

**VILLAGE OF PORT CHESTER  
BOARD OF TRUSTEES  
Meeting, Monday, APRIL 20, 2015  
Regular Meeting: 7:00 P.M.  
VILLAGE JUSTICE COURTROOM  
350 North Main Street  
Port Chester, New York  
**AGENDA****

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

<b>I</b>	<b>MEETING OF THE BOARD OF TRUSTEES IN THEIR CAPACITY AS A BOARD OF POLICE COMMISSIONERS</b>	<b>ACTION</b>
1	Board of Police Commissioners to meet with the Chief of Police.	
<b>II</b>	<b>PUBLIC COMMENTS</b>	<b>ACTION</b>
<b>III</b>	<b>RESOLUTIONS</b>	<b>ACTION</b>
	<b>Administration</b>	
1	Bulkhead emergency repair.	
2	Hotel occupancy tax home rule message	
	<b>Appointment(s)</b>	
3	Appointment of Trustees and Staff to the Police Station Review Committee.	
4	Appointment of Trustee Daniel Brakewood to the Port Chester IDA and LDC.	
5	Appointment of Michael Brescio to fill the Planning Commission vacated by Frank Cervinka.	
	<b>Finance</b>	
6	Transfer of \$11,934.02 from the DEA Asset Forfeiture Account to the Equipment Account for the Purchase of (2) Patrol PC Mobile computers with Printers and related mounting hardware	
	<b>Parks / Recreation</b>	
7	Awarding bid to County Coach Corp. for Buses for Various Trips (Coach Buses or Equivalent) in the amount of \$25,410.00 for the 2015-2016 Fiscal Year and an option for the 2016-2017 Fiscal Year.	
8	Awarding bid to County Coach Corp., for Buses for Various Trips (School Buses or Equivalent) in the amount of \$30,635.00 for the 2015-2016 Fiscal Year and an option for the 2016-2017 Fiscal Year	

	<b>Senior / Nutrition Program</b>	
9	Resolution to authorize the Village Manager to enter into contract with the Westchester County Dept of Senior Programs and Services for Wellness in Nutrition Program (WIN) and Nutrition Services Incentive Program (NSIP) for the amount not to exceed \$64,302.	
<b>IV</b>	<b>REPORT OF THE VILLAGE MANAGER</b>	<b>ACTION</b>
<b>V</b>	<b>DISCUSSIONS</b>	<b>ACTION</b>
1	Amending Village Code regarding Sidewalk Café.	
<b>VI</b>	<b>CORRESPONDENCE</b>	<b>ACTION</b>
1	From Francis A. Cervinka regarding resignation from Port Chester's Planning Commission.	
2	From Virginia R. Bonaro regarding application for the Open Seat on the VPC IDA.	
3	From the American Legion Port Chester Post 93 respectfully request that the Village of Port Chester appropriation of \$1,500 for the 2015 year	
4	From the Traffic Commission regarding the V&T Law – Fire Zones	
5	From Mellor Engine & Hose Co. No. 3, Inc. on the election of Brendan Doyle to active membership.	
6	From Mellor Engine & Hose Co. No. 3, Inc. on the resignation of Bedford Brown from active membership.	
7	From Harry Howard Hook & Ladder Co. No. 1 on the expulsion of Cesar Reyes, Reynaldo Sanchez and John Evans from membership in the Company.	
8	From Harry Howard Hook & Ladder Co. No. 1 on the resignation of James Magrone.	
<b>VII</b>	<b>PUBLIC COMMENTS AND BOARD COMMENTS</b>	<b>ACTION</b>
<b>VIII</b>	<b>PROPOSED MOTION FOR EXECUTIVE SESSION</b>	<b>ACTION</b>
1	Consultation with the Village Manager and Village Attorney concerning particular personnel in the Courts.	

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

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

# **PUBLIC COMMENTS**

# RESOLUTIONS



VILLAGE OF  
**PORT CHESTER**

222 Grace Church Street, Port Chester, New York 10573

**AGENDA MEMO**

**Office of the Village Manager**

**Village BOT Meeting Date:** April 20, 2015

**Item Type:** Resolution

Description	Yes	No	Description	Yes	No
Fiscal Impact	x		Public Hearing Required		x
Funding Source:			<b>Strategic Plan Priority Area</b> Business & Economic Development		
Account #:					
Agreement	x		<b>Manager Priorities</b> Choose a Manager Priority		
Strategic Plan Related	x				

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

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

EMERGENCY WORK AT THE VILLAGE MARINA

**Summary**

The Village Manager has informed the Board of Trustees that emergency work must be undertaken to secure a failed portion of the Village Marina Bulkhead. Proposals have been secured from Concavage Marine Construction, Inc. to perform such work.

Since the work must be done forthwith, the Village needs to dispense with the usual requirements for competitive bidding. State law provides for such authorization upon the declaration of a "public emergency".

Upon adoption of the resolution, the contractor will commence work as soon as possible.

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

<b>Attachments</b>
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<b>Proposals from contractor</b>
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EMERGENCY WORK AT VILLAGE MARINA

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 Manager has informed the Board of Trustees that emergency work must be undertaken to secure a failing portion of the Village Marina Bulkhead; and

WHEREAS, the Manager has secured proposals from Concavage Marine Construction, Inc. to perform said work which will begin forthwith; and

WHEREAS, such work must be undertaken by the Village to protect the public health, safety and welfare. Now, therefore, be it

RESOLVED, that the Board of Trustees hereby finds and declares that said work is a "public emergency" within the meaning of General Municipal Law, Section 103(4) requiring the Village to act without delay; and be it further

RESOLVED, that the Board authorizes the Village Manager to enter into an agreement with Concavage Marine Construction, Inc., Port Chester, New York, for a total cost of \$125,100, with an additional 10% contingency of \$12,510; and be it further

RESOLVED, that \$137,610 of the General Fund, fund balance will be appropriated to finance the cost of the emergency, and be it further

RESOLVED, that the Marina Improvement Project 5.7230.400.2009.107 be increased from \$407,560 to \$545,170; and be it further

RESOLVED, that the Board of Trustees hereby authorizes the Village Treasurer to modify and adjust the General Fund and Capital Fund budgets as follows:

General Fund:

Increase:

Appropriated Fund Balance	1.1.4995	\$137,610
Transfer to Capital Fund	1.9900.900	\$137,610

Capital Fund:

Increase:

Transfer from General Fund	5.5.5031.2009.107	\$137,610
Marina Improvement Project	5.7230.400.2009.107	\$137,610

APPROVED AS TO FORM:

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



# Concavage Marine Construction

87 Fox Island Road  
 Port Chester, NY 10573  
 (914) 934-9612 Fax (914) 934-9625  
 ConcavageMarine@aol.com

# PROPOSAL

<b>Date</b>	<b>Proposal No.</b>
04/13/15	1907

**Name/Address**  
 VILLAGE OF PORT CHESTER  
 C/O MR. CHRIS STEERS  
 222 GRACE CHURCH STREET  
 PORT CHESTER, NY 10573

**Project Name**  
 EMERGENCY BULKHEAD WORK

**Project Location**  
 BYRAM RIVER

Specifications for:	Amount
<p>TO SUPPLY LABOR, MATERIALS, EQUIPMENT, MOBILIZATION AND DEMOBILIZATION OF MATERIALS AND EQUIPMENT AND ALL INSURANCES NECESSARY TO COMPLETE THIS PROJECT.</p> <p>ACCESS WORK AREA THROUGH GATE AT PREVIOUS REPAIR RAMP WEST END TO ACCESS WORK.</p> <p>INSTALL FLOATING BOOM WITH SILT CURTAIN WATERWARD OF BULKHEAD COLLAPSED AREA AND MAINTAIN THROUGHOUT DURATION OF PROJECT.</p> <p>HAND REMOVAL OF EXISTING PAVERS FROM COLLAPSED AREA AND LANDWARD OF NEW PILE INSTALLATION. PAVERS WILL BE STACKED ON PALLETS, WRAPPED IN PLASTIC AND DELIVERED TO VILLAGE YARD FOR STORAGE.</p> <p>EXCAVATE SAME AREA AND SLOPE BACK GRADE TO RELIEVE EXTRA WEIGHT ON BULKHEAD. EXCAVATED MATERIAL TO BE STOCK PILED AT VILLAGE YARD. TARP OPEN EXCAVATION TO ALLOW WATER RUNOFF AND TO STABILIZE SOILS DURING RISE AND FALL OF TIDES. REMOVE EXISITNG LIGHT POLES AND DELIVER TO VILLAGE YARD.</p>	
TOTAL FOR ABOVE WORK .....	63,825.00
<p>CUT OUT 130' LF +/- OF FAILED BULKHEAD, PILINGS AND WHALERS AT LOW TIDE AND DISPOSE OF. PREVIOUSLY REPAIRED AREA 40'+/- NEW COLLAPSED AREA 110 LF +/- . LOCATE EXISITNG FAILED TIE RODS AND INSPECT FOR RE-USE. SUPPLY STEEL BRACKETS, DYWIDAG NUTS AND CHAIN TO BOTH ENDS OF EXISTING BULKHEAD TO HELP STABILIZE.</p>	34,375.00
<p>IF I CAN BE OF ANY FURTHER ASSISTANCE OR IF YOU HAVE ANY QUESTIONS, PLEASE DO NOT HESITATE TO CONTACT ME.</p>	

**WE PROPOSE**

To furnish material and labor complete in accordance with the above specification for the sum of:

**\$98,200.00**

NOTE: This Proposal May Be Withdrawn By Us If Not Accepted Within 30 Days.

Payment to be made as follows: **ONE HALF UPON ACCEPTANCE OF PROPOSAL AND BALANCE DUE UPON COMPLETION.**

Authorized Signature: \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_

# Concavage Marine Construction

87 Fox Island Road  
 Port Chester, NY 10573  
 (914) 934-9612 Fax (914) 934-9625  
 ConcavageMarine@aol.com

# PROPOSAL

<b>Date</b>	<b>Proposal No.</b>
04/13/15	1908

**Name/Address**

VILLAGE OF PORT CHESTER  
 c/o CHRIS STEERS  
 222 GRACE CHURCH STREET  
 PORT CHESTER, NY 10573

**Project Name**

EMERGENCY PILING WORK

**Project Location**

BYRAM RIVER

Specifications for:	Amount
<p>TO SUPPLY LABOR, MATERIALS, EQUIPMENT, MOBILIZATION AND DEMOBILIZATION OF MATERIALS AND EQUIPMENT AND ALL INSURANCES NECESSARY TO COMPLETE THIS PROJECT.</p> <p>SUPPLY AND INSTALL 6 STRAIGHT PILINGS AND 6 BATTER PILINGS BOLTED TOGETHER THROUGH EXISTING TOP WHALER WITH 1" MACHINE BOLTS AND DOUBLE DOCK WASHERS.</p> <p>THREE SETS OF PILINGS WILL BE DRIVEN ON BOTH UPSTREAM AND DOWN STREAM SIDES OF COLLAPSED BULKHEAD AREA. EXISTING FENCE TO BE REMOVED AS NECESSARY TO ACCESS PILE DRIVING AREA.</p> <p>TOTAL FOR ABOVE WORK .....</p>	<p>26,900.00</p>

**WE PROPOSE**

To furnish material and labor complete in accordance with the above specification for the sum of:

\$26,900.00

NOTE: This Proposal May Be Withdrawn By Us If Not Accepted Within 30 Days.

Payment to be made as follows: **ONE HALF UPON ACCEPTANCE OF PROPOSAL AND BALANCE DUE UPON COMPLETION.**

Authorized Signature: \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_



VILLAGE OF  
**PORT CHESTER**

222 Grace Church Street, Port Chester, New York 10573

**AGENDA MEMO**

**Office of the Village Manager**

**Village BOT Meeting Date:** April 20, 2015

**Item Type:** Resolution

Description	Yes	No	Description	Yes	No
Fiscal Impact	x		Public Hearing Required		x
Funding Source:			BID #15-01		x
Account #:			<b>Strategic Plan Priority Area</b> Business & Economic Development		
Agreement		x	<b>Manager Priorities</b> Choose a Manager Priority		
Strategic Plan Related		x			

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

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

AUTHORIZING THE SUBMISSION OF A HOME RULE REQUEST TO IMPOSE A HOTEL OCCUPANCY TAX IN THE VILLAGE OF PORT CHESTER

**Summary**

The Village of Rye Brook secured special state legislation so as to have the authority to impose a hotel occupancy tax of three percent. The cities of Rye, New Rochelle and White Plains each of whom have a similar hotel occupancy tax.

With the potential of a hotel as part of the Starwood Project, the Village Board had earlier made request on State Senator Latimer and State Assemblyman Otis to introduce bills in this 2015 legislative session so that the Village of Port Chester could also have this opportunity.

Bills have been introduced in both chambers and are in committee.

Upon adoption of the resolution, the Clerk and Mayor are authorized to complete the Home Rule Request on behalf of the Board for submission to the State Legislature to advance this legislation for hopeful enactment.

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

<b>Attachments</b>
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<b>Back-Up for both Senate and Assembly bills</b> <b>Home Rule Request forms</b> <b>Journal News article</b>
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AUTHORIZING THE SUBMISSION OF A HOME RULE REQUEST TO IMPOSE A  
HOTEL OCCUPANCY TAX IN 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, the Village of Rye Brook secured special state legislation to adopt a local law to impose a hotel occupancy tax of three 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 BPA and PC 999 High Street Corp. which is the subject of a pending environmental review process pursuant to the State Environmental Quality Review Act (SEQRA) to redevelop the former site of United Hospital for a mixed residential/commercial development which includes a proposed hotel; and

WHEREAS, New York State Senator George Latimer has introduced legislation to the Senate with bill number S. 2596 and New York State Assemblyman Steve Otis has introduced legislation in the Assembly with bill number A. 6556 that would authorize the Village of Port Chester to impose such a hotel occupancy tax. Now, therefore, be it

RESOLVED, that the Board of Trustees of the Village of Port Chester hereby approves the submission of a Home Rule Request to the New York State Senate and Assembly for bill numbers S. 2596 and A. 6556 respectively relating to the authority of the Village to impose a hotel occupancy tax; and be it further

RESOLVED, that the Clerk is hereby authorized to execute all necessary documents with regard to the Home Rule Request and the Mayor to cause their delivery to the New York State Legislature on behalf of the Board.

APPROVED AS TO FORM:

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

# 14 Westchester communities seek long-shot hotel tax



Mark Lungariello, [mlungariello@lohud.com](mailto:mlungariello@lohud.com) 4:34 p.m. EDT April 9, 2015

*Four Westchester municipalities have state authority to charge a bed tax; 14 others want it*



*(Photo: Frank Becerra Jr./The Journal News)*

The bed tax is hard to get but harder to resist for local government officials who view it as a way to boost revenue without contributing to local voters' property-tax fatigue.

Fourteen Westchester County municipalities are asking the state for the tax, which would allow them to tack up to 3 percent on a hotel room rate. Four municipalities in the county — New Rochelle, Rye, Rye Brook and White Plains — already have the tax, but the state Legislature hasn't approved a new one since 2009.

State Sen. George Latimer, D-Rye, is one of several state officials sponsoring legislation for the tax at the request of various communities. Latimer, who is sponsoring bills for Yonkers, Mamaroneck and Port Chester, among others, said some of his colleagues are hesitant to vote on new taxes but, to him, the proposals are

about advocating for local decision-making.

"I think every community that wants it should have it," Latimer said. "Let us let the local governments do something without us looking over their shoulders."

The bed tax, also known as an occupancy tax, is paid by people booking a room at hotels and motels. It offers local governments a revenue stream they say doesn't impose on people who live in the area.

There is inequity in who has the tax and who doesn't, Latimer said. Westchester's largest city, Yonkers, doesn't have the tax, but Rye does. The village of Rye Brook has it, but Westchester's largest town, Greenburgh, does not. The town is among those asking for the tax again this year.

## Tax layers

Only counties and large cities had received approval for the bed tax until 2009, when Rye Brook got its tax. The approval set off a chain reaction.

Rye Brook, which has a population of less than 10,000, expects to collect \$630,000 from the tax in its 2014-15 fiscal year, 3 percent of its entire revenue, according to its \$18.3 million budget.



**The Westchester Marriott in Tarrytown. The village wants a hotel tax, (Photo: TJN File)**

Any local bed tax is in addition to a 3 percent tax already charged by Westchester County. Rockland County adopted its own hotel tax three years ago,

while trying to close a \$95 million budget gap.

Al Samuels, of the Rockland Business Association, said municipalities were balancing budgets by looking to add revenue while they should be looking at areas to cut spending.

"Why do they need the money? Because they can't afford what they're spending on," he said. "I think the biggest problem is they're afraid to cut their expenses ... to say, 'You know what? It's the 21st century and we can't afford a lot of the things we spent money on in the 20th century.'"

Putnam County, which has been working to attract a marquee hotel for several years, does not have a tax.

"How do you have a hotel tax when you don't even have a hotel?" said Putnam County Executive Mary Ellen Odell.

She vetoed a bill to seek the tax several years ago because she said it sent the wrong message to the hotels the county was courting.

### All don't covet tax

There's [a slew of hotel developments](/story/money/real-estate/2014/06/25/westchester-county-hotel-construction/11389693/) in various stages of planning and construction in the area, including three in Yonkers. A \$15 million boutique hotel by Nylo is under construction in Nyack, and hotels are planned in [Tuckahoe](/story/news/local/westchester/2014/06/26/tuckahoe-hotel-white-plains-office-building-get-tax-breaks/11398343/) and [Dobbs Ferry](/story/news/local/westchester/2014/12/04/dobbs-ferry-tax-breaks/19849889/), villages also seeking to have their own bed tax.

Buy Photo



Construction continues at the NYLO Nyack hotel. Rockland County has a hotel tax; local municipalities there do not. (Photo: Peter Carr/The Journal News)

Hotel construction projects often receive [tax breaks](/story/news/local/westchester/2014/12/04/dobbs-ferry-tax-breaks/19849889/) from county governments, and a tax on bookings could mean negating that benefit because it could scare away potential visitors, said Joseph Morreale, chairman of the economics department at Pace University's Dyson College of Arts and Sciences.

"You could give us a tax break now, but then tax us later," he said.

The bed tax could backfire because it relies not on the business owners but their customers, he said. That might upend what appears to be an oncoming boom in the industry locally.

"It would be what we call an unintended consequence," he said.

Senator Latimer, who worked in the hotel industry for 20 years, is among those who say the tax only minimally increases the cost of a hotel booking and that rooms are booked based on amenities and location, not on a 3 percent difference in taxes.

But Dan Conte, general manager of the Westchester Marriott in Tarrytown and head of the 33-member Westchester Hotel Association, said there was a misconception that local hotels rely on weekend visitors when their "bread and butter" is actually locally based companies that book a number of rooms at once. In those cases, even a slight increase can make a difference.

"You lose pieces of business sometimes on one or two dollars a room," he said. "They do the math, so they know. They take all that into consideration."



A ballroom at the Crowne Plaza hotel in White Plains. The city has a hotel tax, (Photo: T.JN File)

### Same story

Still, the requests from municipalities continue each year and the list grows despite the lack of recent legislative action.

Harrison town Supervisor Ron Belmont said the process has become part of an annual routine.

"Same story, different year," Belmont said.

The town estimates it could raise \$600,000 a year by charging the tax at its three hotels and Belmont continues to file the paperwork with the Legislature even though town attorneys advise him it's a waste of time.

"That's the definition of insanity," Belmont said.

Twitter: [@marklungariello](https://twitter.com/marklungariello) (<http://twitter.com/marklungariello>)

### Under consideration

The following municipalities are seeking to add hotel taxes: \*Ardsville, \*Dobbs Ferry, \*Elmsford, \*Greenburgh, Harrison, \*Hastings-on-Hudson, \*Irvington, Mamaroneck, North Castle, Port Chester, \*Sleepy Hollow, \*Tarrytown, Tuckahoe, Yonkers.

\*These communities' proposals would require one-sixth of the revenue be used for a rivertowns fund for economic development and tourism. Westchester County's hotel-tax revenue is used partially to fund homeless and tourism programs.

### Impact by municipality

•**Westchester County** — 2015 Budget: \$1.7 billion. Estimated hotel tax revenue: \$5.7 million.

•**Rockland County** — 2015 Budget: \$74.3 million. Estimated hotel tax revenue: \$1.2 million.

•**White Plains** — 2014-15 Budget: \$160.7 million. Estimated hotel tax revenue: \$1 million.

•**New Rochelle** — 2015 Budget: \$158.5 million. Estimated hotel tax revenue: \$310,000.

•**Rye** — 2015 Budget: \$50.7 million. Estimated hotel tax revenue: \$150,000.

Read or Share this story: <http://lohud.us/1ygK0hA>



GET UP TO  
70% IN  
INCENTIVES  
TOWARD  
EFFICIENCY  
UPGRADES.



**MORE STORIES**



**Playland: New operator to add rides, eateries**

[\(/story/news/local/westchester/rye-city/2015/04/14/playland-park-rye-management/25758221/\)](/story/news/local/westchester/rye-city/2015/04/14/playland-park-rye-management/25758221/)  
[\(/story/news/local/westchester/rye-city/2015/04/14/playland-park-rye-management/25758221/\)](/story/news/local/westchester/rye-city/2015/04/14/playland-park-rye-management/25758221/)

April 14, 2015, 6:18 p.m.



**Historic Ossining pill factory illegally razed**

[\(/story/news/local/2015/04/14/pill-factory/25774105/\)](/story/news/local/2015/04/14/pill-factory/25774105/)  
[\(/story/news/local/2015/04/14/pill-factory/25774105/\)](/story/news/local/2015/04/14/pill-factory/25774105/)

April 14, 2015, 6:50 p.m.



**Tax Day: How to get your return in on time**

[\(/story/news/local/2015/04/14/tax-day-filing-income-federal-deadline-need-know/25799829/\)](/story/news/local/2015/04/14/tax-day-filing-income-federal-deadline-need-know/25799829/)  
[\(/story/news/local/2015/04/14/tax-day-filing-income-federal-deadline-need-know/25799829/\)](/story/news/local/2015/04/14/tax-day-filing-income-federal-deadline-need-know/25799829/)

April 15, 2015, 9:01 a.m.

<p>\$57.91</p>	<p>\$169.99</p>	<p>\$160.99</p>
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**RESOLUTION**

**APPOINTMENT OF MEMBERS TO A TEMPORARY POLICE & COURTS FACILITY  
WORKING COMMITTEE**

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, the Board of Trustees is committed to, over the longer term, providing and maintaining adequate and cost-effective Police and Court facilities to the village employees, Judges, and at-large public in order to appropriately provide public safety and justice court services as the Board is charged to do; and,

WHEREAS, over the years, the Board of Trustees has invested in maintaining the current police and court facility located at 350 North Main Street; and,

WHEREAS, the Board of Trustees had previously commissioned JCJ Architecture to complete a "Police & Court Feasibility Study" in 2011 on behalf of the Board of Trustees; and,

WHEREAS, the Board of Trustees has also retained National Development Corp (NDC) to study the construction of a certain Municipal Complex; and,

WHEREAS, there has been a recent turnover in the management of the Police Department, and a key leader within the Police Department has claimed the Police Department was "not part of the strategic process.... and were not responsible for the final product or any of the final recommendations". Now therefore, be it

RESOLVED, that the Board of Trustees appoints CHIEF RICHARD F. CONWAY, TRUSTEE \_\_\_\_\_, TRUSTEE \_\_\_\_\_, AND TRUSTEE \_\_\_\_\_, to a temporary Police and Courts Facility Working Committee of the Board of Trustees; and be it further

RESOLVED, that this working committee is expected to review existing documentation related to the Police and Court facilities, tour the existing facility with key stakeholders, interview members of the Police Department and Courts, and call upon the Village Manager as may be needed for the Committee to gather input and determine the police and court facility requirements, and report back to the Board of Trustees within 60 days with their findings and recommendations; and be it further

RESOLVED, that this resolution shall take effect immediately.

APPROVED AS TO FORM:

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

**RESOLUTION**

**APPOINTMENT OF MEMBER TO IDA - LDC**

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 TRUSTEE DANIEL BRAKEWOOD, residing in Port Chester New York, be and hereby is appointed as a member of the Port Chester Industrial Development Agency (PCIDA) to fill the seat previously held by Trustee Joseph Kenner; and

BE IT FURTHER RESOLVED, that TRUSTEE DANIEL BRAKEWOOD, residing in Port Chester New York, be and hereby is appointed as a member of the Port Chester Local Development Corporation (LDC) to fill the seat previously held by Trustee Joseph Kenner.

APPROVED AS TO FORM:

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

**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 MICHAEL BRESCIO, residing in Port Chester New York, be and hereby is appointed as a member of the Port Chester PLANNING COMMISSION to fill the seat previously held by Frank Cervinka, effective immediately with said term expiring on 06/16/2016.

APPROVED AS TO FORM:

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



VILLAGE OF  
**PORT CHESTER**

222 Grace Church Street, Port Chester, New York 10573

**AGENDA MEMO**

**Department:** Police Department

**BOT Meeting Date:** 4/20/2015

**Item Type:** Resolution

**Sponsor's Name:** Richard F. Conway, Chief of Police

Description	Yes	No	Description	Yes	No
Fiscal Impact	x	<input type="checkbox"/>	Public Hearing Required	<input type="checkbox"/>	x
Funding Source: DEA			BID # PT60949		
Account #: 001-0001-0695			<b>Strategic Plan Priority Area</b>		
	<b>Yes</b>	<b>No</b>	Public Safety		
Agreement	x	<input type="checkbox"/>	<b>Manager Priorities</b>		
Strategic Plan Related	x	<input type="checkbox"/>	Emergency Preparedness		

**Agenda Heading Title**

*(Will appear on the Agenda as indicated below)*

Transfer of \$11,934.02 from the DEA Asset Forfeiture Account to the Equipment Account for the Purchase of (2) Patrol PC Mobile computers with Printers and related mounting hardware

**Summary**

Background: The Department is seeking to improve it's vehicle computer operations through the purchase and installation of (2) Patrol PC Mobile Computers in RMPs 52 and 54

**Proposed Action**

That the Board of Trustees adopt the Resolution

**Attachments**

RESOLUTION  
BUDGET AMENDMENT – DEA FUNDS TO PURCHASE  
TWO (2) PATROL PC MOBILE COMPUTERS WITH PRINTERS AND  
RELATED HARDWARE FOR POLICE DEPARTMENT

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 Police Chief is recommending the use of DEA Asset Forfeiture Funds to purchase Two (2) Patrol PC Mobile computers with printers and related mounting hardware to install in Patrol cars 52 & 54 for a total cost of \$11,934.02 from L-Tron Corporation, 596 Fishers Station Drive, STE 1A, Victor, NY 14564, NYS Contract #PT 60949. Now, therefore be it

RESOLVED, that the Board of Trustees of the Village of Port Chester, New York hereby authorizes the Village Treasurer to modify the 2014-15 General Fund Budget as follows:

**GENERAL FUND**

Balance Sheet:

001-001-0695	Deferred Revenue Police DEA	\$(11,934.02)
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Revenues:

001-0001-2613	Use of Deferred DEA Revenue	\$11,934.02
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Appropriations:




001-3120-0200	Police Service Equipment	\$11,934.02
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APPROVED AS TO FORM:

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






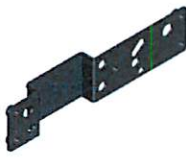

To
<b>Port Chester Police Department</b> Richard Conway rconway@vpcpd.com 350 N. Main Street Port Chester, NY 10573  <b>Phone:</b> 914-939-6402 <b>Fax:</b>

<b>Inquiry:</b> Verbal
<b>Sales Rep:</b> Jason Culliton
<b>Ship:</b> Ground
<b>Delivery:</b> 4-6 weeks ARO
<b>FOB:</b> Shipping point
<b>Terms:</b> Net 30

Qty	Part #	Description	Unit Price	Ext. Price
2	PPC-RT12i-G3-V-FM-xx	PatrolPC Core i Value Intel Generation 3 FIXED MOUNT COMPUTER featuring Portscape™ mounting - (12.1" Sunlight Readable Display - Approximately 1200NITS, Ultra Armour Glass-On-Glass Touch Screen, 2.4 GHz Core i3 2 core, removable 500 GB HD, 4 GB DDR3-1600 RAM, No OS, 1 10/100/1G Ethernet, 7 USB 2.0, HDMI, 2 Mini-PCle half card slots, Ambient Light Sensor, 10 AMP xx Ft Fused Power Cable, 3yr Warranty)	\$3,965.00	\$7,930.00
				
2	PPC-W-7P32	Windows 7 Pro 32 bit w/Win 7 Pro COA	\$234.00	\$468.00
2	PPC-ISCAN	Internal 2D Law Enforcement Imaging Scanner	\$339.00	\$678.00
2	KBA-BLT-5RBUVS	Backlit Illuminated Keyboard with Touchpad - 82 full size keys with full travel - key switches good for 5 million cycles - red LED backlight with 200,000 hour LEDs - backlight is dimmable to eight levels of intensity - water resistant splash guard - splash proof backlit touch pad with 2 backlit mouse buttons - USB interface	\$236.25	\$472.50
				
2	PJ623	Brother Mobile PocketJet 6 Plus, 300-dpi Integrated USB/IrDA, (Engine only), Requires Power Adapter and Interface Cable. 6 Pages Per Minute	\$341.10	\$682.20
				

Continued On Next Page ...



Qty	Part #	Description	Unit Price	Ext. Price
2	LB3602	Brother Mobile USB Cable for PocketJet 3 Printer, 6-Foot Length (formerly 206696)	\$9.90	\$19.80
				
2	LB3692	PocketJet Car Adapter, Wired, 14-Foot Length	\$17.10	\$34.20
				
2	C-ARPB-102	Havis Pedestal Style Armrest Printer Mount for PocketJet Printers and roll paper. Trak mount, Large arm rest pad, Flip, Height adjustable	\$219.77	\$439.54
				
2	C-MD-302	Havis Heavy Duty Computer Monitor / Keyboard Mount and Motion Device	\$313.07	\$626.14
				
2	C-MM-206	Monitor Adapter Plate Assembly for Patrol PC	\$25.73	\$51.46
				
2	C-MM-301	Bracket, Adapter, Device Mount, Kit	\$21.32	\$42.64
				
2	C-HDM-202	Havis Telescoping Pole. Adjustable from 8.5" to 14.5"	\$116.87	\$233.74
				

Continued On Next Page ...

Qty	Part #	Description	Unit Price	Ext. Price
2	C-HDM-401	Havis Heavy Duty Stability Side Support Arm 	\$47.78	\$95.56
2	C-HDM-153	Havis 2013-2015 Ford Interceptor Utility & 2011-2015 Ford Explorer (Retail) Heavy Duty Passenger Side Mounting Base 	\$80.12	\$160.24

Please fax or e-mail your order to: 585.383.0701, Sales@L-Tron.com.  
Thank you for considering our products.

<b>Total</b>	<b>\$11,934.02</b>
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VILLAGE OF  
**PORT CHESTER**

222 Grace Church Street, Port Chester, New York 10573

**AGENDA MEMO**

**Department:** Recreation Department

**BOT Meeting Date:** 4/20/2015

**Item Type:** Resolution

**Sponsor's Name:** Heather Krakowski, Recreation Supervisor

Description	Yes	No	Description	Yes	No
Fiscal Impact	x		Public Hearing Required		x
Funding Source:			BID # 15-02		
Account #:			<b>Strategic Plan Priority Area</b>		
	<b>Yes</b>	<b>No</b>	Quality of Life & Village Image		
Agreement	x		<b>Manager Priorities</b>		
Strategic Plan Related			Other		

**Agenda Heading Title**

*(Will appear on the Agenda as indicated below)*

Awarding bid to County Coach Corp. for Buses for Various Trips (Coach Buses or Equivalent) in the amount of **\$25,410.00** for the 2015-2016 Fiscal Year and an option for the 2016-2017 Fiscal Year.

**Summary**

**Background:** County Coach has been providing service for the Recreation programs for over 15 years; they work within the Recreation Department's ever changing schedules with appropriate certified busses and service. Buses service Port Chester Recreation Day Camp, enrollment of approx 225 campers throughout the summer. Buses also service the Port Chester Senior Center with monthly trips throughout the year.

**Proposed Action**

That the Board of Trustees adopt the Resolution

**Attachments**

**Recommendation Letter from Recreation Supervisor**  
**Bid Analysis Sheet Bid #15-02**

RESOLUTION

AWARDING BID FOR COACH BUSES FOR FY 2015-2016

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 competitive bids with regard to the provision of coach bus transportation services for the 2015-2016 Fiscal Year and an option for the 2016-2017 Fiscal Year; and

WHEREAS, a single bid was submitted; County Coach, 287 Bowman Avenue, Purchase, New York 10577, in the amount of \$25,410.00; and

WHEREAS, the bidder is the current vendor and has been satisfactorily providing such services; and

WHEREAS, the Senior Center Director and Recreation Supervisor have recommended that such bid be accepted and that there are sufficient funds allocated in the upcoming budget for same. Now, therefore, be it

RESOLVED, that the bid of County Coach, 287 Bowman Avenue, Purchase, New York 10577 be accepted; and be it further

RESOLVED, that the Village Manager be and is hereby authorized to enter into an agreement for such services.

APPROVED AS TO FORM:

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

VILLAGE OF PORT CHESTER

BID ANALYSIS SHEET

# BID #15-02

<b>BID FOR:</b>	BUSES FOR VARIOUS TRIPS (COACH BUS OR EQUIVALENT)		
<b>BID OPENING DATE:</b>	April 6, 2015	<b>TIME:</b>	10:00 AM
<b>BID PUBLICATION DATE:</b>	March 20, 2015		
<b>SPECIFICATIONS AVAILABLE:</b>	March 23, 2015		

**Please Print Name and Address**

<b>BIDDER:</b>	County Coach Corporation – Jak Rabbit Lines, Inc.				
<b>ADDRESS:</b>	P.O. Box 261				
<b>ADDRESS:</b>					
<b>CITY:</b>	Rye	<b>STATE:</b>	NY	<b>ZIP CODE:</b>	10580
<b>E-MAIL:</b>	<a href="mailto:dkucera@countycoach.com">dkucera@countycoach.com</a>				
<b>PHONE #:</b>	914-967-5959	<b>FAX #:</b>	914-967-8202		
<b>AMOUNT:</b>	25,400				

**Please Print Name and Address**

<b>BIDDER:</b>	<del>Royal Coach Lines</del>			NO BID WAS SUBMITTED	
<b>ADDRESS:</b>	<del>1020 Nepperhan Avenue</del>				
<b>ADDRESS:</b>					
<b>CITY:</b>	<del>Yonkers</del>	<b>STATE:</b>	<del>NY</del>	<b>ZIP CODE:</b>	<del>10703</del>
<b>E-MAIL:</b>	<del><a href="mailto:mikemullen@bevhillslimo.com">mikemullen@bevhillslimo.com</a></del>				
<b>PHONE #:</b>	<del>914-376-7605</del>	<b>FAX #:</b>	<del>914-376-7603</del>		
<b>AMOUNT:</b>					

**Please Print Name and Address**

<b>BIDDER:</b>					
<b>ADDRESS:</b>					
<b>ADDRESS:</b>					
<b>CITY:</b>		<b>STATE:</b>		<b>ZIP CODE:</b>	
<b>E-MAIL:</b>					
<b>PHONE #:</b>		<b>FAX #:</b>			
<b>AMOUNT:</b>					

VILLAGE OF PORT CHESTER

BID ANALYSIS SHEET

The following were present at the opening of the bids (☑):

Village Clerk:	<input type="checkbox"/>	Janusz Richards
Deputy Village Clerk:	<input type="checkbox"/>	Vita Sileo
Village Attorney	<input type="checkbox"/>	Anthony (Tony) Cerreto
Department Head:	<input checked="" type="checkbox"/>	<i>Heather Kumbur</i>
Village Engineer:	<input type="checkbox"/>	Dolph Rotfeld
Project Engineer:	<input type="checkbox"/>	Dan Peluso
<i>County Const</i> Other:	<input checked="" type="checkbox"/>	<i>Keith M. M...</i>
Other:	<input type="checkbox"/>	
Other:	<input type="checkbox"/>	
Other:	<input type="checkbox"/>	
Other:	<input type="checkbox"/>	
Other:	<input type="checkbox"/>	



VILLAGE OF  
**PORT CHESTER**

222 Grace Church Street, Port Chester, New York 10573

**AGENDA MEMO**

**Department:** Recreation Department

**BOT Meeting Date:** 4/20/2015

**Item Type:** Resolution

**Sponsor's Name:** Heather Krakowski, Recreation Supervisor

Description	Yes	No	Description	Yes	No
Fiscal Impact	x		Public Hearing Required		x
Funding Source:			BID # 15-03		
Account #:			<b>Strategic Plan Priority Area</b>		
	<b>Yes</b>	<b>No</b>	Quality of Life & Village Image		
Agreement	x		<b>Manager Priorities</b>		
Strategic Plan Related		x	Other		

**Agenda Heading Title**

*(Will appear on the Agenda as indicated below)*

Awarding bid to County Coach Corp., for Buses for Various Trips (School Buses or Equivalent) in the amount of **\$30,635.00** for the 2015-2016 Fiscal Year and an option for the 2016-2017 Fiscal Year

**Summary**

**Background:** County Coach has been providing service for the Recreation programs for over 15 years; they work within the Recreation Department's ever changing schedules with appropriate certified busses and service. Buses service Port Chester Recreation Day Camp, enrollment of approx 225 campers throughout the summer. Campers attend day trips and weekly trips to the Saxon Woods Pool in White Plains.

**Proposed Action**

That the Board of Trustees adopt the Resolution

**Attachments**

**Recommendation Letter from Recreation Supervisor**  
**Bid Analysis Sheet Bid #15-03**

RESOLUTION

AWARDING BID FOR SCHOOL BUSES FOR FY 2015-2016

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 competitive bids with regard to the provision of school bus transportation services for the 2015-2016 Fiscal Year and an option for the 2016-2017 Fiscal Year; and

WHEREAS, of the two bids submitted, the low bidder was County Coach, 287 Bowman Avenue, Purchase, New York 10577, in the amount of \$30,635.00; and

WHEREAS, the low bidder is the current vendor and has been satisfactorily providing such services; and

WHEREAS, the Recreation Supervisor has recommended that such bid be accepted and that there are sufficient funds allocated in the upcoming budget for same. Now, therefore, be it

RESOLVED, that the bid of County Coach, 287 Bowman Avenue, Purchase, New York 10577 be accepted; and be it further

RESOLVED, that the Village Manager be and is hereby authorized to enter into an agreement for such services.

APPROVED AS TO FORM:

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Village Attorney, Anthony Cerreto



VILLAGE OF PORT CHESTER

BID ANALYSIS SHEET

# BID #15-03

<b>BID FOR:</b>	BUSES FOR VARIOUS TRIPS - (SCHOOL BUS OR EQUIVALENT)		
<b>BID OPENING DATE:</b>	April 6, 2015	<b>TIME:</b>	10:00 AM
<b>BID PUBLICATION DATE:</b>	March 20, 2015		
<b>SPECIFICATIONS AVAILABLE:</b>	March 23, 2015		

**Please Print Name and Address**

<b>BIDDER:</b>	<i>County Coach Corporation – Jak Rabbit Lines Inc.</i>				
<b>ADDRESS:</b>	<i>P.O. Box 261</i>				
<b>ADDRESS:</b>					
<b>CITY:</b>	<i>Rye</i>	<b>STATE:</b>	<i>NY</i>	<b>ZIP CODE:</b>	<i>10580</i>
<b>E-MAIL:</b>	<i><a href="mailto:dkucera@countycoach.com">dkucera@countycoach.com</a></i>				
<b>PHONE #:</b>	<i>914-967-5959</i>	<b>FAX #:</b>	<i>914-967-8202</i>		
<b>AMOUNT:</b>	<i>30,635.00</i>				

**Please Print Name and Address**

<b>BIDDER:</b>	<i>Royal Coach Lines</i>				
<b>ADDRESS:</b>	<i>1020 Nepperhan Avenue</i>				
<b>ADDRESS:</b>					
<b>CITY:</b>	<i>Yonkers</i>	<b>STATE:</b>	<i>NY</i>	<b>ZIP CODE:</b>	<i>10703</i>
<b>E-MAIL:</b>	<i><a href="mailto:mikemullen@bevhillslimo.com">mikemullen@bevhillslimo.com</a></i>				
<b>PHONE #:</b>	<i>914-376-7605</i>	<b>FAX #:</b>	<i>914-376-7603</i>		
<b>AMOUNT:</b>	<i>32,880.00</i>				

**Please Print Name and Address**

<b>BIDDER:</b>					
<b>ADDRESS:</b>					
<b>ADDRESS:</b>					
<b>CITY:</b>		<b>STATE:</b>		<b>ZIP CODE:</b>	
<b>E-MAIL:</b>					
<b>PHONE #:</b>		<b>FAX #:</b>			
<b>AMOUNT:</b>					

VILLAGE OF PORT CHESTER

BID ANALYSIS SHEET

The following were present at the opening of the bids (☑):

Village Clerk:	<input type="checkbox"/>	Janusz Richards
Deputy Village Clerk:	<input type="checkbox"/>	Vita Sileo
Village Attorney	<input type="checkbox"/>	Anthony (Tony) Cerreto
Department Head:	<input checked="" type="checkbox"/>	<i>Heather Kankowski</i>
Village Engineer:	<input type="checkbox"/>	Dolph Rotfeld
Project Engineer:	<input type="checkbox"/>	Dan Peluso
Other:	<input checked="" type="checkbox"/>	<i>Debra J. ...</i>
Other:	<input type="checkbox"/>	
Other:	<input type="checkbox"/>	
Other:	<input type="checkbox"/>	
Other:	<input type="checkbox"/>	
Other:	<input type="checkbox"/>	



VILLAGE OF  
**PORT CHESTER**

222 Grace Church Street, Port Chester, New York 10573

**AGENDA MEMO**

**Senior Community Center**

**Village BOT Meeting Date:** 4/20/2015

**Item Type:** Resolution

Description	Yes	No	Description	Yes	No
Fiscal Impact	x		Public Hearing Required		x
Funding Source: Westchester County Grant			BID #		
Account #: 6730.			<b>Strategic Plan Priority Area</b>		
			Enhance Organization		
Agreement	x		<b>Manager Priorities</b>		
Strategic Plan Related		x	N/A		

**Sponsor's Name:** Carol Nielsen, Director of Senior Programs & Services

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

Resolution to authorize the Village Manager to enter into contract with the Westchester County Dept of Senior Programs and Services for Wellness in Nutrition Program (WIN) and Nutrition Services Incentive Program (NSIP) for the amount not to exceed \$64,302.

**Summary**

**Background:**

Yearly contract with Westchester County Dept. of Senior Programs & Services Third Extension Amendment for WIN & NSIP Programs in the amount of \$64,302.00.

**Proposed Action**

That the Board of Trustees adopt the Resolution

**Attachments**

Resolution and award letter.

RESOLUTION  
SENIOR NUTRITION PROGRAM

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

RESOLVED, that the Village Manager be and is authorized to enter into an agreement with the County of Westchester for the Older Americans Act and New York State Community Services for the Elderly Act, for the Wellness in Nutrition Program (WIN) and Nutrition Services Incentive Program (NSIP) for the amount not to exceed \$64,302.00 for the period covered April 1, 2015 to March 31, 2016.

APPROVED AS TO FORM:

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

Robert P. Astorino, Westchester County Executive

Mae Carpenter, Commissioner  
Department of Senior Programs and Services

March 25, 2015

Ms. Carol Nielsen  
Nutrition Program Director  
Village of Port Chester  
222 Grace Church St.  
Port Chester, NY 10573

**RE: WIN & NSIP, Third Extension Amendment: Nutrition Services, PY 2015 – 2016**

Dear Ms. Nielsen:

Enclosed is a blank copy of the Wellness in Nutrition Program (WIN) and Nutrition Services Incentive Program (NSIP) contract, consisting of an Agreement, Schedule A and Schedule B. This amendment when executed will extend the term of the original Agreement for a third additional year from April 01, 2015 through March 31, 2016.

State funding for the 2015 – 2016 program year will be in an aggregate amount not-to-exceed \$64,302, comprised of the following:

- \$51,102 in funding for the WIN program, and
- \$13,200 in estimated funding for the NSIP program.

Please be aware that the Department may reduce the amount payable to its contractors if the New York State Office for the Aging reduces the Department's Federal and/or State funding in which case you will be notified.

Make a copy of the contract and complete both copies, making sure that where signatures are required on both copies that they are original and in **BLUE INK** only. **Return two (2) originally signed Agreements and Schedules A along with and one (1) originally signed Schedule B** to me at the address listed in the footer below.

**Note:** You must use the original enclosed contract. Scanned or altered copies will be returned. We also suggest that you keep a completed copy of the contract for your records.

**INSURANCES:**

REPORT  
OF  
THE VILLAGE MANAGER



# Village of Port Chester

## Office of the Village Manager

### MEMORANDUM

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TO: Mayor and the Board of Trustees

FROM: Christopher D. Steers, Village Manager

DATE: April 20<sup>th</sup>, 2015

RE: Updates

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#### **INITIATIVES/PRIORITIES:**

❖ **Strategic Planning: Strategic Actions** (Opportunity Areas #1 Downtown TOD, #2 Downtown: Municipal Center, #3 Waterfront Redevelopment/Revitalization, #4 Fox Island, #5 United Hospital Site Redevelopment).

- 1) **Opportunity Areas #1:** C1 Neighborhood Retail Zoning Analysis: medical, dental office use Preliminary analysis regarding a potential zoning text change to permit medical in the C1 Neighborhood Retail District either as-of-right or by special exception permit subject to existing special exception criteria as defined in §345-61U.

This action is considered a Type I Action under SEQRA regulations and requires a determination of significance from the Board of Trustees prior to final approval. Presentation to Board of Trustees completed December 2014, January 2015, and March 2015. Presentation to BOT completed March 2015. Planning Commission supports concept. Staff to prepare draft law for BTO review.

- 2) **Opportunity Area #2:** As you are aware NDC has been engaged by the BOT to begin phase three of the Municipal Center feasibility study. Current status:

Activity #1 Site Investigation – Phase I

- *Federal, state & local records review of environmental database*
- *Evaluation of adjacent parcels and historical usage*
- *Preparation of written report on site investigation*
- *Phase I ESA report according ASTM-1527 Standard*

- *Identify any environmental concerns for Phase 2 review*

Site Borings have been completed as of this past week. The testing results are due within the next two weeks.

- 3) Opportunity Area #3:** Bulkhead; the contract for the bulkhead design grant award in the amount of \$225,000 has been executed. The initial methodology included design in two phases, Phase 1 being the first Activity Node and temporary “shoring” up of the vinyl area; Phase 2 being the complete steel replacement and partial bridging of the cove. This approach would have allowed us to first make progress toward re-activation of the waterfront as planned and it also gives us time to build potential funding resources from grants, districts, and/or parking revenues without stalling the entire capital improvement project. Since then a second breach has occurred which will necessitate two things; a proposed emergency repair which is on the agenda this evening; and perhaps the design of the activity node and now a complete replacement.

Staff received four responses to the RFP for design, bid documents, and permits. Staff reviewed same and found all bidders responsive. Staff will be conducting interviews with all four consultants and narrow down the field to two finalists. The BOT will thereafter interview the two finalists and make a final selection. This is anticipated to be ready for interview and/or board action on or about the second meeting in May.

- 4) Opportunity Area #5:** Redevelopment of the former United Hospital Site (Starwood). The Mixed-use redevelopment proposal for the former United Hospital site located within the Village’s PMU Planned Mixed Use District to permit: 500 “Millennial” housing units, 240 age-restricted housing units, an approx. 138-key limited service hotel, 100,000-200,000 square feet of medical office, approx. 90,000 square feet of retail, ample public and green space, and improved access to Abendroth Park.

Preliminary DEIS submitted by Applicant December 30, 2014. The applicant is scheduled to submit the final DEIS revisions next month. Anticipated DEIS adoption as complete May/June 2015.

- ❖ **2015-2016 Budget Process:** The Tentative Budget has been presented to the Bot and the public hearing has been completed. As the BOT completes the remaining budget workshops, proposed changes to the tentative Budget are to be voted on during the April 28<sup>th</sup>, budget-adoption meeting.
- ❖ **Property Condition Study RFP:** Consultant selection has been made. The finalist is Kevin Dwarka of KDLLC. Their partnership with Pace Law School brings to bear the necessary resources for developing attainable and legally sufficient strategies for potential revitalization initiatives within the prescribed areas. Staff is finalizing the scope of services with the final scope and authorization to execute the agreement to be discussed at the May 4<sup>th</sup> BOT meeting.



## **ACTIONS:**

- **CDBG:** we are currently pursuing approximately \$800,000 from the County's new Community Housing Infrastructure Investment Program (CHIIP) to fund prior CDBG awards for sewer and sidewalk infrastructure. The BOT adopted a resolution identifying the projects eligible under the new CHIIP funding on March 16<sup>th</sup>, 2015. All required documentation has been submitted to the County. We are expecting a response from the County by the end of this month and/or middle of next month. The program requires a 50% match.
- **MTA:** Staff continues to discuss a possible settlement to the property maintenance violations issued to the MTA. The context is in the realm of better routine maintenance and possible beautification utilizing existing and potential funds in a collaborative manner between the Village and the MTA.
- **Grant Writing RFP:** The Village received four responses however none of the submittals were responsive to the request. In sum the majority grant writing community seems to avoid contingency based contracting. We are exploring other alternatives that would allow for us to capture and properly administer any grant funds attained in the most cost effective way. The issue at hand is not necessarily the application process/processing; it is the labor intensive reporting and administrative portion of grant management/administration that taxes our limited resources.

## **DEPARTMENT UPDATES:**

### ➤ **Police Department:**

- **Training:** On March 19th and 23rd, 43 members of the Department successfully completed a 7 hour course of study in Crisis Intervention. This instructional block was carried out by the Westchester County Office of Mental Health. Members received both classroom and practical training in the basics of police response to incidents involving people in emotional crisis. This course represents the first collaborative training effort between the Department and the Office of Mental Health

On March 20th, Police Officers Marcello Presta and Arthur Dusenbury completed High Intensity Drug Trafficking Area, (HIDTA) training. This 40 course of study was held at the New York City Police Department's Rodman's Neck facility in the Bronx. POs Presta and Dusenbury received both classroom and hands on training in areas such as; search warrants, surveillance, undercover operations, and tactical street encounters.

- **Harbor Patrol Initiative:** On April 6, we received confirmation of the acceptance of our application for the Patrol Vessel Loan program through the NYS Office of Parks Recreation and historic Preservation. Under the program the Village will receive a fully equipped 21 or 24 foot Boston Whaler patrol boat. The package is valued at over \$90,000. This loan will be for the effective life of the patrol vessel which is estimated to be 10 years.

- In addition to providing the vessel, NYS OPRHP will also fund up to 50% of the salary of officers assigned to marine enforcement efforts, fuel used, maintenance, and safety equipment.
  - Much of the initiative in seeking this funding comes from the efforts of Police Officer Jeff Garcia. PO Garcia learned of the program through his contacts with other agencies and obtained the necessary application information. He was diligent in following up on the progress of our project and will be assigned to its implementation.
  - PO Garcia will be attending the Maritime Law Enforcement Course held at Lake George later this month. We expect to have our Harbor Patrol Initiative operational for the 2015 boating season
- **Detective Bureau:**
- For the month of March, the Detective Bureau closed out 28 cases with 8 cases resulting in arrest. The Bureau was assigned 16 new cases during the month and had a total of 45 arrests:
    1. 1-Felony drug arrest
    2. 4-misdemeanor drug arrests
    3. 8-violation level
    4. 6-non-drug related misdemeanors
    5. 26-warrant arrests
  - The Bureau made the following seizures during March:
    1. \$1,160.00 in US currency
    2. 95-decks of heroin
    3. 5-small bags of cocaine
    4. 10-small bags of marijuana
  - Evidence in 70 cases was reviewed, this resulted in the return of property to owners, or the disposal of retained evidence after the approval of the District Attorney's office
- **Notable Cases:** On Wednesday March 18th at approximately 5:30 PM members of the Port Chester Police Department arrested two men after disrupting a drug transaction in progress. Members of the Department's Narcotics Squad were conducting a surveillance in the area of North Main Street when they observed one man, seated in a car, hand another, on foot, 30 small bags containing what was later determined to be heroin. With assistance from the Patrol Division they stopped and detained the men. Subsequent investigation uncovered 57 additional bags of heroin, US currency, and drug sales records in the vehicle occupied by one of the men.

Wilfredo Huertas, age 51, of the Bronx was arrested and charged with Criminal Sale of a Controlled Substance in the 3rd Degree, and Criminal Possession of a Controlled Substance in the 3rd Degree, both class B felonies. Johan J. Wallenberg, age 38, of Stamford was arrested and charged with Criminal Possession of a Controlled Substance in the 7th degree, a class A misdemeanor

## ➤ Justice Court

- Assist the Judge on the Bench during court sessions on Mondays, Thursdays and Fridays
- Processed Criminal Disposition Reports (CDRs) after court
- Completed court paperwork after court sessions
- Update excel spreadsheets with Bail disbursements from court
- Electronically transmitted 574 Criminal Dispositions Reports (CDRs) to New York State Division of Criminal Justices Services since February 11, 2015
- Reconciled Judge Troy Justice Account. Ending Bank Balance as of 02/28/15 - \$80,644.53
- Reconciled Judge Troy Justice Account. Ending Bank Balance as of 3/31/15 - \$78,471.68
- Prepared February and March 2015 Monthly Report to the N.Y. State Comptroller's Office- Justice Court Fund for Judge Troy - \$80,783.50 (Feb) \$77,890.65 (March) to be reviewed and electronically submitted by Judge Troy
- Reconciled Judge Sisca Justice Account. Ending Bank Balance as of 02/28/15 - \$132,265.71
- Reconciled Judge Sisca Justice Account. Ending Bank Balance as of 3/31/15 - \$159,676.14
- Prepared February and March 2015 Monthly Report to the N.Y. State Comptroller's Office- Justice Court Fund for Judge Sisca - \$131,746.20 (Feb) and \$158,821.58 (March) to be reviewed and electronically submitted by Judge Sisca
- Reconciled Tow Account. Ending Bank Balance as of 02/28/15 - \$895.00
- Reconciled Tow Account. Ending Bank Balance as of 3/31/15 - \$410.00
- Prepared vouchers and Payroll to be sent to the Finance Department
- Monthly Staff Meeting held on February 18
- Gina LaMazza held Monthly Staff meeting on March 18
- Sent letters out to Defendants for Unclaimed Bail (6 years or older) for 140 cases. If the bail is not picked up by April 17th the unclaimed bail will be turned over to the Port Chester General Fund. Amount: \$16,080 as of today

## ➤ Public Works:

### Police Department

- Completed the Evidence room.
- Completed the breezeway.
- Painted various locations within the building.

### Lyons Park

- Fixed the benches.
- Removed graffiti.
- Repaired underground electrical wire.
- Repaired vandalism at Lyons & Columbus Park.

### Street Lights

- Repaired 50 street lights.

## Village Trees

- Trimmed 20 trees.
- Removed 7 trees.

## Village Hall

- Various maintenance tasks.

## Potholes

- Repaired/filled 25 tons of black top for potholes thru out the Village.

## Catch Basins & Sidewalks.

- Cleaned 34.
- Repaired catch basin & installed pedestrian ramp at the corner of Fairview Avenue & Neuton Avenue.
- Repaired 2 catch basin at shopper's lot.
- Repaired 3 catch basins King Street.
- Repaired sidewalks at Puritan Drive, Wilkins Avenue, & the Shoppers lot.

## Street Traffic lines

- Commenced painting street traffic lines.

## Street Signs

- Installed or replaced 40 signs.

## Street Cleaning

- Performed additional street cleaning in non-posted areas.

## Plantings

- Planted spring flowers.
- Cleaned the Village Islands.
- Mulched various Village Properties.

## Equipment

- Repaired various equipment as needed.

## Sanitation

- Regular duties as contracted & directed.

## ➤ **Senior Center / Nutrition:**

### **Senior Center Calendar:**

- April 7th—Easter Party—music by the Upbeats 1 p.m.
- April 9th—Passover Luncheon

- April 16th—Marie Leonard, Westchester Community College Lecture—food safety and eating on a budget 11:30
- April 29th—Yonkers Casino
- May 5th—Cinco de Mayo celebration—music 1p.m.
- May 9th—Mother’s Day Brunch—music with James Kulich 11 a.m.
- May 13th—City Island Lunch on your own Cost \$10
- May 20th—Lobster Festival at Platzl Brauhaus with Rye Brook—Lobster festival, live music and dancing. Bus leaves Possillipo center at 10 a.m. Cost: \$42.
- Every Monday—Zumba 1 p.m. Every other Tuesday Tai Chi—10:30 a.m. Art Class every Friday morning at 10-12, Bingo Wed and Thurs afternoons

**Community Center Calendar:**

- Wed. 4/8—Chamber of Commerce meeting, Recreation meeting, Beautification meeting, Parks commission meeting.
- 4/9—Volleyball meeting—Rec
- 4/13—PCYBL Travel Meeting—Rec
- 4/14—PCYBL Baseball meeting
- 4/25—Clay Arts Center Educational Symposium 10-5 p.m.
- 4/29—Football meeting—Rec
- 4/6/15—Board of Health Inspection—No violations
- 4/7/15—Westchester County Dept of Senior Programs & Services Bi-annual inspection of congregate program at center.
- 4/8/15—Ace Extermination—Regular monthly preventative spraying.

➤ **Recreation:** See Recreation Supervisor’s report attached.

**Meetings:**

- 3/10 Agenda review
- 3/11 Recreation Commission
- 3/12 L. Douglas, Budget
- 3/17 T. Cerreto, Playground Inspections
- 3/18 Dog Park meeting - WRAPS
- 3/20 R. Morabito, DPW field maintenance and Easter in the Park
- 3/23 J.Cunningham, Carver Center, Swim lessons, Lifeguard Training
- 3/24 T. Cerreto, Village Attorney Concession Stand Contract PCYBL
- 3/24 T. Cerreto, Playground Inspections
- 3/25 Pre/Post Agenda and Staff meeting
- 3/25 ARC meeting
- 3/25 R. Morabito, DPW field maintenance
- 3/26 E. Tigani - Parks attendants, schedule
- 3/30 Roller Hockey meeting
- 4/1 Entertainment Committee

- 4/6 Bus Bids
  - 4/8 Park Avenue Custodial Staff – Walkthrough of Camp site
  - 4/9 Post BOT/Pre Agenda Meeting
  - 4/14 Pre –Agenda Review
  - 4/14 Budget Workshop –BOT, Village Manager
  - 4/15 Department of Health – Camp Meeting
  - 4/16 Bryan Diaz, Council of Community Services
  - 4/16 Adult Roller Hockey Group
- **Building / Code Enforcement Department:** See Building Inspector/ Code Enforcement Director’s report attached.
- **Planning and Development:** See Planning and Development Director’s reports attached.
- **Treasures Office:** the Budget process ongoing.

#### Attachments

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



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**ACTIVE PLANNING AND DEVELOPMENT INITIATIVES**

**PLANNING**

<b>INITIATIVE</b>	<b>SUMMARY</b>	<b>STATUS</b>
School Children Generation Mitigation Formula (Funded, initiated by the Village IDA)	Development of mitigation formula applicable to multi-family residential development seeking to provide monetary contribution to any additional impact to the school district as a result of the project.	Presentation to BOT, December 2014. Consultant revised final document to include additional multi-family development examples.
Redevelopment of the former United Hospital Site (Starwood)	Mixed-use redevelopment proposal for the former United Hospital site located within the Village's PMU Planned Mixed Use District to permit: 500 "Millennial" housing units, 240 age-restricted housing units, an approx. 138-key limited service hotel, 100,000-200,000 square feet of medical office, approx. 90,000 square feet of retail, ample public and green space, and improved access to Abendroth Park.	Preliminary DEIS provided by Applicant December 30, 2014. Applicant to submit DEIS revisions mid-March 2015 for consultant and staff review completeness. Anticipated BOT action to accept Applicant's DEIS as complete March/April 2015.
Planning Workshop	Quarterly workshop meetings with the Planning Commission to discuss various topics regarding the implementation of Comprehensive Plan recommendations and zoning amendments for BOT review.	March 24, 2015 Meeting scheduled.
Project Proposal Forms	Intake and processing of proposals which may require review by the Planning Commission, Zoning Board, and Waterfront Commission.	Ongoing. Plans to create spatial database tracking market trends relative to existing zoning provisions.
Neighborhood Revitalization Strategy	Assess and analyze strategies for redevelopment and/or rehabilitation opportunity within the Village and associated legal strategies for implementation.	Follow up Consultant interview completed January 2015. Consultant selection anticipated Spring 2015.

**ZONING AMENDMENTS**

<b>INITIATIVE</b>	<b>SUMMARY</b>	<b>STATUS</b>
C1 Neighborhood Retail Zoning Analysis: medical, dental office use	Analysis of a potential zoning text change to permit medical in the C1 Neighborhood Retail District by special exception permit subject to existing special exception criteria as defined in §345-61U.	Presentation to BOT completed March 2015. Planning Commission supports concept. Staff to prepare draft law for BTO review.
Lot Line Adjustment	Land subdivision law amendment to allow for administrative approval of minor lot line adjustments or apportionments that will not create additional buildable lots or alter zoning districts.	Petitioner to present concept to BOT in April/May 2015.
Minor Change of Use	Amendment to streamline approval process for minor change of use in C2, C5, and C5T Districts. Would enable administrative approval of change of occupancy to another approved use of equal or lesser impact rather than full site plan approval by Planning Commission. Targeted to facilitate the re-occupancy of vacant second and third story office spaces downtown.	Under consideration

**ADMINISTRATION**

<b>INITIATIVE</b>	<b>SUMMARY</b>	<b>STATUS</b>
Records Management	Maintains and records all planning, zoning files including escrow accounting for active applications	Ongoing
Board/Commission Management	Staff, professional development; professional certification	Ongoing
IDA Management	Records and maintains all IDA files; liaise between Village and IDA.	Ongoing
Web Management	Maintains Planning, Zoning IDA, LDC webpages.	Ongoing



**GRANTS**

<b>INITIATIVE</b>	<b>SUMMARY</b>	<b>STATUS</b>
New York State Regional Economic Development Council Grant Funding	Application, management and oversight of all applied and received local, state and federal funding grants for the repair of the collapsed bulkhead with new public activity platform.	DOS-LWRP FY2013-2014: awarded \$225,420 for design and construction plans + permits. Contract executed October 2014. Final RFP for design and construction plans + permits under review by DOS, January 2015. RFP solicited February 2015, closed March 16, 2015. Interviews conducted April/May.
Community Development Block Grant (CDBG)/ Community Housing Infrastructure Investment Program (CHIIP)	Pursuing approximately \$800,000 from the County's new Community Housing Infrastructure Investment Program (CHIIP) to fund prior CDBG awards for sewer and sidewalk infrastructure.	BOT resolution identifying CHIIP project funding request and 50% match source for March 16, 2015 adoption.

**ENVIRONMENTAL PLANNING**

<b>INITIATIVE</b>	<b>SUMMARY</b>	<b>STATUS</b>
Hazard Mitigation Planning (County-wide Plan)	Westchester County preparation county-wide hazard mitigation planning, i.e. hurricanes, blizzards, flooding, etc. Completion ensures eligibility for emergency management funding.	Consultants and county finalizing report. Distribution anticipated Spring 2015.
Long Island Sound Study, Futures Fund Grant Opportunity	Available funding source to appropriate initiatives involving water/watershed quality protection, public education and outreach, etc.	Initial interest meeting February 2015. Applications due September 2015.
MS4 Permit Management	Municipal separate storm sewer system (MS4) permit required by Federal Government under the Environmental Protection Agency (EPA) National Pollutant Discharge Elimination System (NPDES) program to prevent harmful pollutants from being washed or discharged into a waterbody.	Annually. Kick-off meeting April 2015.
Local Waterfront Revitalization Program (LWRP)	Update to adopted 1992 village waterfront policy and vision plan. Guidelines for Waterfront Commission project consistency review.	Finalizing Draft LWRP document for NY Department of State (DOS) official 60 Day Document Review. Formal BOT adoption 2015.

**Visioning, Branding, and Economic DEVELOPMENT Strategies**

Economic Development Promotional Material	Economic development promotional materials citing Comprehensive Plan, Strategic Plan, LWRP vision. Coordination with IDA Strategic Planning efforts.	Ongoing
150 <sup>th</sup> Anniversary	<p>Proposed formation of a steering committee to complete specific beautification projects in anticipation of the Village's 150<sup>th</sup> anniversary in 2018. Possible projects include:</p> <ul style="list-style-type: none"> <li>• Streetscape improvements</li> <li>• Area branding</li> <li>• Placemaking Charette</li> <li>• Historic preservation designation</li> <li>• New/improved greenspace and/or bike and pedestrian amenities</li> <li>• Area-wide programs/events/initiatives</li> </ul>	2015-2018

# Planning Commission, Zoning Board of Appeals, and IDA Applications

The Office of Planning & Development oversees activities for the Planning Commission, Zoning Board of Appeals, Waterfront Commission, Industrial Development Agency and Board of Trustees. Below are two tables of both active and recently approved applications managed by the Office of Planning & Development. Additional information is available through the Office's website ([http://www.portchesterny.com/Pages/PortChesterNY\\_Planning/index](http://www.portchesterny.com/Pages/PortChesterNY_Planning/index)).

## ACTIVE PLANNING APPLICATIONS

Address	Project Description	Status of Project
74, 98 Fox Island Road	Relocation of existing laundry facility at 98 Fox Island Road to 74 Fox Island Road with expansion of existing warehouse at 98 Fox Island Road.	Public Hearing April 2015.
110 Westchester Ave	New dental office.	Anticipated approval April 2015.
141 Willett Ave	New second floor dental office.	Anticipated approval April 2015
10 Pearl Street	Demolition of existing building for new restaurant and four floors of office.	Public Hearing continued to April 2015.
141 Abendroth Ave	Site plan conditions amendments.	Public Hearing continued to April 2015.
29, 37-39 N Main Street	Expansion of existing restaurant into outdoor patio space.	Public Hearing continued to April 2015.
220 Westchester Ave	Legalization of medical/dental offices	Adjourned until further notice.
10 Bulkley Ave	Site plan approval for woodworking shop.	Public hearing April 2015.

## APPROVED APPLICATIONS

Address	Project Description
21 Abendroth Ave	Shared parking approval.
120 N Pearl	New multi-family building (50 units) with high-end amenities + parking.
163 N. Main	Tarry Market Alley way.
8 Slater	Warehouse expansion for vehicle storage.
25 Willett Ave	Creation of American Bar & Restaurant.
242 King St	Expansion of existing office building.
264 Boston Post Road	Legalization of freezer at existing drive-thru restaurant.
411 Westchester Ave	Modification of existing base station and renew existing special exception use permit for wireless telecomm facility (Verizon).
411 Westchester Ave	Modification of existing base station and renew existing special exception use permit for wireless telecomm facility (Sprint).
135 S Main Street	Site plan approval for construction of two new two-family residences.

117 N Main Street 999 High Street	Open a family oriented Papa John's pizza restaurant. Renewal for special exception use permit for wireless telecomm facility (AT&T).
167-169 Terrace Ave	Modification of existing base station and renew existing special exception use permit for wireless telecomm facility (Sprint).
999 High Street	Modification of existing base station and renew existing special exception use permit for wireless telecomm facility (Sprint).
222 Grace Church St	Modification of existing base station and renew existing special exception use permit for wireless telecomm facility (Sprint).
45 Townsend	Remove an existing two family dwelling and use the parcel for open storage of materials.
126 North Main St	Gastropub styled restaurant featuring weekend acoustic performances.
33 New Broad St	Open micro distillery as part of larger sustainable/farming operation.
152 King Street	Proposed interior renovations to a 1-story building to convert existing repair bays to a convenience store.
96 Perry Ave	Two-lot subdivision
145 Westchester Ave	Expansion of use and operation of the space by annexing it into the adjacent existing overall operations of The Capitol Theatre.
149-151 Westchester Ave	Capitol Theatre expansion of capacity use/increase occupancy from 1,835 to 2,205; add exterior walk in cooler, use of sidewalk hydraulic material lift and addition of mobile stand up bars.
36 Midland Avenue	Installation of sectional overhead doors & relocation of 3 parking spaces.
104 North Main Street	Reconfigure existing takeout restaurant & expand kitchen & dining room into existing adjacent tenant spaces, renovate existing basement for auxiliary use to restaurant on 1st floor, install new NFPA Sprinkler System throughout entire building.
110 Midland Avenue	Installation of a self-contained cosmetic spray booth within open warehouse space in accordance with Westchester County emission permit.
110 North Main Street	Raise existing roof structure to provide habitable space. Existing 2nd floor to be used as an office, storage, private dining and a service kitchen for private dining.
400 Westchester Ave	Construct a rear handicap-accessible rear facility entrance with canopy and fence; Replace playground equipment
275 Boston Post Road	Renovate existing vacant food service establishment into a Popeye's franchise restaurant with drive-thru.
110 Westchester Ave	Provide pedestrian access from Village owned muni parking lot to rear of common property line, install new exit door, walkway with lighting new fencing and new lawn.
26 Putnam Ave	Site Plan approval for continued use of an existing Sign/Graphic Design Shop (2nd fl.) and approval for a change of use (1st fl.) for current non-conforming use as a laundromat.
21 Abendroth	Shared parking approval
411 Westchester Ave	Modification of existing wireless facilities.
500 N. Main Street	Health club approval
110 Midland	Amendment to approved site plan; special exception use.



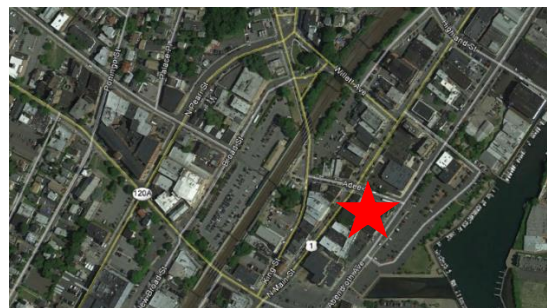
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 Elizabeth Esposito, Assistant Planner  
 Constance Phillips, Planning Commission Secretary

To: Chairman Gregory and Planning Commissioners  
 From: Christopher Gomez, AICP, Director of Planning & Development  
 Jessica Youngblood, MCP, Planner  
 Re: March 30, 2015 Planning Commission Meeting Comment Memorandum  
 CC: C. Steers, T. Cerreto, P. Miley, D. Rotfeld, C. Phillips  
 Date: March 27, 2015

**2. 29, 37-39 N Main Street (Case #2015-0117)**



Section, Block, Lot: 142.31-1-16, 142.31-1-13 & 142.31-1-14  
 Zoning District: C2 Main Street Business District  
 Lot size: 11,485 sq. ft., 2,262 sq. ft., and 7,063 sq. ft. (20,810 sq. ft./0.48 acres)  
 Owner: RDC Realty  
 Applicant: Robert Luiso, Michiel Boender, Architect

**Project Overview:**

The Applicant proposes to construct a new, outdoor bar seating area on the Copacabana property (Section 142.31-1-16) extending onto the Café Brazil property (Section 142.31-1-14) that are under common ownership in the C2 Main Street Business District. This extended outdoor dining area will add approximately 27 seats and approximately eleven (11) standing tables with umbrellas, totaling 1,678 square feet of outdoor space at 29 N Main Street and 2,537 square feet of outdoor floor space at 37-39 N Main Street. The Applicant will provide an unobstructed egress path extending from the existing laundromat back door (37-39 N Main Street) to the sidewalk along Abendroth Avenue. Also, the Applicant proposes to remove the existing fence, sliding gate, and planter between Café Brazil and Copacabana and install new perimeter plantings to match the existing ones.

The proposed outdoor bar seating area will operate between Memorial Day and Labor Day on Thursdays from 5PM-1AM, Friday/Saturday from 5PM-2AM, and Sundays from 1PM-1AM.

These hours of operation align with the set hours of live entertainment operation for an ancillary entertainment license as issued by the Village Clerk per §250-11 of the Village Code. No off-street parking is required as part of the proposal. Based on square footage, one (1) off-street truck loading spaces is required – Applicant shows one loading space on-site.

**Comprehensive Plan Consistency:**

The proposed use satisfies Economic Development recommendation #1, ‘Strengthen and expand economic opportunity...by focusing efforts on retaining and expanding existing businesses.’ As further refined in the Comprehensive Plan, the application aligns with the continuance of restaurant development and encouragement in the downtown.

**Zoning Compliance Review:**

The attached Zoning Compliance Form completed and certified by the Village Building Inspector indicates that the proposed outdoor bar seating area is classified as extended use of existing restaurant space, and ‘restaurant’ is a permitted use in the C2 Main Street Business District.

The proposal requires one (1) off-street truck loading spaces, and Applicant provides one (1) on-site. No variances are required.

An ancillary entertainment license through the Village Clerk is required for this application per §250-11 of the Village Code.

**SEQRA Classification:**

The Proposal is considered an Unlisted Action under SEQRA and requires a Determination of Significance prior to site plan approval.

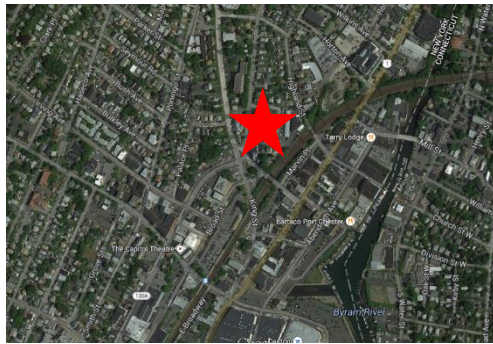
**Required Approvals:**

- Site plan approval (Planning Commission)
- SEQRA Determination of Significance (Planning Commission)
- Consistency Determination (Waterfront Commission)
- Notification to Westchester County Planning Board (Village Staff)

**Next Steps:**

The Planning Commission referred the application to the Waterfront Commission for consistency determination on February 23, 2015, and the Waterfront Commission reviewed the application on March 25, 2015 and granted consistency determination with the LWRP policies. The Planning Commission may consider closing the public hearing pending any significant comments from the public or Village Engineer and recommend approval documents drafted for the April 27, 2015 meeting.

### 3. 141 Abendroth Avenue/21 Willett Avenue (Case #2015-0118) Formerly #679(F113) & 408E(F113)



Section, Block, Lot: 142.23-2-47 (formerly 142.23-2-13, 142.23-2-14, 142.23-2-15)  
Zoning District: C2 Main Street Business District  
Lot size: 60,559 sqft,  
Owner: Mariner Port Chester LLC  
Applicant: Anthony Gioffre, Esq. of Cuddy & Feder, LLP o/b/o The Mariner Port Chester, LLC

#### **Project Overview:**

The Applicant seeks relief from conditions numbers 16, 22, and 31 of the adopted Site Plan Resolution (dated January 25, 2010):

- **Condition #16:** *“The applicant shall place all overhead utilities underground, shall reconstruct all sidewalks and curbs and shall install street landscaping and associated facilities immediately surrounding the site in accordance with Village standards and specifications, prior to the issuance of a Certificate of Occupancy.”*
- **Condition # 31:** *“All on-site utilities shall be installed underground.”*
- **Condition # 22:** *“The Applicant shall fund an escrow account of sufficient amount to provide monitoring of the Abendroth Avenue/Willett Avenue intersection at 6 month intervals for a period of two years after 75% of the units in the building are occupied. Said monitoring shall be supplied to the Planning Commission in a timely manner. If, in the sole opinion of the Planning Commission, the Levels of Service or overall traffic conditions are the intersection deteriorate appreciably, the applicant shall install a traffic light at this intersection, at its sole expense, to mitigate this situation.”*

#### **SEORA Classification:**

The project is classified as a Type II Action under the State Environmental Quality Review Act and requires no further action.

## **Required Approvals:**

- Site Plan amendment approval (Planning Commission)

## **Next Steps:**

As requested from the Commission, staff has coordinated for Con Edison representatives Paul Cherion, construction manager, and Jane Solnick, Director of Public Affairs, to be in attendance at the March 30 meeting to discuss options and alternatives to burying the existing power lines.

## **4. 10 Pearl Street (Case #2015-0119)**



Section, Block, Lot: 142.23-1-4, 142.23-2-85  
Zoning District: C3 Office and Commercial District  
Lot size: 16,500 sqft, 6,550 sqft  
Owner: 10 S Pearl Street & 15 S Pearl Street LLC  
Applicant: Brett Neri, Michael Rino Architects, Anthony Provenzano, Esq.

## **Project Overview:**

The Applicant seeks to demolish the existing three-story building and construct a five-story, mixed use building with a ground-floor restaurant and four floors of office space at 10 Pearl Street with off-street parking facilities located at 15 Pearl Street: the applicant owns both parcels at 10 Pearl Street and 15 Pearl Street. The project site is located within the C3 Office and Commercial District. The total building, including basement space, is 23,000 square feet in size. The gross square footages for each floor is as follows:

- Basement – 2,300 sqft
- First – 4,600 sqft
- Second - 4,600 sqft
- Third - 4,600 sqft
- Fourth - 4,600 sqft
- Fifth – 2,300 sqft



The proposed new brick and stone façade is intended to pay homage to the existing building's exterior character.

The Application includes an existing parking lot at 15 Pearl Street (C4 District). Parking for both the restaurant and office uses will exist in a shared capacity with the office space requiring off-street parking during normal business hours and the restaurant using off-street parking during evening hours. In total, the restaurant use requires 18 off-street parking spaces, and the office use requires 43 off-street parking spaces, totaling 61 off-street parking spaces.

Applicant is proposing to meet their parking requirement through use of the 15 Pearl Street lot as well as others lots under their control on Pearl Street which will require approval from the Zoning Board of Appeals per §345-14B.(7). The onus is on the Applicant to further clarify their proposed parking scheme with respect to precise location and number of appropriated spaces. Staff had requested that detailed striping plans be provided (as presented to the ZBA on March 19, 2015) in advance of the March 30 Planning Commission Meeting.

**Comprehensive Plan Consistency:**

The proposed use satisfies Economic Development Recommendation #1, 'Strengthen and expand economic opportunity...by focusing efforts on retaining and expanding existing businesses.' As further refined in the Comprehensive Plan, the application aligns with the continuance of restaurant development as well as Economic Development Recommendation #2, 'Improve the condition and appearance of Port Chester's commercial areas...[and] encourage new investment.'

**Zoning Compliance Review:**

The Zoning Compliance Form completed and certified by the Village Building Inspector indicates that the proposed 'restaurant' and 'office' uses are permitted in the C3 Office and Commercial District.

The Applicant must seek area variances from the Zoning Board of Appeals for the floor area ratio (FAR) and front, side, and rear yard setback in addition to 1 off-street truck loading space and 13 off-street parking spaces unless, in the alternative, Applicant seeks shared parking approval per §345-14B.(7).

**SEQRA Classification:**

The Proposal is considered an Unlisted Action under SEQRA and requires a Determination of Significance prior to site plan approval.

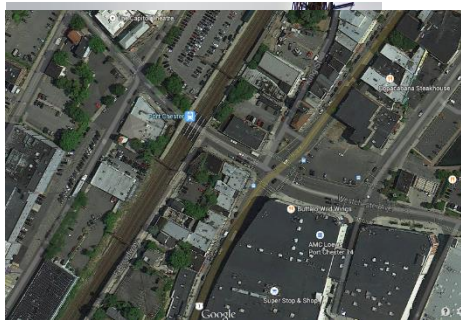
**Required Approvals:**

- Site Plan Approval (Planning Commission)
- SEQRA Determination of Significance (Planning Commission)
- Area Variances (Zoning Board of Appeals)
- Shared Parking Approval §345-14B.(7) (Zoning Board of Appeals)
- Full Notification to Westchester County Planning Board (Village Staff)

### **Next Steps:**

The Planning Commission referred the application to the Zoning Board of Appeals on March 19, 2015 for the required area variances in addition to the shared parking approval. The Zoning Board of Appeals requested the Village Attorney to draft a favorable Findings of Fact for the required area variances as well as the shared parking approval for the application for their April 16, 2015 meeting. Note that the shared parking approval, as requested, is for both the restaurant and office uses at 10 Pearl Street provided to total 61 off-street parking spaces at both 15 Pearl Street and additional off street parking spaces on Pearl Street.

## **5. 110 Westchester Avenue (Case #2015-0120)**



Section, Block, Lot: 142.30-2-55

Zoning District: C5T Downtown Mixed Use Transitional District

Lot size: 0.09 acres

Owner: Chung Hwan Kim

Applicant: Dr. Munzer Kara, DDS

### **Project Overview:**

Applicant proposes a second-floor, interior renovation plan for a new dental office at 110 Westchester Avenue located at the corner of East Broadway located in the C5T Downtown Mixed Use Transitional District. The lot of 110 Westchester Ave totals 0.09 acres/3,920 square feet in size. The second-floor renovation plan includes five (5) dental chairs with associated equipment space and a separate customer waiting area, totaling 1,872 square feet of renovated space.

The proposed use is permitted by special exception in C5T District per §345-61(U) of the Village Code provided the following criteria are met:

- 1. The use shall not be permitted on a lot having an area of less than 12,500 square feet.*
- 2. The site must be located within 500 feet of an M-1 Zone.*
- 3. The site must be located no more than .6 mile from a hospital.*
- 4. Adequate emergency access shall be assured through access to a major thoroughfare.*
- 5. A site plan is to be provided for approval by the Planning Commission, showing compliance with the above conditions and the site plan regulations.*

The Applicant cannot meet items #1 and #3 and therefore, must seek approval from the Zoning Board of Appeals.

Two means of egress exist – one from the Westchester Avenue street entrance and the other from a pedestrian bridge connecting the building to the municipal-owned parking lot on East Broadway<sup>1</sup>. In 2013, the property owner entered into an agreement with the Village for the usage of a pedestrian bridge to the lot to improve marketability and accessibility to the property as aligned with continued economic development in the downtown in accordance with the Village’s adopted Comprehensive Plan.

**Comprehensive Plan Consistency:**

The proposed use satisfies Economic Development Recommendation #2, ‘Improve the condition and appearance of Port Chester’s commercial areas...[and] encourage new investment’ as further refined by the sub-goal to ‘identify target industries for job growth and support such development’ and is achieved via the utilization of the New Broad Street municipal lot and soon-to-be-constructed pedestrian bridge providing an additional entry point to 110 Westchester.

**Zoning Compliance Review:**

The Zoning Compliance Form completed and certified by the Village Building Inspector indicates that the proposed ‘dentist office’ use is permitted by special exception in the C5T District. No area variances are required as both the building and lot are legally non-conforming. Neither off-street parking nor off-street loading is required. Two (2) variances are required to comply with the special exception criteria per §345-61(U) of the Village Code.

**SEQRA Classification:**

The proposal is classified as a Type II Action under SEQRA. No further environmental review is required.

**Required Approvals:**

- Site Plan Approval (Planning Commission)
- Special Exception Use (Zoning Board of Appeals)
- Notification Referral (Village Staff)
- Architectural Board of Review (Signage)

**Next Steps:**

The Planning Commission referred the application to the ZBA for variances from two special exception criteria per Village Code §345-61-U. The ZBA requested the Village Attorney to draft a favorable Findings of Fact for April 16, 2015 for the two required variances for the special exception criteria under §345-61-U of the Village Code.

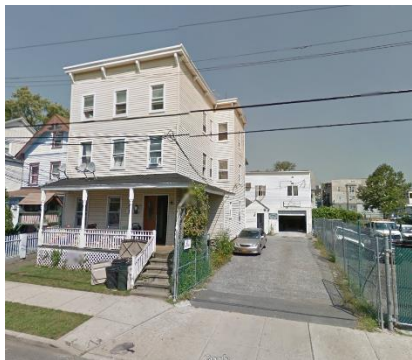
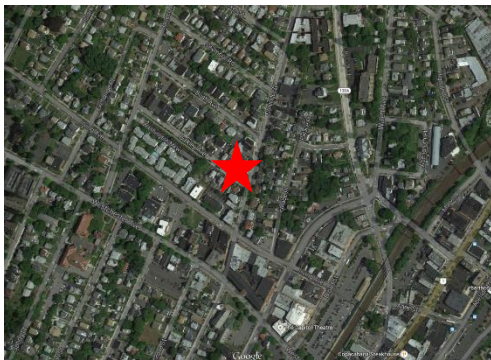
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<sup>1</sup> The pedestrian bridge received a building permit for construction (B# 2013-595) and approval from the Board of Trustees for construction and a license approval on September 16, 2013.

The Applicant appeared before the Zoning Board of Appeals on March 19, 2015 and received draft approval for a Favorable Findings of Fact for variances for two special exception use permit requirements per §345-61(U) of the Village Code. It is anticipated the Applicant will receive full approval April 16, 2015.

It is recommended that the Planning Commission consider closing the public hearing and recommend site plan and special exception use approvals be drafted for the April 27, 2015 meeting.

## 6. 10 Bulkley Ave (Case #2014-0115)



Section, Block, Lot: 142.22-1-49  
Zoning District: R2F Two-Family District  
Lot size: 0.115 acres  
Owner: Guiracochoa's Group LLC  
Applicant: Guiracochoa's Group LLC/David Mooney/Frank Allegretti

### **Project Overview:**

Applicant seeks minor change of use from former automobile service business with accessory office to a more restrictive (less intense) use as a woodworking shop with accessory office. The proposal is located at 10 Bulkley Avenue within the R2F Two-Family Residence District and also contains a legal three-family residential structure. This minor change of use is from one legally non-conforming use to another legally non-conforming use; and, as provided by §345-13(C), is permissible provided that: a) no structural alterations are made and b) in the opinion of the Zoning Board of Appeals the converted use is the same or more restrictive (less intense) in nature. Applicant must receive said approval from the Zoning Board of Appeals prior to Planning Commission action.

### **Zoning Compliance Review:**

The attached Zoning Compliance Form completed and certified by the Village Building Inspector indicates that the proposed 'woodworking shop with accessory office' use is a legally non-

conforming use provided approval by the Zoning Board of Appeals per §345-13(C). The proposal requires two (2) parking spaces, which Applicant provided on-site as shown on site plan.

**SEQRA Classification:**

The Proposal is considered an Unlisted Action under SEQRA and requires a Determination of Significance prior to site plan approval.

**Required Approvals:**

- §345-13(C) (Zoning Board of Appeals)
- Site plan approval (Planning Commission)
- SEQRA Determination (Planning Commission)

**Next Steps:**

The Planning Commission referred the Applicant to the ZBA at the November 24<sup>th</sup> meeting. The ZBA granted Findings of Fact in favor of the application at their February 19, 2015 meeting.

The Planning Commission may consider setting the public hearing for the application for April 27, 2015.

*Continue to Next Page*

## 7. 98 Fox Island Road (Case #2015-0121) and 8. 74 Fox Island Road (Case #2015-0122)



Section, Block, Lot: 74 Fox Island: 142.55-1-2; 98 Fox Island Road: 142.63-1-33  
Zoning District: DW Design Waterfront District  
Lot size: 74 Fox Island: 0.617 acres; 98 Fox Island Road: 2.14 acres  
Owner: Fox Island Holding, LLC  
Applicant: Smith Party Rental

### **Project Overview:**

Applicant proposes to relocate existing laundry facilities from 98 Fox Island Road into existing warehouse space at 74 Fox Island Road to improve operational efforts at Smith Party Rentals, LLC which occupies building space at both properties. Presently, 74 Fox Island Road is primarily warehouse space ( $\pm 9,435$  sqft), and the proposal is to convert  $\pm 2,000$  sqft of warehouse space into laundry facility space, which will include washing and drying space, laser line ironers, sorting tables, and linen bins transferred from 98 Fox Island Road. The existing 1,100 square foot walk-in-refrigerated box will be removed. There are currently 22 off-street parking spaces provided and one (1) off-street truck loading space at 74 Fox Island Road.

98 Fox Island Road is primarily used as warehouse and laundry operation for Smith Party Rentals, LLC and has 56 off-street parking spaces and a 3-space loading dock. Existing laundering facilities will be relocated to 74 Fox Island Road; however, dirty table linens will initially be returned to 98 Fox Island Road and inventoried prior to being laundered at 74 Fox Island Road. This business operation appears feasible as there are no barriers or fences precluding ease of access (circulation) between the two properties. Applicant also seeks approval for an unauthorized expansion of a truck loading bay (40'x12') and enclosure of an exterior storage area.

Each property is located within the DW Design Waterfront District and must seek site plan approval and special exception use approval per §345-60(A) [General Standards] and §345-60(B) [DW Design Waterfront Standards].

### **Comprehensive Plan Consistency:**

The proposed use satisfies Economic Development Recommendation #1, 'Strengthen and expand economic opportunity...by focusing efforts on retaining and expanding existing businesses.'

**Zoning Compliance Review:**

The attached zoning compliance form reviewed and certified by the Building Inspector indicates that the proposed ‘laundry facility’ and ‘warehouse’ uses for both 74 Fox Island Road and 98 Fox Island Road are permitted by special exception in the DW Design Waterfront District. Sufficient off-street parking and off-street loading are provided on site.

**SEQRA Classification:**

The Proposal is considered a Type II Action SEQRA. No further environmental review is required.

**Required Approvals:**

- Site plan approval (Planning Commission)
- Special Exception Approvals for warehouse and laundry plant (Planning Commission)
- Notification only to Westchester County Planning Board (Staff)
- Referral to the Town of Greenwich, CT (Staff)

**Next Steps:**

The Planning Commission may consider setting the public hearing(s) for April 27, 2015.

**9. 141 Willett Ave (Case #2015-0123)**



Section, Block, Lot: 142.23-1-27  
 Zoning District: C2 Main Street Business District  
 Lot size: 0.138 acres (6,022 sq. ft.)  
 Owner: 141 Willett Ave, LLC  
 Applicant: Jordan Lutsky

**Project Overview:**

Applicant seeks change of use from existing warehouse space to a membership health club facility at 141 Willett Avenue. The proposed use is a permitted use in the C2 Main Street Business District and is strictly an interior fit-out of the space of approximately 2,500 square feet. As depicted on the submitted site plan, the space will include a lounge-reception area, exercise area, and weight area with ADA compliant facilities and new emergency lighting. Applicant also proposes a new

door from the main entrance off Willett Avenue into the proposed area, thereby providing an additional means of egress to the existing access point on Abendroth Place.

The proposed use is based upon a monthly membership and includes group classes such as kick-boxing, kettle bell, yoga, and other physical conditioning classes. It is anticipated that most class sizes will be less than twenty (20) individuals, and locker room and shower facilities will be provided.

The proposed use neither requires off-street parking nor off-street loading facilities and is within walking distance (0.3 miles) to the Port Chester Metro North station.

**Comprehensive Plan Consistency:**

The proposed use satisfies Economic Development Recommendation #1, ‘Strengthen and expand economic opportunity...by attracting new businesses.’ Promoting additional permitted uses in the downtown commercial corridor in close proximity to the Port Chester train station also promotes transit-oriented-development activity as supported by both the Village’s adopted Comprehensive Plan and the Strategic Plan.

**Zoning Compliance Review:**

The attached Zoning Compliance Form completed and certified by the Village Building Inspector indicates that the proposed ‘health club’ is a permitted use in the C2 Main Street Business District. Neither off-street parking nor off-street loading is required for this use. No variances are required.

**SEQRA Classification:**

The Proposal is considered a Type II Action under SEQRA and requires no additional environmental review.

**Required Approvals:**

- Site plan approval (Planning Commission)
- Notification Referral to Westchester County Planning Department (Staff)
- Referral to the Town of Greenwich, CT (Staff)

**Next Steps:**

The Planning Commission may consider setting the public hearing for April 27, 2015.



# DISCUSSION

Village of Port Chester, NY  
Thursday, April 16, 2015

## Chapter 270. SIDEWALK CAFES

### § 270-1. Location; purpose.

The sidewalk cafe regulations as established in this chapter are intended to allow sidewalk cafes on public property accessory to restaurants in locations in the C1 Neighborhood Retail District, C2 Central Business District and MUR Marina Redevelopment Project Urban Renewal District where they are determined to be appropriate and to promote and protect the public health, safety and general welfare. These general goals include, among others, the following specific purposes:

- A. To provide adequate space for pedestrians on the sidewalk adjacent to sidewalk cafes to ensure access to adjacent commercial and retail uses.
- B. To promote sidewalk cafes as a useful and properly planned amenity that will attract business to the Village.
- C. To encourage the most desirable use of land and buildings in the retail shopping districts and thereby increase the Village's tax base.

### § 270-2. Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

#### **SIDEWALK CAFE**

An outdoor, open-air dining and drinking area located on the public sidewalk, which is public through dedication, easement or public right-of-way.

### § 270-3. Permit required; duration; renewal.

A permit is required to operate a sidewalk cafe. The office of the Village Clerk is authorized to issue an annual permit for the seasonal operation of a sidewalk cafe, provided that the application is complete and has been reviewed and approved by the Building Department as meeting all of the requirements of this chapter. A permit to operate a sidewalk cafe shall be valid from May 1 up to and including October 31 of any calendar year. Permits shall be prominently displayed and posted in the inside of the front window of the restaurant for which a permit is issued. The Police Department shall be provided a current listing of all licensees.

### § 270-4. Application for permit; compliance with standards.

A permit may only be issued upon the application of the owner, or tenant with the owner's consent, of a restaurant (except fast-food restaurants), as defined in § 345-2 of the Code, which is located directly in

front of the proposed sidewalk cafe, in the C1, C2 and MUR Zoning Districts, provided that the applicant complies with each of the following general standards:

- A. The sidewalk abutting the property must be at least nine feet in width as measured from the building line to the curblin.
- B. There shall be a minimum clear distance of five feet, exclusive of the area occupied by the sidewalk cafe, free of all obstructions, such as trees, parking meters, utility poles, streetlights and Village benches or planters, in order to allow for adequate and safe pedestrian movement. This distance may be reduced to three feet in width for a distance not to exceed 25 feet in length.
- C. No permanent or temporary structures may be affixed to the sidewalk area used for the cafe, and the area may only be occupied by benches or tables no greater than 30 inches in width with chairs adjacent to the exterior of the restaurant for the convenience of the patrons of the cafe. The cafe shall be open except that it may be covered with a canvas cover or structural canopy of the restaurant's facade. Umbrellas are permitted provided that they are retractable and do not obstruct pedestrians. Such benches, tables and chairs and umbrellas must be removed and/or brought inside when the cafe is not in operation. No other appurtenances are permitted.
- D. The applicant must provide for a suitable temporary, removable barrier, such as bollards with connecting rope or chain or railing, to physically separate patrons from pedestrian traffic, that must be brought inside when the cafe is not in operation, unless waived in the discretion of the Village Manager or his designee. The sidewalk cafe shall be otherwise unenclosed.
- E. A clear and unobstructed means of egress must be provided and maintained from the restaurant.
- F. A detailed scaled drawing, demonstrating compliance with the requirements set down above, together with a photograph of the area to be occupied by the sidewalk cafe and frontage of the restaurant, shall be submitted with the application.
- G. Prior to the issuance of the permit, there shall be an agreement executed by the owner and tenant to defend and save harmless the Village, its officers and employees against any loss, liability or damages sustained by any person or to any property arising out of the operation of the cafe, together with a certificate of insurance issued to both the owner and tenant as insured and naming the Village, its officers and employees as an additional insured, in the minimum amount of \$1,000,000 each occurrence and \$2,000,000 dollars aggregate general liability coverage approved by the Village Attorney.

## **§ 270-5. Hours; food; alcoholic beverages; lighting; maintenance.**

- A. All sidewalk cafes shall commence operations no earlier than 8:00 a.m. and cease operations with tables cleared no later than 10:00 p.m. Sunday through Thursday and 11:00 p.m. Friday and Saturday.
- B. All food and beverages to be served or consumed at sidewalk cafes shall be prepared within the restaurant. The drinking of alcoholic beverages by a member of the public while a patron of the sidewalk cafe within the confines of the sidewalk cafe area shall not be construed as a violation of any local law prohibiting the consumption of alcoholic beverages in a public place or area. The operator of a sidewalk cafe shall be in full compliance with the licensing requirements of the State of New York covering the sale of alcoholic beverages.
- C. The restaurant shall not serve food or beverages to a patron at a sidewalk cafe unless that patron is seated at a table.

- D. Neither outdoor lighting nor live or electronically reproduced music or entertainment may be used on or for the sidewalk cafe.
- E. Sidewalk cafes and the sidewalk area on which they are located shall be kept neat and clean at all times and free from any substance which might damage the sidewalk or cause injury to pedestrians.
- F. No signs or advertising of any kind are permitted at or about the sidewalk cafe.

### **§ 270-6. Permit; fee.**

A fee as set out in Chapter 175, Fees, shall be required upon issuance or annual renewal of the permit. Such fee may be adjusted by resolution of the Board of Trustees.

### **§ 270-7. Suspension or revocation of permit.**

A permit issued under this chapter may be suspended or revoked in the event of public necessity. Failure to comply with the provisions of this chapter shall also be grounds for the nonrenewal of a permit.

### **§ 270-8. Penalties for offenses.**

Persons found guilty of a violation of this chapter shall be subject to a fine not exceeding \$500. Each day's violation shall constitute a separate and distinct offense. A civil action may also be brought in the name of the Village by the Village Attorney for enforcement of this chapter.

# CORRESPONDENCE

FRANCIS A. CERVINKA  
1 SANDS STREET  
PORT CHESTER, NEW YORK 10573

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April 10, 2015

Dear Mayor Pilla and Trustees:

I hereby submit my resignation from Port Chester's Planning Commission. This resignation is effective immediately. It has been a pleasure serving on the Commission and working with its dedicated staff and my fellow commissioners.

Very truly yours,

/s/

Francis A. Cervinka

cc: Gregg Gregory  
Janusz R. Richards  
Constance R. Phillips

Virginia R. Bonaro  
4 Beechwood Blvd  
Port Chester, NY 10573  
April 11, 2015

Mayor's Office  
222 Grace Church Street  
Port Chester, New York 10573

Dear Mayor Pilla and Board of Trustees,

I have recently taken a new job that allows me considerably more personal time. I would like to devote a portion of that time to serve our community.

I note from looking at the IDA website that there is an open seat on the Village's IDA. As someone with over 35 years of progressive leadership roles in the financial services industry, I feel I am ideally suited for a position on this Board and ask for your consideration. Attached is my resume for your review.

I look forward to hearing from you regarding next steps.

Regards,

Virginia R. Bonaro  
Cc: Village of Port Chester IDA

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**SENIOR OPERATIONS EXECUTIVE***Financial Services / Global Strategic Partnership / Operations Management*

Highly motivated, results-oriented executive with more than 35 years of progressive leadership experience including operations management / technology integration and optimization, business reengineering, insourcing / outsourcing, and risk control management. Collaborative leader with solid track record of performance in expense management, customer service, offshore development, large scale program management, and financial controls. Critical thinker and resourceful problem solver with proven ability to conceptualize and implement effective solutions. Articulate communicator, with exceptional interpersonal skills to effectively mobilize diverse groups to accomplish objectives and meet critical deadlines in a fast-paced, change intensive environment.

**CORE QUALIFICATIONS**

- ❖ Operations & Technology Management
- ❖ Business Reengineering & Expense Control
- ❖ Technology & Business Strategy Alignment
- ❖ Business Strategy & Planning
- ❖ Offshore Development
- ❖ Global Program Management
- ❖ Insourcing & Outsourcing
- ❖ Operational Excellence
- ❖ Organizational Restructuring

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**PROFESSIONAL EXPERIENCE****BANK OF AMERICA, NEW YORK, NY**

2014 - PRESENT

*BANK OF AMERICA IS A \$2.1T COMMERCIAL BANK HOLDING COMPANY WITH 5,000 BRANCHES ACROSS THE US AND 40 COUNTRIES GLOBALLY***SENIOR VICE PRESIDENT, CHIEF OPERATING OFFICER - BUSINESS STRATEGY AND PLANNING EXECUTIVE****WHOLESALE BANKING OPERATIONS**

Direct Strategic Planning and Administrative support for Wholesale Banking Operations. Operations provide back-office processing for global integrated treasury, trade and loan solutions for commercial, multinational corporations, financial institutions, and public sector clients. Responsible for global operational capacity planning, process engineering, technology incident management, third party financial bank partner and market utilities vendor management, financial and operational risk management and communication and employee engagement.

**RBS CITIZENS FINANCIAL GROUP, PROVIDENCE RI**

2009 - 2014

*CFG IS A \$153B COMMERCIAL BANK HOLDING COMPANY WITH 1,400 BRANCHES ACROSS 12 STATES***EXECUTIVE VICE PRESIDENT, HEAD OF OPERATIONS (2011 – 2014)**

Provide strategic leadership and direct daily operations in support of CFG's Consumer and Commercial markets. Consumer Operations include check clearing and deposit services, consumer loans including mortgages, home equity, auto finance, student lending, credit card and collection activities. Commercial Operations include Treasury and Trade operations and commercial real estate, asset based lending, leasing and loan operations. Ensure Operations enables the execution of Business strategy into the market place, delivering a clear competitive advantage through an operating model that delivers efficiency of scale and high quality experiences for customers and staff. Deliver operations functions and ensure the effective execution of shared services for all Retail/Consumer and Commercial customers. Provide operational, risk, process and staff leadership for 3,500 member team with \$300M operating budget and \$200M capital budget

**EXECUTIVE VICE PRESIDENT, HEAD OF COMMERCIAL OPERATIONS (2010 – 2011)**

Provide strategic leadership and ensure that Commercial Operations has the capability to deliver across all Commercial segments and propositions in the region. Ensure Operations enables the execution of Business strategy into the market place, delivering a clear competitive advantage through an operating model that delivers efficiency of scale and high quality experiences for customers and staff. Provide operational, risk, process and staff leadership for 1,500 member team with \$150M operating budget and \$100M capital budget

**EXECUTIVE VICE PRESIDENT, HEAD OF LENDING OPERATIONS (2009 – 2010)**

Direct daily operations and technology initiatives within Commercial and Consumer Lending Operations encompassing Equipment Finance, Commercial Banking, Commercial Real Estate, Asset Based Lending, Credit Cards, Student Loans, Home Lending Solutions, Auto and Unsecured credit. The Commercial portfolio consists of 78K loans and \$36B in Outstandings. The Consumer portfolio consists of 2.1M loans and \$73B in Outstandings. Provide operational risk, process, and staff leadership for 900 member team with \$100M operating budget and \$75M capital budget.



**CITIGROUP**, New York, NY

1997 – 2008

*\$900B Global financial services corporation serving 200M customer accounts in more than 100 countries.*

**EXECUTIVE VICE PRESIDENT, CHIEF OPERATING OFFICER, COMMERCIAL BUSINESS GROUP** (2006 – 2008)

Directed daily operations and technology initiatives within Commercial Business Group encompassing Equipment Finance, Commercial Banking, Commercial Real Estate, and Specialized Products with 300K customers, \$50B in assets, and \$25B in deposits. Provided operational risk, process, and staff leadership for 1,600 team members with \$200M operating budget and \$100M capital budget.

**EXECUTIVE VICE PRESIDENT, CHIEF INFORMATION OFFICER, COMMERCIAL BUSINESS GROUP** (2005 – 2008)

Managed IT operations providing production support, development, and matrix oversight for infrastructure encompassing 95 applications, 600 IT associates / consultants, \$100M operating budget, and \$100M capital budget.

**DIRECTOR, CITICAPITAL NE OPERATIONS** (2003 – 2005)

Led and supported Leasing and Loan operations within CitiCapital's NE Operation consisting of Healthcare, Energy, Franchise Finance, Copier, and Portfolio Disposition Leasing and Loan portfolios representing \$8B in assets and over 100K in individual contracts. Directed 120 team members and managed \$20M operating budget.

**SENIOR VICE PRESIDENT, GTS OPERATIONS** (2000 – 2003)

Directed 150 full time employees with an operating budget of \$50M within Global Transaction Services operations offering integrated treasury and trade solutions and fund services to multinational corporations, financial institutions, and public sector organizations. Managed Global User Acceptance Testing and Operational Readiness for the largest investment projects in the Corporate and Investment bank.

**VICE PRESIDENT / CHIEF OF STAFF - GLOBAL TRANSACTION SERVICES** (1997 – 2000)

Led large global operation managing \$276B in deposits and processing more than \$3T in transactions daily. Managed financial budgeting, performance metrics, staffing, MIS design, real estate, and general business administration. Directed 15 senior staff team members ensuring operations success.

**NATIONAL WESTMINSTER BANK USA**, New York, NY

1985 - 1996

*\$32B commercial bank with more than 300 branches within the U.S.*

**SENIOR VICE PRESIDENT, COMMERCIAL BANKING OPERATIONS** (1995 – 1996)

**VICE PRESIDENT, GLOBAL FINANCIAL SERVICES GROUP** (1990 – 1994)

**ASSISTANT VICE PRESIDENT GLOBAL FINANCIAL SERVICES GROUP** (1985 – 1989)

Progressed through multiple leadership positions with increasing responsibility managing U.S. Cash Management Product Development Group, Customer Service, and Loan Administration for Commercial Markets.

**IRVING TRUST COMPANY, DEPOSIT ACCOUNTING OPERATIONS**, New York, NY

1980 – 1985

*\$24 B commercial bank with more than 50 branches within the U.S*

**ASSISTANT SECRETARY, DEPOSIT ACCOUNTING OPERATIONS** (1984-1985)

**MANAGER, DEPOSIT ACCOUNTING OPERATIONS** ( 1982 – 1983)

**MANAGEMENT TRAINEE, DEPOSIT ACCOUNTING OPERATIONS** (1980 - 1981)

Progressed through multiple leadership positions with increasing responsibility managing Commercial Deposit and Cash Management Operations.

## EDUCATION

**MASTER OF BUSINESS ADMINISTRATION, FINANCE**, 1990

**BACHELOR OF SCIENCE, ECONOMICS & MANAGEMENT**, 1980

**NEW YORK UNIVERSITY, STERN SCHOOL OF BUSINESS**, New York, NY

*emailed Mayor/BOT/Village clerk*



VILLAGE OF PORT CHESTER

APR 8 2015

RECEIVED

*M/BOT*

The American Legion  
Port Chester Post 93  
Department of New York  
78 Pearl Street  
Port Chester, NY 10573  
Unity and Service for America

April 6, 2015

Honorable Mayor  
& Board Of Trustees, Village of Port Chester  
222 Grace Church Street  
Port Chester, NY. 10573

Dear Honorable Mayor and Trustees:

The American Legion is completing plans for the 2015 Memorial Day Ceremonies and parade.

We are in the process of contracting for wreaths, flags ,flowers, for the ceremonies at Veterans Memorial Park, Marina, our Eight War Memorials And for decorations of Veterans' Graves in various cemeteries.

We respectfully Request that the Village of Port Chester appropriation of \$1,500 Dollars for the 2015 year be mailed to the above address with" the check made out to the American Legion"

As directed by the three local Governments (Rye Brook, Port Chester Rye Town) all bills must be paid by the American Legion.

Sincerely,

*Bill Chiappetta*

Bill Chiappetta  
Adjutant



The American Legion  
**Port Chester Post 93**  
Department of New York  
78 Pearl Street  
Port Chester, NY 10573  
Unity and Service for America

APRIL 6, 2015

Honorable Mayor  
& Board Of Trustees, Village of Port Chester  
222 Grace Church Street  
Port Chester, NY. 10573

Dear Honorable Mayor and Trustees:

The American Legion is completing plans for the 2015 Memorial Day Ceremonies and parade on Monday May 25 2015. We will hold ceremonies at Memorial Park at the corner of Westchester Ave and No Regent St At.11:00 A.M. with a parade to follow at 12:00P.M.

We are asking for permission from the board of trustees of the village of Port Chester to hold said ceremonies and parade to start on the top of Westchester Ave. and proceed down Westchester Ave to Broad St.

Sincerely,

Bill Chiappetta  
Adjutant



**The American Legion**  
**Port Chester Post 93**  
**Department of New York**  
78 Pearl Street  
Port Chester, NY 10573  
914-937-5562  
Unity and Service for America

**ANNUAL MEMORIAL DAY OBSERVANCES AND PARADE MONDAY, MAY 25 2015**

Of Port Chester Rye Brook Town of Rye

**THE DAY WILL BEGIN AT 8:45 A.M.**

WITH A MEMORIAL SERVICE AT THE VILLAGE MARINA TO HONOR THOSE SERVICEMEN WHO SERVED AND DIED AT SEA, COLOR GUARD TEAM FIREING AND FLOWERS WILL BE STREWN UPON THE WATER THEN TAPS WILL BE PLAYED

**AT 9:00 A.M.** COLOR GUARD AND FIREING TEAM THEN TAPS AT WILLIAM JAMES MEMORIAL GATEWAY PARK ON NO. MAIN ST

**AT 9:15 A.M.** COLOR GUARD AND FIREING TEAM THEN TAPS AT VIETNAM WAR MEMORIAL AND POLICE MEMORIAL LYONS PARK CORNER OF KING ST AND PUTNAM AVE

**AT 9:30 A.M.** COLOR GUARD AND FIREING TEAM THEN TAPS AT SPANISH WAR MEMORIAL IN SUMMER FIELD PARK KING ST AND WILLET AVE

**AT 9:45 A.M.** COLOR GUARD AND FIREING TEAM THEN TAPS AT CIVIL WAR MEMORIAL CORNER POST RD AND PEARL ST

**AT 10:00 A.M.** FIREING TEAM AT AMERICAN LEGION POST 93 ON PEARL ST

**AT 10:30 A.M.** COLOR GUARD AND FIREING TEAM THEN TAPS AT PORT CHESTER FIRE DEPT HEADQUATERS ON WESTCHESTER AVE

**AT 10:45 A.M.** COLOR GUARD AND FIREING TEAM THEN TAPS AT KOREAN WAR MEMORIAL AT CRAWFORD PARK OFF RIDGE ST RYE BROOK .

**AT 11 A.M.** CEREMONIES WILL BEGIN AT VETARNS MEMORIAL PARK AT NORTH REGENT AND WESTCHESTER AVE. AFTER CEREMONIES THERE WILL BE A PARADE DOWN WESTCHESTER AVE

William P. Chiappetta  
Adjutant  
914-819-2945

**TRAFFIC COMMISSION**  
**Port Chester, New York**

April 15, 2015

Mayor Dennis Pilla and the Board of Trustees  
Village of Port Chester

Dear Mayor Pilla and the Board of Trustees:

The Traffic Commission in preparing to repaint the fire zone in front of Fire Headquarters which was approved by the Board and upper management and in regarding Fire Chief Quinn's complaint, checked the Village Code to find this problem within the code. Please review the code as it states at this time, **see attachment #1**. As you can see it was this section of the Code covering Fire Headquarters that was deleted in 2010 creating a problem for exiting and returning fire equipment, **see attachment #2**. Enclosed is a copy of the **V&T Law** which states that the fire zone must exist for safety issues, **see attachment #3**. The Traffic Commission is making the recommendation for you to upgrade the Code of the Village of Port Chester, Vehicles and Traffic, Chapter 319-74 (Schedule XIII) "No Parking or Standing at any time".

<u>Name of Street</u>	<u>Side</u>	<u>Location</u>
Westchester Avenue	South	From Grove Street to Smith Street

Local Law No. 11 of 2010 removed this area from the Village Code but it is imperative for the safety of the area especially for the purpose of alleviating the problem of parked cars blocking the area and causing difficulty maneuvering the fire trucks in and out of the fire house.

Sincerely

*Joseph Gianfrancesco*

Joseph Gianfrancesco  
Chairman

Attachments-3

cc: C.Ameigh  
C. Steers

§ 319-26.2 Fire station fire zones.

[Added 9-7-1982 by L.L. No. 30-1982]

A.

Locations.

(1)

Fire zones in front of the following fire stations are established as follows:

(a)

*(Reserved)*<sup>11</sup>

[1]:

*Editor's Note: Former Subsection A(1)(a), regarding fire headquarters on Westchester Avenue, Poningo Street west side, amended 6-27-2001, was repealed 11-15-2010.*

(b)

Upper Westchester Avenue Firehouse, south side of Westchester Avenue, 79 feet east of Park Place: an eighty-foot fire zone going east.

(c)

South End Fire Station, both sides of Grace Church Street between Central Avenue and Don Bosco Place.

[Amended 11-17-2003]

(d)

Willett Avenue Firehouse, east side of Willett Avenue: fire zone going south 124 feet from the north corner of Mortimer Street; west side of Willett Avenue: fire zone going south 90 feet from the south corner of Mortimer Street.

(2)

It is directed that said zones be maintained and kept open at all times for the movement of emergency vehicles and other traffic. The width of each zone shall be measured along the curb line, if established or existing. If no curblines exist, then the fire zone shall be measured along the shoulder of the roadway fronting the fire station property.

B.

No person shall stop, stand or park a vehicle except when necessary to avoid conflict with other traffic or pedestrians or in compliance with the directions of a police officer in any of said fire zones.

C.

The Village of Port Chester's Police Department is authorized and directed to remove any vehicle parked, abandoned or found unattended in any fire zone as described in this section where it constitutes an obstruction to traffic or any place where stopping, standing or parking is prohibited under this section.

D.

The violation of this section, adopted pursuant to §§ 1640 and 1640-a of the Vehicle and Traffic Law of the State of New York shall constitute a traffic infraction within the meaning of § 1800 of the Vehicle and Traffic Law of the State of New York.

E.

ATTACHMENT #1

Every person convicted of a traffic infraction for a violation of any of the above provisions of this section, adopted pursuant to §§ 1640 and 1640-a of the Vehicle and Traffic Law of the State of New York, shall for the first conviction thereof be punishable by a fine of \$50 and for a second or a subsequent conviction shall be punishable by a fine of \$100. These fines may be recovered by the Village of Port Chester in a civil action.

(Use this form to file a local law with the Secretary of State)

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate a new matter.

County  
City of Port Chester, New York  
Town  
Village

Local Law No. 11 of the year 2010

A local law amending the CODE OF THE VILLAGE OF PORT CHESTER, CHAPTER 319, SECTIONS 319-29.1, 319-74, 319-91A and 319-92.1.

Be it enacted by the Board of Trustees of the  
(Name of Legislative Body)

County  
City of Port Chester, New York as follows:  
Town  
Village

A LOCAL LAW AMENDING THE CODE OF THE  
VILLAGE OF PORT CHESTER, CHAPTER 319,  
VEHICLES AND TRAFFIC, WITH REGARD TO  
SPECIAL PURPOSE PARKING ZONES

SECTION 1: Chapter 319 of the Code of the Village of Port Chester, Vehicles and Traffic, Section 319-74 (Schedule XIII) "No Parking or Standing at Any Time" is hereby amended by the deletion of the following location:

Name of Street                      Side                      Location

....

Westchester Avenue                      South                      From Grove Street to Smith Street

...



SECTION 2: Chapter 319 of the Village Code, Vehicles and Traffic, Schedule XII, Section 319-74, pursuant to the provisions of Section 319-20 “No Parking or Standing Anytime”, is hereby amended by the addition of the following location:

Name of Street	Side	Location
Poningo Street	West	From Westchester Avenue North for 45 feet.

SECTION 3: Chapter 319 of the Village Code, Vehicles and Traffic, is hereby amended by the addition of a new section, Section 319-29.1, “Special Purpose Parking Zones”, to read as follows:

Section 319-29.1 – Special Purpose Parking Zones

The locations described in Schedule XXXII (§ 319-92.1) are hereby designated as special purpose parking zones, and it shall be unlawful for any person to park any vehicle to allow the same to remain parked in any such zone except as specifically provided for such zone.

SECTION 4: Chapter 319 of the Village Code, Vehicles and Traffic, is hereby amended by the addition of a new section, Section 319-92.1 (Schedule XXXII), “Special Purpose Parking Zones”.

Section 319.92.1 – Special Purpose Parking Zones

In accordance with the provisions of §319-29.1, the following streets or parts of streets are hereby designated as special purpose parking zones:

Name of Street	Side	Authorized Purpose or Vehicle	Location
Poningo Street	East	Two (2) spaces for Volunteer Firefighters	78 feet from the south east corner of Westchester Avenue thence north of 43 feet
Poningo Street	West	Four (4) spaces for Career Firefighters and Two (2) spaces for Volunteer Firefighters	45 feet from the southwest corner of Westchester Avenue thence north for 128 feet (six spaces), 84 feet (four spaces) for career firefighters and 44 feet (two spaces) for volunteer firefighters.

Rollhaus Place	East	Police and Court Personnel only Monday to Friday 8:00 a.m. to 5:00 p.m. except legal holidays	Measured from the curb cut of the Police Department rear parking lot, thence north for 207 feet (ten spaces).
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SECTION 5: Chapter 319 of the Village Code, Vehicles and Traffic, Schedule XXX, Section 319-91A “Fines”, is hereby amended by the addition of the following violation:

.....

Special Purpose Parking	\$75.00
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....

SECTION 6: This local law shall be effective immediately upon filing with the Secretary of State.

Adopted: November 15, 2010

BY ORDER OF THE BOARD OF TRUSTEES OF  
THE VILLAGE OF PORT CHESTER, NEW YORK  
DENNIS PILLA, Mayor  
JOAN MANCUSO, Village Clerk

NYS Laws  
Vehicle and Traffic Law  
Title VII

**STOPPING, STANDING, AND PARKING**

Common Traffic Law Violations for Article 32

1200. Basic rules.

1201. Stopping, standing, or parking outside of business or residence districts.

1202. Stopping, standing, or parking prohibited in specified places.

1203. Additional parking regulations.

1203-a. Parking permits for handicapped persons.

1203-b. Parking spaces; handicapped.

1203-c. Off street parking spaces for the handicapped.

1203-d. Out-of-state vehicles bearing handicapped identification.

1203-e. Dumping snow onto parking places for handicapped prohibited.

1203-f. Handicapped parking enforcement.

1203-g. Establishment of the handicapped parking education program.

1203-h. Metered parking waiver for certain disabilities.

1204. Officers authorized to remove illegally stopped vehicles.

S 1200. Basic rules. (a) When stopping is prohibited by this article, or by local law, ordinance, order, rule or regulation, no person shall stop, stand or park a vehicle, whether occupied or not, except when necessary to avoid conflict with other traffic or in compliance with the directions of a police officer or traffic-control sign or signal.

(b) When standing is prohibited by this article, or by local law, ordinance, order, rule or regulation, no person shall stand or park a vehicle, whether occupied or not, but may stop temporarily for the purpose of and while actually engaged in receiving or discharging passengers.

(c) When parking is prohibited by this article, or by local law, ordinance, order, rule or regulation, no person shall park a vehicle, whether occupied or not, but may stop or stand temporarily for the

purpose of and while actually engaged in loading or unloading merchandise or passengers.

(d) When official signs have been posted prohibiting, restricting or limiting the stopping, standing or parking of vehicles on any highway, no person shall stop, stand or park any vehicle in violation of the restrictions stated on such signs.

S 1201. Stopping, standing, or parking outside of business or residence districts. (a) Upon any highway outside of a business or residence district no person shall stop, park, or leave standing any vehicle, whether attended or unattended, upon the paved or main-traveled part of the highway when it is practicable to stop, park, or so leave such vehicle off such part of said highway, but in every event an unobstructed width of the highway opposite a standing vehicle shall be left for the free passage of other vehicles and a clear view of such stopped vehicles shall be available from a distance of two hundred feet in each direction upon such highway.

(b) This section shall not apply to the driver of any vehicle which is disabled while on the paved or main-traveled portion of a highway in such manner and to such extent that it is impossible to avoid stopping and temporarily leaving such disabled vehicle in such position.

S 1202. Stopping, standing or parking prohibited in specified places.

(a) Except when necessary to avoid conflict with other traffic, or when in compliance with law or the directions of a police officer or official

traffic-control device, no person shall:

1. Stop, stand or park a vehicle:
  - a. On the roadway side of any vehicle stopped, standing or parked at the edge or curb of a street;
  - b. On a sidewalk;
  - c. Within an intersection, except when permitted by official signs or parking meters on the side of a highway opposite a street which intersects but does not cross such highway;
  - d. On a cross walk;
  - e. Between a safety zone and the adjacent curb or within thirty feet of points on the curb immediately opposite the ends of a safety zone, unless a different distance is indicated by official signs, markings or parking meters;
  - f. Alongside or opposite any street excavation or obstruction when stopping, standing or parking would obstruct traffic;
  - g. Upon any bridge or other elevated structure upon a highway or within a highway tunnel, unless otherwise indicated by official signs, markings or parking meters;
  - h. On any railroad tracks;
  - i. In the area between roadways of a divided highway, including crossovers, except in an emergency;
  - j. On a state expressway highway or state interstate route highway, including the entrances thereto and exits therefrom, which are a part thereof, except in an emergency.
  - k. Engage in the retail sale of frozen desserts as that term is

defined in subdivision thirty-seven of section three hundred seventy-five of this chapter directly to pedestrians on any highway having a speed limit in excess of thirty miles per hour. Nothing herein shall be construed to prohibit the operator of such vehicle from stopping such vehicle off such highway, in a safe manner, for the sole purpose of delivering such retail product directly to the residence of a consumer or to the business address of a customer of such retailer.

2. Stand or park a vehicle, whether occupied or not, except momentarily to pick up or discharge a passenger or passengers:

a. In front of a public or private driveway;

b. Within twenty feet of a cross walk at an intersection, unless a different distance is indicated by official signs, markings or parking meters;

c. Within thirty feet upon the approach to any flashing signal, stop or yield sign or traffic-control signal located at the side of the roadway, unless a different distance is indicated by official signs, markings or parking meters;

**d. Within twenty feet of the driveway entrance to any fire station and, when on the side of the street opposite to the entrance of any fire station, within seventy-five feet of said entrance, when properly signposted, unless a different distance is indicated by official signs, markings or parking meters.**

e. Alongside or obstructing a curb area which has been cut down, lowered or constructed so as to provide accessibility to the sidewalk.

3. Park a vehicle, whether occupied or not, except temporarily for the

purpose of and while actually engaged in loading or unloading merchandise or passengers, within fifty feet of the nearest rail of a railroad crossing, unless a different distance is indicated by official signs, markings or parking meters.

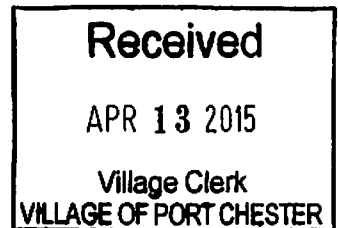
(b) No person shall stop, stand or park a vehicle within fifteen feet of a fire hydrant except when such vehicle is attended by a licensed operator or chauffeur who is seated in the front seat and who can immediately move such vehicle in case of emergency, unless a different distance is indicated by official signs, markings or parking meters.

(c) No person shall move a vehicle not lawfully under his control into any prohibited area or away from a curb such distance as is unlawful.



# **Mellor Engine & Hose Co. No 3, Inc.**

**P.O. BOX 575  
PORT CHESTER, NEW YORK 10573**



**Gregg Gregory, *President***  
**Daniel Romanello, *Vice President***  
**John Colucci, *Treasurer***  
**Donna Gordiski, *Secretary***

**Luis Marino, *Captain***  
**Leslie Murphy, *1<sup>st</sup> Lieutenant***  
**Scott Sprague, *2<sup>nd</sup> Lieutenant***  
**Frank Gordiski, *Sergeant***  
**Peter Mutz, *Chief Driver***

April 9, 2015

**Village of Port Chester  
Village Clerk  
222 Grace Church St.  
Port Chester, New York 10573**

**To whom it may concern:**

**The members of Mellor Engine & Hose Company #3, Inc. have elected Mr. Brendan Doyle to active membership in our Company. This action took place during our regular monthly meeting on April 6, 2015.**

**Mr. Doyle resides at 23 Shore Drive, Port Chester, NY, 10573. We believe that Mr. Doyle will be an asset to the Port Chester Fire Department. Upon completion of the necessary physical exam requirements, Mr. Mr. Doyle will present a copy of this letter to your office.**

**We hope the Village Trustees approve Mr. Doyle for membership in the Port Chester Fire Department.**

**Sincerely,**

**Donna C. Gordiski  
Secretary of Mellor E&H Co. #3**





**Mellor Engine &  
Hose Co. No 3, Inc.**

**P.O. BOX 575  
PORT CHESTER, NEW YORK 10573**

**Received**

APR 13 2015

Village Clerk  
VILLAGE OF PORT CHESTER

**Gregg Gregory, *President***  
**Daniel Romanello, *Vice President***  
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**Frank Gordiski, *Sergeant***  
**Peter Mutz, *Chief Driver***

April 6, 2015

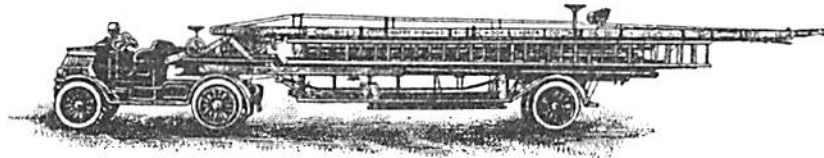
Village of Port Chester  
Village Clerk  
222 Grace Church Street  
Port Chester, NY 10573

To whom it may concern:

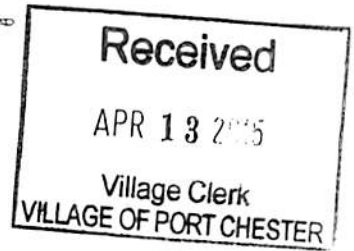
Bedford Brown has resigned from active membership from the Port Chester Fire Department; please remove him from active rolls. Bedford lost his Badge so he cannot return it to you.

Sincerely,

Donna C. Gordiski  
Secretary



HARRY HOWARD HOOK & LADDER CO. NO. 1  
PORT CHESTER, N.Y. 10573



April 8, 2015

Honorable Mayor Dennis Pilla and  
Members of the Village Board of Trustees  
Village of Port Chester  
222 Grace Church Street  
Port Chester, NY 10573  
Attn: Dr. Janusz Richards – Village Clerk

**Re: Expulsion of Three (3) Company Members**

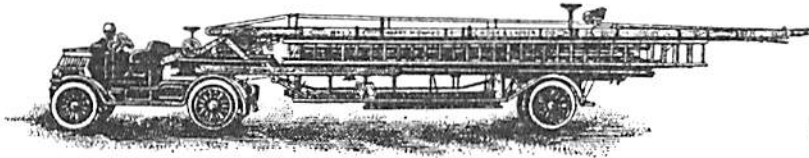
Gentlemen:

The purpose of this letter is to inform you that on April 7, 2014, during the regularly scheduled monthly meeting of Harry Howard Hook & Ladder Company #1, the Company, in accordance with its By-Laws, voted to expel the following individuals from membership in the Company effectively immediately:

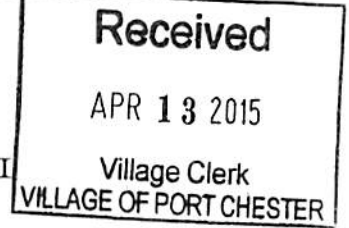
- 1.) Cesar Reyes  
109 Prospect Street  
Port Chester, NY 10573
- 2.) Reynaldo Sanchez  
25 Summer Street  
Port Chester, NY 10573
- 3.) John Evans  
83 Robert Avenue  
Port Chester, NY 10573

Yours truly,

NEIL J. PAGANO  
Secretary



HARRY HOWARD HOOK & LADDER CO. NO. 1  
PORT CHESTER, N.Y. 10573



April 8, 2015

Honorable Mayor Dennis Pilla and  
Members of the Village Board of Trustees  
Village of Port Chester  
222 Grace Church Street  
Port Chester, NY 10573  
Attn: Dr. Janusz Richards – Village Clerk

**Re: Resignation of James Magrone**

Gentlemen:

The purpose of this letter is to inform you that on April 7, 2014, during the regularly scheduled monthly meeting of Harry Howard Hook & Ladder Company #1, the Company, voted to accept the resignation of the following individual effective immediately:

James Magrone  
87 Perry Avenue  
Port Chester, NY 10573

Yours truly,

NEIL J. PAGANO  
Secretary

**PUBLIC COMMENTS  
AND  
BOARD COMMENTS**

**PROPOSED MOTION  
FOR  
EXECUTIVE SESSION**