEREAS, the Site has existing public access, is in close proximity to the downtown area, provides available on-site parking, and is public visibility which together make it the most appropriate location for such a launch facility; and

WHEREAS, the Department of State ("DOS") Local Waterfront Revitalization Program ("LWRP") provides grant funding opportunities for implementation of land and water-based trails and launch sites and directly related infrastructure and improvements. Now, therefore be it

RESOLVED, that the Village Board of Trustees supports the application for grant funding through the 2014 Consolidated Funding Application process for the purpose of installing a non-motorized watercraft launch facility and all associated improvements required therein at the Village Marina.

Approved as to Form:

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Anthony M. Cerreto, Village Attorney

**ROLL CALL**

**AYES:** Trustees Adams, Brakewood, Terenzi, Kenner, Ceccarelli and Mayor Pagano.

**NOES:** None

**ABSENT:** Trustee Marino.

**DATE:** June 2, 2014

**RESOLUTION #9**

(Listed on the Agenda as Resolution #18)

**VILLAGE OF PORT CHESTER SEEKING ADDITIONAL STATE FUNDING TO  
REPLACE THE VILLAGE MARINA BULKHEAD AND  
FACILITATE ECONOMIC DEVELOPMENT**

On the motion of TRUSTEE KENNER, seconded by TRUSTEE BRAKEWOOD, the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

WHEREAS, in 2011 Governor Andrew Cuomo of the State of New York created ten Regional Economic Development Councils to develop long-term strategic plans for economic growth for each respective region; and

WHEREAS, state grant programs provide funding opportunities for projects furthering the goals and objectives outlined by each Regional Economic Development Council; and

WHEREAS, the Village of Port Chester is located in the Mid-Hudson Region; and

WHEREAS, the Village of Port Chester is presented with an exigent situation to replace the failing Village Marina Bulkhead and reactivate the adjacent public pedestrian promenade which has been partially closed due to safety concerns; and

WHEREAS, the Marina Bulkhead has been identified in the Village's 2014-2016 Strategic Plan as one of five economic Opportunity Areas; and

WHEREAS, the Department of State ("DOS") Local Waterfront Revitalization Program ("LWRP") provides grant funding opportunities for planning initiatives and projects that advance strategies for community and waterfront revitalization; and

WHEREAS, in 2013, the Village of Port Chester obtained \$225,420 in grants through the Department of State's Local Waterfront Revitalization Program ("LWRP") for design and construction documents to replace the bulkhead and make other related improvements as part of a broader economic development initiative; and

WHEREAS, most recently staff has been meeting with the State Department of Environmental Conservation ("DEC") obtaining their input and direction as to the appropriate manner of proceeding with the design work so as to assure the Village's alignment with State environmental requirements and directives. Now therefore be it

RESOLVED, that the Village Board of Trustees supports the submission of an application as part of the 2014 Consolidated Funding Application process for construction funding to replace the Marina bulkhead and provide increased public access to the Byram River to further economic development opportunities along the waterfront.

Approved as to Form:

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Anthony M. Cerreto, Village Attorney

**ROLL CALL**

**AYES:** Trustees Adams, Brakewood, Terenzi, Kenner, Ceccarelli and Mayor Pagano.

**NOES:** None

**ABSENT:** Trustee Marino.

**DATE:** June 2, 2014

**RESOLUTION #10**

(Listed on the Agenda as Resolution #19)

VILLAGE OF PORT CHESTER SEEKING STATE FUNDING  
FROM THE EMPIRE STATE DEVELOPMENT AGENCY  
FOR A NEW MUNICIPAL CENTER

On the motion of TRUSTEE KENNER, seconded by TRUSTEE BRAKEWOOD, the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

WHEREAS, in 2011 Governor Andrew Cuomo of the State of New York created ten Regional Economic Development Councils to develop long-term strategic plans for economic growth for each respective region; and

WHEREAS, various state grant programs provide funding opportunities for projects furthering the goals and objectives outlined by each Regional Economic Development Council; and

WHEREAS, the Village of Port Chester is located in the Mid-Hudson Region; and

WHEREAS, the Police Headquarters/Port Chester Justice Court building at 350 North Main Street is obsolete for current, much less future anticipated operational needs; and

WHEREAS, the Board has proposed a new municipal center that would consolidate village, state and town offices into a single, modern and convenient location together with leasable office and retail space with a public parking garage so as to provide a catalyst to economic development for the surrounding area and the Village; and

WHEREAS, a new Village Municipal Center is identified in the Village's adopted 2014-2016 Strategic Plan as one of the five Opportunity Areas positioned for future economic growth and development; and

WHEREAS, mindful of the need to undertake due diligence before proceeding, the Board has retained the National Development Council ("NDC") to provide a preliminary report and make a presentation as to the cost and feasibility of constructing such a facility at a location identified by a prior Village consultant, JCJ Architecture, and whether NDC may undertake the development of same in a public-private partnership as it has successfully done in other projects across the country; and

WHEREAS, the Empire State Development agency provides grant funding opportunities to initiate regional and local economic development throughout New York State, Now, therefore, be it

RESOLVED, that the Village Board of Trustees supports the submission of an application for grant funding from Empire State Development for the costs of property acquisition in the development of a proposed new Village Municipal Center.

Approved as to Form:

\_\_\_\_\_  
Anthony M. Cerreto, Village Attorney

**ROLL CALL**

**AYES:** Trustees Adams, Brakewood, Terenzi, Kenner, Ceccarelli and Mayor Pagano.

**NOES:** None

**ABSENT:** Trustee Marino.

**DATE:** June 2, 2014

**RESOLUTION #11 (Add-on)**

VILLAGE OF PORT CHESTER SEEKING STATE FUNDING  
FROM THE EMPIRE STATE DEVELOPMENT AGENCY FOR  
FOX ISLAND

On the motion of TRUSTEE KENNER, seconded by TRUSTEE BRAKEWOOD, the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

WHEREAS, in 2011 Governor Andrew Cuomo of the State of New York created ten Regional Economic Development Councils to develop long-term strategic plans for economic growth for each respective region; and

WHEREAS, various state grant programs provide funding opportunities for projects furthering the goals and objectives outlined by each Regional Economic Development Council; and

WHEREAS, the Village of Port Chester is located in the Mid-Hudson Region; and

WHEREAS, the Fox Island Peninsula currently consisting of a mix of industrial and commercial uses, including a Westchester County sewage treatment plant and the Village of Port Chester Department of Public Works garage; and

WHEREAS, the Village adopted its first Comprehensive Plan on December 17, 2012 to set the vision for future economic development and long-range planning and subsequently adopted complementary zoning text and map amendments on March 18, 2013; and

WHEREAS, as part of the zoning amendment process, the Fox Island Peninsula area was rezoned from R7 One Family Residence District to DW Design Waterfront District to promote ‘wharf-type’ development in furtherance of the Comprehensive Plan, and later, the Strategic Plan; and

WHEREAS, the Village adopted a 2014-2016 Strategic Plan on April 7, 2014 that identified Fox Island as one of the five Opportunity Areas positioned for economic development; and

WHEREAS, the Empire State Development agency provides grant funding opportunities for strategic and feasibility planning studies to initiate regional and local economic development throughout New York State; and now therefore be it

RESOLVED, that the Village Board of Trustees strongly supports the submission of an application for feasibility planning to promote mixed use and ‘wharf-type’ development in line with the Comprehensive Plan and Strategic Plan to encourage economic development as part of the 2014 Consolidated Funding Application process.

Approved as to Form:

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Anthony M. Cerreto, Village Attorney

**ROLL CALL**

**AYES:** Trustees Adams, Brakewood, Terenzi, Kenner, Ceccarelli and Mayor Pagano.

**NOES:** None

**ABSENT:** Trustee Marino.

**DATE:** June 2, 2014

**RESOLUTION #12**  
(Listed on the Agenda as Resolution #5)

REQUESTING ASSISTANCE FROM THE COUNTY OF WESTCHESTER DUE TO  
CONTINUED IMPASSE WITH REGARD TO COMMUNITY DEVELOPMENT  
BLOCK GRANT PROGRAM

On motion of TRUSTEE ADAMS, seconded by TRUSTEE BRAKEWOOD, the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

On motion of TRUSTEE BRAKEWOOD, seconded by TRUSTEE KENNER to postpone the vote on resolution Number 5(as listed on the Agenda) to the July 7, 2014 meeting.

**ROLL CALL**

**AYES:** Trustees Terenzi, Kenner, Ceccarelli and Mayor Pagano.

**NOES:** Trustees Adams and Brakewood.

**ABSENT:** Trustee Marino.

**DATE:** June 2, 2014

WHEREAS, as a member of the Westchester Urban County Consortium (Consortium), the Village of Port Chester participates in the Community Development Block Grant (CDBG) program administered by the Westchester County Department of Planning; and

WHEREAS, through the Consortium, the Village has historically been the largest recipient of CDBG grants in Westchester County; and

WHEREAS, the United States Department of Housing and Urban Development (HUD) and Westchester County are currently at an impasse arising out of the County's implementation of the affordable housing settlement in the matter of *United States of America ex rel. Anti-Discrimination Center of Metro New York, Inc., v. Westchester County, New York*; and

WHEREAS, as a result of this impasse, communities in need, such as the Village of Port Chester, not-for-profits, and local social services agencies aiding low and moderate income residents in the Village have been denied previously allocated CDBG funding and no further funding has since been awarded; and

WHEREAS, as far back as 2011, the Urban County Council in Westchester County ("Council") which includes representatives from each of the municipalities in the Consortium, requested that HUD resolve the impasse in an expeditious manner, all to no avail; and

WHEREAS, for 2011 through 2013, the Village of Port Chester, not-for-profits, and local social service agencies were awarded \$1,673,750.00 in CDBG funds to the Don Bosco Community Center, the Open Door Family Medical Center, the Village of Port Chester, the Village of Port Chester Housing Authority, and the Clay Arts Center for vital social service programs and municipal infrastructure projects related to homeless

prevention; sidewalk, sewer, and streetscape improvements; and youth development, but these funds have yet to be released, and

WHEREAS, in correspondence from the Deputy County Executive dated May 9, 2014, the County Executive has determined that the County should forego participating in a new qualification period for future CDBG funding and that the Village would be eligible to apply to New York State for participation in the Small Cities CDBG program; and

WHEREAS, such correspondence also stated that the County Executive had proposed the introduction of a Community Housing Infrastructure Program (CHIIP) consisting of a five-year, \$5 million program that would assist those municipalities with the highest percentage of low to moderate income populations that unjustly lost CDBG funding; and

WHEREAS, based on population requirements, the Village is, in fact, not eligible to participate in the Small Cities program; and

WHEREAS, the action of the County Board of Legislators is required to fund same and such approval is far from assured; and

WHEREAS, at a meeting on May 28, 2014, the Urban County Council adopted a resolution requesting that the County Executive timely make application for future CDBG funding in the next funding cycle; and

WHEREAS, the Village of Port Chester, which has done more than its fair share in providing fair housing, has been negatively impacted by the continued impasse. Now, therefore, be it

RESOLVED, that the Board of Trustees hereby supports whatever effort that will provide assistance to the residents of the Village of Port Chester with regard to community development; and be it further

RESOLVED, to that end, the Board authorizes the Mayor to forward correspondence, together with a copy of this resolution, making request on the County of Westchester as follows:

0 That the County Executive timely make application in the CDBG program so as to participate in the next qualification period so as to provide the opportunity for funding to be restored to the Village and local agencies; and

0 That County Legislator, David Gelfarb, support and lead his counterparts on the County Board of Legislators in approving the requisite funding for the proposed CHIIP program so as to provide some recompense to the Village for the loss of CDBG funding.

Approved as to Form:

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Village Attorney, Anthony Cerreto

**RESOLUTION #13**  
(Listed on the Agenda as Resolution #6)

## **Establishing Building Department Fees**

On motion of TRUSTEE TERENZI, seconded by TRUSTEE ADAMS, the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

WHEREAS, the Building Inspector has proposed new and/increases in certain fees to be charged to applicants; and

WHEREAS such fees were discussed as part of the process in the Board's adoption of the 2014-2015 Village Budget; and

WHEREAS, Board action is required to make the necessary changes to the Village Code. Now, therefore be it

RESOLVED, that the Code of the Village of Port Chester Chapter 175, "Fees" be and is hereby amended as follows:

### **TEMPORARY CERTIFICATES OF OCCUPANCY**

#### **Residential**

##### **One and Two Family Dwellings**

###### **Current Fee Schedule**

1. First 60 days: \$100
2. Each additional 30 days: \$100

###### **New Fee Schedule**

1. First 60 days: No Change
2. Additional 30 days: \$100 (1st 30 day request)
3. Additional 30 days: \$200 (2nd 30 day request)
4. Additional 30 days: \$300 (3rd 30 day request)
5. Additional 30 days: \$300 (each additional 30 day request after

#### **Multiple Dwellings**

###### **Current Fee Schedule**

1. First 60 days: \$200
2. Each additional 30 days: \$150

###### **New Fee Schedule**

1. First 60 days: \$500
2. Additional 30 days: \$250 (1st 30 day request)

- 3. Additional 30 days: \$300 (2nd 30 day request)
- 4. Additional 30 days: \$400 (3rd 30 day request)
- 5. Additional 30 days: \$500 (each additional 30 day request after)

Commercial

Current Fee Schedule

- 1. First 60 days: \$300
- 2. Each additional 30 days: \$150

New Fee Schedule

- 1. First 60 days: \$500
- 2. Additional 30 days: \$250 (1st 30 day request)
- 3. Additional 30 days: \$300 (2nd 30 day request)
- 4. Additional 30 days: \$400 (3rd 30 day request)
- 5. Additional 30 days: \$500 (4th 30 day request)

Each additional 30 day request after the 4th 30 day request shall increase by \$100 above the 4th 30 day request amount (\$500) in equidistant increments.

BUILDING PERMIT

Current Fee Schedule

Application Fees

Residential	\$75	No change
Commercial	\$100	No change

Construction Cost Fees:

Residential	\$12.00 per \$1,000 in construction costs
Commercial	\$12.00 per \$1,000 in construction costs

New Fee Schedule

Residential	\$14.00 per \$1,000 in construction costs
Commercial	\$15.00 per \$1,000 in construction costs

FIRE INSPECTION FEES	CURRENT FEE SCHEDULE	NEW FEE SCHEDULE
Multiple Dwellings 3 Units	\$100	\$150
Multiple Dwellings 4 to 20 Units	\$150	\$200
Multiple Dwellings 21 to 40 Units	\$200	\$250
Multiple Dwellings 41 to 60 Units	\$250	\$300
Multiple Dwellings 61 or more Units	\$300	\$400
Places of Public Assembly up to 99 occupants	\$150	\$250
Places of Public Assembly 100 occupants plus	\$250	\$300
Non-Residential Properties up to 9,999 sq. ft.	\$150	\$250

Non-Residential Properties 10,000-50,000 sq. ft.	\$250	\$35
Non-Residential Properties 51,000 sq. ft. or more	\$350	\$50
First Re-inspection	\$ 25	\$50
Each Additional Re-inspection	\$ 35	\$75

(Mixed Use Buildings will be assessed a fee for each occupant present)

Testing Fees

New Fee Schedule

Sprinkler Hydro Test 2 hr. min	\$100
Sprinkler Flow Test 1 hr. min:	\$50
Fire Alarm Test 1 11/2 hr. min:	\$75
Ansul Test 1 - 11/2 hr. min:	\$75

and be it further

RESOLVED, that such fees be effective immediately upon adoption of this resolution.

Approved as to Form:

\_\_\_\_\_  
Anthony M. Cerreto, Village Attorney

**ROLL CALL**

**AYES:** Trustees Adams, Brakewood, Terenzi, Kenner, Ceccarelli and Mayor Pagano.

**NOES:** None

**ABSENT:** Trustee Marino.

**DATE:** June 2, 2014

On motion of TRUSTEE KENNER, seconded by TRUSTEE CECCARELLI, to combine resolution 7 to 12 of the agenda for the purpose of casting one vote for all of the combine resolutions was adopted by the Board of Trustees of the Village of Port Chester, New York.

**ROLL CALL**

**AYES:** Trustees Adams, Brakewood, Terenzi, Kenner, Ceccarelli and Mayor Pagano.

**NOES:** None

**ABSENT:** Trustee Marino.

**DATE:** June 2, 2014

**RESOLUTION #14**  
(Listed on the Agenda as Resolution #7)

**RE-APPOINTMENT OF MEMBER TO TRAFFIC COMMISSION**

On motion of TRUSTEE KENNER, seconded by TRUSTEE CECCARELLI, the following resolution as adopted by the Board of Trustees of the Village of Port Chester, New York:

RESOLVED, that JOHN PAULETTI, residing in Port Chester New York be and hereby is re-appointed as a full member of the Port Chester TRAFFIC COMMISSION, effective immediately with said term expiring on 12/31/2016.

Approved as to Form:

\_\_\_\_\_  
Anthony M. Cerreto, Village Attorney

**ROLL CALL**

**AYES:** Trustees Adams, Brakewood, Terenzi, Kenner, Ceccarelli and Mayor Pagano.

**NOES:** None

**ABSENT:** Trustee Marino.

**DATE:** June 2, 2014

**RESOLUTION #15**  
(Listed on the Agenda as Resolution #8)

**RE-APPOINTMENT OF MEMBER TO TRAFFIC COMMISSION**

On motion of TRUSTEE KENNER, seconded by TRUSTEE CECCARELLI, the following resolution as adopted by the Board of Trustees of the Village of Port Chester, New York:

RESOLVED, that ANDREW MATTURRO, residing in Port Chester New York be and hereby is re-appointed as a full member of the Port Chester TRAFFIC COMMISSION, effective immediately with said term expiring on 12/31/2014.

Approved as to Form:

\_\_\_\_\_  
Anthony M. Cerreto, Village Attorney

**ROLL CALL**

**AYES:** Trustees Adams, Brakewood, Terenzi, Kenner, Ceccarelli and Mayor Pagano.  
**NOES:** None  
**ABSENT:** Trustee Marino.

**DATE:** June 2, 20140

**RESOLUTION #16**  
(Listed on the Agenda as Resolution #9)

RE-APPOINTMENT OF MEMBER TO TRAFFIC COMMISSION

On motion of TRUSTEE KENNER, seconded by TRUSTEE CECCARELLI, the following resolution as adopted by the Board of Trustees of the Village of Port Chester, New York:

RESOLVED, that JOE GIANFRANCESCO, JR., residing in Port Chester, New York, be and hereby is appointed as a full member of the Port Chester TRAFFIC COMMISSION, effective immediately with said term to expire 12/31/2014.

Approved as to Form:

\_\_\_\_\_  
Anthony M. Cerreto, Village Attorney

**ROLL CALL**

**AYES:** Trustees Adams, Brakewood, Terenzi, Kenner, Ceccarelli and Mayor Pagano.  
**NOES:** None  
**ABSENT:** Trustee Marino.

**DATE:** June 2, 20140

**RESOLUTION #17**  
(Listed on the Agenda as Resolution #10)

RE-APPOINTMENT OF MEMBER TO PARK COMMISSION

On motion of TRUSTEE KENNER, seconded by TRUSTEE CECCARELLI, the following resolution as adopted by the Board of Trustees of the Village of Port Chester, New York:

RESOLVED, that CONCETTINA THALHEIMER, residing in Port Chester New York be and hereby is re-appointed as a full member of the Port Chester PARK COMMISSION, effective immediately with said term expiring on 12-31-2017.

Approved as to Form:

\_\_\_\_\_  
Anthony M. Cerreto, Village Attorney

**ROLL CALL**

**AYES:** Trustees Adams, Brakewood, Terenzi, Kenner, Ceccarelli and Mayor Pagano.

**NOES:** None

**ABSENT:** Trustee Marino.

**DATE:** June 2, 20140

**RESOLUTION #18**

(Listed on the Agenda as Resolution #11)

**RE-APPOINTMENT OF MEMBER TO PARK COMMISSION**

On motion of TRUSTEE KENNER, seconded by TRUSTEE CECCARELLI, the following resolution as adopted by the Board of Trustees of the Village of Port Chester, New York:

RESOLVED, that HEATHER PAUL, residing in Port Chester New York be and hereby is re-appointed as a full member of the Port Chester PARK COMMISSION, effective immediately with said term expiring on 12-31-2017.

Approved as to Form:

\_\_\_\_\_  
Anthony M. Cerreto, Village Attorney

**ROLL CALL**

**AYES:** Trustees Adams, Brakewood, Terenzi, Kenner, Ceccarelli and Mayor Pagano.

**NOES:** None

**ABSENT:** Trustee Marino.

**DATE:** June 2, 20140

**RESOLUTION #19**

(Listed on the Agenda as Resolution #12)

RE-APPOINTMENT OF MEMBER TO PARK COMMISSION

On motion of TRUSTEE KENNER, seconded by TRUSTEE CECCARELLI, the following resolution as adopted by the Board of Trustees of the Village of Port Chester, New York:

RESOLVED, that JERRY TERRANOVA, residing in Port Chester, New York, be and hereby is appointed as a full member of the Port Chester PARK COMMISSION, effective immediately with said term to expire 12/31/2016.

Approved as to Form:

\_\_\_\_\_  
Anthony M. Cerreto, Village Attorney

**ROLL CALL**

**AYES:** Trustees Adams, Brakewood, Terenzi, Kenner, Ceccarelli and Mayor Pagano.

**NOES:** None

**ABSENT:** Trustee Marino.

**DATE:** June 2, 2014

**RESOLUTION #20**

(Listed on the Agenda as Resolution #13)

On motion of TRUSTEE ADAMS, seconded by TRUSTEE BRAKEWOOD, the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

WHEREAS, the New York State and Local Retirement System has set certain reporting requirements that apply to elected and appointed officials' and

WHEREAS, Village must establish a standard work day for each of the elected and appointed offices, specify the expiration of each term, designate the number of days to be reported for each official and certify receipt of record of their activities; and

WHEREAS the Board has discussed and deliberated with regard to same. Now, therefore, be it

RESOLVED, that the Board of Trustees of the Village of Port Chester, hereby establishes the standard work days for elected and appointed officials and will report the days worked as reflected in the annexed form RS 2417-A, "Standard Work Day and Reporting Resolution for Elected and Appointed Officials" to the New York State and Local Employees' Retirement System based on the time keeping system records or the

record of activities maintained and submitted by these officials to the Village Clerk: and be it further

RESOLVED, that the Village Clerk shall file a copy of this resolution and an affidavit of posting with the New York State Comptroller's office within 45 days of the adoption of this resolution, and be it further

RESOLVED, that the Clerk shall post this resolution on the Village's website for at least 30 days following same.

Approved as to Form:

\_\_\_\_\_  
Anthony M. Cerreto, Village Attorney


**ROLL CALL**

**AYES:** Trustees Adams, Brakewood, Terenzi, Kenner, Ceccarelli and Mayor Pagano.

**NOES:** None

**ABSENT:** Trustee Marino.

**DATE:** June 2, 2014



Office of the New York State Comptroller  
New York State and Local Retirement System  
Employees' Retirement System  
Police and Fire Retirement System  
110 State Street, Albany, New York 12244-0001

### Standard Work Day and Reporting Resolution for Elected and Appointed Officials

**RS 2417-A**  
(Rev. 3/14)

BE IT RESOLVED, that the VILLAGE OF PORT CHESTER / 40031 hereby establishes the following standard work days for these titles and will report the officials to the New York State and Local Retirement System based on time keeping system records or their record of activities:

Title	Standard Work Day (Hrs/day) Min. 6 hrs Max. 8 hrs	Name (First and Last)	Social Security Number (Last 4 digits)	Registration Number	Tier 1 (Check only if member is in Tier 1)	Current Term Begin & End Dates (mm/dd/yy-mm/dd/yy)	Participates in Employer's Time Keeping System (Yes/No-If Yes, do not complete the last two columns)	Record of Activities Result*	Not Submitted (Check only if official did not submit their Record of Activities)
<b>Elected Officials</b>									
TRUSTEE	7	DANIEL BRAKEWOOD	[REDACTED]	[REDACTED]	<input type="checkbox"/>	04/02/13-04/05/16	NO	5.43	<input type="checkbox"/>
TRUSTEE	7	JOSEPH KENNER	[REDACTED]	[REDACTED]	<input type="checkbox"/>	04/02/13-04/06/16	NO	9.58	<input type="checkbox"/>
TRUSTEE	7	LUIS MARINO	[REDACTED]	[REDACTED]	<input type="checkbox"/>	04/02/13-04/06/16	NO	8.85	<input type="checkbox"/>
<b>Appointed Officials</b>									
VILLAGE JUSTICE	6	PETER SISCA	[REDACTED]	[REDACTED]	<input type="checkbox"/>	05/15/13-05/14/15	NO	8.5	<input type="checkbox"/>
ACTING VILLAGE JUSTICE	6	MATTHEW TROY III	[REDACTED]	[REDACTED]	<input type="checkbox"/>	05/15/13-05/14/15	NO	3.58	<input type="checkbox"/>
VILLAGE MANAGER	7	CHRISTOPHER STEERS	[REDACTED]	[REDACTED]	<input type="checkbox"/>	10/12/12-10/12/14	YES		<input type="checkbox"/>


**SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE**

I, JANUSZ RICHARDS, secretary/clerk of the governing board of the VILLAGE OF PORT CHESTER, of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the 2 day of JUNE, 2014 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the VILLAGE OF PORT CHESTER on this 3 day of JUNE, 2014 JANUSZ RICHARDS (Name of Employer)

Affidavit of Posting: I, JANUSZ RICHARDS, being duly sworn, deposes and says that the posting of the Resolution began on 6/11/2014 and continued for at least 30 days. That the Resolution was available to the public on the 6/11/2014 (Date)

Employer's website at \_\_\_\_\_  
 Official sign board at \_\_\_\_\_  
 Main entrance secretary or clerk's office at \_\_\_\_\_



Page 1 of 2 (for additional rows, attach a RS2417-B form).



disputes and corrections.)

- The Clerk for a Grievance Application
- The Village Engineer for verification of the user’s sewer hookup (some callers may not actually be on the Port Chester Sewer System)

A grievance application has been created for users who feel they are not being fairly billed for Sewer Rent. A copy of that form is attached. The Sewer Rent Law indicated the BOT is responsible for hearing such appeals. A process for internally adjudicating these applications can be established if the BOT desires.

**Complaint count**

	22-May	23-May	27-May	28-May	29-May	30-May	2-Jun	Total Thus Far
<b>United Water</b>	9	7	91	141	66	41	45	400
VOPC	0	0	18	19	22	11	2	72

Rate of user complaint **1.01%**

**Complaint Types**

<b>United Water</b>	
General Inquiry/referred to VOPC for information	395
Billing Information Incorrect	5
*UW has been asked to keep more detailed complaint type records and will submit them this week.	

<b>VOPC</b>	
General Inquiry	49
Billing Information Incorrect	10
Want to File Grievances for Possible Use related issues	2
Believe they are not PC Sewer Users**	3
Misc.	1
Could not be reached for return call	7
**(1 confirmed, 2 under investigation)	

**SEWER**

Rate Schedule Code	Revenue Class Code	Consumption- CCF	Revenues	Facility Charges	Revenues and Facility Charges	Tax and Surcharges	Total
079-SWM	COM	166,132	\$215,974.93	\$0.00	\$215,974.93	\$0.00	\$215,974.93
	IND	656	\$852.81	\$0.00	\$852.81	\$0.00	\$852.81
	PA	27,248	\$35,422.93	\$0.00	\$35,422.93	\$0.00	\$35,422.93
	Subtotal	194,036	\$252,250.67	\$0.00	\$252,250.67	\$0.00	\$252,250.67
079-SWQ	COM	367,164	\$477,319.08	\$0.00	\$477,319.08	\$0.00	\$477,319.08
	IND	2,646	\$3,439.85	\$0.00	\$3,439.85	\$0.00	\$3,439.85
	PA	4,237	\$5,508.18	\$0.00	\$5,508.18	\$0.00	\$5,508.18
	RES	303,608	\$394,691.76	\$0.00	\$394,691.76	\$0.00	\$394,691.76
	Subtotal	677,655	\$880,958.87	\$0.00	\$880,958.87	\$0.00	\$880,958.87

Total for Sewer	871,691	\$1,133,209.54	\$0.00	\$1,133,209.54	\$0.00	\$1,133,209.54
<b>Grand Total</b>	<b>871,691</b>	<b>\$1,133,209.54</b>	<b>\$0.00</b>	<b>\$1,133,209.54</b>	<b>\$0.00</b>	<b>\$1,133,209.54</b>

## **CORRESPONDENCES**

***From Ginger Corbia regarding membership on the Park Commission.***

The Board accepted the correspondence.

***From Charles A. Geraci regarding membership on the Traffic Commission.***

The Board accepted the correspondence.

***From Thomas Edison School PTO requesting the closure of Rectory Street in front of the school between Locust Avenue and Orchard Street on June 6, 2014 to celebrate Fun Day.***

The Board referred the correspondence to staff.

***John Reavis Resignation from Parks Commission***

The Board duly noted the correspondence.

***From Bryan Diaz regarding consideration for the Board of Ethics position.***

The Board accepted the correspondence.

***From Corpus Christi Church regarding Banner Request for Carnival.***

The Board referred the correspondence to staff.

***From Donald Ray Hensley, Jr. regarding membership on the Port Chester Waterfront Commission.***

The Board accepted the correspondence.

***From Luigi Del Bianco regarding Memorial Reception Invitation.***

The Board accepted the correspondence.

## **MINUTES**

***Minutes from May 19, 2014.***

On motion of TRUSTEE CECCARELLI, seconded by TRUSTEE BRAKEWOOD, The Board of Trustees accepted the minutes of May 19, 2014.

## **ROLL CALL**

**AYES:** Trustees Adams, Brakewood, Terenzi, Kenner, Ceccarelli and Mayor Pagano.  
**NOES:** None  
**ABSENT:** Trustee Marino.

**DATE:** June 2, 20140

## **PUBLIC COMMENTS AND BOARD COMMENTS**

Mayor Pagano asked if there was anyone from the audience who would like to make any comments regarding this public hearing.

Comments were made by:

### ***Public***

Mr. Richard Abel commented on the Sewer Rent, how do you collect from the non-profits?

### ***Board***

Trustee Adams commented on the Memorial Day Service. We have a number of monuments that we should be proud of and people should come out on July 4<sup>th</sup>. Residents should come to one of our services to acknowledge those who gave their lives for the freedoms we have.

Trustee Brakewood commented on the price of a permit for food trucks. It is well worth our reconsidering the revenue. He also commented on Starwood. Past trustee Branca suggested that we have a hotel tax in the Village. That did not go through. We should work on this again. Regarding the Sewer Rent, the biggest thing is that you should look at the whole thing, not just the tax rate. We have to look at and evaluate how the Village collects its revenue. Downtown Port Chester is doing very well. There are about 200 parking spots that are not utilized at night and on the weekends. Village Manager Steers suggested a meeting be set up with the business owners to discuss this parking.

Trustee Terenzi commented about Westchestergov.com about 575 Ellendale Avenue about the four units of affordable housing. It notes that the school district is Blind Brook School district. He commented about the Sewer Rent. We are going to put in \$15,000,000 of sewers within the next few years.

Trustee Ceccarelli commented on Starwood and it's being a rental property rather than co-ops. He commented on having grant money for maintenance of monuments before they start to deteriorate. He is in discussions with Village Attorney Cerreto regarding the ETPA. He is looking to see some resolution on that. He commented on the success of the Memorial Day Parade.

Mayor Pagano commented on the good work of the EMS on Memorial Day.

At 10:24 p.m., on motion of TRUSTEE ADAMS, seconded by TRUSTEE TERENZI, the meeting was closed.

**ROLL CALL**

**AYES:** Trustees Adams, Brakewood, Terenzi, Kenner, Ceccarelli and Mayor Pagano.

**NOES:** None

**ABSENT:** Trustee Marino.

**DATE:** June 2, 20140

Respectfully submitted,

Janusz R. Richards  
Village Clerk

**PUBLIC COMMENTS  
AND  
BOARD COMMENTS**